MASTERING THE TECHNOLOGY ROLLOUT

DR. CHAD JONES (@CHADTHETEACHER)
ABOUT ME

- Director of Technology Development in LCISD (6+ years)
  - D2SC - Gradebook, Curriculum Portal, & Assessment
  - Eduphoria - Assessment & Lesson Planner
  - Skyward - Gradebook, Scheduling, Discipline, etc.
  - Skylert - District Messaging System
- Focused training in Program Evaluation
WHAT IS A TECHNOLOGY ROLLOUT?
STEP 1: DEFINE YOUR OBJECTIVE & HOW YOU WILL EVALUATE SUCCESS
DEFINE YOUR OBJECTIVE

- What are you trying to accomplish?
- What will your end user do or change?
- What will be different after this project has rolled out?
- What are your technical goals (hardware, software)?
- Think in terms of tangible AND intangible results
  - Tangible: All lesson plans entered in new system
  - Intangible: 80% of staff felt new lesson plan system was easier
EVALUATING SUCCESS

How will you evaluate whether you met your objectives?

- Could be yes/no: All lesson plans were entered via new system
- Could be degrees of success: All lesson plans were entered via new system and 80% of staff felt it was a better
STEP 2: CREATE A TIMELINE – FOCUS ON THE OBJECTIVE
MASTERING THE TECHNOLOGY ROLLOUT

DEVELOPING A TIMELINE

- Start at the end...work your way backwards
- Schedule things like:
  - Technical deadlines (something has to be working by...)
  - Trainings
  - Transition dates
  - Hirings
STEP 3: DEFINE ROLES
DEFINE ROLES

- Owner - who gets fired if it fails (i.e. decision maker)
- Project Manager
- Lead Trainer
- Workforce
- Support Personnel
  - During implementation & AFTER
- End Users
DEFINE ROLES

- Supporters of success
  - District administration
  - Campus administration
- Supervisors
STEP 4:
UNDERSTAND YOUR COSTS
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- Costs = Money & Time
- Money - usually easy...comes as a quote!
- Time - can be harder to define
  - Installation time
  - Training development
  - Training sessions (cost for end user)
UNDERSTAND YOUR COSTS

- Understanding Time Costs
- Admin Costs
- End User Costs

End User costs are REAL and should be communicated - builds trust!
STEP 5: BECOME THE EXPERT
BECOME THE EXPERT

- You must know EVERYTHING…or...
- Know who on your team knows each piece
  - Delegating is ok, as long as you are knowledgeable
- Being the expert builds TRUST!
STEP 6: KNOW YOUR FAILURE POINTS
KNOW YOUR FAILURE POINTS

- Where can something go wrong?
  - Run out of money
  - Material not delivered on time
  - Not enough time to complete tasks
STEP 7: DEVELOP A TRAINING PLAN
### Staff Development - Modes: Types

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MAKE YOUR TRAINING ACCESSIBLE

Interact Café - A Fusion of Curriculum and Technology

Resources

- Promethean: Instructional Resources
- Lamar CISD: Back to School Resources
- 21st Century Learning Design: Instructional Best Practices
- Apple: Think Different
- Big Brainz: Math Fact Practice
- Blog with your class
- Destiny: Library Management
- Child Advocates: Providing a Voice
- Computer Basics: Tips & Troubleshooting
- Edmodo: Social Learning Platform
STEP 8: HAVE A PILOT
HAVE A PILOT

- Having a pilot group is perhaps the MOST important part of a technology rollout
- A good pilot helps you:
  - Refine training
  - Discover problems
  - Build some cheerleaders for your cause!
HAVE A PILOT

- Pilot group should receive SAME training as you intend to use with everyone
- Explain to pilot group that it is a PILOT and there may be issues
- Plan follow up meetings to discuss how it went
- Make changes before the full roll out
STEP 9: SELL, SELL, SELL!
SELL, SELL, SELL!

- Talk about the rollout ALL the time
- Talk about the rollout with EVERYONE
- Be in EVERY meeting you can be in selling the rollout
- ALWAYS be positive
- Combat the negative IMMEDIATELY
STEP 10: FINISH THE JOB AND MOVE TO ONGOING SUPPORT
FINISH THE JOB AND MOVE TO ONGOING SUPPORT

- Eventually, the rollout ends…FORCE IT TO END
  - If it’s a big project, rollout phases!
- Have a plan for ongoing support
  - Develop a ticketing system
  - Track technical and training needs
- EVALUATE SUCCESS (STEP 1)
BE SUCCESSFUL ENOUGH AND YOU BUILD EQUITY, MAKING FUTURE ROLLOUTS EASIER!
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CDJONES@LCISD.ORG

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