DISTRICT OPTIONS
Unit, Topic, Activities Configuration

Do you have a standard course descriptions guide?
Do you have a district curriculum template?
Do you have a standard setup for how teachers articulate learning experiences?

ADMINISTRATIVE FUNCTIONS
Calendar, Projection Schedules

Do you have a district calendar marked with non-instructional days?
What are the different schedules used within your district?
(elementary, middle, high school, block, 8 period, etc.)

DEPARTMENT & USER SET-UP

What are your district-wide departments?
Who do you expect to use EMBARC and in what capacity?

STANDARDS & COURSE SET-UP

What standards does your district use in each department? (State, National, Local)
Which courses are taught in each department?

LEARNING TARGETS

What process will your district follow for unpacking standards into learning targets?

COURSE DETAILS
UNITS TOPICS

How will you divide your courses into units and topics to create a scope and sequence to enter them into EMBARC?

ACTIVITIES

What content/student learning experiences are you including in each course?
What resources do you need to centralize in EMBARC?
(Online, Textbook, Google®, Websites)