

WWETB BLENDED LEARNING SESSION BREAKDOWN

WWETB's session breakdown below will help break down your session and see what mode of delivery will be used for each session for blended learning. The blended learning session breakdown is required as part of the Implementation checklist process. This document will be examined by the FET Technology Enhanced Learning Team to ensure the session is broken down appropriately to blended learning.

Practical Elements of the curriculum and certain teaching and learning methodologies are more suited to face-to-face learning, and formal examinations must be conducted in centre. Please ensure the Assessment Techniques match the module descriptor. Mapping of Learning Outcomes / Minimum Intended Module Learning Outcomes to Assessment Techniques can be found in Section 11.b of the module descriptor.

Learning outcomes do not have to be delivered in order and may be grouped by mode of delivery here if appropriate when creating the session breakdown for the course as can be seen in samples below

Although certain elements may be appropriate for online delivery, you may choose to group them with components that are best suited to face-to-face instruction and deliver the session in a classroom setting. This approach is illustrated in Sample 1 below. While the first session could be effectively delivered online, the practitioner in this example has chosen to deliver the induction in person and believes that Learning Outcome 1 (LO1) provides the most suitable starting point for the course. Therefore, both will be delivered together on the first day in the classroom.

Please note that elements involving practical work must not be delivered online under any circumstances.

A blank session breakdown template can be found at the end of this document for use with the Implementation process and below are some samples that are in line with the samples that were seen in the Blended Learning Planning Document.

Sample 1 - Level 5 Children with Additional Needs (5N2396) – Session Breakdown

Hours of Delivery Per Session
3

Week	Mode of Delivery	
Session 1	Classroom	Induction LO 1 - Explore the history of special needs in Ireland.
Session 2 Session 3	Online	LO 2 - Examine the Legislation and Policy development relating to children with additional needs.
Session 4 Session 5	Online	LO 3 - Outline a range of special needs, conditions and impairments relating to children.
Session 6 Session 7	Classroom	LO 4 - Discuss a range of roles, responsibilities and support services available to children with additional needs. Project 1 – Access Audit Practice
Session 8 Session 9	Online	LO 8 - Learn to take responsibility for own learning within a multidisciplinary team, evaluating processes which lead to co-operation and effective communication within the team.
Session 10 Session 11	Online	LO 5 - Use a range of approaches in interactions with children with Special Needs
Session 12 Session 13	Online	LO 6 - Apply good practice with children with additional needs.
Session 14	Online	LO 7 - Plan developmentally appropriate activities mindful of the safety, welfare and well-being of all children.
Session 15	Online	LO 9 - Evaluate own practice to inform understanding in relation to children with special needs, leading to an awareness of social, ethical and legal issues in relation to education and care.

Sample 2 – Care Skills (5N2770) – Session Breakdown

Hours of Delivery Per Session
6 hours

Week	Mode of Delivery	Learning Outcomes
Session 1	Online	Induction LO 1 - Identify relevant groups of people in need of health care LO 2 - Examine the physical, emotional, social, psychological and spiritual needs of a range of groups of people, taking into account individual variation
Session 2	Online	LO 6 - Adapt levels of assistance to the needs of particular clients LO 8 - Exercise initiatives to improve client involvement in social events, outings and occupational therapy and physiotherapy LO 12 - Give assistance that enhances the privacy, dignity, independence and positive self image of clients in care
Session 3	Classroom	Centre Induction LO 13 - Give assistance to clients in the use of a range of care equipment to include sensory equipment, aids to encourage independence and mechanical aids including mobility aids, feeding aids, washing aids, elimination aids and hoists LO 5 - Demonstrate knowledge of the correct procedures for the cleaning and replacement of a range of patient equipment. LO 7 - Demonstrate a range of interpersonal skills when dealing with clients to include empathy, respect, patience and effective communication skills
Session 4	Online	LO 3 - Identify the hygiene needs of dependent clients LO 4 - Discuss the prevention of pressure sores LO 9 - Contribute to the maintenance of safe and hygienic environments for clients to include the safe disposal of soiled linen
Session 5	Classroom	LO 10 - Assist clients with dressing, grooming, eating, drinking, toileting, continence promotion, mobility and where appropriate, social needs LO 11 - Apply client safety and security procedures to include appropriate on-site client care procedures for washing, bathing, showering, positioning, moving and handling
Session 6	Online	LO 14 - Report changes in the client's condition to the relevant Supervisor LO 15 - Complete client documentation where appropriate
Session 7	Classroom	Skills Demonstrations
Session 8	Classroom	Skills Demonstrations

Sample 3 – Level 5 Information and Administration – (5N1389) – Session Breakdown

Hours of Delivery Per Session
3 hours

Week	Mode of Delivery	Learning Outcomes
Session 1	Classroom	Course Introduction & Overview of MIMLOs
Session 2	Online	Mimlo 1 – Different Business Organisations
Session 3	Online	Mimlo 1 – Organisation Structures
Session 4	Online	Mimlo 1 - Departmental Functions & Personnel Roles
Session 5	Online	Mimlo 1 - Workplace Legislation & Organisational Impact
Session 7	Online	Mimlo 1 - Org Charts
Session 8	Online	Mimlo 2 & 4- Administrative and IT Functions / Challenges / Admin Skills in Vocational Context
Session 9	Classroom	Mimlo 2 - Using IT Equipment (Hardware)
Session 10	Online	Mimlo 2 - Using IT Equipment (Software)
Session 11	Online	Mimlo 2 - Using IT Equipment (Software)
Session 12	Online	Mimlo 2 - Using Communications Applications
Session 13	Online	Mimlo 4 - Email & Letter Writing Workshop
Session 14	Online	Mimlo 4 – Effective Communication
Session 15	Online	Mimlo 4 - Reviewing Correspondence
Session 16	Online	Mimlo 2 - Document Management Software including Collaboration and Sharing
Session 17	Online	Mimlo 3 - Meeting & Business Travel Planning
Session 18	Online	Mimlo 3 - Diary Management Tools: Tutorials & Practice
Session 19	Online	Mimlo 3 - Meeting Notices, Agendas, and Itineraries
Session 20	Online	Mimlo 3 – Budget / Costings / Contingency & Contingency
Session 21	Online	Mimlo 3 – Post Meeting and Post Travel Tasks
Session 22	Online	Mimlo 5 - File Organisation & Naming Conventions
Session 23	Online	Mimlo 5 - Cloud Storage Tools: SharePoint & Google Drive
Session 24	Online	Mimlo 5 – Data Breaches, Compliance and Security Flaw Identification
Session 25	Online	Reflection / Feedback and Course Wrap up

WWETB's Implementation Checklist Blended Session Breakdown - Template

Section 1 - Details

Name of Programme:	
Centre Name:	
Manager Name:	
Manager Contact Details:	
Course:	
Module Name and Code	
Major Award Name and Code:	

Section 2 – Session Breakdown

Hours of Delivery Per Session

Session No.	Mode of Delivery	Learning Outcomes