

# Advanced Features

Advanced features contains a number of features that may be enabled/disabled globally by the Site Administrator. You can access it from the **Administration** block by going to *Site administration > Advanced features*.

| Setting                            | Description  | Notes   |
|------------------------------------|--|---|
| <b>Outcomes</b>                    | <p>Outcomes are specific descriptions of what a learner has demonstrated and understood at the completion of an activity or course. Each outcome is rated by some sort of scale.</p> <p>In simple terms outcomes are similar to sub components of a grade. Outcomes assess specific levels of knowledge through a series of statements, that have scales associated with them. Thus an overall grade can be given for a course, along with statements about specific competencies in the form of outcomes.</p> | <p>These are disabled by default as they have similar functionality to competency hierarchies.</p> <p>See <a href="#">Outcomes</a> for more.</p>                                |
| <b>Comments</b>                    | A comments block can be added to any page in Totara, enabling users to easily add comments. A similar interface enables comments to be added to glossary, database activity and blog entries. Comments are added instantly without needing a page refresh.   | -   |
| <b>Tags</b>                        | Tags allow learners and trainers used to categorise courses and content to help users find them during a search.   | Please see <a href="#">Tags</a> for more information.   |
| <b>Notes</b>                       | The notes feature is a way to attach information about a user by another user. For example, a trainer might attach a note to a specific learner to help other trainers to engage with that learner.  | -   |
| <b>Portfolios</b>                  | Portfolios in Totara Learn make it easy for a learner to export content to an external eportfolio or webpage. For example, learner work might include forum posts or assignment submissions that help showcase their knowledge.  | -   |
| <b>Web services</b>                | Web services enable other internet applications to login to Totara Learn and perform operations.   | Please see <a href="#">Web services</a> for more information.   |
| <b>Messaging</b>                   | 'Messaging' refers both to automatic alerts from Totara Learn about new forum posts, assignment submission notifications etc, and also to conversations using the instant messaging feature.   | <p>Please see <a href="#">Messaging</a> for more information.</p> <p>Disabling messaging will also stop alerts and tasks along with their associated emails from going out.</p> |
| <b>Hide read notifications</b>     | Displays when messages such as forum messages have been read. The read notification can hidden also deleted after a specified time.  | -   |
| <b>Notification email override</b> | Allows user to add an email other than the one in their profile that can be used to send email notifications to.   | -   |
| <b>Statistics</b>                  | If statistics are enabled for the site, graphs and tables of user activity may be generated.   | Depending on the amount of traffic on your site, this can affect performance.   |

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The Totara Academy has a whole course dedicated to using [Plugins and Advanced Features](#) in Totara Learn. Here you can learn more on how to use plugins and advanced features, see best practice, and give it a go yourself.

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| <b>RSS feeds</b>                 | RSS (really simple syndication) feeds in Totara Learn enable people to stay up to date with forum posts, glossary entries, and other events within Totara.  | Note that RSS feeds also need to be enabled for the particular activity modules.   |
| <b>Blogs</b>                     | Blogs in Totara Learn are user based, each user has their own blog. Users can also register their external blogs, such as Blogger or Wordpress, so that entries are automatically included in their Totara Learn blog.  | Please see <a href="#">Blogs</a> for more information.   |
| <b>Networking</b>                | The Totara Learn network feature allows a Totara Learn administrator to establish a link with another Totara site and to share some resources with the users of that Totara.  | <a href="#">Totara Connect</a> should be used for this rather than MNet  |
| <b>Completion tracking</b>       | Completion tracking is required for tracking course completion and activity completion. It must be enabled in advanced settings before it can be used anywhere in the site. Select the roles that require tracking (usually learner) under <i>Site administration &gt; Grades &gt; General settings &gt; Graded roles</i> . | Please see <a href="#">Course completion</a> for more information.   |
| <b>Restricted access</b>         | Restricted access enables trainers to restrict the availability of any activity according to certain conditions such as dates, grade obtained, or activity completion. .  | Please see <a href="#">Restricted access</a> for more information.   |
| <b>Enable RPL</b>                | When enabled, a course can be marked as completed by assigning the user a Recognition of Prior Learning. It is also possible to enable this for each course activity.   | Please see the <a href="#">Achievement</a> Help page for more information.   |
| <b>Plagiarism prevention</b>     | Plagiarism is when a learner submits content they have copied and the real author was not given credit for the words. Plagiarism prevention software can detect when this has happened.   | -  |
| <b>Badges</b>                    | Open badges allows the awarding of badges for meeting specified course and site level criteria. Enabling this allows the creation and award of badges on the site.  | Please see <a href="#">Open badges</a> for more information.   |
| <b>Report caching</b>            | Report caching is used to increase the performance of selected reports in report builder.   | -  |
| <b>Audience based visibility</b> | The visibility of each individual course, program or certification can be set to: <ul style="list-style-type: none"> <li>Visible to all users</li> <li>Visible to enrolled users</li> <li>Visible to enrolled users and members of the selected audiences</li> </ul>  | Enabling this setting will change the visibility of courses, programs, and certifications across the whole site, meaning the existing visibility settings and the <b>viewhiddencourses</b> capability will no longer apply, so courses, programs, and certifications that are currently hidden may become visible.<br><br>Please see <a href="#">Audiences</a> for more information. |
| <b>Totara Connect server</b>     | Totara Connect is a single-sign-on and user identity solution for multiple Totara servers.  | Please see <a href="#">Totara Connect</a> for more information.  |
| <b>Enhanced catalog</b>          | The enhanced catalog supports the search by course activity and other criteria including custom fields across categories. When disabled, the standard catalog will appear.  | -  |
| <b>Dynamic appraisals</b>        | This setting allows you to specify whether appraisals lock on activation and no longer update assignments and roles or continue to update after activation.   | Please see <a href="#">Appraisals</a> for more information.  |

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| <b>Display hierarchy shortnames</b> | Hierarchy shortnames are able to be displayed in addition to the fullname in hierarchy forms.  | -  |
| <b>Program extension request</b>    | When enabled extension requests can be turned on for individual programs. This allows the program assignee to request an extension to the due date for a program. This extension can then be accepted or denied by the assignee's manager.   | Please see <a href="#">Managing programs</a> for more information.   |
| <b>Goals</b>                        | Personal and organisational goals are able to be <b>Hidden</b> or <b>Disabled</b> across the site.   | Please see <a href="#">Goals</a> for more information.               |
| <b>Competencies</b>                 | Competencies are skills that can be attained through completion of course work or on the job training. These can be Hidden or Disabled across the site.  | Please see <a href="#">Competencies</a> for more information.        |
| <b>Appraisals</b>                   | Staff Appraisals are forms that can be created that are required to be answered at specified times by the staff, manager, manager's manager, or appraiser. These can be <b>Hidden</b> or <b>Disabled</b> across the site.  | Please see <a href="#">Appraisals</a> for more information.          |
| <b>360 Feedback</b>                 | 360 Feedbacks are forms that can be created that can be answered by specified people. These can be <b>Hidden</b> or <b>Disabled</b> across the site.   | Please see <a href="#">360 Feedback</a> for more information.        |
| <b>Learning plans</b>               | Learning plans are used to specify the training required by staff and are able to be reviewed by managers. These can be <b>Hidden</b> or <b>Disabled</b> across the site.  | Please see <a href="#">Learning plans</a> for more information.      |
| <b>Programs</b>                     | Programs allows you to create learning paths for learners where you can define dependencies and control the order and flow of the competencies and courses your learners complete. These can be <b>Hidden</b> or <b>Disabled</b> across the site.  | Please see <a href="#">Programs</a> for more information.            |
| <b>Certifications</b>               | Certifications allows you to create learning paths for learners that need to be repeated after a specified time. You can define dependencies and control the order and flow of the competencies and courses your learners complete. These can be <b>Hidden</b> or <b>Disabled</b> across the site. | Please see <a href="#">Certifications</a> for more information.      |
| <b>Totara dashboard</b>             | Dashboards allow Site Administrators to design multiple interface options for a user to access upon logging into Totara.   | Please see <a href="#">Dashboards</a> for more information.          |
| <b>Report builder graphs</b>        | This allows data from report builder reports to be aggregated and displayed as a graph.  | Please see <a href="#">Graphical reporting</a> for more information. |
| <b>Record of learning</b>           | This displays all of the learners completed and current learning.  | Please see <a href="#">My learning</a> for more information.         |
| <b>Positions</b>                    | These allow the assigning of users to managers, organisation, and position hierarchies.  | Please see <a href="#">Positions</a> for more information.           |
| <b>My team</b>                      | This allows managers to see information regarding their staff learning and items that require manager approval.  | Please see <a href="#">Team</a> for more information.                |

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| <b>Program completion editor</b> | <p>When enabled (checked), the completion tab will be made available to user's with the <b>totala/program:editcompletion</b> capability when editing a program or certification. This will allow them to edit completion records, both historical and current.</p>   | <p>Please see <a href="#">Program completion editor</a> for more information.</p> |
| <b>Multiple job assignments</b>  | <p>When enabled (checked) this allows users to have more than one job assignment. This feature is enabled by default for new installations and upgraded sites.<br/>When disabled:</p> <ul style="list-style-type: none"> <li>▪ Only one job assignment can be created for each user</li> <li>▪ HR Import will prevent uploading multiple job assignments for a single user when disabled</li> <li>▪ Any existing multiple job assignments within the system when the setting is disabled will still remain; they will not be automatically removed and they will continue to function until they are manually removed</li> </ul> | <p>Please see <a href="#">Job assignments</a> for more information.</p>           |