



NZ USER CONFERENCE

TOTARA COMMUNITY: YOUR OPPORTUNITY TO LEARN AND SHARE

Chloe Leon - Product Manager

eLearning Designer,
Halfords

Freedom to Learn

THE TOTARA COMMUNITY

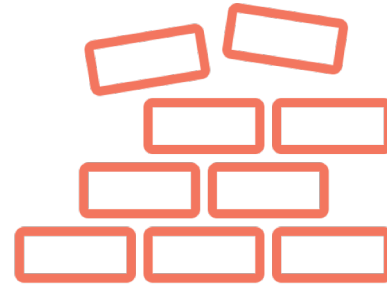


HOW DO WE GET THERE?



Our Community only exists because of all of **you** and this belongs to all of you as a group.

We can only **build** it up together by sharing our knowledge.



DISCUSSION FORUMS

From **quick Q&A** to **detailed discussions** on **best practice**

totara.community Community Academy Partners Administration Chloë Powell

Home / My courses / Community / Totara Learn Open Discussions / Direct enrolment into Programs

Totara Learn Open Discussions

Direct enrolment into Programs

Direct enrolment into Programs
by [Neil Hellewell](#) - Thursday, 20 December 2018, 9:41 AM

Hi there. Loving the look of the new Totara 12. One question that I have is actually around the Totara Academy site - I see that when I went to enrol into the Totara administrator programme - I was able to self enrol using an enrolment plug in. Is this available in Totara 12 (can't see it mentioned anywhere) and is there any information about it? If not how would we go about getting the plugin - If it is available, as this functionality has been at the top of our 'wish-list' for a very long time.

Meri Kirihimete me te Hape Nū ia / Merry Christmas and a Happy New Year
Neil, Nurse Educator CDHB

Re: Direct enrolment into Programs
by [Jordan Ash](#) - Thursday, 20 December 2018, 4:39 PM

Hi Neil,

The enrolment page you see is actually a course enrolment page. The course is a single activity program dashboard.

Once a user enrolls on the course it is marked as complete which puts the user into an audience.

Let me know if you would like to know anything else about how this is set up.

Cheers
Jordan

Re: Direct enrolment into Programs
by [Neil Hellewell](#) - Monday, 14 January 2019, 3:36 PM

Hi Jordan - sorry have been away on leave.

Some more information would be great if you can.

So far as I understand it

- I need to create a course with a link (just a plain hyperlink with a completion associated)
- Then once the course is 'completed' you are added to an audience
- The audience then enrolls you in to a program, and assigns you a dashboard which is within the program
- The course shows as complete on a record of learning
- Whenever you click on the course - you get redirected to the dashboard somehow

I think the only thing I don't understand is the single activity link that makes it look as if it

Cheers

totara.community Community Academy Chloë Powell

Home / My courses / Community / General Discussions forum / Authoring Tool

General Discussions forum

Authoring Tool

Authoring Tool
by [Wendy Leversuch](#) - Friday, 1 June 2018, 1:14 AM

Hi,

We're starting to look at getting an authoring tool to make our training course more engaging.

Does anyone have any tips or hints around this?

Wendy

[Permalink](#) | [Edit](#) | [Delete](#) | [Reply](#)

Re: Authoring Tool
by [Damian Doherty](#) - Friday, 1 June 2018, 2:09 AM

Hi Wendy,

We have over 6,000 authors all using our authoring tool, Adapt Builder. These range from experienced instructional designers making the move from other platforms to complete novices making content for the first time.

Thanks,
Damian

[Permalink](#) | [Show parent](#) | [Edit](#) | [Split](#) | [Delete](#) | [Reply](#)

Re: Authoring Tool
by [Vijay Rudraraju](#) - Friday, 1 June 2018, 7:08 AM

Hi Wendy,

We use Articulate 360 for teams <https://articulate.com/360/teams> in our company.

WHO WILL I BE TALKING TO?

46
COUNTRIES



WEBINARS



Topics for L&D professional development



Guidance on specific Totara functionality



Answer questions on Totara functionality

WHAT USERS ARE SAYING



Great speaker.

Very valuable and interesting content.

A lot of good takeaways.

The screenshot displays the 'totara.community' website interface. At the top, there is a navigation bar with links for Home, Forums, Webinars, and Resources. Below this, a breadcrumb trail shows 'Dashboard / My courses / Webinars on demand'. The main content area is titled 'WEBINARS ON DEMAND' and includes a 'Your progress' indicator. Two dropdown menus are visible: 'PRODUCT SERIES' and 'BEST PRACTICE SERIES'. The 'BEST PRACTICE SERIES' is expanded to show two webinar listings. Each listing includes an icon (a person with a play button), a title, a brief description, a date, and an 'Access recording' button.

Webinar 1:
The Learner Social Contract
 The pressure on employees to learn, unlearn, and be agile in today's market is immense. Knowledge and skills are no longer just the tools of business outcomes and profitability. They can be the difference between employability or redundancy.
 As learning practitioners, we have a moral responsibility to contingent workers so they can stay relevant. This means examining the ways we impact our audiences and building new frameworks for content development and strategy.
 Join **Lori Niles-Hofmann** as she addresses the top ten key barriers to workplace learners and provides practical guidance on the actions you can take to harness and adapt the tools, people and processes around you.
 When: June 26, 2019
 Access recording

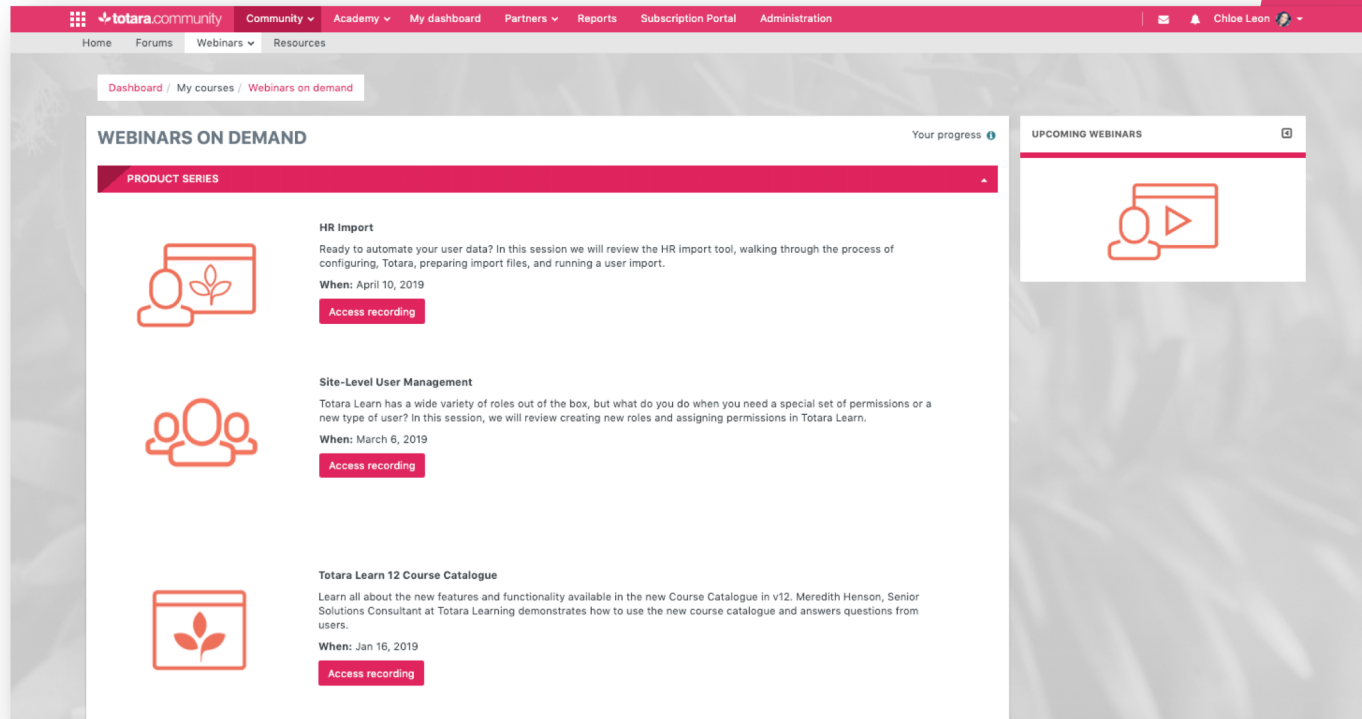
Webinar 2:
Ruthlessly Relevant - How Can We Engage the Modern Learner?
 In a time of overloaded schedules, smartphones and on-demand resources everywhere, it is getting more and more difficult to get through to our learners. L&D programs need to be ruthlessly relevant in today's world. We have to focus on the performance-outcomes and work our way backwards to create learning experiences that stick. One way to achieve this is to take a page out of the marketing playbook and use time-tested tools and techniques to create relevant and engaging content.
 In this webinar, join Bianca Baumann as she talks about practical ways of including marketing techniques, such as learner personas and campaigns and see how L&D professionals can leverage these to engage the modern learner.
 Bianca will talk about her new eBook "The Little Black Book of Marketing and L&D". You can access a copy [here](#).
 When: April 2, 2019
 Access recording

Upcoming Webinars:
 A section titled 'UPCOMING WEBINARS' is visible on the right side of the page, featuring an icon of a person and a play button.

WHAT USERS ARE SAYING



The webinar was exactly what I was after in understanding Seminars.



totara.community Community Academy My dashboard Partners Reports Subscription Portal Administration

Home Forums Webinars Resources

Dashboard / My courses / Webinars on demand

WEBINARS ON DEMAND

Your progress

UPCOMING WEBINARS

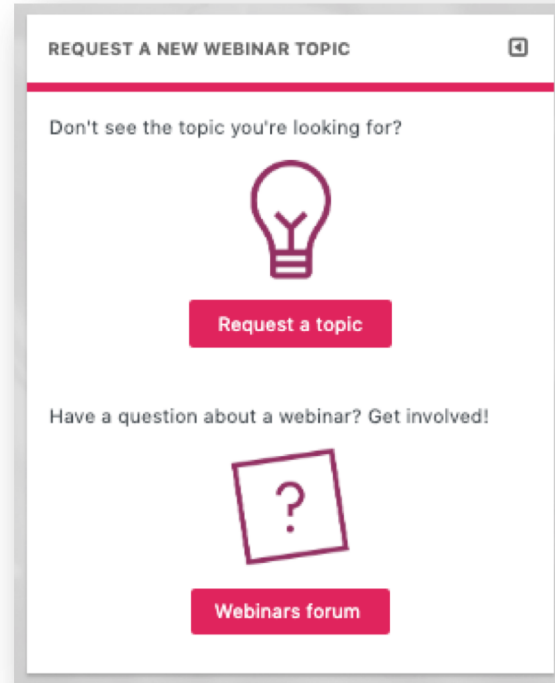
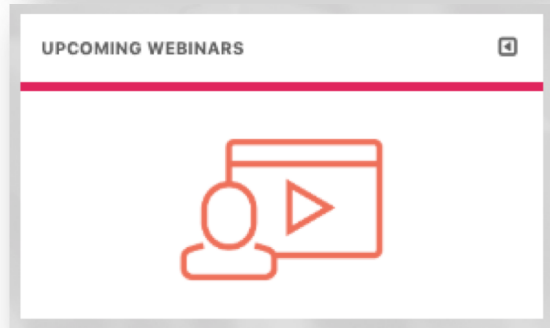
PRODUCT SERIES

HR import
Ready to automate your user data? In this session we will review the HR import tool, walking through the process of configuring, Totara, preparing import files, and running a user import.
When: April 10, 2019
[Access recording](#)

Site-Level User Management
Totara Learn has a wide variety of roles out of the box, but what do you do when you need a special set of permissions or a new type of user? In this session, we will review creating new roles and assigning permissions in Totara Learn.
When: March 6, 2019
[Access recording](#)

Totara Learn 12 Course Catalogue
Learn all about the new features and functionality available in the new Course Catalogue in v12. Meredith Henson, Senior Solutions Consultant at Totara Learning demonstrates how to use the new course catalogue and answers questions from users.
When: Jan 16, 2019
[Access recording](#)

REQUEST A NEW WEBINAR TOPIC




NEW SECTOR SPACES


totara.community Community ▾ Academy ▾ My dashboard Partners ▾ Reports Subscription Portal Administration

Home Forums Webinars ▾ Resources

Dashboard / Home




WELCOME TO YOUR TOTARA COMMUNITY



Improve your skills in the Totara Academy






Share and collaborate with an engaged network of like-minded learning professionals on a wide range of topics including market trends, key learning technologies, best practices and strategies for supporting effective learning and performance in the workplace. To get started take a look at our [frequently asked questions](#).




JOIN THE CONVERSATION IN THE COMMUNITY FORUMS

FIND YOUR COMMUNITY RIGHT HERE

Join the conversation with people working in organisations like yours, facing similar challenges. Access resources and learning activities for your sector.

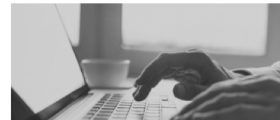
-  Healthcare
-  Government
-  Retail
-  Technology
-  Energy

MY DASHBOARD



Take your learning, view your latest badges and recent courses on this editable dashboard all about you!

[My dashboard](#)



Access our webinars, white papers, guides and help docs

NEW SECTOR SPACES

totara.community
Rachel Griffith-Boyes
Learner

Home Webinars Healthcare sector space

Home / My courses / Healthcare sector space

HEALTHCARE

SEARCH FORUMS

Go

Advanced search

WELCOME TO THE HEALTHCARE SECTOR SPACE

Your progress

HEALTHCARE SECTOR SPACE

Welcome to this space designed specifically for Totara users working in the healthcare sector. Totara has been widely adopted in healthcare organisations, who share a set of unique challenges when delivering learning across large and often disparate populations with limited resources. We hope you find this a useful space to find out more about how similar organisations are using Totara products, and take the opportunity to discuss wider best practice with like minded individuals.

This space is moderated by community members. If you'd like to become a moderator, contact community@totaralearning.com

Tick here to add this space to your main menu >>>

Join the conversation

Some regional groups organise local events or share announcements specific to local learning and development practitioners. If you'd like to see these, you can add a user group to this page by selecting the checkbox for the group below. You'll see an additional section below once you've done so.

- See NHS user announcements and events
- See the State of Victoria user announcements and events
- See the Melbourne Totara Health Network (MTHN) user announcements and events

HEALTHCARE RESOURCES

FEATURED LINKS

WELCOME TO THE DIGITAL AGE OF HEALTHCARE

TOTARA HEALTHCARE CUSTOMER STORIES

LEARNING IN HEALTHCARE NEWS

Tradition-bound healthcare is learning a few things in Austin's innovation...
[www.modernhealthcare.com - March 2019](#)

South by Southwest—the Hip Austin, Texas, festival known for bringing together new music, films and technologies—hosted an unexpected guest this year: the American Hospital Association. AHA leaders sat on panels related to access to care...

John Halamka: Japan to emerge as the leading learning lab for digital health...
[healthcareinnovations.com - March 2019](#)

Medical School 1 travel 400,000 miles each year, studying the social, cultural, political, economic, and technological aspects of healthcare delivery throughout the world. In the past year, I visited 14 countries. Every society has unique...

Empathy, data and machine learning: the promise and limits of AI in health...
[digitalhealthage.com - March 2019](#)

There's an almost ceaseless stream of media coverage now on AI in digital health. Whether wide-eyed forecasts that it'll replace human clinicians in the foreseeable future, or alarm bells suggesting it's a danger to public health, AI's barely out.

Cleveland Clinic launches Center for Clinical Artificial Intelligence
[www.modernhealthcare.com - March 2019](#)

NEW SECTOR SPACES

totara.community Community Academy Partners Reports Team Subscription Portal

Home / Courses / Government sector space

SEARCH FORUMS

Go

Advanced search

GOVERNMENT L&D IN THE NEWS

Artificial Intelligence: Can ethics keep pace with technological progress? ...
apolitical.co - March 2019
Science fiction is becoming science fact as exponential growth in technology happens all around us. Ethics, however, has a hard time keeping pace. While new moral guidelines are defined for existing anomalies, technology surges ahead, giving rise...

Experiments aren't just for labs. Let's use them to get adults learning! ...
apolitical.co - March 2019
In my previous blog post, I argued that the transformation of jobs as a result of technological change is likely to have a negative impact on people who don't learn new skills. Everyone needs to adapt to the changing world of work; therefore, it is...

A new future for work skills training in NZ
beehive.govt.nz - February 2019

Mind launches free training for organisations to promote wellbeing in the w...
openaccessgovernment.org - 3w

Mental Health for Small Workplaces will build staff confidence in thinking and talking about mental health. It includes three quick training modules consisting of building your awareness, tips to look after yourself and tips to support colleagues...

Training introduced to help faith leaders

NZ GOVERNMENT

If you're new to this NZ user community, here's a **short background on who we are and what we do.**

General meetings, everyone welcome. Totara users share experiences and those looking at Totara also join in to learn what works well and where we can all improve.

Master Classes, are for experienced users exploring specific topics. These are separate from our monthly meetings and are generally offered by a vendor and have limited spaces. **We're also on LinkedIn!**



WELCOME TO THE GOVERNMENT SECTOR SPACE

TOTARA GOVERNMENT SECTOR SPACE

Welcome to this sector space designed specifically for Totara users working in government organisations. Totara has been widely adopted in government organisations, who share a set of unique challenges when delivering learning across large and often disparate populations with limited resources. We hope you find this a useful space to find out more about how similar organisations are using Totara products, and take the opportunity to discuss wider best practice with like minded individuals.

This space is moderated by community members. If you'd like to become a moderator, contact community@totaralearning.com

Tick here to add this space to your main menu >>>

Join the conversation with other users in your field in the forums. This is a space to discuss industry-specific topics, learning and development best practice and Totara products and events. Start a new thread for a new topic, or add your voice to an existing one.

Join the conversation

Some regional groups organise local events or share announcements specific to local learning and development practitioners. If you'd like to see these, you can add a user group to this page by selecting the checkbox for the group below. You'll see an additional section below once you've done so.

See NZ Government user announcements and events

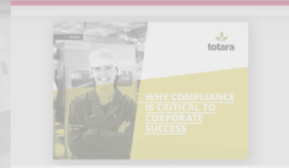
RESOURCES

NZ GOVERNMENT

2019 Meeting Five - Wellington City Council

Date	Time and Time Zone	Room	Seats available	Status	Options

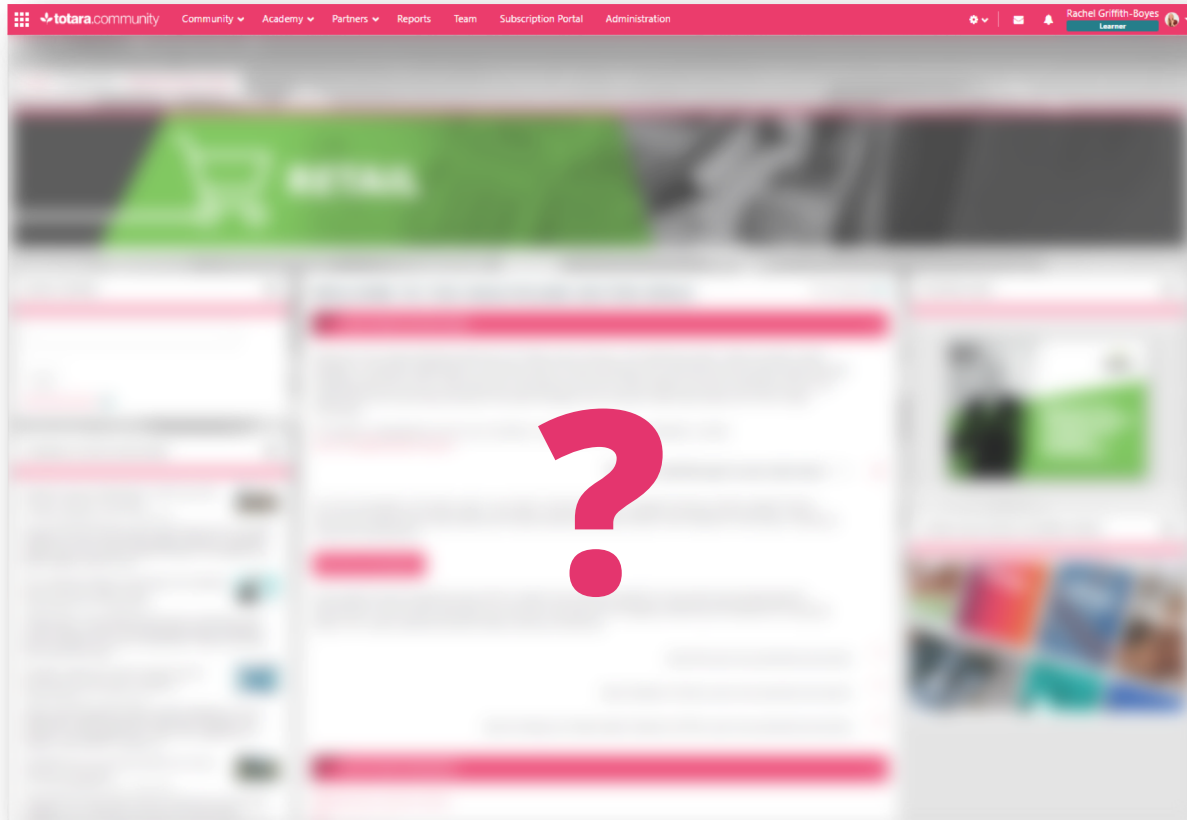
WHY COMPLIANCE IS CRITICAL TO CORPORATE SUCCESS



TOTARA GOVERNMENT CUSTOMER STORIES



NEW SECTOR SPACES



The logo consists of three stylized leaves: a top leaf in orange, a bottom-left leaf in pink, and a bottom-right leaf in purple.

totara.academy

TOTARA LEARN 9: SITE ADMINISTRATOR PROGRAM



Welcome to your Site Administrator Program for Totara Learn 9. It's great to have you here.

You can work through the courses in any order, but must complete all of the courses to complete the program and achieve your program badge. If you have questions as you are working through the program, post them in the specific course forums, the Community forums or email us directly on academy@totaralearning.com

Creating users in Totara Learn	Reports	Programs and certifications	Seminar management	Hierarchies and job assignments
Courses and categories	Audiences	Site-level user management	Dashboards and basic theming	Learning Plans
Open Badges	Plugins and advanced features	Localisation		

Site Administrator programs



*Getting started
with quizzes*



Advanced quiz



SCORM activity



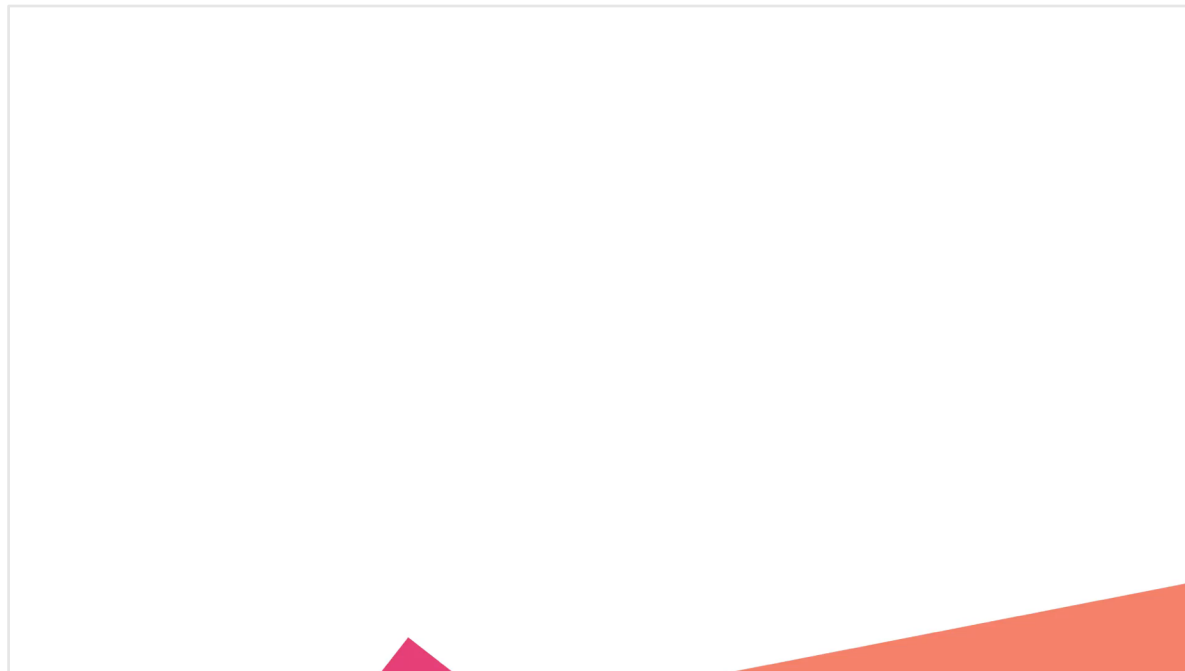
Course reports



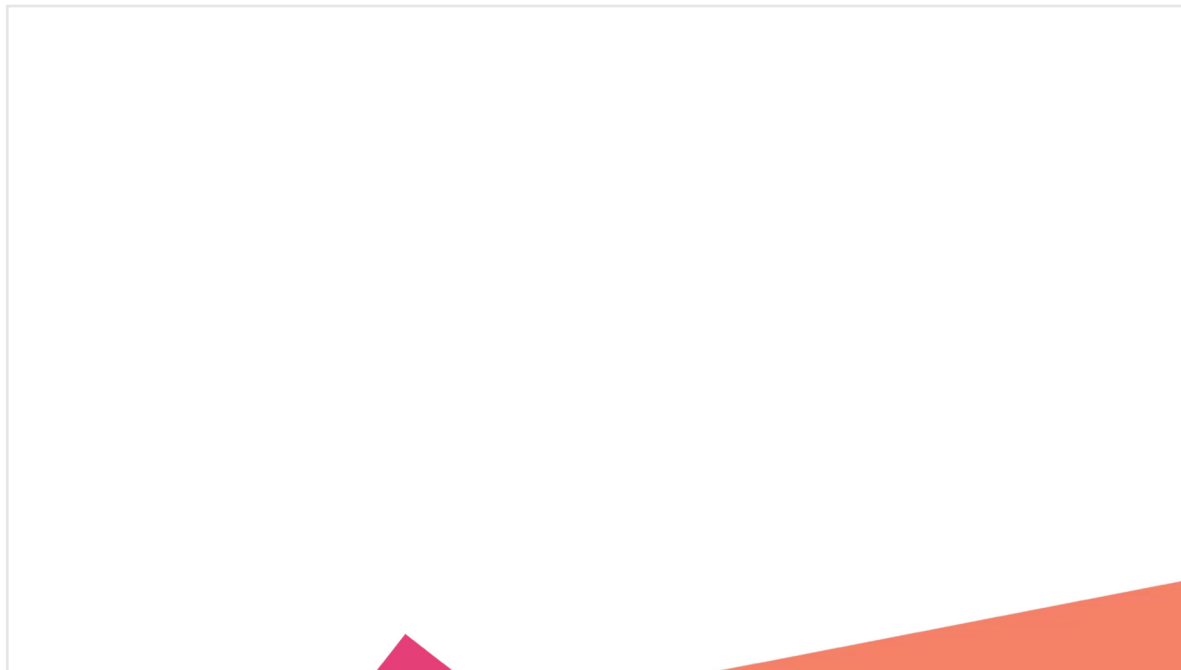
*Seminar
management*

Courses for Course Creators





***Animations explain
key concepts.***



***Video walkthroughs
show features in action.***

BEING DYNAMIC WITH TOTARA LEARN

QUICKSTART

Horizons Services is an innovative manufacturing company with a large research and development arm. They run a graduate scheme for recent university graduates called Quickstart.

Recently, Horizons Services rolled out Totara Learn to manage their internal training. So far, the Quickstarters haven't been included. But that's all about to change...

MEET THE QUICKSTART TEAM

Find out more about the Quickstart program by meeting some of the team.

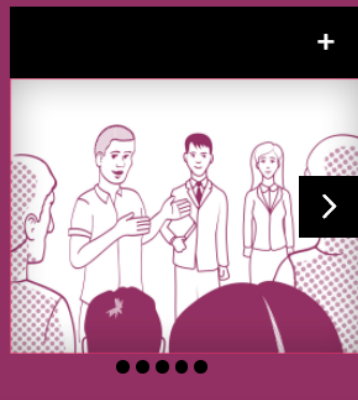


SO WHERE TO START?

+ Job assignments

+ Dynamic audience

A FEW MONTHS LATER...



IMPROVING THE USER EXPERIENCE

As high performers, Ada wants her QuickManagers to feel special. So, she also sets up an **audience-based dashboard** for them. This dashboard looks different to the dashboard other site users see.

On it, she includes information specific to QuickManagers, links to management tools and tips, recommended optional learning, a social

Scenarios provide context.

ADMINISTRATION

- Site administration
 - Notifications
 - Feature overview
 - Advanced features
- Users
 - Accounts
 - Browse list of users
 - Bulk user actions
 - Add a new user
 - User default preferences
 - User profile fields
 - Audiences**
 - Audience global settings
 - Upload users
 - Upload user pictures
 - Permissions
 - Hierarchies
 - Learning Plans
 - Appraisals

System: available audiences (5)

Search by

Audience Name ⓘ

Show more...

Audience Name	ID	No. of Members	Type	Start date
Sales staff	AUD0013	9	Dynamic	
Administration staff	AUD0014	2	Dynamic	
Customer service staff	AUD0015	9	Dynamic	

HAVE A GO: CREATING A DYNAMIC AUDIENCE

Your task: Create a new **dynamic audience**, entering the minimum information required.

Use the arrow to open and close this panel.

Restart

Help

Simulations provide guided practice.

Question 3

Not yet answered

Marked out of 1.00

Flag question

Edit question



You are a Site Administrator and you are organising the training content for an audience. Which of the following can you enrol an audience on?

Select one or more:

- Certifications
- Courses
- Competencies
- Programs

Question 4

Not yet answered

Marked out of 1.00

Flag question

Edit question



- You want to add a specific user to a dynamic audience. Which user on the CSV file would be added to the dynamic audience if the ruleset was:
- Position **is equal to** Manager **AND** Organisation **is equal to** 0230 Houston Road.

Drag and drop the marker to answer the question. Place the crosshairs (not the text label) in your chosen position.

User	Location	Position	Organisation
Sarah Jones	UK	Manager	0205 Brighton
Steven Smith	UK	Legal Assistant	0208 London
Mateo Garcia	US	Manager	0230 Houston Road
Louis Bernard	US	Legal Assistant	0230 Houston Road

Drag me

Quiz activity assessments test the learner's understanding.

Badges

Badges from Totara Community:



Course reports



Advanced quiz



*Getting started
with quizzes*



*Catching up on
V10 and V11*



Reports V11



*Creating users in
Totara Learn V11*

***Learners collect
badges to recognise
skill acquisition.***

WHAT USERS ARE SAYING



I was very unsure about Audiences but this course has made it less scary and I look forward to putting what I've learnt into practice!

WHAT USERS ARE SAYING



I think it is the best open available source of enablement for an LMS solution I've ever seen.

WHAT NEXT?

- *Totara Learn Course Creator* courses and program
- *Totara Perform* product training
- *Continuous improvement* based on feedback

GET INVOLVED

- ***Sign up*** for your Community account
- ***Get certified*** in the Totara Academy
- ***Attend*** an upcoming webinar
- ***Share best practice*** with others in your sector or even ***become a moderator*** of a new sector space

Join in:

The logo for totara.community, featuring a stylized pink and orange leaf icon to the left of the text "totara.community" in a pink sans-serif font.



THANKS FOR LISTENING

WWW.TOTARALEARNING.COM

Freedom to Learn