

Supplementary PACE Procedures (VLCS Homeschool)

Scoring Procedures (alongside p.25 of the “Home Educator’s Manual”)

At each score strip the student **must** stop working and ask for permission to score. He may **not** continue past the score strip until that section is scored (and corrected and rescored if any wrong answers). While waiting for permission to score, he should continue working in another subject (“Redeeming the time”, Ephesians 5:16).

When scoring, if he finds a wrong answer, he puts a red “X” to the left of the question number (or in the left-hand margin if there is no question number) – not on the error itself. In nearly every case (except for “Answers may vary” or “Ask your supervisor to score”), the answer must be exactly as given in the score key, including capitalisation, punctuation, and whether the answer is a complete sentence or not. If the student thinks their answer is correct even though it differs from the score key, they should raise their hand while at the scoring station and ask you to check it for them. If you find their answer is acceptable, initial in green pen next to the question (in place of red “X”).

Cross-Referencing

When correcting wrong answers in any of the “reading” subjects (Science, Social Studies, Literature, Animal Science and Bible Reading), students must cross-reference their corrections:

- If the mistake is in the main study section, they will reference the information in the text.
 - If the mistake is in a Checkup, they will reference the corresponding question in the main study section.
 - If the mistake is in the Self Test, they will reference the corresponding question in one of the Checkups.
1. Next to the question (in the margin to the left of the question number), write the page number (*p.X*) where the new answer was found. If the answer is in a question (i.e. the correction is in a Checkup or Self Test), write both the page number and question number (*p.X, Q.Y*).
 2. In the margin next to where the answer was found, write the page number and question number (*p.X, Q.Y*) where the correction is being made, and underline or highlight the phrase that contains the answer (except if the reference is to the Bible or a Literature book etc, then do one-way referencing only).

Vocabulary Notebook

We require our students (the same as those in full-time school) to maintain a vocabulary notebook for Science and Social Studies from **PACE 1049** and above. They must copy out the vocabulary words and the corresponding definitions into their vocabulary notebook (with the subject, PACE number, and page number at the start of each section). At some levels, multiple-choice definitions need to be matched by the student, in which case they must be scored before copying into the notebook (to avoid copying wrongly matched definitions). After scoring the vocabulary section, the student reads the vocabulary list and definitions **from their notebook** to their supervisor, who will sign at the top of the list **in the PACE, before they continue** working the next section.

Note: ESL (English as a second language) students may find it helpful to add the word and its definition in their own language, and to begin doing this at lower levels. “*My Own Dictionary*” is available for this purpose for levels 1-3.

Most students will also find it beneficial to maintain a separate notebook for Maths and English concepts.

Bible Journal

Our students are also required to keep a daily Bible journal. They read the day’s passage from the Bible Reading Plan (New Testament for the younger students; older students should add the Old Testament readings as well), following the guidelines given on the Bible Reading Plan. From the day’s reading they select one verse that speaks to them, copy it into their journal (with the reference) then write a prayer and/or reflection in response to that verse. This daily habit of personal time with God will become a meaningful part of their Christian growth.