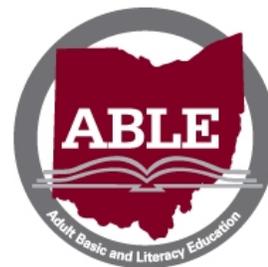# Distance Education (DE)

Scenario 1: Program-Only DE Model

The local school district has purchased Plato for all students in the district to use, including ABLE students. After class, students are encouraged to log in to Plato from home or an alternative location to complete individual assignments. If the students have trouble with their Plato lessons, they let the teacher know the next day and he will assist through in-class instruction.

ABLELink Reporting: The time these students use Plato outside of the classroom would be counted as distance education. While working on the DE curriculum, students are *separated from the teacher by time and distance.* The ABLE program is using the Program-Only model and would need to (1) set up a class in ABLELink called Plato- Ohio DE and (2) check these students as Distance Education under Program Type. Only the students' time spent working on Plato would be reported in the Plato – Ohio DE class. Time attending the face to face class would be reported in the classroom attendance hours. Therefore, students who attend class and work on DE curriculum are reported in more than one class in ABLELink but will be counted only once in the program's APR as part of the unduplicated count of all enrolled students.

Access the Program Only ABLELink reporting resource guide for details on how to report DE hours.

Scenario 2: Referring Program DE Model

ABLE Program is a Referring Partner with the statewide DE Hub. After the students complete the program's face-to-face orientation, including receiving information about distance education, students that are interested in DE are referred to the Hub. They may also attend ABLE classes. Students referred to the Hub are included in the program's enrollment.

ABLELink Reporting: The time these students are working on assignments through the DE Hub are counted as distance education; students are *separated from the teacher by time and distance.*

The process of referring students to the Hub is done online through the PD System, Director Access. Once DE staff roles are updated in the PD System, those staff members will have access to the DE portal for referring students and setting up DE classes in ABLELink.

Access the [Referring Partner]() ABLELink reporting resource guide for details on how to report DE hours.

Scenario 3: Computer-assisted instruction in the Classroom

ABLE Program uses the Program-Only model and has purchased KeyTrain. In a 3-hour class, students use KeyTrain in the classroom or on-site computer lab for one hour each class period. They are working on individual assignments as part of the classroom curriculum. The teacher is available to help as needed.

ABLELink Reporting: The time students are working on KeyTrain is included in their class attendance hours. These students are not DE students because they are not *separated by time and distance* from the teacher when working on KeyTrain.

Note: The majority of ABLE DE students use a hybrid model of DE instruction. They work at a distance in addition to attending a face-to-face ABLE class. Students in the DE designated classes will be counted in ABLELink as DE students. For NRS reporting, only students who receive distance education services more than 50% of their total instructional time are counted on the federal report as Distance Education students. ABLE programs should be aware of, but not concerned about, the NRS definition of DE students. More importantly, ABLE programs should be promoting distance education services to their students because the students benefit by accessing additional instructional hours and increasing their computer literacy skills.