

italki Teacher Handbook

For English Language Teachers

Where are the majority of my students from?



Russia



Brazil



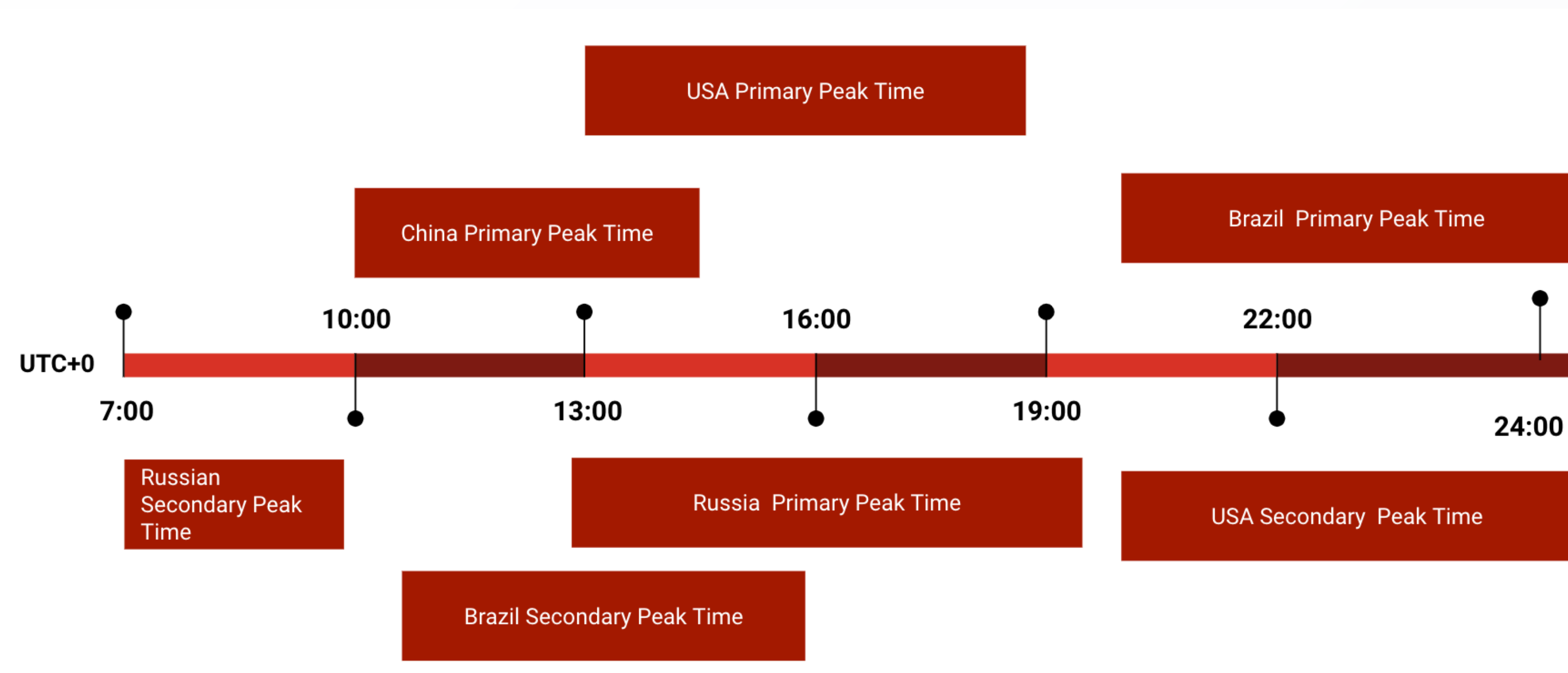
China



USA

What time do my students want to have lessons?

To attract students you need to be available at a time that's convenient for students. Here's a list of the peak times of the top 5 markets for English language students. All times are UTC+0 so you will need to adjust these times to your local time. [Time zone converter](#)



More available time slots on your calendar allows you to appeal to students from different countries and increases the chances of you receiving lesson requests.

How do I decide on my price?

Here are the average lesson prices of English lessons taught by Professional Teachers and Community Tutors on italki. **Please note that we recommend new teachers charge 20%-30% lower than the average price.** The most important thing for new teachers is to build up your student numbers and lesson statistics as quickly as possible. In addition, please remember to set up trial lessons. We recommend you price your trial lessons at \$1-\$4 USD.



Professional Teacher

Professional Teacher

Average Price: \$15 - \$19 USD/h



Community Tutor

Community Tutor

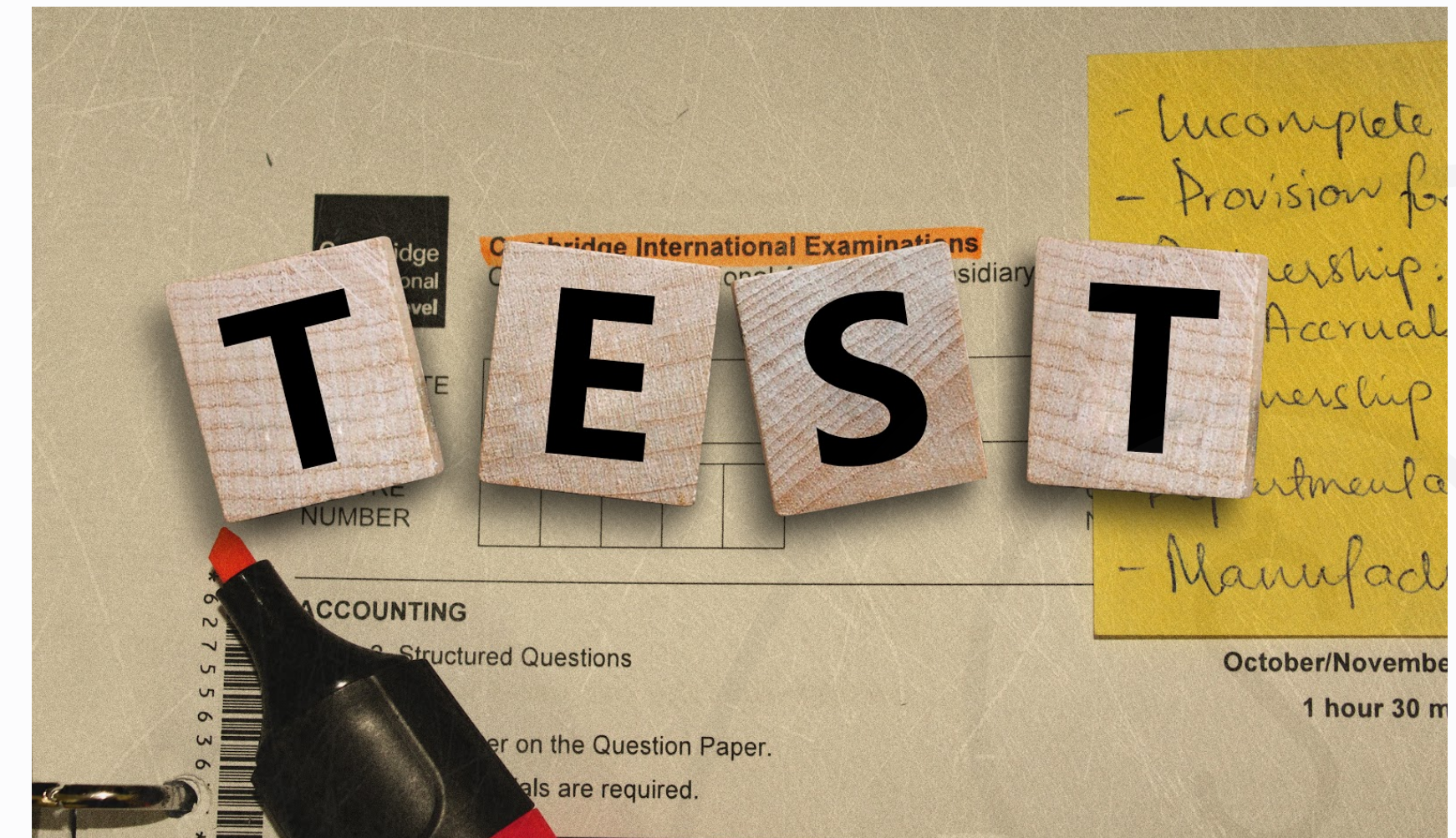
Average Price: \$9 - \$13 USD/h

What if I have a specialization?

An area of specialization or expertise will help you to stand out from the crowd and make you more appealing to students who are interested in this knowledge set. Here are the average prices for English Business and Test Preparation lessons on italki. Please note that we recommend new teachers charge 20%-30% lower than the average price.



Business
\$18 - \$22 USD/h



Test Preparation
\$18 - \$22 USD/h

What if I have a specialization?

An area of specialization or expertise will help you to stand out from the crowd and make you more appealing to students who are interested in this knowledge set. Here are the average prices for English Kids and Conversation Practice lessons on italki. **Please note that we recommend new teachers charge 20%-30% lower than the average price.**



Kids
\$17- \$21 USD/h



Conversation Practice
\$10 - \$14 USD/h

What should I do for my 1st lesson?

Language

Understand your student's language proficiency by communicating with them via italki messages after you have received a lesson request.

Motivation

Understand why your student wants to learn the language and what their goals and interests are. Plan the lesson accordingly.

1st impression

First impressions are very important! Be prepared, responsive and punctual.

Retain

Try to retain the student by mentioning the lesson plan for the next three lessons and what the student will achieve by taking these lessons with you.



How should I teach kids on italki?

Fun

The lesson should be interesting and interactive. Kids love to play, so be sure to use cartoons, pictures, fairy tales, songs, props etc. Create a fun and colourful atmosphere.

Get Attention

Kids have a limited attention span. They have to be constantly entertained. Use online whiteboard and keep changing the image. You can also use word games, online tools and visual aids to help.

Security

If the child is very young, recommend that the parent to sit in with him/her. It is easy for young students to get distracted and parents can help redirect their attention. Parents can also help if there are any emergencies.

Useful links about teaching at italki

Teacher Code of Conduct

<https://support.italki.com/hc/en-us/articles/215325898-italki-Teacher-Policies-Teacher-Code-of-Conduct>

Lesson Policy

<https://support.italki.com/hc/en-us/articles/360020529954-Lesson-Policy>

Trial Lesson

<https://support.italki.com/hc/en-us/articles/206351548-Offering-Trial-Lessons>

How do I edit my introductions?

<https://support.italki.com/hc/en-us/articles/360019883214-What-are-the-different-written-sections-or-introductions-and-how-can-I-edit-them->

How do I edit my time schedule?

<https://support.italki.com/hc/en-us/articles/360020301794-How-do-I-edit-my-time-schedule->

How do I edit my availability settings?

<https://support.italki.com/hc/en-us/articles/360020146473-How-do-I-change-my-Availability-Status->

How do I edit or add to my Work Experience, Education or Certificates?

<https://support.italki.com/hc/en-us/articles/360020076973-How-do-I-edit-or-add-to-my-Work-Experience-Education-or-Certificates->

Useful links about teaching at italki

How do I add more lessons in different languages?

<https://support.italki.com/hc/en-us/articles/360020149173-How-do-I-add-more-lessons-in-different-languages->

How do I find new students?

<https://support.italki.com/hc/en-us/articles/206351698-How-to-find-new-students->

How do I use italki Classroom?

<https://support.italki.com/hc/en-us/articles/360020513473-How-do-I-use-italki-Classroom->

I got a new lesson request. What should I do now?

<https://support.italki.com/hc/en-us/articles/360019884734-I-got-a-new-lesson-request-What-do-I-do-now->

Can I change the date/time of a lesson request?

<https://support.italki.com/hc/en-us/articles/360019884934-Can-I-change-the-date-or-time-of-a-lesson-request->

What happens if I don't respond to a lesson request?

<https://support.italki.com/hc/en-us/articles/360020340054-What-happens-if-I-don-t-respond-to-a-lesson-request->

What happens if I did not attend a lesson?

<https://support.italki.com/hc/en-us/articles/115004764653-What-happens-if-I-did-not-attend-a-lesson->



Useful links about teaching at italki

What if a student asks me to pay outside of italki or pay me directly?

<https://support.italki.com/hc/en-us/articles/206351758-What-if-a-student-asks-me-to-pay-outside-of-italki-or-pay-me-directly->

What if I have a question about payment?

<https://support.italki.com/hc/en-us/sections/360004301053-Getting-Paid>

How are my teaching statistics updated?

<https://support.italki.com/hc/en-us/articles/360020512993-How-are-my-Teaching-Statistics-updated->

How are teacher ratings calculated?

<https://support.italki.com/hc/en-us/articles/206351648-How-are-teacher-ratings-calculated->

I need to take a break from teaching at italki. What should I do?

<https://support.italki.com/hc/en-us/articles/360020145253-I-need-to-take-a-break-from-teaching-on-italki-What-do-I-do->

How can I deactivate my teacher profile?

<https://support.italki.com/hc/en-us/articles/360019883574-How-can-I-deactivate-my-teacher-profile->

What is Instant Booking and how do I set it up?

<https://support.italki.com/hc/en-us/articles/360034208474-What-is-Instant-Booking-and-how-do-I-set-it-up->

