Go Paperless: Next-gen document management in K–12 education.

We surveyed 200 K–12 school administrators and teachers to understand their current approach to form management, the barriers slowing down their digital transformation, and the rate at which schools are digitizing their workflows. Results revealed that the benefits of implementing digital workflows are clear as the majority of respondents see their district adopting them in the near future.

Despite digital transformation, paper is still the norm.

While school districts are at different stages of their document digitization journey, **over 50% of them are still sending and managing paper forms** and very few have gone fully digital.

Legally required forms.

56%

Non-legally required forms.

51%

Sent and managed in paper form.

13%

14%

Fully digital.

Anywhere between 30%–50% of schools appear to be using a mix of digital and paper.*

Signatures are a critical element of document sign-off.

Distribution and management trends are similar whether forms are legally required or not—and while the actions required vary, the majority of these **documents still require a signature**.

40% need signatures.

33% need simply be received.

27% need only information input.

When it comes to paperwork, time is not on your side.

Despite school districts being at different stages of digital transformation, administrators and educators both agree that managing paperwork and forms takes a significant amount of time—**on average 3 hours per week**.

204 minutes per week for **administrators**.

145 minutes per week for **educators**.

3 hours on average per week.

A common ground: The digital future is approaching.

The majority of respondents see opportunity in digital forms and believe their school districts will make strides to digitize forms in the near future.

89% of respondents feel their district will shift towards adopting digital forms and processes in the coming year.

Challenges and opportunities ahead.

School districts are aware of the benefits they can reap as a result of implementing digital forms, but they're also aware of the challenges this transformation presents.

Family barriers | External factors | School/district barriers

83% #1 Families' access to technology

81% #2 Difficulty for families to implement

73% #3 Legal requirements

72% #4 Old habits

71% #5 Cost to implement

The opportunity.

While obstacles to adoption span a range of factors, it's best to **start small and plan big**, as a first step. Focusing on back-office and administrative work first can help drive adoption and ultimately scale digital form efforts district-wide.

Adobe Acrobat Sign can help.

Adobe Acrobat Sign can help school districts distribute and manage paperwork more efficiently and overcome the barriers in your path to a digital future. Learn how Adobe Acrobat Sign can help accelerate your document digitization journey.

Get started

*Because different processes within a single school might be at drastically different places in their digital transformation, we allowed respondents to provide multiple responses to this question. While the data is more reflective of reality this way, it won't add to 100% when combined with the numbers for paper process only and digital process only.

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