

Sample Smart Goals For Teacher Assistant Manual

Sample Smart Goals for Teacher Assistant

Setting clear, achievable, and measurable goals is essential for teacher assistants aiming to enhance their effectiveness and professional growth. **Sample smart goals for teacher assistant** provide a valuable framework to guide development, improve classroom support, and contribute positively to student success. By aligning goals with specific outcomes, teacher assistants can track their progress, stay motivated, and demonstrate their impact to colleagues and administrators. In this article, we will explore various SMART (Specific, Measurable, Achievable, Relevant, Time-bound) goals tailored for teacher assistants, along with practical examples to inspire your own goal-setting process.

Understanding the SMART Goal Framework

Before diving into sample goals, it's important to understand what makes a goal SMART. Each component ensures the goal is well-structured:

Specific

Goals should clearly define what is to be accomplished, avoiding vague statements.

Measurable

Include criteria to track progress and determine when the goal has been achieved.

Achievable

Set realistic goals that are attainable with the available resources and time.

Relevant

Ensure the goals align with the teacher assistant's role, school priorities, and student needs.

Time-bound

Establish a deadline or timeframe to foster accountability and focus efforts.

Sample SMART Goals for Teacher Assistants

Below are several examples of SMART goals categorized by key areas of a teacher assistant's responsibilities.

1. Supporting Student Learning

- **Goal:** Improve student engagement during literacy activities by integrating visual aids and interactive materials, aiming to increase participation rates by 20% within three months.

- **Measurement:** Track student participation through observation checklists and teacher feedback.

- **Actions:** Collaborate with the lead teacher to select appropriate materials, and implement engaging strategies during reading sessions.

2. Assisting with Classroom Management

- **Goal:** Reduce classroom disruptions by implementing a consistent behavior management system, with a goal to decrease incidents by 15% over six weeks.

- **Measurement:** Maintain a behavior log and review weekly progress with the teacher.

- **Actions:** Use positive reinforcement techniques, and communicate consistently with students about expectations.

3. Supporting Individual Student Needs

- **Goal:** Provide targeted support to students with learning difficulties by developing and implementing two personalized activity plans over the semester.

- **Measurement:** Monitor student progress through formative assessments and teacher feedback.

- **Actions:** Coordinate with special education staff to tailor activities, and document student responses and improvements.

4. Professional Development and Skill Building

- **Goal:** Complete a certificate course in classroom behavior management within three months to enhance support strategies.

- **Measurement:** Obtain certification and apply learned techniques in daily classroom activities.

- **Actions:** Enroll in an online course, dedicate 2 hours weekly to coursework, and discuss applications with the supervising teacher.

5. Enhancing Communication with Teachers and Parents

- **Goal:** Increase communication with classroom teachers and parents by submitting weekly progress reports and updates, aiming for 100% compliance over the school year.
- **Measurement:** Track the number of reports submitted and gather feedback on their usefulness.
- **Actions:** Create a standard reporting template, set reminders, and attend parent-teacher meetings when possible.

Additional Tips for Setting Effective SMART Goals

Implementing SMART goals effectively involves more than just writing them down. Consider these tips to maximize success:

Align Goals with School and Classroom Priorities

Ensure your goals support broader educational objectives and the specific needs of your classroom. This alignment increases relevance and motivation.

Involve Supervisors and Colleagues

Discuss your goals with teachers and administrators to gain insights, ensure buy-in, and foster collaborative support.

Break Down Larger Goals into Smaller Steps

Dividing big objectives into manageable tasks makes progress more achievable and less overwhelming.

Regularly Review and Adjust Goals

Periodically assess your progress, celebrate successes, and adjust goals as needed based on feedback and changing circumstances.

Document Your Progress

Keep records of your activities, observations, and reflections to demonstrate growth and inform future goal-setting.

Conclusion

Establishing **sample SMART goals for teacher assistant** is a strategic way to enhance your effectiveness, support student achievement, and advance your professional development. Whether your focus is improving student engagement, classroom management, or communication skills, SMART goals provide a clear roadmap for success. Remember to tailor your goals to your specific context, stay committed to regular review, and celebrate your progress along the way. With thoughtfully crafted goals, you can make a meaningful difference in your classroom and grow as an educator assistant.

Keywords: sample smart goals for teacher assistant, SMART goals, teacher assistant goals, professional development, classroom support, student engagement, classroom management

Sample Smart Goals for Teacher Assistant: An Investigative Review

In the dynamic landscape of education, the role of a teacher assistant (TA) has evolved from mere support to a vital component of instructional success. As schools strive for higher standards and personalized learning, setting clear, actionable goals becomes essential for TAs to maximize their impact. This comprehensive review explores the significance of sample smart goals for teacher assistant, providing educators, administrators, and TAs with a detailed framework to enhance professional growth, improve student outcomes, and foster collaborative teaching environments.

Understanding the Importance of SMART Goals for Teacher Assistants

Before delving into specific samples, it is crucial to understand why SMART (Specific, Measurable, Achievable, Relevant, Time-bound) goals serve as an effective tool for TAs.

The Foundation of Effective Professional Development

SMART goals offer clarity and direction. For TAs, these goals translate broad responsibilities?such as "assist in classroom management"?into concrete, trackable objectives. This structured approach:

- Promotes accountability
- Facilitates progress tracking
- Enhances motivation
- Aligns individual efforts with school-wide objectives

Addressing the Unique Needs of Teachers and Students

TAs often work with diverse student populations, including those with special needs, language barriers, or behavioral challenges. Tailored SMART goals enable TAs to target specific areas of

growth, ensuring their contributions are impactful and aligned with classroom objectives.

Developing Sample SMART Goals for Teacher Assistants

Creating effective SMART goals involves a thorough understanding of the TA's role, the classroom context, and the overarching educational goals. Below, we explore various domains where SMART goals can be applied, accompanied by sample statements and best practices.

1. Enhancing Student Engagement and Support

Sample Goal 1:

By the end of the current semester, assist in increasing student participation in class activities by providing targeted support to at least 15 students identified as needing additional help, with progress monitored through weekly engagement logs.

Breakdown:

- Specific: Focuses on increasing participation among identified students.
- Measurable: Tracks the number of students supported and engagement levels via logs.
- Achievable: With targeted strategies, supporting 15 students is reasonable.
- Relevant: Directly impacts student engagement and learning outcomes.
- Time-bound: Set for the duration of one semester.

Best Practice Tip:

Use data from classroom assessments or behavioral observations to identify students who would benefit most, tailoring support strategies accordingly.

2. Supporting Inclusive Education and Differentiated Instruction

Sample Goal 2:

Within three months, collaborate with the lead teacher to adapt instructional materials for students with special needs, ensuring at least three lesson plans incorporate differentiated strategies, with effectiveness evaluated through student feedback and teacher observations.

Breakdown:

- Specific: Focuses on adapting materials and strategies for inclusivity.
- Measurable: Number of lesson plans with differentiated content.
- Achievable: Partnering with the teacher makes this feasible.
- Relevant: Promotes equitable access to learning.
- Time-bound: Completion within three months.

Best Practice Tip:

Attend professional development on differentiation to enhance the quality of adaptations.

3. Improving Classroom Management Skills

Sample Goal 3:

Over the next six weeks, implement and refine classroom management techniques by reducing disruptions in the classroom by 20%, as recorded through weekly behavior incident reports.

Breakdown:

- Specific: Targets reduction in disruptions through specific techniques.
- Measurable: 20% decrease in incidents.
- Achievable: With focused strategies, this reduction is attainable.
- Relevant: Enhances learning environment quality.
- Time-bound: Six-week period.

Best Practice Tip:

Maintain a behavior log to identify patterns and adjust strategies accordingly.

4. Professional Development and Skill Building

Sample Goal 4:

Complete a certified workshop on behavioral management within the next two months and apply at least three new techniques in the classroom, as observed in subsequent teacher evaluations.

Breakdown:

- Specific: Participation in a workshop and application of techniques.

- Measurable: Workshop completion and observed application.
- Achievable: Timeframe aligns with typical professional development schedules.
- Relevant: Enhances ability to support student behavior.
- Time-bound: Two months.

Best Practice Tip:

Seek feedback from teachers on the effectiveness of new techniques implemented.

Implementing SMART Goals: Best Practices and Challenges

While SMART goals are a powerful tool, their successful implementation depends on strategic planning and ongoing evaluation.

Key Strategies for Success

- Collaborative Goal Setting: Engage teachers and TAs in goal formulation to ensure buy-in and relevance.
- Regular Monitoring: Schedule periodic check-ins to assess progress and make adjustments.
- Documentation: Maintain detailed records of activities, observations, and outcomes.
- Flexibility: Be prepared to refine goals based on changing classroom needs or unforeseen challenges.
- Celebrating Achievements: Recognize milestones to motivate continued growth.

Common Challenges and Solutions

- Ambiguity in Goals: Ensure goals are clearly articulated and understood.
- Lack of Resources: Seek training, materials, or mentorship to support goal achievement.
- Time Constraints: Prioritize goals based on impact and feasibility; integrate them into daily routines.
- Limited Feedback: Create avenues for regular feedback from teachers and peers.

Measuring the Impact of SMART Goals on Classroom Dynamics

The ultimate purpose of setting SMART goals for TAs is to enhance the educational environment. Evaluating their impact involves both qualitative and quantitative measures:

- Student Performance Data: Improvements in test scores, participation, or behavioral metrics.

- Teacher Feedback: Observations on classroom management, student engagement, and collaboration.
- Self-Assessment: TAs reflect on their growth, confidence, and satisfaction.
- Peer Review: Insights from colleagues or supervisors on contributions and professionalism.

Conclusion: The Significance of Sample SMART Goals for Teacher Assistants

In the realm of education, the strategic use of sample smart goals for teacher assistant plays a pivotal role in fostering professional development and elevating student success. These goals serve as a roadmap, guiding TAs to focus their efforts, measure progress, and adapt strategies in real-time. When thoughtfully crafted and diligently pursued, SMART goals empower TAs to transform their support roles into catalysts for meaningful learning experiences.

By embracing this goal-setting framework, schools can cultivate a culture of continuous improvement, collaboration, and excellence?ultimately benefiting students, teachers, and the broader educational community. Whether aiming to improve classroom management, support diverse learners, or develop new skills, SMART goals provide a clear, achievable pathway toward impactful professional growth for teacher assistants.

In summary, effective sample SMART goals for teacher assistants are instrumental in aligning individual efforts with school objectives, fostering accountability, and ensuring measurable progress. As educational environments continue to evolve, so too must the strategies for professional development?making SMART goals an indispensable tool in the modern classroom.

Question What are some effective SMART goals for a teacher assistant to improve classroom support? **Answer** Effective SMART goals for a teacher assistant include specific objectives like 'Assist in implementing personalized learning plans for 10 students by the end of the semester,' measurable outcomes such as increased student engagement, achievable steps like collaborating with teachers weekly, relevant to classroom success, and time-bound deadlines to ensure progress is tracked effectively. How can a teacher assistant set measurable SMART goals to enhance student engagement? A teacher assistant can set measurable SMART goals such as 'Increase student participation in group activities by 20% over three months by facilitating interactive lessons and encouraging student-led discussions,' ensuring progress can be tracked through observation and participation records. What are some examples of achievable SMART goals for a teacher assistant working with special needs students? Examples include 'Support the development of individualized behavior plans for three students within one month,' or 'Assist in implementing sensory activities for students twice a week for the next two months,' which are realistic and tailored to the assistant's role and resources. How does setting relevant SMART goals benefit a teacher assistant's professional development? Setting relevant SMART goals helps a teacher assistant focus on areas that directly impact classroom effectiveness, promotes continuous improvement,

clarifies expectations, and provides measurable benchmarks to track progress, leading to increased confidence and skill development. What is a time-bound example of a SMART goal for a teacher assistant aiming to improve lesson preparation? An example is 'Develop and organize visual aids for math lessons by the start of each week for the next four weeks,' which sets a clear deadline and helps improve lesson readiness and classroom support.

Related keywords: teacher assistant goals, SMART goals for educators, professional development for teacher assistants, setting goals for teacher assistants, effective teacher assistant objectives, goal planning for educational support staff, performance goals for teacher aides, measurable goals for teacher assistants, goal setting templates for educators, career development for teacher assistants

INTERCHANGE3 TEACHER 3EDITION TEACHER BOOK

interchange3 teacher 3edition teacher book is an essential resource for educators seeking to deliver effective and engaging English language instruction. As part of the Interchange series by Cambridge University Press, this teacher's book provides comprehensive guidance, detailed lesson plans, and valuable teaching tips designed to enhance classroom learning experiences. Whether you're a new teacher or an experienced educator, the Interchange 3rd Edition Teacher Book offers a wealth of support to help you maximize student engagement and language acquisition.

Overview of the Interchange 3rd Edition Teacher Book

The Interchange 3rd Edition Teacher Book is a well-structured guide tailored to complement the Student Book, offering detailed instructions, teaching notes, and additional resources. It is designed to facilitate effective lesson planning, classroom management, and assessment strategies for teachers working with adult and young adult learners of English.

Key Features of the Teacher Book

- Comprehensive lesson plans aligned with the Student Book content
- Clear teaching notes and suggested activities
- Additional classroom resources and photocopiable materials
- Tips for differentiating instruction to meet diverse learner needs
- Assessment and evaluation guidance to monitor student progress
- Suggestions for integrating technology and multimedia tools

Benefits of Using the Interchange3 Teacher 3rd Edition Teacher Book

Utilizing the teacher's book can significantly enhance the quality of language instruction. Here are some of the primary benefits:

Structured Lesson Planning

The teacher book provides detailed lesson objectives, step-by-step procedures, and timing suggestions, enabling teachers to deliver lessons confidently and efficiently.

Enhanced Student Engagement

With a variety of activity ideas and resource suggestions, teachers can create dynamic lessons that motivate students and cater to different learning styles.

Support for Differentiated Instruction

The teacher's guide offers strategies to adapt lessons for learners with varying levels and needs, ensuring inclusive classroom environments.

Assessment and Feedback Tools

Built-in assessment suggestions help teachers evaluate student progress regularly and provide targeted feedback for improvement.

Structure and Content of the Interchange3 Teacher Book

The teacher's book is organized systematically, covering all units and modules of the Student Book. Its structure ensures ease of use and quick access to necessary information.

Unit-Based Approach

Each unit in the teacher's book corresponds directly with the Student Book, featuring:

- Lesson Goals: Clear objectives for each class
- Teaching Notes: Detailed instructions, tips, and suggested procedures
- Activity Variations: Options for different classroom settings or learner levels
- Additional Practice: Extra exercises or extension activities for reinforcement

Special Sections

Beyond unit-specific content, the teacher's book includes:

- Introduction and Overview: Guidance on course aims and pedagogical philosophy
- Teaching Tips: Strategies for classroom management, motivation, and fostering communication
- Assessment and Evaluation: Methods for testing comprehension and language skills
- Resource Appendices: Photocopiable worksheets, flashcards, and supplementary materials

How to Maximize the Use of the Interchange3 Teacher Book

To get the most out of this resource, consider the following tips:

Plan Ahead

Review the teacher's notes before each lesson to familiarize yourself with activities and objectives.

Diversify Activities

Utilize the suggested variations and additional resources to cater to different learning styles and keep lessons engaging.

Incorporate Technology

Leverage multimedia tools and online resources recommended in the teacher's book to enhance lessons and student interaction.

Assess and Reflect

Use assessment suggestions to monitor progress and adjust your teaching strategies accordingly.

Collaborate and Share

Share best practices and resources with colleagues to develop a supportive teaching community.

Who Can Benefit from the Interchange3 Teacher 3rd Edition Teacher Book?

This teacher's resource is suitable for a wide range of educators, including:

- English language teachers in adult education

- EFL/ESL instructors in secondary and tertiary institutions
- Private tutors seeking structured lesson guidance
- Teacher trainers and CELTA/TEFL certification candidates
- Curriculum developers and educational administrators

Where to Access the Interchange3 Teacher 3rd Edition Teacher Book

The teacher's book is available through various channels:

- Cambridge University Press official website
- Authorized educational bookstores
- Online platforms offering digital versions or e-books
- Educational resource bundles with Student Book and other series materials

When purchasing, ensure you select the correct edition to align with your curriculum and teaching context.

Final Tips for Using the Interchange3 Teacher Book Effectively

- Stay Flexible: Adapt lesson plans based on your students' progress and classroom dynamics.
- Engage Students: Incorporate interactive and communicative activities suggested in the guide.
- Reflect on Practice: Regularly review what works well and areas for improvement.
- Continue Professional Development: Use the resources and tips in the teacher's book to inform your teaching practices and stay updated with best methods.

Conclusion

The **interchange3 teacher 3rd edition teacher book** serves as an invaluable companion for English language teachers aiming to deliver effective, engaging, and well-structured lessons. Its comprehensive content, practical guidance, and rich resources empower educators to create a positive learning environment that fosters language development and learner confidence. By leveraging the features and strategies outlined in this teacher's guide, teachers can enhance their instructional skills and help students achieve their English language goals successfully.

Keywords: interchange3 teacher 3rd edition teacher book, Interchange series, English language teaching, teacher resources, lesson planning, classroom activities, language assessment, Cambridge University Press, EFL/ESL teaching, teacher guide, instructional strategies

Interchange3 Teacher 3rd Edition Teacher Book: A Comprehensive Guide for Educators

Introduction

Interchange3 Teacher 3rd Edition Teacher Book stands as a pivotal resource in the realm of English language teaching, especially for educators committed to fostering effective language acquisition in diverse classroom settings. As part of the renowned Interchange series developed by Cambridge University Press, this teacher's edition offers a wealth of pedagogical tools, detailed lesson plans, and strategic guidance designed to enhance both teaching effectiveness and student engagement. In this article, we delve into the core features, pedagogical philosophies, and practical applications of this essential resource, providing educators with a comprehensive understanding of how it can elevate their teaching practices.

The Evolution of Interchange: From Series to Teacher's Edition

A Brief History of the Interchange Series

Since its inception, the Interchange series has been a cornerstone in English language teaching, recognized for its balanced approach to language skills—listening, speaking, reading, and writing. The series has continually evolved to meet the changing needs of learners and teachers, integrating modern pedagogical theories, digital resources, and flexible lesson structures.

The Interchange3 Teacher 3rd Edition represents the latest iteration, refining its curriculum to align with contemporary language learning standards, including communicative competence and learner-centered methodologies. The teacher's edition is crafted not merely as a guide but as a comprehensive toolbox that empowers educators to deliver engaging, effective lessons.

Core Features of the Interchange3 Teacher 3rd Edition Teacher Book

- Detailed Lesson Plans and Teaching Notes

One of the most valued aspects of the teacher's book is its thorough lesson planning framework. Each unit includes:

- Step-by-step instructions to navigate through activities.
- Timing suggestions to optimize class flow.
- Teaching notes that clarify the objectives, common challenges, and tips for effective delivery.
- Alternative activities for differentiated instruction, accommodating varying learner levels and styles.

This structure allows teachers to prepare meticulously while remaining adaptable during lessons.

- Extensive Teaching Strategies and Methodologies

The teacher's edition emphasizes a communicative approach, encouraging interaction and real-world language use. It offers:

- Guidance on fostering learner autonomy, encouraging students to take ownership of their language development.
- Suggestions for incorporating technology, such as online exercises and multimedia resources.
- Approaches for managing mixed-level classes, ensuring all students are appropriately challenged and supported.

- Supplementary Resources and Materials

To enrich classroom experience, the teacher's edition includes:

- Audio scripts and transcripts, facilitating listening comprehension and pronunciation practice.
- Visual aids and flashcards, for engaging visual learning.
- Assessment tools, including quizzes and review exercises aligned with the unit content.
- Extra practice activities for homework or reinforcement.

- Focus on Skill Development and Integration

The book emphasizes integrated skills, reflecting real-life communication scenarios. It provides activities that blend listening, speaking, reading, and writing, encouraging students to develop a holistic language proficiency.

Pedagogical Foundations and Educational Philosophy

Emphasis on Communicative Competence

At its core, the Interchange series promotes the development of communicative competence—the ability to use language effectively and appropriately in social contexts. The teacher's guide underscores the importance of:

- Authentic communication activities that simulate real-life interactions.
- Role-plays, discussions, and problem-solving tasks to foster fluency and confidence.

- Contextualized vocabulary and grammar instruction that prioritize usage over rote memorization.

Learner-Centered Approach

The edition advocates for a shift from teacher-centered to learner-centered classrooms, encouraging:

- Active student participation.
- Personalized learning paths through flexible activity choices.
- Feedback and formative assessment to guide continuous improvement.

Cultural Awareness and Inclusivity

Recognizing the importance of cultural competence, the teacher's book includes guidance on integrating multicultural content and promoting inclusive classroom environments.

Practical Applications in the Classroom

Effective Lesson Planning

Using the teacher's edition, educators can craft lessons that are:

- Structured yet flexible, allowing adjustments based on student dynamics.
- Goal-oriented, with clear objectives for each session.
- Engaging, leveraging multimedia and interactive activities.

Managing Diverse Learner Needs

The detailed teaching notes facilitate differentiation by providing:

- Strategies for supporting weaker learners, such as scaffolding techniques.
- Extensions for advanced students, through additional challenges.
- Assessment tools to monitor progress and tailor future lessons.

Incorporating Technology and Multimedia

The teacher's edition encourages the integration of digital resources, including:

- Online quizzes and interactive exercises.
- Video materials that depict real-life scenarios.
- Language learning apps to supplement classroom activities.

Assessment and Feedback

With built-in assessment tools, teachers can:

- Conduct formative assessments to identify areas needing reinforcement.
- Use quizzes and review exercises to evaluate understanding.
- Provide constructive feedback that motivates and guides learners.

Benefits and Challenges

Advantages for Educators

- Comprehensive guidance reduces preparation time and increases confidence.
- Alignment with modern pedagogical standards ensures relevance.
- Rich supplementary materials enhance lesson diversity and engagement.
- Support for inclusive practices fosters equitable learning environments.

Potential Challenges

- Adapting to diverse classroom contexts may require additional customization.
- Technical integration depends on access to digital tools and infrastructure.
- Balancing curriculum demands with creative teaching approaches.

Final Thoughts

The Interchange3 Teacher 3rd Edition Teacher Book embodies a modern, pedagogically sound approach to teaching English as a second language. Its detailed lesson plans, strategic insights, and comprehensive resources make it an invaluable asset for both novice and experienced educators. By emphasizing communication, learner engagement, and cultural awareness, the resource equips teachers to create dynamic, inclusive, and effective language learning environments.

In an era where language education continually adapts to technological and societal changes, this teacher's edition provides a stable foundation, empowering teachers to inspire confidence, foster

skills, and ultimately, help learners achieve their language goals. Whether used in traditional classrooms or blended learning settings, the Interchange3 Teacher book stands as a testament to effective, learner-centered teaching.

In conclusion, for educators seeking a reliable, comprehensive guide to delivering engaging English lessons, the Interchange3 Teacher 3rd Edition Teacher Book offers a balanced blend of pedagogical wisdom, practical tools, and innovative strategies. Its thoughtful design aligns with contemporary educational standards, making it a must-have resource for shaping proficient, confident communicators of tomorrow.

Question What are the main features of the Interchange 3 Teacher's Book (Teacher Edition) for the Teacher 3rd Edition? The Interchange 3 Teacher's Book for Teacher 3rd Edition includes detailed lesson plans, answer keys, teaching tips, and supplementary activities designed to support teachers in delivering effective lessons and enhancing student engagement. How does the Interchange 3 Teacher's Book facilitate lesson planning for teachers? It provides structured lesson frameworks, clear objectives, suggested timings, and additional teaching resources, making lesson planning more efficient and comprehensive. Is the Interchange 3 Teacher's Book suitable for both new and experienced teachers? Yes, it offers guidance suitable for teachers at all experience levels, including teaching strategies, classroom management tips, and differentiated activities to accommodate diverse learners. Does the Teacher's Book include answer keys for student exercises? Yes, the Teacher's Book contains complete answer keys for all student exercises, enabling teachers to quickly assess and provide feedback. Are there additional resources or digital components included with the Interchange 3 Teacher's Book? While the physical Teacher's Book mainly contains print resources, supplemental digital materials such as online practice activities and audio files are often available through the accompanying digital platform or teacher resources website. How does the Interchange 3 Teacher's Book support differentiated instruction? It offers varied activity suggestions, extra practice options, and extension ideas to help teachers tailor lessons to meet the diverse needs of their students. Where can I purchase or access the Interchange 3 Teacher's Book (Teacher Edition)? The Teacher's Book can be purchased through major educational publishers, online bookstores, or accessed via official Interchange teacher resource websites, often requiring a teacher account or subscription.

Related keywords: interchange 3 teacher's edition, interchange 3rd edition teacher book, interchange teacher resource, interchange 3 teacher guide, interchange 3 student book, interchange 3 workbook, interchange teacher materials, interchange 3 classroom resource, interchange 3 teaching guide, interchange 3 teacher manual

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