

Digital Curriculum Checklist For Schools

Use the checklist below to evaluate your school's readiness for a digital curriculum.

Define Your Common Vision

- Is the ultimate goal to transition to an all-digital curriculum, or is your school planning to adopt a hybrid (print + digital) future?
- What device implementation model will you use?
 - School-financed computer lab or mobile device carts
 - 1:1 Device Program (School or Student-Financed)
 - BYOD

Make a Timeline

- What is your timeline for going digital and what is driving that timeline?

Know Your Policy

- What is your state's current policy on using state-mandated funding for technology purchases?
- How much of your state's textbook funding can be used to finance eBooks and other digital content?

Build on Success

- What ideas are other districts trying? Is it working?
- Are there successful models of digital migration that you can learn from? Try not to reinvent the wheel.

Decide on the Digital Content

- What kinds of digital content are included in your strategy?
- Will you use commercial content, open source content, or a combination of both?
- Does this content align with the school's digital content goals and intended outcomes?

Decide on Devices

- Have you considered the advantages and limitations of different mobile devices?
- What devices best fit the intended goals and outcomes of your digital program?
- Will students be required to access the digital content from home? Will the school provide loaner devices to students who need them?

Define Operational Procedures and Processes

- How will devices be managed? Who is responsible for inventory?
- What will be the procedure for purchasing new devices?
- How will devices be allocated to ensure equal access among students?

Evaluate the Quality of the Digital Content

- What is the school's common definition of quality content?
- Has the content been evaluated? If so, by whom?
- If not, is there sufficient testimony from similar school districts so that your team can predict if it will work in yours?
- Is the content aligned to the standards?
- Have the school's teachers and other instructional leaders checked out the authenticity and accuracy of the material?

Organize the Digital Content

- How will students access their digital content? Would your school benefit from an LMS or other learning portal?
- How will students access digital content from home?

Rethink the Curriculum

- What areas of the curriculum need to be redesigned in order to fully implement digital content in a way that will enhance and enrich students' learning?
- Does your current pedagogy match your digital learning goals and objectives?

Plan for Professional Development

- Do you have adequate teacher buy-in?
- Are your professional offerings aligned to the goals established by the district?
- Have you considered a variety of offerings to meet teachers with different levels of expertise?
- Are you prepared for long-term professional training and follow-up?

Develop and Maintain Responsible Behavior

- Have you established anti cyber-bullying policies?
- Have you updated your school's AUP to include specific issues related to digital content, such as plagiarism, Fair Use, and copyright?
- How will students be instructed about responsible sharing, for example, Creative Commons Licensing?