

Re-enrollment

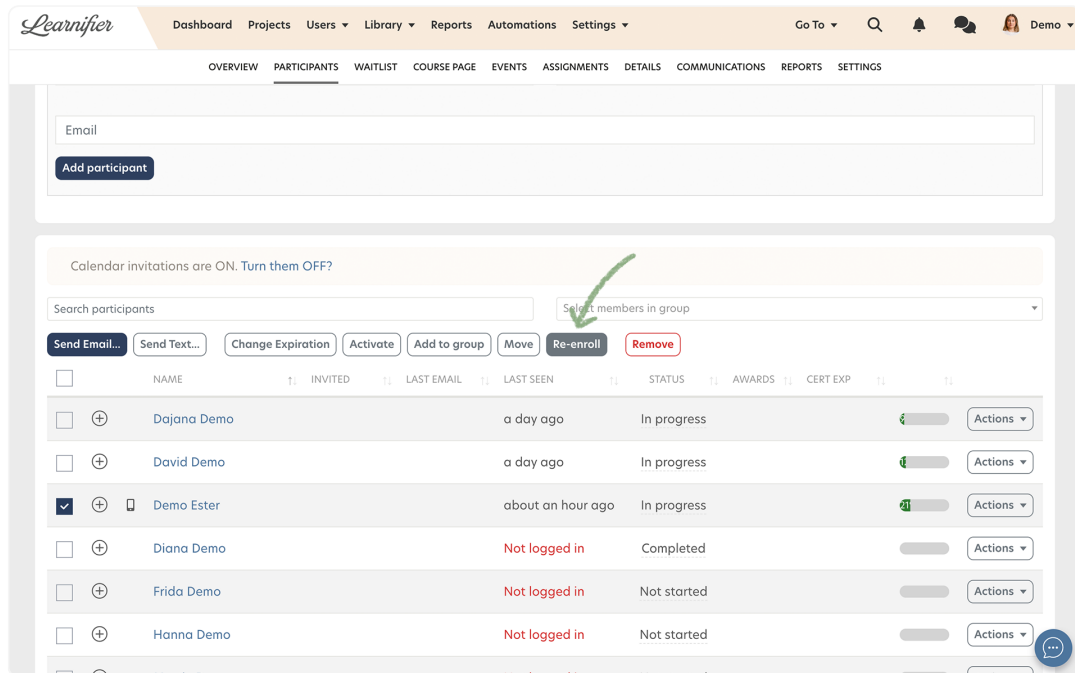
Ester Andersson - 2024-07-11 - Functions

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 search bar and an 'Add participant' button. Below that, a table lists participants. The 'Re-enroll' button is highlighted with a green arrow in the actions menu for 'Demo Ester'.

	NAME	INVITED	LAST EMAIL	LAST SEEN	STATUS	AWARDS	CERT EXP	
☐	Dajana Demo			a day ago	In progress			Actions
☐	David Demo			a day ago	In progress			Actions
☒	Demo Ester			about an hour ago	In progress			Actions
☐	Diana Demo			Not logged in	Completed			Actions
☐	Frida Demo			Not logged in	Not started			Actions
☐	Hanna Demo			Not logged in	Not started			Actions

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

Dashboard

Projects

Users

Library

Reports

Automations

Settings

Go To

Demo

Email verified

No

Language

English

Username

Not set

API User Id

6d2d8e10-6ffe-44dc-91c1-28a64ab1a41a

Organization

Not set

Locked

No

Last login

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

SSO

Not set

Company

Learnifier

Department

Customer Success

Country

Sweden

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