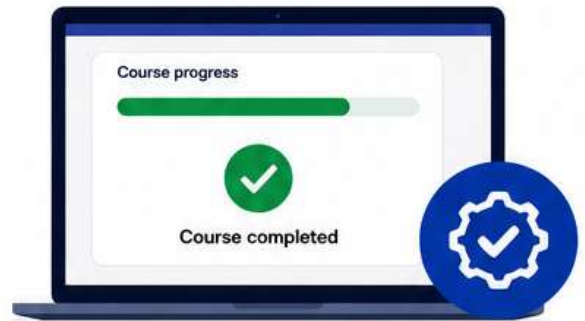


# Course Completion Settings in EtechRU LMS

Course completion settings allow instructors to define clear criteria that learners must meet to successfully complete a course, helping track progress and ensure learning outcomes are achieved.



## PREREQUISITES

- ✓ You have editing rights in the course (Teacher or Manager role).
- ✓ The course is already created and accessible in EtechRU LMS.
- ✓ Activities/resources are added to the course (recommended).



## BEST PRACTICES

- Use a combination of activity completion and pass grade.
- Keep criteria realistic and achievable for learners.
- Review completion reports regularly.
- Communicate completion requirements to learners.

## STEP-BY-STEP PROCESS

1



### Turn Editing On

- Enter the course.
- Click **Turn editing on** (top right).



2



### Open Course Settings

- From the course page, click **Edit settings** (usually from the course menu or settings option).



3



### Enable Course Completion Tracking

- Locate the **Completion tracking** section.
- Set **Enable completion tracking** to **Yes**.
- Click **Save and display** to activate completion options.

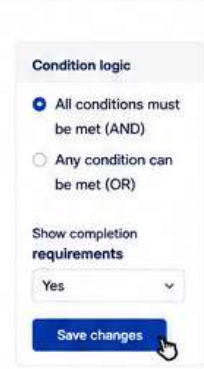
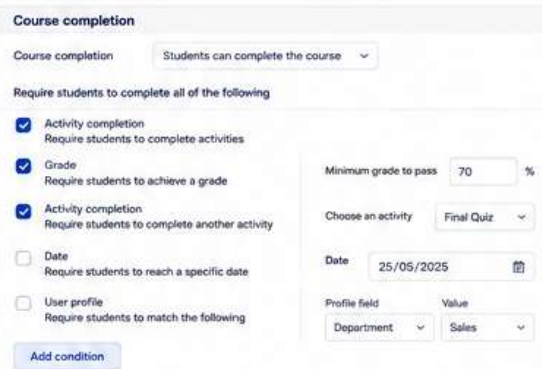


4



### Configure Course Completion Criteria

- Go to **Course completion** from the course settings or administration menu.
- Choose one or more completion conditions.



5



### Save & Test

- Switch role to learner or use a test account.
- Complete required activities to ensure the course marks as completed correctly.



## COMMON MISTAKES



Forgetting to enable completion tracking at the course level.



Setting course completion criteria without configuring activity completion rules.



Applying too many mandatory conditions, making completion difficult.



Not reviewing the completion report to confirm progress tracking works.



## NEED A TIP?

Always test the course as a learner to verify completion settings work as expected.



Clear completion settings lead to better learner experience and accurate progress tracking!



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Our support team is available 24/7 to assist you.



Email  
support@etechtexas.com



**Support Time**  
24/7

# Add Activity Restriction in EtechRU LMS

Activity restrictions allow instructors to control when and how learners access course activities based on conditions such as dates, completion status, grades, or user profile fields.



## PREREQUISITES

- ✓ You have editing rights in the course (Teacher or Manager role).
- ✓ The course and activities are already created in EtechRU LMS.
- ✓ You know the rule or condition you want to apply (date, completion, grade, etc.).

## BEST PRACTICES

- Use clear and logical conditions learners can easily follow.
- Enable activity completion on prerequisite activities.
- Test restrictions before publishing to learners.
- Provide messages or descriptions to avoid confusion.

## STEP-BY-STEP PROCESS

<p><b>1</b></p> <p><b>Turn Editing On</b></p>	<ul style="list-style-type: none"> <li>• Enter the course.</li> <li>• Click <b>Turn editing on</b> (top right).</li> </ul>		
<p><b>2</b></p> <p><b>Open Activity Settings</b></p>	<ul style="list-style-type: none"> <li>• Locate the activity or resource you want to restrict.</li> <li>• Click <b>Edit</b> → <b>Edit settings</b>.</li> </ul>		
<p><b>3</b></p> <p><b>Go to Restrict Access Section</b></p>	<ul style="list-style-type: none"> <li>• Scroll down to the <b>Restrict access</b> section.</li> <li>• Click <b>Add restriction</b>.</li> </ul>		
<p><b>4</b></p> <p><b>Choose Restriction Type</b></p>	<ul style="list-style-type: none"> <li>• Select one or more restriction conditions, such as:             <ul style="list-style-type: none"> <li>✓ Date</li> <li>✓ Activity completion</li> <li>✓ Grade</li> <li>✓ User profile</li> <li>✓ Group</li> </ul> </li> </ul>		
<p><b>5</b></p> <p><b>Configure the Restriction</b></p>	<ul style="list-style-type: none"> <li>• Set the condition values.</li> <li>• Use <b>AND / OR</b> logic to combine multiple restrictions.</li> <li>• Choose whether the activity is:             <ul style="list-style-type: none"> <li>• Hidden entirely, or</li> <li>• Shown but locked.</li> </ul> </li> </ul>		
<p><b>6</b></p> <p><b>Save Changes</b></p>	<ul style="list-style-type: none"> <li>• Click <b>Save and return to course</b>.</li> <li>• The restriction will now apply automatically.</li> </ul>		
<p><b>7</b></p> <p><b>Test the Restriction</b></p>	<ul style="list-style-type: none"> <li>• Use <b>Switch role</b> to learner or review completion conditions.</li> <li>• Ensure the activity appears and unlocks as expected.</li> </ul>		

## COMMON MISTAKES

- Applying multiple restrictions without checking **AND/OR** logic.
- Forgetting to enable activity completion for prerequisite activities.
- Setting incorrect dates that block learner access **unintentionally**.
- Hiding** restricted activities with no explanation, causing confusion.

## NEED A TIP?

Always test your restrictions as a learner before publishing the course.

Restrictions set correctly help guide learners and maintain course flow!



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