



DISTANCE EDUCATION APPROVED CURRICULA

2019-2020

Adult Education programs may use any distance education software that is approved by the local district. If the distance education software is used to collect attendance hours, the software *must have time and date stamp capability*. The following distance education curricula have been approved:

- A+
- Acellus
- Achieve3000
- ALEKS Prep for GED Mathematics (McGraw Hill)
- Apex Learning
- Aztec Software, including GED Flash
- Burlington English
- Career Ready 101 (ACT)
- ConnectED (McGraw Hill)
- Edgenuity
- Edmentum (formerly PLATO)
- EdReady
- Essential Education (TABE Academy/GED Academy)
- Fuel Education
- Grad Point
- iPathways
- IXL
- KET Fast Forward
- Khan Academy
- Key Train (ACT)
- Learning Express Library (contact Libraries@LearningExpressLLC.com to request reports access)
- Learning Upgrade (*see* page 2 for guidelines for documenting distance hours)
- New Readers Press Online Learning
- Odysseyware
- Paxen Focus
- Paxen Skills Tutor
- Rosetta Stone Advantage (Formerly Tell Me More-Auralog)
- Rosetta Stone Foundations
- Schoology
- Spark3000
- Townsend Press's Online Learning Center
- VirtualSC (VSC)
- Worldwide Interactive Network (WIN) for Learning

Guidelines for Recording Distance Hours for Learning Upgrade

1. Follow all guidelines regarding Distance Education as outlined in the South Carolina Adult Education Assessment Policy, Section VII: Distance Education, pages 24-25.
2. Use the report, **Student Time Report** (*see* below), to determine distance hours. Only the time spent outside of class can be recorded for distance learning.
3. For this application, time is to be recorded **per completed lesson**. Programs may enter actual time **up to 18 minutes per lesson** (per developer's estimated time to complete lessons).
4. Programs may round up daily Total Time to the nearest quarter-hour. In the example below, the student's daily Total Time is 57 minutes, or 0.95 hours. The program may round up to 1.0 and enter 1 hour distance learning into LACES.

EXAMPLE DISTANCE HOURS FOR LEARNING UPGRADE

1. Run **Student Time Report**
2. Cross reference dates/times for Student_1 with on-site sign-in logs; Student_1 was absent from class on August 28. Record distance hours for August 28 only.
3. Convert the minutes to decimals. (Divide the minutes by 60. Example: 5 minutes = $5/60 = 0.08$)

Last	First Student ID	Start Time	End Time	Minutes	Score	Course	Lesson	Device
Student_1		Aug 28 2019 10:51AM	Aug 28 2019 10:56AM	5	100	MK	10 Missing Numbers	WIN
		Aug 28 2019 10:45AM	Aug 28 2019 10:51AM	6	100	MK	9 Listen 10	WIN
		Aug 28 2019 10:39AM	Aug 28 2019 10:45AM	6	100	MK	8 Count to 10	WIN
		Aug 28 2019 10:19AM	Aug 28 2019 10:39AM	20	38	MK	8 Count to 10	WIN
		Aug 28 2019 10:10AM	Aug 28 2019 10:19AM	9	83	MK	7 How Many 10	WIN
		Aug 28 2019 9:57AM	Aug 28 2019 10:10AM	13	68	MK	7 How Many 10	WIN
		Aug 26 2019 10:51AM	Aug 26 2019 10:56AM	5	75	MK	6 How Many 5	WIN
		Aug 26 2019 10:37AM	Aug 26 2019 10:51AM	14	46	MK	6 How Many 5	WIN
		Aug 26 2019 10:32AM	Aug 26 2019 10:38AM	6	83	MK	5 Which Group 10	WIN
		Aug 26 2019 10:26AM	Aug 26 2019 10:32AM	6	93	MK	4 Counting Sheep 10	WIN
		Aug 26 2019 10:17AM	Aug 26 2019 10:26AM	9	83	MK	3 Counting Cows	WIN
		Aug 26 2019 10:10AM	Aug 26 2019 10:18AM	8	86	MK	2 Count Find 10	WIN
		Aug 26 2019 10:03AM	Aug 26 2019 10:10AM	7	100	MK	1 Count Find 5	WIN
		Aug 26 2019 9:55AM	Aug 26 2019 10:03AM	8	100	MK	1 Count Find 5	WIN
Subtotal:				2:05				

Student_1 Distance Learning Hours			
Date	Lesson	Minutes	Conversion
Aug. 28	10	5	0.08
Aug. 28	9	6	0.10
Aug. 28	8	6	0.10
Aug. 28	8	18	0.30
Aug. 28	7	9	0.15
Aug. 28	7	13	0.22
Totals		57	0.95

Actual time was 20 minutes; however, programs may only credit up to 18 minutes per lesson

57 Minutes = 0.95 hours (Time entered into LACES = 1 hour)