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| **SECTIONS** | **Guiding Questions** | **Comments** |
| **S**tudents | * Will students have equitable access to the technology? * Is the technology appropriate for the student demographic? * What prior skills do you expect students to have? * What skills do you hope they will develop? * How can the technology be catered to different types of learners? |  |
| **E**ase of Use | * How intuitively easy is the technology to learn for you and your students? * How reliable is it? * Is it easy to maintain and upgrade? * Is there support available? * Are there risks involved? |  |
| **C**ost (Money & Time) | * Are costs involved for you or students (short-term and long-term)? * Are funding opportunities available? * Are there existing OERs available? * Will this require a significant time investment to develop? * Can using this technology save you time in other aspects of your teaching? |  |
| **T**eaching and Learning | * What are the educational affordances? * Does this technology support the desired learning outcomes? * Are there opportunities to change how you teach or how students learn? * What unique pedagogical characteristics of different types of media are appropriate for your context? |  |
| **I**nteraction | * What types of interaction are needed to meet the learning outcomes? * To what extent does this technology help facilitate interaction between learner-learner, learner-content, and learner-instructor? |  |
| **O**rganizational Issues | * Is the technology supported by TRU? * Is help easily accessible? * To what extent am I expected to utilize technologies supported by TRU? * Who is responsible for managing the accounts of the technology (if relevant)? |  |
| **N**etworking | * Is it important for learners to be able to connect or publish their work outside of the confines of their course, such as with experts or the community? * Does the technology integrate with platforms supported by TRU, such as Moodle or WordPress? |  |
| **S**ecurity & Privacy | * Is the technology generally safe to use? * Is the technology compliant with FIPPA and institutional policies regarding the collection and storage of data? * Am I prepared to properly inform students of potential risks when operating outside of the confines of the course? |  |

*Adapted from Bates (2019)*