Attendance and Homework Tracking System

You can create a “Star Board” to track attendance and homework completion. There are many ways to develop such a tracking system but here is one option. Get a 2-foot by 3-foot poster board (you may need a larger one for larger groups). Give each participant one row and break that row up into the appropriate number of sessions (e.g., 20 session class). Make the spot for each day large enough to contain three adhesive stars. For each day that a participant attends class they get one star, if they attempted to do their homework give them another star, and if they accurately (or almost accurately) completed their homework give them a third star.

You can hole-punch the top corners, tie a piece of string to each upper corner and hang the board.

At the end of a specified period of time you can award certificates for the greatest number of stars earned or the greatest improvement since the half-way point of the class (i.e., the last 10 of 20 sessions compared to the first 10 sessions).

The above program may help motivate participants to attend class more regularly and increase the likelihood that they attempt the homework.