

## SubSkills Online Course Study Guide

**Classroom Management**

Principle One	Example	Principle Two	Example
Principle Three	Example	Principle Four	Example

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**The most effective way to reduce problem behavior:**

- A. Is to strengthen desirable behavior through positive reinforcement
- B. Is to weaken undesirable behavior through negative processes

**Who is responsible for setting the tone of the class?**

- A. Students
- B. The permanent teacher always sets it
- C. It is based on whether or not the activities in the lesson plan are good or not
- D. The teacher for the day

Skill One	Strategies for Implementing Skill One
Skill Two	Strategies for Implementing Skill Two

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Skill Three	Strategies for Implementing Skill Three
Skill Four	Strategies for Implementing Skill Four

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Define Inconsequential	Examples of Inconsequential Behavior
Define Consequential	Examples of Consequential Behavior
Define Coercion	Examples of a Teacher Being Coercive

Which three non-coercive strategies do you think you'll rely on most?

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**Skill Five: Avoid Traps**

Trap	How to Avoid

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T/F A student is going to change their behavior when a teacher convinces them logically that what they are doing is wrong. Why or why not?

After reading this chapter on classroom management, what are you going to do differently?

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### Teaching Strategies

*We wouldn't expect substitute teachers to lecture to students on a topic they don't understand, hence the teaching strategies compiled in this lesson. While these are not the only teaching strategies available for substitute teachers, we have assembled and highlighted strategies that don't require prior knowledge on the part of the substitute teacher. You are also encouraged to find other teaching strategies that you would like to implement.*

Following are examples of lesson plans that might be left for you. Based on the strategies taught in this lesson, what can you do to enhance the learning for each of these lesson plans?

The lesson plan instructs you to "Have students study for their geometry test." As you look around, you are unable to find the review activity. You have an entire hour to fill.

The science lesson for the day says, "Read and discuss chapter four about the solar system."

Students are to write an essay about what they think schools will be like ten years from now.

The lesson plan asks you to conduct a class discussion about endangered species.

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**The Professional Substitute Teacher**

As you review this lesson, create a graphic representation of what a professional substitute teacher can do at home, prior to entering the classroom, in the classroom before school, throughout the day, and at the end of the day. (Please note that markers, crayons, and colored pencils are encouraged!)

At Home	Prior to Entering the Classroom
In the Classroom Before School	Throughout the Day
At the End of the Day	SubPack



## **Special Education and Other Things You Should Know**

Before you review the sections covering Special Education and Orientation and Legal Issues, fill out the first two sections of the KWL chart (next page). After listing all that you know and all that you want to know, read chapters four and five of the Substitute Teacher Handbook. After reading those chapters and highlighting important concepts and taking notes, fill in the last column on what you have learned about special education and legal issues.