

Monitoring Your Board's Traffic Balance



The OeLC operates on the fundamental principle that if Boards are able to balance the number of their students taking eLearning courses outside of their Board with the number of out-of-Board students they accept into their courses, the need for a course fee, complicated invoicing, and financial tracking are negated.

As per the *OeLC Membership Agreement* and *OeLC POLICY 3030 Traffic Balance Limiter*, as a member of the OeLC your Board accepts the following responsibility:

- *Ensure the Student Traffic by Board report is routinely monitored, maintaining balance between the number of Out-of-Boards students accepted into your courses and the number of your students accepted into Out-of-Board students.*

Note:

1. A Board's Limiter represents both a positive (Upper) and negative (Lower) threshold that is proportionate to the *size the Board's eLearning program.

*The size of a Board's eLearning program is defined as the number of Out- Of-Board Students accepted into a Board's eLearning program (including all Regular courses in all semesters, except Summer School).

2. Students from Boards with a traffic balance that falls below its Limiter will not be eligible for acceptance by other Boards until their Board's traffic balance increases to within its threshold.

3. A Board with a traffic balance that goes above its Limiter will not be able to accept any more Out-of-Board students into its courses until their traffic balance decreases to within its threshold.

4. Limiters do not take effect until the first Monday of the first semester (as there are variances in when Boards begin to accept Out-Of-Board students for the coming year).

To monitor your Board's traffic balance, please:

Go to [Reporting – Student Traffic Report](#).

of Students Accepted OOB – the number of your students who have been accepted by other Boards in the current school year (including all semesters except Summer semesters).

of OOB Students Accepted - the number of Out-of-Board (OOB) students your Board has accepted into its courses in the current school year (including all semesters except Summer semesters).

Balance – your **traffic balance** (i.e., the # of OOB Students Accepted – # of Students Accepted OOB)

Low negative balance?

- Promote available space in your courses heavily to other Boards
- Maximize the number of OOB students you enroll in your courses
- If persistent, explore offering additional sections of eLearning

High positive balance?

- Request that other Boards take your students, when possible
- Promote available space in your courses heavily to your schools
- Maximize the number of Home Board (HB) students you enroll in your courses
- If persistent, explore eliminating a course(s) in the future that draws a low numbers of Home Board (HB) students but a high number of Out-of-Board (OB) students

To see past traffic balances and/or to see traffic balances history from a selected date, please:

Go to [Reporting – Student Traffic Report](#), click beneath Search Date, and select a past date. The table will change to show ins, outs, and balances for that day.

Click the [Export Daily Balances to CSV](#) button. This file shows the end-of-the-day traffic balances for each day between the date you chose and the current date.