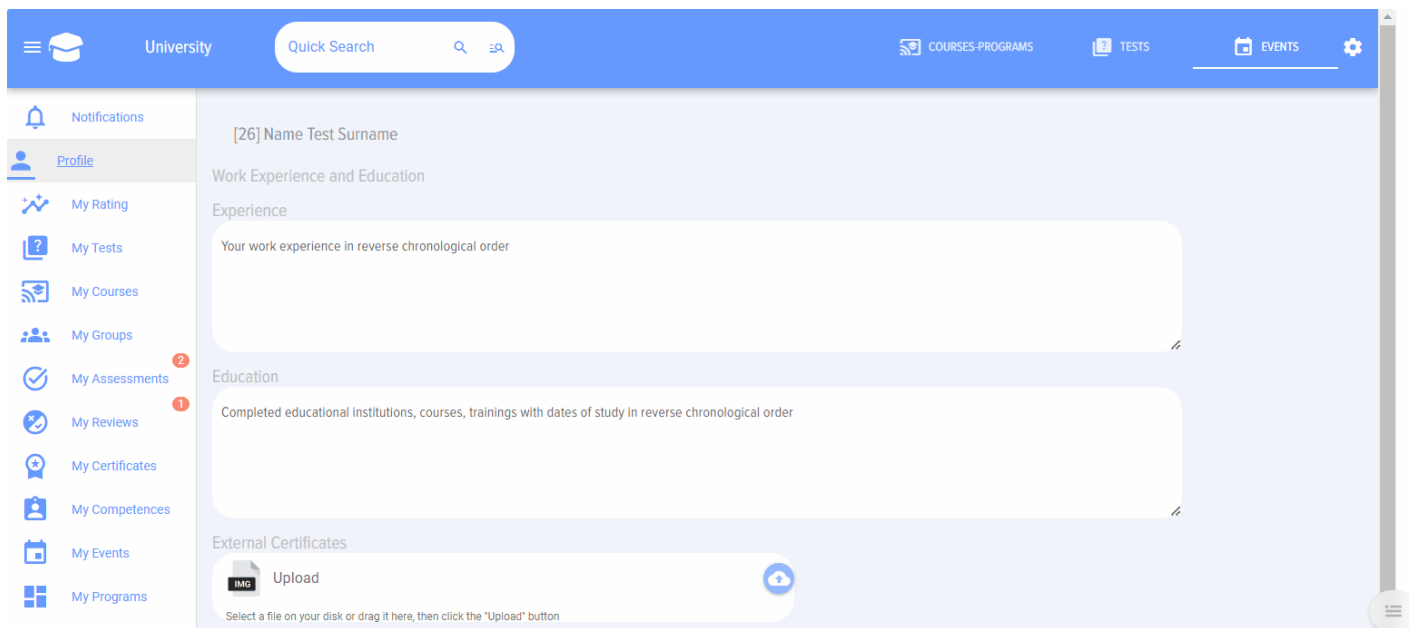
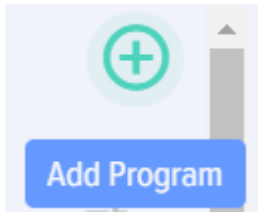


Program Creation

To create a program, click on the element:

A screenshot of a user profile page. The top navigation bar is blue with a "University" logo, a "Quick Search" bar, and links for "COURSES-PROGRAMS", "TESTS", "EVENTS", and a settings gear. The left sidebar contains a list of menu items: "Notifications", "Profile" (selected), "My Rating", "My Tests", "My Courses", "My Groups", "My Assessments" (with a red "2" badge), "My Reviews" (with a red "1" badge), "My Certificates", "My Competences", "My Events", and "My Programs". The main content area shows the user's name "[26] Name Test Surname" and sections for "Work Experience and Education", "Experience" (with a text input field and a "Your work experience in reverse chronological order" placeholder), "Education" (with a text input field and a "Completed educational institutions, courses, trainings with dates of study in reverse chronological order" placeholder), and "External Certificates" (with an "Upload" button and a placeholder text "Select a file on your disk or drag it here, then click the 'Upload' button").

The program creation card will open:

Go Back
Program

☐ This is a Template for Assignment

Program Name

Logo
0.0B / 0.00%
+

Catalog Section

Subject

To use a word as a tag, place a # before it

Target

Program Description

Score
☐

Feedback Form
☐

Module Opening Method
Open sequentially. If the module is not completed, still open the next one

Modules

Drag modules here from the window on the right with the desired tab

COURSE
TEST
LESSON
EVENT

Type part of the name to search

Molecular biology

sdfvdsdfv

☐ Publish Program

SAVE
CLOSE
Move to Archive

The program creation card includes the following elements and fields:

☐ This is a Template for Assignment

- Template for creating program assignments

for new hires.

☒ This is a Template for Assignment

☐ For Groups ☒ For New Employees

When a new employee is added to the portal, the assignment will be made automatically.

Assignment Deferral

0 *The assignment for the new user will appear after the specified number of days. 0-immediately*

LEADER +

Tasks
Set one common task

- for new employees

This is essentially an onboarding program for new employees. Create a program of any complexity level (from courses, tests, materials to be reviewed, meetings, and events) and assign it to all new hires.

Newly added employees will immediately receive the program assignment.

Program Name

- Field for entering the program name

Logo
0.0B / 0.00% +

- Field for adding the program logo

Catalog Section

- selecting the catalog section for the program

Subject

To use a word as a tag, place a # sign before it.

Goal

- Fields for entering the

program theme and goals.

Program Description

- Field for program description

Module Opening Method

Open sequentially. If the module is not completed, still open the next one



Open all at once

Open sequentially. If the module is not completed, still open the next one

Open sequentially. If the module is not completed, do not open the next one

- Method for opening modules

By default, access is granted to all lessons/tests in the course.

In the LMS, the default setting allows participants to access all lessons and tests in the course from the start.

There are also two options for sequential module opening:

- An option in which, regardless of the passing score in the test (if any), the next module opens.
- An option in which the next module opens only after a passing score is achieved.

Modules

 Drag modules here from the window on the right with the desired tab

- Element for adding a

module (course, test, lesson, event)

COURSE TEST LESSON EVENT

Type part of the name to search

te

Biology test

Test with open questions

Select the Module Type (Corresponding Tab) and the Module Itself. You can choose one or several modules. Each newly added module will be included in a sequential list.

A sequential list of modules is something that will be assigned sequentially. Analogs: stage, level, day of training.

Add modules by simply dragging the mouse (Drag&Drop technology).

To change the sequence of levels, you need to grab the given element with the mouse and move it:

Modules

Drag modules here from the window on the right with the desired tab

	1	0	Molecular biology	
	2	0	Biology test	

☐ Publish Program

SAVE CLOSE

Element for publishing the program. To publish the program, you need to activate the "Publish Program" element and click on the "Save" button.








If you click the "Save" button while the "Publish Program" element is inactive, the program will be saved without being published.

If you click the "Close" button, the program will be closed without saving.

When we create a Program, we can specify the module dates in days here:

Modules

📘 Drag modules here from the window on the right with the desired tab

	1	 Anatomy course 	
	2	 Molecular biology 	

Next, when we make the Program assignment.

We specify the start date of the program.

The end date will be calculated automatically based on the number of days in the modules specified when creating the program.

Also, the general date will apply to all modules if the modules do not have their own date.

Revision #1

Created 21 February 2025 14:33:14 by Maria

Updated 21 February 2025 14:38:37 by Maria