Managing Time & Routines

Effective teachers are organized. They consistently establish, teach, post, modify, and re-teach classroom routines and procedures.

JPAS Connection
Domain I: Managing the Classroom
Managing Time and Routines

Indicator 11: Use Management Routines
Classroom routines can positively affect students’ academic performance as well as their behavior. (Cheney, 1989)
- Procedures, like behavior, are taught in the same way that content is taught.

Here are some ideas to try:
- Determine what procedures are needed
- Teach/implement them in the first few weeks of school
- Break them into simple steps
- Teach them visually, orally, and/or kinesthetically
- Check for understanding; practice them
- Reinforce them; periodically review them

Please contact your Mentor Teacher Specialist with any questions you may have: http://mentor.jordandistrict.org/

* Please note: This monthly tip is meant for reflection and is distributed to all provisional teachers.