

I ask questions until I fully understand an assignment.	Never	Sometimes	Often	Always
When I receive an assignment or project, I put the due date on a calendar and plan the steps to finish it.	Never	Sometimes	Often	Always
I make sure I know how the assignment will be graded, and I learn and do all that is necessary to succeed.	Never	Sometimes	Often	Always
I work toward completion of my assignments without delay. I do not procrastinate.	Never	Sometimes	Often	Always
If possible, I share my progress with the instructor and get help if necessary before the assignment is due.	Never	Sometimes	Often	Always