

Daily Checklist

Book Title: _____ **Name** _____

Directions: This checklist is to be filled out each meeting day by the *discussion director*. If each group member has his/her reading log signed (meaning they have read the assigned number of pages or chapters) place a plus (+) in the upper right hand corner of the appropriate box. If any group member has not gotten his/her reading log signed (meaning he/she did not complete the assigned reading) place a minus (-) in the upper right hand corner of the appropriate box. Do this at the beginning of each group meeting.

* Students are allowed 2 minuses (-). Each minus (-) after number two brings the final grade down 1% point

Grade daily group participation in the following manner:

3=Good participation

Student was focused and contributing to the discussion. NOT OFF TASK ONE TIME.

2=Medium participation

Student was focused and contributing to the discussion. OFF TASK 1-3 TIMES.

1=Little participation

Student was only focused while sharing his/her job or OFF TASK MORE THAN 3 TIMES.

0=No participation

Homework not complete, separate yourself from group to complete assignment.

Place the assigned number in the appropriate box at the end of the group work session.

	Date					
Name						

Discussion director's initials						