

# VIRTUAL CLASSROOM: FREQUENTLY ASKED QUESTIONS



More and more agencies are turning to cost-effective online learning options to ensure training mandates are met while saving ever-tightening government budget dollars.

Whether blended with face-to-face classes or as a modality on its own, **TwentyEighty Strategy Execution's** online training has proven to be an impressively impactful learning method, especially when contemporary technology provides for a collaborative, effective, and enjoyable experience.

**Question: What is the virtual classroom?**

**Answer:** Our Virtual Classroom is where students can attend a fully instructor-led, live class session completely online. Using our virtual classroom platform, students attend sessions together in real-time online where, in addition to hearing instructor lectures, they participate in group discussion, interactive exercises, and team work — just like in the “brick and mortar” classroom.

**Q.: Do I need special software to participate?**

**A.:** No. Our virtual classroom runs on Mac and Windows operating systems. However, there are settings on your computer that may need to be adjusted to fully access the platform. You can use our quick system check to find out if your computer is ready.

**Q.: Do I need special equipment to participate?**

**A.:** Besides a computer, the only equipment you need to participate is an inexpensive headset with microphone, readily available in most computer and electronics stores. This is required so you can listen to the instructor and other students and speak to them as well.

**Q.: How is the audio portion of the class provided?**

**A.:** Our Virtual Classroom uses “Voice over Internet Protocol (VoIP)” so there is no need to dial into a separate telephone conference. Audio is transmitted directly over the internet through your computer.

**Q.: Is the virtual classroom course fully equivalent to its traditional classroom counterpart?**

**A.:** Yes. Both versions carry the same PDUs, teach exactly the same learning objectives, and require the same amount of “seat time.”

**Q.: What is the schedule for the Virtual Classroom?**

**A.:** Schedules vary. They may mirror the schedule for face-to-face delivery, or in four different schedule lengths of 1-, 2-, 4-, and 6-week durations where the course is broken out into 90-minute modules, with a maximum of three modules scheduled on a single day.

**Q.: Is any offline homework required?**

**A.:** Yes. There are short reading assignments and exercises between some of the modules. Homework assignments are reviewed as a group during the next online session.

**Q.: What is the attendance policy for Strategy Execution's Virtual Classroom?**

**A.:** Just as with our traditional classroom events, students are expected to attend all sessions to receive course credit. However, you may miss up to 90 minutes without having to make-up that material. Students may miss a total of 3 hours and still receive course credit, as long as they access the session recording and log-in for the entire session's length. Missing more than 3 hours requires attending the entire course again to receive course credit.

**Q.: How are course materials provided?**

**A.:** All course materials are provided online, available for download to your computer or for printing. Course materials are available prior to the start of your course, as soon as you receive an e-mail from TwentyEighty Strategy Execution with your log-in information for your specific session.

**Q.: Are course sessions recorded and available after class?**

**A.:** Yes. All sessions are recorded and available for unlimited playback up to one year after the class concludes.

*“This course has changed the way I interact with people not only at work, but also in my life outside of work.”*

—Project Leadership, Management, and Communications (Virtual classroom), Dept. of Veterans Affairs student

*“I was able to use the case studies and slides to better assist me with my job as a closeout specialist.”*

—Contract Closeout (Virtual Classroom), National Institute for the Blind student

**Q.: Is there a final exam and if so, how is it administered?**

**A.:** Yes. Most courses have a final exam. For those that do, you must correctly answer 18 out of 25 questions on the final exam, in addition to meeting the attendance requirements. The final exam will be administered in the virtual classroom platform immediately following the last module of the course, unless special arrangements have been made. You will have one hour to complete the exam and will learn your score immediately upon completion.

**Technical Note:** Our e-mail server does not accept compressed (“zipped”) file attachments. Any compressed files sent to instructors will be removed from the e-mail body. This should not be an issue, given the size of files required.

