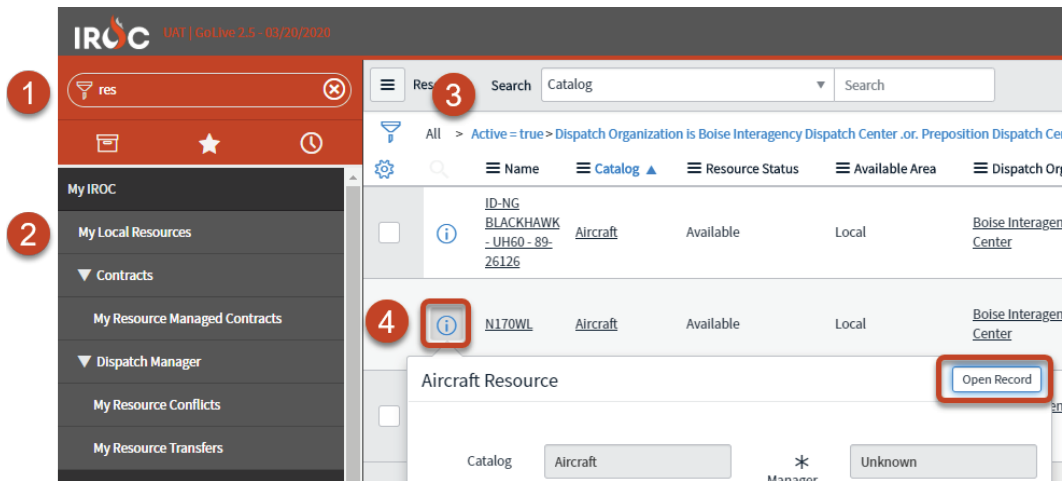


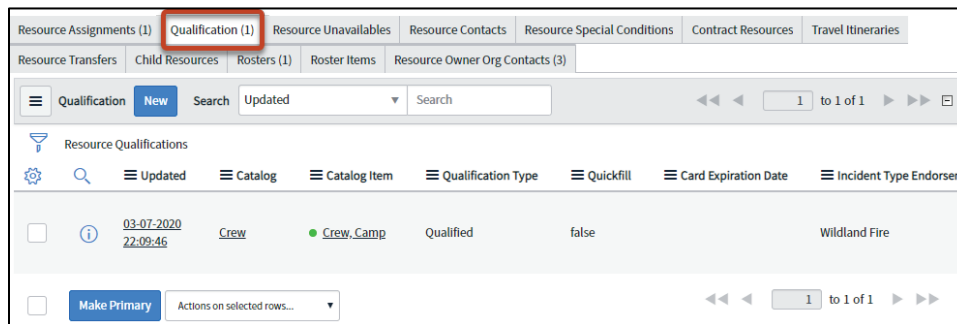
## Managing Resource Qualifications

As a dispatch manager, you can change the qualifications for a resource in IROC Data Management Tool. You can also add new qualifications, set a primary qualification, or delete a qualification for a resource.

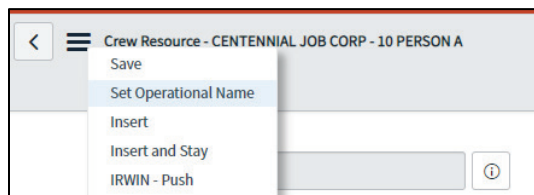
To manage resource qualifications, the system of record for the resource must be IROC. Qualifications for resources managed by VIPR, IQS, and IQCS must be updated in their respective qualification systems.



- 1 In IROC DMT, start typing “resources” in the Filter Navigator.
- 2 Click the **My Local Resources** module to see a list of all resources in your current dispatch center.
- 3 Use the search and filter tools in DMT to find the desired resource in the Resources screen. (See *Navigating the DMT* quick reference for more information.)
- 4 Click the **Information** icon to the left of the resource and click **Open Record** in the preview screen.
- 5 In the Resource screen, scroll down and click on the **Qualification** tab.

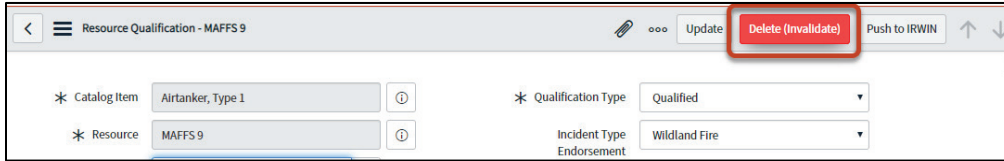


- 6 To set a primary qualification for this resource, click in the checkbox for that resource on the **Qualification** tab and then click **Make Primary**.  
If the operational name does not change as needed, click the **Actions** icon at the top of the resource page and select **Set Operational Name**.

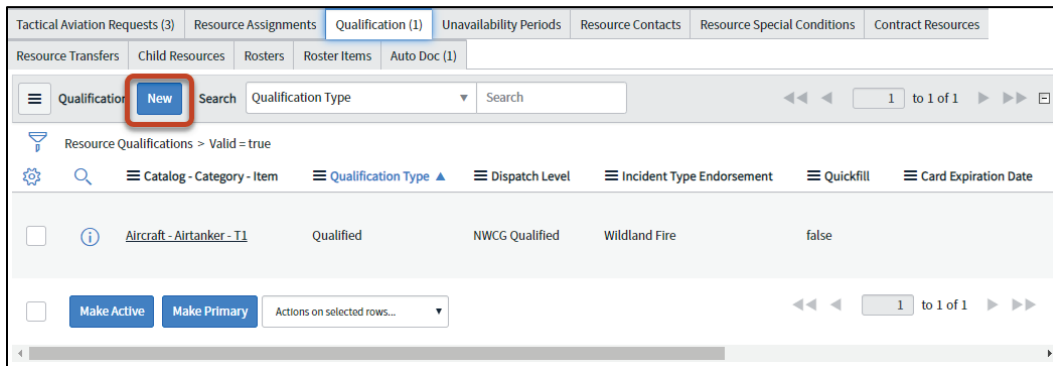


**7** To remove a qualification:

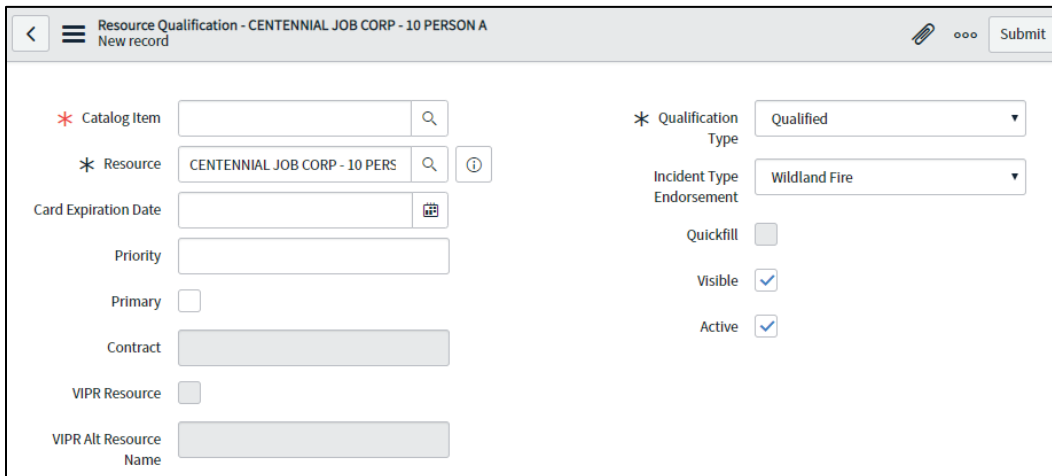
- a** In the **Qualification** tab, click the **Information** icon for the resource and click **Open Record** in the preview screen.
- b** Click **Delete (Invalidate)** and then click **OK** in the confirmation screen.



**8** To add a qualification, click **New** at the top of the **Qualification** tab.



- a** In the New Resource Qualification screen, fill in all required fields, including **Catalog Item\*** and **Qualification Type\***.



- b** Click the **Primary** checkbox to mark this as the primary qualification for this resource.
- c** When done, click **Submit**.