



PDC Essential Skills and Class Meetings

正面管教核心技能与班会

(This form MUST be completed digitally and will NOT be accepted in written form.)

(这张表需要在提交材料时在网站以电子版填写，不支持纸质版本)

Type of classroom work (Check one): My Own Classroom Another Teacher's Classroom
班级活动的种类 (选择一项) 我自己的班级 其他老师的班级

Name of Positive Discipline Trainer Candidate: / 正面管教导师候选人姓名 :

Contact Address: / 联系地址 :

Phone Number: / 电话号码 :

Email Address: / 电子邮件 :

My Own Classroom: / 我自己的班级

For additional Schools, copy and paste the fields below:

如需更多学校信息，复制粘贴以下内容：

Name of School 学校名	_____	Location 地址	_____
Principal's Name 校长姓名 :	_____	Number of Students 学生数目	Grade Level 年级

Another Teacher's Classroom: / 在其他老师的班级

For additional Classrooms, copy and paste the fields below:

如需更多班级信息，复制粘贴以下内容：

Classroom 1: / 班级 1

Name of School 学校名	_____	Location 地址	_____
Teacher's Name 老师姓名	_____	Principal's Name 校长姓名 :	_____
Starting Date of classroom work 班级活动开始日期	_____	Ending Date 结束日期	_____



Hours (best approximation)
总小时述 (最佳估计)

Number of Students
学生数目

Grade Level
年级

Classroom 2: / 班级 2

Name of School
学校名

Location
地址

Teacher's Name
老师姓名

Principal's Name
校长姓名 :

Starting Date of classroom work
班级活动开始日期

Ending Date
结束日期

Hours (best approximation)
总小时述 (最接近估计)

Number of Students
学生数目

Grade Level
年级



Preparing the Ground Activities: Essential Skills for a Positive Discipline Classroom

准备活动：

正面管教班级的核心技能

My Own Classroom: Only 1 set of the following are required.

在自己的班级：仅需准备 1 套下列资料

Another Teacher's Classroom: Please complete the following for the set of Preparing the Ground Activities you complete in each Classroom (Minimum of 2). Please include the Classroom Number you categorized each Classroom above with each set, i.e. Classroom 1 and Classroom 2.

在其他老师的班级：请完成下列你在每个班级（至少两个）带领的“准备活动”。请包括每个班级的班号，例如班级 1 和班级 2。

Please include the following for each of Essential Skills listed below:

- Date Taught
- Written Reflection
 - What was your learning?
 - Were there cultural considerations? If so, please include.
 - Include how you improved and responded to any feedback you received.
 - Please note classroom dynamics and atmosphere.
- If you have facilitated an activity more than once, please reflect on your collective experience and learning through the process of facilitating each specific skill.

请为每一个核心技能填写如下信息：

- 教授日期
- 书面反馈
 - 你学到了什么？
 - 是否有不同文化的考量？如果有，请说明。
 - 请说明如何针对你收到的反馈进行提升与回应。
 - 请说明课堂动力与氛围
- 如果你带领一个活动超过一次，请反馈你在带领每个特定技能时的共同经验与学习。

Essential Skills:

- Agreements and Guidelines
- Routines

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- Meaningful Work
- Self-Regulation
- Communication Skills
- Mutual Respect
- Building Cooperation
- Mistakes and How to Fix Them
- Encouragement
- Respecting Differences
- Buy in for Class Meetings

核心技能:

- 约定与指导原则
- 班级惯例
- 有意义的工作
- 自我管理
- 沟通技巧
- 相互尊重
- 建立合作
- 错误与修复
- 鼓励
- 尊重差异
- 接受班会



Eight Essential Skills for Class Meetings

班会的八个核心技能

My Own Classroom: Only 1 set of the following are required.

在自己的班级：仅需准备 1 套下列资料

Another Teacher's Classroom: Please complete the following for the set of Essential Skills you complete in each Classroom (Minimum of 2). Please include the Classroom Number you categorized each Classroom above with each set, i.e. Classroom 1 and Classroom 2.

在其他老师的班级：请完成下列你在每个班级（至少两个）带领的“核心技能”。请包括每个班级的班号，例如班级 1 和班级 2。

Please include the following for each of Essential Skills listed below:

- Activity or Activities Taught
- Date Taught
- Written Reflection
 - What was your learning?
 - Were there cultural considerations? If so, please include.
 - Include how you improved and responded to any feedback you received.
 - Please note classroom dynamics and atmosphere.
- If you have facilitated an activity more than once, please reflect on your collective experience and learning through the process of facilitating each specific skill.

请为每一个核心技能填写如下信息：

- 教授的活动
- 教授日期
- 书面反馈
 - 你学到了什么？
 - 是否有不同文化的考量？如果有，请说明。
 - 请说明如何针对你收到的反馈进行提升与回应。
 - 请说明课堂动力与氛围
- 如果你带领一个活动超过一次，请反馈你在带领每个特定技能时的共同经验与学习。

Essential Skills:

1. Forming a Circle
2. Practicing Compliments and Appreciations
3. Respecting Differences

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4. Using Respectful Communication Skills
5. Focusing on Solutions
6. Brainstorming and Role-playing
7. Using the Agenda and Class Meeting Format
8. Using and Understanding Mistaken Goals

核心技能:

1. 围成一个圈
2. 练习感激与致谢
3. 尊重差异
4. 运用尊重的沟通技巧
5. 关注解决问题
6. 头脑风暴与角色扮演
7. 使用日程与班会流程
8. 使用并理解错误目的



Facilitating Class Meetings

带领班会

My Own Classroom: Please reflect on a minimum of 3 Class Meetings you facilitated.

在自己的班级：请为你带领的至少 3 次班会写反馈

Another Teacher's Classroom: Please reflect on a minimum of 5 Class Meetings you facilitated. Please include the Classroom Number you categorized each Classroom above with each set, i.e. Classroom 1 and Classroom 2.

在其他老师的班级：请为你带领的至少 5 次班会写反馈。请包含你带导活动的班级号码，例如班级 1 和班级 2。

Please include the following for each Class Meeting you are reflecting on:

- Date Facilitated
- The Agenda of your Class Meeting
- Written Reflection
 - What went well?
 - How did students use brainstorming and role-play to solve problems?
 - Share how prior solutions worked.
 - Share your learning.

请在每次班会反馈中包含下列内容:

- 带领日期
- 班会日程
- 书面反馈
 - 哪部分进展顺利?
 - 学生们如何运用头脑风暴与角色扮演解决问题?
 - 分享之前的解决方案如何生效.
 - 分享你的所学