

Xtralis University - Booker Manager Role

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What is Booker Manager Role?

The Booker Manager role is intended to allow our customers to sell training to their customers.

It allows customers to assign content to other users regardless of where they sit on the platform. They do not have to be in the same company.

How to Be a Booker Manager

To be registered as a normal user on [Xtralis University](#), send a request to the support team.

A Booker Manager's Students Can:

- Book and take their own free on-demand training
- Approve or reject a Booker Managers' team request
- Remove a Booker Manager connection at any time via their profile page
- Access their certificates

When Do You Need to be a Booker Manager

When you have a number of employees / Customers you need to sell them training through you.

A Booker Manager Can:

- Book and take their own training
- Book students on training that is not available to the student to self-assign
- Access the certificates and training history of their students
- Send out requests to students asking to include them in their student collection-student will receive an email for this request and have the option to accept or decline
- Pay their students to access training with purchase orders, credit cards or tokens as appropriate
- Remove the student from his list