Personalized Learning Designer

Sample Rules

# Alert when student enters course if they have not completed the EVQ

1. Event – **course entered**
2. Condition – **user role check**
   1. Triggering user is in role: **student**
3. Condition – **activity completed**
   1. User **has not** completed the following activity
   2. Select an activity: 2022SU-Enrollment Verification Quiz
4. Action – display alert
5. Sample alert text: Hi ((student\_firstname)), I see you have not completed the Enrollment Verification Quiz, please complete this now to avoid being dropped from this course. Click ((activity\_link)) to complete this now.

# Send an email when a student has not logged into a course for 7 days

1. Event – **recurring event**
   1. Occurs **daily** every **1** day
   2. At **8:00 a.m.**
   3. Starting **course start date/end date**
2. Condition – **user role check**
   1. Triggering user is in role: **student**
3. Condition – **course login**
   1. User **has NOT logged into course** within the last **7** days
4. Action – **send email**
   1. From: **action creator** (or Teacher)
   2. To: Add Recipient – **triggering user**
   3. Check: **Exclude users with suspended status from this communication**
   4. CC: Add Recipient – **action creator** (or All user with role teacher) (or custom – enter email address)
   5. Subject: Participation in ((course\_name))
   6. Body: Hi ((student\_firstname)), I see you have not logged into your course, ((course\_name)), in 7 days. Weekly participation is required for success. Access your course today to see what you may have missed and to get caught up. If you are struggling, or have extenuating circumstances, please contact me immediately to discuss your options. Your Instructor

# Send an email when a student misses an important activity

1. Event – **specific date and time**
   1. Day after due date at 8:00 a.m.
2. Condition – **user role check**
   1. Triggering user is in role: **student**
3. Condition – **activity completed**
   1. User **has not** completed the following activity
   2. Select an activity: **Quiz, Test 1**
4. Action – **send email**
   1. From: **action creator** (or Teacher)
   2. To: Add Recipient – **triggering user**
   3. Check: **Exclude users with suspended status from this communication**
   4. CC: Add Recipient – **action creator** (or All user with role teacher) (or custom – enter email address)
   5. Subject: Missed Test 1 in ((course\_name))
   6. Body: Hi ((student\_firstname)), It looks like you missed Test 1 in ((course\_name)). Contact me immediately to discuss your options. Your instructor

# Send an email when a student grade falls below 70

1. Event – **course grade change**
   1. Day after due date at 8:00 a.m.
2. Condition – **user role check**
   1. Triggering user is in role: **student**
3. Condition – **course grade range**
   1. Grade is less than **70%**
4. Action – **send email**
   1. From: **action creator** (or Teacher)
   2. To: Add Recipient – **triggering user**
   3. Check: **Exclude users with suspended status from this communication**
   4. CC: Add Recipient – **action creator** (or All user with role teacher) (or custom – enter email address)
   5. Subject: ((course\_name)) Grade Update
   6. Body: Hi ((student\_firstname)), Your grade in ((course\_name)) is currently ((course\_grade\_percent)). Contact me immediately to discuss your options. Your instructor