**Vocabulary Homework**

As part of the Court Reporting Program at WESTEC, you are required to complete Vocabulary homework each week with the exception of a few weeks which are noted on the Homework Schedule. The Homework Schedule can be found on the WESTEC website at Westec.org under the Court Reporting Section.

Please note the following with respect to the Vocabulary:

* There are two assignments that will be due each week. Make sure you turn **BOTH** of them in.
* Your Vocabulary assignments can be located on the WESTEC website at westec.org under the Court Reporting Section. Keep scrolling until you find both assignments.
* Complete the assignments and return them to [vocabctrp@gmail.com](mailto:vocabctrp@gmail.com) by midnight of the due date. You can also return them directly to me in Room 7 before the due date.
* The assignments will be printed and graded. You can pick up the corrected assignments in Room 7 when you come to campus.
* Late assignments will be given 50% of the actual grade earned on the assignments. You may turn your homework in after the due date for 50% credit until and including the day that the next homework assignments become due, which would be the following Thursday. After that, you will receive 0% credit. It is better to turn them in late for partial credit. Some credit is always better than no credit.
* The grade will be the combined total for both assignments each week.
* If you know that you will be unavailable to turn your homework in on the due date for any reason, turn it in EARLY.
* You are always encouraged to get ahead on your homework.

If you have any questions, please contact me.

Lisa Porter – lisabwestec@gmail.com

**“Success is no accident.” Pele**