Technology Skills Checklist

Paraprofessional

Introduction

In order to meet the requirements of Return-to-Learn in Iowa of ensuring remote learning options are available to all learners in Iowa and enabling learning opportunities to move between on-site and remote, as needed, leaders will be required to think more broadly about training and professional learning (see the Return-to-Learn Guidance).

Purpose

The following checklist outlines key considerations and "I can" statements for paraprofessionals to leverage success in the areas of:

- Device and Platform Use;
- Digital Instructional Materials; and
- Digital Instructional Strategies.

Device and Platform Use

A paraprofessional can:

- ❏ Log in to the device.
- ❏ Log in to the learning management system (LMS) and required platforms for learning.
- ❏ Serve as technical assistance to learners and families/caregivers to alleviate barriers.
- ❏ Identify further technical assistance (as needed) to troubleshoot the above skills.

Additional Considerations
- ❏ Does the paraprofessional have the knowledge and skills to log in to the device and LMS and troubleshoot with families remotely?
- ❏ Does the paraprofessional have the knowledge and skills to appropriately set up and enable any assistive technologies the learner requires (e.g., switch access, alternate keyboard, speech generating device, etc.) and troubleshoot with families remotely?
- ❏ Does the paraprofessional know how to reach additional technical assistance when troubleshooting with a family?

Digital Instructional Materials

A paraprofessional can:

- ❏ Serve as technical assistance to learners and families/caregivers to alleviate barriers related to instructional materials.
- ❏ Identify further technical assistance (as needed) to troubleshoot the above skill.

Additional Considerations

- ❏ Does the paraprofessional have knowledge of the LMS being used?
- ❏ Does the paraprofessional have the knowledge and skills to appropriately set up and enable any assistive technologies the learner requires to access the learning materials and is able to troubleshoot remotely (e.g., switch access, alternate keyboard, speech generating device, etc.)?
- ❏ Does the paraprofessional know how to reach additional technical assistance when troubleshooting with a family?

Digital Instructional Strategies

An paraprofessional can:

- ❏ Serve as technical assistance to learners and families/caregivers to alleviate barriers related to instructional materials.
- ❏ Identify further technical assistance (as needed) to troubleshoot the above skill.

Additional Considerations

- ❏ Does the paraprofessional have the knowledge and skills to appropriately set up and enable any assistive technologies the learner requires to access the learning materials and is able to troubleshoot remotely (e.g., switch access, alternate keyboard, speech generating device, etc.)?
- ❏ Does the paraprofessional know how to reach additional technical assistance when troubleshooting with a family?