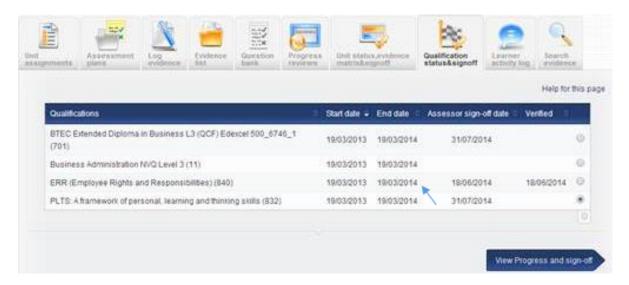
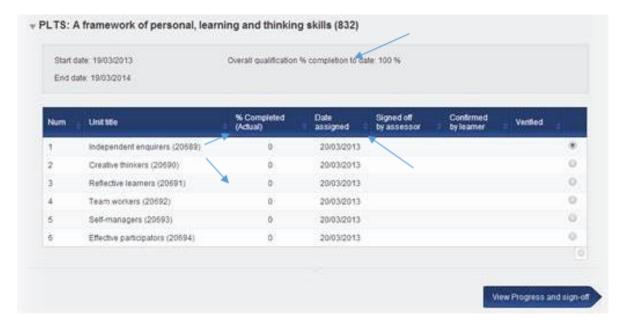
## Signing off a Qualification

Signing off a qualification moves everything at qualification level to 100% complete regardless of whether the qualification is 100% complete or not.

The sign off date appears in the table below:



When viewing it at Unit status level the Qualification is shown as 100% complete, but the % complete at unit level does not change. Equally the unit sign off date is not automatically populated with a date, that being the qual sign off date. It remains empty.



You can always go back and sign the unit off after qualification should you need to do so. When signing off a unit, regardless of % complete, the sign automates the % completion to 100% In the above example for unit 1 which was 0% complete on signing off it changed to 100% complete:

