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| **Criteria 1: Access** |  |
| Is the tool accessible by Windows and Mac users? | Yes and effortlessly with Chromebooks |
| Is the tool / product of tool viewable in a variety of web browsers? | Yes-most compatible with Chrome |
| Does the tool work well for those with dial-up connections? | N/A |
| Does the tool provide options that support ADA compliance? | No not yet but pending |
| Is the tool free? | Yes |
| Will the tool be around for a while? | Yes |
| **Criteria 2: Usability** |  |
| Do you have to create an account to use the tool? | Yes-Need a google account |
| Is the tool easy to use? | Yes |
| Does the tool have a robust and easy to use Help section? | Yes |
| Does anything have to be downloaded and installed on the computer to use the tool? | No and the Chromebooks are installed with GAFE |
| **Criteria 3: Privacy & Intellectual Property** |  |
| Does the tool allow you to restrict access of your work/your students' work? | Yes with Docs, the creator can choose to share with viewing only and/or editing capabilities |
| Does the tool protect your personal data (e.g. email address given when account created)? | Yes but cloud based programs are questionable |
| Does the tool allow you / your students to retain sole IP rights to the content you create? | Yes |
| Does the tool allow you to determine the copyright status of the content you've created? | N/A |
| Can you save a copy of the product to your desktop for archival purposes? | Yes and you can download docs as word docs, slides as power points, etc.  |
| **Criteria 4: Workload & Time Management** |  |
| Does the tool make it easy to track student work (for grading purposes). | Yes they can be exported to a spreadsheet |
| Does the tool support private and public commenting (for individual and group feedback)? | Yes |
| Does the tool provide for an RSS feed to track work via email or an RSS reader? | No |
| Is it possible to embed the tool into the LCMS you're using? | Not yet |
| **Criteria 5: Fun Factor** |  |
| Does the tool allow you to be creative during the learning process? | Yes but dependent on teacher comfort |
| Does the tool allow you to demonstrate creativity in the learning product? | Yes |
| Does the tool provide opportunities for different types of interaction (visual, verbal, written)? | Yes |
| Does the tool increase the perception of connectedness? | Yes |
| Does the tool encourage collaboration? | Yes |