



Learning > Preferences for Learning > Certificates > Custom Certificates > Learning Object Associations - Manage

## Manage Learning Object Associations

The Learning Object Associations page enables administrators to manage the LOs that are associated with a certificate. When a certificate is associated with an LO, the certificate is issued to users who complete the LO.

To access the Learning Object Associations page, go to [Admin > Tools > Learning > Learning Preferences > Custom Certificates](#). Then, to the right of the appropriate certificate, click the View Details icon.

**Important:** After modifying the learning object associations on this page, click **Done**. Then, on the Manage Certificates page, click **Save**. If you do not click **Save**, your LO associations are not saved.

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Custom Certificate Management	Grants ability to create custom certificates of completion for training. This permission can be constrained by OU and user's OU. This is an administrator permission.	Learning - Administration

Any specific LO associated with a certificate overrides the certificate defaults. For example, Certificate A is the default certificate for all Online Class LOs, and LO A is an Online Class, but Certificate B is specifically associated with LO A in Learning Object Associations. When a user completes LO A, they receive Certificate B, because the LO Association overrides the defaults if available.

To set the custom certificate defaults, you must go to the Custom Certificate Defaults page. [See Manage Custom Certificate Defaults](#).

If an LO is associated with a certificate and then associated with another certificate, the newest association is saved and the previous association is automatically deleted.

### Learning Object Associations - 401k Specialist Certificate

Learning Object Associations

 Add Learning Object

(2 Results)

Course Title	Version	Type	Remove
Accounting - An Introduction	N/A	Online Class	
Accounting Curriculum	N/A	Curriculum	

Done

To associate a learning object with a certificate, click the **Add Learning Object** link. This opens the Search for Training pop-up. In the pop-up, you can search for LOs by title, description, language, provider, and LO type. After selecting the necessary LOs, click **Done** to close the pop-up. The selected LOs are added to the list of LO associations.

Administrators can associate a certificate with as many LOs as necessary.

The following information is displayed for each associated LO:

- Course Title
- Version
- Type

To remove an associated LO, click the Remove icon.