
“Welcome to the SubSkills Training Course for Macon County”

Thank you for substitute teaching in this district and for your willingness to complete this course.

The training takes between 8-10 hours to complete followed by the SubAssessment. The course covers:

- Classroom Management
- Teaching Strategies
- Being Prepared and Professional
- Special Education
- Appropriate Use of Fill-in Activities

To register go to:

www.STEDI.org

Select State: [North Carolina](#)
Select District: [Macon County](#)

The prompts will take you through the shopping cart. You'll have an option for a handbook but you may select “No Thanks” if you desire. The *Substitute Teacher Handbook* is already online, but some desire a hard copy.

The shopping cart will show **SubSkills Training Package** \$39.95 price – Click on button that says “Checkout” and on the next page click on the words “create a new account,” a page that says “New Substitute Teacher Account” will appear.

Create a new account using your email address. Please do not create more than one account.

Once you have completed the registration, scroll down to a button “**Go To Online Training Courses**” Click on it to begin online course training.

Click on **My Courses** in the top left corner and begin with **SubOrientation**. There is no assessment associated with this section but you are expected to review the video and read the material. You will be accountable for knowing the information.

When you are ready to begin **SubSkills Training**, remember that you can begin with any chapter. At the conclusion of studying that chapter you will be asked if you want to continue to the SubAssessment.

Once you click on **SubAssessment** you will see five sections. Click on only the section that correlates with the chapter you have just studied. This is the only timed portion of the course. After answering the questions (10-18 multiple choice, depending on the chapter) you will see a page advising you where you should apply your study time before taking the assessment again.

You are given four (4) attempts in each of the five skill areas to reach your best score (the computer always keeps your highest score). The composite score is not the same as an average – a mathematical formula gives more weight to classroom management than any other section so that section is the longest (18 questions) and usually the most difficult.

The **SubDiploma** with your name on it is available for you to see and print at any time. Once you begin the course you have access for one year and may come and go as often as you like. Only the pages of the handbook that indicate they can be downloaded are available to print off. Other parts of the handbook are embedded with video and audio clips to help you understand and apply the principles.

Thanks for being willing to improve your skills to help your students succeed in the classroom. By implementing the proven strategies presented in this training, you'll play a vital role in their education.

Enjoy your experience in the classrooms.