



## Digital Badging Learner Guide

### Canvas Credentials (formerly Badgr)

Guide – Account Creation & Social Media Sharing

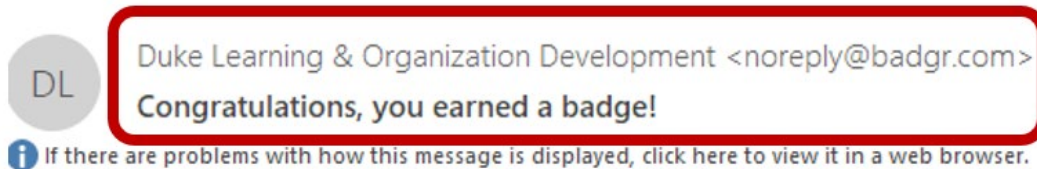
Canvas Credentials (*formerly known as Badgr*) is the digital credentialing platform that **Duke Learning & Organization Development (L&OD) uses to issue digital badges**. This guide will help you create a Badgr account to view your earned badges in your “Backpack” and share them on LinkedIn and other social media sites.

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## Let's get started!

### Badge Notification

Once a learner earns an L&OD Badge they will receive an email with the subject, **"Congratulations, you've earned a badge!"** from Duke Learning & Organization Development [noreply@badgr.com](mailto:noreply@badgr.com).

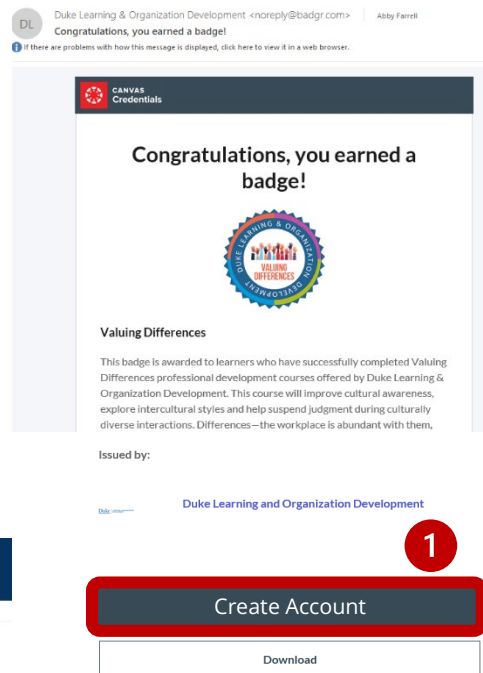
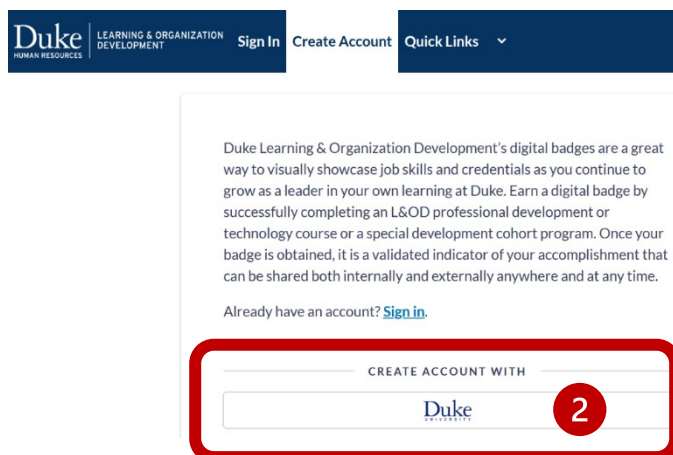


**NOTE:** If you're expecting a badge, but can't find the email, check your SPAM or Junk folder.

### Create Your Account

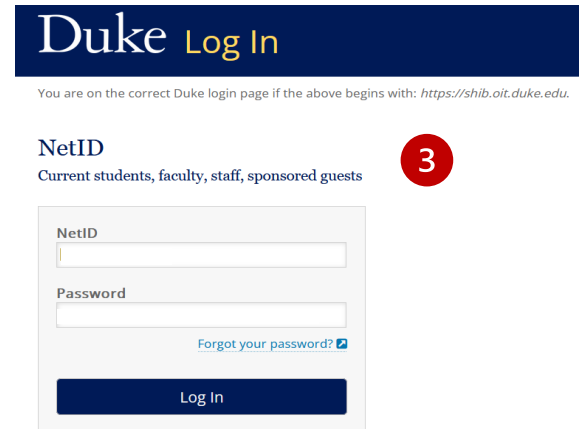
1. Click on **"Create Account"** at the bottom of the Congratulations email.
2. You'll be directed to the digital badge home page that instructs you to create an account. Click on, **"Create Account with Duke University."**

**NOTE:** Learners will need their Duke NetID and password to create and manage their badge account.



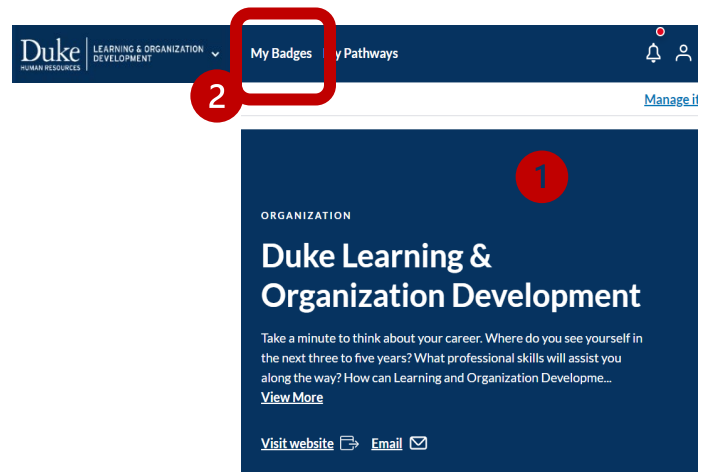
- Learners will be directed to enter their Duke NetID and system password.

**NOTE:** Now that you have a Badgr account, when you earn another L&OD Badge, you can click on “Go to Account” in the “Congratulations” email or just sign-in using your Duke NetID and system password. You will then be greeted with a welcome message.



## View Your Badges

- Once you're signed into Badgr, you will see the home screen.
- Select **“My Badges”** (upper right) to access your Backpack.
- Once you click on “My Badges” you will be directed to a page that looks like the one below.



On the **“My Badges”** screen you can:

- View all your awarded badges.
  - Each badge will include the following information:
    - Badge Title*
    - Issuer*
    - Description*
    - Earning Criteria*
    - Date Issued*
- Click on the badge title to view more information.

## My Badges

View and manage the badges you've earned.

[Learn More](#)

Organization Badges Other Badges


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### Organization Badges

You've earned 2 badges from 1 issuer in Duke Learning & Organization Development.

Search by badge name

Group by issuer

 <p><b>Badge Site Overview</b> Duke Learning and Organization Development</p> <p>Verified</p> <p>Learner creates a badge account and accepts a badge.</p> <p>Jun 29, 2023 <a href="#">Share</a></p>	 <p><b>Valuing Differences</b> Duke Learning and Organization Development</p> <p>Verified</p> <p>This badge is awarded to learners who have successfully completed Valuing Differences professional development course offered by Duke Learning &amp; Organization Development. Valuing differences provides...</p> <p>Jun 9, 2023 <a href="#">Share</a></p>
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## Detailed Badge Information

Once a user clicks on a badge, a new page opens displaying the following information:

1. Badge Description
2. Issuer
3. Achievement Type
4. Earning Criteria
5. **A link to register** for the professional development course.
6. Skills that the recipient has demonstrated.
7. **If the badge is stackable** (a micro-credential for a specialized program), users will **see the associated pathway** information at the bottom of the page, with a link to view the pathway.



### Conflict Resolution

Created on Feb 27, 2023

This badge is awarded to learners who have successfully completed the Conflict Resolution professional development course offered by Duke Learning & Organization Development. The course teaches individuals how to compromise, negotiate and move forward after a disagreement in the workplace. Since... [\[more\]](#)

Achievement type: Course

Offered by [Duke Learning and Organization Development](#)  
 Verified

## Badge Details

### 4 EARNING CRITERIA

Recipients must complete the earning criteria to earn this badge

[Register Now](#)

Learners **must complete an assessment at least one week prior to the start of class**. Upon successful completion of the 3-hour workshop, learners will obtain:

- CEU: 0.3
- **Badge:** Conflict Resolution

*CEUs are issued based on attendance and completion of required coursework to include post class assessment/knowledge check.*

[View External Criteria](#)

### 6 SKILLS

Recipients demonstrated these job skills

[conflict management](#) [conflict resolution](#) [feedback control](#)

[negotiation](#)

### 7 PATHWAYS

This badge is awarded from these pathways

**Communication Certificate of Excellence** [View pathway](#)

Offered by: [Duke Learning and Organization Development](#)  
 Verified

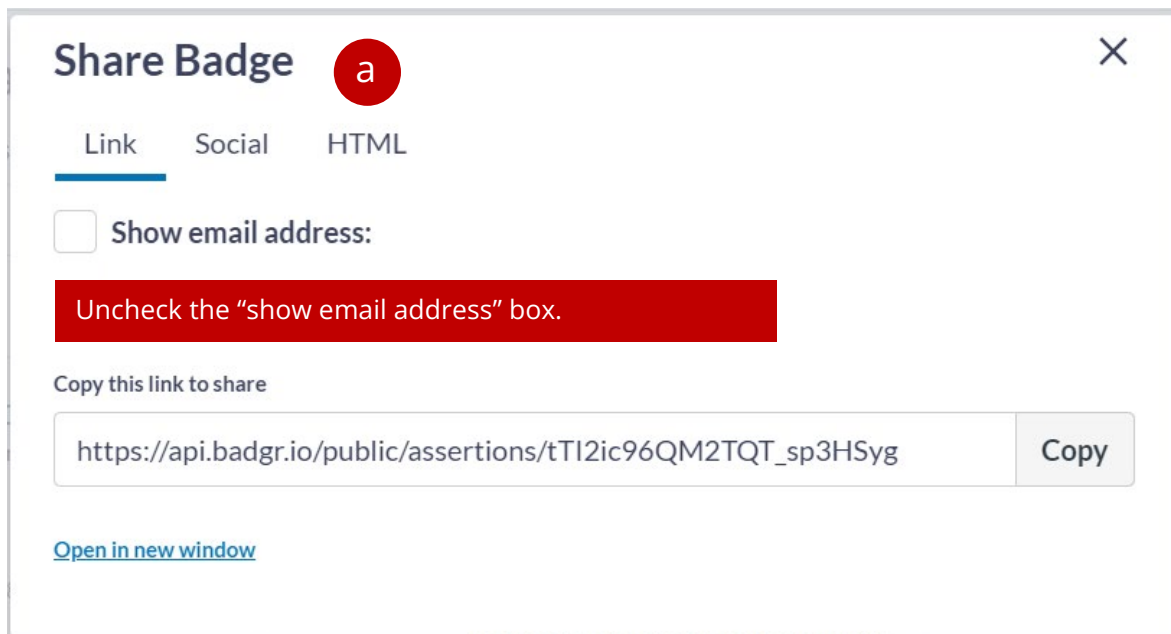
## Share Your Badges

Learners can share their badge on professional and social media sites. We recommend sharing your badges on LinkedIn if you have an account.

1. To share, click on the “Share” hyperlink to the bottom left of the badge from the “My Badge” screen.
2. A pop-up box will appear with a few options:
  - a. **Link** – a link that allows you to share with your peers or leaders. Click “**Copy**” and paste the link in an email, MS Teams chat or Jabber.



## Share in Email



**NOTE:** Uncheck “Show email address” to remove your email before sharing.

## Share to LinkedIn or Social Media

- b. **Social** – built-in buttons to automatically share to professional and social media sites. (*LinkedIn, Facebook, Pinterest, etc.*)
  - i. **Share to profile** – shares to your LinkedIn Profile
  - ii. **Share to feed** – shares to your social newsfeed.

**Share Badge** [Close]

Link Social HTML

Show email address: Remember to uncheck the "show email address" box.

Share to profile

**Add to profile**

Share to feed

## Share to Profile - LinkedIn Profile

When the **"Add to Profile"** button is clicked, a dialog box will open prompting you to log into LinkedIn. After logging in, the **"Add License or Certification"** box will pop-up with pre-filled information.

Under **Issuing Organization**, delete the pre-filled issuer and **enter Duke Learning & Organization Development**. Once the name is found, click the name and click **SAVE**.

**Add license or certification** [Close]

\* Indicates required

Name\*  
Valuing Differences

Issuing organization\*  
Duke Learning & Organization Development

Issue date  
June 2023

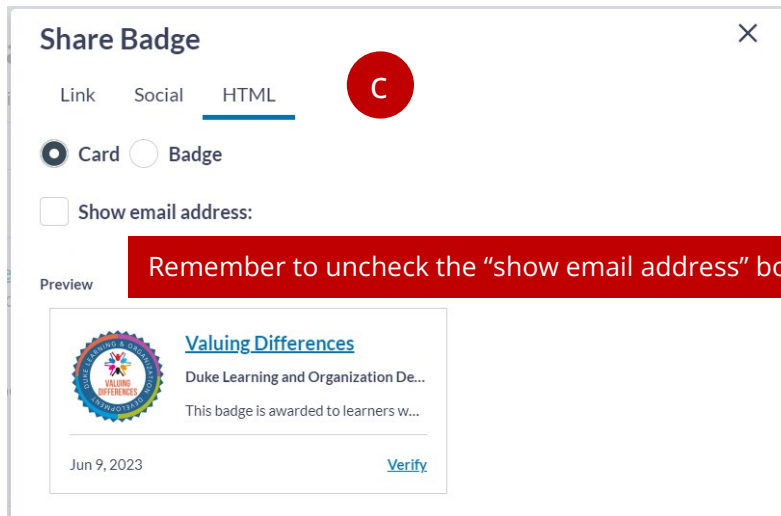
Expiration date  
Month Year

Credential ID  
648392109372a5030d383e29

**Save**

## Share to Personal Website or Blog

- c. **HMTL** – an embedded code to post on a website or blog.



## Print Your Badges (Certificate of Completion)

Not all courses/programs allow for printable badge certificates.

1. If your badge has certificate printing enabled, click on the badge title from your “My Badges” page.
2. Click the **three dots (...)** next to the Share button.
3. Select **“Print Certificate.”**
4. If you see errors on your certificate, [contact the Issuer.](#)

