accept what you say.

classroom. If you display these qualities, your audience will listen to you and
your personality traits, sincerity, and goodwill are among your greatest assets in the
character and personality rank high as factors in the effectiveness of your teaching.

Surveys of student opinion on effective and ineffective teaching indicate that your

Personal Requirements for Teaching

of personality and skill.

Communicate knowledge effectively in the classroom requires certain qualities of
However, you may have complete mastery of the subject and yet be unable to teach

limits of his course.

life. He becomes a brilliant instructor if his teaching encourages study beyond the

teacher who learns to do original thinking about his subject matter becomes more effective.

Teaching improves as the teacher's fund of knowledge becomes wider and deeper. The

Do some writing for publications within the profession.

Can progress within it.

Sit back now and then to reflect; evaluate the progress of the field and your

Take part in the departmental and specialized courses.

Discuss plans, problems, and interpretations of the field with your colleagues.

Attend your professional meetings.

Have conducted studies or are currently taking part in or planning some studies.

able on the subject.

and completely the subject you are to teach. You should know the facts completely and

The first requirement for being an effective instructor is that you know thoroughly

Mastery of the subject being taught

THE EFFECTIVE INSTRUCTION
Your minimum personal qualifications for effective instruction include:

- Sound belief - sincerity in all your teaching activities.
- A pleasant appearance. Be neat and well groomed.
- Self control. Be relaxed before your class. There should be no tension that is not related to the enthusiasm for the subject at hand.
- Tact and sympathy. You can be frank or humorous. You can present praise or challenge and remain tactful and sympathetic. Jokes may be used to emphasize key points.
- Cheerfulness and vitality.
- Mental alertness.
- Enthusiasm.

Your students will accept you and your teaching if:

- You know and treat them as individuals.
- You treat them as mature and equal persons.
- You plan the course with an interesting beginning and sustain that interest throughout.
- You accept their questions with respect and answer them fully and completely.
- You make sure that you are clearly heard at all times and that written material is legible.
- You talk directly to the students -- not to the air or to the furniture about them.
- You don't make them uncomfortable and ill at ease with your own annoying mannerisms.
- You never humiliate a student -- in private or with the group.
- In essence -- practice good human relations.

Mastery of your subject matter and possession of these qualities and skills put you in an excellent position to teach.