Teacher Invitation Email

Hi everyone,

I am writing to let you know about a short professional development session that I will be leading to teach the ins and outs of [ClassDojo](http://www.classdojo.com). The PD session will be [fill in date] at [fill in time] in [fill in room #].

ClassDojo is a free behavior management tool that allows teachers to use real time feedback loops to recognize and reinforce student behavior. My presentation will explain how I have used ClassDojo in my classroom to improve behavior and build positive student learning habits.

If possible, please bring a laptop or tablet to the session, as I will spend a couple minutes of the presentation demonstrating how to use ClassDojo. Looking forward to seeing you there!

Best,  
[your name]  
  
I have attached some more information about ClassDojo to this email. Please feel free to sign up for an account before the presentation! [attach PDF of the handout to this email].