

## Classroom Management - Procedures

- "What Helps Students Learn?" - Margaret Wang



- Conclusion of the study: \_\_\_\_\_  
\_\_\_\_\_ has the greatest influence on school learning.

Effective classroom management has the potential to accomplish three things:

1. Increase student \_\_\_\_\_.
  2. Decrease \_\_\_\_\_ behavior.
  3. Make good use of \_\_\_\_\_ time.
- Every effective management program has in one form or another five key elements:
    1. Principles → tell students \_\_\_\_\_ to behave appropriately.
    2. Rules → tell students \_\_\_\_\_ is acceptable behavior.
    3. Procedures → tell students \_\_\_\_\_ to do things in class.
    4. \_\_\_\_\_ and \_\_\_\_\_  
procedures.
    5. A \_\_\_\_\_ and \_\_\_\_\_ process.

### Procedures - What Are They??

- \_\_\_\_\_ how things are done in the classroom.
- Help the class \_\_\_\_\_.
- Set up the class for \_\_\_\_\_ to take place.
- Teach \_\_\_\_\_.
- Make the class \_\_\_\_\_ and \_\_\_\_\_.
- Harry Wong: Procedures are the key between an \_\_\_\_\_  
and an \_\_\_\_\_ teacher



Examples:

- 1.
- 2.
- 3.
- 4.
- 5.



Why do we need to define these procedures?

- Procedures are a \_\_\_\_\_.

Example:

\_\_\_\_\_

- Unlike rules, there is \_\_\_\_\_ for not following a procedure.
- A smooth running class is the \_\_\_\_\_ of the \_\_\_\_\_.
- A class will run more smoothly when \_\_\_\_\_ the teacher and the students \_\_\_\_\_ and \_\_\_\_\_ stated



\_\_\_\_\_ stated procedures.

We need to *teach and practice*.

- Identify and then \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ key procedures.
- Continue to practice until the procedures become \_\_\_\_\_.
- Harry Wong, "The number one problem in the classroom is not discipline; it is the \_\_\_\_\_ procedures and routines.

Three Steps to Teaching Procedures:

1. \_\_\_\_\_ - State, explain, model, and demonstrate the procedure
2. \_\_\_\_\_ - Rehearse and practice the procedure under your supervision.
3. \_\_\_\_\_ - Reteach, rehearse, practice, and reinforce the classroom procedure until it becomes a habit or routine.

Example:

- Principle - \_\_\_\_\_
- Rule - \_\_\_\_\_
- Procedure - \_\_\_\_\_

