Choosing & Using Educational Technology: 7 TIPS FOR SUCCESS

1. **Align technology to course objectives**
   Instruction should drive technology, technology should not drive instruction.

2. **Consider the cost**
   Ensure technology is affordable for both you and your students.

3. **Keep it easy**
   Choose technology with an easy learning curve, and provide short tutorials or job-aids for use.

4. **Don’t forget privacy and accessibility**
   Ensure technology is accessible and include a link to the company’s accessibility page and privacy policy, and have an alternate plan for students who need additional accommodations.

5. **Increase student-to-student interaction**
   Look for tools that allow students to collaborate online, either synchronously or asynchronously.

6. **Engage your students**
   Hold live online interactions or virtual office hours with your students to increase engagement.

7. **Promote Community Learning**
   Choose technology that supports a community of learners within your online classroom.

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