

# 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 the **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 the Abeka Academy accredited program. 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) 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** (only available 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 **Courses dropped after thirty days or without approval will receive a "withdrawn failing" grade.**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 distinctly 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 85 days providing you the opportunity to

provide instruction, review, or enrichment specific to your student's needs for the remaining 5 days to complete a standard 90-day school semester. The 5 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.

### 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.
- **Students living outside** the United States who have limited access to research resources may contact Abeka for guidance with project requirements. (See p. B7 for contact information.)

### 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. B7 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** 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
2. Math
3. English
4. Science
5. History
6. Electives

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 **preview 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 lesson 85. You may want to allow one or more additional days after this lesson 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 compositions, 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. Reports and 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, a 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 retaken. 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 and tests** using the guidelines given in the front of this manual, appendices, or teacher keys.
- **Graded original tests and ungraded 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.

## 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 materials 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 completion date for this course will be based on the date the final packet of work is received in the Abeka Academy office.

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 ungraded exams for the course
- Any item which the Progress Report sheet directs to "check that this item is enclosed"

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 and Current Events 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. One-semester courses have two 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, report cards will be sent. Official report cards are sent by mail, but an unofficial copy may be viewed online by logging into the parent dashboard.

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 into the student dashboard when an assessment is assigned in the Daily Guides. When logging in the first time, your student will notice on the "To-Do List" 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 into 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 American Government Information ---

### Current Events

Only selected Current Event reports will be done by your student. The lesson numbers of required reports are shown on the Progress Reports. These will be graded by the home teacher, and the grade will be reported on the Progress Report form.

### Patriotic Project

The Patriotic Project will be graded by the home teacher using the guidelines in the front of this manual and the guidelines listed below. The grade for this project will be recorded with first grading period tests. The Patriotic Project need not be sent to the Abeka Academy office.

#### Patriotic Project Grading Guidelines

| Section     | Points possible | Points earned |
|-------------|-----------------|---------------|
| Composition | 60              |               |
| Editorial   | 25              |               |
| Articles    | 10              |               |
| Folder      | 5               |               |
|             | Final Grade     |               |

### State and Local Government Study Outline

The home teacher will need to obtain the resources needed to complete the *State and Local Government Study Outline*. Read the information on page T7 before your student watches lesson 71. Students living outside the United States may adapt the Study Outline to fit their situation or complete the report about their hometown and state if they are American citizens.

### Tests

You will grade Tests 1, 2, 4, and 5 and send them to the Abeka Academy office. Record test grades on the appropriate Progress Report.

Exams (Tests 3 and 6) are to be sent to the Abeka Academy office with the appropriate Progress Report to be graded.

# 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 grading 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 (850) 479-6585
-  **MAIL** Abeka Academy  
P.O. Box 17600  
Pensacola, FL 32522-7750  
U.S.A.

Physical Address (for Progress Reports and office correspondence only)  
240 Waveland St.  
Suite A  
Pensacola, FL 32503

**Accredited students send Progress Reports to the address below. Do not send with any DVD or book returns.  
Independent Study students should keep these reports for their own records.**



## American Government Progress Report

**First Grading Period**  
Lessons 1-42  
421L

| Account No. |  |  |  |  |  |
|-------------|--|--|--|--|--|
|             |  |  |  |  |  |

| Student ID No. |  |  |  |  |  |
|----------------|--|--|--|--|--|
|                |  |  |  |  |  |

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

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

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

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

Date \_\_\_\_\_

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

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

Abeka Academy  
P.O. 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 tests to this report? (It is not necessary to send quizzes and Current Events.)</li> <li>• Sign the video statement if you are able?</li> </ul> <p>* To be graded by the Abeka Academy office; please check (✓) that this item is enclosed.</p> <p>† It is not necessary to send the Patriotic Project to the Abeka Academy office.</p> | <b>QUIZZES</b>        |              |               | <b>READING QUIZZES</b> |                  |              |
|  | <b>LESSON</b>         | <b>QUIZ</b>  | <b>GRADE</b>  | <b>LESSON</b>          | <b>QUIZ</b>      | <b>GRADE</b> |
|  | 4                     | 1            | _____         | 3                      | A                | _____        |
|  | 7                     | 2            | _____         | 5                      | B                | _____        |
|  | 8                     | 3            | _____         | 10                     | C                | _____        |
|  | 11                    | 4            | _____         | 13                     | D                | _____        |
|  | 12                    | 5            | _____         | 18                     | E                | _____        |
|  | 20                    | 6            | _____         | 26                     | F                | _____        |
|  | 24                    | 7            | _____         | 28                     | G                | _____        |
|  | 29                    | 8            | _____         | 34                     | H                | _____        |
|  | 33                    | 9            | _____         | 36                     | I                | _____        |
|  | 39                    | 10           | _____         |                        |                  |              |
|  | <b>CURRENT EVENTS</b> |              | <b>TESTS</b>  |                        |                  |              |
|  | <b>LESSON</b>         | <b>GRADE</b> | <b>LESSON</b> | <b>TEST</b>            | <b>GRADE</b>     |              |
|  | 12                    | _____        | 16            | 1                      | _____            |              |
|  | 22                    | _____        | 30            | 2                      | _____            |              |
|  | 37                    | _____        | 35            | Patriotic Project†     | _____            |              |
|  |                       |              | <b>LESSON</b> | <b>EXAM*</b>           | <b>CHECK (✓)</b> |              |
|  |                       |              | 42            | 3                      | ( )              |              |

20

The student has watched the videos for the lessons covered by this Progress Report.

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

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

**You may check your student's grades online at [academy.abeka.com](http://academy.abeka.com).  
Official grades are on the report card mailed to the student.**

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# Home Teacher's Copy

## American Government Progress Report

First Grading Period  
Lessons 1-42  
421L

Account No. \_\_\_\_\_

Student ID No. \_\_\_\_\_

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

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

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

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

Date \_\_\_\_\_

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

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

Abeka Academy  
P.O. Box 17600  
Pensacola, Florida 32522-7750

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

| Home Teacher:  | QUIZZES        |       |           | READING QUIZZES    |       |       |
|--|----------------|-------|-----------|--------------------|-------|-------|
|  | LESSON         | QUIZ  | GRADE     | LESSON             | QUIZ  | GRADE |
| All student work sent to our office becomes the unconditional property of Abeka Academy and is not returned to you.<br>Did you remember to:<br>• Subtract the number of wrong points from 100?<br>• Record numerical grades on lines?<br>• Attach all tests to this report? (It is not necessary to send quizzes and Current Events.)<br>• Sign the video statement if you are able?<br>* To be graded by the Abeka Academy office; please check (✓) that this item is enclosed.<br>† It is not necessary to send the Patriotic Project to the Abeka Academy office. | 4              | 1     | _____     | 3                  | A     | _____ |
|  | 7              | 2     | _____     | 5                  | B     | _____ |
|  | 8              | 3     | _____     | 10                 | C     | _____ |
|  | 11             | 4     | _____     | 13                 | D     | _____ |
|  | 12             | 5     | _____     | 18                 | E     | _____ |
|  | 20             | 6     | _____     | 26                 | F     | _____ |
|  | 24             | 7     | _____     | 28                 | G     | _____ |
|  | 29             | 8     | _____     | 34                 | H     | _____ |
|  | 33             | 9     | _____     | 36                 | I     | _____ |
|  | 39             | 10    | _____     |                    |       |       |
|  | CURRENT EVENTS |       | TESTS     |                    |       |       |
|  | LESSON         | GRADE | LESSON    | TEST               | GRADE |       |
|  | 12             | _____ | 16        | 1                  | _____ |       |
|  | 22             | _____ | 30        | 2                  | _____ |       |
|  | 37             | _____ | 35        | Patriotic Project† | _____ |       |
|  | LESSON         | EXAM* | CHECK (✓) |                    |       |       |
|  | 42             | 3     | ( )       |                    |       |       |

20

The student has watched the videos for the lessons covered by this Progress Report.

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

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

You may check your student's grades online at [academy.abeka.com](http://academy.abeka.com).  
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## American Government Progress Report

**Second Grading Period**  
Lessons 43–85  
422L

| Account No. |  |  |  |  |  |  |  |  |  |
|-------------|--|--|--|--|--|--|--|--|--|
|             |  |  |  |  |  |  |  |  |  |

| Student ID No. |  |  |  |  |  |  |  |  |  |
|----------------|--|--|--|--|--|--|--|--|--|
|                |  |  |  |  |  |  |  |  |  |

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

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

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

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

Date \_\_\_\_\_

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

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

Abeka Academy  
P.O. 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 tests to this report? (It is not necessary to send quizzes and Current Events.)</li> <li>• Sign the video statement if you are able?</li> </ul> <p>* To be graded by the Abeka Academy office; please check (✓) that this item is enclosed.</p> | QUIZZES   |       |                | READING QUIZZES |           |       |
|--|---|-------|----------------|-----------------|-----------|-------|
|  | LESSON  | QUIZ  | GRADE          | LESSON          | QUIZ      | GRADE |
|  | 45  | 11    | _____          | 46              | J         | _____ |
|  | 52  | 12    | _____          | 53              | K         | _____ |
| 55   | 13  | _____ | 57             | L               | _____     |       |
| 60   | 14  | _____ | 62             | M               | _____     |       |
| 64   | 15  | _____ | 65             | N               | _____     |       |
| 68   | 16  | _____ | 78             | O               | _____     |       |
| 69   | 17  | _____ |                |                 |           |       |
| 75   | <i>State and Local<br/>Government<br/>Study Outline</i> | _____ |                |                 |           |       |
| 75   | (counts twice)  | _____ |                |                 |           |       |
| 76   | 18  | _____ |                |                 |           |       |
| 80   | 19  | _____ |                |                 |           |       |
|  |   |       | TESTS          |                 |           |       |
|  |   |       | LESSON         | TEST            | GRADE     |       |
|  |   |       | 56             | 4               | _____     |       |
|  |   |       | 70             | 5               | _____     |       |
|  |   |       | LESSON         | EXAM*           | CHECK (✓) |       |
|  |   |       | 85             | 6               | ( )       |       |
|  |   |       | CURRENT EVENTS |                 |           |       |
|  |   |       | LESSON         | GRADE           |           |       |
|  |   |       | 48             | _____           |           |       |
|  |   |       | 57             | _____           |           |       |
|  |   |       | 67             | _____           |           |       |

20

The student has watched the videos for the lessons covered by this Progress Report.

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

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

**You may check your student's grades online at [academy.abeka.com](http://academy.abeka.com).  
Official grades are on the report card mailed to the student.**



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## Home Teacher's Copy

### American Government Progress Report

Second Grading Period  
Lessons 43–85  
422L

| Account No. |  |  |  |  |  |
|-------------|--|--|--|--|--|
|             |  |  |  |  |  |

| Student ID No. |  |  |  |  |  |
|----------------|--|--|--|--|--|
|                |  |  |  |  |  |

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

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

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

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

Date \_\_\_\_\_

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

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

Abeka Academy  
P.O. Box 17600  
Pensacola, Florida 32522-7750

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

| Home Teacher:  | QUIZZES   | READING QUIZZES                                 |       |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
|--|---|---|-------|-----------|-------|----|-------|----|-------|-------|----|----|-------|----|----|-------|----|----|-------|----|----|-------|----|----|-------|----|---|-------|----|-----------------------|-------|----|----|-------|----|----|-------|---|--------|------|-------|----|---|-------|----|---|-------|----|---|-------|----|---|-------|----|---|-------|----|---|-------|
| <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 tests to this report? (It is not necessary to send quizzes and Current Events.)</li> <li>• Sign the video statement if you are able?</li> </ul> <p>* To be graded by the Abeka Academy office; please check (✓) that this item is enclosed.</p> | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>LESSON</th> <th>QUIZ</th> <th>GRADE</th> </tr> </thead> <tbody> <tr><td>45</td><td>11</td><td>_____</td></tr> <tr><td>52</td><td>12</td><td>_____</td></tr> <tr><td>55</td><td>13</td><td>_____</td></tr> <tr><td>60</td><td>14</td><td>_____</td></tr> <tr><td>64</td><td>15</td><td>_____</td></tr> <tr><td>68</td><td>16</td><td>_____</td></tr> <tr><td>69</td><td>17</td><td>_____</td></tr> <tr><td>75</td><td><i>State and Local Government Study Outline</i></td><td>_____</td></tr> <tr><td>75</td><td><i>(counts twice)</i></td><td>_____</td></tr> <tr><td>76</td><td>18</td><td>_____</td></tr> <tr><td>80</td><td>19</td><td>_____</td></tr> </tbody> </table> | LESSON  | QUIZ  | GRADE     | 45    | 11 | _____ | 52 | 12    | _____ | 55 | 13 | _____ | 60 | 14 | _____ | 64 | 15 | _____ | 68 | 16 | _____ | 69 | 17 | _____ | 75 | <i>State and Local Government Study Outline</i> | _____ | 75 | <i>(counts twice)</i> | _____ | 76 | 18 | _____ | 80 | 19 | _____ | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>LESSON</th> <th>QUIZ</th> <th>GRADE</th> </tr> </thead> <tbody> <tr><td>46</td><td>J</td><td>_____</td></tr> <tr><td>53</td><td>K</td><td>_____</td></tr> <tr><td>57</td><td>L</td><td>_____</td></tr> <tr><td>62</td><td>M</td><td>_____</td></tr> <tr><td>65</td><td>N</td><td>_____</td></tr> <tr><td>78</td><td>O</td><td>_____</td></tr> </tbody> </table> | LESSON | QUIZ | GRADE | 46 | J | _____ | 53 | K | _____ | 57 | L | _____ | 62 | M | _____ | 65 | N | _____ | 78 | O | _____ |
|  | LESSON  | QUIZ  | GRADE |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
|  | 45  | 11  | _____ |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
|  | 52  | 12  | _____ |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
|  | 55  | 13  | _____ |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
|  | 60  | 14  | _____ |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
|  | 64  | 15  | _____ |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
|  | 68  | 16  | _____ |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
|  | 69  | 17  | _____ |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
|  | 75  | <i>State and Local Government Study Outline</i> | _____ |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
| 75   | <i>(counts twice)</i>   | _____   |       |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
| 76   | 18  | _____   |       |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
| 80   | 19  | _____   |       |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
| LESSON   | QUIZ  | GRADE   |       |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
| 46   | J   | _____   |       |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
| 53   | K   | _____   |       |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
| 57   | L   | _____   |       |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
| 62   | M   | _____   |       |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
| 65   | N   | _____   |       |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
| 78   | O   | _____   |       |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
|  | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>LESSON</th> <th>TEST</th> <th>GRADE</th> </tr> </thead> <tbody> <tr><td>56</td><td>4</td><td>_____</td></tr> <tr><td>70</td><td>5</td><td>_____</td></tr> </tbody> </table>   | LESSON  | TEST  | GRADE     | 56    | 4  | _____ | 70 | 5     | _____ |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
| LESSON   | TEST  | GRADE   |       |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
| 56   | 4   | _____   |       |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
| 70   | 5   | _____   |       |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
|  | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>LESSON</th> <th>EXAM*</th> <th>CHECK (✓)</th> </tr> </thead> <tbody> <tr><td>85</td><td>6</td><td>( )</td></tr> </tbody> </table>   | LESSON  | EXAM* | CHECK (✓) | 85    | 6  | ( )   |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
| LESSON   | EXAM*   | CHECK (✓)                                       |       |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
| 85   | 6   | ( )   |       |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
|  | CURRENT EVENTS  |   |       |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
|  | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>LESSON</th> <th>GRADE</th> </tr> </thead> <tbody> <tr><td>48</td><td>_____</td></tr> <tr><td>57</td><td>_____</td></tr> <tr><td>67</td><td>_____</td></tr> </tbody> </table>  | LESSON  | GRADE | 48        | _____ | 57 | _____ | 67 | _____ |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
| LESSON   | GRADE   |   |       |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
| 48   | _____   |   |       |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
| 57   | _____   |   |       |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |
| 67   | _____   |   |       |           |       |    |       |    |       |       |    |    |       |    |    |       |    |    |       |    |    |       |    |    |       |    |   |       |    |                       |       |    |    |       |    |    |       |   |        |      |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |    |   |       |

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The student has watched the videos for the lessons covered by this Progress Report.

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

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

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Official grades are on the report card mailed to the student.**