# MERIT

# How to Share your BARBICIDE® Certifications Using Merit Lookup

While cleaning and sanitizing is second-nature for beauty professionals, safety is top-of-mind for most clients in 2020. If you've taken the <u>BARBICIDE® Certification or BARBICIDE® COVID-19</u> <u>Certification courses</u>, it's now even easier to show your clients and prospects how seriously you approach your work.

BARBICIDE<sup>®</sup> has partnered with <u>Merit</u> to allow beauty professionals to quickly and efficiently search for and share their BARBICIDE<sup>®</sup> certifications.

### 1. What is Merit?

<u>Merit</u> is the interoperable ecosystem for all digital credentials issued by trusted organizations. The platform allows everyone to access, track, and organize certificates, licenses, and other credentials in real-time. All you have to do is accept your BARBICIDE® Certification from Merit to make it publicly available on <u>Merit Lookup</u>.

## 2. How will I receive my digital certifications?

If you've recently earned your BARBICIDE<sup>®</sup> certifications, you will receive an email from Merit notifying you that your digital certificates (known as "merits") are available. Click the 'Accept' button in the email to create your profile and accept your merit.

# 3. Is there an app to organize my digital credentials?

Yes, the free Merit app, for <u>iOS</u> and <u>Android</u>, lets you carry your credentials wherever you go. Just follow these steps to share your certifications from the app:

- 1. Log into the app and select "share"
- 2. Click on your BARBICIDE® merit
- 3. Select whether you'd like to share by sending a link or presenting a QR code for scanning
- 4. Follow the prompts on your screen to share your merit

### 4. How do I share my merits with my clients?

Once you've accepted your digital BARBICIDE<sup>®</sup> certifications from Merit, they will be shareable and searchable. Follow these steps to share your merits:

1. From the homescreen of the Merit app, select "Share your merits" and choose which merits you'd like to share.

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- 2. Select how you'd like to share: with a QR code ("Merit Key") or with a link sent through text, email, or other messaging service.
- 3. You can also visit <u>https://lookup.merits.com</u> to search by first and last name and share your certificate to social media.
- 4. You'll be able to print your certificate directly from <a href="https://lookup.merits.com">https://lookup.merits.com</a>.

## 5. How do I print my certificate from my Merit profile?

Once you've accepted your digital BARBICIDE<sup>®</sup> merit. Login to <u>Merit</u>, click on your BARBICIDE<sup>®</sup> merit and select Digital Certificate on the left-hand side of the popup window. Your certificate will appear as a tile within the popup. Click on the tile to enlarge and select Download in the bottom right hand corner. Your certificate will download to your computer as an image file which you can print.

### 6. Why is a digital certificate helpful?

Your digital BARBICIDE<sup>®</sup> certificate works the same as your paper certification, but can now be with you at all times through the Merit app. Merit also allows instant, contactless certification lookup. Using the Merit app, you can share your certifications directly with clients by text message, email, or a scannable QR code.

### 7. How do I update my email address with BARBICIDE®?

If the email address BARBICIDE<sup>®</sup> has on file is out of date or is a generic company email address (i.e., info@companyx.com), you'll need to update your personal email address using the <u>Email Address Change Form</u>.

### 8. How do I update my name on my BARBICIDE® certificate?

If the name on your BARBICIDE® certificate is incorrect you can update your name by using the name correction form.

- Name correction for the BARBICIDE® certificate
- <u>Name correction for the BARBICIDE® COVID-19 certificate</u>

# 8. I want to send digital credentials from my organization (business, school, association), how do I get started with Merit?

- Go to <a href="https://app.merits.com/create-an-organization">https://app.merits.com/create-an-organization</a> and submit a new org request
- Or email <u>help@merits.com</u> to talk to someone at Merit who can answer your questions and provide a demo

# 9. Who do I contact if I have more questions about Merit?

You can reach the Merit team through live chat at merits.com, by emailing <u>help@merits.com</u>, or by calling (833) 222-8160.

Visit <u>merits.com/barbicide</u> to learn more about what Merit can do for you and your credentials.