

No Tech Options:

- ❑ Collect even unfinished assignments by the due date

Low Tech Options:

- ❑ Using a binder with sections for each subject
- ❑ Using a 12 section accordion folder
- ❑ Color coded subject folders
- ❑ The Monday (or Friday) assignment folder which is sent home with the assignments for the week ahead.
- ❑ Picture reminders or picture schedules
- ❑ Pocket schedules or reminders
- ❑ Locker checklists of what needs to go home each day
- ❑ Electronic, multiple message voice output reminders
- ❑ 4 pocket folders labeled as “Do”, “Fix”, “Turn in”, Take home”
- ❑ Weekly NAT assignment sheets with 3 sections for each assignment:
 - ❑ **Needs:** what is needed to work on the assignment
 - ❑ **Assignment:** what the task is
 - ❑ **Turn in:** due date
- ❑ Do-Due worksheets which break down assignments into subtasks
- ❑ Use of Post-It Notes to flag important papers
- ❑ Send work and assignments to and from home via fax machine
- ❑ The student calls home and leaves him/herself a reminder message
- ❑ End of the day list of things to do that night with an “I did it!” review of the list the next morning to reinforce success
- ❑ Use small post-it notes to cover answers on study sheets
- ❑ Use removable, reusable highlighting tape to highlight important information in a text
- ❑ Record key information for tests and then listen to the playback
- ❑ “Read over”: Students who are given copies of class notes are responsible for reading them and highlighting key information.
- ❑ Provide lecture notes with occasional blanks for the student to fill in

High Tech Options:

- ❑ Send work and assignments to and from home via email attachment
- ❑ Electronic reminders such as pagers
- ❑ Electronic organizers or PDAs
- ❑ Graphic organizing software to breakdown assignments or to serve as a study guide