

Uploading a 3rd Party Credential in CertTracker

To earn certain credentials within the Dell EMC Proven Professional program (including Co-Skilled Digital Badges), you may need to show validation that you have earned a 3rd Party credential. This process outlines the steps you need to take to upload your 3rd party credential within your CertTracker account.

1. Login to your [CertTracker](#) account:

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CANDIDATE LOGIN

CertTracker Accounts

CertTracker accounts are automatically created through your participation in the Dell EMC Proven Professional Program. If a CertTracker account has been automatically created for you then you would have received an email from Dell EMC Education letting you know.

If you have already logged into your CertTracker account before: Login by entering your CertTracker EMC ID and Password

If this is your first time logging into your CertTracker account: Select the "Never logged in before?" link. You will then be asked to enter either the email address you tested with or your score report information.

If this is your first time logging into CertTracker or if you have not logged into your account within the last 3 months, you will be asked to verify your demographic information. Once you have reviewed your profile, be sure to click the "Update/Confirm" button at the bottom of the page to save any changes.

CertTracker EMCID * This field is required.

Password * This field is required. [Forgot your password or CertTracker EMCID?](#)

[Login](#)

[Never logged in before?](#)

2. Once you are logged in, click on the "Exam" tab and then "Create other requirement". On this screen you will choose which company your credential is associated with:

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[Create other requirement](#)

Other certification requirement

- 3rd Party Certification - Cisco
- 3rd Party Certification - CCIE
- 3rd Party Certification - CompTIA
- 3rd Party Certification - IBM
- 3rd Party Certification - IITL
- 3rd Party Certification - Novartis
- 3rd Party Certification - Open Group
- 3rd Party Certification - VMware

PEARSON Register for an Exam

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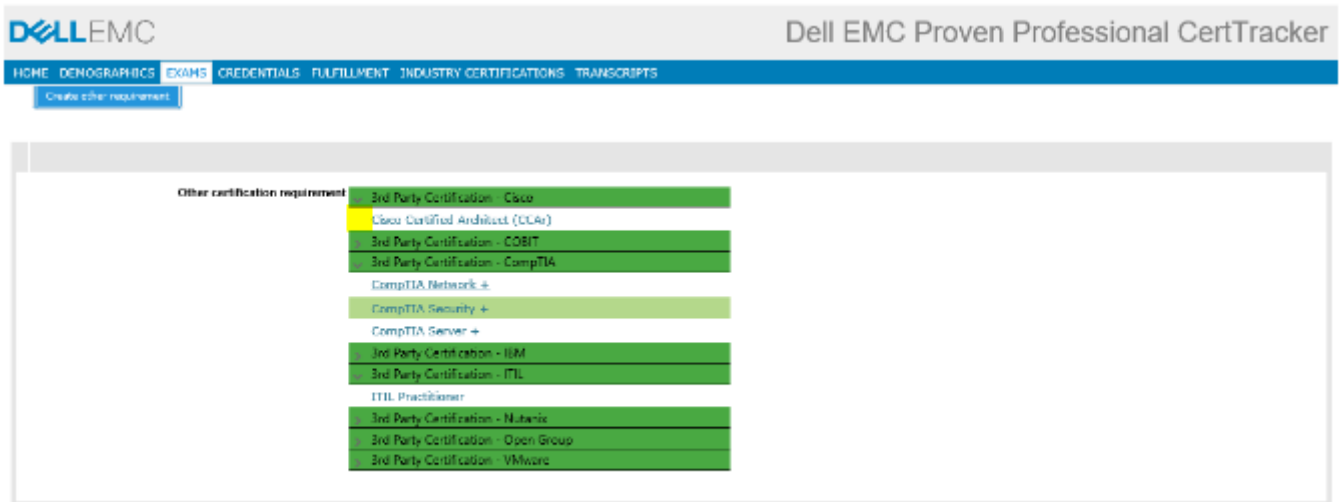
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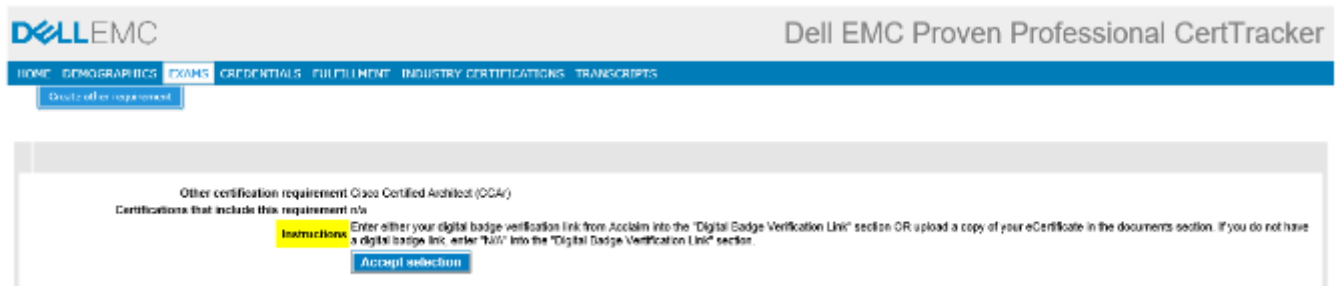
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Once you open up the company drop down menu you will be able to choose the specific credential you wish to have validated. In this example we are choosing the Cisco Certified Architect (CCAr):



3. **IMPORTANT:** Make sure to read the instructions on each credential carefully as the requirements for upload may vary.



Once you read the instructions carefully and are prepared to upload your verification, click on the "Accept Selection" button.

4. Per the instructions, you will either share your Digital Badge Verification link or upload a copy of your eCertificate. **Please note: both fields are required. If you upload an eCertificate, you will also be asked to enter text in the Digital Badge Verification link section, you can simply enter "N/A" into this field.* Once you are done you will need to check the "I agree with the above rules" check box and then click the "Create" button.

Create other requirement

Create other certification requirement

Other certification requirement Cisco Certified Architect (CCAr)

Active date 2019-02-19

Digital Badging Verification Link

Documentation language Unspecified

Remove Select

Remove Select

Add

Warning: Maximum 1 megabyte ZIP file upload size

Instructions Enter either your digital badge verification link from Acclaim into the "Digital Badge Verification Link" section OR upload a copy of your eCertificate in the documents section. If you do not have a digital badge link, enter "N/A" into the "Digital Badge Verification Link" section.

I agree with the above rules

Create Back

5. Your 3rd party credential will be verified by our team. This can take between 3-5 business days.

6. Once it has been created/verified you see the credential in your "Exam" tab under "Other Requirements". The status of your Certification is noted under the "Review" column.

Pending = currently being verified by our team

Complete (with no *) = has been reviewed by our team. Certification is valid and will be counted towards earning the Dell EMC Proven Professional Credential.

Complete (with *) = has been reviewed by our team. Certification is not valid and will not be counted towards earning the Dell EMC Proven Professional Credential.

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Create other requirement

View your credential progress and requirements

Exams

Exams are imported during regular business hours. After completing an exam, allow 5 business days for it to appear here.

Exam No.	Exam Title	Registration No.	Result	Date	Expires
DEA-6471	Associate - Converged Systems and Hybrid Cloud Exam	0216187442362	Pass	2019-02-14	N/A
DES-R121	Specialist, Implementation Engineer - Converged Infrastructure Systems Core Exam	0	Pass	2017-06-05	N/A
100-003	VCE Converged Infrastructure Solutions Foundations	09	Pass	2017-06-09	2019-06-09
300-010	VCE VBlock Systems Master Design Exam	308796056	Invailed	2016-12-28	N/A
100-003	VCE Converged Infrastructure Solutions Foundations	11088004	Pass	2016-01-08	N/A
100-003	VCE Converged Infrastructure Solutions Foundations	11088547	Pass	2015-11-13	N/A

Other requirements

Credential Name	Active date	Expires	Source	Review	Documentation	Language
Cisco Certified Architect (CCAr)	2019-02-19	N/A	N/A	Pending	Download	
CompTIA Network +	2019-02-19	N/A	N/A	Complete	Download	
VMware Certified Associate - Digital Business Transformation (VCA-DBT)	2019-02-16	N/A	N/A	Complete		

* The indicated requirement has been invalidated.

If you have any questions please log a ticket with our [Help Desk](#) and choose "Dell EMC Proven Professional Support".