

Re-enrollment

Ester Andersson - 2024-07-11 - Functions

Re-enrollment is a function that lets you reset a participant's progress so they can start over. Please carefully consider that when you re-enroll a participant in a course, everything they have uploaded will be deleted and their status will change to "Not started". When confirming, their attempt will be moved to their attempt history which will show when you press the plus sign and after that "History".

Available from: Professional

Re-enrollment in the "Participant" list:

1. Go to the participant tab in a project.
2. Select the participant/participants you wish to enroll and click on the button "Re-enroll".

The screenshot shows the Learnifier interface with the 'PARTICIPANTS' tab selected. At the top, there's a navigation bar with 'Dashboard', 'Projects', 'Users', 'Library', 'Reports', 'Automations', and 'Settings'. Below this, a sub-navigation bar includes 'OVERVIEW', 'PARTICIPANTS', 'WAITLIST', 'COURSE PAGE', 'EVENTS', 'ASSIGNMENTS', 'DETAILS', 'COMMUNICATIONS', 'REPORTS', and 'SETTINGS'. The 'PARTICIPANTS' section has a search bar and an 'Add participant' button. Below that, a message states 'Calendar invitations are ON. Turn them OFF?'. A table lists participants with columns for NAME, INVITED, LAST EMAIL, LAST SEEN, STATUS, AWARDS, and CERT EXP. The 'Re-enroll' button is highlighted with a green arrow in the 'Actions' column for 'Demo Ester'.

| | NAME | INVITED | LAST EMAIL | LAST SEEN | STATUS | AWARDS | CERT EXP |
|-------------------------------------|-------------|---------|------------|-------------------|-------------|--------|----------|
| <input type="checkbox"/> | Dajana Demo | | | a day ago | In progress | | |
| <input type="checkbox"/> | David Demo | | | a day ago | In progress | | |
| <input checked="" type="checkbox"/> | Demo Ester | | | about an hour ago | In progress | | |
| <input type="checkbox"/> | Diana Demo | | | Not logged in | Completed | | |
| <input type="checkbox"/> | Frida Demo | | | Not logged in | Not started | | |
| <input type="checkbox"/> | Hanna Demo | | | Not logged in | Not started | | |
| <input type="checkbox"/> | Maria Demo | | | Not logged in | Not started | | |

Re-enrollment from the user profile page:

1. Go to a user profile, and scroll down to "Participations".
2. Click "Re-enroll" on the course you wish to re-enroll the participant in.

Learnifier

DashboardProjectsUsersLibraryReportsAutomationsSettings

Go To

Demo

Email verifiedNo

LanguageEnglish

UsernameNot set

API User Id6d2d8e10-6ffe-44dc-91c1-28a64ab1a41a

OrganizationNot set

LockedNo

Last loginTuesday, May 30, 2023 at 8:54:41 AM Central European Summer Time

SSONot set

CompanyLearnifier

DepartmentCustomer Success

CountrySweden

PARTICIPATIONS

ORG DETAILS

ROLES

PROJECT ROLES

GROUPS

NOTIFICATION SETTINGS

AWARDS

PROJECT NAME

STATUS

AWARDS

CERT EXP

INVITED

LAST EMAIL

LAST SEEN

USER ARCHIVED

Introduction to Learnifier

In progress

May 30, 2023

No

Re-enroll

Introduction to Learnifier for learners

Not started

Not logged in

No

Re-enroll

Learnifier - A Style Guide

Completed

Oct 14, 2023

Mar 31, 2023

No

Re-enroll

Life at Learnifier

In progress

Nov 17, 2022

No

Re-enroll

Preboarding

Not activated

Re-enroll

Sustainability

Not started

Feb 9, 2024

Not logged in

No

Re-enroll