

# Handout 23

## DCA Technology Requirements



A quick overview of the technology requirements for the District Capacity Assessment

Technology Requirements	Purpose
<b><i>LCD Projector</i></b>	To allow participants to view entry of item scores and summary reports
<b><i>Laptop</i></b>	To connect to sisep.org and virtual meeting software for remote administration
<b><i>Internet Access</i></b>	To connect to sites listed above and possibly audio and video for remote administration
<b><i>Phone</i></b>	To ensure clear audio for both respondents and remote administrator. For larger teams consider the quality and number of microphones necessary so that all voices in the room can be adequately heard.
<b><i>Web Camera (if available for remote)</i></b>	Allows remote administrator and/or members to participate and helps cue the administrator for pacing, clarification, and deeper discussion when needed.