

EDTECH EVALUATION
ChecklistEDTECH TOOL: DATE:

1. PREPARE

- ☐ Define clear learning outcomes for EdTech implementation
- ☐ Identify the unique needs of students and staff
- ☐ Include educators, navigators, administrators, students in the decision-making process
- ☐ Review existing tools to identify gaps, redundancies, or underutilized resources

2. SELECT

- ☐ Investigate options through peer reviews, case studies, and educator feedback.
- ☐ Ensure tools comply with accessibility standards and work across various devices and connectivity levels.
- ☐ Collect feedback from users about their needs and preferences.
- ☐ Assess the financial feasibility, long-term value, and alignment with your budgets.
- ☐ Run short-term pilots to gather real-world data on usability, engagement, and learning outcomes.

3. IMPLEMENT

- ☐ Offer asynchronous and synchronous training for educators to build confidence
- ☐ Design systems for ongoing input from users to refine implementation
- ☐ Use EdTech tools to create scaffolds, multiple learning pathways, and real-world connections
- ☐ Ensure adequate access to functioning devices, including essential accessories like headsets

4. EVALUATE

- ☐ Establish qualitative and quantitative indicators of success, such as engagement rates and academic performance.
- ☐ Use surveys, interviews, and focus groups to gather insights from all stakeholders.
- ☐ Review EdTech usage dashboards, equity metrics, and student progress data.
- ☐ Make data-driven decisions to improve, expand, or discontinue specific tools.

GENERAL QUESTIONS

- ☐ **Purpose Alignment**
Does this tool solve a specific challenge for your students?
- ☐ **Program Goals**
How does it align with measurable goals like MSGs or TABE scores?
- ☐ **Ease of Use**
Is the interface accessible for both students and teachers?
- ☐ **Support Availability**
Does the provider offer training, onboarding, and troubleshooting resources?
- ☐ **Scalability**
Can the tool adapt to different classroom sizes and needs?
- ☐ **Data Insights**
Does it provide meaningful analytics to inform instruction?
- ☐ **Budget Fit**
Is the cost justifiable based on its potential impact?