

Learning and Teaching Resources Branch

(April 2006)

Planning

- Needs assessment completed that identifies why this resource is needed, and what content and form will best meet these needs
- Prospectus developed that outlines proposed content of resource for: guides to implementation, special education resources and parent resources
- Prospectus shared within Ministry and with selected stakeholders to obtain consensus on scope and content
- Existing resources inventoried for reference and repurposing
- Plan for distribution and marketing developed
- Contracts prepared for writers; may be with individual writer, team of teacher-writers, school authority or combination of above

Development

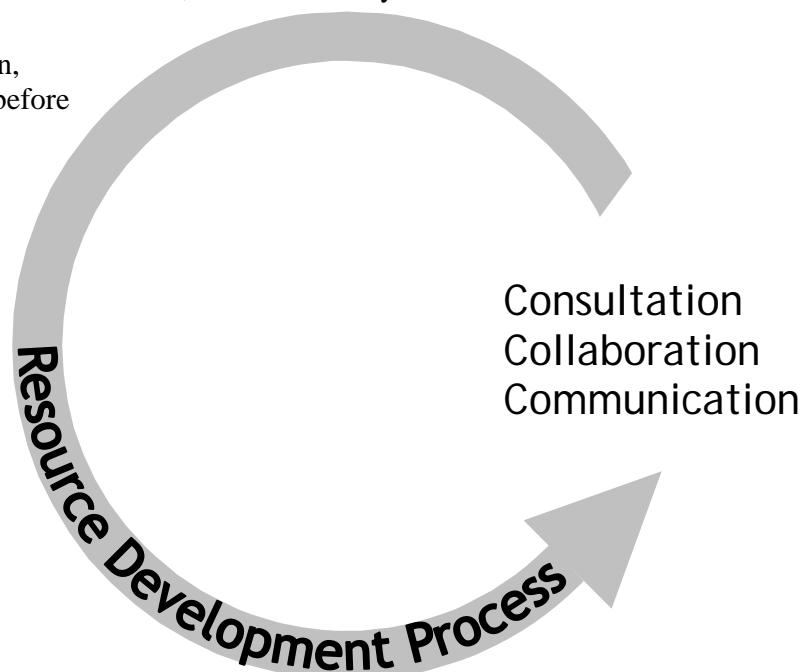
- Various drafts of resource written, reviewed internally and revised before field review

Review & Evaluation

- Review conducted with
 - focus group of teachers and stakeholders, or
 - teachers and stakeholders across the province
- Results of review compiled and analyzed
- Feedback used to make final revisions to resource

Production

- Final draft of content edited, formatted, cleared for copyright, prepared for publication
- Resource reviewed for recognizing diversity, promoting respect, being free of bias and prejudice
- Plan for distribution and marketing finalized in consultation with Marketing Unit, Learning Resources Centre
- Final draft forwarded for approval to publish
- Resource printed and/or posted online
- Complimentary copies distributed to all superintendents



External Partners

Alberta Regional Professional Development Consortia • Publishers • School Authorities • Western and Northern Canadian Protocol

Internal Partners

Alberta Children and Youth Initiative • Aboriginal Services • Curriculum • Field Services • French Language Services • Learner Assessment • Learning Resources Centre • Learning Technologies • Special Programs • Stakeholder Technology Branch