

Assign authorizations

As soon as you have a positive balance or the «Licenses on credit with quarterly billing» function is activated (see [Acquire credit](#)), you can assign authorizations to use the learning modules at the touch of a button.

In your account, in the gray column on the left, click on **Programs** and select the desired learning module. The learning module tile expands and a small box appears next to each user. Users highlighted in blue have already been assigned the learning module.

- Check individual boxes to assign the learning module to **specific users**.
- Click at the bottom of the column on **"select all** to assign the learning module **to an entire group**.
- Click on **Distribute licenses**.
If you assign more authorizations than are already available to you, you will be asked whether you really want to purchase the additional authorizations.

Attention: All selected users will be **assigned** an authorization, all non-selected users will have their authorization **withdrawn**, if already available.

You can **redistribute** active authorizations to other users at any time free of charge.

Further topics in our [video tutorials](#):

- [Create users](#)
- [Create and manage groups](#)
- [Acquire credit](#)
- [Use single sign-on](#)
- [Log in with camera - use QR code](#)
- [Accompanying learning: Work plans and learning status](#)

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