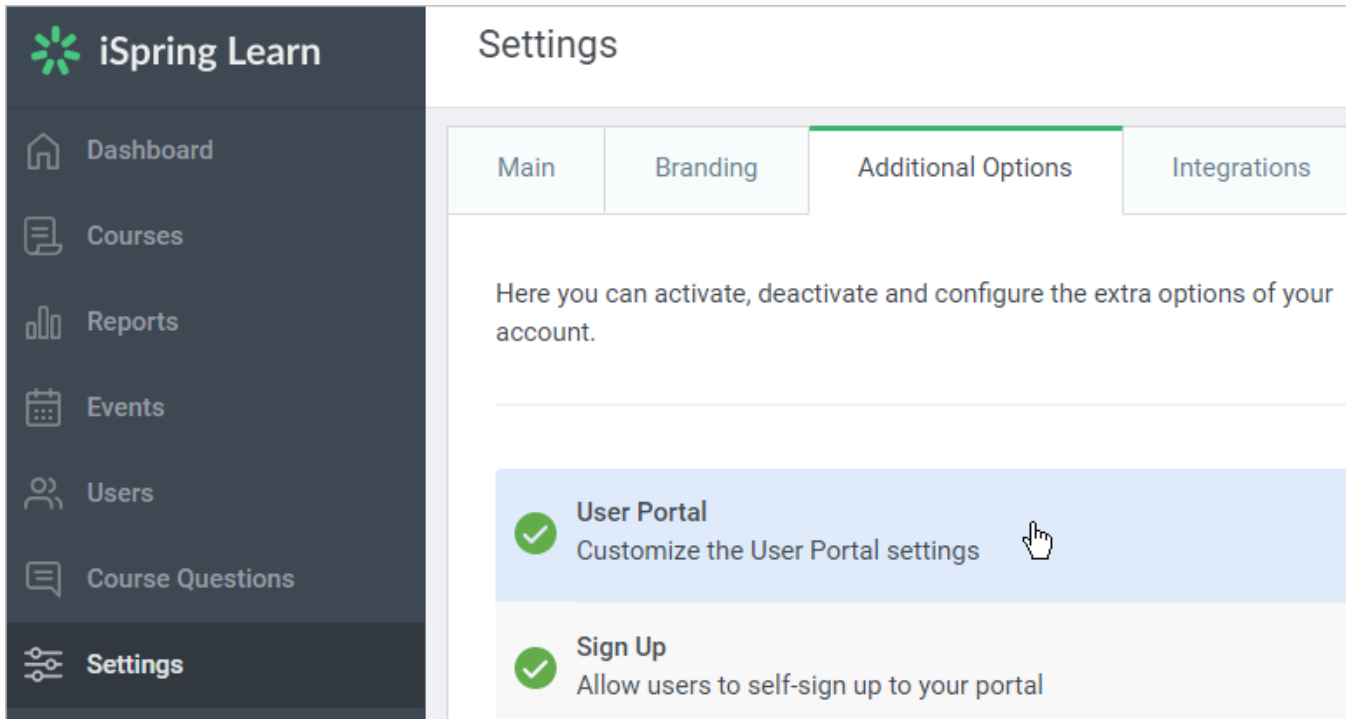


User Portal Settings

Under the **Additional Options** tab, click **User Portal** to set up users' personal accounts.



The screenshot shows the iSpring Learn Settings interface. On the left is a dark sidebar with navigation icons and labels: Dashboard, Courses, Reports, Events, Users, Course Questions, and Settings (highlighted). The main content area is titled 'Settings' and has four tabs: Main, Branding, Additional Options (selected), and Integrations. Below the tabs, there is a heading: 'Here you can activate, deactivate and configure the extra options of your account.' Below this heading, there are two settings items, each with a green checkmark icon:

- User Portal**
Customize the User Portal settings
- Sign Up**
Allow users to self-sign up to your portal

On the **User Portal** page, start customizing the user interface settings.

Customize the User Portal settings

👁 User Portal
Save

Main Settings

Welcome title:

Welcome to iSpring Academy!

Instruction message:

Choose the content you would like to view.

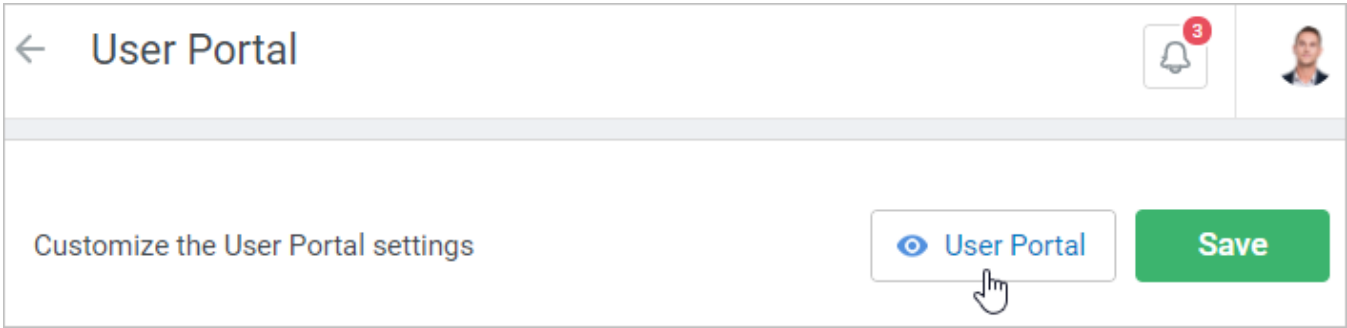
Sort courses by:

Due Date ▼

- Enable history
- Enable course reviews
- Enable Questions and Responses
- Enable private messaging

Option	Description
Welcome title	Change the welcome text that is displayed on the homepage of the user portal.
Instruction message	Change the instruction text that is displayed on the homepage of the user portal.
Sort courses by	Select the default sorting value for courses in the user portal (status, title, due date, or duration).
Enable history	Select Enable history to allow users to keep track of their progress .
Enable course reviews	If you select this option, your users will be able to rate courses and leave reviews on them .
Enable Questions and Responses	If you enable this option, learners will be able to ask questions about courses .
Enable private messaging	Check Enable private messaging to allow users exchanging messages .

If you want to check how the user portal looks like after the changes are made, click **User Portal** at the top of the page. The new page will open up where you can see how the account looks to your learners.

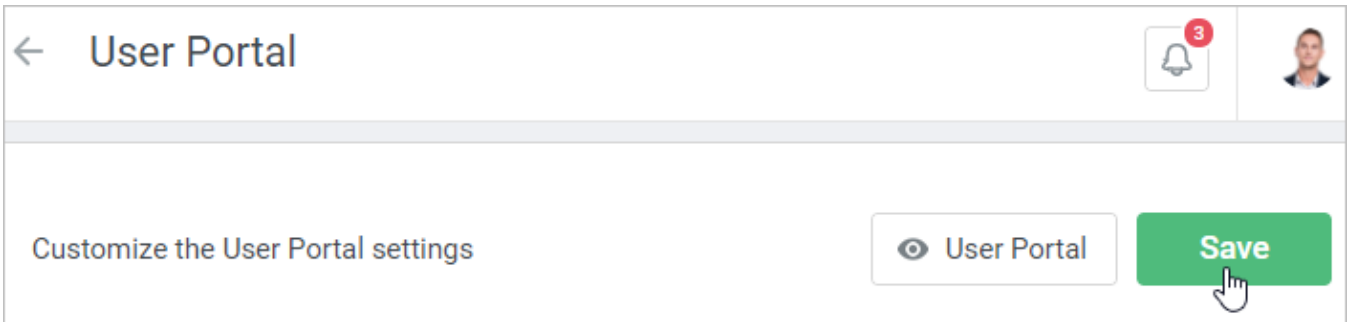


← User Portal

Customize the User Portal settings

User Portal Save

To keep all the changes applied, click **Save**.



← User Portal

Customize the User Portal settings

User Portal Save