

**Education Implementation Plan
FY 2020/2021 and 2021/2022**

Content	Plan Year 1 2020-2021	Plan Year 2 2021 -2022	Recommended Delivery Method/Venue	Frequency	Curriculum Committee	Target Audience
Statewide Programs and Courses						
NEW JUDGE EDUCATION AND JUDICIAL ASSIGNMENT EDUCATION						
B.E. Witkin Judicial College of California			Held Offsite	10 days once per year	CJER Advisory Committee	Judges and SJOs
B.E. Witkin Judicial College of California			Held Offsite	10 days once per year	CJER Advisory Committee	Judges and SJOs
New Judge Orientation 1/10				5 days 7-10 times per year	CJER Advisory Committee	Judges and SJOs
New Judge Orientation 2/10				5 days 7-10 times per year	CJER Advisory Committee	Judges and SJOs
New Judge Orientation 3/10				5 days 7-10 times per year	CJER Advisory Committee	Judges and SJOs
New Judge Orientation 4/10				5 days 7-10 times per year	CJER Advisory Committee	Judges and SJOs
New Judge Orientation 5/10				5 days 7-10 times per year	CJER Advisory Committee	Judges and SJOs
New Judge Orientation 6/10				5 days 7-10 times per year	CJER Advisory Committee	Judges and SJOs
New Judge Orientation 7/10				5 days 7-10 times per year	CJER Advisory Committee	Judges and SJOs
New Judge Orientation 8/10				5 days 7-10 times per year	CJER Advisory Committee	Judges and SJOs
New Judge Orientation 9/10				5 days 7-10 times per year	CJER Advisory Committee	Judges and SJOs
New Judge Orientation 10/10				5 days 7-10 times per year	CJER Advisory Committee	Judges and SJOs
New Judge Orientation 1/10				5 days 7-10 times per year	CJER Advisory Committee	Judges and SJOs
New Judge Orientation 2/10				5 days 7-10 times per year	CJER Advisory Committee	Judges and SJOs
New Judge Orientation 3/10				5 days 7-10 times per year	CJER Advisory Committee	Judges and SJOs
New Judge Orientation 4/10				5 days 7-10 times per year	CJER Advisory Committee	Judges and SJOs
New Judge Orientation 5/10				5 days 7-10 times per year	CJER Advisory Committee	Judges and SJOs
New Judge Orientation 6/10				5 days 7-10 times per year	CJER Advisory Committee	Judges and SJOs
New Judge Orientation 7/10				5 days 7-10 times per year	CJER Advisory Committee	Judges and SJOs
New Judge Orientation 8/10				5 days 7-10 times per year	CJER Advisory Committee	Judges and SJOs
New Judge Orientation 9/10				5 days 7-10 times per year	CJER Advisory Committee	Judges and SJOs
New Judge Orientation 10/10				5 days 7-10 times per year	CJER Advisory Committee	Judges and SJOs
Appellate Justice Orientation				1 day as needed	Appellate	Justices

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Civil Law Basic Orientation (PAO)			PAO/EAC - Winter	4.5 days once per year	Civil	Judges and SJOs
Civil Law Basic Orientation (PAO)			PAO/EAC - Winter	4.5 days once per year	Civil	Judges and SJOs
Orientation for Experienced Civil Law Judges (PAO)			PAO/EAC - Summer	3 days once per year	Civil	Judges and SJOs
Orientation for Experienced Civil Law Judges (PAO)			PAO/EAC - Summer	3 days once per year	Civil	Judges and SJOs
Limited Jurisdiction, Small Claims & Unlawful Detainer Orientation (PAO)			PAO/EAC - Fall	3 days once per year	Civil	Judges and SJOs
Limited Jurisdiction, Small Claims & Unlawful Detainer Orientation (PAO)			PAO/EAC - Fall	3 days once per year	Civil	Judges and SJOs
CEQA Overview			EAC/PAO - Fall	2 days every other year	Civil	Justices, Judges, Attorneys
Criminal Law Orientation (PAO) 1/3			PAO/EAC - Fall	4.5 days 3 times per year	Criminal	Judges and SJOs
Criminal Law Orientation (PAO) 2/3			PAO - Winter	4.5 days 3 times per year	Criminal	Judges and SJOs
Criminal Law Orientation (PAO) 3/3			PAO/EAC - Summer	4.5 days 3 times per year	Criminal	Judges and SJOs
Criminal Law Orientation (PAO) 1/3			PAO/EAC - Fall	4.5 days 3 times per year	Criminal	Judges and SJOs
Criminal Law Orientation (PAO) 2/3			PAO/EAC - Winter	4.5 days 3 times per year	Criminal	Judges and SJOs
Criminal Law Orientation (PAO) 3/3			PAO/EAC - Summer	4.5 days 3 times per year	Criminal	Judges and SJOs
Traffic Orientation (PAO)			PAO/EAC - Summer	2 days once per year	Criminal	Judges and SJOs
Traffic Orientation (PAO)			PAO/EAC - Summer	2 days once per year	Criminal	Judges and SJOs
Fundamentals of Felony Sentencing 1/2			PAO/EAC - Fall	2.5 days 2 times per year	Criminal	Judges and SJOs
Fundamentals of Felony Sentencing 2/2			PAO/EAC - Spring	2.5 days 2 times per year	Criminal	Judges and SJOs
Fundamentals of Felony Sentencing 1/2			PAO/EAC - Fall	2.5 days 2 times per year	Criminal	Judges and SJOs
Fundamentals of Felony Sentencing 2/2			PAO/EAC - Spring	2.5 days 2 times per year	Criminal	Judges and SJOs
Advanced Topics in Felony Sentencing			PAO/EAC Spring	2 days once per year	Criminal	Judges and SJOs
Advanced Topics in Felony Sentencing			PAO/EAC - Spring	2 days once per year	Criminal	Judges and SJOs
Homicide Trials			PAO/EAC - Spring	2 days once per year	Criminal	Judges and SJOs
Homicide Trials			PAO/EAC - Spring	2 days once per year	Criminal	Judges and SJOs
Death Penalty Trials			PAO/EAC - Spring	2 days once per year	Criminal	Judges and SJOs

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Death Penalty Trials			PAO/EAC - Spring	2 days once per year	Criminal	Judges and SJOs
Death Penalty Habeas Corpus Petitions after Prop 66			PAO/EAC - Summer	2 days once per year	Criminal	Judges and SJOs
Death Penalty Habeas Corpus Petitions after Prop 66			PAO/EAC - Summer	2 days once per year	Criminal	
Family Law Orientation (PAO) 1/2			PAO/EAC - Winter	4.5 days 2 times per year	Family	Judges and SJOs
Family Law Orientation (PAO) 2/2			PAO/EAC - Spring	4.5 days 2 times per year	Family	Judges and SJOs
Family Law Orientation (PAO) 1/2			PAO/EAC - Winter	4.5 days 2 times per year	Family	Judges and SJOs
Family Law Orientation (PAO) 2/2			PAO/EAC - Spring	4.5 days 2 times per year	Family	Judges and SJOs
AB1058 Commissioners Orientation (PAO)			Held Offsite	1/2 day once per year	Family	Judges and SJOs
AB1058 Commissioners Orientation (PAO)			Held Offsite	1/2 day once per year	Family	Judges and SJOs
Dependency Law Orientation (PAO) 1/2			PAO/EAC - Winter	4.5 days 2 times per year	Juvenile	Judges and SJOs
Dependency Law Orientation (PAO) 2/2			PAO/EAC - Summer	4.5 days 2 times per year	Juvenile	Judges and SJOs
Dependency Law Orientation (PAO) 1/2			PAO/EAC - Winter	4.5 days 2 times per year	Juvenile	Judges and SJOs
Dependency Law Orientation (PAO) 2/2			PAO/EAC - Summer	4.5 days 2 times per year	Juvenile	Judges and SJOs
Delinquency Law Orientation (PAO) 1/2			PAO/EAC - Fall	4.5 days 2 times per year	Juvenile	Judges and SJOs
Delinquency Law Orientation (PAO) 2/2			PAO/EAC - Spring	4.5 days 2 times per year	Juvenile	Judges and SJOs
Delinquency Law Orientation (PAO) 1/2			PAO/EAC - Fall	4.5 days 2 times per year	Juvenile	Judges and SJOs
Delinquency Law Orientation (PAO) 2/2			PAO/EAC - Spring	4.5 days 2 times per year	Juvenile	Judges and SJOs
Probate Orientation (PAO)			PAO/EAC - Winter	4.5 days once per year	Probate	Judges, SJOs; probate attorneys,
Probate Orientation (PAO)			PAO/EAC - Winter	4.5 days once per year	Probate	Judges and SJOs; probate attorneys,
CONTINUING JUDICIAL EDUCATION - EDUCATION FOR EXPERIENCED JUDGES						
Complex Civil Litigation Workshop			Fall	1 day once per year	Civil	Complex Civil Judges
Complex Civil Litigation Workshop			Fall	1 day once per year	Civil	Complex Civil Judges
Evidence in Civil & Criminal Cases 1/2			PAO/EAC - Fall	3 days 2 times per year	Civil	Judges and SJOs
Evidence in Civil & Criminal Cases 2/2			PAO/EAC - Summer	3 days 2 times per year	Civil	Judges and SJOs

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Evidence in Civil & Criminal Cases 1/2			PAO/EAC - Fall	3 days 2 times per year	Civil	Judges and SJOs
Evidence in Civil & Criminal Cases 2/2			PAO/EAC- Summer	3 days 2 times per year	Civil	Judges and SJOs
CONTINUING JUDICIAL EDUCATION COURSES - DOMESTIC VIOLENCE COURSES AND PROGRAMS						
Domestic Violence Institute: Orientation to Judicial Skills (VAWEP)				4 days every other year	VAWEP	Judges and SJOs
Ethics and Self-Represented Litigants in Domestic Violence Cases (VAWEP) 1/20			PAO	2 days once per year	VAWEP	Judges and SJOs
Ethics and Self-Represented Litigants in Domestic Violence Cases (VAWEP) 2/20			PAO	2 days once per year	VAWEP	Judges and SJOs
VAWEP Nuts and Bolts before Ethics and SRL course 3/20			PAO	2 days once per year	VAWEP	Judges and SJOs
VAWEP Nuts and Bolts before Ethics and SRL course 4/20			PAO	2 days once per year	VAWEP	Judges and SJOs
VAWEP Immigration Issues in Domestic Violence Cases 5/20			PAO - Winter	2 days once per year	VAWEP	Judges and SJOs
VAWEP Immigration Issues in Domestic Violence Cases 6/20			EAC - Fall	2 days once per year	VAWEP	Judges and SJOs
VAWEP Handling Sexual Assault Cases 7/20			EAC - Spring	2 days once per year	VAWEP	Judges and SJOs
VAWEP - Handling Sexual Assault Cases 8/20			EAC - Spring	2 days once per year	VAWEP	Judges and SJOs
VAWEP Human Trafficking Cases 9/20			EAC - Fall	2 days once per year	VAWEP	Judges and SJOs
VAWEP Human Trafficking Cases 10/20			PAO	2 days once per year	VAWEP	Judges and SJOs
VAWEP Handling Cases Involving Abuse In Later Life 11/20			PAO- Summer	2 days every other year	VAWEP	Judges and SJOs
VAWEP Cow County Preconference Domestic Violence Course 12/20			Institute	2 days every other year	VAWEP	Judges and SJOs
VAWEP Trafficking 13/20			Institute or Webinar		VAWEP	Judges and SJOs
VAWEP TBD 14/20			Institute		VAWEP	Judges and SJOs
VAWEP TBD 15/20			Institute		VAWEP	Judges and SJOs
VAWEP TBD 16/20			Institute		VAWEP	Judges and SJOs
VAWEP TBD 17/20			Institute or Webinar		VAWEP	Judges and SJOs
VAWEP TBD 18/20			Institute or Webinar		VAWEP	Judges and SJOs
VAWEP TBD 19/20			Institute or Webinar		VAWEP	Judges and SJOs

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VAWEP TBD 20/20			Institute or Webinar		VAWEP	Judges and SJOs
CONTINUING JUDICIAL EDUCATION COURSES - STATEWIDE INSTITUTES						
Cow County Judges Institute			Held offsite	2 days once per year	CJER Advisory Committee	Judges and SJOs
Cow County Judges Institute			Held offsite	2 days once per year	CJER Advisory Committee	Judges and SJOs
Appellate Justices Institute			Held offsite	2 days every 18 months	Appellate	Justices
Civil Law Institute			Held offsite	2 days every other year	Civil	Judges and SJOs
Criminal Law Institute			Held Offsite	2 days every other year	Criminal	Judges and SJOs
Family Law Institute			Held offsite	2 days every other year	Family	Judges and SJOs
Juvenile Law Institute			Held Offsite	2 days every other year	Juvenile	Judges and SJOs
Probate and Mental Health Institute			Held offsite	2 days every other year	Probate	Judges and SJOs; probate attorneys, probate examiners
LEADERSHIP TRAINING - JUDICIAL						
PJ/CEO Management Institute			Held offsite	2 days once per year	JBLD	PJ/CEO
PJ/CEO Management Institute			Held offsite	2 days once per year	JBLD	PJ/CEO
Supervising Judges Institute				2 days once per year	JBLD	Judges and SJOs
Supervising Judges Institute				2 days once per year	JBLD	Judges and SJOs
MANAGER/SUPERVISOR COURSES						
Institute for Court Management (ICM) 1/10				2.5 days once per year		Manager/ Supervisors CEOs
Institute for Court Management (ICM) 2/10				2.5 days once per year		Manager/ Supervisors CEOs
Institute for Court Management (ICM) 3/10				2.5 days once per year		Manager/ Supervisors CEOs
Institute for Court Management (ICM) 4/10				2.5 days once per year		Manager/ Supervisors CEOs
Institute for Court Management (ICM) 5/10				2.5 days once per year		Manager/ Supervisors CEOs
Institute for Court Management (ICM) 6/10				2.5 days once per year		Manager/ Supervisors CEOs
Institute for Court Management (ICM) 7/10				2.5 days once per year		Manager/ Supervisors CEOs
Institute for Court Management (ICM) 8/10				2.5 days once per year		Manager/ Supervisors CEOs

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Institute for Court Management (ICM) 9/10				2.5 days once per year		Manager/ Supervisors CEOs
Institute for Court Management (ICM) 10/10				2.5 days once per year		Manager/ Supervisors CEOs
Institute for Court Management (ICM) 1/10				2.5 days once per year		Manager/ Supervisors CEOs
Institute for Court Management (ICM) 2/10				2.5 days once per year		Manager/ Supervisors CEOs
Institute for Court Management (ICM) 3/10				2.5 days once per year		Manager/ Supervisors CEOs
Institute for Court Management (ICM) 4/10				2.5 days once per year		Manager/ Supervisors CEOs
Institute for Court Management (ICM) 5/10				2.5 days once per year		Manager/ Supervisors CEOs
Institute for Court Management (ICM) 6/10				2.5 days once per year		Manager/ Supervisors CEOs
Institute for Court Management (ICM) 7/10				2.5 days once per year		Manager/ Supervisors CEOs
Institute for Court Management (ICM) 8/10				2.5 days once per year		Manager/ Supervisors CEOs
Institute for Court Management (ICM) 9/10				2.5 days once per year		Manager/ Supervisors CEOs
Institute for Court Management (ICM) 10/10				2.5 days once per year		Manager/ Supervisors CEOs
Core 40 1/3				4 days 2-3 times per year	JBLD	Manager/ Supervisors
Core 40 2/3				4 days 2-3 times per year	JBLD	Manager/ Supervisors
Core 40 3/3				4 days 2-3 times per year	JBLD	Manager/ Supervisors
Core 40 1/3				4 days 2-3 times per year	JBLD	Manager/ Supervisors
Core 40 2/3				4 days 2-3 times per year	JBLD	Manager/ Supervisors
Core 40 3/3				4 days 2-3 times per year	JBLD	Manager/ Supervisors
Advanced Core 40 1/2				3 days 2-3 times per year	JBLD	Manager/ Supervisors
Advanced Core 40 2/2				3 days 2-3 times per year	JBLD	Manager/ Supervisors
Advanced Core 40 1/2				3 days 2-3 times per year	JBLD	Manager/ Supervisors
Advanced Core 40 2/2				3 days 2-3 times per year	JBLD	Manager/ Supervisors
Core 24				3 days 2 times per year	JBLD	Manager/ Administrator
Core 24				3 days 2 times per year	JBLD	Manager/ Administrator

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COURT PERSONNEL INSTITUTES AND COURSES						
Appellate Judicial Attorney Institute			Held offsite	2 days once per year	Appellate	Judicial Attorneys
Appellate Judicial Attorney Institute			Held offsite	2 days once per year	Appellate	Judicial Attorneys
Appellate Staff Institute			Held offsite	2 days every other year	ATCO	Appellate Court Staff
Appellate Management Institute			Held offsite	2.5 days every other year	JBLD	Appellate Managers/ Supervisors
CCTI/Court Clerk Training Institute 1/8					ATCO	Trial and Appellate Court Staff
CCTI/Court Clerk Training Institute 2/8					ATCO	Trial and Appellate Court Staff
CCTI/Court Clerk Training Institute 3/8					ATCO	Trial and Appellate Court Staff
CCTI/Court Clerk Training Institute 4/8					ATCO	Trial and Appellate Court Staff
CCTI/Court Clerk Training Institute 5/8					ATCO	Trial and Appellate Court Staff
CCTI/Court Clerk Training Institute 6/8					ATCO	Trial and Appellate Court Staff
CCTI/Court Clerk Training Institute 7/8					ATCO	Trial and Appellate Court Staff
CCTI/Court Clerk Training Institute 8/8					ATCO	Trial and Appellate Court Staff
CCTI/Court Clerk Training Institute 1/8					ATCO	Trial and Appellate Court Staff
CCTI/Court Clerk Training Institute 2/8					ATCO	Trial and Appellate Court Staff
CCTI/Court Clerk Training Institute 3/8					ATCO	Trial and Appellate Court Staff
CCTI/Court Clerk Training Institute 4/8					ATCO	Trial and Appellate Court Staff
CCTI/Court Clerk Training Institute 5/8					ATCO	Trial and Appellate Court Staff
CCTI/Court Clerk Training Institute 6/8					ATCO	Trial and Appellate Court Staff
CCTI/Court Clerk Training Institute 7/8					ATCO	Trial and Appellate Court Staff
CCTI/Court Clerk Training Institute 8/8					ATCO	Trial and Appellate Court Staff
Core Leadership and Training Skills 1/2				3-days 2-3 times per year	ATCO	Leads and Seniors
Core Leadership and Training Skills 2/2				3-days 2-3 times per year	ATCO	Leads and Seniors
Core Leadership and Training Skills 1/2				3-days 2-3 times per year	ATCO	Leads and Seniors

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Core Leadership and Training Skills 2/2				3-days 2-3 times per year	ATCO	Leads and Seniors
Trial Court Judicial Attorneys Institute				2 days every other year	CJER Advisory Committee	Trial Court Attorneys
Regional Courses						
JUDICIAL (multiple offerings)						
Qualifying Ethics 7 Core Course			Live Local and Regional	Multiple offerings	JBAEF	Justices, Judges, and SJOs
Qualifying Ethics 8 Core Course			Live Local and Regional	Multiple offerings	JBAEF	Justices, Judges, and SJOs
MANAGER/SUPERVISOR (capacity is 2 per year)						
Leadership Topic 1/2			Regional		JBLD	Manager/Supervisor
Leadership Topic 2/2			Regional		JBLD	Manager/Supervisor
Leadership Topic 1/2			Regional		JBLD	Manager/Supervisor
Leadership Topic 2/2			Regional		JBLD	Manager/Supervisor
COURT PERSONNEL (capacity is 5 per year)						
Court Personnel: Staff Topic 1/5			Regional		ATCO	Court Staff
Court Personnel: Staff Topic 2/5			Regional		ATCO	Court Staff
Court Personnel: Staff Topic 3/5			Regional		ATCO	Court Staff
Court Personnel: Staff Topic 4/5			Regional		ATCO	Court Staff
Court Personnel: Staff Topic 5/5			Regional		ATCO	Court Staff
Court Personnel: Staff Topic 1/5			Regional		ATCO	Court Staff
Court Personnel: Staff Topic 2/5			Regional		ATCO	Court Staff
Court Personnel: Staff Topic 3/5			Regional		ATCO	Court Staff
Court Personnel: Staff Topic 4/5			Regional		ATCO	Court Staff
Court Personnel: Staff Topic 5/5			Regional		ATCO	Court Staff
Webinars Capacity is 20 per year						
Webinar TBD 1/20			Webinar			
Webinar TBD 2/20			Webinar			
Webinar TBD 3/20			Webinar			
Webinar TBD 4/20			Webinar			
Webinar TBD 5/20			Webinar			
Webinar TBD 6/20			Webinar			
Webinar TBD 7/20			Webinar			
Webinar TBD 8/20			Webinar			
Webinar TBD 9/20			Webinar			
Webinar TBD 10/20			Webinar			
Webinar TBD 11/20			Webinar			
Webinar TBD 12/20			Webinar			
Webinar TBD 13/20			Webinar			
Webinar TBD 14/20			Webinar			
Webinar TBD 15/20			Webinar			
Webinar TBD 16/20			Webinar			
Webinar TBD 17/20			Webinar			

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Webinar TBD 18/20			Webinar			
Webinar TBD 19/20			Webinar			
Webinar TBD 20/20			Webinar			
Webinar TBD 1/20			Webinar			
Webinar TBD 2/20			Webinar			
Webinar TBD 3/20			Webinar			
Webinar TBD 4/20			Webinar			
Webinar TBD 5/20			Webinar			
Webinar TBD 6/20			Webinar			
Webinar TBD 7/20			Webinar			
Webinar TBD 8/20			Webinar			
Webinar TBD 9/20			Webinar			
Webinar TBD 10/20			Webinar			
Webinar TBD 11/20			Webinar			
Webinar TBD 12/20			Webinar			
Webinar TBD 13/20			Webinar			
Webinar TBD 14/20			Webinar			
Webinar TBD 15/20			Webinar			
Webinar TBD 16/20			Webinar			
Webinar TBD 17/20			Webinar			
Webinar TBD 18/20			Webinar			
Webinar TBD 19/20			Webinar			
Webinar TBD 20/20			Webinar			
Videos						
10 MINUTE MENTORS (capacity is 5 per year)						
10 Minute Mentor TBD 1/5			Video			
10 Minute Mentor TBD 2/5			Video			
10 Minute Mentor TBD 3/5			Video			
10 Minute Mentor TBD 4/5			Video			
10 Minute Mentor TBD 5/5			Video			
10 Minute Mentor TBD 1/5			Video			
10 Minute Mentor TBD 2/5			Video			
10 Minute Mentor TBD 3/5			Video			
10 Minute Mentor TBD 4/5			Video			
10 Minute Mentor TBD 5/5			Video			
VIDEO PANELS (capacity is 12 per year)						
Video Panel TBD 1/12			Video			
Video Panel TBD 2/12			Video			
Video Panel TBD 3/12			Video			
Video Panel TBD 4/12			Video			
Video Panel TBD 5/12			Video			
Video Panel TBD 6/12			Video			
Video Panel TBD 7/12			Video			
Video Panel TBD 8/12			Video			
Video Panel TBD 9/12			Video			
Video Panel TBD 10/12			Video			
Video Panel TBD 11/12			Video			
Video Panel TBD 12/12			Video			
Video Panel TBD 1/12			Video			

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Video Panel TBD 2/12			Video			
Video Panel TBD 3/12			Video			
Video Panel TBD 4/12			Video			
Video Panel TBD 5/12			Video			
Video Panel TBD 6/12			Video			
Video Panel TBD 7/12			Video			
Video Panel TBD 8/12			Video			
Video Panel TBD 9/12			Video			
Video Panel TBD 10/12			Video			
Video Panel TBD 11/12			Video			
Video Panel TBD 12/12			Video			
VIDEO LECTURES (capacity is 6 per year)						
Video Lecture TBD 1/6			Video			
Video Lecture TBD 2/6			Video			
Video Lecture TBD 3/6			Video			
Video Lecture TBD 4/6			Video			
Video Lecture TBD 5/6			Video			
Video Lecture TBD 6/6			Video			
Video Lecture TBD 1/6			Video			
Video Lecture TBD 2/6			Video			
Video Lecture TBD 3/6			Video			
Video Lecture TBD 4/6			Video			
Video Lecture TBD 5/6			Video			
Video Lecture TBD 6/6			Video			
VIDEO COURTROOM SIMULATIONS (capacity is 3 per year)						
Video Courtroom Simulation -TBD 1/3			Video			
Video Courtroom Simulation -TBD 2/3			Video			
Video Courtroom Simulation -TBD 3/3			Video			
Video Courtroom Simulation -TBD 1/3			Video			
Video Courtroom Simulation -TBD 2/3			Video			
Video Courtroom Simulation -TBD 3/3			Video			
Podcasts (capacity is 10 per year)						
Podcast - TBD 1/10			Podcast			
Podcast - TBD 2/10			Podcast			
Podcast - TBD 3/10			Podcast			
Podcast - TBD 4/10			Podcast			
Podcast - TBD 5/10			Podcast			
Podcast - TBD 6/10			Podcast			
Podcast - TBD 7/10			Podcast			
Podcast - TBD 8/10			Podcast			
Podcast - TBD 9/10			Podcast			
Podcast - TBD 10/10			Podcast			
Podcast - TBD 1/10			Podcast			
Podcast - TBD 2/10			Podcast			
Podcast - TBD 3/10			Podcast			
Podcast - TBD 4/10			Podcast			
Podcast - TBD 5/10			Podcast			
Podcast - TBD 6/10			Podcast			

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Podcast - TBD 7/10			Podcast			
Podcast - TBD 8/10			Podcast			
Podcast - TBD 9/10			Podcast			
Podcast - TBD 10/10			Podcast			
Online Courses						
COMPLEX ONLINE						
Basic Customer Service			Complex Online		Civil	Judges and SJOs
Jury Instructions--the Problem Areas			Complex Online		Criminal	Judges and SJOs
Special-Needs Trusts			Complex Online		Probate	All Probate Audiences
Business Writing			Complex Online		ATCO	Court Staff
ONLINE TUTORIALS						
TBD - Staff Topic			Online Tutorial		ATCO	Court Staff
TBD - Staff Topic			Online Tutorial		ATCO	Court Staff
TBD - Staff Topic			Online Tutorial		ATCO	Court Staff
TBD - Staff Topic			Online Tutorial		ATCO	Court Staff
Updates to Online Courses (updated as needed)						
Trial Court Appellate Division Practice and Procedure			Online Course Update		Appellate Practice	Judges and SJOs
Civil Jury Voir Dire			Online Course Simple		Civil	Judges and SJOs
Effective Civil Case Management			Online Course Simple		Civil	Judges and SJOs
Unlawful Detainer			Online Course Update		Civil	Judges and SJOs
CEQA			Online Course Update		Civil	Judges and SJOs
Civil Trial Evidence: I Object!			Online Course Update		Civil	Judges and SJOs
Punitive Damages Primer			Online Course Update		Civil	Judges and SJOs
Small Claims Court: Consumer and Substantive Law			Online Course Update		Civil	Judges and SJOs
Small Claims Court: Procedures and Practices			Online Course Update		Civil	Judges and SJOs
Is It Hearsay?			Online Course Update		Civil, Criminal	Judges and SJOs
Jury Challenges			Online Course Update		Civil, Criminal	Judges and SJOs
Trial Evidence: Handling Common Objections			Online Course Update		Civil, Criminal	Judges and SJOs
You Be The Judge—Hearsay and Its Exceptions			Online Course Update		Civil, Criminal	Judges and SJOs

**Education Implementation Plan
FY 2020/2021 and 2021/2022**

Content	Plan Year 1 2020-2021	Plan Year 2 2021 -2022	Recommended Delivery Method/Venue	Frequency	Curriculum Committee	Target Audience
Arraignments Primer			Online Course Update		Criminal	Judges and SJOs
Bail and Own Recognizance Release Procedures Primer			Online Course Update		Criminal	Judges and SJOs
Common Motions: Criminal Calendar Primer			Online Course Update		Criminal	Judges and SJOs
Criminal Discovery Motions Primer			Online Course Update		Criminal	Judges and SJOs
Preliminary Hearings Primer			Online Course Update		Criminal	Judges and SJOs
Proposition 36: Drug Court			Online Course Update		Criminal	Judges and SJOs
Traffic Cases			Online Course Update		Criminal	Judges and SJOs
ADA in State Court			Online Course Update		JBAEF	Judges and SJOs
Communicating With Self Represented Litigants			Online Course Update		JBAEF	Judges and SJOs
Courtroom Control			Online Course Update		JBAEF	Judges and SJOs
Judicial Campaign Ethics			Online Course Update		JBAEF	Judges and SJOs
Judicial Ethics for New Judges			Online Course Update		JBAEF	Judges and SJOs
Judicial Ethics for Temporary Judges			Online Course Update		JBAEF	Judges and SJOs
Real World Judicial Ethics 1			Online Course Update		JBAEF	Judges and SJOs
Real World Judicial Ethics 2			Online Course Update		JBAEF	Judges and SJOs
Real World Judicial Ethics 3			Online Course Update		JBAEF	Judges and SJOs
Real World Judicial Ethics 4			Online Course Simple		JBAEF	Judges and SJOs
Self Represented Litigants: Special Challenges			Online Course Update		JBAEF	Judges and SJOs
Calendar Management in Family Court			Online Course Update		Family	Judges and SJOs
Characterizing Property			Online Course Update		Family	Judges and SJOs
Child and Spousal Support			Online Course Update		Family	Judges and SJOs
Custody and Visitation			Online Course Update		Family	Judges and SJOs
Determining Income			Online Course Update		Family	Judges and SJOs
Dividing Property			Online Course Update		Family	Judges and SJOs

**Education Implementation Plan
FY 2020/2021 and 2021/2022**

Content	Plan Year 1 2020-2021	Plan Year 2 2021 -2022	Recommended Delivery Method/Venue	Frequency	Curriculum Committee	Target Audience
Family Law Jurisdiction			Online Course Update		Family	Judges and SJOs
Juvenile Delinquency Hearings			Online Course Update		Juvenile	Judges and SJOs
Juvenile Dependency Hearings			Online Course Update		Juvenile	Judges and SJOs
Character Evidence			Online Course Update		CJER Advisory Committee	Judges and SJOs
Domestic Violence Restraining Orders			Online Course Update		CJER Advisory Committee	Judges and SJOs
How to Run a Busy Calendar			Online Course Update		CJER Advisory Committee	Judges and SJOs
Orders Prohibiting Civil Harassment and Workplace/Postsecondary School Violence			Online Course Update		CJER Advisory Committee	Judges and SJOs
Relevance and Its Limits			Online Course Update		CJER Advisory Committee	Judges and SJOs
827 Petitions			Online Course Simple		ATCO	Juvenile Court Staff
Basic Customer Service			Online Course Update		ATCO	Court Staff
Basic Misdemeanor Case-Flow			Online Course Simple		ATCO	Criminal Court Staff
Basic Safety in the Courts			Online Course Update		ATCO	Court Staff
Basics of Domestic Violence Restraining Orders			Online Course Simple		ATCO	Civil Court Staff
Civil Caseflow Basics			Online Course Update		ATCO	Civil Court Staff
Code of Ethics			Online Course Update		ATCO	Court Staff
Confidential and Sealed Records			Online Course Simple		ATCO	Family Court Staff
Customer Service in Action			Online Course Update		ATCO	Court Staff
Employment Law for Supervisors and Managers			Online Course Update		ATCO	Court Staff
Ethics Orientation/Conflict of Interest			Online Course Update		ATCO	Court Staff
Family Law Notice Requirements			Online Course Update		ATCO	Family Court Staff
Family Procedure: enforcement			Online Course Update		ATCO	Family Court Staff

**Education Implementation Plan
FY 2020/2021 and 2021/2022**

Content	Plan Year 1 2020-2021	Plan Year 2 2021 -2022	Recommended Delivery Method/Venue	Frequency	Curriculum Committee	Target Audience
Felony Caseflow Basics			Online Course Update		ATCO	Court Staff
For the Record: Records Management in the Felony Courtroom			Online Course Update		ATCO	Court Staff
Guardians ad Litem			Online Course Simple		ATCO	Court Staff
Handling Change			Online Course Update		ATCO	Court Staff
Handling Fee Waiver Applications			Online Course Update		ATCO	Court Staff
ICWA Inquiry and Notice			Online Course Update		ATCO	Court Staff
Intercounty Transfers in Probate Cases			Online Course Simple		ATCO	Probate Court Staff
Interstate Transfers in Probate Cases			Online Course Simple		ATCO	Probate Court Staff
Introduction to Customer Service			Online Course Update		ATCO	Court Staff
Introduction to Family Procedure			Online Course Update		ATCO	Court Staff
Judicial Council Forms (mandatory v. optional)			Online Course Update		ATCO	Court Staff
Personal Security in the Courts			Online Course Update		ATCO	Court Staff
Processing Creditors' Claims in Probate			Online Course Update		ATCO	Court Staff
Requests for Domestic Violence Restraining Orders			Online Course Update		ATCO	Court Staff
Small Claims Basic Caseflow			Online Course Update		ATCO	Court Staff
Stress Management			Online Course Update		ATCO	Court Staff
Surrogacy Cases			Online Course Simple		ATCO	Family Court Staff
The Basics of Family and Medical Leave			Online Course Update		ATCO	Court Staff
The Courtroom Clerk in the Felony Courtroom			Online Course Update		ATCO	Court Staff
The Work of the Courts			Online Course Update		ATCO	Court Staff
Time Management at Work			Online Course Update		ATCO	Court Staff
Unlawful Detainer Actions Overview			Online Course Update		ATCO	Court Staff
Updates to Publications - Capacity 16 per year						
Felony Sentencing Handbook			Publication Update		Criminal	

**Education Implementation Plan
FY 2020/2021 and 2021/2022**

Content	Plan Year 1 2020-2021	Plan Year 2 2021 -2022	Recommended Delivery Method/Venue	Frequency	Curriculum Committee	Target Audience
Felony Sentencing Handbook			Publication Update		Criminal	
Mandatory Jury Instructions Handbook			Publication Update		Criminal	
Mandatory Jury Instructions Handbook			Publication Update		Criminal	
California Judges Benchbook Civil Proceedings: Before Trial			Publication Update		Civil	
California Judges Benchbook Civil Proceedings: Before Trial			Publication Update		Civil	
California Judges Benchbook Civil Proceedings: Trial			Publication Update		Civil	
California Judges Benchbook Civil Proceedings: Trial			Publication Update		Civil	
California Judges Benchbook Civil Proceedings: After Trial			Publication Update		Civil	
California Judges Benchbook Civil Proceedings: After Trial			Publication Update		Civil	
California Judges Benchbook Civil Proceedings: Discovery			Publication Update		Civil	
California Judges Benchbook Civil Proceedings: Discovery			Publication Update		Civil	
Domestic Violence Cases in Criminal Court Benchbook			Publication Update		Criminal	
Domestic Violence Cases in Criminal Court Benchbook			Publication Update		Criminal	
Search and Seizure Benchbook			Publication Update		Criminal	
Search and Seizure Benchbook			Publication Update		Criminal	
Small Claims and Consumer Law Benchbook			Publication Update		Civil	
Small Claims and Consumer Law Benchbook			Publication Update		Civil	
Bail and OR Release Benchguide 55			Publication Update		Criminal	
Publication Update - TBD			Publication Update			
Publication Update - TBD			Publication Update			
Publication Update - TBD			Publication Update			
Publication Update - TBD			Publication Update			

**Education Implementation Plan
FY 2020/2021 and 2021/2022**

Content	Plan Year 1 2020-2021	Plan Year 2 2021 -2022	Recommended Delivery Method/Venue	Frequency	Curriculum Committee	Target Audience
Publication Update - TBD			Publication Update			
Publication Update - TBD			Publication Update			
Publication Update - TBD			Publication Update			
Publication Update - TBD			Publication Update			
Publication Update - TBD			Publication Update			
Publication Update - TBD			Publication Update			
Publication Update - TBD			Publication Update			
Publication Update - TBD			Publication Update			
Publication Update - TBD			Publication Update			
Publication Update - TBD			Publication Update			
New Judicial Bench Tools						
Produced As Needed						
New Staff Job Aids						
Produced As Needed						
Updates to Bench Tools						
Updates As Needed						
DV Selected Case Summaries and Statutes				1x per year	CJER Advisory	Judges and SJOs
DV Selected Case Summaries and Statutes				1x per year	CJER Advisory	Judges and SJOs
Updates to Job Aids						
Updates As Needed						
Updates to Course and Facilitation Guides						
General Ethics (lesson plan and course materials)			Course and Facilitation Guide Update	Once	JBAEF	Judges and SJOs
Bench Demeanor (lesson plan)			Course and Facilitation Guide Update	Once	JBAEF	Judges and SJOs
I Object! Civil Trial Evidence (lesson plan)			Course and Facilitation Guide Update	Once	Civil	Judges and SJOs
Summary Judgments Fairness Training (lesson plan)			Course and Facilitation Guide Update	Once	JBAEF	Judges and SJOs
Preventing and Responding to Sexual Harassment			Course and Facilitation Guide Update	Once	JBAEF	Judges and SJOs

Cost Benefit Analysis for Live Face-to-Face Statewide Education Programming

Because of the high cost of the live face-to-face statewide delivery method, the Judicial Council has charged the CJER Governing Committee with carefully considering the method's costs and benefits and ensuring that it is used appropriately once approved.

To support the Governing Committee in this role, CJER staff apply their expertise in instructional design and adult education theory and practice to recommend the most appropriate ways to achieve the objectives recommended by the curriculum committees. Accordingly, staff are expected to recommend low-cost distance delivery methods such as videos, webinars or online resources when sufficient to meet objectives, rather than live face-to-face course delivery that might be preferred by a curriculum committee. Conversely, staff are expected to recommend high cost live face-to-face statewide delivery methods when required to meet objectives, even though lower cost methods might result in making additional funding available for other education efforts. Staff support faculty in designing courses that make appropriate and effective use of face-to-face delivery.

This document details the analysis and rationale for live face-to-face statewide programs considered by the Governing Committee for the 2018-20 Education Plan period. Live face-to-face delivery can uniquely achieve certain learning objectives, detailed below. The first five benefits described below are unique to live face-to-face education as demonstrated by scientific research and our participants' experience. Although some benefits of face-to-face delivery are also available through live distance education, they are usually less effective at a distance. The next four benefits described below are more effective in face-to-face delivery but are also available to some degree in live distance education. The final three benefits below are uniquely effective in live distance education.

Benefits Unique to Live Face-to-Face Delivery

1. *Uninterrupted single-focus learning*: Although distance education is conveniently accessible to the learner in his or her workplace, for instance, the judge¹ in chambers, it also makes the learner accessible to interruptions and prone to multi-tasking. Multi-tasking, far from being efficient, actively interferes with learning,² especially of complex material. Trial court judges have said: "There are too many distractions [at court]. . . as there is always something else to do, like review files for the next day." "I get distracted often when sitting at my desk trying to view an online course."³ In the 2014 *CJER Governing Committee Evaluation of CJER Programs and Products: Survey Report*, over two-thirds of trial judges and over three-quarters of appellate justices surveyed by CJER indicated that live multi-day programs serve their educational needs best.⁴ The judicial officers valued the way live education allows uninterrupted, focused education away from court.
2. *Confidential practice space*: Reassessment of belief systems and habitual behavior, and the acquisition of personal skills that accompany new insights, require a confidential, peer-to-peer practice space. The 2014 *Report of the Experienced Judge Education Workgroup* found that "experienced judges need more live programming, specifically in the areas of courtroom control and communication, and disruptive litigants."⁵ In a face-to-face environment, affective (emotional and empathetic) instruction can more effectively overcome natural resistance to changing personal beliefs, values and stereotypes, especially, for example, in areas such as ethics, self-care, trauma, fairness, and judicial empathy. Most personal skills, including leadership skills, require a

¹ Although the term "judge" is used frequently in this document, this analysis applies equally to all the learners that CJER serves, including judges, subordinate judicial officers, court executive officers, and court personnel.

² American Psychological Association, March 20, 2006: <http://www.apa.org/research/action/multitask.aspx>; <https://www.psychologytoday.com/blog/creativity-without-borders/201405/the-myth-multitasking>

³ 2014 *CJER Governing Committee Evaluation of CJER Programs and Products: Survey Report*, pp. 24, 20.

⁴ 2014 *CJER Governing Committee Evaluation of CJER Programs and Products: Survey Report*, p. 16

⁵ 2014 *Report of the Experienced Judge Education Workgroup*, p. 11

face-to-face, interactive space where participants can try out new skills – in role-playing, for instance – and share the discomfort and risk of failure with peers. Unfortunately, recorded or live-at-a-distance education can afford low participation and minimal emotional engagement, making it far less effective for affective learning and acquiring inter-personal skills.

3. *A community of learning in and out of the classroom:* During face-to-face education, peer-to-peer interaction mitigates professional isolation, and lays the foundation for educational social interaction beyond the classroom. Face-to-face education can also lay the foundation for subsequent educational peer-to-peer interaction and energize subsequent distance education. Distance education, especially in an asynchronous environment, does not have the same impact. The value of peer-to-peer interaction increases for those in unique roles at their own courts. Presiding judges and court executive officers, for instance, do not have local peers in similar roles with whom to exchange experience and ideas. Trial court judges observe that, “Meeting other judges from across the state and learning how other areas do things is invaluable.” “We can all read. We can all access the computer. What we can’t do is access each other. We are locked into a system where we are isolated in our courtrooms and our chambers. We need to TALK to each other.”⁶
4. *Multi-sensory experience:* Participation in live face-to-face education activates multiple senses to a far greater degree than recorded or live at-a-distance education. The more senses involved in a learning experience, the easier it is for the brain to pay attention in the moment and to access memories later,⁷ two important neurological processes associated with learning.
5. *Ample time for in-depth learning:* Legal education, which is complicated and nuanced, requires time, without interruptions, for learners to explore a fully developed context and make use of educational scaffolding, a cognitive sequencing that supports in-depth learning.⁸ Currently, live distance education has practical time limitations (it is difficult to be in a web-based or telephone-based course for more than two hours at one sitting). Experienced judges particularly express the need for in-depth learning. The 2014 *Report of the Experienced Judge Education Workgroup* noted that, “For experienced judges, however, the opportunity to reflect on the role of the judge, how judges make decisions, and how to take one’s judging ‘to the next level’ is a valuable area of educational support.” Discrete, small chunks of content work well with specific, process-oriented content. More abstract conceptual work and new ideas require time to build up to and process.

Benefits Uniquely Effective in Face-to-Face Delivery, But Also Present in Live Distance Education

6. *Collaborative learning:* Participants can tackle problems and discuss questions together to some extent in distance and asynchronous environments, a key opportunity for learning. According to the constructivist learning theories favored by many adult education experts, especially in the work of psychologist Lev Vygotsky, social interaction, like discussion and team problem-solving, is fundamental to the development of cognition.⁹ Collaborative learning in a face-to-face environment, however, tends to accelerate and extend cognition-building social interaction beyond what can be achieved at a distance. Trial court judges affirm the value of collaborative learning for their work: “Audience involvement is very important. The speakers don’t have all the answers.” “You have a chance to learn from the other students -- discussions are often the most valuable part of class.”¹⁰

⁶ 2014 CJER Governing Committee Evaluation of CJER Programs and Products: Survey Report, pp. 17, 18

⁷ *Research-Based Strategies to Ignite Student Learning*, Judy Willis (Association for Supervision & Curriculum Development: 2007), http://www.ascd.org/publications/books/107006/chapters/Memory,_Learning,_and_Test-Taking_Success.aspx

⁸ Larkin, M. (2002). *Using scaffolded instruction to optimize learning*. <http://www.vtaide.com/png/ERIC/Scaffolding.htm>

⁹ Vygotsky, L. S. (1978). *Mind in society: The development of higher psychological processes*. Cambridge, MA: Harvard University Press, cited in: McLeod, S. A. (2014). Lev Vygotsky. Retrieved from www.simplypsychology.org/vygotsky.html

¹⁰ 2014 CJER Governing Committee Evaluation of CJER Programs and Products: Survey Report, p. 18

7. *Immediate verbal and nonverbal feedback*: When participants receive and offer feedback in the moment, learning is accelerated. Participant feedback, including non-verbal communication, helps faculty respond immediately to various learning needs in the classroom and offer differentiated instruction.¹¹ A trial judge notes that in face-to-face education “instructors are able to adapt to the class and be more responsive to the needs of students.”¹² Live distance education can minimize or eliminate non-verbal communication, though verbal feedback can occur at a distance.
8. *Immersive adoption of a new role*: In game theory, multi-sensory experiences and emotional engagement prompt participants to adopt the mindset of a new character.¹³ Live face-to-face training effectively creates an immersive environment that helps new judges, court leaders and staff internalize the mindset and technical skills of a role that is new to them. Live distance education does not (yet) emulate the character-based interaction of online games.
9. *Creativity and innovation*: Creative problem solving often comes from less focused, goal-oriented cognitive exploration and the stimulation of new environments and social interaction. New learning, interaction with new people, and breaks from the daily routine can prompt an expansion of the solution horizon. One trial court judge puts it this way, “Live courses away from court have a value far beyond the educational content. The change of scenery, interchange with colleagues from other courts, and some element of recreation are important for all of us.”¹⁴ Live distance education can provide broadly stimulating new information and cognitive activity, but it is not dramatically different in context or social interaction, and tends to be less effective in stimulating creativity.

Benefits Uniquely Effective in Live Distance Education

10. *Accessibility*: No education works when it is inaccessible to participants or faculty. Statewide face-to-face events are accessible to some but not all of the potential audience and faculty, because of the amount of time and cost to travel. Live education at a distance is accessible to a far greater number of participants and faculty because they do not need to travel to participate.
11. *Reduced cost*: No education is available if it is too costly to deliver in a statewide face-to-face event. Statewide face-to-face events require funding for participant and faculty lodging and meals, faculty transportation and equipment and meeting room rental. Live education at a distance is available to learners when no funding is available for CJER to provide a live face-to-face event.
12. *Timeliness*: When educational outcomes require rapid delivery to a statewide audience, live education at a distance can be implemented quickly and multiple times to achieve time-sensitive objectives. Statewide events require much more time to deliver because of mandated government procurement rules, hotel venue selection, contract negotiation and writing, registration-site development, and a host of other administrative logistics.

¹¹ “Meeting Students Where They Are,” Tracy Heubner, *Educational Leadership*, February 2010, Volume 67 , Number 5, Pages 79-81 <http://www.ascd.org/publications/educational-leadership/feb10/vol67/num05/Differentiated-Learning.aspx>

¹² 2014 CJER Governing Committee Evaluation of CJER Programs and Products: Survey Report, p. 18

¹³ “Serious Games for Immersive Cultural Training: Creating a Living World,” Marjorie A. Zielke, *IEEE Computer Graphics and Applications*, Volume 29, Issue 2, March-April 2009. DOI: 10.1109/MCG.2009.30 <http://ieeexplore.ieee.org/abstract/document/4797516/>

¹⁴ 2014 CJER Governing Committee Evaluation of CJER Programs and Products: Survey Report, p. 19

JOB AID: Relative Costs of Education Delivery Methods

According to “Developing the Judicial Branch Education Plan: Objectives, Roles and Responsibilities,” approved by the CJER Governing Committee in November 2009, the primary role and responsibility of the Curriculum Committee is to develop a two-year education plan for its respective curriculum area, in partnership with CJER staff, for approval by the Governing Committee. Looking at the entirety of their curriculum, Curriculum Committees determine the specific content that should be addressed in a two-year plan. This job aid provides information about the relative cost of the various delivery methods so that committee members can weigh the costs and benefits of particular delivery methods and make informed decisions about which delivery method is the most effective, cost-effective and appropriate to use. Committee members should carefully consider the cost and benefit of choosing a high cost delivery method (items 1-3 on the attached summary), and work with CJER staff to document their rationale for doing so for review by the CJER Governing Committee.

Below are summaries of the primary methods of providing education, a chart of relative costs, and a set of individual charts that provide greater detail about the costs associated with each of the delivery methods.

Live Face-to-Face Education programs can involve the highest number of cost elements to the courts and the Judicial Council and some forms of this delivery method incur the highest aggregate costs among the various options available. They range in format from half-day local courses to multi-day programs held at a conference or hotel venue.

Live Instructor-Led Distance Education (Webinars) typically entails very little direct cost. Occasionally faculty travel to Judicial Council Offices to deliver the course, but most offer the course from their own offices. There are some indirect costs for faculty and staff preparation depending upon the complexity of the design and participant materials that must be developed. There are some annual costs associated with the software and some associated telecommunication charges.

Distance Education (Online Videos) costs vary depending on the complexity of production. Only the *video simulations*, which entail the creation of vignettes, require a great deal of faculty and staff time and various direct costs. Recorded *Video lectures* from live programs incur direct costs for staff travel to record at a program and staff time to edit the videos, but they leverage faculty in a cost effective fashion. *Videos* created in the studio typically incur costs for faculty travel and staff time for development, production and editing.

Distance Education (Online Courses) involves preparation from staff writers and faculty reviewers similar to CJER publications. They require a greater level of instructional design than publications and the added element of media production staff to create the web pages and their various elements. They vary significantly in length and complexity and the indirect cost of CJER staff time varies proportionately.

Distance Education (Podcasts) involve development time by staff and faculty, production and post-production efforts by media specialists to record and edit the podcast, and from the web specialists to upload to CJER Online and the CJER Podcast App. Typically, however, there is no travel time involved, as podcasts are recorded via WebEx, with the faculty in a remote location. Podcasts repurposed as audio from existing video products, like *Family Law Updates* and *Ten Minute Mentors*, involve no development and few production costs.

Publications currently provided by CJER are available in print or online. The bench books and handbooks are the only publications remaining solely in print form, and most of the costs for printing are funded by legal publisher partners. The primary costs are indirect, and are associated with the staff that write and edit the publications and the faculty time to review that work. The largest publication product, the Civil Bench Book series, is written by contractors and funded almost entirely from grant money. CJER's bench guides are provided only online. As with online course development, publications vary in length and complexity and the staff time required varies proportionately.

Direct cost factors and how they are funded:

- Faculty Lodging and Meals (Trial Court Improvement and Modernization Fund or IMF)
- Faculty Travel (IMF)
- Contract faculty and contract publications writers (IMF, other Special Fund money or Grant Funding)
- Participant Lodging and Meals (IMF)
- Meeting room rental costs (IMF)
- Participant Travel (Individual Court)
- CJER Staff Lodging, Meals, and travel (CJER General Funds)

Relative Cost Summary Chart: Education Delivery Methods

	Delivery type	Delivery Method Category	Direct Cost	Indirect Cost	Cost relative to other delivery methods
1	<ul style="list-style-type: none"> • Statewide events • Two or more days • Hotel meeting facility 	Live face-to-face education	Very High	High	Very High
2	<ul style="list-style-type: none"> • Bench Books (new and updates) 	Publications and resources	High	High	High
3	<ul style="list-style-type: none"> • Statewide events • Two or more days • Council Meeting Facility 	Live face-to-face education	High	High	High
4	<ul style="list-style-type: none"> • Non-instructor-led online courses on complex subjects 	Online courses	Low	High	Medium
5	<ul style="list-style-type: none"> • Bench Guides (new and updates) 	Publications and resources	Low	High	Medium
6	<ul style="list-style-type: none"> • Video education with learning activities, designed to be viewed in a facilitated group setting; complex content 	Online video (long format)	Medium	Medium	Medium
7	<ul style="list-style-type: none"> • Regional events • One day or less • Council or court meeting facility • Offered in more than one region 	Live face-to-face education	Medium	Medium	Medium
8	<ul style="list-style-type: none"> • Video simulations online 	Online video (short format)	Medium	Medium	Medium
9	<ul style="list-style-type: none"> • Recorded lectures from live programs online 	Online video	Medium	Medium	Medium
10	<ul style="list-style-type: none"> • 10-Minute Mentor focused video 	Online video (short format)	Low	Medium	Low
11	<ul style="list-style-type: none"> • Podcast (developed as a podcast) 	Podcast	Low	Medium	Low
12	<ul style="list-style-type: none"> • Bench Tools and staff job aids 	Publications and resources	Low	Medium	Low
13	<ul style="list-style-type: none"> • Online judicial articles 	Online courses	Low	Medium	Low
14	<ul style="list-style-type: none"> • Local court location • One day or less • Court meeting facility 	Live face-to-face education	Low	Low	Low
15	<ul style="list-style-type: none"> • Podcast (repurposed audio from existing video) 	Podcast	Very Low	Low	Very Low
16	<ul style="list-style-type: none"> • Live Webinars (1-2 hours) 	Webinar	Very Low	Low	Very Low

Definitions of Relative Cost Categories

	Direct Costs	Indirect Costs
Very High	<p>High participant food and beverage costs at off-site venues, high participant and staff travel costs at programs such as the Judicial College (\$100,000-330,000) and Judicial Institutes (\$45,000-\$75,000).</p> <p>Ranges from \$45K – 400K per event or product</p>	<ul style="list-style-type: none"> • Multiple days of faculty time in preparation and teaching • Multiple days of participant time away from court • Large number of staff required • Large amount of staff time required (including site contracts)
High	<p>Reduced costs of participant food and beverage, and reduced staff travel costs due to holding a program at a Council or court location; for example, the Winter Primary Assignment Orientations, which typically includes 5-6 different courses (\$75,000). Also, the Civil Law Bench Book (\$100,000/year).</p> <p>Ranges from \$45K – \$100K per event or product</p>	<ul style="list-style-type: none"> • Multiple days of faculty time in preparation and teaching • Multiple days of participant time away from court • Large number of staff required • Moderate amount of staff time required (including site contracts)
Medium	<p>Few direct costs, usually faculty travel and lodging, and/or CJER staff travel; for example, regional courses, complex video products.</p> <p>Less than \$5,000 per event or product</p>	<ul style="list-style-type: none"> • Two days or less of faculty time away from court • Two days or less of participant time away from court • Some appreciable staff time for content development, production and delivery logistics
Low	<p>Few direct costs, usually faculty travel and lodging; for example, local courses at courts, or distance education such as bench tools, podcasts and Ten-Minute Mentor online videos.</p> <p>Less than \$2,500 per event or product</p>	<ul style="list-style-type: none"> • One day or less of faculty time away from court • One day or less of participant time away from court • Small amount of staff time content development • Small amount of staff time for production or delivery logistics
Very Low	<p>Very few or no direct costs; for example, webinars.</p> <p>Less than \$1,000 per event or product</p>	<ul style="list-style-type: none"> • No staff time for content development, production, or delivery logistics

Live Face-to-Face Education: Statewide, Regional and Local Programs

Primary forms of live face-to-face education	Primary cost factors, designated as High (H), Medium (M) or Low (L) Cost	Example	Cost relative to other delivery methods
Statewide multi-day program with multiple courses held at a hotel conference facility	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (H) • Faculty travel (H) • Participant lodging (H) • Participant meals (H) • Participant travel (H) • CJER staff lodging & meals (H) • CJER staff travel (H) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty & Participant time away from court (H) • CJER staff time* (H) 	<i>Juvenile Law Institute</i>	Very High
Statewide multi-day program with multiple courses held at a Council meeting facility	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (H) • Faculty travel (H) • Participant lodging (H) • Participant meals (L) • Participant travel (H) • CJER staff lodging & meals (H) • CJER staff travel (H) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty & Participant time away from court (H) • CJER staff time* (H) 	<p><i>Primary Assignment Orientation Program</i></p> <p><i>Civil & Criminal Evidence Course</i></p>	High
Regional program of one day or less held at a Council or court facility	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (H) • Faculty travel (H) 	<i>Parole revocation hearings</i>	Medium

and offered in more than one region	<ul style="list-style-type: none"> • Participant lodging (L) • Participant meals (L) • Participant travel (L) • CJER staff lodging & meals (H) • CJER staff travel (H) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (M) • Participant time away from court (L) • CJER staff time* (H) 	<i>Hot topics in Decedents Estates & Trusts</i>	
Local program of one-day or less held in a court facility	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (H) • Faculty travel (H) • Participant lodging (None) • Participant meals (L) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (M) • Participant time away from court (L) • CJER staff time* (L) 	<i>Local training catalog courses</i>	Low

* CJER staff typically involved in the development of live face-to-face education may include the following classifications: Attorney or education developer, education coordinator(s), meeting planner (RFPs & contracts), registration coordinator, secretary, 1–3 AV technicians, copy editor, and other staff performing minor support functions. Depending on the complexity, length and size of the event, staff on site typically include: Attorney or education developer responsible for the content area, education coordinator, hotel meeting planner, (one day), registration coordinator (one day), AV Technicians 1–7 days.

Live Distance Education: Webinars

Primary form of webinar education	Primary cost factors, designated as High (H), Medium (M) or Low (L) Cost	Example	Cost relative to other delivery methods
1-2 hours Webinars	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (L) • Faculty travel (L) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (M) • Participant time away from court (L) • CJER staff time* (M) 	<p><i>Current Issues in Criminal Law Advanced Faculty Development: Nuts and Bolts of PowerPoint</i></p>	Very Low

* CJER staff typically involved in the development of educational webinars may include the following classifications: Attorney or education developer, education coordinator, administrative secretary, AV technician, and other staff performing minor support functions.

Distance Education: Online Videos

Primary forms of online video education	Primary cost factors, designated as High (H), Medium (M) or Low (L) Cost	Example	Cost relative to other delivery methods
<p>Online Video (long format): Complex subject matter and/or using video vignettes; Designed with learning activities and designed to be viewed in a facilitated group</p>	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (M) • Faculty travel (M) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (L) • CJER staff travel (L) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (M) • Participant time away from court (L) • CJER staff time* (H) 	<p><i>Continuing the Dialog: Implicit Bias</i> <i>Analytical Skills for Program Management (Court Managers and Supervisors)</i></p>	<p>Medium</p>
<p>Online Video (short format): Single subject and/or Live Panel Discussion</p>	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (L) • Faculty travel (L) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (M) • Participant time away from court (L) • CJER staff time* (L) 	<p><i>Small Claims Processing for court staff</i></p>	<p>Low</p>
<p>Video simulations</p>	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (M) • Faculty travel (M) 	<p><i>Continuing the Dialog: Implicit Bias</i></p>	<p>Medium</p>

	<ul style="list-style-type: none"> • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (L) • CJER staff travel (M) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (M) • Participant time away from court (L) • CJER staff time* (H) 	<i>Nonminor Cases in Juvenile Court</i>	
Video lectures from live programs	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (None additional) • Faculty travel (None additional) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (M) • CJER staff travel (H) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (None additional) • Participant time away from court (L) • CJER staff time* (M) 	<i>Appellate Judicial Attorneys Institute Lectures</i>	Medium

10 Minute Mentor	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (L) • Faculty travel (L) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (M) • Participant time away from court (L) • CJER staff time* (H) 	<i>Expedited Jury Trials</i>	Low
Video Lectures (Produced in the CJER Studio)	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (L) • Faculty travel (L) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (M) • Participant time away from court (L) • CJER staff time* (L) 	<i>Hearing DV Cases: Avoiding Pitfalls</i>	Low

* CJER staff typically involved in the development of online videos may include the following classifications: Attorney or education developer, media production specialist, copy editor, web developer/analyst, education coordinator, registration coordinator, secretary, 1–5 AV/Video technicians, video editor, and other staff performing minor support functions.

Distance Education: Podcasts

Primary forms of online podcast education	Primary cost factors, designated as High (H), Medium (M) or Low (L) Cost	Example	Cost relative to other delivery methods
Podcast developed as a podcast	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (none) • Faculty travel (none) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (L) • Participant time away from court (L) • CJER staff time* (M) 	<i>The Digital Judge</i>	Low
Podcast using repurposed audio from an existing video	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (none) • Faculty travel (none) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (L) • Participant time away from court (L) • CJER staff time* (L) 	<i>Family Law Updates</i>	Very Low

10 Minute Mentor	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (L) • Faculty travel (L) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (M) • Participant time away from court (L) • CJER staff time* (H) 	<i>Expedited Jury Trials</i>	Low
Video Lectures (Produced in the CJER Studio)	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (L) • Faculty travel (L) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (M) • Participant time away from court (L) • CJER staff time* (L) 	<i>Hearing DV Cases: Avoiding Pitfalls</i>	Low

* CJER staff typically involved in the development of online videos may include the following classifications: Attorney or education developer, media production specialist, copy editor, web developer/analyst, education coordinator, registration coordinator, secretary, 1–5 AV/Video technicians, video editor, and other staff performing minor support functions.

Distance Education: Non-Instructor-Led Online Courses

Primary forms of Online education	Primary cost factors, designated as High (H), Medium (M) or Low (L) Cost	Example	Cost relative to other delivery methods
Online Courses on complex subjects that take from 1- 6 hours to complete	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (None) • Faculty travel (None) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (reviewing and writing) (M-L) • Participant time away from court while taking the course (L) • CJER staff time *(H) 	<p><i>Juvenile Dependency Hearings; Preliminary Hearings Primer</i></p>	<p>Medium</p>

* CJER staff typically involved in the development of self-paced online courses may include the following classifications: Attorney or education developer, copy editor, media production specialist, web developer/analyst, education coordinator, AV/Video Technicians and other staff performing minor support functions.

Education Publications & Resources

Primary forms of education publications	Primary cost factors, designated as High (H), Medium (M) or Low (L) Cost	Example	Cost relative to other delivery methods
Bench Books and Handbooks (new writing and ongoing updates)	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (None) • Faculty travel (None) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (M-L) • Participant time away from court (L) • CJER staff time)* (H) 	<p><i>Civil Proceedings Bench Book</i></p> <p><i>Mandatory Jury Instructions</i></p> <p><i>Small Claims</i></p>	High
Bench Guides & Bench Handbooks, new practice and job aids (new writing and ongoing updates)	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (None) • Faculty travel (None) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (M-L) • Participant time away from court (L) • CJER staff time)* (H) 	<p><i>Right to Counsel Issues</i></p> <p><i>DUI Proceedings</i></p>	Medium

<ul style="list-style-type: none"> • Bench Tools • Job aid resources available online • Development and updating 	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (None) • Faculty travel (None) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (L) • Participant time away from court (None) • CJER staff time* (L) 	<p><i>Case initiation in Probate;</i></p> <p><i>Confidentiality and sealing records</i></p>	<p>Low</p>
<ul style="list-style-type: none"> • Online Judicial Articles 	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (None) • Faculty travel (None) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (None) • Participant time away from court (None) • CJER staff time* (L) 	<p><i>Introduction to California Land Use Law</i></p>	<p>Low</p>

* CJER staff typically involved in the development of education publications and resources may include the following classifications: Attorney or education developer, copy editor, other staff performing minor support functions. When writing is performed by grant-funded consultants (Civil Proceedings Bench Book), those costs are considered direct costs.

EDUCATION DELIVERY OPTIONS

These options may be developed for stand-alone or blended delivery.

FACE-TO-FACE — Instructor-led in person courses designed and delivered so that participants interact with the content, and share experiences, expertise, concerns, and successes with their peers. Learning objectives that require uninterrupted learning, peer-to-peer interaction, affective learning, inter-personal skills practice, and immediate feedback work best in this format.

STATEWIDE: Opportunity to work with participants from across the state and learn from their varied experience. Often multiday programs and focused on mandatory education requirements. (Portions of these programs may also appear online in video format). *This delivery option is the most costly per participant.*

REGIONAL: Focused on a tighter geographical area and content that can be covered in a one-day format.

LOCAL: Education delivered by courts internally or through CJER's Local Course Catalog.

AT-A-DISTANCE — Various products and experiences available online (asynchronous) and/or live (synchronous), delivered via technology.

ONLINE COURSES— self-paced, asynchronous, non-instructor-led tutorials designed to be accessed online, representing a range of complexity and interactivity. Stable content, with limited updating requirements. Designed for participants who are new to the content, or in need of a refresher. Convenient reference for related statutes, rules, and forms. **(24/7)**

ONLINE VIDEOS— Short format (10 – 30 minutes) videos designed for focused and “just-in-time” learning, such as the *Ten Minute Mentor* series or video simulations. Long format (60-90 minutes) course content designed for broader learning. For court staff, the educational videos are designed around learning activities and facilitated group viewing (DVDs also available). On the judicial side, lectures or panel discussions by one or more subject matter experts or recorded presentations from live events or recorded webinars (see below).

PODCASTS— 20-30 minute recorded conversational audio presentations by faculty, available for listening or downloading on desktop or mobile devices. Designed to introduce emerging topics, case updates or specific best practices in a convenient format. Created originally as podcasts or re-purposed audio from videos (see above).

WEBINARS— Live instructor-led courses transmitted audio-visually over the internet in a shared group environment with participants at a distance. Webinars may include video, slide presentations, chat, polling, and breakout room capability. Faculty present content, facilitate discussions and answer questions. Webinars may also be recorded and posted online for later viewing (see above).

PUBLICATIONS— Textual resources developed, written and maintained through the joint efforts of CJER attorneys and judicial officers and other subject matter experts, of varying lengths and purposes. Available in hard copy and/or online. **(24/7)**

BENCHBOOKS — Longest resource (hundreds of pages), case-heavy references, made for substantial review.

HANDBOOKS — In-depth presentation of a specific, less common area of law.

BENCH GUIDES AND BENCH HANDBOOKS — Shorter, focused on a specific procedural topic or set of related topics, with checklists or scripts.

BENCH TOOLS — Shortest resource, usually a one-page excerpt from a longer publication, “just-in-time” reference.

CALIFORNIA COURT JOB AIDS— 1-2 page flow charts, checklists, infographics and other helpful reference guides for court personnel.

INSTRUCTIONAL ACTIVITIES MATRIX*

Grayed out boxes represent methods that are generally not compatible with corresponding activities.

Instructional Activities	Complex knowledge, skill building, interaction		Basic knowledge, limited skill development, one-way delivery					
	Face-to-Face	Live Webinar	Online Video (short form)	Online Video (long form)	Self-Paced Online Course	Podcast	Publications	Job Aids
Case Studies/Hypotheticals	✓	✓	✓	✓	✓	✓	✓	
Peer Presentations	✓							
Role-Playing/Simulations	✓							
Demonstration	✓	✓	✓	✓	✓			
Writing	✓							
Small Group Discussions	✓			✓				
Tests, Self-Assessments	✓	✓		✓	✓		✓	
Question & Answer	✓	✓		✓				
Panels/Debates	✓	✓	✓	✓		✓		
Handouts/Course Materials	✓	✓	✓	✓	✓	✓	✓	✓
Lecture	✓	✓	✓	✓	✓	✓		
Research							✓	✓
Mentoring/Coaching	✓							
Brainstorming	✓	✓						
Games/Responders	✓							
Job Aids	✓	✓	✓	✓	✓	✓	✓	✓

Complex knowledge, skill-building, interaction. More formal instruction and/or coaching with small numbers of learners. Face-to-face classes, live web conferences, and instructor-led online courses are best suited for content that requires significant interaction.

Basic knowledge, one-way delivery, unlimited audience. Books, self-directed online courses, job aids, etc., and online videos and lecture-type methods used to deliver basic knowledge, particularly to large audiences where interaction is not critical.

* Adapted from 2001/2002 Distance Education Yearbook, [Delivering Instruction at a Distance Using a Blended Approach](#), by Simone Conceicao-Runlee.