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Youth Apprenticeship Online Learning Module Project - 2013

The Task:

For YA Students: Develop asynchronous, interactive, online training modules on the YA Program required skills (Employability Skills, Workplace Fundamentals, Safety, and Security)

For YA Employer Mentors: Develop asynchronous, interactive, online training modules to assist employer mentors work with YA students

The Challenges:

Modules must:

- Be asynchronous – There is no live online interaction that occurs with the student or mentor while viewing the module.
- Engage the student/mentor; be interactive, and succinct yet informative. Any videos used can only come from government sources. No “YouTube” videos can be used as sources are not reliable. No web links should be used that connect with outside sources as they may not be able to be validated and may be taken off line at any time.
- Use only culturally diverse pictures and videos that have received written permission, come from governmentally funded sources, and /or be purchased “i-stock” photos/graphics.
- Be accessible by computers and other hand held electronic devices (I-pad, I-phone, Chrome book, etc...). This requires software to be “flash and non-flash” compatible.
- Comply with ADA regulations, i.e.: closed caption and audio require

The Process:

Survey current YA employers, YA coordinators, and partner school instructors to determine content requests and to solicit an initial group of module reviewers.

Survey YA employers to determine basic workplace readiness and safety skills required for initial employment in order to ascertain desired content topics for mentor modules.

Investigate appropriate online learning software, to use to develop the training modules, that is compatible with DWD information technology servers.

Develop “storyboards” for all modules and audio scripts.

Contract with UW Oshkosh Center for Career Development & Employment Training (CCDET) to produce online modules.

Verify accuracy and functionality of the developed learning modules and pilot with “review groups” made up of YA coordinators/teachers, students and employer mentors within one week of the module’s release from CCDET.

Make module revisions based on review group recommendations & return to CCDET.

Provide training resources for YA Coordinators.

Coordinate with DWD information technology staff to upload modules to DWD servers by June 30, 2013.

