

Function	Actions
Site Registration	<ul style="list-style-type: none"> * New user registration (traditional) * Active directory registration
Session activity	<ul style="list-style-type: none"> * Successful/unsuccessful manual logins * Successful/unsuccessful active directory logins * Logouts * Account lockouts
User profile	<ul style="list-style-type: none"> * Login ID change * Password change * Contact information change * Manager change * Organization change * Job title change * Professional change * Preferences change * EHRI add/change (CONDITION: EnableEHRI = True) * Active directory profile changes (CONDITION: ActiveDirectoryOn = True)
Calendar	<ul style="list-style-type: none"> * Add/remove an event from the calendar
Contacts	<ul style="list-style-type: none"> * Add/remove a contact from the list
SF-182	<ul style="list-style-type: none"> * Create/save an SF-182 form * Delete a form * Copy a form * Submit a form * Approve a form * Deny a form * Submit a verification request * Withdraw verification * Deny a verification
IDP	<ul style="list-style-type: none"> * Edit local IDP * Edit local learning elements * Edit scores/priorities * Create/edit/delete a model * Create/edit/delete a KSA * Create/edit/delete a competency * Add/remove the user as a coach * Edit the coaching roster for a user
Skills surveys	<ul style="list-style-type: none"> * Send a skills survey to another user * Complete/submit a skills survey for self * Complete/submit a skills survey for another user
Performance evaluations	<ul style="list-style-type: none"> * Save an evaluation for self/another user * Submit an evaluation for self/another user
My messages	<ul style="list-style-type: none"> * Delete a message * Mark as read * Mark as unread
Progress/Enrollment	<ul style="list-style-type: none"> * Enroll in an item * Cancel enrollment in an item * Waitlist in a content item * Cancel waitlist * Add/remove a user from a prerequisite item * Add/remove a user from an equivalent item * Grant a waiver to a user for a content item
Content	<ul style="list-style-type: none"> * Create an item * Create a new version of an item * Edit an item or a version of an item * Delete an item * Delete a version of an item * Add/edit comments for a version * Add/remove a prerequisite * Add/remove an equivalency * Add/remove/edit elapsed time/score for an equivalency * Add/remove a content item (for bundles, curriculums, certifications, and subscriptions)

	<ul style="list-style-type: none"> * Add/change the default cost for an item * Add/change alternate cost for an item * Change the certification for an item * Change window attributes for an item * Add/remove/change permissions for a content item * Add/remove access approval for a content item * Activate/deactivate a content item * Share/push a content item * Check-in/Check-out action for a content item * Add/remove access approval for a content item * Add/remove/change access approval path for a content item * Add/remove/edit a required training profile for a content item
Collaboration Space	<ul style="list-style-type: none"> * Join a space * Leave a space
Reports	<ul style="list-style-type: none"> * Create a new report * Edit a report (includes upload a new report to replace an existing report) * Create a new scheduled report task * Edit a scheduled report task * Edit the email for a scheduled report task * Add/remove recipients for a scheduled report task email * Delete a scheduled report task * Suspend a scheduled report task
Required Training	<ul style="list-style-type: none"> * Add/remove/edit a required training profile for a content item * Add/remove entities for a required training profile * Apply/remove an exemption to a user/entity * Apply/remove an extension to a user/entity
Access Approval	<ul style="list-style-type: none"> * Add/remove access approval for a content item * Add/remove/change access approval path for a content item * Approve/deny/rescind an access approval request * Cancel a request (all users)
Waiver Console	<ul style="list-style-type: none"> * Grant a waiver to an entity for a content item * Revoke a waiver for an entity for a content item
SF-182 Console	<ul style="list-style-type: none"> * Approve/deny an SF-182 request * Send an SF-182 request back for revision
Certification Console	<ul style="list-style-type: none"> * Grant a certification * Revoke a certification * Suspend a certification
External Learning Console	<ul style="list-style-type: none"> * Approve/deny an external learning request
Ecommerce	<ul style="list-style-type: none"> * Edit comments for an order * Mark an order as shipped * Mark an order as ready to ship * Mark an order as canceled * Restore an order * Process payment for an order * Process a refund for a user * Create/edit/delete an account code * Create/edit/delete an account code type * Add/remove entities for an account code * Create/edit/delete a discount code * Add/remove entities for a discount code * Remove item from shopping cart * Update quantities
Users (management)	<ul style="list-style-type: none"> * Unlock a user account * Update user profile (See User Profile section for actions) * Generate a new password for a user account * Make user inactive/active * Edit coaching roster for a user * Edit peers for a user * Edit login ID for user * Edit peers for a user * Perform a proxy login action as a user

	<ul style="list-style-type: none"> * Select or change the primary domain for a user * Send an email to a user * Send skills survey to a user * Batch enroll users in a content item * Batch waitlist users in a content item * Batch cancel enrollment for users in a content item * Delete a progress record from a user's transcript * Update a score for an item for a user * Mark item complete for a user * Assign a user as an instructor * Assign a user to a role * Assign a user to an organization * Assign a user to a job title * Send a course survey to a user * Import new users into the system * Merge user accounts * Add/remove a user from a collaboration space
Talent Management	<ul style="list-style-type: none"> * Create/edit/delete a performance evaluation * Create/edit/delete an evaluation component * Create/edit/delete an evaluation item
Domains	<ul style="list-style-type: none"> * Remove shared/pushed content from a domain * Create a new domain * Edit summary information for a domain * Change skins for a domain * Modify the site menu for a domain * Change domain configuration options * Change base certificate for a domain * Add/change/remove a homepage feed for a domain * Add/remove members of a domain * Activate/deactivate a domain * Delete a domain
Other	<ul style="list-style-type: none"> * Change system settings * Change/remove a certificate for the site * Create/edit/ a custom role * Add/remove users for a role * Associate/disassociate a role with a domain * Create/edit/delete an organization * Add/remove managers for an organization * Create/edit/delete a job title * Select/de-select models for a job title * Select/de-select performance evaluations for a job title * Activate/deactivate a job title, organization or role * Create/edit user group (NOTE: Does NOT include criteria for a user group.) * Create a new email * Edit an email (includes changing sender, recipients, attachment, content sharing and activity) * Create/delete an email * Send a test email * Copy an email * Create a distribution list * Delete a distribution list * Edit a distribution list (summary and add/remove entities from a distribution list) * Create a new search profile * Edit a search profile (summary, add/remove users/groups and activity) * Create/edit an approval path (edit includes add/removing approvers/stages) * Create/delete/edit a category * Create/edit/delete a complex * Create/edit/delete credit types (edit includes activity) * Create/edit/delete an education level (edit includes activity) * Create/edit/delete an equipment type * Create/edit/delete an evaluation scale (edit includes activity) * Create/edit/delete an evaluation type (edit includes activity) * Create/edit/delete a facility type

- | | |
|--|---|
| | <ul style="list-style-type: none">* Create/edit/delete a product type (edit includes activity)* Create/edit/delete room types* Create/edit/delete survey scales* Create/edit/delete a training profile (edit includes activity)* Create/edit/delete an external learning item (edit includes activity)* Delete all logs via the logging console* Audit records exported* Audit records printed* Audit records deleted |
|--|---|