Standard 1.3. Curricula incorporate “authentic” real-life contexts that are responsive to the needs, skills, goals, and interests of adult students in their roles as workers, family and community members, and lifelong learners.

1. Describe the technology resources available to the students. What kinds of hardware and software are available to the program for students?

2. Describe ways that students use computers and/or other technology on a regular basis and for what purposes.

3. Describe your role in assisting the instructors with integrating technology into the curricula and instruction.

4. Describe ways technology is used to prepare students for next steps: postsecondary education and career readiness.

Standard 1.5. Instructional methods and practices reflect a variety of approaches to implement the curriculum.

1. How does the program identify educational software, and other technology including smart phones, smart boards, and Internet sites that can be used to supplement instruction? How do you and instructors learn of these resources? Describe how teachers are trained to use these resources effectively.

2. Describe your duties as the technology coordinator.
   How many hours per week, and weeks per year do you devote to this function?

3. Is the program involved with distance learning for students?
   If yes, describe your role in distance learning with staff and/or students.
IPQ #5: Program continuous improvement planning embodies effective organizational structures and processes to serve the needs of adult students.

Standard 5.1. The continuous improvement planning process is purposeful, ongoing, and systematic, and is focused on the program’s effectiveness in supporting learners in the attainment of language and literacy skills.

1. In what ways are you involved in continuous improvement planning activities?
   (e.g., staff meeting attendance or other program based meetings)

IPQ #6: Exemplary professional development opportunities enhance educator professionalism to provide quality instruction for students.

Standard 6.1. The program uses an integrated process for program and professional development, and provides adequate staffing to lead that process.

1. Describe your recent professional development activities.
   Describe some current and future needs for professional development.