CYPHER Learning®

How to make training more flexible **using automation**
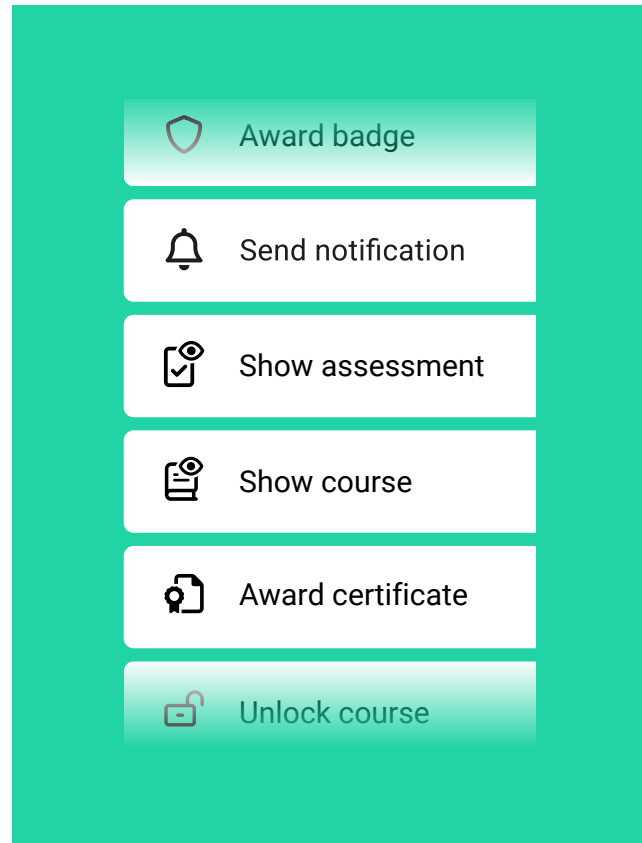
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Using automation in the CYPHER platform

Automation is an innovative concept that allows companies to make learning more personalized and flexible. This powerful feature helps instructors save time on training tasks and replaces a lot of rigourous manual work.

With automation you can trigger actions throughout the platform when certain tasks are performed. For example, when a new employee joins the platform, you can automatically enroll them in a course based on their job title. At the end of a course you can trigger an action that awards certificates of completion to learners. Using automation you can also decide what content learners

| Award badge |
| Send notification |
| Show assessment |
| Show course |
| Award certificate |
| Unlock course |

see in courses based on their performance or define actions that happen when visitors purchase your courses.

The possibilities are endless and you can use automation in various areas of the platform such as courses, 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 learners that participate in games.

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Instructors can use automation to trigger actions when learners complete certain tasks in courses.

Automation for courses

Instructors can use automation to trigger actions when learners complete certain tasks in courses. You can add rules that are performed when learners enroll in courses when they are unenrolled from courses, when they complete modules and sections, and more. Here are some of the most common uses for automation and areas in a course where you can use them:

Enrollment, unenrollment, and inactivity actions

Instructors can create actions that are triggered when new learners are enrolled in courses or when learners are unenrolled from courses. For example, if you created a course addressed to employees that work in the HR department, when you enroll them in the course you can also automatically add them to a group dedicated to HR employees that are taking this course.
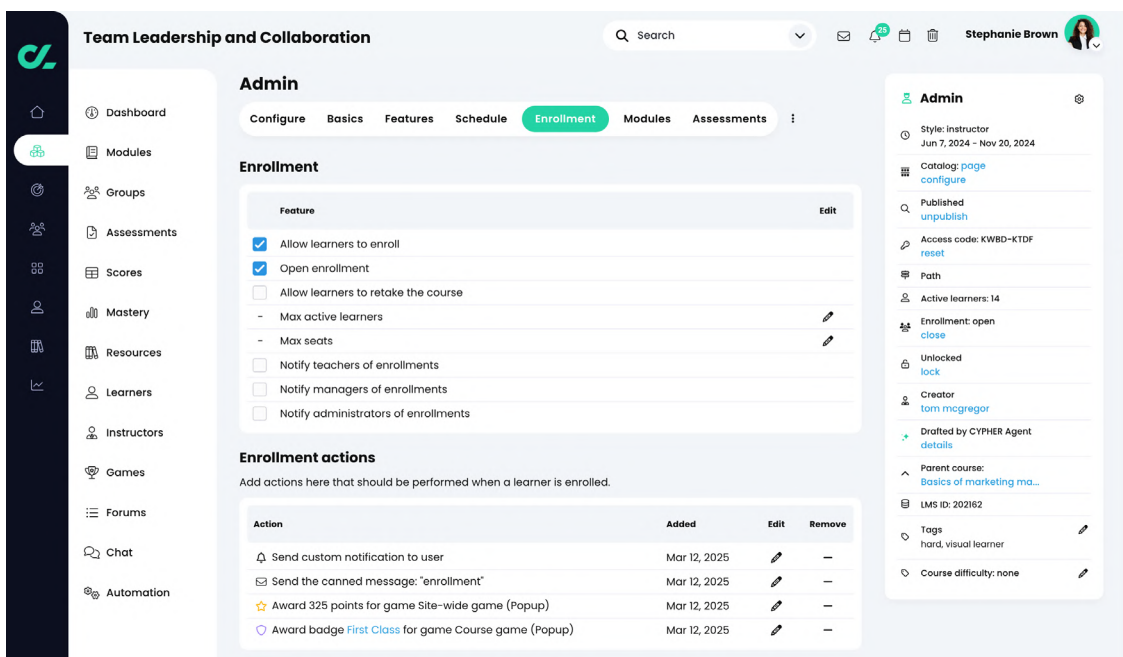
When a learner is unenrolled from the course, you can send them an automated message to request feedback about the course.

Unenrollment actions

Add actions here that should be performed when a learner is unenrolled.

Action	Added	Edit	Remove
✉ Send the canned message: "unenrollment"	Mar 12, 2025	🖉	—

If learners are not active in the course for a specified number of days, you can trigger actions that are performed when the learner is considered inactive. For example, if a learner is not active for 10 days, you can send them a reminder to visit the course.

Inactivity

	Feature	Edit
10	Number of days of not visiting the course before learner is considered inactive	🖉

Inactivity actions

Add actions here that should be performed when a learner becomes inactive.

Action	Added	Edit	Remove
🔔 Send custom notification to user	Mar 12, 2025	🖉	—

Automation also allows users to apply filters to actions. When rules are created, you can target only people from within a course, group, organization, that have a particular job title, that are from a certain city, and more. Filters can be used when adding any type of rule, anywhere on the platform.

Filters: ⊕

No filter is set for this action.

| Job title ▾ | in ▾ | L&D Manager ✕ | ✕ | and | < 🖫 |
| Account type ▾ | in ▾ | Instructor ✕ | ✕ | ✚ |

☐ Apply retroactively? (to 16 users)   Save

Course completion actions

You can trigger actions when learners complete courses. For example, when a learner completes a course, 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 course.
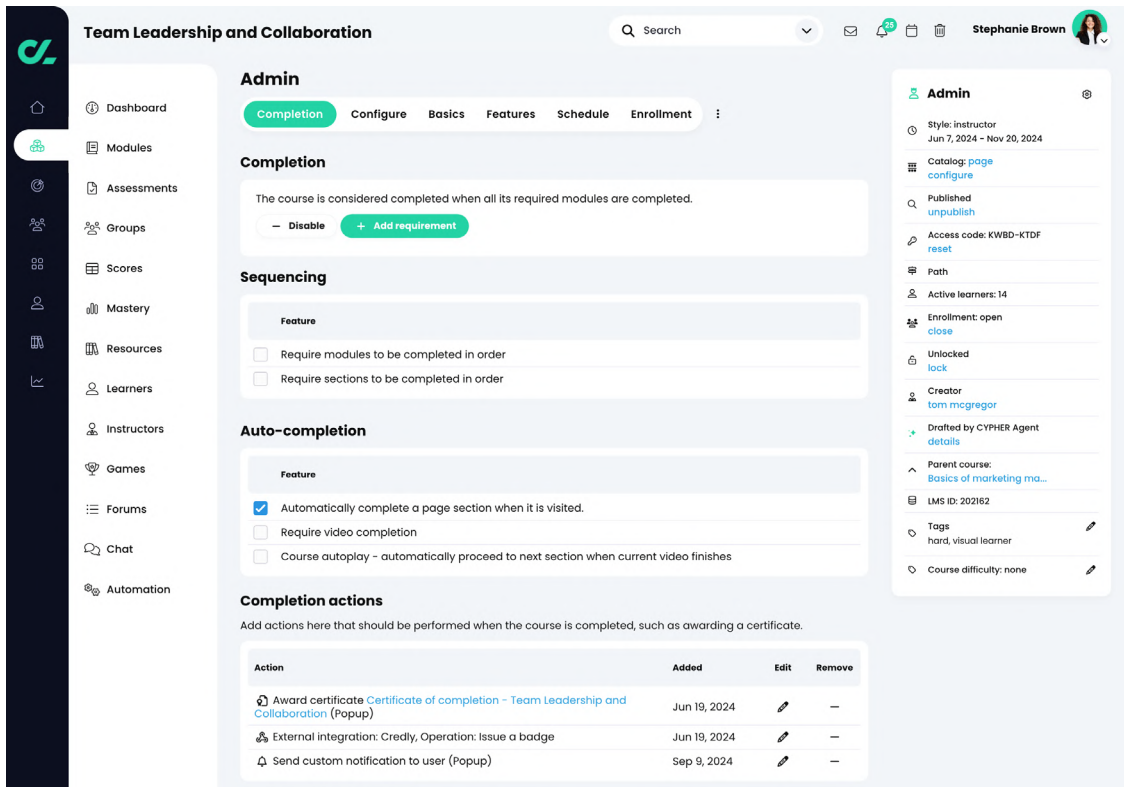
Completion actions for modules, sections, and assessments

You can trigger actions when modules, content pages, and assessments are completed. For example, you can award a badge when a module is completed.

In the case of assessments you can also set a minimum score that is required for the assessment to be completed. As an example, when a learner gets the score of 70%, the assessment is complete and you can add a rule to award 50 points for the course game.

Module completion

☑ Require this section to be completed for module completion.

Completion requirements

The assessment is considered completed when the learner scores at least 70%.

🖉 Edit   — Remove

Completion time estimate

No time estimate has been specified.

\+ Add

Completion actions

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

Action	Added	Edit	Remove
⭐ Award 50 points for game Course game (Popup)	Mar 12, 2025	🖉	—

\+ Add

Start and finish actions

If a course is instructor-led or blended you can add actions that are performed when the course starts, a few days before the course starts, or a few days after the course starts. For example, you can send a reminder to your learners two days before the course starts. You can also lock the course a few days before the course starts, so that learners can enroll in the course but not access its content.

Start actions

Specify a time before/after this course 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 learners	Mar 12, 2025	🖉	—
🔒 Unlock this course	Mar 12, 2025	🖉	—

\+ Add action   🖉 Edit   🗑 Delete

You can also add actions when the course is finished. For example a number of days after the course is finished, you can archive it. You can also send a custom message to your learners to ask for feedback about the course.

Finish actions

Specify a time before/after this course 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 learners	Mar 12, 2025	✏️	—
🗄 Archive this course	Mar 12, 2025	✏️	—

+ **Add action**   ✏️ **Edit**   🗑 **Delete**

Score-based actions

You can also add rules that are triggered when learners achieve a certain score. For example, if a learner gets a low score, you can automatically lock the next module until they improve.

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

+ **Add rule**

Score < 10%

The following actions are performed if the score < 10%:

Action	Added	Edit	Remove
🔒 Lock module Communication skills for leaders	Mar 12, 2025	✏️	—
📋 Add to-do item "Watch leadership 101 video"	Mar 12, 2025	✏️	—

+ **Add action**   ✏️ **Edit**   🗑 **Delete**

Mastery rules

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

If a learner 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 learners recommendations on how to improve in that area.

Mastery

Skills   Learners   Coverage   **Rules**   Options

This is the area where you can add actions that should be taken automatically when learners have a competency rating within a specified range for a specified number of days. You can use this feature to trigger actions such as automatically send them recommendations on how to improve in that area, unlock advanced modules, or to alert you so you can help the learner.

+ Add rule

G.1. Strategic Leadership

The following actions are performed if this competency > 80% for at least 1 days:

Action	Added	Edit	Remove
🔒 Unlock module Communication skills for leaders	Mar 12, 2025	✏️	—

+ Add action   ✏️ Edit   🗑 Delete

G.1. Strategic Leadership

The following actions are performed if this competency > 30% and < 40% for at least 10 days:

Action	Added	Edit	Remove
👥 Add to group Leadership team	Mar 12, 2025	✏️	—

+ Add action   ✏️ Edit   🗑 Delete

Drip content

Automation can also be used to schedule learner access to modules rather than having them all available at once. Trainers can use automation to lock/unlock modules at a specified time. For example you can set up to release modules in a course every two days. You can also use automation to lock/unlock modules at a specified time. You could unlock a module when a learner completes an assessment.

Drip content

The first module is unlocked immediately, and the others are unlocked every 2 days.

✏️ Edit   — Disable

Gamification

Gamification is based on automation. Games in courses 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 course that award points and badges as learners complete tasks.

Automation for learning paths

Automation allows you to trigger actions when learners 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 learners are enrolled in a path they are also added to a team.

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

When learners complete the learning path you can enroll them in an additional advanced course.

Learning paths can also have games, so you can trigger actions that award badges and points, which helps learners advance through the game.

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 instructors join the platform to automatically enroll them in a group dedicated to instructors. When new learners join the platform you can automatically enroll them in a course or learning path based on their organization.

Added actions

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

Action	Added	Edit	Remove
👥 Add to group Collaborative mavericks (Account type in Instructor)	Mar 12, 2025	🖊	—
✉ Send the canned message: "new account"	Mar 12, 2025	🖊	—
🗐 Enroll in course Onboarding	Mar 12, 2025	🖊	—

+ Add

Automation for e-commerce

You can create rules that are triggered when users purchase courses, 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 people that purchase web design courses to a group dedicated to web design.
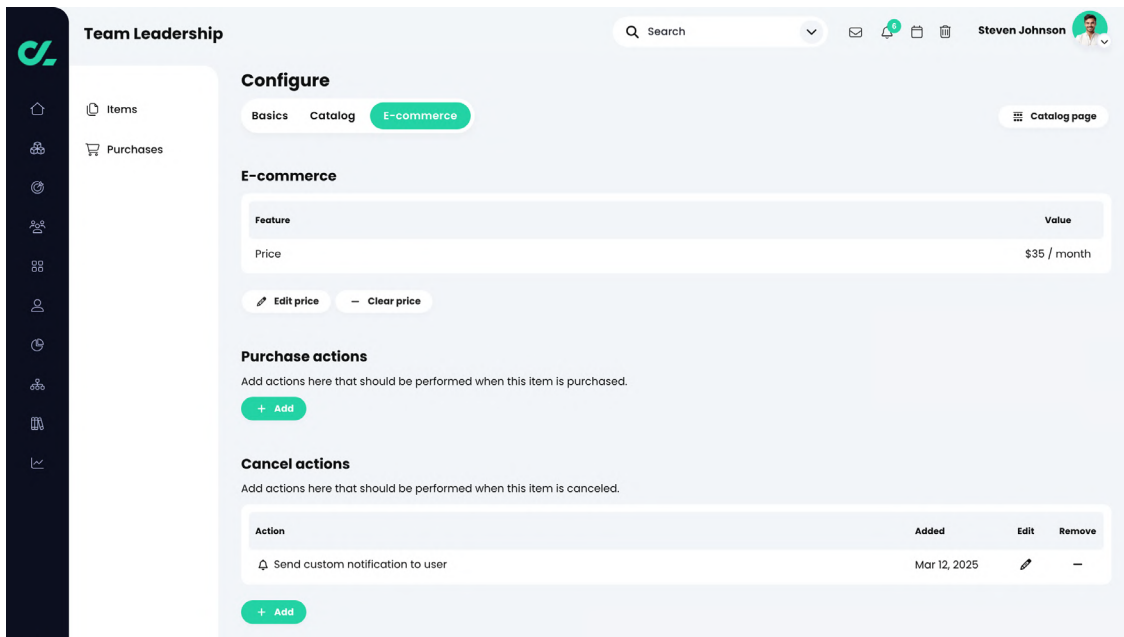
Purchase actions

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

| Action	Added	Edit	Remove
👥 Add to group Leadership team	Mar 12, 2025	🖊	—

+ Add

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

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.
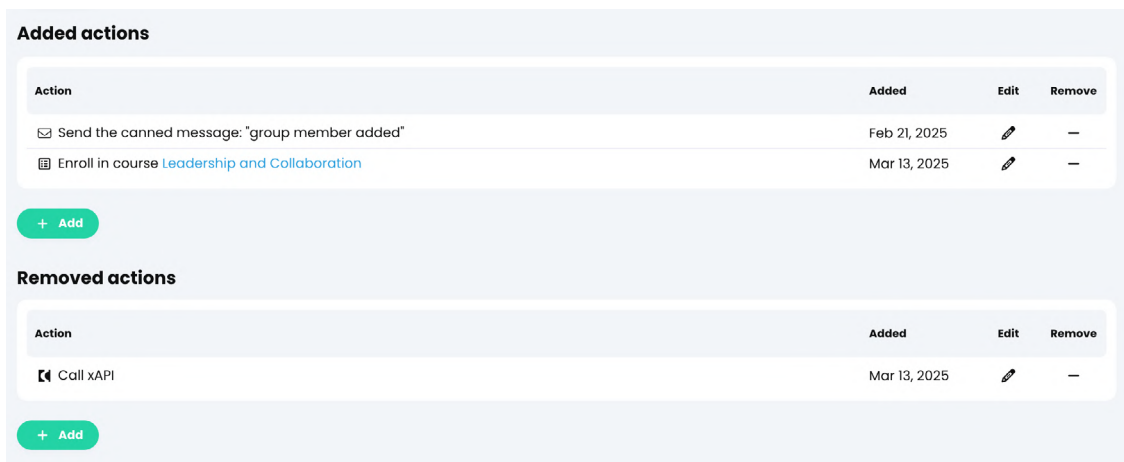
Adaptive learning

Adaptive learning can help companies deliver a highly personalized experience and close knowledge gaps for their learners. With adaptive learning, you can dynamically personalize what content and assessments learners see in courses and learning paths based on their performance. Using automation, instructors can create rules that when triggered show or hide specific courses, content sections or assessments.

Adaptive learning for courses

Adaptive learning can be used in courses to show or hide content sections and assessments. If adaptive learning is enabled, you will see the options for show/hide module and show/hide assessment in the areas of the course where automation can be used.
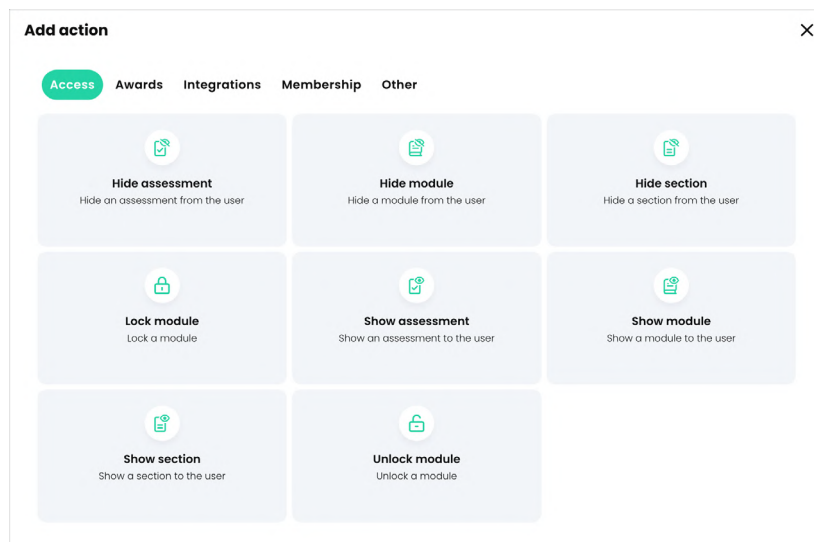
For example, if a learner is doing very well and completes a difficult module, you can choose to show them some more advanced modules or give them a harder assessment in the next module. If a learner achieves a low score on an assessment, you can automatically hide a module until the learner achieves the score needed.

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

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