Follow these directions **EXACTLY** (it is part of your grade!):

1. Put your finished product on the shelf with your grade’s label on it.
2. Gather **ALL** materials your team used on your team’s table.
3. Return materials to their **PROPER PLACE**:
4. trash to garbage can
5. items that can be used again go NEATLY in the right place.
6. supplies go back neatly on supply shelf
7. wipe down your table with paper towel or wipe, if needed
8. sweep under/around your table, if needed
9. laptops back in computer cart, plugged in and neat
10. if you are unsure about where something goes, ASK

4. Gather your notebook/pencils/etc. and sit quietly at your table. You may read or talk quietly while waiting for more instructions.