

Comprehensive Guide To E-Learning

EVERYTHING YOU HAVE TO KNOW

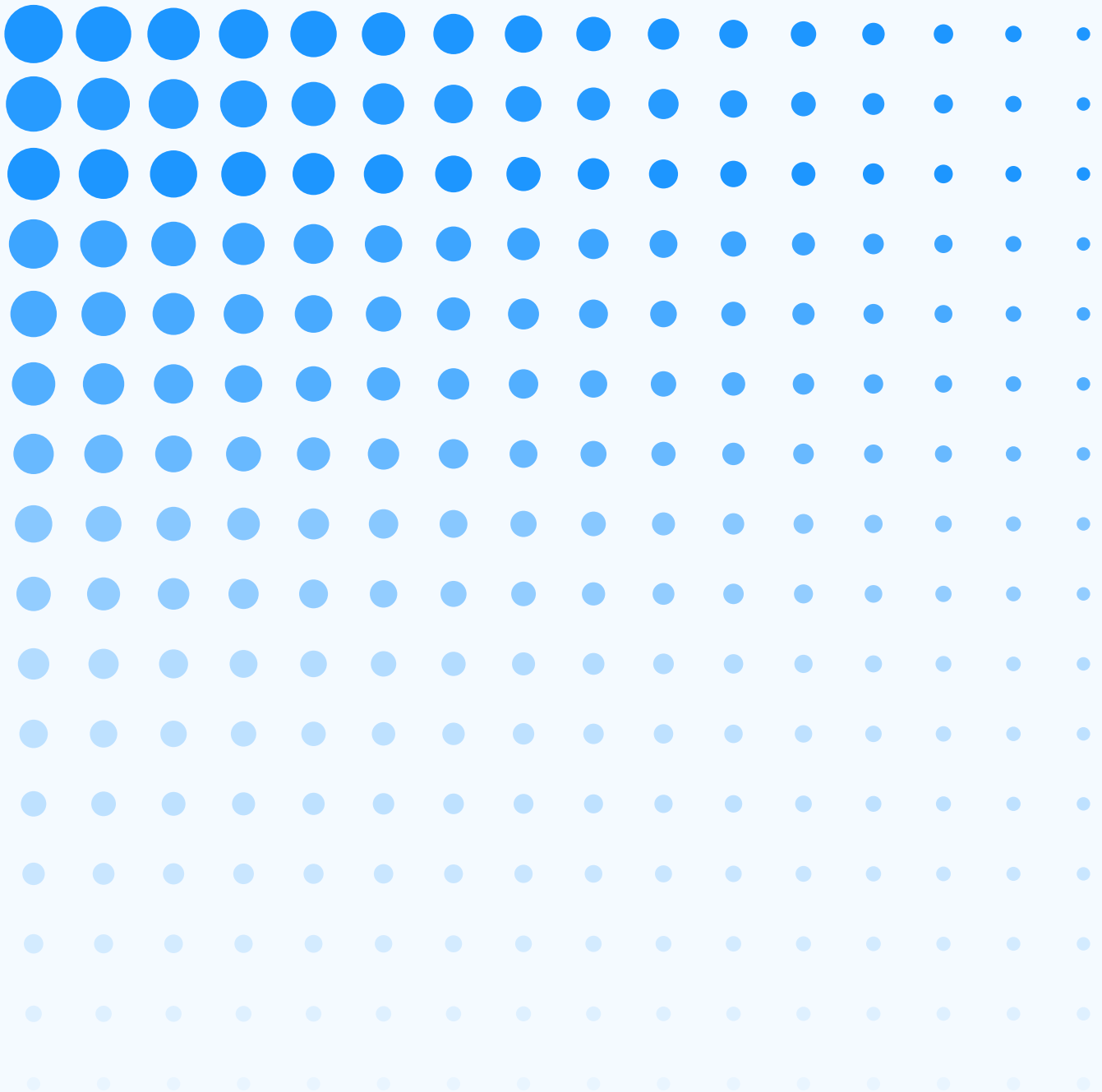
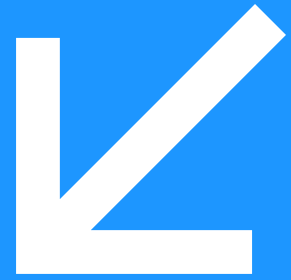


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01

INTRODUCTION

Forward-thinking companies understand the transformational power of data for their business.

E-learning is a form of education that involves delivering instruction to employees and students online. It can take many forms, but it always consists of using technology for delivery and interaction with learners. E-learning has many misconceptions, so this guide will explore what it entails to dispel any myths you may have heard.

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A SOCIETAL SHIFT IN EDUCATION

With advancements in technology, the way that we teach and learn has dramatically changed. Technology has highlighted the human desire for convenience, instant gratification, and staying up-to-date. This change is reflected in education and more specifically, e-learning, as online and convenient training is gaining popularity.

Instead of employees and students attending in-person classes and taking up precious time when it may be better suited for their jobs, e-learning allows the information to be transferred at any time and from anywhere.

From a [workplace standpoint](#), e-learning is a more efficient, cost-effective solution to traditional classroom training when looking at training and education.

While training used to consist of face-to-face interaction accompanied by a facilitator primarily, the trend is now shifting towards online learning, as it is more convenient for all parties involved in the training process.

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TRADITIONAL EDUCATION

Teachers play an essential role in the traditional educational method.

The traditional method is a lot more structured in terms of how students have evaluated and the curriculum that they follow.

With traditional learning, all students must learn at roughly the same rate with few exceptions. This allows teachers time to get to know their students on a personal level so as to best help them succeed. There will also be designated times throughout the year

when tests and evaluations will occur, which may cover content from weeks or months prior depending on what was learned during that session or coursework completed by then.

This model requires face-to-face interaction, set schedules and times, and hired staff delivering the training or course material.

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MODERN EDUCATION

Looking at the modern educational system, we can see that it is very different from the traditional model taught in a classroom setting.

Teachers now serve as facilitators who direct students to valuable resources and information rather than just lecturing them on their material. Employees or students can explore materials at their own pace and gain knowledge based on what they need or want, not just what teachers decide should be studied for tests and exams.

This kind of learning provides flexibility, as students no longer need to be physically sitting in a classroom for certain periods of time. Employees can take courses when they want and from any location as long as they have an Internet connection or access to their materials.

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UNDERSTANDING E-LEARNING

E-learning can best be described as a form of education involving technology and online resources to deliver instruction and information to students.

It can take many forms, but it always requires some electronic device such as laptops, tablets or smartphones for learners to access their courses/materials electronically instead of on paper like textbooks or notebooks, which was common with traditional learning models.

Students will need an internet connection (which today is almost everyone) to use computers at schools, libraries, or other public spaces with free Wi-Fi hotspots available throughout cities worldwide.

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BENEFITS OF E-LEARNING

While E-learning does present some challenges, countless benefits come with this form of education.

1 E-LEARNING IS FLEXIBLE

It's very convenient to learn online because you can access the information whenever and wherever it suits your needs.

You no longer need to attend specific classes at a certain time or even stay in one location since most courses are offered on [Coursera](#), [Udemy](#), Edx, and so on. It allows students more freedom when it comes to setting their schedule for completing course material as well as studying for tests/exams (when applicable)

You're not limited by the place, which makes e-learning extremely flexible compared to traditional classroom settings. You must be physically present during class times, so finding the right study environment becomes much more accessible than ever before.

2 COST SAVINGS

On average, there are approximately [40 to 60 percent fewer costs](#) for employees when using an e-learning model. This approach can be highly beneficial for businesses that want to increase their workforce without significantly increasing costs. It allows more employees than ever to receive the education and training they need to excel at their jobs while saving employers a lot of money.

3 HIGHER RETENTION RATES

According to [Shift E-Learning](#), retention rates from e-learning are around 25 to 60 percent, while traditional and face-to-face teaching methods result in less than 10 percent retention rates. The more engaged you are with your learning material, the more likely you will retain the information.

E-learning does a great job of creating this type of environment because students can choose how they want to learn and interact with their course materials through various multimedia tools. This keeps many individuals interested in what they're being taught while also ensuring that all learners have an equal opportunity to complete their courses successfully.

4 EASIER COLLABORATION

E-learning also makes it much easier for students to collaborate with other learners and teachers due to the multiple formats of communication involved.

Organizations can perform communication using software such as [Slack](#), [Whatsapp](#), [Facebook Messenger](#), or other channels if looking for communication between the facilitator and employee or student.

This allows two or more individuals anywhere in the world to communicate via audio/video directly from their computers without paying any additional costs associated with long-distance calls.

Additional software like Google docs allows groups of people to edit the same document simultaneously. In contrast, others create documents collaboratively, so sharing information is made incredibly easy compared to traditional teaching methods where group projects require everyone to be physically present within one particular location.

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DIFFERENT TYPES OF E-LEARNING

E-learning comes in many different formats.

Five categories in which e-learning falls into simulated instruction, virtual education, asynchronous learning, synchronous learning, and blended or hybrid learning. Each one has its unique characteristics. Let's look at what each category entails to decide to apply it to your organization best.

1 SIMULATED INSTRUCTION

Simulated instruction is utilized by e-learning courses that focus on providing realistic practice in a safe environment.

[Canvas](#), an [LMS \(Learning Management System\)](#), is a common platform used for this type of training/education that simulates virtual work environments or specific tasks without risk to employees or company assets.

2 VIRTUAL EDUCATION

When you hear virtual education, it's usually associated with [MOOCs](#) (Massive Open Online Courses). These are self-paced and open enrollment, so anyone who wants to learn online can enroll free of charge at their own pace from anywhere around the world as long as they have internet access. While many people consider these learning opportunities available only through higher institutions such as colleges universities organizations today are also leveraging virtual education to help train their employees.



3 ASYNCHRONOUS LEARNING

With asynchronous learning, people can learn conveniently, which is excellent if you have a busy schedule or many family obligations. This allows learners more flexibility in how they want to take courses. This type of e-learning usually takes place using an LMS platform such as Moodle. Students can access the course material from anywhere via the website whenever it's most convenient for them.

Because there isn't any pressure involved with asynchronous training, learners typically save money on tuition fees while completing all required coursework successfully.

Another benefit to asynchronous learning is the reduced stress from deadlines and other restraints usually associated with traditional educational models, so engagement rates tend to be much higher.

4 SYNCHRONOUS LEARNING

In a synchronous class, students and instructors gather in real-time from all over the world.

However, unlike asynchronous learning, where students can access course materials whenever convenient, synchronous courses require people to be online at a specific time. Using this method, everyone can develop relationships with their instructors and other learners while also being productive in their training. Some of the main benefits of this type of education are that it allows experts from around the world to teach individuals who wouldn't have access otherwise due to location constraints or cost, making educational opportunities more accessible than ever before.

5 BLENDED LEARNING

This approach combines E-Learning and traditional teaching methods to provide students with the best education possible. It's an excellent way for teachers and instructors to incorporate technology into their classrooms while still maintaining some of the benefits that come with face-to-face instruction. This method usually works well by using digital content, such as videos or animations. This also allows students more freedom when it comes to completing course materials at home on their own time or studying for tests/exams.

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CHALLENGES FACING E-LEARNING PLATFORMS

While e-learning has many benefits in training and education organizations still face some challenges when implementing this method of learning within their business.

1 STAYING UP TO DATE WITH MODERN TECH

One of the primary challenges to e-learning is the constant advancements in technology. If a course or training platform is dependant on out-of-date technology, it can be more of an inconvenience than help since this makes it difficult for learners to get the most out of their courses.

Companies have to consider how long certain technologies will last and whether updating them would benefit students or create more confusion when completing coursework.

Another challenge with using traditional platforms is that so many options are available, which sometimes confuses people on what they should use when learning online.



2 DESIGNING E-LEARNING COURSES FOR DIFFERENT GENERATIONS

Some of the challenges companies face regarding e-learning also include understanding how different generations prefer learning.

For example, Baby Boomers are usually more comfortable with traditional forms of training because they grew up before technology was introduced into classrooms and workplaces.

On the other hand, Millennials have grown up using tech in their everyday lives, so this group is typically better suited for taking courses through an online platform or LMS. By catering your course curriculum toward each generational type, you can ensure that everyone has equal access regardless of what generation they belong to. This helps drive productivity throughout your business instead of creating barriers between learners based on age differences or technological preferences.

3 LACK OF ACCOUNTABILITY DURING TESTING/EXAMS

Another challenge that organizations face with online training is the lack of accountability with learners. Since there isn't a teacher or instructor grading their work, students can sometimes cheat on tests and exams.

This is an issue because it makes it more difficult for companies to ensure everyone has access to proper education regardless of

whether they're in-house employees or hired from outside sources. People will try to take shortcuts when completing coursework by copying answers off of one another's papers. This also leads to the next point about plagiarism which we'll discuss now.



4

FINDING THE PERFECT E-LEARNING AUTHORING TOOL OR LEARNING PLATFORM

With so many e-learning tools available, it can be challenging to find the perfect solution.

Some of these include [Adobe Captivate](#), [Articulate Storyline](#), [Lectora Inspire](#), and many more.

Some companies try using multiple platforms throughout their organization, but this can lead to many issues. When multiple software is used, data will end up in various locations, becoming a problem when sharing information across teams.

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DIFFERENT INDIVIDUALS HAVE DIFFERENT TECH SKILLS AND LEARNING TYPES

Another challenge that organizations face regarding e-learning is that there are so many different people in one workplace.

This means getting buy-in from every individual working together toward the same goals even if they all prefer learning differently. This can create a lot of difficulties when trying to implement courses because

you need everyone on your team to succeed if they want their business to thrive. However, keeping these tips in mind when designing curriculums will make this process much smoother since everyone will be familiar with how everything works before beginning any training sessions online.



6 UNDERSTANDING AND INTERPRETING DATA FROM LEARNING MANAGEMENT SYSTEMS

A lot of data can be obtained from using an LMS, making it easier for businesses to track how specific courses and training programs affect their workforce.

However, most organizations don't know what to do with this information or even how they got it in the first place. This means you'll need someone on your team

who understands big data analytics and has some knowledge about programming languages like [Python](#) and SQL if you want to make sense of all the metrics coming back from your learning platform(s).

Having mountains upon mountains worth of raw student data without knowing where you should start when analyzing the data can be costly for your organization.

7 HANDLING LARGE AMOUNTS OF DATA

Many organizations are not adequately equipped to handle large amounts of data which can occur when you have a lot of people taking courses on your learning platform(s).

This means that if there is an outage, it can be difficult for employees to get back online and complete coursework. This could lead to some individuals missing out on valuable training sessions because they couldn't log in at the right time, which may also mean their performance suffers since they're not getting access to up-to-date information about specific subjects or topics.

If this ever does happen, you'll need someone who understands [how big data works](#) to identify key areas where improvements should be made within your organization's infrastructure before anything else happens again.



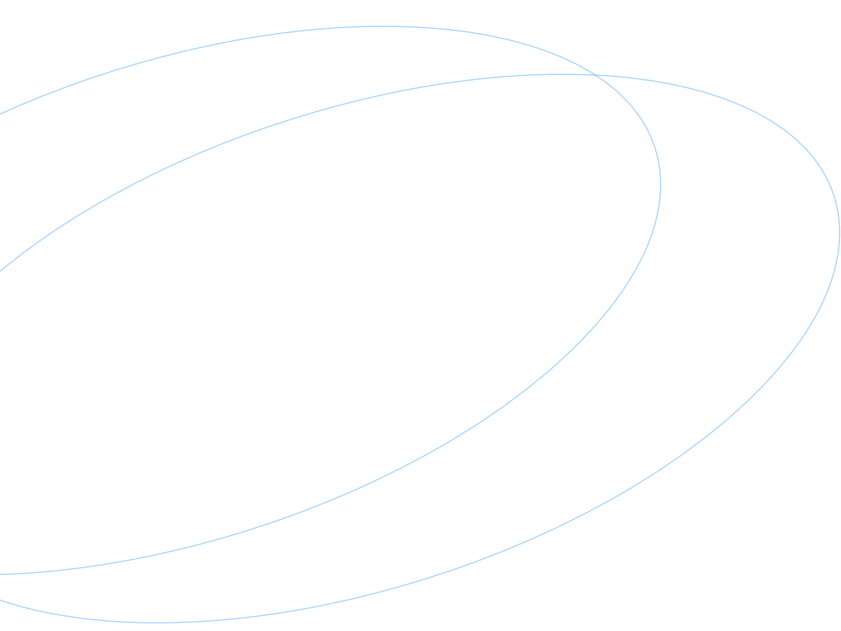
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PROVIDING SECURE TRAINING FOR CONFIDENTIAL INFORMATION

Many training programs are specific to the organization and should not be shared with external parties.

This means that your company needs to ensure that proper measures are taken before sharing any data with an e-learning authoring tool or learning platform, so you don't run the risk of exposing sensitive information about clients, customers, employees, and so on.

This can be achieved by implementing tools like watermarking software, making it easier for people within your organization to know whether or not someone is trying to share specific intellectual property publicly online without express permission.



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THE IMPORTANCE OF DATA AND E-LEARNING

One of the essential elements of e-learning is understanding the data around the training. Whether it's student data or learning management system metrics, knowing what to track can make a world of difference when trying to improve e-learning within your organization.

Evaluating and measuring results is another integral part of the process that will let you know if everything is on track and whether or not more improvement needs to be done regarding specific curriculums and courses provided online for employees across all departments in your company. By keeping these tips in mind while designing scalable solutions for any business, managing large amounts of data with an LMS won't seem nearly as intimidating.

Selecting the Proper E-Learning Platform for Your Business

There are many different options in terms of e-learning solutions, which can lead to challenges when deciding which platform is best for you. Here is a list of considerations to make before deciding on the best platform to suit your needs.

1 COST OF THE PLATFORM

Cost is a significant issue for many organizations when it comes to choosing an e-learning platform.

While e-learning is typically cost-saving in terms of staffing, there are often hidden fees associated and recurring payments that can quickly add up.

To determine whether or not you're getting good value for money with regards to investing in specific platforms, make sure you look into things like:

- Features (does the software provide everything you're looking for?)
- Ease of use (is this something employees within your organization can handle?)
- Corporate training (does the company provide support to users and developers?)

2 SCALABILITY

Scalability is another important consideration depending on your business needs. Often organizations do not realize they need to scale until the moment they need to scale. For example, challenges will arise if your company suddenly hires many new

employees and you discover that the learning management system or authoring tool(s) has a volume capacity. This can lead to increased lag time, downtime, increased costs, and many other issues.

Here are some questions you should consider in terms of scalability:

- Does the authoring tool/learning platform scale well regarding how many people will be using it?
- How does this affect costs and pricing if you need additional resources or licenses for more users in certain companies?
- What about when someone leaves a company? Do they take their courses with them, which could lead to losing valuable data that's been collected over time since it's not shared across other platforms anymore?

Many big data problems can arise from scalability issues, like having too much information in one place without proper tools.

3 ABILITY TO INTEGRATE VARIOUS PLATRFORMS

E-learning platforms should be able to Integrate.io with various platforms through the use of APIs.

This means that you'll need to look at how different platforms can Integrate.io before making a decision.

If your organization uses a CRM such as [Salesforce](#), it should Integrate.io correctly with your e-learning platform without any issues.

It's also important to consider how you'll be able to use APIs for the benefit of your company and whether or not these features have been demonstrated by an LMS authoring tool(s) before purchasing/them.

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USING CLOUD-BASED SOFTWARE AND DATA STORAGE SOLUTIONS

Making the switch to software as a service (SaaS) is one of the best ways you can ensure that your business or organization has access to cutting-edge technology at all times.

This means that you'll never have to worry about expensive upgrades, huge hardware costs, and other issues since an external provider will handle everything. These providers specialize in making sure their clients are happy with how well they handle specific services offered online for any company or institution across different industries.

When it comes down to SaaS specifically focused on e-learning solutions like authoring tools, learning platforms, and more, there's no better way than choosing something cloud-based, so everyone within your organization can stay up-to-date.

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CHALLENGES WITH TRANSITIONING TO NEW SOFTWARE

When choosing to transition to an e-learning platform, it's important to consider some of the challenges during implementation. Here are some notable challenges that may arise for your organization.

1 DATA MANAGEMENT

One of the most common issues that can arise when transitioning to new software is data management. This means that you'll need a process in place before the actual change occurs. Hence, everyone knows how they should handle any datasets created on your current platform, and don't forget about transferring it over later when making the switch.

2 SCALABILITY

Some data transfers can be extremely complicated, especially if you're working with really large datasets. Depending on the size of these datasets and how many employees will need to access them after transitioning over to your new e-learning platform, it may take some time for everyone involved to get acclimated before they start using it properly.



3 HAVING MULTIPLE DATA POINTS IN DIFFERENT LOCATIONS

Having multiple data points in different locations is one of the biggest challenges you'll face when creating an e-learning platform.

When it comes to this type of technology, there are many benefits for companies and institutions alike, which show why more people are making the switch worldwide. There's no shortage of big data problems or scalability issues within any industry,

so learning how to properly address these concerns will be something worth considering before transitioning your business/organization into new software entirely.

Using an ETL such as Integrate.io can be one way to ensure that everything is being handled properly while making the switch from your current e-learning platform.

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THE IMPORTANCE OF SECURE DATA TRANSFERS

Today organizations have millions of data points collected from various sources, which means that it is more important than ever to ensure proper security measures when transferring data.

One way you can make this possible for your company or institution, especially those who have been using LMS software and authoring tools and online courses provided by different platforms with sensitive information about clients or customers within the e-learning system at all times.

Using Secure File Transfer Protocols (SFTP) ensures that all files being transferred via an FTP server use strong encryption, so no one else has access unless they possess the decryption key.

This also helps avoid having any holes in terms of security since SFTP encryptions make sure everything is safe from prying eyes along every step of the process during.

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HOW INTEGRATE.IO CAN HELP WITH E-LEARNING

E-learning is a great way to train and educate employees in the digital age, but with all of these new technologies come challenges that can be difficult for companies and institutions which are used to working within certain parameters.

With a common issue of big data transfers and management, using Integrate.io to securely transfer data to and from data warehouses, databases and other data sources can help to ensure that your e-learning platform is a success.

Integrate.io will clean your data and allow you to transform it before loading it back into your target database or data warehouse.

This ensures that you have clean, high-quality datasets while also working with the same information across different platforms, whether an e-learning platform for employees/clients or authoring tools for creating online courses to distribute over the Internet.

If you are interested in optimizing your learning and training systems through an e-learning model, contact Integrate.io's team of experts today.