

## Infrastructure Audit Format

*Opportunity Group* performs individual school or complete district infrastructure audits that include:

- Site-visit protocols and planning documents for administrators and IT staff to prepare before the audit visit.
  - Pre-visit online surveys for teachers, administrators, representative groups of students and parents to identify strengths and weaknesses of the existing infrastructure.
  - On-site visitations and meetings with staff.
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## Additional Information

The *Opportunity Group* members are also be available for extended days to work with technology leadership to develop a vision and plan to support continued growth with technology infusion in the school and/or district.

For further information or to schedule an audit, please contact us at [oppgrp@gmail.com](mailto:oppgrp@gmail.com).



### THE OPPORTUNITY GROUP


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## Technology Audits

**The Opportunity  
Group**



*It is impossible to get to where you're going if you don't know where you are.*

The *Opportunity Group* has designed a Technology Audit process to help districts understand the full scope of their technology use to aid them in planning for continued growth using technology to facilitate teaching and learning. We also perform Infrastructure Audits to help with long term planning for technology purchases and help you maximize your technology dollars.

## Instructional Audits

Instructional audits conducted by *Opportunity Group* give schools or districts a clear picture of how technology is currently being used to support education. Audits are not meant to be an assessment of technology use, but rather are meant to provide a clear baseline for schools so that they can clearly see where they currently are, and to provide a framework to work for continued growth with technology to support teaching and learning.

## Instructional Audit Format

The *Opportunity Group* performs individual school or complete district technology audits that include:

- Site-visit protocols and planning documents for administrators and technology leaders to prepare teaching staff for the audit visit.
- Pre-visit online surveys of all teachers, all administrators, focus groups of students from different grade levels, and focus groups of parents representing all grade levels. Surveys should be completed at least one week before the visit.
- Pre-visit review of artifacts produced by students in technology supported projects
- Brief on-site visits to every classroom to observe and record the use of technology in each classroom.
- Observations of pre-planned, technology support lessons by at least three teachers per school.

- Interviews with district and school-level administrators
- Interviews with focus groups of teachers, students, and parents
- Interviews with school or district IT support team
- After ½ day of compiling all information from surveys, observations and interviews, *Opportunity Group* will provide an out-briefing to each school or district technology team and present them with the written outcomes from the audit.

## Infrastructure Audits

Infrastructure audits conducted by *Opportunity Group* give schools or districts:

- A clear picture of network performance.
- A review of policies and procedures.

This type of audit is meant to be an assessment of the existing infrastructure and helps determine if it can support current and future needs. These audits also provide suggestions and recommendations for ways to improve network performance and to facilitate continued updates of the network and policies to meet the needs of all users.