SmarterU

Email Template Name	Default System Text	Custom Text	Triggers for this Email
This is the name of the email template you will find in your SmarterU admin interface under Email Management. Rows in YELLOW include login instructions in the default system text.	This is the default system text for the email template.	If you want to customize the email template, add your custom text here. For a full list of the available variables, visit https://support.smarteru.com/docs/email-template-variables	Find details here about the conditions under which the system would send this email to a user.
Account Invitation	*|snippet.defaultheader|* *|user.givenname|*, You have been invited to access the online learning account of *|account.name|*. To access this account, please follow these instructions: 1) Go to *|login.loginurl|* 2) Enter *|login.userlogin|* as your username 3) Enter *|login.password|* as your password, or use the reset password function. Please note that you can change your password by clicking the Profile icon. Invited by: *|account.name|* *|snippet.defaultfooter|*		This email is sent to a user after their SmarterU account is created and the Send Account Invitation Email setting on the User Profile workscreen is checked.
Action Confirmation Notification	*|snippet.defaultheader|* Action Confirmation Notification *|user.fullname|* has made a submission for *|action.name|*. To confirm this action, please access the Certifications Dashboard by following the instructions below: 1) Go to *|login.loginurl|* 2) Enter your login credentials, or use the reset password function. 3) Click on User Admin, then Certifications. Regards, *|account.name|* *|snippet.defaultfooter|*		This email is sent to the users who can confirm an action whenever an action needs to be confirmed.

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Calendar Session Information	*|snippet.defaultheader|* *|user.givenname|*, Your confirmation status for the training session "*|course.name|*" has been set to "Attending". Below is some information regarding the session: *|course.sessioninformation|* Session enrolled by: *|snippet.contactcard|* *|snippet.defaultfooter|*		This email is sent learners after they confirm that they will be attending the session in which they were enrolled. Note: This email template includes a downloadable link to add the session information to an Outlook calendar, a Google calendar, and an iCal calendar.
Certification Completion to Custom Contact	*|snippet.defaultheader|* A learner has completed a certification in which a notification was requested. Learner: *|user.fullname|* Home Group: *|group.name|* Certification: *|certification.name|* Date: *|misc.currentdatetime|* Click the link below to download the learner's certificate. *|misc.ziplocation|* Regards, *|account.name|* *|snippet.defaultfooter|*		This email is sent to the specified custom contact(s) when a learner completes a certification and the certification's Send Completion Notifications > Send To Custom Contact setting is enabled.
Certification Completion to Home Group Contact	*|snippet.defaultheader|* A learner has completed a certification in which a notification was requested. Learner: *|user.fullname|* Home Group: *|group.name|* Certification: *|certification.name|* Date: *|misc.currentdatetime|* Click the link below to download the learner's certificate. *|misc.ziplocation|* Regards, *|account.name|* *|snippet.defaultfooter|*		This email is sent to the home group contact when a learner completes a certification and the certification's Send Completion Notifications > Send To Home Group Contact setting is enabled.

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Certification Completion to Learner	*|snippet.defaultheader|* *|user.givenname|*, Congratulations on completing *|certification.name|*! Regards, *|account.name|* *|snippet.defaultfooter|*		This email is sent to a learner when they complete a certification and the certification's Send Completion Notification > Send to Learner setting is enabled.
Confirm Attendance	*|snippet.defaultheader|* *|user.givenname|*, You have been invited to a session for the course "*|course.name|*". Below is some information regarding the event: *|course.sessioninformation|* For full details, and to confirm whether or not you will be attending, *|email.confirmationurl|* IMPORTANT: You must indicate if you are attending or not attending. Session enrolled by: *|snippet.contactcard|* *|snippet.defaultfooter|*		This email is sent to learners when they are enrolled in a single-part, instructor-led course session by another user.
Confirm Attendance (Multiple Course)	*|snippet.defaultheader|* *|user.givenname|*, You have been invited to a session for the course "*|course.name|*". Below is some information regarding the event: *|course.sessioninformation|* For full details, and to confirm whether or not you will be attending, *|email.confirmationurl|* IMPORTANT: You must indicate if you are attending or not attending. Session enrolled by: *|snippet.contactcard|* *|snippet.defaultfooter|*		This email is sent to learners when they are enrolled in multiple instructor-led courses by another user.

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Confirm Attendance (Multi-Part Session)	*|snippet.defaultheader|* *|user.givenname|*, You have been invited to a session for the course "*|course.name|*" which will take place in multiple parts. Below is some information regarding the first part of the event: *|course.sessioninformation|* For full details, and to confirm whether or not you will be attending, *|email.confirmationurl|* IMPORTANT: You must indicate if you are attending or not attending. Session enrolled by: *|snippet.contactcard|* *|snippet.defaultfooter|*		This email is sent to a learner when they are enrolled into an Instructor-led course multi-part session by another user.
Course Completion	*|snippet.defaultheader|* *|user.givenname|*, Congratulations on completing *|course.name|*! *|email.evaluationurl|* Regards, *|account.name|* *|snippet.defaultfooter|*		This email is sent to a learner when they complete a course and the course's Send Course Completion Notification setting is enabled.

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Course Completion to Group Contact	*|snippet.defaultheader|* Course Completion Notification *|email.resultmessage|* Account: *|account.name|* Group: *|group.name|* Course: *|course.name|* Learner: *|user.fullname|* Date Started: *|enrollment.startdate|* Date Completed: *|enrollment.completiondate|* *|enrollment.grade|* *|email.allquizzesmustpass|* *|misc.ziplocation|* View more information about this course completion at *|login.loginurl|*. Regards, *|account.name|* *|snippet.defaultfooter|*		This email is sent to the email addresses specified in the group's Send Course Completion Notifications To setting when a learner completes and successfully passes an online or SCORM course and the course's Send Completion Email setting is selected.
Course Due Reminder	*|snippet.defaultheader|* *|user.givenname|*, This is a reminder that your *|course.name|* course is due on *|enrollment.duedate|*. To complete this course, please follow these instructions: 1) Copy and paste *|login.loginurl|* into your browser 2) Enter *|login.userlogin|* as your username 3) Enter your password, or use the reset password function. Regards, *|account.name|* *|snippet.defaultfooter|*		This email is sent to a learner when they are enrolled into a course with a due date attached that is approaching.
Course Due Reminder (Multiple Learners)	*|snippet.defaultheader|* This is a reminder that the following learner(s) have course(s) due: *|email.courseduetable|* Regards, *|account.name|* *|snippet.defaultfooter|*		This email is sent to supervisors, selected users, and/or specified recipients: Either the account's Enable Course Due Reminder setting is checked and not overridden at the course level, or the course's Enable Course Due Reminder setting is checked, and A learner has not completed the course on the reminder's specified number of days.

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Course Due Reminder (Multiple)	*|snippet.defaultheader|* *|user.givenname|*, This is a reminder that the following courses are due: *|email.courseduetable|* To complete these courses, please follow these instructions: 1) Copy and paste *|login.loginurl|* into your browser 2) Enter *|login.userlogin|* as your username 3) Enter your password, or use the reset password function. Regards, *|account.name|* *|snippet.defaultfooter|*		This email is sent to a learner instead of the Course Due Reminder email when: The account's Enable Email Summarization setting is checked, and Either the account's Enable Course Due Reminder setting is checked and not overridden at the course level, or the course's Enable Course Due Reminder setting is checked, and There are six or more course due reminder emails to be sent to the learner on that day.
Course Enrollment	*|snippet.defaultheader|* *|user.givenname|*, You have been enrolled in the course *|course.name|* in the online learning account of *|account.name|*. Please note that you can change your password by clicking the Profile icon. To access this account, please follow these instructions: 1) Go to *|login.loginurl|* 2) Enter *|login.userlogin|* as your username 3) Enter your password, or use the reset password function. Course enrolled by: *|account.name|* *|snippet.defaultfooter|*		This email is sent to a user when they are enrolled in a single course, or when an automated group or automated learning plan enrollment occurs.

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Course Enrollment (Multiple)	*|snippet.defaultheader|* *|user.givenname|*, You have been enrolled in the following courses in the online learning account of *|account.name|*: *|email.coursenamelist|* To access your courses, please follow these instructions: 1) Go to *|login.loginurl|* 2) Enter *|login.userlogin|* as your username 3) Enter your password, or use the reset password function. Course(s) enrolled by: *|snippet.contactcard|* *|snippet.defaultfooter|*		This email is sent to a user when they are enrolled in multiple courses by another user or through automation.
Course Enrollment Notification to Supervisor	*|snippet.defaultheader|* *|user.givenname|*, This is a course enrollment notification for the following learner(s) that you supervise: *|enrollment.learnerenrolledcourselist|* Course(s) enrolled by: *|snippet.contactcard|* *|snippet.defaultfooter|*		This email is sent to a supervisor of another user when their supervisee is enrolled in one or more courses and the learners' Send Emails To setting is set to Supervisor.
Course Past Due Reminder	*|snippet.defaultheader|* *|user.givenname|*, This is a reminder that your *|course.name|* course was due on *|enrollment.duedate|* and is currently past due. To complete this course, please follow these instructions: 1) Copy and paste *|login.loginurl|* into your browser 2) Enter *|login.userlogin|* as your username 3) Enter your password, or use the reset password function. Regards, *|account.name|* *|snippet.defaultfooter|*		This email is sent when a learner is enrolled in an online or SCORM course that is past its due date.

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Course Past Due Reminder (Multiple Learners)	*|snippet.defaultheader|* This is a reminder that the following learner(s) have course(s) currently past due: *|email.courseduetable|* Regards, *|account.name|* *|snippet.defaultfooter|*		This email is sent to supervisors, selected users, and/or specified recipients of the course past due reminder when: Either the account's Enable Course Due Past Reminder setting is checked and not overridden at the course level, or the course's Enable Course Past Due Reminder setting is checked, and A learner has not completed the course on the reminder's specified number of days.
Course Past Due Reminder (Multiple)	*|snippet.defaultheader|* *|user.givenname|*, This is a reminder that the following courses are currently past due: *|email.courseduetable|* To complete these courses, please follow these instructions: 1) Copy and paste *|login.loginurl|* into your browser 2) Enter *|login.userlogin|* as your username 3) Enter your password, or use the reset password function. Regards, *|account.name|* *|snippet.defaultfooter|*		This email is sent to a learner when: The account's Enable Email Summarization setting is checked, and Either the account's Enable Course Past Due Reminders setting is checked and not overridden at the course level, or the course's Enable Course Past Due Reminders setting is checked, and There are six or more course past due reminder emails to be sent to the learner on that day
Course Unenrollment Notification	*|snippet.defaultheader|* *|user.givenname|*, You have been unenrolled from the course *|course.name|* in the online learning account of *|account.name|*. *|course.sessioninformation|* Course unenrolled by: *|snippet.contactcard|* *|snippet.defaultfooter|*		This email is sent to a user when they unenroll from a course, or are unenrolled from the course by another user. The email will also be sent to the user's supervisor if the course's setting to CC the supervisor is enabled.

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Enrollment Automation Report	*|snippet.defaultheader|* Your requested enrollments have been completed. Requested Enrollments: *|misc.numberrequested|* Successful Enrollments: *|misc.numbersuccessful|* Unsuccessful Enrollments: *|misc.numberunsuccessful|* Date Completed: *|misc.completiondate|* * For more details, click on the link below: *|misc.ziplocation|* Please note: This file will only be available for 24 hours from the time you receive this email. Enrolled By: *|snippet.contactcard|* *|snippet.defaultfooter|*		This email is sent to the email addresses specified in the Send Enrollment Report To field when the automated enrollment process has completed. The email details the number of enrollments that were requested, successful, and unsuccessful.
Enrollment Process Complete	*|snippet.defaultheader|* Your requested enrollments have been completed. Requested Enrollments: *|misc.numberrequested|* Successful Enrollments: *|misc.numbersuccessful|* Unsuccessful Enrollments: *|misc.numberunsuccessful|* Date Requested: *|misc.requestdate|* Date Completed: *|misc.completiondate|* * For more details, click on the link below: *|misc.ziplocation|* Please note: This file will only be available for 24 hours from the time you receive this email. Enrolled By: *|snippet.contactcard|* *|snippet.defaultfooter|*		This email is sent to a user after the enrollments that they manually performed via the Enrollment Dashboard are processed by SmarterU.
Finalize Session Reminder	*|snippet.defaultheader|* *|user.givenname|*, Please finalize the following session(s): *|course.sessioninformation|* Regards, *|account.name|* *|snippet.defaultfooter|*		This email is sent to the instructor(s) of an instructor-led course when: The course's Send Session Finalization Reminder setting is checked, and The learners in the instructor-led course have been marked as "completed" for the session.

![SmarterU logo]

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Form Submission Notification	*|snippet.defaultheader|* A submission from *|form.name|* is now available. *|form.details|* View more information about this form submission at *|login.loginurl|*. Regards, *|account.name|* *|snippet.defaultfooter|*		This email is sent to the specified email addresses when: A learner submits a post-course evaluation, AND The course's Evaluation Type setting is set to Internal, AND The form's Send Form Submission Notifications setting is checked, OR the course's Send Form Submission Notification setting is checked. NOTE: Form submissions are viewable only to those with Administrator or Owner access on SmarterU.
Grader Reminder	*|snippet.defaultheader|* Dear *|user.fullname|*, The *|course.quiztaskname|* on *|course.name|* claimed by you for grading has been ungraded for *|misc.days|* days. To access the Quiz Grading Dashboard, please follow the instructions below: 1) Go to *|login.loginurl|* 2) Enter *|login.userlogin|* as your username 3) Enter your password, or use the reset password function. 4) Click on Course Admin, then Quiz Grading Dashboard. Regards, *|account.name|* *|snippet.defaultfooter|*		This email is only applicable to online courses. This email is sent to potential graders when: A quiz's Send Reminder Email to Grader setting is checked, and The quiz is not finalized after the specified number of days after a grader claimed it.

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Group Manager Reminder	*|snippet.defaultheader|* Dear *|user.fullname|*, The *|course.quiztaskname|* on *|course.name|* claimed by *|email.graderfullname|* for grading has been ungraded for *|misc.days|* days. To access the Quiz Grading Dashboard, please follow the instructions below: 1) Go to *|login.loginurl|* 2) Enter *|login.userlogin|* as your username 3) Enter your password, or use the reset password function. 4) Click on Course Admin, then Quiz Grading Dashboard. Regards, *|account.name|* *|snippet.defaultfooter|*		This email is only applicable to online courses. This email is sent to group managers when: A quiz's Send Reminder Email to Group Managers setting is checked, and The quiz is not finalized after the specified number of days after a grader claimed it.
Learning Plan Assignment	*|snippet.defaultheader|* *|user.givenname|*, You have been assigned to the learning plan *|learningplan.name|* in the online learning account of *|account.name|*. *|learningplan.fullstructure|* To access this Learning Plan, please follow these instructions: 1) Go to *|login.loginurl|* 2) Enter *|login.userlogin|* as your username 3) Enter your password, or use the reset password function. Learning Plan assigned by: *|snippet.contactcard|* *|snippet.defaultfooter|*		This email is sent to a user when they are automatically assigned a learning plan, or assigned a learning plan by another user and the Send Learning Plan Assignment notification is enabled for that learning plan.

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Login Credentials Changed	*|snippet.defaultheader|* Please note that your login credentials have changed: *|email.changes|* Changed By: *|email.editedby|* Date: *|misc.currentdatetime|* IP Address: *|misc.requesterip|* Regards, *|account.name|* *|snippet.defaultfooter|*		This email is sent to a user when their email address, employee ID, or password is changed by another user in the Users Dashboard. If the user's email address was changed, emails will only be sent to their new email address.
Missed Attendance	*|snippet.defaultheader|* *|user.givenname|*, You have failed to attend the session "*|course.name|*". Additional message: *|misc.message|* Sent by: *|snippet.contactcard|* *|snippet.defaultfooter|*		This email is sent to learners enrolled in an instructor-led course session and marked as not attending the session when: The instructor finalizes the session, and The Send Email to Learners That Did Not Attend setting is checked.
No Grader Reminder	*|snippet.defaultheader|* Dear *|user.fullname|*, The *|course.quiztaskname|* on *|course.name|* has not been claimed by a grader after *|misc.days|* days. To access the Quiz Grading Dashboard, please follow the instructions below: 1) Go to *|login.loginurl|* 2) Enter *|login.userlogin|* as your username 3) Enter your password, or use the reset password function. 4) Click on Course Admin, then Quiz Grading Dashboard. Regards, *|account.name|* *|snippet.defaultfooter|*		This email is only applicable to online courses. This email is sent to group managers when: A quiz's Send Reminder Email to Group Managers When No Grader Has Been Assigned setting is checked, and A potential grader has not claimed the quiz after the specified number of days after the learner completes the quiz

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Password Recovery	*|snippet.defaultheader|* *|user.givenname|*, This email has been sent to you through the Reset Password function. Please set a new password by following the link below. *|login.loginurl|* Date: *|misc.currentdatetime|* Client IP: *|misc.requesterip|* Email: *|user.email|* Regards, *|account.name|* *|snippet.defaultfooter|*		This email is sent to the specified email address when a user clicks the Reset Password link on the login page.
Proctor Notification	*|snippet.defaultheader|* *|user.givenname|*, One or more users have been enrolled to the course(s) *|course.name|*, which you are a proctor for. To access your proctoring information, please follow these instructions: 1) Go to *|login.loginurl|* 2) Enter *|login.userlogin|* as your username 3) Enter your password, or use the reset password function. Regards, *|account.name|* *|snippet.defaultfooter|*		This email is only applicable to online courses. This email is sent to users who have the Quiz Proctor group permission when: A learner is enrolled in an online course that has its Enable Proctoring setting checked, and The course has its Email Proctors When a Learner is Enrolled setting checked.

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Queued Exports Notification	*|snippet.defaultheader|* Your requested file has been generated, and can be downloaded via the link below: *|misc.ziplocation|* Please note: This file will only be available for 24 hours from the time you receive this email. Number of results: *|misc.totalrows|* Requested by: *|snippet.contactcard|* *|snippet.defaultfooter|*		This email is sent to a user when they export a report or contents of the Users Dashboard to a CSV file.
Quiz Available for Grading	*|snippet.defaultheader|* *|user.givenname|*, The *|course.quiztaskname|* on *|course.name|* has been completed by a learner and is ready to be graded. To access the Quiz Grading Dashboard, please follow the instructions below: 1) Go to *|login.loginurl|* 2) Enter *|login.userlogin|* as your username 3) Enter your password, or use the reset password function. Regards, *|account.name|* *|snippet.defaultfooter|*		This email is only applicable to online courses. This email is sent to users who have been selected as graders for a quiz when: A learner completes a quiz containing a long answer question And, the quiz's Send Grader Notifications setting is enabled
Quiz Graded	*|snippet.defaultheader|* *|user.givenname|*, Your *|course.quiztaskname|* for *|course.name|* has been graded. To review your quiz, *|email.reviewquizurl|*. If you are not already logged in, please follow these instructions: 1) Go to *|login.loginurl|* 2) Enter *|login.userlogin|* as your username 3) Enter your password, or use the reset password function. Regards, *|account.name|* *|snippet.defaultfooter|*		This email is only applicable to online courses. This email is sent to a learner when: All long answer quiz questions in a quiz are graded And, the quiz's Send Learner Graded Quiz Notification setting is enabled

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Removed from Waiting List	*|snippet.defaultheader|* *|user.givenname|*, You have been removed from the waiting list for a session of the course "*|course.name|*". Below is some information: *|course.sessioninformation|* Removed by: *|snippet.contactcard|* *|snippet.defaultfooter|*		This email is sent to learners when they are removed from a course-level waiting list and the Send Waiting List Removal Email to Learner setting is selected. The reason for removal will be included if the Include Reason for Removal In Email setting is selected.
Requested Couse Certificates	*|snippet.defaultheader|* Your requested course certificates have been generated, and can be downloaded via the link below: *|misc.ziplocation|* Please note: This file will only be available for 2 hours from the time you receive this email. Requested by: *|snippet.contactcard|* *|snippet.defaultfooter|*		This email is sent to the specified email addresses when an instructor generates certificates for learners in the session via the ILT Attendance Dashboard.
Scorm Conversion Notification Success	*|snippet.defaultheader|* *|user.givenname|*, Your requested Powerpoint to SCORM conversion is now complete. Course Name: *|course.name|* Prior to enrolling your learners, be sure to thoroughly test your SCORM module as a learner, to ensure it is functioning correctly. Regards, *|account.name|* *|snippet.defaultfooter|*		This email is only applicable to SCORM courses. This email is sent to the user who uploaded a PowerPoint file to a SCORM course after SmarterU converts the PowerPoint file.

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This is the name of the email template you will find in your SmarterU admin interface under Email Management. Rows in YELLOW include login instructions in the default system text.	This is the default system text for the email template.	If you want to customize the email template, add your custom text here. For a full list of the available variables, visit https://support.smarteru.com/docs/email-template-variables	Find details here about the conditions under which the system would send this email to a user.
Session Available	*|snippet.defaultheader|* *|user.givenname|*, The following sessions are available for the course *|course.name|*: *|course.sessioninformation|* Sent by: *|snippet.contactcard|* *|snippet.defaultfooter|*		This email is sent to a user who is on the course-level waiting list when: A new session of the instructor-led course is added, and The user who added the new session selects the Notify Learners on Course Waiting List About Available Sessions notification option.
Session Cancellation	*|snippet.defaultheader|* *|user.givenname|*, A session for the course *|course.name|* has been cancelled. Below is some information regarding the cancelled session: *|course.sessioninformation|* Session cancelled by: *|snippet.contactcard|* *|snippet.defaultfooter|*		This email is sent to users enrolled in an instructor-led course session when: The session that the user was enrolled in is cancelled, and The user who cancelled the session checks the Send Cancellation Email to Learners and Instructors setting. The cancellation reason is included if the user cancelling the session selects the Include Cancellation Reason In Email setting.
Session Changed	*|snippet.defaultheader|* *|user.givenname|*, Session settings have been changed for: *|course.name|* *|course.sessioninformation|* *|misc.message|* Sent by: *|snippet.contactcard|* *|snippet.defaultfooter|*		This email is sent to the users specified in a session's notification options when the instructor-led course session's date or time is changed and the Send Email Notifications setting for the session is selected.
Session Instructor Notification	*|snippet.defaultheader|* *|user.givenname|*, *|misc.message|* Below is some information regarding the session: *|course.sessioninformation|* Sent by: *|snippet.contactcard|* *|snippet.defaultfooter|*		This email is sent to all users who are added or removed as an instructor for an instructor-led session.

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Session Reminder	*|snippet.defaultheader|* *|user.givenname|*, This is a reminder about your upcoming session "*|course.name|*". Below is some information regarding the session: *|course.sessioninformation|* Regards, *|account.name|* *|snippet.defaultfooter|*		This email is set to learners enrolled in an instructor-led course session and to the session's instructors the specified number of hours before the session begins when the course's Send Pre-Session Reminder setting is checked.
Subscription Enrollment	*|snippet.defaultheader|* *|user.givenname|*, You have been enrolled in the subscription *|subscription.variantname|* in the online learning account of *|account.name|*. To access this subscription, please follow these instructions: 1) Go to *|login.loginurl|* 2) Enter *|login.userlogin|* as your username 3) Enter your password, or use the reset password function. Subscription enrolled by: *|email.sendername|* *|snippet.defaultfooter|*		This email is sent to a user when they are enrolled in a subscription and the Send Subscription Enrollment Email setting is checked by the person processing the enrollment.
Subscription Enrollment (Multiple)	*|snippet.defaultheader|* *|user.givenname|*, You have been enrolled in the following subscriptions in the online learning account of *|account.name|*: *|email.subscriptionnamelist|* To access your subscriptions, please follow these instructions: 1) Go to *|login.loginurl|* 2) Enter *|login.userlogin|* as your username 3) Enter your password, or use the reset password function. Subscription(s) enrolled by: *|account.name|* *|snippet.defaultfooter|*		This email is sent to a user when they are enrolled in multiple subscriptions and the Send Subscription Enrollment Email setting is checked by the person processing the enrollment.

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Subscription Enrollment Notification to Supervisor	*|snippet.defaultheader|* *|user.givenname|*, This is a subscription enrollment notification for the following learner(s) that you supervise: *|enrollment.learnerenrolledsubscriptionlist|* Subscription(s) enrolled by: *|snippet.contactcard|* *|snippet.defaultfooter|*		This email is sent to a user who is the supervisor of multiple learners when the learners are enrolled in a subscription and the learners' Send Emails To setting is set to Their Supervisor.
Subscription Enrollment Process Complete	*|snippet.defaultheader|* Your requested enrollments have been completed. Requested Enrollments: *|misc.numberrequested|* Successful Enrollments: *|misc.numbersuccessful|* Unsuccessful Enrollments: *|misc.numberunsuccessful|* Date Requested: *|misc.requestdate|* Date Completed: *|misc.completiondate|* * For more details, click on the link below: *|misc.ziplocation|* Please note: This file will only be available for 24 hours from the time you receive this email. Enrolled By: *|snippet.contactcard|* *|snippet.defaultfooter|*		This email is sent to a user after the subscription enrollments that they manually performed via the Enrollment Dashboard are processed by SmarterU.
Task Completion to Custom Contact	*|snippet.defaultheader|* A task with a notification trigger has been completed. Student: *|user.fullname|* Group: *|group.name|* Course: *|course.name|* Task: *|course.quiztaskname|* Date: *|misc.currentdatetime|* *|email.quizdetails|* *|misc.ziplocation|* Regards, *|account.name|* *|snippet.defaultfooter|*		This email is only applicable to online courses. This email is sent to the specified custom contacts when: A learner completes an online course's task The task has its Send Completion Notification and Send to Custom Contact settings checked.

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Task Completion to Group Contact	*|snippet.defaultheader|* A task with a notification trigger has been completed. Student: *|user.fullname|* Group: *|group.name|* Course: *|course.name|* Task: *|course.quiztaskname|* Date: *|misc.currentdatetime|* *|email.quizdetails|* *|misc.ziplocation|* Regards, *|account.name|* *|snippet.defaultfooter|*		This email is only applicable to online courses. This email is sent to the email addresses specified in the group's Send Completion Notifications To setting when: A learner completes an online course's task The task has its Send Completion Notification and Send to Group Contact settings checked.
Task Feedback	*|snippet.defaultheader|* You have been sent a task feedback. Account: *|account.name|* Course: *|course.name|* Chapter: *|course.chaptername|* Task: *|course.quiztaskname|* Question: *|email.quizquestiontext|* Type: *|email.messagetype|* Message: *|misc.message|* Date: *|misc.currentdatetime|* *|email.sendername|* *|snippet.defaultfooter|*		This email is only applicable to online courses. This email is sent to the email addresses specified in an online course's Feedback Email field when a learner who has the Allow Feedback setting enabled provides feedback on a task.
User Help Request	*|snippet.defaultheader|* *|help.body|* Location: *|help.locationurl|* User Agent: *|misc.requesteruseragent|* Account Name: *|account.name|* Account ID: *|account.id|* User Name: *|user.fullname|* Profile ID: *|user.profileid|* Email: *|user.email|* Employee ID: *|user.employeeid|* *|snippet.defaultfooter|*		This email is sent to the email addresses specified in the Default User Help Email setting when a user submits a help request from the Request Help link in the learner interface's header.

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User Import Completed	*|snippet.defaultheader|* Your requested user imports have been completed. Requested Imports: *|misc.numberrequested|* Successful Imports: *|misc.numbersuccessful|* Unsuccessful Imports: *|misc.numberunsuccessful|* Date Requested: *|misc.requestdate|* Date Completed: *|misc.completiondate|* * For more details, click on the link below: *|misc.ziplocation|* Please note: This file will only be available for 24 hours from the time you receive this email. Imported By: *|snippet.contactcard|* *|snippet.defaultfooter|*		This email is sent to the email addresses specified in the Send Import Report To setting after the users in the file are imported. The email includes a link to the User Import Report which details the rows which were and were not imported into SmarterU.
Video Processing Complete	*|snippet.defaultheader|* Your uploaded video has finished processing and can now be viewed. *|video.information|* Uploaded By: *|snippet.contactcard|* *|snippet.defaultfooter|*		This email is sent to the user who uploaded a video to the Content Delivery Network after the video has been processed.
Waiting List Reminder	*|snippet.defaultheader|* *|user.givenname|*, You are on a waiting list for the course "*|course.name|*", and there are seats available in an upcoming session. *|course.sessioninformation|* To enroll in this session, go to your *|course.sessionlink|*. Regards, *|account.name|* *|snippet.defaultfooter|*		This email is sent to users who are on a course or session waiting list when the course or session's Enable Waiting List Reminder setting is checked. The email will be sent the specified period before the session starts.

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Webinar Registration Failure Notification	*|snippet.defaultheader|* *|user.givenname|*, One or more of your webinar registrations failed. *|email.webinarfailuretroubleshooting|* We will automatically re-try the registration up to three times, or you can manually force a registration by visiting the link below. Failures: *|email.webinarfailures|* *|account.name|* *|snippet.defaultfooter|*		This email is sent to a user if the webinar enrollments that they manually performed via the Enrollment Dashboard fail.
Weekly Reminder to Learner	*|snippet.defaultheader|* *|user.givenname|*, This is an automated message to remind you of the following course assignments: *|email.courseenrollmentlist|* To access your account, please follow these instructions: 1) Go to *|login.loginurl|* 2) Enter *|login.userlogin|* as your username 3) Enter your password, or use the reset password function. Regards, *|account.name|* *|snippet.defaultfooter|*		The Weekly Reminder email lists the courses that the user is enrolled in, their progress, the course due date, and number of days before the due date. The email is sent to any user who is enrolled in one or more courses when: The account's Send Automated Weekly Emails setting is checked, AND The learner has logged in within the last 60 days, OR has been enrolled in a course in the last 60 days

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Weekly Summary Report	*|snippet.defaultheader|* *|user.givenname|*, Here is your Report Dashboard Summary for *|misc.currentdate|* for the *|email.groupcount|* group(s) you have reporting access to: *|email.reportdashboardgrid|* * Last Week columns show learners who have progressed in or completed a course in the preceding week. *|email.homegroupreportingmessage|* Regards, *|account.name|* *|snippet.defaultfooter|*		The Weekly Summary Report email is generated if an account's Send Automated Weekly Emails setting is checked. This email is sent to: Users with the Group Manager (GM) or View Learner Results (VLR) group permission in at least one group that contains at least one learner. Supervisors, if the account's Supervisor Access setting is set to Report or Report & Enroll. Course Managers, if the account's Course Manager Access setting's Report on Enrollments option is checked. Administrators and owners.