

NAME: _____

Test your Organization

Select any and all issues you've had before

- Was late to this class more than 2 times
- Forgot uniform items/had non-uniform items in class instead of locker
- Forgot items like pencil, calculator, paper, etc
- Forgot to submit work on time
- Forgot to put name on work
- My binder is disorganized, papers crumpled/ripped
- Didn't do my best job in recording complete notes
- My hand writing isn't very neat
- Didn't study for the test because I forgot it was on that particular day
- Forgot to clean up my area, tuck in/stack chairs
- Didn't make corrections to work given back to me
- Didn't catch up after being absent
- Stayed up late and then slept or was unfocused in class

- Never had issues with any of the above

Based on above, rate your ORGANIZATION skill

- Excellent - no issues
- Good - did any of the above just once or twice
- Satisfactory - did any of the above more than twice
- Needs Improvement - did any of the above regularly