Project Staff Interview Protocol

Personal Background

1) Please tell me about yourself.
   a. What is your current role? How long have you had this position?
   b. How long have you been involved with this ITEST project?

Project Background

2) Where you involved in the planning of the project?
   a. If so, please tell me a little bit about the planning process?
      i. What external/contextual factors had an influence on the design of the project?
         Probe for:
         1. Resources (or lack thereof) in the local community or schools
         2. Local school district initiatives
         3. Priorities of your institution
         4. Priorities of other local institutions
   b. If not, how were the project's key goals communicated to you?
      i. Have those goals changed since the beginning of the project?

Project Participants

3) Who participates in the program? Probe for:
   a. Special characteristics of participants
   b. Numbers of participants

4) Do most participants persist through the entire program?

Project Activities

5) Briefly describe what your project does.
   a. Include activities and number of contact hours.
   b. Is there any variation in the experience of the participants?
   c. What technologies are used (or learned) by participants or by the project at large?
   d. How are technologies used (e.g., as a learning tool, for data collection, for data sharing, to disseminate findings)

6) Which strategies have been implemented well and what has facilitated implementation?

7) Which strategies have been the most difficult to implement?
   a. What is being/has been done to address these challenges?

8) How has the project evolved over time?
   a. What changes were made? Why?

b. Have these changes been effective?

c. What changes do you see (if any) going forward?

Evaluation and Outcomes

9) What have been the key short-term and long-term outcomes for the teachers involved in your project?
   a. How do you know?
   b. Do outcomes vary based on group (e.g., cohort, grade level, school)

10) What have been the key outcomes for the students involved in your project?
    a. How do you know?
    b. Do outcomes vary based on group (e.g., cohort, grade level, school)?

11) What have been the key contributions and benefits to the host institution (e.g., increased capacity, shifts in mission, etc.)?

Sustainability and Scale-up

12) What are the current plans for the project when the grant period ends?
    a. What resources are needed to continue the project?
    b. If you plan to continue in some way, what is the plan for providing the resources to support the project?

The ITEST Community

13) To what extent does your project interact with the LRC?
    a. What do you see the most important role or roles of the LRC?
    b. How would you describe your interactions with the LRC?
    c. What have you gained, if anything, from the LRC?