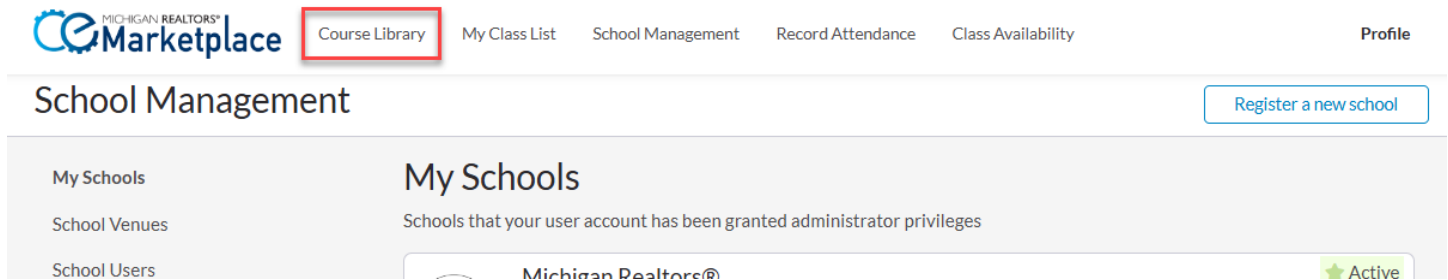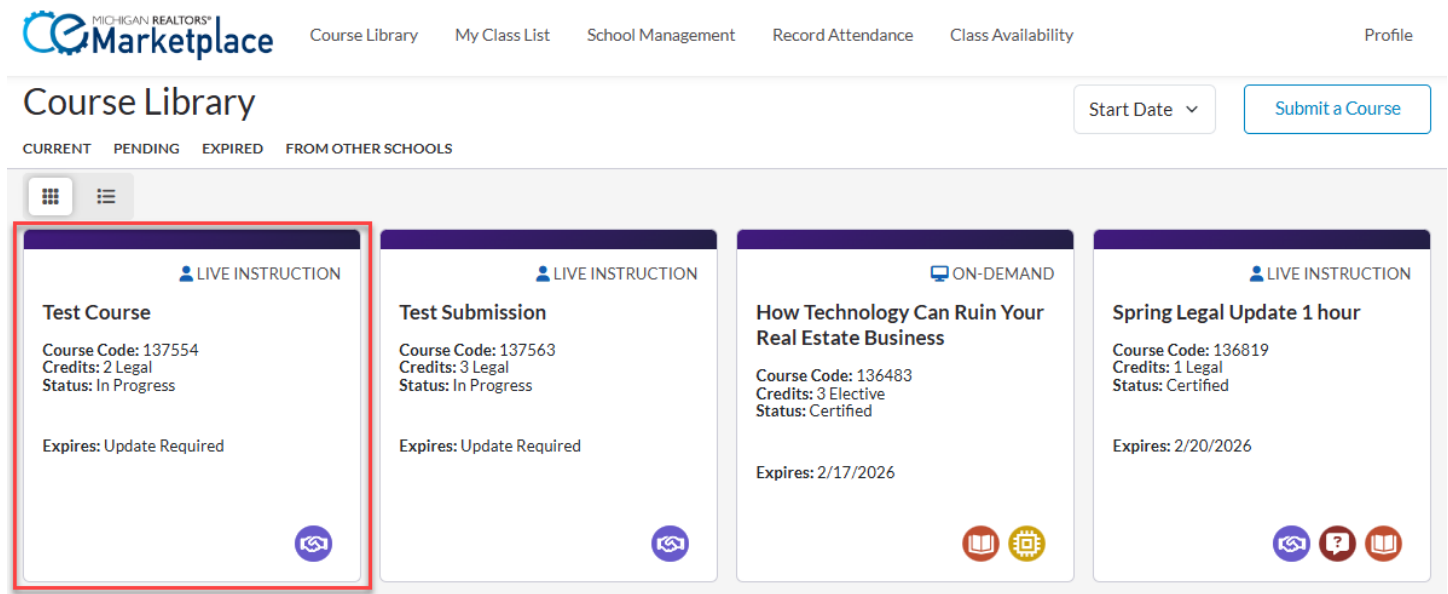# Adding an Instructor to your CE Marketplace Certified Course
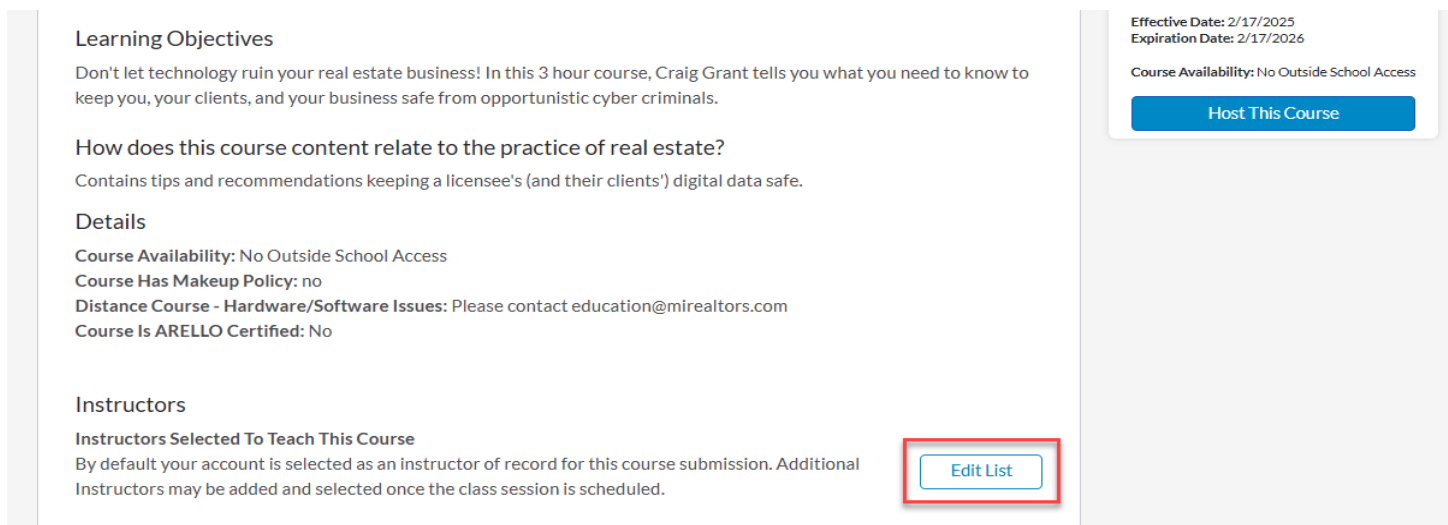
To add an instructor to a certified course, you will first login and navigate to your 'School Management' page. Next you will click on the 'Course Library' link as seen below.

On the next page you will see your library of certified courses. Click on the card for the course you would like to add your instructor.

Once you have clicked on the card you will be directed to the Course detail page. To add an instructor to this specific course, you will click the 'Edit List' button next to the Instructor section of the course details.

On the following screen you will see a list of all the instructors who have been added to your instructor roster. In the drop-down next to the instructor name change the status from 'Unassigned' to 'Assigned' and click the 'Save' button.

Once the instructor status has been changed to 'Assigned' you will now be able to select them during the process of hosting your course.

If you have any questions or issues with adding an instructor to your certified course, please contact CE Marketplace at (844)642-6633 or education@cemarketplace.net.