

Blended Learning Courses Frequently Asked Questions

1. How does it work?

Blended learning courses are delivered over 5-8 weeks, depending on the course. During that time the course will meet twice a week for 2 hours a day using a tele-video meeting network (TVC). One week of the delivery will have a 3-day onsite session (onsite).

2. Where do I have to go?

You will be assigned to a TVC equipped classroom. On TVC days, simply report to that classroom with your class materials at the correct time. The TVC classroom will be listed on the course matrix next to the name of your site under "location." The onsite will be held at a DOE facility. The site will appear as the "location" when you register for the course in CHRIS. You must travel to this site for three days (Tues-Thurs).

3. When is the onsite?

The onsite portion of the course will last for three days (Tues-Thurs) and fall about half way through the published course dates. The PMCDP schedule will show the onsite as will the matrices on Colleague Consulting's website.

4. How do I know if my site will be included on the tele-video link?

TVC links are assigned based on demand. When you register for the course in CHRIS, Colleague will take care of setting up a link at your site. The DOE system has a limited number of TVC links. For this reason, sites are added on a first-come-first-served basis. If there are ever more sites registered than can be accommodated, the decision as to which sites to exclude will be made by OECEM.

5. Are there course materials?

Yes. Each course will have a text book and supplementary materials. Your cooperation is necessary to ensure you receive material before the first class day. After registering for the course, and two to three weeks prior to the first class, you will be asked via email to provide a correct shipping address. Failure to provide us with an accurate address in a timely manner and/or late registration will result in your materials arriving late.

6. What if I have to miss a class?

Attendance is highly recommended for all sessions. You are permitted (2) TVC absences. In the event of an absence, you will be mailed a DVD of the missed session(s). Attendance at all three days of the onsite is required. You will not be awarded credit for the course if you miss any portion of the onsite or more than 2 TVC sessions.

7. When do I fill out the course evaluation form?

Course evaluation forms should be completed after the last class session (a VTC meeting). Forms should not be filled out after the onsite, please wait until the final VTC session has ended before filling the form. Your instructor will remind you when to do this and give you direction for sending the form to Colleague.