

## PARCC Technology Readiness Tool

Fall 2012

There are two priorities for fall 2012 PARCC Technology Readiness Tool.

### 1. LEA's should update their school inventories

- Any devices that were taken offline and any new devices that were added to the inventory should be deleted, added or edited (edit example: New browser or operating system)

o To accomplish this signon to the readiness tool:

- Click on Setup
- Click on Device Inventory Management
- Your schools should be listed here (click the box next to a school)
- In the Tasks box click on New Devices, Delete Devices, or Edit Devices
- Click on Start Tasks and fill in the required information

### 2. LEA's must complete the Readiness Survey

- The information here is needed to determine minimum requirements

o To complete the Readiness Survey:

- Click on Setup
- Click on Organization Management
- Your schools should be listed here (click the box next to a school)
- In the Tasks box Click on School Survey Questions
- Click on Start Tasks and fill in the required information
- Note: Data Entry Submission Status.....Toggle to Yes
- For Network Information (complete)
- For Testing Information (**Leave Blank**)
- For Staff/ Personnel Issues & Roadblocks (complete)

Please remember.... It is important that we complete these steps now to determine readiness today with the information that is available.

***Sample test questions will be available in the spring of 2013, if the inventory and survey are not completed your district will not have access to these questions.***

You will have ample time to edit this data as we move toward PARCC implementation and as new information becomes available.

If you need your PARCC Readiness Tool password reset, have questions or need help....please send an email to me at [Michael.ferry@ride.ri.gov](mailto:Michael.ferry@ride.ri.gov) or Jaime Viti at [Jaime.viti@ride.ri.gov](mailto:Jaime.viti@ride.ri.gov)

## FAQ's

### **What is the URL for the PARCC Technology Readiness Tool?**

<https://www.techreadiness.net>

### **How do districts update the data?**

Districts can logon to the Technology Readiness Tool (see the link above) or they can complete the spreadsheet that was mailed to district contacts and return it to [Michael.Ferry@ride.ri.gov](mailto:Michael.Ferry@ride.ri.gov).

### **Is there a user guide for this application?**

Yes – [http://www.techreadiness.org/u/TRT\\_UsersGuide\\_v2.pdf](http://www.techreadiness.org/u/TRT_UsersGuide_v2.pdf)

### **What two tasks need to be completed?**

School Survey Questions and Device Inventory Management

### **How do I access School Survey Questions?**

Click on Setup and then click on Organization Management

Click on the name of the school (the survey must be answered for each school in the district). The school name will pop into the Organizations box.

Go to Tasks and click on School Survey Questions

### **What questions need to be completed in the School Survey Questions?**

Data Entry Submission Status – This must be answered yes.

School Information – Does not need to be completed unless it is blank. We are using Oct. 1, 2011 data for this survey.

Network Information – This must be answered.

Testing Information – This does not need to be answered.

Staff/Personal Issues and Roadblocks – This must be answered.

### **How do I edit the Device Inventory Management?**

Click on the school (the survey must be answered for each school in the district). The school will pop into the devices box.

Go to Tasks and click on edit devices. You can edit any fields that have changed since the last survey.

### **What new fields need to be completed in the Device Inventory Management?**

There are two new fields that must be completed – Assessment Environment and Device Owner. Please make sure you complete both of these fields.