

## Quick Implementation Checklist

Here is the short and sweet version of the tasks your college needs to complete in order to implement the program on your campus. For a detailed summary, please see the Program Information Packet.

### Before registration

- Meet with your colleagues to make important decisions about how to implement Growth Mindset for College Students on your campus.
- Create a user account on [perts.net/college-mindset](https://perts.net/college-mindset)

### Register and setup your college on Dashboard

- Step 1: Register college
  - 1.1 Find your organization on our database.
  - 1.2: Invite colleagues to Dashboard.
  - 1.3: Confirm your organization liaison status on Dashboard. *\*If you will not be liaison, you must invite the liaison to the Dashboard in step 1.1 above.*
  
- Step 2: Prepare for student participation
  - 2.1: Read and Agree to Terms of Use.
  - 2.2: Review the Program Information Packet.
  - 2.3: Choose an Administration Method. Will student participation be independent or supervised?
  - 2.4: Choose an Administration Context. Will student participation be during an orientation, first-year course, developmental course, or another context?
  - 2.5: Choose Sign-in Portal. Will student participation be on a Custom Portal (created by your IT team) or a Generic Portal?
  - 2.6: Reserve Resources. Will student participation require additional materials (i.e. computers) or scheduled time in a classroom or lab?
  - 2.7: Orient Facilitators, the individuals who will be administering the program to students.
  - 2.8: Decide on Expected Participation. How many students will be taking part in the program?
  - 2.9: Decide on Expected Launch Date. When will you be inviting students to participate in the program?
  - 2.10: Disclose Other Growth Mindset Efforts at your College.
  - 2.11: Share How You Learned about this Program.
  
- Step 3: Take the Quiz. Test your knowledge of the appropriate administration protocol.
  
- Step 4: Launch and monitor student participation
  - 4.1: Monitor Module. Open and track student participation.
  - 4.2: After student participation, read and share your Final Report.