

Nexora — Step-by-step Walkthrough

Publish an evidence-handling course with required lessons and an assessment, assign it to a learner, review a written answer, complete acknowledgement/feedback and inspect credential and learning evidence.

Use the current tenant, profile and permitted actions. Screenshots illustrate the application; example records and date fields may differ in your environment.

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Demonstration story, prepared data and participants

Publish an evidence-handling course with required lessons and an assessment, assign it to a learner, review a written answer, complete acknowledgement/feedback and inspect credential and learning evidence.

Worked example and preparation

Use Training Evidence Handling as the course and existing authorized training accounts. Prepare one choice question and one written question, an independent grader and an optional reviewed certificate template.

Before the live journey

Authored lessons and secure links are available. SCORM launch requires an isolated content host; AI mentor requires a configured provider; automatic meeting creation/attendance sync requires its provider. Use the supported lesson and existing-meeting paths for this demonstration.

Worked assessment and completion example

Item	Author this training value	Result to explain
Choice question	Which reference identifies the bytes reviewed? Choices: Document title Document version. Correct answer: Document version. Points: 1.	The server marks the selected answer.
Written question	What must you inspect before retrying an uncertain external delivery? Points: 1.	The independent grader checks for producer/provider status and possible prior side effects.
Threshold	80% across these two points	Both points are needed to pass this small example; one earned point is 50%.
Course completion	Required lesson + linked assessment + acknowledgement; add required feedback only if intended.	Course completion stays blocked until its actual saved requirements are satisfied.

Prepare the assessment first, then link its eligible published version to Training Evidence Handling. Use a different authorized person to grade the learner’s written response.

Responsibilities

Role	Responsibility
Content author	Prepares versioned lessons, assessments, paths and assurance mappings.
Content/compliance reviewer and publisher	Reviews the exact version and releases eligible content.

Role	Responsibility
Training manager	Assigns learners, monitors campaigns and manages sessions.
Learner	Completes the assigned version and its requirements.
Independent grader / auditor	Reviews written work and inspects resulting evidence.

Terms used in this module

Term	Meaning
Asset	A versioned course, assessment, simulation, path or policy.
Assignment	A learner's participation in a pinned version and cycle.
Attempt	A persisted assessment or simulation execution.
Credential	An issued certificate with its own validity/revocation state.

The procedures below explain operation. Application captures use illustrative records. Record actual demonstration and UAT outcomes separately; a written expected result is not a recorded pass.

CHAPTER 2

Demonstration sequence and visible outcomes

Business journey	Open the detailed steps
Author, review and publish learning	<u>Build an assessment with automatic and written marking</u> <u>Author ordered lessons and completion requirements</u> <u>Review, return and publish a specific content version</u>
Assign, learn and independently grade	<u>Assign training, paths and recurring campaigns</u> <u>Complete learning and recover an interrupted attempt</u> <u>Grade written answers independently</u>
Simulation, live learning and assurance	<u>Author and run a branching simulation</u> <u>Schedule sessions, manage attendance and discussion</u> <u>Trace policy change, readiness and credential evidence</u>

CHAPTER 3

Demonstration · Build an assessment with automatic and written marking

Open	Who acts
Nexora → Content studio → Assessment	Assessment author

Declare question types, correct answers and marking guides so automatic scores and independently graded answers have clear meaning.

Inputs for this part of the prepared example

Input shown on screen	Enter or select	Explain its significance
Pass threshold / Time limit / Attempts allowed	Choose the reviewed course policy; example 80%, 30 minutes, 3 attempts	These are versioned assessment settings, not a manual score override.
Question type	Single, multiple, true/false, matching, fill blank, short answer or scenario	Choice types use correct answers; written types use marking guidance.
Points	A positive weight appropriate to the question	Total earned points determine the result against the threshold.
Choices / correct answers	Clear alternatives and the actual correct selection(s)	Do not leak a marking guide into learner-facing prompt text.
Marking guide / reviewer explanation	Criteria for a satisfactory written answer	Used by the independent grader.
Question import	JSON or CSV smaller than 1 MB; at most 200 questions total	CSV headers are prompt,type,points,choices,answers,mode Answer; use between choices/answers.

Perform and explain

Step	Demonstrator action	Point out on the screen
1	Create the assessment and enter threshold, time and attempt settings.	The permitted completion policy is visible.
2	Add one choice question with correct answer(s) and one short-answer question with a marking guide.	Both automatic and reviewed evaluation are represented.
3	If importing, inspect the resulting questions and types rather than trusting file acceptance alone.	Imported content is validated as authored questions.
4	Preview the questions and total point allocation.	Prompts, choices and weighting agree.
5	Save and follow content review/publication for the exact version.	The course can link an eligible controlled assessment.

Evidence to show before continuing

Show question types, marking guide and scoring settings without exposing hidden answers in learner presentation.

Demonstrate an exception when the prepared record supports it

Condition to explain	Supported recovery
Changing a question type clears its answers	Re-enter correct answers appropriate to the new type before saving.
An import is rejected	Correct file size, headers/types or total question count; avoid repeated partial duplication.

Next part of the demonstration

Assign the course/assessment and inspect the learner’s persisted attempt.

CHAPTER 4

Demonstration · Author ordered lessons and completion requirements

Open	Who acts
Nexora → Content studio → Create course	Content author

Define what a learner must actually complete; opening the course alone is not completion.

Inputs for this part of the prepared example

Input shown on screen	Enter or select	Explain its significance
Title / description / domain / language / level	Training Evidence Handling; Operations; chosen language/level	These make the course discoverable and understandable.
Lesson title / format / content	Prepare a text lesson and an optional secure document lesson	TEXT, VIDEO, AUDIO, DOCUMENT, LINK and LIVE use different delivery content.
Required for course completion	Enable for mandatory lessons	Optional lessons do not have the same completion obligation.
Secure media or document link	An accessible HTTPS or managed Custodia link	Authors must not use a local file path as learner content.
Acknowledgement / feedback	A clear statement and required feedback questions where appropriate	These requirements are saved with the course version.
Assessment / simulation / certificate references	Eligible existing assets	A title typed into narrative does not establish these completion links.

Perform and explain

Step	Demonstrator action	Point out on the screen
1	Create the course in Content studio and enter its information.	A course draft has its own code/reference.
2	Add lessons in delivery order and complete their format-specific fields.	Each lesson has readable content and a meaningful title.
3	Mark required lessons and provide instructor notes separately.	Learners see the intended content; instructor notes remain author/reviewer material.
4	Link the intended assessment, simulation or certificate and set acknowledgement/feedback.	The saved completion contract is explicit.
5	Save, reopen and preview the learner view.	The order, links and required steps match the saved version.
6	Submit the exact saved course for review.	Reviewers receive that version, rather than unsaved editor state.

SCREEN 1

Content authoring: edit the learning definition

Retained application capture · illustrative records · earlier UI may differ · select image to enlarge

Create course

Acknowledgement & feedback

These requirements are reviewed and saved with the course version. Every new learning cycle records its own evidence.

☒ Require learner acknowledgement

Acknowledgement Statement

I understand the approved learning in this course.

Feedback question 1

Feedback Question *

T Was this course useful?

Response Type

Rating

☒ Answer required

Add feedback question

☒ Require feedback before course completion

Prerequisite courses

No available records yet. Publish the required records first.

Linked policies

No available records yet. Publish the required records first.

Linked competencies

No available records yet. Publish the required records first.

Previous

Continue

Cancel

Save draft

Evidence to show before continuing

Show lesson order, required flags, completion rules and the saved learner preview.

Demonstrate an exception when the prepared record supports it

Condition to explain	Supported recovery
A media link cannot open	Check its secure hosting and learner permission; uploading a local URL into text does not publish the file.
A linked assessment is unavailable	Review/publish its eligible version before relying on the course linkage.

Next part of the demonstration

Complete content/compliance review and publication before assigning learners.

Demonstration · Review, return and publish a specific content version

Open	Who acts
Nexora → Content reviews; Compliance reviews; Learning publication; selected asset	Independent reviewers and publisher

Keep authored draft, reviewed version and published learner content separate.

Inputs for this part of the prepared example

Input shown on screen	Enter or select	Explain its significance
Revision / author	The selected submitted version	A new edit after approval must be treated as a new draft.
Decision / comments	Approve or request changes with a meaningful reason	The author must be able to identify the correction required.
Compliance mapping	The required policy/assurance dependencies	Content review alone does not replace any required compliance stage.
Published revision	The eligible approved snapshot	Learner assignments pin a version and retain its evidence.

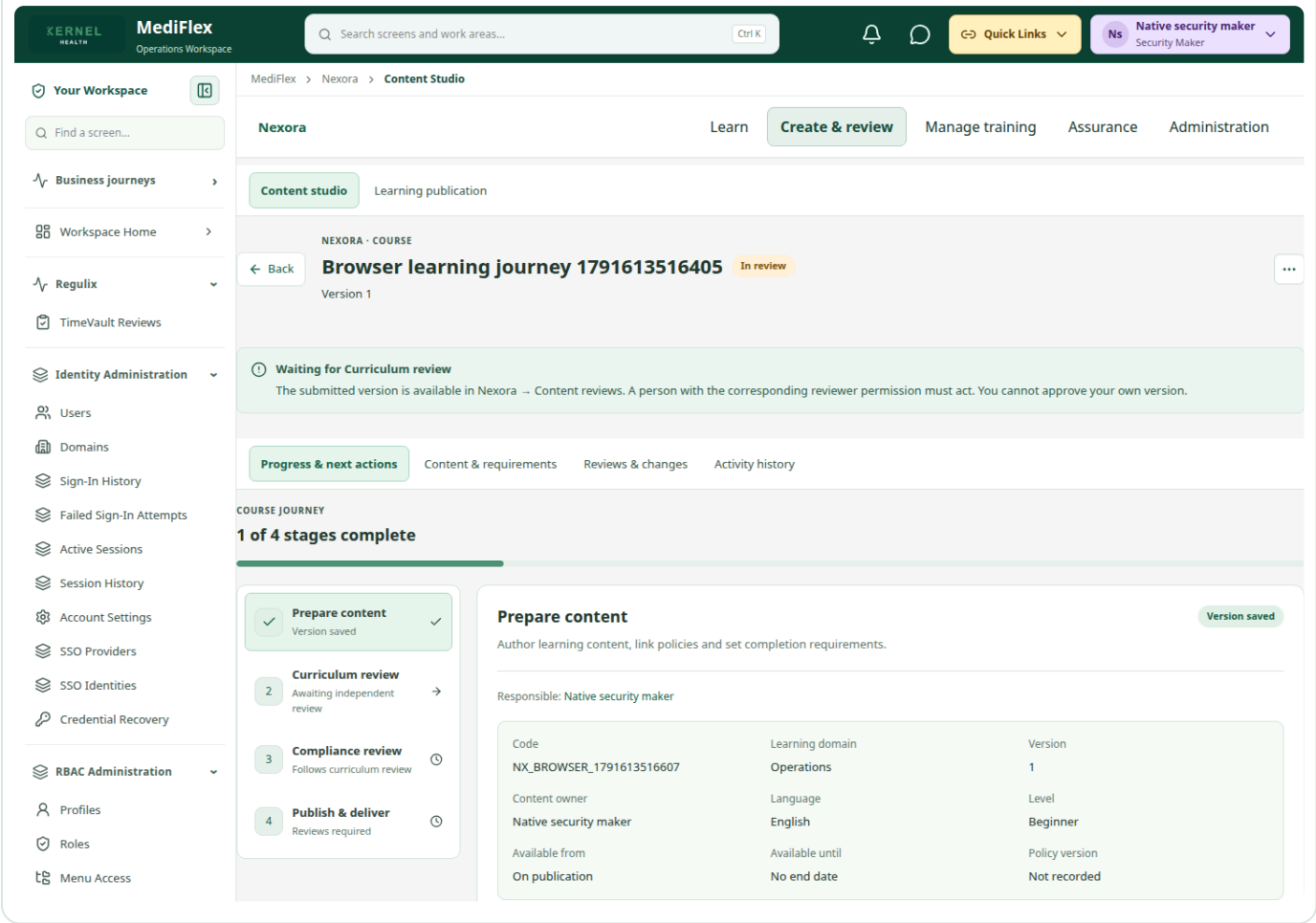
Perform and explain

Step	Demonstrator action	Point out on the screen
1	Open the submitted asset and read its content and completion requirements.	The review scope is the exact saved revision.
2	Inspect any policy, competency and prerequisite mappings.	The proposed content dependencies are known.
3	Approve or request changes as the eligible independent reviewer.	The decision is attributable; authors cannot approve their own content.
4	If changes are requested, the author revises and resubmits the corrected version.	The new revision receives the applicable review again.
5	Complete the required compliance decision where configured.	All required review stages are satisfied.
6	Publish through Learning publication and inspect the learner catalog.	Only the intended published content becomes available.

SCREEN 2

Content review: hand the saved version to its independent reviewer

Retained application capture · illustrative records · earlier UI may differ · select image to enlarge



Evidence to show before continuing

Show return/correction, independent approval, publication and the learner-visible revision.

Demonstrate an exception when the prepared record supports it

Condition to explain	Supported recovery
Publication is unavailable	Inspect review state, required compliance and the publisher capability.
An older assignment still shows earlier lessons	Inspect its pinned revision; new publication does not silently rewrite earlier learner evidence.

Next part of the demonstration

Assign the published version and monitor the intended learner/campaign.

Demonstration · Assign training, paths and recurring campaigns

Open	Who acts
Nexora → Training assignments; Training campaigns; Learning paths	Training manager

Target an explicit audience and preserve which learning version and cycle each learner was assigned.

Inputs for this part of the prepared example

Input shown on screen	Enter or select	Explain its significance
Learning item/path	The published eligible course or ordered path	A path may enforce sequence and prerequisite behavior.
Learners / audience profiles	Select the intended authorized audience	Do not infer all users are included from a profile label.
Due / mandatory	The intended obligation and permitted timing	Due dates support overdue monitoring; they do not complete work.
Recurrence / cycle	The reviewed recurrence period where offered	Each cycle needs its own completion evidence.
Path ordering / remedial branch	The eligible ordered courses and score condition	A branch selects additional work; it is not a manual result override.

Perform and explain

Step	Demonstrator action	Point out on the screen
1	Inspect the published item or path before assigning.	All required constituent content is available.
2	Select the intended training learner/audience and due rules.	The proposed assignment scope can be reviewed.
3	Save through the offered assignment/campaign action.	The learner receives a versioned assignment.
4	Open My learning as the learner and inspect version and due state.	The assigned item is visible to its actual recipient.
5	For recurring campaigns, inspect cycle/renewal health and the next obligation.	Renewal state is distinct from completion of the previous cycle.
6	Use Learning intelligence to compare assigned, completed and overdue counts.	Monitoring is based on recorded activity.

Evidence to show before continuing

Show manager assignment, learner receipt, pinned version, due date and cycle.

Demonstrate an exception when the prepared record supports it

Condition to explain	Supported recovery
The learner is absent or content is blocked	Check active account, audience scope and published content eligibility.
A renewal is blocked	Resolve unavailable content/inactive account using Learning administration health rather than creating duplicate cycles.

Next part of the demonstration

The learner completes the assigned version and its required activities.

CHAPTER 7

Demonstration · Complete learning and recover an interrupted attempt

Open	Who acts
Nexora → My learning → assigned course; Assessments	Learner

Record actual lessons, assessment, simulations, acknowledgement and required feedback for the learner's assigned version.

Inputs for this part of the prepared example

Input shown on screen	Enter or select	Explain its significance
Assignment / cycle	The learner's current enrollment	Do not work an unrelated catalog revision when completing an assigned obligation.
Lesson completion	Required lesson progress	Opening a page alone does not prove all required activities were completed.
Assessment answers / remaining time	Responses within the persisted attempt	The server controls attempt expiry and final marking.
Acknowledgement / feedback	The offered statement and required answers	Completion may remain blocked until these requirements are recorded.

Perform and explain

Step	Demonstrator action	Point out on the screen
1	Open My learning and resume the assigned course.	Progress and required activities reflect the pinned version.
2	Read the required lessons and record completion using the offered actions.	The lesson progress updates.
3	Start or resume the assessment attempt and save/submit its answers.	The attempt has its own persisted identity and state.
4	After interruption, reopen My attempts instead of starting another attempt immediately.	The existing in-progress or submitted result is visible.
5	Complete any required simulation, acknowledgement and feedback.	Each obligation records its own evidence.
6	Inspect final course completion and any certificate actually issued.	The course result follows all required conditions.

SCREEN 3

Learning completion: acknowledgment, feedback and certificate entry point

Retained application capture · illustrative records · earlier UI may differ · select image to enlarge

Kernel Health

MediFlex

Operations Workspace

Search screens and work areas...

Ctrl K

🔔

🗨

🔗 Quick Links

👤 Native security maker
Security Maker

🏠 Your Workspace

🔍 Find a screen...

📅 Business journeys

🏠 Workspace Home

📅 Regulix

📄 TimeVault Reviews

👤 Identity Administration

👤 Users

🏠 Domains

📅 Sign-In History

📅 Failed Sign-In Attempts

📅 Active Sessions

📅 Session History

⚙️ Account Settings

🔗 SSO Providers

🔗 SSO Identities

🔑 Credential Recovery

👤 RBAC Administration

👤 Profiles

🛡 Roles

🔗 Menu Access

Assigned version

Due date

Lessons completed

1

Nov 9, 2026, 11:55 AM

1 of 1

🕒 Learning completed

Your completion is recorded in your learning transcript.

📄 View certificates

Overview

Lessons & resources

Completion & assessment

My notes & feedback

Learner acknowledgement

I understand the approved learning in this course.

🕒 Your acknowledgement is recorded for this course version.

Course feedback

Feedback recorded for this assigned version.

🕒 Your feedback has been submitted.

Completion requirements

Required learning

Completed

Assessment

No assessment required

Kernel · Demo walkthrough

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Evidence to show before continuing

Show saved progress after resumption, attempt state and final completion requirements.

Demonstrate an exception when the prepared record supports it

Condition to explain	Supported recovery
The attempt is awaiting review	Wait for independent written-answer marking; do not treat it as a final failure.
The attempt expired	Inspect the saved result and remaining permitted attempts; a browser timer reset does not renew server time.

Next part of the demonstration

Use My certificates for an issued credential; managers inspect outstanding conditions in learning reports.

CHAPTER 8

Demonstration · Grade written answers independently

Open	Who acts
Nexora → Written-answer review → selected attempt	Independent assessment reviewer

Apply the approved marking guide to persisted responses; the learner must not grade their own attempt.

Inputs for this part of the prepared example

Input shown on screen	Enter or select	Explain its significance
Attempt / learner / revision	The submitted response and assigned assessment version	Review the actual saved answer, not an authoring draft.
Marking guide / maximum points	The approved question criteria and weight	Use the bounded points allowed for the question.
Earned points / review reason	The justified score and explanation	The final result follows all marked questions and the pass threshold.

Perform and explain

Step	Demonstrator action	Point out on the screen
1	Open an Awaiting review attempt from Written-answer review.	The learner and pinned assessment are identifiable.

Step	Demonstrator action	Point out on the screen
2	Read each response beside its marking guide.	The basis for grading is visible.
3	Enter the bounded score for each written/scenario answer and a meaningful review reason.	Every reviewed response has attributable grading.
4	Submit the permitted grading action once.	The attempt records the finalized result.
5	Return as the learner and inspect the result and dependent course state.	Completion can progress only when the required result is satisfied.

Evidence to show before continuing

Show written response, marking guide, bounded score, reviewer and finalized outcome.

Demonstrate an exception when the prepared record supports it

Condition to explain	Supported recovery
The grader is the learner	Use a different eligible reviewer; changing profile does not establish independence.
The attempt changed or was already graded	Reload its current state before any further action.

Next part of the demonstration

Inspect credential eligibility, course completion and learning evidence.

CHAPTER 9

Demonstration · Author and run a branching simulation

Open	Who acts
Nexora → Content studio → Simulation; Simulations	Simulation author, reviewer and learner

Represent a decision sequence with explicit choices, destinations, score effects and terminal debriefs.

Inputs for this part of the prepared example

Input shown on screen	Enter or select	Explain its significance
Starting step	The intended initial scenario step	A disconnected step is not reachable simply because it exists.

Input shown on screen	Enter or select	Explain its significance
Scenario prompt / Choice text	The situation and available learner action	Use concrete business choices.
Next step / Score change / Decision feedback	An existing destination and defined score consequence	Each path must lead to valid work or an ending.
End-of-scenario debrief / Pass score	The terminal explanation and required result	The debrief explains the learner's decision path.

Perform and explain

Step	Demonstrator action	Point out on the screen
1	Create the simulation with at least a start and terminal outcome.	The intended path has identifiable steps.
2	Add choices with destinations, feedback and score effects.	The branch behavior is explicit.
3	Set the starting step and terminal debriefs; save and review/publish.	The eligible version is ready for learner use.
4	Run one learner path and inspect recorded choices and feedback.	The attempt records a decision sequence and score.
5	Compare a different permitted path in a separate attempt when allowed.	Different choices lead to their modeled outcomes.

Evidence to show before continuing

Show starting step, branch choice, feedback, score and terminal debrief.

Demonstrate an exception when the prepared record supports it

Condition to explain	Supported recovery
A choice has no valid destination	Correct the authored model before publication.
A course remains incomplete after a simulation	Check the required simulation's pinned version and pass condition.

Next part of the demonstration

Link the reviewed simulation in the course's completion requirements where needed.

Demonstration · Schedule sessions, manage attendance and discussion

Open	Who acts
Nexora → Live sessions; Discussions	Training manager, instructor and learner

Use in-person sessions or existing secure meeting links; a scheduled row is not proof of automatic provider provisioning or attendance.

Inputs for this part of the prepared example

Input shown on screen	Enter or select	Explain its significance
Course / Instructor / Capacity	Eligible course, accountable instructor and seat count	The session belongs to a real learning context.
Starts / Ends	Valid browser-local date/time values	Verify the displayed local interpretation.
Location type	In person or Existing meeting link	Enter room/location for the former and secure meeting URL for the latter.
Recording link	An existing authorized secure resource	Access is restricted to eligible attended learners and managers.
Discussion title / body / parent	A scoped question or reply	Use the selected learning context and supported moderation actions.

Perform and explain

Step	Demonstrator action	Point out on the screen
1	Schedule a session with its course, instructor, times and capacity.	A saved session has an explicit delivery location.
2	Register an eligible learner; if full, inspect waiting-list state.	Seat and waiting-list outcomes are distinct.
3	Cancel a training registration in the controlled example.	The next eligible waiting learner can be promoted under the supported rules.
4	Record attendance through the permitted instructor/manager action and complete the session.	Attendance is persisted rather than inferred from opening the meeting link.
5	Add an authorized recording if available and inspect recipient access.	Recording access follows attendance/manager rules.
6	Open a discussion for the learning item and add a scoped question/reply.	The conversation remains attributable to the selected context.

Evidence to show before continuing

Show saved session, registration/waiting list, attendance and scoped discussion.

Demonstrate an exception when the prepared record supports it

Condition to explain	Supported recovery
Automatic meeting creation is unavailable	Use the existing secure meeting link path until a provider is configured.
A learner cannot view a recording	Inspect attendance and permissions before broadening the link's audience.

Next part of the demonstration

Inspect session/learning evidence; use the instructor discussion path when AI mentor is unavailable.

CHAPTER 11

Demonstration · Trace policy change, readiness and credential evidence

Open	Who acts
Nexora → Policies & mappings; Competencies & readiness; Credential registry; Evidence & audit	Assurance manager and auditor

Explain what learning demonstrates without equating assignment counts with verified readiness or a generated image with a valid credential.

Inputs for this part of the prepared example

Input shown on screen	Enter or select	Explain its significance
Policy version / mapping	The controlled policy and linked course versions	A changed policy can leave published courses on earlier authority.
Competency / readiness threshold	The reviewed capability mapping and required level	Readiness is calculated from actual learning evidence.
Credential validity / revocation reason	The issued credential state and bounds	A certificate file may remain after its credential is revoked.
Evidence package scope	The permitted learner/course/time scope	Inspect the selected evidence and its download authority.

Perform and explain

Step	Demonstrator action	Point out on the screen
1	Inspect the policy's linked published courses and any stale-mapping warning.	The impact of a changed policy is visible.
2	Revise/review affected learning before adopting the new policy mapping.	New learner content has controlled authority.
3	Inspect readiness factors and actual completion/result evidence.	The displayed percentage has an attributable basis.
4	Open an issued credential in Credential registry and inspect validity/state.	Issuance, expiry and revocation can be distinguished.
5	Use the permitted evidence/package operation for the selected scope.	The package contains the intended evidence, not unrestricted tenant data.
6	Inspect activity audit for content decisions, assignment, attempt and credential events.	One learner journey can be traced end to end.

Evidence to show before continuing

Show policy impact, readiness basis, credential state and the activity trail.

Demonstrate an exception when the prepared record supports it

Condition to explain	Supported recovery
A policy shows stale course mappings	Re-author and review the affected content version rather than merely relabeling it current.
The readiness score is lower than expected	Inspect incomplete, failed or superseded evidence and the configured factor weights.

Next part of the demonstration

Retain authorized evidence references in the UAT workbook; investigate renewal health in Learning administration.

CHAPTER 12

Cross-module handoffs and the record references to retain

Next module	What to carry across	Open the related demonstration
IAM	Assign active learner/author/reviewer capabilities and eligible audience.	IAM
Custodia	Use an authorized managed document link for learning evidence.	Custodia
Scheduler	Inspect recurring campaign service health; use only registered supported operations for external scheduling.	Scheduler
Atlas	Document requirements and actual learning evidence without inferring UAT sign-off.	Atlas

CHAPTER 13

Problem → responsible action → safe continuation

Procedure	Observed problem	Recovery
Author ordered lessons and completion requirements	A media link cannot open	Check its secure hosting and learner permission; uploading a local URL into text does not publish the file.
Author ordered lessons and completion requirements	A linked assessment is unavailable	Review/publish its eligible version before relying on the course linkage.
Build an assessment with automatic and written marking	Changing a question type clears its answers	Re-enter correct answers appropriate to the new type before saving.
Build an assessment with automatic and written marking	An import is rejected	Correct file size, headers/types or total question count; avoid repeated partial duplication.
Review, return and publish a specific content version	Publication is unavailable	Inspect review state, required compliance and the publisher capability.
Review, return and publish a specific content version	An older assignment still shows earlier lessons	Inspect its pinned revision; new publication does not silently rewrite earlier learner evidence.
Assign training, paths and recurring campaigns	The learner is absent or content is blocked	Check active account, audience scope and published content eligibility.
Assign training, paths and recurring campaigns	A renewal is blocked	Resolve unavailable content/inactive account using Learning administration health rather than creating duplicate cycles.

Procedure	Observed problem	Recovery
Complete learning and recover an interrupted attempt	The attempt is awaiting review	Wait for independent written-answer marking; do not treat it as a final failure.
Complete learning and recover an interrupted attempt	The attempt expired	Inspect the saved result and remaining permitted attempts; a browser timer reset does not renew server time.
Grade written answers independently	The grader is the learner	Use a different eligible reviewer; changing profile does not establish independence.
Grade written answers independently	The attempt changed or was already graded	Reload its current state before any further action.
Author and run a branching simulation	A choice has no valid destination	Correct the authored model before publication.
Author and run a branching simulation	A course remains incomplete after a simulation	Check the required simulation's pinned version and pass condition.
Schedule sessions, manage attendance and discussion	Automatic meeting creation is unavailable	Use the existing secure meeting link path until a provider is configured.
Schedule sessions, manage attendance and discussion	A learner cannot view a recording	Inspect attendance and permissions before broadening the link's audience.
Trace policy change, readiness and credential evidence	A policy shows stale course mappings	Re-author and review the affected content version rather than merely relabeling it current.
Trace policy change, readiness and credential evidence	The readiness score is lower than expected	Inspect incomplete, failed or superseded evidence and the configured factor weights.

CHAPTER 14

Close the demonstration and hand over the operating guide

Return to the final owning record and show its actual result. Retain the exact references for creation, decision, publication, execution and output that this module produced. Explain any unresolved dependency as a specific blocker; do not convert a source-level example into a claim of a completed hosted journey.

Procedure	Evidence the audience should have seen
Author ordered lessons and completion requirements	Show lesson order, required flags, completion rules and the saved learner preview.
Build an assessment with automatic and written marking	Show question types, marking guide and scoring settings without exposing hidden answers in learner presentation.
Review, return and publish a specific content version	Show return/correction, independent approval, publication and the learner-visible revision.

Procedure	Evidence the audience should have seen
Assign training, paths and recurring campaigns	Show manager assignment, learner receipt, pinned version, due date and cycle.
Complete learning and recover an interrupted attempt	Show saved progress after resumption, attempt state and final completion requirements.
Grade written answers independently	Show written response, marking guide, bounded score, reviewer and finalized outcome.
Author and run a branching simulation	Show starting step, branch choice, feedback, score and terminal debrief.
Schedule sessions, manage attendance and discussion	Show saved session, registration/waiting list, attendance and scoped discussion.
Trace policy change, readiness and credential evidence	Show policy impact, readiness basis, credential state and the activity trail.

Keep the training data and audit trail until the agreed review is complete. Use only supported inactivation/retirement actions when authorized; do not erase evidence to reset the demonstration. Hand over the separate user manual for daily operation and record actual results in the UAT pack.