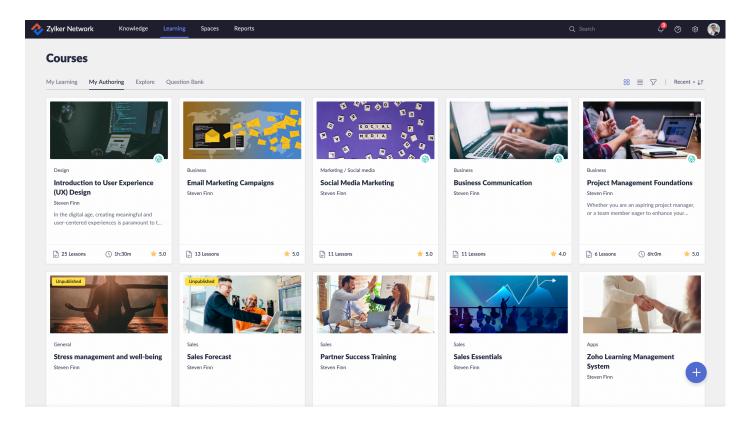


Using Zoho Learn in training

- Table of contents
- Build training programs
- Evaluate learners
- Enable social learning
- Track progress of learners

Use Zoho Learn to create effective training programs based on your organization's needs. The following steps will help you get started and set up online training programs for your organization:



Build training programs

Use our drag and drop course builder and create robust learning programs for the learners in your hub. Choose from a wide range of lessons such as document, video, audio, text, or a combination of each to create engaging courses. Set course compliance and customize your courses based on the needs of your organization using course settings. To know more about course creation and lessons, visit <u>Courses</u> and <u>Lesson types</u>.

Evaluate learners

Create quizzes and assignments by using different question and assignment types and assess the understanding of the learners in the courses. Set rules and regulations for the quizzes and assignments using quiz and assignment settings. Evaluate, grade, and provide feedback for the submissions uploaded by learners. To know more about quizzes and assignments, visit <u>Evaluation</u>.

Enable social learning

Enable peer-to-peer learning and create a platform to share ideas and thoughts. Discussions in lessons help learners and authors to communicate with each other and share ideas and feedback.

Track progress of learners

Analyze the reports generated for the lessons, quizzes, assignments, and learners to get insights on the progress and performance of the learners in the courses. Use these insights to make improvements to the content in the course. To know more about reports, visit <u>Course analytics</u>.