



# Implementation of Technology

A Developer's Guide to the Assessment of Progress

District/School \_\_\_\_\_ Date \_\_\_\_\_ Completed by \_\_\_\_\_

Directions: Write the actions steps for the components you selected to implement next

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## 1. Planning:

- Plan Development
- Public Awareness
- Looking to the Future - Long-Term Planning

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## 2. Funding:

- District Budget
- Partnerships
- Funding from Outside Sources

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## 3. Evaluation of Effectiveness:

- Assessment of Needs
- Monitoring of Teacher/Student Use
- Evaluation of Progress
- Reporting of Progress

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## 4. Access/ Configuration:

- By Students
  - By Teachers
  - By Administration
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### 5. Curriculum:

- Lesson Planning
- Levels, Frequency, and Range of Use
- Teacher Research

### 6. Instruction:

- Conditions of Use
- Levels, Frequency, and Range of Use

### 7. Information Literacy:

- Standards
- Curriculum
- Instruction
- Resources
- Access

### 8. Staff Development:

- Frequency
- Participants  
Planning and Assessment of Effectiveness
- Support Systems
- Incentives
- Staff Evaluation



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### 9. Technology Support:

- Availability of Support
- Levels of Accessibility
- Staffing Patterns
- Budget

### 10. Policies and Procedures

- Copyright and Ethics
- Telecommunication Use
- Standards for WWW Design and Content

### 11. Networking:

- Location
- Distribution
- Support

### 12. Technology Audit:

- Inventory
- Purchases
- Allocations

### 13. Equipment Standards:

- Hardware
- Software
- Obsolescence



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### 14. Equipment Repair and Maintenance:

- Procedures
- Monitoring
- Training

### 15. Security:

- Backup
- Hardware
- Virus Protection

### 16. Administrative and Student Information Systems:

- Data
- Accessibility
- Levels of Use

### 17. New and Promising Practices:

- Financial Support
- Staff Support Systems
- Opportunities