



Technology Change Proposal

Resource Analysis Report

Technology Change Plan

MIT 522 Organization and Management of Instructional Technology Program(s)

(Domains/Competencies/Job Qualifications/Artifacts/Rationale)

Context & Conditions:

This course is offered to provide students with an overview of putting an instructional technology program in an organization, including introduction, organization, and management of the program. "Integration of interactive software *Read on* at Lakeside School" is partial fulfillment of the course. The technology plan was introduced into Lakeside High School to increase the students' grade reading level. Dr. Mahnaz Moallem guided and supervised the whole process of developing a technology plan. The technology plan was completed in the Spring semester of 2006, providing an operational blueprint describing how to initiate, implement, organize and manage changes to meet the needs above.

Scope:

The technology change plan had a very wide scope, entailing the problem analysis, a proposed radical technology change, identification of change management team, analysis of resource within the selected school, mission statement and goals, design of infrastructure and support services, staffing development plan, communication plan, and implementation plan of proposed technology change. The resource analysis described current technology standards, technology resources, school facilities and human resources in terms of the resource that are required for implementation of the proposed change. To successfully introduce a technology change, an implementation plan was developed, including budget, benchmarks, and timelines

Role:

I worked with two team members throughout the technology change plan. All of us participated in meeting with client, identified the problem and change management team, and proposed a radical technology change at the beginning phase. In the middle we worked together to analyze resources, determine gaps between what current situation is and what situation should be, and define needs. Lastly, we designed and developed mission statement and goals, communication plan, staffing plan, implementation plan, and supports related. During the process we also worked as organizer and manager to get all technology, facilities, and human resources functioned effectively within the school organization.

Reflection:

This class let me realize that to diffuse a change into an organization is not an easy thing and communication with stakeholders, organization, and management is of importance in the diffusion process. Although I learned the stages of developing a technology change plan, I still have a lot about change proposal and implementation of change to practice.

MIT 522 : Domains/Competencies/Job Qualifications/Artifacts/Rationale

Skip to: Design / Development / Utilization / Management

Domain of Instructional Design			
MIT Competencies	Job Qualifications	Artifacts	Rationale
Plan and conduct needs assessment.	Conduct needs analysis and assessment	Needs Assessment	The artifact illustrates the needs analysis process of gathering data, determining the gap between what is and what should be, and then

			establishing the needs that address gaps. In the artifact, I collected data by interview, a survey, and extant data as well.
Analyze the characteristics of a setting (learning environment).	Conduct context analysis.	Context Analysis	The artifact illustrates the process of assessing the characteristics of context or environment where the identified problem occurs.
Domain of Instructional Development			
MIT Competencies	Job Qualifications	Artifacts	Rationale
Demonstrate knowledge of computer utilization practices and the ability to apply them in instructional settings including: computer literacy, software selection and evaluation, instructional management, hypermedia development and distance learning.	Work with computer technologies. Have experience integrating software into the instructional setting	Technology Change Plan	The artifact illustrates my practice of utilizing computer technologies in integrating interactive software into a school setting.
Domain of Utilization			
MIT Competencies	Job Qualifications	Artifacts	Rationale
Apply leadership techniques with individuals and groups (interpersonal skills, group dynamics, team building and diffusion of innovations).	Demonstrate communication and interpersonal skills. Work with team.	Communication Plan Implementation Plan	The artifact demonstrates my ability to move a project towards the desired direction effectively by communicating with a team of designers. Throughout the team-based projects I not only learned and applied team building skills but also improved my communication skills.
Promote the diffusion and adoption of the instructional development process.	Develop change management plan for potential innovation.	Implementation Plan Technology Change Plan	The artifact illustrates the process of planning, implementing and diffusing change in an organization. I applied change models and diffusion theories in these artifacts to develop activity events with timeline, implementation phases, and adoption strategies.
Demonstrate knowledge of the laws and regulations which govern the selection and utilization of media/emerging technology, including copyright, censorship, State Board Regulations, Local Board Policies, etc.	Have knowledge of copyright and fair use of media technology.	Resource Analysis Report	The product demonstrates my awareness and knowledge of laws and regulations and applying them in the development of a technology change plan. In the plan, I made specifications on the laws and standards related to technology introduction, technology adoption, and technology use.

Domain of Management			
MIT Competencies	Job Qualifications	Artifacts	Rationale
Organize the instructional project or service unit to operate effectively and efficiently.	Have experience organizing and managing the development process of an instructional project.	<p>Communication Plan</p> <p>Implementation Plan</p>	The artifact illustrates my experience in planning and organizing project activities to make sure that the system operates properly and effectively.
Plan and implement organizational change.	Develop organizational change plan and relevant diffusion plan.	Technology Change Plan	In the artifact I have used change theories and models to plan and implement an organizational change. Change management team and other strategies were used to assure the incremental implementation of change.