

Pre-Project Assessment Plan

Information to collect for each area	Plan for collecting it	
Assumptions and Influences		Deadline
<p>Confirm the following assumptions and influences</p> <ul style="list-style-type: none"> Seniors and staff members do not know about MedlinePlus Family members want to be or are involved with the seniors' health care Most participants are fluent in English Technology labs are operable and Internet connections at centers are reliable Enrollment of daily lunch program has not changed since the last meeting with staff If the activity director has changed, check the willingness of new director to participate. 	<ul style="list-style-type: none"> Interview staff who work closely with seniors and family members Interview seniors Visit facilities to examine computers Check in 2-3 times before project begins to see if Internet connections are working 	March 31
Resource Needs		Deadline
<ul style="list-style-type: none"> How many seniors are enrolled in the lunch program at each center and how many attend regularly? How many family members are likely to take training? How many staff members will be trained on NLM resources? How much time can outreach librarians spend at the senior centers? How many staff members from the centers can assist in training? What access do activity staff members have? (Technology center? Access from their desks?) Do seniors and their family members have Internet connections outside of the senior center? When are the best times and days for scheduling training? 	<ul style="list-style-type: none"> Request attendance data from interviews with administrative staff members who keep records of attendance Interview staff who work closely with seniors and family members Interview staff coordinators or managers 	March 31
Audience Analysis		Deadline
<ul style="list-style-type: none"> How interested are activity staff members in learning to use MedlinePlus to help seniors? What online resources do the activity staff members use when they have health questions? What health topics are of particular concern to seniors? How interested are seniors in learning about online health information? How likely are seniors to talk with activity staff about their doctors' visits? How confident are they in talking with their physicians? Who, if anyone, in their family helps them with health care issues? How likely are family members to participate in training sessions? 	<ul style="list-style-type: none"> Interviews with managers and activity staff at centers Interviews with seniors Interviews with family members 	April 10