**Instructions to Overwrite Existing Report Design for User-Side Certificate**

1. Open existing CertificateOfCompletionLearningHistoryUser.rptdesign report in Report Designer and edit as desired.

2. After testing to confirm new report behavior, navigate to **XML Source** tab in Report Designer.

3. Copy all of the xml code and create a new text file called Cert_of_Comp.blob.

4. Go to SQL Developer and locate the **DEFINITION** field for the existing certificate report, report ID 191.

5. Edit BLOB field by double-clicking on the field, then selecting the edit button with the ellipsis - this opens the BLOB **Edit Value** window.

6. As illustrated below select checkbox for **Text** (1), select **Text** tab (2), and select **Load** button (3).
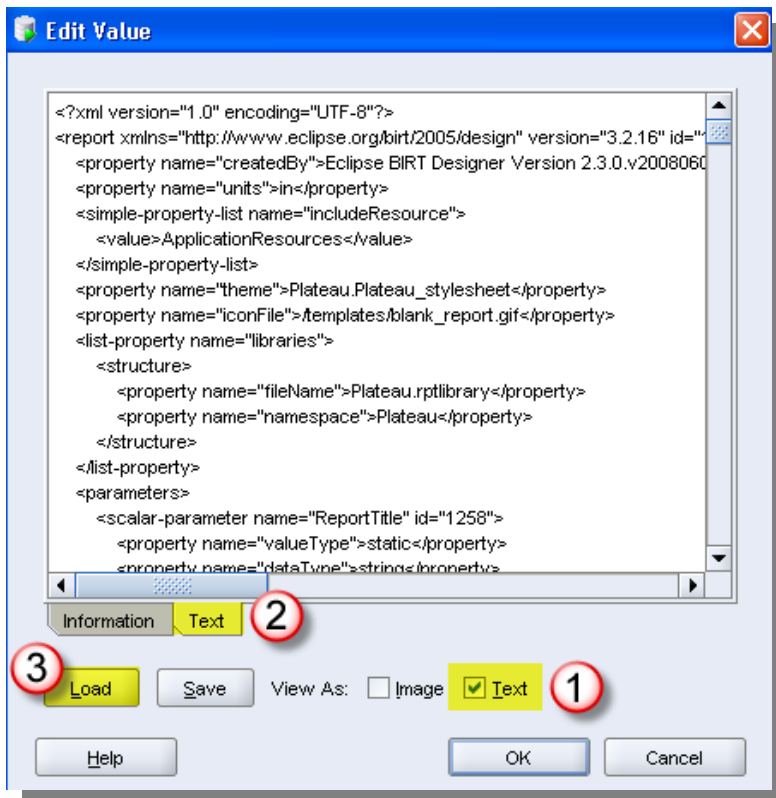


7. Browse to the new blob file you created earlier and select **Save**.

8. Select **OK** to exit the BLOB **Edit Value** window.

9. Save this change to the database by selecting the commit button .
   **Note:** If you go back to the **Edit Value** screen for the BLOB, you can see your edits.

10. **Restart the server** and test on user side.