

1. Record Nr.	UNINA9910797457403321
Autore	Kottler Ellen
Titolo	Secrets for secondary school teachers : how to succeed in your first year // Ellen Kottler, Jeffrey A. Kottler, Cary J. Kottler
Pubbl/distr/stampa	Thousand Oaks, California : , : Corwin Press, Inc., , 2004 ©2004
ISBN	1-4833-6281-7
Edizione	[Second edition.]
Descrizione fisica	1 online resource (225 p.)
Disciplina	373.11
Soggetti	First year teachers High school teachers Teacher orientation
Lingua di pubblicazione	Inglese
Formato	Materiale a stampa
Livello bibliografico	Monografia
Note generali	Description based upon print version of record.
Nota di bibliografia	Includes bibliographical references and index.
Nota di contenuto	<p>""Cover""; ""Contents""; ""Preface""; ""About the Authors""; ""Chapter 1 - Learning Your Way around the School""; ""Orient Yourself""; ""Make Friends with the School Secretaries""; ""Rules and Regulations""; ""Meeting Your Department""; ""Your Classroom""; ""Custodians""; ""Building Orientation""; ""Safety Concerns""; ""School Traditions""; ""Lunch Options""; ""Meeting Others""; ""Induction Programs""; ""Take a Breath""; ""Chapter 2 - Organizing Your Room""; ""Inventory Resources""; ""Flow and Movement""; ""Bulletin Boards, Wall Space, and the Ceiling""; ""Equipment Checklist""</p> <p>""Supplies Checklist""""Makeup Work""; ""First-Aid Supplies""; ""Supplies for Traveling Teachers""; ""Other Considerations""; ""Chapter 3 - Knowing Your Students""; ""Collecting Information""; ""Introductions""; ""Studentsa€? Cultures""; ""Gender""; ""Sexual Orientation""; ""Diverse Abilities""; ""Learning Styles""; ""Multiple Intelligences""; ""Gifted and Talented Students""; ""Special Events""; ""Student Relationships""; ""Chapter 4 - Dressing for Success""; ""First Impressions""; ""Clothing Considerations""; ""Spirit Days""; ""Image""; ""Clothing as an Instructional Tool""</p> <p>""Chapter 5 - Beginning and Ending Your Class on the First Day""""First Contact""; ""Movement""; ""Setting the Rules""; ""Some Sample Rules""; ""Theories and Models of Classroom Discipline""; ""Class Syllabus"";</p>

""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.

---