

## Auditing Your School

### Basic Information

School Name: \_\_\_\_\_

Grades: \_\_\_\_\_

How many students? \_\_\_\_\_

### Computer Organization/Distribution

How many instructional/student computers total (est.)? \_\_\_\_\_

What types of devices are available for students (estimate # or %)?

Desktop: \_\_\_\_\_

Laptop: \_\_\_\_\_

Netbook: \_\_\_\_\_

Tablet (e.g., iPad): \_\_\_\_\_

How are instructional computers distributed (estimate #)?

In Lab (available for class sign up): \_\_\_\_\_

In open area (e.g., library): \_\_\_\_\_

On COWs (mobile carts): \_\_\_\_\_

In classrooms (number per classroom): \_\_\_\_\_

Any differences between grades (e.g., K v. 5)? Use back to describe if necessary.

### Hardware/Software Management

What is the replacement cycle for the computers (check one)?

1-3 years: \_\_\_\_\_

4-5 years: \_\_\_\_\_

>5 years: \_\_\_\_\_

How is basic instructional software organized for the computers (check any that apply)?

All machines have the same basic software set: \_\_\_\_\_

Different machines have different tools: \_\_\_\_\_

Web-based tools are available and used in school: \_\_\_\_\_

Students have access to the same tools at home and school: \_\_\_\_\_

### Support Processes

How many f.t.e. (school year or full-year) staff in each of the following roles?

Tech Support staff : \_\_\_\_\_

Tech Integration Specialist: \_\_\_\_\_

Other Tech Position: \_\_\_\_\_

Describe: \_\_\_\_\_

What formal processes are available for someone who wants help (check all that apply)?

Phone help desk: \_\_\_\_\_

Computer Trouble Ticket System: \_\_\_\_\_

E-mail for support: \_\_\_\_\_

Paper Trouble Ticket System: \_\_\_\_\_

Pager: \_\_\_\_\_

Online Self-Help Documents: \_\_\_\_\_

Teacher (colleague) support team for Tier 1 intervention: \_\_\_\_\_

Student support team for Tier 1 intervention: \_\_\_\_\_

### Infrastructure Function

What is your bandwidth to the internet? \_\_\_\_\_

How long does it take a student computer to boot up (minutes)? \_\_\_\_\_

Are student computers primarily hard-wired or wireless? \_\_\_\_\_