Subbing INSTRUCTIONS

WHERE/WHEN THE CLASS MEETS

Your Name:	
Course and Section:	
Time:	Cell phone:
Building and Room Number:	Email:
Days Needing Sub:	

INSTRUCTIONS: PROVIDE DETAILED INSTRUCTIONS AND LESSON PLAN(S)—ATTACH TO EMAIL AS NEEDED

Roll Sheet (or pass around a blank page):
Book(s) Used and Pages:
Instructions (attach)
Lesson Plan(s) (attach)
Additional Copies/Documents/Sheets for me used (attached)
Sheets (that I should make copies of for students)

ADDITIONAL INFORMATION