

Lecture No. 3

Components of classroom management

1. Classroom Design

Although it is often overlooked, but the most important element of classroom management is planned design made by the teacher. Proper arrangement of the positioning of teachers table, desks, chairs, displays, storage and other essential apparatus to create a warm and welcoming room.

2. Rules of the classroom

Develop rules that promote respect, care and unity amongst the students of your classroom is the basic components of classroom management. Because it gives clear direction to the students that what they have to do and what they have not to do. Teacher should make her expectations for the behavior of the students clear at the beginning.

3. Discipline

Students observe the limitations of each teacher from the very first day of school. So, the teacher needs to be firm, fair and consistent. The class should be started with the warmth welcome to the student and confirm their knowledge about the classroom rules. If the teacher has some disruption by issuing demerits, detention, or other official warnings he or she should never, hit, harass, embarrass or shout at students-this is very unprofessional and often illegal action.

4. Scheduling of classroom

Keep your class in order by staying on time and on task. The class work must be done during class time, and plenty of time should be left for in-class assignments. Cramming work and instruction if too close to other activities can create disruptive behavior and poor understanding of concepts in the class. There should be space before and after every room change, lunch, and recess for students to settle down.

5. Organization of classroom

Organization is the most important component of classroom management. It refers to the organization of teacher both outside and inside of the classroom. Keeping student files, assignments, lesson plans and administrative paperwork in order all comes under organization. It sets a good example for your students and keeps teacher from wasting instructional time looking for materials.

6. Instructional Technique

Teachers are able to communicate information with their students as they see fit. The basic component by which teacher can make their students discipline and organized in the classroom is his or her skills of instructional techniques. The expertise of the teacher in the instructional techniques reflect the best management of his/her classroom.

7. Communication of teacher

If the communication in the class is weak than it will adversely affects the management of the class. Communication is the most important component of classroom management. It is essential that a teacher should have clear and constant lines of communication with

their students, administration, colleagues, and parents. Without its teacher will lose the respect of colleagues, attention of her students, and cooperation of parents.

8. Learning Goals

Establishing learning goals is vital and important component of classroom management which leads to the success of teaching learning process and efficient management of classroom. For good management of lessons in the class the teacher should communicate and explain the learning goals at the beginning of each unit or at the beginning of each class period.

9. Routines of classroom

Structuring the routine of classroom is very important in school settings. In elementary schools the teachers set the routine of classrooms for the beginning and end of each day. For example, playing time of students, warmth welcome to the students as they enter in the classroom in the morning and taking the last minutes of class time to summarize the lessons taught that day. Daily schedules are an important component as it also effective tool in aiding student learning.

10. Classroom Rules and Social Expectations

Establishing clear classroom rules and ensuring that students know the consequences of their actions can go a long way toward minimizing disruptive behavior. Post a list of classroom rules somewhere visible to students at any given time, or give each student a handout containing the rules. Some general classroom rules may include raising a hand to ask a question and remaining seated while the teacher is speaking.

11. Correction and Discipline

If the class is disciplined and students are conveyed in a positive way about their misbehavior, the problems of mismanagement in the class not arise. Students should be informed of the consequences of their behavior if they disobey the classroom rules and regulations. The actions in response to disruptive behavior and disobedience must be very carefully taken. Disciplinary actions should start from gentle, such as a verbal warning, to harsher such as a trip to the principal's office, and should reflect the type of mistake done by the students in order to realize their mistake.

12. Encouragement and Praise

Encouragement and praise both are very important components of classroom. Because it motivate the students towards learning. Although disciplinary actions are necessary often to correct students' misbehavior but the emphasis in any classroom should be on rewarding positive behavior. A student who wants attention from his/her teacher but he only receives that attention when he misbehaves, will continue to misbehave on student's part. A teacher can avoid this occurrence by rewarding students, either verbally or with incentives.

13. Consistency

Everything a teacher does in the class should be consistent and constant, from setting learning goals for each class period to provide a disciplinary action to misbehavior of each student. Lack of consistency on part of teacher promotes a sense of hesitation among students and often leads to a higher frequency of disruptive behavior.

Need and Role of Classroom Management

Classroom management is essential for smooth running of teaching learning process. The managed and discipline class leads to the maximum learning output. The need of the classroom management arises on the basis of following reasons.

1. Productive environment inside of classroom is very necessary for the students learning. This atmosphere of class can only be attained when the classroom is well managed. If the atmosphere of the classroom is positive the students will be sitting in the class without any fear and will be able to concentrate on the learning.
2. The management of classroom enables the students to remain cooperative, respectful, and on task with each other and with teacher.
3. Organization of the classroom is the fundamental element for positive learning environment of the class. It minimizes the wastage of time as well as of other resources because every activity of the class goes according to the preset organized way.
4. Planning and management both play an important role in effective teaching learning process. When the classroom is well managed, the planning made by the teacher for all activities of the classroom will be implemented successfully.
5. In an organized and manage class the teacher attention remains focused and works with a sense of purpose in the classroom.
6. It becomes very easy for the teacher to engaging all the students in purposeful activities during school hours, therefore the management of classroom play very essential part in engaging the students in creative activities.
7. Encouragement boost up the energies of students for effective learning, and it is only possible when the teacher gives attention to the students according to their level. A managed and control classroom makes this job very easy for the teacher.
8. Collaboration stimulates the students for teamwork in all learning activities whether that held inside or outside of the classroom. Students help each other to learn while participating in constructivist learning activities.
9. Classroom management has a great contribution in the achievement of learning goals of a lesson deliver by the teacher. Because the students can learn far better in the discipline classroom environment.
10. The teachers and administrator need to have real estimate of resources need for a school and classroom activities, the management enables both teacher and administration to make the actual estimate of required resources for all activities.
11. The classroom management enables the teacher to remain consistent in his or her behavior with students during classroom lesson. Through effective and consistent feedback to the students a teacher establishes a positive relationship with individual students to realize them that they are valued.