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""Get to Work""; ""Ending the Period""; ""Time Considerations""; ""A Cheat Sheet""; ""Chapter 6 - Developing Plans for Instruction and Assessment""; ""Long-Term Planning""; ""Unit Planning""; ""Daily Lesson Plans and Assessments""; ""Integrating Input from Testing""; ""Final thoughts on Planning""; ""Chapter 7 - Managing Time and Paperwork""; ""Attendance""; ""Grades""
""Paperwork Considerations""""The Mailbox""; ""Planning and Calendars""; ""In the Beginning""; ""Forms""; ""Organize Your Work Space""; ""Managing Time""; ""At the End""; ""Chapter 8 - Avoiding Boredom€?Theirs and Yours""; ""Capturing and Maintaining Interest""; ""Attitude and Values""; ""Chapter 9 - Eating Lunch""; ""Choices, Choices""; ""The Consequences of the Decision""; ""Final Advice""; ""Chapter 10 - Connecting with Students""; ""Being Visible and Accessible""; ""Listen, Dona€™t Talk""; ""Reach out to Students""; ""Some Quick Interventions""
""Things to Consider When Connecting with Students""""Connecting with Difficult Students""; ""Chapter 11 - Communicating with Parents""; ""The Importance of Parent Involvement""; ""Building Parent Relationships""; ""Contacting Parents""; ""Open House""; ""Face-to-Face Contacts""; ""Ongoing Contact""; ""Understanding Limited Responses from Parents""; ""Recruiting Parents as Allies""; ""Chapter 12 - Dealing with Difficult Students""; ""Classroom Management""; ""Guidelines for Engaging Students""; ""Students with Attention Deficits""; ""Avoid Direct Confrontation""
""Implementing a Discipline Policy""

Sommario/riassunto

In this updated version of the bestseller, you will learn tangible ways to supercharge your teaching skills while avoiding the pitfalls common to beginning teachers.
