

Project TTAP: Technology Team Assessment Process Assessment Agenda Outline and Notes

Agenda for _____

I. Team meeting

- A. Introduce assessment team members

- B. Identify tentative goals:

- C. Discuss tentative agenda

II. Assessment activities

- A. First set of activities
 - 1. Purpose

 - 2. Device to be used

 - 3. Software

 - 4. Additional materials

 - 5. Procedures to be used with child

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6. Changes in activity

B. Break

C. Second set of activities

1. Purpose

2. Devices to be used

3. Software

4. Additional materials

5. Procedures to be used with child

D. Break

E. Third set of activities

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3. Software

4. Additional materials

5. Procedures to be used with child

6. Changes in activity

G. Team meeting at end of assessment

1. Observations of team members

2. Preliminary recommendations

3. Resources

4. Summary