Blended Learning FAQ

This FAQ explains the Blended Learning Release. Please see the frequently asked questions below which have answers from subject matter experts for Frontline Professional Learning Management, Blended Learning.

Click a hyperlink below to jump to that topic:

- Pre-Migration
- Post-Migration

Pre-Migration

What is Blended Learning for PLM?

- Blended Learning is an improvement to PLM that will offer Catalog Administrators and Activity Owners a more streamlined and flexible way to create impactful learning, where online resources can be offered alongside scheduled meetings, all within a single activity.
- The Blended Learning release will introduce a new activity type for the inclusion of live, synchronous scheduled meetings, alongside any asynchronous learning content from the Resource Library, in the same activity.
- New enhancements for capturing attendance and completion status will provide a comprehensive solution to managing diverse learning elements in a “blended” approach.

What problem will Blended Learning solve for my district?

User Type:	Current Challenges:
District Admin	In customer feedback, District Admins responsible for PD programming tell us they spend considerable time managing multiple catalogs and workflows for various activity types and learning modalities throughout the academic year.
PD Program Admins	PD Program Admins are tasked with creating and overseeing both online learning programs and face-to-face activities to meet the needs of diverse employee responsibilities and career progression AND to ensure completion of mandated compliance PD.
Staff	In addition to the time spent managing complex PD offerings, our feedback from staff suggests a preference for online learning and self-paced options for completing PD requirements. Meeting the PD needs and preferences of staff can have a material impact on employee satisfaction and retention.

This is what the Frontline PG team is addressing with Blended Learning, by providing a better way to support these needs and modernize the platform with current learning trends in mind. By providing administrators the ability to "bundle" asynchronous content with live meetings and collaboration, district PD programs will be able to combine instructional approaches to enhance teacher skills, improve engagement, and ultimately employee satisfaction with the district.

What is the primary change to PLM that Blended Learning introduces?

Blended Learning in PG will provide one activity "type" to facilitate online, face-to-face, or a combination of both to their PD offerings. PD Administrators can add resource "steps" and/or designated meeting times in one activity. This will allow admins to include physical meetings throughout the blended learning activity, when in-person collaboration is needed.

What are some of the benefits I will see with Blended Learning?

- Improved Roster Management – specifically large roster management – which will address the needs of larger districts
- Ease of use for Catalog Admins – a single activity for in-person meetings and online learning
- A comprehensive, single award (hours/credits) for professional development activity completion
- An easier way to track PD and career progression activities

Do Catalog Administrators have to create activities with multiple modalities and steps?

No. Blended Learning is flexible by design and can be configured to suit the desired format of the professional development session being offered.

When will Blended Learning be available?

Blended Learning will be available to early adopter clients in November. After the Early access period, Frontline will release to all its existing PLM clients between December 2024 and early spring 2025. Please chat with your CSM to learn more about your release date or request a specific time frame.

My district is interested in being in the early adopter group. Where can I sign them up?

Please contact your Frontline CSM to request inclusion in our early adopter group.

Does my district have to move to Blended Learning?

Yes, we are phasing the release of Blended Learning to our clients, and by early spring 2025, we will move all clients to the new PLM user experience and Blended Learning workflows.

This will allow our development team to focus on maintaining only a single and increasingly modernized codebase and focus on delivering future product enhancement and improved user experience, rather than stretching resources across maintaining a “legacy” version of PLM alongside Blended Learning.

What will happen to my district’s existing PD activities and catalogs?

Blended Learning is designed to be entirely “backward compatible” with existing and in-progress activities. System users can expect to see a fresh look and feel across all catalog, activity settings, and user launch pages for every activity in PLM.

What support and resources will be offered to learn more about Blended Learning?

Our learning experience and product teams have a full lineup of learning opportunities planned for Fall of 2024 to ensure all system users are familiar with the changes. Get started using the resource below:

Next Steps: Blended Learning Release: Fall 2024

Post-Migration

How do I complete an activity in Blended Learning?

As part of this release, former blue Completion buttons have been consolidated, so the Mark Complete button will now only appear for activities with an associated completion form.

As a learner, the completion status for included resources on the activity's "Steps" tab will automatically update. Meeting information will be updated by an Instructor, Activity Owner, or Catalog Admin.

Additional Resources:

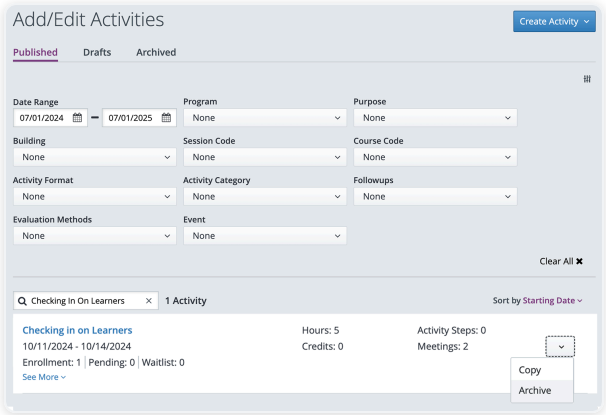
- Managing Attendance as an Instructor
- Completing an Activity as an Activity Owner
- Completing an Activity as a Catalog Admin

How do I archive an activity in Blended Learning?

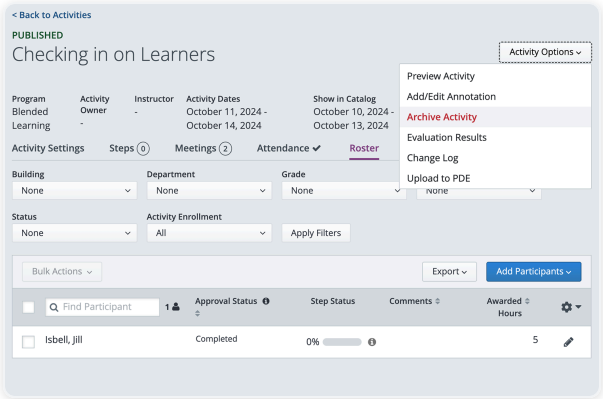
The archive action can be performed via **Activities** > **Add/Edit Activities**. To locate the "Archive" option:

- Click the dropdown menu to the right of an activity on the Add/Edit Activities page and select **Archive**.
- Select an activity to open that Activity's details page, click the **Options** button (to the right of the title), and select **Archive**.

Example 1:



Example 2:



The Archive option is only available *after* the activity end date. Prior to this, a "Cancel" option will display.

Additional Resources:

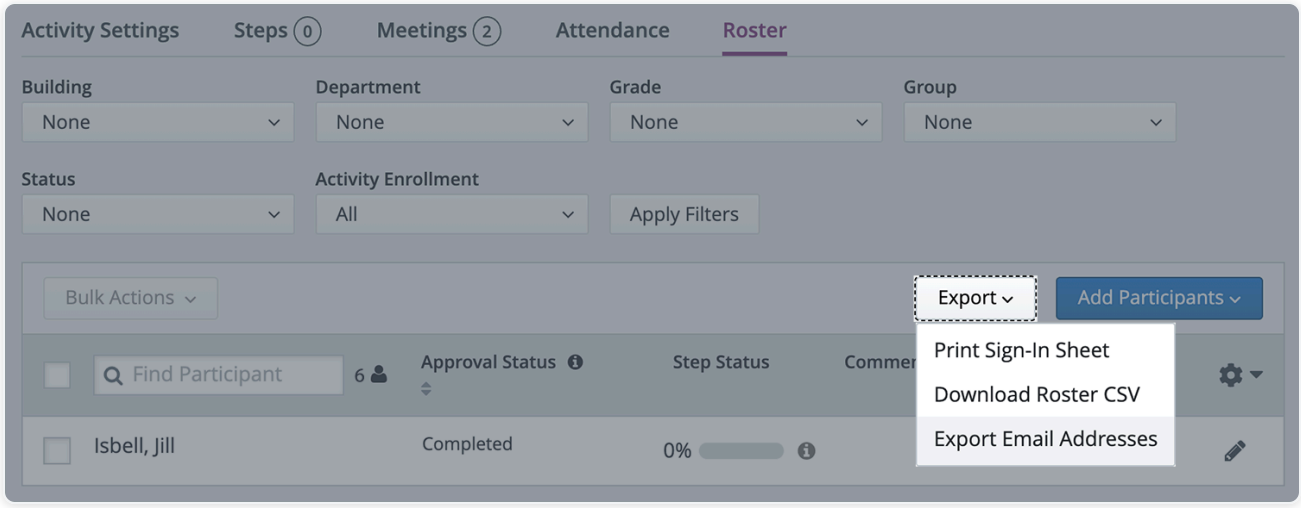
Archiving Activities

Why do I *not* see any activities in Enrollment Tools?

User Type:	Access:
Catalog Admins	The activity process is now streamlined within *Add/Edit Activities*, where you will create/manage new and existing activities.
Activity Owners	Activities are now accessed within *Enrollment Tools*. Enrollment Tools will only show activities for which a person is the designated Activity Owner. If a visibility issue occurs, check with the Organization or Catalog Admin to confirm you are assigned to the activity.

How can I email activity participants?

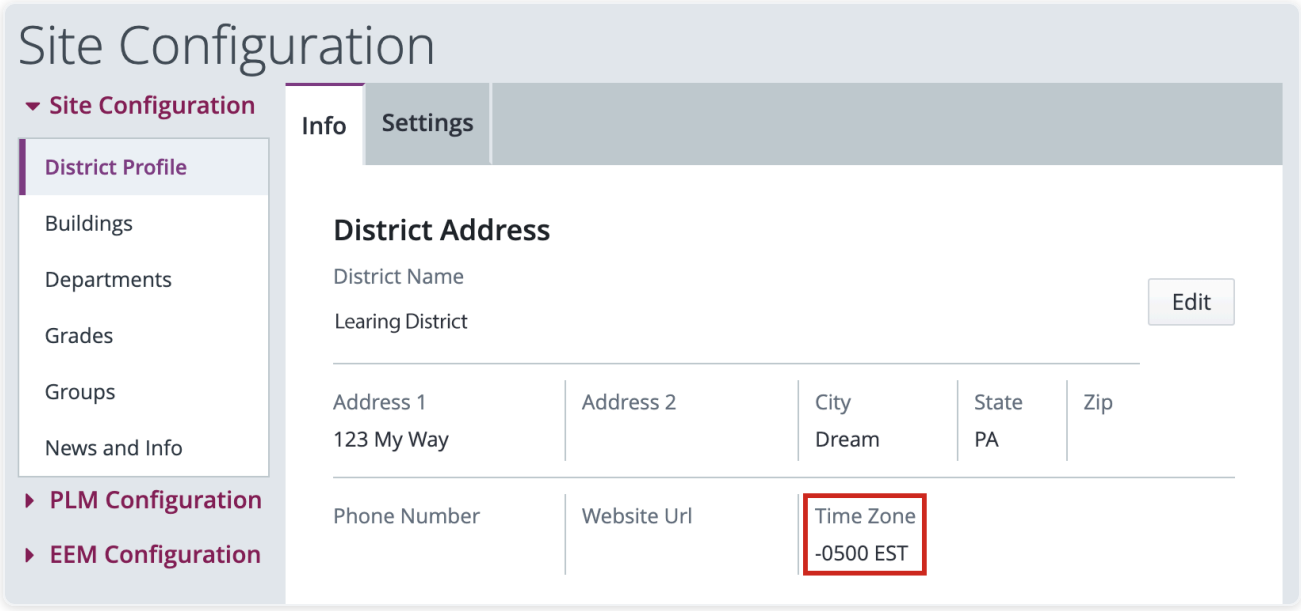
Both Activity Owners and Catalog Admins with the Register permission can export participant emails from the "Roster" tab within an activity. Select the **Export** button and click **Export Email Addresses** from the dropdown.



The ability to email participants as an Instructor is no longer supported with Blended Learning. The Professional Growth product team is investigating the best approach to support participant communication, though no established timeline is set at the moment.

Why are my meeting times different in Blended Learning?

Your time zone may not be set appropriately for your organization. This can be adjusted in your District Profile, now located in **Configuration Tools** > **Site Configuration**. Time Zone is listed in the District Address section of the Info tab.



Additional Resources:

District Profile

Why is there HTML text in my activity descriptions?

HTML tagging in legacy activity descriptions may become visible in the description, once migrated. Use of HTML in legacy activity descriptions was not recommended, though Frontline Education will be launching an enhancement to support formatting in future activity descriptions.

For now, we recommend editing any visible HTML tags out of activity descriptions.

Sign up for Release Review webinars on the **Upcoming Events** page for awareness of future enhancements!

Why is there HTML text in my activity profile forms?

HTML formatting is not supported on activity profile forms in Blended Learning. If your legacy activity forms included HTML formatting, the HTML code will now be visible along with the original content. To remove the HTML code from your forms, reach out to the support team.