

21 Steps to 1-to-1 Success: Supporting 1-to-1 Implementation



Planning

How do we plan for 1-to-1 learning in the school?

1. Consider current research
2. Establish the eLearning vision for 1:1
3. Engage School Council
4. Develop communication strategies
Provide **communications** to stakeholders about 1-to-1
5. Conduct a detailed readiness assessment
Use the SIPS, eLearning Plan, ePotential ICT Capabilities Survey data and student data to evaluate readiness to initiate a 1-to-1 program
6. Develop a Project Plan
7. Prepare a detailed budget
8. Select a preferred ownership and finance model

Preparing

What 1-to-1 devices should we select?
How will they be used for learning?

9. Ensure teachers are maximising the use of their notebooks
Teachers using notebooks in class is a precursor for successful student use
10. Professional learning
Identify needs and deliver ICT Professional Learning to support the introduction of 1-to-1 devices to improve learning and change pedagogy
11. Learning places and spaces
Consider how the use of ICT and flexible learning places and spaces in the school can maximise learning opportunities
12. Software tools and online resources
Ensure the software and online resources selected reflects the learning and teaching goals of the school
13. Suppliers and \$\$
Explore supplier partnership opportunities and devices
14. Calculate the total cost of participation
15. Support documentation
Adapt policies provided by DEECD
16. Prepare responses to anticipated questions

Implementing

How do we enact 1-to-1 enabled learning in the school?

17. Onsite service structures
Provide a physical space as a first point of contact and provide onsite technical support
18. Conduct parent and community sessions
Organise parent information sessions to ensure 1-to-1 learning is supported and embraced
19. IT infrastructure and technical support
Order devices and prepare for ongoing maintenance and development of ICT infrastructure that ensure effective implementation of 1-to-1
20. Distribute student devices
Ensure formal agreements are signed and nominate a single point of contact responsible for distribution

Evaluating

How do we monitor the impact of 1-to-1 on student learning?

21. Review and management
Consider how the school will monitor and continually review use and impact of:
 - the devices
 - the implementation of the eLearning plan
 - the infrastructure available, and
 - 1-to-1 to maximise learning

Resources

- [1-to-1 Learning Showcase](#)
- [Schools ICT Progression Strategy](#)
- [ePotential ICT Capabilities Resource](#)
- [eLearning Planning Guide](#)

Student Learning

Teaching and learning programs that aim to engage students by increasing independence and self-initiated learning in students, and extending learning beyond the classroom.

We gratefully acknowledge the Queensland Government Department of Education, Training and the Arts in developing the Smart Classrooms@ 21 steps to 21st Century 1-to-1 success publication (21 Steps). We would also like to recognise the contribution of the Anytime, Anywhere Learning Foundation (AALF) to that body of work. This DEECD material has been significantly based on the 21 Steps framework.