

This is the process to use when considering and trialing assistive technology (AT) for a specific student.

1. **AT should be considered once a year.**  
Select 1 of the 3 statements below for every IEP in SpEd Forms:

- No - AT is not needed. The student is able to independently accomplish tasks in all instructional areas using standard classroom tools.
- Yes - AT has been considered and is being used by the student. The student will \_\_\_\_.
- More data needed - AT has been considered and extended considerations are needed in the area of (deficit area). The following tools will be considered over (time frame): (list Assistive Technology).

- [Lighthouse Center for Vital Living](#)
- [NLSEC AT Inventory](#)
- [Region 3 AT Lending Library](#)

3. Use the [AT Consideration Guide](#) to decide what might be a good AT fit for this situation (Student, Environment, Task and Tools - SETT). This Google Doc can be used to guide AT consideration at every IEP and evaluation.

[illegible]

5. Document trial results in AT section, progress report, PLAAFP or PWN.

6. If successful, amend IEP and complete the [AT Decision Documentation Form](#) and send to Business Manager. If no tools found yet, document trials in the progress report or next IEP.

- Remember to consider AT at every IEP
- Add AT to the IEP agenda
- Revisit AT when reviewing the goals, services, and accommodations
- Data collection is an ongoing process