

This form is for the purpose of insuring we have software that is compatible with our technology infrastructure, have engaged in a rigorous analysis to provide high quality software to teachers and students and have a complete software inventory.

**FERNDALE SCHOOL DISTRICT NO. 502**  
**Request for Approval of Instructional Software**

**PROGRAM TITLE:** \_\_\_\_\_ **SUBJECT:** \_\_\_\_\_

**PUBLISHER:** \_\_\_\_\_ **COPYRIGHT DATE:** \_\_\_\_\_

**AMOUNT:** Single Lab Pack Network Site License **COST:** \_\_\_\_\_

**GRADE LEVEL:** \_\_\_\_\_ Primary (Pre-K-2) \_\_\_\_\_ Middle (6-8) \_\_\_\_\_ Staff Only (PD)  
\_\_\_\_\_ Intermediate (3-5) \_\_\_\_\_ High (9-12)

**HARDWARE REQUIRED:** \_\_\_ MAC \_\_\_ PC **RAM required:** \_\_\_\_\_  
\_\_\_ Video \_\_\_ Sound System \_\_\_ Other: \_\_\_\_\_

**PROGRAM TYPE:** \_\_\_\_\_ Simulation \_\_\_\_\_ Tutorial \_\_\_\_\_ Teacher Tool  
\_\_\_\_\_ Problem Solving \_\_\_\_\_ Assessment \_\_\_\_\_ Graphics  
\_\_\_\_\_ Data base \_\_\_\_\_ Drill & Practice \_\_\_\_\_ Informational  
\_\_\_\_\_ Spreadsheet

**Do we need to purchase technical support?** \_\_\_\_\_ Yes \_\_\_\_\_ No

**Overall this is recommended because:**  
\_\_\_\_\_ it supplements the curriculum  
\_\_\_\_\_ it is developmentally appropriate for differentiation of instruction

**Appropriate group instructional size:** \_\_\_\_\_ individual \_\_\_\_\_ small group \_\_\_\_\_ class computer lab

**Is this** \_\_\_\_\_ **supplemental or** \_\_\_\_\_ **basic part of the curriculum? For which**  
**course** \_\_\_\_\_

**EXPLAIN HOW THIS SOFTWARE ENHANCES YOUR COURSE BEYOND MATERIALS CURRENTLY AVAILABLE TO YOU:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Funding source:** \_\_\_\_\_ **Building** \_\_\_\_\_ **Teaching & Learning**  
\_\_\_\_\_ **Title, LAP** (please circle)  
**Other** \_\_\_\_\_

YES	NO	TECH QUALITY	EXCELLENT	GOOD	WEAK	NA
		Free of program errors				
		Creative				
		Interactive & Engaging				
		<b>EASE OF USE</b>	<b>EXCELLENT</b>	<b>GOOD</b>	<b>WEAK</b>	<b>NA</b>
		Clear instructions				
		Pacing can be controlled				
		Readable format				
		Sound control				
		<b>CONTENT</b>	<b>EXCELLENT</b>	<b>GOOD</b>	<b>WEAK</b>	<b>NA</b>
		Accurate & relevant				
		Free of sexual stereotypes & biases				
		Motivational				
		Self-evaluating				
		Print capability				

**ADDITIONAL COMMENTS:**

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**Technology Committee Comments:**

**Signature of Evaluator:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature of Principal:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature of Program Director:** \_\_\_\_\_ **Date:** \_\_\_\_\_

FERNDALE SCHOOL DISTRICT NO. 502  
Request for Approval of Software

***Instructional Software:***

Teacher



Submit approval form to building Principal

Principal



Principal signs approval, and submits approval form to Program Director

Program Director



Program Director signs approval, and submits approval form to Teaching & Learning. T & L routes as needed.