

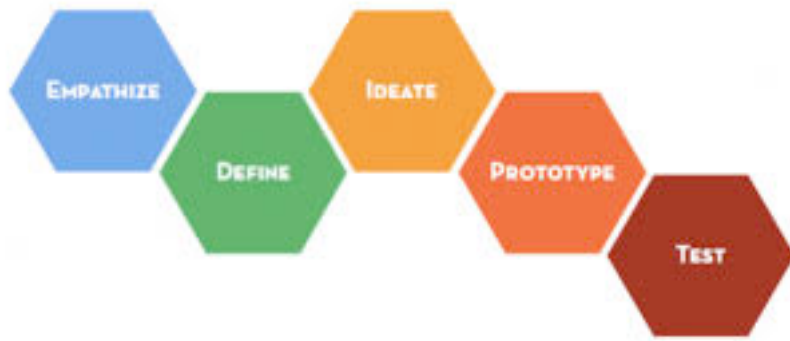
## Capstone Log

### Instructional Technology Department

<b>Candidate:</b> Christian Stephenson	<b>Mentor/Title:</b> Mr. Alan Preis	<b>School/District:</b> Atlanta International School
<b>Capstone Title:</b> Sustaining and Deepening Technology Integration in a 1:1 Laptop Programme in the International School Setting		

<b>Date</b>	<b>Activity/Amount of Time</b> (Please total the time after the last entry.)	<b>PSC/ISTE Standards</b>
March / April 2014 (20 hours)	Meetings with mentor / advisor to discuss capstone project and to write, research project proposal document for submission at conclusion of Spring Semester classes – revisions made.	(PSC 1.2/ISTE 1b) (PSC 1.4/ISTE 1d)
Reflection: Two initial meetings (1 approx. hour each) – one with university advisor, Dr. Williamson to refine the idea of looking at a one-to-one laptop program in an international school setting and one with mentor to flesh up the idea and look at the time line for the upcoming school year. Mentor articulated that it will be unlikely that technology integration will be aligned with the school goals next year (AIM inclusivity study focus and Project Zero) but there might be opportunity to present at the faculty meeting in October when data is synthesized from surveys proposed. The remainder of this time was spent curating resources and writing the proposal document with timeline with revisions from drafting process with mentor and university advisor		
11 <sup>th</sup> August 2014 (4 hours)	Creation of ideas for survey for faculty and international school with discussion with mentor during technology integration faculty back to school training afternoon	(PSC 1.2/ISTE 1b) (PSC 1.4/ISTE 1d) (PSC 5.2/ISTE 4b)
Reflection: During a back to school group meeting, the instructional technology team at AIS gave me some ideas as to what to ask faculty, as I am a new instructional technologist this year. During the afternoon, I curated a number of questions that I might like to include and investigated the Digital Age Survey for additional ideas. A draft set of questions was created.		
10/03/2014 (1 hour)	Meeting with mentor to discuss International Schools that might respond to a survey about 1:1 Laptop environments for benchmark data	(PSC 3.7/ISTE 3g) (PSC 5.1/ISTE 4a)
Reflection: This meeting pulled on the international network contacts of my mentor. However, at this meeting a fundamental roadblock in my local research was perceived. In the inquiry cycle, I desired to use a survey to deliver to our faculty to action walkthroughs and develop a short list of teachers that would be open to work with me in assessing their technology integration in MYP or DP. The school, after a climate survey and many other surveys that have been sent out, were not enthusiastic about more surveys being sent out to our “over surveyed”. Therefore, while I will be able to ring fence some general data, I will not be able to survey our own teachers. I will have to think of another way of evaluating our teachers and capturing our community experiences to allow discussions with faculty about 1:1 laptop sustainability in teaching and learning. Contact Data for International School contacts was supplied is as follows (and connected to a school Google Doc). <a href="https://docs.google.com/spreadsheets/d/1hH5ji6RCKpp6nhopezuaDs6Ny6YJ4TcAmt5R8dcW0IU/edit?usp=sharing">https://docs.google.com/spreadsheets/d/1hH5ji6RCKpp6nhopezuaDs6Ny6YJ4TcAmt5R8dcW0IU/edit?usp=sharing</a>		
10/10/2014 (3 hours)	Development of a survey to be sent out to technology integration contacts in the International School arena with localized peer editing and testing	(PSC 5.1/ISTE 4a) (PSC 3.6/ISTE 3f)
Reflection: Creating a survey has to undergo several stages of creation to modify the previous survey. I brainstormed the questions that I wanted to ask to meet the objective of this survey – but did not want to go over ten questions and wanted to make the time to take the survey as little as possible recognizing the busy lives of the people to whom I was reaching out. Final survey link: <a href="https://docs.google.com/forms/d/1lIF8sKIqTLxu7dJqSwUnPxHsHLzRu_o6eHbM4LZ4u00/viewform?usp=send_form">https://docs.google.com/forms/d/1lIF8sKIqTLxu7dJqSwUnPxHsHLzRu_o6eHbM4LZ4u00/viewform?usp=send_form</a>		
10/24/2014	Survey sent to contact list via email	(PSC 3.2/ISTE 3b) (PSC 3.7/ISTE 3g)

<p>Reflection: Rapid response rate – two individuals replied on the same day! Continue to monitor for other replies – follow-up in one week.</p> <p>Update – two more came in with willingness to carry on the conversation. So far have responses from:</p> <ul style="list-style-type: none"> <li>• Zurich, Switzerland</li> <li>• Toronto, Canada</li> <li>• Hanoi, Vietnam</li> <li>• Paris, France</li> <li>• Singapore (two schools)</li> <li>• Berlin, Germany</li> <li>• Warsaw, Poland</li> </ul> <p>This will be enough to get a baseline of the issues in peer schools around the planet in terms of technology integration issues that these institutions are seeing in their 1:1 Laptop Programmes in an international school setting.</p>		
10/31/2014 (3 hours)	<p>Follow up email for schools that have not replied to the survey.</p> <p>Complete research and culminating Middle Years Programme (MYP) planner for LoTi Heat Lesson Evaluation</p>	<p>(PSC 3.2/ISTE 3b) (PSC 3.7/ISTE 3g)</p> <p>(PSC 1.4/ISTE 1d)</p>
<p>Reflection: Having followed up on email for responses, spent the morning developing the new MYP Unit Planner around a reflection process from LoTi called H.E.A.T (Higher-Order Thinking, Engaged Learning, Authentic Connections, Technology Use) – by adding the H.E.A.T Lesson Scoring Framework to the reflection cycle on an MYP Unit Planner. Aware that I need to follow up with MYP Coordinator and Group Leaders at this point as some groups are very au fait in using this planner as pilot subject groups – others are very new to it this year. It would seem that SAMR has been used across the international school landscape so this might be a new way of getting teachers to think about authentic technology integration and reflection through the new MYP Unit Planner.</p>		
11/10/2014 (1 hour)	Atlanta Design Challenge meeting	(PSC 1.2/ISTE 1b)
(3 hours)	Complete research and culminating Middle Years Programme (MYP) planner for HEAT/CIT Unit Planner / Lesson Evaluation	(PSC 2.2/ISTE 2b) (PSC 2.6/ISTE 2f)
<p>Reflection: At this point, while data was coming in from the international community, I am still struggling to get to where I know the faculty that will be knowledgeable enough to work on a Unit Planner and test out the various technology integration tools in their curricular planning. However, our school is participating in the Atlanta K-12 Design Thinking Challenge and I attended a meeting (by Google Hangout) today with the working group at the school. This might be an opportunity to use the design thinking protocol rather than a survey to activate interest in the faculty by offering some Professional Development somewhere in our busy schedule (which would, most likely have to be after school and on a volunteer basis) to try and get faculty to think about their professional development in technology for teaching and learning. This might identify the strongest faculty to work on reflecting on the use of unit planners that are designed to reflect not only on MYP curriculum framework, but on technology as well.</p>		
11/12/2014 (6 hours)	Atlanta Design Challenge Summit – Trees Atlanta	(PSC 2.6/ISTE 2f)
<p>Reflection: An ah-ha moment. During the day, the team from the school worked through the design challenge protocol.</p>		



**Empathize** – instead of sending out a survey, I would devise an empathy exercise that faculty could participate in to help me **Define** their professional development needs. My thinking here is that if the faculty tell me what they want, they will come along on a volunteer basis, as it is likely that I will not be granted formal time to work with them. From that point, I’ll design and **ideate** short professional development (PD) sessions on the ideas (still musing as to when would be the best time to do these...). When design, **prototype** and use short feedback surveys for those who attend and **Test** this out. I discussed this briefly with my mentor who gave a green light.

11/13/2014 (1 hour)	Ways to get baseline data information without actually doing a survey	(PSC 1.2/ISTE 1b) (PSC 5.1/ISTE 4a)
Reflection: Tinkered with using Padlet to do this. As we are ramping up for Hour of Code after Thanksgiving, can I ride on the back of some after school PD that we are giving...?		
11/21/014 (2 hours)	Complete research and culminating Middle Years Programme (MYP) planner for T-PACK Unit Planner / Lesson Evaluation	(PSC 5.1/ISTE 4a) (PSC 5.3/ISTE 4c)
Reflection: Have completed the three Unit Planners and the augmented components for teacher to test out during their curriculum planning for deepening their gait to technology integration. Now all I need are the test subjects and willing participant teachers. Learning that getting authentic buy in a slow process – especially in November with so many disruptions to our school schedule. School on PD for two days next week – then Thanksgiving. I have been given a role in the K-12 Hour of Code on the 10 <sup>th</sup> of December. This might be a place to kick off the Padlet conversation. At this moment, it’s still looking like after school for PD – but not really conducive – so few faculty members will come after school! Also worried about using the three very different measurement tools. From Design Thinking, perhaps I should “narrow this flair” – in that perhaps one tool should be focused on to evaluate deepening technology integration into curriculum planning. Might have to target the stronger departments that have more planning experience using the new MYP planner. Design, Individuals and Societies.		
12/10/2014 (3 hours)	Hour of Code as a way in for engagement	(PSC 4.2/ISTE 5b) (PSC 5.2/ISTE 4b)
Reflection: Worked with faculty and students on The Hour of Code by creating a website for easy access to the protocols for the day and scheduled in time to work with groups of classes and with teachers. <a href="https://sites.google.com/a/aischool.org/hour-of-code-2014/">https://sites.google.com/a/aischool.org/hour-of-code-2014/</a> Many teachers came along at lunchtime – this has me thinking. When I was visiting International Baccalaureate in Bethesda a couple of years back, I attended a “Lunch and Learn” – where there were presentations by staff or guest speakers. People brought their lunches and it was well attended. What if we did Lunch and Learns as a way of prototyping and testing a time for activating PD, with follow up in classes after, giving me an opportunity to work with engaged faculty in their curriculum planning and introduce them to the augmented unit planners that I have designed from SAMR, TPACK and HEAT? I’m still thinking at this stage I will have such a small number of educators that I will not have enough to authentically test all three. I like LoTi HEAT the best as it seems to lend to the reflection cycle in the new MYP Unit Planner. Flair and Narrow?		
12/11/2014 (3 hours)	Getting the Design Process Started! Empathy	(PSC 4.2/ISTE 5b) (PSC 5.2/ISTE 4b) (PSC 1.2/ISTE 1b)
Reflection: So today I sent out the following email:		

Chris Stephenson <cstephenson@aischool.org> 12/11/14

to Secondary, Administration

Greetings faculty!

Did you have a go at The Hour of Code and achieve your certificate? Did you share with your students? I'm hearing some wonderful stories of that hour flying by with the pursuit of learning code and destroying green piggies!



...science teacher piggy looks nervous...

Hungry for more? I want your needs and ideas! Starting January, I will be delivering some Secondary School prototype "Lunch and Learns" for technology integration. On the first, second and third Wednesdays until Spring Break, you will have a chance to explore a different technology each Wednesday for teaching and learning.



You tell me what you want (what you really really want!) as an empathy exercise below and we will define and ideate into a meaningful experience for your professional practice. Consider your goals - is there something that we can do to help?

Click to the Padlet below and toss your idea into the ring. I'm excited to see the fun possibilities!



[Click here.....CLICK HERE....go on...you know you want to click click click here...](#)

Chris Stephenson  
Secondary School (MYP / DP) Technology Integration  
ATLANTA INTERNATIONAL SCHOOL

...directing our faculty to a Padlet to ring fence their ideas for Lunch and Learn PD's that I would like to offer. This was met with a little confusion from my mentor:

Re: Your technology integration needs...

Chris Stephenson <cstephenson@aischool.org> 12/11/14

to Alan

I told you that I was going to work with on this as part of my capstone. Ideally I just need a couple of people to work with...and you said that sending out a Google Form would not be a great idea at this time of year so thought a Padlet might be a way. Even if I get one person interested I'm willing to put the work in to develop some professional development. It's good experience - even if there's just a few people. I need to develop a portfolio of work if I'm going to prove I can do this...at the moment (and you know I'm going to be frank) I'm not doing very much. I get the odd person asking me to come and set up a blog, or show them something...but I need to show that I can get things off the ground. In the true spirit of design thinking...and if it fails it fails. I'm sure I told you that this was my thinking! Else I won't have a capstone. That will certainly jeopardize my final semester.

Either way, if you need me to retract, I'll retract.  
C

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On Thu, Dec 11, 2014 at 8:24 PM, Alan Preis <apreis@aischool.org> wrote:


Hi Chris,

I'm guessing that I may have missed something here but I usually like to be looped in and ideally discuss these sorts of things as a team before sending out announcements to faculty/staff...did I miss something?

Alan

...thus a further conversation was merited. Learning that constant communication is vital – and before hitting the send button, there might need to be clarification. That said, it was worked out and I have been sanctioned to continue. Will monitor Padlet populating until Winter Break.

Will synthesize data to all the stakeholders in January 2015 and put the “Lunch ‘n’ Learns on the calendar.

I subsequently spent part of my next morning personally following up on that email. Reaching out to teacher that I knew would work with me, or I had build good relationships with or who were inquisitive about using technology for teaching and learning in our informal discussions.		
12/17/2014 (1 hour)	<a href="#">Padlet information</a> – Empathy Exercise with Defining needs	(PSC 1.2/ISTE 1b) (PSC 5.1/ISTE 4a)
Reflection: It is looking like I won't have a whole lot to define. I'm supposing that it's the run up to the Winter Break, which means faculty who are unlikely to be focused beyond that point. So limited feedback – but enough to set up a series of Lunch and Learns in January – March 2015 that might refine the faculty that are ready to work on deepening their 1:1 laptop skills for curriculum planning for teaching and learning.		
 <p><b>Empathy: What technology would you like to "Lunch and Learn with for Teaching and Learning?"</b> Post below your technology ideas that you would like to explore to deploy with your students in a "Lunch and Learn" - a 35 minute burst every 1st, 2nd and 3rd Wednesday of the month. Please put your name, grade level you are aiming for and the technology you would like to explore. See the example! Want to post? Double click anywhere on the blue sky and fill out the "post-it". Click outside the post-it to "stick".</p> <p>Using the stuff that comes on your Apple computer!</p> <p>Fonts and Google Plugins for students with learning difficulties</p> <p>Chris S/Padlet How do I use Padlet with a class to get their ideas for a collaborative project?</p> <p>Year 1 (6th Grade) History: Planning for Egypt Website Post your ideas here for a collaborative website for the 2nd Grade!</p> <p>Lisa C How can technology be incorporated into middle school counseling?</p> <p>Jodi Bray/IT Help Desk Who is IT and what do we do? A "Lunch and Learn" that explains who we are and what services we provide to the students.</p> <p>Using Flubaroo for formative assessment</p> <p>Connecting to a SMART Board and the tools of the trade!</p> <p>Sharing student documents- when work is completed on the computer, what's the best way for them to hand it in?</p> <p>Using Quicktime in the classroom for audio and video recording</p>		
When I get back from Ireland on Winter Vacation, I'll set up a website to house the training.		
01/02/2015 (5 hours)	Set up website for training – email specialists for assistance	(PSC 2.6/ISTE 2f) (PSC 5.2/ISTE 4b)
Reflection: As I defined the Lunch and Learns, I realize that I am not really an expert in Flubaroo and Goobric. I need help. So have reached out to a few of the faculty that are using these tools successfully. Many are attending the Google Southern Summit at the end of January, so there might be more opportunity to identify a working group there too. Will need to talk to: Skip R – QuickTime Alan P – SmartBoards Jason S – Assistive Technology (could Response to Interventions be included here?) Lisa C – Digital Protection (more of what she would want to see) Chris A – Flubaroo and Goobric (met with him before Christmas for one hour – included in time here)		
Designed the following website to house all the training and to use for evaluation and feedback. <a href="https://sites.google.com/a/aischool.org/technology-integration/home">https://sites.google.com/a/aischool.org/technology-integration/home</a> Will begin on Wednesday 14 <sup>th</sup> January. Need to get announced at Monday meetings, on the faculty bulletin and secondary school wide email. Follows are journals for each of the Lunch and Learns. The process was the same each week – announcement in faculty bulletin, Monday faculty meeting, and faculty-wide email on Tuesday afternoon and again on Wednesday mornings.		
01/14/2015 (2 hours) (Each Lunch and Learn below lasts 30 minutes but time includes set up and website updates and reflections post meeting)	Lunch and Learn – IT Operations versus Technology Integration Objective of the meeting: A question and answer panel with the IT Help Desk Manager and the Technology Integrationist as to what our distinct roles are and to answer any trouble shooting questions that might be out there given that these roles are new to AIS this year.	(PSC 5.2/ISTE 4b)

<p>Reflection: As was the first one, I had secured a classroom close to the cafeteria so that faculty could grab lunch if needs be. I also provided some snacks. Four-faculty members came and one staff member. – A history teacher, an ICT teacher and the Director of 21<sup>st</sup> Century Teaching and Learning. The manager of the Business and Copy Center also came along. Questions were general from the history and ICT teacher. The Business Center Manager had an infantry problem that he wanted to solve using databases and we discussed some possible solutions.</p>		
01/21/2015 (2 hours)	Lunch and Learn – Chrome Extensions, plugins and other Google Stuff (Guest Teacher speaker who is using Flubaroo, Goobric and Octopus in the classroom).	(PSC 5.2/ISTE 4b)
<p>Reflection: Two Teachers – the same historian from last week and a teacher with whom I’ve been working in language and literature classes. Guest teacher demonstrated the add-ons and I would expect that this would go beyond a 30-minute demonstration. Teachers were actively encouraged to evaluate their own subject areas and schedule time with me should they wish to pursue the use of these any further</p>		
02/4/2015 (2 hours)	Lunch and Learn – QuickTime uses in the Classroom	(PSC 5.2/ISTE 4b)
<p>Reflection: Two new teachers this week – both Language Acquisition – Chinese and Spanish. Were very keen to use this with their classes to practice speaking and listening skills. Teachers were actively encouraged to evaluate their own subject areas and schedule time with me should they wish to pursue the use of these any further</p>		
02/11/2015 (2 hours)	Lunch and Learn – Assistive Technology and tools for differentiation	(PSC 5.2/ISTE 4b)
<p>Reflection: We had to change the rooms for this meeting this week due to testing in the middle school. No one showed up! I honestly thought that this one would be really big as differentiation due to a new reporting structure in AIS (Response to Intervention (RTI) started as a real focus this year. However, an email after the session indicated that my usual teachers had gone to the old room. Wondering (with humor) if faculty actually read email! I had sent two to indicate the change in location. However, resources remain on the website and it would seem I have a small working group interested to go forward. After the next lunch and learn I will reach out to them.</p>		
02/18/2015 (2 hours)	Lunch and Learn – SmartBoard Stuff	(PSC 5.2/ISTE 4b)
<p>Reflection: At this point, two faculty members have consistently come along to the meetings – so I have emailed them to sit down and talk through the planner reflection process that can take place after Spring Break in a Unit of Inquiry.</p> <p>Response to email almost immediate plus two other teachers on board through conversations. Agreed to meet on Wednesday 25<sup>th</sup> of February during half day PD to discuss the details of their testing during a Unit of Inquiry post Spring Break. Subjects are  2 teacher’s of design (could split into product and digital – will explore at face to face – unsure of grade level)  ESL Teacher for a Unit of Inquiry in Geography (9<sup>th</sup>/10<sup>th</sup> Grade)  Teacher of History for Unit of Inquiry in Romans (7<sup>th</sup> Grade)</p>		
02/25/2015 (- hour)	Meeting with involved faculty about using the Unit Planning and evaluation tools in a Unit of Inquiry	
<p>Reflection: ARGH! Snow Day! Again! This impedes progress – not sure how long will be out and our half day PD time is now gone.</p> <p>Decided to use time productively – time to reach out again to those that had responded to the International School survey and many of the technology directors are keen to further the conversation. An additional resource of Shabbi L Director of Research &amp; Development, and Technology American School of Bombay was forwarded by Ed G as a possible point for contact for further research in the 1:1 laptops in international schools field.</p> <p>Have made planning appointments with the following faculty:</p> <p>History Teacher – Wed. 4<sup>th</sup> March  Design Teachers – Wed. 4<sup>th</sup> March  ESL / Geography Teacher – Wed. 4<sup>th</sup> March  Language Acquisition Teachers</p>		
03/04/2015 (2 hours)	Meeting with involved faculty about using the Unit Planning and evaluation tools in a Unit of Inquiry	(PSC 5.2/ISTE 4b) (PSC 1.2/ISTE 1b)
<p>Reflection:  There were four meetings in total with four members of faculty who have been attending the Lunch and Learns. They are</p>		



<p>all open to using the new idea of unit planning to work through an existing planner, think through the current level of technology integration and self reflect. The next step was explained – in that I would do some classroom walkthroughs using the CIT and the HEAT index. They agreed to this – although I will schedule these in advance and not just “drop in”. The idea is to think about consistent integration of technology and not a “gotcha” – earning trust in this as a system of deepening technology integration and, ergo, sustaining the use of 1:1 laptops</p>		
03/04/2015 (2 hours)	Lunch and Learn – Cool Tools for Teachers	(PSC 5.2/ISTE 4b)
<p>Reflection: Had the highest turnout for a Lunch and Learn. Today’s Meet was very popular in discussion – as was the introduction of Richard Byrne’s Blog “Cool Tools for Teachers” – which prompted exploration and many questions.</p>		
03/18/2015 (- hours)	Lunch and Learn – What gets students into trouble?	(PSC 5.2/ISTE 4b)
<p>Reflection: Had to move this particular Lunch and Learn to Wednesday 25<sup>th</sup> March as I was out of town at a conference. Scheduled PD Day will make this a difficult move. Will review to see if can push to a Tuesday Lunchtime instead.</p>		
03/24/2015 (3 hours)	Lunch and Learn – What gets students into trouble? Planning meeting with History Teacher	(PSC 5.2/ISTE 4b)
<p>Reflection: Met and presented this with the school counselors who wanted this session and, as it turns out, it was aligned to what I had signed up for with a collaborative session about keeping students safe online for another ITEC course.  Met with Language Acquisition Teachers. Reluctant to pilot and participate.  Met with History Teacher and planned an MYP Year 2 Unit of Inquiry to include technology. Will do walkthroughs in first two weeks of April using HEAT analysis that we discussed on 4<sup>th</sup> of March to align discussions as to how to deepen the technology integration with the students as part of ongoing teaching and learning in common units of assessment like this. Testing season is upon us – this could get disrupted.</p>		
03/30/2015 (5 hours)	Final unit plans and pre-walkthrough meetings with volunteer faculty: John D Chris A Tim M	(PSC 1.2/ISTE 1b) (PSC 5.2/ISTE 4b)
<p>Reflection: Prior to the walkthroughs, I outlined the following process with the teachers:</p> <ol style="list-style-type: none"> <li>1. Prior to the lesson, score the lesson using the provide HEAT Rubric</li> <li>2. I would use the same rubric during the lesson and take notes. Post lesson, we could consult, compare scores and look at observations and feedback during the lesson</li> <li>3. After observation of two lessons, revisit the unit planner, tweak reflections in the “during teaching” section of the unit planner and realistically look at the technology integration suggestions for teacher to enact either in a forthcoming lesson (with integrationist support of the 1:1 laptop use) or to bear in mind for teaching of this unit next year.</li> </ol>		
03/27 (8 hours)	Atlanta Design Challenge – All schools meeting  Complete research and culminating Middle Years Programme (MYP) planner for HEAT/CIT Unit Planner / Lesson Evaluation and an opportunity to discuss with peers for review in the process	(PSC 5.2/ISTE 4b)
<p>Reflection: This was a good time to reflect on the work done to date. It has been extraordinarily difficult to engage teachers in this process – perhaps due to my “newness” in the position or their perception that I was still the “Geography Teacher”. In addition, there was little if any focus on technology placed in the professional development areas this year. However, Tim</p>		

