

Rapid Learning Roles and Permissions

The Brainshark Rapid Learning platform has 4 roles. These are in addition to the 4 main Brainshark roles, which are defined in the companion document [Brainshark Roles and Permissions](#). The same person can have multiple roles within a company site and a company site may not have a person serving in every role. All of the Rapid Learning roles are defined below. The grid on [page 2](#) shows default permissions held by each Rapid Learning role.

Student	Any registered user who can take a course in Rapid Learning. Students can run reports on their own transcripts, but cannot run any other reports in Brainshark. Students can enroll in courses that are available as open enrollment to the group that the student belongs to.
Course Author	A Course Author is a registered user with permissions to create and define Brainshark courses and curriculums. The RL Author can enroll students and/or groups of students and run Rapid Learning reports.
Learning Manager	The Rapid Learning Manager is a registered user who has permissions to manage user records, run Rapid Learning reports, and create groups of students.
Learning Administrator	The Rapid Learning Administrator is the administrator for Rapid Learning and is charged with configuring learning settings, managing enrollments and reminders, editing course content, and running reports. The Learning Administrator can also manage certain functions that a Company Administrator manages such as adding and managing users and groups within the Brainshark site.

ROLES	STUDENT	COURSE AUTHOR	LEARNING MANAGER	LEARNING ADMINISTRATOR
PERMISSIONS*				
Add users			X	X
Edit users			X	X
Delete users				X
Inactivate users			X	X
Add user to groups			X	X
Create groups			X	X
Edit groups			X	X
Delete groups			X	X
Create/modify folders				X – need folder admin rights
Access all aspects of Rapid Learning				X
View courses that require a login	X		X	X
Enroll students		X	X	X
Run Rapid Learning Reports	X – own transcript	X	X	X
Send course reminders		X		X
Create new courses from existing content		X		
Create new courses without using existing content		X		
Edit courses		X – own content		X
Archive courses		X		
Inactivate courses		X		X
Expire courses		X		X
Change course author				X – from Administration only

*Additional permissions can be granted to each role by accessing My Applications>Administration>Manage Users>Edit User>Set Profile