

<u>Knowledge base > Administration > Functions > Segments</u>

Segments

Ester Andersson - 2024-07-29 - Functions

Segments is a function that lets you create different versions of an activity in order to create a more personalized learning experience. It's a great option if you wish to, for example, invite all your employees to an introduction course but with slightly different touches.

Note

- <u>Create segments</u>
- Assign segment

Create segments

1. Go to the activity you wish to customize and click on "Segment"

H Back	Customer Success Playbook	Undo Redo Save Preview Publish
	INTRO ACTIVITIES RESOURCES SETTINGS	
 Customer Success Playbook Welcome! Introduction The team Our keywords Survey 	Settings All Components ☐ 100% ▼ The team	C Segment
+ New Activity	Click on the plus sign below to start adding content etc	
Our fuel going forward To sum it up Hew Activity		Ð

1. Create the wanted number of segments.

- Back		Customer Succes	s Plavbook	_	5 C		\odot	-2
		Segment Settings		×	Undo Redo	Save	Preview	Publish
Customer Success Play Customer Success Play Velcome! Introduction The team Cur keywords Survey + New Activity The brand DNA Where we are going What we are providi How we go about th	ngs All	Segment Settings About When segmenting an activity, you as Segmented Activity, By doing so, e function as an independent activity a particular group of participants. Edit Segments Comparison Compar	Read more actively transform it into a ach Segment you add will in itself, only available for acbels are only visible to you		Unde Redo	Save		Publish
Our fuel going forwa To sum it up + New Activity	····		Cancel Save					() ()

1. Switch which segment you are editing by clicking on the label in the right corner. You can also copy content between your segments by clicking "Copy content to".

G Back	Customer Success Playbook	り C ^{al} E O Preview Publish
	INTRO ACTIVITIES RESOURCES SETTINGS	
Customer Success Playbook Customer Success Playbook Customer Customer Customer Customer Customer Success Playbook Custome	 Settings All Components □ 100% The team 	C Copy content to V < C V The team < C S The team < Sales © Segment settings
Survey Hew Activity The brand DNA	Click on the plus sign below to start adding conte	ent etc
 Where we are going What we are providing How we go about things 	+	
Our fuel going forward To sum it up + New Activity •		@

Assign segments

If you have segmented specific activities in your project, and after that invite participants to the course, **they will be randomly assigned a segment.** If you wish to avoid this, it's essential that you assign the participant before you invite them to the course. You can do so by following the steps below:

1. Go to the "Participants" tab in the project menu.

2. Click on "Assign Segments" in the tab below.

earnifier	Dashboard P	rojects Users v	Library 🔻	Reports A	utomation	s Settings 🔻			Go To 🔻	Q	A	🛓 🛕 De
	OVERVIEW	PARTICIPANTS	WAITLIST CO	URSE PAGE E	VENTS A	SSIGNMENTS DETA	ILS COMMUN	ICATIONS R	EPORTS SET	TINGS		
	Edit course	Preview	elete	•								
≗+ Individual	密 Group 企	Upload										
Search for existing	g user in organizatio	n			¥							
First Name						Last Name						
Emgil												
Add participant												
Search participants	5					Select numbers	in group					*
		ige Expiration	Activate	d to group	Move	Assign Segments	Re-enroll	Remove)			
	NAME	t↓ INVI	TED 11	LAST EMAIL	t. LAST	SEEN ↑↓ ST	TATUS 1	AWARDS 👔	CERT EXP			
✓ ⊕ □					Not	activated						Actions 💌
Showing 1 to 1 of 1 ent Show 100 + ei	ries				Not	activated					PREVIOU	

- 1. Click on "Unassigned" to see which participants have not been assigned a segment.
- 2. Select the participant you wish to assign a segment and thereafter select the segment. Repeat for as many participants as you wish. Remember to click "Save".

Assign Segments All Participants: 1			5 C	☆ Assign all
Select Segmented Activity The team < 2 ✓ ≗ 0 ×≗ 1	The team 2. Select Segment and Participant(s) Custom E Custom selection	3. Select New Segment(s)	⊲ 2 Segments v≗ 0 A	4. Select Action
	≗ 1/1 Selected ☐ Select all ☑	O Assigned The team	~	
		▲ ○ Assigned	`	

1. You can also let the system auto-shuffle by either clicking "Assign all", simply sending an invitation email, or selecting the participants in the "Unassigned" list and choosing several segments.

Assign Segments	e licore a likeren a Donnate Automotione Cotting	ic w		X Assign all
1. Select Segmented Activity	The team		⊲ 2 Segments v2	ssigned ×옾 1 Unassigned
The team > -⊄ 2 ∨≜ 0 ×≜ 1 >	2. Select Segment and Participant(s)	3. Select New Segment(s) The team ✓ CS ✓ © 0 Assigned The team ✓ Sales ✓ © 0 Assigned	~	4. Select Action
				Cancel Save

Related Content

• Editing you project