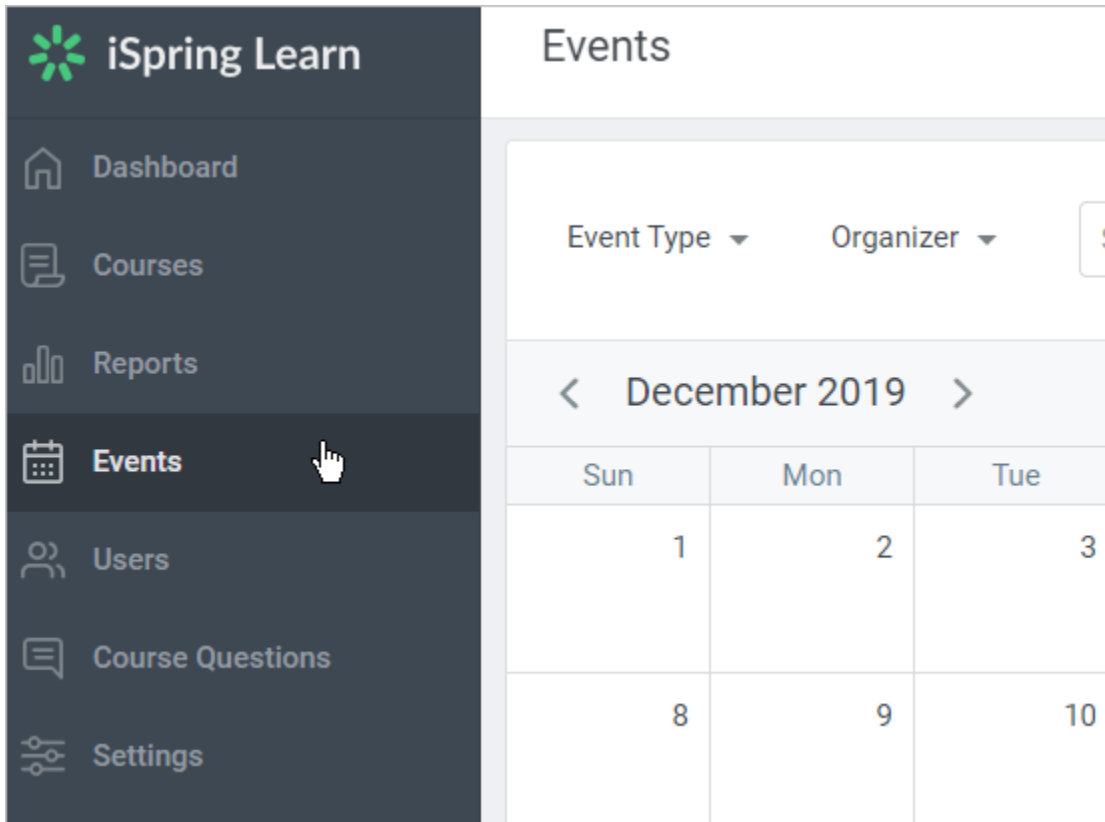


Events

In iSpring Learn LMS, you can control all the training activities with the events calendar that includes both offline trainings and online webinars and web meetings.

You and your users will be always aware of the events scheduled for the week or month ahead. The students will receive automatic notifications about adding or canceling an event or changing its date. Once a training, a web meeting, or a webinar is over, you can view the reports for the event to plan the further learning pathway for your students.

To access the calendar, click **Events** in the admin portal.



The screenshot displays the iSpring Learn admin portal interface. On the left is a dark sidebar with navigation options: Dashboard, Courses, Reports, Events (highlighted with a mouse cursor), Users, Course Questions, and Settings. The main content area is titled "Events" and features a filter section with "Event Type" and "Organizer" dropdown menus. Below the filters is a calendar for December 2019, showing a grid with columns for Sun, Mon, and Tue, and rows for dates 1-3 and 8-10.

< December 2019 >		
Sun	Mon	Tue
1	2	3
8	9	10