



DEVELOPMENT AND REVIEW

PERFORMANCE MANAGEMENT

- Performance activities
 - Custom workflows
 - Automated scheduling
 - Multiple sections
 - Multiple question types
 - Appraisals
 - Feedback
 - Check-ins
 - Aggregated questions
 - User assigned participants
- Goals
 - Personal goals
 - Company goals
 - Multiple goal scales
 - Linked to position and organisation

COMPETENCY MANAGEMENT

- Competency assignment
 - By position or organisation
 - By audience
 - Individually
 - Set proficiency by assignment
 - Continuous progress tracking
- Competency profile
 - Identify gaps
 - Track progress
 - Review achievement paths
- Completion scales
 - Custom scales
 - Proficiency levels
- Completion criteria
- Competency types



ORGANISATION AND COMPLIANCE MANAGEMENT

REPORTING

- Report builder
 - Custom reports
 - Editable embedded reports
 - Report templates
 - Graphical reports
 - Scheduled reports
 - Searchable and filterable
 - User specific content
 - Exportable
- In-built reports
 - Site logs
 - Statistics
 - Course completion
 - Activity completion
 - Course participation
 - Participation reporting
 - Performance activity reporting

HIERARCHIES

- Organisational structures
- Positional structures
- Goal frameworks
- Competency frameworks
- Report content filtering
- Multiple job assignments
- Bulk creation and update
- Export options

EXTENDED ENTERPRISE

- Multitenancy management
- Tenant administrators
- Tenant specific performance activities
- Tenant dashboards
- Custom main menu
- Tenant bulk upload
- Tenant themes and images
- Tenant login page
- Report content filters
- Multiple authentication methods



USER MANAGEMENT

TEAM MANAGEMENT

- Team overview dashboard
- Team statistics
- Alerts and tasks
- Reporting
- Performance management

USER ACCOUNT MANAGEMENT

- Profile information:
 - Custom fields
 - Language select
 - Timezone select
 - Position
 - Organisation
 - Job Assignments
 - Manager assignment
- User accounts
 - Manual creation
 - HR Import
- Bulk upload/update
- Account suspension
- Tenant association

AUDIENCE MANAGEMENT

- Set audiences
- Dynamic audiences
 - Auto-updating
 - Rule based membership
- Goals assignment
- Competency assignment
- Dashboard access
- Assign access rights
- Main menu items

ACCESS MANAGEMENT

- Authentication
 - Guest access
 - Custom login page
 - Self registration/with approval
 - OAuth2
 - Single sign on
 - Shared authentication
 - Password reset
 - Password policy
- Enrolment plugins
- Access rights
 - Capabilities
 - Permissions
 - Contexts
 - Overrides
- Tenant association

GDPR

- Site policy
 - Versioning
 - Multi-lingual
 - Consent records
 - HTML content
- User data management
 - Export types
 - Data export
 - Purge types
 - Data purging



CUSTOMISATION

LEARNER PERSONALISATION

- Alerts and tasks
- Notification preferences
- Preferred language
- Competency dashboard
- Evidence bank

DESIGN AND NAVIGATION

- Themes
 - Responsive
 - Bespoke or customised
 - Site level
 - User level
 - Tenant level
- Dashboards
- Custom main menu
- Configurable user menu
- User tours
- Featured links
- Header and footer areas
- Configurable block display
- Customisable administration menu

GLOBALISATION

- Language Packs
 - Multiple translations
 - Customisation
 - Localisation
 - UTF-8 character sets
- Multiple timezones
- Multiple date formats
- Right-to-Left display
- Customisable calendars