

Transcript for eLearning Video Tutorial

Hello, everyone.

The following is just a short video to help you understand how to navigate the ACAS system when adding eLearning courses to the system.

We've recently added a few new questions. There are three of them and so as I go through this, you'll be able to see how to respond to the questions in ACAS.

The first part is to make sure you click on Part 4, The college Supplemental section here.

- Once you arrive there if you have a class that is going to be fully online or hybrid, you have to answer the following three statements:
- Where you're going to go to find these is first you have to click on the Edit Statement under Support Statement for Hybrid and Online Modes of Delivery.
- Once you click that, you'll see a place where you can input the information in here as to why the course was designed as hybrid or fully online. Once you do that, click Save.

Then there are a couple more questions that you have to respond to.

- You can scroll down to see the two questions that are listed at the bottom.
- The first one down here is "Explain why this course is being created"
- Click the Edit button. Once again, add your response and Save.

And the final question that you have to respond to is the last one "What challenges, if any, do you foresee in offering this course?"

- Again, the question is about online and hybrid courses. Once you enter your response there you can click Save

And that's it.

Once again, this update is for courses that are offered for courses that are offered in online or hybrid format

These are the new college supplemental questions that you have to respond to if the class is going to be offered in that (online or hybrid) format. Thank you.