

Always add a

date and

Cross out

mistakes

neatly.

HCCS Standards for Presentation

Always...



Underline

Date and Title



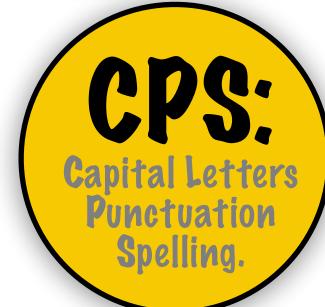
Identify

Classwork and Homework



Remember

Capital letters, Punctuation and Spelling





Take Pride

- Never doodle in/on your book
- Ensure sheets are glued in
- Cross out mistakes neatly
- Draw diagrams in pencil

Start sentences with a capital letter and end with a full stop.

Essentials:

- Black/blue and purple pens
- Exercise book
- Rubber
- Pencil
- Calculator



to make sure they make sense and answer the question.

Pens to write with:



Use **black** or **blue** pens for all your work



Use a **purple** pen when responding to feedback

Don't doodle in books or on covers.

How will my work be marked?



WWW

What you did well



EBI

How it could be even better

Action

What you will do to improve it

The following symbols will be used to help improve your literacy skills:

√√

Sp and underlined

Sp.R and underlined

Sp.H and a wiggly line under word Homophone error

Circle

R and a wiggly line

An error in Tense

Something you have done well Something you have done really well

Try this spelling again

Error based on a spelling rule -Try this spelling again

(e.g. there, their, they're)

Missing or Incorrect punctuation (including capital letters)

Rewrite this section/phrase/word to improve expression

New paragraph needed

Missing Word