

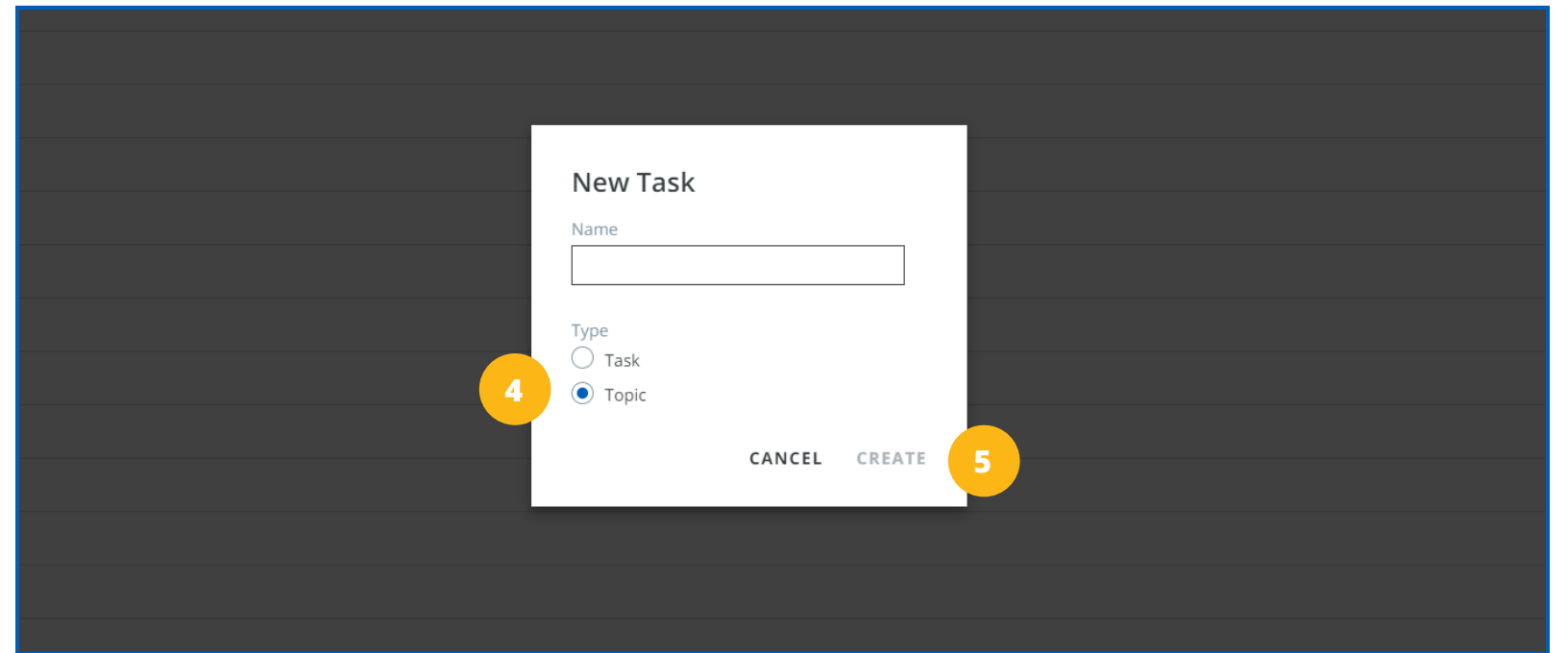
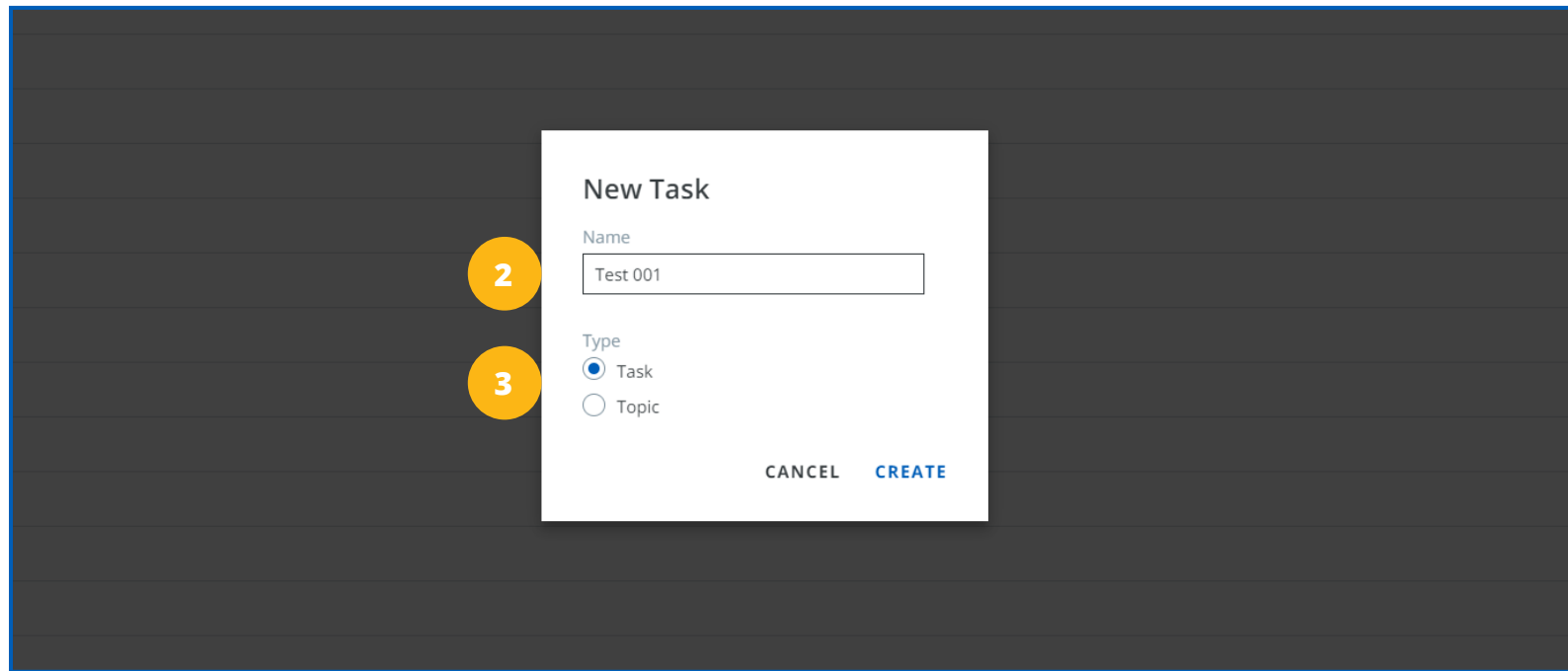
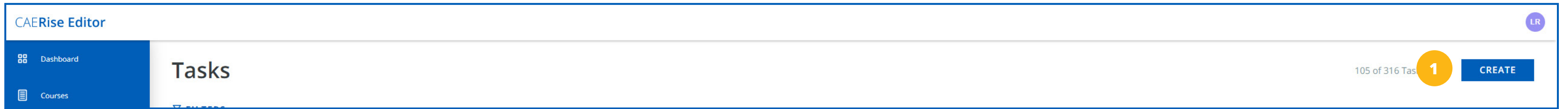


CAERise Editor

Creating a Task

Creating a Task

To create a task in CAE Rise Editor, all you have to do is visit the *Tasks* tab and review the content below to learn more.



- 1 CREATE Button**
To create a task, click on the *Create* button.

- 4 Topic**
A topic is designed for an instructor in a classroom setting.

- 2 Task Name**
Once you click on the button, a window will appear and you will need to enter a task name. You will then need to choose between creating a Task or Topic.

- 5 CREATE Button**
Once the task name has been entered and a type has been chosen, click on the *Create* button to finish the creation process.

- 3 Task**
A task is a time-sensitive, actionable item that trainees need to complete to receive a grade during a lesson.

Creating a Task

Tasks

105 of 316 Tasks [CREATE](#)

FILTERS

Name	Type	Last Update ↓	Status
Test 001	Task	25-Mar-2021, 10:01	DRAFT
Auto Pilot Locked	Task	25-Mar-2021, 09:34	PUBLISHED
Spring is beautiful	Task	24-Mar-2021, 15:34	PUBLISHED
Auto Pilot Auto Throttle	Task	24-Mar-2021, 13:07	PUBLISHED
TCAS	Task	19-Mar-2021, 10:48	PUBLISHED
Comms	Topic	18-Mar-2021, 19:53	PUBLISHED
Team Building	Topic	18-Mar-2021, 19:52	PUBLISHED
Attitude	Topic	18-Mar-2021, 19:52	PUBLISHED
Maintaining Standards	Topic	18-Mar-2021, 19:52	PUBLISHED
Culture	Topic	18-Mar-2021, 19:52	PUBLISHED
Test 001	Task	11-Mar-2021, 14:10	DRAFT
New Test	Topic	09-Mar-2021, 14:13	PUBLISHED
Landing - Normal	Task	04-Mar-2021, 11:45	PUBLISHED

6

New Task

Your new task will appear at the top of the list.

7

Draft Status

It will be in Draft status until it is submitted for approval.