Boxing Method Notes: A Divided-Box Grid for Grouped Note-Taking

Original tasks 1, 2 / independent work

Task 1

A page has a heading strip, a left margin, and four boxes in a two-by-two grid. The labels are 'Soil', 'Water', 'Light', and 'Temperature'. A note reads 'Roots absorb minerals'. Which box should hold it, and why?

Task 2

A student draws three boxes but writes the page title inside the first box instead of the heading strip. Describe the correction and state one layout rule it restores.

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Original tasks 3, 4 / independent work

Task 3

On unruled paper, a writer marks a baseline and a midline. They write the word 'bag' so that the top of 'a' touches the midline, 'b' rises above the midline, and 'g' falls below the baseline. Is the x-height convention followed? Explain.

Task 4

A two-box page is labeled 'Causes' and 'Effects'. A note reads 'Heavy rain'. Another note reads 'River rises'. Assign each note to a box and explain the grouping.