

Daily Checklist



	Monday	GOC awhydha fawr o puscon	
	Check Gmail		*Add your 6 subject names in the row below.
	In each course (add course names in the row to the right):		
SS	✓ Read news items		
each class	✓ Grades > Read feedback		
1 hour	✓ Go to Pacing Guide		
	✓ Read/take notes/study lesson		
	✓ Review as needed		
about	✓ Complete assignments		
requires	✓ Save to Folder		
	✓ Submit (DB, SW, Quiz, etc.)		
	Check Gmail		

	Tuesday	GOC guyrothe is worthpussors	
	Check Gmail		*Add your 6 subject names in the row below.
SS	In each course: (add course names in the row to the right):		
	✓ Read news items		
h class	✓ Grades > Read feedback		
each	✓ Go to Pacing Guide		
hour	✓ Read/take notes/study lesson		
7	✓ Review as needed		
about	✓ Complete assignments		
requires	✓ Save to Folder		
	✓ Submit (DB, SW, Quiz, etc.)		
	Check Gmail		

Notes: When reviewing the course schedule, look for any overdue assignments. Begin the lesson in your hardest subject either first or second in the morning. Work all the way through each course before moving on to another course. Takes notes as necessary in each course. Remember that each lesson should take you about an hour to complete; that means you are reading EVERY WORD, watching video clips, following links, and taking notes to learn the material being presented. Take a short 15-20 minute break after completing two courses. Never skip around from one course to another – finish all the lessons and tasks assigned for the day in that subject before you move on. Contact your teacher via phone, email, or text as needed. It's helpful to write down start and stop times for each course to see how long you're working.

	Wednesday	GOC guttechal is with policion	
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	Thursday	GOC gwindthis is with injustion	
	Check Gmail		*Add your 6 subject names in the row below.
	In each course: (add course names in the row to the right):		
requires about 1 hour each class	✓ Read news items		
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	✓ Go to Pacing Guide		
	✓ Read/take notes/study lesson		
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	✓ Complete assignments		
	✓ Save to Folder		
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	Friday	GOC grantethe is worspeccom	
	Check Gmail		*Add your 6 subject names in the row below.
	In each course: (add course names in the row to the right):		
SS	✓ Read news items		
each class	✓ Grades > Read feedback		
hour eacl	✓ Go to Pacing Guide		
	✓ Read/take notes/study lesson		
1	✓ Review as needed		
about	✓ Complete assignments		
requires	✓ Save to Folder		
	✓ Submit (DB, SW, Quiz, etc.)		
	Check Gmail		