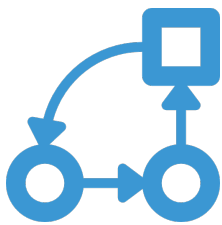


# Be Your Own Substitute Teacher



## Quick start guide

### 4 Steps to Success



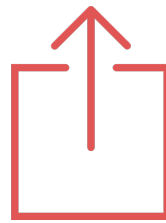
#### Plan

Understand how to plan to be your own sub



#### Create

Videos and supporting materials



#### Upload

Put yourself and your creation online



#### Interact

Help your students even when you aren't there



# Step 1: Planning

## Outline Your Lesson

- learning objectives
- expected outcomes
- steps to get there

## What Do You Want?

- key points
- major takeaways
- be clear and direct





# Step 2: Create

## Video

- review expectations
- lesson video
- 4 minutes or less

## Support Materials

- other videos
- website resources
- teacher created documents





# Step 3: Upload

## Share to the Internet

- your LMS
- Google Drive
- YouTube
- other video services

## Provide

- access
- proper rights
- links to your students





# Step 4: Interact

## Be Online

- give comments
- answer questions
- provide support

## Your Students

- know you are there
- know you care
- respect the effort

