**Note:** Use this template to outline your implementation plan. Delete all instructions from the document before submitting your assessment.

# Implementation Steps

Outline the steps for implementing changes in existing educational technologies or aspects of their current use. Consider contingent steps for areas of uncertainty.

# Resource Requirements

Determine the resource requirements for a successful implementation.

* Required human and capital resources.
* Budget projections.
* Technical support requirements.

# End-User Training Requirements

Determine the end-user training requirements for successful implementation.

* What is the current level of end-user knowledge and expertise with regard to the proposed changes?
* What are the end-user performance expectations?
* What type of initial and ongoing training and support will end users need?

# Evaluation

Outline your plan to evaluate the effectiveness of the change.

* What performance measurement data do you need for a valid assessment?
* How will the data be collected?
* What reasonable conclusions can be drawn from the data?