

8 important steps for successful implementation

Below you will find experience gathered from best practice and research about the implementation of ICT solutions in education since the 1990's. Nota bene! It is not about the software/the application - it is about the process for improving teaching.

1. Prioritize and set time aside for it.

Think of it like this: We have been able to prioritize other things before. If we now all agree that improving teaching is priority number one we can prioritize that instead

2. Set objectives in your project plan

Lesson observations will become an important part of professional development at your school. Write a project plan with a vision, objectives and actions.

3. Communicate – “Together!”

All staff needs to understand “why” and “how”. Use your project plan for this. The principal must lead the way. Repeat and repeat again.

4. Organize for smooth usage

Appoint resources. 1. Who is handling internal support. 2. Who is in contact with BRAVOLesson's support team. Overall responsibility = the principal. Always!

5. The “right” features and a guide

Decide on the “right” features that you will start with in BRAVOLesson. You don't have to use all the features. Create a local and internal guide: “This is how we do it.”

6. Training to make all users relaxed

Train your staff so that they all feel **they** can use BRAVOLesson efficiently. Let the team instruct each other. All staff will not need the same amount of training.

7. Together – have fun – celebrate!

Don't be so formal. We can all learn more and improve. Working together and getting feedback is more fun than working alone. Celebrate improved teaching!

8. More inspiration

At www.bravolession.com you can find more material and videos about how to improve teaching. Feedback – Collaboration – Great Teaching!

