July 25th, 2022

ClickLMS is really pleased to announce some new enhancements to the platform to give you additional branding & customisation options, improved usability for your Learners and give you additional administrative controls for your members.

New enhancements launched:

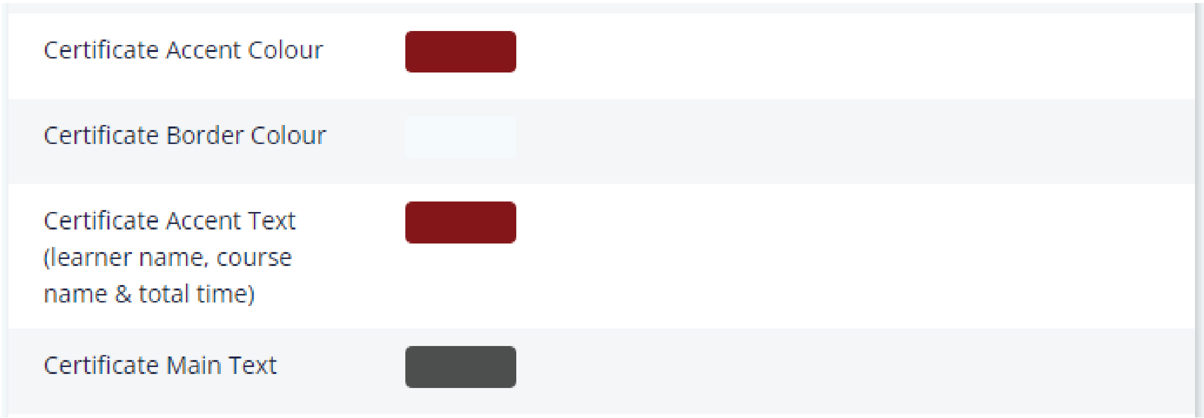
- Align course certificates with your company branding - you can now customise your certificate colours from the colour palette tool.
- Ensure your platform emails stand out in your members' inboxes - your company name will now appear as the sender of emails that go to your Learners (instead of ClickLMS Support).
- The Admin can now reset the learner's password from the learner's profile page.
- The Admin can now force an MCQ/questionnaire to complete on behalf of the learner.
- Additional instructors on your platform can now start building courses immediately without having to upload a certificate signature.
- To help you target additional course enrolments, the course reports now show Learners who have added the course to their wishlist but have not yet purchased/enrolled in the course.
- We have improved the activity tracker with even better accuracy and performance when a user has slow internet, or a slow device.
- For dental industry platforms, we've significantly reduced the file size of the PDP Activity Log export (by 90%!) and added the Learner's total vCPD time to the PDF.

Now we will run through a few of these enhancements in a bit more detail, but of course the best way to get familiar with them is to log in and test them out on your own platforms.

Customise your course certificate colours from the colour palette tool – You can now customise your certificate template from the colour palette tool in your company settings.

Simply login as the Admin and click on **'Settings'** in the header menu.

Scroll down to the colour palette tool on the **'Company Profile'** page and you will see we have added some new customisable elements for your course certificate:



You can now change:

- **Certificate Accent Colour:** This is the colour that appears on the bottom right hand corner (currently red)
- **Certificate Border Colour:** This is the colour that appears around the remainder of the certificate (currently a light blue)
- **Certificate Accent text:** This is the colour of the text that shows the learner's name, their learning time, and the course name (currently red)
- **Certificate Main text:** This is the colour of the remaining text on the certificate that includes the learning content, aims & objectives and development outcomes (currently dark grey)

Once you have made your changes, click **'Update'** at the foot of the page. To see your new certificate template go to any course and **'Preview'** the course certificate. Note, any changes to certificate colours will only be reflected on certificates issued after the colour changes have been saved.

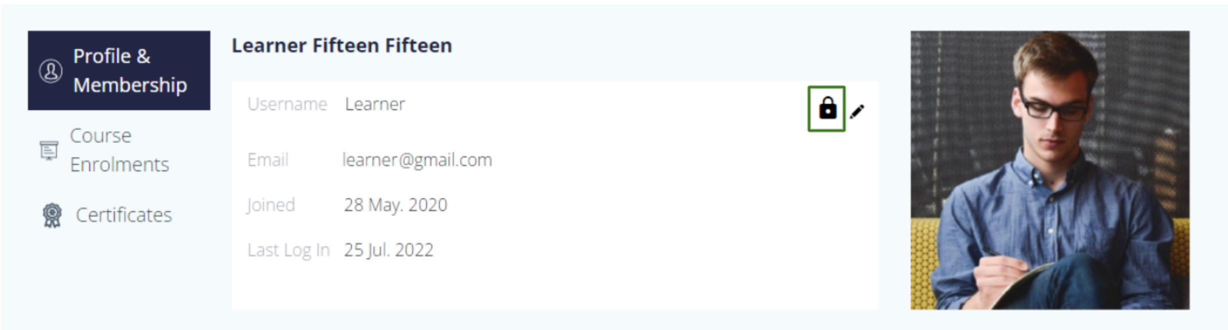
Platform emails will now show your company name as the sender - All emails sent from your learning platform to your members will now show in their inboxes as being from your 'Company Name', and not 'ClickLMS Support'. This will help your emails better stand out in their inboxes, and be more easily searched if they use your company name.

Your company name can be found by navigating to **'Settings'** → then the **'Company Profile'** page. If you wish to make any changes to your company name so it better reflects what you want your members/customers to see in their inboxes then please let us know and we can help make any changes.

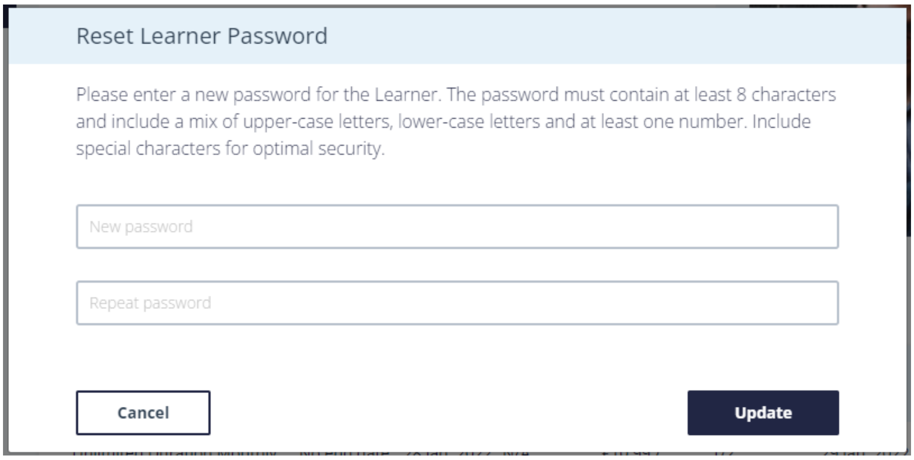
Note, while the email sender 'Name' will now be your company name, the email address will still be **support@clicklms.com**.

The Admin can now reset the learner's password from the learner's profile page - If you have members who have forgotten their password, or are simply having trouble logging in, you can now manually reset their password for them. Note, you will need to communicate the password change to them through a suitable method, and for security purposes we would advise them to change their password once logged in.

1. Login as Admin and click 'Learners' in the header menu
2. Select the learner from the table to access their Profile & Membership Page
3. Click on the padlock icon that now shows next to the pencil icon (alongside their personal details) - *highlighted in green in the image below*

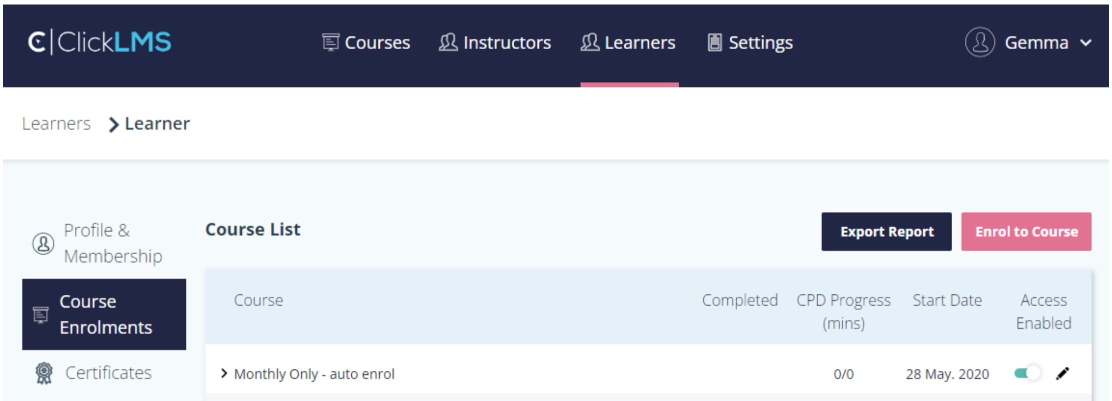


4. You will then see a pop up window from which you can change the learner's password

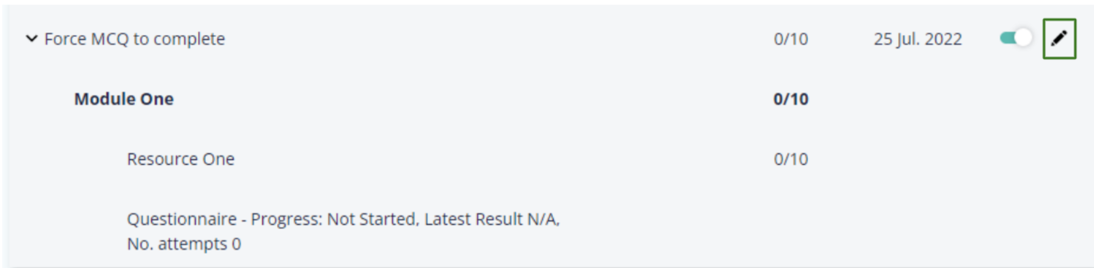


The Admin can now force a questionnaire to complete on behalf of the learner - Previously you could only force learning resources to complete. You can now also force questionnaires to complete. When you do this, the questionnaire will complete with full marks (100%) and overwrite the best attempt made by the Learner.

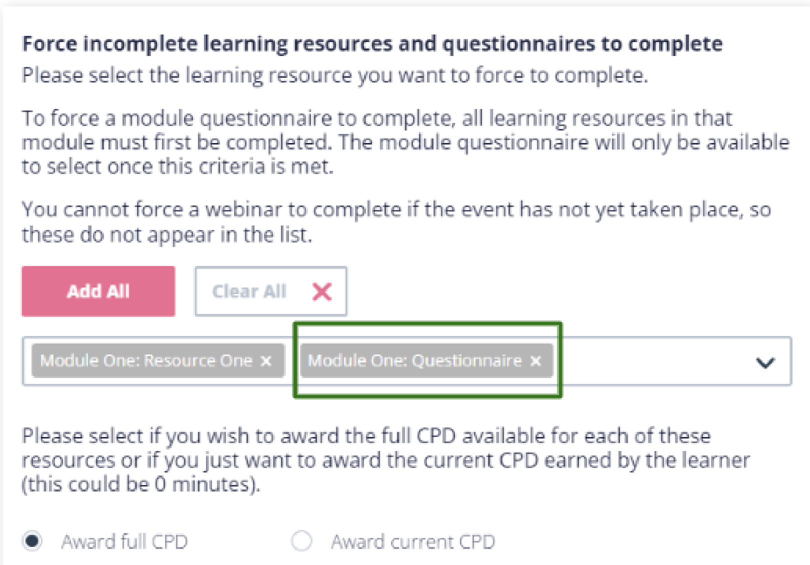
1. Login as Admin and click **'Learners'** in the header menu and select the learner from the table
2. Click on **'Course Enrolments'** to access their course list



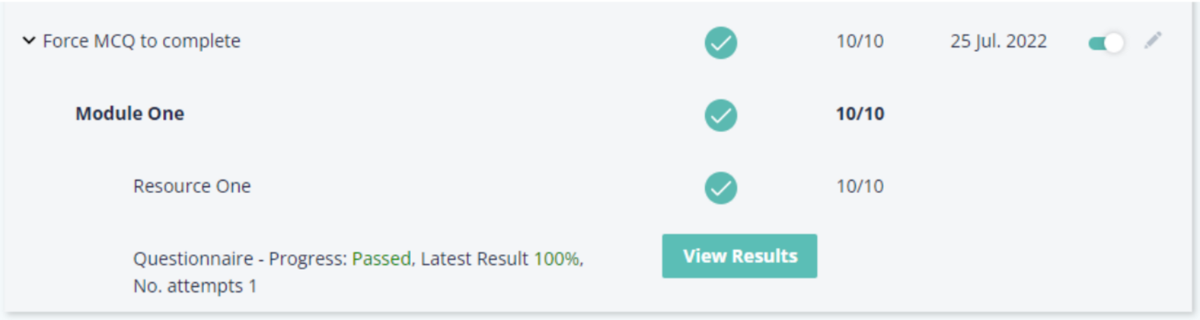
3. Find the course containing the questionnaire you want to force complete and click the pencil icon



4. You will then be able to select which learning resources and/or questionnaires you want to force complete - please note that *you will only be able to force a questionnaire complete if all learning resources in that module are also complete.*

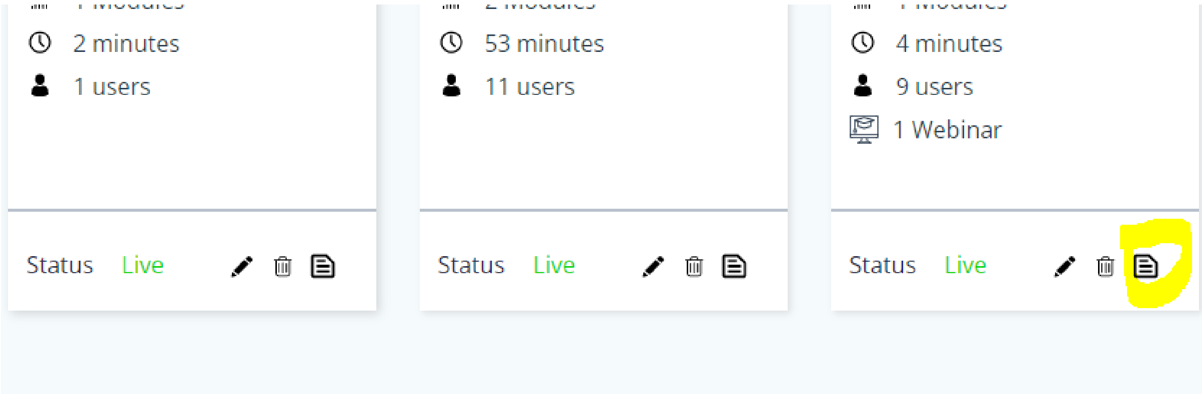


5. Click Update and you'll see that the questionnaire is now complete with full marks awarded



Identify potential 'wishlisted' leads from the course report - We've added a flag to the course report which shows you members who have wishlisted your course, but not yet committed to the purchase or enrolment. This is a great way to identify additional sign-ups to your courses!

To download a course report, as an Admin or instructor navigate to the 'Courses' page, then for a given course card click the paper icon on the right. This will trigger a CSV report to download which can be viewed in Microsoft Excel, Apple Numbers or Google Sheets.



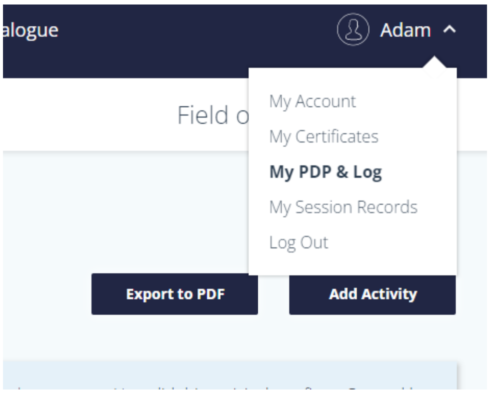
In the sixth column called **'Enrolment Method'** those that have wishlisted the course will appear as **'Added to Wishlist'**. Simply take their names and email addresses from the same report and you have a shortlist of potential prospects to purchase your course!

Enhanced activity tracker for members on slow internet, low memory devices - The patented ClickLMS activity tracker enables the recording of your members' learning time down to the second, but in some rare circumstances - where the internet connection is poor, or the user's device is low in memory - this can lead to some mismatches in time being recorded.

To address this we have made some significant changes to the code to better ensure these mismatches are eliminated. All in all this will result in more accurate times being recorded and an even smoother learning experience for your members.

Dental Platforms: Reduced PDP Activity Log export size by 90%! - It's that time of the year where many people in the dental profession are making their annual statements, so to help make the process more efficient for your members we have reduced the size of their PDP Activity logs by a huge 90%! This should ensure they have no problems either uploading the records to the relevant authorities or attaching it in an email to interested parties.

Your members can export their full PDP Activity login a couple of clicks by navigating to the 'My PDP & Log' section of the platform from the top right hand menu, then simply clicking 'Export PDF' to view their activity log in PDF format. Note, the user may have to allow the platform to show pop-ups/open in a new window for the activity log to display.



And that's it for now! We continue to work on new features every day and will keep you up to date with our progress!

Adam Rosen,

Managing Director, ClickLMS.