

YOU CAN! HANDLE THEM ALL!

ONLINE BEHAVIOR COURSES

Learning objectives for each course are listed at the end of this document.

B 100 How Student Needs and Teacher Attitudes Influence Behavior

- Every Behavior Situation Has Three Variables
- The Seven Primary Needs
- The Eight Secondary Needs
- The Four Primary Causes of Misbehavior

B 102 Your Strategic Attitude: The Laws and Principles of Behavior Management

- The Importance of Strategic Attitude
- The Law of Origin
- The Law of Total Responsibility
- The Law of Ever-Present Leadership
- The Law of Positive Reinforcement
- The Law of Filtered Information

B 104 Your Strategic Attitude: Additional Principles for Managing Behavior Effectively

- The Principle of Management Adjustment
- Sharing vs. Imposing Truth
- The Theory of Right or Wrong Conflict
- You Don't Have to Understand Students to Accept Them
- Behavior Management Can't Be Legislated From the Office
- You Can't Have Rules for Everything
- The Kids Who Need Us the Most

B 106 Your Strategic Position: Setting Yourself Up for Success

- Positioning Yourself to Strategically Handle Behavior
- Behavior Management Is a Positive Thing
- The Five Relationships of Students

B 108 Your Strategic Position: Mistakes to Avoid

- Proctor's Spiral of Futility

- Tact Rather Than Attack
- You Can't Take It Back
- Don't Back Yourself Against the Wall

B 110 Your Strategic Position: Vital Understandings

- Due Process: A Requirement for Fairness
- Absolutely Refuse to Reject
- There's No Place for Sarcasm
- Caring Is Not Coddling
- Remember: You May Be Starting the Fight

B 112 Your Strategic Actions: Techniques for Success

- The First Decision Before You Act
- Your Most Effective Tool: The Private Conference
- You Must Get Both Viewpoints
- Always Separate Attitude and Behavior
- Counseling Students About Attitudes

B 114 Your Strategic Actions: Keeping Problems From Escalating

- Never Ask Why . . . Ask What
- The People Priorities
- Keeping the Responsibility for Misbehavior with the Student
- Discuss the Real Issues Without Doing Damage
- Confront With Caring

B 116 Your Strategic Actions: Keeping Communication Open

- Two Vital Forms of Communication
- Techniques for Listening
- Keys to Effective Listening
- Sharing the Responsibility With Parents

B 118 Your Strategic Actions: Maintaining Relationships With Students

- Ownership Is a Key to Changing Behavior
- Don't Talk Past the Point of Being Influential
- The Effective Art of Seed Planting
- The Damaging Actions: The Put-Down, the Put-On, and the Put-Off
- Handling Alibis, Objections, and Complaints
- Sympathy and Empathy

B 120 Your Strategic Actions: Helping Students Heal and Grow

- The Benefit of the Doubt

- Changing Student Habits
- When Guilt Has Been Established
- Taking Kids Off the Hook
- Every Rule Has Exceptions
- Being a Healer
- Buying Time: A Valuable Contribution
- Broad Generalizations About Behavior

COURSES AND COURSE OBJECTIVES

B 100 How Student Needs and Teacher Attitudes Influence Behavior

- Every Behavior Situation Has Three Variables
 - Learn the three variables in every behavior situation and how all three factors will remain variables unless a teacher can control their own behavior.
- The Seven Primary Needs
 - Learn what the seven primary human needs are and how they must be met before students can focus on anything else.
- The Eight Secondary Needs
 - Learn what the eight secondary needs are and how they can motivate students to learn and behave.
- The Four Primary Causes of Misbehavior
 - Learn how every behavior has a purpose that can be attributed to one of these four causes.

B 102 Your Strategic Attitude: The Laws and Principles of Behavior Management

- The Importance of Strategic Attitude
 - Learn why a professional management stance will help determine your happiness, satisfaction, and well-being.
- The Law of Origin
 - Learn why institutions and the people who work in them must operate in agreement with the reason for their origin and existence to be successful.
- The Law of Total Responsibility
 - Learn why an appointed leaders is responsible for everything that happens within their realm of leadership and how to accept this responsibility in the classroom.
- The Law of Ever-Present Leadership

- Learn that whenever two or more people gather, leadership is present and how this leadership can be a positive or negative force for individuals and the school.
- The Law of Positive Reinforcement
 - Learn why negative attitudes and behaviors emerge in the absence of positive reinforcement from leadership.
- The Law of Filtered Information
 - Learn why the more power and influence a teacher possesses, the more information received from students will be filtered.

B 104 Your Strategic Attitude: Additional Principles for Managing Behavior Effectively

- The Principle of Management Adjustment
 - Learn why the higher you go in title and position, the more you are required to adjust your behavior to get others to adjust their own.
- Sharing vs. Imposing Truth
 - Learn the difference between sharing and imposing your truth to students and why the distinction is important.
- The Theory of Right or Wrong Conflict
 - Learn why your beliefs about right and wrong can affect your success.
- You Don't Have to Understand Students to Accept Them
 - Learn why you must accept students even if you don't understand their behavior in order to find solutions.
- Behavior Management Can't Be Legislated From the Office
 - Learn who is responsible for behavior in a school and why.
- You Can't Have Rules for Everything
 - Learn why flexibility in rules can allow you to be more fair and make better decisions.
- The Kids Who Need Us the Most
 - Learn why the students you have the most profound effect on are often the ones you think you aren't getting through to.

B 106 Your Strategic Position: Setting Yourself Up for Success

- Positioning Yourself to Strategically Handle Behavior
 - Learn the attitudes and behaviors that will position you for maximum effectiveness in dealing with student behavior.
- Behavior Management Is a Positive Thing
 - Learn why teaching proper behavior and self-discipline will affect students and their academics positively.
- The Five Relationships of Students
 - Learn about the five relationships every student has in the classroom and why they must be dealt with collectively.

B 108 Your Strategic Position: Mistakes to Avoid

- Proctor’s Spiral of Futility
 - Learn about the seven-step process of futility and how to reverse it.
- Tact Rather Than Attack
 - Learn why tact is an effective strategy to build the relationships necessary to make permanent behavior changes.
- You Can’t Take It Back
 - Learn why it’s important to be careful with your words when handling student behavior.
- Don’t Back Yourself Against the Wall
 - Learn why ultimatums put you in an unwinnable situation and ways to avoid them.

B 110 Your Strategic Position: Vital Understandings

- Due Process: A Requirement for Fairness
 - Learn how due process allows us to create an environment of fairness in our classroom.
- Absolutely Refuse to Reject
 - Learn why inclusion rather than exclusion is necessary to lead and teach.
- There’s No Place for Sarcasm
 - Learn about the damaging effects of sarcasm and why it has no place in the classroom.
- Caring Is Not Coddling
 - Learn the differences between caring and coddling and how caring develops strengths.
- Remember: You May Be Starting the Fight
 - Learn why teacher respect for the student is a vital element in behavior situations regardless of student respect for teacher and how a loss of power is typically the cause of disrespect.

B 112 Your Strategic Actions: Techniques for Success

- The First Decision Before You Act
 - Learn to decide whether you want to punish or change behavior when problems arise.
- Your Most Effective Tool: The Private Conference
 - Learn why dealing with behavior problems privately is infinitely more effective than dealing with them publicly.
- You Must Get Both Viewpoints

- Learn why understanding the problem from the student’s perspective and the student understanding it from yours is necessary to resolve it.
- Always Separate Attitude and Behavior
 - Learn why dealing with attitude and behavior as the same thing could undermine desired results in both.
- Counseling Students About Attitudes
 - Learn an effective two-step process for discussing attitudes with students.

B 114 Your Strategic Actions: Keeping Problems From Escalating

- Never Ask Why . . . Ask What
 - Learn how asking what instead of why is more effective at changing behavior.
- The People Priorities
 - Learn about seven needs that students are attempting to meet with either appropriate or inappropriate behavior.
- Keeping the Responsibility for Misbehavior with the Student
 - Learn to be careful with the need for power and control in the classroom, as it can diminish students’ responsibility for their own behavior.
- Discuss the Real Issues Without Doing Damage
 - Learn why it’s important to be specific and caring when dealing with behavior problems.
- Confront With Caring
 - Learn the best ways to confront students about misbehavior.

B 116 Your Strategic Actions: Keeping Communication Open

- Two Vital Forms of Communication
 - Learn about the benefits and differences of verbal and nonverbal communication.
- Techniques for Listening
 - Learn three effective listening techniques to establish good rapport with your students.
- Keys to Effective Listening
 - Learn to overcome three specific blockages to effective listening.
- Sharing the Responsibility With Parents
 - Learn why parents are an important resource in problem solving.

B 118 Your Strategic Actions: Maintaining Relationships With Students

- Ownership Is a Key to Changing Behavior
 - Learn why instilling a sense of ownership and sharing power are the most powerful creators of appropriate behavior and self-discipline at school.

- Don't Talk Past the Point of Being Influential
 - Learn why your gains and influence can be negated by continuing on with a point after it has been made.
- The Effective Art of Seed Planting
 - Learn how short statements of objective truth can be more powerful motivators than long conversations in getting students to change their behavior.
- The Damaging Actions: The Put-Down, the Put-On, and the Put-Off
 - Learn three self-serving actions that can cause those who use them to fail.
- Handling Alibis, Objections, and Complaints
 - Learn the motivation behind each of these behaviors and how to handle each one separately.
- Sympathy and Empathy
 - Learn that without understanding the difference between sympathy and empathy, your actions may actually promote the behavior you're trying to discourage.

B 120 Your Strategic Actions: Helping Students Heal and Grow

- The Benefit of the Doubt
 - Learn why refusing to give students the benefit of the doubt locks us and them into a future based only on past failures.
- Changing Student Habits
 - Learn three effective ways teachers can help students change their behavior.
- When Guilt Has Been Established
 - Learn to resolve and defuse a situation by being gentle rather than tough.
- Taking Kids Off the Hook
 - Learn why the real issue in behavior situations is what we choose to do, not what students choose to do.
- Every Rule Has Exceptions
 - Learn why being open and honest about making exceptions for extenuating circumstances can save you time and effort in handling behavior problems.
- Being a Healer
 - Learn to alter difficulty in a positive way by how you think, what you say, and what you do.
- Buying Time: A Valuable Contribution
 - Learn how powerful buying time with habitual misbehaviors can be.
- Broad Generalizations About Behavior
 - Nineteen important things to keep in mind as you handle behavior situations.