

# Plugin *Certificate* Documentation

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Version	Author	Changes
1.0	Stefan Wanzenried	Created
1.1	Stefan Wanzenried	Updates when using Plugin with ILIAS 5.x
1.2	Stefan Wanzenried	Describe new features introduced with plugin version 1.3 Describe meaning of different certificate status

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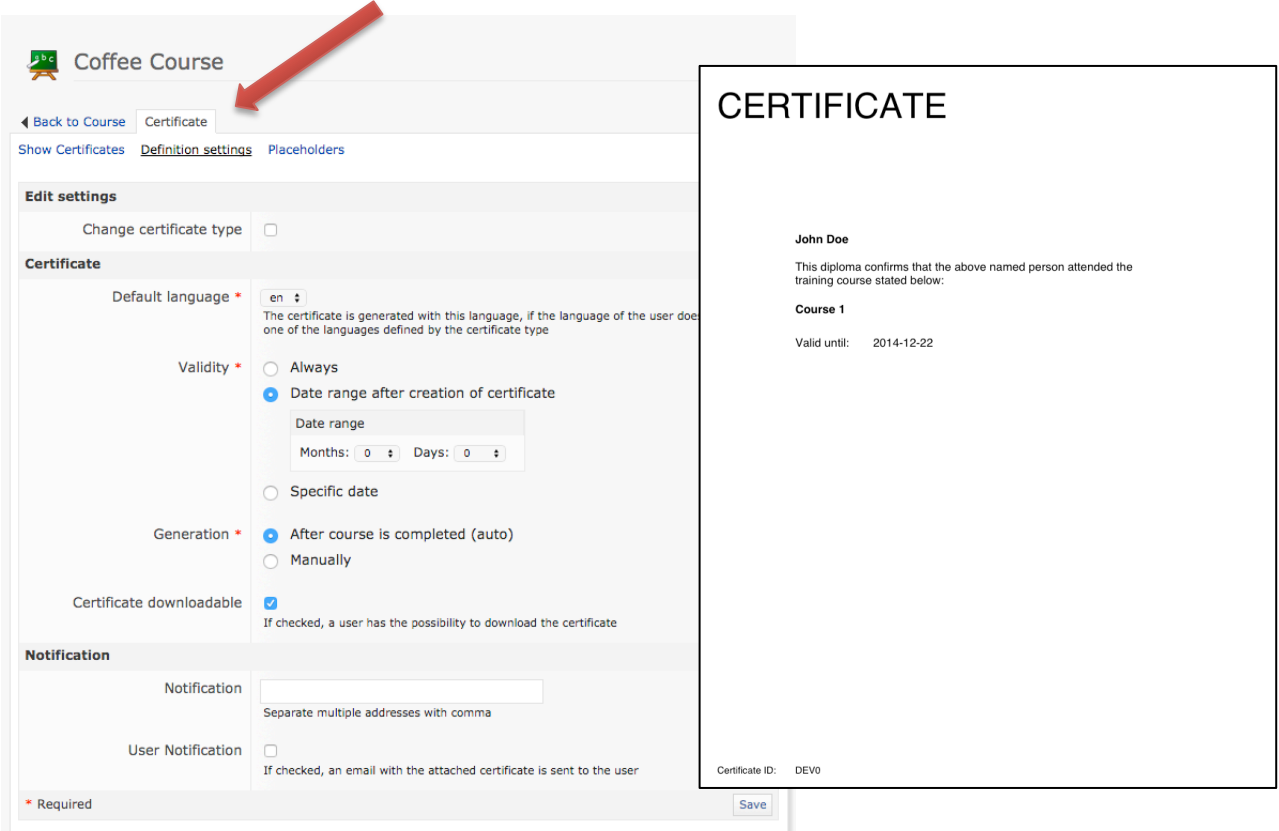


## 1 Introduction

The certificate plugin offers an enhanced support for creating and administrating certificates inside ILIAS. The main features include:

- Multiple certificate types with different layouts
- Generate pretty PDF layouts with [JasperReports](#), the world's most popular open source reporting engine
- Multiple languages
- Multiple settings including validity and notifications
- Certificate PDF files are stored in the ILIAS data directory
- Revision of files: Each certificate bound to a user and course can have multiple versions

After a successful installation, an administrator can create a so-called certificate type. This type defines the available placeholders, default settings and the layout (template) of a certificate. Inside an ILIAS course, the plugin adds a new tab "Certificate" where a course administrator can choose from available certificate types and create a "certificate definition". If a course member passes the course, a certificate is generated. Depending on the settings of the certificate definition, the certificate-owner and other users get a notification by email when the PDF file is finished and ready for downloading.



The screenshot shows the 'Coffee Course' interface with a red arrow pointing to the 'Certificate' tab. The 'Certificate' tab is active, showing 'Definition settings' and 'Placeholders' sub-tabs. The 'Edit settings' section includes options for changing the certificate type, default language (set to 'en'), validity (set to 'Date range after creation of certificate' with a date range of 0 months and 0 days), generation (set to 'After course is completed (auto)'), and certificate downloadability (checked). The 'Notification' section includes a notification field and a 'User Notification' checkbox. A 'Save' button is at the bottom right. To the right, a sample certificate layout is shown with the title 'CERTIFICATE', the name 'John Doe', a confirmation statement, the course name 'Course 1', the validity date '2014-12-22', and the certificate ID 'DEVO'.

## 2 Installation

### 2.1 Preparing ILIAS Core Patches

ILIAS needs some minor patches to the code in order to work with the Certificate Plugin. Please install the patches according to the GitHub ReadMe:

<https://github.com/studer-raimann/Certificate/tree/dev#patches>

### 2.2 Install the plugin using GIT

Use the command line to locate to the root folder of ILIAS and enter the following commands:

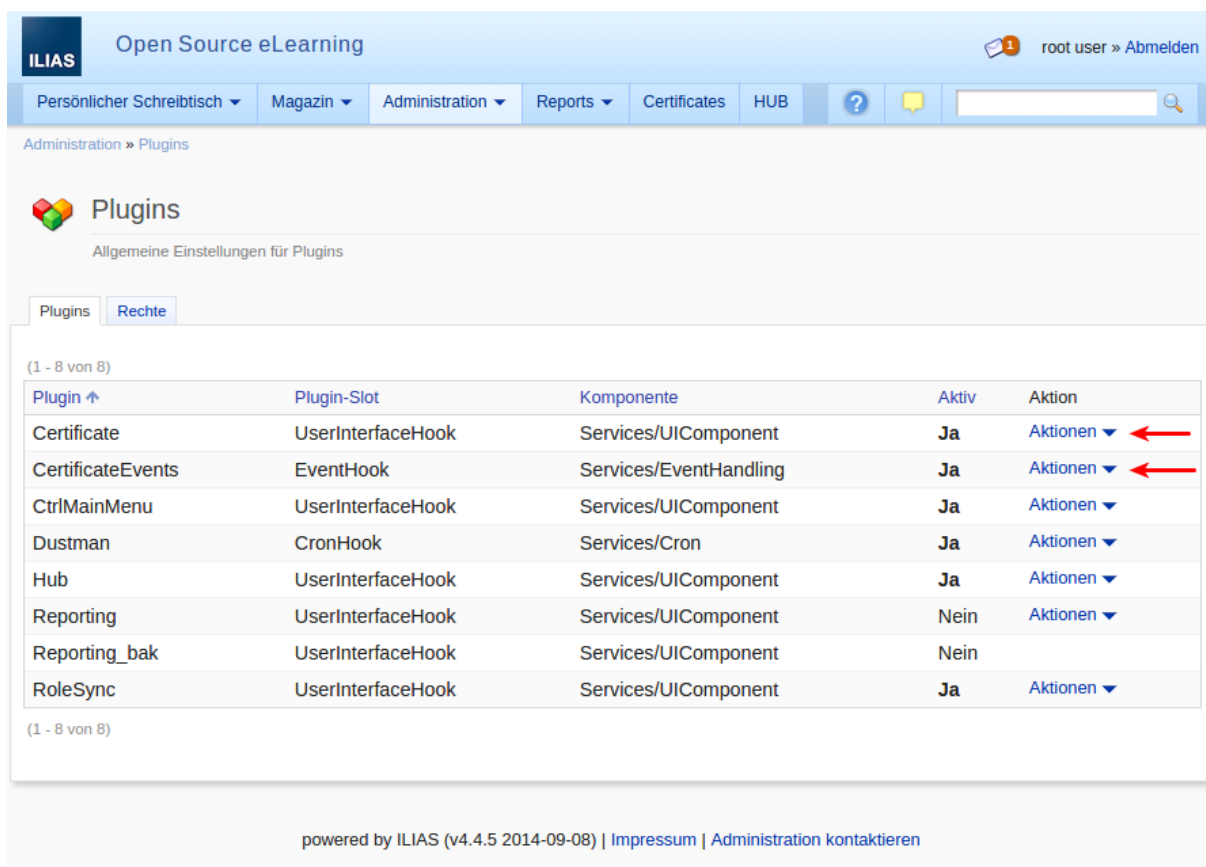
```
mkdir -p Customizing/global/plugins/Services/UIComponent/UserInterfaceHook/  
cd Customizing/global/plugins/Services/UIComponent/UserInterfaceHook/  
git clone https://github.com/studer-raimann/Certificate.git
```

Go back to the root folder of ILIAS and use the following commands to install the “CertificateEvents” plugin.

```
mkdir -p Customizing/global/plugins/Services/EventHandling/EventHook  
cd Customizing/global/plugins/Services/EventHandling/EventHook  
git clone https://github.com/studer-raimann/CertificateEvents.git
```

If everything is set up in the back end we move to the actual installation on the ILIAS front end. Log into your ILIAS installation with an administrator user. Navigate to “Administration → Plugins”. If the steps mentioned above were executed correctly you should see the two plugins “Certificate” and “CertificateEvents”. Use the actions menu to install and activate the plugins. Make sure you activate the plugins in the following order:

1. CertificateEvents
2. Certificate



ILIAS Open Source eLearning

Administration » Plugins

Plugins

Allgemeine Einstellungen für Plugins

Plugins Rechte

(1 - 8 von 8)

Plugin ↑	Plugin-Slot	Komponente	Aktiv	Aktion
Certificate	UserInterfaceHook	Services/UIComponent	Ja	Aktionen ▼
CertificateEvents	EventHook	Services/EventHandling	Ja	Aktionen ▼
CtrlMainMenu	UserInterfaceHook	Services/UIComponent	Ja	Aktionen ▼
Dustman	CronHook	Services/Cron	Ja	Aktionen ▼
Hub	UserInterfaceHook	Services/UIComponent	Ja	Aktionen ▼
Reporting	UserInterfaceHook	Services/UIComponent	Nein	Aktionen ▼
Reporting_bak	UserInterfaceHook	Services/UIComponent	Nein	
RoleSync	UserInterfaceHook	Services/UIComponent	Ja	Aktionen ▼

(1 - 8 von 8)

powered by ILIAS (v4.4.5 2014-09-08) | Impressum | Administration kontaktieren

Now you have successfully installed the Certificate plugin.

## 2.3 Install depending services and plugins

The Certificate plugin depends on some other plugins and services. Please install them by following the provided links.

### 2.3.1 Plugins

ILIAS Version	Service	Installation link
Any	CtrlMainMenu	<a href="https://github.com/studer-raimann/CtrlMainMenu">https://github.com/studer-raimann/CtrlMainMenu</a>

### 2.3.2 Services

Installing a 3th-party service is straightforward and does not involve any further configurations (as with plugins). Some of the Services are not needed with ILIAS >= 5.x, as they are part of the core. The following table lists the services you must install according to the ILIAS version:

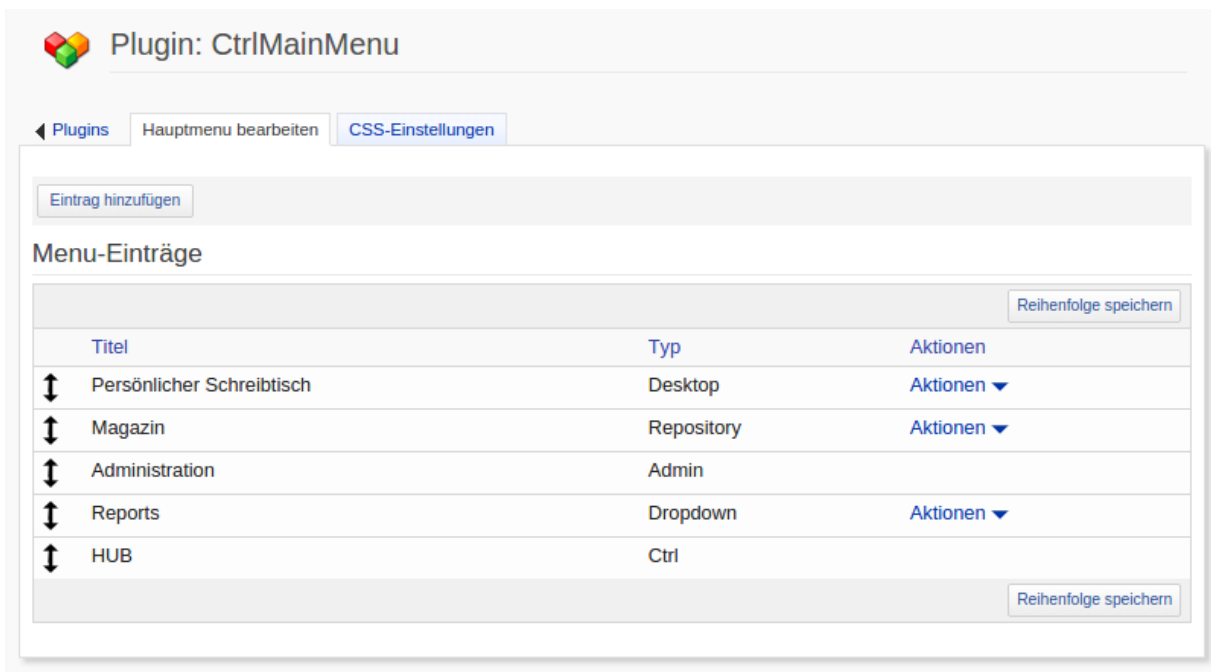
**ILIAS Version****Service****Installation link**

Any	Jasper Report	<a href="https://github.com/studer-raimann/JasperReport">https://github.com/studer-raimann/JasperReport</a>
4.3.x, 4.4.x	ActiveRecord	<a href="https://github.com/studer-raimann/ActiveRecord">https://github.com/studer-raimann/ActiveRecord</a>
4.3.x, 4.4.x	RouterService	<a href="https://github.com/studer-raimann/RouterService">https://github.com/studer-raimann/RouterService</a>

**2.4 Add MainMenu Entry**

In this chapter we are going to add the main menu entries for the additional Certificate GUIs. We will add a new dropdown menu in the ILIAS MainMenu, where users and administrators can see and manage their certificates.

First navigate into “Administration → Plugins → CtrlMainMenu Actions → Configure”. You should see something similar to the screen shot shown below.



Plugin: CtrlMainMenu

Plugins | Hauptmenu bearbeiten | CSS-Einstellungen

Eintrag hinzufügen

Menu-Einträge

Titel	Typ	Aktionen
↕ Persönlicher Schreibtisch	Desktop	Aktionen ▼
↕ Magazin	Repository	Aktionen ▼
↕ Administration	Admin	
↕ Reports	Dropdown	Aktionen ▼
↕ HUB	Ctrl	

Reihenfolge speichern

Here we click on: Add Entry and in the following form we choose the type “Dropdown”. After this we will see the settings mask of the new dropdown. We choose a name, e.g. “Certificates”, and choose the option “Use Arrow Image” afterwards use the button “Save and close”. You will be back on the CtrlMainMenu configuration page as shown above but with one additional entry.



Choose the newly created certificate entry's actions button and go to "Edit entries". Here we will add three new entries.

First we add the entry where each user will later be able to see all his certificates: Click on "Add entry" and configure the entry according to the following table:

**Setting****Configuration**

<b>Select Access Type</b>	No Access Control
<b>Title</b>	Something similar to "My Certificates"
<b>GUI Classes, comma-separated</b>	ILIAS 4.x: ilRouterGUI,srCertificateUserGUI ILIAS 5.x: ilUIPluginRouterGUI,srCertificateUserGUI

Hit "Save & Close" and make sure that you are back at "Certificate → Edit Entries" where you should see the newly created entry. Let's create two more entries following the same procedure:

**Setting****Configuration**

<b>Select Access Type</b>	Restrict to Role → Administrator
<b>Title</b>	Something similar to "Administrate Certificates"
<b>GUI Classes, comma-separated</b>	ILIAS 4.x: ilRouterGUI, srCertificateAdministrationGUI ILIAS 5.x: ilUIPluginRouterGUI, srCertificateAdministrationGUI

**Setting****Configuration**

<b>Select Access Type</b>	Restrict to Role → Administrator
<b>Title</b>	Something similar to "Certificate Types"

**GUI Classes, comma-separated**

ILIAS 4.x: ilRouterGUI, srCertificateTypeGUI

ILIAS 5.x: ilUIPluginRouterGUI, srCertificateTypeGUI

The second entry allows Administrators to administrate certificates from all users in ILIAS. The third entry is needed to create and manage additional certificate types. Feel free to change permissions and titles according to your needs.

**Note that the GUI classes are different depending on the ILIAS version. If you updated ILIAS from 4.x to 5.x you must edit these entries so that the links are working correctly.**

In the following screen shot you can see an example configuration. Also take a look at the MainMenu with the newly created dropdown and the sub-entries:

Personal Desktop ▾
 Repository ▾
 Administration ▾
 Reports ▾
 Certificates ▾

Plugin: CtrlMainMenu
 

Certificate Types
 All Certificates
 My Certificates

Plugins Back Edit Dropdown CSS Settings

Add New Entry
 Save and close Save Cancel

Select Access Type \*
 

☐ No Access Control
☒ Restrict to Role

Input:
 

☒ Administrator (2)
☐ User (4)
☐ Guest (5)
☐ Anonymous (14)

Locale Roles
 

Enter IDs of locale Roles commaseperated

☐ All Roles except the following
☐ Read Permission to Ref-ID
☐ Write Permission to Ref-ID
☐ Only for some Users

Title
 

English \* Certificate Types
 Spanish

Type Specific Settings
 

GUI Classes, comma-separated \* **ilRouterGUI,srCertificateTypeGUI**

Command

Ref-ID

\* Required
 Save and close Save Cancel

## 2.5 Installing the Cron-Job

After a user of ILIAS has successfully passed a course where a certificate was defined, we want him to receive a certificate. The certificate PDF will be generated by a cron-job. This documentation will instruct you on how to install the cron-job on a Debian/Ubuntu distribution, which might also work for CentOS and some other Linux distributions. If you are working on a different OS, you might want to consult further resources in order to get your cron-job running.

1. Connect to the server via terminal

2. Create and open the file **/etc/cron.d/ilias\_cert\_cron** with a text-editor
3. Enter the following line

```
*/15 * * * * www-data php
[ILIAS_ROOT_PATH]/Customizing/global/plugins/Services/UIComponent/UserInter
faceHook/Certificate/classes/class.srCertificateCron.php [USER] [PASSWORD]
[CLIENT_ID]
```

Replace the four variables [ILIAS\_ROOT\_PATH], [USER], [PASSWORD] and [CLIENT\_ID] according to the appropriate values of your installation. Make sure that the user has administration permissions in ILIAS, e.g. using the “root” user. If you can't remember your client ID, open the ILIAS setup (you can find it under [yourdomain.com/setup/setup.php](http://yourdomain.com/setup/setup.php)).

This script will run every fifteen minutes now in order to generate the PDFs of certificates for the users that passed a course.

## 2.6 Meaning of different certificate status

A certificate object can have one of the following statuses:

Status	Description
--------	-------------

<b>DRAFT</b>	Initial status when the user has passed a course and a certificate is generated. Certificates with the DRAFT status are not picked up by the cronjob to generate a PDF file. The next possible status (NEW) will be set by the cronjob according to the plugin configuration setting “Time Range Certificate PDF Generation”.
<b>NEW</b>	Certificates with the status NEW are picked up by the cronjob, which will try to generate a PDF file.
<b>WORKING</b>	This status is applied if the certificate is currently being processed (PDF generation is in progress).
<b>PROCESSED</b>	The PDF generation was successful and a PDF file does exist. Certificates with this status are also downloadable via the user interface.
<b>FAILED</b>	The system failed to generate the PDF file due to any errors.
<b>CALLED BACK</b>	A certificate administrator can apply this status if a certificate was created by mistake. Any certificate with a CALLED BACK status is no longer downloadable (and can therefore be seen as “invalid”)

## 3 User Manual

### 3.1 Plugin configuration

Navigate to the plugin administration and open the configuration for the Certificate plugin. Modify the default configuration according to your needs:

Setting	Description
<b>Enable support for course templates</b>	If enabled, the plugin offers additional certificate settings depending if a course is marked as "course template".
<b>Print Date/Times on Certificate in UTC-Timezone</b>	
<b>Date Format</b>	Date format used to format all dates from the standard placeholders
<b>Datetime Format</b>	Date format used to format all dates with time from the standard placeholders
<b>Time Range Certificate PDF generation (in seconds)</b>	You can set a time range in seconds to invoke the PDF generation of a certificate. If you enter zero, the PDF is generated right after the user passed the course. Note that possible notifications are also sent after the given time range.
<b>Path to Hook-Class</b>	Path to the class 'srCertificateCustomHooks', e.g. './Customizing/global/Certificate/class.srCertificateCustomHooks.php'. This class can be used to modify the standard behaviour of this plugin at various points. Must extend srCertificateHooks (see class description for more information).
<b>Callback E-Mail</b>	E-Mail will be sent to this address whenever a certificate is called back.
<b>Free Space Warning (MB)</b>	Send a warning to the system administrator when the amount of free space for the certificate creation is lower than this value.
<b>Administrate Certificate Types</b>	Select roles that are able to administrate certificate types.
<b>Administrate Certificates</b>	Select roles that are allowed to globally search and download certificates.

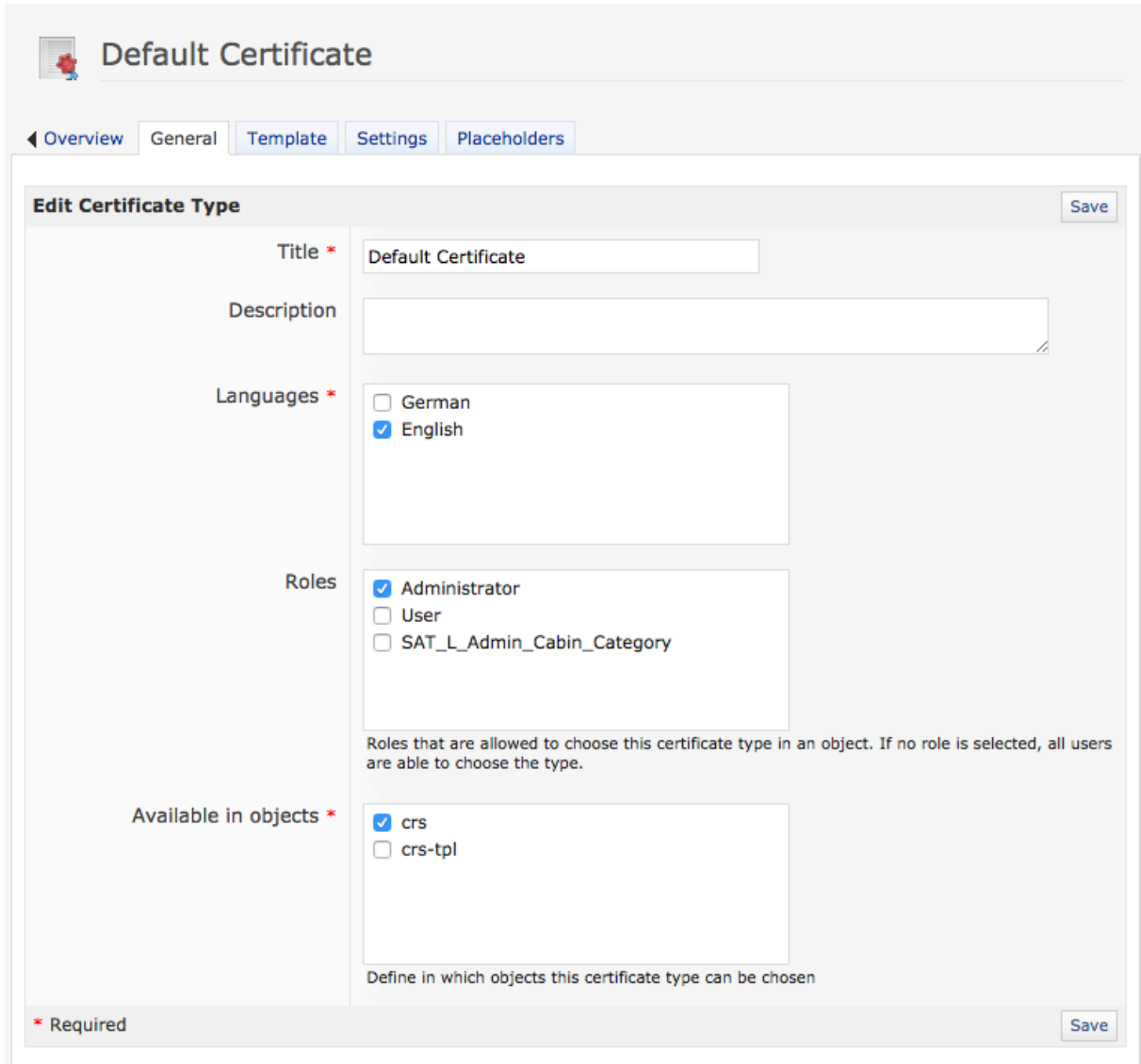
Configuration options		Save	Cancel
Enable support for course templates	<input type="checkbox"/> If enabled, the plugin offers additional certificate settings depending if a course is marked as "course template"		
Print date/times on certificate in UTC timezone	<input checked="" type="checkbox"/> Print date/times on certificate in UTC timezone		
Date format *	<input type="text" value="Y-m-d"/> Date format used to format all dates from the standard placeholders		
Datetime format *	<input type="text" value="Y-m-d, H:i"/> Date format used to format all dates with time from the standard placeholders		
Time range certificate PDF generation (seconds)	<input type="text" value="28800"/> You can set a time range in seconds to invoke the PDF generation of a certificate. If you enter zero, the PDF is generated right after the user passed the course. Note that possible notifications are also sent after this time range.		
Path to Hook class	<input type="text" value="/Customizing/global/Certificate/"/> Path to the class 'srCertificateCustomHooks', e.g. '/Customizing/global/Certificate/class.srCertificateCustomHooks.php'. This class can be used to modify the standard behaviour of this plugin at various points. Must extend srCertificateHooks (see class description for more information).		
Permission settings			
Administrate certificate types	<input checked="" type="checkbox"/> Administrator <input type="checkbox"/> User <input type="checkbox"/> Guest <input type="checkbox"/> Anonymous User assigned to one of the selected roles are allowed to administrate certificate types		
Administrate certificates	<input checked="" type="checkbox"/> Administrator <input type="checkbox"/> User <input type="checkbox"/> Guest <input type="checkbox"/> Anonymous User assigned to one of the selected roles are allowed to globally search and download certificates		
Notifications			
Notification for User (Subject)	<input type="text" value="New certificate generated for course [[COURSE_F"/>		
Notification for User (Body)	<input type="text" value="Hi,"/>		
Notification for other Users (Subject)	<input type="text" value="New certificate generated for user [[USER_F"/>		
Notification for other Users (Body)	<input type="text" value="Hi,"/>		
* Required			
			Save Cancel

## 3.2 Certificate types

Certificate types “describe” a certificate by defining settings, placeholders and the certificate layout. They are available for course administrators when choosing a certificate for the course. The Certificate plugin comes with one pre-installed type called “Default Certificate”. You may modify this type according to your needs or create additional types.

### 3.2.1 General settings

Open the GUI for managing the Certificate types over the previous installed MainMenu entry. Edit the “Default Certificate” type.

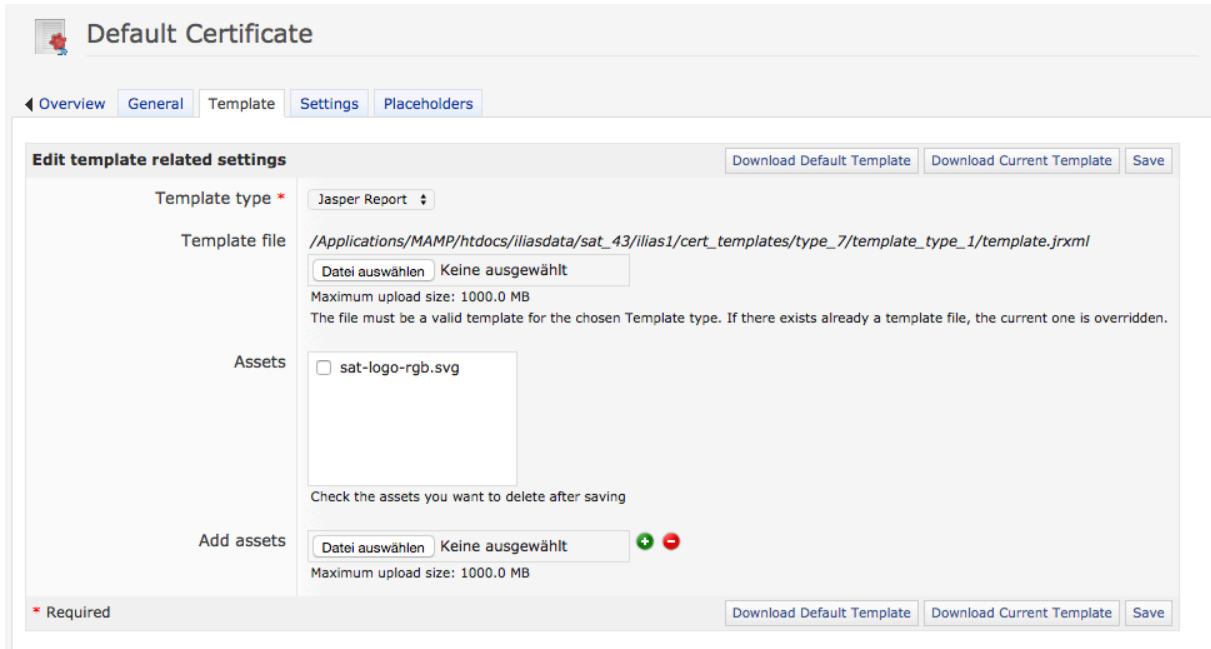


### 3.2.2 Template

The certificate template defines the layout of the PDF file. Although the plugin is designed to support multiple template types, it is recommended to use “Jasper Report”. This type allows designing nice PDF layouts with the help of the software [Jaspersoft Studio](#).

The typical procedure to create a new PDF layout looks like this:

1. Download the Default Template file. This jrxml file contains a sample XML structure which you can customize further by adding text, images and placeholders
2. Open the jrxml file with “Jaspersoft Studio”. Make your modifications and save the file.
3. Upload the jrxml file again
4. Add any referenced assets in the template file (such as images)
5. Save



**Default Certificate**

Overview General Template Settings Placeholders

**Edit template related settings** Download Default Template Download Current Template Save

Template type \* Jasper Report

Template file /Applications/MAMP/htdocs/iliadata/sat\_43/iliad1/cert\_templates/type\_7/template\_type\_1/template.jrxml  
 Datei auswählen Keine ausgewählt  
 Maximum upload size: 1000.0 MB  
 The file must be a valid template for the chosen Template type. If there exists already a template file, the current one is overridden.

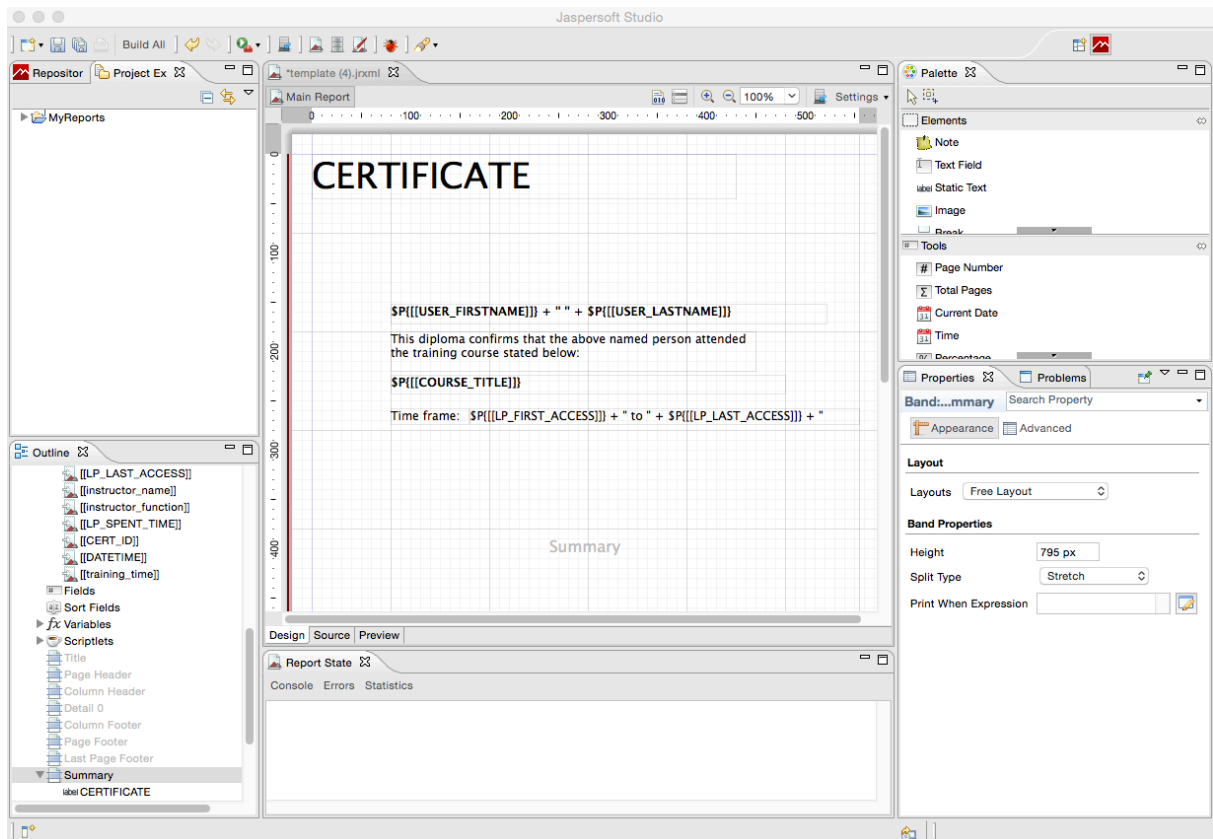
Assets ☐ sat-logo-rgb.svg

Check the assets you want to delete after saving

Add assets Datei auswählen Keine ausgewählt + -  
 Maximum upload size: 1000.0 MB

\* Required Download Default Template Download Current Template Save

The screenshot below shows the Jaspersoft Studio with the default template:



### 3.2.3 Settings


The following settings are available:



**Setting****Description**

<b>Certificate downloadable</b>	If activated, the user is able to download the certificate PDF himself.
<b>Default language</b>	If the Certificate type supports multiple languages, specify the one that is chosen if the language of the user obtaining a certificate doesn't match any of the supported languages by the type.
<b>Generation</b>	<p>Choose when a Certificate is generated:</p> <ul style="list-style-type: none"> <li>• Automatically, if the user passes a course</li> <li>• Manually</li> </ul> <p>At the moment, the second option is not supported by the plugin.</p>
<b>Notification</b>	Enter e-mail addresses getting notified whenever a certificate is generated (comma separated).
<b>User Notification</b>	Activate this setting if the user should receive the certificate by email.
<b>Validity Type</b>	<p>Define the validity type of a certificate:</p> <ul style="list-style-type: none"> <li>• Always</li> <li>• Date range after creation of certificate</li> <li>• Specific date</li> </ul>
<b>Validity</b>	Choose the validity based on the validity type.

Note that by default all settings can be overridden on course level, e.g. when a course administrator chooses a certificate type. If a setting should not be changeable, remove the checkbox "Editable In" for the appropriate object. ATM, certificates are only supported for ILIAS courses.


**Default Certificate**

Overview General Template Settings Placeholders

Add new Custom Setting

### Standard Settings

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Setting ↑	Editable in	Default value	Actions
Certificate downloadable	crs	1	Actions ▼
Default language	crs		Actions ▼
Generation	crs	auto	Actions ▼
Notification	crs		Actions ▼
User Notification	crs	0	Actions ▼
Validity	crs		Actions ▼
Validity type	crs	Date range	Actions ▼

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### Custom Settings

Identifier	Editable in	-ui_uihk_cert_type-	Default value	Actions
No Items				

### 3.2.4 Placeholders

Placeholders are variables you can use in your certificate template, e.g. a .jrxml file for the JasperSoft Studio. A placeholder variable is replaced by a value at runtime, when generating the certificate PDF. The plugin offers a decent amount of so called “Standard placeholders”. These placeholders come out of the box. Beside those placeholders, you are also free to create your own placeholders, which are fillable by a course administrator when defining a certificate on course level.


Here are some examples of available Standard placeholders:

#### Placeholder

#### Description


<b>USER_FIRSTNAME</b>	First name of the user
<b>USER_LASTNAME</b>	Last name of the user
<b>CERT_ID</b>	Internal ID of the certificate
<b>CERT_VALID_TO</b>	Date how long the certificate is valid, if the validity type is not

	set to "Always"
<b>COURSE_TITLE</b>	Title of the ILIAS course



## Default Certificate

[Overview](#)
[General](#)
[Template](#)
[Settings](#)
[Placeholders](#)


 Inside your template, wrap placeholder identifiers with "[[" "]]" symbols

[Add new Placeholder](#)

(1 - 2 of 2)
 

Identifier	Max characters	Mandatory	Editable in	Default value 'en'	Label 'en'	Actions
crs_title	256	1	crs		Course Title	<a href="#">Actions</a> ▼
trainer	64	1	crs		Trainer of course	<a href="#">Actions</a> ▼

(1 - 2 of 2)

### Standard Placeholders


*These are the standard placeholders provided by the plugin.*

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[Next](#)
 Page [1](#)

Identifier	Description
USER_LOGIN	Login
USER_FULLNAME	Full name of the user (title, firstname and lastname)
USER_FIRSTNAME	First name of the user
USER_LASTNAME	Last name of the user
USER_TITLE	Title of the user
USER_BIRTHDAY	Birthday of the user
USER_INSTITUTION	Institution of the user
USER_DEPARTMENT	Department of the user
USER_STREET	Street of the user's address
USER_CITY	City of the user's address

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To define a custom placeholder, click on the button "Add new placeholder". In the following example, a new placeholder "trainer" is added to the certificate. This allows the course administrators to write the name of a person that was the trainer of the course.


**Default Certificate**

Overview
 General
 Template
 Settings
 Placeholders

**Edit placeholder**
Save

Identifier \*
 
  
Valid characters: #^[A-Za-z0-9\_~\~]+\$#

Max characters \*
 
  
If you allow more than 128 characters, a textarea is used for entering the text

Mandatory
 ☒

Editable in
 

☒ crs  
☐ crs-tpl

**English**

Label \*

Default value

\* Required
 Save

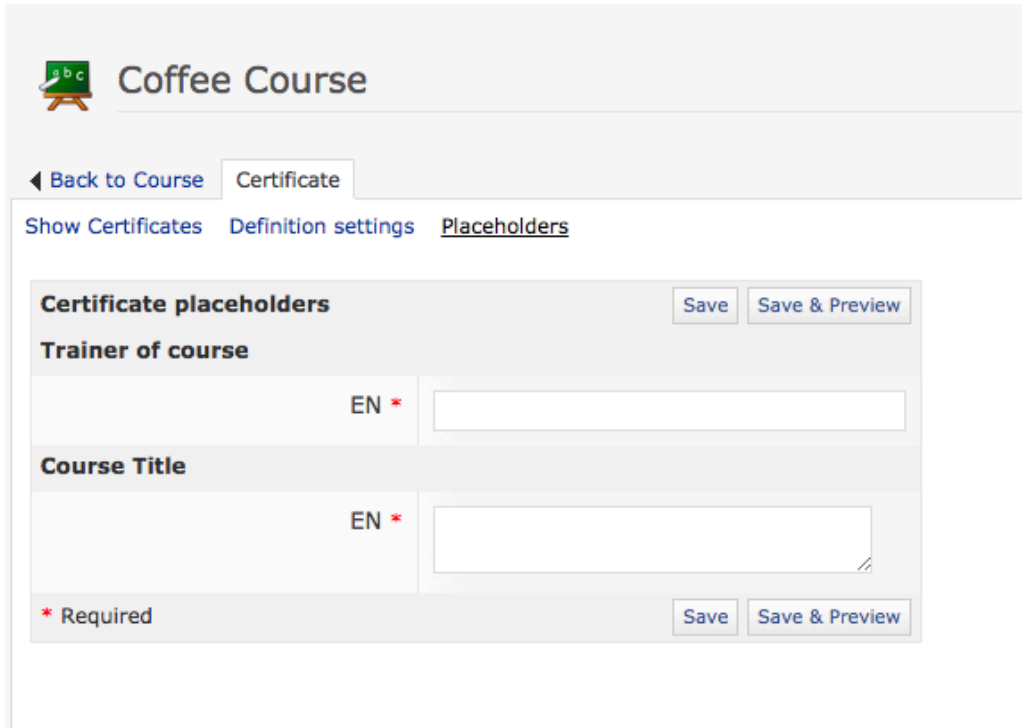
Available settings for placeholders:

## Setting Description

<b>Identifier</b>	<p>The variable name of the placeholder that can be referenced in the template. In this example, to print the course trainer, the template must contain the following placeholder:</p> <pre>[[trainer]]</pre> <p>This variable is then replaced with the correct value defined in the certificate definition.</p>
<b>Max characters</b>	Maximum amount of characters a course administrator is allowed to enter.
<b>Mandatory</b>	If checked, it is mandatory to fill out this placeholder.
<b>Editable in</b>	Remove any checkboxes if the placeholder's default value is not editable anymore.
<b>Label</b>	Label of this placeholder in the form.
<b>Default value</b>	Default value, pre-filled for the course administrator.

The label and default value can be set for each language of the certificate type.

The screenshot below shows an example how placeholders can be entered in a course:



**Coffee Course**

◀ Back to Course Certificate

Show Certificates Definition settings Placeholders

**Certificate placeholders** Save Save & Preview

**Trainer of course**

EN \*

**Course Title**

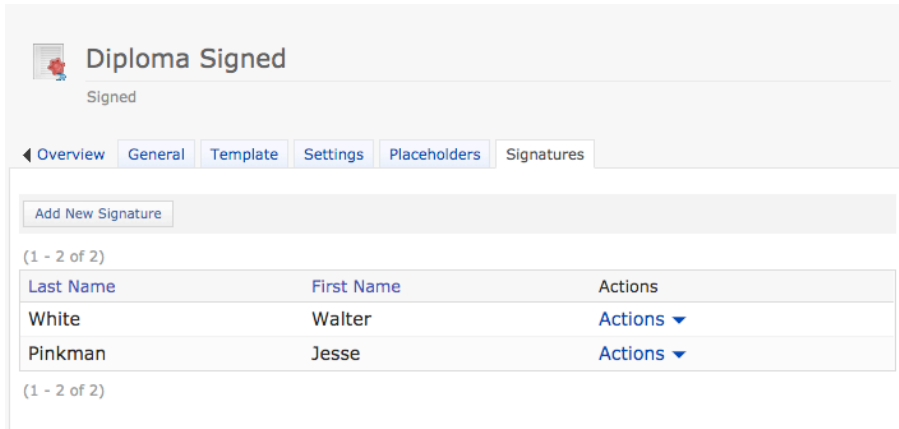
EN \*

\* Required Save Save & Preview

### 3.2.5 Signatures

This feature is mainly useful if your certificate should display a signature dynamically. The certificate type can hold multiple signatures. Signatures consist of a signature image, firstname and lastname of a person. When defining a certificate, you can choose the signature that should be used. If a signature is selected in the certificate definition, the following placeholders are submitted to the certificate template:

- `[[SIGNATURE_FIRSTNAME]]` Firstname of the person
- `[[SIGNATURE_LASTNAME]]` Lastname of the person
- `[[SIGNATURE_NAME]]` Combines first- and lastname
- `[[SIGNATURE_IMAGE]]` Path to the image (without file type suffix)
- `[[SIGNATURE_IMAGE_SUFFIX]]` File type Suffix of the image, e.g. "jpg", "svg", "png"



**Diploma Signed**  
Signed

◀ Overview General Template Settings Placeholders **Signatures**

[Add New Signature](#)

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Last Name	First Name	Actions
White	Walter	<a href="#">Actions</a> ▼
Pinkman	Jesse	<a href="#">Actions</a> ▼

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### 3.3 Certificate definitions

A certificate definition is created when choosing the certificate type in an ILIAS course. Depending on the settings of the certificate type, additional placeholders can be entered. It is also possible to overwrite some of the certificate specific settings, such as validity and notifications. Note that in order to define and configure a certificate for a course, the user needs “write” access to the course. This means, the person needs the permission “Edit settings”.

#### 3.3.1 Configure certificate for a course

Open the course where members should receive a certificate when passing the course. Click on the tab “Certificate”.



**Course 1**

◀ Back to Course Certificate

**Choose certificate type** [Save](#)

Certificate type \* Diploma Signed  
 After choosing the type, additional settings will be available

\* Required [Save](#)

The plugin lists all the available certificate types. Choose the desired type and click on “Save”. The certificate plugin creates a new definition and the GUI displays all settings for further configuration.

#### 3.3.2 Settings

The settings of a certificate definition inherit the default value defined by the certificate type. If a setting is editable in the course object (remember that it is possible to define for each setting in which object it's editable) you can overwrite the default value. Settings that are not editable are displayed for information purposes, but the form is not active.

[Back to Course](#)

Certificate

[Show Certificates](#)
[Definition settings](#)
[Placeholders](#)

Edit Settings
 Save

Change Certificate Type ☐  
 Current Type: Diploma Signed

Certificate

Default Language \* en   
The certificate is generated with this language, if the language of the user does not match one of the languages defined by the certificate type.

Validity \* ☒ Always  
☐ Date Range after Creation of Certificate  
☐ Specific Date

Generation \* ☒ After Course is Completed (auto)  
☐ Manually

Certificate Downloadable ☒  
If checked, a user has the possibility to download the certificate.

Enable SCORM Timing ☐  
Activates alternative calculation of 'Spent Seconds' for SCORM 2004 modules.

Show Score ☒

Notification

Notification   
Separate Multiple Addresses with Comma

User Notification ☐  
If checked, an email with the attached certificate is sent to the user.

\* Required
 Save

**A note to the setting “Enable SCORM Timing”:** ILIAS calculates the time a user is spending inside a course based on the time difference between two mouse clicks. SCORM modules calculate this time separately and more precise. If your certificate prints the spent time of a user and your course contains SCORM modules, consider enabling this setting. If activated, the plugin will use the calculations from a SCORM module instead of the ILIAS calculation.

### 3.3.3 Placeholders

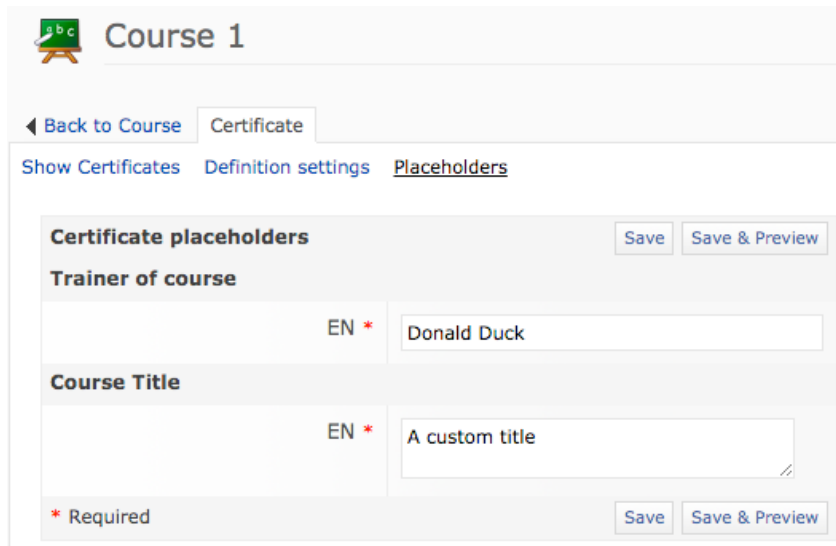
If the certificate type has custom placeholders or signatures defined, they are now fillable by a course administrator. Again, it depends if the placeholder is marked as “editable” for the course object.

By clicking on “Save & Preview”, a sample certificate is generated containing the real placeholder data. User related data such as name, address, etc. is printed anonymized.

If the certificate type offers signatures, the desired signature can be selected below the placeholders.

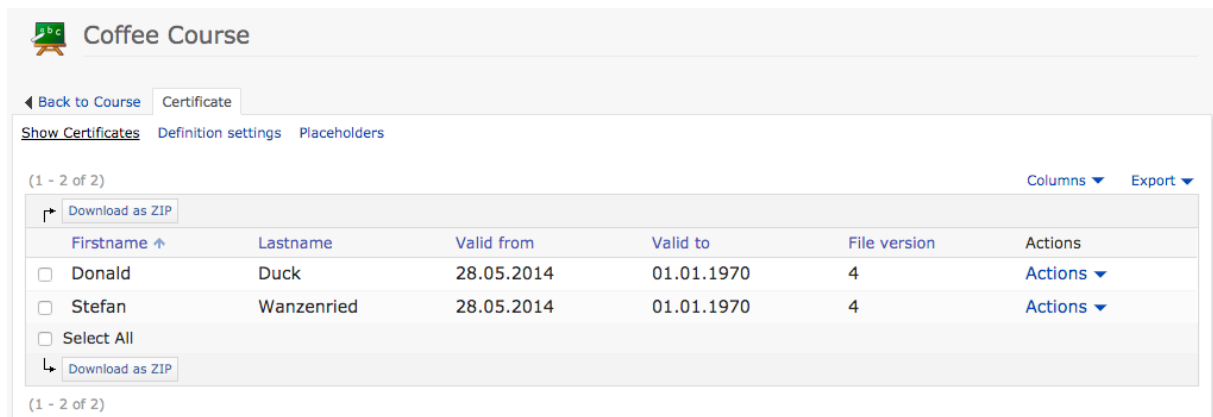
If selected, additional placeholders are passed to the certificate template (see section “3.2.5

Signatures” for further information)



### 3.3.4 Show certificates

This section displays all the members that received a certificate from the course. A course administrator has the possibility to download individual certificates and multiple PDF files compressed in a .zip file.



Firstname	Lastname	Valid from	Valid to	File version	Actions
<input type="checkbox"/> Donald	Duck	28.05.2014	01.01.1970	4	<a href="#">Actions</a>
<input type="checkbox"/> Stefan	Wanzenried	28.05.2014	01.01.1970	4	<a href="#">Actions</a>

### 3.3.5 Print new version of a certificate

If a certificate should be printed again due to errors in placeholders or user data, you can manually create a new version:

1. Make sure that all errors are fixed, e.g. correct placeholders and typos in user related data
2. Open the ILIAS course where you'd like to regenerate the certificate
3. Navigate to “Members → Edit participants”



4. Remove the “passed” checkbox in the member’s table for the member that should receive a new certificate.
5. Click on “Save”
6. Now, check the checkbox “passed” again
7. Click on “Save” again

By passing the course again, the certificate plugin generates a new version of the certificate. As soon as the plugin finished creating the PDF file, it is available in the section “Show certificates” for downloading.

### 3.4 Global certificate administration

Administrators have the possibility to globally search and download certificates. If you followed the installation section of this manual, we created some new main menu entries with the help of the CtrlMainMenu plugin. Open the certificate administration by choosing the main menu entry “Administrate Certificates”.

There exist several filters for searching certificates:

#### Filter

#### Description

<b>Certificate ID</b>	This is a unique ID of the certificate. If printed on the PDF, you can find a certificate by this ID and check if it corresponds to the correct person.
<b>First name</b> <b>Last name</b>	First- and Last name of the certificate owner
<b>Course title</b>	Title of the course in ILIAS where the certificate belongs to
<b>Valid from</b> <b>Valid to</b>	Filter results depending on the validity date of the certificates
<b>Certificate type</b>	If your installation contains multiple certificate types, you can display only certificates with the given type
<b>Show newest version only</b>	By checking this option, only the newest version of a certificate is displayed. If deactivated, multiple versions of a certificate are displayed.

Filter Hide Filter

Certificate ID	Firstname	Lastname	Course title	Valid from	Valid to	Certificate type	Show newest version only
(DD.MM.YYYY)				(DD.MM.YYYY)			<input type="checkbox"/>

Apply Filter Reset Filter

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Columns Export

Download as ZIP

Certificate ID	Firstname	Lastname	Course title	Valid from	Valid to	File version	Certificate type	Actions
<input type="checkbox"/> 1	Stefan	Wanzenried	Coffee Course	28.05.2014	28.11.2014	1	Default Certificate	Actions
<input type="checkbox"/> 3	Stefan	Wanzenried	Coffee Course	28.05.2014	28.11.2014	2	Default Certificate	Actions
<input type="checkbox"/> 4	Stefan	Wanzenried	Coffee Course	28.05.2014	28.11.2014	3	Default Certificate	Actions
<input type="checkbox"/> 5	Donald	Duck	Coffee Course	28.05.2014	28.11.2014	1	Default Certificate	Actions
<input type="checkbox"/> 6	Donald	Duck	Coffee Course	28.05.2014	28.11.2014	2	Default Certificate	Actions
<input type="checkbox"/> 7	Donald	Duck	Coffee Course	28.05.2014	28.11.2014	2	Default Certificate	Actions
<input type="checkbox"/> 8	Donald	Duck	Coffee Course	28.05.2014	28.11.2014	3	Default Certificate	Actions
<input type="checkbox"/> 10	Donald	Duck	TEST-LP-Course	30.05.2014	30.11.2014	1	Diploma Signed	Actions
<input type="checkbox"/> 11	Donald	Duck	TEST-LP-Course	30.05.2014	30.11.2014	2	Diploma Signed	Actions
<input type="checkbox"/> 12	Donald	Duck	TEST-LP-Course	30.05.2014	30.11.2014	3	Diploma Signed	Actions

☐ Select All

Download as ZIP

### 3.4.1 Call back a certificate

An administrator has the possibility to “call back” a certificate, if the certificate was generated by mistake. A called back certificate is no longer downloadable by a user or administrator. Additionally, an e-mail address can be configured in the plugin configuration. Whenever a certificate is called back, a notification is sent.

### 3.5 Overview of received certificates for users

Users have the possibility to view and download all received certificates. Downloading is only possible if the certificate type allows this functionality. Again, we created a main menu entry called “View Certificates” in the install section. Depending on your configuration of the certificate plugin, this entry may be missing or have another title.

Filter Hide Filter

Certificate ID	Course title	Valid from	Valid to	Certificate type
		(DD.MM.YYYY)	(DD.MM.YYYY)	

Apply Filter Reset Filter

(1 - 2 of 2) Columns Export

Download as ZIP

Certificate ID	Course title	Valid from	Valid to	File version	Certificate type	Actions
<input type="checkbox"/> 19	test-course	13.10.2014	13.04.2015	2	Diploma Signed	
<input type="checkbox"/> 2	Coffee Course	28.05.2014	01.01.1970	4	Default Certificate	Actions

☐ Select All

Download as ZIP

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