



DoD INSTRUCTION 1322.26

DISTRIBUTED LEARNING (DL)

Originating Component: Office of the Under Secretary of Defense for Personnel and Readiness

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Approved by: A. M. Kurta, Performing the Duties of the Under Secretary of Defense for Personnel and Readiness

Purpose: This issuance, in accordance with the authority in DoD Directive (DoDD) 5124.02:

- Establishes policy, assigns responsibilities, prescribes procedures, and establishes information requirements for developing, managing, providing, and evaluating DL for DoD military and civilian personnel, in accordance with the authority in Chapter 41 of Title 5, United States Code (U.S.C.), Title 10, U.S.C., and DoDD 1322.18.
- Addresses emerging learning science and technology concepts and challenges and implements policies from Chapter 41 of Title 5, U.S.C., various sections in Title 10, U.S.C. related to education and training, DoDD 1322.18 and DoD Instruction (DoDI) 8320.07, pursuant to the authority in Sections 113 and 136 of Title 10, U.S.C., and Executive Order 13111.
- Authorizes the recording, analysis, portability, and management of learning experience data.
- Establishes the Defense Advanced Distributed Learning Advisory Committee (DADLAC) to identify, evaluate, and recommend adoption of innovative technologies and techniques to improve DoD DL.

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SECTION 1: GENERAL ISSUANCE INFORMATION

1.1. APPLICABILITY. This issuance applies to OSD, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD (referred to collectively in this issuance as the “DoD Components”).

1.2. POLICY.

a. DoD personnel will have access to state-of-the-art, affordable, effective, and convenient education and training opportunities, in accordance with Chapter 41 of Title 5, U.S.C., various sections in Title 10, U.S.C. related to education and training, Executive Order 13111, DoDD 1322.18, DoDD 5400.11, and DoDI 1322.31.

b. DL is an affordable, effective, and convenient medium for education and training activities. During the instructional design process, DL should always be considered as a potential instructional delivery option.

c. DL capabilities will be based on interoperable standards, in accordance with DoDD 1322.18 and Section 4 of this issuance.

d. DL systems, content, assets, and exchange data will be shared throughout DoD to the maximum extent possible using a net-centric DoD architecture and common standards.

1.3. INFORMATION COLLECTIONS. The DADLAC requirements-gathering responsibilities, referred to in Paragraph 5.4(a)(4) of this issuance, does not require licensing with a report control symbol, in accordance with Paragraph 1.b.(9) of Enclosure 3 of Volume 1 of DoD Manual 8910.01.

SECTION 2: RESPONSIBILITIES

2.1. UNDER SECRETARY OF DEFENSE FOR PERSONNEL AND READINESS (USD(P&R)). The USD(P&R):

- a. Issues instructions and guidelines to implement DL and exercises authority on generating policy for developing, managing, providing, and evaluating DL.
- b. Serves as the Secretary of Defense's lead proponent for DL policy, programs, and guidelines for education, training, and professional development, including job performance aids, in accordance with Volume 250 of DoDI 1400.25 and DoDD 1322.18.
- c. Serves as the Secretary of Defense's lead proponent for all DL standardization.
- d. Monitors implementation of this issuance and related programs and issues supporting guidance, as necessary.

2.2. ASSISTANT SECRETARY OF DEFENSE FOR READINESS (ASD(R)). Under the authority, direction, and control of the USD(P&R), the ASD(R):

- a. Provides oversight of Military Service and joint education and training.
- b. Develops and oversees education and training policies, including guidelines for DL programs, systems, and technologies.
- c. Serves as the DoD focal point for innovation in education and military training.

2.3. ASSISTANT SECRETARY OF DEFENSE FOR MANPOWER AND RESERVE AFFAIRS (ASD(M&RA)). Under the authority, direction, and control of the USD(P&R), the ASD(M&RA):

- a. Develops and oversees education and training policies, including guidelines for DL programs, systems, and technologies, as they pertain to civilians.
- b. Serves as the DoD focal point for innovation in education and training for the civilian workforce.

2.4. DEPUTY ASSISTANT SECRETARY OF DEFENSE FOR FORCE EDUCATION AND TRAINING (DASD(FE&T)). Under the authority, direction, and control of the ASD(R), the DASD(FE&T):

- a. Provides oversight of the Advanced Distributed Learning (ADL) Initiative.
- b. Acts as the DoD implementation authority for DL policy, programs, standardization, identification, and distribution of best practices and guidelines for education and training.

2.5. DEPUTY ASSISTANT SECRETARY OF DEFENSE FOR CIVILIAN PERSONNEL POLICY (DASD(CPP)). Under the authority, direction, and control of the ASD(M&RA), the DASD(CPP) coordinates with the DASD(FE&T) for civilian education and training as it pertains to DL.

2.6. DIRECTOR, ADL INITIATIVE. Under the authority, direction, and control of the DASD(FE&T), the Director, ADL Initiative:

- a. Researches and recommends emerging DL science and technology in support of the DoD and other federal agencies.
- b. Facilitates mitigation of DL science and technology capability gaps identified through DADLAC participation, surveys, or DoD Component-approved requirements documents.
- c. Provides oversight for joint, inter-agency, inter-organizational, and multi-national collaboration for modernizing, providing, and sharing DL capabilities.
- d. Updates and expands current learning technology standards and DoD specifications that enable DL interoperability.
- e. Chairs the DADLAC.

2.7. DOD COMPONENT HEADS. The DoD Component heads:

- a. Oversee Component implementation of this issuance, including developing guidance for implementing the DL guidelines, as applicable.
- b. Ensure DoD records management practices are adhered to, in accordance with DoDI 5015.02.
- c. Provide representatives to participate in the DADLAC.
- d. Comply with DoDD 5400.11 and DoD 5400.11-R.

SECTION 3: IMPLEMENTING DoD DL POLICY

To implement DoD policy affecting DL, the DoD Components will:

a. When developing or acquiring DL:

(1) Search for existing DL content that may be reused or repurposed, as facilitated by the DADLAC in accordance with Section 5 of this issuance.

(2) Design and develop DL that leverages learning science, technology, specifications, and standards to produce state-of-the-art, affordable, effective, and convenient education and training.

(3) Consider the security of networks, data, and personal information in all DL content and systems development, and comply with all applicable policies and requirements for the protection thereof.

b. Make existing DL assets, content, and other reusable resources visible and accessible to other DoD Components, as facilitated by the DADLAC in accordance with Section 5.

c. Record, analyze, measure, manage, and, as appropriate, exchange learning experience data among themselves. They also:

(1) Measure and evaluate learner performance.

(2) Implement the Experience Application Programming Interface (xAPI) and associated Learning Record Store capabilities, as practical, to enhance learning data security and interoperability.

d. Participate in the DADLAC.

SECTION 4: IMPLEMENTING DL TECHNOLOGY, STANDARDS, AND SPECIFICATIONS

The ADL Initiative is the principal steward for researching and facilitating the implementation of DL standards, specifications, and emerging technologies for DoD Components.

a. DL standards and specifications ensure interoperability of learning technology products, services, and data. Standards help improve compatibility and generally simplify DL development. Standards also make it easier to understand and compare competing products and systems.

b. In addition to adopting existing Defense Information Standards Registry specifications and standards pursuant to DoDI 8320.07, the DoD Components should:

(1) Continue to use the Sharable Content Object Reference Model (SCORM[®]) specification to implement asynchronous course tracking capabilities that are limited to a computer's web browser. Future updates pertaining to SCORM[®] implementation in the DoD will be provided on the SCORM[®] Reference Website at <https://adlnet.gov/dodi/scorm>.

(2) Implement the xAPI specification to enable interoperable experience or performance-tracking capabilities, learning analytics, or data integration with multiple applications or systems. Future guidelines and updates pertaining to xAPI implementation in the DoD will be provided on the xAPI Reference Website at <https://adlnet.gov/dodi/xapi>.

(3) Refer to the ADL Initiative for recommendations on implementing all other DL technologies, specifications, xAPI profile specifications, or DL practices not plainly addressed by this issuance. Future guidelines from the ADL Initiative on implementing other DL technology, standards, and specifications in the DoD will be provided on the DoDI 1322.26 Reference Website at <https://adlnet.gov/dodi/>.

SECTION 5: DADLAC CHARTER

5.1. PURPOSE. The DADLAC acts as an advisory body to support DL policy stewardship, resource and information exchange, and monitoring of emerging DL technologies and techniques across the DoD.

5.2. MISSION. The DADLAC provides advice to the DoD DL community with respect to the policies and procedures included in this issuance, and it helps the DoD DL community adapt to evolving learning science and technical changes in DL environments. It also:

- a. Promotes DL collaboration among the DoD Components.
- b. Fosters information and resource sharing among the DoD Components to maximize return on DL investments, including making recommendations to DoD Components for reducing duplication of effort and identifying ways to improve and increase DL reuse.
- c. Monitors DL science and technologies to expand the DoD's ability to take advantage of emerging capabilities.
- d. Identifies common areas of DL deficiencies and recommends priorities to the ADL Initiative for research and development to address them.
- e. Advises the DoD DL community on capabilities for implementing high-quality measurement and analysis methods, safely and accurately recording learning experience data, and exchanging those data among the DoD Components' interoperable systems.
- f. Advocates and advises the DoD DL community on the adoption of DL standards and specifications, conformance testing methods, and other interoperability considerations among DoD Components.
- g. Identifies and shares DL best practices across DoD Components.
- h. Recommends updates to this issuance when applicable.
- i. Establishes *ad hoc* DADLAC technical support groups (TSGs) to:
 - (1) Investigate and report on the availability and technical capabilities of emerging DL technologies, standards, specifications, and instructional methods.
 - (2) Conduct technical discussions and participate in working groups on topics such as DL authoring, management, development tools, technical instantiations of DL, design and exchange of learning experience data, and implementation of new DL policy and guidance.

5.3. MEMBERS.

a. The DADLAC permanent membership will include:

(1) The Director, ADL Initiative (Chair).

(2) Core members, comprised of designated O-6/General Schedule-15 level DL representatives from:

(a) Joint Staff Joint Force Development (J7)/Joint Knowledge Online.

(b) Army Training and Doctrine Command.

(c) Marine Corps Training and Education Command.

(d) Naval Education and Training Command.

(e) Air Force Air Education and Training Command.

(f) National Guard Bureau.

(g) DoD Chief Learning Officer.

(3) Other DADLAC invitees, including O-6/General Schedule-15 level DL representatives from DoD Component DL organizations, DASD(CPP), etc.

b. DoD Component core members may nominate additional specific experts (e.g., chief information officers or civilian personnel representatives) to attend DADLAC meetings or to participate in DADLAC TSGs and DADLAC-internal working groups for either temporary or permanent membership.

c. The Chair or core members may recommend other invitees for specific purposes. DADLAC meetings are generally open to representatives from other federal agencies interested in collaborating on DL matters; however, the DADLAC Chair may establish closed DADLAC meetings (or portions of meetings), as necessary, to address certain issues with core members.

d. DADLAC TSGs will include representatives from appropriate functions and disciplines, working together with an assigned TSG lead. The decision to form or dissolve a DADLAC TSG rests with the DADLAC Chair.

e. All members of the DADLAC or subordinate advisory groups, or representatives of members, must be full-time or permanent part-time government employees, or Military Service members.

5.4. RESPONSIBILITIES.

a. The DADLAC Chair advises DoD leadership on current and proposed DL initiatives, actions, and programs. Additionally, the DADLAC Chair:

(1) Facilitates creation of a shared vision and strategy for DoD DL, adhering to guidance from decision authorities.

(2) Helps DoD Components prioritize and manage DL research and development.

(3) Collects DoD Components' DL requirements in order to identify common research and development requirements.

(4) Collects, integrates, and approves DADLAC recommendations (e.g., policy, reports) for submission to decision authorities.

(5) Approves, establishes, and retires *ad hoc* DADLAC TSGs or other DADLAC-internal working groups, as needed.

(6) Schedules, coordinates, and executes DADLAC meetings, including developing agendas, preparing papers and briefings, and documenting and disseminating meeting results. The DADLAC will meet tri-annually, or as required.

(7) Compiles and submits annual progress reports to the DASD(FE&T).

b. Core DADLAC members:

(1) Advise, collaborate, and help the Chair recommend and implement DL learning policies, guidance, best practices, standards, and specifications to ensure interoperability, reusability, and effectiveness of DL, as well as compliance with related DoD policies (e.g., security).

(2) Serve as the DoD Components' focal points for matters concerning DL implementation and management.

(3) Recommend the organization, membership, topics, tasks, and priorities for *ad hoc* DADLAC TSGs and other DADLAC-internal working groups, as required.

(4) Identify and recommend DL capabilities, research initiatives, and best practices for discussion and possible adoption across the DoD.

(5) Identify best practices for DL, learning performance assessment, evaluation, and data exchange.

(6) Identify and recommend metrics for implementing DL (e.g., measures of effectiveness, measures of performance, and key performance parameters).

(7) Facilitate requests from DoD Component leadership and management levels for information associated with DL and DL systems.

GLOSSARY

G.1. ACRONYMS.

ADL	Advanced Distributed Learning
ASD(M&RA)	Assistant Secretary of Defense for Manpower and Reserve Affairs
ASD(R)	Assistant Secretary of Defense for Readiness
DADLAC	Defense Advanced Distributed Learning Advisory Committee
DASD(CPP)	Deputy Assistant Secretary of Defense for Civilian Personnel Policy
DASD(FE&T)	Deputy Assistant Secretary of Defense for Force Education and Training
DoDD	DoD directive
DoDI	DoD instruction
DL	distributed learning
J7	Joint Staff Joint Force Development
SCORM [®]	Sharable Content Object Reference Model
TSG	technical support group
USD(P&R)	Under Secretary of Defense for Personnel and Readiness
xAPI	experience application programming interface

G.2. DEFINITIONS. Unless otherwise noted, these terms and their definitions are for the purposes of this issuance.

ADL Initiative. A program established consistent with Executive Order 13111 to facilitate a collaborative federal framework for using DL sponsored by the DoD. The ADL Initiative provides access to the highest-quality education, training, and performance-aiding that is tailored to individual needs and delivered cost-effectively, anytime and anywhere.

content. Data of various types and in various file and package electronic formats that may be used for educational purposes.

content reusability. A general term used to discuss the practice of using existing components of content in multiple ways.

distributed. In the context of information technology, information (e.g., learning content) shared through any network.

DL. Learning content and systems, mediated with technology, that are accessed through a network or experienced via portable media.

learning science. A body of knowledge and applied discipline, derived from scientific research on human cognition and educational theory and practice, on how people learn and how to enhance learning. The goals of learning science are to create and discover new learning innovations, continuously improve existing methods, and apply learning science knowledge to real-world learning problems in formal schools, online learning, training, and informal settings.

net-centric. Defined in DoDI 8320.07.

profile specification. A specific set of rules, vocabulary, and documentation for implementing a specification in a particular use case or context.

SCORM®. A collection of interrelated technical specifications and guidelines designed to meet DoD's high-level requirements for creating interoperable learning content. SCORM® provides the ability to record a learner's course progress, scores, and sequence instructional lessons. SCORM® content is delivered in a computer's web browser.

specification. A working or evolving document, which may use content from one or more standards and may alter said standards to meet specific needs. Specification documents can cover multiple areas and topics. A specification is often the place where changes or amendments to existing standards materials are made, as standards rarely cover all known requirements or exceptions.

standard. A detailed guideline for designing or developing products, created according to a specified set of rules and procedures, providing consensus among many parties, and published by a neutral party.

xAPI. A technical specification designed for recording interoperable learning experience or performance data. xAPI enables the tracking of DL on any device or platform.

REFERENCES

- DoD 5400.11-R, “Department of Defense Privacy Program,” May 14, 2007
- DoD Directive 1322.18, “Military Training,” January 13, 2009, as amended
- DoD Directive 5124.02, “Under Secretary of Defense for Personnel and Readiness (USD(P&R)),” June 23, 2008
- DoD Directive 5400.11, “DoD Privacy Program,” October 29, 2014
- DoD Instruction 1322.31, “Common Military Training (CMT),” February 26, 2015, as amended
- DoD Instruction 1400.25, Volume 250, “DoD Civilian Personnel Management System: Civilian Strategic Human Capital Planning (SHCP),” June 7, 2016
- DoD Instruction 5015.02, “DoD Records Management Program,” February 24, 2015, as amended
- DoD Instruction 8320.07, “Implementing the Sharing of Data, Information, and Information Technology (IT) Services in the Department of Defense,” August 3, 2015
- DoD Manual 8910.01, Volume 1, “DoD Information Collections: Procedures for DoD Internal Information Collections,” June 30, 2014, as amended
- Executive Order 13111, “Using Technology to Improve Training Opportunities for Federal Government Employees,” January 12, 1999¹
- Office of the Under Secretary of Defense for Personnel and Readiness, “DoDI 1322.26 Reference Website,” current edition²
- United States Code, Title 5
- United States Code, Title 10

¹ Available at: <https://www.gpo.gov/fdsys/pkg/FR-1999-01-15/pdf/99-1185.pdf>

² Available at: <https://adlnet.gov/dodi>