



# English 7 **Appendix C**

**Home Teacher Materials Overview**  
**Scoring Grammar and Literature Tests**  
**Abeka Biographies and Novels**  
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# Home Teacher Materials Overview



## ... Introduction ...

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This section gives additional information about Abeka Academy policies and procedures to help you with grading, recording, and submitting your student's

work in this **accredited program**. Please read all of the following information.

## ... General Information ...

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### Course Requirements

1. Current edition textbooks are required for students in Abeka Academy. This will ensure that students are able to follow along with all video instructions, including quizzes and tests.
2. For academic credit to be granted, a student must complete all courses in which he is enrolled. This includes watching all video lessons. A grade level may not be completed in less than six months.
3. Requests to change the enrollment (switching from Accredited to Independent Study [Unaccredited]) must be processed by our office. Please contact us if you have any questions regarding your student's enrollment.
4. **You must receive approval from Abeka Academy to drop a course** (available only in grades 9–12). Request must be made within thirty days of your assigned begin date for no academic penalty. **Courses dropped after thirty days or without approval will receive a "withdrawn failing" grade.**
5. Because Abeka Academy's primary objective is to provide a distinctively Christian distance-learning education, **Bible is a required course**. Grades will not be issued in other courses unless Bible work is received for that grading period. The Authorized King James Version is used for all Bible courses and verse memorization.

6. Abeka Academy provides video instruction for 170 days giving you the opportunity to plan instruction, review, or enrichment specific to your student's need for the remaining 10 days to complete a standard 180-day school year. The 10 extra days should be used throughout the year for added instruction, additional review, field trips, or other special events of academic benefit. Time could also be allotted for standardized testing available through abeka.com.

### Writing Projects

Please note the following regarding projects:

- **Follow all instructions** for projects. If you do the work as described, the project will move smoothly and efficiently.
- **Full credit can be given** only if the project meets the guidelines from the Daily Guides. Any project amendments must be cleared *in advance* with the Abeka Academy office.

### Communication

Abeka Academy sends important communication by email. Please regularly check the email address that you provided for information related to your student's progress. If you are concerned you might not be receiving email from Abeka Academy, check your junk email folder or contact Abeka Academy to check your email address on file. (See p. C9 for contact information.)

## ...Getting Started...

### Responsibilities of the Home Teacher

For the school year to run smoothly, it is important that you read the introductory information in the front of this manual and follow the instructions in the Daily Guides. At the end of each quarter, you will need to organize and mail (or submit online) your student's Progress Reports. (See Academic Calendar at [academy.abeka.com](http://academy.abeka.com).)

### Student Schedule

You and your student may arrange the order of classes as you prefer. We have found the order listed below to be best for most students.

- |            |                       |
|------------|-----------------------|
| 1. Bible   | 4. Science            |
| 2. Math    | 5. History            |
| 3. English | 6. Physical Education |

To avoid lengthening the school day, have your student do his homework at the end of the day rather than after each class.

You may want to **view the first day's video lesson** and watch the first two weeks of lessons with your student to become familiar with the procedures

the video teachers use and to ensure that your student is developing correct study habits.

Semester exams are generally scheduled in lessons 85 and 170. You may want to allow one or more additional days after these lessons so that no more than two exams are taken in a single day.

### Written Assignments

Require neat, legible work from your student. Do not accept messy work. Have him recopy any work that is poorly written or has too many corrections. Have your student write in ink. When a mistake is made, have him neatly draw a line through it and rewrite the word. Be sure he does not write over a mistake to correct it.

When writing reports and essays, have your student use his own words. Teach him that material quoted or copied from other sources must be in quotation marks and properly referenced. Be sure to check work for plagiarism, otherwise, your student's grade will be lowered if the work is plagiarized. Compositions may be handwritten or typed based on the home teacher's discretion.

## ...Grading Policies...

This section begins with general grading information and ends with specific information regarding digital assessments.

### Administering Quizzes, Tests, and Exams

Quizzes are important for three reasons:

1. To evaluate mastery of recent material
2. To determine whether your student is understanding his work and reading
3. To effectively motivate your student to learn

Be sure to administer all pages of a test or exam, front and back. When your student has finished a test or exam, check for incomplete sections. It is the student's responsibility to complete all pages of each test and exam.

### Handling Graded Materials

Quizzes, tests, exams, and answer keys are to be opened, administered, and stored only by you. They should not be left where your student will have access to them. **Your student may not use the video manuals to plan his work.** Keep all quizzes, tests, and exams in a locked location.

A student who cheats robs himself of a good education, and a home teacher who allows quizzes, tests, exams, or answer keys to be available to a student does great harm to the student's character.

Because it is of the utmost importance to teach your student to be absolutely honest, follow these guidelines in giving a quiz, test, or an exam.

- **Completely read the instructions** for Giving / Grading Quizzes and Tests in the front of this manual.
- **Remove the quizzes, tests, and exams** from the book before the student takes them.
- **Closely supervise** all assessment periods. Do not leave your student alone with his materials.
- **Be sure all course materials** are out of sight while the student takes the quiz, test, or exam. **Open-book quizzes / tests are not allowed.**
- **Do not** help your student with answers or procedures on any quiz, test, or exam. If he needs any assistance at all, it should be only to explain the directions if he does not understand them. His work must be his own.
- **Quizzes, tests, and exams** cannot be re-taken. If you think your student is not prepared, give extra help before the assessment is taken.

## Grading

When grading student work, please remember the following:

- **Grade quizzes, tests, and exams** using the guidelines given in the front of this manual, Daily Guides, appendices, or teacher keys.
- **Graded original tests and exams** (not copies) must be sent to the Abeka Academy office with the Progress Report.
- **Write the numerical grade** on the top of the test page and on the Progress Report before sending it to Abeka Academy.
- **If you have a question** on one of your student's answers, put a question mark instead of a grade on the Progress Report. On the test, make a note of your question.
- **Subtract 1 point** for each spelling error, up to 5 points for all quizzes and tests, except spelling tests.

## Grading Scale

A+	98–100	B	83–86	C–	70–72
A	93–97	B–	80–82	D+	67–69
A–	90–92	C+	77–79	D	60–66
B+	87–89	C	73–76	F	0–59

## Progress Reports

Two sets of Progress Reports are included in this appendix. They provide a convenient way for you to organize the grades and material that you must send to our office. The Progress Report must be sent to Abeka Academy as soon as the grading period is completed. (See Academic Calendar at [academy.abeka.com](http://academy.abeka.com) for expected schedule.)

The Home Teacher's Progress Reports are included for your records. If for some reason Abeka Academy does not receive the Progress Report, your copies will be *the only record of the student's work*. It is imperative that you take the following precautions:

- **Enter all grades on both sets of Progress Reports** before mailing the report.
- **Promptly mail Progress Reports** at the end of each grading period.
- **Keep all Home Teacher's Progress Reports** permanently.

**If these guidelines are not followed and work is not received, no grades or transcripts will be issued, and the student will be required to repeat the course.**

Progress Reports should include the following items:

- Progress Report sheet with all information entered
- All original graded tests and exams for the course

Please note the following:

- **Send a Progress Report** only when all items on the Progress Report have been completed. Do not include student work with DVD returns.
- **Include all items** requested on each Progress Report sheet, or the grade will be lowered accordingly. Quizzes, book reports, Research Paper, and select compositions (See Progress Reports for compositions to submit.) are NOT sent with the Progress Report sheet.
- **Return DVDs** (if applicable) as soon as all items on the final Progress Report have been completed. Full-year courses have three sets of DVDs.

Upon receipt of each Progress Report, Abeka Academy will validate your student's work, adjusting grades as needed to meet accredited requirements. Once all work is validated, you may check your student's grades online at [academy.abeka.com](http://academy.abeka.com).

Contact our office if a report card is not received within six weeks. Final report cards and transcripts cannot be completed until all work and all DVDs (if applicable) are received.

## Digital Assessments

Students using digital assessments will complete all quizzes, tests, and exams online. These assessments are accessible by logging in to the student dashboard when an assessment is assigned in the Daily Guides. When logging in for the first time, your student will notice on the "To-Do List" that there is a practice test designed to familiarize him with the features and functions of digital assessments. Make sure he is comfortable with the practice test before taking the first quiz. All missed short answer and essay questions are double-checked by the Abeka Academy office before grades are finalized. Graded assessments may be viewed on the parent dashboard at any time.

For those using digital assessments, the Progress Reports are also completed and submitted online. These Progress Reports are accessible to you by logging in to your home teacher's dashboard. Digital assessment scores will be automatically filled in as grades are validated by the Abeka Academy office. For items graded by the home teacher, enter numerical grades in the boxes provided on the online Progress Reports. For courses that require uploading documents, forms, videos, or sound recordings, these uploads are required before the Progress Report can be submitted.

## Additional English 7 Information

### Book Reports

Because literature is such an important aspect of a student's learning experience, Abeka students will be completing a total of five book reports in English 7. Parents should be careful when selecting books to use for book reports. Guide your student toward wholesome reading material on an appropriate level. Graphic novels (stories told in a comic-book style) are not accepted for book report reading. Books dealing with the occult and books of a violent nature should be avoided. Books should be read rather than listened to (audiobooks). Using a book previously read will result in a lowered grade. Abeka has available a series of excellent books suitable for book reports. See p. C8 of this manual, [abeka.com](http://abeka.com), or the Abeka catalog for available titles.

Information about the selected books and the grade should be placed on the Progress Report sheet. Each book report is counted as one quiz grade. It is not necessary to send book reports to Abeka Academy.

### Vocabulary / Spelling

If the student writes the correct vocabulary word but misspells it, take off only one point. Take off full points only if the student writes the incorrect vocabulary word.

### Compositions

The following compositions are to be graded by the home teacher, using the information in the Daily Guides. The grades should be reported on the appropriate Progress Report. Please submit select compositions to Abeka Academy as designated on the Progress Report sheet.

- Outline (Lesson 8)
- Summary (Lesson 21)
- Paragraph (Lesson 34)
- Informative Essay (Lesson 54)
- Character Sketch (Lesson 82)
- Narrative Essay (Lesson 154)
- Process Essay (Lesson 164)

### Research Paper

The Research Paper is to be graded by the home teacher using the information in the front of this manual. It is not necessary to send the Research Paper to Abeka Academy. The grade should be recorded on the Progress Report sheet.

### Tests

The English tests include two parts—Grammar and Literature. Grammar tests are located in *Grammar and Composition I Quizzes / Tests*. Literature tests are located in *Of People Quizzes / Tests*. To score English tests, add the points wrong from the grammar and literature sections and subtract from 100. Do not average the grammar and literature scores. For your convenience, see the Scoring Grammar and Literature Tests form on p. C7.

Second semester students should begin with lesson 86. The following questions will be omitted from the final examination for students taking only the second semester.

Grammar questions—4, 9, 11–21, 27, 31, 42–52, 54, 55, 58, 60–62

Literature questions—4, 5, 7, 8, 14, 15

## ... Scoring Grammar and Literature Tests ...

To score English tests/exams, add the points wrong from the grammar and literature sections and subtract from 100. Do not average the grammar and literature scores.

	Points missed on grammar		Points missed on literature		Total points missed (gram + lit)	Final grade* 100 minus total points missed
<b>Example</b>	7 points	+	5 points	=	12 points	88%

### *First grading period*

<b>Test 1</b>		+		=		
<b>Test 2</b>		+		=		
<b>Test 3</b>		+		=		

### *Second grading period*

<b>Test 4</b>		+		=		
<b>Test 5</b>		+		=		
<b>Test 6</b>		+		=		

### *Third grading period*

<b>Test 7</b>		+		=		
<b>Test 8</b>		+		=		
<b>Test 9</b>		+		=		

### *Fourth grading period*

<b>Test 10</b>		+		=		
<b>Test 11</b>		+		=		
<b>Test 12</b>		+		=		

\*The Final grade should be recorded on the progress report form.

## --- Abeka Biographies & Novels ---

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Abeka publishes several biographies and novels, many of which would be suitable for book reports. Because of the superior quality and timeless content of these books, students may use these books even if some are fewer than 200 pages in length. Contact Abeka Academy at [abeka.com](http://abeka.com) or 1-877-223-5226 to order these materials.

### Grades 4–6

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*\*Martha of California*

by James Otis

144 pages

*\*Mary of Plymouth*

by James Otis

132 pages

*Stephen of Philadelphia*

by James Otis

152 pages

\*These are recommended for younger students and do not meet the criteria for book reports in this course.

### Grades 5–12

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*Benjamin Franklin*

by William M. Thayer

252 pages

*Abraham Lincoln*

by William M. Thayer

244 pages

*George Washington*

by William M. Thayer

244 pages

*James Garfield — The Preacher President*

by William M. Thayer

262 pages

*David Livingstone*

by Basil Mathews

170 pages

*Morgan, the Jersey Spy*

by James Otis

172 pages

*Titus: Comrade of the Cross*

by Florence M. Kinsley

274 pages

*Remember the Alamo!*

by Amelia E. Barr

252 pages

### Grades 7–12

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*Alfred the Great*

by Jacob Abbott

204 pages

*William the Conqueror*

by Jacob Abbott

212 pages

*Booker T. Washington*

Autobiography

246 pages

*The Talisman*

by Sir Walter Scott (adapted)

348 pages

*Alexander Mackay: God's Engineer*

by Sophia Lyon Fahs

198 pages

*The Cloister and the Hearth*

by Charles Reade

354 pages

*Elizabeth I*

by Jacob Abbott

204 pages

*Christopher Columbus*

by John Abbott

250 pages

*Through Flood and Flame*

by Henry Charles Moore

258 pages

*Adoniram Judson: God's Pioneer*

by J. Mervin Hull

162 pages

*The British Josiah*

by N. A. Woychuk

202 pages

*Madame Roland*

by John Abbott

212 pages

*The Black Arrow*

by Robert Louis Stevenson

300 pages

# How Can We Help You?


## Contact Information

We are interested in helping your student successfully complete his work. Please let us know early if any problems are encountered. Enrollment, customer service, and academic agents are available to help with all your questions.

You may contact Abeka Academy by one of the following methods:

 **ONLINE** [abeka.com/ContactInfo](http://abeka.com/ContactInfo)

 **EMAIL** [ABAsecondary@abeka.com](mailto:ABAsecondary@abeka.com)

 **PHONE** U.S. and Canadian Inquiries 1-800-874-3592  
International Inquiries 1-850-479-6585

 **MAIL** For Progress Reports and office correspondence only:

USPS  
Abeka Academy  
PO Box 17600  
Pensacola, FL 32522-7750  
USA

Other Carriers  
Abeka Academy  
240 Waveland St.  
Suite A  
Pensacola, FL 32503



**Abeka Academy students send Progress Reports to the address below. Do not send with any DVD or book returns. Students using Video Instruction only could keep these reports only for their own records.**



# English 7 Progress Report

**First** Grading Period  
Lessons 1–42  
211J

Account No.									

Student ID No.									

Student Name \_\_\_\_\_  
Last
First
Middle

Home Teacher \_\_\_\_\_

Mailing Address \_\_\_\_\_

Abeka Academy  
 PO Box 17600  
 Pensacola, Florida 32522-7750

City \_\_\_\_\_ State \_\_\_\_\_ Date \_\_\_\_\_

Country / ZIP Code \_\_\_\_\_ Phone Number \_\_\_\_\_

Check if the above is a change for     Shipping     Mailing     Billing     Phone

**Home Teacher:**  
 All student work sent to our office becomes the unconditional property of Abeka Academy and is not returned to you.  
 Did you remember to:

- Subtract the number of wrong points from 100?
- Record numerical grades on lines?
- Attach all graded tests to this report? (It is not necessary to send quizzes, compositions, and book reports.)
- Include both the literature and grammar sections of tests?
- Sign the video statement if you are able?

† To be sent to the Abeka Academy office; please (✓) that this item is enclosed.

SPEED / COMPREHENSION QUIZZES*			
LESSON	QUIZ	GRADE	
4	1	_____	
10	2	_____	
24	3	_____	

\*These grades are averaged with other quiz grades.

VOCABULARY / SPELLING QUIZZES			
LESSON	QUIZ	GRADE	
5	1	_____	
10	2	_____	
16	3	_____	
21	4	_____	
26	5	_____	
31	6	_____	
35	7	_____	
39	Review Quiz One	_____	

(counts twice)

GRAMMAR QUIZZES		
LESSON	QUIZ	GRADE
4	1	_____
8	2	_____
17	3	_____
23	4	_____
33	5	_____
38	6	_____

READING QUIZZES		
LESSON	QUIZ	GRADE
6	A	_____
19	B	_____
30	C	_____

COMPOSITIONS†			
LESSON	TITLE	GRADE	CHECK (✓)
8	Outline	_____	( )
21	Summary	_____	( )
34	Paragraph†	_____	( )

POETRY QUIZZES		
LESSON	QUIZ	GRADE
14	1	_____
34	2	_____

BOOK REPORT		
LESSON	REPORT	GRADE
24	1	_____

TESTS					CHECK (✓) that both portions of test/exam are included.
LESSON	TEST	GRADE	GRAMMAR	LITERATURE	
12	1	_____	( )	( )	
28	2	_____	( )	( )	

LESSON EXAM				
42	3	_____	( )	( )

To score English tests/exams, add the points wrong from the grammar and literature sections and subtract from 100. Do not average the grammar and literature scores.

	Points missed on grammar	Points missed on literature	Total points missed (gram + lit)	Final grade 100 - total points missed
Example	7 points	+ 5 points	= 12 points	88%

(over)

### Book Reports

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#### **BOOK REPORT 1—LESSON 24**

(Follow guidelines on p. C6 when selecting book.)

Title of book \_\_\_\_\_

Author \_\_\_\_\_

Type of book \_\_\_\_\_

Number of pages \_\_\_\_\_

**Note:** minimum requirement 150 pages read (no audiobooks)

If an electronic book, please sign: I attest that this book was at least 150 pages or the equivalent.

\_\_\_\_\_

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I personally verify that the student has watched all video lessons in this grading period and that all graded work was completed by the student under a proctor's supervision without any assistance or study materials. I understand that Abeka Academy may require additional verification to validate work (written statement, audio/video submission, etc.). I acknowledge that all grades are final following the validation of the work included in this packet and that all work submitted becomes the unconditional property of Abeka Academy and will not be returned.

Home Teacher's signature \_\_\_\_\_

Student's signature \_\_\_\_\_

**You may check your student's grades online at [academy.abeka.com](http://academy.abeka.com).**

**Abeka Academy students send Progress Reports to the address below. Do not send with any DVD or book returns. Students using Video Instruction only could keep these reports only for their own records.**



# Home Teacher's Copy

## English 7 Progress Report

**First** Grading Period  
Lessons 1-42  
211J

Account No.									

Student ID No.									

Student Name \_\_\_\_\_  
Last First Middle

Home Teacher \_\_\_\_\_

Mailing Address \_\_\_\_\_

**Abeka Academy**  
 PO Box 17600  
 Pensacola, Florida 32522-7750

City \_\_\_\_\_ State \_\_\_\_\_ Date \_\_\_\_\_

Country / ZIP Code \_\_\_\_\_ Phone Number \_\_\_\_\_

Check if the above is a change for  Shipping  Mailing  Billing  Phone

### Home Teacher:

All student work sent to our office becomes the unconditional property of Abeka Academy and is not returned to you.

- Did you remember to:
- Subtract the number of wrong points from 100?
  - Record numerical grades on lines?
  - Attach all graded tests to this report? (It is not necessary to send quizzes, compositions, and book reports.)
  - Include both the literature and grammar sections of tests?
  - Sign the video statement if you are able?

† To be sent to the Abeka Academy office; please (✓) that this item is enclosed.

### SPEED / COMPREHENSION QUIZZES\*

LESSON	QUIZ	GRADE
4	1	_____
10	2	_____
24	3	_____

\*These grades are averaged with other quiz grades.

### VOCABULARY / SPELLING QUIZZES

LESSON	QUIZ	GRADE
5	1	_____
10	2	_____
16	3	_____
21	4	_____
26	5	_____
31	6	_____
35	7	_____
39	Review Quiz One	_____

(counts twice)

### COMPOSITIONS†

LESSON	TITLE	GRADE	CHECK (✓)
8	Outline	_____	( )
21	Summary	_____	( )
34	Paragraph†	_____	( )

### POETRY QUIZZES

LESSON	QUIZ	GRADE
14	1	_____
34	2	_____

### BOOK REPORT

LESSON	REPORT	GRADE
24	1	_____

### TESTS

**CHECK (✓)**  
that both portions of test/exam are included.

LESSON	TEST	GRADE	GRAMMAR	LITERATURE
12	1	_____	( )	( )
28	2	_____	( )	( )

### LESSON EXAM

42	3	_____	( )	( )
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To score English tests/exams, add the points wrong from the grammar and literature sections and subtract from 100. Do not average the grammar and literature scores.

	Points missed on grammar	Points missed on literature	Total points missed (gram + lit)	Final grade 100 - total points missed
Example	7 points	+ 5 points	= 12 points	88%

### GRAMMAR QUIZZES

LESSON	QUIZ	GRADE
4	1	_____
8	2	_____
17	3	_____
23	4	_____
33	5	_____
38	6	_____

### READING QUIZZES

LESSON	QUIZ	GRADE
6	A	_____
19	B	_____
30	C	_____

(over)

### Book Reports

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#### **BOOK REPORT 1—LESSON 24**

(Follow guidelines on p. C6 when selecting book.)

Title of book \_\_\_\_\_

Author \_\_\_\_\_

Type of book \_\_\_\_\_

Number of pages \_\_\_\_\_

**Note:** minimum requirement 150 pages read (no audiobooks)

If an electronic book, please sign: I attest that this book was at least 150 pages or the equivalent.

\_\_\_\_\_

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I personally verify that the student has watched all video lessons in this grading period and that all graded work was completed by the student under a proctor's supervision without any assistance or study materials. I understand that Abeka Academy may require additional verification to validate work (written statement, audio/video submission, etc.). I acknowledge that all grades are final following the validation of the work included in this packet and that all work submitted becomes the unconditional property of Abeka Academy and will not be returned.

Home Teacher's signature \_\_\_\_\_

Student's signature \_\_\_\_\_

**You may check your student's grades online at [academy.abeka.com](http://academy.abeka.com).**

Abeka Academy students send Progress Reports to the address below. Do not send with any DVD or book returns. Students using Video Instruction only could keep these reports only for their own records.



## English 7 Progress Report

**Second** Grading Period  
Lessons 43–85  
212J

Account No.									

Student ID No.									

Student Name \_\_\_\_\_  
Last First Middle

Home Teacher \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Date \_\_\_\_\_

Country / ZIP Code \_\_\_\_\_

Phone Number \_\_\_\_\_

Abeka Academy  
PO Box 17600  
Pensacola, Florida 32522-7750

Check if the above is a change for     Shipping     Mailing     Billing     Phone

<p><b>Home Teacher:</b></p> <p>All student work sent to our office becomes the unconditional property of Abeka Academy and is not returned to you.</p> <p>Did you remember to:</p> <ul style="list-style-type: none"> <li>• Subtract the number of wrong points from 100?</li> <li>• Record numerical grades on lines?</li> <li>• Attach all graded tests to this report? (It is not necessary to send quizzes, compositions, and book reports.)</li> <li>• Include both the literature and grammar sections of tests?</li> <li>• Sign the video statement if you are able?</li> </ul> <p>† To be sent to the Abeka Academy office; please (✓) that this item is enclosed.</p>	<p><b>SPEED / COMPREHENSION QUIZZES*</b></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">LESSON</th> <th style="width: 30%;">QUIZ</th> <th style="width: 40%;">GRADE</th> </tr> </thead> <tbody> <tr><td style="text-align: center;">44</td><td style="text-align: center;">4</td><td style="text-align: center;">_____</td></tr> <tr><td style="text-align: center;">53</td><td style="text-align: center;">5</td><td style="text-align: center;">_____</td></tr> <tr><td style="text-align: center;">59</td><td style="text-align: center;">6</td><td style="text-align: center;">_____</td></tr> </tbody> </table> <p style="font-size: small;">*These grades are averaged with other quiz grades.</p>	LESSON	QUIZ	GRADE	44	4	_____	53	5	_____	59	6	_____	<p><b>COMPOSITIONS†</b></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">LESSON</th> <th style="width: 40%;">TITLE</th> <th style="width: 20%;">GRADE</th> <th style="width: 20%;">CHECK (✓)</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">54</td> <td style="text-align: center;">Informative Essay</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> </tr> <tr> <td></td> <td style="text-align: center;">(counts twice)</td> <td style="text-align: center;">_____</td> <td></td> </tr> <tr> <td style="text-align: center;">82</td> <td style="text-align: center;">Character Sketch†</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> </tr> </tbody> </table>	LESSON	TITLE	GRADE	CHECK (✓)	54	Informative Essay	_____	( )		(counts twice)	_____		82	Character Sketch†	_____	( )																																						
LESSON	QUIZ	GRADE																																																																		
44	4	_____																																																																		
53	5	_____																																																																		
59	6	_____																																																																		
LESSON	TITLE	GRADE	CHECK (✓)																																																																	
54	Informative Essay	_____	( )																																																																	
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82	Character Sketch†	_____	( )																																																																	
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(over)

### Book Reports

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#### **BOOK REPORT 2—LESSON 69**

(Follow guidelines on p. C6 when selecting book.)

Title of book \_\_\_\_\_

Author \_\_\_\_\_

Type of book \_\_\_\_\_

Number of pages \_\_\_\_\_

**Note:** minimum requirement 150 pages read (no audiobooks)

If an electronic book, please sign: I attest that this book was at least 150 pages or the equivalent.

\_\_\_\_\_

---

I personally verify that the student has watched all video lessons in this grading period and that all graded work was completed by the student under a proctor's supervision without any assistance or study materials. I understand that Abeka Academy may require additional verification to validate work (written statement, audio/video submission, etc.). I acknowledge that all grades are final following the validation of the work included in this packet and that all work submitted becomes the unconditional property of Abeka Academy and will not be returned.

Home Teacher's signature \_\_\_\_\_

Student's signature \_\_\_\_\_

**You may check your student's grades online at [academy.abeka.com](http://academy.abeka.com).**

Abeka Academy students send Progress Reports to the address below. Do not send with any DVD or book returns. Students using Video Instruction only could keep these reports only for their own records.



# Home Teacher's Copy

## English 7 Progress Report

Second Grading Period  
Lessons 43–85  
212J

Account No.					

Student ID No.					

Student Name \_\_\_\_\_  
Last First Middle

Home Teacher \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Country / ZIP Code \_\_\_\_\_

Abeka Academy  
PO Box 17600  
Pensacola, Florida 32522-7750

Date \_\_\_\_\_

Phone Number \_\_\_\_\_

Check if the above is a change for  Shipping  Mailing  Billing  Phone

<b>Home Teacher:</b> All student work sent to our office becomes the unconditional property of Abeka Academy and is not returned to you. Did you remember to: <ul style="list-style-type: none"> <li>Subtract the number of wrong points from 100?</li> <li>Record numerical grades on lines?</li> <li>Attach all graded tests to this report? (It is not necessary to send quizzes, compositions, and book reports.)</li> <li>Include both the literature and grammar sections of tests?</li> <li>Sign the video statement if you are able?</li> </ul> † To be sent to the Abeka Academy office; please (✓) that this item is enclosed.	<b>SPEED / COMPREHENSION QUIZZES*</b> <table border="1"> <thead> <tr> <th>LESSON</th> <th>QUIZ</th> <th>GRADE</th> </tr> </thead> <tbody> <tr> <td>44</td> <td>4</td> <td>_____</td> </tr> <tr> <td>53</td> <td>5</td> <td>_____</td> </tr> <tr> <td>59</td> <td>6</td> <td>_____</td> </tr> </tbody> </table> <p>*These grades are averaged with other quiz grades.</p>	LESSON	QUIZ	GRADE	44	4	_____	53	5	_____	59	6	_____	<b>COMPOSITIONS†</b> <table border="1"> <thead> <tr> <th>LESSON</th> <th>TITLE</th> <th>GRADE</th> <th>CHECK (✓)</th> </tr> </thead> <tbody> <tr> <td>54</td> <td>Informative Essay</td> <td>_____</td> <td>( )</td> </tr> <tr> <td></td> <td>(counts twice)</td> <td>_____</td> <td></td> </tr> <tr> <td>82</td> <td>Character Sketch†</td> <td>_____</td> <td>( )</td> </tr> </tbody> </table>	LESSON	TITLE	GRADE	CHECK (✓)	54	Informative Essay	_____	( )		(counts twice)	_____		82	Character Sketch†	_____	( )																							
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**TESTS** **CHECK (✓)**  
that both portions of test/exam are included.

LESSON	TEST	GRADE	GRAMMAR	LITERATURE
57	4	_____	( )	( )
74	5	_____	( )	( )

**LESSON EXAM**  
85 6 \_\_\_\_\_ ( ) ( )

To score English tests/exams, add the points wrong from the grammar and literature sections and subtract from 100. Do not average the grammar and literature scores.

	Points missed on grammar	Points missed on literature	Total points missed (gram + lit)	Final grade 100 - total points missed
Example	7 points	+ 5 points	= 12 points	88%

(over)

### Book Reports

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#### **BOOK REPORT 2—LESSON 69**

(Follow guidelines on p. C6 when selecting book.)

Title of book \_\_\_\_\_

Author \_\_\_\_\_

Type of book \_\_\_\_\_

Number of pages \_\_\_\_\_

**Note:** minimum requirement 150 pages read (no audiobooks)

If an electronic book, please sign: I attest that this book was at least 150 pages or the equivalent.

\_\_\_\_\_

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I personally verify that the student has watched all video lessons in this grading period and that all graded work was completed by the student under a proctor's supervision without any assistance or study materials. I understand that Abeka Academy may require additional verification to validate work (written statement, audio/video submission, etc.). I acknowledge that all grades are final following the validation of the work included in this packet and that all work submitted becomes the unconditional property of Abeka Academy and will not be returned.

Home Teacher's signature \_\_\_\_\_

Student's signature \_\_\_\_\_

**You may check your student's grades online at [academy.abeka.com](http://academy.abeka.com).**



Abeka Academy students send Progress Reports to the address below. Do not send with any DVD or book returns. Students using Video Instruction only could keep these reports only for their own records.



## English 7 Progress Report

**Third** Grading Period  
Lessons 86-128  
213J

Account No.									

Student ID No.									

Student Name \_\_\_\_\_  
Last
First
Middle

Home Teacher \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Date \_\_\_\_\_

Country / ZIP Code \_\_\_\_\_ Phone Number \_\_\_\_\_

Abeka Academy  
PO Box 17600  
Pensacola, Florida 32522-7750

Check if the above is a change for     Shipping     Mailing     Billing     Phone

<p><b>Home Teacher:</b></p> <p>All student work sent to our office becomes the unconditional property of Abeka Academy and is not returned to you.</p> <p>Did you remember to:</p> <ul style="list-style-type: none"> <li>• Subtract the number of wrong points from 100?</li> <li>• Record numerical grades on lines?</li> <li>• Attach all graded tests to this report? (It is not necessary to send quizzes and book reports.)</li> <li>• Include both the literature and grammar sections of tests?</li> <li>• Sign the video statement if you are able?</li> </ul>	<p><b>VOCABULARY / SPELLING QUIZZES</b></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">LESSON</th> <th style="width: 25%;">QUIZ</th> <th style="width: 50%;">GRADE</th> </tr> </thead> <tbody> <tr><td>90</td><td>15</td><td>_____</td></tr> <tr><td>94</td><td>16</td><td>_____</td></tr> <tr><td>100</td><td>17</td><td>_____</td></tr> <tr><td>104</td><td>18</td><td>_____</td></tr> <tr><td>108</td><td>19</td><td>_____</td></tr> <tr><td>113</td><td>20</td><td>_____</td></tr> <tr><td>121</td><td>21</td><td>_____</td></tr> <tr><td>125</td><td>Review Quiz Three</td><td>_____</td></tr> <tr><td colspan="3" style="text-align: center;">(counts twice)</td></tr> </tbody> </table>	LESSON	QUIZ	GRADE	90	15	_____	94	16	_____	100	17	_____	104	18	_____	108	19	_____	113	20	_____	121	21	_____	125	Review Quiz Three	_____	(counts twice)			<p><b>SPEED / COMPREHENSION QUIZZES*</b></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">LESSON</th> <th style="width: 25%;">QUIZ</th> <th style="width: 50%;">GRADE</th> </tr> </thead> <tbody> <tr><td>92</td><td>7</td><td>_____</td></tr> <tr><td>101</td><td>8</td><td>_____</td></tr> <tr><td>112</td><td>9</td><td>_____</td></tr> <tr><td>118</td><td>10</td><td>_____</td></tr> </tbody> </table> <p style="font-size: small;">*These grades are averaged with other quiz grades.</p>	LESSON	QUIZ	GRADE	92	7	_____	101	8	_____	112	9	_____	118	10	_____
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(over)

### Book Reports

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#### **BOOK REPORT 3**—LESSON 105

(Follow guidelines on p. C6 when selecting book.)

Title of book \_\_\_\_\_

Author \_\_\_\_\_

Type of book \_\_\_\_\_

Number of pages \_\_\_\_\_

**Note:** minimum requirement 150 pages read (no audiobooks)

If an electronic book, please sign: I attest that this book was at least 150 pages or the equivalent.

\_\_\_\_\_

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I personally verify that the student has watched all video lessons in this grading period and that all graded work was completed by the student under a proctor's supervision without any assistance or study materials. I understand that Abeka Academy may require additional verification to validate work (written statement, audio/video submission, etc.). I acknowledge that all grades are final following the validation of the work included in this packet and that all work submitted becomes the unconditional property of Abeka Academy and will not be returned.

Home Teacher's signature \_\_\_\_\_

Student's signature \_\_\_\_\_

**You may check your student's grades online at [academy.abeka.com](http://academy.abeka.com).**

**Abeka Academy students send Progress Reports to the address below. Do not send with any DVD or book returns. Students using Video Instruction only could keep these reports only for their own records.**



# Home Teacher's Copy

## English 7 Progress Report

**Third** Grading Period  
Lessons 86-128  
213J

Account No.									

Student ID No.									

Student Name \_\_\_\_\_  
Last First Middle

Home Teacher \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Date \_\_\_\_\_

Country / ZIP Code \_\_\_\_\_ Phone Number \_\_\_\_\_

Abeka Academy  
PO Box 17600  
Pensacola, Florida 32522-7750

Check if the above is a change for  Shipping  Mailing  Billing  Phone

<p><b>Home Teacher:</b> All student work sent to our office becomes the unconditional property of Abeka Academy and is not returned to you.</p> <p>Did you remember to:</p> <ul style="list-style-type: none"> <li>• Subtract the number of wrong points from 100?</li> <li>• Record numerical grades on lines?</li> <li>• Attach all graded tests to this report? (It is not necessary to send quizzes and book reports.)</li> <li>• Include both the literature and grammar sections of tests?</li> <li>• Sign the video statement if you are able?</li> </ul>	<p><b>VOCABULARY / SPELLING QUIZZES</b></p> <table border="1"> <thead> <tr> <th>LESSON</th> <th>QUIZ</th> <th>GRADE</th> </tr> </thead> <tbody> <tr><td>90</td><td>15</td><td>_____</td></tr> <tr><td>94</td><td>16</td><td>_____</td></tr> <tr><td>100</td><td>17</td><td>_____</td></tr> <tr><td>104</td><td>18</td><td>_____</td></tr> <tr><td>108</td><td>19</td><td>_____</td></tr> <tr><td>113</td><td>20</td><td>_____</td></tr> <tr><td>121</td><td>21</td><td>_____</td></tr> <tr><td>125</td><td>Review Quiz Three</td><td>_____</td></tr> <tr><td colspan="3">(counts twice)</td></tr> </tbody> </table>	LESSON	QUIZ	GRADE	90	15	_____	94	16	_____	100	17	_____	104	18	_____	108	19	_____	113	20	_____	121	21	_____	125	Review Quiz Three	_____	(counts twice)			<p><b>SPEED / COMPREHENSION QUIZZES*</b></p> <table border="1"> <thead> <tr> <th>LESSON</th> <th>QUIZ</th> <th>GRADE</th> </tr> </thead> <tbody> <tr><td>92</td><td>7</td><td>_____</td></tr> <tr><td>101</td><td>8</td><td>_____</td></tr> <tr><td>112</td><td>9</td><td>_____</td></tr> <tr><td>118</td><td>10</td><td>_____</td></tr> </tbody> </table> <p>*These grades are averaged with other quiz grades.</p>	LESSON	QUIZ	GRADE	92	7	_____	101	8	_____	112	9	_____	118	10	_____
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(over)

### Book Reports

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#### **BOOK REPORT 3**—LESSON 105

(Follow guidelines on p. C6 when selecting book.)

Title of book \_\_\_\_\_

Author \_\_\_\_\_

Type of book \_\_\_\_\_

Number of pages \_\_\_\_\_

**Note:** minimum requirement 150 pages read (no audiobooks)

If an electronic book, please sign: I attest that this book was at least 150 pages or the equivalent.

\_\_\_\_\_

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I personally verify that the student has watched all video lessons in this grading period and that all graded work was completed by the student under a proctor's supervision without any assistance or study materials. I understand that Abeka Academy may require additional verification to validate work (written statement, audio/video submission, etc.). I acknowledge that all grades are final following the validation of the work included in this packet and that all work submitted becomes the unconditional property of Abeka Academy and will not be returned.

Home Teacher's signature \_\_\_\_\_

Student's signature \_\_\_\_\_

**You may check your student's grades online at [academy.abeka.com](http://academy.abeka.com).**

**Abeka Academy students send Progress Reports to the address below. Do not send with any DVD or book returns. Students using Video Instruction only could keep these reports only for their own records.**



# English 7 Progress Report

**Fourth Grading Period**  
Lessons 129–170  
214J

Account No.					

Student ID No.					

Student Name \_\_\_\_\_  
Last
First
Middle

Home Teacher \_\_\_\_\_

Mailing Address \_\_\_\_\_

Abeka Academy  
 PO Box 17600  
 Pensacola, Florida 32522-7750

City \_\_\_\_\_ State \_\_\_\_\_ Date \_\_\_\_\_

Country / ZIP Code \_\_\_\_\_ Phone Number \_\_\_\_\_

Check if the above is a change for     Shipping     Mailing     Billing     Phone

<p><b>Home Teacher:</b></p> <p>All student work sent to our office becomes the unconditional property of Abeka Academy and is not returned to you.</p> <p>Did you remember to:</p> <ul style="list-style-type: none"> <li>• Subtract the number of wrong points from 100?</li> <li>• Record numerical grades on lines?</li> <li>• Attach all graded tests to this report? (It is not necessary to send quizzes, compositions, and book reports.)</li> <li>• Include both the literature and grammar sections of tests?</li> <li>• Sign the video statement if you are able?</li> </ul> <p>** It is not necessary to send the Research Paper to Abeka Academy.</p> <p>† To be sent to the Abeka Academy office; please (✓) that this item is enclosed.</p>	<p><b>SPEED / COMPREHENSION QUIZZES*</b></p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th>LESSON</th> <th>QUIZ</th> <th>GRADE</th> </tr> </thead> <tbody> <tr><td>150</td><td>11</td><td>_____</td></tr> <tr><td>156</td><td>12</td><td>_____</td></tr> <tr><td>162</td><td>13</td><td>_____</td></tr> <tr><td>165</td><td>14</td><td>_____</td></tr> </tbody> </table> <p><small>*These grades are averaged with other quiz grades.</small></p>	LESSON	QUIZ	GRADE	150	11	_____	156	12	_____	162	13	_____	165	14	_____	<p><b>COMPOSITIONS†</b></p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th>LESSON</th> <th>TITLE</th> <th>GRADE</th> <th>CHECK (✓)</th> </tr> </thead> <tbody> <tr> <td>154</td> <td>Narrative Essay†</td> <td>_____</td> <td>( )</td> </tr> <tr> <td>164</td> <td>Process Essay</td> <td>_____</td> <td>( )</td> </tr> </tbody> </table> <hr/> <p><b>POETRY QUIZZES</b></p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th>LESSON</th> <th>QUIZ</th> <th>GRADE</th> </tr> </thead> <tbody> <tr><td>148</td><td>7</td><td>_____</td></tr> <tr><td>162</td><td>8</td><td>_____</td></tr> </tbody> </table> <hr/> <p><b>BOOK REPORTS</b></p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th>LESSON</th> <th>REPORT</th> <th>GRADE</th> </tr> </thead> <tbody> <tr><td>138</td><td>4</td><td>_____</td></tr> <tr><td>160</td><td>5</td><td>_____</td></tr> </tbody> </table> <hr/> <p><b>TESTS</b></p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th>LESSON</th> <th>TEST</th> <th>GRADE</th> <th>GRAMMAR</th> <th>LITERATURE</th> </tr> </thead> <tbody> <tr> <td>137</td> <td>Research Paper**</td> <td>_____</td> <td></td> <td></td> </tr> <tr> <td>142</td> <td>10</td> <td>_____</td> <td>( )</td> <td>( )</td> </tr> <tr> <td>158</td> <td>11</td> <td>_____</td> <td>( )</td> <td>( )</td> </tr> </tbody> </table> <hr/> <p><b>READING QUIZZES</b></p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th>LESSON</th> <th>QUIZ</th> <th>GRADE</th> </tr> </thead> <tbody> <tr><td>129</td><td>N</td><td>_____</td></tr> <tr><td>132</td><td>O</td><td>_____</td></tr> <tr><td>140</td><td>P</td><td>_____</td></tr> <tr><td>146</td><td>Q</td><td>_____</td></tr> <tr><td>151</td><td>R</td><td>_____</td></tr> <tr><td>155</td><td>S</td><td>_____</td></tr> <tr><td>163</td><td>T</td><td>_____</td></tr> </tbody> </table>	LESSON	TITLE	GRADE	CHECK (✓)	154	Narrative Essay†	_____	( )	164	Process Essay	_____	( )	LESSON	QUIZ	GRADE	148	7	_____	162	8	_____	LESSON	REPORT	GRADE	138	4	_____	160	5	_____	LESSON	TEST	GRADE	GRAMMAR	LITERATURE	137	Research Paper**	_____			142	10	_____	( )	( )	158	11	_____	( )	( )	LESSON	QUIZ	GRADE	129	N	_____	132	O	_____	140	P	_____	146	Q	_____	151	R	_____	155	S	_____	163	T	_____
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To score English tests/exams, add the points wrong from the grammar and literature sections and subtract from 100. Do not average the grammar and literature scores.

	Points missed on grammar	Points missed on literature	Total points missed (gram + lit)	Final grade 100 - total points missed
Example	7 points	+ 5 points	= 12 points	88%

### Book Reports

#### **BOOK REPORT 4**—LESSON 138

(Follow guidelines on p. C6 when selecting book.)

Title of book \_\_\_\_\_

Author \_\_\_\_\_

Type of book \_\_\_\_\_

Number of pages \_\_\_\_\_

**Note:** minimum requirement 150 pages read (no audiobooks)

If an electronic book, please sign: I attest that this book was at least 150 pages or the equivalent.

\_\_\_\_\_

#### **BOOK REPORT 5**—LESSON 160

(Follow guidelines on p. C6 when selecting book.)

Title of book \_\_\_\_\_

Author \_\_\_\_\_

Type of book \_\_\_\_\_

Number of pages \_\_\_\_\_

**Note:** minimum requirement 150 pages read (no audiobooks)

If an electronic book, please sign: I attest that this book was at least 150 pages or the equivalent.

\_\_\_\_\_

I personally verify that the student has watched all video lessons in this grading period and that all graded work was completed by the student under a proctor's supervision without any assistance or study materials. I understand that Abeka Academy may require additional verification to validate work (written statement, audio/video submission, etc.). I acknowledge that all grades are final following the validation of the work included in this packet and that all work submitted becomes the unconditional property of Abeka Academy and will not be returned.

Home Teacher's signature \_\_\_\_\_

Student's signature \_\_\_\_\_

**You may check your student's grades online at [academy.abeka.com](http://academy.abeka.com).**

**Abeka Academy students send Progress Reports to the address below. Do not send with any DVD or book returns. Students using Video Instruction only could keep these reports only for their own records.**



# Home Teacher's Copy

## English 7 Progress Report

**Fourth** Grading Period  
Lessons 129–170  
214J

Account No.					

Student ID No.					

Student Name \_\_\_\_\_  
Last First Middle

Home Teacher \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Date \_\_\_\_\_

Country / ZIP Code \_\_\_\_\_ Phone Number \_\_\_\_\_

**Abeka Academy**  
PO Box 17600  
Pensacola, Florida 32522-7750

Check if the above is a change for  Shipping  Mailing  Billing  Phone

**Home Teacher:**  
All student work sent to our office becomes the unconditional property of Abeka Academy and is not returned to you.  
Did you remember to:  
• Subtract the number of wrong points from 100?  
• Record numerical grades on lines?  
• Attach all graded tests to this report? (It is not necessary to send quizzes, compositions, and book reports.)  
• Include both the literature and grammar sections of tests?  
• Sign the video statement if you are able?  
\*\* It is not necessary to send the Research Paper to Abeka Academy.  
† To be sent to the Abeka Academy office; please (✓) that this item is enclosed.

SPEED / COMPREHENSION QUIZZES*		
LESSON	QUIZ	GRADE
150	11	_____
156	12	_____
162	13	_____
165	14	_____

\*These grades are averaged with other quiz grades.

VOCABULARY / SPELLING QUIZZES		
LESSON	QUIZ	GRADE
133	22	_____
137	23	_____
141	24	_____
147	25	_____
151	26	_____
156	27	_____
163	28	_____
167	Review Quiz Four	_____

(counts twice)

READING QUIZZES		
LESSON	QUIZ	GRADE
129	N	_____
132	O	_____
140	P	_____
146	Q	_____
151	R	_____
155	S	_____
163	T	_____

COMPOSITIONS†			
LESSON	TITLE	GRADE	CHECK (✓)
154	Narrative Essay†	_____	( )
164	Process Essay	_____	( )

POETRY QUIZZES		
LESSON	QUIZ	GRADE
148	7	_____
162	8	_____

BOOK REPORTS		
LESSON	REPORT	GRADE
138	4	_____
160	5	_____

TESTS				CHECK (✓)	
				that both portions of test/exam are included.	
LESSON	TEST	GRADE	GRAMMAR	LITERATURE	
137	Research Paper**	_____			
142	10	_____	( )	( )	
158	11	_____	( )	( )	

LESSON	EXAM	GRADE	GRAMMAR	LITERATURE
170	12	_____	( )	( )

GRAMMAR QUIZZES		
LESSON	QUIZ	GRADE
135	20	_____
138	21	_____
149	22	_____
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168	24	_____

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**Book Reports**

**BOOK REPORT 4—LESSON 138**

(Follow guidelines on p. C6 when selecting book.)

Title of book \_\_\_\_\_

Author \_\_\_\_\_

Type of book \_\_\_\_\_

Number of pages \_\_\_\_\_

**Note:** minimum requirement 150 pages read (no audiobooks)

If an electronic book, please sign: I attest that this book was at least 150 pages or the equivalent.

\_\_\_\_\_

**BOOK REPORT 5—LESSON 160**

(Follow guidelines on p. C6 when selecting book.)

Title of book \_\_\_\_\_

Author \_\_\_\_\_

Type of book \_\_\_\_\_

Number of pages \_\_\_\_\_

**Note:** minimum requirement 150 pages read (no audiobooks)

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Home Teacher's signature \_\_\_\_\_

Student's signature \_\_\_\_\_

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