

How **MIGHT** technology assist you?

Functions	How do you do it now?	What technologies might you use to do this more effectively and/or efficiently?
Conduct needs assessment/front end analysis		
Present professional development events		
Provide TA, consultation, coaching, mentoring		
Disseminate news, updates, documents		
Host/facilitate meetings or conferences		
Facilitate collaborative processes		
Build and strengthen relationships		
Evaluate activities and programs		
Facilitate social learning		
Exchange information with others		
Enhance service delivery		
Conduct research		
Manage projects		
Manage data (including collection, analysis, reporting)		
Other		
Other		

Examples of various Technologies for Different Purposes of Communication

One-Way Asynchronous Communication	Two-Way Synchronous Communication	Asynchronous Synergistic Communication
Print-based document (e.g. Word, PDF, PPT, Keynote)	Text-based live chat	Online survey
Quick start guide	Telephone conferencing	Course/Content Management System
Podcast	Video conferencing	Community of Practice
Webcast	Webcast, Webinar	Multiuser Virtual Learning Environment (MUVE)
Video, vidcast	Online meetings spaces	Bulletin board, news group
Mobile phone based dissemination (M-learning)	M-learning	M-learning
Media sharing sites		Chat room, threaded discussion, list serv
Archived class, lecture, web event		Blog
Rapid e-learning modules (e.g. PPT to Flash video)		Vlog
Just-in-time electronic help resources		Wiki
Resource/information repositories		Online consultation
Searchable Knowledge Bases		Social Networking
		Shared software systems (e.g. Google docs, Google Sites)
		User's groups