**Timber Springs MS Science Teachers Technology Needs Assessment**

Description:

* The district chose this school for a pilot program of one-to-one. This program gives all students their own personal laptops and pushes instructors to transition to in-person eLearning. Instructors where given very little direction and only a week to pre-plan while also preparing for the students’ arrival.

Objectives:

* The goal of this project is to assess instructors’ technology skills, identify gaps, develop eLearning microlearning modules to address these gaps, and follow up with instructors to assess their progression.

Audience:

* 6th, 7th, and 8th grade Science Department
* 7th and 8th grade History Department
* 8th grade Math Department

Projected Challenges:

* Balancing multiple departments time schedules and various other duties they need to complete.

Constraints:

* A group training of all departments is going to be difficult to complete due to personal schedules and course requirements.

Contacts for Support:

* CANVAS Technical Support
* District IT Department

Data Collection Plan:

* Survey asking how much and how instructors are utilizing the existing technology.
* Simple assessment to observe where instructors’ technology gaps are.
* In person interview to discuss instructors’ technical knowledge, questions, and needs.

Data Analysis:

* Based on the data collected the biggest and most immediate concern is with the Learning Management System (Canvas). The majority of the instructors are able to create assignments that are static pages. They lack the skills to use the rubric feature, the discussion board, the self-assessment quizzes, learning pathways, and the integrated Google Drive for assignments and turn-ins.

Recommendations:

* Create separate how-to walkthroughs (both video and text based) that focus on the skill gap areas.
* Upload them to a common course that all instructors have access to.
* Design the course so it is easy to navigate and find the information quickly.
* Have a short meeting with each department to show them where and how to access these resources.
* Follow up with each instructor two or three times to discover if more microlearning’s are needed, if they are being utilized, and to collect general feedback on further improvements that could be made.