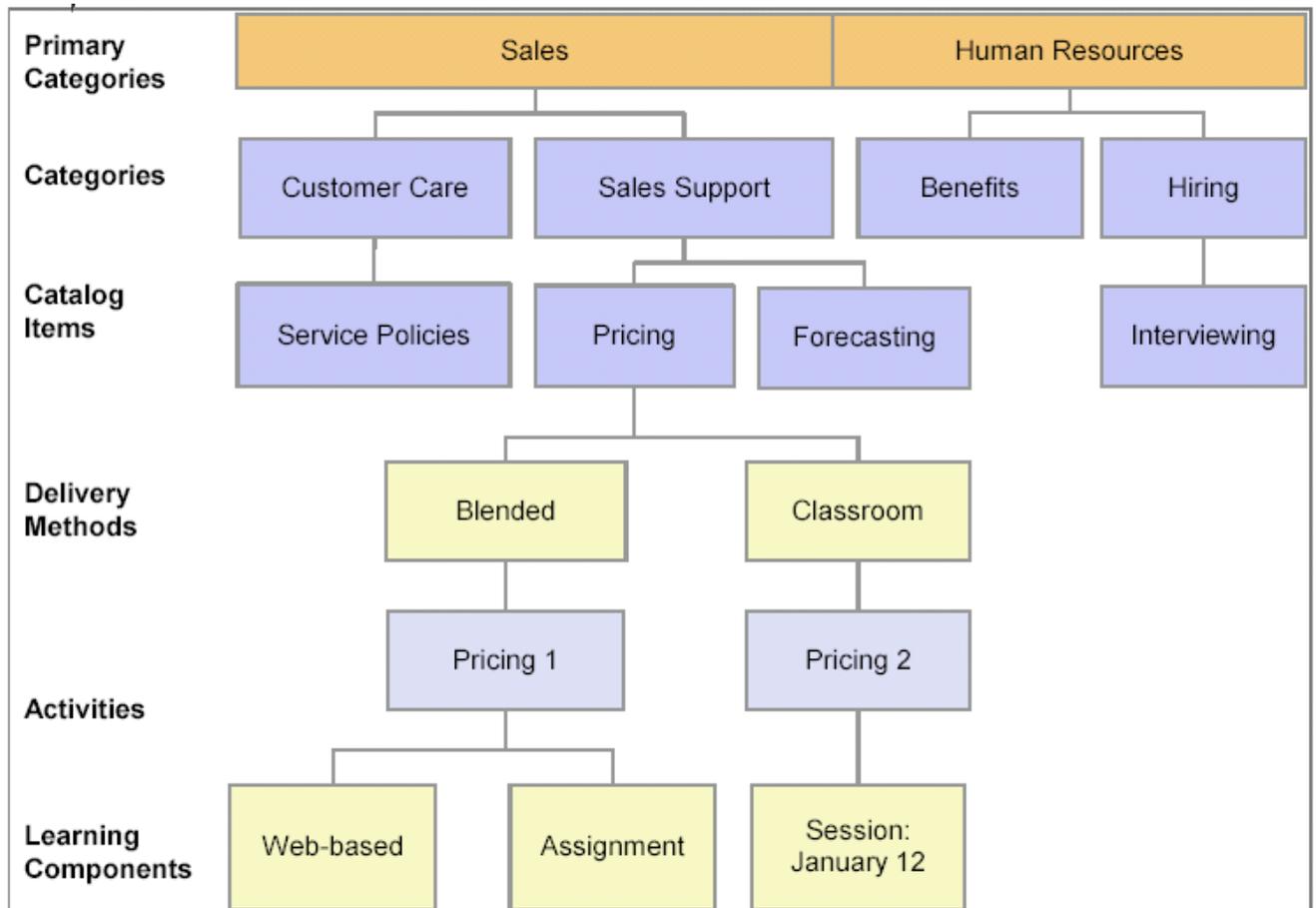


Understanding ELM Catalog Security and Structure

The purpose of this document is to help Agency Administrators understand the ELM learning catalog structure and security for creating catalog items and activities. Catalog items and activities make up the learning catalog structure for courses and classes in ELM that can be offered by an agency. Learning environments and learner groups give the learning catalog offerings security access to ELM users. All of this is touched on in this document.

Catalog Structure



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Enterprise Learning Management 9.0 Catalog Terms

Categories = Learning Subject

Catalog Item = Course

Delivery Methods = Course Delivery Method

Activities = Class

Learning Component = Activity Learning Methods

Catalog Items/Delivery Methods

When Catalog Items are created, they require a Delivery Method attached to the Catalog Item. Catalog Items can have multiple Delivery Methods. The Delivery Methods are the following:

- Instructor Led
- Web Based
- Test
- Assignment
- Survey
- Blended Learning (a mix of multiple learning components)

Note: Delivery Methods establishes how the Catalog Item will be delivered to the learner.

Activities/Learning Components

Multiple activities can be created for a Catalog Item based on their learning times and venues. When an activity is created, it is attached to the Delivery Method established for the Catalog Item.

Activity Learning Components are the learning methods that is required to be established when the activity is created. The learning component types are the following:

- Session = Instructor Led Component ([Delivery Method](#))
- Web Based = Web Based Component ([Delivery Method](#))
- Assignment = Assignment Component ([Delivery Method](#))
- Survey = Survey Component ([Delivery Method](#))
- Test = Test Component ([Delivery Method](#))

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- Web Cast = Web Cast Component (**This was not implemented in ELM 9.0*)

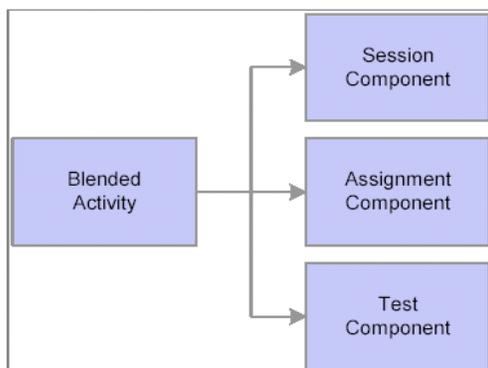
An Activity can have multiple learning components to make up the necessary learning methods learners need to accomplish to complete the activity.

For example, an activity is created with three learning components.

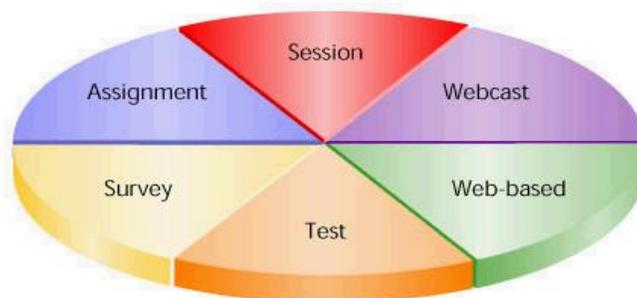
The first learning component is a Session; the next is an Assignment component and last is a Test component. When creating the learning component for the activity, it would need to be established that these three learning components would need to be accomplished to complete the activity.

Note: Having multiple learning components will always be a Blended Learning Delivery Method for the Catalog Item that the Activity is created for.

Blended Learning Example:



Learning Component Types:



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ELM Learning Catalog Security

Learning catalog items are accessible by learner groups and learning environments. This enables the learner group to search for the catalog items. The learning environment attached to the catalog item enables the Agency Administrator to see the catalog and to modify it.

A **Learner Group** is the group of learners that will need access to a catalog item and activities.

The **Learning Environment** is the agency environment that the catalog will need to be attached to so that the Environment Administrator (Agency Administrator role) has access to the Learning Catalog.

Note: All Learning Catalog Offerings default under the State of Ohio Learning Environment.

When creating Catalog Items and activities, they need both the appropriate Learner Group and Learning Environment.

For example, a Catalog Item is created called "EXCEL 101". The course is for DRC employees only. The Learning Environment and Learner Group security setup would be the following:

Learning Environments:

State of Ohio = Default LE (Learning Environment)

Dept. of Rehab & Corrections = Agency Administrator access

Learning Group

Dept. of Rehab & Corrections LG = Learning Group access