



Analyze—Guiding Questions Example Bank

November 2022

Guiding Questions Purpose

Guiding Questions focus the inquiry process and lead teams to a global understanding of infrastructure or programmatic needs through identification of trends and key information. Guiding Questions are used by teams to identify patterns and trends. Team members may generate additional questions as data is examined. This resource provides examples of Guiding Questions that you may use with your teams during the Analyze Stage.

General Guiding Questions:

- What is our goal?
- What outcome from the analysis would we deem to be successful?
- What quality indicators will be used from the [DaSy Framework](#)?
- Where will our data come from?
- How can we ensure data quality?

DaSy Framework	Guiding Questions
Purpose and Vision	<ul style="list-style-type: none"> • What is the purpose and vision of our state data system? • Do the purpose and vision statements articulate the intent and goals for the data system?
Data Governance and Management Section 1: Authority and Accountability	<ul style="list-style-type: none"> • Does the governance structure delineate appropriate decision-making authority and accountability consistent with the uses of the data system reflected in the purpose and vision? • Do data governance and management roles and responsibilities clearly establish decision-making authority and accountability? • Does data governance authorize Part C/619 staff or representatives to implement policies established for the state Part C/619 data system and manage the data system in accordance with all policies?
Stakeholder Engagement	<ul style="list-style-type: none"> • Are we strategically and proactively thinking about equity when identifying which stakeholders to engage? • Have Part C/619 state staff identified groups and individuals who are affected by the data system? • Are stakeholders provided opportunities to provide input about the data system? • Do Part C/619 state staff consider stakeholder input in decision-making and notify stakeholders of decisions made regarding the data system?

DaSy Framework	Guiding Questions
	<ul style="list-style-type: none"> • Are Part C/619 state staff engaged as stakeholders in integrated data system initiatives, such as C/619 integrated data system, ECIDS, and SLDS?
System Design	<ul style="list-style-type: none"> • Do the requirements analysis define the full set of requirements for the new data system/enhancement— that is, what the new system/enhancement must do? • Do Part C/619 state staff work with the IT team to translate the system requirements analysis into the design for the new data system/enhancement? • Do Part C/619 state staff communicate and work with the IT team to deploy the new data system/enhancement?
Data Use	<ul style="list-style-type: none"> • Do Part C/619 state staff plan for data analysis, product development, and dissemination to address the needs of the state agency and other users? • Do Part C/619 state and local staff or representatives prepare data products to promote understanding of the data and inform decision-making? • Do Part C/619 state and local staff use data to inform decisions? • What data is currently being collected, and should additional data be considered for review?
Sustainability	<ul style="list-style-type: none"> • Do Part C/619 state staff use a systematic process that includes stakeholder input to identify enhancements to the data system? • Do Part C/619 state staff generate political and fiscal support to maintain and enhance the data system?

Suggested Citation

The DaSy Center. (2022). *Analyze—Guiding questions example bank*. SRI International.

About Us

The contents of this brief were developed under a grant from the U.S. Department of Education, #H373Z190002. However, those contents do not necessarily represent the policy of the U.S. Department of Education, and you should not assume endorsement by the Federal Government. Project Officers, Meredith Miceli and Amy Bae.



The DaSy Center is a national technical assistance center funded by the U.S. Department of Education, Office of Special Education Programs. The DaSy Center works with states to support IDEA early intervention and early childhood special education state programs in the development or enhancement of coordinated early childhood longitudinal data systems.

To learn more about the DaSy Center, visit the DaSy Center website at <http://www.dasycenter.org/>.