



Assignment Ready	Yes	No
✓ I always read the rubric as I prepare my assignments.		
✓ I accurately estimate the time it takes to complete each assignment.		
✓ I ask for clarification from my professor or a TA if I don't understand the instructions for an assignment.		
✓ I proofread my assignments before submitting or turning them in.		
✓ I keep track of my sources when doing research.		