Nifty Learning

Extended Feature List

The following is a detailed list of the current features & functionality available in Nifty Learning. We constantly update our learning management platform, especially with input and advice coming from our awesome customers. We also always welcome feedback and suggestions and we're happy to start a conversation if you have any questions regarding the topics below or any ideas that we have not yet captured.

If you'd like to know what we're planning next, please don't hesitate to reach out to us at any time at liz@niftylearning.io.

Classroom Management

Create and Manage Training Sessions	One or multiple training sessions can be created as a draft, to account for larger training plans that must be executed over longer periods. The L&D manager can decide how to deploy each session, as the need arises. Sessions can be of multiple types: physical in-class, virtual instructor-led, conferences, one to one.
Automate Actions	The platform allows the L&D manager to decide how much of the workflow can be automated. Either fully automated actions, where the L&D manager only adds a new session and the platform does the rest until completion, or manually managing each step of the session management process: publishing, advertising, managing resources, and registration, attendance, costs, and feedback.

Clone Training Session	When similar sessions need to be created, the platform helps the L&D manager to clone individual sessions and to only change small details (for example date or location) so that larger batches of sessions can be handled faster and with less manual effort.
Filter Training Sessions	Sessions can be filtered based on any of their attributes: location, trainer, venue, course, cost, number of participants, date, etc.
Archive Training Sessions	Completed sessions can be moved to an archive, which allows them to still be present in reporting, but doesn't clutter the day-to-day work of the L&D manager.
Book Resources	Checking for availability from the trainer or the room can be done manually or automatically and the response from each resource is recorded in real-time in the platform. This helps the L&D manager always know if a session has a trainer or room confirmed so that the training can take place without issues.
Track Logistics	Room equipment or catering orders can be tracked in the platform, to help the L&D manager never miss a logistical detail for the delivery of a high-quality training session.
Notify Learners	Learners receive notifications at key points in the session management process: marketing notifications advertising-free places to existing sessions, invitations, confirmation reminders, pre-work materials, feedback form notifications. Custom messages can also be sent by the L&D manager to each group of learners, notifying them of last-minute changes and other important aspects.
Send Invitations	Nifty sends calendar invites and keeps learners and trainers up to date with the latest training session status or description, time or location changes, and cancellations.
Manage Registrations	Invitations are sent automatically to learners, who can confirm or decline in their calendar. The platform records both responses, and any changes in registrations made by learners. The system is always up to date with the real-time registration data. Each session has a minimum and a maximum number of users expected to attend.

Approval Flows	Different types of approval flows can be configured, so that managers, learners, and L&D managers don't need to manually go back and forth for each learner to get/check approval for the attendance or cost for a specific training session.
Manage Waitlists	A waitlist is generated and managed automatically for each training session, as soon as the maximum number of participants is reached. The flow works on a first-come, first-served basis, and learners are automatically informed when a free place becomes available for them to register. The L&D manager can also manage the waitlist manually and make changes to the attendance list.
Track Attendance	As soon as the session goes ahead, the attendance sheet is generated automatically. It can be sent both as pdf ready for print & wet signature from trainer & participants, and also digitally, to be filled in by the trainer directly online, without need for trainer accounts or registration - which works very well for external training vendors.
Track Costs	All costs related to training can be tracked in the platform as detailed as needed: from the pen & paper handouts for each participant, all the way to the cost of the trainer delivering the session or cost of the content for each course. The costs are then reflected through reporting for each learner and business unit, to help with a detailed and accurate L&D cost/budget report.
View Statistics	Each training session has its mini-analytics section, where information about the current group fill-rate, cost, or feedback form completion is visible. This information reacts to any change made by learners or the L&D manager in the platform, so it's always up to date & accurate.
Keep an Audit Trail	Each session has its detailed activity log, which shows all email reminders sent to participants or resources, any confirmations, rejections or missed responses, manager approvals, and automatic interventions made by the platform. This information can be used for any future reference, to show exactly what kind of actions & activities have taken place for the good organization of the training session.

Send Feedback Forms	Different kinds of feedback forms can be uploaded into the platform. After each session, an automated notification containing the feedback form is sent to each participating learner. The platform can track various types of response: rating, free text, single/multiple choice, as well as NPS, and detailed feedback reports are available.

Online Content

Digital Content Publishing	We support various types of online content in our platform: eLearning courses in SCORM format, embedded video/audio, text & image formats.
Access & Completion Tracking	For each piece of learning content published, we individually track each learner's instance of accessing and learning from that content and generate comprehensive reports on access and consumption of digital learning.
Versioning	The various types of content we support can also be updated and we can track, especially in compliance scenarios, the specific version of content accessed by a learner at any point in time and report on that interaction.
Content Library	L&D Managers can create and curate learning playlists and recommendations based on learner or job role competency profiles, using various online content sources (books, podcasts, articles, etc.).

Assessments

Create Questions	Our platform supports multiple question formats, including responses that need Evaluator approval. Questions can be either manually created or imported via an upload template. The L&D manager can create a comprehensive question bank, covering the full spectrum of topics, and questions can be grouped based on tag/category, for easier use during quiz creation.

Create Tests/Quizzes	Tests/Quizzes are created using the pre-existing question bank, by either selecting several questions from a specific category or manually adding questions one by one - or by a combination of both of these methods in the same test. The final validation mechanism is decided by the L&D manager (best or last result), and a maximum number of attempts and test duration are set at the end of the creation form. For each quiz, there is the option to completely randomize each testing instance for each learner or to keep the same question structure for the entire testing campaign, which is especially relevant for compliance scenarios.

Learning Programs

Learning Program Creation	L&D managers can join together multiple types of learning content and activities, to create Learning Programs. Structures can be as simple or complex as needed, from linear all the way to complex graphs with multiple completion criteria, with reinforcement loops along the way. These are very useful for specific job roles, seniority changes, or business flows that require a sequence of learning items to be followed in a specific order or according to time and/or condition triggers.
Progress tracking	Learning Programs offer the L&D manager the opportunity to track each learner's progress at a very granular level: for each learning item accessed by each learner, the learning path records the instance and updates all learning records, respectively. Very accurate reports are then available to the business in real-time, to observe completion & progress across the organization.

Activity Catalog & Feed

Live Courses and Conferences	Create and update a comprehensive database of live Courses and Conferences, complete with all necessary delivery & deployment details, including Tags/Categories, the various Competencies that each course addresses, the physical requirements for delivery (whiteboard, speakers, etc.), as well as the description, pre-work content and the audience that each

	course is most suitable for. Each course has both simplified and advanced scheduling possibilities, which helps the L&D manager create a very specific, detailed agenda.
eLearning Courses	Create and maintain a list of all your online learning courses, based on category, type of target audience, and competencies addressed by the content. Our platform is compatible with any type of SCORM format.
Surveys	Create surveys for various situations: feedback forms, training need analysis, engagement, registering interest or preferences from learners and managers.
Tests/Quizzes	Create tests for any type of knowledge check, be it compliance-related or not.
Individual/Ad-Hoc Learning	Track learning activities that learners access outside of the learning platform, such as conference attendances, mentoring or coaching hours, field visits, on-the-job training, etc. Capture long-term external certifications or programs for specialized roles, complete with details about knowledge acquired.
Checklists	Create and monitor to-do lists associated with certain job roles, employment stages, learning programs or hands-on learning experiences.
Subscriptions	Capture any subscriptions to external learning-related services, such as Udemy, Coursera or Udacity, to keep track of expiration dates, budgets and number of licences.

Public Registrations

Open Registration to Live Learning	Allow external learners to browse the course catalog and join open courses, without having to manage each interaction. Set up automated triggers, email and calendar notifications, manage approvals and collect relevant learner info that helps manage the pipeline later. The open registration can be set up via link, which can be added to various internal portals or communications send to potential learners, as well as via an external learning dashboard.
eLearning Registration & Tracking 🆕	Publish a digital learning catalog and allow learners to browse, buy and access courses, while tracking their interaction with the learning material. Promote new launches and collect feedback from learners.
Payments Management 🆕	Allow learners to pay for live or eLearning via online payments.

Assignments - Compliance Tracking

Progress & completion tracking	Our platform enables the L&D manager not only to make specific assignments to groups of employees, but also to keep track of each learner's progress through the assignment. The L&D manager can set up automatic reminders for assignments about to expire or already overdue, as well as keep managers informed on the progress of their team members.
Mandatory and auto-assignable learning	Based on certain business requirements, L&D managers can assign, one-off or recurrently, mandatory or optional, specific learning activities to groups of learners. *The combination of Dynamic Groups and Auto-Assignment mechanisms enables L&D managers to create company-wide rule-based campaigns through a simple click-by-click flow and minimal post-launch maintenance.*

Learner Management

Add/ Import/ Create & Manage Learners	Learners can be added to the platform in three different ways: 1. Manually: the L&D manager can create a learner profile for each employee, adding all the relevant employee attributes, on which the reporting will later be based. 2. Import: if the L&D manager sees frequent employee changes in the HR systems, they can create import lists, using the template available in the platform. 3. Integration: the best way to keep the platform updated with the latest employee information is by integrating with an HR system or a report repository. This eliminates manual work and potential human errors and keeps the data accurate & up to speed without any manual intervention.
Create and Manage Groups	Grouping learners helps with easier, faster administration of learning activities: assignment, reporting, status checking, cost tracking. There are two types of groups that can be created in Nifty: 1. Static: the L&D manager chooses manually who is part of a specific group, based on criteria that is hard to use as a filter (the selection is not repeatable or too broad to use as a filtering method). 2. Dynamic: the L&D manager decides the defining criteria for each group and inputs the criteria in the filter, to create groups of people with similar characteristics (i.e. based on location, job role, date of hire, etc.). When a new person joins the company, they are automatically included in the group, based on the specific attributes in each filter that matches with the learner's attributes. Likewise, when an employee's attributes change to no longer match the filtering criteria, this employee automatically leaves the group, so as to prevent assignment of future work that won't be relevant to them. *The combination of Dynamic Groups and Auto-Assignment mechanisms enables L&D managers to create company-wide rule-based campaigns through a simple click-by-click flow and minimal post-launch maintenance.*

Learner Profile - Administrative Page	Each learner has a profile page visible to L&D and People managers, who can see the employee's learning record, their mandatory completion history, test grades, any other learning activity accessed, as well as various learning-related analytics. L&D managers can also see the organisational structure the employee is a part of, any changes made to their profile recently, and can make manual changes to various employee attributes, as well.

Learner Interface

Dashboard	Each employee has a personalized learning dashboard, where they can view the upcoming training activities they are registered to, as well as any assigned learning, either mandatory or not, due in the future or overdue. When a new activity is assigned to the learner, it shows up immediately in their dashboard and a notification is also sent to the learner via email.
Opportunities	The learning catalog is always available to the learner, based on the visibility criteria set by the L&D team. Depending on the learner's job role, business unit, location, and other attributes, the learning offer can be customized to specific groups of employees, to meet certain business goals.
Activity	Nifty keeps a detailed record of all the learning activities that an employee accesses or has assigned. Each training session, each eLearning, testing instance or individual learning activity has its audit trail saved, so that complete and accurate reports can be maintained in real-time. This enables the learner to acknowledge past progress made and to plan to reach new learning milestones.
Learner Profile - My Stats	Employees can see and export their own learning stats, as well as their competency profile. To develop a specific competency, the learner simply clicks on it and a prefiltered catalog view is revealed to them, with relevant learning activities.

Training Request Management

Add Training Request	L&D managers can manually add new training requests, based on conversations about learning needs with the business. Learners and managers can also do the same, and all the training requests are centralized in a dashboard visible to the L&D team.
Track and Manage Training Requests	Training requests are centralized on a dedicated page, where the L&D manager can keep track of all the learning needs of the company, group them and start planning future activities.
Filtering based on request date, requester, and other criteria	The L&D manager can see the training requests based on various filtering criteria, including date and requester, to easily prioritize the planning and deployment of new training activities.
Send notification to create a new training session	When sufficient training requests are gathered for a particular theme, the L&D manager is informed and they can start creating a new training session directly from their email client.
Create Training Session based on training needs	Training sessions are scheduled in seconds, by looking directly at the training requests submitted by the L&D team, employees, or managers. All the learners grouped under a specific theme or course are soft booked into a newly created session.

Marketing for Learning

Promote course catalog, upcoming sessions, and other learning opportunities	Learning coordinators can automate the marketing communication with the learners by sending L&D email newsletters to employees, launching promotional campaigns or targeting specific groups of people, informing them of the learning opportunities in the catalog that are relevant for them.
Register to training sessions from email	Learners can register for learning activities directly from their email client, without logging into the platform. This is especially useful when L&D managers still want the benefits of using a platform to manage and automate the workflows, but don't want to force learners to create accounts and remember passwords.

Notifications Package

Automated Notifications	Learners, managers, trainers, vendors, L&D teams receive pre-programmed notifications that are sent out when specific trigger conditions are met, for any type of assignable learning item (live course, eLearning, test, programs, etc.). Nifty supports fully customizable workflows and allows the L&D team to either work in a fully or partially automated way or even fully manually, as well as deciding whether People managers need to be in the loop for various notification flows.
Custom Notifications	For certain situations when automated notification triggers cannot be defined or the situation is urgent or singular, the L&D manager can send out a custom notification, complete with an HTML editor, to keep the relevant employees or partners informed of the latest changes (i.e. when a last-minute change is made to the session structure and learners have to be informed of different pre-work learning content).
Attendance form sent to trainer	At a specific time trigger, the trainer receives an email with the online session attendance form. The trainer marks attendance without logging in, and the system is updated in real-time. An attendance sheet can also be sent to the admin for printing, in case a wet signature is needed from the learners and/or trainer.

Calendar invites	Based on the session readiness status, all learners that are pre-booked receive an invitation directly in their calendar. They can accept or decline the invitation, which updates the system in real-time and keeps the L&D manager informed about the expected number of participants.
Feedback form email to learners	When the trainer or L&D manager marks attendance, an email containing a link to the feedback form is automatically sent to all learners marked attended. Reminders can also be set up at configurable intervals.
Invitations to waitlisted learner	When a registered learner cancels their registration, an invitation email is sent to the first learner that was added to the waiting list. Notifications can be distributed over time in such a way that optimises classroom fill rates.
Learner registration reminders containing pre-work	2 days before the session starts, each learner that has registered receives a reminder email. They can re-confirm or decline participation and they are also notified about the pre-work learning materials that they must go through before participating.
Updated invitations after session date or location change	When there is a change in the session's date or location, all the previously registered learners are informed via email, so they don't miss the latest updates.
Session cancellation notification	When a session is canceled, all learners that were registered are informed about the cancellation.
Learner Registration Forms	Prior to attending a live training session, learners can be prompted to fill in a registration survey, asking for preliminary information such as accommodation/transport needs, dietary restrictions, prior knowledge of the topic, expectations from the training session, and any other organisational details that the L&D manager or the trainer find relevant.

Manager Updates & Post-Training Follow-Ups	People managers can be kept up to date with their team members' registration and attendance/absence status. Additionally, when the training session ends, the L&D Manager or trainer can send follow-up notes that also involve the People manager, to inform them of the learning activity's outcomes and expected next-steps, such as supervised work, one-to-one talks, work requirements, etc.

Resource Management

Trainers	Create and update all internal or external Trainers in one place, to make it easier to schedule any live session, by always knowing who the correct trainers are for each course in the catalog.
Venues	Create and update all the training Venues, linking our platform with the company's room calendar, for up-to-date availability that's always accurate.
Vendors	Create and update all Vendors in one place and maintain an up-to-date list of contact details and other relevant information.
Subscriptions	Maintain a list of all the platforms to which your learners are subscribed, complete with Vendor and Cost information.
Cost Types	Create your own specific, granular list of cost types, to associate with any live learning activity in the calendar. Allow tracking of one-off events, like conferences, or capture internal training costs to charge back to the business.
Tags/Categories	Tags are used widely in Nifty, helping to categorize different types of content for specific purposes (i.e. to help put together a comprehensive list of learning activities & content for a specific job role or business area, or to enable custom reports).
Competencies	Competencies help the L&D manager structure the learning activities in such a way that targets specific business needs and learner capabilities. Different competency profiles can be set up based on certain learner attributes and criteria, which then

	help guide the learner's professional development both in a personalized well, as well as in the strategic direction the company chooses.
Content Files	Centralize all the content files, including prior versions of content, in one place. Never lose past knowledge again.
Questions	Keep all questions in one place, group them by category/tag and mix & match to generate tests and surveys. An easy question import window allows the L&D manager to avoid manual work and upload input received from the business.
Checklist Items	Create and maintain checklist items that can be used to make up different checklists, with or without common items, to assign to learners for guidance and completion.
Certifications	Create your own certifications templates and associate them with live or digital learning activities. Decide whether to send certificates via email to learners upon completion.

Cost Tracking

Manage Cost Types	L&D managers can create and maintain a cost structure that is specifically tailored to the company and its workflow. The platform allows full flexibility in how to define the cost structure.
Track Costs for Each Activity	While the learning activities are taking place, the L&D team can track in real-time all the associated expenses. This paints a very accurate picture of the specific ways in which the L&D budget is being spent and helps the L&D manager make data-driven decisions with zero time wasted.

Analytics Dashboard

Comprehensive Reporting Capabilities	Each piece of data related to L&D that is captured by Nifty is tracked in real-time and made available to the L&D team or other business stakeholders via our reporting center. Our current capabilities include: keeping track of new training requests, live session attendance, eLearning activity, complete learner history, feedback responses, assessment instances and

	responses, assignment status, program progress and completions, individual learning, and we are expanding the list of reports and our customization capabilities with new options every month. We frequently turn custom report requests into templates available to all our customers at zero cost.
Report Templates	Nifty comes by default with 50+ reporting templates directly available at onboarding. Additionally, L&D managers can create their own reporting templates and customize them as they see fit, in order to target specific data sets (people, learning activities, target audience, time frames, etc.)
Recurrence Scheduling and Report Notifications	We allow L&D managers to create and schedule reports based on business needs, with time triggers and frequency configuration (daily, weekly, quarterly, custom), as well as to choose the appropriate recipient list (themselves, other people on the team, People managers, leadership team, etc.). The right audience receives the right data automatically, with the help of a wide array of filters and operators.

Searching & Filtering

Search Bar	The global search function helps L&D managers find very specific, actionable information very quickly: searching for a person's name or the title of a piece of content brings forward the various search results grouped in an organized manner (for example, sessions with a similar name are shown in chronological order).
Filters	Our platform has advanced contextual filtering capabilities: wherever there is a list of similar items (learners, sessions, courses), the L&D manager can filter the information based on that item's list of attributes and their values. Filters can also be combined with the help of AND and OR operators, to either include or exclude results from the search. Where larger data sets are being analysed, Nifty also offers a “Paste from a list” function, when the L&D manager already knows the specific similar items they are looking for.

Integrations & Migration Support

In-house Systems, Single Sign-On, Calendar	We provide an integration API and we can integrate with any of our customer's 3rd party systems (HR system, ERP, CRM, calendar, room booking system, etc.), to provide a seamless merge between our platform and your current technology, and to support a smooth transition and day-to-day operation of your technical infrastructure. Whatever system you have in place, we will find a way to connect to it and make the data work together smoothly.
Model Context Protocol (MCP) Support	Standards-based integration that enables AI assistants to securely access learning content, learner context, and connected company systems, delivering personalized learning experiences, intelligent automation, and interoperable AI capabilities through a vendor-neutral architecture.
Online Meeting Platforms	Connect Nifty with virtual meeting platforms such as Google Meet, Teams, Zoom to generate links for live training sessions.
Data Migration Support	We offer extensive onboarding support, including migration services not just for content, but also to help you move your company's entire learning history onto our platform. This way, at launch, Nifty feels familiar and lived-in. Your data will easily find its new home and your reporting capabilities will feel comprehensive, without the need to patch together data from fragmented sources.

Nifty Learning is a living platform, we launch something new almost weekly, and we enjoy building together with and receiving feedback from people truly passionate about Learning & Development.

Get in touch with us if you want to stay in the loop with what we are building, and follow us on LinkedIn.

Thank you for taking an interest in our work,
Sincerely,
Nifties