

## Box 2.6 Take Action: Set Your Mission

Review the outcomes for your online professional development system developed earlier in the chapter. Consider each of the input factors and determine how they might impact cost. This is the time to determine if you can justify your outcomes as feasible or whether you might want to modify either the outcomes or your timeframe for achieving them.

1. Determine how your outcomes should be **measured**. What data is necessary to help determine whether you've achieved your outcomes, and how will you get it?
2. Consider the type and amount of **technical support** you will need to meet your desired outcomes. What is the current load for support staff, and how will your project impact that load?
3. Don't forget to include the type and amount of **content and program support** you will need to meet your desired outcomes. How are these issues currently handled, and can you leverage those resources for your online professional development?
4. List the types of data you plan to collect and describe how that impacts the level of **security** required for your system. Consider data people will input as they register, participate in the training, and return to you for accreditation or recertification. Do you need secure transactions and storage? How long will you have to keep that data in your system?
5. Consider available **technologies** and the infrastructure you have to support them. You don't have to be too specific at this time because you'll explore those in more detail in Chapter 5. List technologies currently supported and any being considered. How different are proposed technologies from what is currently available and used?
6. Determine **how easy the proposed technology is to use**. You may want to survey prospective participants or inventory existing technologies commonly used. If you plan to introduce new technologies, consider the training and support costs necessary to ensure you reach your outcomes using those technologies.
7. List **risk factors** you are concerned about. Indicate whether you feel they are high, medium, or low risk. What risk factors are you absolutely unwilling to tolerate? For medium- or low-risk factors, what are some contingencies that might come into play if they are not met?

Did your outcomes change? That's okay. Go ahead and revise them, if necessary. It's best to have reasonable and feasible outcomes to yield the highest return on your investment.