

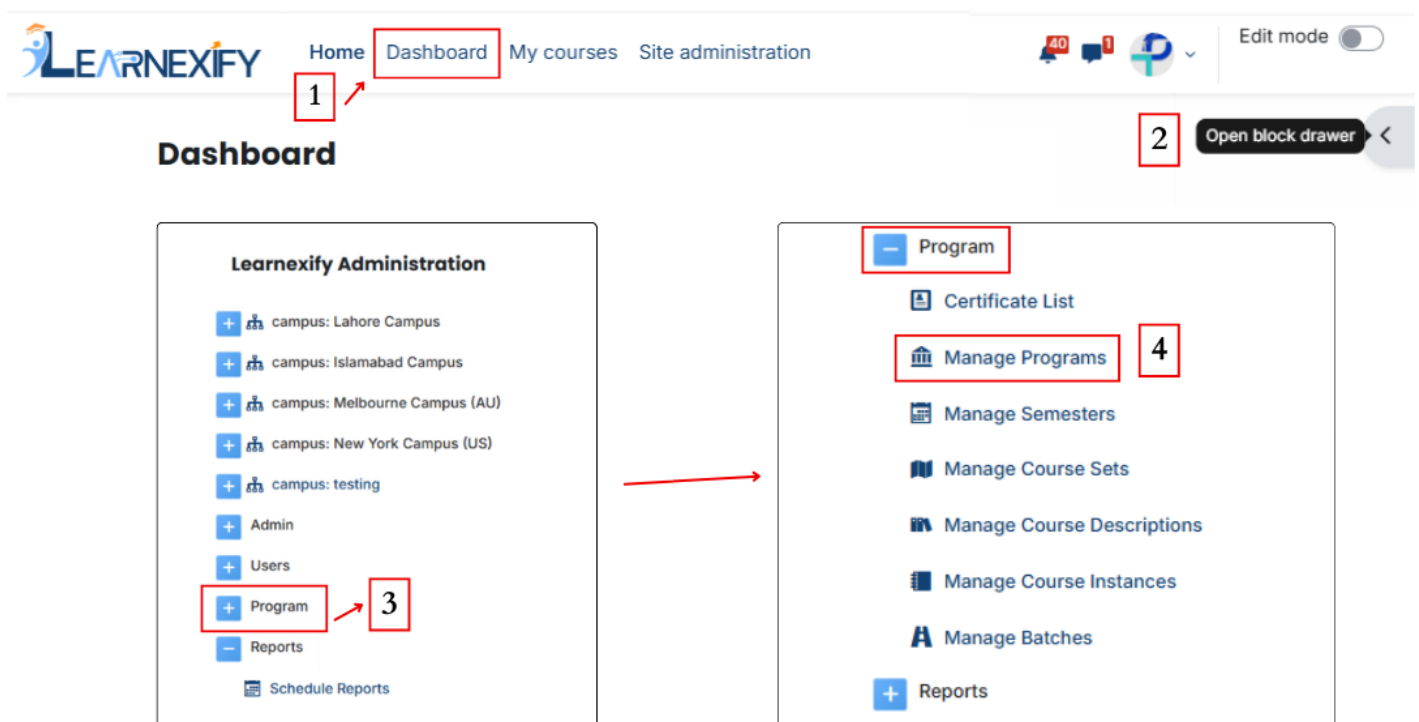
Learnexify Program

Programs in Learnexify are used to organize Course Descriptions in different ways. In many cases, a collection of Course Descriptions leads to a certificate or another form of validation, indicating that a learner has achieved a certain level of mastery in the subjects included within the Program.

Additionally, Programs are used to define pre-requisite and co-requisite Course Descriptions, as well as to create batches of course instances that run according to a specific schedule or sequence.

How to Create a Programs:

- After logging in, you will see the dashboard.
- Open the side drawer.
- Click on Programs and then select Manage Program.



- To create a new program, click on the “Add Program” option.

The screenshot shows the LEARNEXIFY interface for managing programs. At the top, there's a navigation bar with links like Home, Dashboard, My courses, Site administration, and Custom Pages. Below this, a breadcrumb trail shows 'Program Management > Manage Programs'. The main heading is 'Manage Programs' with a subtext '7 programs found'. There's a search bar with a 'Search' button and an 'Add Program' button below it. A table lists existing programs with columns for Name, Description, Required Credits, Course Descriptions, and Display Priority. At the bottom, another 'Add Program' button is highlighted with a red box and a red arrow pointing to it.

NAME ↓	DESCRIPTION	REQUIRED CREDITS	COURSE DESCRIPTIONS	DISPLAY PRIORITY
Bachelor of Engineering in Electrical Engineering	A 4-year undergraduate program in Electrical Engineering.	125.00	2	0
Diploma in Computer Science (DCS)	A 2-year program covering programming, databases, operating systems, and web development.	2.00	3	2

After clicking the '**Add Program**' button, a form will open **containing** the **following** fields:

- **ID Number:** The ID Number is a unique code used to uniquely identify each program in the system.
- **Name:** The Name field defines the title of the program and helps users identify it easily.
- **Description:** The Description provides an overview of the program and explains what students will learn.
- **Required Credits:** Required Credits indicate the total number of credit hours needed to complete the program.
- **Display Priority**
Display Priority defines the order of programs in the list. Higher numbers appear first.

[Program Management](#) > [Manage Programs](#) > [Add Program](#)

Manage Programs

[Expand all](#)

ID Number:	CS-101
Name:	Computer Science Program
Description:	This is a Computer Science degree program covering programming, databases, and software development.
Required Credits:	120
Display priority:	1

Time setting:

The next feature is Time Setting, and it is used to control the duration of a program. It defines how long a program will remain active and how much time a user gets to complete it. With this feature, the program is properly time-managed and works within a fixed schedule. These are the two fields of the Time Setting feature.

To specify a duration, use the following abbreviations:

- i = Minutes
- h = Hours
- d = Days
- w = Weeks
- m = Months
- y = Years

Examples: 2y (2 years) or 1w 2d (1 week and 2 days).



HomeDashboardMy coursesSite administrationCustom Pages

33

Edit mode

Program ManagementManage ProgramsAdd Program

Time Settings

1

Time to complete:

1w

2

Expiration Duration:

2w

(representing minutes (i), hours (h), days (d), weeks (w), months (m) and years (y) - where * can be any number) Each format is specified by a number followed by a letter. For example, 30 minutes, 1 week and 2 days would be written as "30i, 1w, 2d".

1

Time to Complete

In this field, we enter the total time required for a program to be completed. It defines how long a user will take to finish the program from start to end.

2

Expiration Duration:

This field is used to define the time after which the program will automatically expire.

Recruitment Information:

The Recruitment Information feature is used in a program to define and manage all important details related to admissions or enrollment. This feature is primarily developed for universities and other educational institutions, such as colleges. It helps students clearly understand the qualifications and eligibility requirements needed before joining a program.

It also explains what benefits or career outcomes a student will get after completing the program.

This feature contains **5** fields:

1. Admission Category

This field is used to define the admission category of the program.

Purpose:

- Defines the type of program displayed on the admission catalog page.
- Helps organize programs within the system for better management.

- Enables users to easily find relevant programs by browsing or expanding the appropriate category.

2. Career Outcomes

This field is used to inform students about the career opportunities they may get after completing the program.

Purpose:

- Guide students about outcomes after program completion
- Show future career opportunities

3. Academic Entry Requirements

This field is used to define the required educational qualification for admission.

Purpose:

- Set eligibility criteria
- Define required education level

4. Language Proficiency Requirements

This field is used to define the required language proficiency for students.

Purpose:

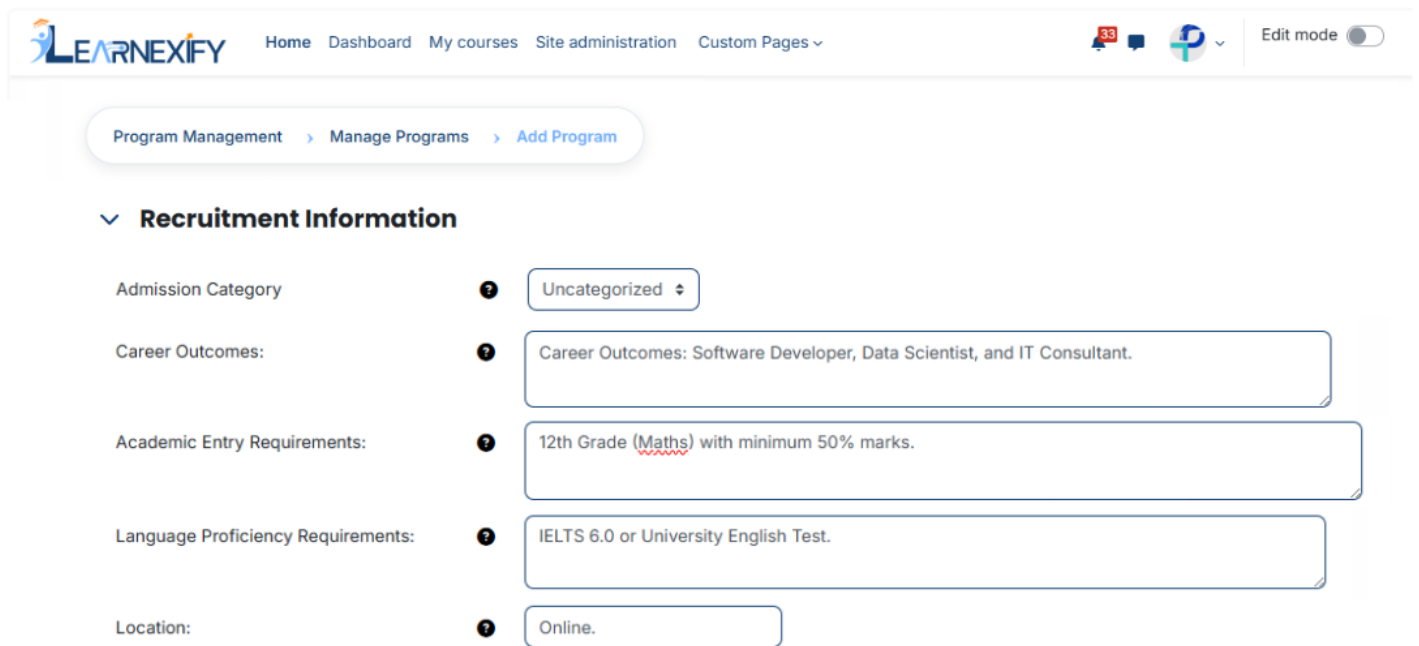
- Set required language level
- Improve learning understanding

5. Location

This field is used to define the location where the program is available.

Purpose:

- Show program location
- Define online or campus availability



The screenshot shows the LARNEXIFY dashboard with the 'Add Program' form. The breadcrumb trail is 'Program Management > Manage Programs > Add Program'. The 'Recruitment Information' section is expanded, showing the following fields:

Field Label	Value
Admission Category	Uncategorized
Career Outcomes:	Career Outcomes: Software Developer, Data Scientist, and IT Consultant.
Academic Entry Requirements:	12th Grade (Maths) with minimum 50% marks.
Language Proficiency Requirements:	IELTS 6.0 or University English Test.
Location:	Online.

Additional Program Details:

Additional Program Details feature is used to add extra information about a program apart from the main description. It also defines where this extra information will be displayed in the program interface so that users can easily view it in the relevant section of the program page. In this feature, you can also add new fields.

1. Label

This field is used to define the name or title of additional information. It helps identify what the added information is related to.

Purpose:

- To identify the field
- To define the title of the information

- To maintain clarity in the system

2. Default Value

This field is used to set a predefined value for the label, which is automatically displayed when an additional program detail is created.

Purpose:

- To provide pre-filled content in the field
- To make data entry easier

3. Display Location

This field is used to define where the additional information will be displayed within the program catalog page. It allows us to decide whether the extra information should appear above or below the main content, or in the sidebar at the top or bottom.

Purpose:

- To set the exact position of additional information on the page
- To organize the page layout properly
- To display information in the correct section for better user experience.

Options:

- Main Content (Top)
- Main Content (Bottom)
- Sidebar (Top)
- Sidebar (Bottom)

If you want to add a new field, you can add it by clicking the “**Add New Field**” button.

 [Home](#) [Dashboard](#) [My courses](#) [Site administration](#) [Custom Pages](#)    [Edit mode](#) 

[Program Management](#) > [Manage Programs](#) > [Add Program](#)

 **Additional Program Details**

Label

 1

Default Value

 2

Display Location

 3

Payments:

Payments feature is used to manage and configure admission fee-related settings. In this section, we define the admission fee that is charged from students for enrolling in a program.

1. Fee Name

Fee Name is used to define the title of the payment. It tells what type of fee is being charged from students.

Purpose:

- To make it clear to students what the fee is for

2. Fee Amount

This field is used to define the total admission fee amount that a student needs to pay.

Purpose:

- To set the exact fee value
- To help in payment and calculation

Example:

40

3. Currency

This field is used to define the currency in which the student will pay the fee.

Purpose:

- To specify the payment currency
- To ensure correct financial transactions

Example:

USD Dollar

Program Management > Manage Programs > Add Program

▼ **Payments**

Fee Name: Admission Fee 1

Fee Amount: 40 2

Currency: US Dollar 3

Add Fee

4 Save changes Cancel

- To complete this process, scroll down and click on the **Save Changes** button.

After clicking **'Save Changes'**, the program will be displayed in the **Program List**. An explanation of each **icon** is provided below.



HomeDashboardMy coursesSite administrationCustom Pages

33

Edit mode

Program ManagementManage Programs

Manage Programs

AllABCDEFGHIJKLMNOPQRSTUVWXYZ

Search

Add Program

Name	Description	Required Credits	Course Descriptions	Display priority	
3D Animation Tools	In this program, you will learn the fundamental tools used for 3D animation. The core tools covered include: - Blender - Hygen	0.00	4	0	View the course sets assigned to this program View the batches connected to the program
BE Electrical Engineering		136.00	0	0	View the user groups linked with the program Delete the program from the system
Diploma in Computer Science (DCS)	The Diploma in Computer Science (DCS) is a 2-year program covering programming, databases, data structures, operating systems, and web development. It includes hands-on projects to build skills for IT jobs or further studies.	24.00	0	1	Make changes to the program Check the users enrolled in the program View the course description assigned to this program List semester assigned to the program

Add Program

Revision #14

Created 2026-07-04 03:32:28 UTC by Danain

Updated 2026-09-24 07:42:55 UTC by Danain