

Training Tools Overview

Pearson Digital Learning (PDL) will provide a master copy of our pre-recorded training tutorials for both the Essentials and Academic products. These modules represent a full initial training for new users on the products, broken into 30-minute segments. Because they are recorded, they are accessible 24/7 to Pearson Partners at PDL's Community Connection at <http://pearsondigital.com/coco/>.

In addition, these tutorials may be used as on-site training for Pearson Business Unit staff in conjunction with the corresponding PowerPoint presentations or provided as training for end-users of the ELLIS products.

The training tutorial topics include:

ELLIS Academic 5.0

ELLIS Overview

The Administrator Role

The Instructor Role

Recommended Usage

Technical Overview

The Placement Exam

Master Pronunciation

Additional ELLIS Learner Modules

Student Orientation

Supplementary Materials

On-site training for the Pearson Business Unit Partners' staff will be provided in the form of a semi-annual forum to be held in a central location. All attendees will cover their own expenses to attend this forum. Newly produced modules will be delivered at this time, as well as more advanced instruction in use of the product. In addition, a portion of this forum will focus on ELL issues and concerns raised by the Pearson Business Unit partners as heard from their customers. One PDL staff member will be designated as the product trainer for this forum.

PowerPoint

PowerPoint presentation slides that correlate to the training modules are available for use in conducting training or briefing sessions with customers. *(Currently available for Essentials and Academic 5.0)*

Community Connection

ELLIS[®]

Pearson Partners will have access to PDL's Community Connection to obtain any current materials for use with the ELLIS product. All modules and supplemental materials (tutorials, PowerPoint presentations, documents, and manuals) will be accessible in a downloadable form at this site for use in staff training via internet 24/7.