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**Understanding the Basics**

**Before you jump in to delivering distance learning at your site, here is a list of distance learning implementation characteristics and issues to consider.**

* The different models for implementing distance learning: independent distance learning, blended learning, hybrid learning, and co-enrollment (dual enrolled) in regular ABE classes and independent distance learning
* Resources (time and money) required for active involvement of managerial, support, and instructional staff
* Familiarity and compliance with state DL policy
* Understanding of basic digital literacy standards instruction and use by learners
* Understanding the types of learner for whom DL is appropriate and successful
* Working knowledge of DL in the following areas: Recruitment, Screening/Orientation, Instruction and Tools to Support Instruction, Assessment, and Reporting
* Resources required to effectively address issues related to learner persistence and overcoming barriers, including equity issues around digital access, accessibility, and digital literacy skills
* Familiarity with DL platform(s) approved by MN Department of Education ABE and how they align with your targeted distance learners
* Following DL class naming conventions in SID and data reporting requirements for each DL platform you use
* Participation in DL professional development opportunities, on-going
* **Highly Recommended: Completion of IDEAL 101: FOUNDATIONS OF DISTANCE EDUCATION AND BLENDED LEARNING**