

A GUIDE
FOR FUTURE
EDUCATORS

PULL OUT
AND TAKE IT
WITH YOU

GET PRACTICAL

ADVICE FROM VETERAN EDUCATORS
ABOUT CLASSROOM MANAGEMENT •
HOW TO DRESS • SUPER-GEEKY TECH
TIPS • FINDING ALLIES • EDUCATION
SUPPORT PROFESSIONALS

ICYMI: STUFF WE WANT YOU TO KNOW

Whether you're starting your field experience, graduating this year, or new to the profession, there's so much to remember. We asked some veteran educators to provide a few tips and tricks to help you get started on the right track!

ADVICE FROM
VETERAN
TEACHERS

8 TIPS WITH A TWIST

Best classroom management advice in 10 words or less:

“Have clear instructions. Show you care. Aim high. Get a mentor.”
—DAVE WILLIAMS

“Things don't always go as planned. It's OK. Adapt.”
—ELLEN GOODMAN

“Involve parents. Provide clear, consistent classroom guidelines. Give students a voice.”
—TERRI GARDENHIRE MESSING

“Family first, then school. Find balance in life.”
—MA PETE

“Come in early, work through lunch, stay late, but not all three.”
—LACY HAWKINS

“Trust and serve your secretaries, custodians, and coworkers well.”
—JAMES RUSH

“Don't reinvent the wheel, there are so many great resources available!”
—KERRY MULLIGAN

“Expectations and relations should be your focus first before curriculum.”
—TONY FLORES

DRESS FOR SUCCESS—UNCENSORED!

A majority of veteran teachers said, “Wear comfy shoes!” Others said:

“Machine-washable, comfortable layers with a high neckline and great flexibility.”
—POLLY RAE

“Wear what makes you feel professional and [it] sends the message to the kids that you love them.”
—DAVID MORALES

“Make sure your three B's are covered... boobs, belly, and butt.”
—SHERRI SCHMIDT JOHNSON

THE 3 R'S PLUS MORE

Students at times may need more than quality textbooks and excellent teachers to learn; they'll also need comfort and safety. Here's how you can help to support the whole student:

“Respect them as individuals. If possible, be in your room before school so the socially awkward kids have a safe place to be.”
—JOHN MINNICK

“Listen. Validate their feelings. Forgive them for transgressions. Be a safe place for them.”
—PAIGE HICKS

“Remember they are people first, students second.”
—COLLEEN COCCHI

“Listen with an open heart and mind.”
—MICHAEL LEWIS

FIVE SUPER-GEEKY TECH TIPS FOR THE NEW SCHOOL YEAR

Get cloudy, get social...get ready!

By Gwyneth Jones, a.k.a. The Daring Librarian

One of the things I love most about being an educator is that every year is a do-over! Whatever you planned but didn't do last year, you can try this year. Here are some easy tips for upping your ed tech game and getting ready for a super new school year. Don't feel pressure to do all six—just pick one! If that works out, try another and go from there.



GET CLOUDY

Goodbye flash drives and external drives! The future of data storage and hosting is in the cloud. At first, I was skeptical of the cloud but five years later, after using it every day, I'm convinced. Most school systems have some version of Google Apps for Education available for teachers, I recommend using Google Docs to upload and convert your important documents, presentations, and spreadsheets for easy editing, sharing, and storage in the cloud. Another great resource is Dropbox. A trusted ed tech leader once told me, "because of Dropbox I don't care if my laptop crashes." That was a cartoon-eyes-bugging-out moment in my tech life. No fear of crashing? Ever? Wow!

RESOURCES: Search for my "Dropbox Like It's Hot" blog post, "Dropbox for Teachers" by Bill Selak, and "The Best Online Cloud Storage Solutions for your iPad and iPhone" by Steve Lai.

GET LINKED

Now, more than ever, educators must be visible and transparent in what they do for their students, school, and community. Today, that's easier than ever! Start with a free educator Wikispaces page. Click edit, type, and save. Done.

Why LinkedIn when you're not looking for a new job? Because our parents and community are there and it shows we're professionals, too! I'm on LinkedIn but I don't do much there—it's just another way for the world to find me and my main websites. It's like a cactus plant because it grows but you don't have to "water" it very often. A professional profile takes about 30 minutes to create. Just add a photo, your education and work history, awards and qualifications, and call it a day. If you want to go deeper with LinkedIn discussions and groups, and build a personal learning network that connects with other educators, you can! But it's not a must.

RESOURCES: Search for my blog post, "Transparency is the Daring New Black," and "3 Reasons Why Teachers Should Use LinkedIn" from the Teachers' Lounge.



GET POLISHED

Your social network profile is your best and most read professional bio on the web—so keep it polished, up-to-date, and consistent across all of your accounts. In a professional profile, I recommend including your school, location, subject area, teaching level, and an award or certification. Consider adding a quirky hobby or interesting fact. Most websites don't provide a lot of room to list everything in your profile description—so keep it short. Also, on the topic of profile pics or avatars, for six years I used a favorite avatar but I've lately had a change of heart. I realized people didn't recognize me for me! So now I use my best recent selfie, jazzed up a bit with PicMonkey, and voila! The real me.

RESOURCES: Search my blog for "6 Tips to a Super Twitter Profile" and also Courtney Leiter's "How to Write a Professional Social Media Bio."



GET MAKING

Get your hands on the Makerspace movement that is sweeping the globe. Makerspace combines STEM, or as I prefer STEAM (adding art), with a constructivist and constructionist self-directed approach to education. The idea is to allow kids to get their hands involved, DIY-style, in project-based learning. Whether you spend \$300 or \$3,000, you can add a Makerspace component, cart, or corner to any classroom or school library. Start small by creating a rolling Makerspace cart. Include bins of Legos, a batch of coloring books and colored pencils, paper for origami, and a couple of Makey Makey kits.

RESOURCES: Search for my post "Makerspace Starter Kit," check out the Makerspace For Education website, and the amazing librarian Diana Rendina's blog Renovated Learning.

GET SOCIAL

I use social media only in a professional sense—to share the cool things going on every day in my school and library, to celebrate my amazing students, and to connect with my parents, and our local and global community. Twitter and Scoopit are my preferred tools and I recently added Instagram—because that's where my kiddos are! When sharing on social media, remember to be passionate, positive, and always professional. Never vent about administrators or students via social media! Don't tweet yourself out of a job. On social media you can push the positive and change the world, grow professionally by leaps and bounds...or you could get in really big trouble. Share thoughtfully, wisely, and well.

RESOURCES: Search for my post, "The Daring Social Media Mind Shift" and "BFTP: Top 10 Social Media Competencies for Teachers" by Doug Johnson.



@GwynethJones, a.k.a. The Daring Librarian, is a blogger, a tweeter, an international Ed Tech speaker, Google Certified Innovator, and the author of the award-winning Daring Librarian blog. Jones is also a career-long NEA member and the teacher librarian at Murray Hill Middle School in Laurel, Md.

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YOUR ALLY: EDUCATION SUPPORT PROFESSIONALS

Keeping your students **healthy, safe, engaged, supported,** and **challenged** so they are ready to learn!



“Education support professionals (ESPs) are key partners in meeting the needs of the whole student. ESPs have important relationships with students and families within the school community and are teachers’ secret weapon in student success.”

LILY ESKELSEN GARCÍA, NEA PRESIDENT