



National Reporting System

2010–2011 Online Courses

Online Courses for Adult Education Program Administrators



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FAQs About Online Courses

Why Take a NRS Online Course?

Because it is not always possible to attend a training in person, the NRS project has developed online courses to take at your convenience to learn about NRS requirements and strategies on how to improve NRS data quality and use. These courses are designed to offer you flexibility and convenience.

Who Is Eligible To Take an NRS Online Course?

These online training courses are designed for adult education program administrators and state adult education staff.

What Can I Expect To Learn From NRS Online Courses?

From these online courses you will learn NRS requirements and how to improve the quality of NRS data collection and data usage. You also will become familiar with the development of the NRS and its purpose.

How Do I Know Which Online Course Is Right for Me?

To determine where you should begin, fill out a self-evaluation form when you log in to help you evaluate your knowledge of the NRS at http://www.nrsonline.org/training/recommend_courses.html. Answering the questions provided will determine how comfortable you are with the different aspects of the NRS and will highlight a recommended course of study, review, or training, based on your responses.



How Much Time Will Each Online Course Take?

The amount of time it will take for you to complete each self-guided course typically ranges from 15 minutes to 3+ hours. From the main Web page that describes all of the current online course offerings, you can click on the title of each course to view:

- ◆ Course objectives
- ◆ Time required
- ◆ Course overview and/or requirements

How Do I Register for an Online Course?

Log on to <http://www.nrsweb.org/trainings/online.aspx> and enter your user ID and password. If you have not yet created an account, you will be prompted to do so. Additionally, by logging in you can:

- ◆ Track your progress within the training courses
- ◆ Pick up where you left off if you needed to exit the course
- ◆ See proof of completion of a course - upon logging in, it will display “completed” next to the name of each finished course.

Whom Can I Contact for Technical Support?

E-mail nrs@air.org for technical support.

Descriptions of Self-Guided Courses

Background Course

What Is the NRS?

Gain a basic understanding of the NRS, focusing on measures and methods. Upon completion of this course, you should be able to answer questions revolving around “what,” “why,” and “how” of the federal accountability system.

Data Quality Courses

Data Quality Guide Training Course

Learn why quality data are important, how the data collection process works, the role of staff in collecting data, and the NRS outcome measures in this course based on the [Guide for Improving NRS Data Quality](#). The course is designed to follow a sequence in which each new section builds upon the previous; however, users may choose to take any lessons within the course at any time.



NRS Data Flow

Learn how data are transferred throughout the NRS and understand how NRS data flow through the local, state, and federal systems. Upon completion of this course, you should be able to give a detailed account of what goes on at each level of the accountability system.



Data Use Courses

Using NRS Data

Gain an understanding of how to use NRS data and learn basic techniques on using NRS data to assist in the analysis of educational program data.



Scenarios (extended courses for local administrators)

Picking up where [Using NRS Data](#) left off, these scenarios share in-depth techniques on using NRS data to assist in the analysis of educational programs in this five-part online course.

Data Use Guide Training Course

Learn how to use your NRS data for program improvement through this online course based on the [Guide to Using NRS Data for Program Management and Improvement](#). This eight-part online course will walk you through the information provided in the data use guide. The course is designed to follow a sequence in which each new section builds upon the previous; however, users may choose to take any lessons within the course at any time.

Learning to be a NRS Data Detective

Learn art of being a data detective and using data to monitor performance, understand programs, and plan and evaluate program improvements efforts.

Available Online Courses At A Glance

Course	Short Description	Time Commitment
What Is the NRS?	A basic understanding of the NRS, focusing on the measures and methods.	Approximately 20–35 minutes
Data Quality Guide Training Courses	Learn why quality data are important, how the data collection process works, the role of staff in collecting data, and the NRS outcomes measures in this course based on the Guide for Improving NRS Data Quality .	Approximately 1 hour 15 minutes to 1 hour 45 minutes
NRS Data Flow	Upon completion of this course, you should be able to give a detailed account of what the goes on at each level of the NRS.	Approximately 10–15 minutes
Using NRS Data	From this online course, you will gain an understanding of how to use NRS data and learn basic techniques for using NRS data to assist in the analysis of educational program (s) data.	Approximately 10–15 minutes
Scenarios (extended courses for local administrators)	Picking up where Using NRS Data left off, the scenarios share in-depth techniques for using NRS data to assist in the analysis of educational programs in this 5-part course.	Approximately 1 hour 15 minutes to 2 hours.
Data Use Guide Training Courses	The course is designed to follow a sequence in which each new section builds upon the previous; however, users may choose to take any of the 8 lessons within the course at any time.	Approximately 1 hour 15 minutes to 1 hour 45 minutes
Learning to be a NRS Data Detective	This 7-part course will include a variety of readings and tools that illustrate the art of being a data detective and using data to monitor performance, understand programs, and plan and evaluate program improvements efforts.	Approximately 3-5 Hours
<i>Coming Soon! Demonstrating Results: Developing State and Local Report Cards for Adult Education</i>	<i>This course will describe the 8-part training and review the purpose of developing state and local report cards for adult education.</i>	<i>To Be Determined</i>



NRS Basics: An Introduction to the NRS, Facilitated Online Course

This distance education course focused on basics of the NRS. Unlike the other courses, this unique 5-week online course is facilitated by instructors who will guide participants with weekly lessons. State directors must nominate staff to participate.


Topics discussed include:

- A brief history of the NRS
- NRS measures and methods
- New NRS assessment approval processes
- NRS and the federal role
- Data systems

***Coming Soon!
New Facilitated Online Course***

A new facilitated online course is in development. Stay tuned for info on the following:

- ***Developing Score Cards and Rubrics to Evaluate Performance***

 National Reporting System

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Overview

Since it is not always possible to attend a training in-person, NRS has developed online courses that adult education program administrators can take to learn and get clarification of NRS requirements and strategies on how to improve NRS data quality and use. These courses are designed to offer great flexibility and convenience.



Click [here to view](#) the NRS Online Courses brochure. Follow [this link](#) for a printable version.

More information about the online courses is below:

Format: Training is delivered via a series of online readings, assignments, and/or quizzes over the Web. Trainees work independently at their own pace based on instructions included in each course's Web training materials.

Frequency: There are no limits. You can take a NRS online course at any time of the day and year, and you can take as much time as you need to complete a course.

Time Required: Courses take anywhere from 15 minutes to 1.5 hours of time to complete. Each course description provides a time estimate for course completion.


Topics: There are seven different NRS online training opportunities available that include 31 courses and cover NRS basics, improving NRS data quality, and effectively using NRS data. Click [here](#) for a list of NRS online courses.

Getting Started

Because there are a variety of courses, we recommend that you fill out the NRS Self-Evaluation Form, a short series of questions that takes no longer than 5 minutes to complete. This form helps evaluate your knowledge of NRS and offers a recommended course of study, review, or training via the NRS online training system. Please note: to complete the form and take a course, it is necessary to set up an online training account so that you can maintain your responses on your form, update your recommended courses and view your training progress at any time.

- [Set up Online Training Account](#)
- [Complete Self-Evaluation Form](#)
- [Select Available NRS Online Courses](#)

The National Reporting System for Adult Education (NRS) is administered by the Division of Adult Education and Literacy in the Office of Vocational and Adult Education at the U.S. Department of Education.

Accessibility 

For Updates and Additional Information
 Visit our Web site to learn more about online options for professional development:

<http://www.nrsweb.org/trainings/online.aspx>