

Recurring courses

The recurring course functionality within program management can be used to create a program that includes one course that Learners need to repeat at regular intervals.

When a program is set up with a recurring course a new course occurrence is set up at the required interval. The previous course is renamed to include the recurrence date and hidden to ensure Learners are not able to access the old course.

To create the new course Totara Learn automatically completes a backup and restore of the existing course. Any changes made to the existing course are backed up and restored to the new occurrence of the course.

The Learners assigned to the program are automatically enrolled in the new occurrence of the course.

Please see [Managing programs](#) for information on creating a program with a recurring course.

Program content

Define the program content by adding sets of courses and / or competencies

Recurring course set ?

[Delete](#) ✕

Set name ?

Course name ?

Minimum time required ?

Recurrence ? Repeat every

Course creation ? Create course before course repeats

Recurring courses versus certifications

For training programs that require more than one course, require an adaptive learning path, and/or should be run within the same course environment each time, the [Certifications](#) functionality should be employed.

Totara Academy



The Totara Academy has a whole course dedicated to using [Programs and certifications](#) in Totara Learn. Here you can learn more on how to use programs and certifications, see best practice, and give it a go yourself.