

Dismissal Checklist

➤ **Is your agenda is filled out correctly?**

➤ **Turn in or put your work away in your binder.**

➤ **Properly shut down all electronics and return them to their storage location.**

➤ **Check under and around your tables for fallen items and trash.**

➤ **Collect all materials and return them to their proper location.**

➤ **Collect all of the items you brought with you to class.**

➤ **Say something nice to one person in your group.**

➤ **Stand quietly behind your chair.**