

Teacher/Div Name:

Subject/Topic:

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Class list- use for most recording. First names for the temporary class. If recording for paper collection, use a dash on the bottom of each 'box'. If evaluating, put a letter at the top of a column and 'define it' in the space at the top: eg. Column A= fluent
Put comments in one or two words on the right hand side.
Underline positive comments.

