

I-CAN Online Learning Community Platform Description and Features Guide



Internet Community Action Network (I-CAN) is an online learning community platform that provides knowledge to those that need it by those that have it. Some learners, especially those in underserved communities, do not have the network of family and friends to connect and interact with persons or organizations to develop and grow their interests or career opportunities. Participants will receive an individual community portal customized for their identified interests with access to subject experts, resources, events, collaboration tools and the ability to connect anywhere in the world. I-CAN allows organizations of learners with a specific focus (education, community, business) to connect, collaborate and scale knowledge!

Collaboration Tools

Group Collaboration Pages	Platform Features
<ul style="list-style-type: none"> ✓ Unlimited Pages ✓ File Storage ✓ Easy To Use Editor ✓ Public And Private To Your Community ✓ Discussion Capabilities 	<p>Networking</p> <ul style="list-style-type: none"> ✓ "Find An Expert" Directory ✓ E-Mentors/Advisors ✓ Expert/Mentor Time ✓ Management Tools ✓ Online Meeting Rooms <p>Opportunity Bank</p> <ul style="list-style-type: none"> ✓ Full/Part Time Job Postings

Communication

- ✓ Discussion Boards
- ✓ Internal Email
- ✓ RSS Feeds
- ✓ Quick Links
- ✓ Announcements System
- ✓ Upcoming Events Reminders



Web Conferencing

Personal Room:

- ✓ Available 24/7 for all community members
- ✓ 3 attendees
- ✓ Video Conferencing
- ✓ VOIP- Talk to others over the internet
- ✓ Screen and Application Sharing
- ✓ Tele-Conferencing
- ✓ Live Chat
- ✓ White Boards

Community Room:

- ✓ 1 room that Includes all features above
- ✓ 1500 Attendees
- ✓ Reporting
- ✓ Polling
- ✓ Recording
- ✓ All features included

Customizable Branding and Advertisement Space

- ✓ Internships/ Job Shadowing
- ✓ Contest and Competitions
- ✓ Learning Events
- ✓ Online Interviews

Content Repository

- ✓ Available To All Users
- ✓ Store Audio, Video, Websites, Documents, Online Courses, More..
- ✓ Community Can Upload Content
- ✓ Content Approval System
- ✓ Content Tagging
- ✓ Searchable Content Catalog

Reports and Tracking

- ✓ Personal and Community Wide Tracking System
- ✓ Learning Items Usage
- ✓ Communication Pathways
- ✓ Opportunity Usage

Digital Portfolios

- ✓ Available To All Community Members
- ✓ Private
- ✓ Ease To Use Editor
- ✓ Unlimited Pages
- ✓ Invitation Capabilities For Collaboration

Calendars

Community Calendar

- ✓ Upcoming Events
- ✓ Online Registration
- ✓ Instant Email Notifications

Personal Calendar

- ✓ Private
- ✓ Day/Week/Month View

User Roles and Functionality

Participant Role

Participants are the intended clients or audience in your Online Learning Community. Participants will fill out a user profile defining who they are and what they are interested in learning in your Online Learning Community. The participant's user profile will determine what content, news, webinars, announcements, opportunities, and experts will be pushed to them.

Expert Role

The expert role is reserved for anyone who has expertise in a certain subject matter area that is within the scope of your Online Learning Community. Experts will fill out user profiles that will help the system align them with participants who are looking for assistance or guidance in their field of expertise. Experts are allowed to monitor the time they spend and are available for request from participants.

Mentor Role

The mentor role is used to help guide participants along their path to success. Mentors are assigned to participants to help them see the full value in your Online Learning Community. Mentors can control the amount of participants they support.

The mentor role can be an optional role for your Online Learning Community

Administrator Role

Administrators are the main facilitators of your Online Learning Community. Administrators have a full range of capabilities including, user management, reporting, posting announcements, opportunities, events, learning content.

Sponsor Role

Sponsors are in charge of approving and managing content submitted by the community members. Sponsors are also in charge of approving and managing experts.

Industry Partner Role

Industry partners are supporting organizations that can post opportunities for your community. Industry partners can also host webinars and conduct virtual meetings with participants interested in the opportunities they are posting. Administrators have control of all content posted by Industry Partners.

Community Leader Role

The community leader role is for individuals such as board members or organizational leadership who would like to use I-CAN Online Learning Community Reporting Tool to evaluate the impact of the community as a whole and down to the participant level.

Implementation Process

The implementation process for the I-CAN platform can be done in five simple steps. An I-CAN Integration specialist will lead your team through this process to ensure success for your organization now and in the future. Most of the effort is completed off-site using virtual collaboration tools eliminating cost and time. The process includes:

Step 1 – Kick-off meeting

This is the initial meeting that defines the project and establishes the timeline. In addition, all branding, logos and customization are agreed upon for personalizing your I-CAN powered community.

Step 2 – Community configuration and setup

I-CAN professionals will work with development to configure the I-CAN community based on specifications agreed upon during the Kick-off meeting.

Step 3 – System Review and Approval

Using video conferencing, I-CAN professionals will demonstrate the configured community to ensure we have captured your desired configuration

Step 4 – On-site Training

An I-CAN professional will visit your site and provide instructor lead training to ensure your key personnel are comfortable with the system. An I-CAN Integration Specialist will assist with roll-out planning and content integration.

Step 5 – Community Support

At this stage additional members are added and content is uploaded. An assigned I-CAN Integration Specialist will assist during this period to ensure a smooth and rapid deployment of your I-CAN powered community.

Technical Specifications and Requirements

Hosting (Server) Environment

- ✓ The I-CAN application is a Software as a Service hosted solution and requires no other computer equipment or software in support of the application.
- ✓ All system updates and support are provided by I-CAN professionals
- ✓ All equipment is housed in a high uptime, hosted environment.

User Environment

- ✓ Runs on any PC, Apple, Android, Pad device capable of running on the Internet
- ✓ Optionally, camera, microphone and speakers for web conferencing

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