



**STRATEGIES  
FOR  
SUCCESSFUL TEACHING**

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**Metal Clay World Conference - 2007**

# AGENDA

Pre-Class Preparation

Location Considerations

Fee Determination

Proposal Guidelines

Workshop Design

Post-Class Considerations

Student Types

Things to Remember

Things to Avoid

# PRE-CLASS PREPARATION LESSON PLAN/OUTLINE

WHO: AUDIENCE

WHAT: TOPIC

WHY: OBJECTIVE

WHERE: LOCATION

WHEN: TIMELINE

HOW: DESIGN



Technical Expertise



# PRE-CLASS PREPARATION HANDOUTS

PROJECT SHEETS

TECHNICAL INFO PAGES

CATALOGS, PRICE SHEETS

BUSINESS CARDS, ORDER FORMS

LIST OF RESOURCES

UPCOMING CLASSES



# PRE-CLASS PREPARATION TOOLS & SUPPLIES

STUDENT KITS

CLASSROOM TOOLS

HEALTH/SAFETY AIDS



# PRE-CLASS PREPARATION SAMPLES

PROJECT EXAMPLES

SHOW/SALE SAMPLES

PORTFOLIO/PHOTOS

BOOKS & MAGAZINE ARTICLES



Advanced Planning



# PRE-CLASS PREPARATION PRACTICE

MENTAL REVIEW

ROLE PLAY

TEACHING AIDS



Confidence



# LOCATION CONSIDERATIONS

## TRADITIONAL

BEAD SHOPS

STAMP/SCRAPBOOKING STORES

CITY/COUNTY ARTS & CRAFTS CLASSES

COMMUNITY EDUCATION CLASSES

## NON-TRADITIONAL

SPAS/RESORTS

LOCAL CLUBS/GUILDS

CRUISES

ARTISTIC VENUES



# FEE DETERMINATION

## FIXED COSTS

LOCATION CHARGES

## FLUID PRICING

MATERIALS FEE

RATE PER HOUR/DAY



# PROPOSAL GUIDELINES

COVER LETTER

COURSE DESCRIPTION

CLASS REQUIREMENTS/FEEES

ARTIST'S STATEMENT

PHOTOS/PORTFOLIO

RESUMÉ



# WORKSHOP DESIGN

CLASSROOM SETUP

WELCOME & INTRODUCTIONS

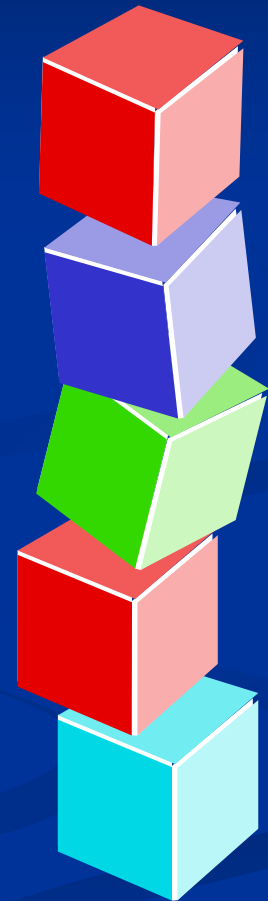
LECTURE

DEMO(S)/BENCH WORK

BREAKS

FIRING/FINISHING

CLASS EVALUATIONS



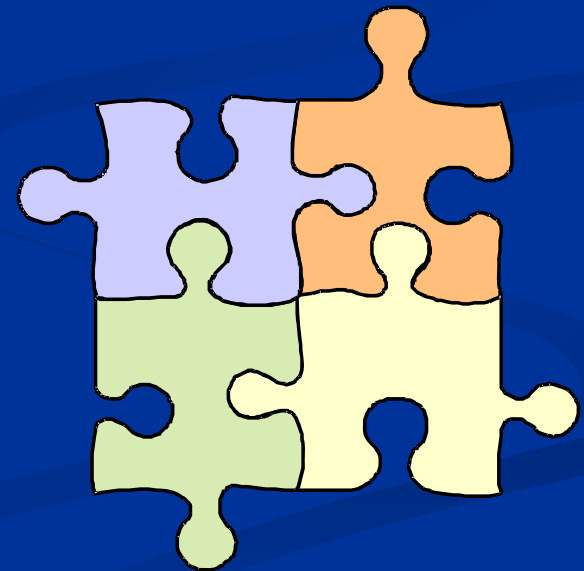
# WORKSHOP DESIGN CLASSROOM SET-UP

STUDENT AREA

TEACHER/DEMO AREA

FIRING/FINISHING AREA

REFERENCE TABLE



# WORKSHOP DESIGN

## WELCOME & INTRODUCTIONS

TEACHER QUALIFICATIONS & EXPERIENCE

STUDENT EXPERIENCE & INTEREST

AGENDA/GOALS & OBJECTIVES

HOUSEKEEPING DETAILS



HUMOR



EXCITEMENT





# WORKSHOP DESIGN

DEMO(S)/BENCH WORK

BREAKS

FIRING

FINISHING



From: Rio Grande Catalog, August 2006-2007

RESOURCEFULNESS



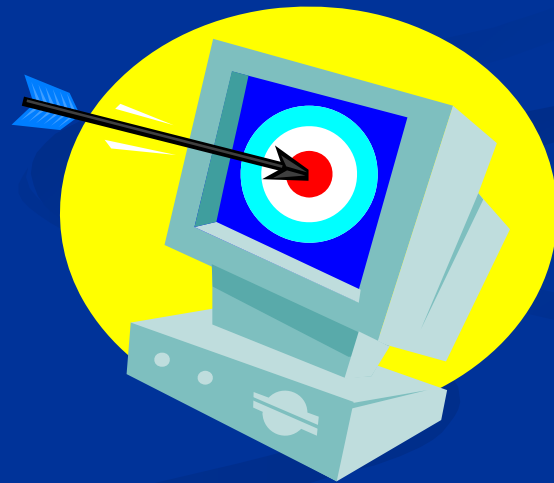
# WORKSHOP DESIGN CLASS EVALUATIONS

INSTRUCTOR SKILLS

CLASS STRUCTURE

HANDOUTS

COMMENTS

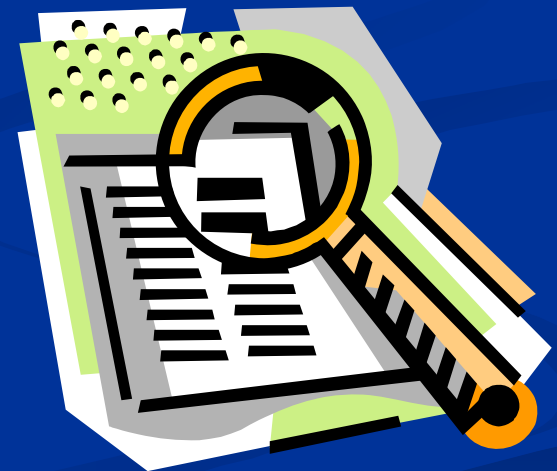


# POST-CLASS CONSIDERATIONS

SELF ASSESSMENT

STUDENT FEEDBACK

REDESIGN



# STUDENT TYPES

ATTENTION GIVERS

FOLLOWERS

FINDERS

ATTENTION SEEKERS

CHALLENGER

KNOW-IT-ALL

ATTENTION INTENSIVES

TEACHER'S PET

CREATIVELY CHALLENGED



ENERGY



# THINGS TO AVOID



NEGATIVE COMMENTS

PERSONAL PROBLEMS

THAT LITTLE VOICE IN YOUR HEAD

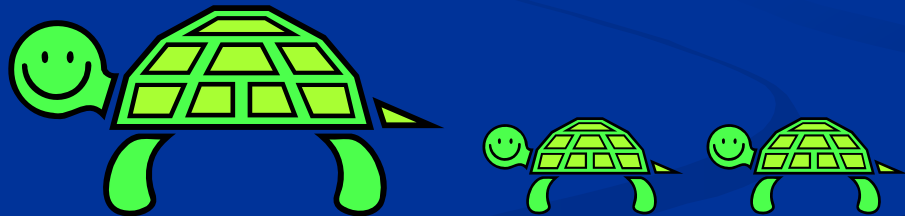
# THINGS TO REMEMBER

STAY TUNED IN

STAY CALM

STAY ON TRACK

HAVE FUN





Technical expertise

Advanced planning

Confidence

Humor

Excitement

Resourcefulness

Energy

**T** echnical expertise

**E** xcitement

**A** dvanced planning

**C** onfidence

**H** umor

**E** nergy

**R** esourcefulness