



MINI-PROFESSIONAL DEVELOPMENT INSTITUTE

Reimagining Adult Learning: The Role of Distance Education, HyFlex and AI

FALL 2025 | Oct. 6 – 8, 2025

Join us as we celebrate **Digital Inclusion Week 2025** by learning together online! The Office of the State Superintendent of Education, Adult and Family Education (OSSE AFE), in collaboration with the University of the District of Columbia (UDC), invites adult education providers, workforce development professionals, training organizations, and partner agencies to a dynamic Mini-Professional Development (PD) Institute — ***Reimagining Adult Learning: The Role of Distance Education, HyFlex and AI***— from **Monday, Oct. 6 to Wednesday, Oct. 8, 2025**. Each day features two 1-hour virtual sessions at **10 a.m. and 2 p.m.** that will be recorded and posted on the OSSE website. This institute offers a space for DC providers and partners to connect, learn, and grow together as we strengthen the District’s adult education and workforce development system.

This institute explores how distance education, HyFlex models, and artificial intelligence (AI) are reshaping adult learning. Participants will gain practical strategies and tools grounded in academic, digital literacy, and industry-focused standards to help District residents build essential skills in literacy, numeracy, technology, and workforce readiness. Whether you're helping learners enter high-demand industries or supporting career transitions, this institute equips you to meet the moment—and the future—with confidence!

SCHEDULE OF EVENTS – AT A GLANCE

DATE, TIME & LINK		SESSION TITLE & PRESENTER(S)
1	<p>Monday Oct. 6, 2025 10 – 11 a.m.</p> <p>Session 1 Link</p>	<p>Designing Effective Prompts: Enhancing Education and Professional Practice with ChatGPT</p> <p><i>Dr. Heather Bruce, Adult Education Program Director and Dr. Ndeye Diagne, Senior Education Specialist, University of the District of Columbia</i></p>
2	<p>Monday Oct. 6, 2025 2 – 3 p.m.</p> <p>Session 2 Link</p>	<p>Introduction to Distance Education – Development of a Distance Learning Plan</p> <p><i>Destiny Simpson, Consultant, IDEAL Consortium/World Education</i></p>
3	<p>Tuesday Oct. 7, 2025 10 – 11 a.m.</p> <p>Session 3 Link</p>	<p>Introduction to HyFlex</p> <p><i>Destiny Simpson, Consultant, IDEAL Consortium/World Education</i></p>
4	<p>Tuesday Oct. 7, 2025 2 – 3 p.m.</p> <p>Session 4 Link</p>	<p>Leveraging AI to Revolutionize Assessment</p> <p><i>Dr. Heather Bruce, Adult Education Program Director and Dr. Ndeye Diagne, Senior Education Specialist, University of the District of Columbia</i></p>
5	<p>Wednesday Oct. 8, 2025 10 – 11 a.m.</p> <p>Session 5 Link</p>	<p>AI-Powered Microlearning: Short, Scenario-Based Learning for Long-Term Impact Design</p> <p><i>Dr. Heather Bruce, Adult Education Program Director and Dr. Ndeye Diagne, Senior Education Specialist, University of the District of Columbia</i></p>
6	<p>Wednesday Oct. 8, 2025 2 – 3 p.m.</p> <p>Session 6 Link</p>	<p>Using SkillBlox as Building Blocks for Self-Directed and Online Learning</p> <p><i>Jeff Goumas, Digital Learning Senior Technical Advisor at World Education</i></p>

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<p>1</p> <p>Monday Oct. 6, 2025 10 – 11 a.m.</p> <p>Session1 Link</p>	<p>Designing Effective Prompts: Enhancing Education and Professional Practice with ChatGPT</p> <p>Join us for an interactive, hands-on professional learning session that will transform the way you work with ChatGPT. In just one hour, you'll discover simple frameworks and strategies to craft powerful prompts that save time, spark creativity, and elevate your teaching or professional practice. Leave with ready-to-use examples tailored to your role, and the confidence to make ChatGPT your partner in teaching, learning, and professional growth.</p> <p>By the end of the session, participants will be able to:</p> <ul style="list-style-type: none">• Describe what makes ChatGPT prompting effective.• Differentiate between freeform and structured prompts.• Apply a framework for crafting prompts in their own professional context.• Generate one to two prompts tailored to their role in education and/or professional practice. <p><i>Dr. Heather Bruce, Adult Education Program Director and Dr. Ndeye Diagne, Senior Education Specialist, University of the District of Columbia</i></p>
<p>2</p> <p>Monday Oct. 6, 2025 2 – 3 p.m.</p> <p>Session 2 Link</p>	<p>Introduction to Distance Education – Development of a Distance Learning Plan</p> <p>Distance education has become a key way to serve learners who are unable to attend in-person classes or to support learners who request instruction in addition to in-person classes. In this session, you'll learn more about different models that can be used to offer more online learning opportunities for learners, the benefits of distance education for learners and teachers, and how your program can use a plan and resources to develop or refine distance education at your program.</p> <p>By the end of this session, participants will be able to:</p> <ul style="list-style-type: none">• Describe distance education models for adult learners.• State at least two benefits of distance education for learners and teachers.• Describe how distance education can positively affect learning outcomes.• Identify a tool that can be used to develop a plan for adding or enhancing a distance education component to your program.• List two resources that can be used to explore distance education further. <p><i>Destiny Simpson, Consultant, IDEAL Consortium/World Education</i></p>

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<p>3</p> <p>Tuesday Oct. 7, 2025 10 – 11 a.m.</p> <p>Session 3 Link</p>	<p>Introduction to HyFlex</p> <p>Hybrid-Flexible (HyFlex) instruction provides learners with the flexibility they need to reach their goals by allowing learners the option to participate in learning in three ways: in-person class attendance, online synchronous class attendance, or through asynchronous online learning activities. In this session, you'll learn more about the three HyFlex modes, benefits of HyFlex learning, and effective program elements for its use. You'll leave with access to resources that will allow you to explore offering HyFlex at your program.</p> <p>By the end of this session, participants will be able to:</p> <ul style="list-style-type: none">• Describe the three modes of HyFlex.• State at least two benefits of HyFlex instruction for learners and teachers.• Describe how HyFlex can positively affect learning outcomes.• Identify at least two program elements of effective HyFlex that they would want to learn more about in the future.• Identify next steps for getting started with HyFlex.• List two resources that can be used to explore HyFlex further. <p><i>Destiny Simpson, Consultant, IDEAL Consortium/World Education</i></p>
<p>4</p> <p>Tuesday Oct. 7, 2025 2 – 3 p.m.</p> <p>Session 4 Link</p>	<p>Leveraging AI to Revolutionize Assessment</p> <p>Artificial Intelligence (AI) is rapidly changing how learners access information, complete assignments, and demonstrate skills. Instead of seeing AI as a challenge, this engaging 1-hour session equips educators with practical strategies to redesign assessments that highlight authentic learning, critical thinking, and workplace readiness. Designed for Integrated Education & Training, adult education, and workforce instructors, this workshop will ensure you leave with innovative and actionable tools to strengthen your assessments and better prepare learners for success in an AI-driven world.</p> <p>By the end of this session, participants will be able to:</p> <ul style="list-style-type: none">• Understand the opportunities and challenges of generative AI in education.• Evaluate existing assessments for AI vulnerabilities and opportunities.• Explore strategies for designing AI-aware assessments that emphasize higher-order thinking and authenticity.• Reflect on implications for academic integrity and feedback in an AI-rich classroom. <p><i>Dr. Heather Bruce, Adult Education Program Director and Dr. Ndeye Diagne, Senior Education Specialist, University of the District of Columbia</i></p>

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<p data-bbox="121 472 186 567">5</p> <p data-bbox="110 632 284 747">Wednesday Oct. 8, 2025 10 – 11 a.m.</p> <p data-bbox="110 793 310 827">Session 5 Link</p>	<p data-bbox="360 426 1425 457">AI-Powered Microlearning: Short, Scenario-Based Learning for Long-Term Impact Design</p> <p data-bbox="360 493 1523 737">Discover how AI-powered microlearning can transform your teaching with short, interactive video scenarios designed for lasting impact. This engaging professional development session will share research-backed strategies, showcase practical models, and offer hands-on activities tailored to adult and workforce educators. Join us to experience bite-sized content for real-world learning, and leave inspired with new tools and resources for success. Be part of this innovative session and explore the future of training, where flexible, personalized learning leads to measurable results and professional growth.</p> <p data-bbox="360 793 997 825">By the end of this session, participants will be able to:</p> <ul data-bbox="360 846 1523 1089" style="list-style-type: none">• Define microlearning and explain its key features and benefits for adult education and workforce contexts.• Summarize current research on microlearning’s impact, including retention rates and learner engagement.• Apply the MILE model to design effective scenario-based microlearning resources and programs.• Identify practical approaches for transferring learning and evaluating microlearning results.• Evaluate the effectiveness of interactive, AI-powered microlearning videos in workplace training. <p data-bbox="360 1129 1458 1194"><i>Dr. Heather Bruce, Adult Education Program Director and Dr. Ndeye Diagne, Senior Education Specialist, University of the District of Columbia</i></p>
<p data-bbox="121 1281 186 1375">6</p> <p data-bbox="110 1440 284 1556">Wednesday Oct. 8, 2025 2 – 3 p.m.</p> <p data-bbox="110 1602 310 1635">Session 6 Link</p>	<p data-bbox="360 1232 1214 1264">Using SkillBlox as Building Blocks for Self-Directed and Online Learning</p> <p data-bbox="360 1299 1528 1614">SkillBlox is a free tool that makes it easy to find, organize, adapt, and share quality free, self-directed learning content with learners! With SkillBlox, instructors can search a library of nearly 10,000 free and open educational resources to build “Blox”— targeted resource sets and lessons focused on a particular skill or topic. During this session, you will learn how to explore the SkillBlox library for activities focused on adult learner topics such as financial literacy, digital literacy, and workforce preparation. You’ll then learn how to use these activities to build your own Blox to share directly with learners and other instructors, as well as how you can explore the growing library of Blox created by other instructors and organizations that you can use and adapt to fit your learners’ context.</p> <p data-bbox="360 1638 997 1669">By the end of this session, participants will be able to:</p> <ul data-bbox="360 1690 1271 1791" style="list-style-type: none">• Build a Blox of their own.• Locate ready-to-go Blox created by organizations and other SkillBlox users.• Build, adapt, customize, and share Blox with learners and other instructors. <p data-bbox="360 1831 1230 1862"><i>Jeff Goumas, Digital Learning Senior Technical Advisor at World Education</i></p>

RESOURCES

To learn more about the evolving landscape of Distance Education, HyFlex, and AI, consult the resources below.

DC's Artificial Intelligence (AI) Values and Strategic Plan – This website includes Mayor Bowser's Order 2024-028 on Articulating DC's Artificial Intelligence Values and Establishing Artificial Intelligence Strategic Benchmarks, DC's Handbook for AI Values Alignment and information about the District's AI Advisory Group.

National Digital Inclusion Alliance (NDIA) – An organization that combines community engagement with technical knowledge, research, and coalition building to advocate for digital equity. Become an affiliate member for free and subscribe to the NDIA listserv at www.digitalinclusion.org/be-an-affiliate.

Northstar Digital Literacy – An organization that defines basic skills that adults need to perform tasks online. Northstar defines digital literacy standards, has 18 digital skills assessments, and includes online and self-guided modules. Students who demonstrate mastery can earn a badge and/or certificate. Northstar assessments are free to use, though it is recommended that providers subscribe to gain access to Northstar's management system, reports, and online curricula.

OSSE Adult and Family Education & University of the District of Columbia Mini-Professional Development Institutes – OSSE AFE has many excellent webinars on the OSSE website. Below we have provided links to our most recent webinars that are most relevant to the theme of this Mini-PD Institute.

- **Creating Communities of Inquiry (CoI) in Any Setting** | [Webinar Recording](#) | [Handout\(s\)](#)
- **Data-Informed Strategies: Enhancing Assessments for Every Learner** | [Webinar Recording](#) | [Handout\(s\)](#)
- **Develop Instructional Routines That Build Students' Digital Literacy Resilience and Skills with the EdTech Integration Strategy Toolkit** | [Webinar Recording](#) | [Handout\(s\)](#)
- **Developing Engaging HyFlex Lessons** | [Webinar Recording](#) | [Handout\(s\)](#)
- **Digital Skills Integration: Defining Needs Using Frameworks** | [Webinar Recording](#) | [Handout\(s\)](#)
- **Increasing Equity with Northstar Digital Literacy** | [Webinar Recording](#) | [Handout\(s\)](#)
- **InnovateEd: Tech Tools for Integrated Education & Training (IE&T) that Anyone Can Use** | [Webinar Recording](#) | [Handout\(s\)](#)
- **#AIforAdultEd: What it Means to Teach with and for AI** | [Webinar Recording](#) | [Handout\(s\)](#)
- **Unlock Learning with a Learner Management System (LMS)** | [Webinar Recording](#) | [Handout\(s\)](#)

Outreach and Technical Assistance Network (OTAN) – offers professional development and resources on integrating technology in adult education settings.

US Department of Labor – Training and Employment Guidance Letter 03-25 - Encouraging the Use of Workforce Innovation and Opportunity Act (WIOA) Funding to Help Youth and Adults Develop Artificial Intelligence Skills

Winning the Race: America's AI Action Plan (July 2025)

World Education

- **Crash Courses** – Self-paced, short crash courses on Distance Education Facilitation, Educational Technology, Open Educational Resources, Teaching with Generative AI and more that are free and available for anyone to use. Completers earn a Credly badge that can be added to your LinkedIn page.
- **EdTech Strategy Sessions** – Monthly, practitioner-focused sessions that highlight innovations in edtech and digital inclusion. Join every second Friday of the month to learn about strategies that practitioners use to embed digital inclusion in their classes. Each hour-long session includes two lightning talks and an optional breakout room with the presenters for small group discussion.