

Office of Public Instruction (OPI)

A Substitute Teacher's Guide

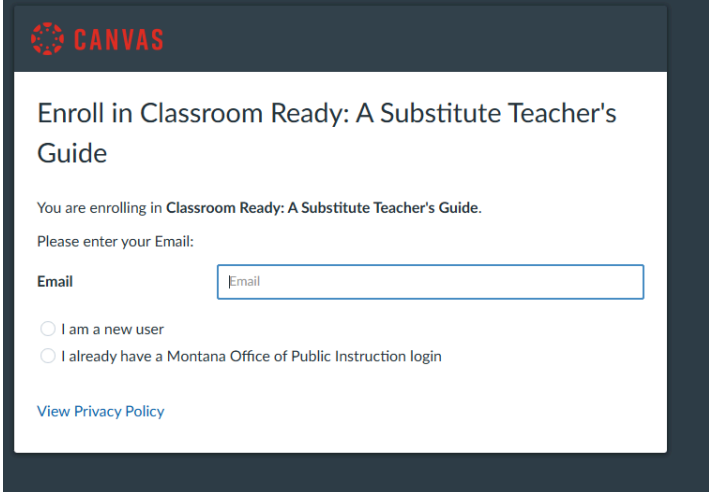
Columbia Falls SD 6 is requiring that every guest teacher take the online training offered by the Office of Public Instruction. The state requires each guest teacher to complete 3 hours of training.

Who Needs to Participate and When:

- All SD6 guest teachers will need to complete the online training prior to being placed in the classroom.
- Teachers with a **current** Montana Teaching Certificate do not need to complete the training.

Directions to complete class:

NAVIGATE TO CLASS HERE

The image shows a screenshot of the Canvas Learning Management System (LMS) enrollment page. At the top left is the Canvas logo. The main heading is "Enroll in Classroom Ready: A Substitute Teacher's Guide". Below this, it says "You are enrolling in Classroom Ready: A Substitute Teacher's Guide." and "Please enter your Email:". There is an email input field with the placeholder text "Email". Below the input field are two radio button options: "I am a new user" and "I already have a Montana Office of Public Instruction login". At the bottom left of the form is a link that says "View Privacy Policy".

Enroll

Go to Course

Enroll in Classroom Ready: A Substitute Teacher's Guide

You have successfully enrolled in Classroom Ready: A Substitute Teacher's Guide.

[Go to your Dashboard](#)

[Go to the Course](#)



Complete Class and Download Completion Certificate

Email completion certificate to Karla Therrien at k_therrien@cfmthschools.net.

If you do not have access to a computer, we can provide one for you. Please call Karla at 406.892.6550 x 1421 to schedule a time to complete the training if you do not have access to a computer.