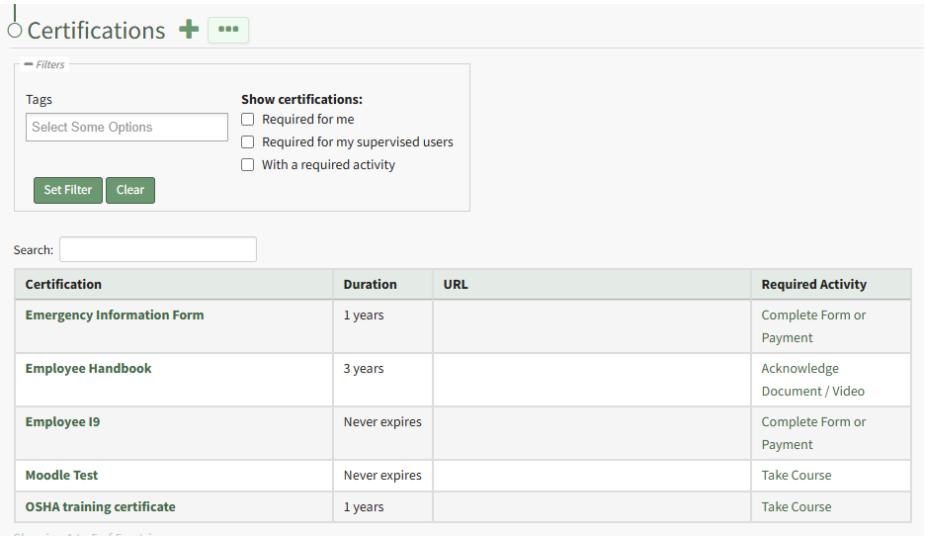
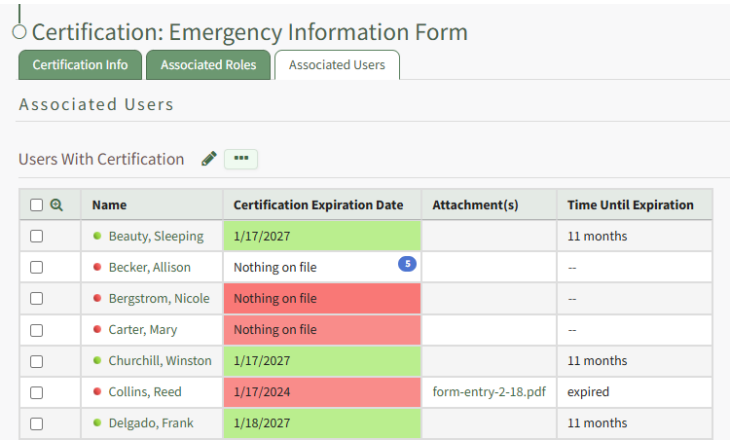
Assign Certifications to a User Independent of a Required Certification Role

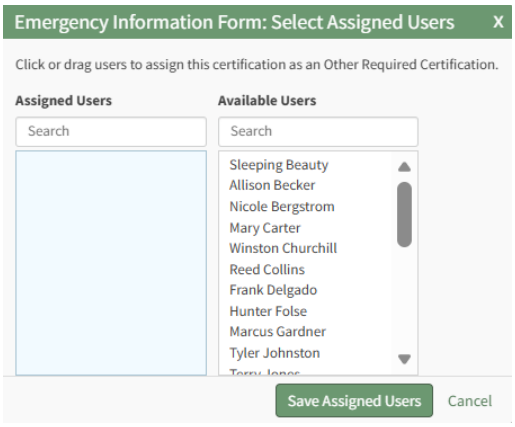
To assign a certification to users independent of a required certification role, open the Certifications Page in the People Module from the Main Menu.



Click the name of the certification you wish to assign to users opening the Certification Details Page.



Click the pencil icon opening the Select Assigned Users Modal.



Clicking the name of a user will move them from the available to assigned column, and vice versa. After assigning the appropriate available users, select the Save Assigned Users button.

The user will now show in the table. In the required column, you will see "Other Required Certification" instead of an associated certification role.

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