

## Handout 1: Organization and Presentation of Needs Assessment Data Reflection Questions

The organization and presentation of data for analysis can impact the efficiency of the data review as well as the ability of stakeholders to make meaning from the data. Furthermore, priorities for how data are presented during the needs assessment can impact decisions about the organization and presentation of the needs assessment tools at the local level. (For example, will you choose an online portal, Excel spreadsheet, or Adobe PDF?) In preparation for Developing Needs Assessment Module 5, reflect on the following questions and the implications for your needs assessment development. (Note: The data mapping tool and data crosswalk from Module 3 will be helpful in considering these questions and during Module 5.) Bring the results with you to Module 5 for reference during group work and discussion.

- Can the state prepare or prepopulate data from a statewide dashboard or other extant data sources? List the data sources you expect to be able to provide.
- What kind of data presentation formats best suit the data sources at hand (e.g., table, bar chart, pie chart), and how can the state-provided data be input into those formats? How will organizing the data in this fashion improve the process for schools and districts?
- Will the school and/or district be expected to prepare and provide their own data from extant sources? What guidance might be helpful for supporting the selection and presentation of those data in a meaningful and efficient way?
- Will additional data need to be collected that are not readily available? How can those data be collected (e.g., survey, interview)? What are the state, district, and school roles in that data organization and collection?