# Technology Check List

This document can be used to understand the technology needs and functions for an early learning program and public-school partner. This list is not meant to be exhaustive, but it should be helpful in navigating the conversation.

## Early Learning Program Check List

- What type of internet connectivity do you have?
- For each of the following device options, please indicate how many you or your staff use.
    - Laptop computers
    - Desktop computers
    - Tablets
- For each of the technology device options, how many are 3 or more years old? *Items more than 3 years old might impact performance or functionality.*
    - Laptop computers
    - Desktop computers
    - Tablets
- What software/data collection methods do you use for each of the following tasks?
    - Attendance
    - Meal tracking
    - Teacher time (payroll)
    - Parent invoices/payments (billing)
    - Child assessments
    - Teacher assessments
    - Curricula

## Public School Partner Check List

- What attendance tracking and reporting method is used for the following tasks?
    - Attendance
    - Meal tracking
    - Teacher time (payroll)
    - Parent invoices/payments (billing)
    - Child assessments
    - Teacher assessments
    - Curricula
- What type of clearance/training is required?
- How often is attendance tracked?
- What internet connectivity is needed?
- How can your processes be expanded to operate at your childcare partner site?