iPad Application and Web Tool Review Process

About The Process:

The Instructional Resources Department is committed to ensuring that all instructional materials and supplemental tools are aligned with curricular goals and safe for student/teacher use. The process that is undertaken to review apps and web tools involves a multi-tiered collaborative review system that evaluates each resource based on the following factors:
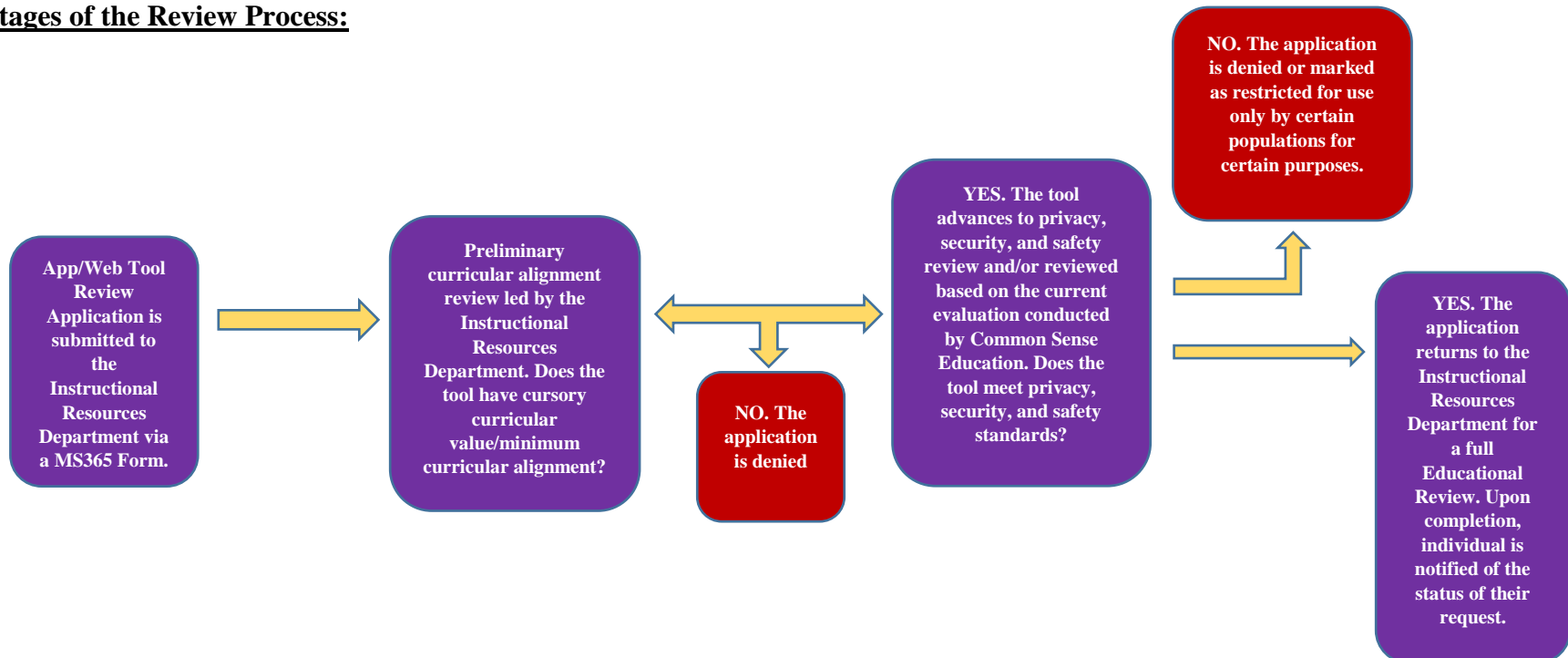
I. Curricular Alignment
II. Data Privacy
III. Security
IV. Internet Safety
V. Technical Specifications (if applicable)

Stages of the Review Process:

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App/Web Tool Review
Application is submitted
to the Instructional
Resources Department
via a MS365 Form.
        │
        ▼
Preliminary curricular
alignment review led by
the Instructional
Resources Department.
Does the tool have
cursory curricular
value/minimum curricular
alignment?
        │
        ├──► NO. The application is denied
        │
        ▼
YES. The tool advances to
privacy, security, and
safety review and/or
reviewed based on the
current evaluation
conducted by Common Sense
Education. Does the tool
meet privacy, security,
and safety standards?
        │
        ├──► NO. The application is denied or marked as restricted for use only by certain populations for certain purposes.
        │
        ▼
YES. The application
returns to the
Instructional Resources
Department for a full
Educational Review. Upon
completion, individual is
notified of the status of
their request.
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The Multi-Tiered Collaborative App or Web Tool Review:

I. Curricular Alignment: The curricular alignment review is undertaken in two phases, a preliminary review phase to ensure that review of the app or web tool is an effective and efficient utilization of personnel resources and a detailed curricular alignment review. It is not feasible to have an app or web tool that has no curricular alignment or instructional value reviewed by multiple stakeholders. Even if the app or web tool is deemed admissible in the areas of privacy, internet safety, and security, the governing factor of curricular alignment would still cause the app or web tool to be denied. Curricular alignment reviews apps and web tools for the following-

A. *Curriculum Connections*- Will the app or web tool reinforce skills that are clearly connected to targeted Texas Essential Knowledge and Skills concepts/objectives and/or International Society for Technology in Education Student Standards? Will the app or web tool reinforce skills that are prerequisite or foundational skills for targeted Texas Essential Knowledge and Skills concepts/objectives and/or International Society for Technology in Education Student Standards? Content is also appropriate for the grade level that will be interacting with it.

B. *Authenticity*- What is the level of authenticity with respect to the skills that are practiced within the app or web tool? Are skills presented in an authentic format that provides learners with a problem-based learning format or are the skills practiced in a rote or isolated fashion?

C. *Feedback*- Does the app or web tool provide specific feedback designed to improve student performance? Is data available electronically to both the learner and teacher? Is feedback limited to only the correctness of learner responses?

D. *Differentiation/Accessibility Features*- Does the app or web tool offer the learner flexibility to support meeting individual student instructional needs? Does the app or web tool transition to the level most appropriate for the learner based on learner responses? Does the app or web tool provide various modalities of instruction (written, video, audio)? If used with a touch screen device, can the learner draw, develop, type, and manipulate items using the touchscreen? Does the app offer multiple accessibility features?

E. *Ease of Use*- Is the app or web tool designed in such a way that learners are able to successfully launch and navigate within the resource independently?

F. *Engagement*- Is the app or web tool designed in such a way that students will be engaged and exceptionally motivated to use the tool? Would a learner want to use this app or web tool without prompting? Would the resource be a students' first choice if given the opportunity to select?

G. *Tool Features to Support Skill Attainment*- Will the app or web tool allow the learner to import a file, graphic, or content into the platform? Can the learner export, email, or network share a finished product? Are written instructions or screen prompts (at the appropriate reading level) embedded within the app or web tool?

H. *Bloom's Taxonomy*- Which level of Bloom's Taxonomy can the app or web tool support?

II. Data Privacy- This area reviews the app or web tool in relation to privacy practices and policies such as, but not limited to:

- The collection of information (including PII-personally identifiable identifiers and indirect identifiers or metadata about the users interaction with the resource
- FERPA (Federal Educational Rights and Privacy Act of 1974) considerations
- Terms of Use/Service Agreements
- Notification of changes to policies (who and how)
- Children's Online Privacy Protection Act (COPPA) considerations
- Geolocation data collection
- Biometric data collection
- Behavioral data collection
- Web beacons, cookies
- Developers' ability to access stored contact/associate information
- Third party data collection and sharing considerations
- Intellectual Property rights to collected data
- Developer/vendors' rights or limitations to data collected from learner/user interactions
- Developer/vendors' response to notifications of alleged copyright infringement of data collected
- Opt-in and Opt-out communication preferences
- Access, correction, retaining, deletion, and exporting of data
- Data transfers in the event of a bankruptcy, merger, or acquisition

III. Security- This area reviews the app or web tool in relation to security policies and confidentiality such as, but not limited to:

- Data transmission
- Data storage
- Data protection
- Security measures used to protect the confidentiality of users' personal information
- Developer or vendor's response in the event of a data breach.
- Data encryption practices

IV. Internet Safety- This area reviews the app or web tool in relation to the online safety of users. These considerations include items such as, but not limited to:

- Identity protection
- Advertisements
- Account management
- Settings and control features
- Passwords

V. Technical Specifications- This area reviews the app or web tool in relation to the type of technical support that will be needed to install, utilize, and sustain the tool. Required/recommended operating systems, space requirements, and other technical components are carefully reviewed to ensure that the resource can reasonably be supported with current systems.