# Qualifications

**Abilities and Skills**

In this tab, the person's qualifications are entered with history tracking.

Several customizable selection windows are available for this purpose. With "*Qualification*" the skill can be selected, and with "*Qualification level*" the level or degree of mastery of this skill. In the field "*Recognized by*", meaning "skill verified by", a text can be entered manually or selected from a list of employees using the adjacent button, and the *date* of this verification can be noted in the text field provided. A validity date for this skill can also be entered.

Expired qualifications are listed below the active skills.

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**Important:** Please observe Time limitation and historization[1] so that you achieve the intended effectiveness and historization!

1. /daisy/webdesk-manual-en/hr-expert/g1/7738-dsy.html