



Litmos
Now part of SAP

RELEASE NOTES

2018.3 Product Release

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Overview

New Features

Litmos Esignature Module

Litmos now offers a new Module type called Esignature. This Esignature module type has been designed to require Learners to agree to important terms or policies that are enforced in relation to viewing training materials within the course.

Learners will be required to submit an electronic signature confirming they have read, understand and agree to the terms or policies specified. Litmos Esignatures are captured by either requiring Learners to submit an electronic signature directly into a text box on the Litmos UI, or, by requiring Learners to download, sign and thereafter upload a copy of the signed document which includes the Learner signature.

Esignature Required

1
Download and sign the document.
DOWNLOAD

2
Upload a copy of the document with your signature.
CHOOSE A FILE
Accepted file types: doc, docx, pdf
Max file size: 250 MB

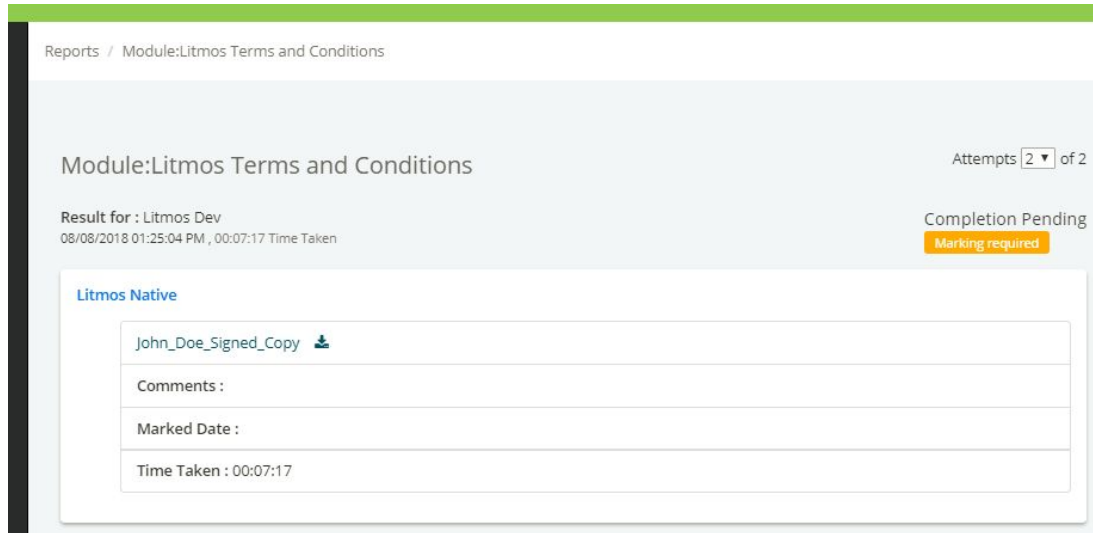
Electronic Signature

I understand that checking this box constitutes a signature confirming that I have read, understood and agree to the contents herein.

SAVE **CANCEL**

If the Learner is required to submit a signed copy of a document, an Administrator will be required to perform marking to validate the authenticity of the signature and mark the module

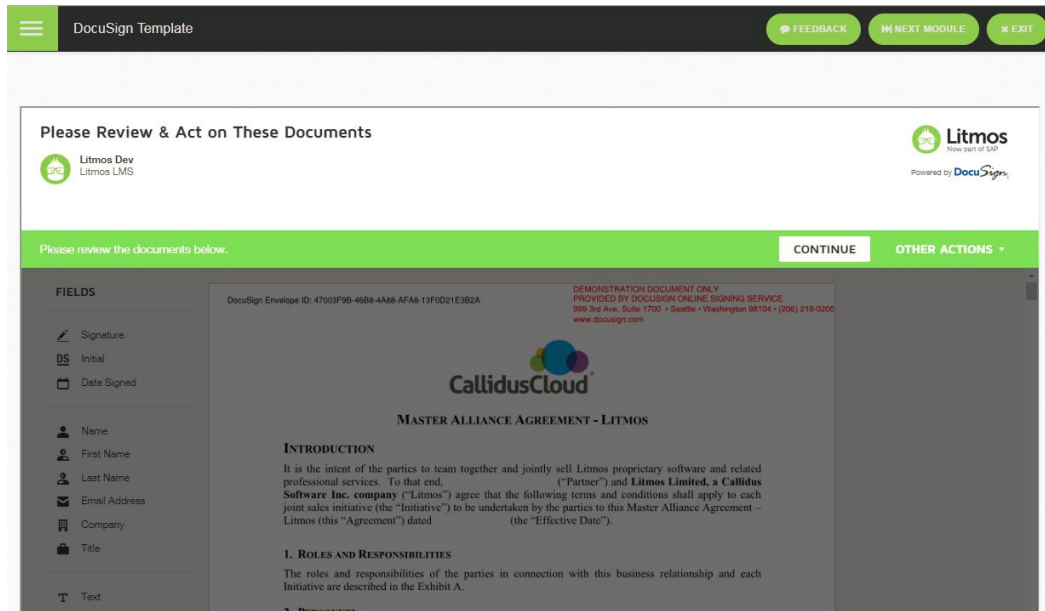
complete for the Learner. The copy of the signed document will be captured in Litmos' Module Quick Report.



This esignature does not constitute a legally binding signature in accordance with Esignature laws. If your organization requires the use of software that complies with the laws governing legally binding signatures, Litmos now offers an integration with DocuSign.

DocuSign Integration

Litmos now offers an integration with DocuSign to help clients capture legally binding signatures from Learners accessing courses. Once the DocuSign integration has been configured and activated, Administrators can begin creating Esignature Module types that embed DocuSign Templates into Litmos courses for embedded signing. Once a DocuSign Template has been selected and saved on an Esignature module, Learners can begin accessing the DocuSign Template within the course.

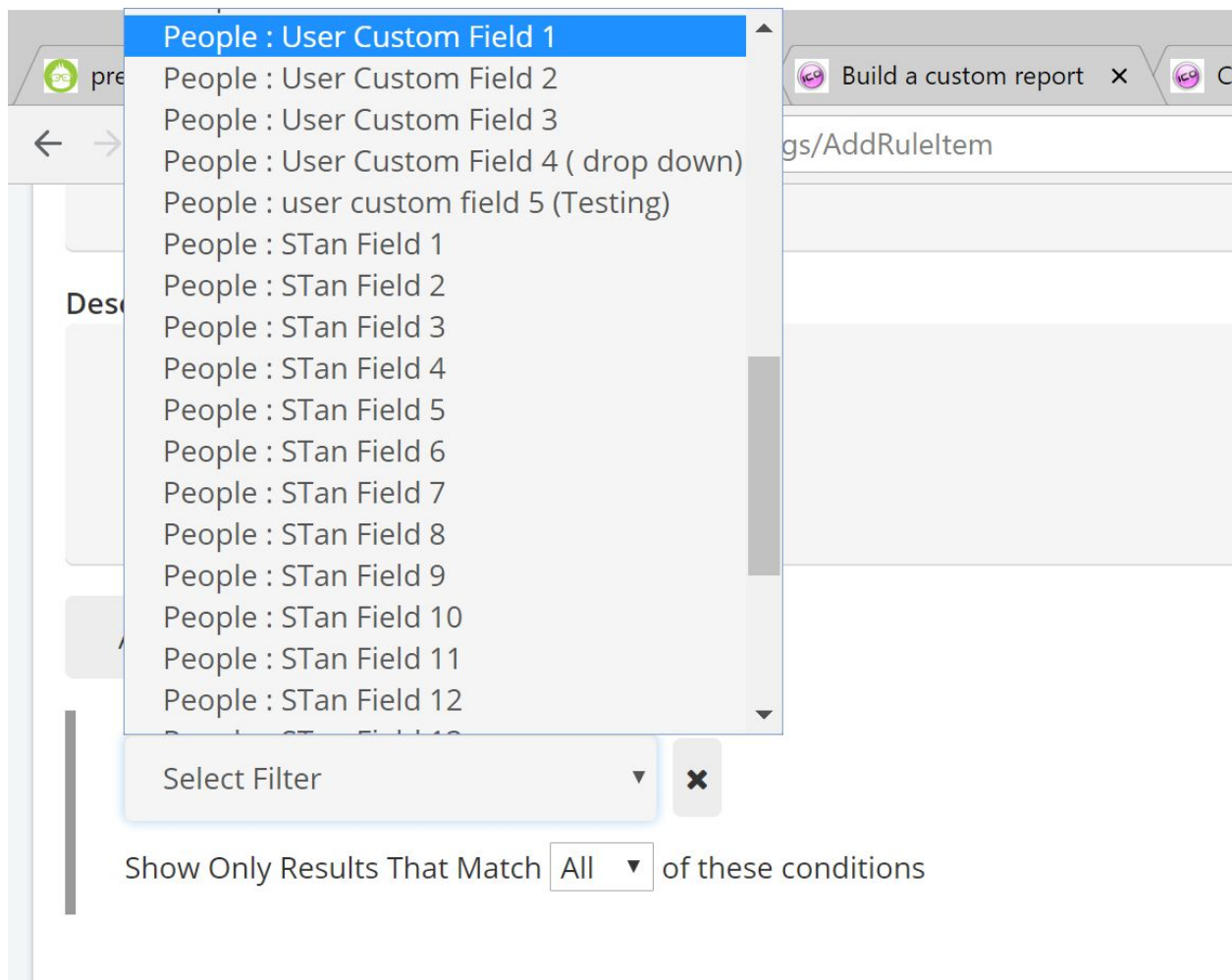


The embedded signing options available within the DocuSign embedded signing experience are controlled by DocuSign customer accounts. Embedded signing options can be configured by altering the [Signing Resource File](#). Be sure to inquire with DocuSign as to how this advanced configuration option can be utilized to customize the embedded signing experience for your organization.

A copy of a Learner's signed DocuSign template will be captured in Litmos' Module Quick Report. Litmos only stores the most recent version of a signed DocuSign Template for any user. To retrieve all signed copies of any DocuSign Template for a single Learner, log into DocuSign.

Litmos Assign: Advanced User Custom fields

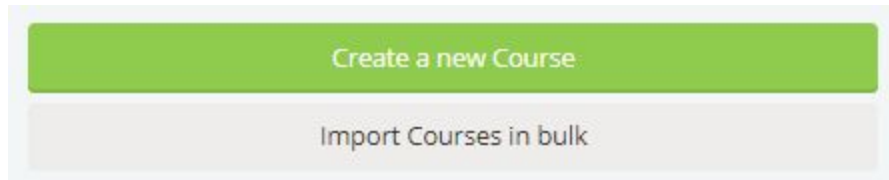
This release introduces 25 new user custom fields to filter in Litmos assign. The new implementation will add all the 25 user custom fields to the Litmos Assign 'add filter' drop down. This allows the user to set more advanced Litmos rules based on their user custom fields.



Note: The rest of the Assign 'Add Filter' functionality remains as is.

Bulk Import: Courses and Course Settings

Courses can now be created and updated in bulk using an import file. This bulk import process will function just as the existing people, live session and assessment bulk imports function. To begin, Administrators will click the “import courses in bulk” button from the Admin Library and proceed to download the .CSV template needed to begin entering the appropriate course data into the file.

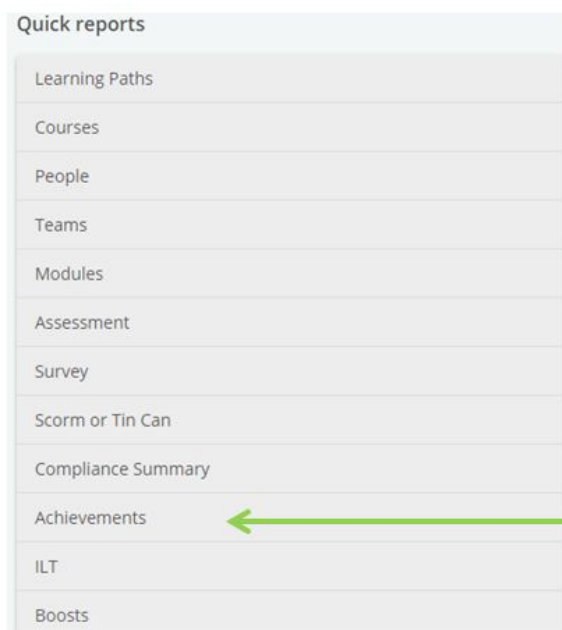


Course Name and Active status are required fields for each course that is to be imported. To update an existing course, Administrators will need to enter the associated Course Code into the corresponding column in the import file. Administrators can create or update up to 100 courses per import. Additional import directions can be found on the course upload page in Litmos.

Achievements Quick Report

This release introduces a new Achievements quick report that will provide the total number of achievements by course and learning path with drill down capabilities to give a user list of all the achievements. This report will provide a complete history of all completions, compliance, points and badges earned for users by course or learning path.

The report can be accessed in the Quick reports section under the Reports tab:



Achievement Report: Total number of Achievements

Reports / Course Achievements

Course Achievements - Achievement By : Course - Active , People : Active , Achievement Date : Last 30 days

Search Courses

Course Name	Number of Achievements	Course Status	Badges Earned	Points Earned
- FAST TRACK - Account Settings	1	Active	0	0
- FAST TRACK - Courses	2	Active	0	0
- FAST TRACK - People	2	Active	2	200

Achievement Report: User List of Achievements

Reports / Course: - FAST TRACK - Courses

Course: - FAST TRACK - Courses - People : Active , Achievement Date : Last 30 days

Search People

Person	Username	Compliant Until	Achievement Date	User Status
Brandon Smith	bsmith		08/23/2018 02:03:58 PM	Active
Sydney M	sydniem		08/23/2018 02:04:15 PM	Active

< 1 to 2 of 2 records >

NOTE:

1. Achievements are a historical view of completions.
 - o Admins/Account owners will see all achievements (past and currently assigned content).
 - o Team Leaders will only see achievements on currently assigned content.
 - o The compliance until field will reflect what the compliance was at the point in time the course was completed. If the compliance setting in the course is changed, this will not be updated on the achievement report.

- If the points and badges were added post completion of the course/learning path, then the points and badges will not be updated for the users who have already completed the course/learning path.
2. If the user completed the same course multiple times, multiple entries for each achievement will be listed in the report.

Advanced ILT

Litmos is excited to introduce several new, advanced ILT features that will be significant for instructor led training management. The features below are included with this release:

- Setup recurring live sessions for an LT module
- Session resource reservation and resource details
- Session location reservation and location details
- Registration deadlines can be enforced per ILT session
- Conflict checking can be performed against Instructor scheduling and resource reservation
- Multiple Instructors can be scheduled for a single live session
- Instructor availability can be logged by the Instructor and Administrators
- Proficient Instructors can be tied to a course and listed atop the Instructor pick list
- Instructor notes can be added per Instructor (admin view only)
- Choose a Host for a WebEx, GoToTraining or Zoom session
- Live session filter for Learners offers filtering by session type, date and instructor.
- All Account Owners and Admin now have access to the Instructor tab on Learner View

Below is a snapshot of the recurring session details that can be configured for an ILT session. Recurring sessions can be set to recur over a daily, weekly or monthly frequency for up to a full calendar year. Learners can choose to register and attend one of the many recurring sessions within the ILT module to complete the live training requirement.

* is required field

Type
 Class Room

Note, you will not be able to change session type once the session is created.

Name*

Single Day Session Recurring Session

Recurring session details*

Recur
 Daily Weekly Monthly

Every 1 week(s) on

Su M Tu W Th F Sa

Range of recurrence

Start 08/31/2018

End after 1 occurrences. Max 100 occurrences

End by 12/31/2018

As a part of this release, Learners will also see a new Live Session filter in the Learner View. This will make it much simpler to search, find and register to live training sessions. Below is an example of the new filtering options:

Live Sessions Search by course or module name

Available Sessions Registered Sessions Past Sessions Filter ^

Type

- Class Room
- GoToTraining
- Webinar
- WebEx Training
- Zoom Training

Session Date

From To

Instructor

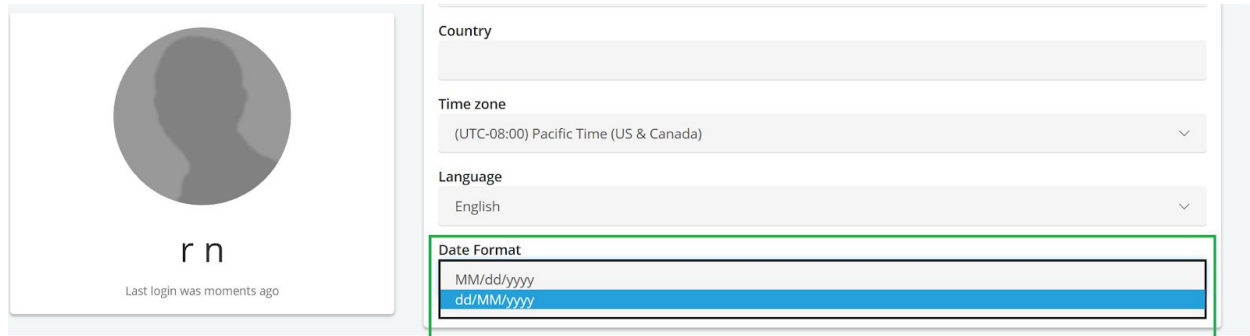
- Steve Cunha
- Ekta Gulati
- Ramyaa Narayanan

Date Time	Instructor	Learning Path	Course	Module	Session	
09/06/2018 02:00:00 PM - 09/06/2018 02:30:00 PM (UTC)	Steve Cunha		The Future of Learning	Litmos LMS	<input checked="" type="radio"/> Litmos Heroes Content	<input type="button" value="Registration Closed"/>
09/06/2018 04:00:00 PM - 09/06/2018 05:00:00 PM (UTC)	Steve Cunha		The Future of Learning	Litmos LMS	<input checked="" type="radio"/> Litmos Commerce	<input type="button" value="Register"/>
09/06/2018 04:00:00 PM - 09/06/2018 05:00:00 PM (UTC)	Steve Cunha		The Future of Learning	R. ILT DB2	<input checked="" type="radio"/> Litmos Learning Management System	<input type="button" value="Registration Closed"/>

Minor Enhancements

Localization Consistency

This release introduces the ability to localize date format, in US or UK formats, as preferred by the users. All date fields within the user's account will now be formatted to user specified date format similar to language or time zone. The people/course imports, and report exports will also now follow the user's profile date format.



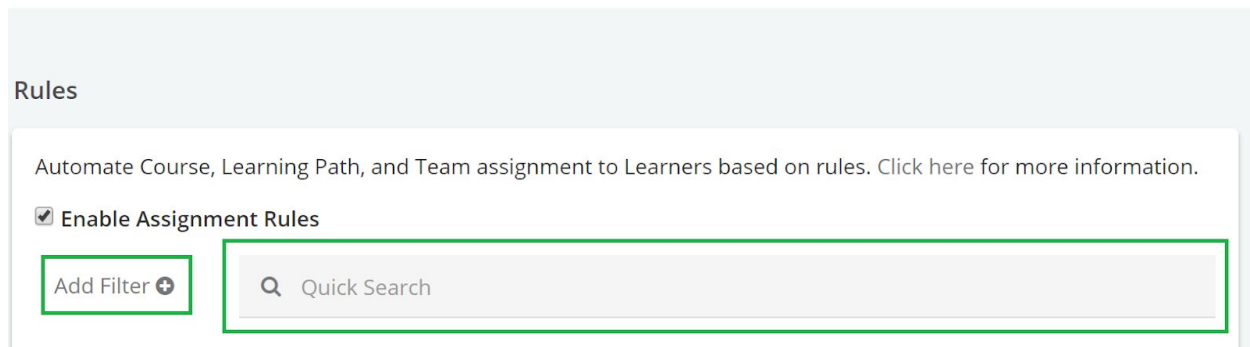
Administrators may also change the date format for users by editing the user's profile or via date format in Bulk import of users. The date format will default to Account date format when not specified for the user.

Litmos Assign Enhancements

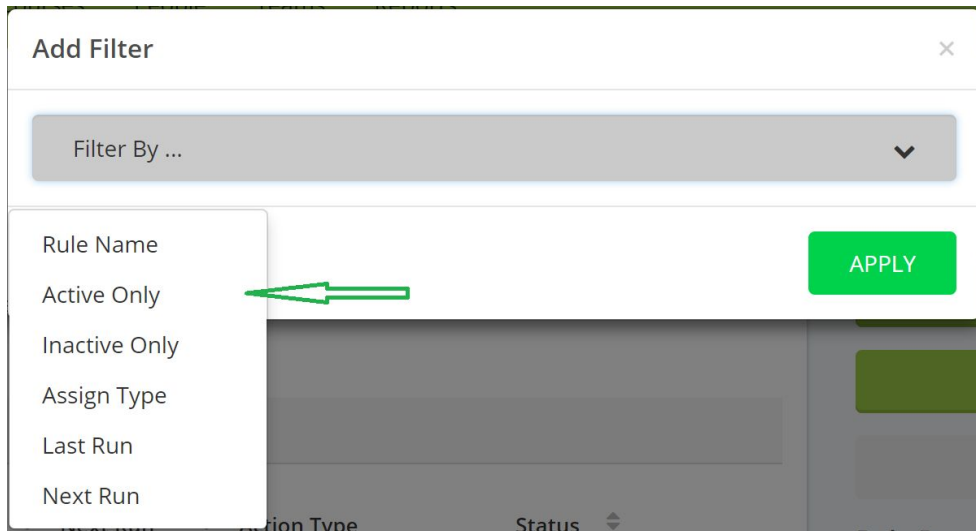
Introducing enhancements to Litmos Assign feature that will be rolling out with this release.

1) The filter and search functionality on the Litmos Assign Dashboard will allow users to search/review all the system rules.

Features / Litmos Assign



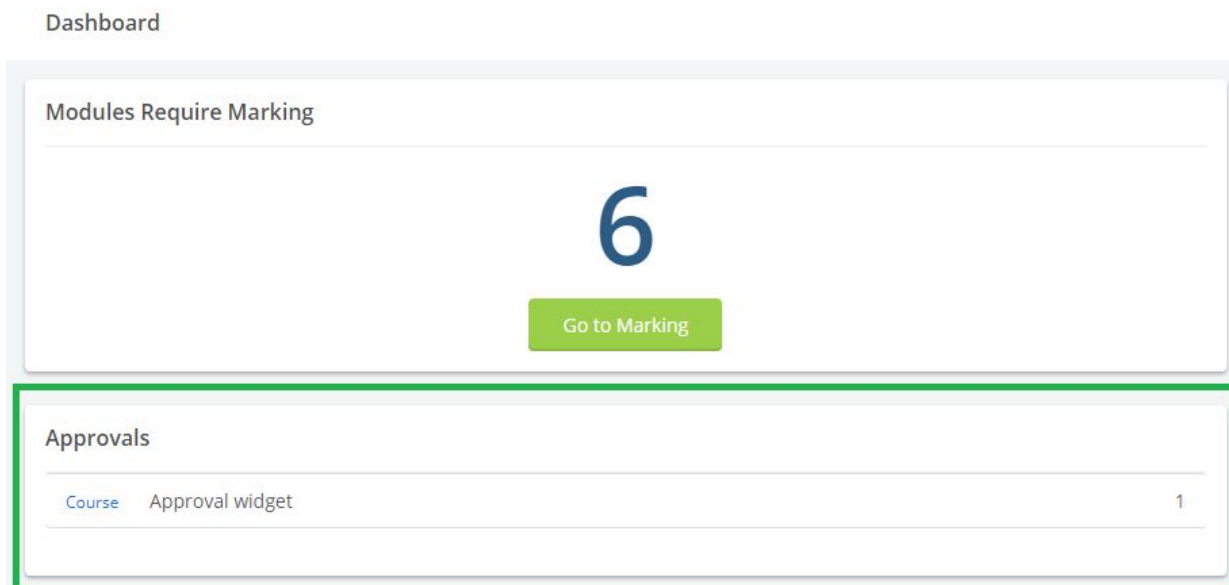
2) The filter functionality will allow users to filter the rules by Rule name, active/Inactive, Assign type and last/ next run.



- 3) A new column 'Action Type' has been added to show the rule assignment.
- 4) Quick column sort allows users to sort the rules (except on Action type)

Enrollment Approvals Widget

This release will include a new dashboard widget 'Approvals' similar to that of the 'Module Require Marking' that provides Admins and Account owners a quick link to the course and ILT sessions pending their approvals. This new widget can be added via 'Manage Dashboard'



TinCan/ xAPI Engine Upgrade

In this release, Litmos is upgrading its Rustici SCORM Engine to the latest version available. This means that the latest version of the software will support tincan/ xapi courses till version 1.0.3. This upgrade is backward compatible and all current tincan files will continue to function as usual.

This upgrade provides a baseline for providing additional functionality for our customers in the upcoming releases. Some of the additional functionality we will be rolling out in upcoming releases include:

- Offline SCORM
- xAPI statements exposed as API for integration with your LRS

This upgrade does not impact Litmos support for SCORM 1.2 and SCORM 2004.

Bug Fixes

- The browse dropdown that appears when adding content to a course was not displaying on MAC PC
- Duplicate of the same module could be created in a course by clicking “save” button too rapidly
- Fonts displaying on the Learner View across search bars
- Clicking the Active Users widget on the Admin Dashboard routed Administrators into the Login Analytics Usage Report instead of the People Quick Report
- Course Library checkbox under Course Settings has been left aligned with other course settings
- The button for reordering survey questions said, “reorder modules”. It has been updated to state, “reorder questions”.
- The “enable escalations” course setting had broken HTML
- Learning Path invitation emails weren’t being sent out after Learning Paths were purchased on a Shopify store.
- Login Analytics Report was not functioning for clients on Australian data center
- Prerequisites for Courses and Learning Paths weren’t enforced properly for clients on Australian data center
- Slow loading times for content uploaded as course modules
- Live sessions visible on the Calendar in the Learner View improperly displayed “available” sessions as “registered” sessions.
- The “waiting approval” filter for enrollment approval on a course was not functioning properly
- Delete modules were appearing in the module search and could be added back into a live course
- Arabic translation fixes
- Italian translation fixes
- Deleting a user displayed a confirmation message with a typo.
- Single Sign-On for the ADP integration was not working
- Clicking on the “billing” tab as an Account Owner displayed an error message
- The “questions delivered” column in the Boost Quick Report had a typo
- Removing an expiration date during new creation of a Token invoked an error message
- Learners clicking on the “download to calendar” button for Zoom ILT session invoked an error message
- The Zoom ILT session link was missing from the ICS file that is downloaded to an external calendar

- The warning message that displayed when deleting the last remaining course in a Learning Path improperly displayed the message, “You need to have at least one module that is mandatory”. It has been updated to say “You need to have at least one course that is mandatory”.
- Bullet points for ordered and unordered lists did not display properly in the Learner View
- Course completion was not reaching 100% when all modules were completed in a course
- Popular Categories link was missing in the Learner Course Library
- Images displayed on external Survey links were broken
- Retrieving Course Custom Fields via API
(<https://api.litmos.com/v1.svc/usercustomfields?apikey=APIKEY&source=AccountName&format=json>) returned a JSON response body that improperly formatted.

Important Announcements

Mandatory upgrade required for SAML authentication with Litmos (Upgrade to SHA-2)

Litmos will no longer support SHA-1 SAML authentication as of September 30th, 2018. SHA-1 is now considered a deprecated security standard and is no longer supported by SSL providers. The larger bit encryption of SHA-2 provides superior security. If your company is using a Litmos app provided by an identity and access management provider, please inquire about a Litmos app or Litmos SAML configuration that utilizes SHA-2 encryption. The following identity and access management providers offer SHA-2 encryption for SAML authentication into Litmos LMS:

- [Okta](#)
- [OneLogin](#)
- [Centrify](#)
- [PingIdentity](#)
- [Azure](#)
- [ADFS](#)

It's important to note that Litmos' SHA-2 encryption endpoint is "[yourdomain.litmos.com/integration/splogin](#)". Any SAML configuration using the [/integration/samllogin](#) endpoint will be deprecated on September 30th, 2018 when this SHA-1 endpoint is retired by Litmos LMS. Please contact Litmos support with any SAML inquiries your company may have about this mandatory upgrade.