

Bell Procedure – 5 points

At the beginning of every class at the bell:

- 1) You have logged in to your computer
- 2) You have opened the Calendar page of the class website
- 3) You have opened the Agenda for the day.
- 4) If there is a sketchbook prompt you have read the directions on the second slide of the Agenda, opened any supporting links, and have your sketchbook out.
- 5) You are working on the sketchbook prompt