

Adult Education Project Progress Chart

26-Oct-01

Programs/Tasks	Description	Resp. Entity	Who	Timeline	Status
I. Online Curriculum Products		KYVU + DAEL	Randolph + DAEL's KYVU coordinator	ongoing	
1. Destinations	Foundational skills curriculum (3Rs + employability skills) with internal messaging; License for 305 simul users	KYVU + DAEL	D.J. Begley	registration - June; interface - July 30	available via KYVU as of August
1.1. Pilot	Train in CKTC's 4 centers in Fayette to use Destinations via KYVU (+ take home PCs)	DAEL + CKTC + MTTC	D.J. Begley		114 instructors trained; Recommendations due 9/30/01
1.2. Training for KY	Add'l sites need to be IDed and instructors encouraged to join Martel's "Destinations for Instructors" course/discussion	DAEL	Tom Shearer		Development of "cybercorps" with 2 trainers/county
1.3. KYVU Integration	Create program & course descriptions for KYVU catalog; clarify tech requirements and potential barriers for students; ID/PW; ID potential local partners for greater access	KYVU + DAEL	Randolph + DAEL's KYVU coordinator		electronic transfer of student info is one-way from DAEL to KYVU; need to create KYVU to DAEL interface for electronic (vs. manual) transfer
1.4. KYVAE Integration	Create online registration for learners; Create electronic interface with DAEL databases on learning centers	KYVU + DAEL	Programmer + Terry	December '01	Registration in Phase I (from learning centers); hiring new programmer to support more robust
2. PLATO	Foundational skills, workforce, pre-GED curriculum with internal messaging and Simulated Test System	KYVU + DAEL	Tom Shearer		

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2.1. License	400 simultaneous users; perpetual licensure; hosted by PLATO for 2 yrs (no maintenance fee); 50 days training	KYVU	Norma + Chryl		Ltr signed by Gordon 8/24; contract signed 10/17
2.2. Profiling data and curriculum specs (targeting audience)	particular sim-tests and default curriculum sets prioritized and IDed; user-friendly Orientation developed	KYVU + DAEL	Randolph/Gene & Walt with PLATO IT staff + Tom & Robert with PLATO curric staff	IT - week of 10/22; curric - week of 11/5	
2.3 Training	Pilot needs to be IDed; cybercorps established	DAEL	Tom/Sandy/Jane	start Dec 1?	
2.4 KYVU Integration	Create program & course descriptions for KYVU catalog; clarify tech requirements and potential barriers for students; ID/PW; jump page; ID potential local partners for greater access	DAEL/KYVU	KYVU - Gene + Randolph; DAEL - ?		
2.5. KYVAE Integration	Create online registration for learners - toll-free Call Center, learning centers, website; Create electronic interface with DAEL databases	KYVU + DAEL	Sue & Melanie; Programmer + Terry		
3. WIN	Foundational skills curriculum with internal messaging and WorkKeys assessment				
3.1. License	500 simul users a year; unlimited training; unlimited 24/7 tech support; use of LMS, Work Keys profile database, virtual career center, admin guides	KYVU	Norma		Sole source approved; contract not yet signed
3.2. Training	Pilot needs to be IDed; particular curriculum prioritized and IDed	DAEL	Tom/Sandy/Jane	start Dec 1?	

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3.3 KYVU Integration	Create program & course descriptions for KYVU catalog; clarify tech requirements and potential barriers for students; ID/PW; jump page; ID potential local partners for greater access	DAEL/KYVU	? + Gene/Randolph		
3.4. KYVAE Integration	Create online registration for learners - toll-free Call Center, learning centers, website; Create electronic interface with DAEL	KYVU + DAEL	Programmer + Terry		
4. KET's videos + PBS LMS + Prometheus	Math Basics & Learn to Read; exploring copyright re WES + GEDConnections	DAEL + KYVU + KET	Randolph, Miko, Jane, Milli, Walt		Met with KET staff to discuss multiple delivery methods - Walt is drafting 3 minute demo with Math Basics curric; drafting MOA
4.1. RFP for digitization of KET videos & integration with workbooks + LiteracyLink website in KYVU platform	Quality issues and technology uses/resources in delivery needs to be clarified	DAEL + KYVU + KET	Norma for MOA; KYVU admin re tech quality		If KET is partner - don't need RFP
4.2. PBS LMS license	LMS for Workplace Essential Skills & GEDConnections; 1.5 days training for DAEL trainers	DAEL + KYVU	Norma for purchase; Jane/Sandy for training		Sole source ltr signed by Gordon 9/6
5. McGraw-Hill TABE online	Placement test required for AE learners for federal reporting; PBS Workplace Essential Skills + PLATO curric align to this test	DAEL + CBT/ McG-Hill + KYVU	Reecie & Randolph; Jeff & Walt		CBT's tech specs shipped to Walt for scope; MOA re long-term solution for online TABE via KYVU for out of state users

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6. Reading course for non-readers	Decoding portion of reading instruction - multimedia; RFP for SME + tech design; integration on to KYVU platform	DAEL + CCLD + Ted Hasselbring (UK) + KIFL + KYVU	Randolph, Nawanna, Jane, Sandy, Lyda	SME & Tech Vendor on board in Jan; course dev't by Dec 2002	RFPs released 10/15; deadline 11/9/01
7. P.D. for Instructors & program managers				8/31/01	
7.1. DAEL's orientation courses for instructors	5 training courses using KYVU learning platform: AE101 Orientation to Adult Education; AE200 Orientation to Adult Education Refresher; AE101 Orientation to Program Management; AE201 Orientation to Program Management Refresher; LD300 Learning Disabilities Training for Adult Educators; WP300 Gearing Up for the Workplace -- not clear how it meshes with 7.4 yet	DAEL	Jane	AE101 - July 2001; AE201 - 9/15/01-- these are fully online classes; all others are blended with face-2-face: AE200 - 9/7/01; AE201 - 9/15/01; LD300 10/01/01; WP300 Spring 2002	Available via KYVU
7.2. EDAH 640 (Principles of Adult and Higher Education)	Online Master's level course via KYVU	Morehead	Dan Connell/ Richard Daniels	5/02 - Pilot	This course is currently being offered via KYVU - no program description page is associated with it.
7.3. KY Adult Literacy Institute (KALI)	Advanced training in reading instruction for 360 instructors; not clear how it meshes with 7.4 yet	CCLD and 4 academic institutions	Nawanna Privett		
7.4. KY Academy for Adult Education Professional Development	Centralized point of administration of multiple academic institutions who are interested in the professional development of Adult Education instructors	Morehead State Univ.; Ben Boggs	Richard Daniels		search for 3 positions underway

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II. Web site - KYVAE.ORG		KYVU	Sue		
1. Creative Brief	Specs to describe mission and purpose of KYVAE website	KYVU & DAEL	Sue, Randolph, Jane, Reecie, Cheryl	completed June 2001	Splash page for placeholder at KYVAE.org created August 2001
2. Work Team & website development	Adult Ed workteam members establish site flow (information architecture, content components, placement)	KYVU & DAEL	Sue, Melanie, Miko, Randolph, Jane, Reecie, Cheryl	1-Oct-01	
3. Website enhancement	Making Learner section more user friendly	KYVU & DAEL	Sue, Melanie, Miko, Randolph, Jane, Lyda, Sandy, Tom, Reecie, Cheryl		follow-up meetings with DAEL admin team underway; usability testing with adult learners planned
III. AE Resource Database	One-stop service for resources & tools targeted to instructors, program managers, and learners	KYVL & DAEL	Miko & Jane		
1. Pilot database & site building	SiteSearch-based database containing Web sites, digitized manuals, & tools selected by subject matter experts (SMEs)	KYVL & DAEL	KYVL Adult Education Resource Database Work Group & Beth	9/11/01-Official launch at KAACE	Launched; Enhancement being made
2. National Institute for Literacy's LINCS database	Batchload records, create, & maintain Z39.50 database to be integrated in our pilot database using SiteSearch; NIFL wants to make this Z database available to its users.	KYVL & DAEL	Beth Kraemer	10/31/2001 - Start	exchange of records has begun; testing planned
3. Learners' database & site building	Specific resources, tools, and interface for adult learners	KYVL & DAEL	KYVL AERD WG & Beth	1/31/2002 - Start	
4. Training	Design training plan; Prepare training materials; Support training	DAEL & KYVL	Jane, Beth, Susan	11/30/2001 - Start	DAEL staff being trained in October

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IV. Student Services		KYVU	Gene		
1. Call Center	Add 1 staff ; training; expand hours (8-9,M-F; Sun. 3-9 p.m.)				New staff added 8/1/01; Hours expanded 9/24; training for Destinations, PLATO, and WIN needed
2. Registration	specific to each product and course type				
3. KYWritePlace	Online 24/7 tutoring on writing papers, resumes,etc.				Debut on September 6 - Cheryl has already paid for this service, so will be free to Adult Education students
4. SmartThinking	Online 24/7 tutoring on math, etc.				Debut on September 6 - Cheryl has already paid for this service, so will be free to Adult Education students
V. Marketing		KYVU, CPE, & DAEL	Sue, Melissa, Ben, Cheryl		
1. Marketing Work Team			Sue, Melissa, Ben, Cheryl	Began in Sept.	Ongoing
2. Marketing Plan				by Jan 01	In process