

Challenges

Table of Contents.....	1
Introduction	1
Social learning	1
Challenges	1
Workflow.....	2
Create a survey.....	2
Create a challenge.....	2
Reward.....	4
Learning engagement	5
Teaching engagement	6
Survey	6
Deadline	7
Administering a challenge	8
Add to catalogue	8
Advertise / promote your challenge	8
Assign learning.....	8
Private versus Public challenges	8
Reporting on your challenge	9
User experience	9

Introduction

Social learning

Social Learning is the newest iteration of the Janison CLS. Its core focus is marketing and incentivising learning based on three key concepts:

- Learn -> everyone can learn something new.
- Teach -> everyone can teach something to others.
- Share -> everyone can stimulate a culture of learning.

If you would like to learn more about social learning please contact your Janison Account Manager.

Challenges

A Challenge is a managed learning campaign targeted at learner groups with specific outcomes. A challenge is a set of engagement tasks which learners complete before a deadline to be eligible for rewards. Challenges can include learning, teaching, sharing and surveys and the rewards can be a combination of bonus points and tangible rewards.

Workflow

Create survey

Create challenge

Add to catalogue

Advertise / promote challenge

Reporting on your challenge

Create a survey

If you would like to have users complete a survey as part of a challenge, then create the survey first. Refer to the document on Design > Surveys for more information on creating Surveys.

More survey options are discussed further down in this guide in the next section, Create a challenge.

Create a challenge

Before you create your challenge confirm you have the Default Enrolment Method set to an option other than Do not allow. This is found in Settings > Self Enrolment Settings. For more information, refer to Settings > Self Enrolment.

Browse to **Manage Learning > Manage Learning Assets**.



1. Select **Add Learning Asset**.

Manage Learning

Payment Transactions
Assign Learning
Add Learning
Enrolments
Manage Catalogue
Approve Learning
Manage Learning Assets
Marking

Manage Learning Assets

1 Add Learning Asset

Search for Learning Assets

Active (1757)
Inactive (35)

2. Select **New Challenge**.

Create a New Learning Asset

New Assignment

Set up a new Assignment for learners to submit.

New Challenge

Allows you to create a new Challenge. 2

New Course

Allows you to create a new Course.

New Discussion Forum

Include Discussions as a component of the Learning experience.

New Learning Event

Allows you to create and schedule a new Learning Event.

New Other Learning

Allows you to create a new Other Learning.

New SCORM Course

Allows you to create a new Scorm Course.

New Trackable Document

Allows you to create a new Trackable Document.

3. Enter a **Name**.

4. If required, modify the **Identifier**.

5. Enter an **Approx Duration (Minutes)**.

Challenge : Untitled

▼ What are the details of the Challenge?

Name ⓘ

3

Identifier ⓘ

4

Approx Duration (Minutes)

5

Reward

1. Select the type of reward to be associated with the Challenge. You can have both a points bonus and a tangible reward.

▼ What type of reward will be associated with this Challenge?

Rewards incentivise learners to enrol in the challenge. Choose a reward type below.

1

☐ Bonus Points contribution

☐ Tangible Reward

2. If you select **Bonus Points contribution**, then enter the number of **Bonus Points to contribute**.

▼ What type of reward will be associated with this Challenge?

Rewards incentivise learners to enrol in the challenge. Choose a reward type below.

☒ Bonus Points contribution

Bonus Points to contribute

2

3. If you select **Tangible Reward**, then:
 - a. Enter a **Reward Title**.
 - b. Enter a **Reward Description**.
 - c. Select a **Reward Photo**.

▼ What type of reward will be associated with this Challenge?

Rewards incentivise learners to enrol in the challenge. Choose a reward type below.

☐ Bonus Points contribution

3 ☒ Tangible Reward

Reward Title

Reward Description

Reward Photo **c**

Learning engagement

1. Select the learning items that are to be included in the challenge.

▼ Define learning engagement

Does this challenge require learning items to be completed?

Select Learning Item **1**

All items appear when you select the field and are filtered as you start typing.

Select Learning Item

project

Assessing a project's emotional health

Break down the project

Change projects: the crucial role of communication

Close the project

Control the project

Deal with the human factor in the project

Define the project and assign key roles

Developing your soft skills to boost your projects

Guidelines for drawing up a strategic project

Teaching engagement

1. Select the required teaching engagement items.

▼ Define teaching engagement

Contributing and teaching others is vital to the social success.

Select one or more of the following:

1

☐ Must Contribute an item

☐ Must have Contributed Item completed by a user

☐ Must have Contributed Item rated by a user

☐ Must have Contributed Item shared by a user

2. If you select **Must contribute an item**, then enter Additional information to give your participants more direction about the types of contributions you are looking for.

▼ Define teaching engagement

Contributing and teaching others is vital to the social success.

Select one or more of the following:

☒ Must Contribute an item

Additional Information

2

Survey

1. If you want participants to complete a survey, then select the required survey.

▼ Define survey component

If the survey is selected, participants must submit a survey response as part of the challenge completion criteria.

Select Survey

1

2. If you want the survey responses visible to challenge participants, select **Submitted responses are visible to challenge participants**.

▼ Define survey component

If the survey is selected, participants must submit a survey response as part of the challenge completion criteria

2

Challenging survey

×

▼

☐ Submitted responses are visible to challenge participants

3. If survey responses are visible then select the required **Teach** and **Share** engagement options.

▼ Define survey component

If the survey is selected, participants must submit a survey response as part of the challenge completion criteria

Challenging survey

×

▼

☒ Submitted responses are visible to challenge participants

Define survey 'Teach' engagement

3

☐ Must have survey response rated by a user

☐ Must have survey response commented on by a user

Define survey 'Share' engagement

3

☐ Must rate someone else's survey response (at least one)

☐ Must comment on someone else's survey response (at least one)

Deadline

1. Select a **Date** and time as a deadline for the challenge. Challengers must complete the challenge before the due date to be eligible for the associated rewards.

▼ Challenge deadline

Does this Challenge require a deadline?

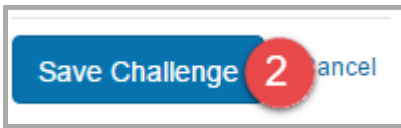
Date

Deadline

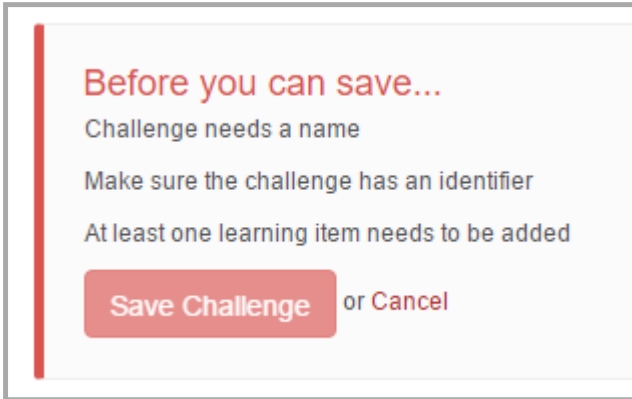
1

📅 ⌚

2. Select **Save Challenge**.



If there are required items that are not yet complete, the system will display these required items and not allow you to save.



Administering a challenge

Add to catalogue

Like all Learning assets, a challenge needs to be added to a Catalogue item to allow users to access the challenge.

Refer to the document on **Learning > Manage Catalogue** for details on how to create Catalogue items.

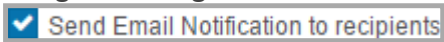
When you create the catalogue item it is recommended that you enter a good description that includes the details of the prize, for example, is it the first person only who gets a prize or everyone who completes within the timeframe. Also include any criteria you might consider, like the best comment or the highest rated item that was shared.

Any points put into the catalogue item will be ignored in favour of the points from the challenge.

Advertise / promote your challenge

Assign learning

If you would like to add users to the challenge yourself, browse to **Learning > Assign Learning** and follow the Assign Learning wizard to enrol users into the challenge. For the best result, make sure to select



in the Assign Learning wizard to notify learners that they are participating in a challenge.

Private versus Public challenges

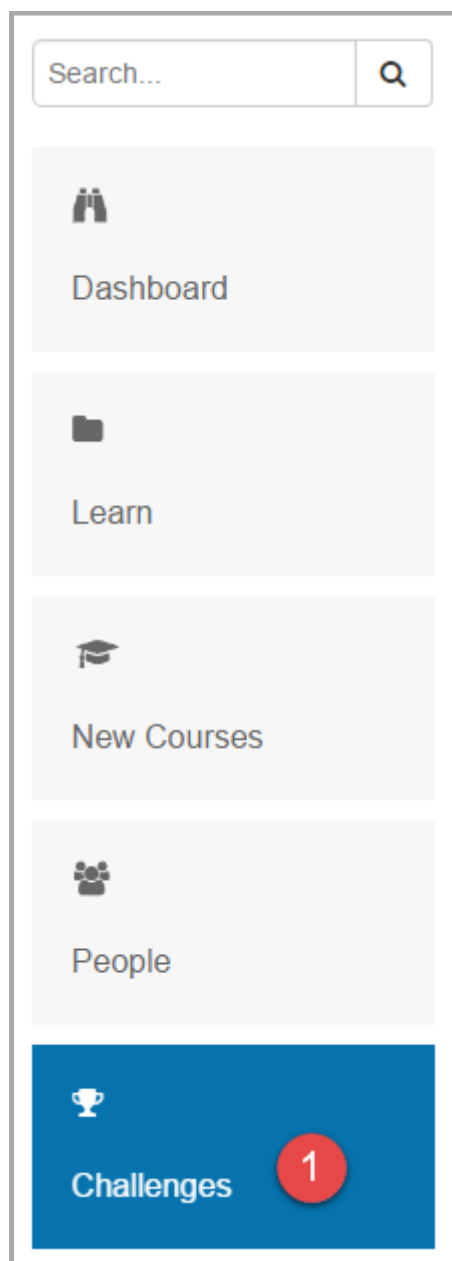
Consider if you want your challenge to be private and only available to invited users or public and open to all users. You can also set up your catalogue item with the challenge but leave the catalogue item set to private until you are ready to release the challenge.

Reporting on your challenge

Progress reports on a challenge are done using Custom Reports. For more information on Custom Reports refer to the document on **Learning > Customisable Reports**.

User experience

1. Select **Challenges** in the left-hand menu.



This will display the available challenges. When there are multiple current challenges the following view will be displayed. When there is only one challenge available it will be displayed in its detail view, like Customer challenge in step 3.

2. Select **View**.

Challenges

Welcome to Challenges. Challenges consist of Learn, Teach and Share criteria, and you will earn points for completing the criteria set out in each challenge. These points will be added to your total points. To make things exciting rewards will be added to challenges.



Projects 101

This challenge is designed to get us all on the same page before we start our next project.

Not Attempted

2

View



Customer challenge

Given our new focus on customer service, we have a challenge for you.

Not Attempted

2

View

3. Select **Join** on the image or **Join challenge**.

Customer challenge



Given our new focus on customer service, we have a challenge for you.

Challenge Reward



+ 1,000pts

Weekend for 2 at Coffs Harbour



Join Challenge

3

⌚ Deadline 30th Jul 2016 12:00am

Learn Engagement

Address the customer's visible problem by Jean-Claude Larreche: complete (100%) ✓

Attract new customers using social media: not enrolled (0%)

Change your mindset from market to customer: not enrolled (0%)

Choose priorities from the customer's viewpoint: not enrolled (0%)

Create value for internal customers: not enrolled (0%)

Eradicate your customers' pain points by Jean-Claude Larreche: not enrolled (0%)

Hear the voice of customers: not enrolled (0%)

Providing a service that meets the customer's expectations: not enrolled (0%)

Teach Engagement

Contributed 0 items

Contributed items completed by 0 users

Your item rated by 0 users

You submitted a survey response

Your survey response was commented

Share Engagement

Posted Comments (0 / 8)

Commented on a survey response

4. Select links in Learn Engagement to go to the corresponding courses. If there is a survey, select **Open Survey** to complete it.

You have joined!

⌚ Deadline 30th Jul 2016 12:00am

Learn Engagement

4

Address the customer's visible problem by Jean-Claude Larreche: complete (100%) ✓

Attract new customers using social media: not enrolled (0%)

Change your mindset from market to customer: not enrolled (0%)

Choose priorities from the customer's viewpoint: not enrolled (0%)

Create value for internal customers: not enrolled (0%)

Eradicate your customers' pain points by Jean-Claude Larreche: not enrolled (0%)

Hear the voice of customers: not enrolled (0%)

Providing a service that meets the customer's expectations: not enrolled (0%)

Teach Engagement

Contributed 0 items

Contributed items completed by 0 users

Your item rated by 0 users.

You submitted a survey response

Your survey response was commented

Share Engagement

Posted Comments (0 / 8)





Commented on a survey response

Survey

We haven't had any responses for this survey yet. You can be the first!

5
Open Survey

You can track your progress through a challenge by the Leaderboard or by the progress tracker built into the Engagement panel. This Leaderboard will only be displayed once there is some progress against the challenge. The Leaderboard will show the top 3 participants and your progress.

Leaderboard	
	Herschel Hinrichs 10% Complete
	Sophie Starr 10% Complete
	Gloria Griffiths 8% Complete
	Sade Sturgeon 0% Complete

Quickfire Challenge



+ 100pts

Quick Learning Bites! Get in quick for some bonus points.

Leaderboard



Brett Bayes
66% Complete



Oswald Orange
100% Complete

You have joined!

⌚ Deadline 29th Jul 2016 3:00pm

Learn Engagement

11 Simple Concepts to Become a Better Leader: complete (100%) ✓

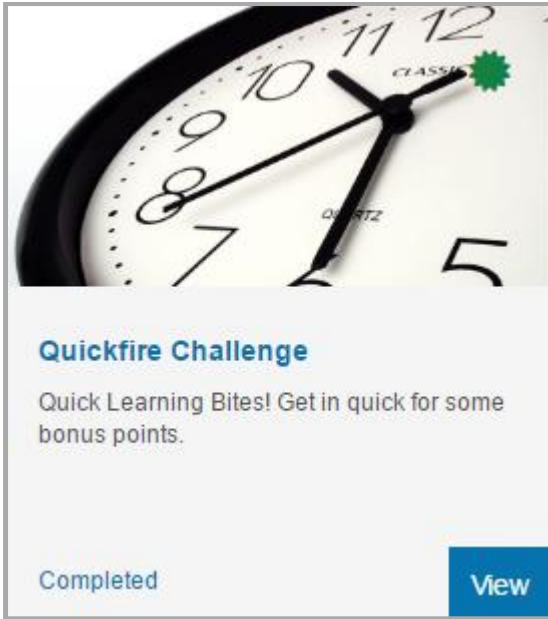
12 Ways to Heal the Stress Around You: complete (100%) ✓

7 components of a good business plan: complete (100%) ✓

Teach Engagement

Share Engagement

When you have completed a challenge the status will change in the Leaderboard to **Complete**. Any bonus points reward will be added to your account immediately. You can also see that the challenge has been completed on the Challenge's tile.



You can still complete a challenge after its deadline has passed, however, you will not be eligible for the associated rewards. You will still get your normal points for completing items.

The challenge tile will not be visible after its deadline to users who did not enrol in the challenge.