

View Industry Credentials

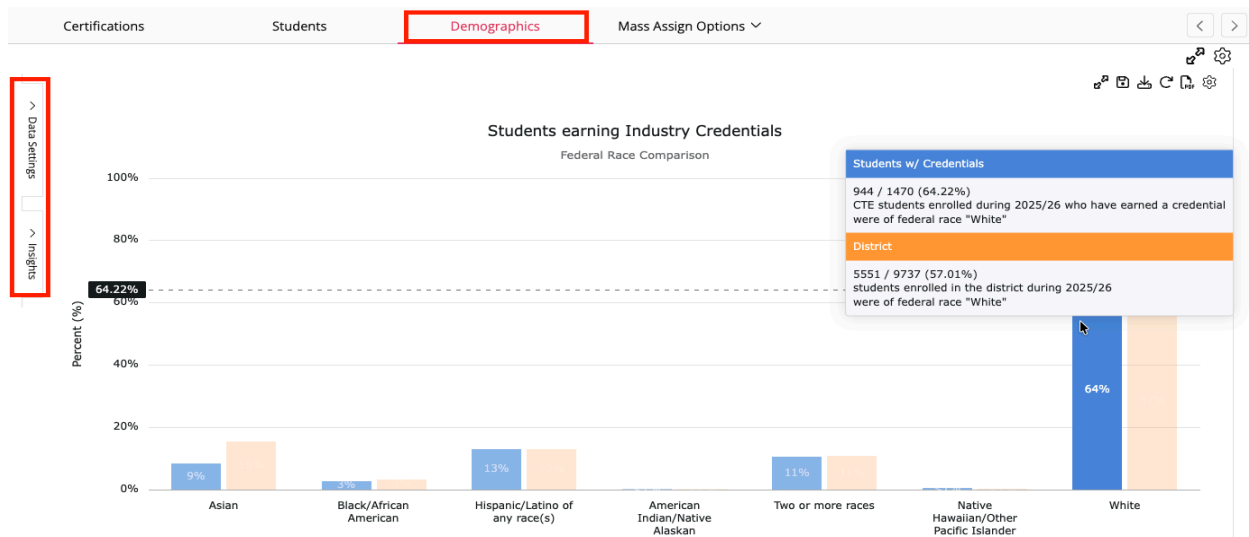
Here, you will learn how to manage industry credentials and examination attempts.

Role: Eductor, Teacher

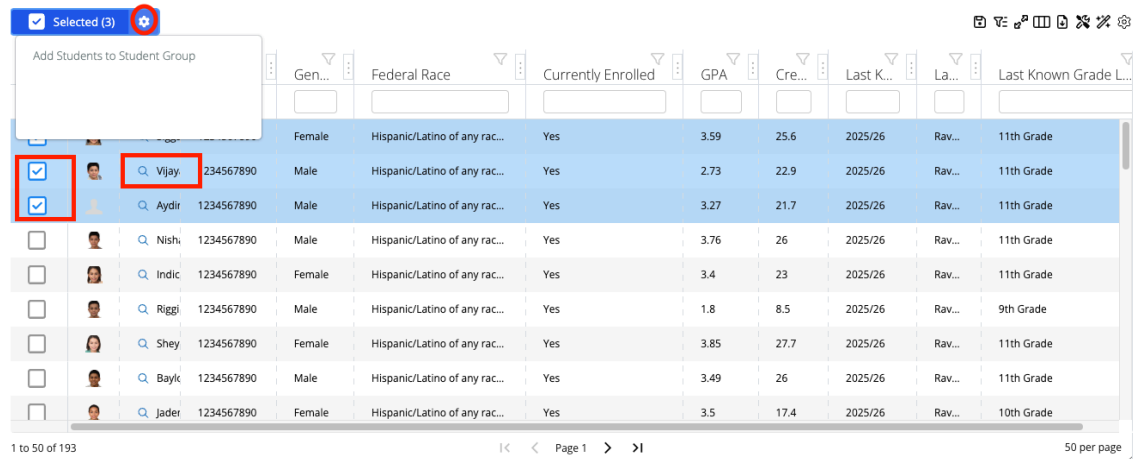
1. Start under **Industry Credentials** in the left navigation menu.
2. Click the **Edit Page Data Settings** button, located to the right of the page title, to edit the school year details. Click the field, select the **checkbox** for the chosen school year, and then click **Save**.
3. You will see various subpages (tabs) across the top of the page. You will default to the **Credentials Tab**.
4. Here, you will view the Industry Credentials, code, and the number of students who have earned them.
 - a. Click the **magnifying glass** next to the Industry Credential to view further details.
 - b. Click the **magnifying glass** next to the number of students who earned IC to view the students included.

The screenshot shows the 'Industry Credentials' page for the school year 2025/26. The 'Certifications' tab is selected. A table lists credentials with columns for 'Industry Credential', 'Industry Credential Code', and 'Number of Students Who Earned IRC' for the years 2025/26, 2024/25, 2023/24, 2022/23, and 2021/22. Two credentials are visible: 'Certified Personal Trainer' with 44 students and 'Certified Pharmacy Technician (CPT)' with 11 students. A magnifying glass icon is next to the number 11.

5. Click the **Demographics Tab**. Here, you can view various comparison and distribution charts. (Federal Race, Gender, Special Education, Economically Disadvantaged, McKinney-Vento, Highly Capable/Gifted, Section 504, Multilingual Learner, Foster Care, and Military).



- a. Use the **Data Settings drawer** to the left to set distribution or comparison settings.
- b. Use the **AI Insights drawer** to the left to delve deeper.
- c. Hover over any bar for further information.
- d. Click the bar to view included students.
 - i. Click the **magnifying glass** next to the student's name to view the Student Dashboard.
 - ii. Click one or more **checkboxes** to the far left, click the **Selected Gear** in the top left, and choose **Add Students to Student Group**.
 1. Click the **New or Existing Group radio button** and complete the additional requirements as needed.



Selected (3)	Gender	Federal Race	Currently Enrolled	GPA	Cre...	Last K...	La...	Last Known Grade L...
<input checked="" type="checkbox"/>	Female	Hispanic/Latino of any rac...	Yes	3.59	25.6	2025/26	Rav...	11th Grade
<input checked="" type="checkbox"/>	Male	Hispanic/Latino of any rac...	Yes	2.73	22.9	2025/26	Rav...	11th Grade
<input checked="" type="checkbox"/>	Male	Hispanic/Latino of any rac...	Yes	3.27	21.7	2025/26	Rav...	11th Grade
<input type="checkbox"/>	Male	Hispanic/Latino of any rac...	Yes	3.76	26	2025/26	Rav...	11th Grade
<input type="checkbox"/>	Female	Hispanic/Latino of any rac...	Yes	3.4	23	2025/26	Rav...	11th Grade
<input type="checkbox"/>	Male	Hispanic/Latino of any rac...	Yes	1.8	8.5	2025/26	Rav...	9th Grade
<input type="checkbox"/>	Female	Hispanic/Latino of any rac...	Yes	3.85	27.7	2025/26	Rav...	11th Grade
<input type="checkbox"/>	Male	Hispanic/Latino of any rac...	Yes	3.49	26	2025/26	Rav...	11th Grade
<input type="checkbox"/>	Female	Hispanic/Latino of any rac...	Yes	3.5	17.4	2025/26	Rav...	10th Grade

Essentials

New or Existing Group? (optional)

Create New Group
 Add to Existing Group

Create New Student Group

Student Group Name (required)

Helpful Resource: [Manage Student Industry Credentials and Examination Attempts](#)