

## **Top 10 Tips for Student Teachers/Interns**

### **1. Be On Time**

Punctuality is very important in the 'real world'. If you are late, you will definitely NOT start out on the right foot and may miss out on critical opportunities to demonstrate your talents. Even worse, if you arrive after a class has begun which you are supposed to be teaching, you are placing that teacher and yourself in an awkward situation.

### **2. Dress Appropriately**

As a teacher, you are a professional and you are supposed to dress accordingly. There is nothing wrong with over dressing during your student teaching/intern assignments. The clothes do help lend you an air of authority, especially if you look awfully young. Further, your dress lets the cooperating teacher know of your professionalism and dedication to your assignment.

### **3. Follow the School Rules**

This might seem obvious to some, but it is important that you do not break school rules. For example, if it is against the rules to chew gum in class, then do not chew it yourself. If the campus is 'smoke-free,' do not light up during your lunch period. This is definitely not professional and would be a mark against you when it comes time for your cooperating teacher and school to report on your abilities and actions. Also, learn about all Board of Education Policies and Administrative Regulations.

### **4. Flexibility**

One of the tenets of teaching should be that everything is in a constant state of change. Interruptions and disruptions are the norm and very few days are 'typical'. Therefore, a flexible attitude is important not only for your stress level, but also for your students who expect you to be in charge and take control of any situation. If you are asked to "shift gears" at the last minute, look at this as your chance to gain more experience and show your dedication and commitment to your school.

### **5. Sense of Humor**

A sense of humor can help you become a successful teacher. Your sense of humor can relieve tense classroom situations before they become disruptions. A sense of humor will also make class more enjoyable for your students and possibly make students look forward to attending and paying attention. Most importantly, a sense of humor will allow you to see the joy in life and make you a happier person as you progress through this sometimes stressful career.

## **6. Consistency**

In order to create a positive learning environment your students should know what to expect from you each day. You need to be consistent. This will create a safe learning environment for the students and they will be more likely to succeed. It is amazing that students can adapt to varying teacher styles throughout the day. However, they will dislike an environment in which the rules are constantly changing.

## **7. Maintain Confidentiality**

Remember that if you are taking notes about students or classroom experiences to turn in for grades, you should either not use their names or change them to protect their identities. You never know who you are teaching or what their relationship might be to your instructors and coordinators.

## **8. Don't Gossip**

It might be tempting to hang out in the teacher lounge and indulge in gossip about fellow teachers. However, as a student teacher/intern this would be a very risky choice. You might say something you could regret later. You might find out information that is untrue and clouds your judgment. You might even offend someone without realizing it. Remember, these are teachers you could be working with again some day in the future.

## **9. Be Professional and Collegial With Fellow Staff Members**

Do not interrupt other teachers' classes without an absolutely good reason. When you are speaking with any member of the school staff, treat them with respect. You can learn a lot from each staff member, and they will be much more likely to share with you if they feel that you are genuinely interested in them and their experiences.

## **10. Be A Learner**

Be someone on whom nothing is lost...

- Observe
- Listen
- Ask
- Reflect