

Fairfax County Public Schools

Individual Technology Competency Record

Type or print in ink

Name:	Last	First	Middle	Employee No.
Home Address	Street	City	State	Zip Code

Validation of Technology Competency

_____	_____	_____	_____
License Holder's Signature	Date	Principal or Program Manager's Signature	Date

Directions: FCPS divided the eight state technology standards into two competency skill areas—operational (standards 1-4) and integration (standards 5-8). Options for meeting the standards in each of the two skill areas are listed on the back of this form. To complete this form, indicate how the competencies were met or demonstrated (e.g., course title(s), portfolio, model technology training, classroom observation) in the space below the list of standards in each competency skill area. Attach any necessary supporting documents and submit the form to your principal or program manager for verification. The principal or program manager will retain a copy of this record form in the work site files and return the original copy to the license holder to maintain.

Operational Competency Skill Area (Standards 1-4)**Verification**

1. Demonstrate effective use of a computer system and utilize computer software.
2. Apply knowledge of terms associated with educational computing and technology.
3. Apply computer productivity tools for professional use.
4. Use electronic technologies to access and exchange information.

(Principal or Program
Manager's
Initials and Date)

Indicate how the operational standards were demonstrated or met.

Integration Competency Skill Area (Standards 5-8)**Verification**

5. Identify, locate, evaluate, and use appropriate instructional hardware and software to support the Virginia Standards of Learning and other instructional objectives.
6. Use educational technologies for data collection, information management, problem solving, decision making, communication, and presentation within the curriculum.
7. Plan and implement lessons and strategies that integrate technology to meet the diverse needs of learners in a variety of educational settings.
8. Demonstrate knowledge of ethical and legal issues relating to the use of technology.

(Principal or Program
Manager's
Initials and Date)

Indicate how the integration standards were demonstrated or met.

FCPS Options for Meeting Virginia Technology Standards for Instructional Personnel

Options for meeting the standards in the two competency skill areas--operational and integration--are listed below. Detailed information about each of the options can be found in the FCPS *Guide for Implementing the Virginia Technology Standards for Instructional Personnel* (January 1999). The guide and other information related to implementing the Virginia technology standards for instructional personnel can be found on a at <http://www.fcps.edu/DIS/OITS/tsip>.

Operational Competency Skill Area (Standards 1-4)

Note: Standards 1-4 focus on skill in the use of a computer operating system and word processing, database, spreadsheet, multimedia-presentation, Internet, and e-mail software.

One or more of the following will serve to validate standards 1-4:

- Technology course(s)
- Technology operational skills course instructor
- Technology skills portfolio
- FCPS Online Operational Skills Technology Test-option not available after September 2003
- Other qualifying project, coursework, or training

Integration Competency Skill Area (Standards 5-8)

Note: Standards 5-8 focus on the integration of technology to support the *Program of Studies* and the *Virginia Standards of Learning*.

One or more of the following will serve to validate standards 5-8:

- Technology course(s)
- Technology integration skills course instructor
- Technology integration portfolio
- Technology integration lesson/presentation observed by principal or program manager
- Presenter on technology integration at a seminar or conference
- Publish an article on integrating technology into the instructional program or workplace
- Participate in an instructional/workplace technology integration project
- Other qualifying project, coursework, or training

Operational and Integration Competency Skill Areas (Standards 1-8)

One of the following will serve to validate standards 1-8:

- Elementary model technology training
- Middle school core teams
- High school Geosystems training
- Teacher of middle and/or high school technology-based course
- Technology portfolio
- Technology leadership and integration course certificate program
- Other qualifying project, coursework, or training.