

Office of Teaching and Learning

Tech Readiness Seal Application

Instructional Materials Review

The Tech Readiness Seal Application is optional and available only to materials that have received a Tier 1 rating through the Louisiana Department of Education's (LDOE) Instructional Materials Review (IMR) process. Publishers can apply for a designation based on the platform's technological capabilities. Information should be provided at the summary and capability level.



- **Do not** include IP addresses, internal network topology, security configurations, proprietary source code, or sensitive operational details.
 - **Do not** disclose model architecture, system prompts, internal tuning processes, or trade-secret methodologies.
 - **Do not** disclose proprietary datasets, licensed content partners, data acquisition contracts, or internal corpus details.
-

To submit a Tech Readiness Seal Application, publishers must first include the following components:

Non-Negotiables:

- **Security Certification:** Current System and Organization Controls (SOC)2, Type II, International Organization for Standardization (ISO) 27001, or equivalent security audit
 - **Web Content Accessibility Guidelines (WCAG) 2.1 AA compliance:** Voluntary Product Accessibility Template (VPAT) or independent audit.
 - **Data Privacy Agreement (DPA) and deletion process available.**
 - **Real-Time Grade Passback (or functional equivalent)**
 - **Artificial Intelligence (AI) Transparency (If the platform includes AI):**
 - Human oversight documented
 - Model training data sources and description disclosed
 - Provide a general description of training data sources (e.g., publicly available data, licensed datasets, district-provided content).
 - *Important: Do not disclose proprietary datasets, licensed content partners, data acquisition contracts, or internal corpus details.*
-

To earn the Tech Readiness Seal, publishers must also demonstrate that their platform meets rigorous technical and operational standards.

Scoring and Eligibility:

- **Approval Threshold:** Achieve a score of **80% or higher** by providing at least 80% of the requested documentation and information listed in this application.
- **Completeness:** Application must include **all mandated non-negotiable** components and sufficient supporting documentation to be considered satisfactory.
- **Prerequisite:** This application is strictly optional and only available for materials that have already secured a **Tier 1 rating** through the LDOE's IMR process.

Needed Submission Documentation and Information:

- **Security:**

*Important: Do not submit full SOC 2 reports, control matrices, or detailed audit documentation. **Only certification status and audit type/date are required. Do not submit the full audit report.***

 - [Cybersecurity Requirements](#)
 - SOC 2 Type II certification
 - ISO 27001 certification
 - Equivalent audit documentation
 - Encryption in transit confirmed
 - Encryption at rest confirmed
 - Role-Based Access Controls (RBAC) description provided
 - Documentation indicating Multi-factor Authentication (MFA) is supported for administrative (admin) accounts
- **Accessibility:**
 - Completed [Accessibility supports checklist](#) attached
- **Data Privacy:**
 - DPA template attached
 - Data deletion procedures explanation
 - Provide a high-level summary of data deletion procedures, including:
 - Method for requesting deletion
 - Timeline for deletion
 - Scope of deletion (e.g., user-level, district-level, contract termination)
 - *Important: Do not include technical infrastructure details, storage architecture, or internal operational procedures.*
- **Infrastructure:**
 - Uptime Service-Level Agreement (SLA) documented
- **Deployment:**
 - Deployment model described
 - Estimated setup time documented
- **AI (if applicable):**
 - Closed System / Open system
 - AI functionality described
 - Bias mitigation strategy attached
 - Provide a high-level summary of bias mitigation practices (e.g., human review, testing protocols, content moderation safeguards).
 - Do not include internal evaluation tools, scoring models, or testing methodologies.
 - Guardrails documented
 - Provide a high-level summary of bias mitigation practices (e.g., human review, testing protocols, content moderation safeguards).
 - Do not include internal evaluation tools, scoring models, or testing methodologies.
 - Explainability statement included

- Provide a brief description of how AI outputs can be interpreted or reviewed by educators or administrators.
 - No proprietary system design details are required.
 - **Interoperability:**
 - Connects directly with Learning Management System (LMS) providers
 - List compatible LMSs: Click or tap here to enter text
 - Learning Tools Interoperability (LTI) 1.3 Advantage certified (verification link)
 - OneRoster 1.2 certified (verification link)
 - Real-time grade passback verified
 - **Operational Readiness:**
 - Implementation documentation
 - Provide a summary overview of implementation phases (e.g., kickoff, rostering, training, launch).
 - Do not submit internal operational manuals or security-sensitive deployment documentation.
 - Onboarding timeline documented
 - Ongoing support availability plan provided
 - Configuration requirements listed
 - Total cost transparency provided
-



Office of Teaching and Learning

Publisher Attestation

IMR Tech Readiness Seal Application

I certify that the information provided is accurate to the best of my knowledge.

Publisher Name: Click or tap here to enter text

Product Name & Version: Click or tap here to enter text

Authorized Representative: Click or tap here to enter text

Title: Click or tap here to enter text

Signature: _____

Date: Click or tap here to enter text