

Certify results for a single student

You will receive an e-mail when you need to certify results.

1. Log in to Ladok and select the tab **Certify**
2. **Click on the examination or student** for whom you will certify results

Results that need to be certified
In case you are contacted by other means than Ladok's e-mail you need to tick this box to see them.

1

2

There are course results ready to be reported 1

To certify	Course/Module	Date	User
<input type="checkbox"/> ENG_Laboration 1.5 hp 0115	1MA006 ENG_Algebra II 7.5 hp	2020-09-03	Allsmäktig, Eva
<input type="checkbox"/> Course result	BKURS6 Social work 30.0 hp	2020-09-03	Allsmäktig, Eva
<input type="checkbox"/> Molly Nygren 19620317-3056	1MA006 ENG_Algebra II 7.5 hp	2020-09-03	Allsmäktig, Eva




Examination or Student
If the result for a single student has been reported on the **latest version** of the course, the **examination** is shown here.
If the result has been reported on an **earlier version** of the course, the **student's name and personal number** is shown here.
You can see which course the result is part of in the column "Course/Module". This may refer to a new result or a changed result (see next page).

Certify a changed result (cont.)


You will be re-directed to a page where you can handle the student's result on the course. This may be either a new result or a changed result you need to certify.



Certify a new result


The module or course result that you need to certify is marked.

-  **Certify the result** by clicking on "Certify". For security reasons, you may be asked to log in to Ladok again.
-  **Reject the result** by clicking "Options" → "Remove marked as ready".
-  **Change the result** in case the information is faulty. It is also possible to change results annotations or title by writing the new information in the row for the student. Save and then certify the result.

Overview / ADB course 7.5 hp ADB111 / Version 2



Save (Ctrl+S) Mark as ready  Certify Enter modules required for course completion Note Please give us feedback about this view (open in new tab)

Name	Scope	Grade	Ex.date	Status	Status
<input type="radio"/> Seminar DEL5 (Excluded)	3.0 hp		YYMMDD		
<input checked="" type="radio"/> Assignment 2 IN22	1.5 hp	5	2020-09-01	 Marked as ready	 Certified
Title / Alternative title *					
Coronas inverkan på utveckling av appar					
Corona's impact on app development					


 Certify
Remove marked as ready



Certify a changed result


The module or course result that you need to handle is marked. You will see the result that the student received previously, and underneath it you will see the changed result that needs to be certified.

-  **Certify the change** by clicking on "Certify". For security reasons, you may be asked to log in to Ladok again.
-  **Reject the result** by clicking "Options" → "Remove marked as ready".

Overview / ADB course 7.5 hp ADB111 / Version 2

Save (Ctrl+S) Mark as ready  Certify Enter modules required for course completion Note Please give us feedback about this view (open in new tab)

Name	Scope	Grade	Ex.date	Status	Certifier
<input type="radio"/> Seminar DEL5 (Excluded)	3.0 hp		YYMMDD		
<input checked="" type="radio"/> Assignment 2 IN22	1.5 hp	4	2020-09-01	 Certified	Eva Allsmåktig
Title / Alternative title *					
Coronas inverkan på utveckling av appar					
Corona's impact on app development					
Examination points	13				
Change certified result		5	2020-09-01	 Marked as ready	
Title / Alternative title *					
Coronas inverkan på utveckling av appar					
Corona's impact on app development					
Examination points	13				

 Certify
Remove marked as ready