



Teaching Tips

1. **Know your material.**
2. **Be organized.**
3. **Review the science behind the changes** (this will help you understand why changes have been made and will assist you when questions are asked during class)
4. **Set up classroom prior to students arrival**
5. **Know your audience**
6. **Have visuals ready and take the time to know your audiovisual equipment and how to use it prior to our class.**
7. **Be prepared to “wing it” in case you have an equipment malfunction.**
8. **Review textbooks and handouts prior to class.**
9. **Have an outline of your presentation on note cards or flip chart.**
10. **At the beginning of a class, introduce yourself and give thumbnail history of your background. If you have other instructors working the class with you, have them introduce themselves. If you don't have a large class, have students introduce themselves and reason for taking the class. (this gives you an idea of the motivation of your student) At this time, you can give the location of the restrooms, water fountain, etc. Inform students of the goals of the class, a brief outline of how the class time will be spent.**
11. **Dress neatly, appropriately.**
12. **Make eye contact with your students; during lecture make the material interesting.**
13. **Be concise.**
14. **Stay on track.**
15. **During hands on practice, observe students so they will have your attention. Correct them in a polite non-threatening way. Don't let a student make a mistake and then repeat it without correcting them.**
16. **Review paper work from students prior to their leaving class. Review all paperwork before you turn it into Training Center.**
17. **The more you teach the sooner you will find your teaching style. Enjoy your classes, enjoy your students. CPR is a valuable skill and you never know when you will be able to save a life using your knowledge and your two hands. Remember, the life they save could be yours.**