Guide: How to Make the Best Tech Decisions for Schools

When trying to determine if a technology solution is needed, the chief technology officer for Wake County Public Schools in North Carolina followed these seven steps. They apply to districtwide or school-based decisions.

**STEP 1: Identify gaps**
The team should identify the gap(s) or issue that it is trying to resolve through technology.

**STEP 2: Assess available solutions**
See what the district/school has on hand and if a solution already exists.

**STEP 3: Craft a purchasing plan**
Determine if the district/school does need to purchase a new solution.

**STEP 4: Solicit input from end users**
Ask those who will be using the tech to weigh in on what is needed.

**STEP 5: Research**
Ask the following questions:
- What's out there?
- What are the options?
- What are we actually looking for?

**STEP 6: Test drive the solution**
Once the district makes a selection, test drive the new technology, potentially offering it to the prospective end users to solicit feedback.

**STEP 7: Develop a rollout plan**
Using feedback from the testing phase, develop an implementation strategy for the new technology.