

Grid 3 Trial Checklist

This checklist is designed to assist with the short-term loan of Grid 3 software. It can help the school team decide if a long-term loan is a good fit for the student. For additional resources, please visit SET-BC's [Data Collection for Assistive Technology](#).

Week 1

Task 1

- Receive the loan and coordinate with the school IT department. Set up Wi-Fi access.
- Determine a secure storage location and a plan to charge the technology.
- Inform staff who will support the trial on how to retrieve and store the equipment each day.
- Schedule a meeting to discuss the outcome of the short-term trial in 3-4 weeks.

Task 2

- Turn on the device and open Grid 3. Start the trial.
- Set up the user profile of the student. Follow the tutorial on setting up user profiles.
- Create a Smartbox account and a Dropbox account for the student. Follow the tutorial for setting up a Smartbox account.
- Add remote editors to the account, such as the student's SLP.
- If required, download additional SETBC grid sets from [Smartbox Online Grids](#). Use 'SETBC' as a search word to find sample grids.

Task 3

- Select a grid set* for the student's first session.
- Consider the set-up of the environment, technology placement, and the positioning of the student. Follow the tutorial(s) to set up the access method.
- Have your first student session! Make it fun. Keep it brief by using a 10-minute visual timer.
- As the student explores the activity, model language and comment about the experience. Another team member can observe and take notes.

*Try an activity that does not require the web or other software; other grid sets can be introduced at the team's discretion.

Week 2

Task 4

- Create a data collection method based on the goals for the student.
- Aim to practice the activity at the same time each day.
- Schedule time to plan next activities.
- Discuss progress and challenges with the school and SET-BC teams. Set-up training as needed.

Week 3

Task 5

- Continue to collect data on the student's daily sessions.
- Consider whether to add or edit grid sets.
- Update the school and SET-BC teams as needed.

Week 4

Task 6

- Meet with the team to review the data collected and give feedback about the trial.
- Decide whether to request Grid 3 for long term loan.
- Develop a training and implementation plan with the school and SET-BC teams.
- If returning technology, contact [SETdesk](#).