

## IDEaS G3 RMS Essentials Exam Registration

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1. **Create your certification account** at the [SAS Certification Manager website](#). Here are guidelines to help you with some of the required fields:
  - Name: Enter your first and last name as it displays on your government-issued identification. Your identification will need to be verified during a proctored exam.
  - Email address: Enter a personal email address where you can consistently access your certification account, even if you change jobs. This is where all certification-related email communications will be sent.
  - Address: Enter your personal mailing address. Postal code may only apply for US.
  - Phone number: Enter a phone number at which you can be contacted if necessary. We don't use this for any solicitation.
  - Affiliation with SAS: Select "IDEaS". Then select Client, Team Member, or Other.
  - Company name: Enter your current primary employer.
  - Company email: Enter your email address for your current primary employer so we can associate your credential to your IDEaS account.
2. You will receive an email to **verify your account creation**. Click the link provided in the email to complete your account setup. Once your profile is complete, you may wish to bookmark the [CertMetrics website](#) for future access to your certifications.
  1. To continue registration, navigate to the CertMetrics homepage and select **Schedule My Exam**.
  2. On the Find Exam page, type the exam code of **IDS-G302** into the search field and press enter. NOTE: If you would like to complete a practice exam first, you can find it with exam code **PE-G302**.
  3. **Select the desired exam** to continue registration and pay for the exam. If you have a voucher code for the exam, you will enter it on the checkout screen.