Cornerstone HR
Edge/Infrastructure/Tools
General Features (Core)
Learning
   Admin Compliance Dashboard
   Certifications
   Connect: Postings, Communities, and Live Feed
   Content
   Cornerstone for Salesforce (CFS)
   Course Catalog
   Course Console
   Email Triggers for Learning
   Evaluations
   Express Class
   Extended Enterprise
   External Training
   Form Management
   Grovo Create Tool
   Instructor Led Training
   Integrations for Learning
   Learner Home and Search
   Learning Assignment Tool
      Learning Assignment Tool Preferences
      Enforcing Prerequisites for Learning Assignment Tool - FAQ
      Manage Assignments Page
      Create Learning Assignment
         Create Learning Assignment - Overview
         Create Learning Assignment - Setup
         Create Learning Assignment - Options

Administrator Topic

Create Learning Assignment - Options

On the Options page of the create workflow, configure the training assignment workflow and email settings. Administrators accessing this page are not able to view or manage options for which they do not have appropriate permission.

To begin creating a new learning assignment, go to **Admin > Tools > Learning** and click the **Assignment Tool** link. From the Manage Learning Assignments page, click the **Create Assignment** button.

🔒 Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Assignment Tool - Dynamic Removal	Grants ability to enable/disable Dynamic Removal from within the Learning Assignment create workflow and/or the Assignment Summary page. When Dynamic Removal is enabled, users that no longer meet the User Criteria are removed from the Learning Assignment. This permission is dependent on the Assignment Tool - Standard, Assignment Tool - Standard and Dynamic and Assignment Tool - Standard and Dynamic - Recurrence permissions. This permission cannot be constrained. This is an administrator permission.	Learning - Administration
Assignment Tool - Email Settings - Manage	Grants ability to manage email settings when creating a Learning Assignment. This includes the ability to select all four email settings, set up Custom Emails (create new emails and set existing emails as active/inactive), set up Ad-Hoc Emails, and enable/disable Assign Training and Register Training email triggers when Training Specific Emails is selected. This permission is dependent on the Assignment Tool - Standard, Assignment Tool - Standard and Dynamic, and Assignment Tool - Standard and Dynamic - Recurrence permissions. This permission can be constrained by OU, User, User Self and Subordinates, and User's OU. If this permission is constrained, then only users within the constraints will receive the emails. This is an administrator permission.	Learning - Administration
Assignment Tool - Email Settings - View	Grants ability to view and select email settings when creating a Learning Assignment. This includes the ability to select Training Specific Emails, Custom Emails, or No Emails but does not grant ability to manage the actual Email Settings (cannot configure Custom Emails or Ad-Hoc Email and cannot enable/disable Assign Training and Register Training email triggers when Training Specific Emails is selected). This permission is dependent on the Assignment Tool - Standard, Assignment Tool - Standard and Dynamic, and Assignment Tool - Standard and Dynamic - Recurrence permissions. This permission can be constrained by OU, User, User Self and Subordinates, and User's OU. If this permission is constrained, then only users within the constraints will receive the emails. This is an administrator permission.	Learning - Administration
Assignment Tool - Bypass User Payment	Grants ability to bypass user payment when creating a Learning Assignment. When user payment is bypassed, users are automatically registered into the training regardless of whether or not payment is required. This permission is dependent on the Assignment Tool - Standard, Assignment Tool - Standard and Dynamic, and Assignment Tool - Standard and Dynamic - Recurrence permissions. This permission cannot be constrained. This is an administrator permission.	Learning - Administration
Assignment Tool - Standard and Dynamic - Recurrence	Grants ability to create Standard (one-time) and Dynamic (continuous) Learning Assignments to directly assign training to users. Also grants ability to enable/disable Recurrence when creating a Dynamic Learning Assignment. This permission can be constrained by OU, Provider, Training Item, Training Type, User, User Self and Subordinates, and User's OU. If this permission is constrained by Location, Provider, Training Type, or Training Item, then they can only assign training within the constraints. If this permission is constrained by OU, User, User Self and Subordinates, or User's OU, then they can only assign to users within the constraints and view assignments created by users within the constraints. This is an administrator permission.	Learning - Administration
Assignment Tool - Standard and Dynamic	Grants ability to create Standard (one-time) and Dynamic (continuous) Learning Assignments to directly assign training to users. This permission can be constrained by OU, Provider, Training Item, Training Type, User, User Self and Subordinates, and User's	Learning - Administration