# Incompany flow

Incompany courses are courses which are created for a specific company and are given in-house. The course will take place at the location of the company it is created for. Therefore, these courses will not be open for everyone to subscribe to, and will only be available for the employees which work that specific company or organization.

#### Creating an incompany course

If you are creating an incompany course, the following things are important to take into account:

- You will need to specify the product as an incompany course
  - i.e. Specify productType = Incompany in the course object when creating or updating a course (https://developers.edums.nl/api-details#api=provider-api&operation=add-course)
- If you create an course with product type = Incompany, you will also need to provide the cut-off date per startmoment. This is the last date in which you can decide whether the course can proceed or not. E.g. If there are only 2 participants you might want to cancel the course because you minimal number of participants is 16. This cutoff date is important for the automatic acceptance and rejection of orders for your incompany course, more about that later in this document.
  - e.g. learningMethod.planning.startMoments[n]. cutOffDate = 12.11.2021
- Additionally, you will want to fill in the following properties learningMethod.planning.startMoments[n]. minParticipants and learningMethod. planning.startMoments[n]. maxParticipants. These will determine the logic applied to your orders, and are related to the minimal and maximum amount of participants your course can host for a specific startmoment.
- After the course has been created or updated, you can specify or update the target accounts for the course to the company the course is
  created for. This will make sure that the course will only be offered for and can only be booked by the account that is specified.
  - i.e. POST product target accounts and specify the account-id you are creating the course for and specify the course-id (https://developers.edums.nl/api-details#api=provider-api&operation=add-product-target-account)
  - You can use the delete endpoint in case you want to remove the target account (https://developers.edums.nl/api-details#api=provider-api&operation=delete-product-target-account)

#### Workflows for incompany courses

There are automated flows available for incompany courses, in order to facilitate your approval process and to make sure you get the most out of your courses. The flows are specified here, together with the properties which are taken into account at the course level, and its actions afterwards:

## Set startmoment as final when there are enough participants

When the maximum amount of participants has been reached before the cutoff date specified on the course for a startmoment, the learningMethod.planning.startMoments[n]. startGuaranteed will be set to "True". This increases the likelihood that the course will be bought, as it provides people considering buying the course with certainty that the course will take place.

### Reject all orders when there are not enough participants on cutoff date

When the cutoff date is due, and the minimum amount of participants has not been reached, your orders will be automatically declined with the reason "not enough participants". In this way, students know what they are up to and it makes that you do not have to reject all orders manually.

# E-mails for incompany courses

When your incompany courses are live, you will receive the following e-mails:

### Maximum particpants has been reached

· This is an e-mail to notify you that the maximum amount of participants for your course has been reached.

### Not enough participants at cutoff date

This e-mail will be send when your course has not enough participants at the cutoff date, and will be triggered at the same time as the
process of declining the orders for this startmoment as mentionned above.

#### Startmoment is set as final as there are enough participants before the cutoff date

 As mentioned earlier, this is to notify you that your course has enough participants, and at the same time making sure that your startmoment is marked as guaranteed = true to increase the chances for more orders.

### Warning: not enough participants yet and cutoff date is due in 2 days

• A warning message that your course does not have enough participants (yet)