

## **CERT Overview:**

### 1.) Logging in

- a. Go to <https://cert.smwbe.com>
- b. Provide username (it will be a full e-mail address)
- c. Provide password
  - i. NOTE: If every the password is forgotten, you can select the “Forgot Password” link, provide your e-mail address, then a temporary password will be sent to you. Please check your junk mail folding just in case it goes there.
- d. Once you are logged in and at the Dashboard please note that there are Training Classes available. That way, if any of your customers want to know how to do online certification, there are various trainings for that.

### 2.) Searching the database:

- a. On the left side of the screen you will see a link that reads “Search”. Select that.
- b. A list will appear that has several options. To search for currently certified CERT vendors, select “Certified Vendors”.
- c. You will be taken to another page. Here you will see various search parameters. You can tailor the search parameters to what you are seeking.
- d. Once you have set your search parameters, click the link that reads “Search All Matches”.
  - i. Note: if you want to see the whole CERT Certified Directory, then just select “Search All Matches” without setting additional parameters
- e. The next page will display the list of vendors with all of their active certifications.