

Flytt deltakere mellom prosjekter

Ester Andersson - 2024-07-22 - Funksjoner

1. Gå til prosjektet der du ønsker å flytte en deltaker.
2. Gå til fanen "Participants" og finn den deltakeren du ønsker å flytte.
3. Klikk på "Actions" ved siden av deltakeren og velg "Move"

The screenshot shows the 'Participants' page in the Learnifier interface. At the top, there is a navigation bar with 'Dashboard', 'Projects', 'Users', 'Library', 'Reports', 'Automations', and 'Settings'. Below this is a sub-navigation bar with 'OVERVIEW', 'PARTICIPANTS', 'WAITLIST', 'COURSE PAGE', 'EVENTS', 'ASSIGNMENTS', 'DETAILS', 'COMMUNICATIONS', 'REPORTS', and 'SETTINGS'. The main content area is divided into two sections. The top section is a form for adding a participant, with tabs for 'Individual', 'Group', and 'Upload'. It includes a search field for existing users, input fields for 'First Name', 'Last Name', and 'Email', and an 'Add participant' button. The bottom section is a table of participants. It features a search bar, a 'Select members in group' dropdown, and a row of action buttons: 'Send Email...', 'Send Text...', 'Change Expiration', 'Activate', 'Add to group', 'Move', 'Assign Segments', 'Re-enroll', and 'Remove'. The table has columns for 'NAME', 'INVITED', 'LAST EMAIL', 'LAST SEEN', 'STATUS', 'AWARDS', and 'CERT EXP'. One participant, 'Demo Ester', is listed with a status of 'In progress' and an 'Actions' dropdown menu. At the bottom, there is a 'Download participant list as Excel' button and a pagination control showing '1' of 1 entries.

1. Velg prosjektet du ønsker å flytte kursdeltakeren til.