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## The Importance of a Technology Audit

When looking to reengineer or address ongoing issues regarding your school or district's technology, I recommend that you start with a technology audit.

A well designed and executed technology audit provides critical information regarding the technology in your school or district, including the physical hardware and software, standards and procedures, personnel, technology utilization, maintenance and support.

Look for the following from your technology audit:

1. Network Hardware and Software
2. Software Licensing
3. File Server Roles
4. Network Security
5. Network Cabling
6. Telecommunications Connectivity
7. Internet Access
8. Email Services
9. Web Site Access
10. Critical Services Monitoring and Management
11. Backup Systems and Strategies
12. Network Administrator Procedures and Standards

The audit should also incorporate interviews and discussions with key school personnel and departments regarding their use of technology what they see as strengths and weaknesses of the district's technology and associated support systems.

In order to successfully address ongoing issues that may be plaguing your school district, you must ultimately get to a place where you have a written plan and a purpose. The starting point for developing such a plan is by understanding where you currently are as a district and a good technology audit provides this information.

One element to an audit that you may request is a future design, based upon the results of the department interviews, current hardware, software and associated licensing.

While an Audit can do a wonderful job in determining the current state of technology in a district, a majority of Superintendents and Business Administrators also need a plan on how to get there. A future

design can greatly assist in the process and keep the district's reengineering plans moving in a positive direction.

Enjoy your summer,



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