

Simple Solutions:

Teachers' Favorite Tips & Timesavers

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Gearing up for class projects, field trips, or new lesson plans? Build your registry with supplies you want and share it with parents.



Clever Classroom Routines

Absentee Reminders

Set aside a spot for students who have been absent to find any missed work. **When a student is out, write his name on a card along with any assignments missed.** Keep the card and any handouts together at the designated location so the student can pick up his work when he returns.



A place for everything, and everything in its place. Get desk organizers at Walmart.com.



Trash cans with style? Yes! Check Walmart.com.

Lost-and-Found Can

Each day, have students place unclaimed items they find around the room in a large decorated trash can. **When a student realizes something is missing, she can check the lost-and-found can.** This method helps students quickly learn to keep up with their things.

Class Welcome

Make a new student feel right at home in your classroom. **Fill a colorful folder with supplies to ease the transition to a new classroom.** Include schedules, a class student list, stickers, and examples of class work. Have a classmate show the new student around for the day.



Stock up on colorful folders at Walmart.com.

Easy Organizational Tips

Weekly Prep

Take a few minutes each Friday afternoon to prepare for the week ahead. Label a folder for each day of the week and, if desired, for each class period during the day. **On Friday, look at your lesson plans for the coming week, gather all the materials you'll need, and place them in the corresponding folders.** These folders are also a great resource for a substitute.



Get manila folders at Walmart.com.



No More Guesswork

Don't try to guess the identity of a paper's owner. **Designate a tray or basket for any work without a name.** Assignments without names go in the tray. When work gets handed out and students realize they are missing papers, they'll know just where to look.

Desk supplies don't have to be drab. Add class to your classroom with baskets from Walmart.com.

Student Note Labels

When grading papers, save time on commenting with preprinted notes. **Print commonly used comments on small mailing labels** using a word processing program or an online template. Stick a note on a student's work to tell her to correct and return her work or to congratulate her on a job well done.

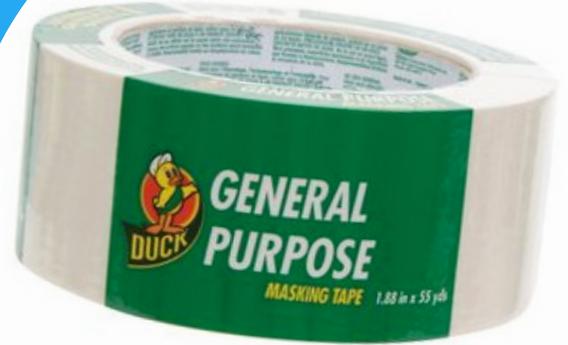


Add mailing labels to your Teacher Registry at Walmart.com.

Daily Classroom Management

Extended Poster Life

Prolong the life of your posters by **adding strips of masking tape along the back edges, in the corners, and along the center.** To hang a poster, use circles of tape attached to the masking tape strips rather than the poster itself. The reinforced posters will hold up to reuse.



You'll find classroom uses for masking tape, painter's tape, duct tape, and more. Get them all at Walmart.com.

Earn money for your school today. Register as an affiliate, post your list on your school's website, and earn!

Class Meetings

Set aside a few minutes each week for the entire class to give input on classroom happenings. Discuss and plan for upcoming events. Talk about assignments that are due soon. **Allow time for students to give suggestions.** Students will appreciate the opportunity to be heard.

Pencil Tags

Lost pencils will be reunited with their owners thanks to simple labels. **Give students sticky dots and have them write their initials or first initials and last names on each one.** A child wraps a dot around the top part of a pencil. When you find stray pencils around the room, place them in a designated can. Students will know where to look when they can't find their pencils.



Pick up dot stickers during your next trip to Walmart.

Class Comment Box

Allow students to sound off about classroom concerns with a comment box. **When students have constructive suggestions or ideas for the teacher, they write them on a note and put them in a box**, with or without signing their names. Only you read the notes. The comments are a good way to learn the needs of the class.

Earn even more with eBoxTop, available only at Classrooms by Walmart.

Mighty Motivators



Carry your lunch in style. See hundreds of choices at Walmart.com.

Lunch With the Teacher

Encourage good behavior with a privilege that even middle schoolers will be eager to earn. Each week, **reward a few students who have worked especially hard by having them bring their own lunches and join you for the meal** (as schedules allow). Everyone will appreciate the opportunity to get to know each other better.

Ticket to Motivation

Motivate students to do their best with a ticket system. **Students earn tickets for turning in assignments, hard work, or good behavior.** When a child earns a certain number of tickets, she can trade them in for a reward certificate or special privilege.



Walmart.com has inexpensive tickets. Take a look.

Candy Guesses

Have parent volunteers help fill a jar with a predetermined number of candies. **When a student finishes a book or reaches a goal, allow him to guess the number of candies in the jar.** He writes his name and guess on a slip of paper and turns it in. At the end of a certain time period, such as a grading period, reward each of the ten students closest to the correct number with a free book. Give the jar of candy to the child who is the closest.



Make your jar seasonal. Stock it with gummy worms for Halloween, wrapped mints for the December holidays, and chocolate or candy hearts for Valentine's Day. Get them all at Walmart.com.

Test Motivation

Give students a little added incentive on test day. When you photocopy the test, **make a few copies on colorful paper.** On test day, hand out the tests randomly and challenge the students who get the colorful copies to get an A. Give those who meet the challenge a reward, such as a "no homework" pass.



Copier paper in all the colors of the rainbow. Find it at Walmart.com.

Paper of the Day

Show students what outstanding work looks like. Each day or each week, **highlight one outstanding paper** that was turned in. Help students identify what contributed to the paper's success, such as accuracy, neatness, and completeness. Students will understand your expectations and take more pride in their work.

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Lesson Helpers

Colorful Corrections

Have each student keep a box of colored pencils at her desk. **Instead of erasing work that needs to be corrected, she writes her new answer in color.** With this system, everyone can see the original answer and the new answer, and students can use different colors so the work can be corrected as many times as needed.



Make sure colored pencils are on your school supply list.



You'll find dozens of uses for mailing labels. Get yours at Walmart.com.

Rubric Labels

Save time when you're grading students' writing. **Create a rubric and print it on mailing labels.** When grading students' papers, stick a rubric label on each paper and circle the number that indicates your assessment in that area.

Learning Logs

Develop students' self-evaluation skills and keep the lines of communication open with parents. Have each student put paper and sheet protectors in a binder. **Each week, have him collect samples of his work to put in the sheet protectors in his binder.** Then have him write about what he learned as well as what he needs to work on. Students take their binders home on Fridays. Invite families to review the contents and add comments over the weekend.



Add sheet protectors to your Teacher Registry at Walmart.com.

Homework Readiness

When you feel students have a good grasp on a math lesson, try this quick assessment. Write six related math problems on the board and have students work them. **Students who get all six correct are ready to start on their math homework.** Students who miss any problems join you for further instruction.

Here's another tip: challenge students who have mastered a concept to create additional problems that you can use on the board. Be sure they include the answers—and check their work before posting the problems.

Earn money for your school today. Register as an affiliate, post your list on your school's website, and earn!

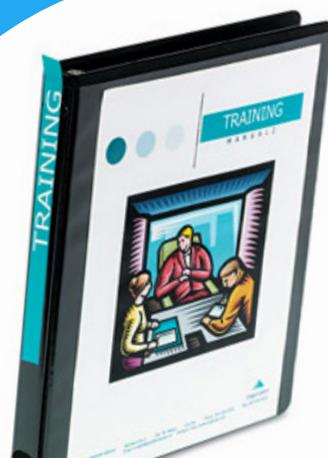
Peer Help

Need a few extra hands? **Pair a student who needs one-on-one time with a capable classmate** who can help teach the skill to her. The struggling child gets the help she needs, while the classmate masters skills he's already familiar with.

Super Substitutes

Supporting Your Substitute

Get your substitute off to a great start. **Gather your classroom routines, time fillers, emergency procedures, and a class schedule** and bind them into a book with each section separated by labeled tabs. Your substitute will find everything she needs to keep the day running smoothly.



Don't be bound by limited selection. Check out binders by the bunches at Walmart.com; then add yours to your Teacher Registry.

Tips for Teaching Hygiene in the Classroom

Keep students from spreading illness-causing germs with these tips:

Focus on simple, effective measures. Have students routinely wash their hands, cover their coughs with their arms rather than their hands, and promptly dispose of tissues. Remind them to never share cups or utensils.

Handwashing is one of the best ways to prevent the spread of germs in a classroom. Soap and water are a must when it comes to getting rid of germs. To effectively wash away germs, teach your students to scrub in between fingers, under nails, and on both sides of their hands. They should do this for 15 to 20 seconds, the time it typically takes to hum the “Happy Birthday” song twice.

Focus your class’s handwashing routines on the key times that your students’ hands are most likely to be germ. These include after going to the bathroom; after blowing noses, coughing, or sneezing; after playing outside; after touching used tissues or other contaminated surfaces; after touching a class pet; and after touching garbage. Consider having your students wash their hands more frequently when illnesses are going around.

No soap and water available? Alcohol-based hand sanitizers with at least 60 percent alcohol can help in some situations to decrease the number of germs on hands. Just be aware that hand sanitizers are not effective when hands are visibly dirty.

Know the kinds of clean. Cleaning and disinfecting are part of a broad approach to preventing infectious diseases in schools, as reinforced by the Centers for Disease Control and Prevention.¹ While cleaning is important for physically removing dirt and germs from objects or surfaces in the classroom, it does not actually kill germs. Disinfecting wipes can be a practical way to target and kill illness-causing germs in the classroom. For the sake of both safety and effectiveness, always use Environmental Protection Agency–registered disinfectants, including disinfecting wipes, and be sure to use them according to the instructions on the label. Focus on wiping frequently touched surfaces in the classroom, such as door handles, sink handles, and even tables and chairs.



¹ How to Clean and Disinfect in Schools to Help Slow the Spread of Flu, <http://www.cdc.gov/flu/school/cleaning.htm>