

**This is a basic guideline for researching and gathering information for making a sound resource decision.**

<b>Step 1 - Define</b>	<b>Determine and define the exact 'need' that we are attempting to address. What do you hope to gain from the resource? answer below. Curriculum priority standards, learning targets and proficiency scales.</b>
<b>Step 2 - Research</b>	<b>Research other districts similar in size to determine what they are using. Check out edreports.org, and Nebraska instructional Materials Collaborative (nematerialsmatter.org and <a href="https://nematerialsmatter.org/im-map/">https://nematerialsmatter.org/im-map/</a> ) School performance can be found on the NDE website under the State of Schools Report. (<a href="https://www.education.ne.gov/state-of-the-schools-reports/">https://www.education.ne.gov/state-of-the-schools-reports/</a>) Examine OER opportunities such as the Nebraska Materials Collaborative Hub (<a href="https://www.oercommons.org/hubs/nebraska">https://www.oercommons.org/hubs/nebraska</a>).</b>
<b>Step 3 Gather Data. Fill out the Price/Resource matrix.</b>	
<b>Step 4 Obtain Samples and determine availability and scheduling perimeters of school/district presentations and/or piloting of products</b>	
<b>Step 5 Review Samples Verify and/or update information from the matrix in step 3. Be sure to analyze the level of rigor and alignment.</b>	
<b>Step 6 Schedule a meeting with the Director of TNL to review steps 1-6. Note: once the director is involved, the next steps become more formal and with closer guidance.</b>	
<b>Step 7 Complete a compatibility Matrix This may be done with or without a formal company presentation.</b>	
<b>Step 8 Determine if a pilot is needed Director of TNL and curricular team review the findings to determine if a pilot is needed. TNL will schedule and monitor the pilot throughout the process.</b>	