

How to make teaching and learning more flexible **using automation**



Table of contents

| | |
|-------------------------------|----|
| Using automation in CYPHER | 3 |
| Automation for classes | 4 |
| Automation for learning paths | 9 |
| Automation for accounts | 11 |
| Automation for groups | 11 |
| Automation for e-commerce | 12 |
| Adaptive learning | 13 |
| About CYPHER Learning® | 14 |

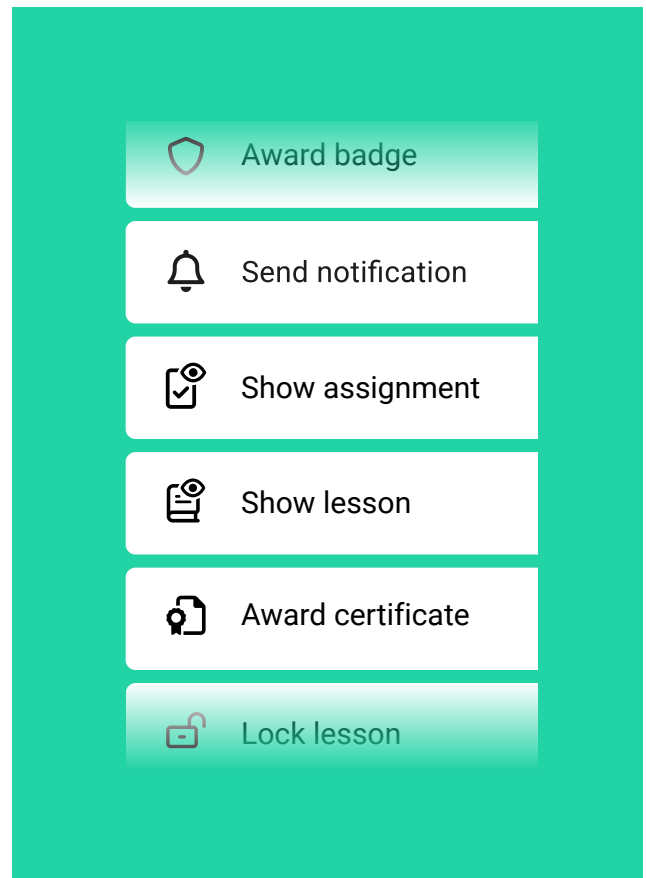


You can use automation in various areas of the platform such as classes, learning paths, groups, accounts, and more. This powerful feature helps teachers save time on teaching tasks and replaces a lot of rigorous manual work.

Using automation in CYPHER

Automation is an innovative concept that allows schools to make learning more personalized and flexible. This powerful feature helps teachers save time on teaching tasks and replaces a lot of rigorous manual work.

With automation you can trigger actions throughout the platform when certain tasks are performed. For example, when a new teacher joins the platform, you can automatically add to a group of faculty members. At the end of a class you can trigger an action that awards certificates of completion to students. Using automation you can also decide what content students see in classes based on their performance.



Teachers can use automation to trigger actions when students complete certain tasks in classes.

The possibilities are endless and you can use automation in various areas of the platform such as classes, learning paths, groups, accounts, and more. Gamification is also based on automation and you can define rules for when points and badges should be awarded to students that participate in games.

Automation for classes



Teachers can use automation to trigger actions when students complete certain tasks in classes. You can add rules that are performed when students enroll in classes when they are unenrolled from classes, when

they complete lessons and sections, and more. Here are some of the most common uses for automation and areas in a class where you can use them:

Enrollment, unenrollment, and inactivity actions


Teachers can create actions that are triggered when new students are enrolled in classes or when students are unenrolled from classes. For example, if you created a

Aerospace class when you enroll them in the class you can also automatically add them to a group dedicated to students that are taking this class.

| Enrollment actions | | | |
|---|--------------|---|--------|
| Action | Added | Edit | Remove |
| ✉ Send the canned message: "enrollment" | Mar 13, 2025 |  | — |
| ➕ Add to group Astronomy Watchers | Mar 13, 2025 |  | — |
| + Add | | | |

When a student is unenrolled from the class, you can send them an automated message


to request feedback about the class.

| Unenrollment actions | | | |
|---|--------------|---|--------|
| Action | Added | Edit | Remove |
| ✉ Send the canned message: "unenrollment" | Mar 13, 2025 |  | — |
| + Add | | | |

If students are not active in the class for a specified number of days, you can trigger actions that are performed when the student

is considered inactive. For example, if a student is not active for 10 days, you can send them a reminder to visit the class.

Inactivity actions

| Action | Added | Edit | Remove |
|------------------------------------|--------------|---|--------|
| 🔔 Send custom notification to user | Mar 13, 2025 |  | — |






[+ Add](#)





Automation also allows users to apply filters to actions. When rules are created, you can target only people from within a class, group, organization, that are studying a particular

field, that are from a certain grade, and more. Filters can be used when adding any type of rule, anywhere on the platform.

Filters: [+](#)

No filter is set for this action.

Account type  in  Student   and 

Group  in  Astronomy Watchers  

☐ Apply retroactively? (to 15 users) [Save](#)



Class completion actions

You can trigger actions when students complete classes. For example, when a student completes a class, you can award them with a certificate of completion.

The certificates feature allows users to upload a PDF certificate form that can be filled in by our system with the information about the class.

Completion actions

Add actions here that should be performed when the class is completed, such as awarding a certificate.

| Action | Added | Edit | Remove |
|--|--------------|---|--------|
| ✉ Send the canned message: "class completion" (Popup) | Mar 13, 2025 |  | — |
| 📄 Award certificate Completion certificate (Popup) | Mar 13, 2025 |  | — |

[+ Add](#)

Completion actions for lessons, sections, and assignments

You can trigger actions when lessons, content pages, and assignments are

completed. For example, you can award a badge when a lesson is completed.

Completion actions
 Add actions here that should be performed when the assignment is completed.

| Action | Added | Edit | Remove |
|---|--------------|------|--------|
| Award badge Gold star for game Aeronautics (Popup) | Mar 13, 2025 | | — |
| Unlock lesson Aerospace Structures | Mar 13, 2025 | | — |

In the case of assignments you can also set a minimum score that is required for the assignment to be completed. As an example,

when a student gets the score of 100, the assignment is complete and you can add a rule to award 50 points for the class game.

Lesson completion
☒ Require this section to be completed for lesson completion.
 The assignment is considered completed when the student grades at least 50%.

Edit
 Remove

Completion actions
 Add actions here that should be performed when the assignment is completed.

| Action | Added | Edit | Remove |
|--|--------------|------|--------|
| Award 50 points for game Aeronautics (Popup) | Mar 13, 2025 | | — |

Start and finish actions

If a class is instructor-led or blended you can add actions that are performed when the class starts, a few days before the class starts, or a few days after the class starts. For example, you can send a reminder to your students three

days before the class starts. You can also lock the class a few days before the class starts, so that students can enroll in the class but not access its content.

Start actions
 Specify a time before/after this class starts that a set of actions should be taken.

Add rule

3 days before class starts
 The following actions are performed 3 days before class starts:

| Action | Added | Edit | Remove |
|--------------------------------------|--------------|------|--------|
| Send custom notification to students | Mar 13, 2025 | | — |
| Lock this class | Mar 13, 2025 | | — |

You can also add actions when the class is finished. For example a number of days after the class is finished, you can archive it. You

can also send a custom message to your students to ask for feedback about the class.





Finish actions

Specify a time before/after this class finishes that a set of actions should be taken.

[+ Add rule](#)

7 days after class finishes

The following actions are performed 7 days after class finishes:

| Action | Added | Edit | Remove |
|--|--------------|---|--------|
|  Send custom notification to students | Mar 13, 2025 |  | — |
|  Archive this class | Mar 13, 2025 |  | — |

[+ Add action](#) [Edit](#) [Delete](#)

Score-based actions

You can also add rules that are triggered when students achieve a certain score. For example, if a student gets a low score, you





can automatically lock the next lesson until they improve.

This is the area where you can add rules and actions for when students achieve a specified grade.

[+ Add rule](#)

Score < 50%

The following actions are performed if the score < 50%:

| Action | Added | Edit | Remove |
|---|--------------|---|--------|
|  Send custom notification to user | Mar 13, 2025 |  | — |
|  Lock lesson Materials & Manufacturing Methods | Mar 13, 2025 |  | — |

Mastery rules

You can add actions that should be performed when students reach a certain competency level. For example, if they achieve more than 80% on a competency you can unlock an advanced lesson.

If a student stays between a 30 - 40 % competency level for more than 10 days, you can set up a rule to get an alert when this happens and send students recommendations on how to improve in that area.

The screenshot shows the 'Mastery' configuration page for 'Aerospace Structures & Materials'. The left sidebar contains navigation links: Dashboard, Lessons, Calendar, Groups, Assignments, Gradebook, Mastery (selected), Resources, and Students. The main content area has tabs for Competencies, Students, Coverage, Rules (selected), and Options. A descriptive text explains that this area is for adding automatic actions based on competency ratings. Below this is a section titled '1. Introduction to Aerospace Structures & Materials' with a note that actions are performed if competency is > 80% for at least 1 day. A table lists two actions:

| Action | Added | Edit | Remove |
|---|--------------|------|--------|
| 🔓 Unlock lesson Materials & Manufacturing Methods | Mar 13, 2025 | | — |
| ⭐ Award 20 points for game Aeronautics (Popup) | Mar 13, 2025 | | — |

At the bottom of the table are buttons for '+ Add action', 'Edit', and 'Delete'.

Drip content

Automation can also be used to schedule student access to lessons rather than having them all available at once. Teachers can use automation to lock/unlock lessons at a specified time.

For example, you can set up to release lessons in a class every two days. You can also use automation to lock/unlock lessons at a specified time. You could unlock a lesson when a student completes an assignment.

The screenshot shows a 'Drip content' configuration box. It contains the text: 'The first lesson is unlocked immediately, and the others are unlocked every 2 days.' Below this text are two buttons: 'Edit' (with a pencil icon) and 'Disable' (with a minus icon).

Gamification

Gamification is based on automation. Games in classes can be comprised of levels and you can define how many points are required to

pass each level. Then you can set up rules throughout the class that award points and badges as students complete tasks.

Aerospace Structures & Materials

Search

Eva Garcia

Introduction to Aerospace Structures & Materials

Lesson overview

Sections Competencies **Completion 3** Visibility Locking Tags Notes

Completion requirements

The lesson is considered completed when all its required sections are completed.

[+ Add requirement](#)

Class completion

☒ Require this lesson to be completed for class completion.

Completion actions

Add actions here that should be performed when the lesson is completed.

| Action | Added | Edit | Remove |
|--|--------------|----------------------|------------------------|
| ★ Award 100 points for game Aeronautics (Popup) | Mar 13, 2025 | Edit | Remove |
| 🏆 Award badge Participation for game Aeronautics (Popup) | Mar 13, 2025 | Edit | Remove |
| 🔓 Unlock lesson The Environment: Space | Mar 13, 2025 | Edit | Remove |

Automation for learning paths

Automation allows you to trigger actions when students enroll in the path, when they complete the path, and when they complete

each goal in the path. For example, you can set up a rule that when students are enrolled in a path they are also added to a study group.

Enrollment actions

Add actions here that should be performed when a student is enrolled.

| Action | Added | Edit | Remove |
|--|--------------|----------------------|------------------------|
| 👤 Add to group NASA's Ames Research Center Visit | Mar 13, 2025 | Edit | Remove |
| 🔔 Send custom notification to user | Mar 13, 2025 | Edit | Remove |
| 🔓 Unlock lesson Introduction to Aerospace Structures & Materials | Mar 13, 2025 | Edit | Remove |

[+ Add](#)





When students complete a goal in the path, you can automatically invoke an API through a webhook.

Automation

Class Lessons

Read-only



1. Introduction to Aerospace Structures & Materials: completion actions

| Action | Added | Edit | Remove |
|--|--------------|---|--------|
| ☆ Award 100 points for game Aeronautics (Popup) | Mar 13, 2025 |  | — |
| 🏆 Award badge Participation for game Aeronautics (Popup) | Mar 13, 2025 |  | — |
| 🔓 Unlock lesson The Environment: Space | Mar 13, 2025 |  | — |
| 🔗 Call web hook Update SIS | Mar 17, 2025 |  | — |

+ Add

When students complete the learning path you can enroll them in an additional advanced class.

Completion actions

| Action | Added | Edit | Remove |
|--|--------------|---|--------|
| 📋 Enroll in class Aeronautical Engineering | Mar 13, 2025 |  | — |
| 🏆 Award certificate Completion certificate (Popup) | Mar 13, 2025 |  | — |




+ Add

Learning paths can also have games, so you can trigger actions that award badges

and points, which helps students advance through the game.

Beginner level actions

The following actions are performed when this level is achieved

| Action | Added | Edit | Remove |
|--|--------------|---|--------|
| ✉ Send the canned message: "achieve level" (Popup) | Mar 13, 2025 |  | — |
| ☆ Award 50 points for game Class game (Popup) | Mar 13, 2025 |  | — |
| 🏆 Award badge Best attitude for game Aeronautics (Popup) | Mar 13, 2025 |  | — |



+ Add


Automation for accounts

Automation for accounts allows users to trigger actions that are performed when new accounts are created. Rules can be filtered by account type. For example you can create a rule that when new parents

join the platform to automatically enroll them in a group dedicated to parents. When new students join the platform you can automatically enroll them in a class or learning path based on their grade level.

Added actions
Add actions here that should be performed when an account is added.

| Action | Added | Edit | Remove |
|---|--------------|---|--------|
| ✉ Send the canned message: "new account" | Oct 14, 2024 |  | — |
| 👤 Add to group Astronomy Parents (Account type in Parent) | Mar 13, 2025 |  | — |



 Add


Automation for groups

You can create rules that are triggered when users are added to groups or removed from group's. For example, you can trigger an action that when a new group member is


added to also enroll them in a learning path. When a group member is removed, you can create a rule to send this information to an LRS using our xAPI option.


Added actions

| Action | Added | Edit | Remove |
|--|--------------|---|--------|
| 🔔 Send custom notification to user | Mar 13, 2025 |  | — |
| 📅 Enroll in class Aerospace Structures & Materials | Mar 13, 2025 |  | — |

 Add

Removed actions

| Action | Added | Edit | Remove |
|-------------|--------------|---|--------|
| 🔊 Call xAPI | Mar 13, 2025 |  | — |

 Add



Automation for e-commerce


You can create rules that are triggered when users purchase classes, bundles, subscriptions, or digital media items. In the case of subscriptions you can also trigger

actions when they cancel subscriptions.


For example, you can automatically add the learners that purchased an astronomy class to a group dedicated to astronomy.

Purchase actions
Add actions here that should be performed when this item is purchased.




| Action | Added | Edit | Remove |
|---|--------------|---|--------|
|  Add to group Astronomy Watchers | Mar 13, 2025 |  | — |

 + Add

You can also add an action to send a custom message to request feedback when someone cancels a subscription.

**Aerodynamics**

Search

   Mike Posner

Items

Purchases



Configure

BasicsCatalogE-commerce


Catalog page

E-commerce



| Feature | Value |
|------------|--------------------------|
| Price | \$35 / month |
| Tax exempt | <input type="checkbox"/> |


 Edit price —  Clear price

Purchase actions
Add actions here that should be performed when this item is purchased.

 + Add

Cancel actions
Add actions here that should be performed when this item is canceled.

| Action | Added | Edit | Remove |
|--|--------------|---|--------|
|  Send custom notification to user | Mar 13, 2025 |  | — |

 + Add

Adaptive learning

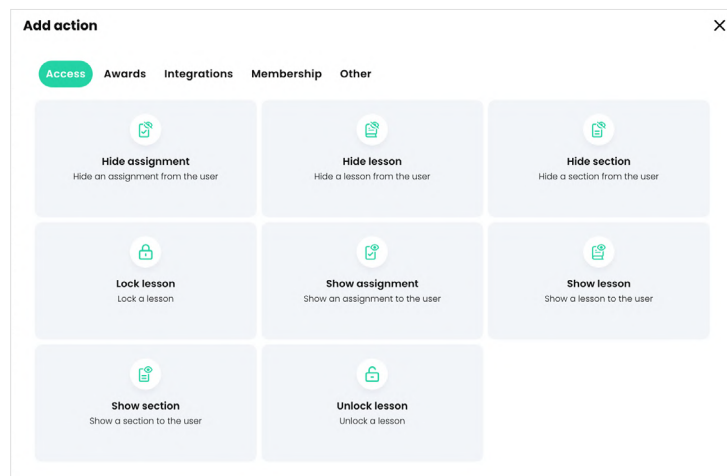
Adaptive learning can help schools deliver a highly personalized experience and close knowledge gaps for their students. With adaptive learning, you can dynamically personalize what content and assignments

students see in classes and learning paths based on their progress. Using automation, teachers can create rules that when triggered show or hide specific classes, content sections or assignments.

Adaptive learning for classes

Adaptive learning can be used in classes to show or hide content sections and assignments. If adaptive learning is enabled,

you will see the options for show/hide lesson and show/hide assignment in the areas of the class where automation can be used.



For example, if a student is doing very well and completes a difficult lesson, you can choose to show them some more advanced lessons or give them a harder assignment

in the next lesson. If a student achieves a low score on an assignment, you can automatically hide a lesson until the student achieves the score needed.

Completion actions

Add actions here that should be performed when the lesson is completed.

| Action | Added | Edit | Remove |
|--|--------------|------|--------|
| ★ Award 100 points for game Aeronautics (Popup) | Mar 13, 2025 | | — |
| 🏆 Award badge Participation for game Aeronautics (Popup) | Mar 13, 2025 | | — |
| 🔓 Unlock lesson The Environment: Space | Mar 13, 2025 | | — |



About CYPHER Learning

CYPHER Learning exists to give learners the power to succeed in a rapidly changing world. Trainers, learning and development (L&D) pros, HR pros, and educators get everything they need in one platform to deliver faster, more personalized, and better learning outcomes. We provide the only all-in-one AI-powered

learning platform that is easy-to-use, beautifully designed, and built to power billions of learning moments every day. Create courses faster. Train and teach better. Learn even quicker. Experience our “just in time, just for you, just the way you want to learn” approach that puts people first.



To learn more about CYPHER Learning and our modern learning platform, visit us at

cypherlearning.com