

# Technology Requirements Meeting Agenda

Reference Documents:

- [Ignite Reading School & District Technology Requirements](#)

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## Welcome/Introductions

- Purpose:
  - Review Technology Requirements document
  - Review key dates
  - Schedule IT Test Session Meeting

## Logistics

- Launch Date(s)
- Last Day of Program
  - Will the last day of the program be impacted by technology collection?
- Network/Software Updates
  - Are there any scheduled network or software updates that may impact Ignite Reading tutoring sessions?
  - What is your process for deploying your new releases to your schools?
- Additional Tech Contacts at each school site? Y/N?

## Technology Requirements/Important Links

- [Ignite Reading District & School Technology Requirements](#)
- **Status Pages for our Platforms:**
  - Status page for GSB: <https://goschoolbox.statuspage.io/>
  - Status page for LessonSpace: <https://www.thelessonspace.com/status>
  - Clever: <https://status.clever.com/>
  - Classlink: <https://status.classlink.com/>

## Schedule/Confirm IT Test Meeting:

- Needed:
  - A student device, student headphones, and student log in information or badge
- Steps:
  - Log into Clever / Classlink as the student
  - Ignite Reading will provide you with the student names of those we are testing
  - Log in to GoSchoolBox
  - Click on the test session
  - Ensure the camera and microphone are enabled
  - Click Join session
    - For your reference: [What it will look like for a student to sign in](#)

## Action Items & Next Steps

- Ignite Reading
  - Send out invitation for IT Test session
- School District IT
  - Complete Clever/ClassLink sync (if using SSO)
  - Complete IT Requirements checklist items