IET Basic Design Camp Frequently Asked Questions (FAQs)

What is the IET Basic Design Camp?

The IET Basic Design Camp (BDC) is designed to increase the capacity of states and local programs to design and deliver quality IET programs for adult learners across the country. Each IET BDC is made up of nine virtual sessions intended to help adult education professionals understand how to plan, design, implement, and assess IET programs using the IET Design Toolkit. Training sessions provide a combination of lecture and breakout discussions, and peer exchanges allow participants time to discuss topics presented earlier in the week in more depth and to share their local IET approaches and practices with other teams.

Basic Design Camp Schedule

Week 1	Week 2	Week 3	Week 4	Week 5
Orientation	Phase 1: Research and Assess	Phase 2: Design and Plan	Phase 3: Develop and Implement	Phase 4: Evaluate and Improve
FRIDAY Training Webinar	TUESDAY Training Webinar	TUESDAY Training Webinar	TUESDAY Training Webinar	TUESDAY Training Webinar
	FRIDAY Peer Exchange	FRIDAY Peer Exchange	FRIDAY Peer Exchange	FRIDAY Closing Session

Over the course of these activities, participating local teams will learn how to

- conduct and synthesize research to select an IET program reflective of community needs,
- use a planning tool to define the IET program goals and develop a work plan to implement a quality IET program,
- draft a curriculum design plan and use tools to develop a single set of learning objectives for the IET program, and
- access resources to help analyze and use program data for continuous improvement.

What is the training schedule?

Two cohorts of BDCs will be offered in 2023. Each cohort comprises nine sessions that will take place over 5 weeks. All sessions are hosted via Zoom.

Orientation webinars will be held on Friday, 2:00–4:30 p.m. ET, Tuesday webinars will be held 2:00–4:30 p.m. ET, and Friday webinars will be held 2:00–3:30 p.m. ET.

Basic Design Camp Spring and Summer Cohorts

Basic Design Camp spring cohort	Basic Design Camp summer cohort
Friday Orientation, April 14, 2023	Friday Orientation, June 2, 2023
Tuesday, April 18, 2023	Tuesday, June 6, 2023
Friday, April 21, 2023	Friday, June 9, 2023
Tuesday, April 25, 2023	Tuesday, June 13, 2023
Friday, April 28, 2023	Friday, June 16, 2023
Tuesday, May 2, 2023	Tuesday, June 20, 2023
Friday, May 5, 2023	Friday, June 23, 2023
Tuesday, May 9, 2023	Tuesday, June 27, 2023
Friday, May 12, 2023	Friday, June 30, 2023

Who should participate in the IET BDCs?

We are looking for state teams of up to six participants, to include adult education program providers from WIOA Title II, Adult Education and Family Literacy Act (AEFLA)–funded agencies and at least one state adult education representative. The state team application will be completed by the state director (or their designee).

States will be asked to apply as teams made up of one or two state-level representatives and two local IET provider teams, as follows:

- Each state team should have no more than six members. The team will include one or two state-level representatives and one or two teams consisting of two local IET providers.

- A minimum of one state-level representative (and a maximum of two) must register. The state should identify participants who understand state-level policies in place to encourage IET programs and also understand what professional development resources and support the state may or may not have in place to support IET program implementation.

- Each state should identify two local IET provider teams consisting of two individuals who are program practitioners currently providing IET programs or in the process of planning IET programs and who are committed to developing and improving IET models at their agencies through this training. The local teams may be made up of key IET program staff and partners and/or stakeholders actively engaged in IET development and implementation work.

We encourage states to select team members with the following traits:

- Demonstrated interest in developing or enhancing IET program delivery

- Empowered to make decisions on IET design and implementation processes

- Diversely experienced in IET (members might include beginners and experts and practitioners from large and small local programs)

- Available to actively participate in and committed to attending all scheduled events

Are all states eligible for BDCs?

All states are eligible to participate in BDC training. Priority for participation in the 2023 BDCs will be given to states that did not participate in the 2020–2021 IET Design Camps. States that did not previously participate will be given the choice of participating in the spring or summer cohort. The limit for each cohort is 10 states to maximize time for group discussion and participation.

What are the expectations for BDC participants?

Participants are expected to attend all virtual facilitated weekly sessions, where they will learn from peers and subject matter experts, share ideas and resources, and complete a series of activities. In addition to attending the facilitated sessions, participants should plan on spending 1–2 hours per week completing assignments and contributing to the virtual IET Community of Practice discussions. These "at home" activities provide opportunities to learn new information and skills, engage with peers, explore questions and challenges, and discuss solutions.

What is the role of the state representative/PD liaison on the team?

The state representative(s) will participate in all training activities and have the opportunity to learn alongside local teams to support the design and implementation of IET in their state. The state representative(s) will host "state team time" at the end of training sessions to facilitate state-specific conversations inspired by the training and participate in the ADVANCE IET peer exchanges to support further learning opportunities.

How can my state apply?

The state team application should be completed by the state director (or their designee). The application requests name, role, and contact information for training participants and collections information on the state's goals for participating, the level of IET program experience of the local teams, and past participation in IET Design Camps. The online application will be available starting February 22, 2023. The application deadlines are

- Wednesday, March 8, 2023, for the spring BDC and

- Friday, April 21, 2023, for the summer BDC.

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Once we receive your application, a member of the Design Camp coordinating team may contact you to request additional information. We will provide notification about the selection of training participants by March 24, 2023, for the spring BDC and by May 5, 2023, for the summer BDC. Selected applicants will receive additional updates and information prior to the first training session. Please note that registration in each Basic Design Camp will be capped at 10 states to ensure a dynamic learning environment.

Questions? Please contact ietdesigncampinfo@air.org.