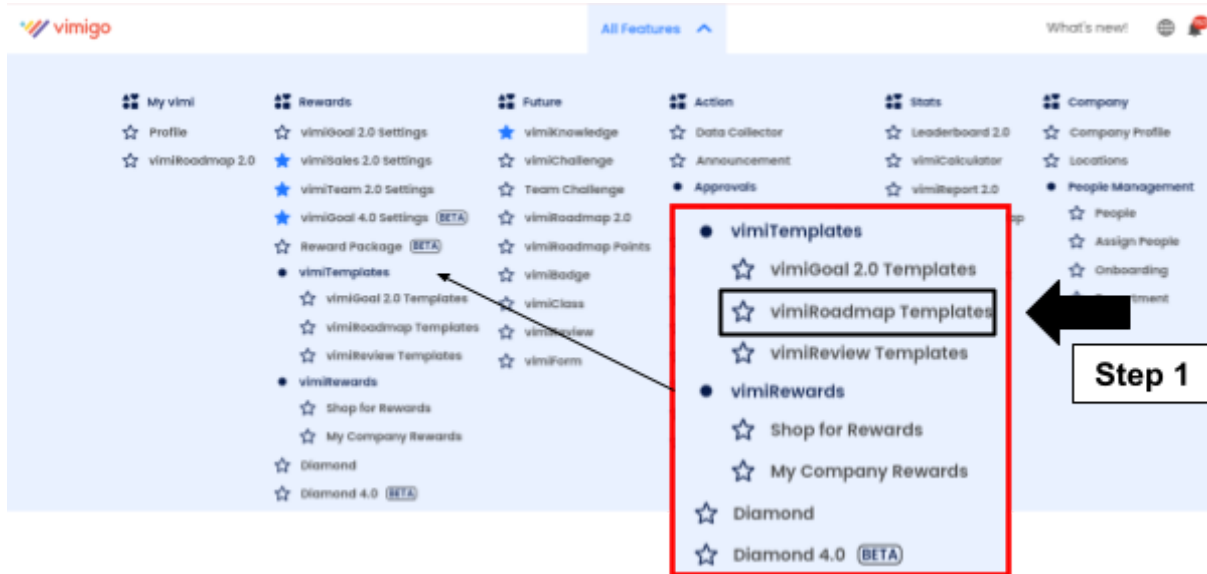
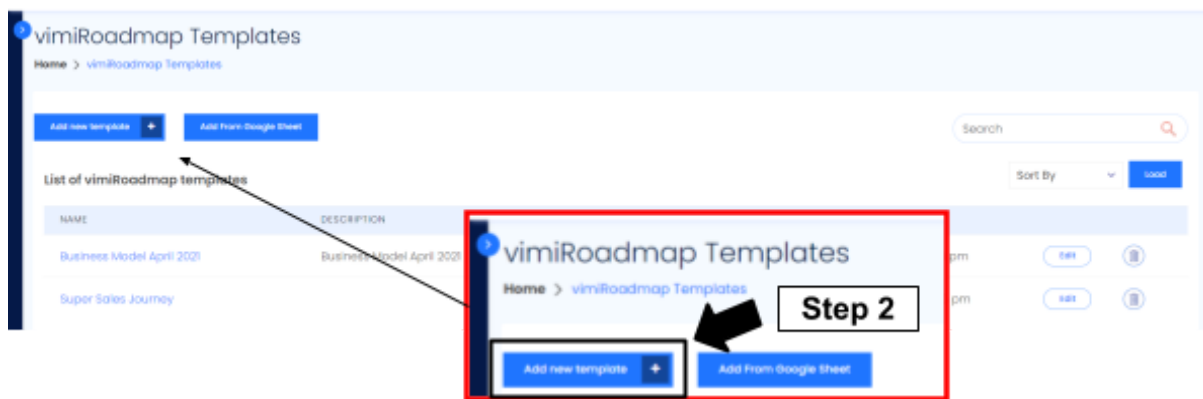


How to set up vimiRoadmap template?

Step 1: Head over to **All Features** Tab at the top of the website ☐ Under **vimiTemplates** list, click on **vimiRoadmap Templates**.



Step 2: Click **Add new template**.



Step 3: Fill in all the details

vimiRoadmap Templates

Home > vimiRoadmap Templates > Create Template

Create New vimiRoadmap Template

Template Title **Step 3.1**

Description **Step 3.2**

Template Items

Title **Step 3.3**

Description **Step 3.4**

Target Points **Step 3.5**

Unlocked When **Step 3.6 (Optional)**
(The number of points required to see this vimiRoadmap)

Required Badges (This is optional)

Choose Badges **Step 3.7 (Optional)**

Add New Milestone **Step 3.8 (Optional)**

Submit

***Target Points** – the points needed for the employee to achieve in order to unlock the level.

***Unlocked When** – How many points is required before they can see this level.

***Add New Milestone** – Next target or milestone in this template.

Check Point


Once the employee reaches the point, the system will automatically move the employee to the next level. If you ticked on the checkpoint box, the system will stop the process from automatically escalating employees and requires approval from HR or employer.

Step 4: Click on **Submit**.

Required Badges *(This is optional)*

Choose Badges

Add New Milestone


Submit