



Webinar for Administrators:
How to Implement SubEssentials™
for your substitute teachers

Geoffrey Smith, Director-STEDI.org



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Actually, the Webinar is on:

- How to find quality substitute/guest teachers
- How to make sure substitute teachers are:
 - Trained
 - Prepared, professional, reliable
 - Not babysitters but teachers
 - Motivated
 - Screened



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STEDI.org/SubEssentials

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SubEssentials™
A FREE 90-minute Introductory Course for Substitute Teachers by STEDI.org

SubEssentials™ Introductory Course is designed to encourage, motivate, and introduce you to the great world of substitute teaching with the general expectations, useful strategies in the classroom, and the rewards for becoming a substitute teacher. The registration fee is waived making it **free** for any current or potential substitute teacher.

GREAT!

Registration will give you access to a 24-minute video and the SubEssentials eBook. No assessment is given for this course but add SubEssentials Introductory Course to your resume and make sure to let your district

Log In

If you already have an account, please [login](#).

Create an Account

* Indicates required information.

Account Information
You will use this information to access your STEDI.org account.

*Email Address:

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SubEssentials™
A 90-Minute Introductory Course

Welcome to SubEssentials!

Congratulations on taking the first step on your path to become an effective substitute teacher. SubEssentials will give you an introduction to what you will encounter in the classroom as well as some tools to handle varying situations. To complete this course there are four steps

1. Download and read the SubEssentials ebook
[Click here to download the ebook](#)
2. View the SubEssentials video
[Click here to view the video](#)
3. Inform your school district of course completion
4. Stand out from other substitute teachers by continuing your professional development. Visit [STEDI.org](#) for the [Substitute Teacher Handbook](#) and other [online training courses](#)

We hope you enjoy the training course!

FINAL NOTE: To receive a SubDiploma, register and complete the SubSkills Online Training Course and the SubAssessment here.

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SubEssentials Training Course

You are about to embark upon the adventure of a lifetime. If you want a job that is different from day to day, will provide endless challenges, and will stretch you, and give you a lot of satisfaction because you're impacting student's lives, substitute teaching is the job for you!

This 90-minute course will introduce basic skills substitute teachers need in order to have a successful school day. Because it is such a difficult, yet extremely important job, this course has been offered to you free of charge. If you are interested in additional higher-level courses and resources, be sure to visit STEDI.org.

Substitute teaching is a wonderful job and there are many perks. Following is a list compiled by substitute teachers of reasons they enjoy their job! as a teacher.



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BEHAVIOR MANAGEMENT

After reviewing the SubOrientation video we are now going to review each of the sections presented in a little more detail. First we'll look at classroom or behavior management. As we review behavior management watch for the following:

Ways for getting students on task
Ways for keeping students on task
Strategies for maintaining a high ratio of positive interactions
Strategies for setting expectations
Strategies for responding to inappropriate behavior
Ways to avoid being trapped

Notes

The following articles will help a substitute teacher set expectations clearly. As you review the articles consider the following question:

What strategies are recommended to help substitute teachers set expectations clearly?

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THE ART OF ENFORCEABLE STATEMENTS

As a substitute teacher, you are expected to verbalize your expectations of the students in your charge that day. When you do this, you should choose your words wisely and be aware of how you phrase your requests. Remember that the only behavior we can control is our own, and the way we state our expectations should reflect that. Here are some examples of statements that are not enforceable:

Please sit down. I'm going to start now.
Please be quiet. It's time to begin.
Don't sharpen your pencil while I'm talking.
Raise your hand if you want to speak.
Pay attention. Don't bother your neighbors.
Keep your hands to yourself.

Notes

By simply rephrasing your expectations, you can speak with confidence knowing that you can follow through with your statements.

What other phrases do you commonly use that are enforceable?

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Now let's look at how we can turn the above into statements we can enforce. By turning the focus onto yourself and the authority that you have, you could say something like:

Notes

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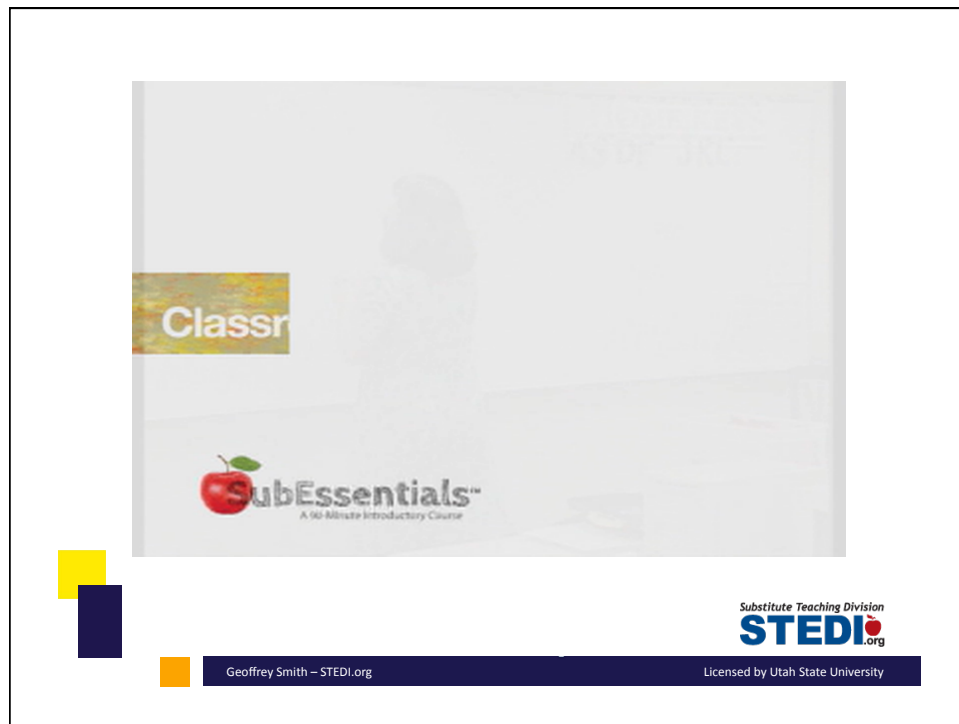
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*In my quest to be a great substitute teacher,
I have completed the following:*

Signature _____ (No. 30mm)			Professional Development Credits Hours:
Signature	Date	Score	
SubEssentials™ 90-minute Introductory Course (No Score) Includes introduction to: Behavior Management, Engaging Students through Lesson Plans, Professionalism			1.0
SubSkills Basic Training (Attach SubDiploma showing passing scores) Includes training in: Classroom Management, Teaching Strategies, Being Prepared and Professional, Legal and Educational Issues, Special Education, Appropriate use of Fill-in Activities			10.0
Advanced Classroom Management (Attached passing score) Includes training in: Advanced techniques in classroom management			3.0
Advanced Teaching Strategies (Attached passing score) Includes training in: Advanced techniques in implementing a teacher's lesson plan			3.0
Advanced Special Education (Attached passing score) Includes training in: Working with students with special needs			3.0
Paraprofessional Training (Attached passing score) Includes training in: Effective strategies in assisting with students with special needs			3.0
SubWise eMentoring Includes training in: Weekly guidance, tips, and suggestions			3.0
Other Resources Available: The Substitute Teacher Handbook, Fun and Engaging Activities for Older and Younger Students eBooks, Classroom Management Audio Download			

Administrators may verify the above scores by registering by STEDI.org

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SubSkills
Basic Training

Live Handbook Training
Online SubSkills Training

STEDISub
Ultimate Training

Online SubSkills Training
SubWise eMentoring
Advanced Courses

SubEssentials
Express Introduction

Other Courses
Training courses without rigor or research-based curriculum ???

90-minute FREE course that covers more than non-STEDI online training courses **FREE**

District Certified Substitute Teacher!
8-10 hours of training! Live or Online.
Substitute teacher pays only **\$39.95** \$\$\$
Or, district pays for handbook **\$24.95** *

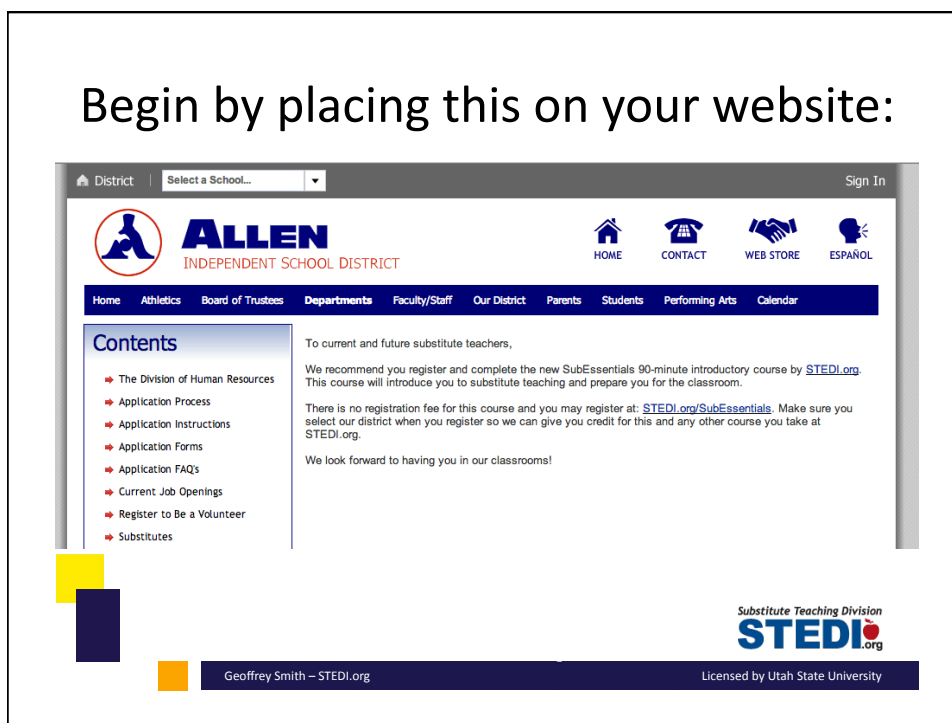
SubSkills, SubHandbook, SubWise
Substitute teachers pay - **\$39.95** SubSkills \$\$\$
District pays - **\$24.95** handbook & **\$9.95** SubWise \$\$\$
Advanced Courses - **\$19.95**
Best impact for substitute teacher success & student achievement

*Quantity discounts available.

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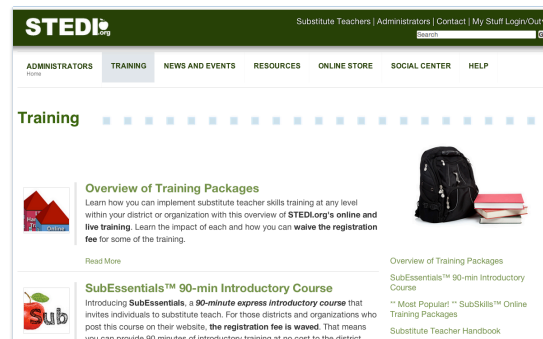
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How to begin?

- <http://stedi.org/subm/training>



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Thank you

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