PR1 TrainChain Programme

Features Guide

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Project end date	27/02/2024

Contents

1. Registration

1.1   Register with Email

A simple sign up with email functionality allows users to create an account on the platform by entering their personal information such as name, email address and password
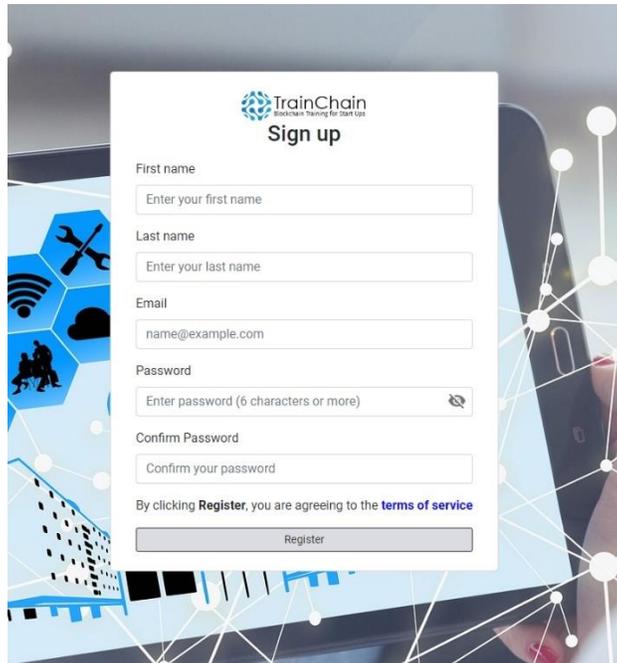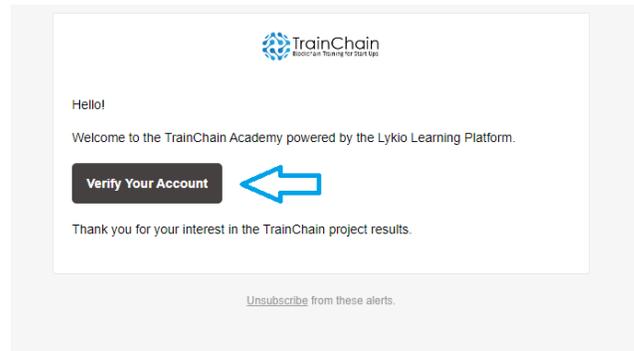

1.2   Verify Activation, missed activation email and forgot pass functionality

Verify Activation is a feature that allows users to verify their email address before they can access the full functionality of the platform. This process is triggered when a user signs up for an account, and they will be sent an email with a link that they need to click in order to verify their email address. This is a security measure to ensure that the email address provided by the user is valid and that they have access to it.

From	Subject	Received
☐ noreply@lyk.io	TrainChain Registration Verification	2 min

The missed activation email functionality is in place for users who may have missed the initial email or did not receive it. This feature allows users to request that the activation email be sent again, so that they can verify their email address and access the full functionality of the platform.

Forgot pass functionality is another security measure that allows users to reset their password if they have forgotten it. This feature requires users to enter their email address, after which they will be sent an email with instructions on how to reset their password. This feature helps to ensure that users have access to their account even if they have forgotten their password.

1.3   Answer to demographics questionnaire

The verification process concludes when the user provides some education and job related answers recorded only to help the system adjust optimally the proposed content based (among other parameters) on user's profile.

2   The TrainChain Programme Home Page

After login in the user sees the home page

2.1 Widgets

When a user logs into the platform, the Home page include widgets to inform user on progress and achievements to provide engagement and motivation.

On the first widget user can view level, the login streak bar, XPs (Experience Points) and Impact Index, calculated by the ratings user created stories have received. XP are calculated from every user action: 2500 XP for uploading a profile picture, 50 XP for viewing a lesson or story, 100 for commenting on them and 250 for rating. Sharing a story gets a user 2500 XP!

On the second widget, user is able to view all earned awards. There will be multiple of those to be earned, some for story creation, some for getting great ratings from other users and others for completing lessons.

2.2 Content

On the Home page users find also collections of top-rated and most used lessons. Users can quickly go through many lessons by sliding sideways. By hovering or long-tapping on a lesson they get a preview of the lesson's description. Clicking on it will get them to the lesson's overview page.
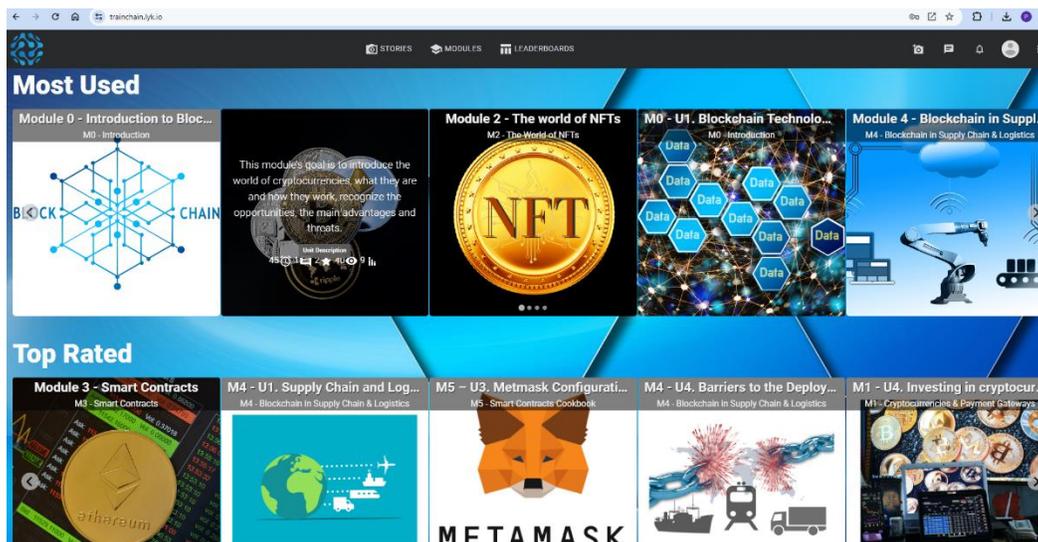
2.3   The Audit Tool

The top left of the page hosts also the Audit Tool (recommendation engine) button.

By answering to the provided questionnaire, the user gets recommended content
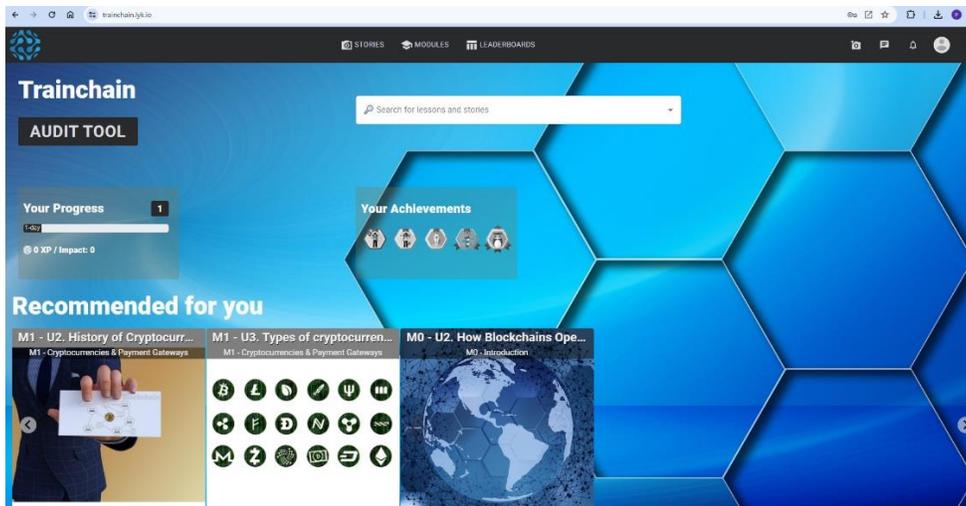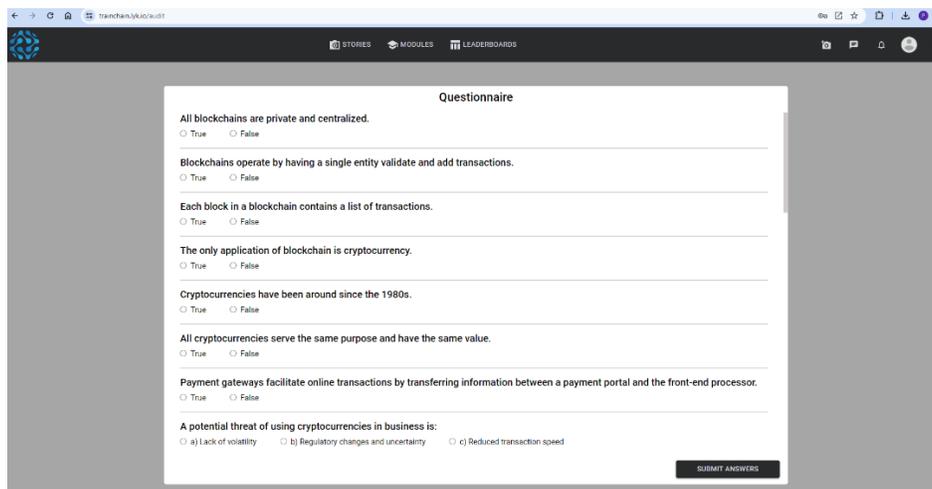
3 The Modules

All available content categories can be found by clicking on the Modules option on the navbar.
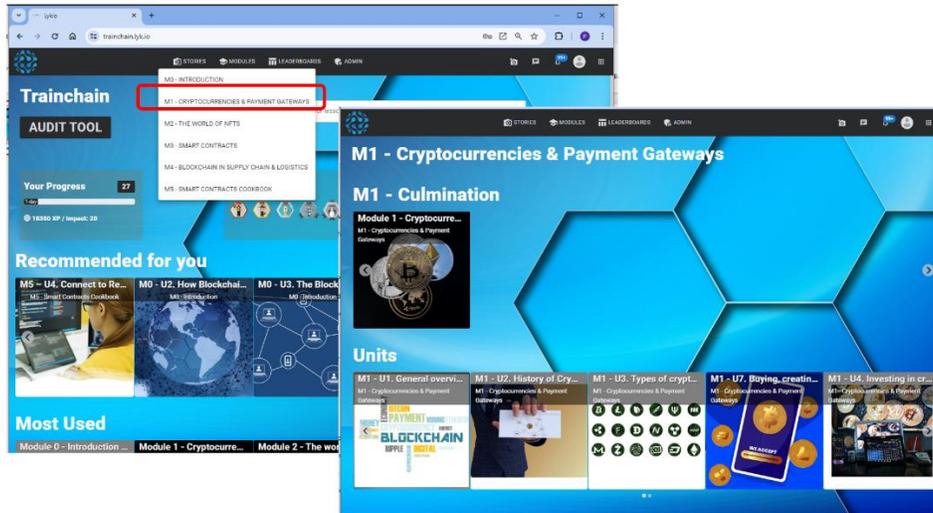
Modules and Units on the platform are grouped and displayed as a set of sliders like the ones found on the Home page.

Users can navigate to their selected lesson to find the lesson's overview page.

On this page user can comment on the lesson and rate it, view its description, objective and statistical details as well as add it to user Favourites collection.

By pressing the Start button the user can see and interact with the training content.
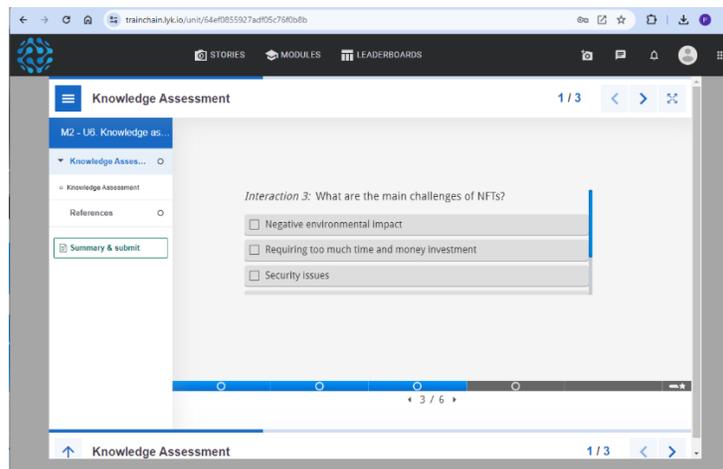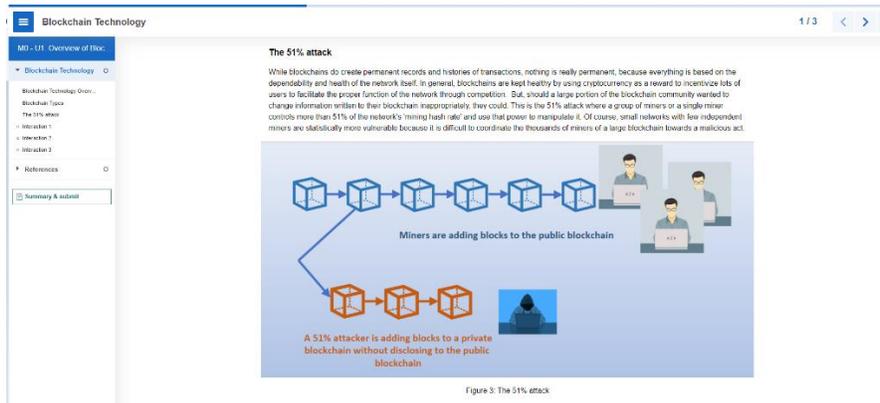
4   User Profile and Settings

By selecting the avatar and Profile at the upper right corner…
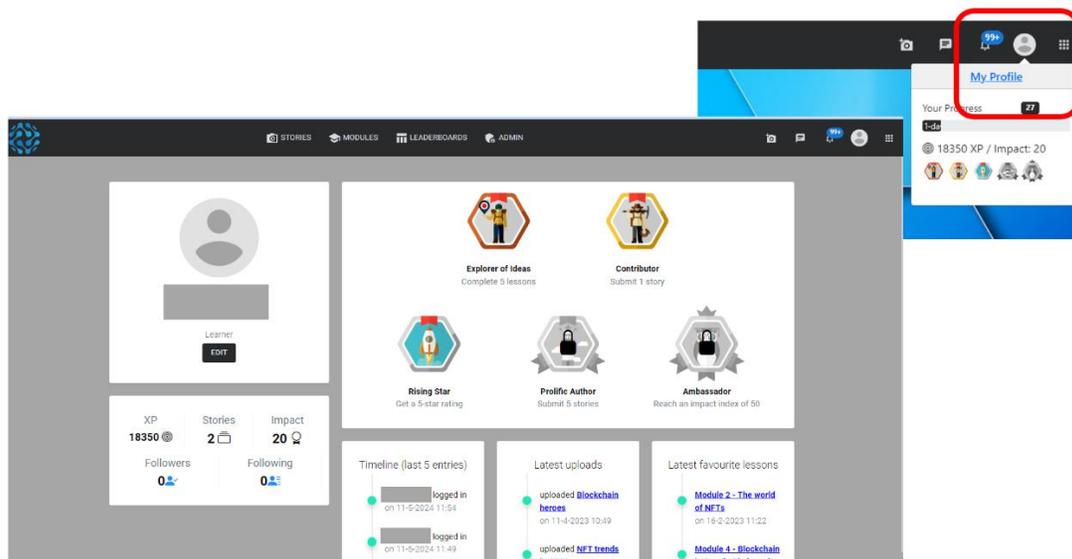
…the user gets access to the Profile page where she/he can edit basic information and change profile picture, view earned badges, see personal stats, most recent actions, latest uploads and favourite lessons followers as well as people followed.

By accessing a colleague's profile page, users can see a "Follow" button right under their profile picture. By following users, the personal Feed will be populated with stories uploaded by them.

Through their settings page users can change the display language of the platform as well as the content language. All lessons displayed in all categories are filtered to match your selection of content language.
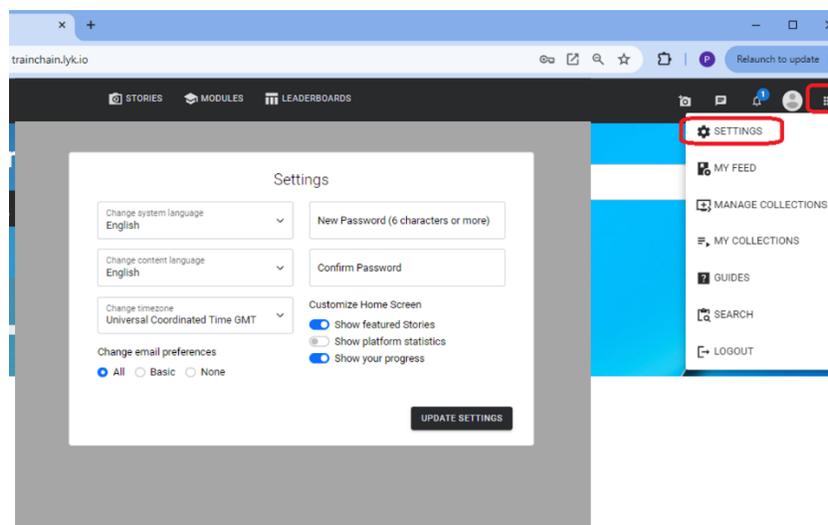
They can also change password, timezone and choose what emails they receive. They can also customize the Home Screen. One of the customization options is to show featured Stories, which will give them a glimpse of highlighted specific stories. Additionally, users can also choose to show platform statistics, providing an overview of key metrics such as usage, number of learning units, and performance. Finally, users can also choose to show their progress, which allows them to track their own personal progress and achievements/awards within the platform.

5   Content Contribution

A major characteristic of the platform is that it promotes user contribution which in turn enhances engagement and motivation since contribution is recorded and awarded

both on user's profile page and platform's leaderboard. There are currently two ways available:

5.1   Stories

The platform allows users to upload Instagram-like stories which can promote learning by providing an engaging and interactive way for them to share their knowledge and experiences. The feature allows users to create stories using images, videos, and text, providing a more dynamic and visually appealing way to present information.
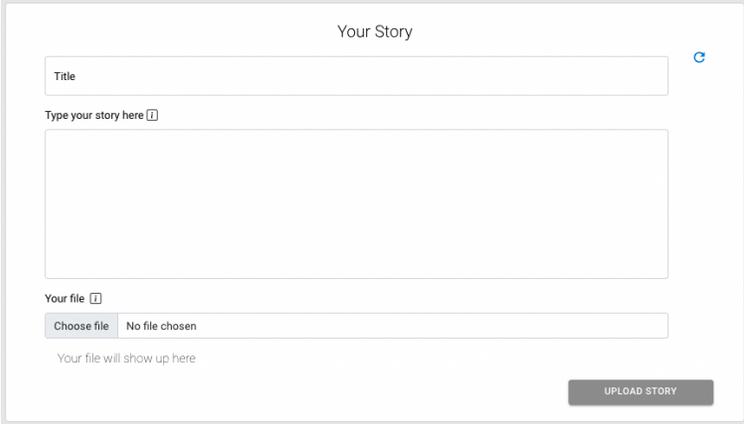
The stories can be created by the users themselves, and the flow dictates for them to be submitted for approval by the administrators. This allows for a level of control and oversight, ensuring that the content shared is appropriate and relevant to the learning experience. Once the stories are approved, they can be shared with the other users providing a platform for peer-to-peer learning and collaboration. Additionally, the stories can also be used as a form of assessment, allowing administrators to evaluate the learning progress of the users.
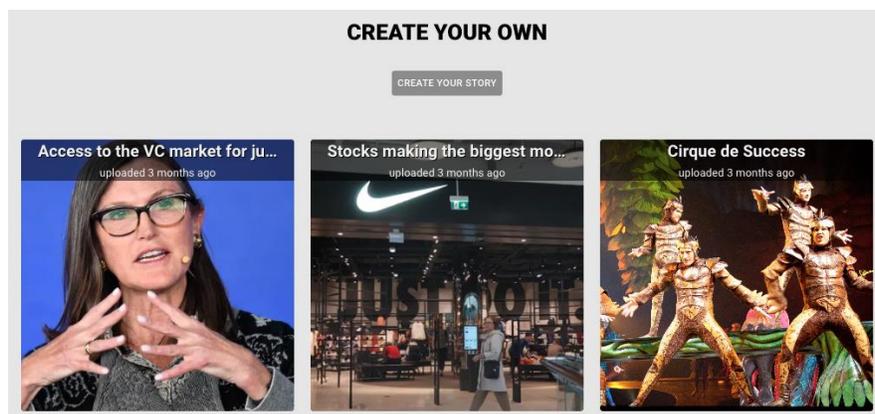
5.2   Content Creation

The content creation page allows users to add new content to the platform with the same approval workflow as above. Users have three options to choose from when adding content. The first option is the "Add Cloud Content" page. Here, users can add content that is stored on the cloud by providing information such as the category, language, title, description, objective of the unit, and duration. They also need to provide the relative path for the starting file of the content, as well as the cover.

The second option is the "Add Zipped Content" page. This page allows users to upload zipped content and provide the same information as on the "Add Cloud Content" page.
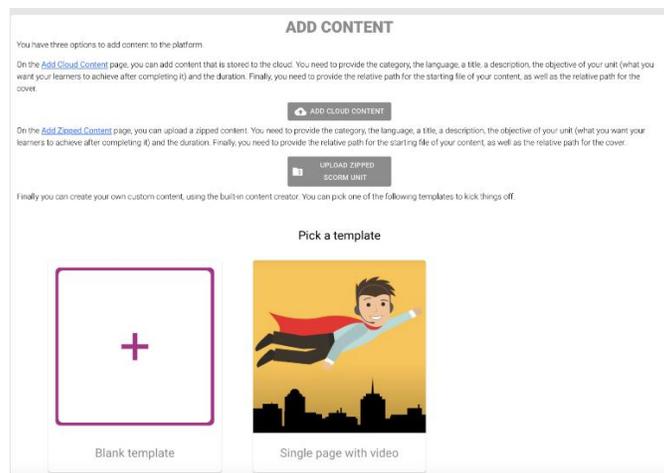
The third option is creating custom content using the built-in HTML content creator. Users can select from a range of templates to get started. This option allows users to create their own unique content for the platform. The visual editor provided allow users to create and edit web pages in a drag-and-drop interface, without needing to write any code yet being able to add maps, images, videos, grids, colours etc.
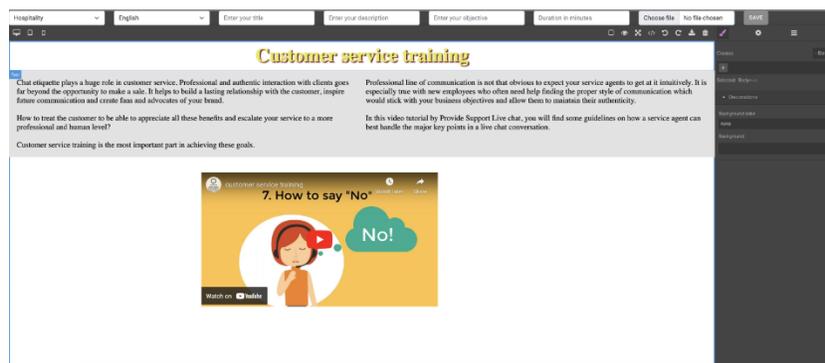
6 Leaderboards

The platform supports both a single global group/organisation and the management also of local groups (called tenants as we will see later). It supports also leaderboards to engage users that show the Top Colleagues Globally (ranks the users globally based on the experience points (XP) they have accumulated) , Top Colleagues for the local group same as the previous but only ranks the users specifically for the local group) top creators globally and locally (ranks the users based on the number of stories they have created), most impactful colleagues (ranks the users based on an impact metric calculated by multiplying the user's stories by the average rating these stories have so far). Similar leaderboards to what is done with individual users, are calculated on the group level as well for XP and number of stories uploaded.
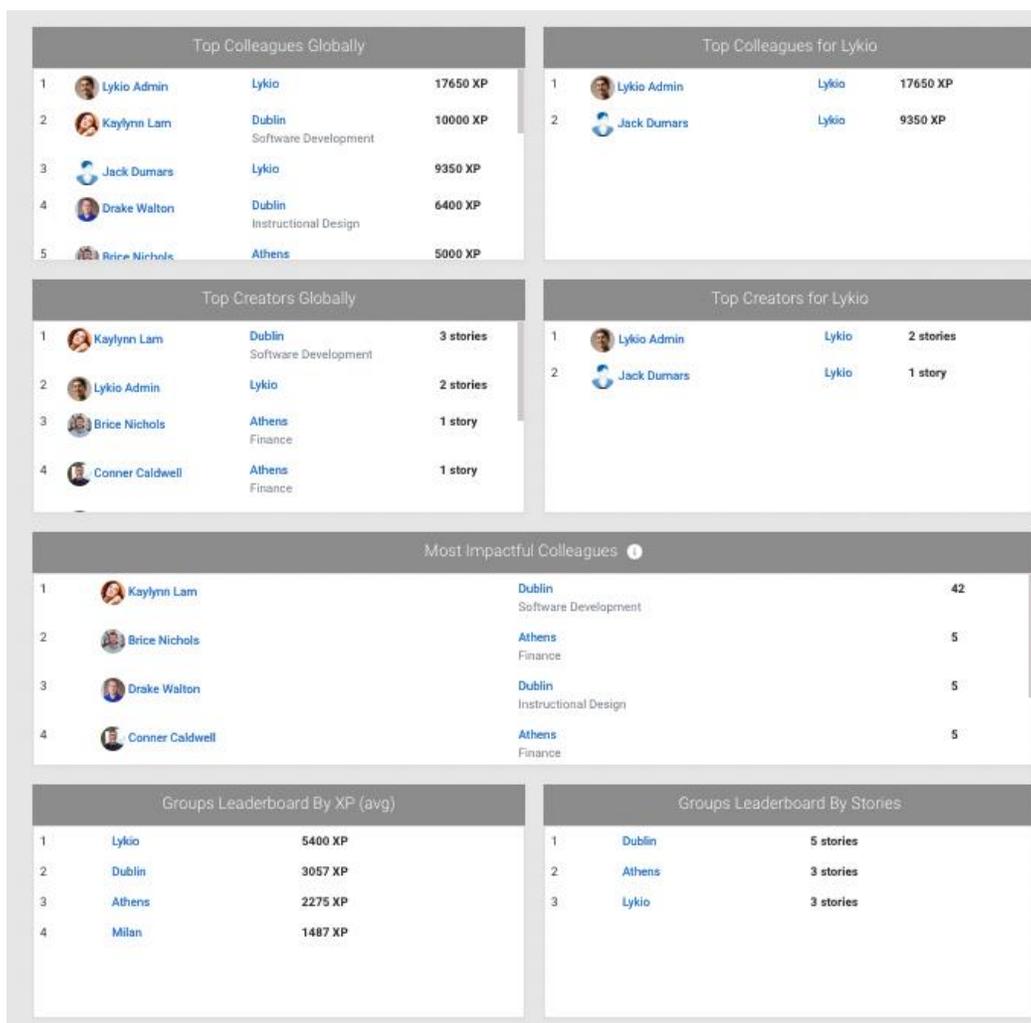
Top Colleagues Globally

#	Name	Group	XP
1	Lykio Admin	Lykio	17650 XP
2	Kaylynn Lam	Dublin Software Development	10000 XP
3	Jack Dumars	Lykio	9350 XP
4	Drake Walton	Dublin Instructional Design	6400 XP
5	Brice Nichols	Athens	5000 XP

Top Colleagues for Lykio

#	Name	Group	XP
1	Lykio Admin	Lykio	17650 XP
2	Jack Dumars	Lykio	9350 XP

Top Creators Globally

#	Name	Group	Stories
1	Kaylynn Lam	Dublin Software Development	3 stories
2	Lykio Admin	Lykio	2 stories
3	Brice Nichols	Athens Finance	1 story
4	Conner Caldwell	Athens Finance	1 story

Top Creators for Lykio

#	Name	Group	Stories
1	Lykio Admin	Lykio	2 stories
2	Jack Dumars	Lykio	1 story

Most Impactful Colleagues ⓘ

#	Name	Group	
1	Kaylynn Lam	Dublin Software Development	42
2	Brice Nichols	Athens Finance	5
3	Drake Walton	Dublin Instructional Design	5
4	Conner Caldwell	Athens Finance	5

Groups Leaderboard By XP (avg)

#	Group	XP
1	Lykio	5400 XP
2	Dublin	3057 XP
3	Athens	2275 XP
4	Milan	1487 XP

Groups Leaderboard By Stories

#	Group	Stories
1	Dublin	5 stories
2	Athens	3 stories
3	Lykio	3 stories

7 Platform Management

7.1 Tenant Creation and Customization (Admin)

The system supports the process of creating a separate and isolated environment for a specific group of users within the platform. Tenants have their own unique data, configurations and users. In order to create a tenant, an administrator will at first only provide the tenant name and their email and pass. Once the tenant is created, it will have its own set of data, configurations, and users that are separate from other tenants on the platform. Additional users can be added to the tenant by inviting them through email or by providing them with the tenant specific link, and they will be able to access only the data and features that are assigned to them.
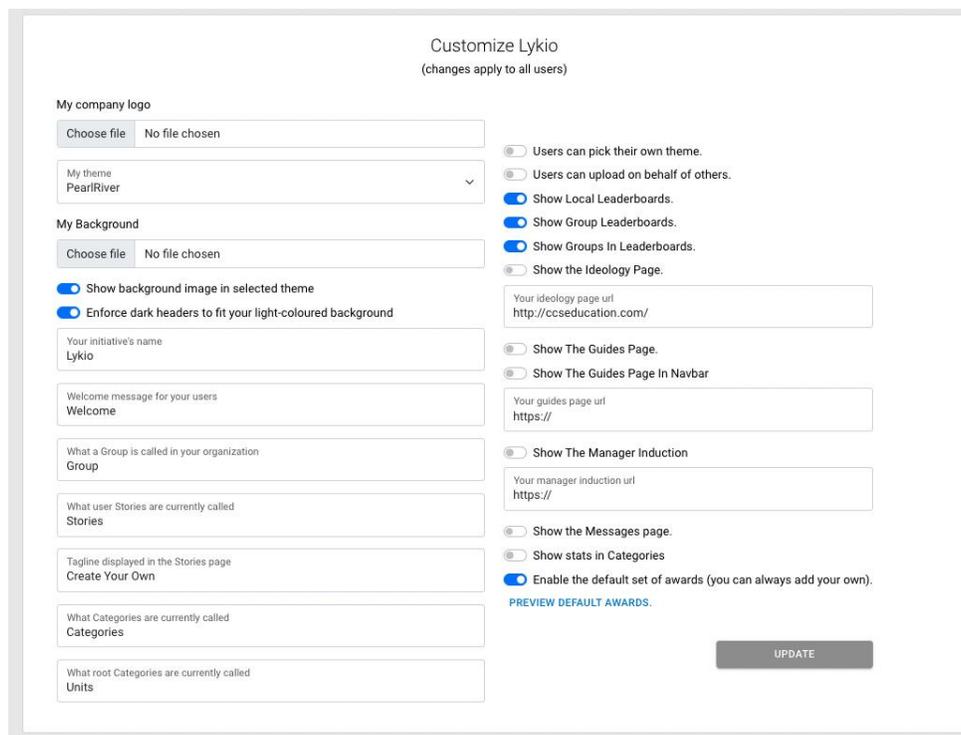

When an (Super)-Admin creates a tenant, tenant admins have the ability to customize various elements of the platform like theme and background of the platform. They can choose from a pre-set list of themes or upload their own background image. They can also select whether to show the background image in the selected theme and enforce dark headers to fit their light-colored background. Other customization options include the initiative's name, welcome message, group names, story names, categories, and units. Tenant admins also have the option to enable or disable certain features such as

Local Leaderboards, Group Leaderboards, Guides Page, and Messages page. They can also show or hide the Guides Page in the Navbar. Finally, tenant administrators can also choose to enable or disable the default set of awards, or create their own.

7.2   Content Categories (Admin)

Tenant administrators can create and manage content categories. One of the features is to add a new category by providing the name and description of the new category. The admin can also choose to add it as a subcategory of an existing one.

Admins can also manage what categories are visible to the users by activating or deactivating them. Overall, this feature allows users to easily create and manage content categories within the platform, helping to organize the content and data of their tenant in a way that makes sense for their specific needs and preferences.
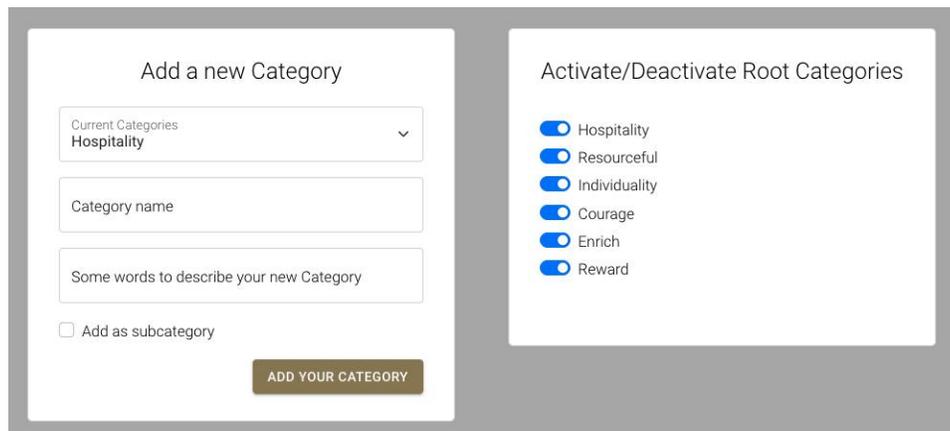
Through the content management page the admins can locate, edit, activate and feature stories and lessons.

The collections management page helps users create collections of microlearning units. The page allows for the addition of a new collection consisting of both lessons and stories and view the list of units they have selected so far. The page also includes a section called "My Collections" which lists the collections that have been created so far, including the name of the collection and any actions that can be performed on it.

7.3   Notifications

The platform has a notification feature that allows users to stay informed about new content, new stories, badges awarding, and XP awarding. The new content notifications will inform the user when new content has been added to the platform, allowing them to easily discover and access new learning materials. The new stories notifications will inform the user when new stories have been added to the platform or if their stories have been approved, providing an opportunity for peer-to-peer learning and collaboration. The badges awarding and XP awarding notifications will inform the user when they have earned badges or experience points, providing a sense of accomplishment and motivation.

7.4   Chat

The chat feature allows users to connect with other users within the same tenant and share files. This feature makes it easy for users to communicate with one another and collaborate on projects, users can initiate one-on-one chats with other users or create group chats with multiple users. The group chats can be used to discuss specific topics, collaborate on projects, or share information. Additionally, the feature also allows users to share files such as documents, images, or videos within the chat.
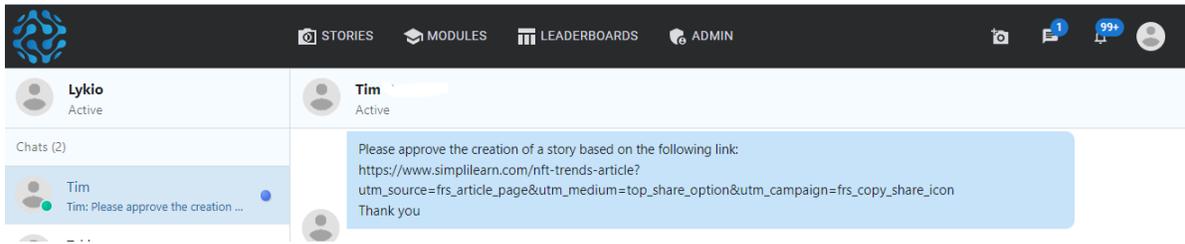
7.5   Reporting

The reporting page allows admins to select a specific usage period. The page displays several types of usage statistics, including the number of lessons viewed per department, the number of stories created per department, and general statistics. Additionally, the statistics which include usernames, emails, numbers of logins, total views, unit views, and story views, as well as the group and department they belong to can be downloaded and kept as excel/csv files.