# Required Reading overview

**Last Modified on 07/10/2024 5:00 pm EDT**

If you use individual **reader accounts** (either directly within KnowledgeOwl or via **Single Sign-on** or **remote authentication**), you can enable Required Reading. This allows you to set certain articles as required, with a start date as to when they are required.

When a reader views an article that is required, they'll see a message in the article itself and a checkbox to acknowledge that they've read and understood it.

Home  »  Get help

# Check our YouTube channel  📄🖨✉☆

👁 This article is required to read

Last Modified on 04/10/2023 11:19 am EDT

We recently started doing a series of drop-in video sessions on select topics. Check out the recordings we have available at our YouTube channel.

---

☐    This article is required reading. Please click to confirm that you have read and understood it.

**Required reading articles include a flag at the top of the article and an acknowledgement section with a checkbox at the bottom**

We track the date of their acknowledgement and the approximate reading time, and you can export that information in **Reporting > Required Reading.**

Readers can see all articles marked as Required Reading by navigating to the **Required Reading page** in your knowledge base. You can also choose to include a **Required Reading article list** on your homepage.

You decide where you want the **required flag message** and the **required acknowledgement checkbox** to appear in your articles, and you can use **Customize Text** to tweak the wording for each to fit your knowledge base. See **Enable and configure Required Reading** for full details on using the feature!

And if you make updates to the article and need to re-require readers to read and acknowledge those changes,

[add a new start date](#) and the article will appear to readers as needing their attention again.

Required Reading can be a great way to confirm and track that employees are reading updated policies and procedures, or to have a set of required articles for new hires or department onboarding.

> You cannot set articles in topic display categories, URL redirect articles, or custom content categories to be required. If you're interested in marking topic display categories' articles or custom content categories as required, please [contact us](#) and let us know you'd like to be added to our feature requests for this functionality!