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E-learning Course

Module 2: e-courses for Microcredentials

Part 2.5 Implementation - delivering and facilitating learning experiences

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Implementation - delivering and facilitating learning experiences

Duration: 25 minutes

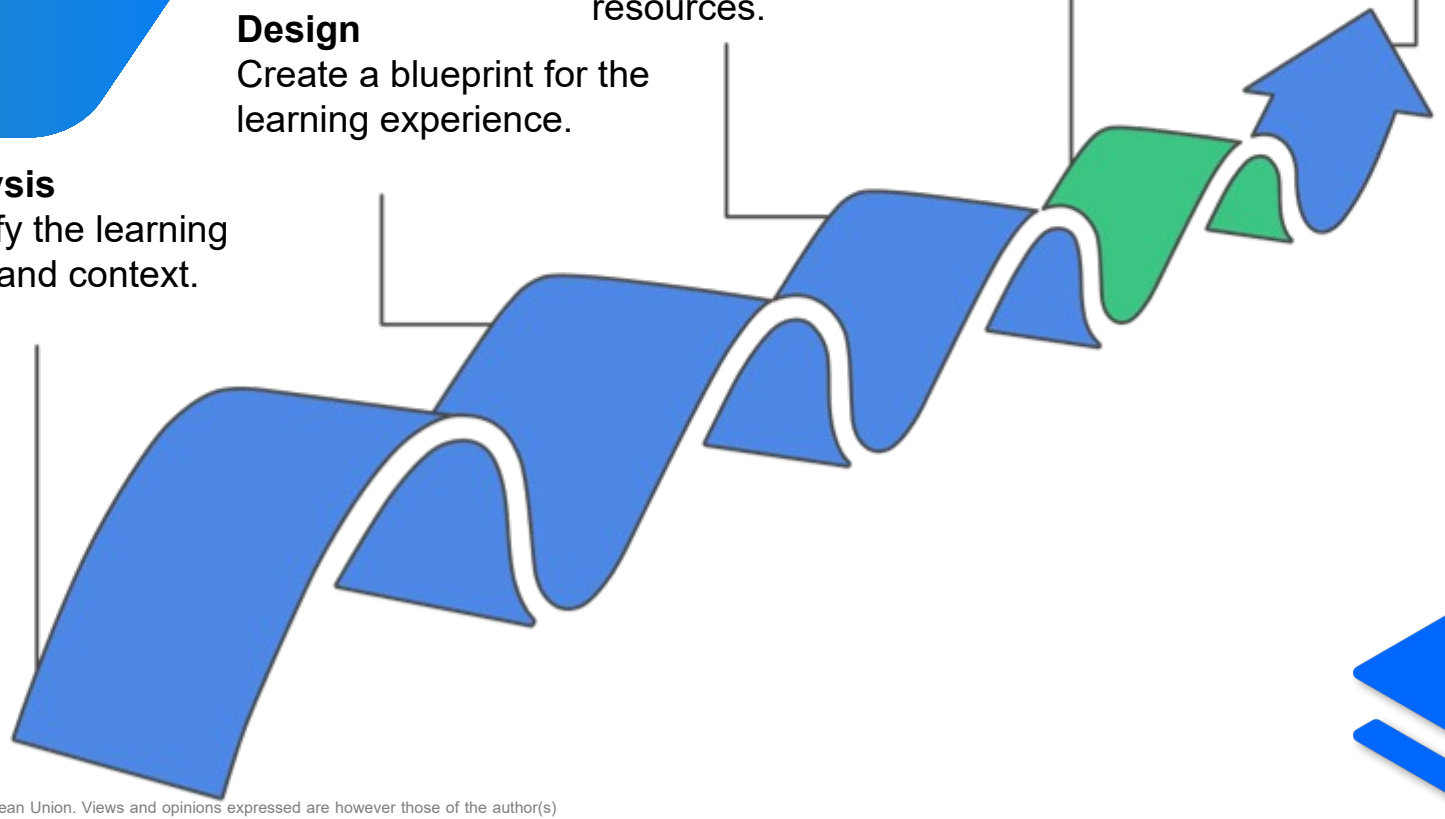
Analysis
Identify the learning need and context.

Design
Create a blueprint for the learning experience.

Development
Build the learning materials and resources.

Implementation
Deliver the learning experience to learners.

Evaluation
Assess the effectiveness of the learning experience.



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The Implementation phase

Welcome to the Implementation phase of the ADDIE model, where all your planning becomes reality. This phase is instrumental in the smooth launch of your microcredential course. Here, you get to understand how to prepare for delivery, schedule and plan logistics, get your learners engaged, and give them proper support. Upon executing this phase perfectly, you are assured that your learners get an easy time accessing the course and completing it.

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Before launch: logistics & scheduling

Plan logistics and venue: Logistics form the backbone of your training delivery. Plan for venue, equipment, breakout rooms, and presentation tools. Ensure all technical items like projectors, laptops, or microphones are in working order. For microcredentials delivered online, confirm LMS readiness, bandwidth capacity, and accessibility.

Schedule for accessibility: Design a schedule that aligns with learners' availability. Consider time zones, work shifts, and peak workload times. For self-paced learning, provide pacing guidelines. For blended delivery, ensure sessions are spaced to prevent overload and maximize retention.

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Before launch: learners & materials

Communicate with learners: Clear, timely communication ensures learners are informed and prepared. Send welcome emails, outline prerequisites, provide agendas, and confirm technical requirements. Use platforms like email, LMS announcements, or messaging apps for consistent updates.

Prepare materials and resources: Ensure all materials are ready before launch (handouts, reference guides, multimedia, and checklists). Provide downloadable resources that support learners during and after the course. For microcredentials, include templates or rubrics tied to competencies.

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Before launch: facilitator & backup

Equip the facilitator: Facilitators need guides, scripts, and tech support. Conduct pre-launch briefings and provide training on LMS or virtual tools. A well-prepared facilitator can focus on guiding learners, answering questions, and keeping momentum strong.

Contingency planning: Expect the unexpected. Identify backup facilitators, alternative venues, and tech support contacts. Prepare for power outages or login issues. Having a plan ensures you can react quickly and minimize disruption.

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During delivery: engagement

Facilitate dynamic sessions: Your goal is to create a positive, inclusive learning space. Start with icebreakers and set ground rules. Use collaborative techniques like breakout rooms, polls, and storytelling. Tailor interactions to boost motivation and engagement. Encourage participation: Use case studies, role-plays, and discussions to engage learners. Facilitate peer interaction to build community. Monitor participation and encourage learners who fall behind. Microcredentials thrive on active learner involvement.

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During delivery: feedback & reflection

Simplify explanations and feedback: Break down complex ideas into digestible parts. Use real-life examples and analogies. Provide feedback that is timely, specific, and actionable. Reinforce positive behavior and gently correct misconceptions.

Facilitate reflection and application: Use reflection prompts to connect learning to real-world experience. Provide time for journaling, group debriefs, or scenario-based problem-solving. These moments boost retention and promote critical thinking.

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During delivery: tracking & support

Track engagement and support learners: Monitor progress using LMS analytics. Track completion, forum participation, and assessment scores. Reach out to learners showing low engagement. Provide 1:1 support, peer groups, or extra resources to help them catch up.

Address challenges proactively: Barriers will arise so be ready. Adapt content, split sessions, or offer additional resources. Use learner feedback to improve in real-time. Staying flexible helps learners stay committed and feel valued.

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Review and reflect

Well-executed implementation sets the stage for meaningful learning. You've explored how to manage logistics, prepare facilitators, communicate clearly, and support learners throughout the process. Successful implementation combines careful planning with flexibility, empathy, and responsiveness. It's not just about launching a course, it's about ensuring that learners stay engaged, supported, and on track. Now, reflect on what you've learned and begin shaping your rollout plan to deliver a smooth, impactful learning experience.

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Additional Resources

Part	Title	Type	Duration	Link	Description
1	Mayer's 12 Principles of Multimedia Learning	website	30'	https://www.digitallearninginstitute.com/blog/mayers-principles-multimedia-learning	Mayer's 12 Principles of Multimedia Learning
2	Content for eLearning	Online video	30'	https://e-trainingcentre.gr/mod/page/view.php?id=2374	Content creation guidance
3	Content for eLearning	Online video	30'	https://e-trainingcentre.gr/mod/page/view.php?id=2376	Content creation guidance
4	Content for eLearning	Online video	30'	https://e-trainingcentre.gr/mod/page/view.php?id=2378	Content creation guidance
5	Principles on designing content for eLearning	Online video	30'	https://e-trainingcentre.gr/mod/page/view.php?id=2381	Content design guidance
6	Principles on designing content for eLearning	Online video	30'	https://e-trainingcentre.gr/mod/page/view.php?id=2382	Content design guidance
7	Authoring tools for eLearning	Online video	30'	https://e-trainingcentre.gr/mod/page/view.php?id=2384	Available authoring tools
8	Guidance for blended and online education programmes	Online manual	30'	https://e-xcellencelabel.eadtu.eu/e-xcellence-review/manual	This manual is to provide a set of benchmarks, quality criteria and notes for guidance against which blended and online education programmes

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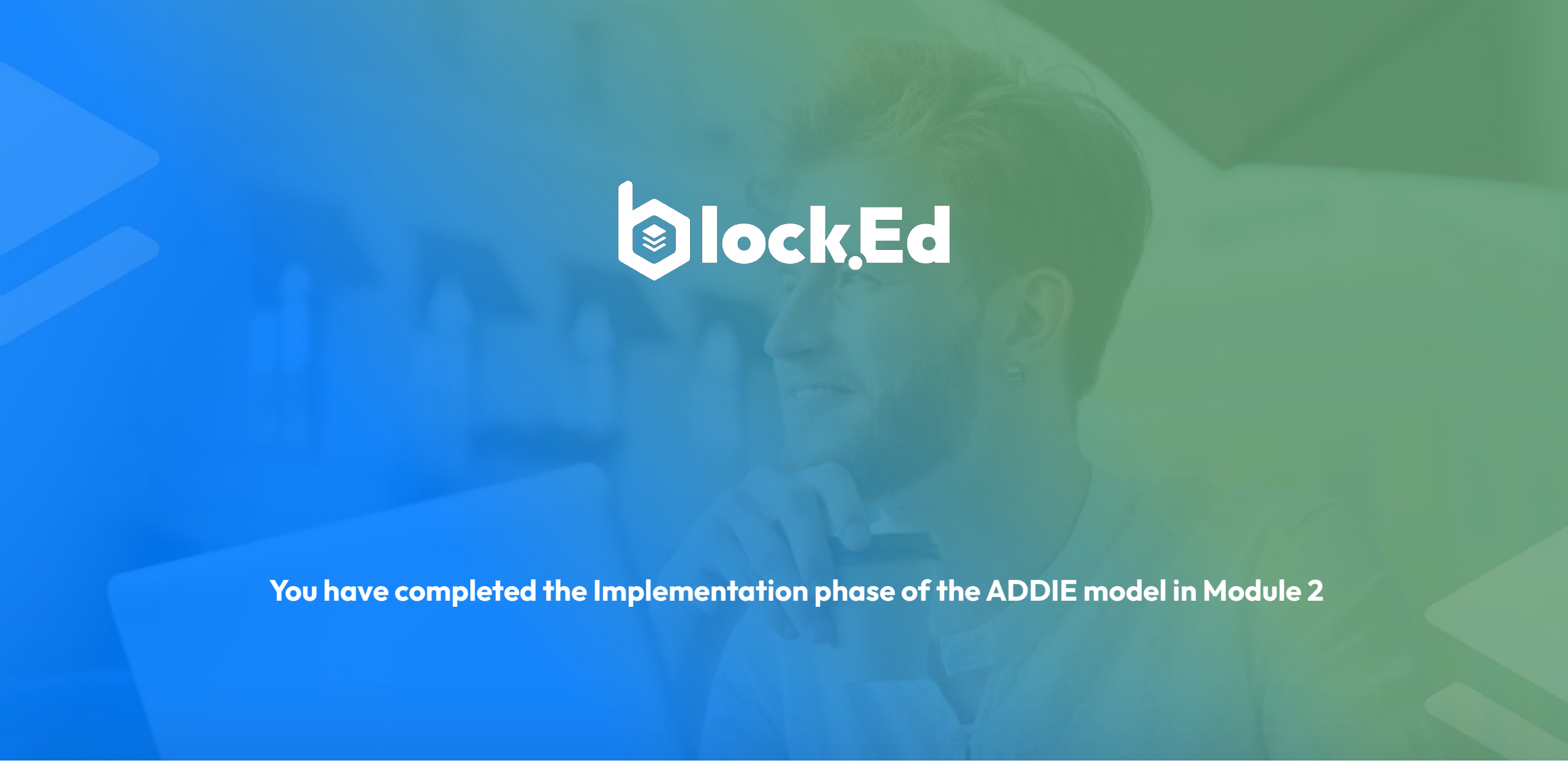

You have completed the Implementation phase of the ADDIE model in Module 2

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