

## New Percipio feature makes annual course completions easier <sup>[1]</sup>

February 26, 2026 by [ES and UIS Communications](#) <sup>[2]</sup>

If you complete required Skillsoft Percipio courses each year, a new feature will make the process more streamlined.

Percipio has added functionality that allows recurring courses to automatically restart and update the completion date for employees who take courses annually. Instead of navigating workarounds to retake a completed course, learners will now receive a prompt to restart when applicable.

Below is a guide to understanding course statuses and what action to take.

### How to read your course status

Each Percipio course displays a status on its description page. That status determines how you should proceed.

#### Not Started

The course has never been taken.

1. Click **Launch**.
2. Complete the course.



### CU: Travel and Travel Card Training - u00078

COURSE | 25m | CU | English | Everyone

Not Started

Learn the policies and procedures related to official university business travel.

Launch 

#### Started

The course was started but the quiz was not completed or not passed.

# CU: Travel and Travel Card Training - u00078

COURSE | 25m | CU | English | Everyone

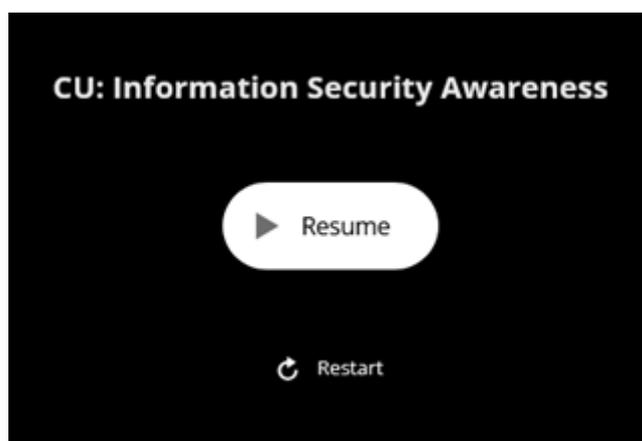
Started

Learn the policies and procedures related to official university business travel.

1. Click **Launch**.

2a. If you did not complete the quiz, select **Resume** to continue where you left off.

2b. If you completed the quiz but did not pass, select **Restart** to start the course from the beginning.



**Completed**

The quiz was passed and the Close Course button was selected.

# J: Nondiscrimination, Sexual Misconduct, and Reporting - u0028

COURSE | 1h 30m | CU | English | Everyone

Completed

To restart a recurring annually required course:

1. Click **Launch**

2. A message will prompt you to restart the course. Click **Restart content**.

## Restart this content

Your organization requires you to restart this content.

If the content is in progress, restarting will reset your current progress and test scores, and you will start from the beginning.

You will retain your previous completions, including any certificates and/or badges.

Restart content

3. The course status will update to **Restarted**.

# CU: Information Security Awareness - u00063

COURSE | 30m | CU | English | Everyone

Restarted

4. Click **Launch** again and complete the course.

If you cannot complete the course in one session, follow the steps in the **Started** section when returning.

## Questions?

If you have questions or experience issues, email [system.training@cu.edu](mailto:system.training@cu.edu) [3] for support.

Percipio [4]

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