

Pretend you are writing to a first-time teacher who will be teaching a class for the first time in January. Help out the new teacher by sharing:

A) Two things he/she should do on the first day of class.

- Introduce the class
- Mixer of some type
- Engage with all students (give them a reason to remember your class)
- Smile (are you in the right place)
- Mixer activity/names (do some real history)
- Engage students
- Explain purpose of class and guidelines
- Give out expectations
- Reach out and meet each other. Use your resources.
- 100% effort by both parties
- Use students' names when addressing them
- Show you are invested in their success
- Last day to drop/add date – if you're going to drop
- Ice breaker activity where they learn about each other and start to see you as human
- Use a "HOOK" to get students excited about the course
- Start on time with something relevant and engaging/active
- Establish the relevance of the material/pose the critical questions that the class will seek to answer
- Show your passion for the subject
- Give success stories
- Short discussion of questions they have from the emailed assignment to read the attached syllabus.
- Name tags

B) Two things he/she should NOT do on the first day of class.

- Do not read syllabus
- Dismiss after 10 minutes
- Do not sit behind desk
- Do not try to scare students
- Do not cancel class
- Do not embarrass students
- Do not be unorganized
- Do not just lecture
- Do not lose the time in getting them involved – start with high expectations
- Waste their time and earnest attention (students are ready for a challenge on day one)
- Don't ask students to tell something about themselves
- Do not overwhelm
- Start a lecture
- No snacks
- Don't say "look to the left of you, look to the right of you, two of you will be out of this class at the end of the semester"
- Don't say "Introduce yourself and tell something about you"