



CERTI Trained Professionals

As a way to promote our students to the public looking for trained professionals, graduates of CERTI Trained Professionals are listed as individuals that have distinguished themselves by completing specific courses that have provided them with an extensive training in the measurement or mitigation of radon, or specialty courses.

The listings can be reached from the front pages of the CERTI Site, or the Education Site



CERTI site - www.certi.us



Education Site where you conduct coursework

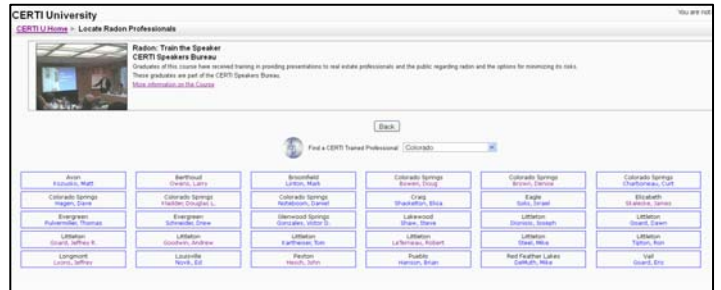
When you click on either link you see a list of the CTP courses – This will expand as courses are developed and designated CTP



For each course – when you click on the link, you will see a short description and a drop-down to select a list of graduates from a particular state or province




When an option from the drop-down is selected, you will be provided with a list of graduates



Example of Profile when you click on a name

CERTI University
 CERTI U Home ▶ Douglas L. Kladder

Douglas L. Kladder



Lead Instructor and Director of CERTI
 Radon Measurement Provider - NEHA-NRPP 101271RT
 Residential Mitigation Provider - NEHA-NRPP 100005RMT

Country: United States
 City/town: Colorado Springs
 Email address: dkladder@certi.us
 Web page: <http://www.certi.us>
 State: Colorado

Description which you can include to describe your business

Links to your Email and Web Site

To Edit Your Profile

1. Once you are logged in – **click on a course title in which you are registered** (it doesn't matter which one)



2. In the top left corner in box titled “Administration” click on “Profile”

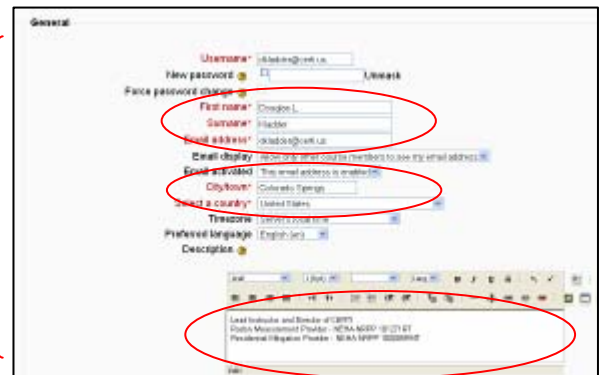


3. Your profile will open – click on “Edit Profile”

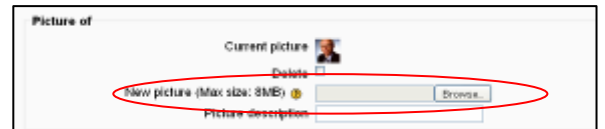


You can now make changes to your profile

- **Within the “General” Section** please confirm or add information where appropriate:
 - **Name**
You cannot change the name listed in your profile. If a change is needed, please contact our office.
 - **Email Address**
 - **City/town**
 - **Country**
 - **Description**

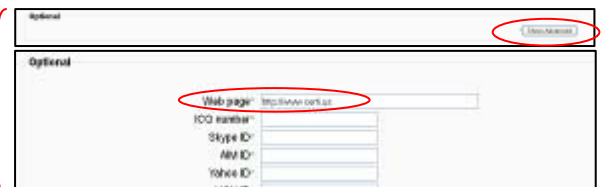


- **Within the “Picture” Section** you may add a picture



To include a Web Site Address:

- **Within “Optional” Section**, select “Show Advanced”
 - Enter web page link under “Web page”



- **Within the “Other Fields” Section** you will confirm:
 - “Be listed on CERTI.us website?”
 - “Uncheck” to not have profile visible to public
 - Your State (select from drop-down)
 - Save Changes to Profile – Click on “Update Profile”

