Prepare this assignment according to the guidelines found in the APA Style Guide, located in the Student Success Center. An abstract is not required.

This assignment uses a rubric. Review the rubric prior to beginning the assignment to become familiar with the expectations for successful completion.

You are required to submit this assignment to LopesWrite. A link to the LopesWrite technical support articles is located in Class Resources if you need assistance.

Establishing classroom procedures and routines helps to optimize time for instruction and allows the learning environment to operate efficiently. Students and teachers need to have procedures for everything, based on the needs of the particular class.