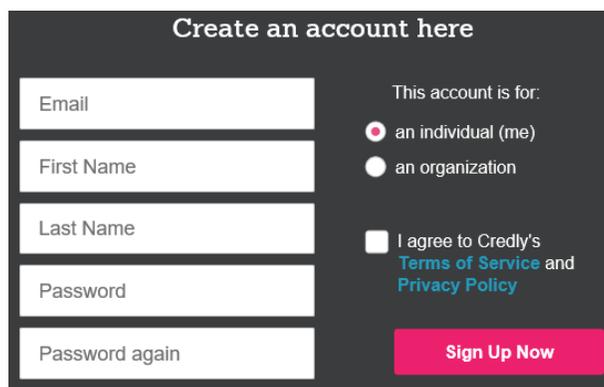


How to Setup Badges - Users

How to Setup Badges - Users

- 1 Create a free Credly account, <https://credly.com/>. Select **CREATE ACCOUNT**.



The screenshot shows a dark-themed form titled "Create an account here". On the left, there are five input fields: "Email", "First Name", "Last Name", "Password", and "Password again". On the right, there is a section titled "This account is for:" with two radio button options: "an individual (me)" (which is selected) and "an organization". Below these options is a checkbox labeled "I agree to Credly's Terms of Service and Privacy Policy". At the bottom right of the form is a pink button labeled "Sign Up Now".

- 2 Create badge(s) via your newly created Credly account.
- 3 When a Learner has successfully completed a course in which a badge has been assigned, Credly will send out this notification to the Learner -

----- Forwarded message -----

From: <noreply@edvance360.com>
Date: Sun, Dec 4, 2016 at 8:41 PM
Subject: New Credly Badges
To: example@edvance360.com

You have received badges from a newly completed course but you do not have a Credly account. If you would like badges to show up on your account please sign up for Credly.

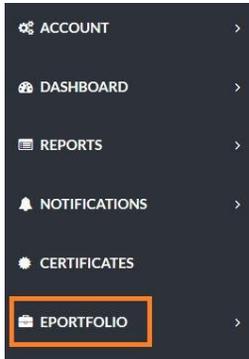
To sign up please visit: <https://credly.com/>

*Note: You must use the same e-mail address ([example @edvance360.com](mailto:example@edvance360.com)).

QuickStart Guide: How to Setup Badges

4 Login to Edvance360

5 From the Homepage Select **ePortfolio**



6 Select **Badges**. Available badges can be added by selecting “**Click to Add to Eportfolio**”.

