

## Project TTAP: Technology Team Assessment Process

### Computer Evaluation Report Outline

The final assessment report should include the following:

1. Child's Name ID#
2. Address
3. Age
4. Date of Assessment
5. Location of Assessment
6. Staff Participants and Positions
7. Reason for Referral for Assessment
8. Evaluation Goals
9. Equipment and Software Used During the Assessment
10. Equipment Set-Up and Child Position
11. Observations From the Core Team and Support Team Members
12. Summary and Recommendations
13. Further Support
14. Signatures From the Team Who Compiled the Report
15. Report Date
16. List of People Who Receive a Copy of the Assessment Report