

# Build a Pathway

In the process of creating a pathway, it is good to know which steps are available. Make sure to read through the [Toolbox: Types of Pathway Steps](#) article and think about how these steps can be used in courses practically.

A practical example is that a business wants employees to complete an induction/orientation course. The HR Department wants to create and distribute the course via a pathway in Signify.

Follow these steps to create the course as a pathway.

## Decide on the Course Content

In layman's terms, identify what the learner should do as part of the course.

Below is an example of a few items to include.

- Complete and pass a test.
- Upload a portfolio of evidence/supporting documentation.
- Download induction material.
- Accept the terms and conditions for the induction course.
- Download an Induction certificate at the end.

## Order the Course Content

On a piece of paper write out the order of these items until they make sense.

Add additional items such as a course outcome list or if the employee should provide feedback on the course.

Below is an example of the Induction course content, rearranged in a logical order.

1. Course Outline.
2. Accept the course Terms and Conditions.
3. Download the course material.
4. Upload a portfolio of evidence/supporting documentation.
5. Complete and pass the induction test.

6. Download the Induction certificate.

## Pair the course content with pathway steps.

Course Outline	Pathway Step
1. Course Outline	Comment
2. Accept the course Terms and Conditions	Acceptance
3. Download the course material	Document (Download)
4. Upload a portfolio of evidence/supporting documentation	Assignment (Upload Document)
5. Complete and pass the induction test	Assessment (Online)
6. Download the Induction certificate	Certification Point

## Create the Pathway in Signify

How to get there:

*From the portal, click [System Administration](#) | [e-Learning](#) | [Learning Management](#) | [Maintain Learning Pathway](#)*

Read the following article on how to create a Pathway to create the Pathway: [Create a Pathway \(Detail Tab\)](#)

The proceeding articles will elaborate on how to add each type of pathway step.

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Revision #1

Created 27 March 2021 07:54:57 by Lizette Lotter

Updated 27 March 2021 08:04:55 by Lizette Lotter