

# How to Use ThoughtExchange to Transform Your LCAP Process

ThoughtExchange is an efficient way to dig deeper into your community's perspectives and prepare your LCAP and annual updates. It's trusted by nearly 100 California school districts to inform their biggest decisions.



## 1. Identify LCAP goals

Identifying your goals at the beginning of the process sets the foundation for designing your engagements and discovering your results.



## 3. Include a survey

Survey questions help you understand what's important to different groups and tailor your communication. This allows our AI to cross-analyze quantitative and qualitative data for more nuanced insights.

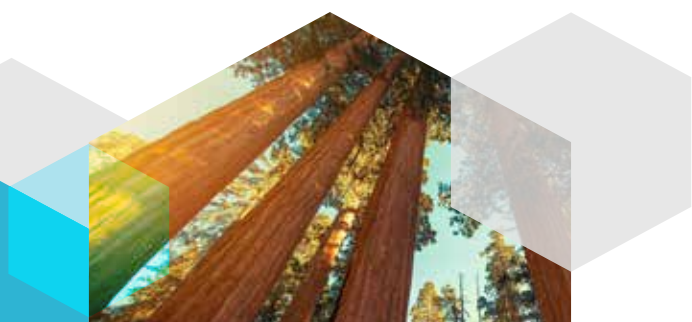


## 2. Ask an open-ended question

Use one of our qualitative engagement methods—Exchange, Interview, or Deep Dive—to ask a question like, *As we continue to address our LCAP goals, what are some things you think our schools are doing well and what are some things we can focus on in order to improve?*

## 4. Use multilingual capabilities

Enabling our multi-language features includes all language speakers in one engagement to break down communication barriers. In Exchanges, this feature allows for the translation of others' thoughts in real-time.





## 6. Analyze data with AI and manual tools

Get an instant summary of your engagement data that updates in real-time. Use our **AI theming tools** to instantly theme the conversation and fine-tune it with manual tools. Cross-analyze quantitative and qualitative questions for a deeper understanding.

## 8. Share your results with the community

Instantly create summary reports and slides to present your engagement results to the community. Use editable sections to give context and link to further resources about your LCAP.



## 5. Use moderation for Exchanges

Deciding on how to moderate depends on the specific needs of your district and community. Options include community moderation or machine moderation. You can also use Interviews to navigate challenging conversations without contributing to polarization.



## 7. Prompt TE Advisor

Use our secure OpenAI integration, **Advisor**, to summarize responses, execute custom analysis, and tailor your engagement summaries for specific participant groups. Input your current LCAP goals into Advisor to map your community's feedback onto your goals in seconds.



# Get our Ultimate LCAP Handbook for California education leaders.



Thousands of educational leaders are engaging their community in conversations using ThoughtExchange.

See how we can help your district thrive.

 [ThoughtExchange.com](https://ThoughtExchange.com)