

PARCHMENT AWARD DIGITAL BADGES



**Parchment
Digital Badges**



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Parchment Digital Badges API

Developers: Build an app that integrates with the Parchment Digital Badges API

What is a Parchment Digital Badges Connected App?

A Parchment Digital Badges Connected App is any web service that makes use of Open Badges as an issuer or display. If you want to bring verifiable achievements into your ecosystem, connect to Parchment Digital Badges's API to make it easy.

Issuer Apps

Issuer apps react to events in their own domain to award new badges to users.

Displayer Apps

Displayer apps help users show off and get value from the badges they have earned.

Connecting to Parchment Digital Badges

API Access with OAuth2 Authorization Code Grants

Parchment Digital Badges offers OAuth2 Identity Provider/Authorization Server/Resource Server functionality to help your Connected App securely obtain a user-specific API token to use to access that user's badges. You can add a **Connect to Parchment Digital Badges** or **Login with Parchment Digital Badges** button to your service. There are several Parchment Digital Badges servers deployed in different regions around the world, and your app can connect with each desired Parchment Digital Badges region separately. In order to sign OAuth requests to a particular Parchment Digital Badges server, your service needs to establish a shared secret with the administrator of that Parchment Digital Badges server.

You can build apps that connect with Parchment Digital Badges. Contact Parchment Digital Badges to request an application key and secret for signing your OAuth requests. Describe what you're planning on building and what type of information you need from Parchment Digital Badges users.

Requesting access to the Parchment Digital Badges [API](#)

For each availability region of the Parchment Digital Badges service, when you request a developer key, an application record will be created with a key and secret. When you request a key, make sure to describe which region you would like to use (Test sandbox, Australia, Canada, EU/Ireland, Singapore or US). These regional servers also have their own UI and [API domain](#), so be sure to use the correct domain based on which server you are using. We use the US production server as a default in our documentation. The ability to automatically obtain a key and secret for certain types of applications is also available via the [Badge Connect \(Open Badges 2.1\)](#) protocol. These scopes allow your app to access a user's backpack to read their badges or send them new badges.

Permission Scopes

Issuer and display apps need some combination of permissions to issuer and backpack (recipient) API endpoints. These are accomplished by requesting a set of permission scopes when you register your application with the Parchment Digital Badges server administrator. These scopes or a subset of them will be available to you when you request authorization on behalf of a user of your app.

Profile Scope (Automatic)

- **r:profile** This allows you to get information about the user that they have defined in Parchment Digital Badges, including their firstname, lastname, and registered email addresses. This scope is automatically available. It gives you the ability to access the GET **/v2/user/profile** endpoint.

Issuer Scopes

- **r:issuer** This allows you to get information about the issuer profiles where the authenticated user acts as a staff member, editor, or owner. You may view issuer metadata, badges defined by these issuers, and badge awards granted by these issuers.
- **rw:issuer** This allows read/write access to the resources above, to the extent that the authenticated user may perform these actions. "Staff" level users may read all data and award new instances of defined badges; "Editor" level users may also define new BadgeClasses and edit existing ones. "Owner" members may modify the staff list.

Backpack Scopes

- **r:backpack** Allows you to read assertions that the user has received from issuers on this Parchment Digital Badges server or imported into their backpack from external Open Badges issuers.
- **rw:backpack** Allows you to read, create, and update assertions and collections of assertions. For assertions, this means you can trigger import of an Open Badges assertion defined elsewhere, pushing it to the recipient's backpack.

The OAuth2 Dance (Authorization Code grant workflow)

Once you have emailed us your Scope and Redirect URIs and we have replied with a **client_id** and **client_secret**—we can dance. Suppose a Parchment Digital Badges user would like to grant you access to her badges, issuers and profile information. First, create a “Login with Parchment Digital Badges” button on your website that links to the following URI (line breaks added for readability):

```
https://badgr.com/auth/oauth2/authorize?
```

```
client_id=123&redirect_uri=https%3A%2F%2Fexample.com%2Fauth&scope=r%3Aprofile%20rw%3Aissuer%20r%
```

Set **client_id** to the Client ID you received from the Parchment Digital Badges team. Set **redirect_uri** to the Redirect URI for your application (url encode this and all parameters). We use this to redirect the user back to

your website with an Authorization Code after they have logged in and granted you access. Set **scope** to the level of access you are requesting.

After Parchment Digital Badges redirects the user back to your application with the Authorization Code in the query parameter **code** your application will need to exchange that temporary code for a long-lived Access Token via a POST request. Here's an example using **curl**:

```
curl https://api.badgr.io/o/token -d \
"grant_type=authorization_code\
&code=XYZ\
&client_id=123\
&client_secret=ABC\
&redirect_uri=https://example.com/auth"
```

Note: You may pass a state parameter, which should be a URL-safe URL-encoded string. For example, you may encode a small snippet of JSON. This parameter will be passed back to you at your Redirect URL

Exchange this **authorization_code** for an access token.

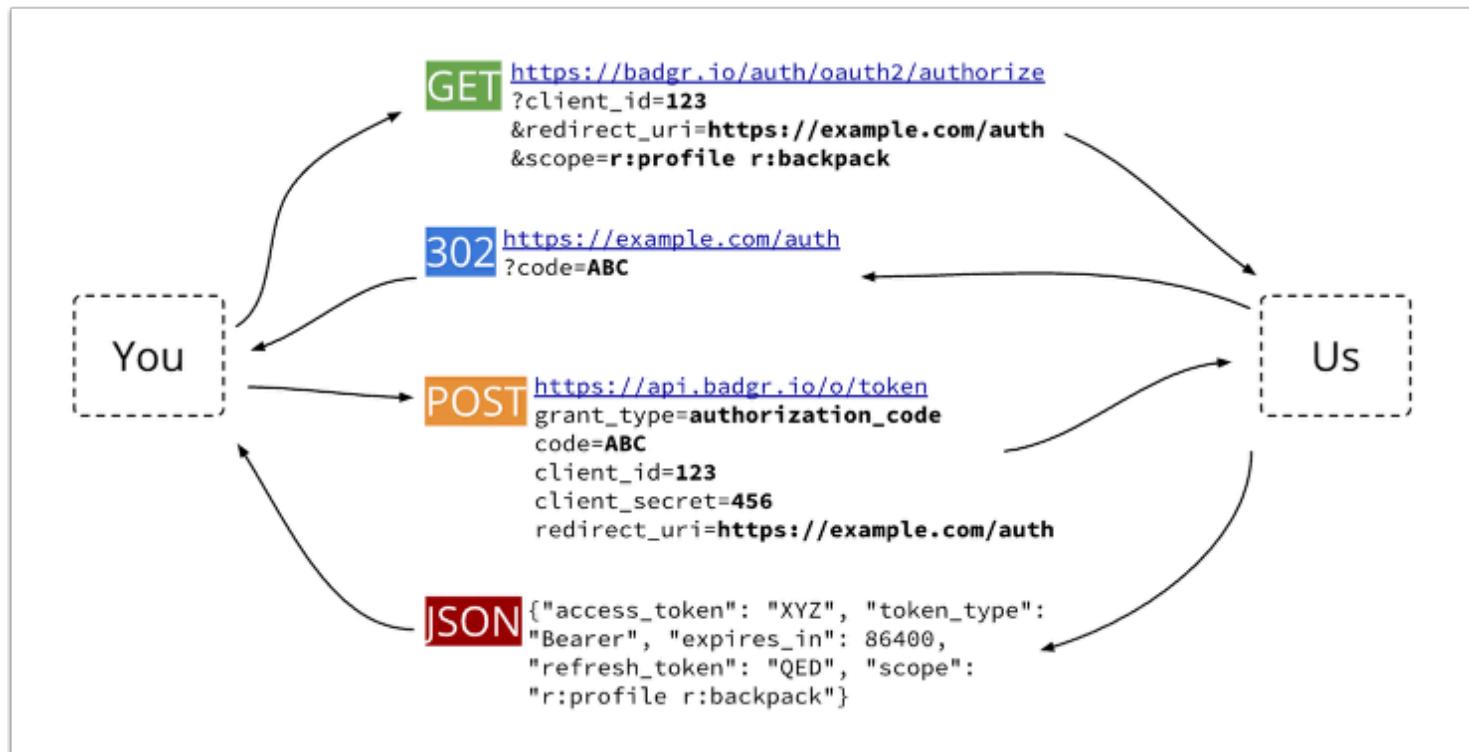
```
curl https://api.badgr.io/o/token \
-d "grant_type=authorization_code&code=authorization_code"
```

And that's it! You're done. You'll receive a document like this:

```
{
  "token_type": "Bearer",
  "access_token": "C1HePsbwS3tUmwC6OCKsC41w96xckc",
  "expires_in": 86400,
  "refresh_token": "xwHPFwH55tQpCy3qCgsIW59k3g3aPh",
  "scope": "rw:issuer rw:profile rw:backpack"
}
```

And that's it! You can store the access token in your application. You may now use the **access_token** obtained from this request to authenticate API requests. See Using the Parchment Digital Badges [API](#) below.

Here is a diagram showing the initial authorization flow:



Your access token will expire (by default, 24 hours after issue). At that point, you may refresh it using the refresh_token included with the token. Refresh tokens are long-lived and must be stored securely. Access tokens also must be stored securely, but are lower risk due to their shorter duration. You may obtain a new access token using your refresh token by making a new POST to the authorization endpoint.

```
curl https://api.badgr.io/o/token -X POST -d \
"grant_type=refresh_token&refresh_token=YOURREFRESHTOKEN&client_id=YOURCLIENTID&client_secret=YOU
```

You will get back a new token document, including a new **access_token** and **refresh_token**. The new access token will be valid for the identified number of seconds.

Note: If you have given us a **localhost** Redirection URI remember to use our test sandbox environment's endpoints for testing. Use <https://test.badgr.com/auth/oauth2/authorize> and <https://api.test.badgr.com/o/token>. For more detailed information on OAuth2 read RFC 6749 <https://tools.ietf.org/html/rfc6749>. For production environments, HTTPS is required for redirect URIs, and localhost or developer machine tunnel domains are not permitted.

Using the Parchment Digital Badges API

[Quickstart](#) View the Parchment Digital Badges [API Docs](#)

To authenticate a request using an OAuth token use the Authorization header with a value of **Bearer**, a space character, then the token you have obtained. E.g. **Authorization: Bearer cZTp1ZMMSasZ4mbP2u2Pjt4NH3AVif**

Requests to the `/v2/` API are all returned by default in JSON with a default response envelope. If successful, the **result** key will have a `[]` list of result objects, and single results will appear as a single entry within this JSON array. Try out the OAuth flow and making requests by creating a [free account](#) and clicking the Authorize button on the [API Docs](#).

Parchment Digital Badges App Developers API Guide Quickstart

Quickstart: Issuing Open Badges with the Parchment Digital Badges API

Here are some guided examples through which you can learn how to use the Parchment Digital Badges API by showing you how to authenticate, create an Issuer, define a BadgeClass, and issue an Assertion. There are many more things that you can do with the Parchment Digital Badges API. See full [Parchment Digital Badges API Docs](#) (US region) for a list of endpoints.

Regional Environments

We support servers in various regions as well as a test server. The UI domain and [API domain](#) vary based on which server you are using. Please review the domains for Parchment Digital Badges environments around the globe. We use the US domain as a default in our documentation so be sure to substitute the proper domain if you are not using the US production servers.

Authentication

Parchment Digital Badges uses OAuth2 for most operations. As an API client user, you may obtain an OAuth2 Bearer Token on behalf of your own Parchment Digital Badges user account using a password-based grant, or you can obtain such auth tokens on behalf of many users by registering your own Connected App. See more about registering for an app key and secret [here](#).

Obtaining a Token

This guide will focus on getting started quickly, so we'll use a password-based grant on Parchment Digital Badges's US-based free hosted service, or use a different region as described above. Request authentication by making a POST request to <https://api.badgr.io/o/token> with your email address and password as the **username** and **password** request parameters. This request may be made with a JSON request body, form-data, or x-www-form-urlencoded.

For example, from cURL: **curl -X POST 'https://api.badgr.io/o/token' -d "username=YOUREMAIL&password=YOURPASSWORD"**

You'll receive a document in response like the following:

```
{  
  "access_token": "YOURACCESSTOKEN",  
  "token_type": "Bearer",  
  "expires_in": 86400,
```

```
"refresh_token": "YOURREFRESHTOKEN",  
}
```

Don't have a password on your account? In order to use the password-based grant, you need to set a password on your account. You might not have one already if you created your account via sign-in from an external identity provider, such as Facebook or Google. You can add a password once signed in from your Profile page. If you don't yet have an account, sign up for a free one [here](#). You will need a verified email address to access the following APIs, so make sure to complete that step.

Authenticating requests with an OAuth2 Bearer token

Add an **Authorization** header to each of the subsequent API requests with a value of **Bearer YOURACCESSTOKEN**, (replacing YOURACCESSTOKEN with the value of the **access_token** key in the above response).

You may use this token to request any API that your user has access to (the default “scope” you obtained above was very permissive – **rw:profile rw:issuer rw:backpack**, so it can be used to make any of the API calls your user needs to make).

For example, in a request to retrieve the user's own profile made from cURL, this header would be set like: **curl 'https://api.badgr.io/v2/users/self' -H "Authorization: Bearer YOURACCESSTOKEN"**

Response Envelope

All responses from the V2 Parchment Digital Badges API that have a body wrap this body in a JSON response envelope that provides the resulting data of the request as well as metadata about the success or failure of the request. Result is always a list ([]) even when there is only a single entity or no entities in the result.

An example successful response body:

```
{  
  "status": {  
    "description": "ok",  
    "success": true  
  },  
  "result": [  
    {  
      "entityId": "g66EErPYSZOyssbD79U3zB"  
    }  
  ]  
}
```

Each of the entities in the following examples will be returned upon successful creation will have an **entityId** property that will be used to identify it for subsequent API calls (typically in the request path when creating or viewing related entities).

An example unsuccessful response body:

```
{  
  "status": {  
    "description": "bad request",  
    "success": false  
  },  
  "result": [],  
  "validationErrors": ["Form-level errors (crossing multiple fields) appear here."],  
  "fieldErrors": {  
    "name": ["This field is required."]  
  }  
}
```

The **validationErrors** and **fieldErrors** properties only appear in the document when **status.success** is false.

Issuer API

Some of the most important API calls that clients make against the Parchment Digital Badges API are to issue badges. Issuing manually via the web interface is great, but in order to scale your badge issuing programs, you've got to start automating, and the Parchment Digital Badges API makes it easy. Every badge is awarded by an Issuer, so we'll start by creating an Issuer Profile, then we'll define the BadgeClass to award, and finally we'll award an Assertion of that BadgeClass.

Each of the three requests we'll start with in this section is a POST request. We recommend using the API in JSON for both request body **Content-Type** and response body content. By default if you do not specify an **Accept: application/json** header, JSON will be returned.

Create Issuer Profile

Request Path: /v2/issuers

An Issuer Profile describes an organization or person that awards Open Badges. It is published as the Open Badges Profile <https://openbadgespec.org/#Profile class>.

Properties:

- **name** is required: string.
- **description** is required: string.
- **url** is required. This should be a fully-qualified URL of a page that describes this issuer/program.

- **image** is optional should be base-64 encoded strings and may only be PNG or SVG. For example, a small PNG image file should appear like this in request bodies that require an image field: **"image": "data:image/png;base64,iVBORw0KGgoAAAANSUhEUgAAAAEAAAABCAYAAAAFcSJAAAADUIEQVR42mN0nmxDwADvgGPc**
- **email** must be a verified email on the authenticating user's Parchment Digital Badges account. Get **/v2/users/self** to retrieve your profile and see your verified email addresses.

Define BadgeClass

Request Path: `/v2/issuers/:issuer_entity_id/badgeclasses` A BadgeClass is a type of badge that an Issuer may award over and over (creating many Assertions of that BadgeClass, each for a different recipient). See Open Badges Specification: BadgeClass <https://openbadgespec.org/#BadgeClass>

Properties:

- **name** is required: string.
- **description** is required: string.
- **image** is required and may only be PNG or SVG format. For example, a small PNG image file should appear like this in request bodies that require an image field: **"image": "data:image/png;base64,iVBORw0KGgoAAAANSUhEUgAAAAEAAAABCAYAAAAFcSJAAAADUIEQVR42mN0nmxDwADvgGPc**
- Criteria is required. One or both of **criteriaNarrative** (a markdown-formatted string) and/or **criteriaUrl** (a fully-qualified URL of a page representing the criteria for this badge) must be supplied.
- **tags** is optional. If present, it should be a list ([]) of one or more strings;
- **alignments** is optional. If present, it should be a list ([]) of one or more JSON objects that each have these properties:
 - **targetName** required, string
 - **targetUrl** required, fully-qualified URL string
 - **targetDescription** optional, string
 - **targetFramework** optional, string (what competency framework name does this alignment target fall under?)
 - **targetCode** optional, string (is there a sub-tag under the targetUrl that distinguishes this from other possible targets that you would identify with the EXACT same URL? Only use this if the **targetUrl** would be otherwise ambiguous.)

Issue Assertion

Request Path: `/v2/badgeclasses/:badgeclass_entity_id/assertions`

An Assertion is an instance of a BadgeClass (type of achievement recognized by an Issuer) that is awarded to one recipient. There might be many Assertions of a particular BadgeClass that an Issuer has awarded to different recipients. See Open Badges Specification: Assertion <https://openbadgespec.org/#Assertion>

Properties:



- **recipient** is required, (the only required property) and it must be a JSON object with at least an **identity** key. Other optional properties of the **recipient** “IdentityObject” include: **type** (what type of identifier is **identity**? Choose between **email**, **telephone**, and **url**); and **hashed** (boolean, should the **identity** be hashed in the final Open Badges Assertion?). When you GET the object back from the API, **plaintextIdentity**, a read-only property appears to show you what your original **identity** value was in case it is obscured behind the public-facing hash (when **hashed == true**).
- Evidence may be expressed in terms of an overall “narrative” and/or one or more “evidence items”. **narrative** is an optional property that accepts Markdown-formatted strings. **evidence** is a property that accepts a list ([]) of JSON objects ({}) that each have a **narrative** and/or an **id** (which is a URL to a piece of evidence hosted on HTTP)
- Note that **image** is read-only on this endpoint. The “baked” image will be generated from the BadgeClass image by the server.
- **issuedOn** is optional: you may override the issue date with a date in the past. Expects an ISO8601 formatted datetime stamp including time zone identifier. e.g. **2018-11-26T13:45:00Z** (In this case, “Z” stands for “Zulu”, UTC)
- **expires** is an optional expiration date for the Assertion. Same format expectations as **issuedOn**.
- **notify** is an optional boolean property. Should the recipient be notified by email? (only functions with the **email** recipient type). Note: for required privacy disclosures, an email notification will be sent to the recipient upon the first award to each email address on a particular Parchment Digital Badges server.

Helpful Links

- [Back to the App Developers](#)
- See the full list of API endpoints at the Parchment Digital Badges [API Docs](#) (US region).
- Sign up for a [free account on](#) Parchment Digital Badges.

Parchment Digital Badges Environments & Regions

We support servers in five regions across the globe. In our documentation, we often reference the US domains, but here is how you should adjust both the UI domain and the API domain to access a different region:

Region	Region UI Domain	API Domain
United States	https://badgr.com	https://api.badgr.io
Australia	https://au.badgr.com	https://api.au.badgr.io
Canada	https://ca.badgr.com	https://api.ca.badgr.io
Europe	https://eu.badgr.com	https://api.eu.badgr.io
Singapore	https://sg.badgr.com	https://api.sg.badgr.com/
Test	https://test.badgr.com	https://api.test.badgr.com
Demo	https://demo.badgr.com	https://api.demo.badgr.com

Parchment Digital Badges Groups

What are Groups in Parchment Digital Badges?

The Groups feature in Pathways is used to organize badge recipients into different segments or cohorts, so that they can be tracked along a Learning Pathway.

View Groups Setup

Group setup ▾

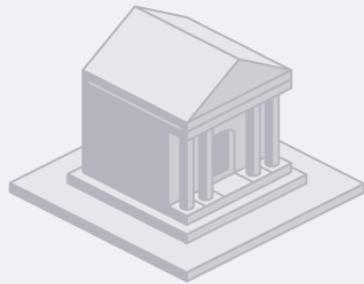
Manage badges, pathways and settings

Badges Pathways Learners Staff Issuers Details

Badges

Manage the badge requirements in this group

Add badge



No Badges

This group doesn't have any badges, yet

Once a group has been created, users can then add badges, subscribe to Pathways, view learner progress and manage the group.

Notes:

- Groups may be subscribed to more than one pathway and any number of groups can be subscribed to the same pathway.
- You must create and publish a Pathway prior to subscribing a group.

How do I install the Parchment Digital Badges LTI in Canvas?

The Parchment Digital Badges LTI allows instructors to automatically award badges to students based on course requirements. A Canvas admin must enable developer keys for the account or subaccount in which the LTI is installed. A Canvas admin can install the LTI at the account or subaccount levels. An instructor can install the LTI at the course level.

Note: This guide provides steps for installing the Parchment Digital Badges LTI in an Instructure-hosted Canvas instance. If your Canvas instance is self-hosted, follow our guide for [installing the Parchment Digital Badges LTI in a self-hosted Canvas instance](#).

View Inherited Developer Keys

Courses	Developer Keys			
People	Account	Inherited	2	
Statistics	Name		Id	Type
Rubrics	Atomic Search- Sydney		1700000000001845	API
Grading	Atomic Search - US		1700000000001844	API
Question Banks	Atomic Search - Dublin		1700000000001838	API
Sub-Accounts	Microsoft Reflect		1700000000000823	API
Account Calendars	Canvas Credentials SG		1700000000000822	API
Terms				
Authentication				
SIS Import				
Themes				
Developer Keys				
Item Banks				

In Account Navigation, click the **Developer Keys** link [1]. To view inherited keys, click the **Inherited** tab [2].

Show All Keys

Paper Assignment	1700000000000782		
Show All Keys			

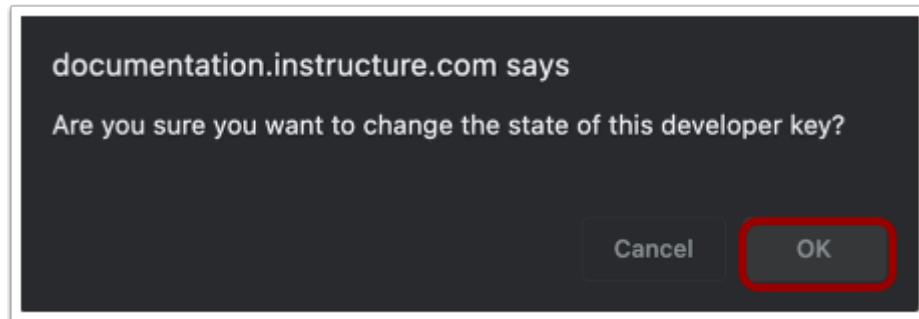
Scroll to the bottom of the list and click the **Show All Keys** button. Locate the Parchment Badges API and LTI keys in the list.

Enable the API Key

 1	Parchment Digital Badges AU	1700000000000730		 2
	Parchment Digital Badges CA	1700000000000729		
	Parchment Digital Badges EU/Ireland	1700000000000728		
	Parchment Digital Badges US	1700000000000727		

To enable the Parchment Digital Badges API key [1], click the **On** toggle [2].

Confirm Key State



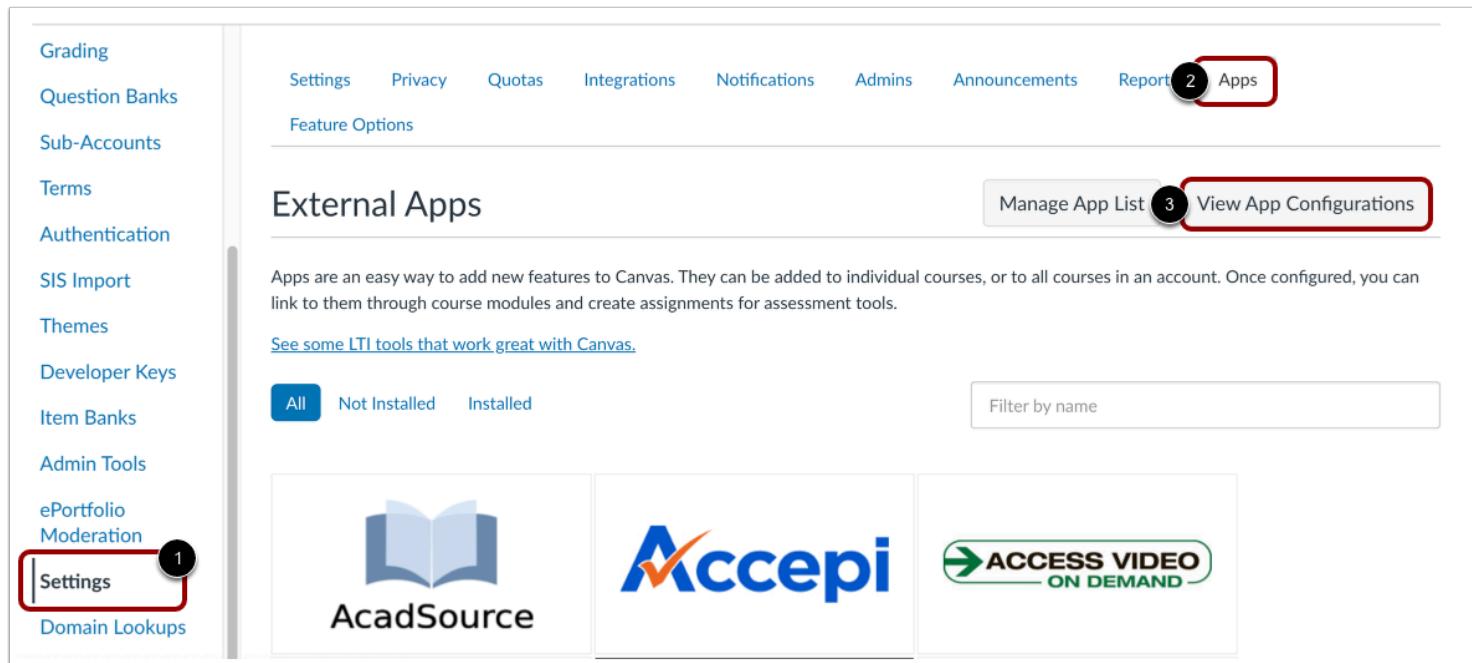
A prompt displays asking to confirm changing the key state. To confirm the change, click the **OK** button.

Enable Regional LTI Key

	Parchment Digital Badges AU	2	1700000000000730		<input type="button" value="x"/>
	Parchment Digital Badges CA	3	1700000000000729		<input type="button" value="x"/>
	Parchment Digital Badges EU/Ireland	4	1700000000000728		<input type="button" value="x"/>
	Parchment Digital Badges US	5	1700000000000727		<input checked="" type="button" value="1"/>

To enable the LTI key for your [region](#), click the **On** toggle [1]. There are five options – **Parchment Digital Badges AU** [2], **Parchment Digital Badges CA** [3], **Parchment Digital Badges EU/Ireland** [4], and **Parchment Digital Badges US** [5]. Select the LTI key for the same region you used to create your Parchment Digital Badges account. You only need to enable one LTI key.

View App Configurations



Grading
Question Banks
Sub-Accounts
Terms
Authentication
SIS Import
Themes
Developer Keys
Item Banks
Admin Tools
ePortfolio
Moderation
Settings 1
Domain Lookups

Settings Privacy Quotas Integrations Notifications Admins Announcements Reports **Apps**

Feature Options

External Apps

Manage App List 3 **View App Configurations**

Apps are an easy way to add new features to Canvas. They can be added to individual courses, or to all courses in an account. Once configured, you can link to them through course modules and create assignments for assessment tools.

[See some LTI tools that work great with Canvas.](#)

All Not Installed Installed

Filter by name



AcadSource



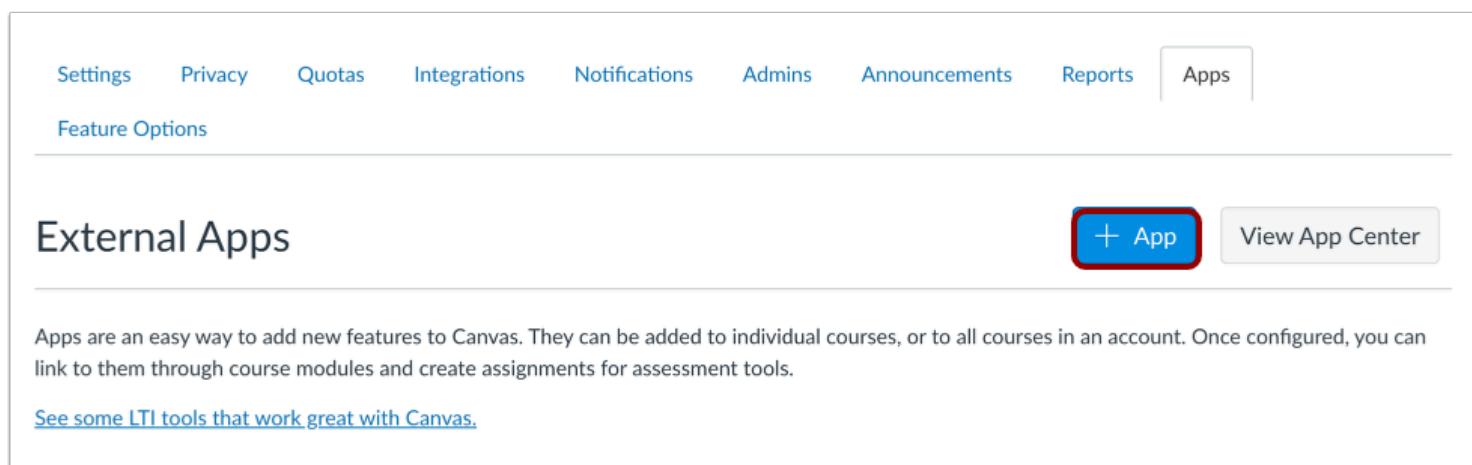
Accepi



ACCESS VIDEO
ON DEMAND

You can install the Parchment Digital Badges LTI at the account, subaccount, or course level. In Account or Course Navigation, click the **Settings** link [1]. Click the **Apps** tab [2]. To view app configurations, click the **View App Configurations** button [3].

Add App



Settings Privacy Quotas Integrations Notifications Admins Announcements Reports **Apps**

Feature Options

External Apps

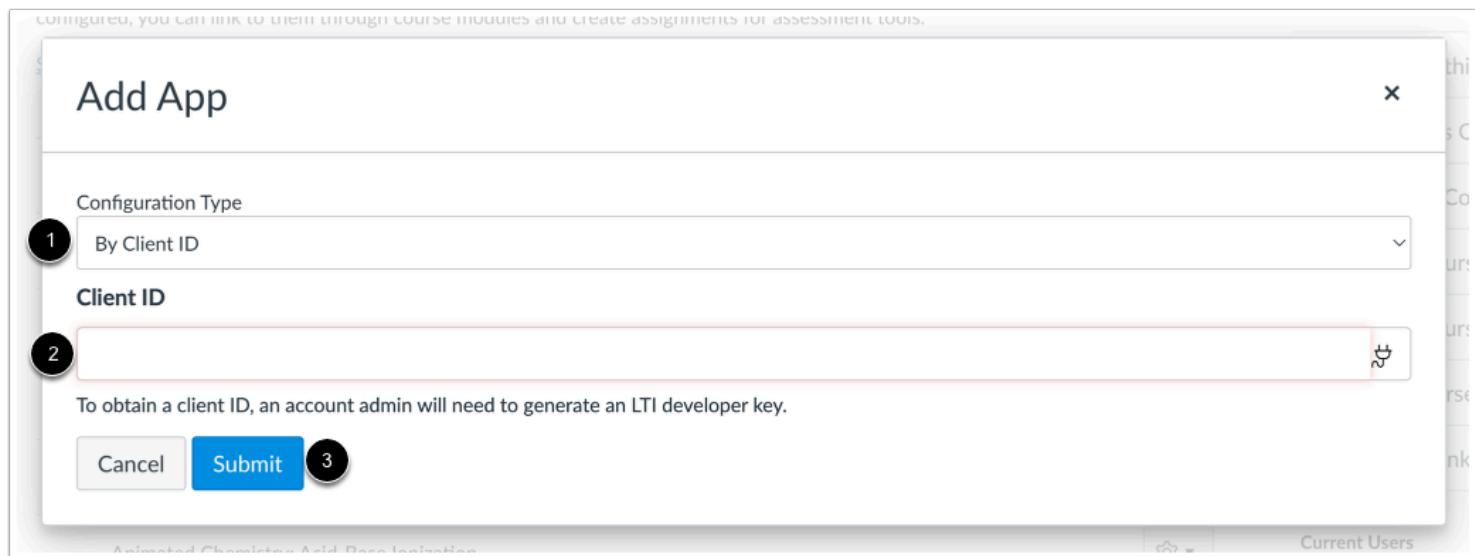
+ App [View App Center](#)

Apps are an easy way to add new features to Canvas. They can be added to individual courses, or to all courses in an account. Once configured, you can link to them through course modules and create assignments for assessment tools.

[See some LTI tools that work great with Canvas.](#)

Click the **Add App** button.

Enter Client ID



configured, you can link to them through course modules and create assignments for assessment tools.

Add App

Configuration Type

1 By Client ID

Client ID

2

To obtain a client ID, an account admin will need to generate an LTI developer key.

Cancel Submit 3

Current Users

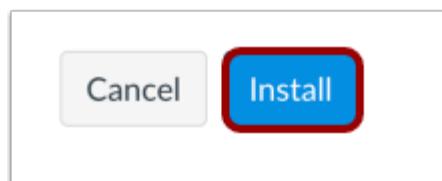
In the **Configuration Type** dropdown, select the **By Client ID** option [1]. Type the client ID for your regional server into the **Client ID** field [2].

- Parchment Digital Badges US – 1700000000000727
- Parchment Digital Badges EU – 1700000000000728
- Parchment Digital Badges AU – 1700000000000730
- Parchment Digital Badges CA – 1700000000000729
- Parchment Digital Badges SG – 1700000000000822

Click the **Submit** button [3].

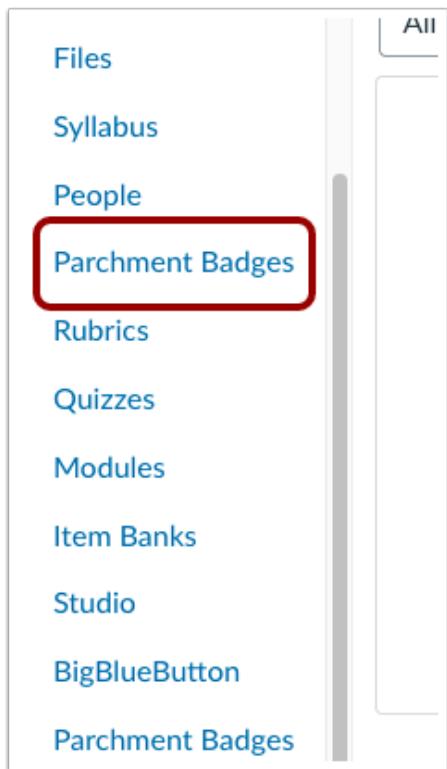
Note: If you attempt to install the LTI before enabling the API and LTI keys, you will encounter an error stating that the client ID is disabled.

Confirm Installation



When the **Add App** prompt appears, click the **Install** button.

View Installed LTI



If the LTI is installed at the account or subaccount level, the **Parchment Badges** link displays in the Course Navigation for all courses in the account or subaccount. If the LTI is installed at the course level, the **Parchment Badges** link displays in the Course Navigation for the course in which it is installed.

Note: The Parchment Badges link displays in Course Navigation for LTI 1.3 users and all Blackboard users. Alternatively, the Badges link displays in Course Navigation for legacy LTI 1.1 users.

Connect LTI to Organization

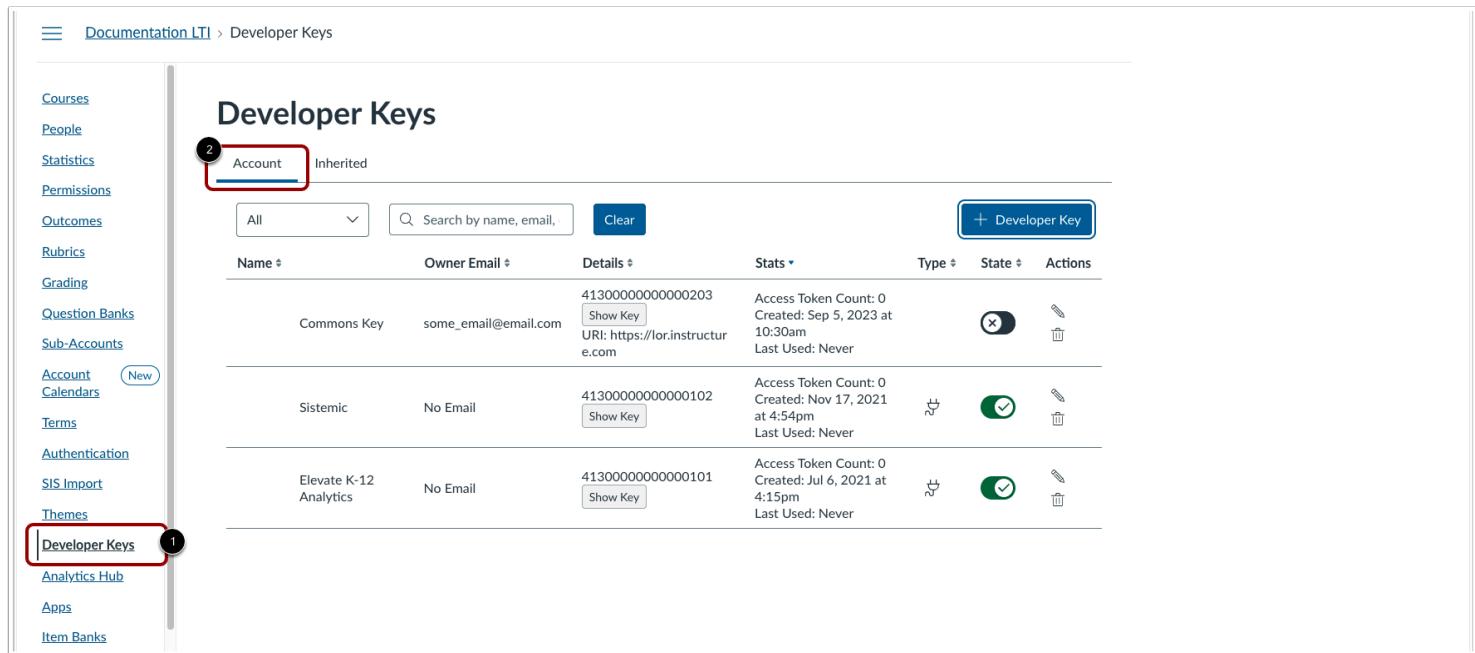
Level up with Parchment Digital Badges

Digital Badges are embedded with data that verifies your skills and achievements, and they are meant to be shared!

[Connect to Parchment Digital Badges](#)

After installation of the Parchment Digital Badges LTI is completed in Canvas, the LTI must be [connected with your Parchment Digital Badges Organization](#) before the LTI can be used to award badges.

View Account Keys

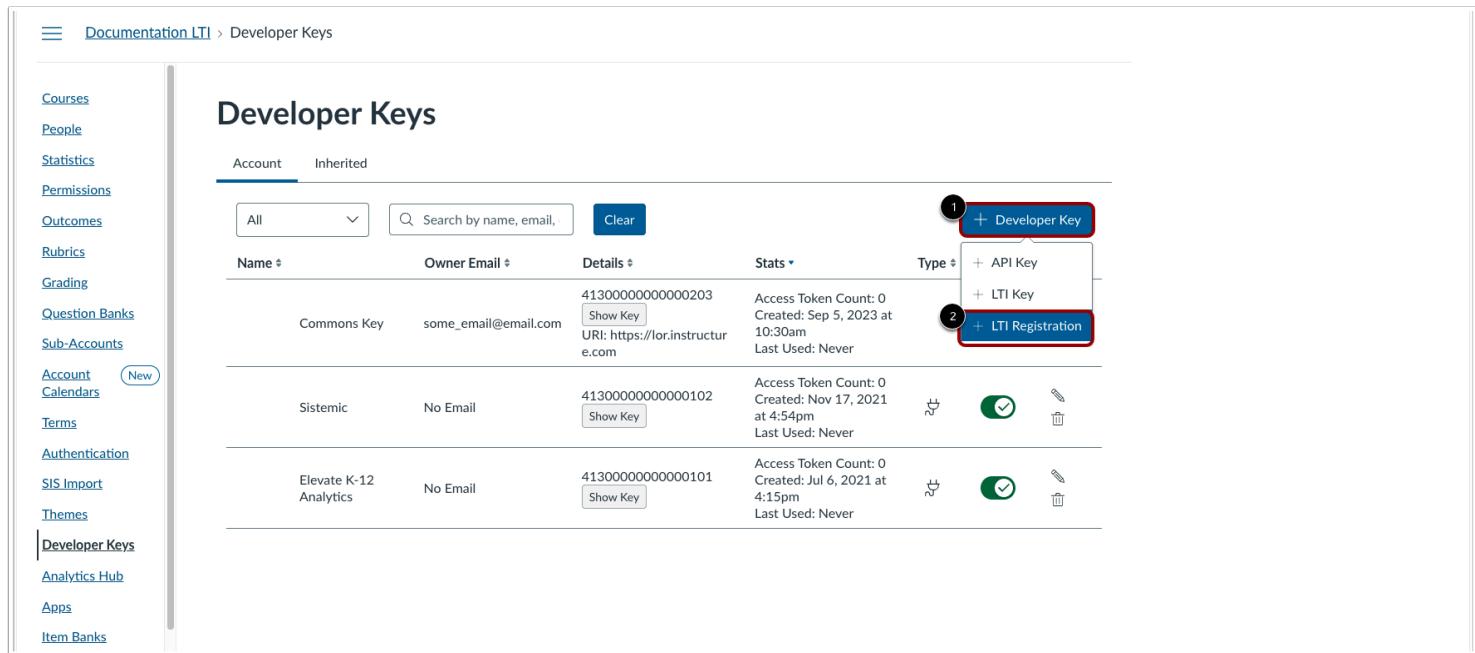


Developer Keys

Name	Owner Email	Details	Stats	Type	State	Actions
Commons Key	some_email@email.com	41300000000000203 Show Key URI: https://lor.instructure.com	Access Token Count: 0 Created: Sep 5, 2023 at 10:30am Last Used: Never	<input type="button" value="X"/>	<input checked="" type="button" value=""/>	<input type="button" value=""/>
Sistemic	No Email	41300000000000102 Show Key	Access Token Count: 0 Created: Nov 17, 2021 at 4:54pm Last Used: Never	<input checked="" type="button" value=""/>	<input checked="" type="button" value=""/>	<input type="button" value=""/>
Elevate K-12 Analytics	No Email	41300000000000101 Show Key	Access Token Count: 0 Created: Jul 6, 2021 at 4:15pm Last Used: Never	<input checked="" type="button" value=""/>	<input checked="" type="button" value=""/>	<input type="button" value=""/>

In Account Navigation, click the **Developer Keys** link [1]. To view inherited keys, click the **Account** tab [2].

Add Developer Key

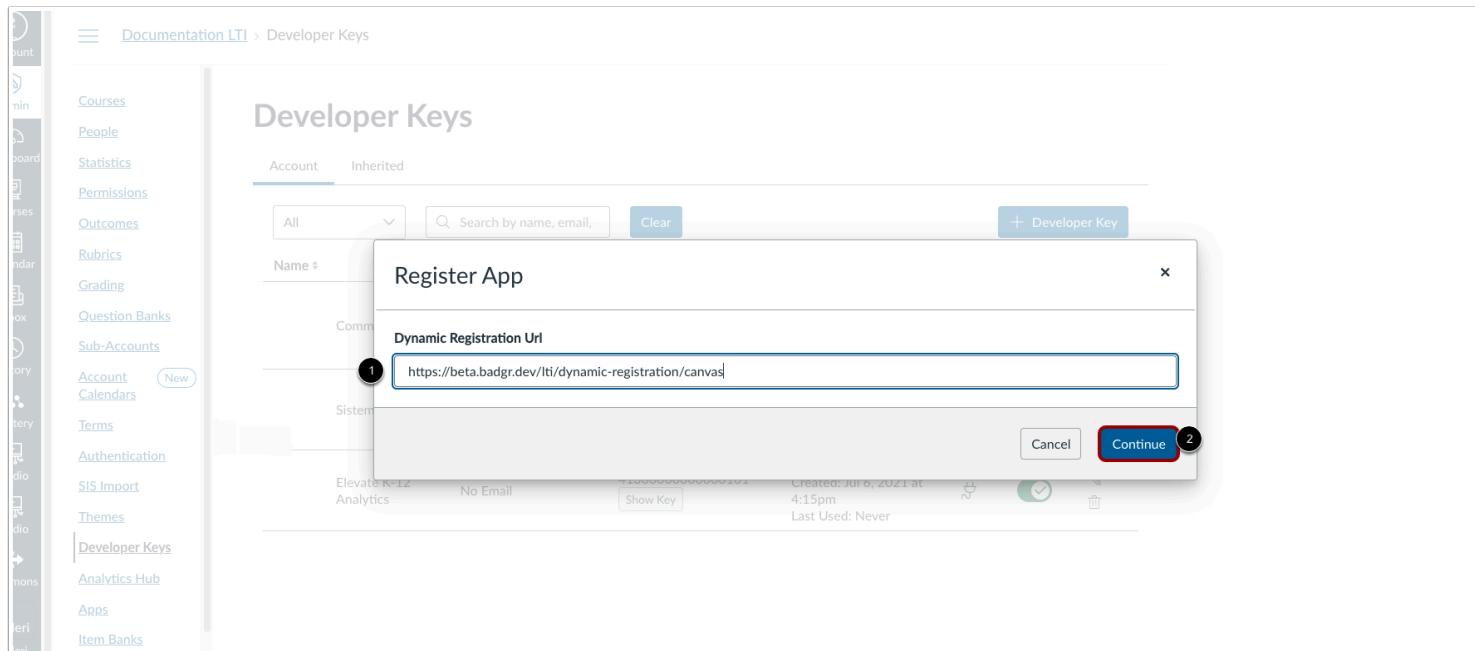


Developer Keys

Name	Owner Email	Details	Stats	Type
Commons Key	some_email@email.com	41300000000000203 Show Key URI: https://lor.instructure.com	Access Token Count: 0 Created: Sep 5, 2023 at 10:30am Last Used: Never	+ Developer Key + API Key + LTI Key + LTI Registration
Sistemic	No Email	41300000000000102 Show Key	Access Token Count: 0 Created: Nov 17, 2021 at 4:54pm Last Used: Never	  
Elevate K-12 Analytics	No Email	41300000000000101 Show Key	Access Token Count: 0 Created: Jul 6, 2021 at 4:15pm Last Used: Never	  

Parchment Digital Badges supports LTI 1.3 Dynamic Registration with Canvas LMS. Admins can start registration using a single URL, allowing Canvas to automatically fetch and apply the configuration. To start registration, click the **Add Developer Key** button [1], then select the **Add LTI Registration** link [2].

Register App



The screenshot shows the Canvas LMS interface with a sidebar on the left containing various course management links. The main page is titled 'Developer Keys' and shows a list of keys. A modal window is open, titled 'Register App', with a sub-modal titled 'Dynamic Registration Url'. The URL field in this sub-modal contains the value 'https://beta.badgr.dev/lti/dynamic-registration/canvas'. A red box highlights the 'Continue' button in the bottom right corner of the sub-modal. The main 'Developer Keys' list shows one key entry: 'Register App' (https://beta.badgr.dev/lti/dynamic-registration/canvas), created on Jul 6, 2021 at 4:15pm, with 'Never' as the last used date.

In the Canvas LMS developer keys Register App modal, paste the institution environment URL [1]. Then click the **Continue** button [2].

Note: These URLs cannot be opened directly in a browser. They must be pasted into Canvas in the Dynamic Registration URL field. Opening them directly will not initiate registration.

Settings  Groups

Connect your Parchment Digital Badges organization

Let's start by verifying your Parchment Digital Badges account email.

Parchment Digital Badges account email *

1

2 **Next**

Cancel

To verify a Parchment Digital Badges account, enter the Parchment Digital Badges email address [1]. Then, click the **Next** button [2] to enter the verification code.

Documentation LTI > Developer Keys

Developer Keys

Account Inherit

Courses
People
Statistics
Permissions
Outcomes
Rubrics
Grading
Question Banks
Sub-Accounts
Account 
Calendars
Terms
Authentication
SIS Import
Themes
Developer Keys
Analytics Hub
Apps
Item Banks

Register App

Select an organization

Based on your email andy.ad.canvas@gmail.com, we found one or more organizations. Select the one you'd like to register with.

Support and Testing 1

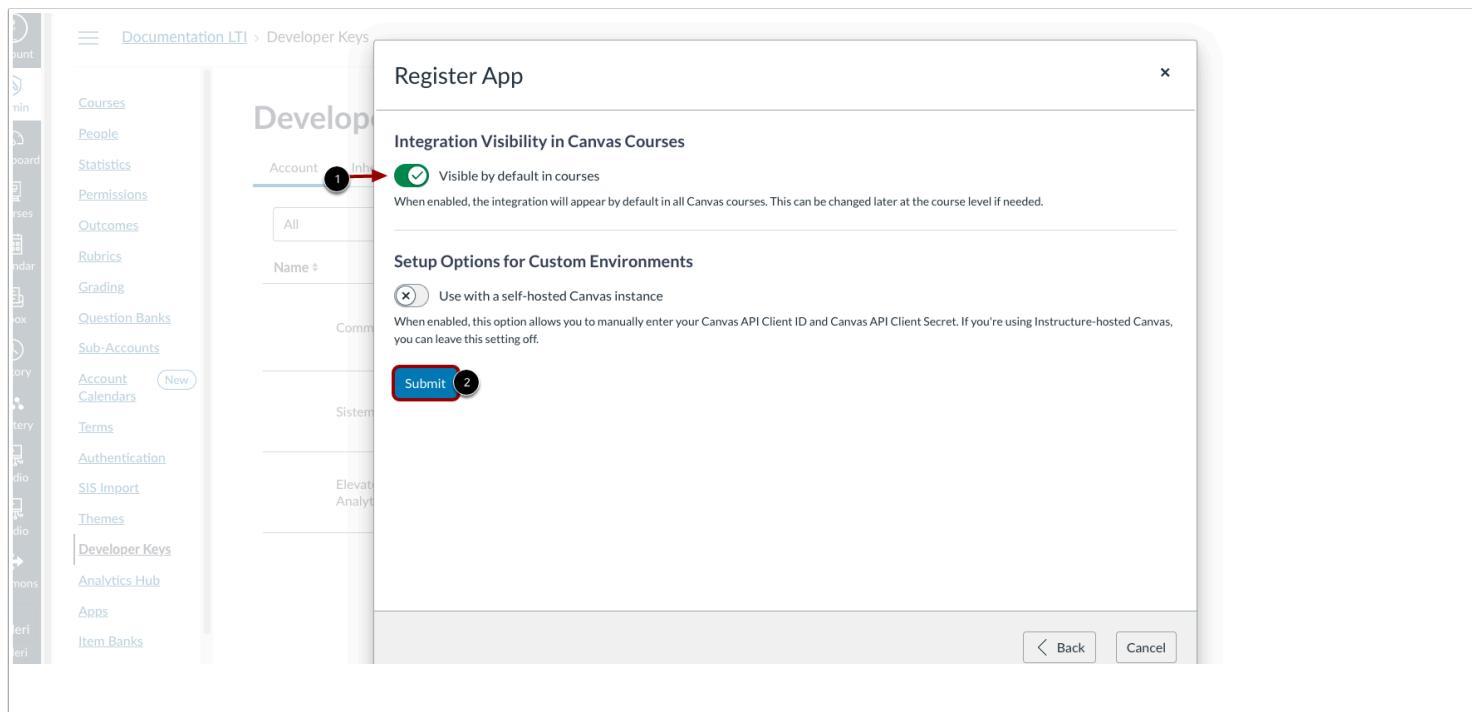
2 **Next**

Entered the wrong email? [Go back and change email](#)

 Back Cancel

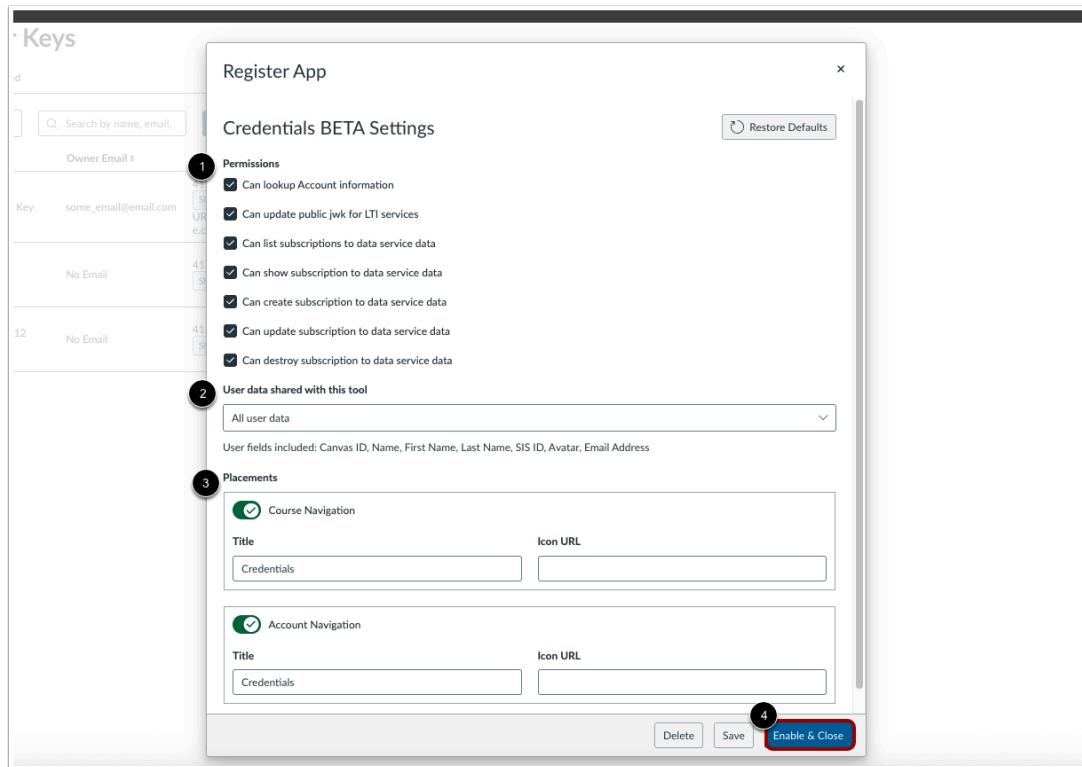
Select an Organization [1], then click the **Next** button [2].

Review Integration



To make the integration appear in all Canvas courses, click the **Integration Visibility in Canvas Courses** toggle on [1]. Click the **Submit** button [2].

Complete Registration

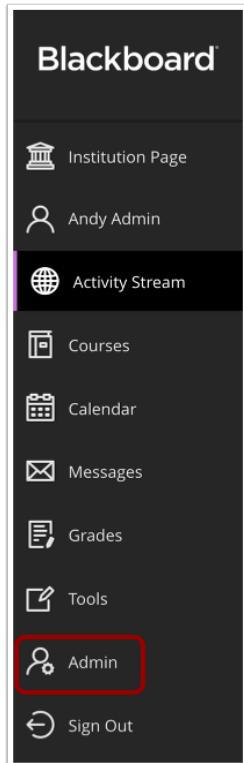


In the Parchment Digital Badges Settings modal, review Permissions [1], User Data Sharing [2], and Placements [3], and adjust if needed. To complete the registration, click the **Enable and Close** button [4].

How do I install the Parchment Digital Badges in Blackboard?

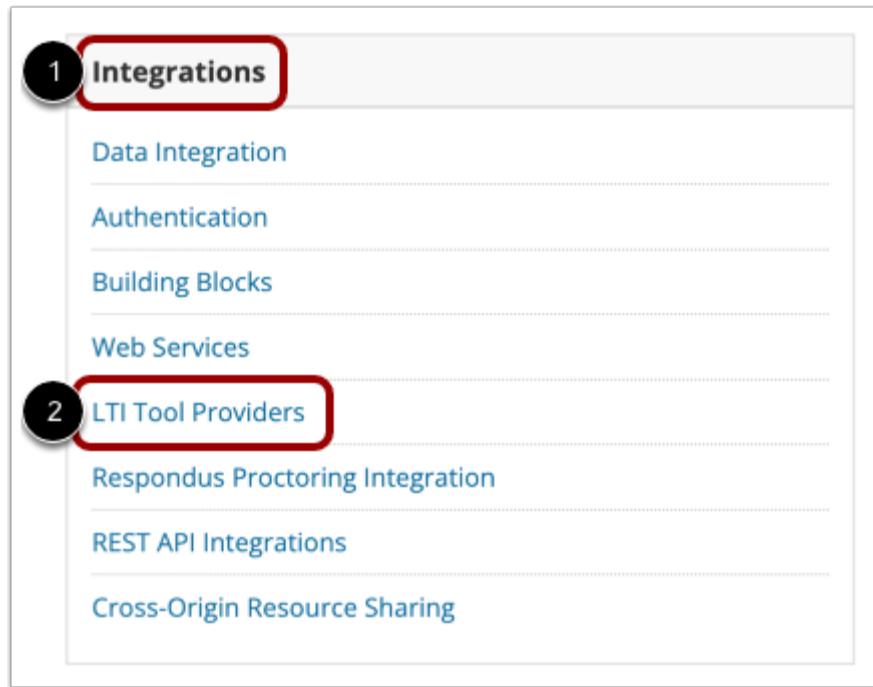
In the Blackboard LMS, the Parchment Digital Badges/Credentials LTI allows instructors to award badges, subscribe learners to a pathway, and view learner progress. As a Blackboard system administrator, you can install the LTI 1.3/Advantage Tool and the REST API in your Blackboard account.

Open Administrator Panel



In the navigation menu, click the **Admin** link.

Open LTI Tool Providers



The screenshot shows a list of integration categories. The 'Integrations' section [1] contains: Data Integration, Authentication, Building Blocks, and Web Services. The 'LTI Tool Providers' section [2] contains: Respondus Proctoring Integration, REST API Integrations, and Cross-Origin Resource Sharing. Both sections are enclosed in a light gray box.

- 1 **Integrations**
 - Data Integration
 - Authentication
 - Building Blocks
 - Web Services
- 2 **LTI Tool Providers**
 - Respondus Proctoring Integration
 - REST API Integrations
 - Cross-Origin Resource Sharing

In the Administrator Panel, locate the **Integrations** section [1] and click the **LTI Tool Providers** link [2].

Open Register LTI 1.3/Advantage Tool

Administrator Tools

[Administrator Panel](#) [LTI Tool Providers](#)

LTI Tool Providers

This report is available to show all provider domains in use in the system, including the status. Domains can be approved, or removed. [More Help](#)

[Manage Global Properties](#) [Register LTI 1.1 Provider](#) [Register LTI 1.3/Advantage Tool](#)

To add the Credentials LTI, click the **Register LTI 1.3/Advantage Tool** link.

Enter Client ID

Register LTI 1.3/Advantage Tool

ENTER CLIENT ID

Client ID 1 2

Type the Client ID for the tool you'd like to add.

Click **Submit** to proceed.

Cancel Submit

In the **Client ID** field, enter the **Client ID** for your regional server [1], then click the **Submit** button [2].

- **United States:** fc137814-b079-40b6-ac59-0d850c26c5de
- **Europe:** 914f5374-455c-4ae8-8861-d96c1cb37f1a
- **Canada:** a1e07c13-9817-420b-8b73-137352e7a0d5
- **Australia:** b5f77aa4-dd84-4b70-b40a-5521906052a0

Enable LTI 1.3 Tool

TOOL STATUS

The following fields are read-only, but you can toggle the status of this tool

Client ID	fc137814-b079-40b6-ac59-0d850c26c5de
Name	credentials-us
Description	Credentials US
Deployment ID	becdf090-31bf-430f-9722-ea1389a3935d
Initiate Login URL	https://badgr.com/api/lti/advantage/login_initi
Tool Redirect URLs	https://badgr.com/api/lti/advantage/login
JWKS URL	https://badgr.com/api/lti/advantage/jwk.json
Domains	badgr.com
Tool Status	<input checked="" type="radio"/> Approved <input type="radio"/> Excluded
Tool Provider Custom Parameters	

Enter any custom parameters required by the tool provider. Parameters must each be on their own line and be entered in "name=value" format.

To enable the LTI 1.3 Tool, click the **Approved** radio button.

Apply Recommended Tool Settings

INSTITUTION POLICIES

You can change the following settings for this tool. The fields use global values by default.

1 User Fields to Send Role in Course Name Email Address

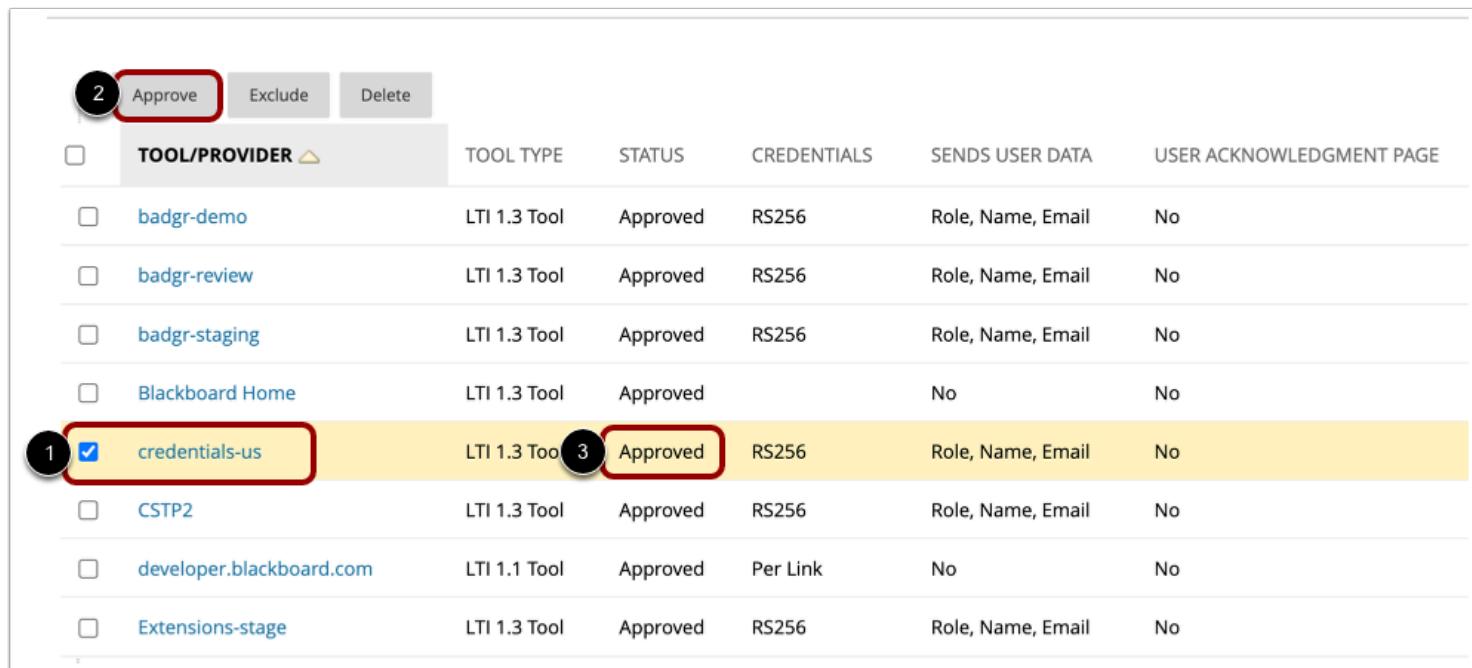
2 Allow grade service access Yes No
Allow Membership Service Access Yes No

Click **Submit** to proceed.

3 Cancel **Submit**

In the **User Fields to Send** section, ensure the **Role in Courses**, **Name**, and **Email Address** checkboxes are selected [1]. To allow access, click the **Yes** radio button for the Allow grade service access and Allow Memberships Service Access options [2]. Click the **Submit** button [3].

Approve the Credentials LTI 1.3 Tool



The screenshot shows a table of LTI 1.3 Tools. The columns are: TOOL/PROVIDER, TOOL TYPE, STATUS, CREDENTIALS, SENDS USER DATA, and USER ACKNOWLEDGMENT PAGE. The 'credentials-us' row is highlighted with a yellow background. Numbered callouts point to specific actions: [1] points to the checkbox next to 'credentials-us'; [2] points to the 'Approve' button in the toolbar; [3] points to the 'Approved' status in the table cell.

TOOL/PROVIDER	TOOL TYPE	STATUS	CREDENTIALS	SENDS USER DATA	USER ACKNOWLEDGMENT PAGE
badgr-demo	LTI 1.3 Tool	Approved	RS256	Role, Name, Email	No
badgr-review	LTI 1.3 Tool	Approved	RS256	Role, Name, Email	No
badgr-staging	LTI 1.3 Tool	Approved	RS256	Role, Name, Email	No
Blackboard Home	LTI 1.3 Tool	Approved		No	No
1 <input checked="" type="checkbox"/> credentials-us	LTI 1.3 Tool	3 Approved	RS256	Role, Name, Email	No
CSTP2	LTI 1.3 Tool	Approved	RS256	Role, Name, Email	No
developer.blackboard.com	LTI 1.1 Tool	Approved	Per Link	No	No
Extensions-stage	LTI 1.3 Tool	Approved	RS256	Role, Name, Email	No

To approve the LTI, click the checkbox next to the name [1]. Hover over the name, click the **Options** menu [2] and then click the **Approve** link [3].

Note: If the Tool Status is already set to Approved, you can skip this step.

[Return to Administrator Panel](#)

Administrator Tools

[Administrator Panel](#)

[LTI Tool Providers](#)

LTI Tool Providers

This report is available to show all provider domains in use in the system, including the status. Domains can be approved, etc.
[Providers](#) [More Help](#)

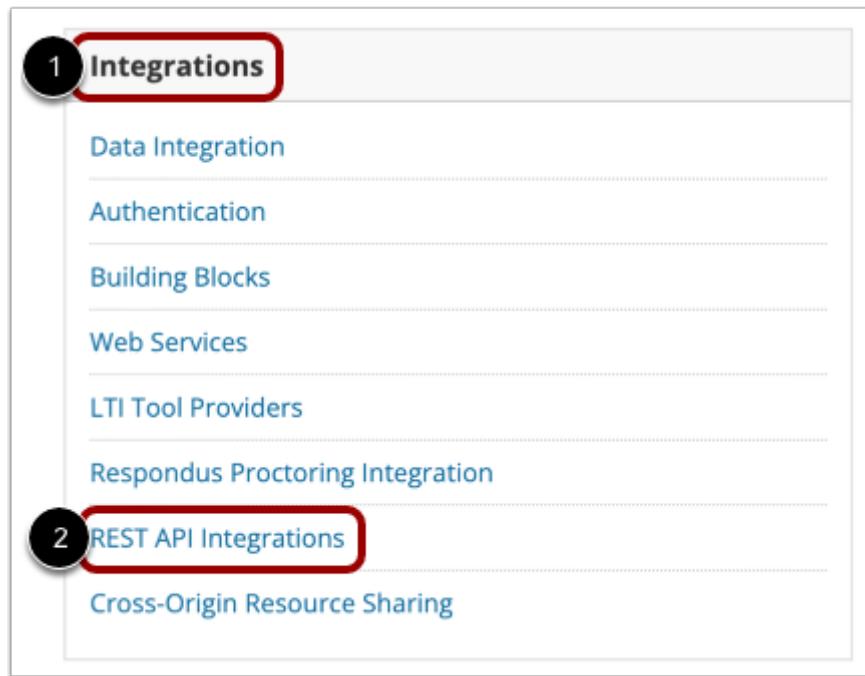
[Manage Global Properties](#)

[Register LTI 1.1 Provider](#)

[Register LTI 1.3/Advantage Tool](#)

To return to the Administrator Panel, click the **Administrator Panel** link.

Open Rest API Integrations



The screenshot shows a list of integration categories. The 'Integrations' section is highlighted with a red box and a black circle containing the number '1'. The 'REST API Integrations' link is also highlighted with a red box and a black circle containing the number '2'.

- 1 Integrations
- Data Integration
- Authentication
- Building Blocks
- Web Services
- LTI Tool Providers
- Respondus Proctoring Integration
- 2 REST API Integrations
- Cross-Origin Resource Sharing

In the Administrator Panel, locate the **Integrations** section [1] and click the **REST API Integrations** link [2].

Create Integration

Administrator Tools

[Administrator Panel](#) [REST API Integrations](#)

REST API Integrations

[Create Integration](#)

To create the REST API Tool for the Credentials LTI, click the **Create Integration** link.

Enter Application ID

Create Integration

* Indicates a required field.

GENERAL INFORMATION

1 *** Application ID** 2 **Learn User**

*** End User Access** Yes No

*** Authorized To Act As User** Yes No Service Default (No)

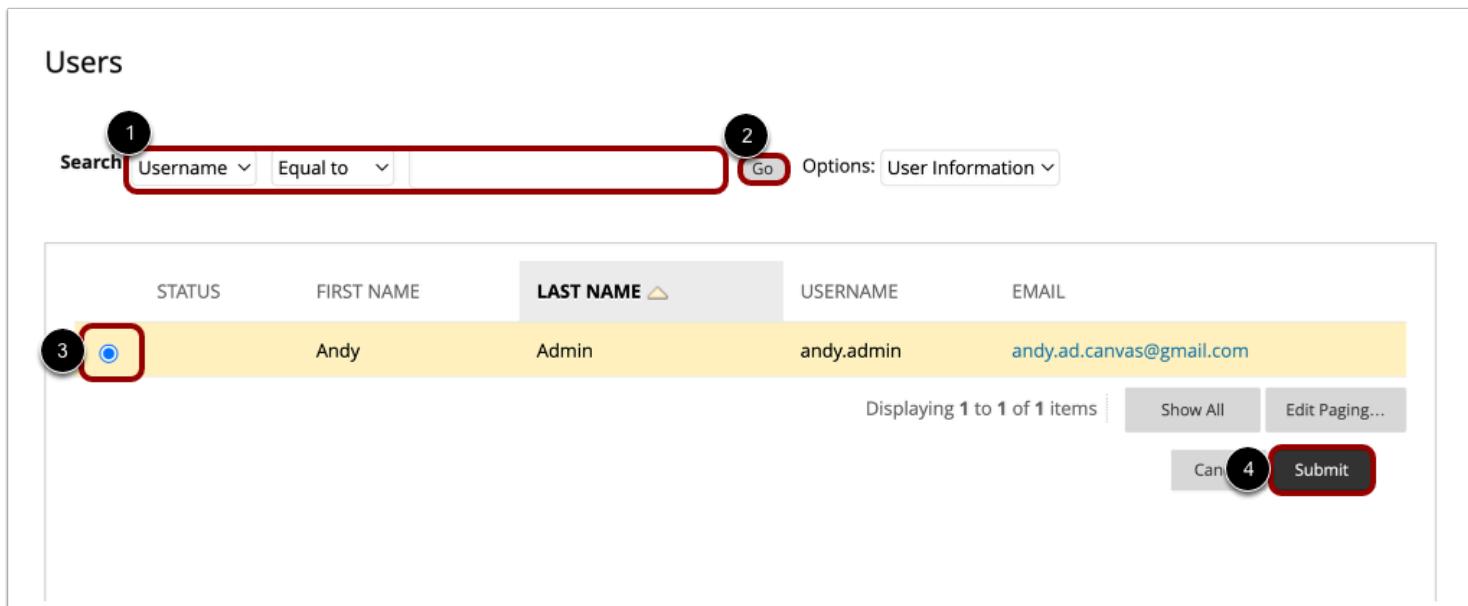
*Click **Submit** to proceed.*

Enter the application ID for your regional server into the **Application ID** field [1].

- **United States:** fc137814-b079-40b6-ac59-0d850c26c5de
- **Europe:** 914f5374-455c-4ae8-8861-d96c1cb37f1a
- **Canada:** a1e07c13-9817-420b-8b73-137352e7a0d5
- **Australia:** b5f77aa4-dd84-4b70-b40a-5521906052a0

To specify a Learn User, click the **Browse** button [2].

Specify a Learn User



STATUS	FIRST NAME	LAST NAME	USERNAME	EMAIL
	Andy	Admin	andy.admin	andy.ad.canvas@gmail.com

Displaying 1 to 1 of 1 items | [Show All](#) [Edit Paging...](#)

[Cancel](#) [Submit](#)

To search for a specific Learn user, use the drop-down menus or search field [1], and click the **Go** button [2].

Locate and click the radio button next to the desired Learn user [3] and click the **Submit** button [4].

Note: If you specify a Learn User who is later removed from the Blackboard instance, you must specify a new Learn User. We recommend creating a unique user who has the following system permissions:

- Read access to course content, memberships, and grade book.
- Course/Organization (Content Areas) > View Material Settings
- Course/Organization Control Panel (Grade Center) > View Attempts
- Course/Organization Control Panel (Grade Center) > View Grade Center Items and Settings
- Course/Organization Control Panel (Grade Center) > View Grades
- Course/Organization Control Panel (Tools) > Tests, Surveys, and Pools > Tests
- Course/Organization Control Panel (Users and Groups) > Users
- Read-only access to the Content System filesystem

Apply Recommended REST API Integration Settings

Create Integration

* Indicates a required field.

GENERAL INFORMATION

* Application ID: fc137814-b079-40b6-ac59-0d850c26c5de

* Learn User: andy.admin

1 * End User Access: Yes No

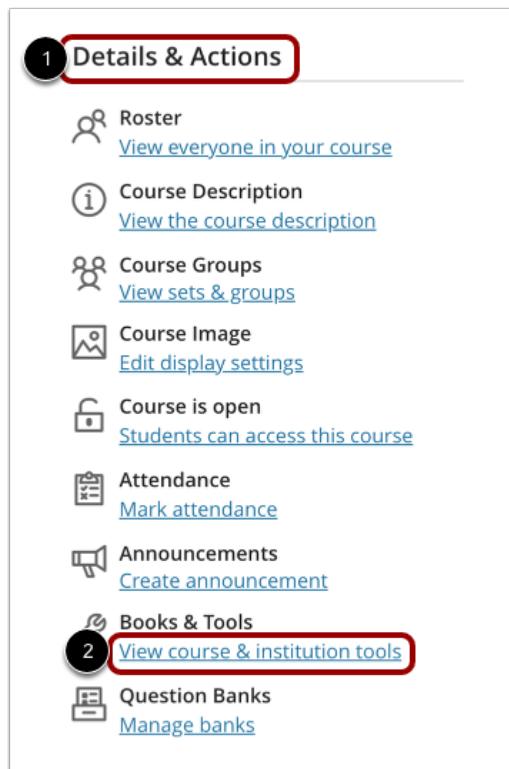
2 * Authorized To Act As User: Yes No Service Default (No)

Click **Submit** to proceed.

2

To allow access, click the **Yes** radio button for the End User Access and Authorize to Act As User options [1]. Click the **Submit** button [2].

Open Course and Institution Tools



1 Details & Actions

-  Roster [View everyone in your course](#)
-  Course Description [View the course description](#)
-  Course Groups [View sets & groups](#)
-  Course Image [Edit display settings](#)
-  Course is open [Students can access this course](#)
-  Attendance [Mark attendance](#)
-  Announcements [Create announcement](#)
-  Books & Tools [View course & institution tools](#)

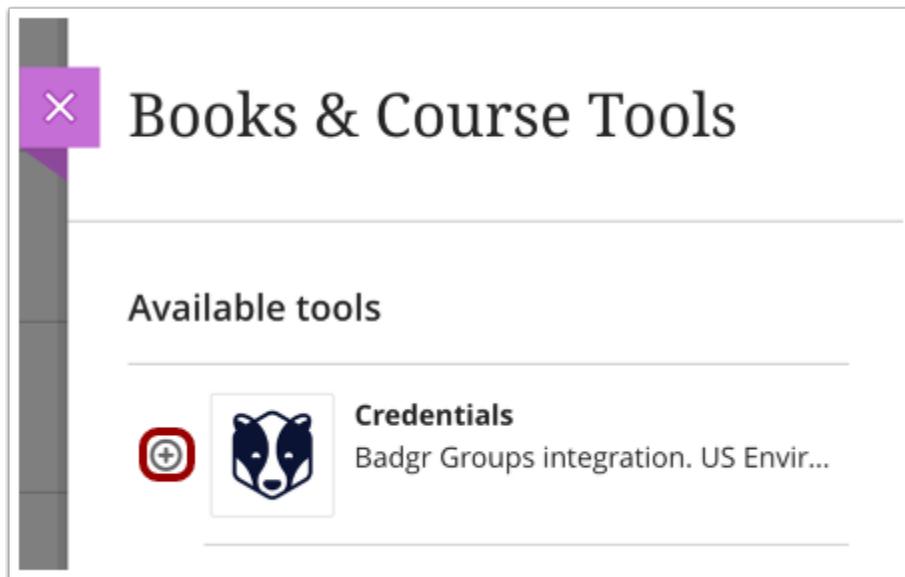
2

-  Question Banks [Manage banks](#)

To view the Credentials LTI, navigate to a course in your Blackboard account.

In the **Details & Actions** menu [1], in the **Books & Tools** section, click the **View course & institution tools** link [2]

Add Credentials LTI To Course



Books & Course Tools

Available tools

  **Credentials**
Badgr Groups integration. US Envir...

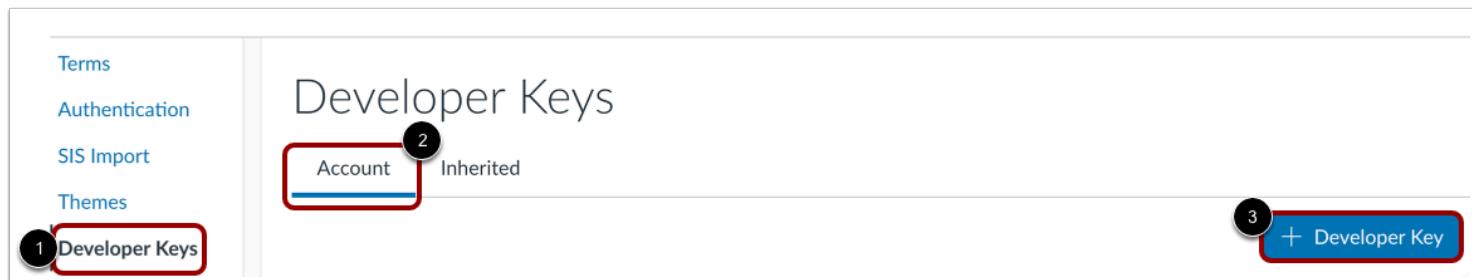
To add the Credentials LTI to a course, click the **Add** button.

How do I install the Parchment Digital Badges LTI in a self-hosted Canvas instance?

To use the Parchment Digital Badges/Credentials LTI in a self-hosted Canvas instance, Canvas admins must create their own API and LTI keys. Please [contact support](#) and provide the URL of your Canvas instance to begin the process.

Note: Developer Keys is an account permission. If you cannot view the Developer Keys link in Account Navigation, this permission has not been enabled for your user account.

Open Developer Keys



In Account Navigation, click the **Developer Keys** link [1], then click the **Account** tab [2]. To add a key, click the **Add Developer Key** button [3].

Select Key Type

Documentation LTI > Developer Keys

Courses
People
Statistics
Permissions
Outcomes
Rubrics
Grading
Question Banks
Sub-Accounts
Account Calendars (New)
Terms
Authentication
SIS Import
Themes
Developer Keys
Analytics Hub
Apps
Item Banks
SIS Integration
Admin Analytics

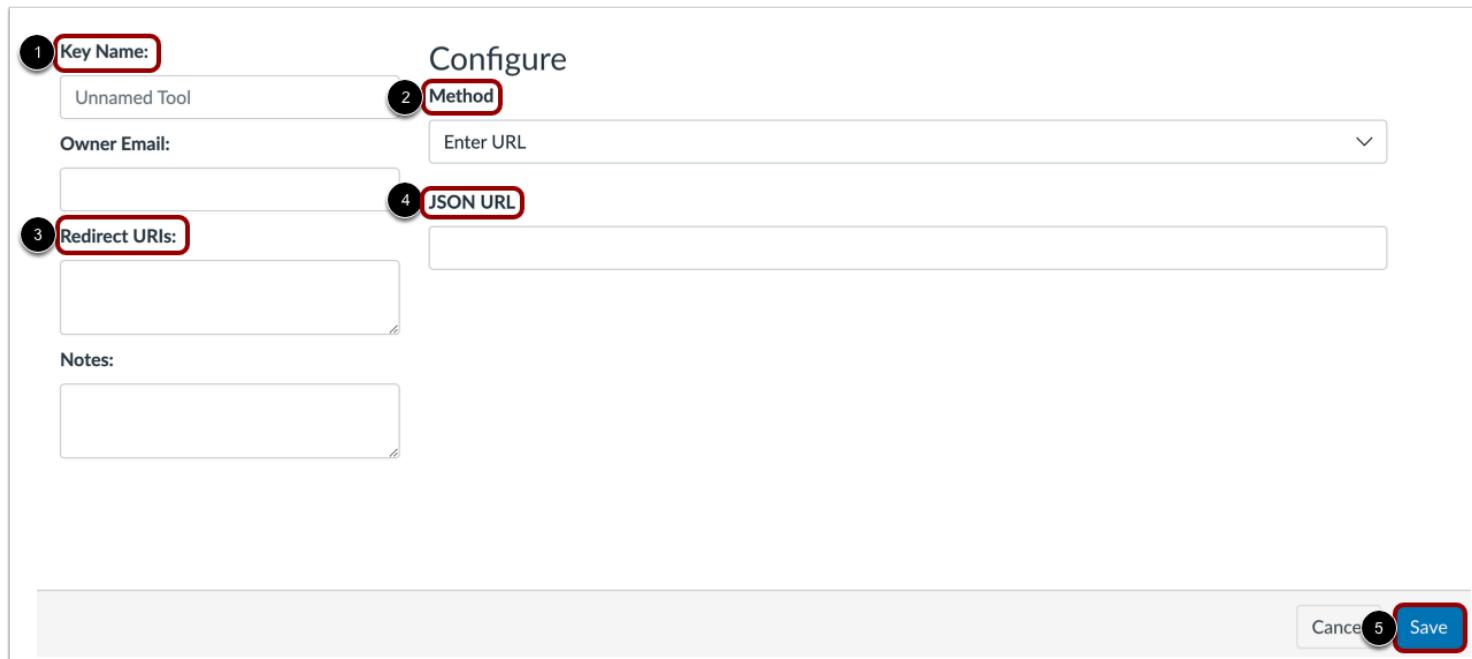
Developer Keys

Account Inherited

Name	Owner Email	Details	Stats	Type
Commons Key	some_email@email.com	41300000000000203 Show Key URI: https://lor.instructure.com	Access Token Count: 0 Created: Sep 5, 2023 at 10:30am Last Used: Never	+ Developer Key + API Key + LTI Key + LTI Registration
Sistemic	No Email	41300000000000102 Show Key	Access Token Count: 0 Created: Nov 17, 2021 at 4:54pm Last Used: Never	   
Elevate K-12 Analytics	No Email	41300000000000101 Show Key	Access Token Count: 0 Created: Jul 6, 2021 at 4:15pm Last Used: Never	   

To add an LTI key, select the **Add LTI Key** option.

Configure LTI Key



The screenshot shows a 'Configure' form for an LTI key. The fields are labeled with numbers 1 through 5:

- 1 Key Name:** A text input field containing 'Unnamed Tool'.
- 2 Method:** A dropdown menu set to 'Enter URL'.
- 3 Redirect URIs:** A text input field.
- 4 JSON URL:** A text input field.
- 5 Save:** A blue 'Save' button.

Other visible fields include 'Owner Email' (empty) and 'Notes' (empty). The 'Cancel' button is also visible.

In the **Key Name** field, enter the LTI tool name. This name also displays in the Course Navigation menu [1]. In the **Method** drop-down menu, select the **Enter URL** option [2].

In the **Redirect URIs** field, copy and paste the support-provided redirect URI [3].

In the **JSON URL** field, copy and paste the support provided JSON URL [4].

Click the **Save** button [5].

Add API Key

Documentation LTI > Developer Keys

Courses
People
Statistics
Permissions
Outcomes
Rubrics
Grading
Question Banks
Sub-Accounts
Account Calendars (New)
Terms
Authentication
SIS Import
Themes
Developer Keys (selected)
Analytics Hub
Apps
Item Banks
SIS Integration
Admin Analytics

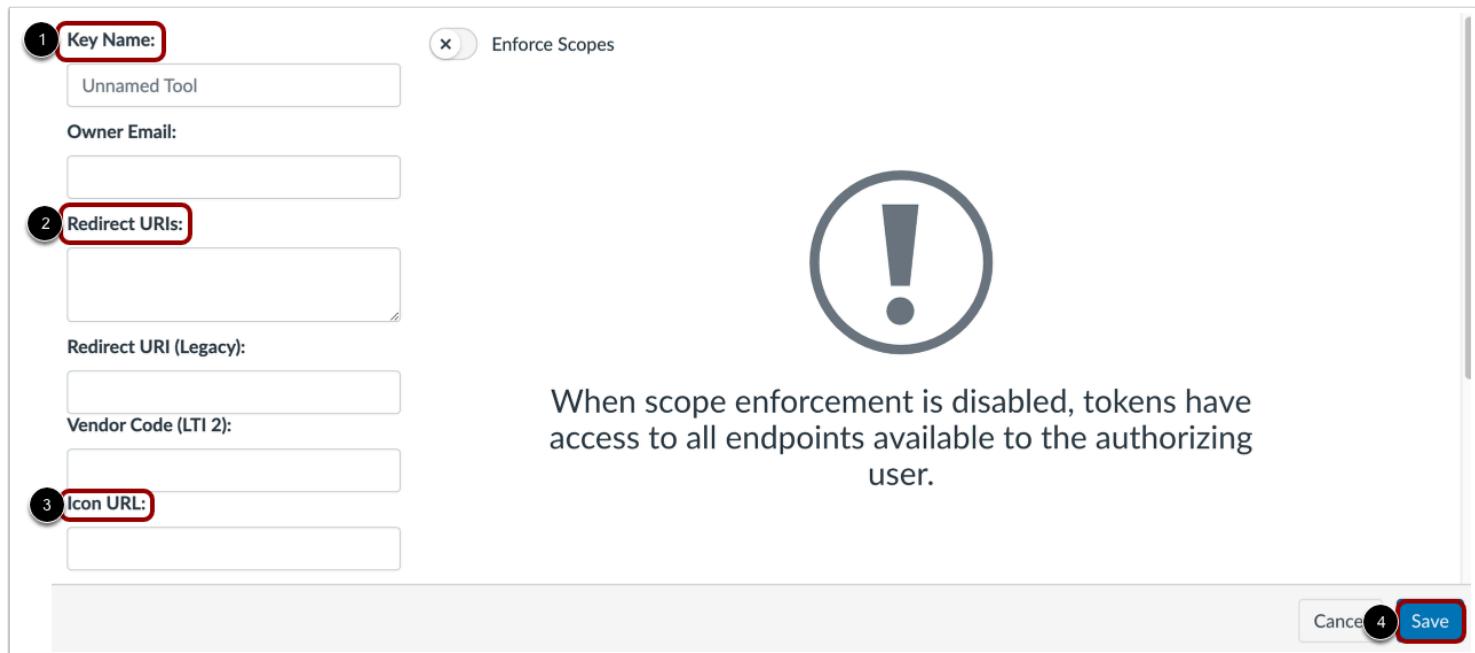
Developer Keys

Account Inherited

Name	Owner Email	Details	Stats	Type
Commons Key	some_email@email.com	41300000000000203 Show Key URI: https://lor.instructure.com	Access Token Count: 0 Created: Sep 5, 2023 at 10:30am Last Used: Never	1 + Developer Key 2 + API Key + LTI Key + LTI Registration
Sistemic	No Email	41300000000000102 Show Key	Access Token Count: 0 Created: Nov 17, 2021 at 4:54pm Last Used: Never	  
Elevate K-12 Analytics	No Email	41300000000000101 Show Key	Access Token Count: 0 Created: Jul 6, 2021 at 4:15pm Last Used: Never	  

To add an API key, click the **Add Developer Key** button [1] and select the **Add API Key** option [2].

Configure API Key



1 Key Name: x Enforce Scopes

Owner Email:

2 Redirect URIs:

Redirect URI (Legacy):

Vendor Code (LTI 2):

3 Icon URL:

When scope enforcement is disabled, tokens have access to all endpoints available to the authorizing user.

Canc 4 Save

In the **Key Name** field, enter the same name as entered in the LTI key creation [1].

In the **Redirect URIs** field, copy and paste the support-provided redirect URI [2].

In the **Icon URL** field, copy and paste the support-provided icon URL [3].

Click the **Save** button [4].

Enable LTI and API Keys

Developer Keys

Account Inherited

[+ Developer Key](#)

Name	Owner Email	Details	Stats	Type	State	Actions
Credentials LTI	No Email	2049600000000000105 Show Key	Access Token Count: 0 Created: Mar 30 at 11:54am Last Used: Never	🔌		 
 Credentials LTI	No Email	2049600000000000104 Show Key	Access Token Count: 0 Created: Mar 30 at 11:52am Last Used: Never	🔌		 

Toggle the **State** of your new LTI and API keys to the **On** position.

Send ID and Keys to Support

Developer Keys

Account Inherited

+ Developer Key

Name	Owner Email	Details	Stats	Type	State	Actions
Credentials LTI	No Email	<p>1 2049600000000000105</p> <p>Show Key</p>	Access Token Count: 0 Created: Mar 30 at 11:54am Last Used: Never	🔌		 
 Credentials LTI	No Email	<p>2 2049600000000000104</p> <p>3 Show Key</p>	Access Token Count: 0 Created: Mar 30 at 11:52am Last Used: Never	🔌		 

Copy the Developer ID for the LTI key [1] and paste into an email. Label it **LTI Client ID**.

Copy the Developer ID for the API key [2] and paste it into an email. Label it **API Client ID**.

To view the API key, click the **Show Key** button [3]. Copy and paste this key into an email and label it **API Secret Key**.

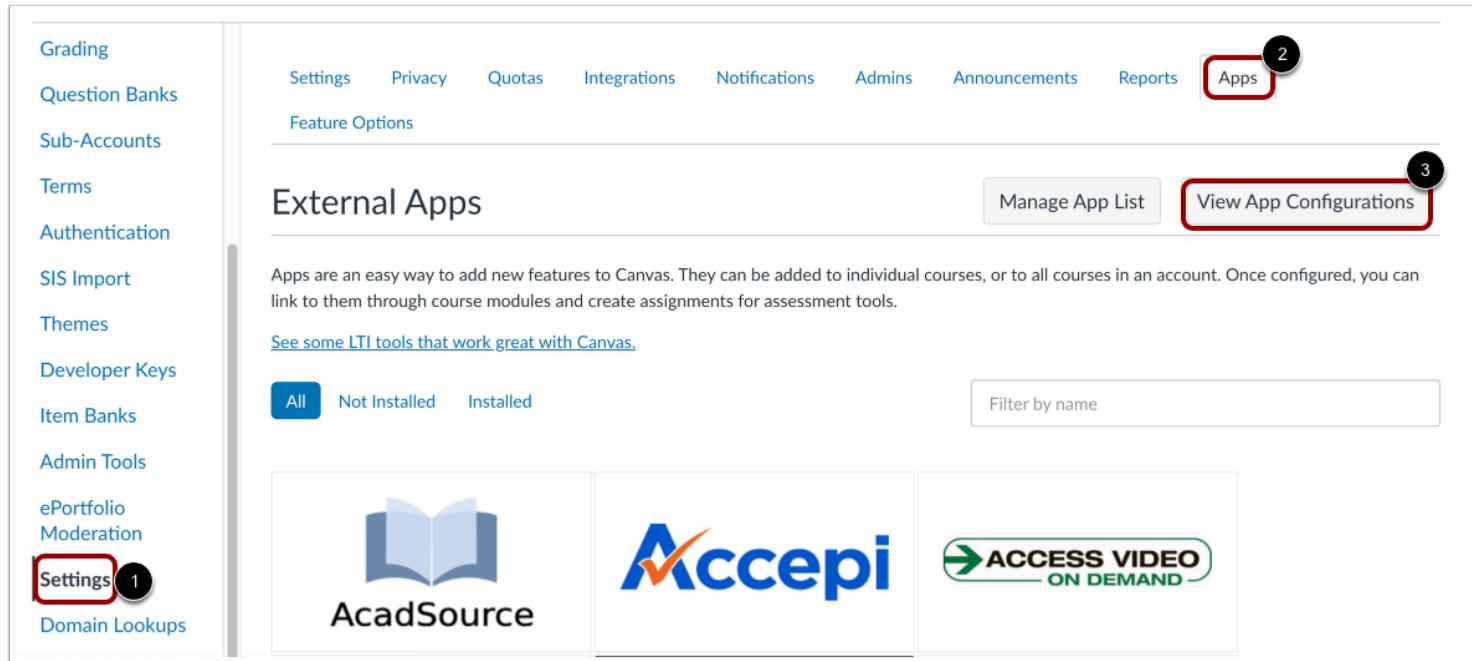
[Contact support](#) with this information. Once Support updates the integration for your Canvas instance, you can install the Credentials LTI.

Locate Client ID

Developer Keys						
Account	Inherited					+ Developer Key
Name	Owner Email	Details	Stats	Type	State	Actions
Credentials LTI	No Email	204960000000000105 Show Key	Access Token Count: 0 Created: Mar 30 at 11:54am Last Used: Never			 
 Credentials LTI	No Email	204960000000000104 Show Key	Access Token Count: 0 Created: Mar 30 at 11:52am Last Used: Never		 	

When installing the Credentials LTI on a self-hosted Canvas instance, the Developer ID for the LTI Key is your client ID. To begin installing the Credentials LTI, copy the Developer ID for the LTI Key to your clipboard.

View App Configurations



Grading
Question Banks
Sub-Accounts
Terms
Authentication
SIS Import
Themes
Developer Keys
Item Banks
Admin Tools
ePortfolio
Moderation
Settings 1
Domain Lookups

Settings Privacy Quotas Integrations Notifications Admins Announcements Reports **Apps** 2

Feature Options

External Apps

Manage App List **View App Configurations** 3

Apps are an easy way to add new features to Canvas. They can be added to individual courses, or to all courses in an account. Once configured, you can link to them through course modules and create assignments for assessment tools.

[See some LTI tools that work great with Canvas.](#)

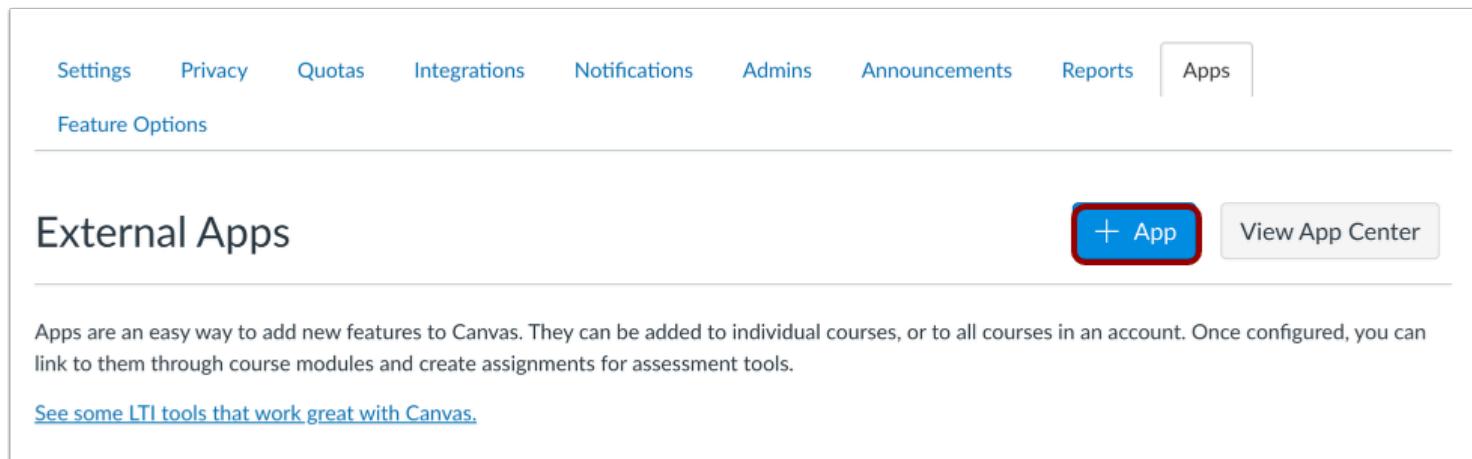
All Not Installed Installed

Filter by name



In Account Navigation, click the **Settings** link [1]. Click the **Apps** tab [2]. To view app configurations, click the **View App Configurations** button [3].

Add App



Settings Privacy Quotas Integrations Notifications Admins Announcements Reports **Apps** 2

Feature Options

External Apps

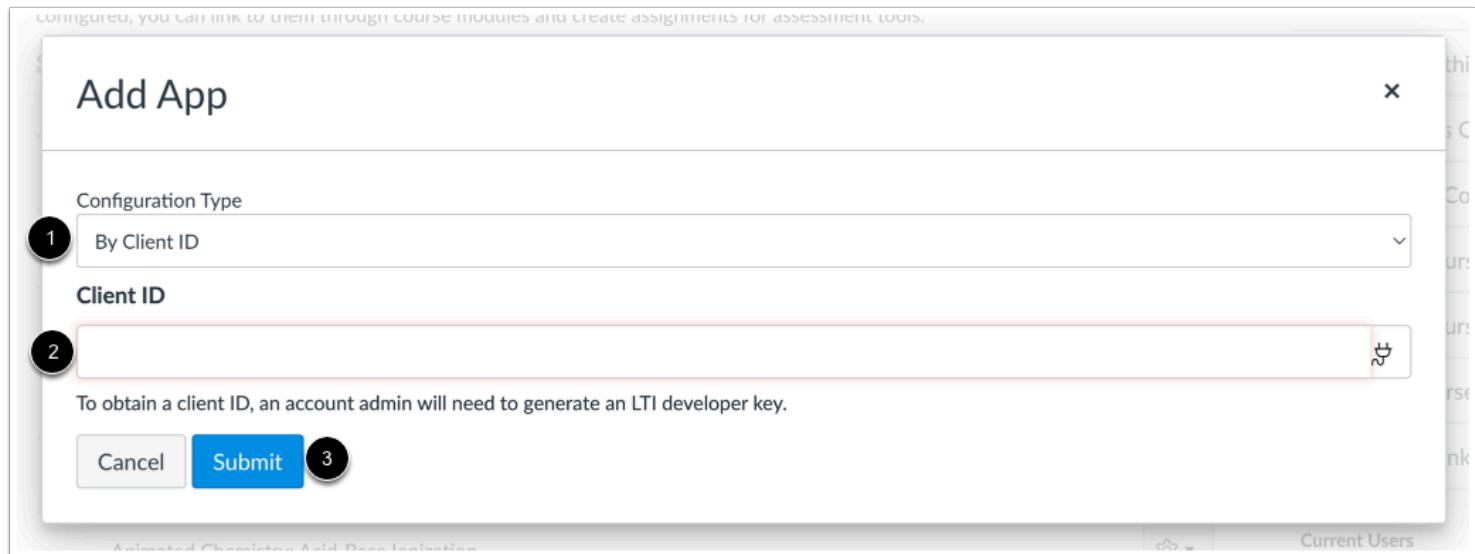
+ App 3 **View App Center**

Apps are an easy way to add new features to Canvas. They can be added to individual courses, or to all courses in an account. Once configured, you can link to them through course modules and create assignments for assessment tools.

[See some LTI tools that work great with Canvas.](#)

Click the **Add App** button.

Enter Client ID



Configured, you can link to them through course modules and create assignments for assessment tools.

Add App

Configuration Type

1 By Client ID

Client ID

2

To obtain a client ID, an account admin will need to generate an LTI developer key.

Cancel Submit 3

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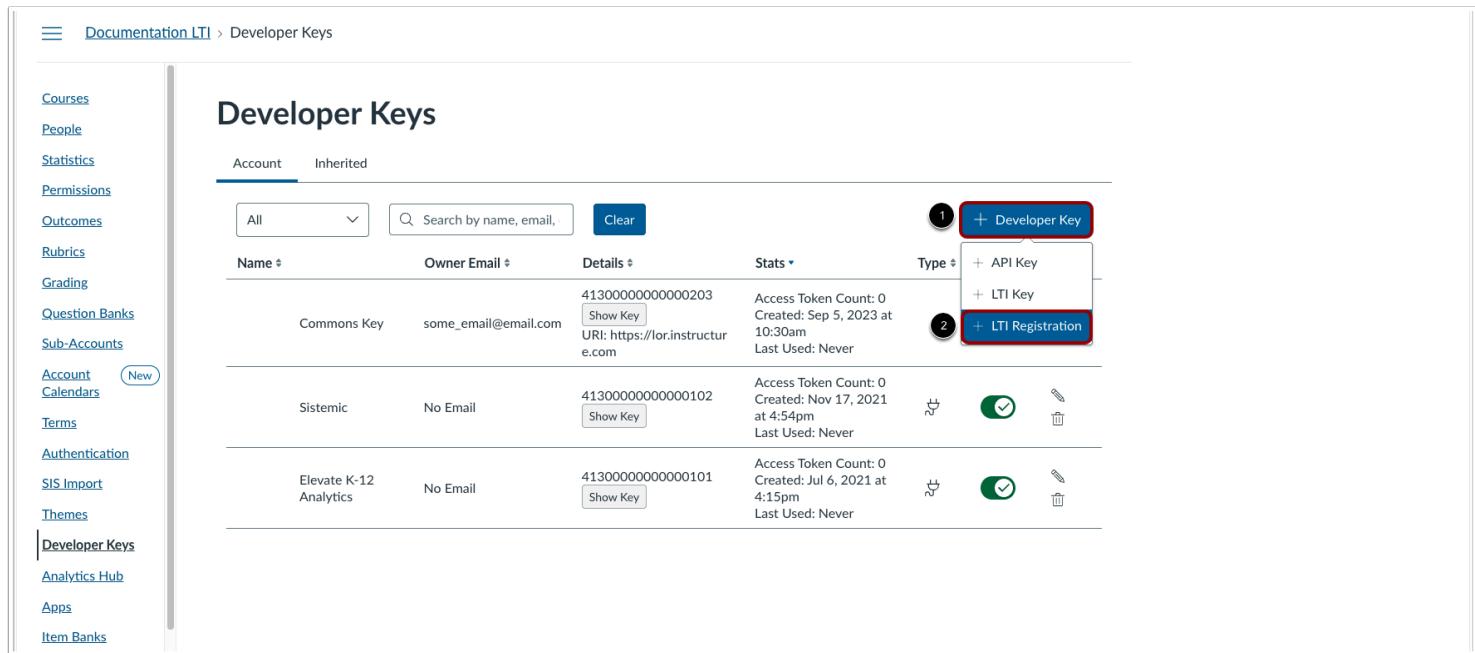
1349

<p

View Installed LTI

Once the Credentials LTI is installed, the name you entered for the tool displays as a link in the Course Navigation for all courses in your Canvas instance.

Add LTI Registration

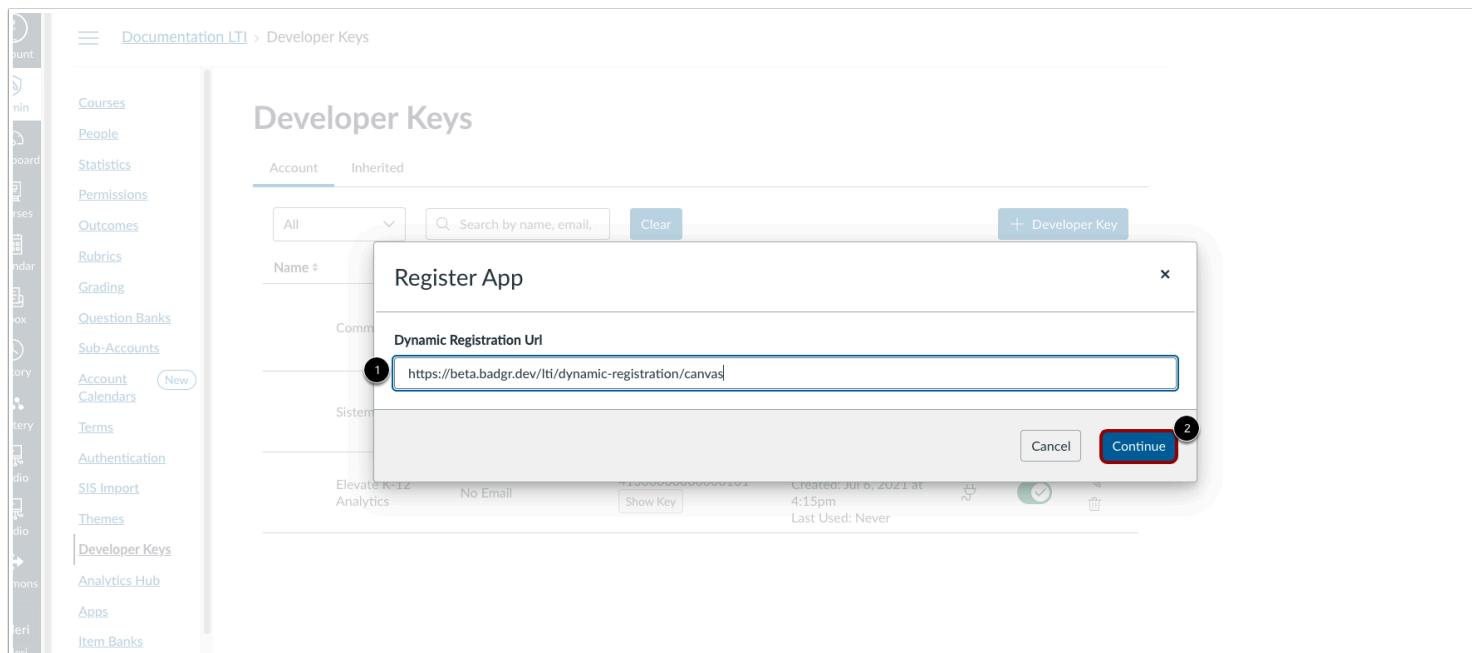


The screenshot shows the 'Developer Keys' page in the Parchment interface. The left sidebar includes links for Courses, People, Statistics, Permissions, Outcomes, Rubrics, Grading, Question Banks, Sub-Accounts, Account (New), Calendars, Terms, Authentication, SIS Import, Themes, Developer Keys (which is the active page), Analytics Hub, Apps, and Item Banks. The main content area is titled 'Developer Keys' and shows a table of existing keys. The table columns are Name, Owner Email, Details, Stats, and Type. The 'Type' column includes options for 'Developer Key', 'API Key', 'LTI Key', and 'LTI Registration'. A red box highlights the 'LTI Registration' option in the 'Type' column. A callout with a red border and a circled '2' indicates the 'LTI Registration' link. A circled '1' points to the 'Developer Key' button in the top right corner of the table header. The table contains three rows of data:

Name	Owner Email	Details	Stats	Type
Commons Key	some_email@email.com	41300000000000203 Show Key URI: https://lor.instructure.com	Access Token Count: 0 Created: Sep 5, 2023 at 10:30am Last Used: Never	Developer Key API Key LTI Key + LTI Registration
Sistemic	No Email	41300000000000102 Show Key	Access Token Count: 0 Created: Nov 17, 2021 at 4:54pm Last Used: Never	  
Elevate K-12 Analytics	No Email	41300000000000101 Show Key	Access Token Count: 0 Created: Jul 6, 2021 at 4:15pm Last Used: Never	  

Canvas Credentials supports LTI 1.3 Dynamic Registration with Canvas LMS. Admins can start registration using a single URL, allowing Canvas to automatically fetch and apply the configuration. To start registration, click the **Add Developer Key** button [1], then select the **Add LTI Registration** link [2].

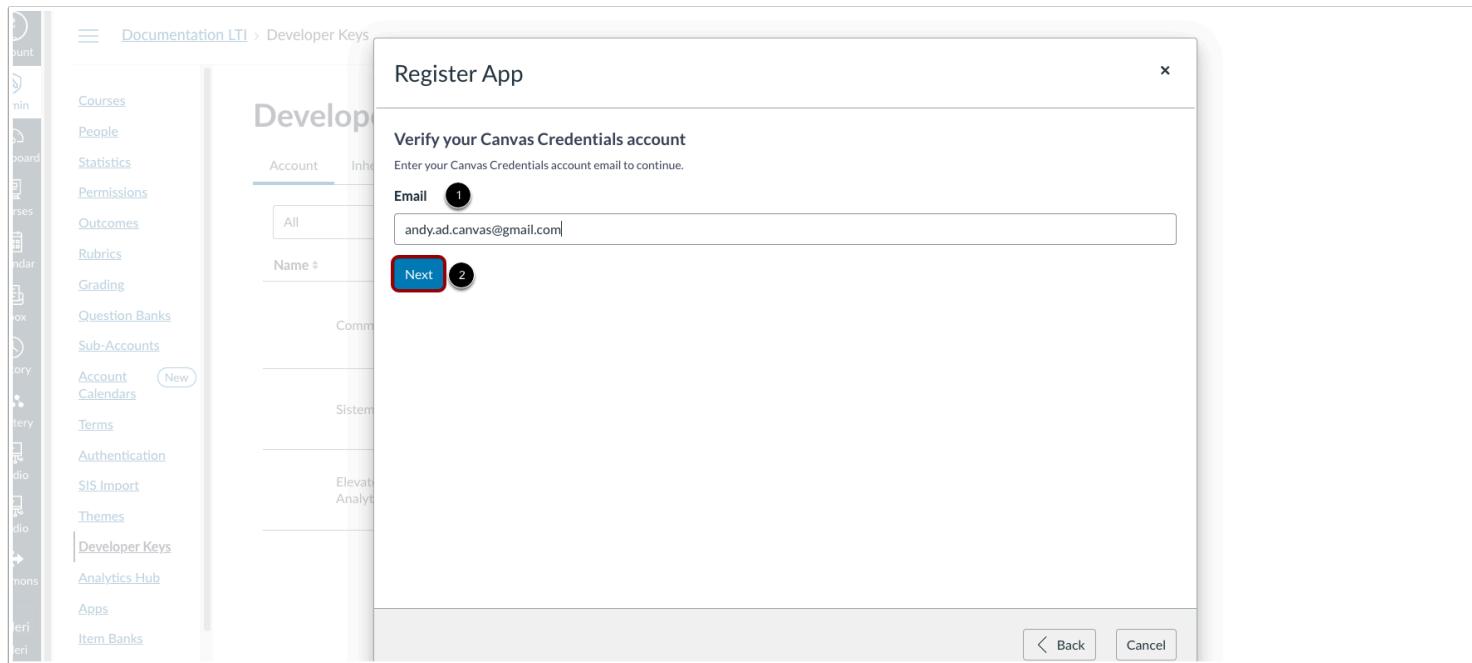
Register App



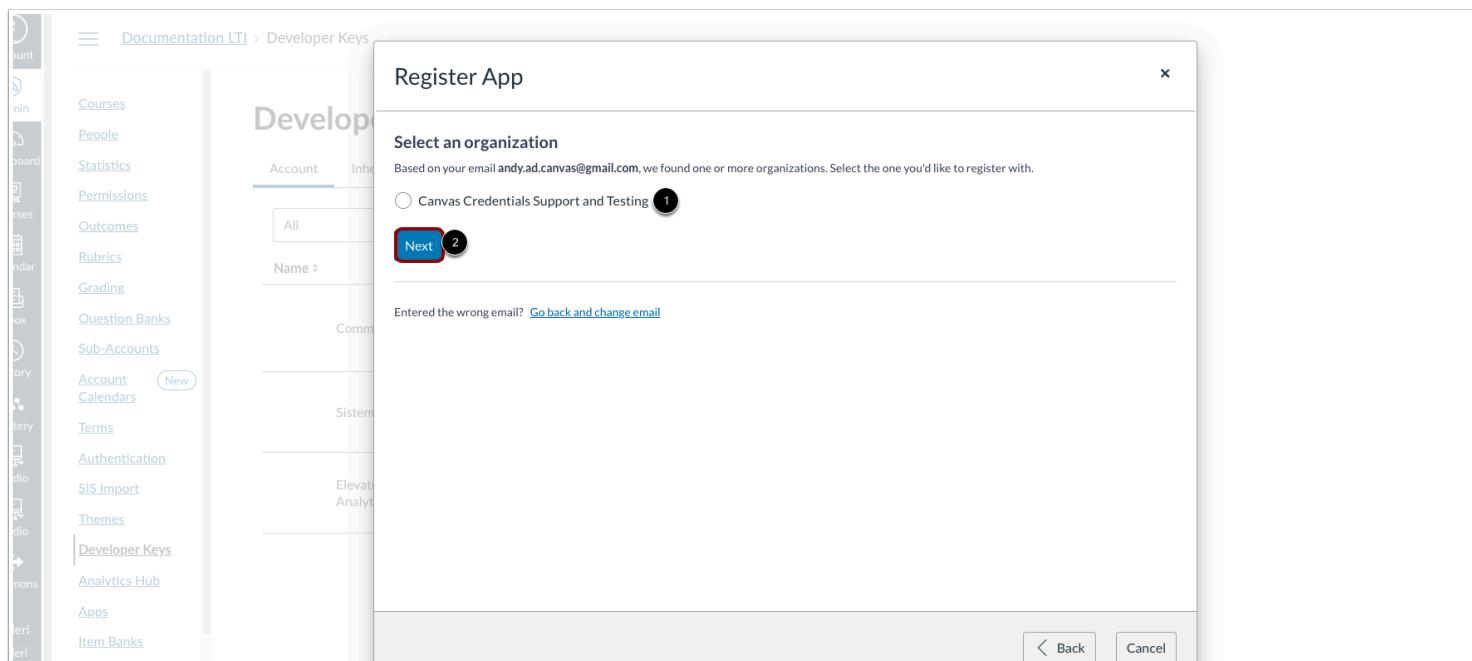
The screenshot shows the Canvas LMS interface. On the left, there is a sidebar with various icons and links: Courses, People, Statistics, Permissions, Outcomes, Rubrics, Grading, Question Banks, Sub-Accounts, Account (Now Calendars), Terms, Authentication, SIS Import, Themes, Developer Keys (which is the active link), Analytics Hub, Apps, and Item Banks. The main content area is titled "Developer Keys" and shows a list of keys. One key is selected, and a modal window titled "Register App" is open over it. The modal has a "Dynamic Registration Url" field containing the URL "https://beta.badgr.dev/lti/dynamic-registration/canvas". At the bottom of the modal are "Cancel" and "Continue" buttons. The "Continue" button is highlighted with a red box and a callout number [2]. A callout number [1] points to the URL field in the modal.

In the Canvas LMS developer keys Register App modal, paste the Dynamic Registration URL of the institution [1]. Then click the **Continue** button [2].

Note: These URLs cannot be opened directly in a browser. They must be pasted into Canvas in the Dynamic Registration URL field. Opening them directly will not initiate registration.

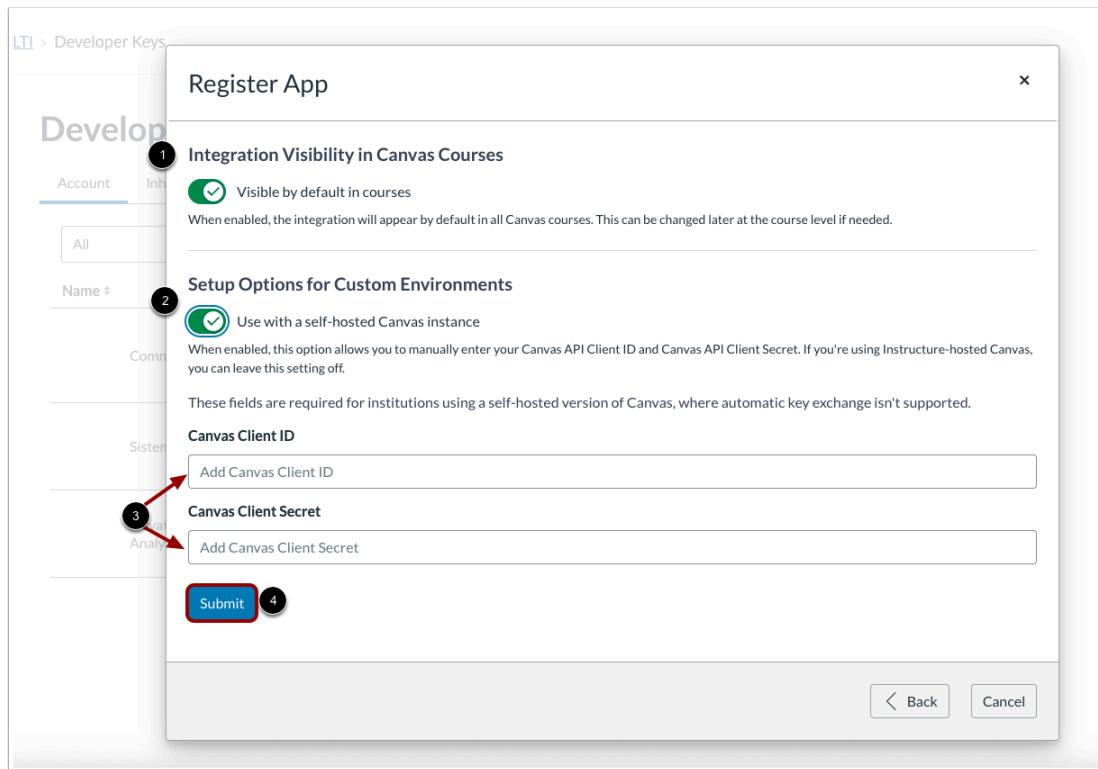


To verify a Canvas Credentials account, enter the Parchment Digital Badges/Canvas Credentials email address [1]. Then, click the **Next** button [2] to enter the verification code.



Select an Organization [1], then click the **Next** button [2].

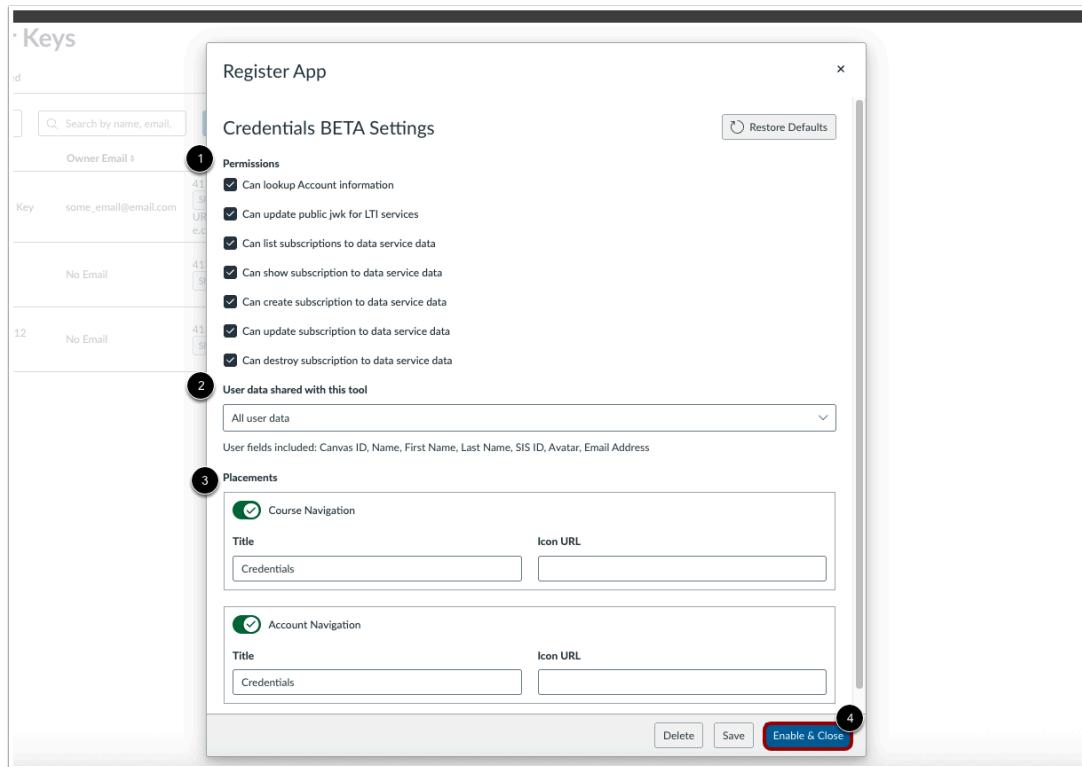
Review Integration



The screenshot shows the 'Register App' dialog box. The 'Integration Visibility in Canvas Courses' section has a checked checkbox for 'Visible by default in courses'. The 'Setup Options for Custom Environments' section has a checked checkbox for 'Use with a self-hosted Canvas instance'. Below these are fields for 'Canvas Client ID' and 'Canvas Client Secret', both with 'Add' buttons. A red arrow points from the text 'enter the Canvas API Client ID and Secret [3]' to the 'Add Canvas Client Secret' button. The 'Submit' button at the bottom is also highlighted with a red box and a red arrow pointing to it from the text 'Click the Submit button [4]'.

Review and set the **Integration Visibility in Canvas Courses** [1]. To enable a self-hosted Canvas instance, click the **Use with a self-hosted Canvas Instance** toggle on [2], and enter the Canvas API Client ID and Secret [3]. Click the **Submit** button [4].

Complete Registration



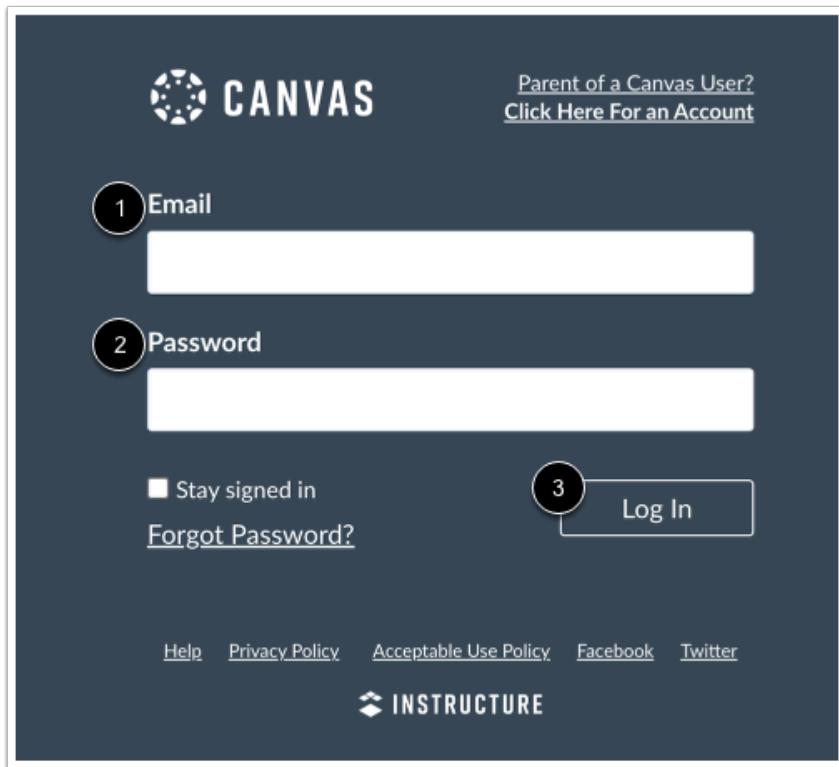
In the Settings modal, review Permissions [1], User Data Sharing [2], and Placements [3], and adjust if needed. To complete the registration, click the **Enable and Close** button [4].

How do I access the Parchment Digital Badges LTI in Canvas?

When the Parchment Digital Badges LTI is installed, you can access it in Canvas courses.

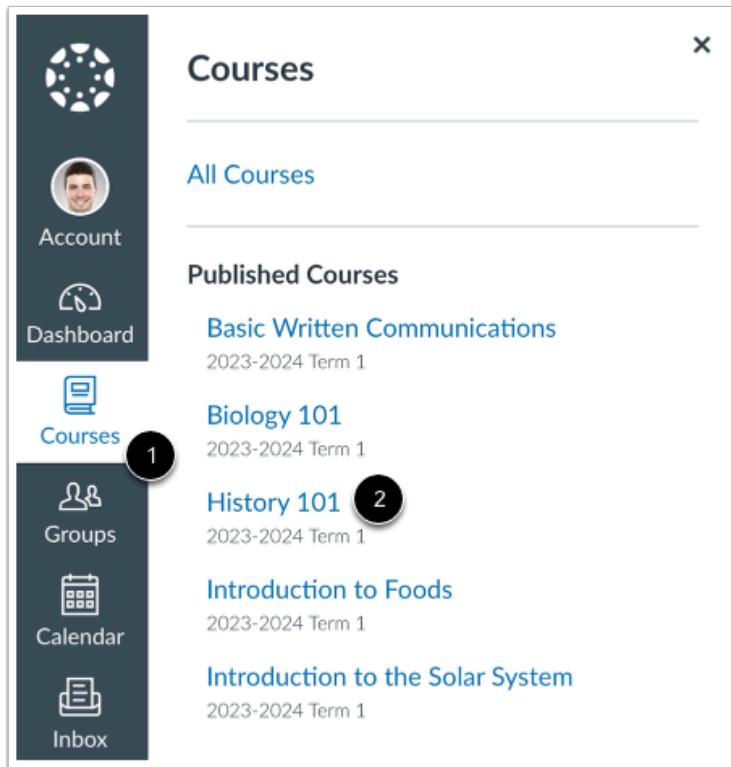
Note: You can [add Parchment Digital Badges LTI](#) to your course.

Log into Canvas



[To log into Canvas](#), enter your email address [1] and password [2]. Click the **Log In** button [3].

Open Course



Courses

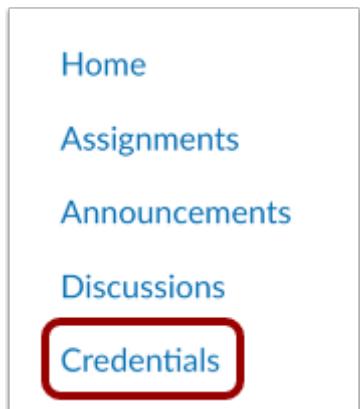
All Courses

Published Courses

- Basic Written Communications**
2023-2024 Term 1
- Biology 101**
2023-2024 Term 1
- History 101** 2
2023-2024 Term 1
- Introduction to Foods**
2023-2024 Term 1
- Introduction to the Solar System**
2023-2024 Term 1

In Global Navigation, click the **Courses** link [1], then click the name of the course [2].

Open Credentials



Home

Assignments

Announcements

Discussions

Credentials

In course navigation, click the **Credentials** link.

Verify Canvas Badges Account

Welcome to Parchment Digital Badges

With Parchment Digital Badges, you can award digital badges to your learners for their achievements in this Canvas course.

Verify your Parchment Digital Badges account

Enter your Parchment Digital Badges account email to continue

Parchment Digital Badges account email *

1

2 **Next**

If you haven't created or verified a Canvas Badges account previously, you will be directed to the Welcome to Canvas Badges page.

To view the Parchment Digital Badges LTI in Canvas, [create a Canvas Badges account](#) first or verify your existing Canvas Badges account by entering your account email [1]. Click **Next** [2].

Welcome to Parchment Digital Badges

With Parchment Digital Badges, you can award digital badges to your learners for their achievements in this Canvas course.

Verify your Parchment Digital Badges account

We sent your verification code to doug.roberts.canvas@gmail.com. Enter it to continue.

1

[Resend code](#)

Cancel

Next

2

Enter the 6-digit verification code [1] then click **Next** [2].

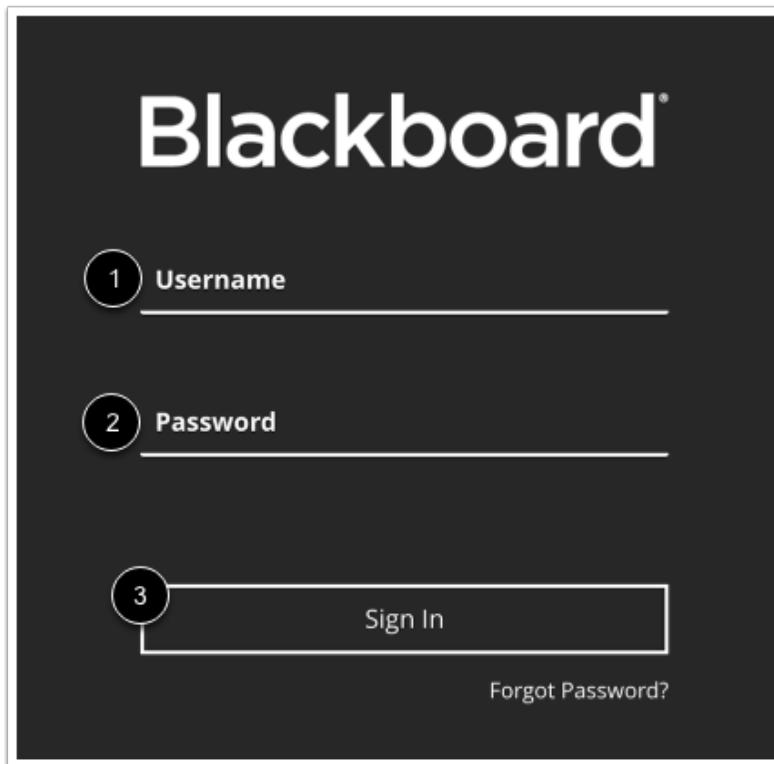
View Credentials

In the Parchment Digital Badges LTI, you can view Badge progress and [Learner progress](#).

How do I access the Parchment Digital Badges LTI in Blackboard?

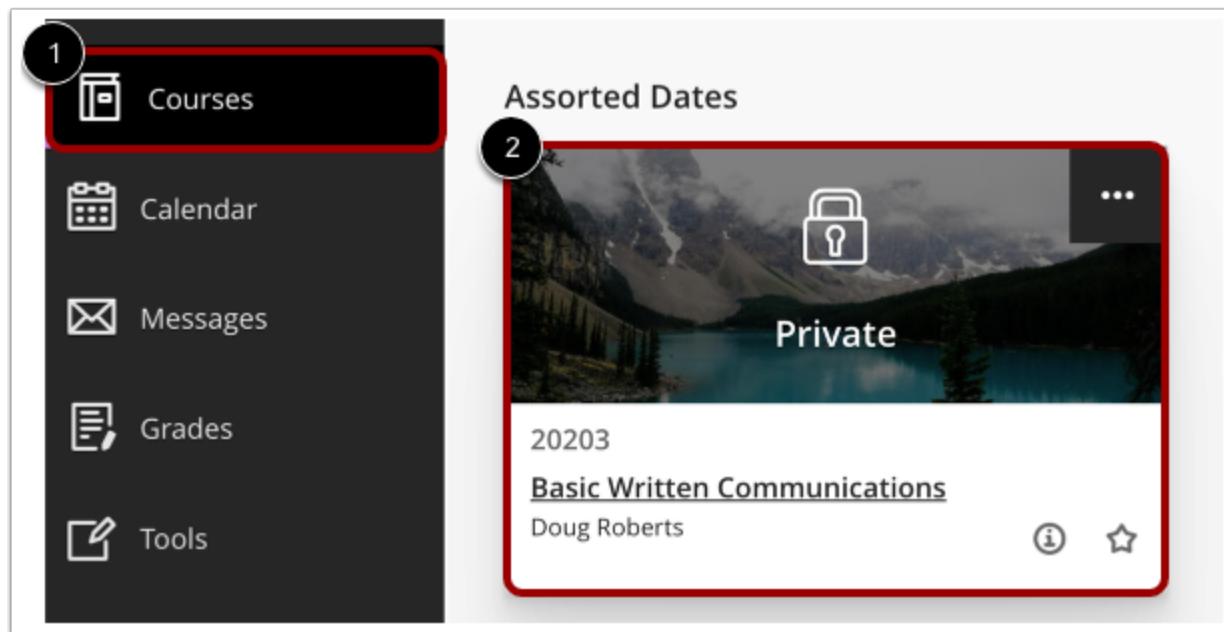
When the Canvas Credentials LTI is [installed in Blackboard](#), you can access it in your courses.

Sign into Blackboard



To sign into Blackboard, enter your username [1] and password [2]. Click the **Sign In** button [3].

Open Course



In Global Navigation, click the **Courses** link [1], then click the name of the course [2].

Open Credentials

1 Details & Actions

-  Roster
[View everyone in your course](#)
-  Course Groups
[View sets & groups](#)
-  Course Image
[Edit display settings](#)
-  Course is private
[Students can't access this course](#)
-  Attendance
[Mark attendance](#)
-  Announcements
[Create announcement](#)
-  Books & Tools
[View course & institution tools](#)
-  Question Banks
[Manage banks](#)

2

3

Books & Course Tools

Available tools

 **Credentials**
Badgr Groups integration. US Envir...

In the **Details & Actions** navigation [1], click the **Book & Tools** link [2] and then select the **Credentials** link [3] under available tools.

View Credentials

Group setup ▾

Manage badges, pathways and settings

Badges Pathways Learners Staff Issuers Details

Badges

Manage the badge requirements in this group

All badges Blackboard course badges

Search Badges

1 - 1 of 1 < >

Sort ▲	Name	Requirement	⋮
↔	 Audience	Complete Quiz #1	⋮

In the Canvas Credentials LTI you can view badges and [learner progress](#).

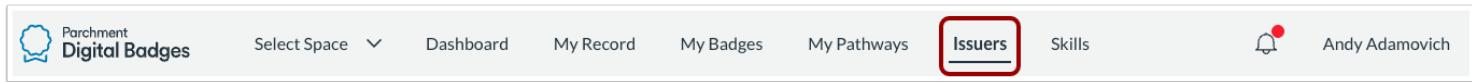
How do I manage a group in Parchment Digital Badges?

The Groups feature in Parchment Digital Badges Pathways is used to organize badge recipients into different segments or cohorts to be tracked along a Learning Pathway.

Note: The default end date for the group is automatically set to 6 months after the group is created. However, it's important to choose your own end date if you want a different timeline. The furthest end date you can set is one year from the group's creation date.

 Click to copy

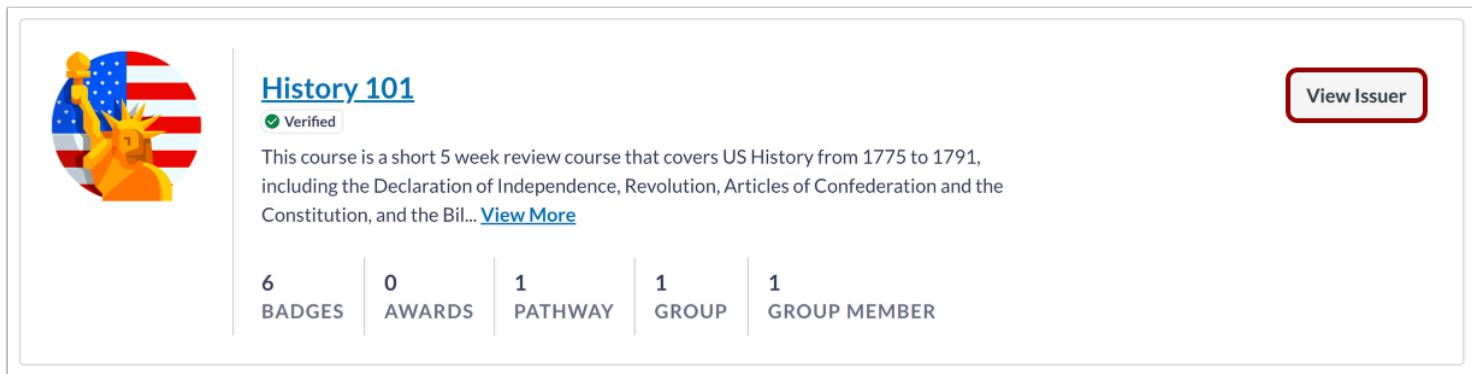
Open Issuers



The navigation bar includes the Parchment Digital Badges logo, a dropdown menu for 'Select Space', 'Dashboard', 'My Record', 'My Badges', 'My Pathways', a red-bordered 'Issuers' link, 'Skills', a notification bell with a red dot, and a user profile for 'Andy Adamovich'.

In Parchment Digital Badges Navigation, click the **Issuers** link.

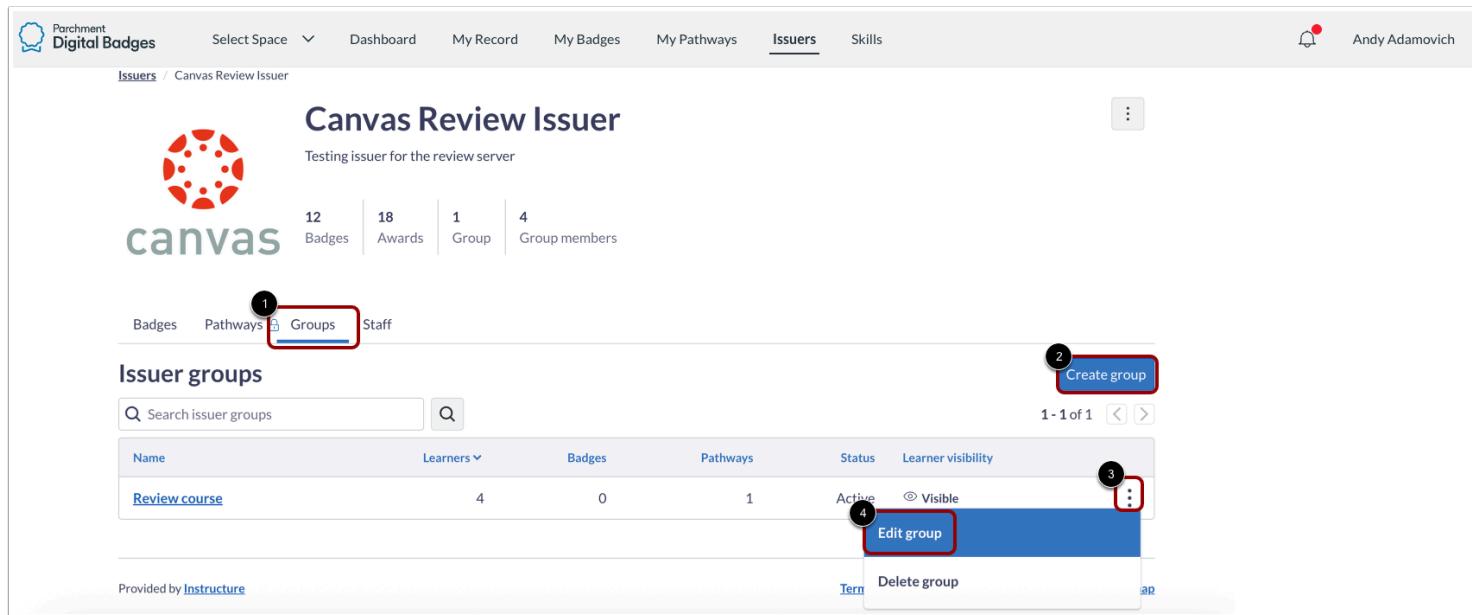
View Issuer



The issuer profile for 'History 101' features a circular icon with a yellow statue of liberty and an American flag. The title 'History 101' is displayed with a 'Verified' badge. A description of the course is provided, along with a 'View More' link. Below the title, statistics are shown: 6 BADGES, 0 AWARDS, 1 PATHWAY, 1 GROUP, and 1 GROUP MEMBER. A red-bordered 'View Issuer' button is located in the top right corner.

To open an issuer, click the **View Issuer** button.

Create or Edit Group



The screenshot shows the 'Canvas Review Issuer' page. At the top, there are navigation links: 'Select Space' (with a dropdown arrow), 'Dashboard', 'My Record', 'My Badges', 'My Pathways', 'Issuers' (underlined), 'Skills', and a user profile for 'Andy Adamovich' with a notification bell icon. Below the navigation is a breadcrumb trail: 'Issuers / Canvas Review Issuer'. The main title is 'Canvas Review Issuer' with the subtitle 'Testing issuer for the review server'. To the right is a three-dot menu icon. Below the title, there are statistics: '12 Badges', '18 Awards', '1 Group', and '4 Group members'. A 'canvas' logo is on the left. The navigation bar below the stats has links: 'Badges', 'Pathways', 'Groups' (highlighted with a red box and a circled '1'), and 'Staff'. The 'Groups' link is underlined. The 'Issuer groups' section contains a search bar and a table. The table has columns: 'Name', 'Learners', 'Badges', 'Pathways', 'Status', and 'Learner visibility'. A single row is shown for 'Review course' with values: 4, 0, 1, Active, and 'Visible' (radio button selected). To the right of the table are buttons: 'Create group' (circled '2'), 'Edit group' (circled '4' inside a red box), 'Delete group' (disabled), and a three-dot menu icon (circled '3'). At the bottom of the table are buttons for 'Term' and 'AP'. The footer of the page says 'Provided by [Instructure](#)'.

In Issuer Navigation, click the **Groups** link [1].

To create a group, click the **Create Group** button [2]. To edit the group, click the **Options** icon [3] and then click the **Edit group** link [4].

Create Group

Create group

Create a group to track badge and pathway progress for a group of recipients in a collaborative environment.

[Learn More](#)

GENERAL INFO

1. Name

2. Description

END DATE

3. End date Your group will be archived automatically on the end date, and learner progress will no longer be tracked.

INITIAL STAFF MEMBER

4. Include me as staff
Using this email andy.ad.canvas@gmail.com

VISIBILITY

5. Visible to learners
When this group is visible, learners can view their progress and the leaderboard. Members can view related pathways whether or not the group is visible.

Type a name for the group in the **name** field [1] and add a description in the **description** field [2].

To add a end date for your group to be automatically archived, click the **Calendar** icon [3].

To add yourself as a staff to the group, click the **Include me as staff** checkbox [4].

To make the group visible to learners, click the **Visible to learners** checkbox [5].

Click the **Create Group** button [6].

Note: When the visible to learners checkbox is select gives learners access to features like the leaderboard, individual learner progress and creating triggers for individual badges. Leaving the box unchecked creates a hidden group that can only be subscribed to pathways.

Edit Group

Group setup Edit group

Edit group

Edit the information associated with this group.

[Learn More](#)

GENERAL INFO

Name **1** History 101

Description **2** HIST101

END DATE

Set an end date Your group will be archived automatically on the end date, and learner progress will no longer be tracked. You can set a maximum time limit of up to 6 Years.
10/3/2024 **3**

Sync with course dates Choose to sync the end date with the course date settings to align group durations with courses effectively.

VISIBILITY

Visible to learners When this group is visible, learners can view their progress and the leaderboard. Members can view related pathways whether or not the group is visible.

LEARNER RECORD VISIBILITY

Enable Learner Record for This Group Enable this option to grant learners within this group access to the Learner Record menu.

Edit the group name in the **name** field [1] and edit the description in the **description** field [2].

To add a end date for your group to be automatically archived, click the **Calendar** icon [3].

To add a end date to sync with your [Canvas course dates](#), click the **Sync with course dates** radio button [4].

To make the group visible to learners, click the **Visible to learners** checkbox [5].

When enabled at the organization level, an Enable Learner Record from this Group checkbox displays. To enable the learner record for the group, click the **Enable Learner Record for This Group** checkbox [6].

Save Group

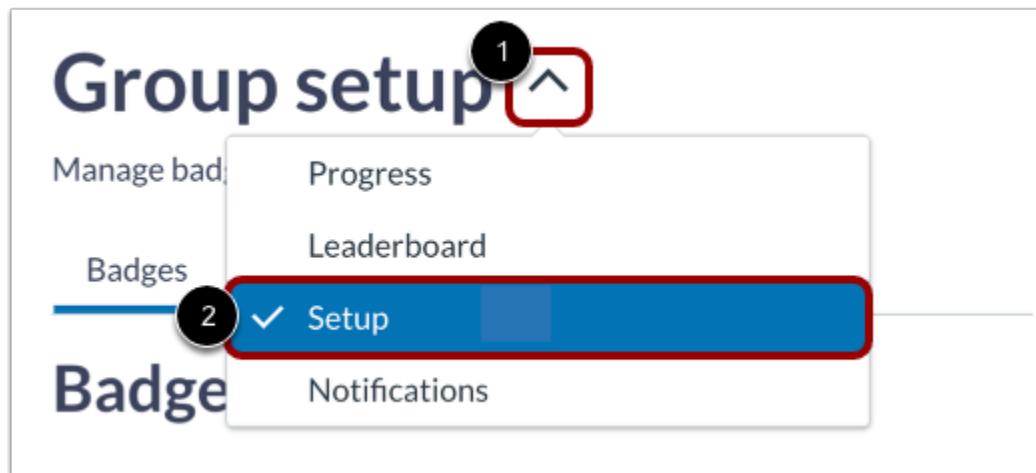
Cancel **Save**

To save the group, click **Save** button.

How do I manage a group within the Parchment Digital Badges LTI?

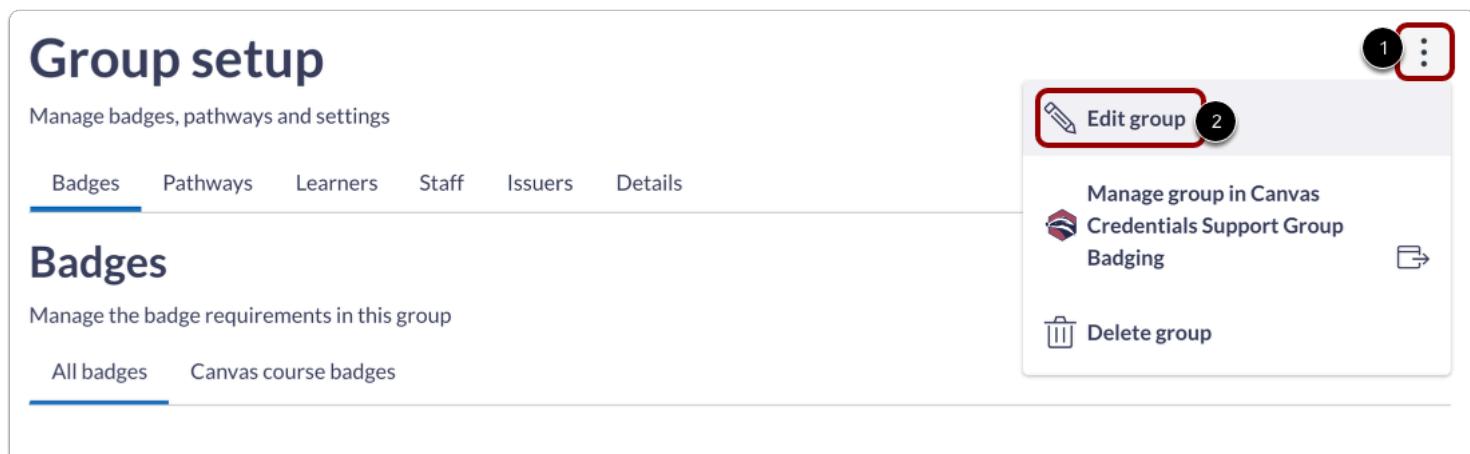
The Groups feature in Parchment Digital Badges Pathways is used to organize badge recipients into different segments or cohorts to be tracked along a Learning Pathway.

Open Setup



In the **Groups** drop-down menu [1], click the **Setup** link [2].

Edit Group



Group setup

Manage badges, pathways and settings

Badges Pathways Learners Staff Issuers Details

Badges

Manage the badge requirements in this group

All badges Canvas course badges

1

2

Edit group

Manage group in Canvas

Credentials Support Group Badging

Delete group

To manage a group, click the **Options** icon [1] and then click the **Edit group** link [2].

Manage Group

Edit group

Edit the information associated with this group.
[Learn More](#)

GENERAL INFO

1 Name *
Basic Written Communications

2 Description
BWC100

END DATE

3 Set an end date
Your group will be archived automatically on the end date, and learner progress will no longer be tracked. You can set a maximum time limit of up to 1 Year.
2/22/2025

4 Sync with course dates
Choose to sync the end date with the course date settings to align group durations with courses effectively.

VISIBILITY

5 Visible to learners
When this group is visible, learners can view their progress and the leaderboard. Members can view related pathways whether or not the group is visible.

LEARNER RECORD VISIBILITY

6 Enable Learner Record for This Group
Enable this option to grant learners within this group access to the Learner Record menu.

Type a name for the group in the **Name** field [1] and add a description in the **Description** field [2].

To add an end date for your group to be automatically archived, click the **Calendar** icon [3].

To add an end date to sync with your [Canvas course dates](#), click the **Sync with course dates** radio button [4].

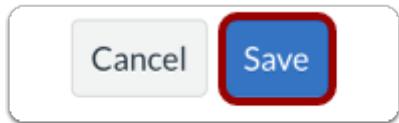
To make the group visible to learners, click the **Visible to learners** checkbox [5].

When enabled at the organization level, an Enable Learner Record from this Group checkbox displays. To enable the learner record for the group, click the **Enable Learner Record for This Group** checkbox [6].

Notes:

- When a group is created, the end date can run up to six years.
- Syncing course dates is only supported in the Canvas LMS.

Save Group



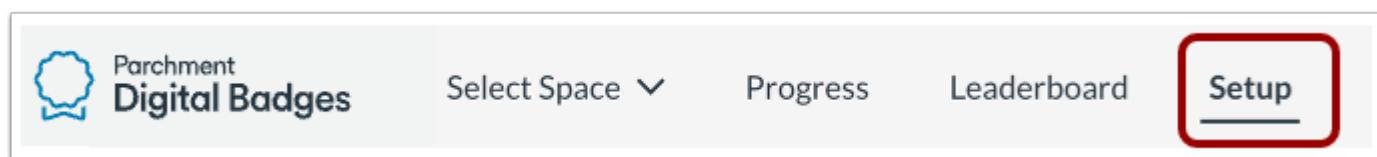
To save the group, click **Save** button.

How do I manage Badges Staff Group members?

The Groups feature in Pathways is used to organize badge recipients into different segments or cohorts, so that they can be tracked along a Learning Pathway.

Note: If the Group is connected to an LTI, the Group members are pulled from the roster and cannot be managed manually. Inactive and pending users are automatically filtered out from key views, such as group member lists and leaderboards, and no longer retain group-based privileges within the standalone platform. These changes are consistent with user enrollment statuses (active, inactive, deleted, concluded) as reflected on the Canvas People page.

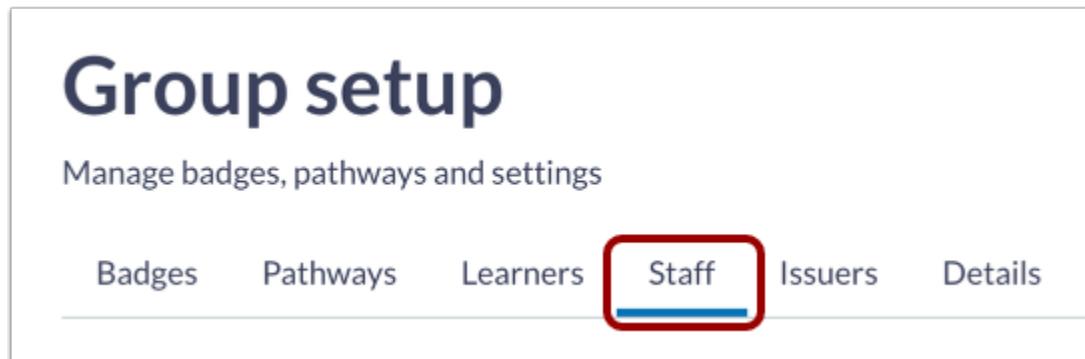
Open Setup



The image shows a screenshot of the Group Global Navigation bar. It includes the Parchment Digital Badges logo, a 'Select Space' dropdown, 'Progress', 'Leaderboard', and a 'Setup' link. The 'Setup' link is highlighted with a red rectangular box.

In Group Global Navigation, click the **Setup** link.

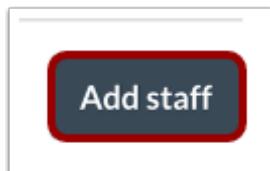
Open Group Setup



The image shows a screenshot of the 'Group setup' navigation bar. It features a title 'Group setup' and a subtitle 'Manage badges, pathways and settings'. Below this are navigation links: 'Badges', 'Pathways', 'Learners', 'Staff' (which is highlighted with a red rectangular box), 'Issuers', and 'Details'.

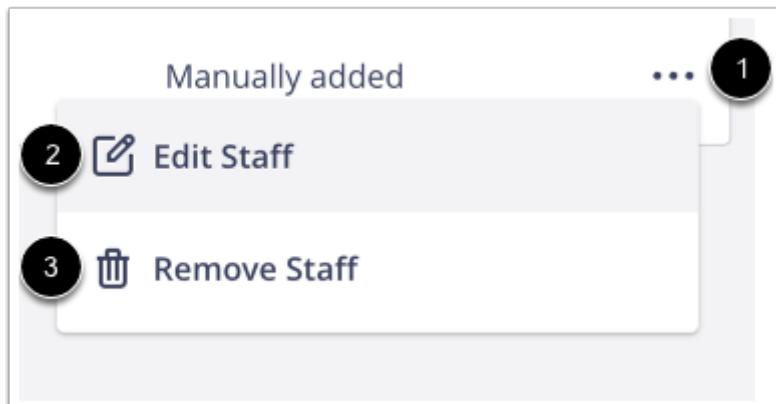
In the Group setup navigation, click the **Staff** link.

Add Staff



To add a new staff, click the **Add Staff** button.

Manage Staff



To manage a staff member, click the **Options** icon [1].

To edit staff members in the group, click the **Edit Staff** link [2].

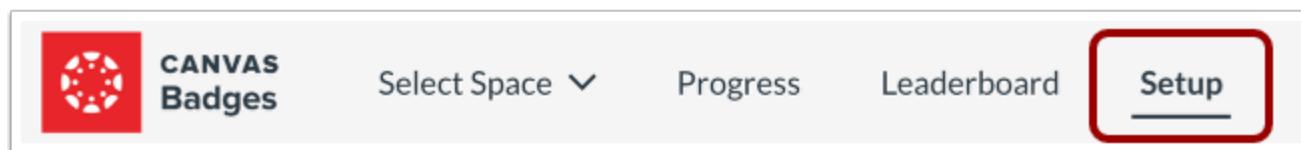
To remove staff members from the group, click the **Remove Staff** link [3].

How do I manage Badges Learner Group members?

The Groups feature in Canvas Badges Pathways is used to organize badge recipients into different segments or cohorts, so that they can be tracked along a Learning Pathway.

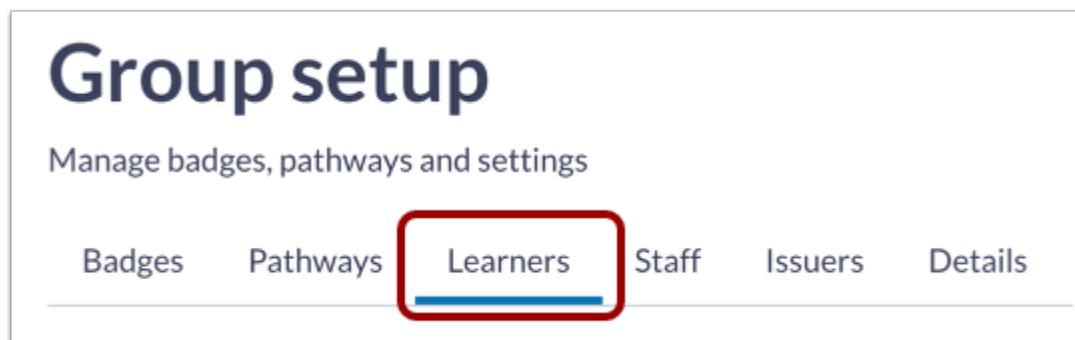
Note: If the Group is connected to an LTI, the Group members are pulled from the roster and cannot be managed manually. Inactive and pending users are automatically filtered out from key views, such as group member lists and leaderboards, and no longer retain group-based privileges within the standalone platform. These changes are consistent with user enrollment statuses (active, inactive, deleted, concluded) as reflected on the Canvas People page.

Open Setup



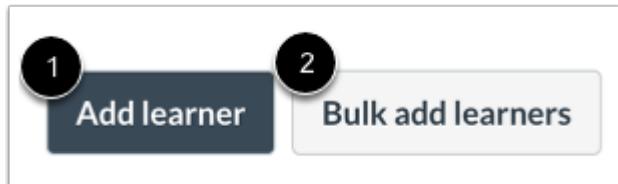
In Group Global Navigation, click the **Setup** link.

Open Group Setup



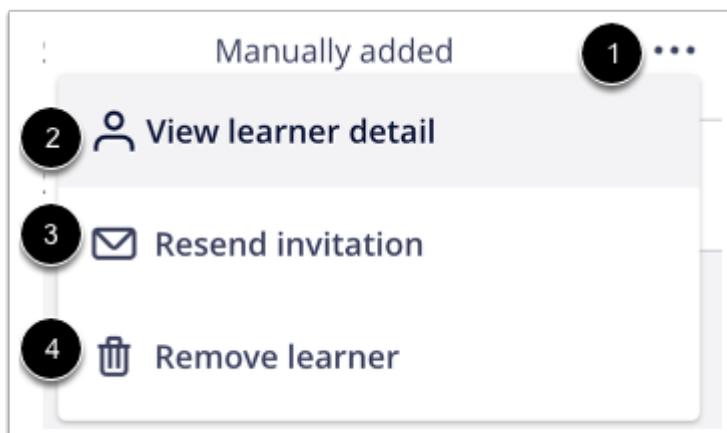
In the Group setup navigation, click the **Learners** link.

Add Learners



To add a new Learner, click the **Add Learner** button [1]. To add more than one Learner, click the **Bulk add learners** button [2].

Manage Learner



To manage a learner member, click the **Options** icon [1].

To view the learner's details, click the **View learner detail** link [2].

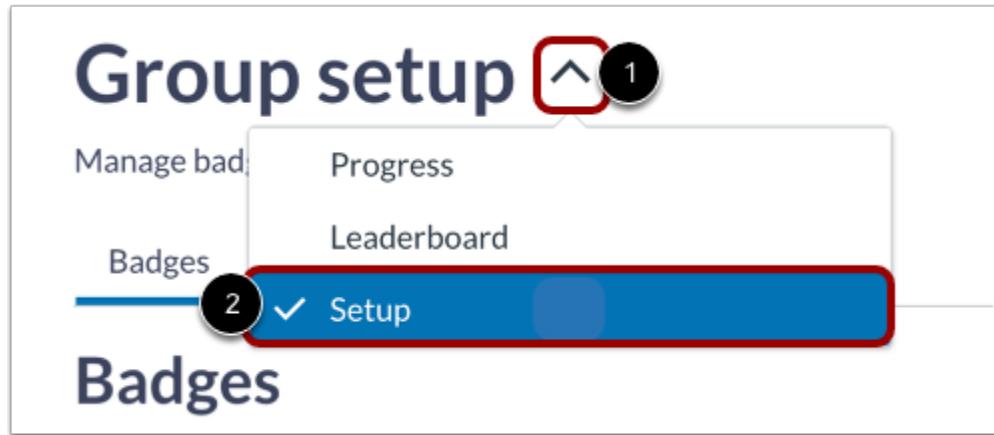
To resend their email invitation, click the **Resend invitation** link [3].

To remove the learner from the group, click the **Remove Learner** link [4].

How do I manage group course requirements for Badges in Canvas?

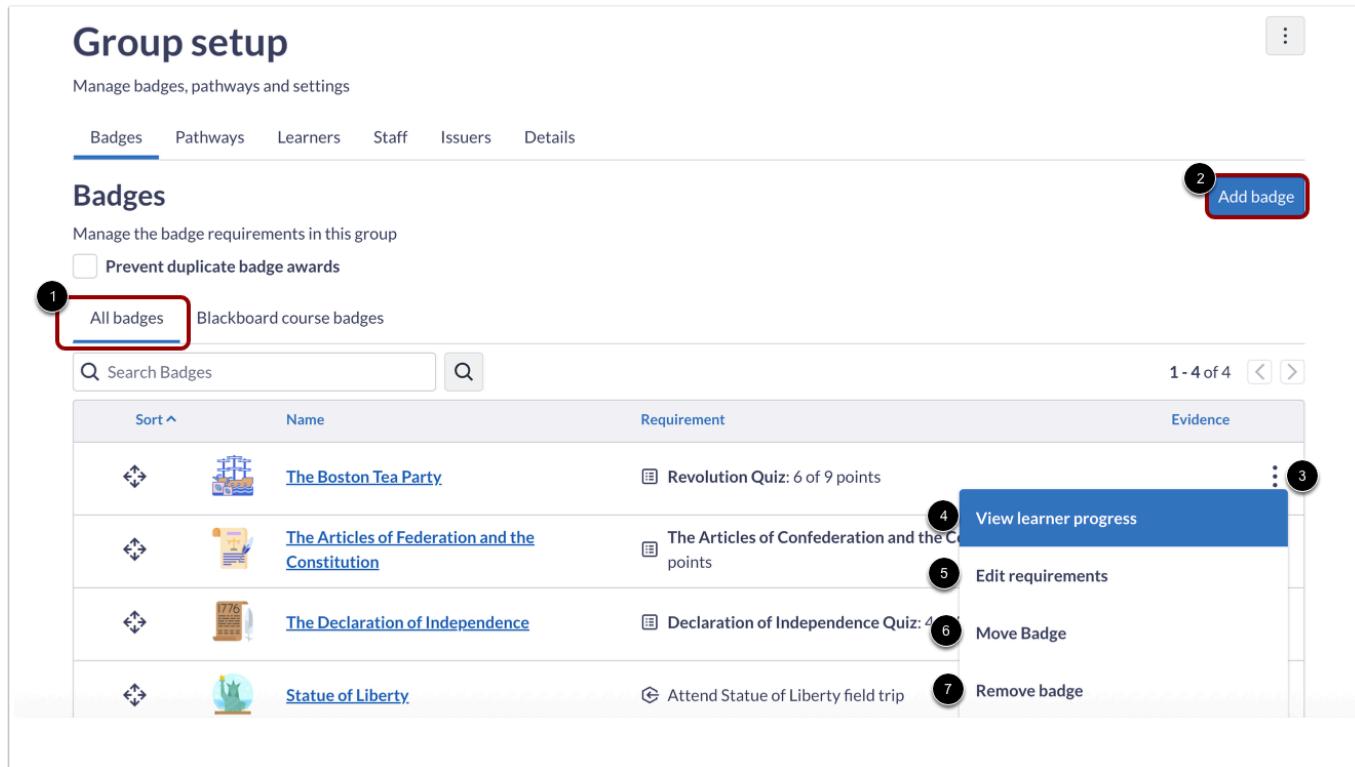
Instructors can award badges automatically based on course requirements within their groups. As a best practice, it is important to ensure that Module Requirements are set and all module content is published to prevent awarding badges in error.

Open Setup



In the **Group** drop-down menu [1], click the **Setup** link [2].

Manage All Badges



Group setup

Manage badges, pathways and settings

Badges Pathways Learners Staff Issuers Details

Badges

Manage the badge requirements in this group

Prevent duplicate badge awards

1 All badges 2 Add badge

Blackboard course badges

Search Badges

1 - 4 of 4

Sort ^	Name	Requirement	Evidence
↓	 The Boston Tea Party	 Revolution Quiz: 6 of 9 points	3
↓	 The Articles of Federation and the Constitution	 The Articles of Confederation and the Constitution points	4
↓	 The Declaration of Independence	 Declaration of Independence Quiz: 4 of 5 points	5
↓	 Statue of Liberty	 Attend Statue of Liberty field trip	6

The **All badges** tab displays an overview of badges and requirements in a group [1].

To add a badge, click the **Add badge** button [2].

To manage a group, click the more options icon [3].

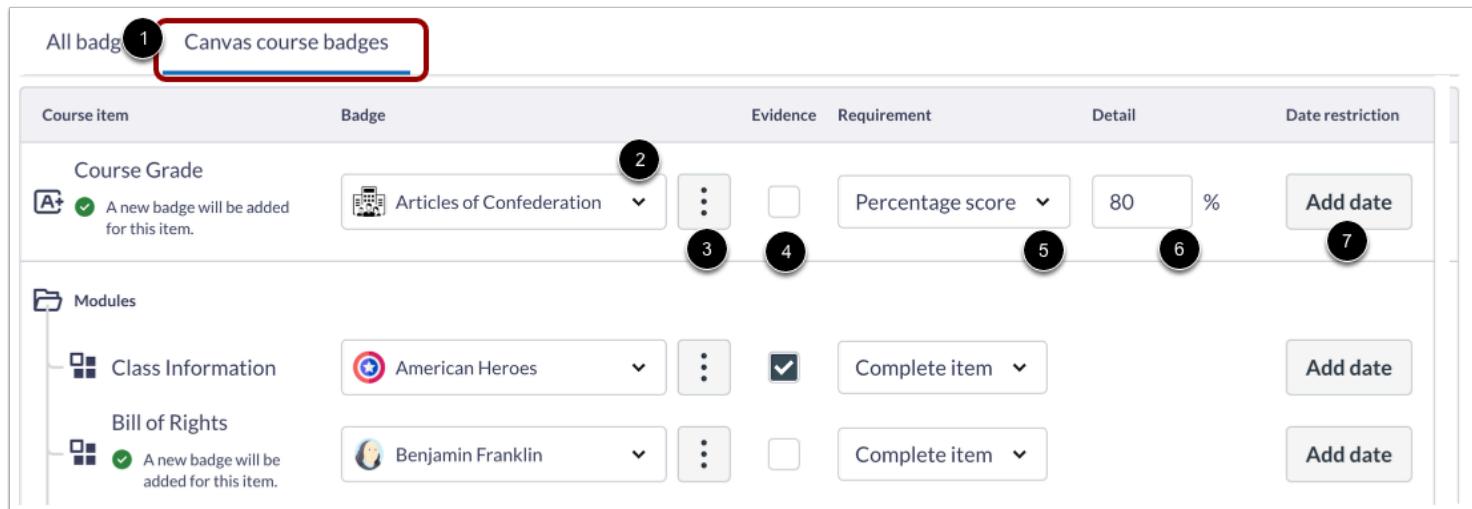
To view learner progress, click the **View learner progress** link [4].

To edit the badge requirements, click the **Edit requirements** link [5].

To move a badge, click the **Move Badge** link [6].

To remove a badge, click the **Remove badge** link [7].

Manage Canvas Course Badges



Course item	Badge	Evidence	Requirement	Detail	Date restriction
Course Grade  A new badge will be added for this item.	Articles of Confederation	<input checked="" type="checkbox"/>	Percentage score	80 %	Add date
Modules	Class Information	<input checked="" type="checkbox"/>	Complete item	80	Add date
	Bill of Rights  A new badge will be added for this item.	<input type="checkbox"/>	Complete item	80	Add date

The **Canvas course badges** tab shows in a table format and displays an overview of badges and requirements in a group [1].

To change a badge for a course item, click the **Badge** drop-down menu [2].

To update a badge or create a new badge, click the **Options** icon [3].

To have learners submit evidence for completion, click the **Evidence** checkbox [4].

To update a requirement for a badge, click the **Requirement** drop-down menu [5].

To update the percentage details for a badge, enter a percentage in the **Detail** field [6].

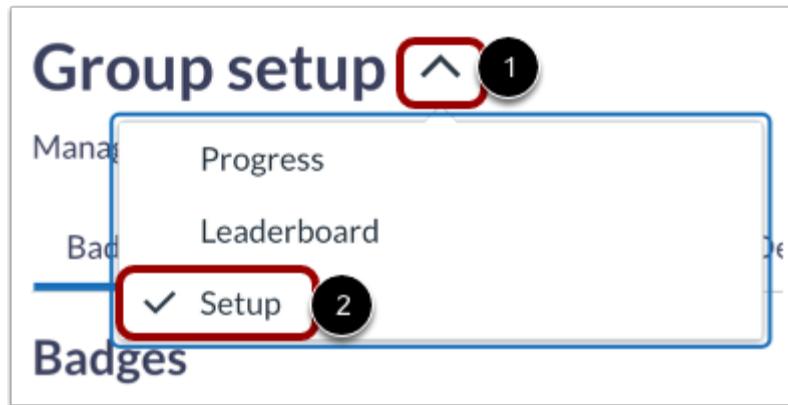
To update the date, click the **Add date** button [7].

Note: Specific module requirements can be managed within [Canvas modules](#).

How do I manage group course requirements for Badges in Blackboard?

Instructors can award badges automatically based on course requirements within their groups.

Open Setup



In the **Group** drop-down menu [1], click the **Setup** link [2].

Manage All Badges

Group setup

Manage badges, pathways and settings

Badges Pathways Learners Staff Issuers Details

Badges

Manage the badge requirements in this group

1 All badges 2 Add badge

Blackboard course badges

Search Badges Results Per Page 50 1 - 11 of 11

Sort ^	Name	Requirement	Evidence
	George Washington	Complete George Washington Essay	3
	The Declaration of Independence	Complete Declaration of	4 5
	American Heroes	Complete Class Inform	6 7

The **All badges** tab displays an overview of badges and requirements in a group [1].

To add a badge, click the **Add badge** button [2].

To manage a group, click the **Options** icon [3].

To view learner progress, click the **View learner progress** link [4].

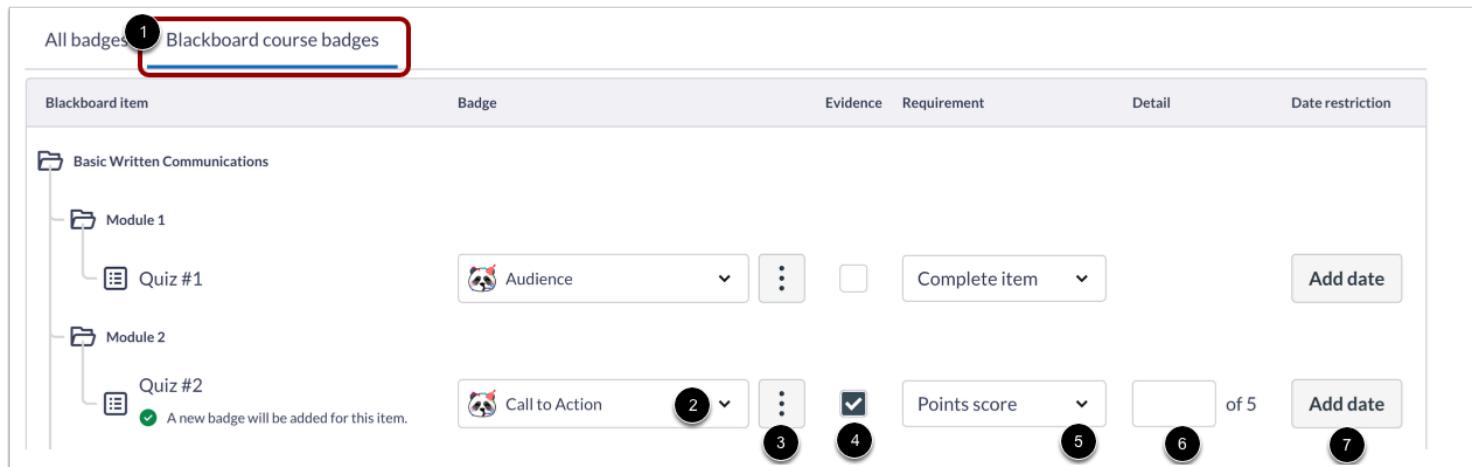
To edit the badge requirements, click the **Edit requirements** link [5].

To move a badge, click the **Move Badge** link [6].

To remove a badge, click the **Remove badge** link [7].

Note: Badges can be automatically awarded based on module completion on all assignments. If you do not see badges awarded based on course grade for students whose course grade meets the badge's requirements, ensure the course grade you view is not based on graded assignments.

Manage Blackboard Course Badges



Blackboard item	Badge	Evidence	Requirement	Detail	Date restriction
Basic Written Communications	Audience	<input type="checkbox"/>	Complete item	<input type="text"/> of 5	Add date
Module 1	Call to Action	<input type="checkbox"/> 2	<input checked="" type="checkbox"/> 4	Points score <input type="text"/> 5	<input type="text"/> 6 Add date
Quiz #1		<input type="checkbox"/> 3			
Module 2					
Quiz #2					

The **Blackboard course badges** tab displays an overview of badges and requirements in a group [1].

To change a badge for a course item, click the **Badge** drop-down menu [2].

To update a badge or create a new badge, click the **Options** icon [3].

To have learners submit evidence for completion, click the **Evidence** checkbox [4].

To update a requirement for a badge, click the **Requirements** drop-down menu [5].

To update the percentage details for a badge, enter a percentage in the **Detail** field [6].

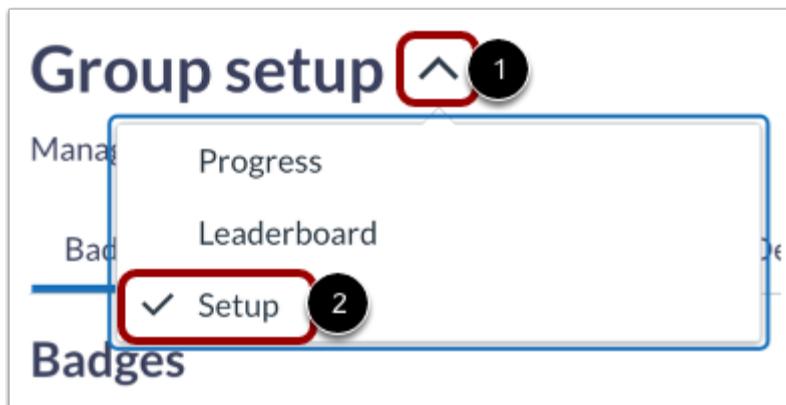
To update the date, click the **Add date** button [7].

Note: Specific module requirements can be managed within [Blackboard modules](#).

How do I add a manually awarded badge to a Group?

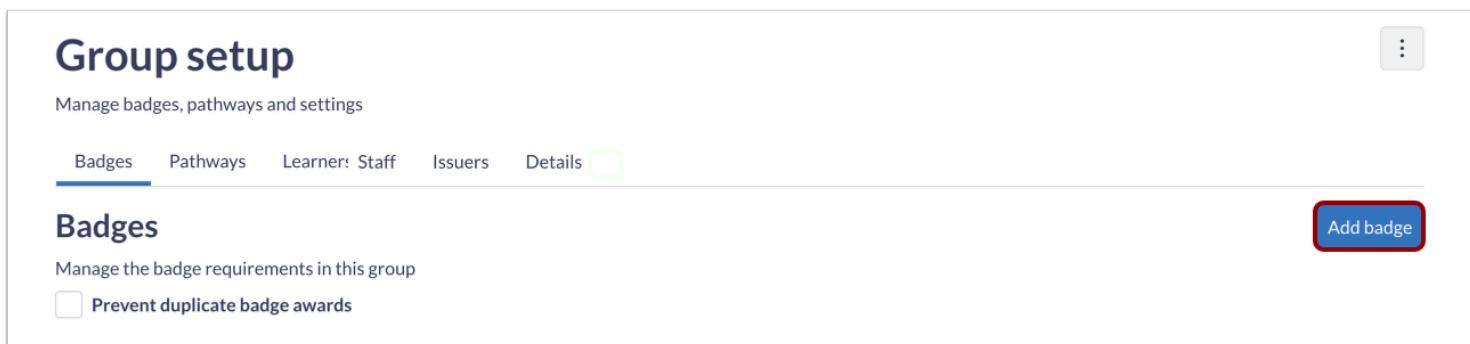
Instructors can add manually awarded badges to a Group in order to track badges that are awarded outside the group.

Open Setup



In the **Group setup** drop-down menu [1], click the **Setup** link [2].

Add Badge



Group setup

Manage badges, pathways and settings

Badges Pathways Learner: Staff Issuers Details

Badges

Manage the badge requirements in this group

Prevent duplicate badge awards

Add badge

To add a badge requirement to the group, click the **Add Badge** button.

Choose a Badge

Badges / Add Badge

Add badge

Add a badge to this group to track learner progress.

[Learn More](#) 

CHOOSE A BADGE

Issuer badge
Track or award a badge from your issuer

Select badge

Search...

 Benjamin Franklin History 101
 George Washington History 101
 Statue of Liberty History 101

Select a badge from the list.

Choose Manual Awarding

HOW WILL IT BE AWARDED?

Blackboard integration
Automatically awarded when learners meet criteria on assignments in your Blackboard course

Manually
Track a badge that is awarded outside this group, by a pathway, or manually by staff within in the group.

To award the badge manually, click the **Manually** radio button.

Specify Requirements

SPECIFY REQUIREMENTS

Requirement label

Provide a short label (3-5 words) for the badge requirement.

[Write](#)[Preview](#)**Requirement description**

Provide details to help learners complete the requirement for this badge.

[Markdown supported](#)

You can enter a label and description of the badge requirements. The description field supports markdown.

Add a Staff Note

[Write](#)[Preview](#)**Notes to staff**

Provide additional info to help staff evaluate the learner's work.

[Markdown supported](#)

You can add a note to help staff evaluate the learner's work required to earn this badge. The Staff Notes field supports markdown.

Cancel **Add badge**

When you have finished entering information about the badge requirements, click the **Add badge** button.

View Group Badge Requirements

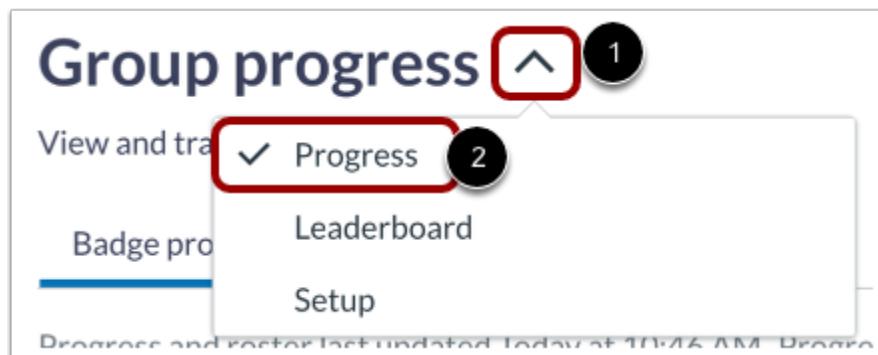
All badges		Canvas course badges
 <input type="text" value="Search Badges"/>		1 - 4 of 4  
Sort ^	Name	Requirement
	The Articles of Federation and the Constitution	 Complete Articles of Confederation and the Constitution 
	The Declaration of Independence	 Complete Declaration of Independence 
	The Boston Tea Party	 Patriotism or Treason? Colonist vs. British Citizen Point of View Essay: 25 of 30 points 
	Statue of Liberty	 Attend Statue of Liberty field trip 

The badge is added to the list of **All Badges** in the group. The requirement label displays as the requirement.

How do I manually award a badge to a learner in a Group?

Instructors can award badges to learners manually. In a Group that is not connected to a course in an LMS via the Parchment Badges LTI, all badges are awarded manually. In a Group that is connected to a course in an LMS, badges may be awarded manually or automatically based on completion of course modules and assignments.

Open Progress



In the **Group setup** drop-down menu [1], click the **Progress** link [2].

Select a Badge

Badge progress

Reward learners for completing a specified requirement in this group. [Manage badges](#)

Search Badges

1 - 4 of 4  

Badge	Requirement	Learner progress
 The Articles of Federation and the Constitution	<input type="checkbox"/> Complete Articles of Confederation and the Constitution	<div style="width: 0%;"><div style="width: 0%;">0 of 14</div></div> 
 The Declaration of Independence	<input type="checkbox"/> Complete Declaration of Independence	<div style="width: 0%;"><div style="width: 0%;">0 of 14</div></div> 
 The Boston Tea Party	<input type="checkbox"/> Patriotism or Treason? Colonist vs. British Citizen Point of View Essay: 25 of 30 points	<div style="width: 0%;"><div style="width: 0%;">0 of 14</div></div> 
 1 Statue of Liberty	 <input type="checkbox"/> 2  Attend Statue of Liberty field trip	<div style="width: 0%;"><div style="width: 0%;">0 of 14</div></div> 

Select a badge and click the name of the badge [1]. It must be a manually awarded badge. Manually awarded badges have the **Manually Awarded** icon [2].

Select a Learner



Store

Statue of Liberty

Requirement: Attend Statue of Liberty field trip

Offered by: [History 101](#)

[Edit requirements](#) [...](#)

Requirement description:
Students must attend the class field trip to the Statue of Liberty and complete the question worksheet

Learner progress: 0 of 14 earned (0%)

[Learner progress](#) [Badge details](#)

Learner progress

0 of 14 learners have earned this badge.

Learner	Sort by...	Status
 Emily Boone (emilyboone@instructure.com)		<input checked="" type="checkbox"/> Not earned

Select a learner who has not earned the badge and click their name.



Parchment Award Digital Badges Updated 2026-01-05

Page 96

Award Badge

Badge progress / Statue of Liberty / Emily Boone

Not Earned



Offered by
[History 101](#)

Requirement
Attend Statue of Liberty field trip

Award badge ⋮

Requirement description:
Students must attend the class field trip to the Statue of Liberty and complete the question worksheet

EB Learner
[Emily Boone](#)

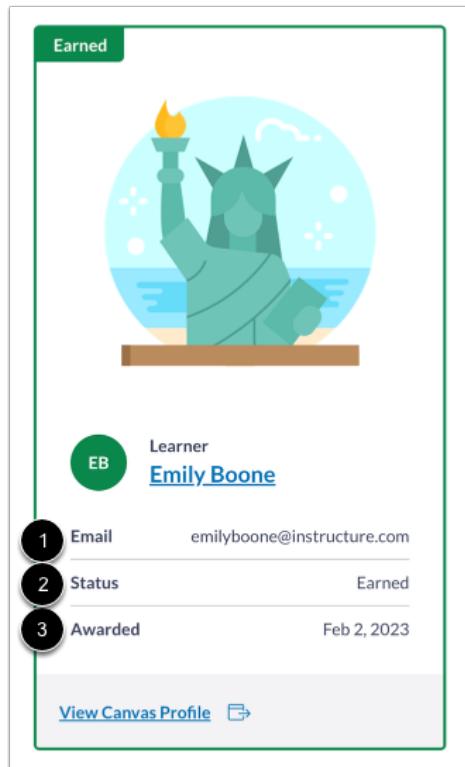
Email emilyboone@instructure.com

Status Not Earned

[View Canvas Profile](#)

Click the **Award badge** button.

View Awarded Badge

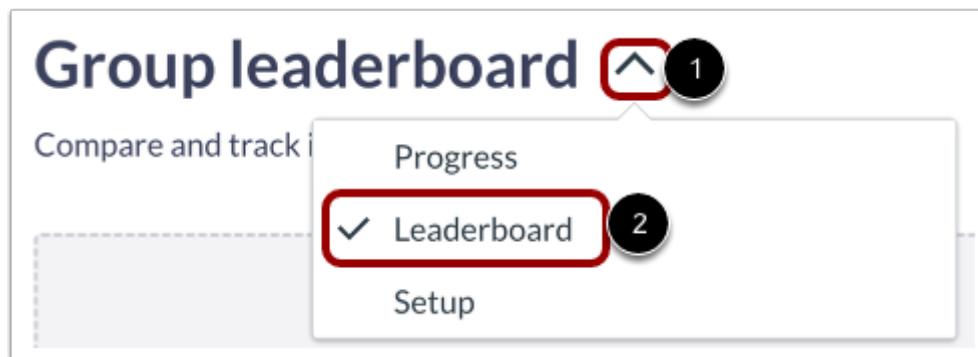


The awarded badge displays the learner's email identifier [1], the badge status [2], and award date [3].

How do I use the Leaderboard in Badges as an instructor?

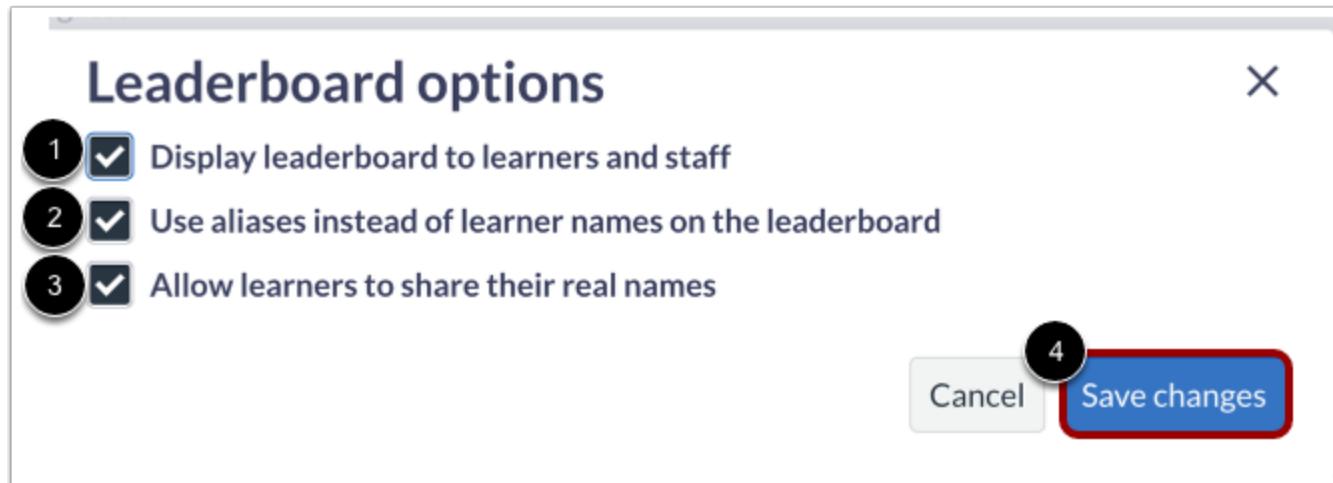
The leaderboard in a group allows students to see their ranking in a course. You can [enable the leaderboard](#) in order to set leaderboard points for badges in the Group.

Open Leaderboard



In the **Group setup** drop-down menu [1], click the **Leaderboard** link [2].

Manage Leaderboard Options



To enable the leaderboard to show for learners and staff, click the **Display leaderboard to learners and staff** checkbox [1].



To have learners use aliases, click the **Use aliases instead of learners name on the leaderboard** checkbox [2].

To allow learners to share their real name, click the **Allow learners to share their real names** checkbox [3].

To save changes, click the **Save changes** button [4].

Note: In order to view the settings for displaying learners' names or an alias, you must click the **Display leaderboard to learners and staff** checkbox.

View Leaderboard

Rank	Learner	Total points	Badge completion	Details
2	Nora Sanderson (Unassuming Catfish) norasanderson@instructure.com	10 of 11	10/11	Details
1	Bruce Jones (Watchful Hermit Crab) brucejones@instructure.com	10 of 11	10/11	Details

Learner progress shows in a table format and displays an overview of learner badges in a group.

To search for a learner, type their name in the **Search learner** field [1].

You can view and sort by the rank [2], learners name [3], total points [4], and badge completion [5].

To view a learner's completion status and pathway progress, click the **Details** link [6].

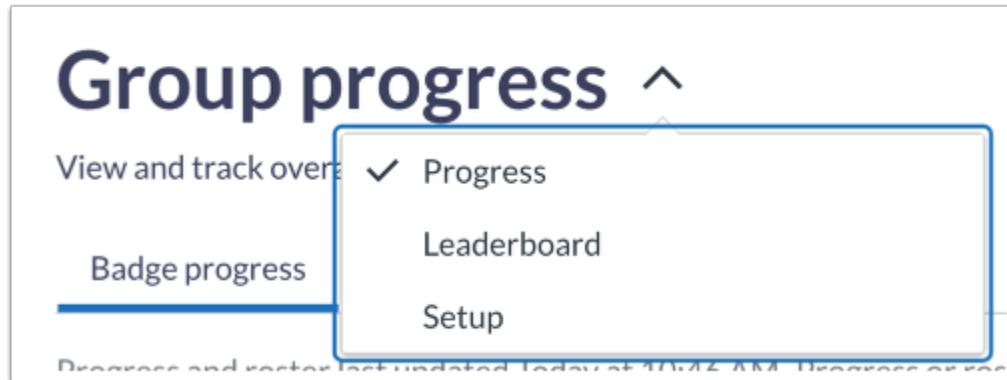
To manage options, click the **Edit options** button [7].

Note: Inactive and pending users are automatically filtered out from key views, such as group member lists and leaderboards, and no longer retain group-based privileges within the standalone platform. These changes are consistent with user enrollment statuses (active, inactive, deleted, concluded) as reflected on the Canvas People page."

How do I view Group learner progress as an instructor?

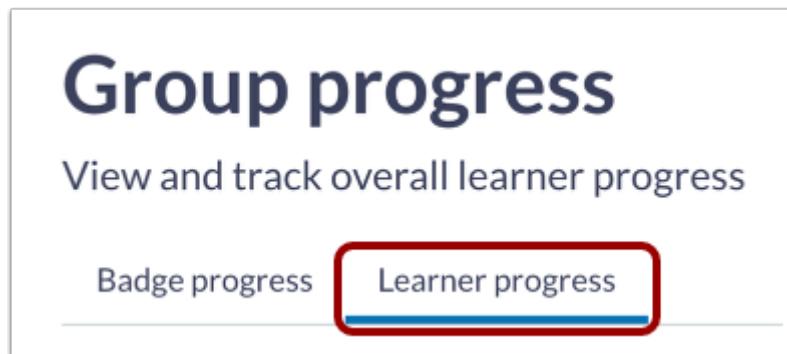
Learner progress shows you earned badges, completion status, and pathway progress for learners.

Open Progress



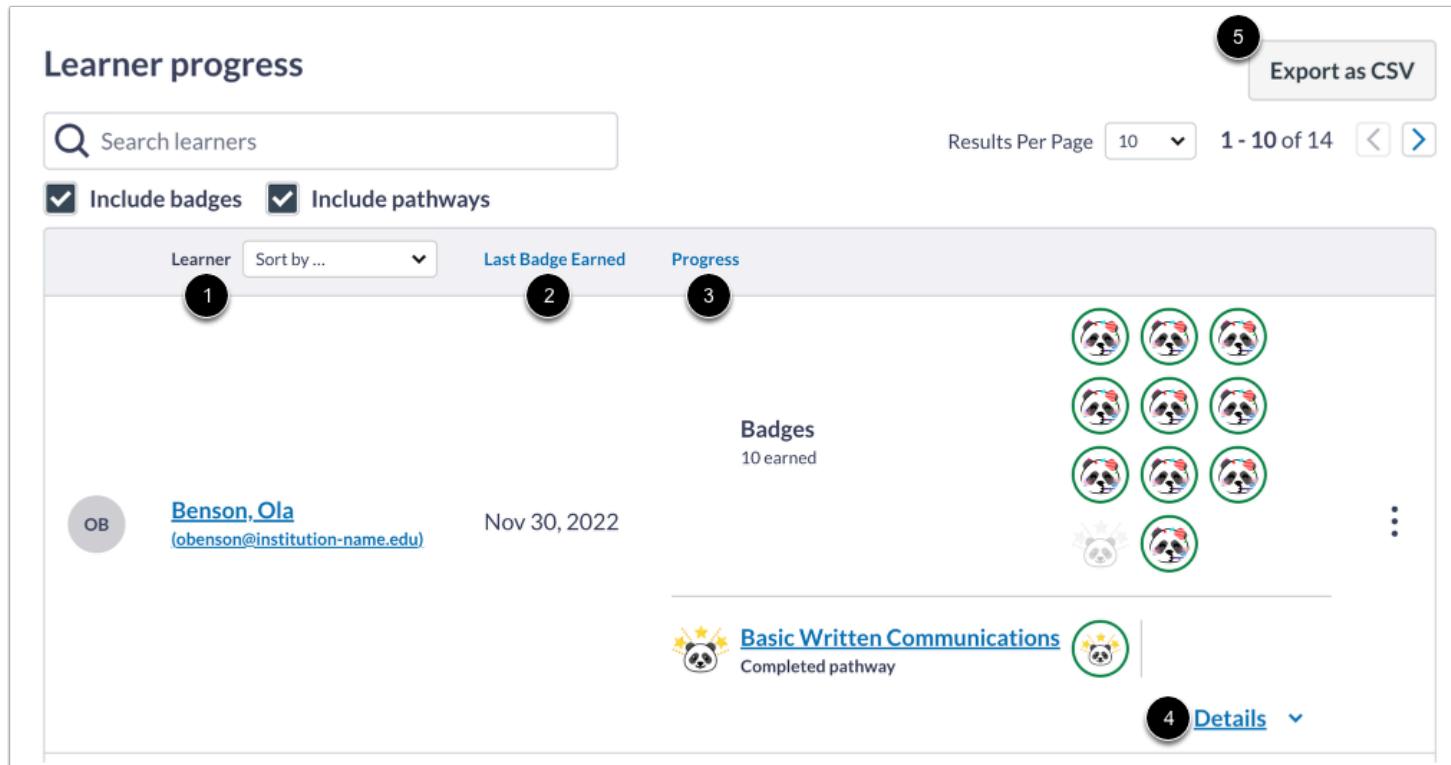
In the **Group setup** drop-down menu [1], click the **Progress** link [2].

Open Learner Progress



Click the **Learner progress** link.

View Learner Progress



Learner progress

Search learners Results Per Page 10 1 - 10 of 14 [Export as CSV](#)

Include badges Include pathways

Learner	Sort by ...	Last Badge Earned	Progress
1	2	3	 Badges 10 earned
 Benson, Ola obenson@institution-name.edu	Nov 30, 2022		 Basic Written Communications Completed pathway

4 [Details](#)

Learner progress shows in a table format and displays an overview of learner badges in a group.

You can view and sort by the learners name [1], last badge earned [2], and progress [3].

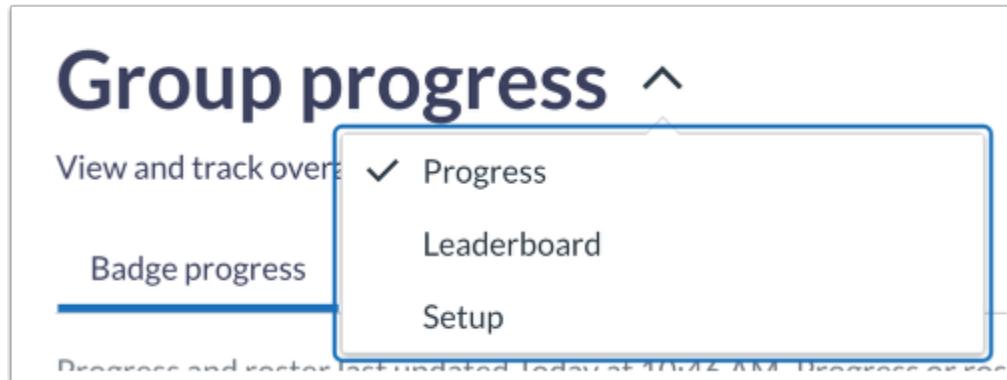
To view a learner's completion status and pathway progress, click the **Details** link [4].

To export the learner progress, click the **Export as CSV** button [5].

How do I sync group information in Badges as an instructor?

When a Group is created via the Parchment Badges LTI, name or email changes made to the course roster are synced automatically. When a user's email address is changed, badges awarded to the previous email address are revoked and re-issued to the new email address.

Open Progress



Group progress ^

View and track over: ✓ Progress

Badge progress

Leaderboard

Setup

Progress and roster last updated Today at 11:02 AM. Progress or roster doesn't look right? [Update now](#)

In the **Group setup** drop-down menu [1], click the **Progress** link [2].

Sync Progress and Roster



Progress and roster last updated Today at 9:26 AM. Progress or roster doesn't look right? [Update now](#)

To sync progress and roster, click the **Update now** link.

Note: This will not sync new badge awards for Groups that have been archived. To change the group end date, you can [edit the Group](#) in Parchment Badges.

How do I export a Badges group as a CSV?

You can export learner progress as a CSV file.

Open Issuer



History 101

Verified

This course is a short 5 week review course that covers US History from 1775 to 1791, including the Declaration of Independence, Revolution, Articles of Confederation and the Constitution, and the Bill... [View More](#)

6 BADGES | 0 AWARDS | 1 PATHWAY | 1 GROUP | 1 GROUP MEMBER

[View Issuer](#)

To open an issuer, click the **View Issuer** button.

Open Group

Badges Pathways Groups Staff Members Analytics Data management

Groups [1]

Issuer groups

[Create group](#)

1 - 5 of 5 [<](#) [>](#)

Name	Learners	Badges	Pathways	Status	Learner visibility	⋮
Basic Written Communications [2]	14	11	1	Active until Mar 14, 2023	 Visible	⋮
History 101	3	0	0	Active until Jan 31, 2023	 Visible	⋮

In Issuer Navigation, click the **Groups** link [1] and then click the name of the group [2].

Export as CSV

Group progress

View and track overall learner progress

Badge and pathway progress 1 Learner progress

Progress and roster last updated Today at 9:26 AM Progress or roster doesn't look right? [Update now](#)

Learner progress 2 [Export as CSV](#)

In Group progress, click the **Learner progress** link [1] and then click the **Export as CSV** button [2].

View Exported CSV

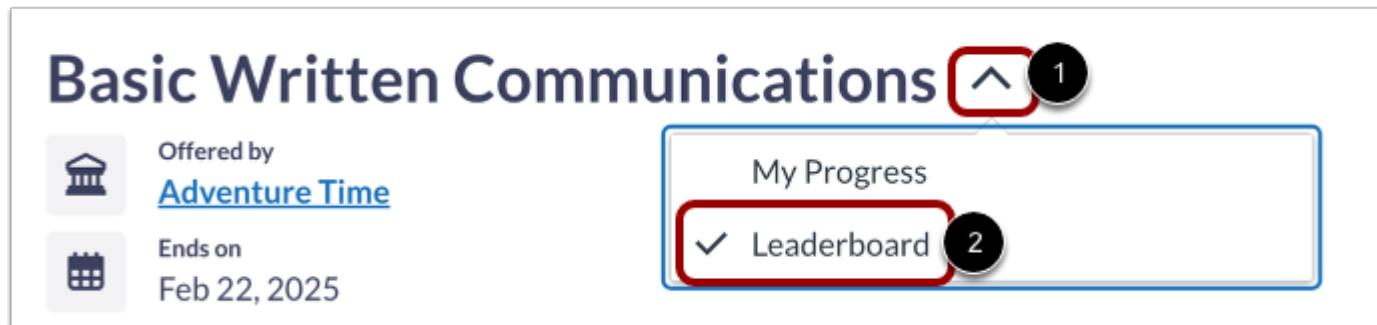
	A	B	C	D	E	F	G	H
1	Learner Last Name	Learner First Name	Learner Identifier	Course Completion	Introduction	Module 1	Module 2	Audience
2	Benson	Ola	obenson@institution-n	Incomplete	Complete	Complete	Complete	Complete
3	Boone	Emily	emilyboone@instruc	Incomplete	Complete	Complete	Complete	Complete
4	Boyd	Gregory	gboyd@institution-n	Incomplete	Complete	Complete	Complete	Complete
5	Bracci	Loretta	lbracci@institution-n	Incomplete	Complete	Complete	Complete	Complete
6	Cain	Mason	mcain@institution-n	Incomplete	Complete	Complete	Complete	Complete
7	Clark	Lola	lclark@institution-na	Incomplete	Complete	Complete	Complete	Complete
8	Johnson	Max	maxjohnson@instru	Incomplete	Complete	Complete	Complete	Complete
9	Jones	Bruce	brucejones@instruc	Incomplete	Complete	Complete	Complete	Complete
10	Leafton	Eli	eleafton@institution	Incomplete	Complete	Complete	Complete	Complete
11	Rogers	Joe	jrogers@institution-n	Incomplete	Complete	Complete	Complete	Complete
12	Sanderson	Nora	norasanderson@ins	Incomplete	Complete	Complete	Complete	Complete
13	Smith	Jane	janesmith@instrucu	Incomplete	Complete	Complete	Complete	Complete
14	Young	Wesley	wyoung@institution	Incomplete	Complete	Complete	Complete	Complete
15	Zini	Luana	lzini@institution-na	Incomplete	Complete	Complete	Complete	Complete

The CSV includes the badge name and completion status.

How do I use the Leaderboard in Badges as a student?

The leaderboard shows your earned badges, leaderboard rank, and pathway progress.

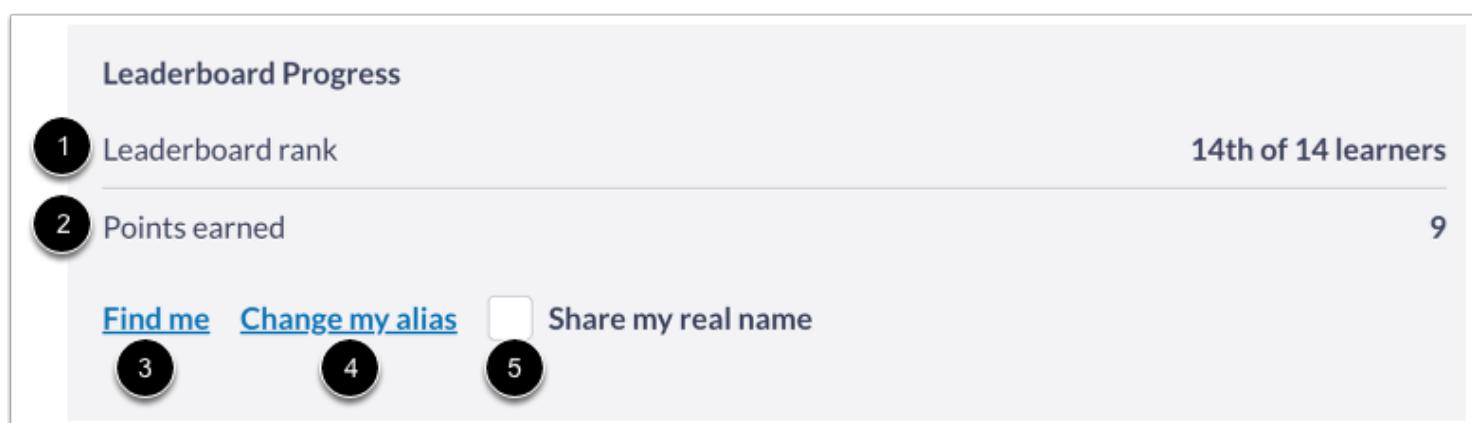
Open Leaderboard



The screenshot shows a badge titled "Basic Written Communications" offered by "Adventure Time". It ends on "Feb 22, 2025". A dropdown menu is open with "My Progress" and "Leaderboard" options. The "Leaderboard" option is highlighted with a red box and a numbered callout [2].

In the **Group setup** drop-down menu [1], click the **Leaderboard** link [2].

View Leaderboard Progress



The screenshot shows the "Leaderboard Progress" section. It displays "Leaderboard rank" (14th of 14 learners) and "Points earned" (9). Below this are links for "Find me", "Change my alias", and "Share my real name". The "Find me" link is numbered [3], "Change my alias" is [4], and "Share my real name" is [5].

Leaderboard Progress shows your leaderboard rank [1] and points you earned [2].

To find where you are on the leaderboard, click the **Find me** link [3].

To change your alias, click the **Change my alias** link [4].

To show your name, click the **Share my real name** checkbox [5].

View Leaderboard

Leaderboard					
Rank	Name	Total points	Badges		Details
1	Inimitable Sheep	10 of 11			Details
1	Cognizant Avocet	10 of 11			Details

The Leaderboard shows in a table format and displays an overview of learner badges in a group.

To search for a learner type their name or alias in the **search learner** field [1]

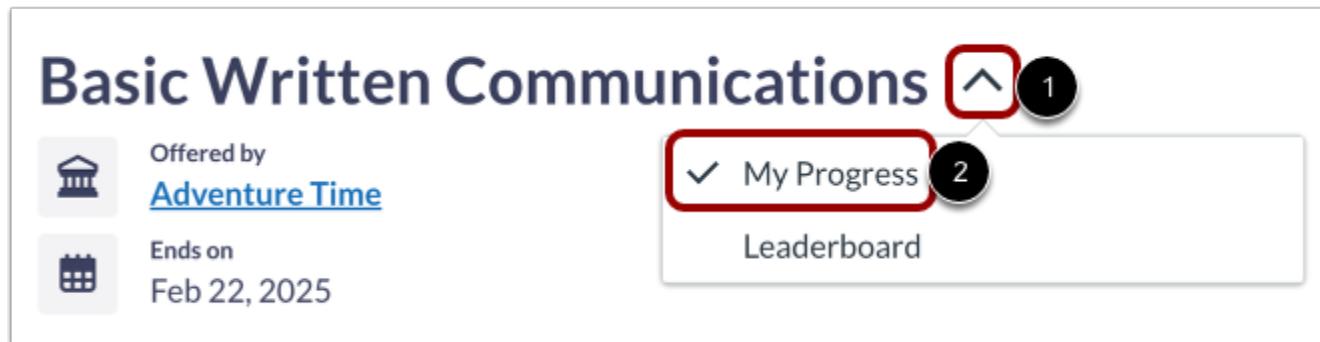
You can view and sort by the rank [2] learners name or alias [3], total points [4] and badge completion [5].

To view a learner's completion status and pathway progress, click the **Details** link [6].

How do I view my learner progress as a student?

Learner progress shows your earned badges, completion status, and pathway progress.

Open My Progress



Basic Written Communications

Offered by [Adventure Time](#)

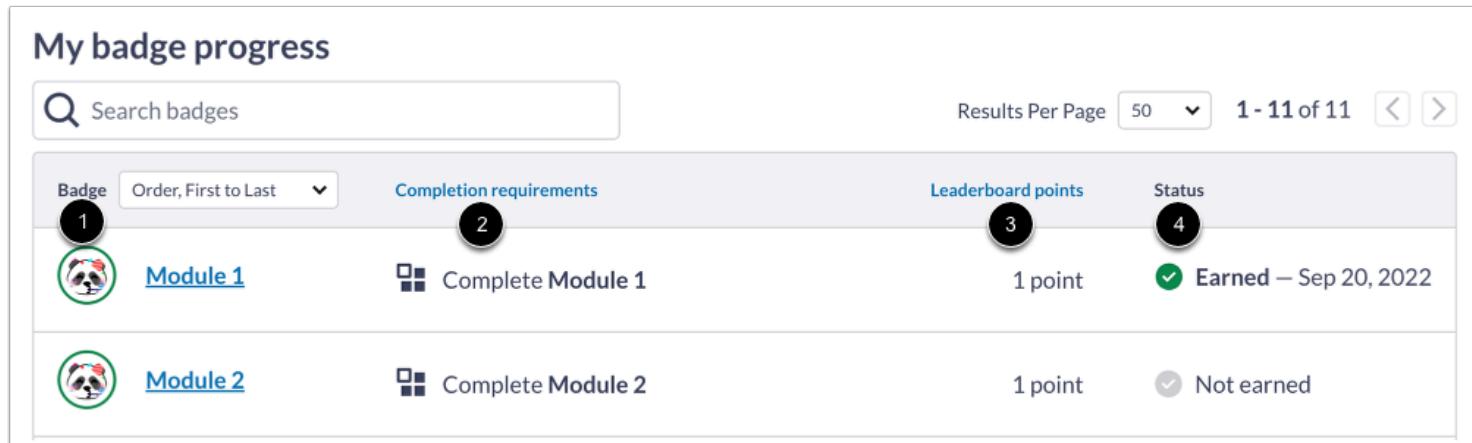
Ends on Feb 22, 2025

My Progress

Leaderboard

In the **Group setup** drop-down menu [1], click the **My Progress** link [2].

View My Badge Progress



Badge	Completion requirements	Leaderboard points	Status
1  Module 1	2  Complete Module 1	3 1 point	4  Earned – Sep 20, 2022
5  Module 2	6  Complete Module 2	7 1 point	8  Not earned

Learner progress shows in a table format and displays an overview of learner badges in a group.

You can view and sort by the badge name [1], completion requirement [2], leaderboard points [3], and status [4].

View My Pathway Progress

My pathway progress

Search pathways

1 - 1 of 1

Pathway ▾	Milestone progress
 1	 2
 Basic Written Communications	 Basic Written Communications Completed pathway
	 Course Completion Earned milestone

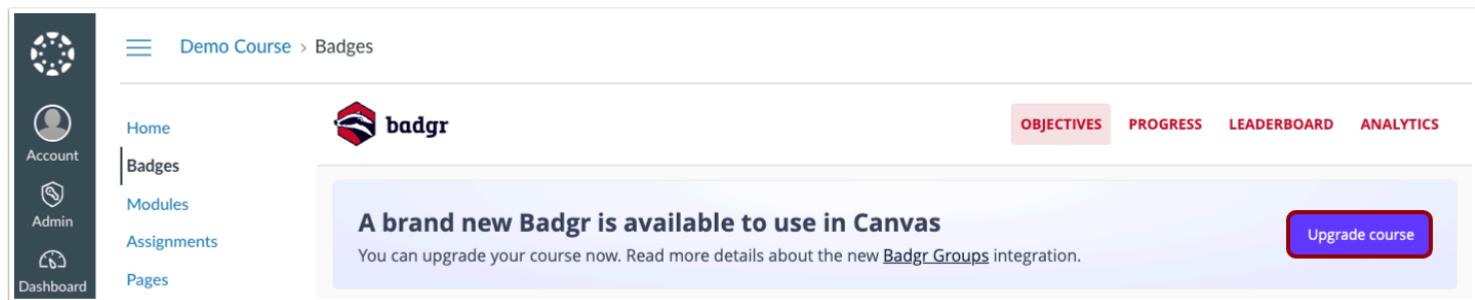
You can view pathways [1] and milestone progress [2] for the course pathway.

Parchment Digital Badges for Canvas

How do I upgrade from the Legacy Canvas LTI to the Parchment Digital Badges LTI?

For a streamlined and cohesive user experience, upgrade to the Parchment Digital Badges LTI from the Canvas Legacy LTI.

Upgrade Course

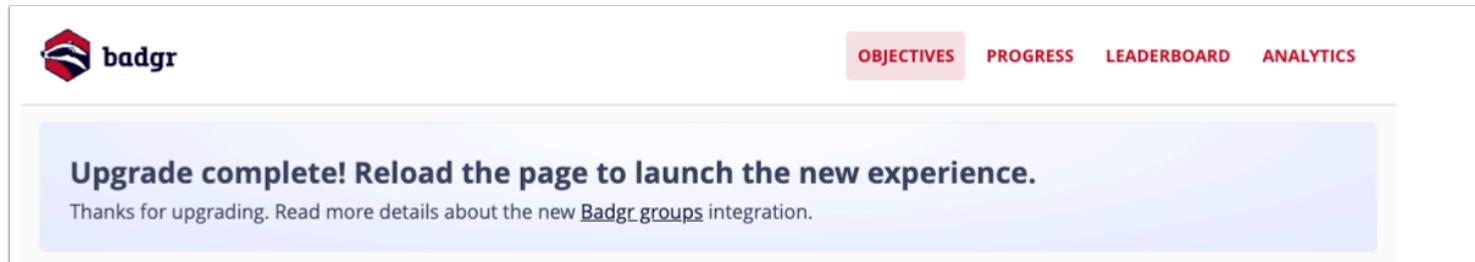


The screenshot shows a course navigation sidebar on the left with options: Home, Badges (selected), Modules, Assignments, and Pages. The main content area features the Badgr logo and a banner stating: "A brand new Badgr is available to use in Canvas. You can upgrade your course now. Read more details about the new [Badgr Groups](#) integration." A red "Upgrade course" button is visible in the bottom right corner of the banner.

If you are using the legacy Parchment Digital Badges LTI, a banner displays to upgrade to the upgraded Parchment Digital Badges LTI in Canvas.

To upgrade to the Parchment Digital Badges LTI, click the **Upgrade course** button. Clicking the button automatically upgrades your course and keeps all badges and earning criteria aligned with their modules.

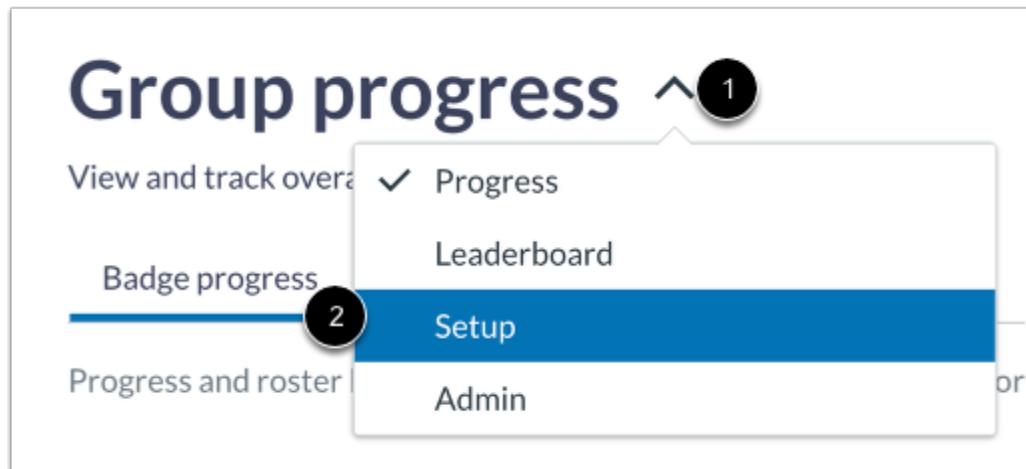
Refresh Page



The screenshot shows the same course page as above, but the banner now says: "Upgrade complete! Reload the page to launch the new experience. Thanks for upgrading. Read more details about the new [Badgr groups](#) integration." The "Upgrade course" button is no longer visible.

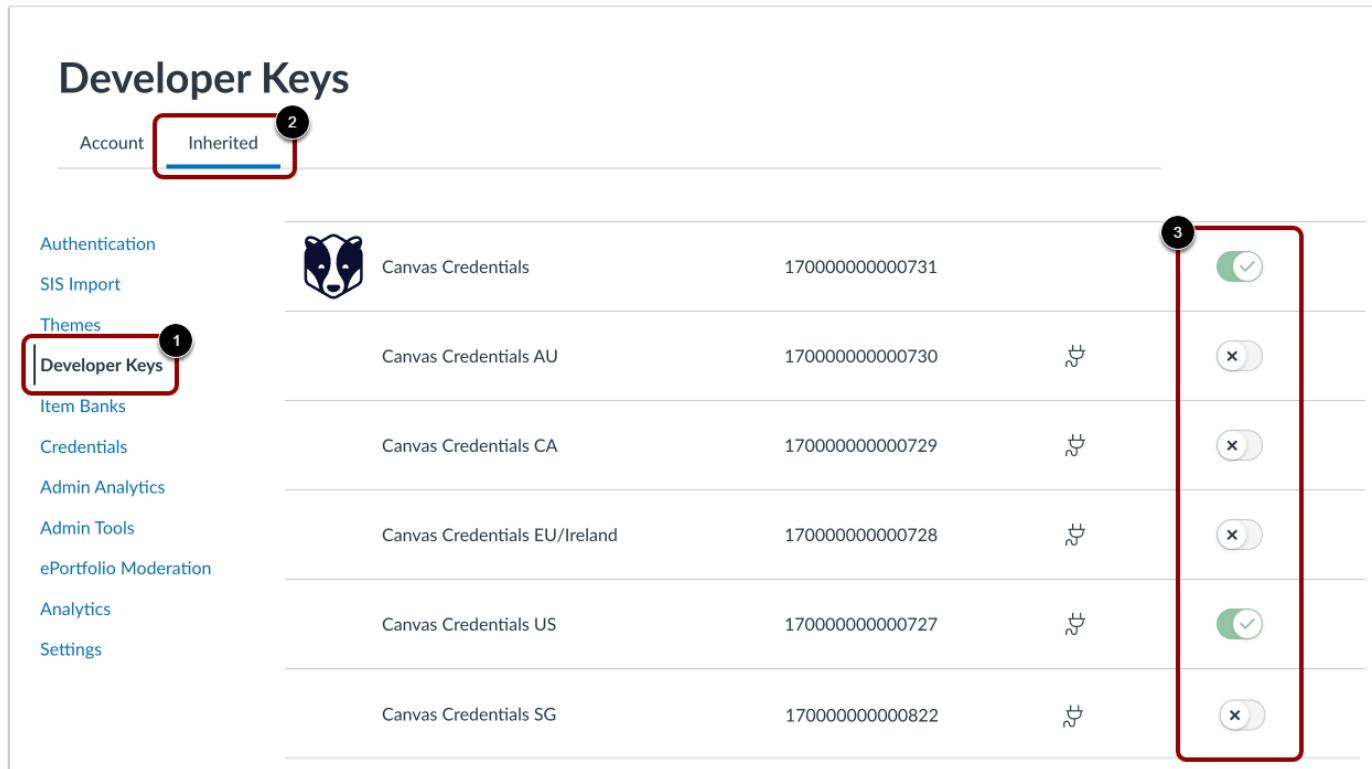
To launch the upgraded Parchment Digital Badges LTI, refresh the page.

Adjust Setup Details



Once your course has been upgraded, in the **Group** drop-down menu [1], click the **Setup** link to make adjustments to badges, staff, and learners [2].

Troubleshoot Upgrading Error



Key	ID	Action
Canvas Credentials	170000000000731	
Canvas Credentials AU	170000000000730	
Canvas Credentials CA	170000000000729	
Canvas Credentials EU/Ireland	170000000000728	
Canvas Credentials US	170000000000727	
Canvas Credentials SG	170000000000822	

If you encounter an error after clicking the Upgrade Course button, it is most likely that the developer keys for Parchment Digital Badges need to be turned on. You need a [Canvas Admin to adjust the developer key settings](#).

In Account Navigation, click the **Developer Keys** link [1]. To view inherited keys, click the **Inherited** tab [2].

Scroll through the list and ensure that the Parchment Digital Badges API key toggle is set to ON as well as the key for the regional Parchment Digital Badges server you are planning to connect to (AU, CA, EU, SG, or US) [3].

Note: If you cannot locate the Parchment Digital Badges developer keys, you may need to click the **Show all keys** button at the bottom of the list.

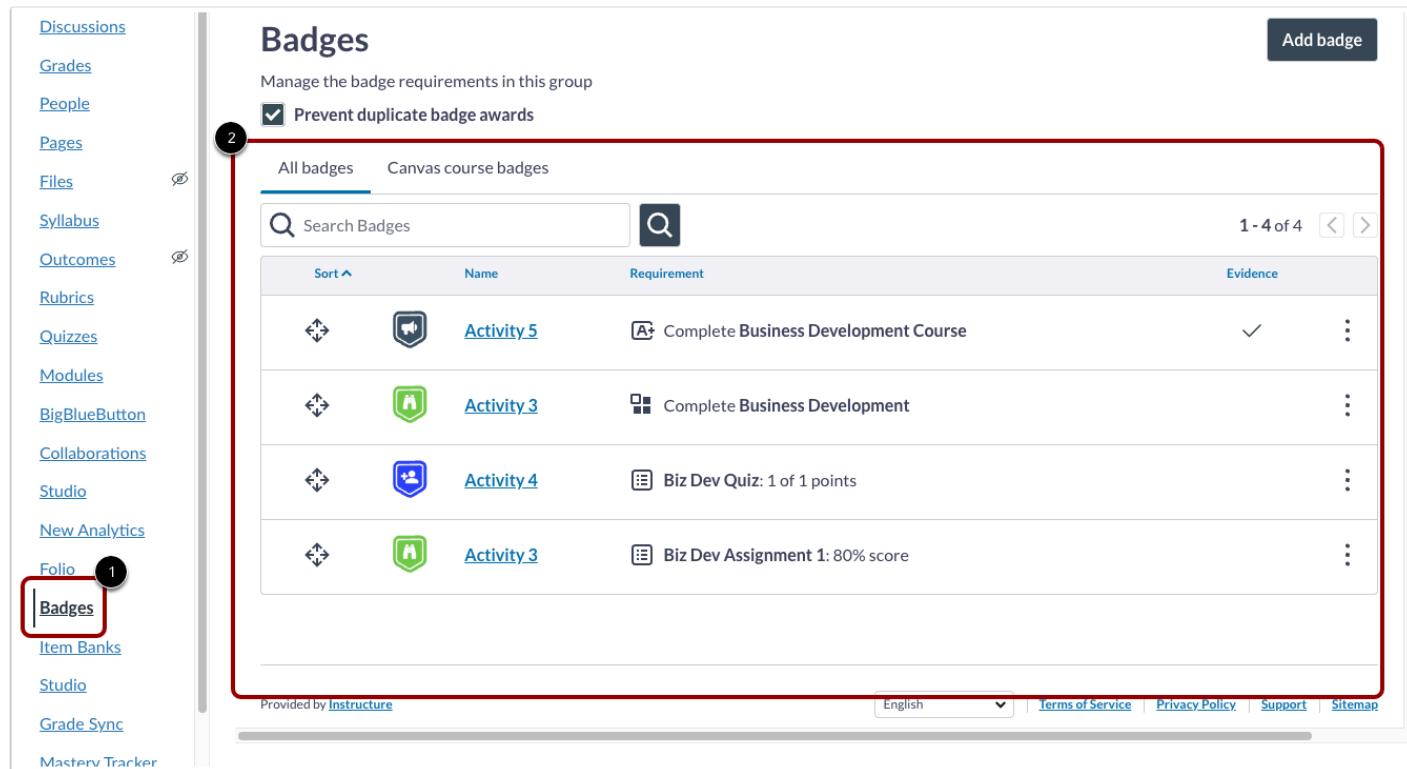
How do I use Blueprint to copy badges and requirements to associated courses?

Admin and Instructors can sync badges and pathways when a course is associated with a [Blueprint course](#). This feature enhances the effectiveness of courses by automating the creation and syncing of digital badges, improving the efficiency and scalability of an institution's credentialing process.

Verify Badges and Pathways

 	-PAttP1 (8:00 AM - 2:30 PM)-Brooke	2022~990_101	2021/2022 - Golden Eagle Elementary School - Year	Golden Eagle Elementary School	0	
	-PAttP1 (8:00 AM - 2:30 PM)-Brown	2022~990_102	2021/2022 - Golden Eagle Elementary School - Year	Golden Eagle Elementary School	0	

To verify that badges and pathways were copied over from the blueprint course, click a course.



Badges
Manage the badge requirements in this group Prevent duplicate badge awards

All badges Canvas course badges

Sort ▲	Name	Requirement	Evidence
	 Activity 5	 Complete Business Development Course	
	 Activity 3	 Complete Business Development	
	 Activity 4	 Biz Dev Quiz: 1 of 1 points	
	 Activity 3	 Biz Dev Assignment 1: 80% score	

1 - 4 of 4  

Provided by [Instructure](#) English  [Terms of Service](#) [Privacy Policy](#) [Support](#) [Sitemap](#)

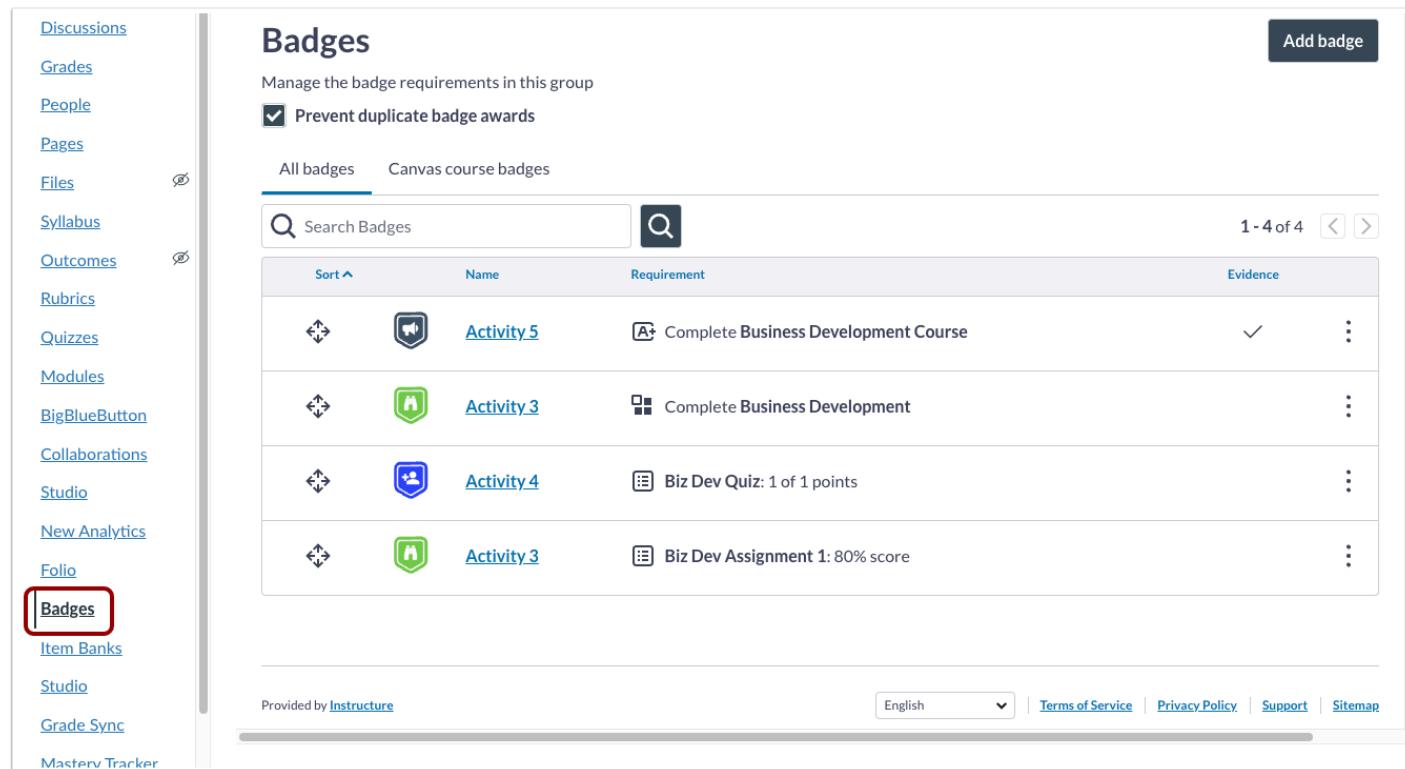
Click **Badges** [1], and confirm the badge from the blueprint course was copied [2].

No additional action is required to sync badges to a Blueprint course, as badges are automatically included when a sync is run.

How do I use the Course Import Tool to copy badges and requirements to another course?

You can [copy course content](#) such as badges, requirements, and pathways from previous Canvas courses into existing courses.

View Copied Badges and Pathways



The screenshot shows the 'Badges' section of the Parchment Digital Badges interface. On the left, a sidebar lists various course management tools: Discussions, Grades, People, Pages, Files, Syllabus, Outcomes, Rubrics, Quizzes, Modules, BigBlueButton, Collaborations, Studio, New Analytics, Folio, Badges (which is selected and highlighted with a red box), Item Banks, Studio, Grade Sync, and Mastery Tracker. The main content area is titled 'Badges' and includes a sub-header 'Manage the badge requirements in this group' with a checked checkbox for 'Prevent duplicate badge awards'. Below this are two tabs: 'All badges' (selected) and 'Canvas course badges'. A search bar with the placeholder 'Search Badges' and a magnifying glass icon is positioned above a table. The table has columns for 'Sort', 'Name', 'Requirement', and 'Evidence'. It lists four badges: 'Activity 5' (Requirement: Complete Business Development Course), 'Activity 3' (Requirement: Complete Business Development), 'Activity 4' (Requirement: Biz Dev Quiz: 1 of 1 points), and 'Activity 3' (Requirement: Biz Dev Assignment 1: 80% score). Each row has a '✓' icon and a three-dot menu icon. At the bottom of the table, it says '1 - 4 of 4' with navigation arrows. The footer includes links for 'Provided by Instructure', language selection ('English'), and 'Terms of Service', 'Privacy Policy', 'Support', and 'Sitemap'.

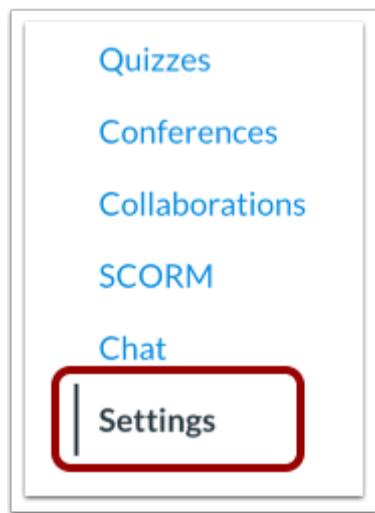
To verify that badges and pathways were copied over, click the **Badges** link.

The new course is created with the issuer, badges, and requirements carried over from the copied course. No additional action is required.

How do I copy badges and requirements when copying an individual item to another course?

When [importing course content with the Course Import Tool](#), you can choose to select specific content as part of the import. This option allows you to select specific content areas such as badges, requirements, and pathways. without importing the entire course.

Open Settings



In Course Navigation, click the **Settings** link.

Import Content into Course

Course Status

Published

 [Share to Commons](#)

 [Course Statistics](#)

 [Course Calendar](#)

 [Delete this Course](#)

 [Copy this Course](#)

 [Import Course Content](#)

Import Course Content

 [Export Course Content](#)

 [Validate Links in Content](#)

Click the **Import Course Content** link.

Select Specific Content

1 Select Content Type

Copy a Canvas Course

2 Search for a course *

US History

Include completed courses

Content *

All content

Note the following content types will be imported: Course Settings, Syllabus Body, Modules, Assignments, Quizzes, Question Banks, Discussion Topics, Pages, Announcements, Rubrics, Files, and Calendar Events.

3 Select specific content

Options

Adjust events and due dates

Clear + Add to Import Queue 4

In the **Select Content Type** drop-down menu [1], select the content type you want to import. then, enter the course you want to copy [2]. In the Content section, click the **Select specific content** radio button [3]. Click the **Add to Import Queue** button [4].

Import Content

Select Content Type

Select one

▼

Content imports

Content import files cannot be downloaded after 500 days.

Content Type	Source Link	Date Imported	Status	Progress	Action
Course Copy	US History	May 2 at 12:04am	Waiting for selection		Select content

Click the **Select Content** button.

The dialog box is titled "Select Content for Import". It contains a sidebar with a tree view of content categories: "Blueprint Settings" (unchecked), "Modules (2)" (checked), "Assignments (4)" (checked), "Assignments (4)" (selected), "Biz Dev Quiz" (checked), "Biz Dev Quiz" (checked), "Biz Dev Assignment 1" (checked), "Biz Dev Assignment 1" (checked), "Quizzes (2)" (checked), and "Question Banks (2)" (unchecked). On the right side, there are two buttons: "Select content" and "Cancel".

In the pop-up window, select the content for import.

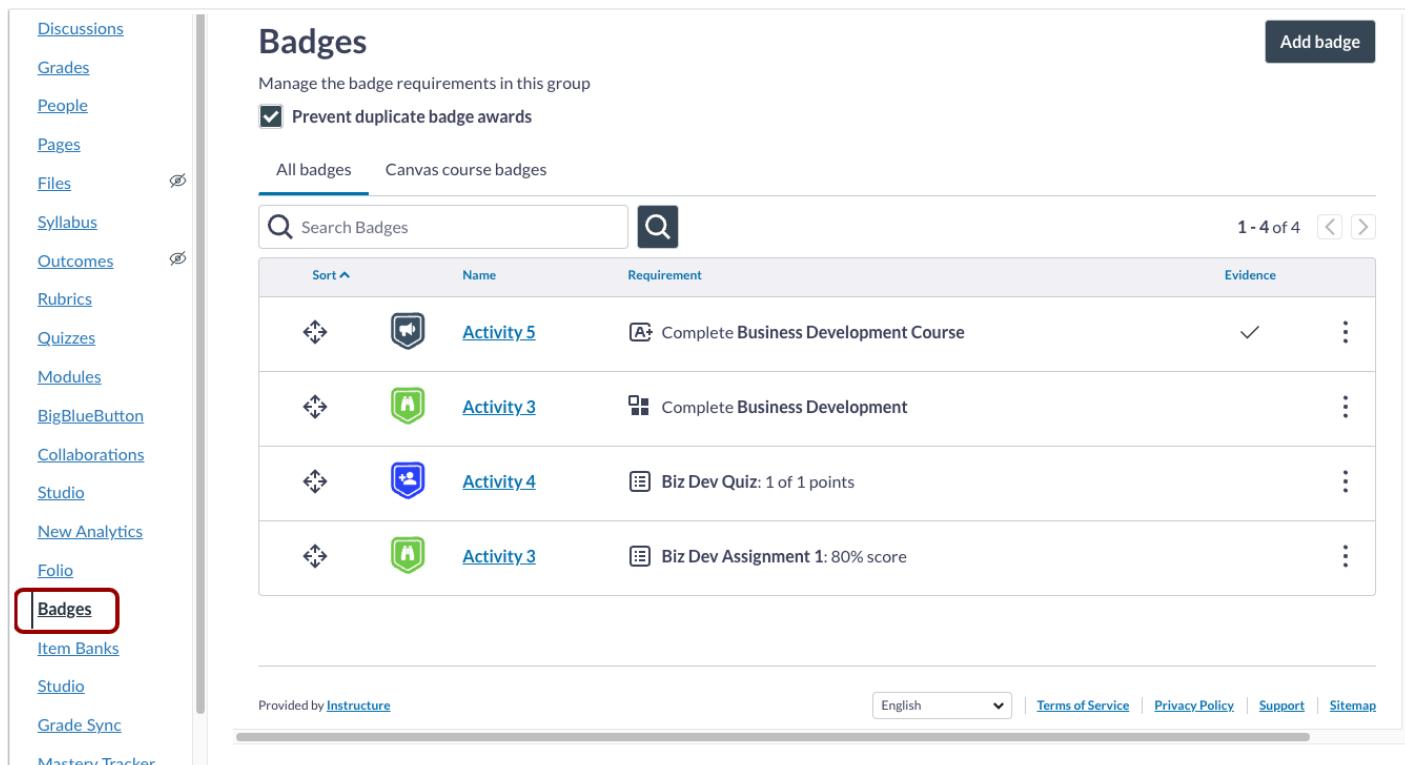
Content imports

Content import files cannot be downloaded after 500 days.

Content Type	Source Link	Date Imported	Status	Progress
Course Copy	Biology 101	Mar 10 at 7:05pm	Running	<div style="width: 100%;"><div style="width: 100%; background-color: #0070C0;"></div></div>

The report displays a progress bar. View the content from any completed imports by accessing any link in Course Navigation.

View Badges and Pathways



The screenshot shows the 'Badges' page in the Canvas LMS. The left sidebar has a red box around the 'Badges' link. The main content area is titled 'Badges' and shows a list of badges with their requirements. The requirements are listed as 'Evidence'.

Sort	Name	Requirement	Evidence
Activity 5	Activity 5	Complete Business Development Course	✓
Activity 3	Activity 3	Complete Business Development	⋮
Activity 4	Activity 4	Biz Dev Quiz: 1 of 1 points	⋮
Activity 3	Activity 3	Biz Dev Assignment 1: 80% score	⋮

At the bottom, it says 'Provided by Instructure' and has links for English, Terms of Service, Privacy Policy, Support, and Sitemap.

The new course is created with the issuer, badges, and requirements carried over from the copied course. To verify that badges and pathways were copied over, click the **Badges** link.

Creating and awarding badges

How do I bulk award badges to learners in Parchment Digital Badges?

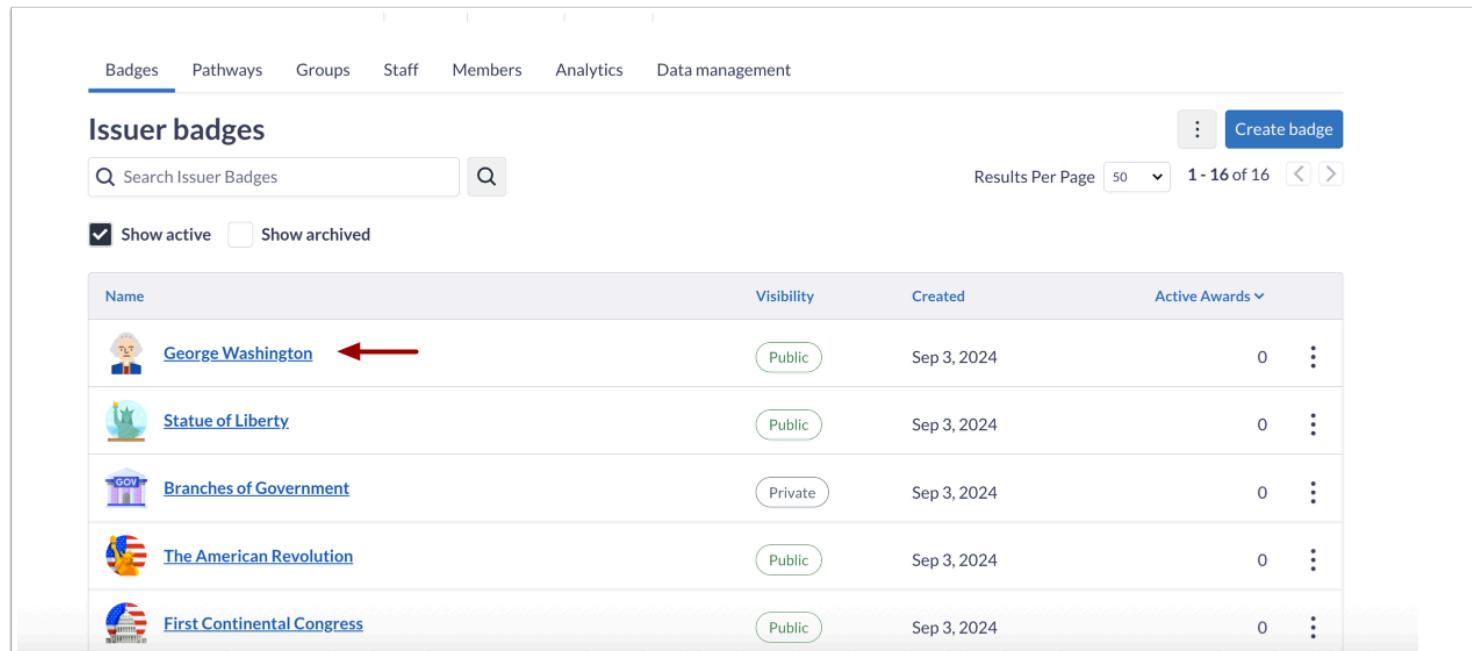
Parchment Digital Badges allows program administrators to bulk award badges to a group of recipients. You may include optional metadata such as evidence and narrative to the badge(s) that may be the same or specific to each user.

Once a badge has been awarded, its data is unchangeable. If you're made aware of a necessary change to a badge after it has been awarded to an individual (such as an error in the spelling of a name), you can make this change by first revoking the badge and then awarding it again with the correct data.

Notes:

- You must create an [issuer](#) and [badge](#) before bulk awarding badges.
- Parchment Digital Badges subscribers have unlimited bulk awards. If using Parchment Digital Badges (free), you are limited to 50 awards per CSV file.
- Manual or bulk awarded badges do not appear in the Parchment Digital Badges LTI unless you have [purchased a Parchment Digital Badges subscription](#).

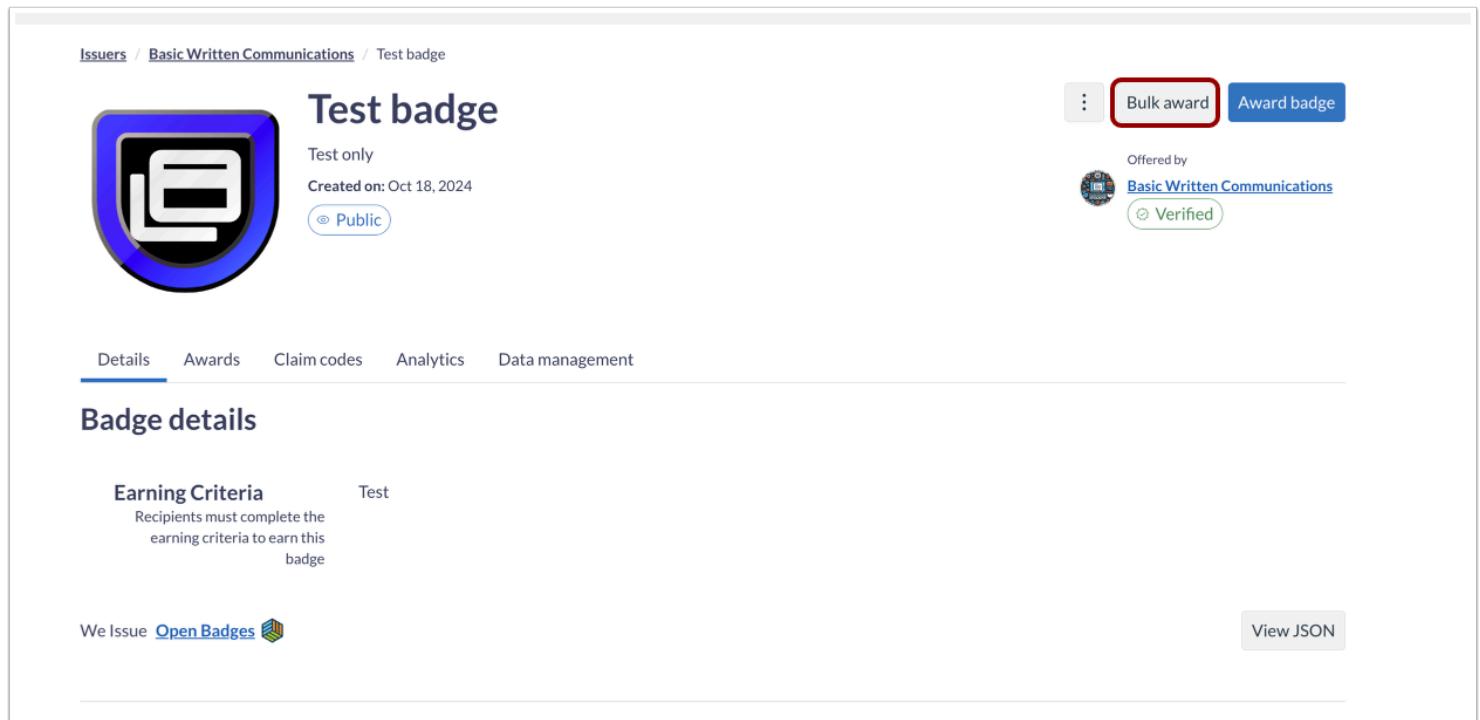
Open Badge



Name	Visibility	Created	Active Awards
George Washington	Public	Sep 3, 2024	0
Statue of Liberty	Public	Sep 3, 2024	0
Branches of Government	Private	Sep 3, 2024	0
The American Revolution	Public	Sep 3, 2024	0
First Continental Congress	Public	Sep 3, 2024	0

Click the name of the badge you wish to bulk award.

Bulk Award Badge



Issuers / Basic Written Communications / Test badge

Test badge

Test only
Created on: Oct 18, 2024
Public

Bulk award Award badge

Offered by
Basic Written Communications
Verified

Details Awards Claim codes Analytics Data management

Badge details

Earning Criteria Test
Recipients must complete the earning criteria to earn this badge

We Issue [Open Badges](#) 

[View JSON](#)

Click the **Bulk award** button.

Download Sample CSV File

Bulk Award Badge

[Learn More !\[\]\(4450f5385b716e7ef62e541453208cfd_img.jpg\)](#)

Upload File Select and upload your CSV file

Field Mapping Map your column headers to ours

Validation We'll check your file for any errors

Summary Confirm details and import

[Upload File](#) [Manual Entry](#)

Upload File

The file should be formatted as **comma separated values (.csv)** and encoded **UTF-8** if possible.



Drag & Drop a CSV File Here
or [Select File to Upload](#)

Not sure how to configure your file? [Download the sample CSV](#) 

[Cancel](#) [Next](#)

To learn how to structure the data in your CSV file, click the **Download the sample CSV** link.

View Sample CSV File

Identifier 	First Name 	Last Name 	Narrative 	Evidence Narrative 	Evidence URL 	Issue Date 	Expiration Date 
jane.doe@example.com	Jane	Doe	Award narrative for Jane Doe.				2025-01-04
john.doe@example.com	John	Doe		Evidence Narrative for John Doe.	https://example.com/evidence/john-doe.pdf	2023-11-04	
jimmy.doe@example.com	Jimmy	Doe					

The CSV file may contain several fields. The **Identifier** field (email address, URL, or phone number) is the only required field. If you bulk award badges for multiple badges, fill out the Badge class ID.

- **Identifier** (email address, URL, or phone number) [1]
- **First Name** [2]
- **Last Name** [3]
- **Narrative** [4]
- **Evidence Narrative** [5]

- **Evidence URL** [6]
- **Issue Date** [7]
- **Expiration Date** [8]

Upload CSV File

Bulk Award Badge

[Learn More](#)

Upload File  Field Mapping  Validation  Summary 

Upload File [Manual Entry](#)

Upload File

The file should be formatted as comma separated values (.csv) and encoded UTF-8 if possible.

1  Drag & Drop a CSV File Here
or [Select File to Upload](#) 2

3 Not sure how to configure your file? [Download the sample CSV](#).

Data Preview

If something looks wrong, check your file or pasted data. Files should be exported as "comma-separated-values (CSV)" using "UTF-8" encoding (if available). Manually input data should be comma or tab separated.

Identifier	First Name	Last Name	Narrative	Evidence Narrative	Evidence URL	Issue Date	Expiration Date
Emily Boone	Emily	Boone	Award narrative for Emily Boone.				2025-01-04
brucejones@instructu...	Bruce	Jones		Evidence of achievement narrative for Bruce Jones.	https://example.com/e...-doe.pdf	2023-11-04	
janesmith@instructur...	Jane	Smith					

Showing all 4 Rows

4 [Cancel](#) [Next](#)

Once your CSV file is prepared according to instructions, you may upload it by dragging and dropping your CSV file to the **Upload File** field [1] or you can click the **Select File to Upload** link [2].

View a preview of your uploaded CSV file [3].

Click the **Next** button [4].

Map CSV File Column Headers

Bulk Award Badge

[Learn More](#)

Upload File  Select and upload your CSV file

Field Mapping  Map your column headers to ours

Validation  We'll check your file for any errors

Summary  Confirm details and import

We've analyzed your data and found the following columns. We've done our best to automatically map your column headers to ours. Please double check our assumptions and select those we couldn't detect.

First row has column headers  [1]

YOUR COLUMN HEADERS	OUR COLUMN HEADERS
Identifier	Identifier
Select Column...	Recipient Full Name
First Name	First Name
Last Name	Last Name
Narrative	Narrative
Evidence Narrative	Evidence Narrative
Evidence URL	Evidence URL
Issue Date	Issue Date
Expiration Date	Expiration Date
Select Column...	Name and Email

Not sure how to configure your file? [DOWNLOAD THE SAMPLE CSV](#)

Back  **Next**  [3]

If the first row of the CSV file has column headers, make sure the **First row has column headers** checkbox is selected [1].

To map the column headers in your CSV file to the column headers in Parchment Digital Badges, use the drop-down menus for each column header [2].

Click the **Next** button [3].

View Validation

Bulk Award Badge

[Learn More !\[\]\(97f738aa88cdce1e33e2d6fbf874e003_img.jpg\)](#)



Upload File
Select and upload your CSV file

Field Mapping
Map your column headers to ours

Validation
We'll check your file for any errors

Summary
Confirm details and import

Validation Results

- 2 valid rows were found in your file
- 1 Row 1: Identifier (Column A): "Emily Boone" is not a valid recipient identifier (an email, URL, or phone number).

1 row with errors will be skipped. [Download Error Log](#)

2 [Back](#) [Next](#)

If there are errors with your CSV file, you may be presented with information about how to fix the errors(s) [1].

To re-upload your corrected CSV file, click the **Back** button [2].

Issue Bulk Award Badges

Bulk Award Badge

[Learn More](#)

3 rows are ready to be imported.

Prevent Duplicate Badge Awards [1]

BADGE CLASS ID	IDENTIFIER	FIRST NAME	LAST NAME	NARRATIVE	EVIDENCE NARRATIVE	EVIDENCE URL	EXPIRATION DATE
62eb095bcee772509...	bulk.awarding@instru...	Test	Learner	Award narrative.			21 May 2025
638f341c84e7cc7bcb...	test.example@instruct...	Jane	Doe	Award narrative.			21 May 2025
642eb9e7e83d96733...	for.demo@instructure....	Micro	Credentialing	Award narrative.			21 May 2025

Showing 3 of 3 Rows

[Back](#) [Finish](#) [2]

Once uploaded, Parchment Digital Badges analyzes the data to map column headers. You may be able to customize notifications settings if allowed by your organization and/or the **Prevent Duplicate Badge Awards** checkbox (if applicable) [1]. After validation, click the **Finish** button [2].

View Awarded Badges

Details **Awards** Claim codes Analytics Data management

Badge awards

Search Recipients Results Per Page 10 1 - 10 of 11

Include Revoked Badges Include expired badges

Recipient	Issued On	⋮
Jane Smith janesmith@instructure.com	Jan 4, 2024	
Bruce Jones brucejones@instructure.com	Nov 4, 2023	

To view the awarded badges, click the **Awards** tab.

Bulk Award Multiple Badges

Parchment Digital Badges Select Space Dashboard My Record My Badges My Pathways **Issuers** Skills Andy Adamovich

[Issues](#) / Basic Written Communications

Basic Written Communications

Whether you're looking to improve your emails, reports, or everyday writing, this course is designed to equip you with essential techniques and strategies to express your ideas clearly and effectively.

Verified Public

1 BADGE | 0 AWARDS | 0 PATHWAYS | 0 GROUPS | 0 GROUP MEMBERS

Bulk Award for Multiple Badges

Badges Pathways Groups Staff Members Analytics Data management

Click the **Bulk Award for Multiple Badges** button.

Upload CSV File

Bulk Award Badge

[Learn More](#)

Upload File → Field Mapping → Validation → Summary

Upload File Manual Entry

UPLOAD FILE

The file should be formatted as comma separated values (CSV) and encoded UTF-8 if possible.

1 Drag & Drop a CSV File Here or [Select File to Upload](#) 2

Not sure how to configure your file? [Download the sample CSV](#).

3 Data Preview

If something looks wrong, check your file or pasted data. Files should be exported as "comma-separated-values (CSV)" using "UTF-8" encoding (if available). Manually input data should be comma or tab separated.

Badge Class ID or entity ID	Identifier	First Name	Last Name	Narrative	Evidence Narrative	Evidence URL	Issue Date	Expiration Date
65f803ac53ae0b2639...	jane.doe@example.com	Jane	Doe	Award narrative for Jane Doe.				2026-03-08
65f803ac53ae0b2639...	john.doe@example.com	John	Doe		Evidence of achievement narrative for John Doe.	https://example.com/e...	2025-01-08	
65f803ac53ae0b2639...	jimmy.doe@example.c...	Jimmy	Doe					

Showing all 4 Rows

4 Cancel **Next**

Once your CSV file is prepared according to instructions, you may upload it by dragging and dropping your CSV file to the **Upload File** field [1] or you can click the **Select File to Upload** link [2].

View a preview of your uploaded CSV file [3].

Click the **Next** button [4].

Map CSV File Column Headers

Bulk Award Badge

[Learn More](#)

1    

Upload File
Select and upload your CSV file

Field Mapping
Map your column headers to ours

Validation
We'll check your file for any errors

Summary
Confirm details and import

We've analyzed your data and found the following columns. We've done our best to automatically map your column headers to ours. Please double check our assumptions and select those we couldn't detect.

First row has column headers [1]

OUR COLUMN HEADERS	OUR COLUMN HEADERS
Badge Class ID or entity ID	Badge Class ID or entity ID
Identifier	Identifier
First Name	First Name
Last Name	Last Name
Narrative	Narrative
Evidence Narrative	Evidence Narrative
Evidence URL	Evidence URL
Issue Date	Issue Date
Expiration Date	Expiration Date
Select Column...	Name and Email

Not sure how to configure your file? [DOWNLOAD THE SAMPLE CSV](#)

2   [3]

If the first row of the CSV file has column headers, make sure the **First row has column headers** checkbox is selected [1].

To map the column headers in your CSV file to the column headers in Parchment Digital Badges, use the drop-down menus for each column header [2].

The CSV file must contain the following fields:

- **Badge Class ID:** Unique identifier for the badge to be awarded. This is the ID in Mongo which is also available in the URL (e.g. 65f803ac53ae0b2639ac0eba).
- **Identifier:** Unique identifier for each user.
- **First Name:** First name of the user.
- **Last Name:** Last name of the user.
- **Narrative:** Description or reason for the badge award.
- **Evidence Narrative:** Additional details or evidence supporting the badge award.
- **Evidence URL:** URL linking to supporting evidence.
- **Issue Date:** Date when the badge is issued.
- **Expiration Date:** Date when the badge expires.

Click the **Next** button [3].

Issue Bulk Award for Multiple Badges

Bulk Award Badge

[Learn More !\[\]\(24bc8131c1e1934314041d122711213c_img.jpg\)](#)

3 rows are ready to be imported.

Prevent Duplicate Badge Awards

BADGE CLASS ID	IDENTIFIER	FIRST NAME	LAST NAME	NARRATIVE	EVIDENCE NARRATIVE	EVIDENCE URL	EXPIRATION DATE
62eb095bcee772509...	bulk.awarding@instru...	Test	Learner	Award narrative.			21 May 2025
638f341c84e7cc7bcb...	test.example@instruct...	Jane	Doe	Award narrative.			21 May 2025
642eb9e7e83d96733...	for.demo@instructure....	Micro	Credentialing	Award narrative.			21 May 2025

Showing 3 of 3 Rows

[Back](#) [Finish](#)

After Validation, confirm the details and click the **Finish** button.



Bulk Revoke Badges

The screenshot shows the 'Awards' tab selected [1]. In the top right, there is a 'Bulk Revoke' button [2].

Recipient	Issued On	More
romijn.pavel@mailinator.com	Jan 7, 2023	⋮
chief.charles@mailinator.com	Dec 14, 2022	⋮
nechayev.tal@mailinator.com	Nov 26, 2022	⋮
chapel.kathryn@mailinator.com	Sep 12, 2022	⋮
lorca.grace@mailinator.com	Aug 7, 2022	⋮

To revoke multiple badges at once, navigate to the **Awards** tab [1]. Then, select the **Bulk Revoke** button [2].

Select Users

The screenshot shows the 'Awards' tab selected [3]. In the top right, there is a 'Revoke Selected' button.

Recipient	Issued On	More
Emily Boone emilyboone@instructure.com	Apr 29, 2025	⋮

To revoke all user badges, click the **Recipient** checkbox [1]. To revoke specific user badges, click the checkbox of the desired users [2]. Then, click the **Revoke Selected** button [3].

Revoke Badge Awards

Revoke Badge Awards X

You are about to revoke **11** badge awards.

Recipient	Issued On
ryan.thompson@gmail.com	02.12.2025
natalie.cooper@gmail.com	02.12.2025
emily.parker@gmail.com	02.12.2025
william.hayes@gmail.com	02.12.2025
caleb.harrison@gmail.com	02.12.2025
noah.richardson@gmail.com	02.12.2025
mason.wright@gmail.com	02.12.2025
harper.dawson@gmail.com	02.12.2025
madison.brooks@gmail.com	02.12.2025
ava.mitchell@gmail.com	02.12.2025

[Show less](#)

Cancel Submit

A confirmation modal lists all selected users whose badges will be revoked. Click the **Submit** button.

Revoke Error Message

Revoke Badge Awards

✓ 2 badge awards have been successfully revoked.

✗ We encountered errors with 3 badges. Please review the revoke request or contact support for further assistance.

Recipient	Issued On
! harper.dawson@gmail.com	02.12.2025
! madison.brooks@gmail.com	02.12.2025
! ava.mitchell@gmail.com	02.12.2025

If a badge cannot be revoked from a user, an error message displays.

Revoke Successful

Revoke Badge Awards

✓ All Set: 11 badge awards have been successfully revoked.

Close

After badges are revoked from the selected users, a confirmation modal displays. Click the **Close** button.

How do I award badges to learners in Parchment Digital Badges?

Once a badge has been awarded, the recipient's information cannot be edited. If a change to the recipient is needed after awarding a badge, issuers must revoke the badge and [awarding it again with the correct recipient data](#).

Open Badge

Badges Pathways Groups Staff Members Analytics Data management

Issuer badges

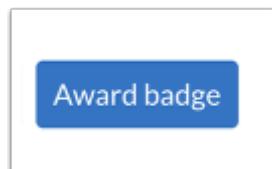
Search Issuer Badges

Results Per Page 50 1 - 18 of 18

Name	Created	Awards
 Statue of Liberty 	Dec 28, 2022	3
 Bill of Rights	Apr 25, 2023	1
 Articles of Confederation	Mar 29, 2023	1
 The American Revolution	Feb 2, 2023	1

Select a badge to award by clicking on the name of the badge.

Award Badge



Click the **Award badge** button.

Add Recipient Information

RECIPIENT INFORMATION

Recipient name (optional)

Note: The recipient name will appear in the awarded badge in plain text.

1 Identifier *

Email address

Notify recipient by email

ISSUE DATE

2 Issue date *

06/07/2023, 08:00 AM

EXPIRATION DATE

3

No expiration date
This badge will never expire.

Custom expiration date
Specify the date on which this badge will expire.

Add the recipient's identifier [1], the badge issue date [2] and, if necessary, the badge expiration date [3].

Add Narrative

NARRATIVE (Optional)

Write Preview

Award narrative
Textual narrative describing the achievement represented by this badge

[Markdown supported](#)

Narrative text consists of personalized information about the badge from the issuer.

Note: Narratives are included in the Open Badge's metadata and can be viewed by anyone the badge is shared with.

Add Evidence

EVIDENCE	(Optional)
<p>Evidence item 1</p> <p>Remove</p> <p>Write Preview</p>	
<p>Item narrative</p> <p>A textual narrative that describes this evidence item</p> <div style="border: 1px solid #ccc; height: 150px; margin-top: 10px;"></div>	<p>Markdown supported</p>
<p>Item URL</p> <p>A URL that contains information about this evidence item, such as a document, photograph, or video</p> <div style="border: 1px solid #ccc; height: 40px; margin-top: 10px;"></div>	

Evidence is proof that the earner satisfied the earning criteria required for the badge they received.

Notes:

- Evidence URLs are included in the badge's metadata and can be viewed by anyone the badge is shared with.
- For evidence items, each may include an external URL, a narrative or both. The narrative of each item often is used to describe what is found at the URL, so a student understands what the content is before viewing.

OB3.0 Additional Details

1 OB3.0 Additional Details (Optional)

2 Start Date End Date

The dates and times when the activity began and ended.

License number

The license number that was issued with this credential.

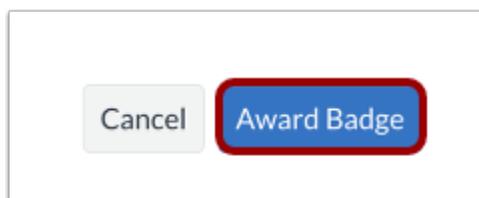
Role

Role, position, or title of the learner when demonstrating or performing the achievement or evidence of learning being asserted. Examples include 'Intern', 'Captain', etc.

3 [Learn how to use these fields](#)

When OB3 is enabled at the organization level, an OB3.0 Additional Details section displays during badge creation or editing [1]. Issuers can complete any of the additional fields [2]. For more details related to the fields, click the **Learn how to use these fields** link [3].

Award Badge



To award the badge, click the **Award Badge** button.

View Awarded Badge Recipients

Details **Awards** Data management

Badge awards

There are 17 awards of this badge.

Search Recipients

Results Per Page 10 1 - 10 of 17 < >

Include Revoked Badges Include expired badges

Recipient	Issued On	
 JD Jimmy Doe jimmy.doe@example.com 1	Jan 10, 2023	⋮
 JD John Doe john.doe@example.com	Nov 10, 2022	⋮
 HS helensimmons@mailinator.com	Jan 21, 2022	⋮
 CS carolynphillips@mailinator.com	Jan 21, 2022	⋮

In the badge's **Awards** tab, you can view all recipients of that badge. To view the field information, click on the recipient email [1].

Earning Criteria Recipients must complete the earning criteria to earn this badge	Human Resource Responsibilities
Is the badge purple	No
Activity Start Date when the activity related to this credential began.	July 11, 2025
Activity End Date when the activity related to this credential ended.	July 15, 2025
Skills Recipients demonstrated these job skills	human resource management
Canvas Listings This badge is linked to the following publicly available courses in Canvas Catalog.	 <p>101 English Course My First Course: English 101 Vincent Vialar's Catalog Sandbox English course</p>

In the Badge details view, field information displays for badge recipients and viewers.

How do I revoke a badge assertion in Parchment Digital Badges?

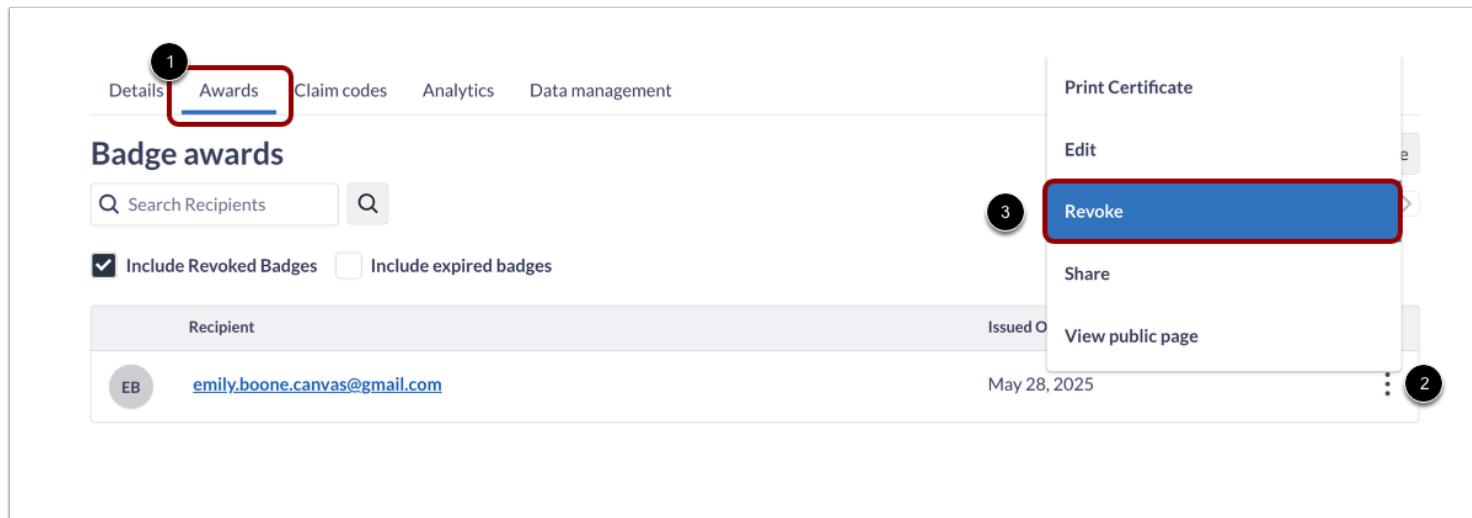
Revoking a badge removes the assertion from the badge, and anyone who attempts to verify the badge will find it is not valid. You can revoke or remove a badge from individual earners, or you can [bulk revoke badges](#).

Open Badge

Name	Created	Awards	⋮
 Statue of Liberty	Dec 28, 2022	4	⋮
 Bill of Rights ←	Apr 25, 2023	1	⋮
 Articles of Confederation	Mar 29, 2023	1	⋮
 The American Revolution	Feb 2, 2023	1	⋮

Select a badge to award by clicking on the name of the badge.

Select Student



1

Details Awards Claim codes Analytics Data management

Badge awards

Search Recipients

Include Revoked Badges Include expired badges

Recipient	Issued On
EB emily.boone.canvas@gmail.com	May 28, 2025

Print Certificate

Edit

Revoke

Share

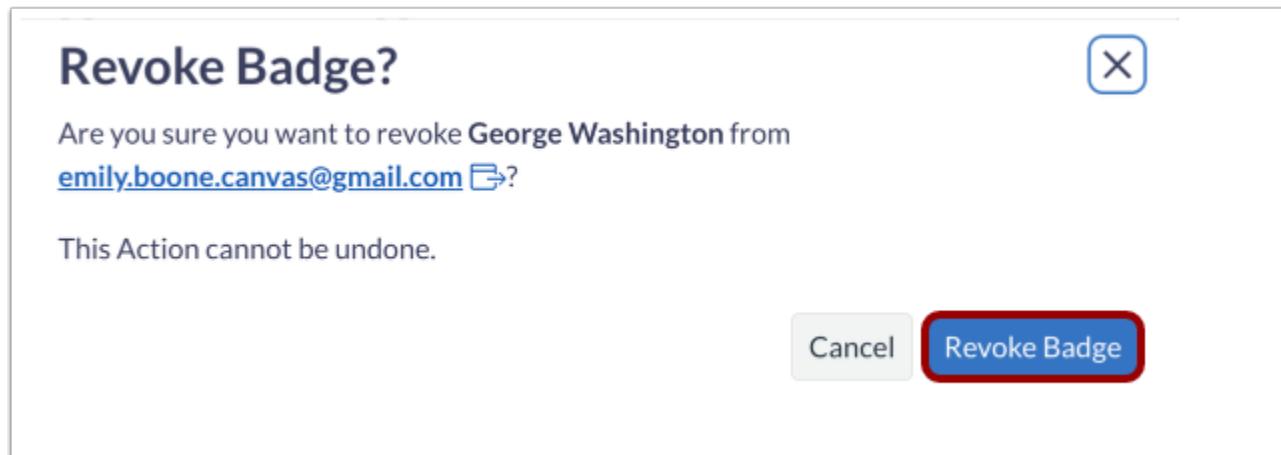
View public page

⋮ 2

3

To revoke an award, go to the **Awards** tab [1], click the **Option** icon [2] and select the **Revoke** option [3].

Confirm Badge Revocation



Revoke Badge?

Are you sure you want to revoke George Washington from
emily.boone.canvas@gmail.com ?

This Action cannot be undone.

Cancel **Revoke Badge**

To confirm a badge revoke, click the **Revoke Badge** button.

View Revoked Badges

Details **Awards** Claim codes Analytics Data management

Badge awards

There are 2 awards of this badge. Of those, 2 awards have expired or have been revoked.

Search Recipients 1 - 2 of 2 < >

Include Revoked Badges **Include expired badges**

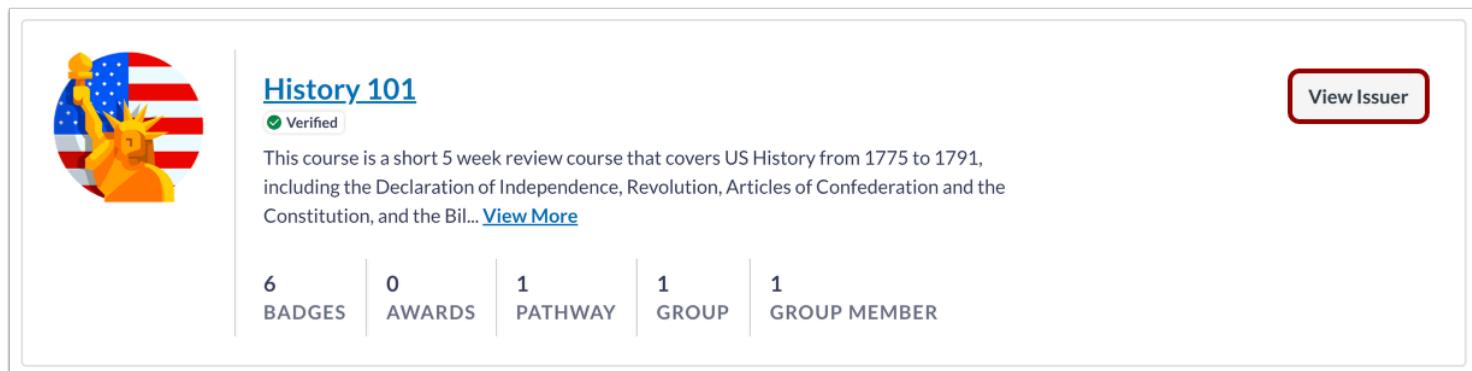
Recipient	Issued On
 Revoked emily.boone.canvas@gmail.com	Jun 2, 2023

To view revoked badges from learners, select the **Include Revoked Badges** checkbox from the Awards tab.

How do I add and manage issuer staff in Parchment Digital Badges?

As an Admin, you can add and manage issuer staff in Parchment Digital Badges.

Open Issuer



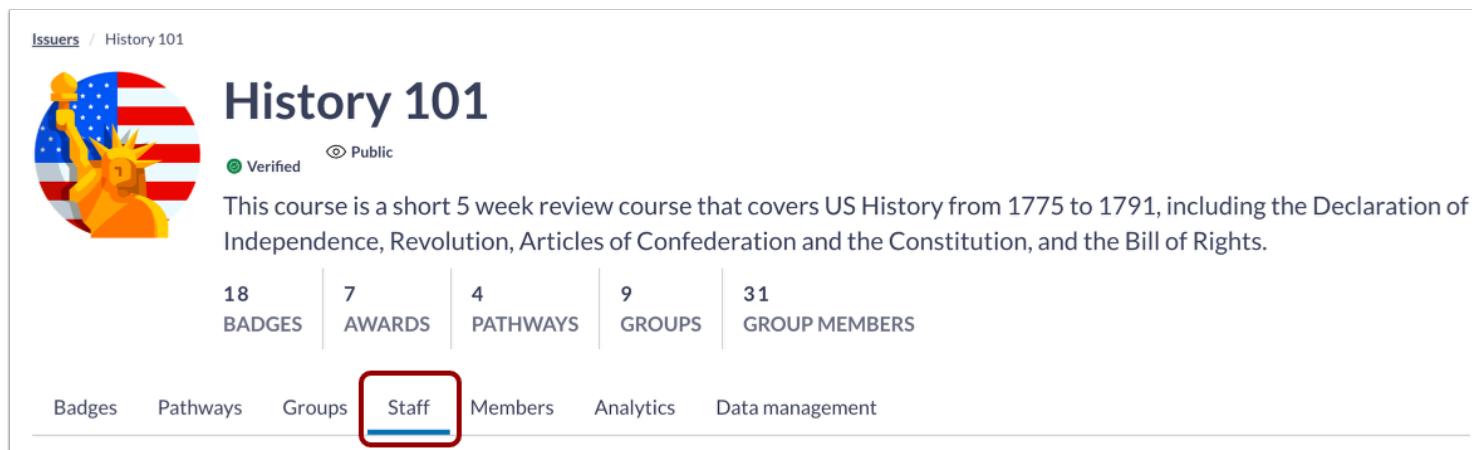
History 101
Verified

This course is a short 5 week review course that covers US History from 1775 to 1791, including the Declaration of Independence, Revolution, Articles of Confederation and the Constitution, and the Bill... [View More](#)

6 BADGES | 0 AWARDS | 1 PATHWAY | 1 GROUP | 1 GROUP MEMBER

To open an issuer, click the **View Issuer** button.

Open Staff Tab



[Issuers](#) / History 101

History 101

Verified Public

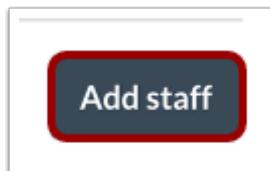
This course is a short 5 week review course that covers US History from 1775 to 1791, including the Declaration of Independence, Revolution, Articles of Confederation and the Constitution, and the Bill of Rights.

18 BADGES | 7 AWARDS | 4 PATHWAYS | 9 GROUPS | 31 GROUP MEMBERS

Badges Pathways Groups **Staff** Members Analytics Data management

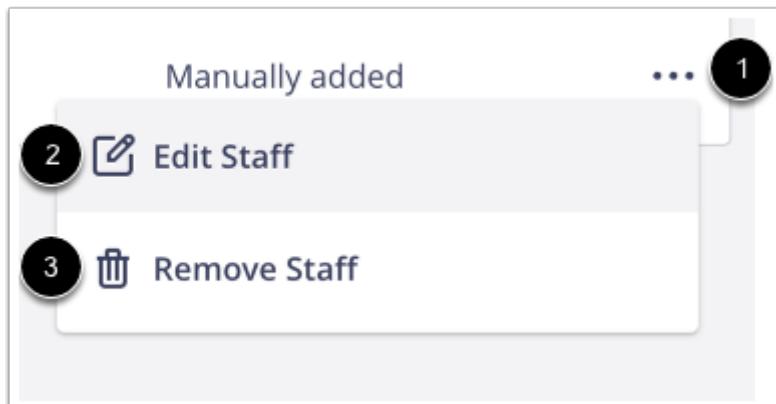
To view issuer staff, click the **Staff** tab.

Add Staff



To add a new staff member, click the **Add Staff** button.

Manage Staff



To manage a staff member's issuer permission, locate the user [1] and click the **Options** icon [2]. To edit the staff member's information, click the **Edit Staff** link [3]. To remove the staff member's issuer permission, click the **Remove Staff** link [4].

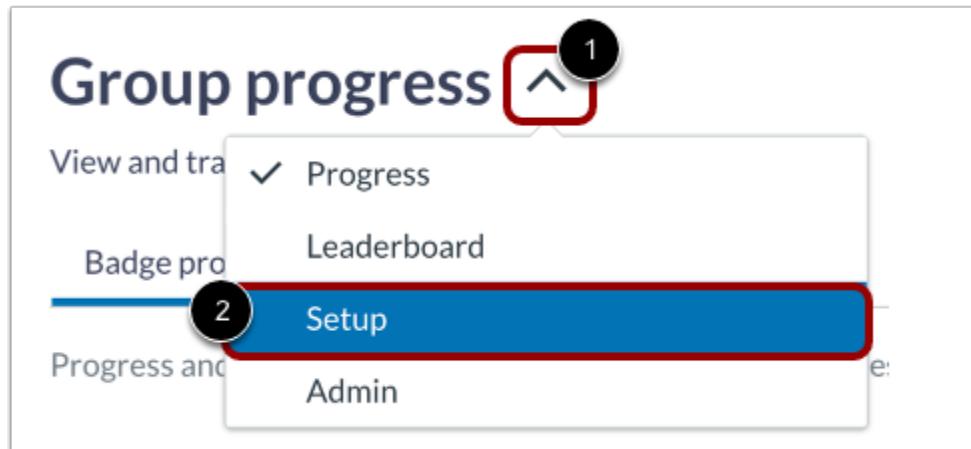
How do I create a badge in Parchment Digital Badges?

Once Parchment Digital Badges is added to your course, you can add badges.

Notes:

- To add a badge to a course, you need to access Canvas setup in the course you would like the badge in.
- You can import badges and pathways into [a new course from a previous course](#). However, you cannot use the Select Specific Content feature to copy badges and pathways and Groups are not copied to the new course.

Open Setup



In the **Group** drop-down menu [1], click the **Setup** link [2].

Add Badge

Group setup

Manage badges, pathways and settings

Badges Pathways Learners Staff Details

Badges

Manage the badge requirements in this group

Add badge

To add a badge to your course, click the **Add badge** button.

Create Badge

CHOOSE A BADGE

Issuer badge
Track or award a badge from your issuer

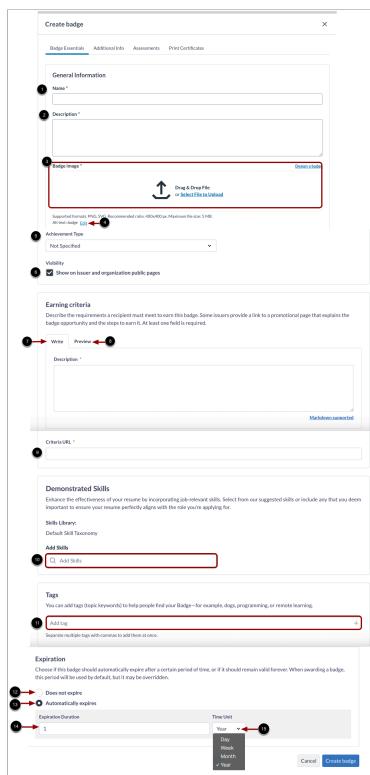
Select badge

1

2 + Create New Badge

To create a new badge, click the **Options** icon [1] and then click the **Create New Badge** link [2].

Add Badge Essentials



The screenshot shows the 'Create badge' interface with the 'Badge Essentials' tab selected. The form includes the following fields:

- Name** [1]: A text input field where a name is being typed.
- Description** [2]: A text input field where a description is being typed.
- Badge Image** [3]: A file uploader with a red border. A tooltip indicates: "Accepted file types: image/jpeg, image/png, image/gif. Recommended size: 400x400px. Maximum file size: 1MB." An 'Edit' link is located below the input.
- Achievement Type** [4]: A dropdown menu showing "Not Specified".
- Visibility** [5]: A checkbox labeled "Show on issuer and organization public pages" which is checked.
- Earning criteria** [6]: A section with a "Title" field containing "Averie" and a "Description" field containing "Description".
- Criteria URL** [9]: A text input field where a URL is being typed.
- Demonstrated Skills** [10]: A section with a "Title" field containing "Skills" and a "Default Skill Taxonomy" dropdown menu. A "Add Skills" button is present, with a red border around the "Add Skills" link.
- Tags** [7]: A text input field where tags are being typed, with a red border around the "Add tag" link.
- Expiration** [8]: A section with a "Duration" dropdown menu set to "Automatically expire" and a "Time Unit" dropdown menu set to "Year". A "Create badge" button is located at the bottom right.

Enter a name in the **Name** field [1].

Enter a summarized description in the **Description** field [2].

Add a badge image using the file uploader [3]. A generated alt text displays. To edit Alt Text, click the **Edit** link [4].

To add an achievement type, select from the **Achievement Type** drop-down [5].

To have your badge show on your issuer and organization public pages, click the **Show on issuer and organization public pages** checkbox [6].

To add an earning criteria description, enter a description [7].

To preview your badge, click the **Preview** link [8].

To add a criteria URL, enter the URL in the **Criteria URL** field [9].

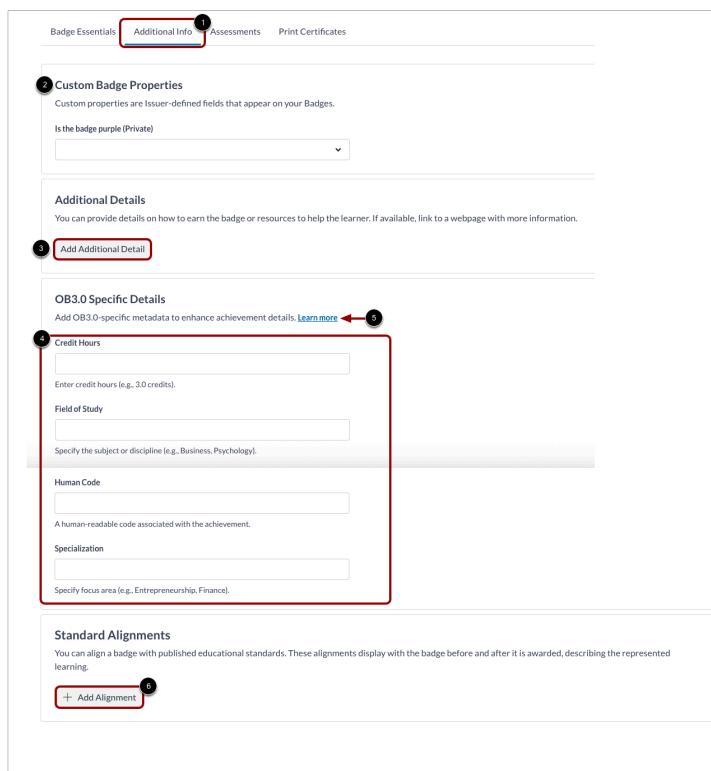
To add skills that align with the role you're applying for, choose from the suggested skills in the **Add Skills** field [10].

To add tags that can help people find your Badge, enter relevant keywords in the **Add tag** field [11].

To make the badge remain valid forever, select the **Does not expire** radio button [12]. To add an expiration, select the **Automatically expires** radio button [13]. Enter the expiration duration [14], and select the time unit for the expiration [15].

Note: Tags are limited to 50 characters. To add tags quickly, press Enter after typing each tag. This adds the tag immediately without requiring you to save the badge.

Add Additional Information



Badge Essentials Additional Info Assessments Print Certificates

Custom Badge Properties
Custom properties are Issuer-defined fields that appear on your Badges.
Is the badge purple (Private)?

Additional Details
You can provide details on how to earn the badge or resources to help the learner. If available, link to a webpage with more information.
Add Additional Detail

OB3.0 Specific Details
Add OB3.0-specific metadata to enhance achievement details. [Learn more](#)

Credit Hours
Enter credit hours (e.g., 3.0 credits).
Field of Study
Specify the subject or discipline (e.g., Business, Psychology).
Human Code
A human-readable code associated with the achievement.
Specialization
Specify focus area (e.g., Entrepreneurship, Finance).

Standard Alignments
You can align a badge with published educational standards. These alignments display with the badge before and after it is awarded, describing the represented learning.
Add Alignment

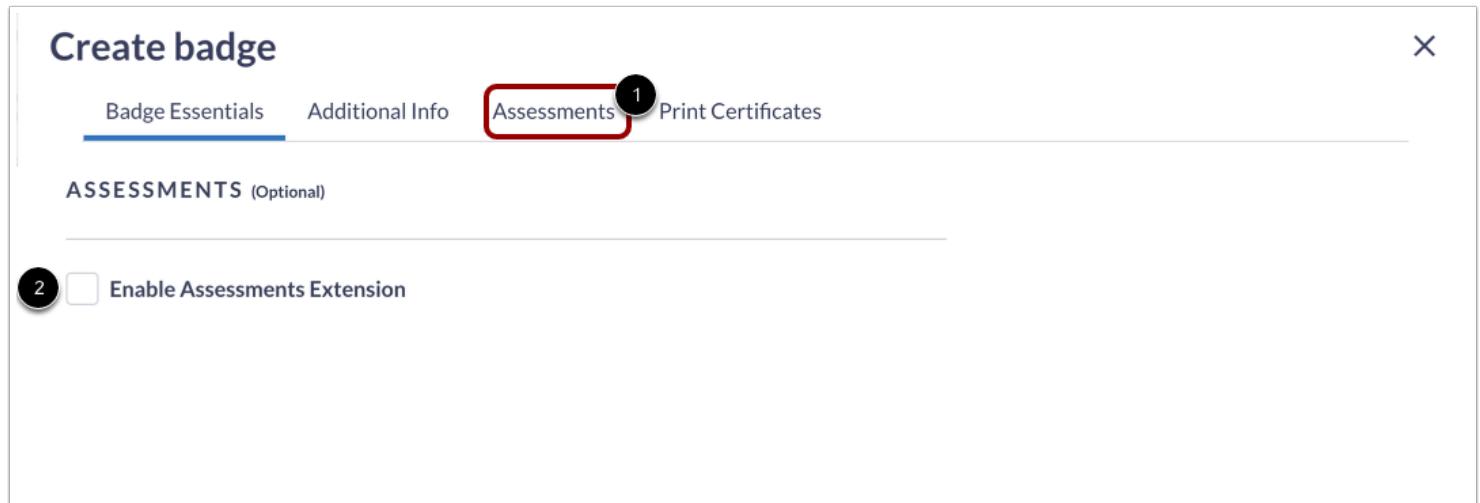
Click the **Additional Info** tab [1]. You can add [Custom Badge Properties](#) to appear on your badges [2]. To provide details on how to earn the badge, click the **Add Additional Detail** button [3].

When OB3 is enabled at the organization level, an OB3.0 Specific Details section displays. Issuers can optionally complete any of the additional fields [4].

For more details related to the fields, click the **Learn More** link [5].

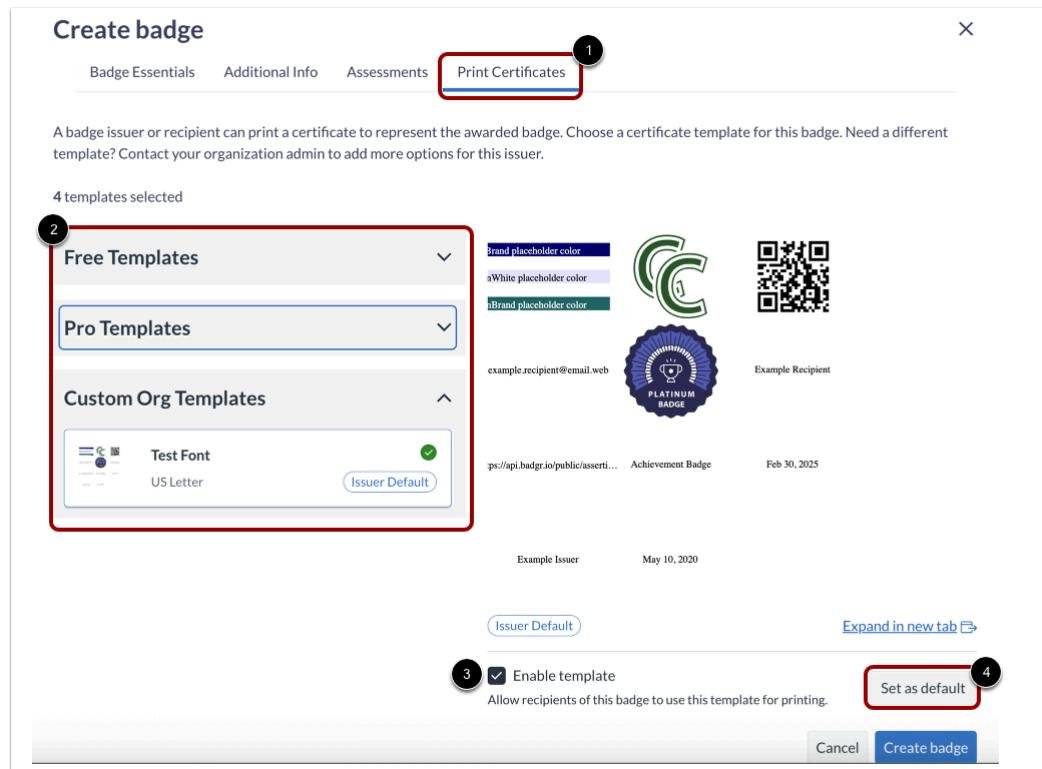
To align a badge with published educational standards, click the **Add Alignment** button [6].

Enable Assessments Extension



To enable the assessment extension, click the **Questions and grading** tab [1], and click the **Enable Assessments Extension** checkbox [2].

Manage Print Certificate



1

2

3

4

A badge issuer or recipient can print a certificate to represent the awarded badge. Choose a certificate template for this badge. Need a different template? Contact your organization admin to add more options for this issuer.

4 templates selected

Free Templates

Pro Templates

Custom Org Templates

Test Font

US Letter

Issuer Default

Example Recipient

example.recipient@email.web

ps://api.badgr.io/public/assertions/ Achievement Badge

Feb 30, 2025

Example Issuer

May 10, 2020

Issuer Default

Expand in new tab

Enable template

Set as default

Cancel

Create badge

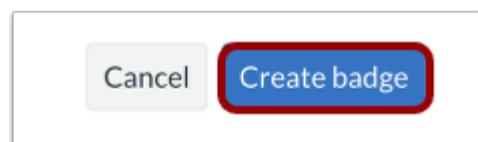
To manage what the print certificate looks like, click the **Print certificates** tab [1].

To view other templates, click the collapsible sections [2].

To allow recipients to use the template for printing, click the **Enable template** checkbox [3].

To set your chosen template as default, click the **Set as default** button [4].

Create Badge



Cancel

Create badge

To save your badge, click the **Create badge** button.

Select Award Type

HOW WILL IT BE AWARDED?

1 **Canvas integration**

Automatically award when learners meet criteria on items in your Canvas course

2 **Manually**

Track a badge that is awarded outside this group, by a pathway, or manually by staff within in the group.

To award a badge based on criteria in your Canvas course, click the **Canvas integration** radio button [1].

To award a badge manually, click the **Manually** radio button [2].

Edit Specify Requirements

SPECIFY REQUIREMENTS

1 Course item *

Revolution

2 Evidence required for Completion

Trigger type *

3 Complete item

Don't award before

If this date trigger is set, the badge will not be awarded before it.

4 Award the badge as soon as the requirements are met

5 Set date trigger for badge awarding

To select which course item is required to complete the badge, click the **Course item** drop-down menu [1].

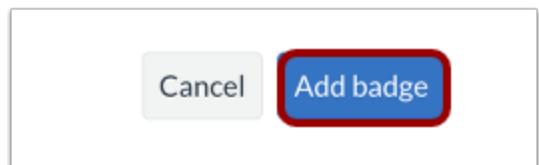
To have learners submit evidence for completion, click the **Evidence required for Completion** checkbox [2].

To select the type of trigger for the badge, click the **Trigger type** drop-down menu and select the trigger type [3].

To award the badge as soon as the requirements are met, click the **Award the badge as soon as the requirements are met** radio button [4].

To set a date trigger for badge awarding, click the **Set date trigger for badge awarding** radio button [5].

Add Badge



To add your badge to your course, click the **Add badge** button.

How do I export a Parchment Digital Badges badge?

You can export a badge by copying its JSON code. To award the same set of badges on different regional Parchment Digital Badges servers or when different issuers must award the same badge, you can export the badge and then [import](#) it.

Notes:

- Parchment Digital Badges is fully integrated with Canvas's course export and import functionality. Micro-badges and pathways associated with a course seamlessly transfer when the course is moved or shared.
- Course exports will not function if credentials are installed only at the course level and not at the sub-account or Root account level.

Open Badge

Issuer badges

Search Issuer Badges

Show active Show archived

Results Per Page 50 1 - 15 of 15

Name	Visibility	Created	Active Awards	⋮
 Course Completion	Public	Sep 14, 2022	15	⋮
 Trademarks 	Public	Sep 19, 2022	14	⋮
 Formatting	Public	Sep 19, 2022	14	⋮

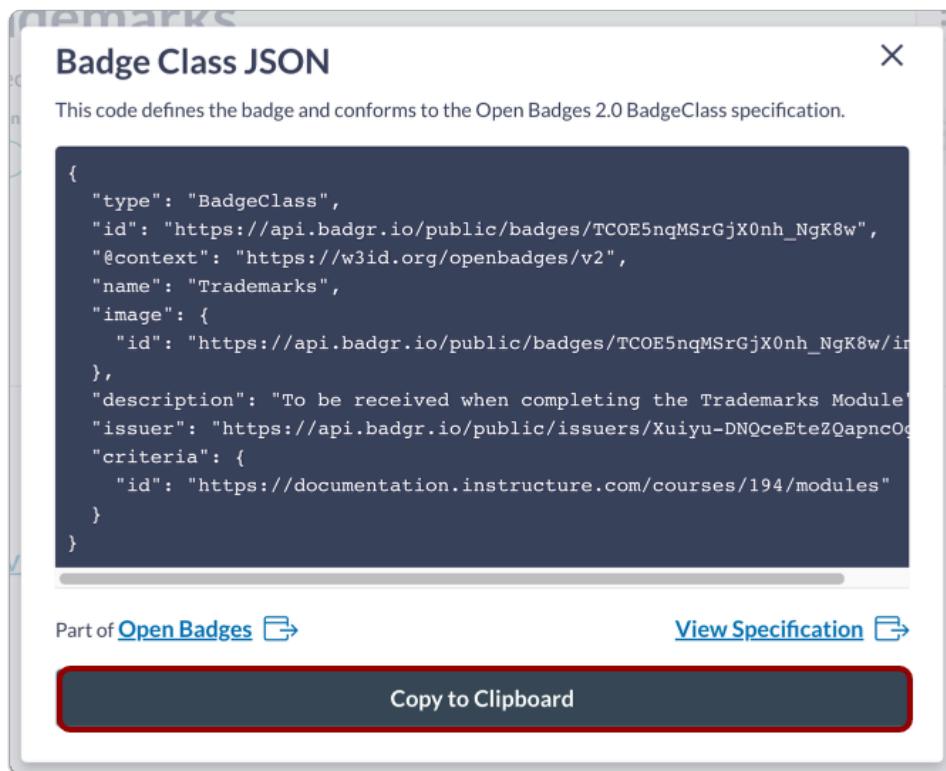
Select a badge to copy by clicking the badge name link.

View JSON

[View JSON](#)

Click the **View JSON** button.

Copy JSON



The screenshot shows a modal window titled "Badge Class JSON". The content area contains the following JSON code:

```
{
  "type": "BadgeClass",
  "id": "https://api.badgr.io/public/badges/TCOE5nqMSrGjX0nh_NgK8w",
  "@context": "https://w3id.org/openbadges/v2",
  "name": "Trademarks",
  "image": {
    "id": "https://api.badgr.io/public/badges/TCOE5nqMSrGjX0nh_NgK8w/icon"
  },
  "description": "To be received when completing the Trademarks Module",
  "issuer": "https://api.badgr.io/public/issuers/Xuiyu-DNQceEteZQapncO",
  "criteria": {
    "id": "https://documentation.instructure.com/courses/194/modules"
  }
}
```

Below the code, there are two buttons: "Part of [Open Badges](#) " and "[View Specification](#) ". At the bottom is a prominent red button with the text "Copy to Clipboard".

To copy the badge, click the **Copy to Clipboard** button.

Note: You can now import the badge by pasting the copied JSON code. Learn more about [importing a Canvas Badge](#).

How do I import a Parchment Digital Badges badge?

You can import a badge through a file, a URL, or JSON code. Import a badge when you want to award the same set of badges on different regional Parchment Digital Badges servers or when different issuers must award the same badge.

Notes:

- Parchment Digital Badges is fully integrated with Canvas's course export and import functionality. Micro-badges and pathways associated with a course seamlessly transfer when the course is moved or shared.
- You can [export a badge](#) from one issuer and then import it under another.

Open Issuer



[History 101](#)
Verified

This course is a short 5 week review course that covers US History from 1775 to 1791, including the Declaration of Independence, Revolution, Articles of Confederation and the Constitution, and the Bill of Rights. [View More](#)

16 BADGES | 62 AWARDS | 8 PATHWAYS | 10 GROUPS | 15 GROUP MEMBERS

[View Issuer](#)



[Instructure Community Documentation Issuer](#)
Verified

Instructure Community Documentation Team

16 BADGES | 127 AWARDS | 1 PATHWAY | 5 GROUPS | 17 GROUP MEMBERS

[View Issuer](#)

To open an issuer, click the **View Issuer** button.

Import Badge

Instructure Community Documentation Issuer



Instructure Community Documentation Team

Verified

Public

15 BADGES | 127 AWARDS | 1 PATHWAY | 5 GROUPS | 17 GROUP MEMBERS

Badges Pathways Groups Staff Members Analytics Data management

Issuer badges

Search Issuer Badges

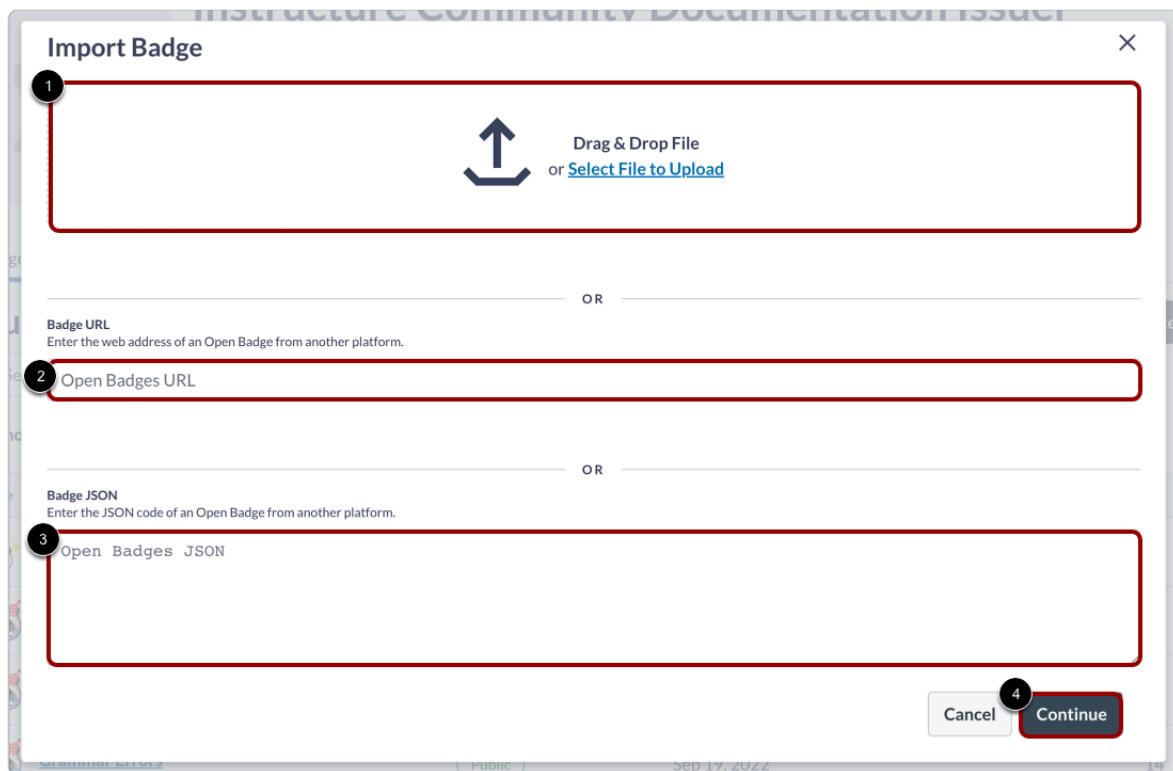
Show active Show archived

1  Create badge

Import Badge 2 15 of 15 < >

To import a badge, click the **Options** icon [1] and click the **Import Badge** link [2].

Select Import type



The screenshot shows a 'Import Badge' dialog box with three main sections, each outlined with a red box and numbered 1 through 4. Section 1 (top) contains a file upload area with an 'up arrow' icon and the text 'Drag & Drop File or Select File to Upload'. Section 2 (middle) contains a text input field labeled 'Open Badges URL'. Section 3 (bottom) contains a text input field labeled 'Open Badges JSON'. Each section is preceded by a small 'OR' separator. At the bottom right of the dialog are 'Cancel' and 'Continue' buttons, with 'Continue' being the larger, dark button.

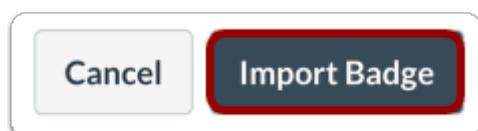
To import a badge, you can import a file, add a badge URL, or enter badge JSON code.

To import a badge file, click the file uploader [1].

To add a badge URL, enter it in the **Open Badges URL** field [2].

To add badge JSON code, enter or paste it into the **Open Badges JSON** field [3].

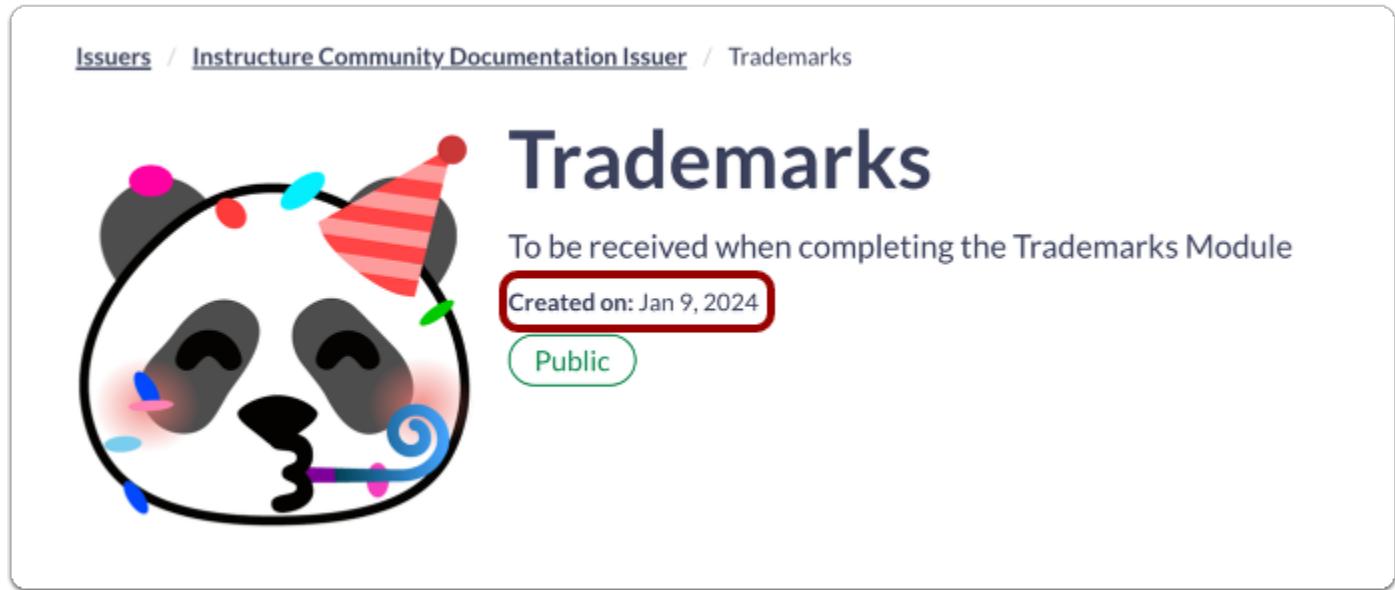
Import Badge



To save the badge to the issuer, click **Import Badge**.

View New Badge

[Issuers](#) / [Instructure Community Documentation Issuer](#) / Trademarks



Trademarks

To be received when completing the Trademarks Module

Created on: Jan 9, 2024

Public

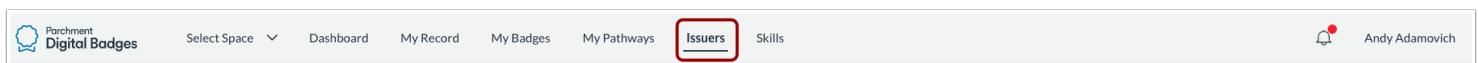
The new badge displays on the page with the creation date.

How do I create or add an issuer in Parchment Digital Badges?

An issuer is an organization, department, or individual issuing badges. To set up badging in a Canvas course, you must have an issuer.

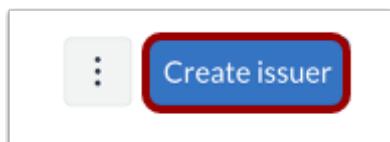
Note: Users can no longer create new free issuers, but existing free issuers will continue to function without changes.

Open Issuers



In the Navigation, click the **Issuers** link.

Create Issuer



To create an issuer, click the **Create issuer** button.

Add New Issuer Details

Create issuer

Creating an issuer allows you to award badges to recipients.

[Learn More](#)

ISSUER INFO

Issuer name *
1.

Issuer website *
2.

Issuer email *
3. Please select an email address

Issuer description *
4.

Issuer image
5. Drag & Drop File or [Select File to Upload](#)

6. Show on Organization Public Page
7. I have read and agree to the [Data Processor Addendum](#).

To add an issuer name, type the name in the **Name** field [1].

Add your institution's or organization's URL to the **Issuer website** field [2].

To add a contact email for the issuer, select an [existing email](#) from the drop-down menu [3].

To add a description for the individual, group, institution, or organization managing the Issuer, enter a description in the **Issuer description** field [4].

To add an image to the issuer profile from your computer, click or drag and drop an image file to the **Issuer image** uploader [5].

By default, new issuers display on your organization's public page. To hide the issuer from your organization's public page, deselect the **Show on Organization Public Page** checkbox [6].

Review [Instructure's Data Processing Addendum policy](#). To accept the terms, click the **I have read and agree to the Data Processor Addendum** checkbox [7].

Add Existing Issuer



To add an existing issuer, click the **Options** icon [1] and click the **Add existing issuer** link [2]

Select Existing Issuer

Add existing issuer

Select from the list below which existing Issuers you'd like to add to this Organization. You must add or create at least one Issuer to complete the onboarding process. Badges awarded from these issuers will count toward your subscription limit.

Issuers to add to your Organization

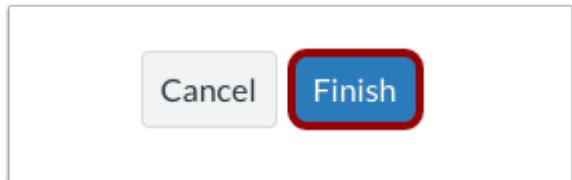
No issuers selected. Select issuers below.

Current Issuers

	Instructure Documentation Instructure Documentation Demo Account 2 BADGES	<input type="button" value="Select"/>
	Faculty A badge for outstanding faculty performance 1 BADGE	<input type="button" value="Select"/>

To select an existing issuer, click the **Select** button next to the issuer's name.

Save Existing Issuer



To add the existing issuer, click the **Finish** button.

How do I manage issuers in Parchment Digital Badges?

Issuer staff members can manage issuer details and settings. If your issuer is associated with a Canvas LMS account, you can also manage those issuer details and settings.

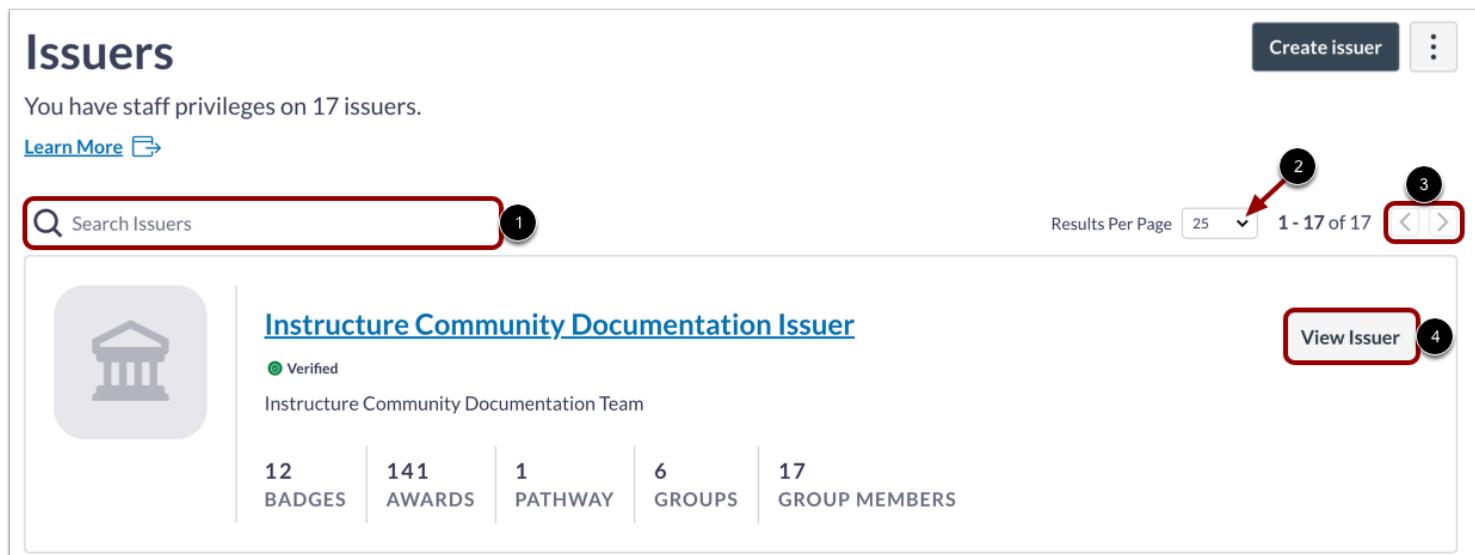
Open Issuers



The screenshot shows the Parchment Digital Badges navigation bar. The 'Issuers' link is highlighted with a red box. Other menu items include 'Select Space', 'Dashboard', 'My Record', 'My Badges', 'My Pathways', 'Skills', and a user profile for 'Andy Adamovich'.

In Parchment Digital Badges Navigation, click the **Issuers** link.

Open Issuer



The screenshot shows the 'Issuers' page. It displays a list of issuers with 17 entries. The 'Instructure Community Documentation Issuer' is highlighted. Key UI elements include a search bar [1], a 'Results Per Page' dropdown [2], page navigation arrows [3], and a 'View Issuer' button [4].

12 BADGES	141 AWARDS	1 PATHWAY	6 GROUPS	17 GROUP MEMBERS
Instructure Community Documentation Team				

To search for an issuer by a keyword, type the keyword in the **Search Issuers** field [1].

By default 25 issuers display per page. To manage the number of issuers that display per page, click the **Results Per Page** dropdown [2].

To navigate to other results pages, click use the page navigation arrows [3].

Once you have located the issuer, you can view issuer details by clicking the **View Issuer** button [4].

Manage Issuer



Instructure Community Documentation Issuer

Verified Public

Instructure Community Documentation Team

12 BADGES | 141 AWARDS | 1 PATHWAY | 6 GROUPS | 17 GROUP MEMBERS

⋮ 1
Edit Issuer 2
Delete Issuer 3
View public page 4

To manage the issuer, click the **Options** icon [1].

To edit issuer details, select the **Edit Issuer** link [2].

To delete an issuer, all badges associated with the issuer must be [revoked](#) and all badge classes deleted. Once badges have been revoked and badge classes deleted, you can delete the issuer by selecting the **Delete Issuer** link [3].

To view and manage which badges display on the issuer's public page, select the **View public page** link [4].

Edit Issuer

Edit Issuer

Edit the information associated with this issuer profile.

Basic Info Content Settings Custom Badge Properties Print certificates [1]

ISSUER INFO

Image (optional)

Drag & Drop File or [Select File to Upload](#)

Name *
Instructure Community Documentation Issuer

Website URL *
<https://documentation.instructure.com>

Contact email *

Description *
Instructure Community Documentation Team

Show on Organization public page

[2] Cancel Save issuer

Who's awarding badges?
An issuer can represent an organization, group, course or individual. Create issuers for departments in a company, for example, or for something personal like a book club.
Important: This info will appear on the issuer's public page and will be part of each badge this issuer awards — and remember, recipients can share badges with anyone.

You can edit issuer details listed in any of the available tabs [1].

To save your changes, click the **Save issuer** button [2].

How do I manage badge visibility on the Issuer's public page?

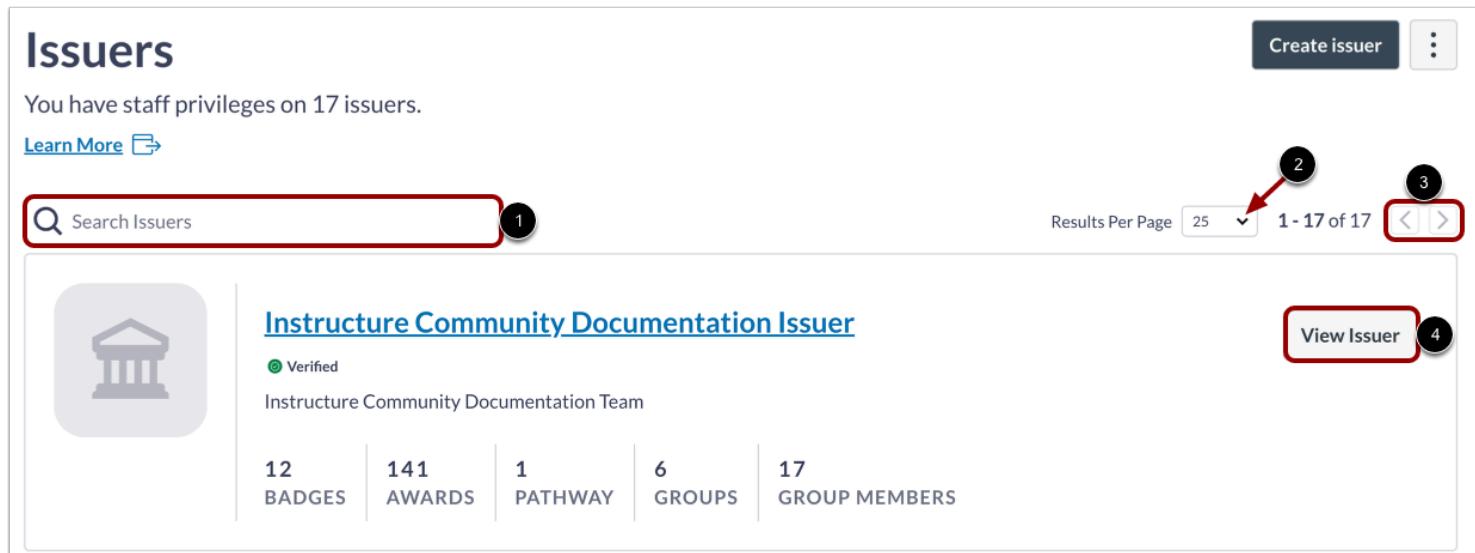
Issuer staff members can manage which badges display on the issuer's public page.

Open Issuers



In Parchment Digital Badges Navigation, click the **Issuers** link.

Open Issuer



Issuers

You have staff privileges on 17 issuers.

[Learn More](#)

Search Issuers 1

Results Per Page 25 2

1 - 17 of 17 3

Instructure Community Documentation Issuer 4

Verified

Instructure Community Documentation Team

12 BADGES | 141 AWARDS | 1 PATHWAY | 6 GROUPS | 17 GROUP MEMBERS

To search for an issuer by a keyword, type the keyword in the **Search Issuers** field [1].

By default 25 issuers display per page. To manage the number of issuers that display per page, click the **Results Per Page** dropdown [2].

To navigate to other results pages, click use the page navigation arrows [3].

Once you have located the issuer, you can view issuer details by clicking the **View Issuer** button [4].

View Issuer Public Page



Instructure Community Documentation Issuer

Verified Public

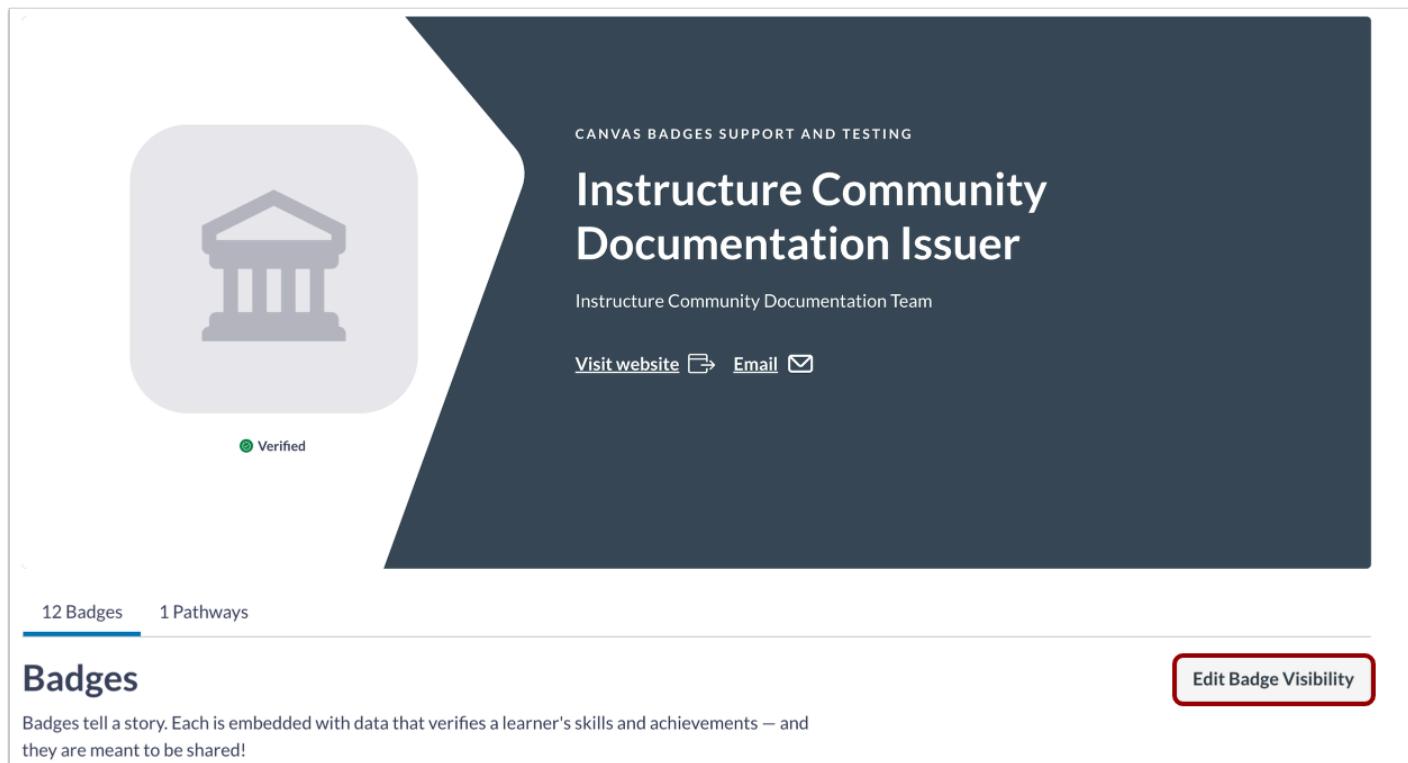
Instructure Community Documentation Team

12 BADGES | 141 AWARDS | 1 PATHWAY | 6 GROUPS | 17 GROUP MEMBERS

[Edit Issuer](#) [Delete Issuer](#) [View public page](#)

To view and manage which badges display on the issuer's public page, click the **Options** icon [1] and select the **View public page** link [2].

Edit Badge Visibility



CANVAS BADGES SUPPORT AND TESTING

Instructure Community Documentation Issuer

Instructure Community Documentation Team

[Visit website](#) [Email](#)

12 Badges | 1 Pathways

Badges

Badges tell a story. Each is embedded with data that verifies a learner's skills and achievements — and they are meant to be shared!

[Edit Badge Visibility](#)

To manage badge visibility on the issuer's public page, click the **Edit Badge Visibility** button.

Manage Badge Visibility

Badges

Badges tell a story. Each is embedded with data that verifies a learner's skills and achievements – and they are meant to be shared!

Search badges 1

Badge Name A - Z

Badges	Show badge	Show badge	Show badge
 Audience	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> 2
 Call to Action	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Concise Writing	<input type="checkbox"/>	<input checked="" type="checkbox"/> 2	<input type="checkbox"/>
 Course Completion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Done Editing 3

By default badges display in alphabetical order. To search for a specific badge, type a keyword in the **Search badges** field [1].

By default, badges display on the issuer's public page. To hide a badge on the public page, click the **Show badge** toggle [2].

To save your changes, click the **Done Editing** button [3].

Note: If all badges are hidden for an issuer, no badges display on the issuer's public page.

How do I change how a badge is awarded in Parchment Digital Badges?

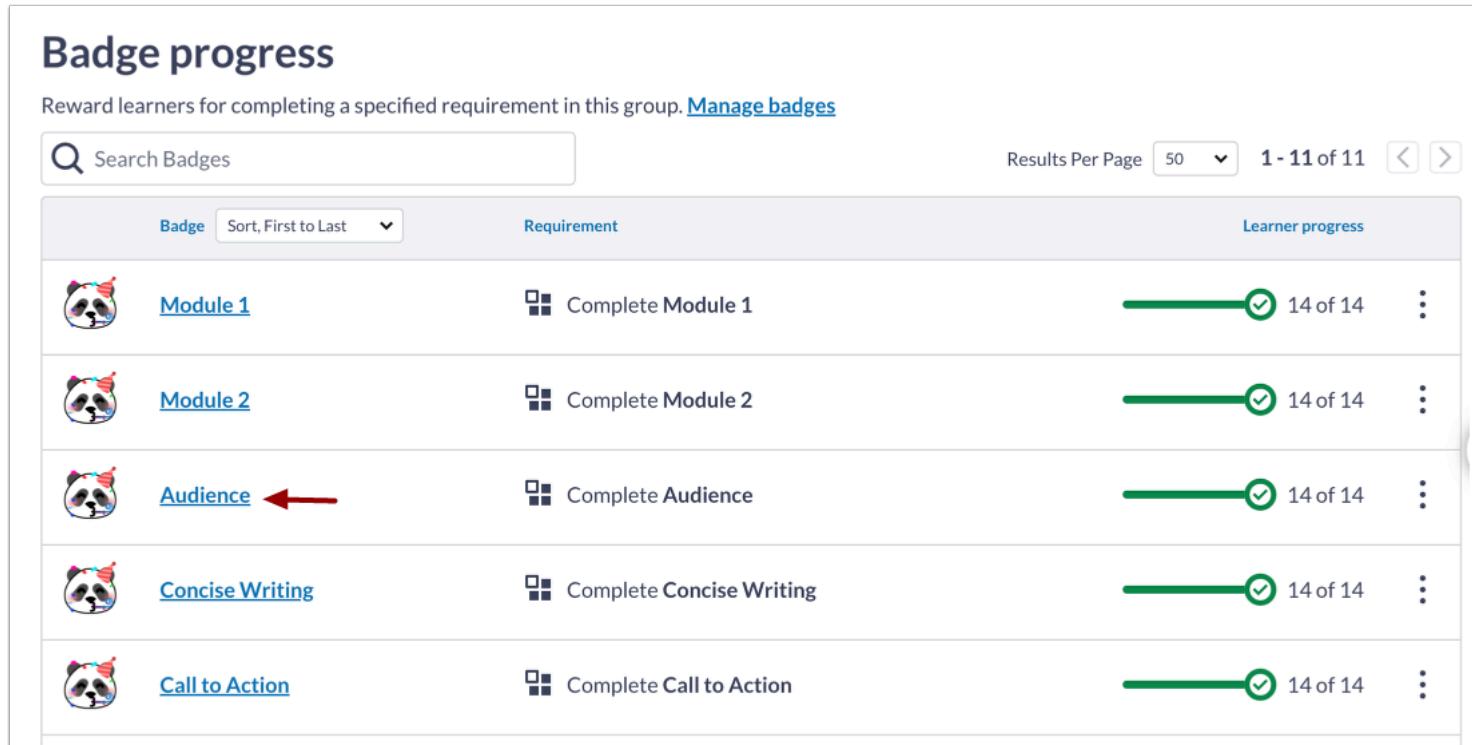
When a badge is added or created in a group, you can change how the badge is awarded to users.

Open Progress



In Parchment Digital Badges Navigation, click the **Progress** link.

Open Badge



Badge progress

Reward learners for completing a specified requirement in this group. [Manage badges](#)

Badge	Requirement	Learner progress
 Module 1	<input type="checkbox"/> Complete Module 1	<div style="width: 100%;"><div style="width: 100%;"> 14 of 14</div></div> ::
 Module 2	<input type="checkbox"/> Complete Module 2	<div style="width: 100%;"><div style="width: 100%;"> 14 of 14</div></div> ::
 Audience ←	<input type="checkbox"/> Complete Audience	<div style="width: 100%;"><div style="width: 100%;"> 14 of 14</div></div> ::
 Concise Writing	<input type="checkbox"/> Complete Concise Writing	<div style="width: 100%;"><div style="width: 100%;"> 14 of 14</div></div> ::
 Call to Action	<input type="checkbox"/> Complete Call to Action	<div style="width: 100%;"><div style="width: 100%;"> 14 of 14</div></div> ::

Click the name of the badge you want to update.

Edit Badge Requirements



Learner progress 14 of 14 earned (100%)

Audience

Requirement
Complete Audience

Offered by
[Instructure Community Documentation Issuer](#)

Leaderboard points
1

Edit requirements ⋮

Requirement description:
Complete the Canvas module [Audience](#) .

Click the **Edit requirements** button.

Edit Requirements

Edit badge requirements

Edit the requirements for this Canvas requirement badge

[Learn More](#) 

BADGE



Audience

Instructure Community Documentation Issuer

 Verified

To be received when completing the Audience Module

HOW WILL IT BE AWARDED?

  **Canvas integration**

Automatically award when learners meet criteria on items in your Canvas course

  **Manually**

Track a badge that is awarded outside this group, by a pathway, or manually by staff within in the group.

To award a badge based on a criteria in your Canvas course, select the **Canvas integration** radio button [1].

To award a badge manually, click the **Manually** radio button [2].

Save Changes

Cancel

Save changes

To save your award type, click the **Save changes** button.

How do I edit a badge as an Issuer?

[Issuer staff members](#) can manage badge details.

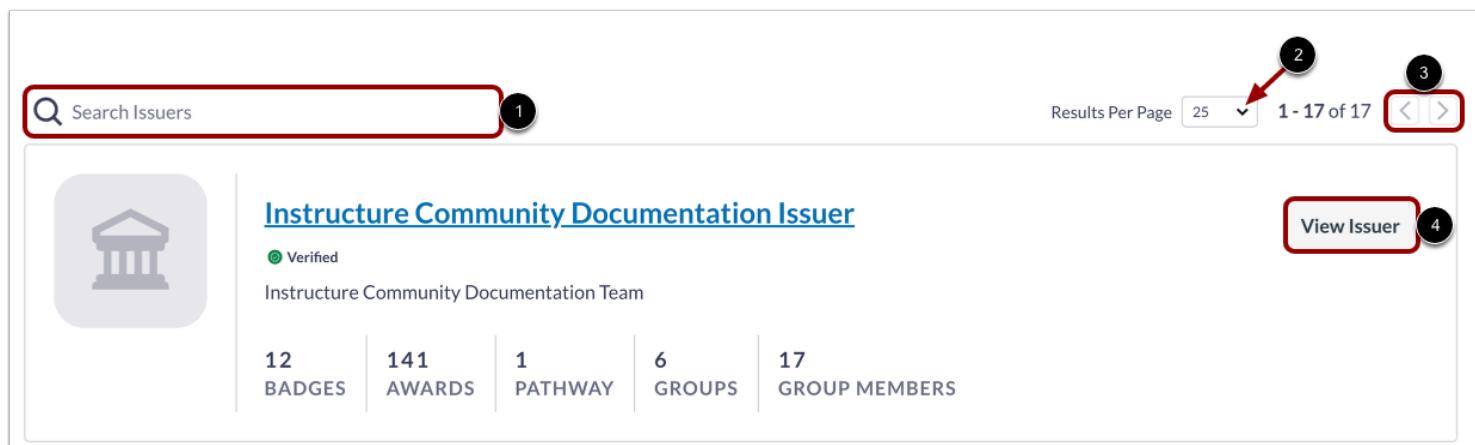
Open Issuer



Parchment Digital Badges Select Space ▾ Dashboard My Record My Badges My Pathways **Issuers** Skills Andy Adamovich

In Parchment Digital Badges Navigation, click the **Issuers** link.

Open Issuer



Search Issuers 1

Results Per Page 25 2

1 - 17 of 17 3

[View Issuer](#) 4

12 BADGES	141 AWARDS	1 PATHWAY	6 GROUPS	17 GROUP MEMBERS
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Instructure Community Documentation Issuer

Verified

Instructure Community Documentation Team

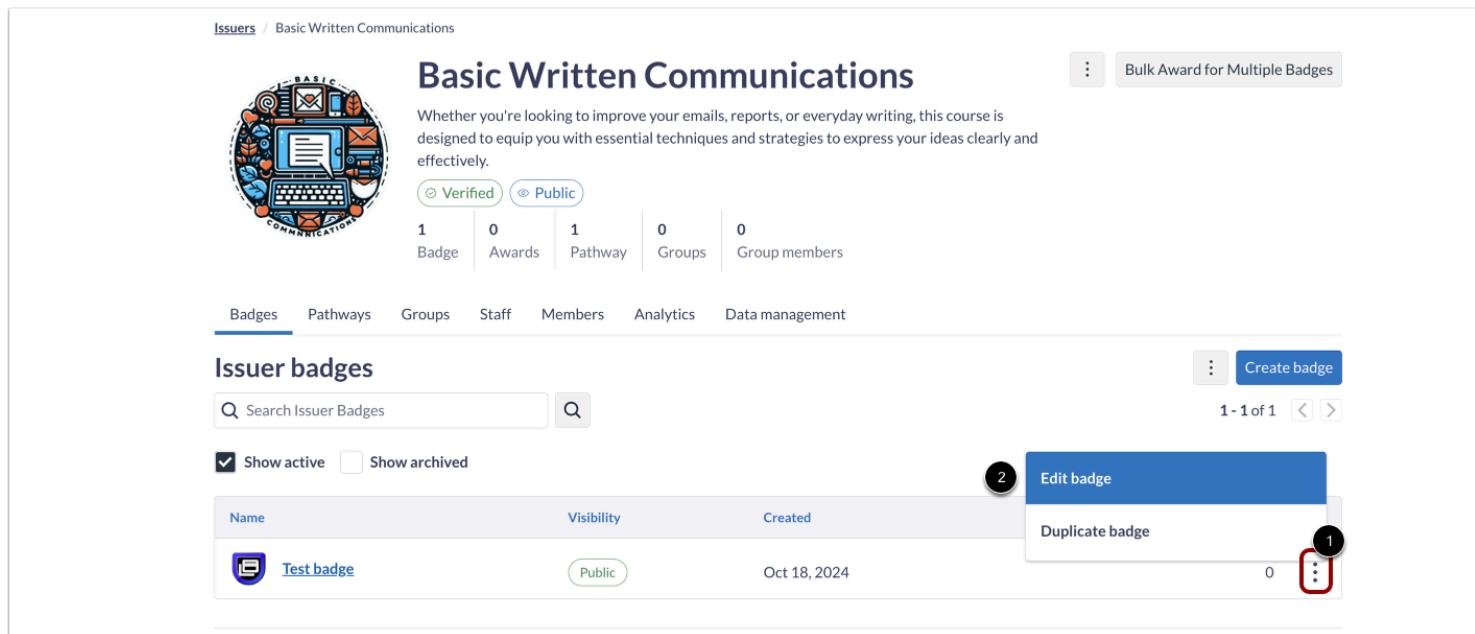
To search for an issuer by a keyword, enter the keyword in the **Search Issuers** field [1].

By default 25 issuers display per page. To change the number of issuers that display per page, click the **Results Per Page** drop-down menu [2].

To navigate to other results pages, click use the page navigation arrows [3].

Once you have located the issuer, you can view issuer details by clicking the **View Issuer** button [4].

Open Badge



Issuers / Basic Written Communications

Basic Written Communications

Whether you're looking to improve your emails, reports, or everyday writing, this course is designed to equip you with essential techniques and strategies to express your ideas clearly and effectively.

Verified Public

1 Badge	0 Awards	1 Pathway	0 Groups	0 Group members
---------	----------	-----------	----------	-----------------

Badges Pathways Groups Staff Members Analytics Data management

Issuer badges

Search Issuer Badges

Show active Show archived

Name	Visibility	Created
 Test badge	Public	Oct 18, 2024

To edit a badge, click the **Options** icon [1] and then click the **Edit badge** link [2].

Edit Badge

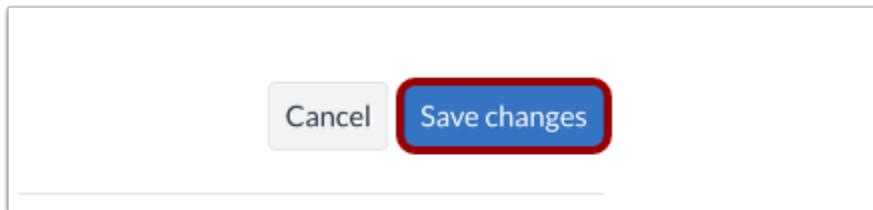
Edit badge

Edit the information about this achievement.

Basic info Additional info Questions and grading Print certificates

You can edit [badge details](#) listed in any of the available tabs.

Save Changes



To save changes, click the **Save changes** button.

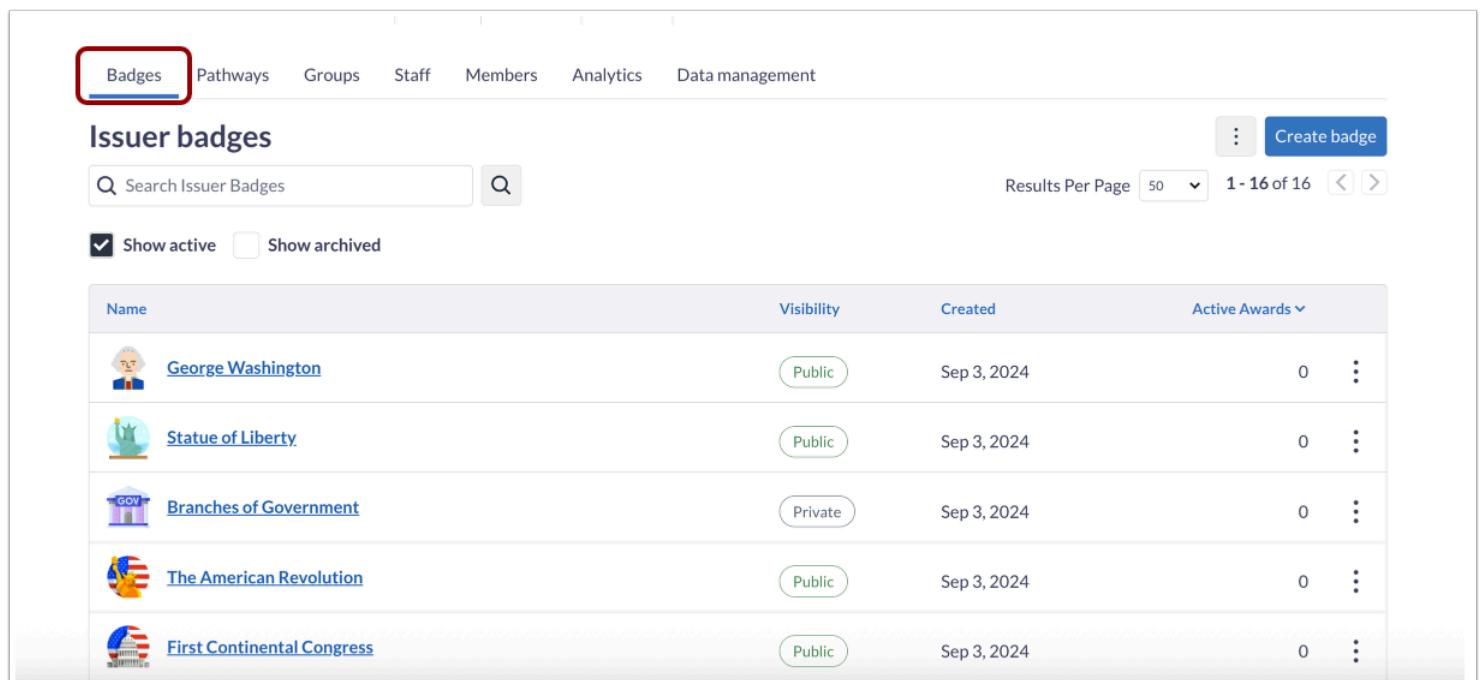
How do I archive a badge in Parchment Digital Badges?

Issuers and administrators can archive badges. Once archived, you can view archived badges or reactivate badges.

Notes:

- Archiving a badge removes it from active circulation while retaining its associated metadata for future reference.
- You can also [delete the badge](#).

Open Badges



The screenshot shows the 'Badges' tab selected in the navigation bar. The main content area is titled 'Issuer badges' and displays a list of five badges. Each badge entry includes a thumbnail icon, the badge name, its visibility status (Public or Private), the creation date (Sep 3, 2024), the number of active awards (0), and a three-dot menu icon. A search bar and filter options for 'Show active' and 'Show archived' are also visible.

Name	Visibility	Created	Active Awards
George Washington	Public	Sep 3, 2024	0
Statue of Liberty	Public	Sep 3, 2024	0
Branches of Government	Private	Sep 3, 2024	0
The American Revolution	Public	Sep 3, 2024	0
First Continental Congress	Public	Sep 3, 2024	0

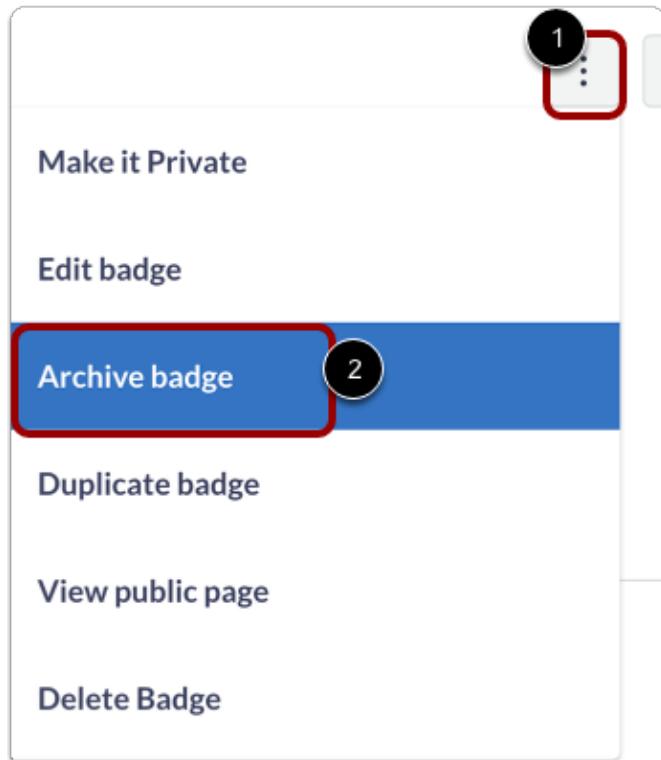
To view badges, click the **Badges** tab.

Select Badge

Name	Created	Active Awards	⋮
 Course Completion	Sep 14, 2022	15	⋮
 Headlines ←	Sep 19, 2022	14	⋮
 Trademarks	Sep 19, 2022	14	⋮
 Formatting	Sep 19, 2022	14	⋮
 Grammar Errors	Sep 19, 2022	14	⋮

Click the name of the badge you would like to archive.

Archive Badge



To archive the badge, click the **Options** menu [1], then click then **Archive badge** link[2].

Confirm Archive

Archive Badge

If you archive the badge, all the awards will remain active, but in the future you will not be able to award this badge and any associations within a group will be removed.

Note (optional)
If you want, you can add an explanation why you decided to archive this badge.

1

2

Cancel **Archive**

You can leave a note in the **Note** field [1] about the badge. When you are finished, click the **Archive** button [2].

Manage Archived Badges

Issuer badges

Search Issuer Badges

Show active Show archived

Name	Created
 Headlines	Sep 19, 2022

To view archived badges, click the **Show archived** checkbox.

[Issuers](#) / [Human Resources](#) / Demo badge

! This badge's visibility is currently set to public, this means it will appear on your public pages. You may consider changing its visibility to private. X



Demo badge

Created on: Aug 15, 2023

Public Archived

ACHIEVEMENT Achievement type: Badge

⋮ Reactivate badge

 Offered by
Human Resources

Details Awards Data management Archival details

Badge details

Earning Criteria
Recipients must complete the earning criteria to earn this badge

[View External Criteria](#)

To reactivate the badge, open the badge and click the **Reactivate badge** button.

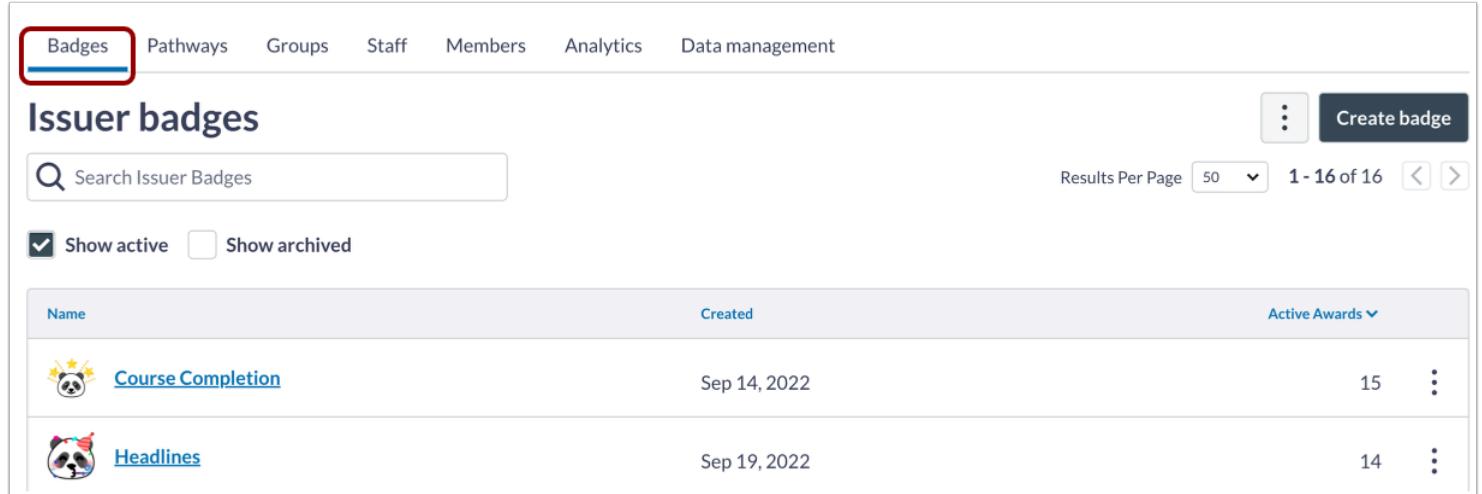
How do I delete a badge in Parchment Digital Badges?

Badges can be deleted by issuers and administrators.

Notes:

- If a badge is associated with a pathway, the badge must be removed from the pathway before deleting the badge.
- Once deleted, badges are permanently deleted. Consider [archiving the badge](#) for future use.

Open Badges



Badges Pathways Groups Staff Members Analytics Data management

Issuer badges

Search Issuer Badges

Results Per Page 50 1 - 16 of 16

Show active Show archived

Name	Created	Active Awards
 Course Completion	Sep 14, 2022	15
 Headlines	Sep 19, 2022	14

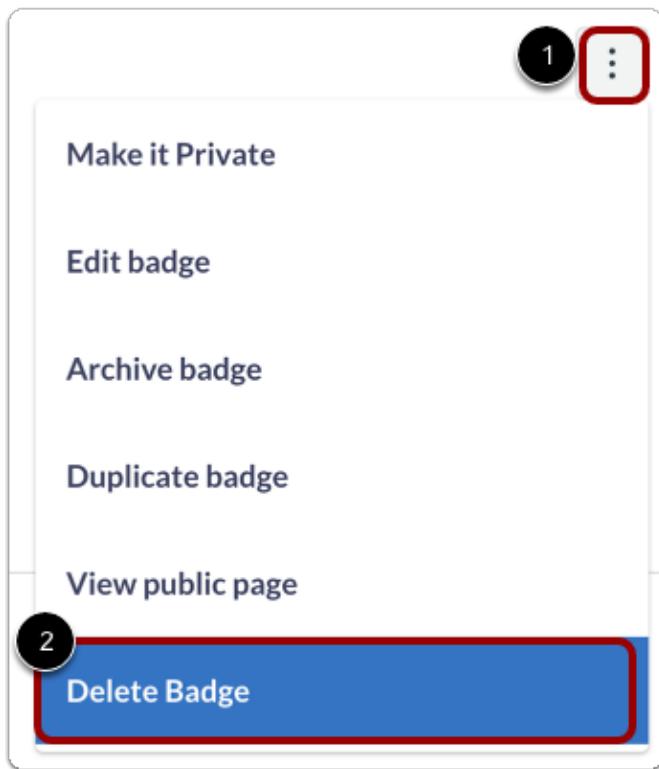
To view badges, click the **Badges** tab.

Select Badge

Issuer badges				<input type="button" value="Create badge"/>
<input type="text" value="Search Issuer Badges"/> <input type="button" value=""/>		Results Per Page <input type="button" value="50"/> 1 - 12 of 12 <input type="button" value=""/> <input type="button" value=""/>		
<input checked="" type="checkbox"/> Show active <input type="checkbox"/> Show archived		Active Awards <input type="button" value=""/>		
	Assignment badge	<input type="button" value="Public"/>	Aug 2, 2023	6 <input type="button" value=""/>
	Artificial Intelligence	<input type="button" value="Public"/>	Aug 2, 2023	3 <input type="button" value=""/>
	Dori badge	<input type="button" value="Public"/>	Aug 2, 2023	2 <input type="button" value=""/>
	Modul completion	<input type="button" value="Public"/>	Aug 2, 2023	2 <input type="button" value=""/>
	QR badge	<input type="button" value="Public"/>	Aug 2, 2023	2 <input type="button" value=""/>
	Prereq badge	<input type="button" value="Public"/>	Aug 2, 2023	2 <input type="button" value=""/>
	The American Revolution	<input type="button" value="Public"/>	Aug 2, 2023	1 <input type="button" value=""/>

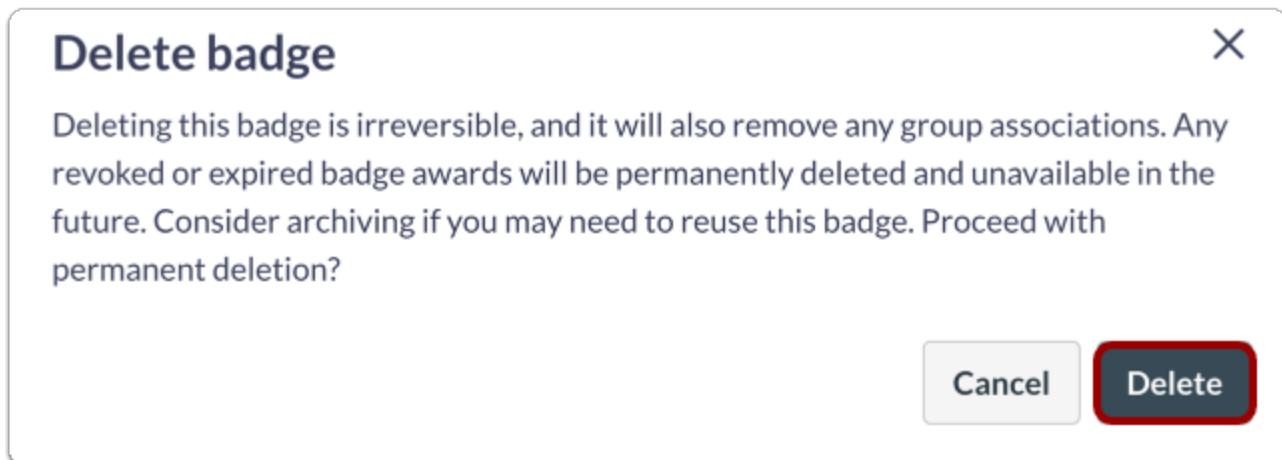
Click the name of the badge you would like to delete.

Delete Badge



To delete a badge, click the **Options** icon [1], then click the **Delete Badge** link [2].

Delete Badge



Click the **Delete** button.

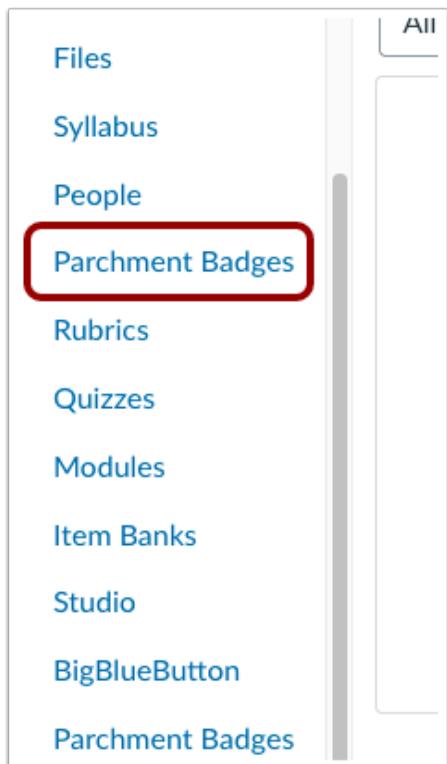
Note: You can also [archive the badge](#).

How do I submit evidence to a badge in the Parchment Digital Badges LTI as a learner?

In the Parchment Digital Badges LTI, you can submit evidence to a badge in a course for your instructor to review.

Note: Learners automatically receive notifications for changes to mandatory or non-mandatory evidence requirements and when evidence is accepted or rejected by instructors, including reasons and additional notes.

Open Parchment Badges



In Course Navigation, click the **Parchment Badges** link.

Open Badge

History 101 ▾



Offered by
[History 101](#)

Ends on
Jan 23, 2025

Progress in History 101
Badges Earned (2 of 3)
Pathway completion
1 of 1 started

Emily Boone
emilyboone@instructure.com

My badge progress

Badge	Order, First to Last	Completion requirements	Evidence	Status
	George Washington	 Complete George Washington Essay	<input type="button" value="Not Required"/>	 Earned – Mar 12, 2024
	The Declaration of Independence	 Complete Declaration of Independence	<input type="button" value="Not Required"/>	 Earned – Mar 12, 2024
	American Heroes ←	 Complete Class Information	<input type="button" value="Required"/>	 Not earned

Click the badge name that needs evidence.

Submit Evidence

American Heroes ▾

Not Earned



Offered by: [History 101](#)

Requirement
Complete [Class Information](#)

How do I earn this badge?
Complete the Canvas module [Class Information](#) ↗

Module status in Canvas
Checked at 10:59 AM.

Evidence

Submit evidence

Required

To submit evidence, click the **Submit evidence** button.

Submit Evidence Item

Submit Evidence

[Write](#) [Preview](#) [X](#)

1 **Item narrative**
A textual narrative that describes this evidence item

Markdown supported

2 **Item URL ***
A URL that contains information about this evidence item, such as a document, photograph or video

3 [Cancel](#) [Submit](#)

In the Item narrative field, enter or copy and paste text that describes the evidence item [1].

In the **Item URL** field, enter a URL that contains information about the evidence item such as a document, photograph, or video [2].

Click the **Submit** button [3].

View Evidence

American Heroes ▾



Not Earned

Offered by: History 101

Requirement
Complete Class Information

How do I earn this badge?
Complete the Canvas module [Class Information](#)

Module status in Canvas
Checked at 10:59 AM.

Evidence

Submitted on Mar 28, 2024, 10:24:14 AM

My Submission
<https://www.bartleby.com/essay/The-Benjamin-Franklin-PKGW524C8BRA>

Benjamin Franklin was as famous as any president, but yet never elected to public office. He was one of the nation's revolutionary founding fathers of all time. Benjamin Franklin was a respected hero of America of many talents and accomplishments. First of all, Benjamin Franklin was born at Boston in 1706. He was the tenth sibling in the family. He was the son of a soap and candle maker. Josiah would father seventeen children in total after having two wives.

Submitted evidence displays within the badge page.

How do I review submitted evidence to a badge in the Parchment Digital Badges LTI as an issuer or admin?

In the Parchment Digital Badges LTI, you can review submitted evidence to a badge in a course.

Open Badge

Group progress ▾

View and track overall learner progress

Badge and pathway progress Learner progress

Progress and roster last updated Today at 7:29 AM Progress or roster doesn't look right? [Update now](#)

Badge progress

Reward learners for completing a specified requirement in this group. [Manage badges](#)

Badge	Sort, First to Last	Requirement	Evidence	Learner progress
	George Washington	 Complete George Washington Essay	<div style="width: 100px; background-color: #ccc; height: 10px; margin-bottom: 5px;"></div> <div style="width: 100px; background-color: #333; height: 10px;"></div>	1 of 14
	The Declaration of Independence	 Complete Declaration of Independence	<div style="width: 100px; background-color: #ccc; height: 10px; margin-bottom: 5px;"></div> <div style="width: 100px; background-color: #333; height: 10px;"></div>	1 of 14
	American Heroes ←	 Complete Class Information	<div style="width: 100px; background-color: #ccc; height: 10px; margin-bottom: 5px;"></div> <div style="width: 100px; background-color: #333; height: 10px;"></div>	0 of 14

Click the badge name that requires evidence.

Open Student

Learner progress

0 of 14 learners have earned this badge.

Learner	Sort by ...	Evidence	Status
BJ Bruce Jones (brucejones@)		Required	Not earned
EL Eli Leafton (eleafton@)		Required	Not earned
EB Emily Boone  (emilyboone@)		Submitted	Not earned
GB Gregory Boyd (gboyd@)		Required	Not earned

Click the student's name who submitted evidence.

View Evidence

Evidence

Submitted on Mar 28, 2024, 10:24:14 AM

Submission

<https://www.bartleby.com/essay/The-Benjamin-Franklin-PKGW524C8BRA>

Benjamin Franklin was as famous as any president, but yet never elected to public office. He was one of the nation's revolutionary founding fathers of all time. Benjamin Franklin was a respected hero of America of many talents and accomplishments. First of all, Benjamin Franklin was born at Boston in 1706. He was the tenth sibling in the family. He was the son of a soap and candle maker. Josiah would father seventeen children in total after having two wives.

1  2 

To reject the submitted evidence, click the **Reject** button [1].

To accept the submitted evidence, click the **Accept** button [2].

Reject Evidence

Explanation for Evidence Rejection

1 Text
Explain why you reject the evidence.

2 Cancel Confirm

Use the text field [1] to explain why you are rejecting the evidence and click the **Confirm** button [2].

Accept Evidence

Explanation for Evidence Acceptance

1 Text
Explain why you accept the evidence.

2 **Cancel** **Confirm**

In the **Text** field, provide an explanation for rejecting the evidence [1]. Then, click the **Confirm** button [2].

View Reviewed Evidence

Leave No Trace

Progress and roster last updated Today at 12:57 AM Progress or roster doesn't look right? [Update now](#)

 Requirement Complete Module 1

 Leaderboard points 1

 Requirement description Complete the Canvas module [Module 1](#).

 Module status in Canvas Module completed. Checked at 11:42 AM.

 Evidence Accepted on Apr 4, 2024, 11:42:21 AM

 Offered by: [Adventure Time](#)
[View public page](#)

 **Emily Boone**
emilyboone@instructure.com

Awarded Mar 1, 2024
[View Canvas Profile](#)

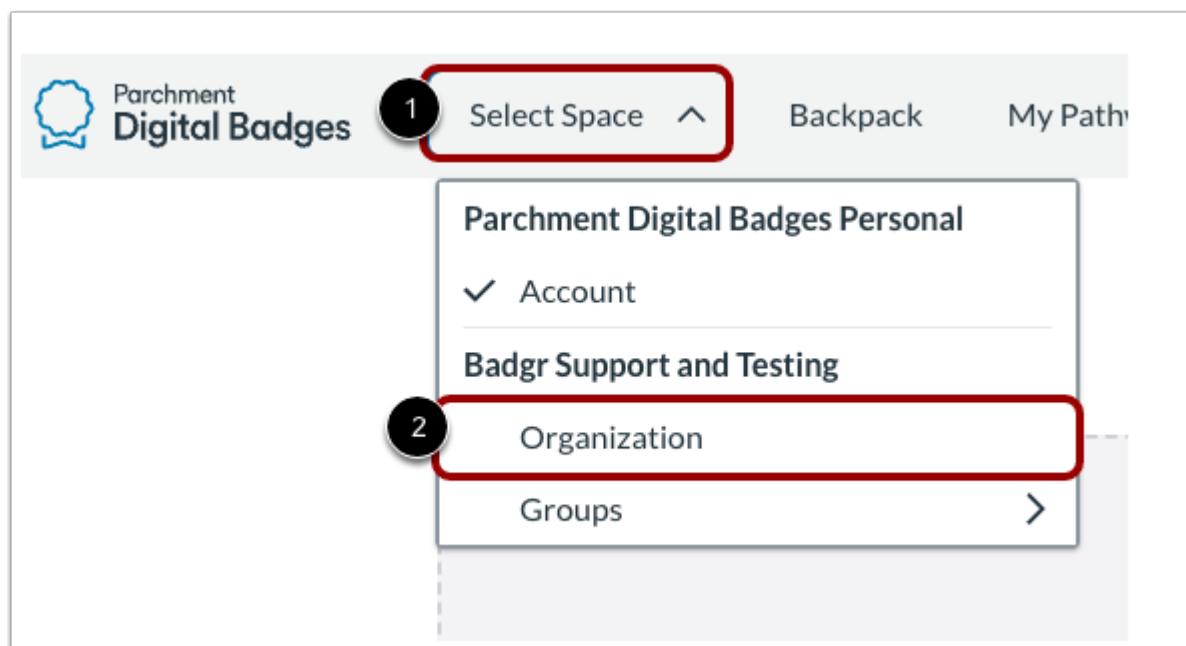
Once evidence has been reviewed, it displays in the badge page.

How do I use the Skills page in Parchment Digital Badges as an issuer?

As an issuer, you can view the details of skills associated with badges and manage the visibility of your organization's Skills page.

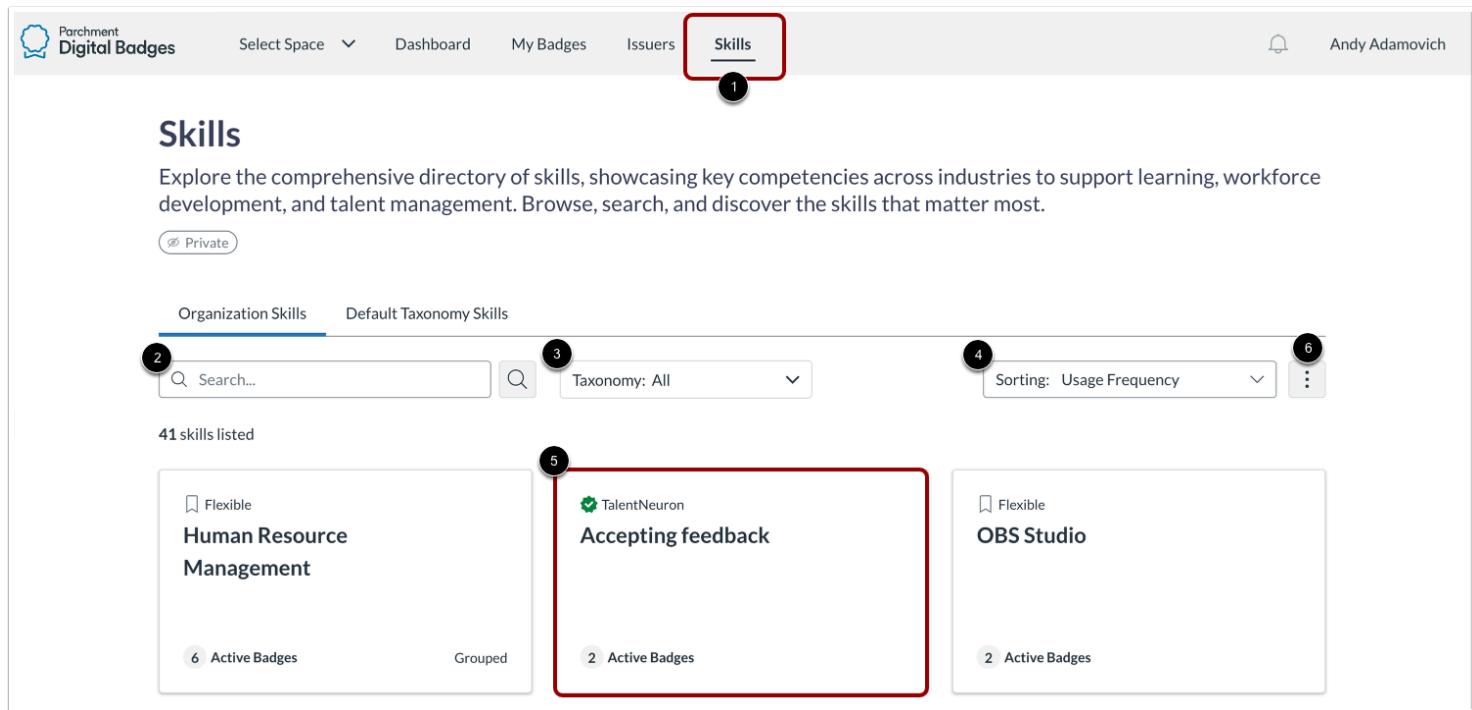
In the Skills tab, dedicated pages are available for all supported skill types in Parchment Digital Badges, including TalentNeuron, Flexible, and OSMT. Each page provides structured metadata tailored to the skill's source, and a stable URL for easy reference.

Open Organization



In Parchment Digital Badges Navigation, click the **Select Space** drop-down menu [1] and then click the **Organization** link [2].

Open Skills



Skills

Explore the comprehensive directory of skills, showcasing key competencies across industries to support learning, workforce development, and talent management. Browse, search, and discover the skills that matter most.

Private

Organization Skills Default Taxonomy Skills

Search... Taxonomy: All

Sorting: Usage Frequency

41 skills listed

Human Resource Management

Accepting feedback

OBS Studio

6 Active Badges 2 Active Badges

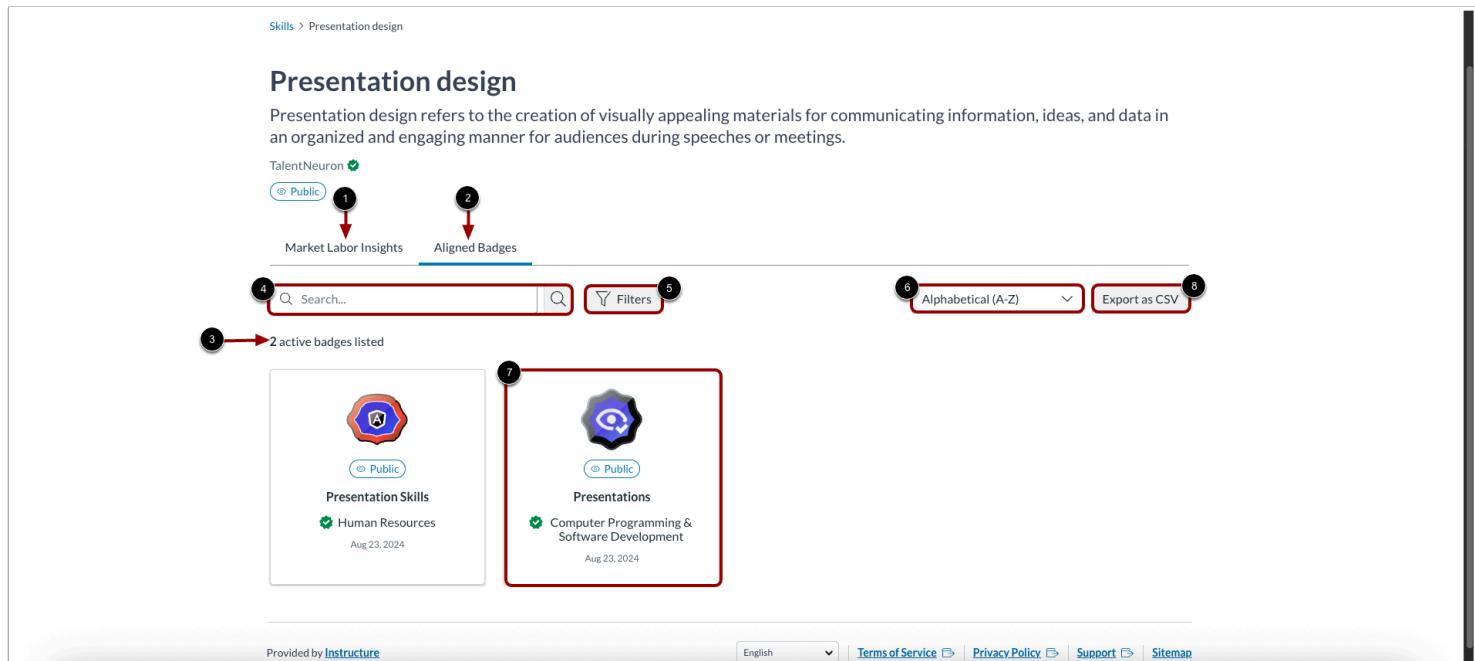
Click the **Skills** tab [1].

To locate a specific skill, you can use the **Search** field [2], **Taxonomy** drop-down menu (if applicable) [3], or **Sorting** drop-down menu [4].

Click the skill you want to view [5].

You can also [manage your organization's Skills page visibility](#) [6].

View Skill Details



The screenshot shows the 'Skills' page for 'Presentation design'. At the top, there is a navigation bar with 'Skills > Presentation design'. Below the navigation, the title 'Presentation design' is displayed. A description follows: 'Presentation design refers to the creation of visually appealing materials for communicating information, ideas, and data in an organized and engaging manner for audiences during speeches or meetings.' A 'TalentNeuron' logo with a checkmark is present. Below the title, there are two tabs: 'Market Labor Insights' (highlighted with a red arrow) and 'Aligned Badges' (highlighted with a red arrow). A callout box indicates '2 active badges listed'. The 'Aligned Badges' tab is selected, showing a list of two badges:

- Presentation Skills** (Public) - Issued by Human Resources on Aug 23, 2024. A red box highlights this badge.
- Presentations** (Public) - Issued by Computer Programming & Software Development on Aug 23, 2024. A red box highlights this badge.

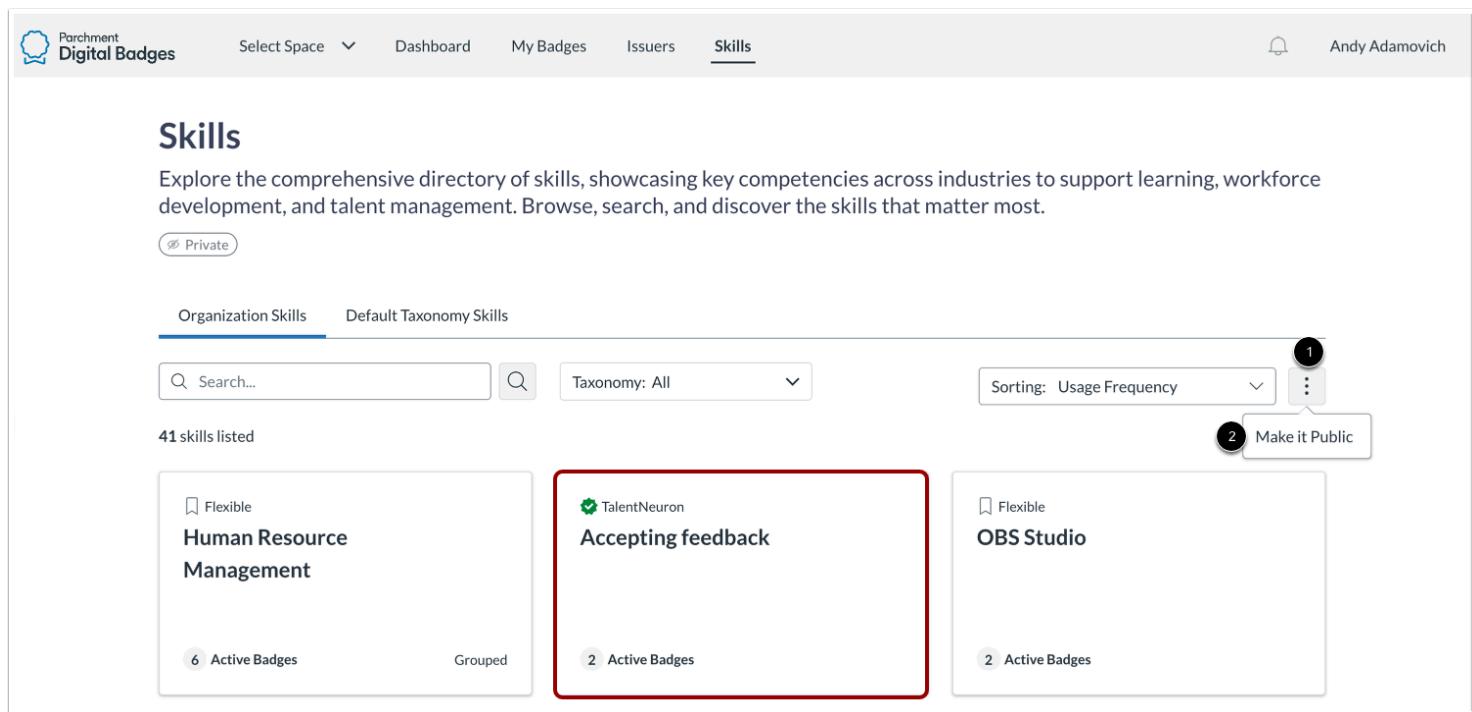
At the top of the page, there are several filter and search options: a 'Search...' field with a magnifying glass icon (highlighted with a red box), a 'Filters' button (highlighted with a red box), a dropdown menu for 'Alphabetical (A-Z)' (highlighted with a red box), and an 'Export as CSV' button (highlighted with a red box). A red arrow points from the '2 active badges listed' callout to the badge list. A red box highlights the 'Aligned Badges' tab. A red box highlights the 'Presentation Skills' badge. A red box highlights the 'Presentations' badge.

In the Skills page, TalentNeuron skills display taxonomy, descriptions, and market labor insights [1]. To browse a list of badges, click the **Aligned Badges** tab [2]. The number of badges displays [3]. You can filter by badge name and keywords using the **Search** field [4]. To filter by issuer or sort the list of badges by name or creation date, click the **Filters** button [5]. Then, select an option from the drop-down menu [6]. To view badge details in a new tab, click the badge tile [7]. To download the current results, click the **Export CSV** button [8].

Notes:

- Flexible skills display framework, code, taxonomy, and grouped variants that share an alignment code. When multiple Flexible skills share the same alignment code, they are grouped and the most recently used name displays.
- OSMT skills display metadata and include a link to the source.

Manage Organization Skills Page Visibility



Skills

Explore the comprehensive directory of skills, showcasing key competencies across industries to support learning, workforce development, and talent management. Browse, search, and discover the skills that matter most.

Private

Organization Skills Default Taxonomy Skills

41 skills listed

1 Flexible Human Resource Management

2 Active Badges

Grouped

1 Flexible TalentNeuron Accepting feedback

2 Active Badges

2 Active Badges

1 More Options

2 Make it Public

If your organization's Skills page is set to private, you can publish it by clicking the **Options** icon [2]. Then, click the **Make it Public** link.

Skills

Explore the comprehensive directory of skills, showcasing key competencies across industries to support learning, workforce development, and talent management. Browse, search, and discover the skills that matter most.

 Public

Organization Skills Default Taxonomy Skills

 Search...



Sorting: Usage Frequency



2 skills listed

 TalentNeuron

Sales experience / ability

 Public

1 Active Badges

 TalentNeuron

Management skills

 Public

1 Active Badges

-  1 Make it Private
-  2 View Public Page

Once published, you can either change it back to private [1] or view the public page [2].

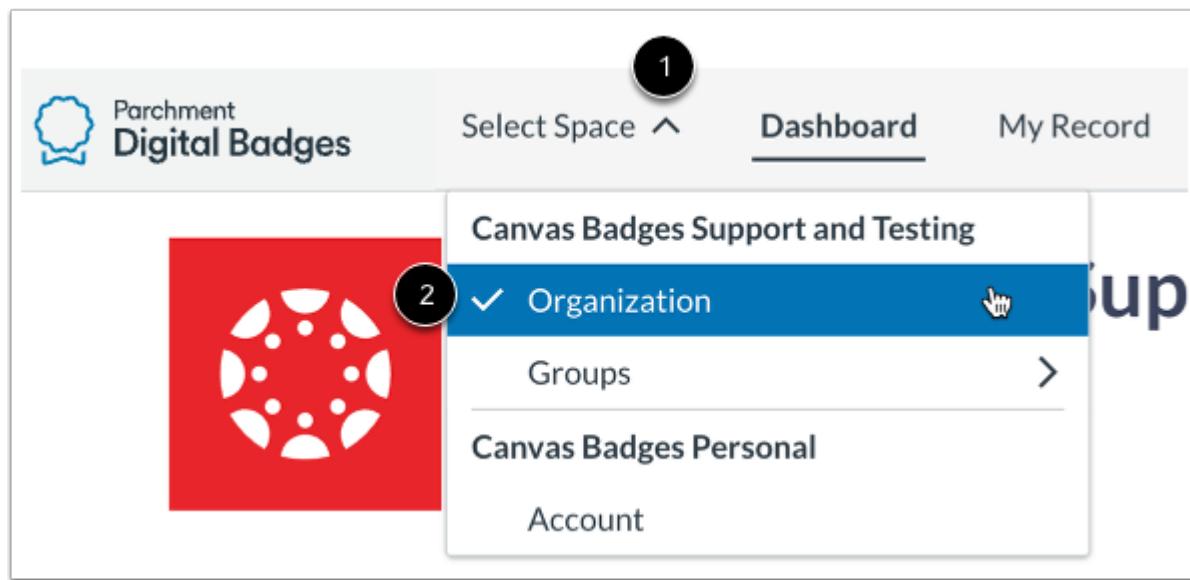
How do I add skills to a Parchment Digital Badges Badge?

How do I use the Skills page in Parchment Digital Badges as a learner?

As a learner, you can view the details of skills associated with badges.

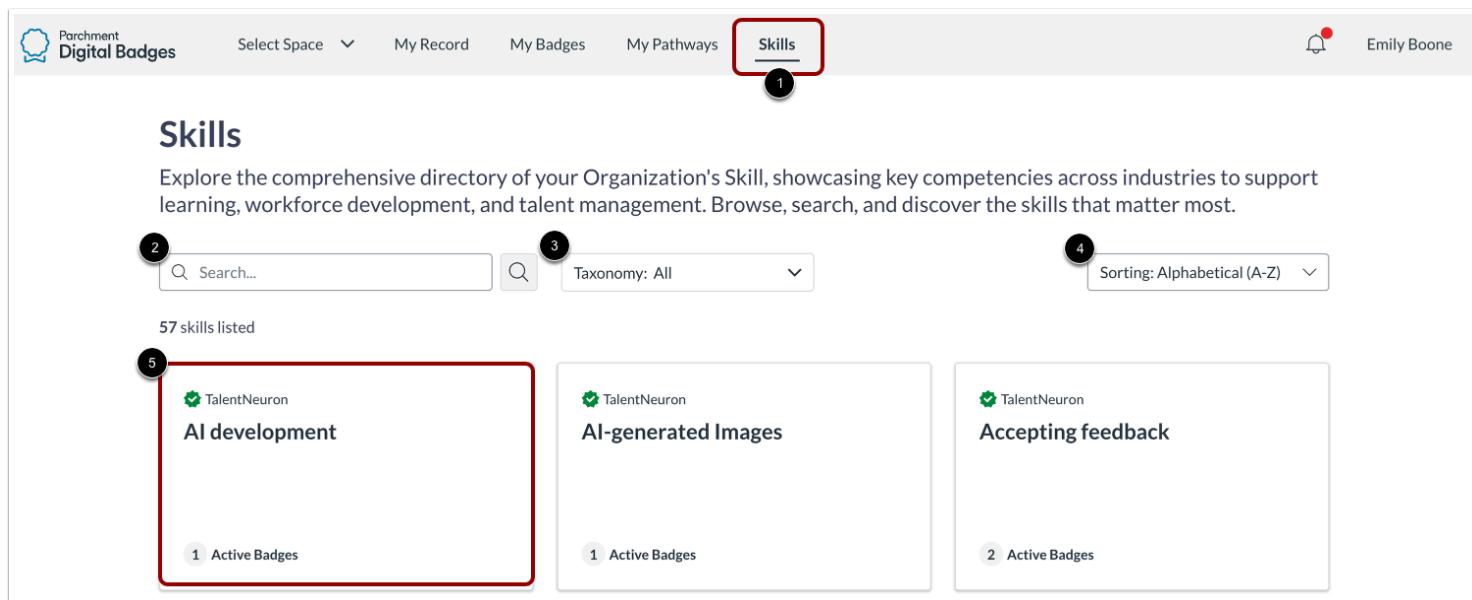
The Skills tab has dedicated pages available for all supported skill types in Parchment Digital Badges, including TalentNeuron, Flexible, and OSMT. Each page provides structured metadata tailored to the skill's source, and a stable URL for easy reference.

Open Organization



In Parchment Digital Badges Navigation, click the **Select Space** drop-down menu [1] and then click the **Organization** link [2].

Open Skills



Skills

Explore the comprehensive directory of your Organization's Skill, showcasing key competencies across industries to support learning, workforce development, and talent management. Browse, search, and discover the skills that matter most.

57 skills listed

1. Skills tab [1]

2. Search field [2]

3. Taxonomy: All [3]

4. Sorting: Alphabetical (A-Z) [4]

5. AI development [5]

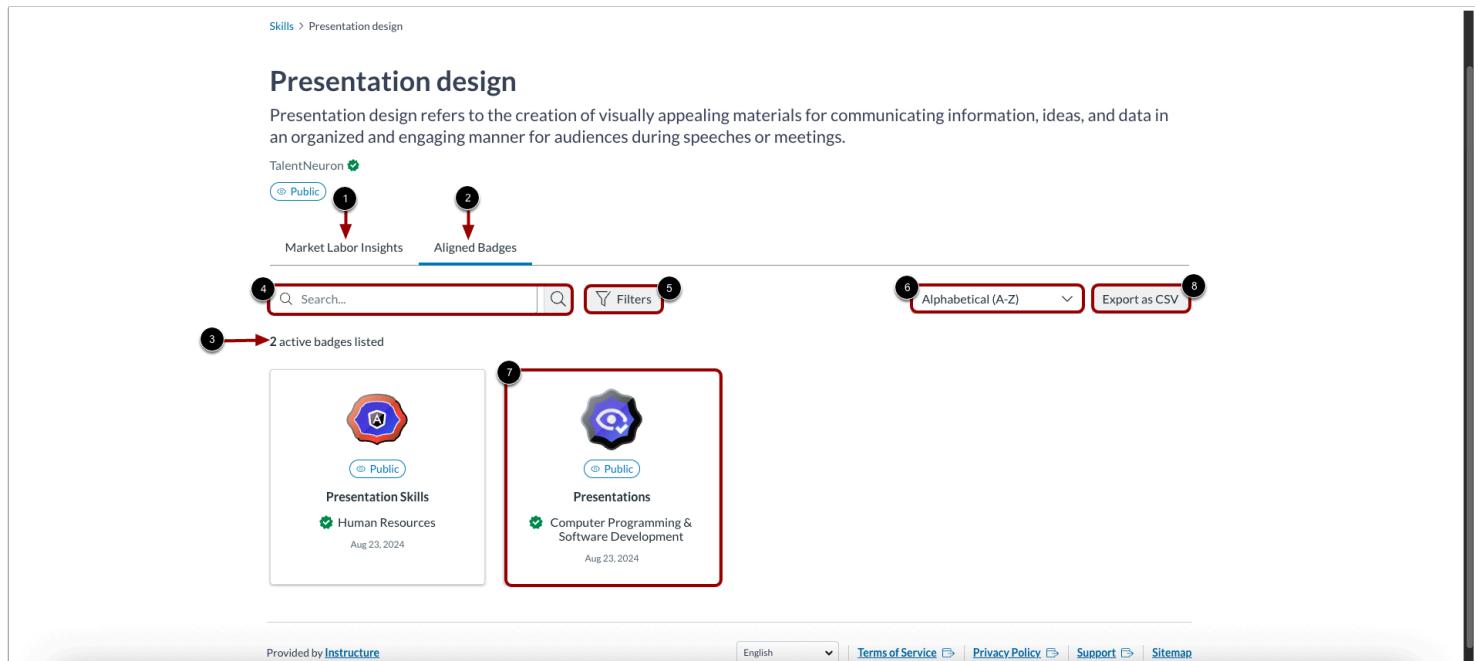
Skill	Provider	Active Badges
AI development	TalentNeuron	1 Active Badges
AI-generated Images	TalentNeuron	1 Active Badges
Accepting feedback	TalentNeuron	2 Active Badges

Click the **Skills** tab [1].

To locate a specific skill, you can use the **Search** field [2], **Taxonomy** drop-down menu (if applicable) [3], or **Sorting** drop-down menu [4].

Click the skill you want to view [5].

View Skill Details



The screenshot shows the 'Skills' page for 'Presentation design'. At the top, there is a navigation bar with 'Skills > Presentation design'. Below the navigation, the title 'Presentation design' is displayed. A description follows: 'Presentation design refers to the creation of visually appealing materials for communicating information, ideas, and data in an organized and engaging manner for audiences during speeches or meetings.' A 'TalentNeuron' logo with a checkmark is present. Below the description, there are two tabs: 'Market Labor Insights' (highlighted with a red arrow) and 'Aligned Badges' (highlighted with a red arrow). A red box highlights the 'Aligned Badges' tab. A red arrow points to a red box containing the text '2 active badges listed'. Below this, there are two badge tiles. The first badge, 'Presentation Skills', is associated with 'Human Resources' and was created on 'Aug 23, 2024'. The second badge, 'Presentations', is associated with 'Computer Programming & Software Development' and was created on 'Aug 23, 2024'. A red box highlights the 'Presentation Skills' badge. A red arrow points to a red box containing the text '2 active badges listed'. At the bottom of the page, there is a footer with links for 'Terms of Service', 'Privacy Policy', 'Support', and 'Sitemap'.

In the Skills page, TalentNeuron skills display taxonomy, descriptions, and market labor insights [1]. To browse a list of badges, click the **Aligned Badges** tab [2]. The number of badges displays [3]. You can filter by badge name and keywords using the **Search** field [4]. To filter by issuer or sort the list of badges by name or creation date, click the **Filters** button [5]. Then, select an option from the drop-down menu [6]. To view badge details in a new tab, click the badge tile [7]. To download the current results, click the **Export CSV** button [8].

Notes:

- Flexible skills display framework, code, taxonomy, and grouped variants that share an alignment code. When multiple Flexible skills share the same alignment code, they are grouped and the most recently used name displays.
- OSMT skills display metadata and include a link to the source.

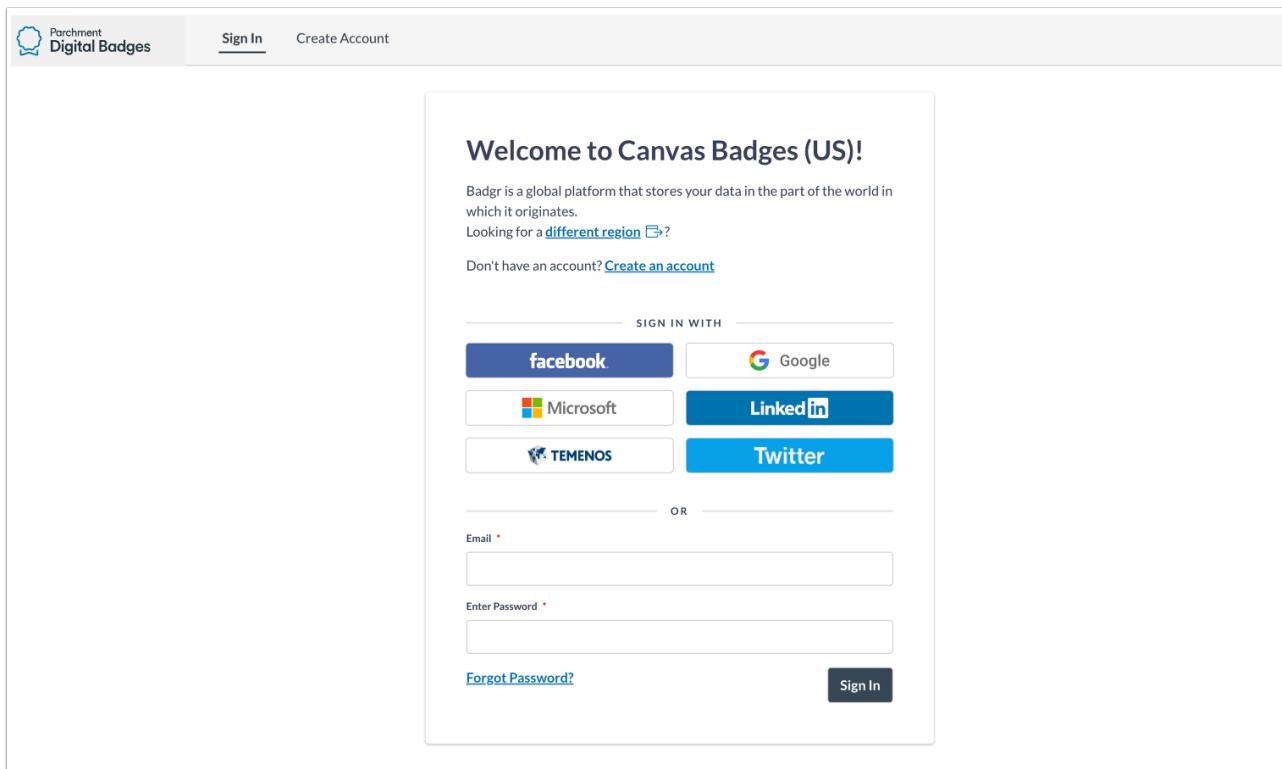
Sharing earned badges

How do I share my earned badges from my Parchment Digital Badges Backpack?

In Parchment Digital Badges, you can share individual badges using links, social media, or HTML embed codes. This article outlines how to share a badge using social media.

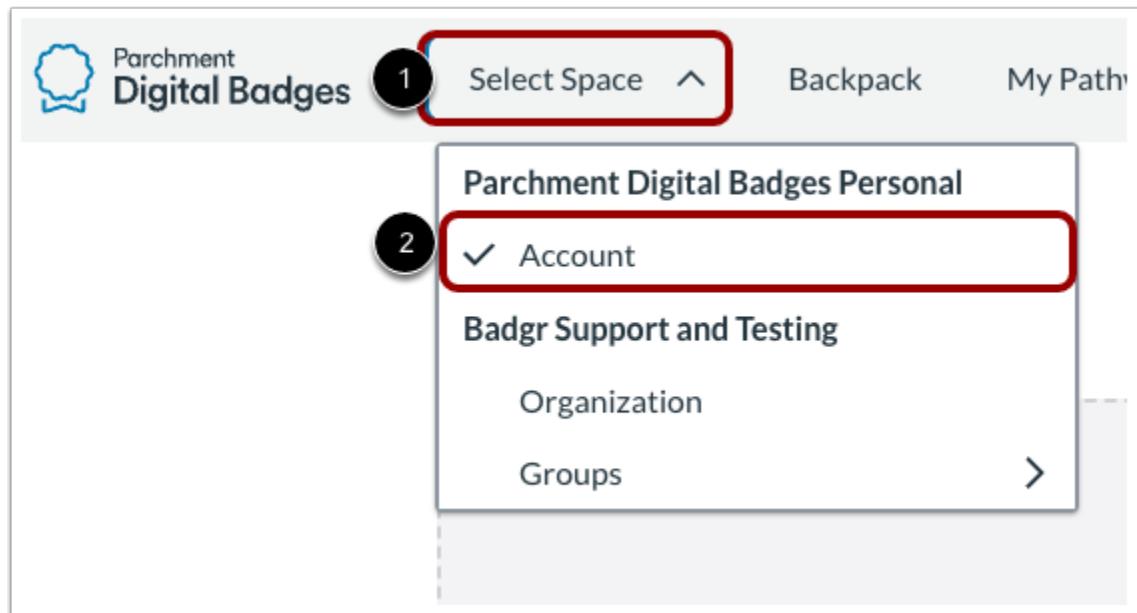
Note: Earned [badges can be printed](#) on paper.

Sign into Parchment Digital Badges



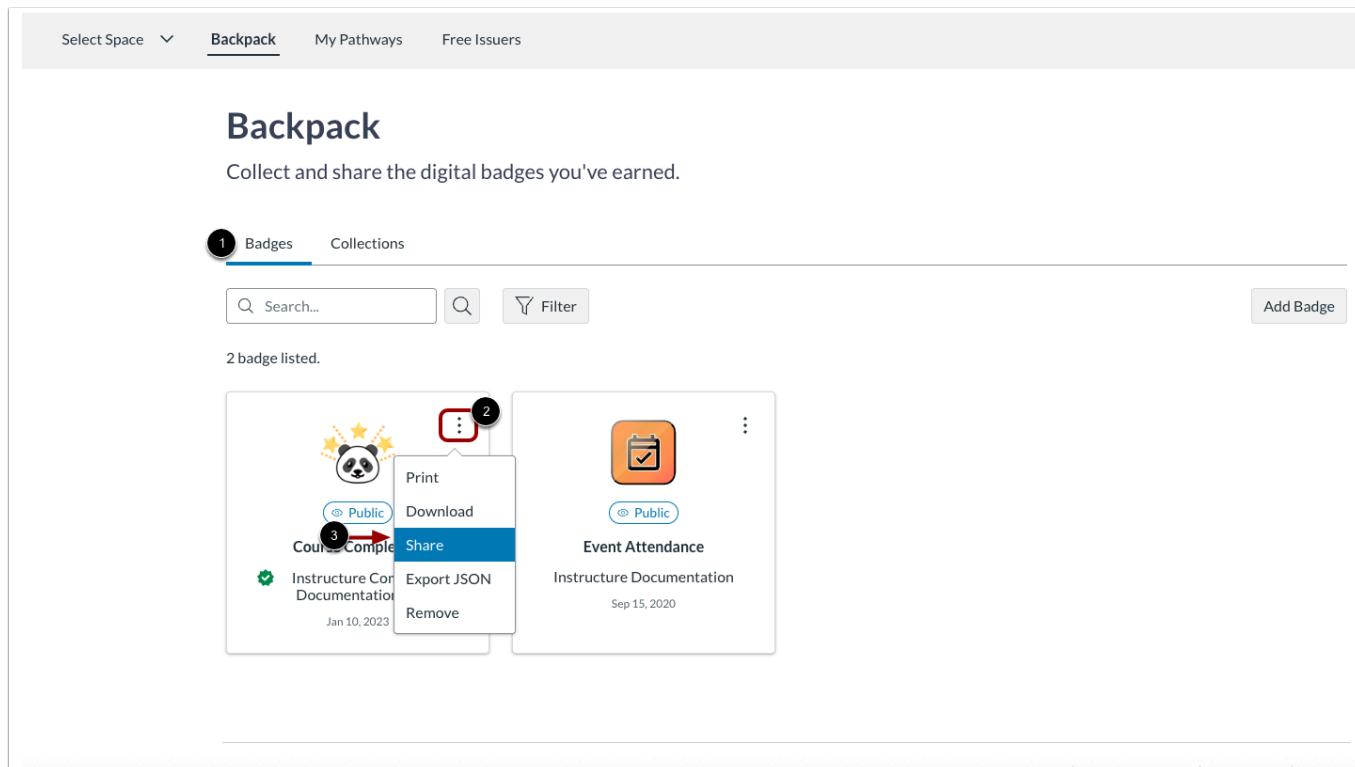
Sign into your Parchment Digital Badges account.

Open Personal Account



Click the **Select Space** drop-down menu [1] and then click the **Account** link [2].

Open Badge



Select Space ▾ Backpack My Pathways Free Issuers

Backpack

Collect and share the digital badges you've earned.

1 Badges Collections

2 Search... Filter Add Badge

2 badge listed.

1 Course Completion (Public) 2 ... 3 Share

Print Download Export JSON Remove

Event Attendance (Public) Instructure Documentation Sep 15, 2020

In the **Badges** tab [1], click the **Options** icon [2]. Then, click the **Share** link [3].

Share Badge

Share Badge X

Link

Show email address in link: andy.ad.canvas@gmail.com

Copy this link to share

<https://badgr.com/public/assertions/hOK> Copy 1

[Open in new window](#)

Social

Share to Profile in Add to Profile 2

Share to Feed f X in P 3

HTML

Select type

Card

Badge

Show email address on card: andy.ad.canvas@gmail.com

To share a link to your earned badge, click the **Copy** button [1]. To share the badge to your LinkedIn profile, click the **Add to profile** button [2]. To share to your social media feed, click the social media icon you would like to share the badge with. [3]

Open HTML

HTML

Select type

1 Card
2 Badge
3 Show email address on card: andy.ad.canvas@gmail.com

Preview



Course Completion
Instructure Community Documentat...
The badge you get when you complet...
Jan 10, 2023

Embedded code

```
<iframe src="https://badgr.com/public/assertions/hOK5zi7LQkyTLIX617VVrw?embedVersion=1&embedWidth=370&embedHeight=167" title="Badge: Course Completion" style="width: 370px; height: 167px; border: 0px;"></iframe>
```

4 

To display your earned badge as a card, click the **Card** radio button [1].

To display your earned badge as a badge, click the **Badge** radio button [2].

To show your email address, click the **Show email address** checkbox [3].

To copy an embed code to your earned badge, click the **Copy** button [4].

Enable Open Badges 3.0

Open Badge Standard Configuration

Enable badge issuance using the Open Badges 3.0 standard.

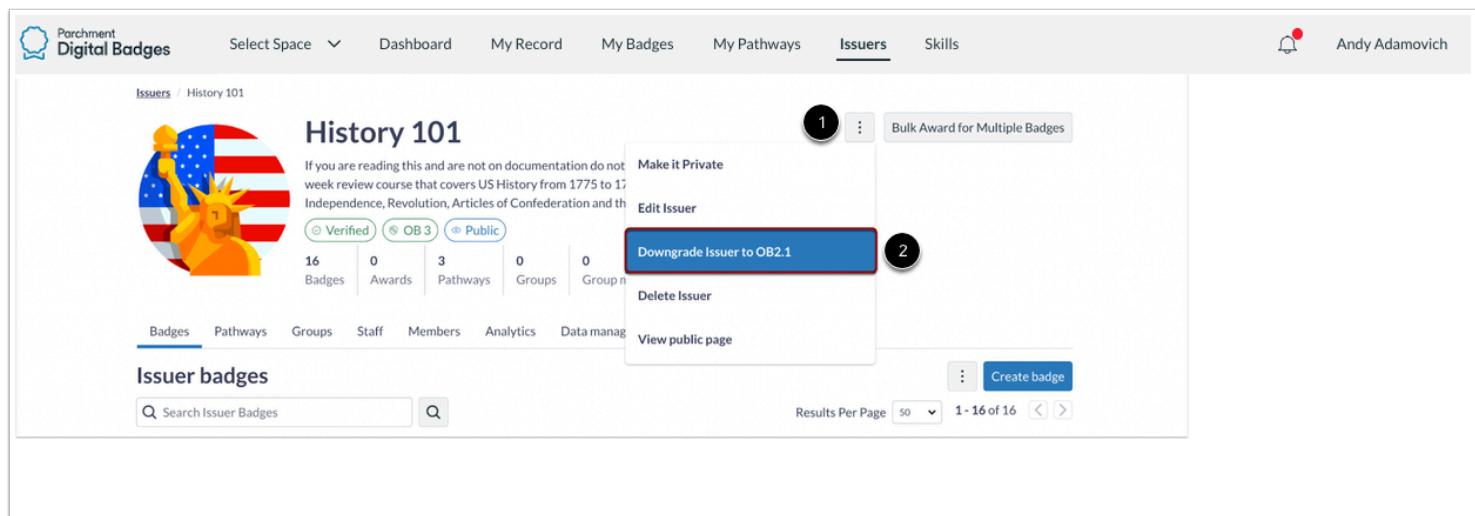
 Enable Open Badges 3.0 

When this setting is turned on, all newly created issuers will be OB 3.0-compliant by default. Existing issuers can be upgraded to OB 3.0 at any time. Disabling this option prevents the creation of new OB 3.0 issuers and allows existing OB 3.0 issuers to be downgraded to OB 2.

In the [Organization Content Settings](#), click the **Enable Open Badges 3.0** toggle on.



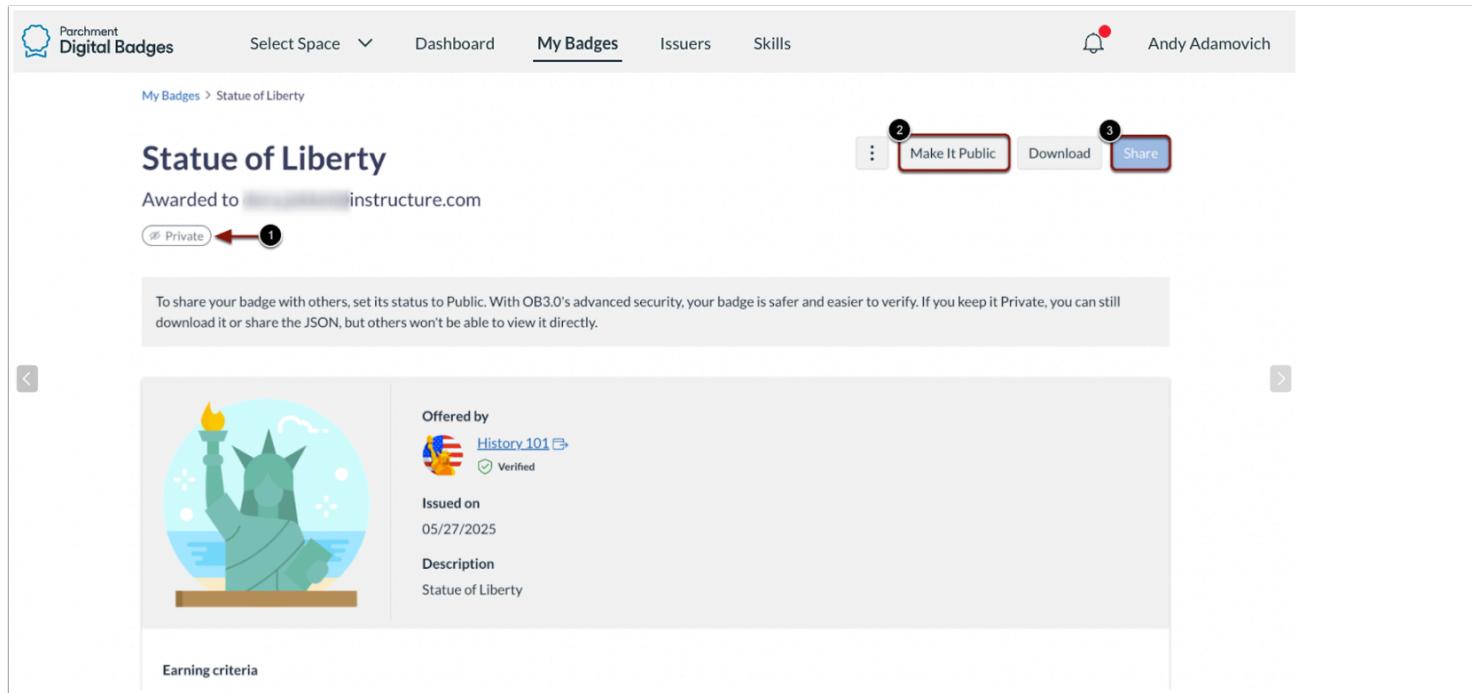
Upon opening a course, an upgrade message will appear. Existing issuers created under OB2 continue issuing OB2 badges unless manually upgraded to OB3. Click the **Upgrade** button.



A screenshot of the Parchment Digital Badges interface. The top navigation bar includes 'Parchment Digital Badges', 'Select Space', 'Dashboard', 'My Record', 'My Badges', 'My Pathways', 'Issuers' (underlined), and 'Skills'. A user profile 'Andy Adamovich' is on the right. The main content shows a course titled 'History 101' with a thumbnail of the Statue of Liberty. Below the thumbnail, it says '16 Badges', '0 Awards', '3 Pathways', '0 Groups', and '0 Group n'. To the right of these stats is a vertical options menu with numbered steps: 1. 'Bulk Award for Multiple Badges', 'Make it Private', 'Edit Issuer', and 'Delete Issuer'. Step 2, 'Downgrade Issuer to OB2.1', is highlighted with a red box. Other menu items include 'View public page' and 'Create badge'. Below the stats, there's a section for 'Issuer badges' with a search bar and a results per page dropdown set to 50.

To downgrade an issuer, click the options icon [1]. Then, click the **Downgrade Issuer to OB2.1** link [2]. When OB3 is disabled, learners receive OB2 badges, which are public and shareable by default.

Learner Badge View



My Badges > Statue of Liberty

Statue of Liberty

Awarded to instructure.com

Private 

To share your badge with others, set its status to Public. With OB3.0's advanced security, your badge is safer and easier to verify. If you keep it Private, you can still download it or share the JSON, but others won't be able to view it directly.

Offered by  History 101 

Issued on 05/27/2025

Description Statue of Liberty

Earning criteria

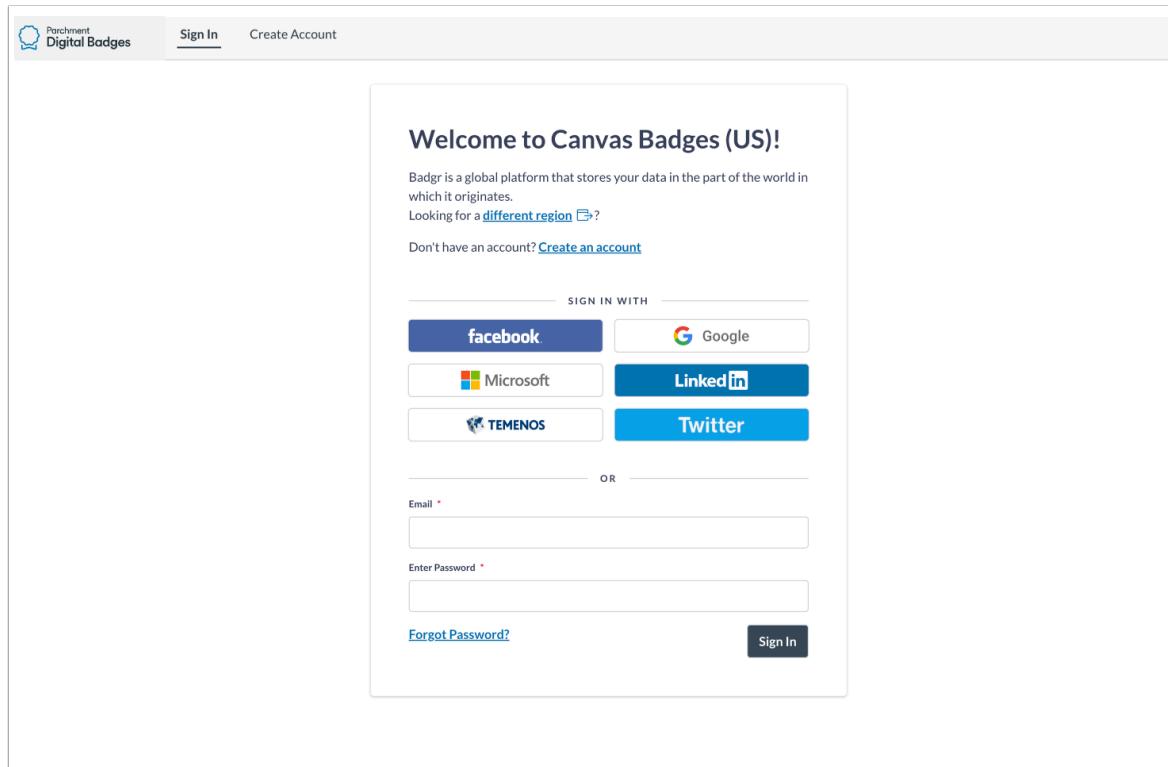
Learners receive OB3 badges that are private by default when OB3 is enabled [1]. To share the badge, click the **Make it Public** button [2]. Then, click the **Share** button [3].

How do I print my certificate earned from my Parchment Digital Badges Backpack?

Earned badges can be printed on paper.

Note: For best results, it is recommended printing in landscape mode.

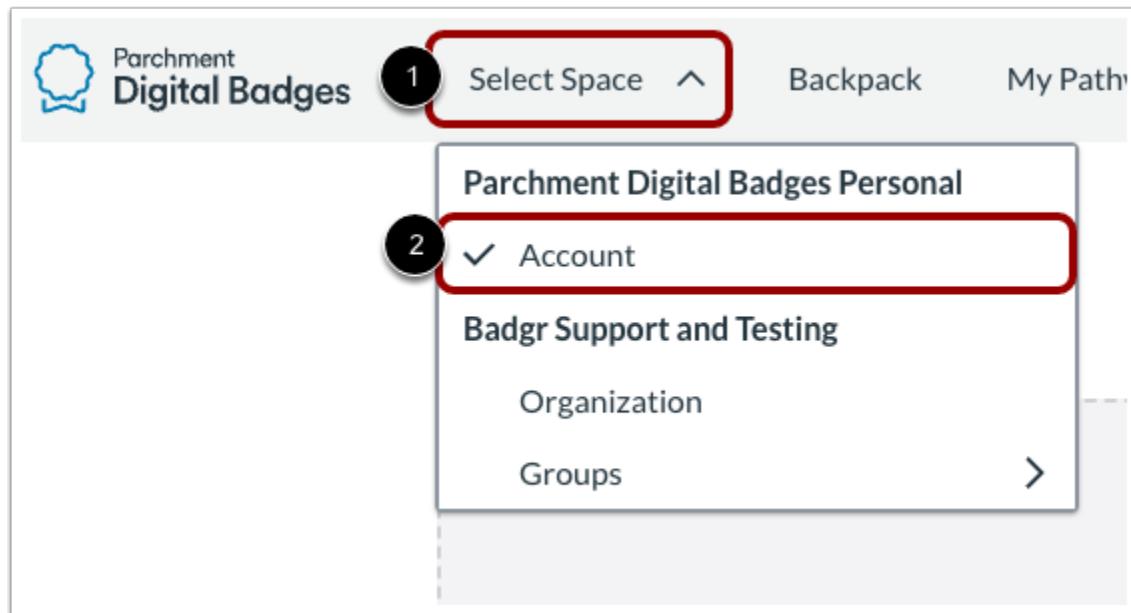
Sign into Parchment Digital Badges



The screenshot shows the sign-in page for the Parchment Digital Badges platform, specifically for the Canvas Badges (US) region. The page has a light gray header with the Parchment Digital Badges logo, a 'Sign In' button, and a 'Create Account' link. The main content area has a white background. At the top, it says 'Welcome to Canvas Badges (US)!'. Below that, it states: 'Badgr is a global platform that stores your data in the part of the world in which it originates.' and 'Looking for a [different region](#)?' It also has a link 'Don't have an account? [Create an account](#)'. Below these, there is a 'SIGN IN WITH' section with buttons for 'facebook', 'Google', 'Microsoft', 'LinkedIn', 'TEMENOS', and 'Twitter'. Underneath this, there is a 'OR' link, followed by input fields for 'Email' and 'Enter Password', both with red asterisks indicating they are required. At the bottom left is a 'Forgot Password?' link, and at the bottom right is a dark blue 'Sign In' button.

Sign into your Parchment Digital Badges account.

Open Personal Account



Click the **Select Space** drop-down menu [1] and then click the **Account** link [2].

Open Badge

Backpack

Collect, organize and share the digital badges you've earned.

[Learn More](#) 

1 Badges [Collections](#)

Badges

You've earned 5 badges from 3 issuers.

 Search by badge name

Group by issuer

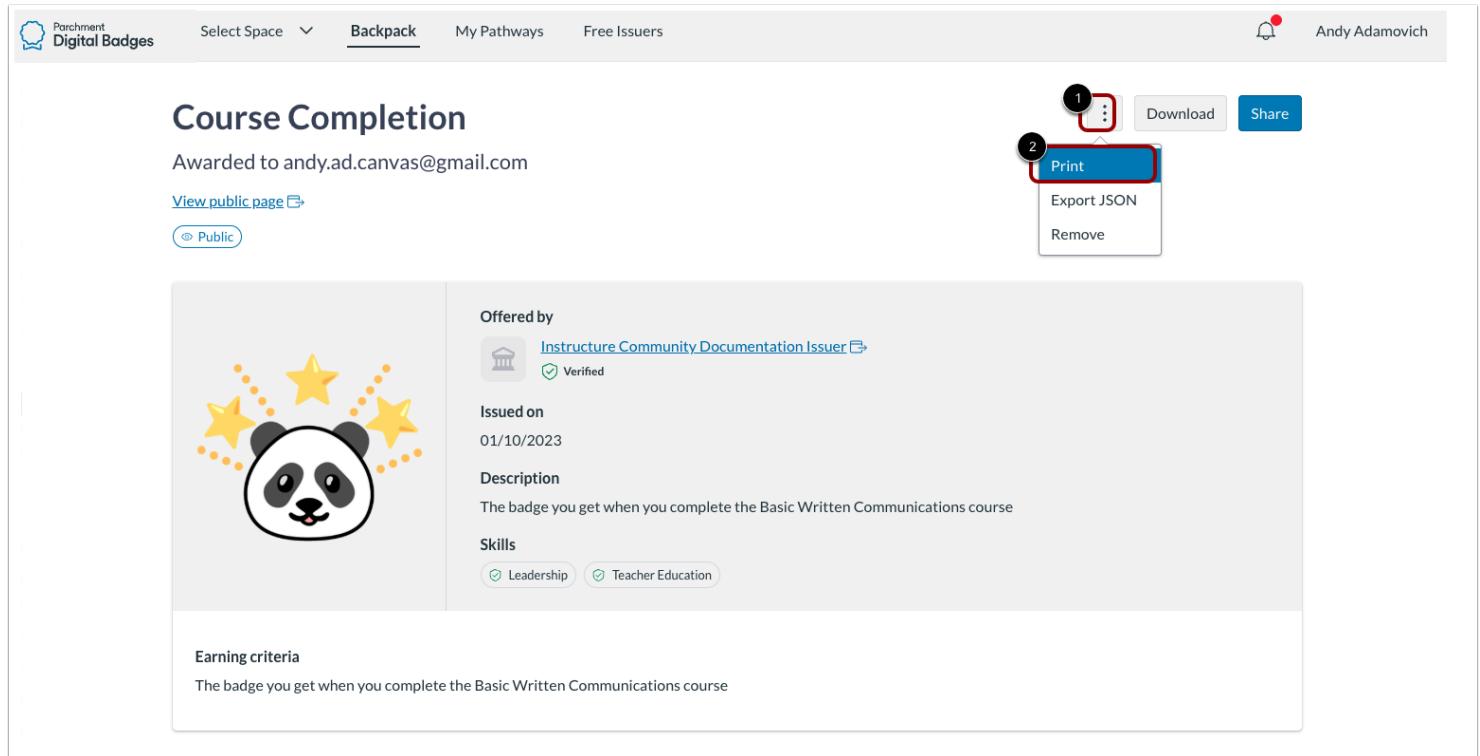
Add Badge

1 - 5 of 5  

 Introduction  [2] Instructure Community Documentation Issuer Verified To be received when completing the Introduction Module Mar 6, 2024 Share	 History Assessment Instructure Community Documentation Issuer Verified Students must complete the history assessment to receive this badge Jan 29, 2024 Share	 New Statue of Liberty History 101 Verified Statue of Liberty Jun 7, 2023 Share
--	--	--

In the **Badges** tab [1], click the **Badge** link [2].

Print Certificate



Course Completion
Awarded to andy.ad.canvas@gmail.com
[View public page](#) 
Offered by  [Instructure Community Documentation Issuer](#) 
Issued on 01/10/2023
Description The badge you get when you complete the Basic Written Communications course
Skills  Leadership  Teacher Education
Earning criteria The badge you get when you complete the Basic Written Communications course

Select the more options icon [1], then click the **Print Certificate** link [2].

Choose Template

Template Design

Select a design for your certificate.



A4

BPM Institute: Certificate



US LETTER

Basic design with fancy border - no QR code



Certificate

BUSINESS ARCHITECTURE CERTIFICATE

BAINSTITUTE.ORG

LEADER IN BA EDUCATION

BY PRACTITIONERS, FOR PRACTITIONERS

EST. 2005

Business Architecture Institute Professional (BAIP)™

Let it be recognized to all that

Emily Boone

has successfully completed all prescribed requirements of BAInstitute.org's Business Architecture Certificate Program

and is hereby awarded the professional designation

Business Architecture Institute Professional (BAIP)™

Gregg V. Rock, Editor & Founder, BAINSTITUTE.ORG

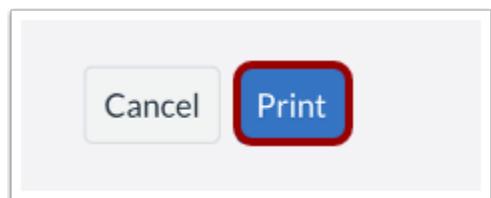
Mar 12, 2024

DATE ISSUED



Select a template to print your certificate.

Print Certificate



To print your certificate, click the **Print** button. You can also press **Cmd+P** (Mac keyboard) or **Ctrl+P** (PC Keyboard).

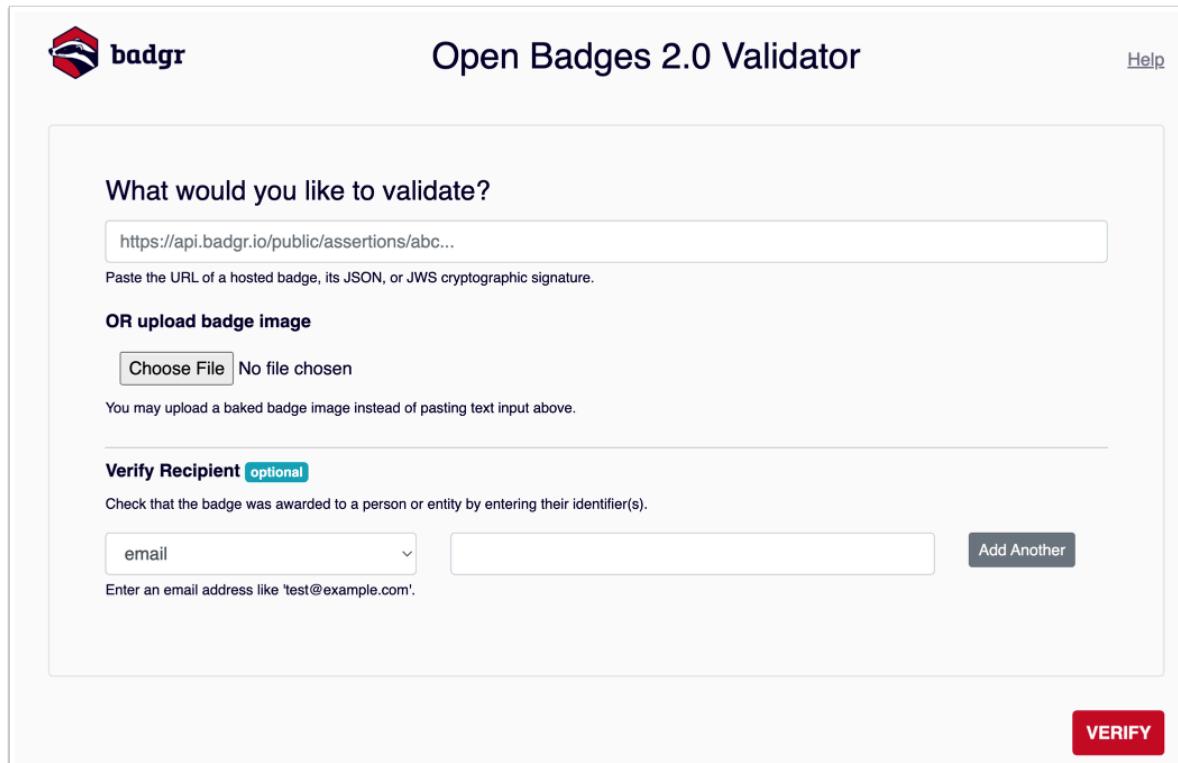


Note: Badges uses your browser's print dialog window to print the certificate. You can select a different printer, and choose other printing options, such as layout, pages, and color printing options.

How do I verify an earned badge using BadgeCheck.io?

BadgeCheck.io enables the verification of both badges and their recipients. The verification process for badges is binary, meaning that all data within a badge must pass validation in order for it to be deemed a legitimate Open Badge. This encompasses details regarding the issuer, badge award, and recipient. If any of these elements cannot be verified, the badge will be marked as invalid, regardless of the accuracy of other information contained within it.

Open BadgeCheck.io



The screenshot shows the 'Open Badges 2.0 Validator' interface. At the top, there is a logo for 'badgr' and a 'Help' link. The main area is titled 'What would you like to validate?' and contains a text input field with the URL 'https://api.badgr.io/public/assertions/abc...'. Below the URL input, there is a note: 'Paste the URL of a hosted badge, its JSON, or JWS cryptographic signature.' There is also a section for 'OR upload badge image' with a 'Choose File' button and a note: 'You may upload a baked badge image instead of pasting text input above.' Under the validation section, there is a 'Verify Recipient' field with the note: 'Check that the badge was awarded to a person or entity by entering their identifier(s.)'. This field includes an 'email' input field, a 'Add Another' button, and a note: 'Enter an email address like 'test@example.com''. At the bottom right of the form is a large red 'VERIFY' button.

In your browser address bar, enter badgecheck.io.

Validate Information

What would you like to validate?

1 Paste the URL of a hosted badge, its JSON, or JWS cryptographic signature.

OR upload badge image

2 No file chosen
You may upload a baked badge image instead of pasting text input above.

Verify Recipient optional
Check that the badge was awarded to a person or entity by entering their identifier(s).

3 Add Another
Enter an email address like 'test@example.com'.

4

To validate a badge, add a badge URL in the URL field [1]. To upload an image of the badge, click the **Choose File** button [2].

To verify the recipient by their email, URL, telephone or JSON-LD-ID, click the **Verify Recipient** dropdown menu [3].

Click the **Verify** button [4].

View Validated Badge

 **badgr** Open Badges 2.0 Validator [Help](#)

 **Valid: True**
This badge passed all verification checks.

About the badge:
American Heroes
Student has completed modules about historical people who were significant to the American Revolution.
[View full badge details](#)

About this award:
Issue Date: 2023-11-22T12:36:26.469Z
Expiration: None (does not expire)
Verified Recipient email: 
[View full award details](#)

About the issuer:
History 101
This course is a short 5 week review course that covers US History from 1775 to 1791, including the Declaration of Independence, Revolution, Articles of Confederation and the Constitution, and the Bill of Rights.
[Website](#) [Contact Email](#) [View full issuer details](#)

Verification Details

A validated badge appears with a green banner along with what is validated.

View Unvalidated Badge

 **badgr** Open Badges 2.0 Validator [Help](#)

 Valid: False
Error Count: 1

About the issuer:

Issuer/Profile:

Verification Details

Status: Invalid with 1 errors and 0 warnings.

Data Type:

Open Badges Version: 2.0

Errors and Info:

```
JSONLD_COMPACT_DATA: <class 'pyld.jsonld.JsonLdError'> ['pyld.jsonld.JsonLdError: (\nCould not expand input before compaction.\n)\nType: jsonld.CompactError\nCause: (\nInvalid JSON-LD syntax; "@id" value must a string.\n)\nType: jsonld.SyntaxError\nCode: invalid @id value\nDetails: {\n"value": None\n} File "/opt/site/env/lib/python3.8/site-packages/pyld/jsonld.py", line 679, in compact\nexpanded = self.expand(input_, options)\nFile "/opt/site/env/lib/python3.8/site-packages/pyld/jsonld.py", line 834, in expand\nexpanded = self._expand(active_ctx, None, document, options, False)\nFile "/opt/site/env/lib/python3.8/site-packages/pyld/jsonld.py", line 2130, in _expand\nexpanded_value = self._expand(\nFile "/opt/site/env/lib/python3.8/site-packages/pyld/jsonld.py", line 2000, in _expand\nraise JsonLdError(\n\n)]
```

[Show full verification data \(advanced\)](#)

Please report any validation bugs or incorrect results to the [development team](#). Icons by [Maxim Basinski](#) and [Dave Gandy](#) - CC-BY

An unvalidated badge appears with a red banner along with what is not validated.

Other ways to use Parchment Digital Badges

Microsoft Teams & Parchment Digital Badges integration guide



The Microsoft Teams & Parchment Digital Badges integration was designed by a Microsoft partner to enable the awarding of a badge directly through the MS Teams app, rather than doing so via the Parchment Digital Badges platform. This means that a company can create and/or use a single issuer that can be integrated into an MS Team's app so that members can award badges to other members easily without leaving MS Teams.

Once integrated MS Team group members will be able to select and award badges to other group members. Members access the same predesignated issuer and badges that have been associated with the MS Teams account. Depending on your role, you may or may not be able to create badges. Please check with your IT administrator if you have questions about your role or ability to create badges.

The guide will direct you on how to collect and utilize the necessary information to complete the integration.

[Follow the deployment guide to integrate Parchment Digital Badges with Microsoft Teams.](#)

As part of step 1, please be sure to let us know which Canvas Credentials server you'd like to connect with: U.S., Canada, Europe, or the Australian server. Otherwise, you'll be connected to the U.S. Canvas Credentials server by default.

Keep in mind that you can award badges through MS Teams but you cannot view collections of badges within teams. To view badges that were previously awarded to individuals or to see the award history, you'll need to access a Parchment Digital Badges account.

Note: The MS Teams app must be installed on the group in teams where you intend to award badges. We hope you enjoy using the Parchment Digital Badges integration for Microsoft Teams. If you encounter any issues or have any questions, please [contact support](#).

How to Use Parchment Digital Badges with Zapier

Canvas Badges/Credentials has now partnered with Zapier which means that users now have many new and exciting options for automating badging. In this article, we'll walk you through how Zapier works as well as some templates we've set up with them to make your badging process even more efficient than before.

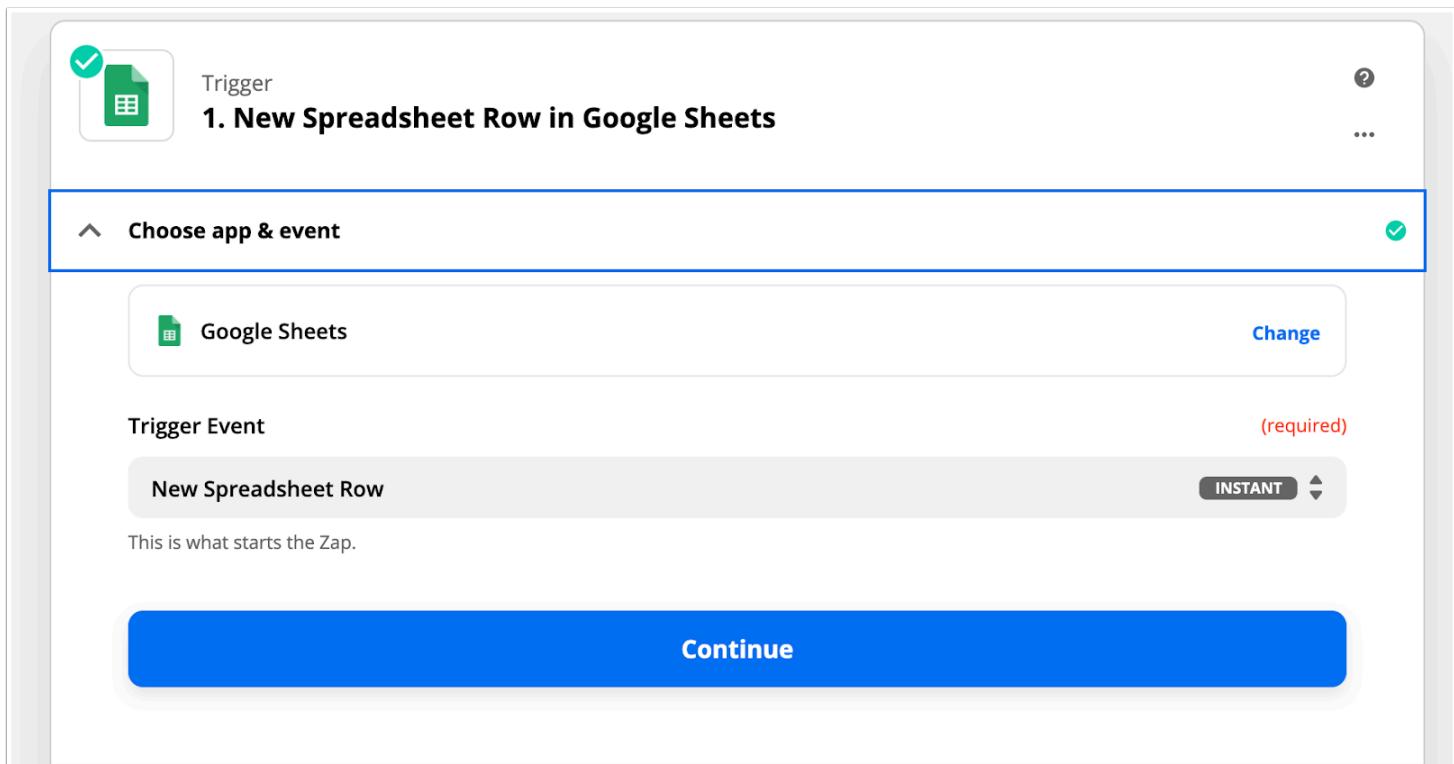
When you first connect with Canvas Credentials on the Zapier site, you will be prompted to select either Canvas Credentials US, Canvas Credentials EU, Canvas Credentials AU, or Canvas Credentials CA. Please select the location that corresponds with the server that your Canvas Credentials account is on.

Setting up a Zap

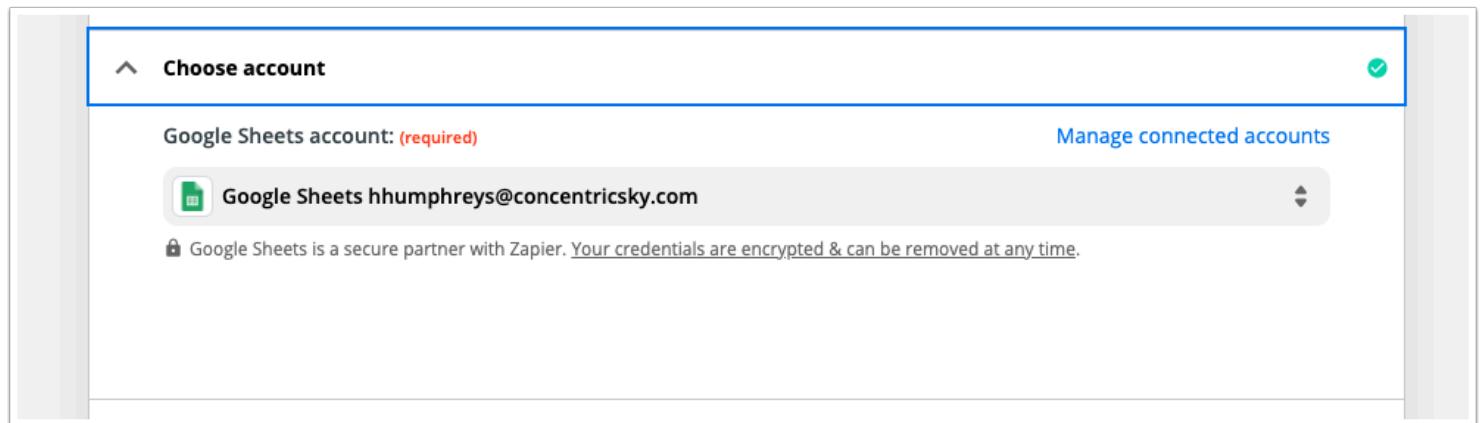
The basic idea behind Zapier is that one action triggers another.

To get a better idea of how Zapier works, here's an example of how adding a new email address to a document on the application Google sheets can trigger a badge award.

1. Choose the application from which you want a badge award triggered. The trigger event we've selected for this example is **Create new row**.

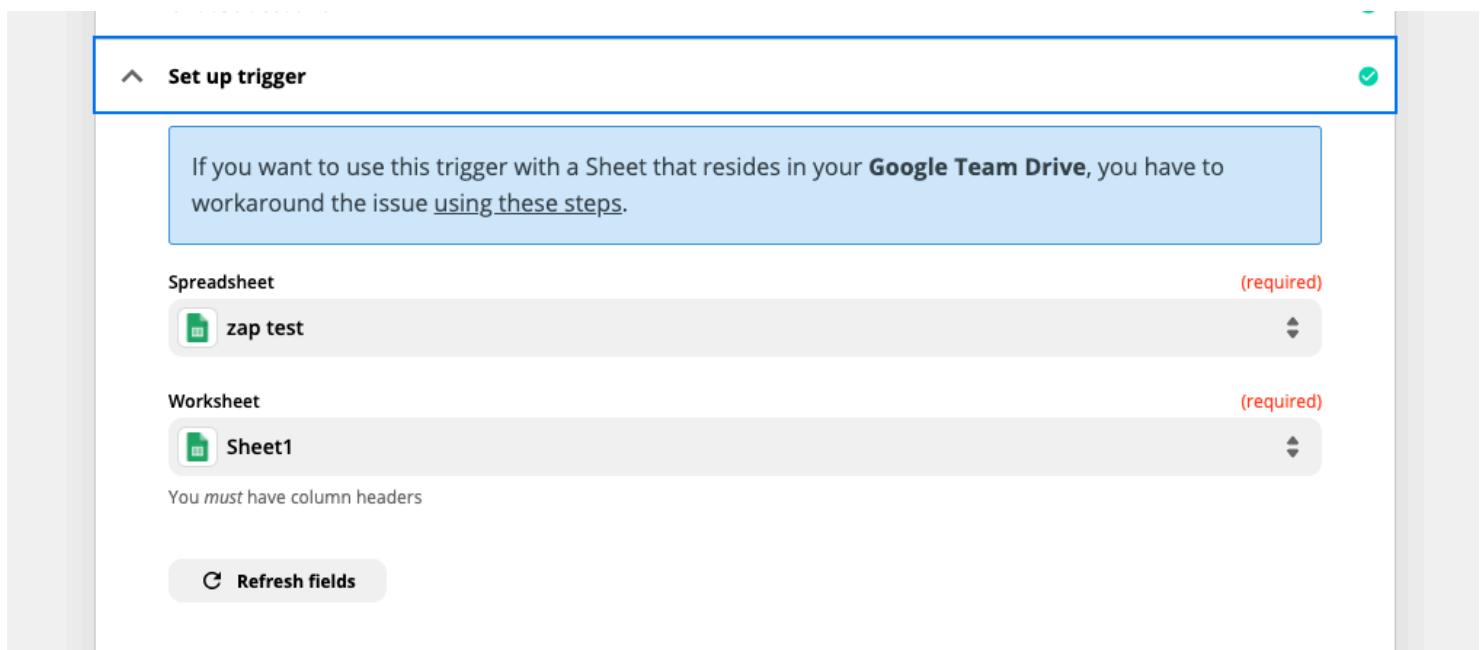


2. After clicking **continue**, you'll be asked to enter the email address or login associated with the app from which you are triggering the Zap.



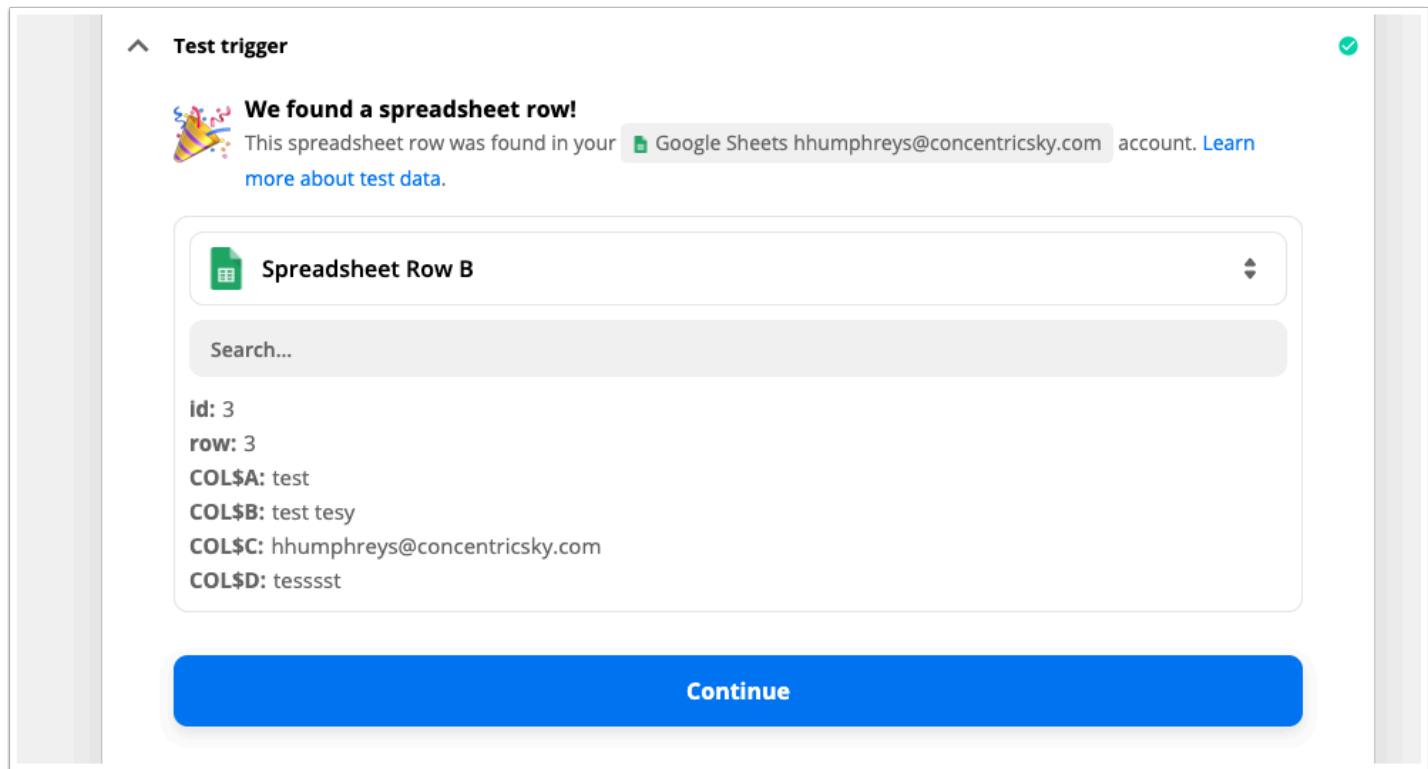
The screenshot shows the 'Choose account' step in Zapier. A blue header bar at the top says 'Choose account' with a checkmark icon. Below it, a sub-header says 'Google Sheets account: (required)' in red. To the right is a 'Manage connected accounts' link. A dropdown menu shows 'Google Sheets hhumphreys@concentricsky.com' selected. A note below the dropdown says 'Google Sheets is a secure partner with Zapier. Your credentials are encrypted & can be removed at any time.' with a lock icon.

3. When connecting to Google sheets, the next step is to link to the specific sheet and worksheet from which the Zap will be triggered.



The screenshot shows the 'Set up trigger' step in Zapier. A blue header bar at the top says 'Set up trigger' with a checkmark icon. Below it, a note in a blue box says 'If you want to use this trigger with a Sheet that resides in your **Google Team Drive**, you have to workaround the issue [using these steps](#).' A 'Spreadsheet' field is set to 'zap test' with a '(required)' note. A 'Worksheet' field is set to 'Sheet1' with a '(required)' note. Below these fields is a note: 'You *must* have column headers'. At the bottom is a 'Refresh fields' button.

4. To make things easier, Zapier automatically tests the sheet for you to make sure it works.



We found a spreadsheet row!

This spreadsheet row was found in your Google Sheets hhumphreys@concentricsky.com account. [Learn more about test data.](#)

Spreadsheet Row B

Search...

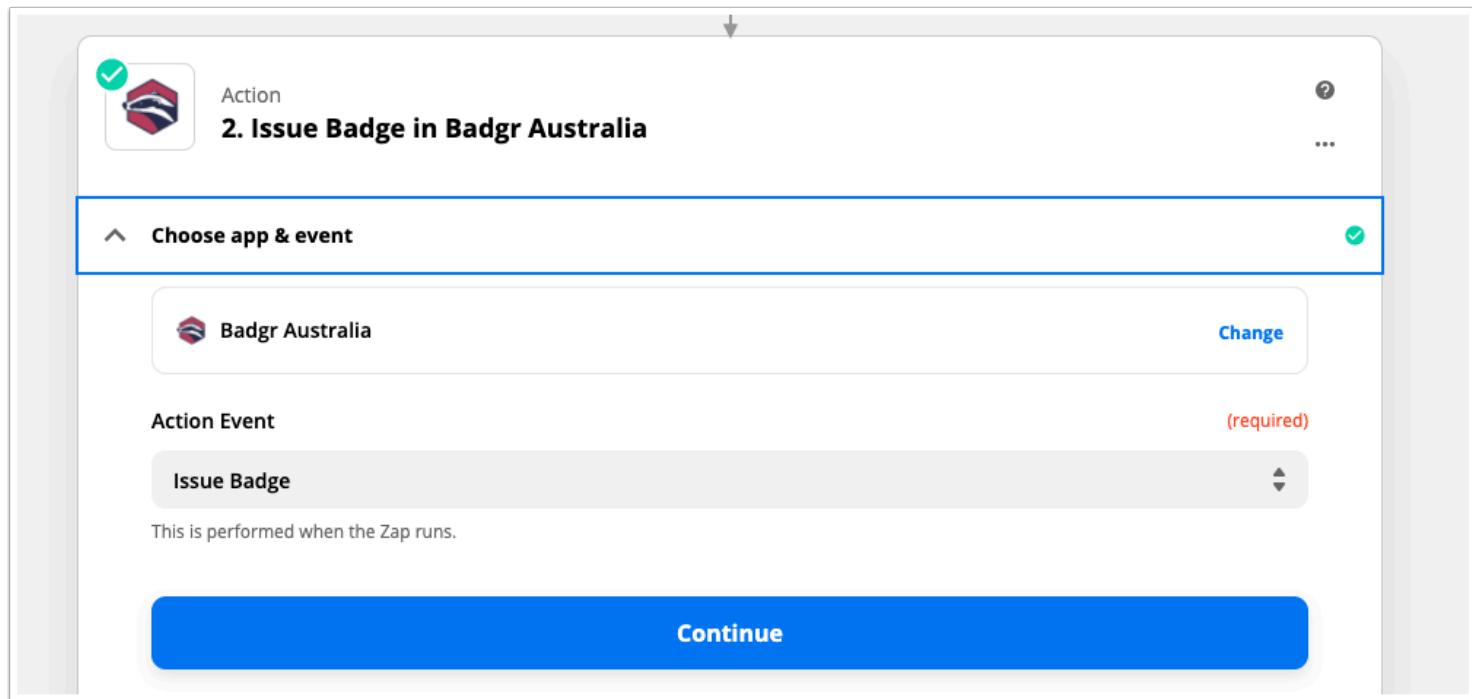
id: 3
row: 3
COL\$A: test
COL\$B: test tesy
COL\$C: hhumphreys@concentricsky.com
COL\$D: tesssst

Continue

From the Zapier site:

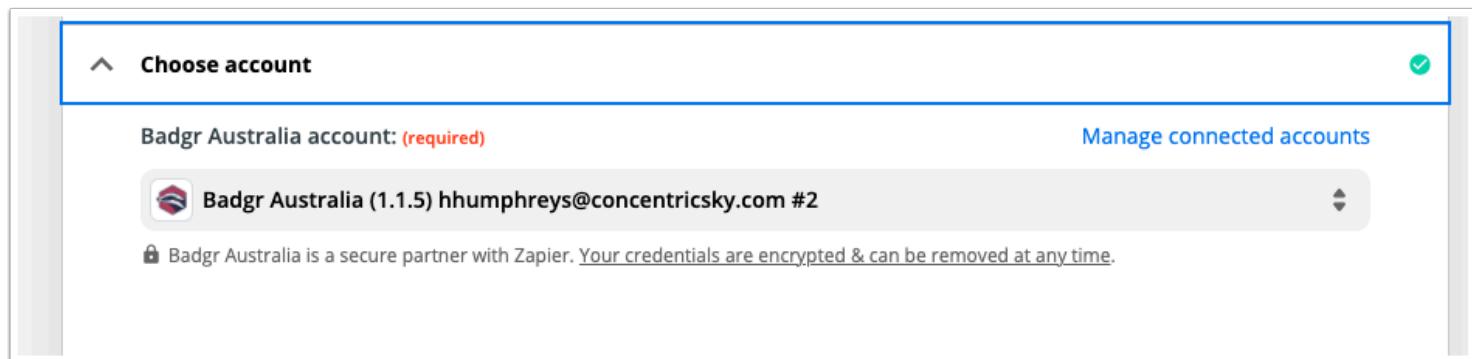
"Zapier will attempt to find a recent item from your trigger app to use in the Zap. For example, if your trigger is a new email in Gmail, Zapier will pull in a recent email you've received. This email can then be used as test data in an action step later in the Zap. If you want to use a different item, you can change the test data in your Zap trigger."

5. Connect the tested trigger to Canvas Credentials.



The screenshot shows the 'Choose app & event' step in Zapier. At the top, there is a small icon of a shield with a checkmark and the text 'Action'. Below it, the title '2. Issue Badge in Badgr Australia' is displayed. On the right side of the title are a question mark icon and a three-dot menu icon. Under the title, there is a blue header bar with the text 'Choose app & event' and a checkmark icon. Below this, the 'Badgr Australia' app is selected, with a 'Change' button to its right. The 'Action Event' section is expanded, showing 'Issue Badge' as the selected action, with a note '(required)' in red text to its right. A dropdown arrow is located to the right of the action name. Below this section, a note states 'This is performed when the Zap runs.' At the bottom of the step is a large blue 'Continue' button.

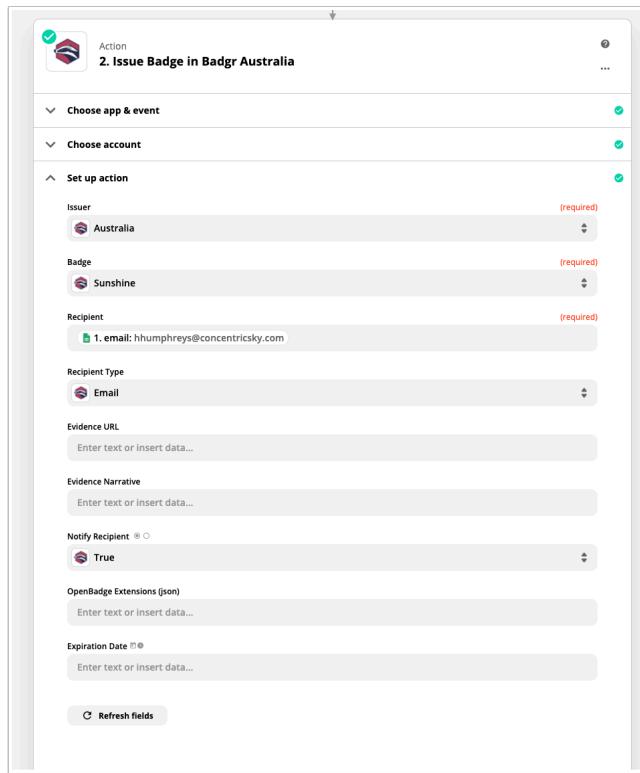
6. Select your app. The app we've selected is Canvas Credentials Australia (**another reason why it's important to choose the correct server initially**).



The screenshot shows the 'Choose account' step in Zapier. At the top, there is a blue header bar with the text 'Choose account' and a checkmark icon. Below this, the text 'Badgr Australia account: (required)' is displayed, followed by a 'Manage connected accounts' link. The 'Badgr Australia (1.1.5) hhumphreys@concentricsky.com #2' account is selected, with a dropdown arrow to its right. A note below the account says: 'Badgr Australia is a secure partner with Zapier. Your credentials are encrypted & can be removed at any time.'

7. Like we did when we were setting up the Google sheet above, we can connect Zapier to our account on the Canvas Credentials Australia server. This should be easy since we selected the Canvas Credentials **Australia app** when we began this process.

8. You'll be prompted to set up the details of the badge award.



9. You'll be able to select any of the issuers associated with your account, and then, any of the badges associated with that issuer.

10. Under **Recipient**, you'll indicate where the tool will be able to locate the badge recipient in the other connected app and from there you can personalize the nature of the badge like you would if awarding the badge on Canvas Badges/Credentials.

Templates from Canvas Badges/Credentials

- Canvas Credentials has created templates on Zap so that it's easy for you to make badging happen as efficiently as possible: We've built them using apps that we think will be helpful to our users
- [You can award a badge to a user who submits their email address in a Google Form](#)
- [You can award a badge when a Jotform is submitted](#)
- [When someone registers for a Zoom webinar, you can award them a badge](#)
- [If you are a LearnUpon user, Zap can help you award badges to learners upon the completion of a course](#)
- [You can award badges to learners when they complete an assessment in Kajabi](#)
- There are three templates available for [Teachable](#), including awarding a badge to new learners who sign up for your [Teachable school](#)
- If you use [Thinkific](#), you can also use Zapier to award badges to learners for completing a course



We hope you enjoy using the templates that Canvas Credentials has built using Zapier and that they make your Badging programs and initiatives that much more successful.



Adding badges to a Degreed profile

Degreed is a lifelong learning platform that allows individuals and organizations to find, document and recognize learning. Some badge recipients may want to display their badges on their [Degreed](#) profile, which can be done using the badge URL.

Add Badge from the badge award email

Congratulations, you earned a badge! Inbox x

Badgr Support Group Badging <noreply@badgr.com>
to me Mon, Jan 9, 12:58 PM (23 hours ago) ☆ ↵ ⋮

CANVAS Credentials

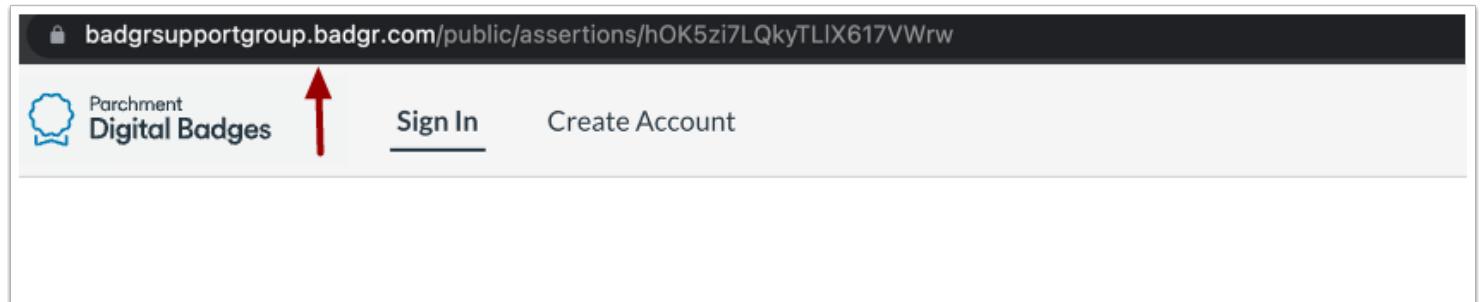
Congratulations, you earned a badge!



Course Completion

The badge you get when you complete the Basic Written Communications course

Open the email that contains the badge award. Click on the badge image within the email to open the badge in a browser.

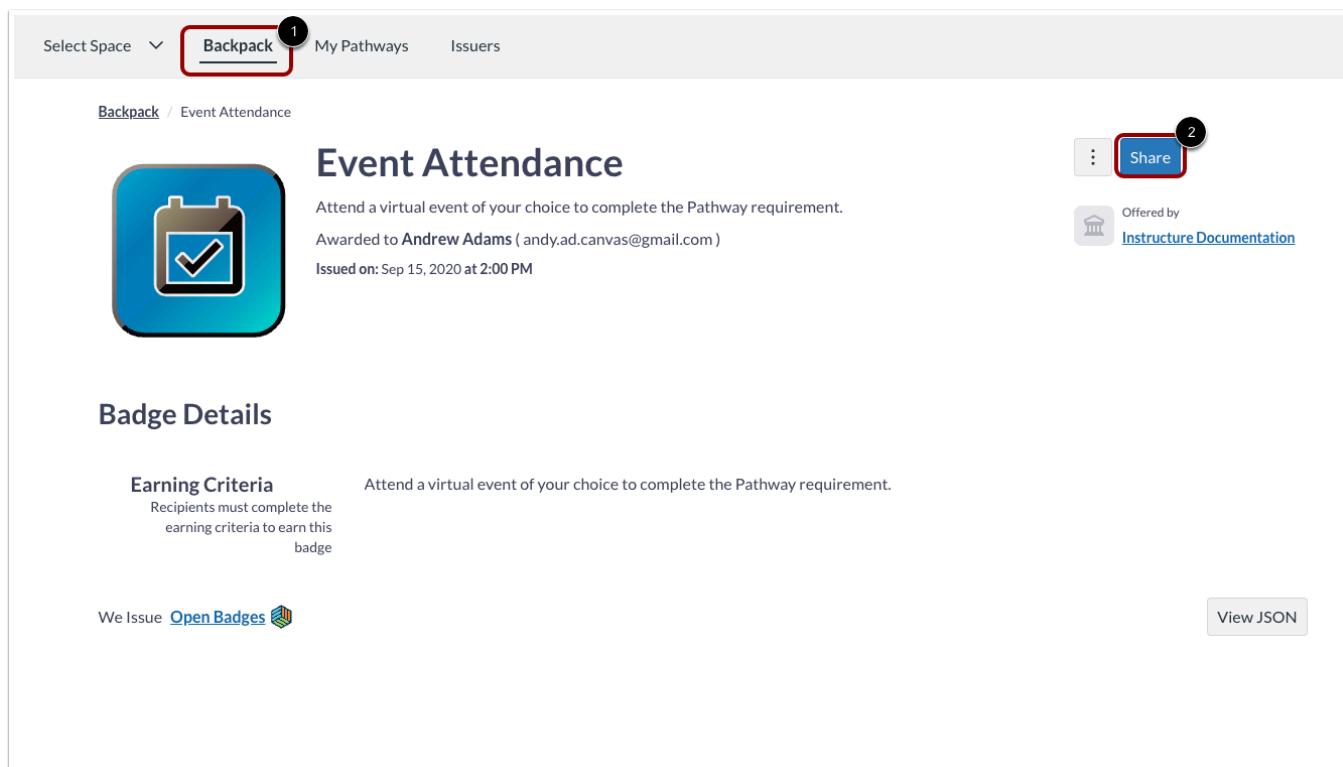


badgrsupportgroup.badgr.com/public/assertions/hOK5zi7LQkyTLIX617VWrw

Parchment Digital Badges  Sign In Create Account

Copy the URL of the page to your clipboard.

Add Badge from your Parchment Digital Badges backpack



Select Space  **Backpack** 1 My Pathways Issuers

[Backpack](#) / Event Attendance

 **Event Attendance**

Attend a virtual event of your choice to complete the Pathway requirement.

Awarded to **Andrew Adams** (andy.ad.canvas@gmail.com)

Issued on: Sep 15, 2020 at 2:00 PM

Offered by  [Instruction Documentation](#)

Badge Details

Earning Criteria Recipients must complete the earning criteria to earn this badge

Attend a virtual event of your choice to complete the Pathway requirement.

We Issue [Open Badges](#) 

[View JSON](#)

From your Parchment Digital Badges account, open the **Backpack** tab [1]. Find the badge you wish to add to your Degreed profile, and click the **Share** button [2].

Share Badge

X

Link Social HTML

Show email address: 2
andy.ad.canvas@gmail.com

Copy this link to share

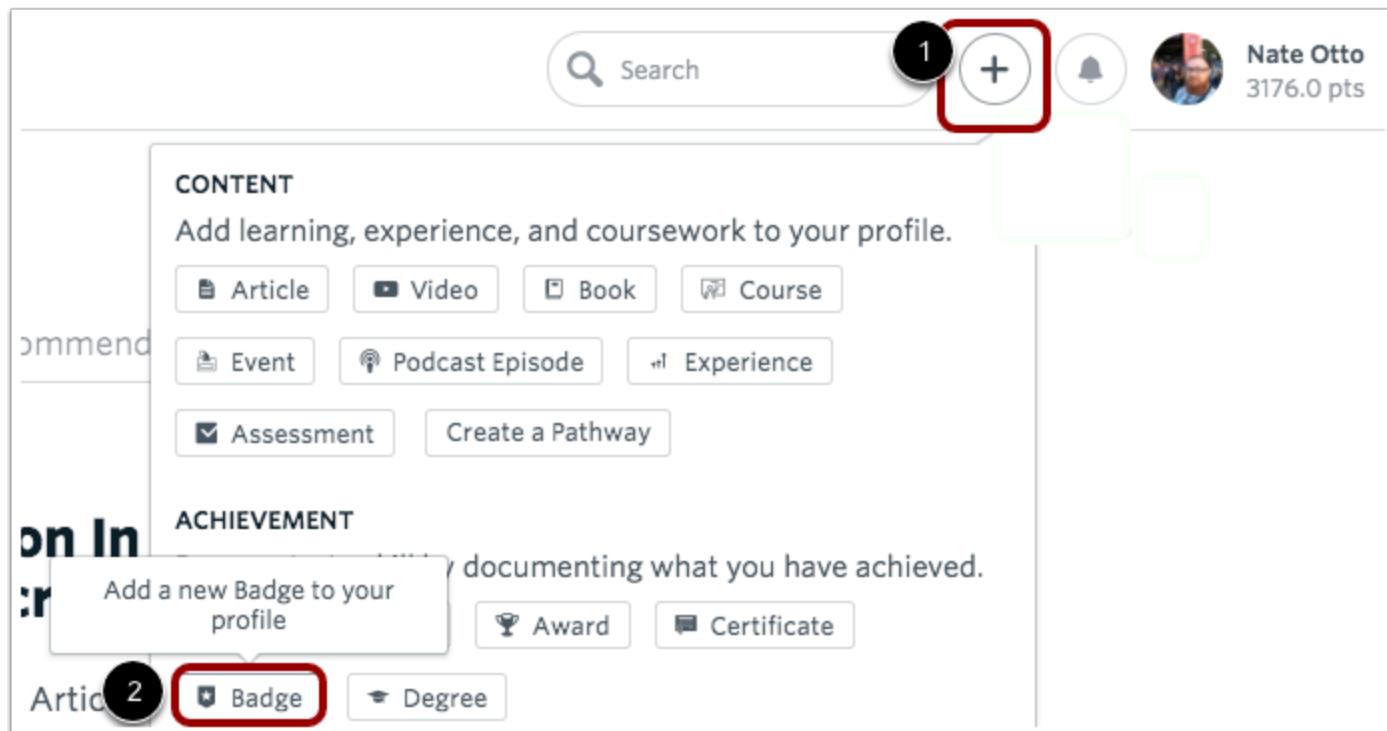
https://api.badgr.io/public/assertions/rKumXuoVQomA9rb-_GSu2g?ident

Copy 1

[Open in new window](#)

To add the URL to your clipboard, click the **Copy** button [1]. This will enable you to [share your badges](#). Include the recipient identifier to ensure your badge can be verified [2].

Add badges to Degreed



CONTENT

Add learning, experience, and coursework to your profile.

Article Video Book Course

Event Podcast Episode Experience

Assessment Create a Pathway

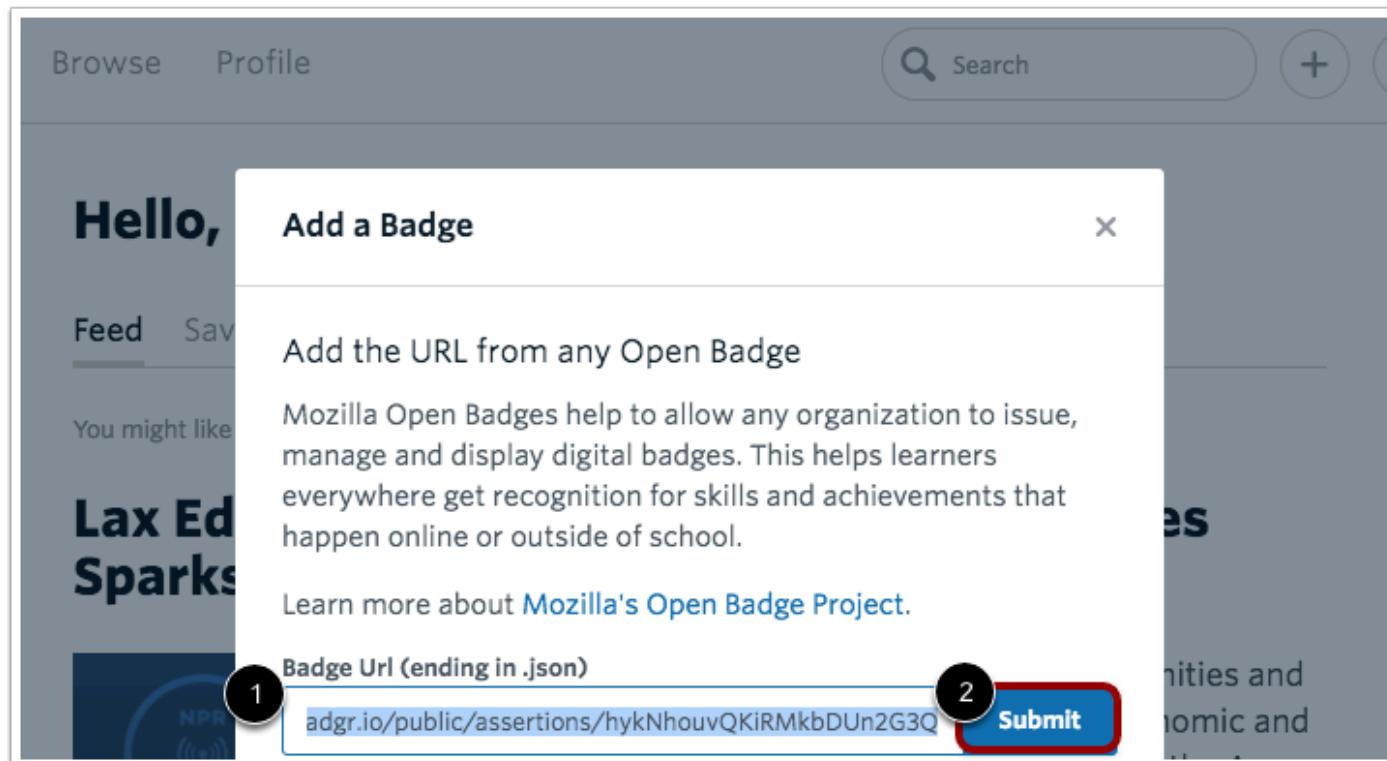
ACHIEVEMENT

Add a new Badge to your profile

Award Certificate

Article 2 Badge Degree

After signing into Degreed, click the add icon [1], and select **Badge** [2].



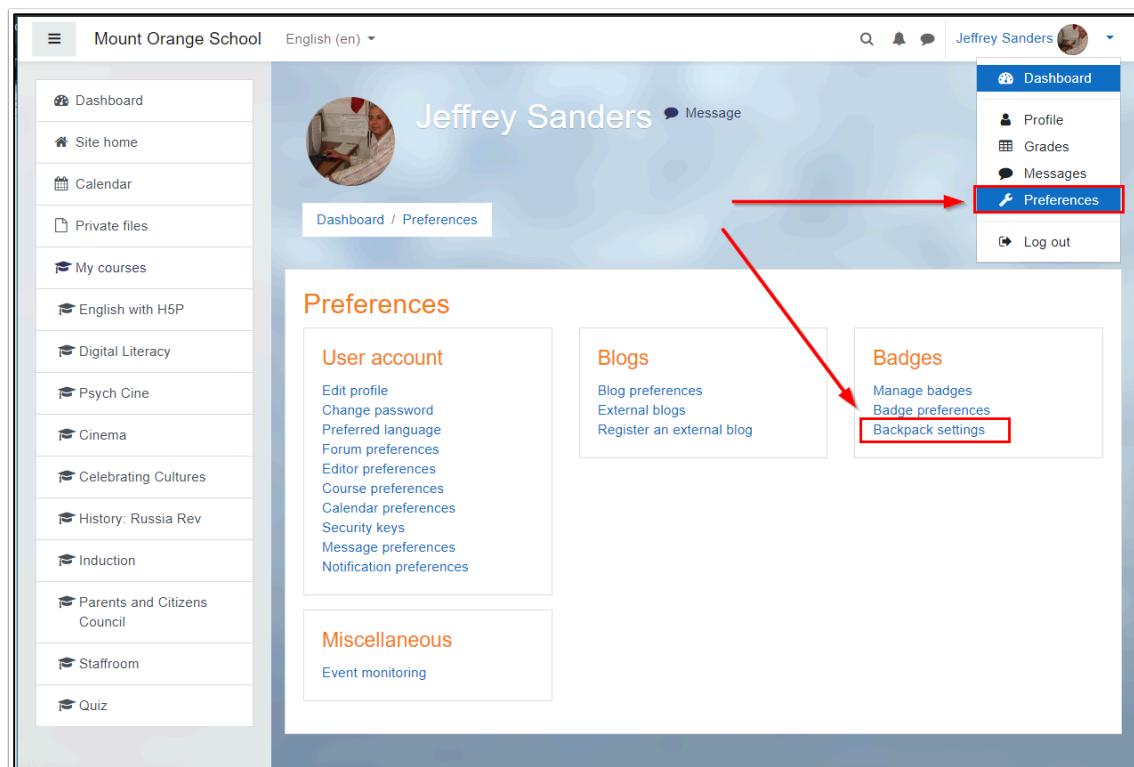
Paste the URL [1], and click the **Submit** button [2].

Note: If Degreed asks for a Badge URL (ending in .json), Parchment Digital Badges has a View JSON button on the page where the JSON URL may be copied from the browser's address bar. Although you may paste either URL into Degreed, paste the regular URL, not the JSON URL. This difference is that when accessing the badge later using the regular URL, you can see all the badge data, not just the machine-readable badge verification code.

Parchment Digital Badges for Moodle: Push to backpack

How to Connect Canvas Badges/Credentials as your external backpack

1. Login to Moodle and select the profile icon in the upper right.
2. Select **Preferences** from the drop-down menu.
3. Under **Badges** select **Backpack settings**.
4. Select your server location from the drop-down menu labeled **Backpack provider**, and enter the email and password for your Canvas Badges/Credentials account.
5. In a different tab, open your email box and find the verification code.
6. Paste the link to complete the verification and connect your Canvas Badges backpack.



The screenshot shows the Moodle 'Preferences' page for user 'Jeffrey Sanders'. A red arrow points from the 'Badges' section of the main content area to the 'Backpack settings' link in the 'Badges' dropdown menu of the right-hand sidebar. The 'Badges' section also contains 'Manage badges' and 'Badge preferences'.

Mount Orange School English (en) Jeffrey Sanders

Dashboard / Preferences

Jeffrey Sanders Message

Preferences

User account

- Edit profile
- Change password
- Preferred language
- Forum preferences
- Editor preferences
- Course preferences
- Calendar preferences
- Security keys
- Message preferences
- Notification preferences

Blogs

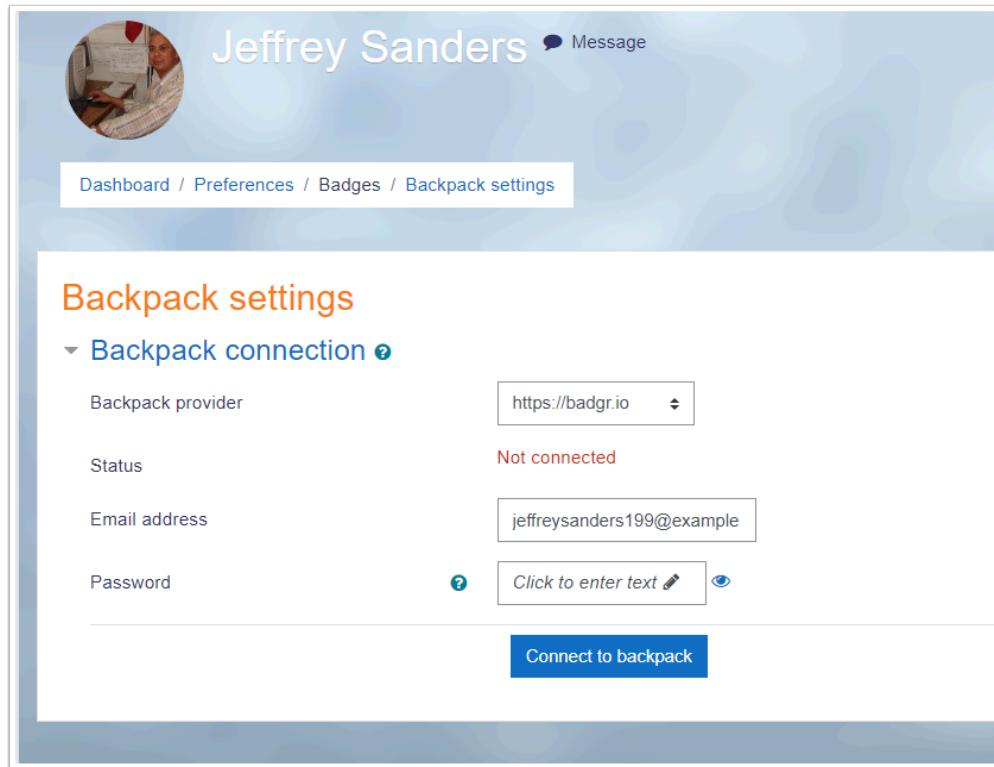
- Blog preferences
- External blogs
- Register an external blog

Badges

- Manage badges
- Badge preferences
- Backpack settings

Miscellaneous

- Event monitoring



Jeffrey Sanders Message

Dashboard / Preferences / Badges / Backpack settings

Backpack settings

Backpack connection ?

Backpack provider	<input type="text" value="https://badgr.io"/>
Status	Not connected
Email address	<input type="text" value="jeffreysanders199@example"/>
Password	<input type="password" value="Click to enter text"/> ? ?

Connect to backpack

After the backpack connection is successfully established, badges from your backpack can be displayed on your badges page and your profile page. Go to **Manage badges** (via Preferences/Badges) and click the icon to add your badge to your backpack.

You can also select collections of badges from your backpack that you would like to display in your profile.

For more information, you can also visit [Moodle](#).

Moodle version 3.7–3.9 push to backpack on non-U.S. servers

Moodle versions 3.10 or later include an option to connect to backpacks on servers outside the default U.S. server location (Selecting a Canvas Credentials [server location](#)). Moodle versions 3.7–3.9 do **not** support connection to backpacks on non-U.S. servers. If you use an older version of Moodle and reside in a region outside the U.S., we've provided some solutions below.

- Update to the [latest version of Moodle](#) to select a backpack from a non-U.S. server
- Teachers use a U.S. Canvas Credentials account and request that students create U.S. server accounts using login URL

- Students create a Canvas Credentials account in their home server (EU, AU, CA) and manually upload badges (for more information, please see: [Uploading non-Canvas Credentials badges](#) and [Transferring badges](#) to an account on a different server)
- Modify the Moodle database table to reflect your home server following the notes in this Moodle support thread link: <https://tracker.moodle.org/browse/MDL-66585> Note, this option may cease to work when Moodle makes a code update

FAQ

What are Open Badges?

Parchment Digital Badges allows users to issue and manage a standardized type of digital badges called Open Badges. A digital badge is a visual symbol of accomplishment. It can be awarded for any definable achievement and earned in many learning environments, games or the workplace. An Open Badge is a specialized type of digital badge that contains verifiable metadata about achievements according to a common data format, the [Open Badges](#) specification. Because open badges follow an open standard, recipients can combine badges from many different sources into common collections, and when they share them, these badges may be verified by any compatible system to ensure that they are trustworthy representations of their earner's experiences.

Much of the visioning and initial groundwork in the early phases of Open Badges was completed by [OpenBadges.org](#): a volunteer community of developers who, working alongside [IMS Global](#), provided the vision and continue to promote Open Badge adoption and steer the development of the Open Badges specification.

Note: If you ever have an issue uploading a badge to your backpack, there's a possibility it doesn't meet the Open Badge standard. Run it through [badgecheck.io](#) or [contact support](#) to check this.

When are Open Badges awarded?

Each Open Badge is a specific indicator of an achievement that matters in a community. Badges are awarded for achievements of all kinds, such as:

- interest and engagement
- participation or attendance
- membership
- knowledge or dispositions
- formal certification (degrees, certificates)
- proficiency, competency or skill

Digital badges can be awarded in a variety of educational contexts across informal and formal learning by educational institutions, individuals and employers. These badges can aggregate and shed light on learners' interests, capabilities and accomplishments. Badges can serve as the stepping stones on a learning pathway. Badges are organized in badge systems and learning pathways to represent the skills and experiences that are valued in communities.

What do Open Badges represent?

An Open Badge achievement is represented by a visual symbol, but it also carries detailed metadata, including a name, description, link to detailed criteria and information about its issuer. When this badge is awarded to a recipient, the portable image contains all the aforementioned verifiable data and "bakes" it into the image so that it may be displayed in any Open Badges-compatible application. The ingredients of Open Badges (name, description, criteria and recipient) are much like that of a cake; once baked, individual ingredients cannot be removed from the badge. This allows for greater portability; badges are meant to be shared (also like cake).

How are Open Badges issued?

Parchment Digital Badges enables a badge earner to store their Open Badges not only in Parchment Digital Badges but in any backpack service. Conversely, Parchment Digital Badges allows any Open Badges to be stored in its backpack, not just Parchment Digital Badges Open Badges. Learn more about awarding [Open Badges](#).

Parchment Digital Badges provides the ability for any user to become an issuer of Open Badges. After you've set up an Issuer profile to describe you or your organization, you can define badges to be issued by this profile. When you create a badge, this is referred to as the "BadgeClass." A BadgeClass can be thought of as a type of badge. Each BadgeClass may be awarded to many earners.

Parchment Digital Badges and GDPR

Parchment Digital Badges is GDPR compliant as of January 2019.

Recent Updates



With changes introduced by the General Data Protection Regulation (GDPR) in the European Union (EU) and bolstered by similar regulations in Canada and Australia, the Parchment Digital Badges Team has made the following updates:

- The [Privacy Policy](#) & [Terms of Service](#) have been updated to ensure users are clear about what personal data Parchment Digital Badges collects and how it's protected.
- We've additionally self-certified as compliant with the Privacy Shield Framework.

Parchment Digital Badges Server Locations

Data residency offerings have been introduced to allow data to be stored and processed in Australia, Canada, the European Union, and the United States. Links to Badges/Credentials:

[Australia \(AU\)](#)

[Canada \(CA\)](#)

[European Union \(EU\)](#)

[U.S.A](#)



We believe that our GDPR compliance and regional servers make your experience with Parchment Digital Badges even better. [Please contact us](#) if you have any questions.

Know Your Rights

Badge issuers may provide Parchment Digital Badges with your email address and the data about your achievement contained within a badge award. If you have questions about a badge you received, please contact the issuer directly.

Requesting Removal of Your Data

You may request a copy of your data, request removal of data about you or request to have incorrect information updated by [contacting our support team](#).

Glossary of terms

Alignment

An Open Badge can optionally align to educational or other standards, in which case the badge metadata will include the name, a URL and a description representing the standard. The alignment information may be relevant to people viewing an earner's awarded badges or to a potential earner deciding whether to apply for the badge.

Assertion

An assertion is a representation of an awarded badge, used to share information about a badge belonging to an individual earner. Assertions are packaged for transmission as JSON objects with a set of mandatory and optional properties. An assertion is a JSON-structured representation of the data for a specific badge that has been awarded. An assertion represents a single badge awarded to a single earner – it includes information about:

- Who earned the badge
- What the badge represents
- Who issued the badge

The assertion for a badge includes various data items required by the Open Badges specification. Required data items in an assertion include:

- A unique ID
- The recipient
- The badge URL
- Verification data
- The issue date

Assertions can optionally also include:

- The badge image (with assertion data baked into it)
- An evidence URL
- An expiration date

An assertion can be stored in a hosted file or a JSON Web signature.

See the current assertion specification for full details.

Assessment

Assessment in a badging system can involve various optional stages. For example, a badge issuer can present badges that are available for earning, capturing earner applications via the issuer website. The earners can submit evidence in support of their applications, which the issuer will then review, comparing the evidence to the badge criteria (which is defined when the badge is created). If an application for a badge is successful, the issuer may then award it to the earner, creating an assertion and typically contacting the earner. This is only an example of what an assessment process might look like in a badging system, but the issuer is free to choose a method that suits their community of earners.

Award

A non-technical term for issuing digital digital badges to recipients. It can also be used as a noun, i.e. share your digital award. Alternatives include: present, confer, grant.

Backpack

A backpack, sometimes referred to as a wallet, stores badge award data on behalf of recipients, making it possible for those recipients to organize and manage the badges they have earned. Backpacks may allow sharing to social media sites as a means of transmitting information about the achievements that a learner has gained.

Example: The Parchment Digital Badges Backpack.

Backpack Connect

Badge Connect API, released as Open Badges 2.1, brings the concept of a federated backpack to the Open Badges ecosystem. The Badge Connect API addition to Open Badges allows badge recipients to easily move their assertions between platforms to streamline the experience of earning and using Open Badges.

Badge

The term "badge" is typically used as shorthand to mean "digital badge," "micro-credential" or "digital certification/credential." However, the term "badge" is sometimes used deliberately in reference to a "lower stakes" digital award that may be used to motivate recipients rather than recognize them in a more formal way. Badges can represent competencies and involvements recognized in online or offline life. Each badge is associated with an image and some metadata. The metadata provides information about what the badge represents and the evidence used to support it.

Earners can display their badges online and can share badge information through social networks. Issuers define badges and award them to earners.

BadgeClass

A BadgeClass is a definition of an earnable badge, which may potentially be awarded to one or more earners. Badge issuers define each badge class using a JSON file in which the fields describe what the badge represents. A BadgeClass includes a link to the issuer organization JSON for the badge. Each time a badge is awarded to an earner, the badge issuer creates a badge assertion that includes a link to the BadgeClass. There are three core data classes associated with the Open Badge specification: assertions, BadgeClasses and profiles. A set of one expression from each of these categories may be constructed into a valid Open Badge.

Each data class is a collection of properties and values, and each defines which are mandatory and optional as well as the restrictions on the values those properties may take. They are published as JSON-LD for interoperability. If properties are included in JSON that cannot be mapped to JSON-LD terms defined in the object's @context, they are not considered part of the badge object's meaning.

Parchment Digital Badges

We believe verifiable achievements and skills badges can help create a more equitable world. Used by thousands of organizations across the globe to issue digital badges and stackable micro-badges, Parchment Digital Badges' secure platform integrates digital badges from other platforms and learning management systems so organizations can build meaningful and scalable credentialing programs that improve education and workforce outcomes, and learners can see and have agency over their path from achievement to opportunity.

Bake, Baking, Baked badge

Badge baking is the process of embedding assertion data into a badge image. The Parchment Digital Badges Backpack includes a tool for baking badges.

Claim code (QR Code)

A claim code is created by a Parchment Digital Badges issuer and given to an earner when they earn a badge. The earner can take the code and claim the badge associated with that code.

Claim codes can be unique to the earner or multi-use, in which case many different earners can use a code to claim the same badge.

Collect, Collection

Earners can collect awarded badges and display them in backpacks. In the Parchment Digital Badges Backpack, earners can group badges into collections, deciding whether each collection is publicly sharable.

Competency

Many digital badges and micro-badges recognize discrete, often research-backed competencies. One way of thinking about competency is by considering the “what” of the digital badge or “What is the learner demonstrating?” The competency is usually stored in the “description” property of the JSON schema.

Competency-based

Competency-based digital badges are generally considered “higher stakes” digital badges in that the award is contingent on the demonstration of stated competencies. Many competencies are supported by industry research.

Consumer

The consumer is someone viewing a badge awarded to an earner. Examples could include colleagues, peers and potential employers.

Criteria

A definition of the requirements for earning a badge. In a BadgeClass, the criterion is included as a URL.

Description

Badges are accompanied by descriptions when they are listed, shared and displayed. Each badge can include a short tagline, a description for earners and one for consumers.

Digital credential

This term is often used interchangeably with “digital badge” and “micro-credential. However, the term “credential” is often used to imply alignment with a particular, industry-aligned credentialing framework, learning outcome or certifying organization.

Example: The Digital Promise micro-credential framework.

Digital credential framework



Many digital badges are supported by discrete frameworks, which have been aligned to the Open Badges specification. Many of these digital credential frameworks are based on industry standards or research-backed practices. Generally, these frameworks are developed by content/domain experts who have developed the content or coursework culminating in digital credential awards. For example, the Digital Promise micro-credential framework consists of a competency, key method, method components, research and resources, and evidence sections (submission guidelines and evaluation criteria).

Displayer

A badge displayer accesses badges that are publicly available and displays them in an online context. The process involves verification.

Earner

An individual who has met the necessary requirements to earn a badge, micro-credential or other digital badge. Badges are awarded by issuing organizations or individuals, also referred to as issuers.

Evidence

Digital badge applications sometimes require the pursuant to collect and submit evidence before their competence can be assessed and the digital badge/credential awarded. Evidence refers to submitted proof that an earner meets the criteria for a badge they're applying for. It can be a link to text, images and other media.

In many cases, the evidence is assessed by a content expert affiliated with the issuing organization. The award pursuant may receive their award after the assessment, or they may receive tailored feedback from the issuing organization. For more on assessment, see assessment.

Identity

A badge assertion includes information about the identity of the earner. This information typically comprises the earner's email address. Badge displayers can check earner email addresses against the assertion email to verify that a badge was awarded to the person claiming it.

Issue (See also: Award)

Connect a badge to a person technically this is the act of awarding the badge to the earner. This may happen when an earner makes a successful badge application. Badges can also be issued by submitting claim codes, or directly by the issuer to the earner's email address.

Issuer

Person or organization who creates/offers badges and issues them to earners. Issuers can be individuals or organizations.

JSON

JSON (JavaScript Object Notation) is a lightweight data-interchange format. It's easy for humans to read and write, and it's easy for machines to parse and generate.

Key method

Some digital badges include a key method section of their framework and are the means by which (or methodology) an award pursuant demonstrates their competence. Generally, the key method can be referred to as the "how" of a micro-credential or digital badge. In other words, "How will the award pursuant demonstrate the competency in question?"

Metadata

Metadata is a set of data that describes and gives information about other data. In many cases, when the word metadata is used within the context of digital badging/credentialing, it's in reference to the data that combines with the badge image (the BadgeClass) to produce a digital credential: includes name, description and links to other important details like the badge's criteria, evidence and issuer information. The metadata for an awarded badge is defined in a badge assertion.

Micro-credential

Micro-credential is one of many interchangeable terms used to describe digital badges. Often micro-badges are "higher stakes" in the sense that they usually conform to a specific framework and are recognized by traditional credentialing organizations or certifying bodies.

On-demand

micro-badges and digital badges are usually provided through the web, therefore they're available to an award pursuant so long as the website/platform is available and they are connected to the internet.

Open Badges display

A badge display accesses badges that are publicly available and displays them in an online context.

Open Badges specification

The Open Badge specification is a way of organizing badge data resulting in the badge being open and interoperable. Any digital badge/credential that is “Open Badges compliant” (conforms to the specification) can be transferred to any other system that recognizes and implements this specification.

Personalized

Each micro-credential/digital badge award contains metadata aligning with the recipients' submission data. This data may include links to evidence, the recipients' email, the date the badge was awarded and more.

Portable

Micro-badges and other digital badges contain structured data, therefore any system designed to recognize this (open source) data structure can store and display micro-badge data. micro-badges can also be verified by any online source, as the code associated with performing that task is also open source.

Profile

A profile is a collection of information that describes the entity or organization using Open Badges.

Issuers must be represented as profiles, and recipients, endorsers or other entities may also be represented using this vocabulary. Each profile that represents an issuer may be referenced in many BadgeClasses that it has defined. Anyone can create and host an issuer file to start issuing Open Badges. Issuers may also serve as recipients of Open Badges, often identified within an assertion by specific properties, like their URL or contact email address. An issuer profile is a subclass of the general profile with some additional requirements.

Property (as it relates to BadgeClass)

Properties are fields within the BadgeClass; they define specific types of data as key/value pairs.

For example, the “name” property may refer to the “micro-credential title” within the BadgeClass data set.

Public badge

A public badge is a badge an earner has placed in a collection that they have designated as public. If a display has access to the earner's email address, they can retrieve the earner's public badges from their Parchment Digital Badges Backpack.

Research

Many digital badges require demonstrations of competence, in which case there is usually industry-supported research to substantiate this skill or competency.

Reskill

To reskill means to learn new skills to do a different job; to train (a worker) in new or improved skills for advancement or for a new career.

Revoke

A badge issuer can decide to revoke a badge they issued. Badge displayers are required not to display badges that have been revoked. Badge revocation is different for signed and hosted badges.

See [IMS Global's](#) website for examples of revocation

Rubric

A tool used to assess badge criteria in a standardized way aids consistency in a review. It can also be used to check evidence to see if it meets badge criteria (if the badge requires evidence).

Share, Shareable

Each awarded micro-credential or digital badge/credential can be shared digitally. For example, badge earners can share awards from their backpacks to social media, an email address or many other ways.

The Parchment Digital Badges platform provides digital badge recipients with the ability to share their awards through social networks, including LinkedIn, Twitter, Facebook and via email.

Validate, Validator

Issuers and displayers can use the validator to check badge assertions for structural validity. Validation is a procedure that ensures a cluster of badge objects that make up an Open Badge are appropriately published and linked, and that each particular instance of a badge object conforms to requirements for its class.

Validation of all data class instances used in an Open Badge is a part of badge verification.

Example: Badgecheck.io is the native Open Badges validator for many systems.

Verifiable

Any digital credential/badge in line with the Open Badges specification can be verified natively through an Open Badges validator.

Verify, Verification

Instructions for third parties to verify the assertion confirmation that a specific badge was awarded by the issuer to a specific person. Badge displayers are responsible for verifying issued badges using badge assertion data. Badge verification can involve a series of steps tailored to whether the badge is hosted or signed guidance is available in the specification.

Verification is the process of ensuring the data that makes up an Open Badge is correct for the purpose at hand. It includes a number of data validation checks as well as procedures to ensure the badge is trustworthy. Verification is distinct from compliance certification for applications and services that implement the specification, though verification is typically a component of certification programs.

Wallet

A wallet, also known as a backpack, stores badge award data on behalf of recipients, making it possible for those recipients to organize and manage the badges they have earned. Wallets may allow sharing to social media sites as a means of transmitting information about the achievements that a learner has gained.

Troubleshooting: Unexpected badge award behaviors in Canvas

When a student checks their progress by accessing the [Credentials](#) or [Badges](#) menu in a course, Parchment Digital Badges automatically awards all the badges they have earned. Occasionally, students are not awarded badges as expected. The following problems may occur:

- Students are not awarded a badge they were expecting
- Students are awarded badges without having completed the requirements
- Student names display a URL identifier in the student roster, and they are not receiving badges

Solutions to these problems are outlined in this lesson.

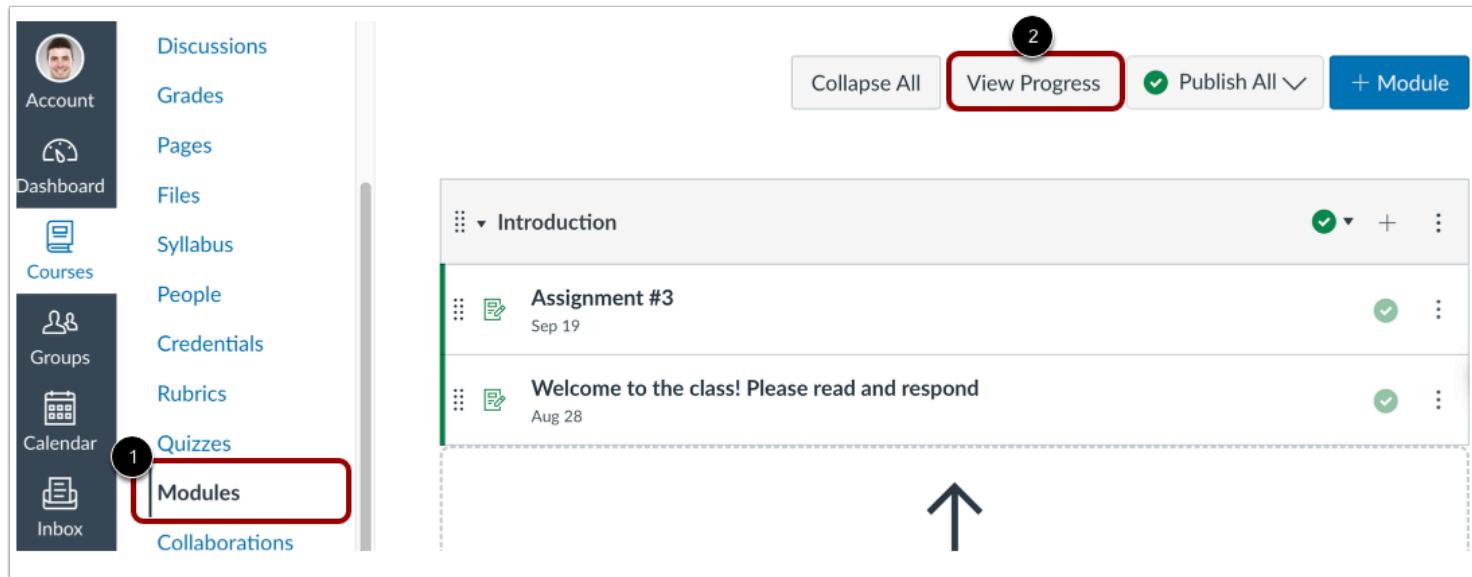
Problem 1

After completing a Canvas course module, a student observes that they were not awarded the badge associated with the module.

Solution for students

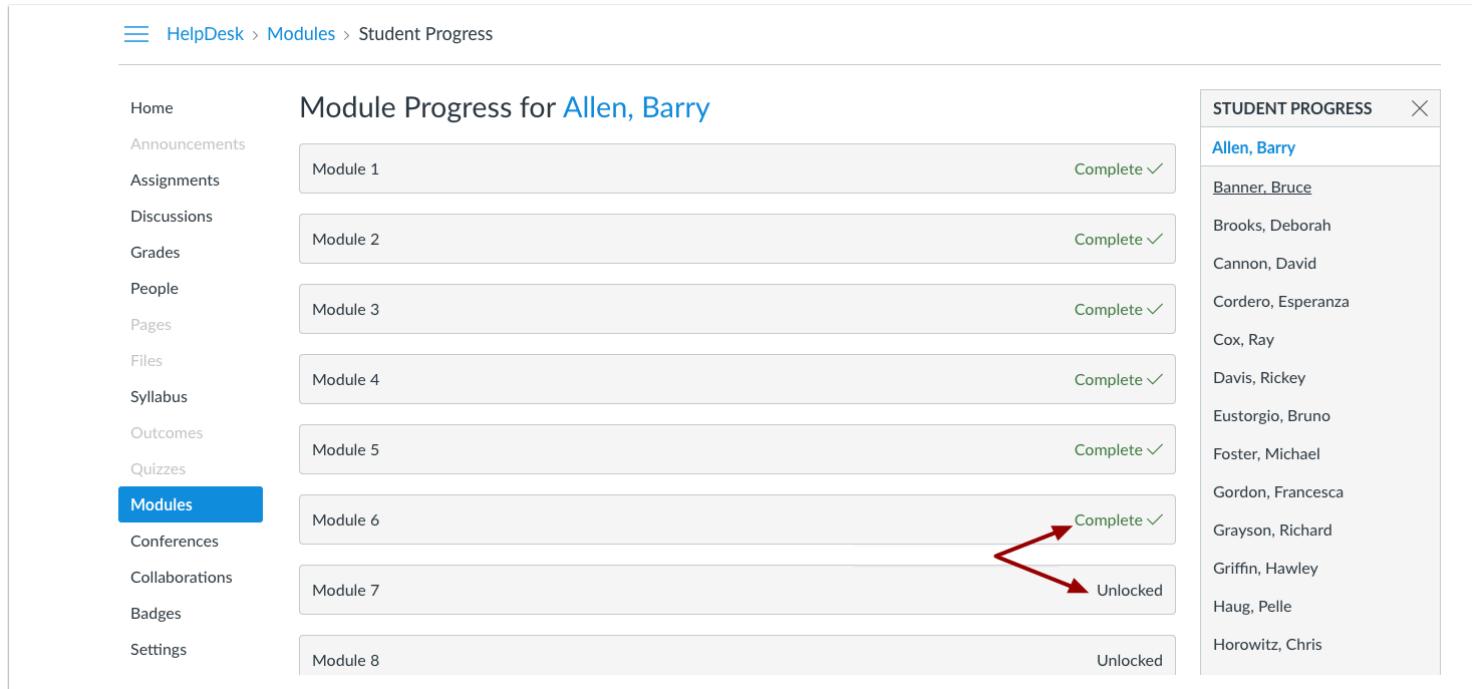
As a student, check the module completion status in your [Modules](#) course navigation view. If the expected module does not register as complete, you should be able to see the incomplete criteria or contact the instructor to ask for further details. If the expected module does register as complete, but no badge appears after refreshing Parchment Digital Badges, please contact us at support@badgr.com.

Solution for instructors



The screenshot shows the Canvas LMS interface. On the left, the Course Navigation bar is visible with various links: Account, Grades, Pages, Files, Syllabus, People, Credentials, Rubrics, Quizzes, **Modules** (highlighted with a red box and labeled 1), and Collaborations. The main content area shows a module named 'Introduction' containing an assignment and a welcome message. At the top right, there are buttons for 'Collapse All', 'View Progress' (highlighted with a red box and labeled 2), 'Publish All', and '+ Module'.

As an instructor, you can verify that module completion rules are defined correctly for a given module. In Course Navigation, click the Canvas **Modules** link [1], then click the **View Progress** button [2].



The screenshot shows the Student Progress page. The left sidebar shows the navigation menu with the **Modules** link highlighted (labeled 1). The main content area displays 'Module Progress for Allen, Barry' with a list of modules: Module 1 (Complete ✓), Module 2 (Complete ✓), Module 3 (Complete ✓), Module 4 (Complete ✓), Module 5 (Complete ✓), Module 6 (Complete ✓), Module 7 (Unlocked), and Module 8 (Unlocked). To the right, a 'STUDENT PROGRESS' sidebar lists student names: Allen, Barry (highlighted with a red box), Banner, Bruce, Brooks, Deborah, Cannon, David, Cordero, Esperanza, Cox, Ray, Davis, Rickey, Eustorgio, Bruno, Foster, Michael, Gordon, Francesca, Grayson, Richard, Griffin, Hawley, Haug, Pelle, and Horowitz, Chris. A red double-headed arrow points between the 'Complete ✓' status for Module 6 and the 'Unlocked' status for Module 7.

Navigate between students who should and should not have been awarded a badge to verify that the criteria are defined correctly.

Problem 2

Badges are awarded to students in modules with incomplete assignments.

Solution for instructors

If Parchment Digital Badges has awarded badges to students who should not have earned that badge, it means the module completion rules are incorrectly configured in Canvas. After correcting that problem, you can either revoke badges that were awarded mistakenly or clear out the badge assigned to the module and reassign it. Before doing this, ensure you have fixed the problem with the completion rules so that incorrect badges are not re-awarded the next time Parchment Digital Badges checks progress when you view the progress screen.

If all the assignments in a particular module are assigned to a section, then anyone not in that section is automatically marked as having completed the module by Canvas. Often, when a single student gets all or no badges, there's a problem with the section they're assigned to. Students not getting badges when requirements are met

Occasionally, the module completion requirements might not be honored and the module needs to be "reset." To determine if this is the issue, click **Modules** in Course Navigation, then click the **Student progress** button. Browse to a student who you know has met module completion criteria. If Canvas does not show the student has completed the requirements, you can resolve the issue with the steps below.

To reset the module requirements:

1. On the Modules page, click the **Options** icon for the Canvas module.
2. Click the **Edit** link.
3. Make no changes.
4. Click the **Save** button.
5. Click the **Student Progress** button from the Modules page to ensure that it now shows the student has completed the module.
6. Check the **Progress** tab in Badges/Credentials and click the page that shows the student in the table. Confirm that the badge has been awarded.

Problem 3

Students have a URL identifier in the roster and are not awarded badges.

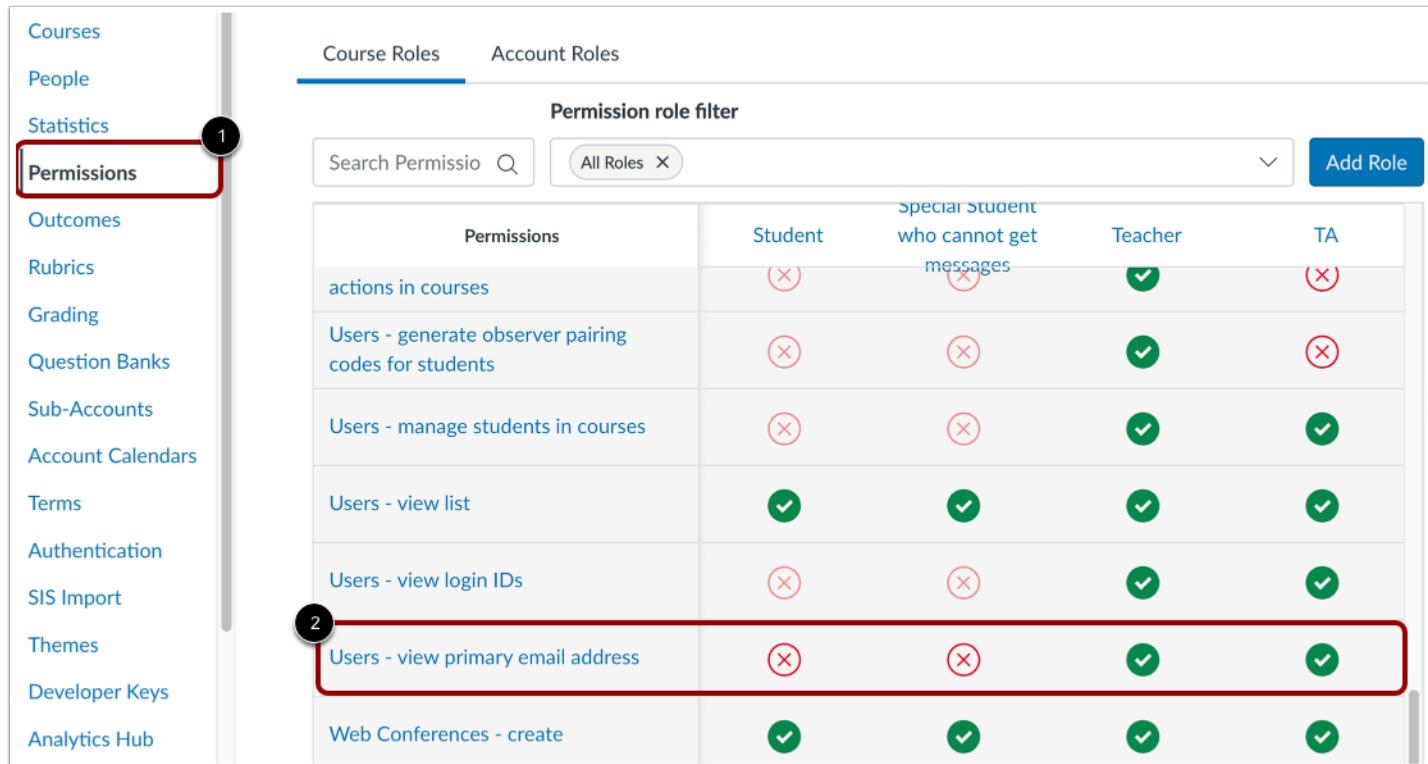
Solution for instructors

Badges are not awarded to students until the course enrollment has been accepted or until Parchment Digital Badges has been granted access to the student's email address. If a student has a URL identifier in the roster, they have not yet accepted the enrollment, or Parchment Digital Badges cannot access the student's email address.

As an instructor, when on the **Progress** page of the Badges/Credentials course navigation, you may see a student's name flagged with a URL identifier. There are two reasons why this may occur:

- The student has not accepted the course enrollment (as indicated by the hover text).
- Parchment Digital Badges cannot access the student's email address from the Canvas instance.

If the student has not accepted enrollment, they must accept enrollment in the course.



The screenshot shows the 'Course Roles' tab selected in the 'Account Roles' section of the Canvas Admin area. The 'Permissions' link in the left sidebar is highlighted with a red box and the number '1'. The 'User - view primary email address' permission for the 'Student' role is highlighted with a red box and the number '2'.

Permissions	Student	Special Student who cannot get messages	Teacher	TA
actions in courses	✗	✗	✓	✗
Users - generate observer pairing codes for students	✗	✗	✓	✗
Users - manage students in courses	✗	✗	✓	✓
Users - view list	✓	✓	✓	✓
Users - view login IDs	✗	✗	✓	✓
Users - view primary email address	✗	✗	✓	✓
Web Conferences - create	✓	✓	✓	✓

If the student has accepted the course enrollment invitation and is an active participant in the course, your Canvas permission settings may need to be adjusted. You or your Canvas admin can [edit your role permissions](#) using the following steps:

1. Navigate to the account or sub-account where the affected course is located.
2. From Account Navigation, click the **Permissions** link [1].

3. In the Course Roles permissions table, verify that the **Users - view the primary email address** permission is enabled for the Teacher role [2].
4. Then, delete the Badges/Credentials Group and create a new Group to recreate the roster with the correct identifiers.

If the student has accepted enrollment and the Canvas instance allows instructors to view email addresses, but there is still a URL identifier next to a student name, there may be a different Canvas or SIS setting preventing the badge awards. Please check your Canvas settings. If you can't resolve the issue, please contact support@badgr.com.

Troubleshooting: How do I prevent duplicate badges from being issued in Canvas?

Problem

Sometimes badges may be awarded (accidentally) more than once in a Canvas course.

This can happen when:

- The badge has already been awarded manually outside of this specific course
- A switch occurs from using one badging platform to another
- If badges have already been awarded and a badge is unassigned from the Objectives tab in a course: If the badge is reassigned to the module, Parchment Badges may treat this as a new command and reissue to the students who have met the module completion criteria
- You may [revoke badges](#) by accessing the issuer and badge detail page in your Badgr.com account

Solution

To prevent any duplicate badges from being awarded, keep the **Prevent duplicate badge awards** box checked. You can find the Prevent duplicate badge awards check box by selecting **Badges** from the course menu, then scrolling to the bottom of the **Objectives** page.

OBJECTIVES	PROGRESS	LEADERBOARD	ANALYTICS
Name	Badge	Evidence ?	Type ?
Intro to Flipped and Blended Learning	 Blend & Flip Newbie	×	Complete Module
Blended Learning Lessons	 Blended Learning Author	×	Complete Module
Flipped Learning Lessons	 Flipped Classroom Lesson Author	×	Complete Module
Blended and Flipped Wrap Up	 Blended vs. Flipped Champion	×	Complete Module
Course Completion Badge	 University Coursework	×	Complete Module

ADD NEW OBJECTIVE

Prevent duplicate badge awards. [Learn More](#)

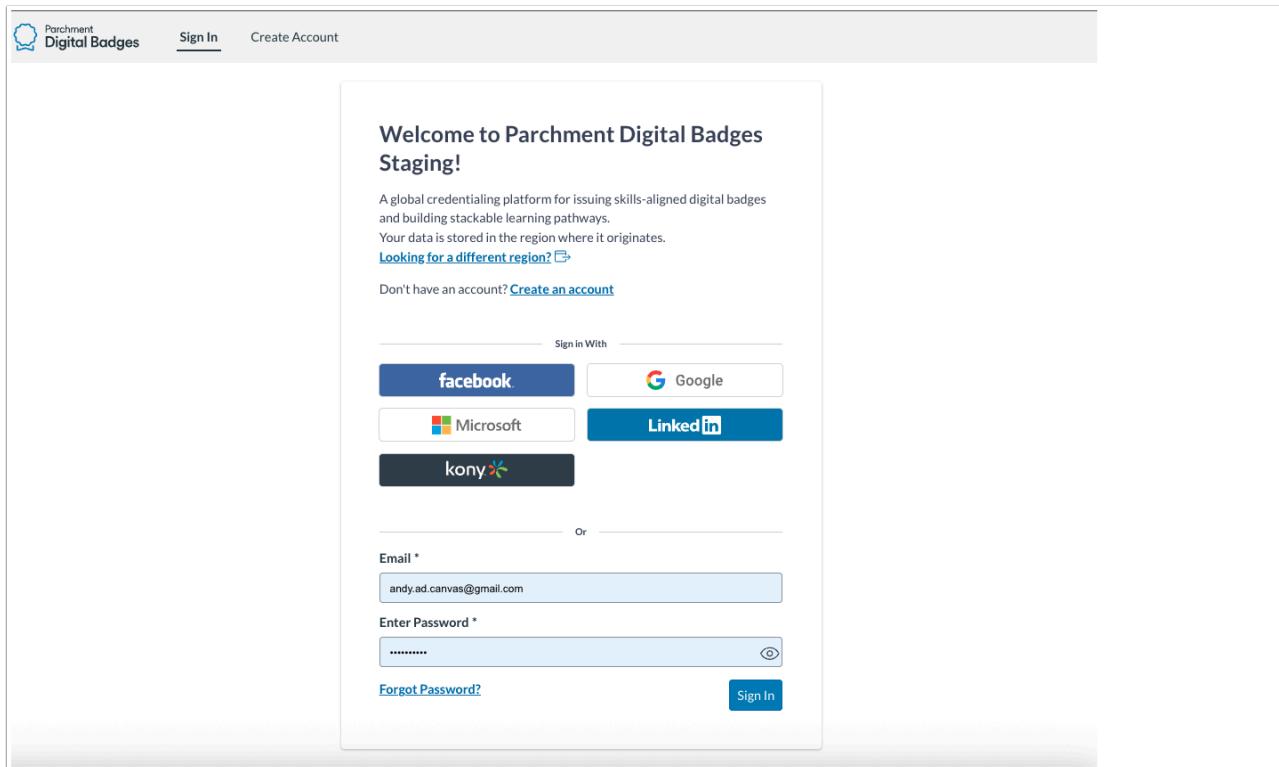
Sometimes it may be desirable to award the same badge multiple times to the same person— it might be part of your badge system design!

User Account Management

How do I use the Parchment Digital Badges Backpack?

The Parchment Digital Badges Backpack allows you to view all your earned badges, share them, and organize them into collections. Badges awarded through Parchment Digital Badges are synced into your backpack, while badges from [other sources can be manually uploaded](#).

Sign in



The screenshot shows the sign-in page for the Parchment Digital Badges Staging environment. At the top, there is a navigation bar with the Parchment Digital Badges logo, a "Sign In" button, and a "Create Account" link. The main content area has a heading "Welcome to Parchment Digital Badges Staging!" followed by a brief description: "A global credentialing platform for issuing skills-aligned digital badges and building stackable learning pathways. Your data is stored in the region where it originates." Below this, there is a link "Looking for a different region? [Change Region](#)". A note "Don't have an account? [Create an account](#)" is also present. The sign-in form is titled "Sign in With" and includes buttons for "facebook", "Google", "Microsoft", "LinkedIn", and "kony". Below the buttons, there is a "Or" link, followed by fields for "Email *" (containing "andy.ad.canvas@gmail.com") and "Enter Password *". A "Forgot Password?" link and a "Sign In" button are at the bottom of the form.

Sign into your Parchment Digital Badges account.

View Badges

Backpack

Collect, organize and share the digital badges you've earned.

[Learn More](#)

Badges Collections

Badges

You've earned 5 badges from 3 issuers.

Search by badge name [1]

Group by issuer [2]

 [3]

 Introduction Instructure Community Documentation Issuer Verified To be received when completing the Introduction Module Mar 6, 2024	 History Assessment Instructure Community Documentation Issuer Verified Students must complete the history assessment to receive this badge Jan 29, 2024	 Statue of Liberty History 101 Verified Statue of Liberty Jun 7, 2023
 Chasing Waterfalls Adventure Time Verified TLC says, "Don't go chasing waterfalls." But you didn't listen! Mar 7, 2023	 Statue of Liberty History 101 Verified Statue of Liberty Feb 3, 2023	

In the Badges tab, you can search for badges using the **Search by badge name** field [1] and filter by issuer by clicking the **Group by Issuer** checkbox [2].

To [add a badge](#), click the **Add Badge** button [3].

To [share a badge](#), click the **Share** link [4].

View Collections

Backpack

Collect, organize and share the digital badges you've earned.

[Learn More](#) 

Badges 1 Collections

Collections

2 Create Collection

You have organized 3 badges across 1 sharable collection.

History
3 Badges



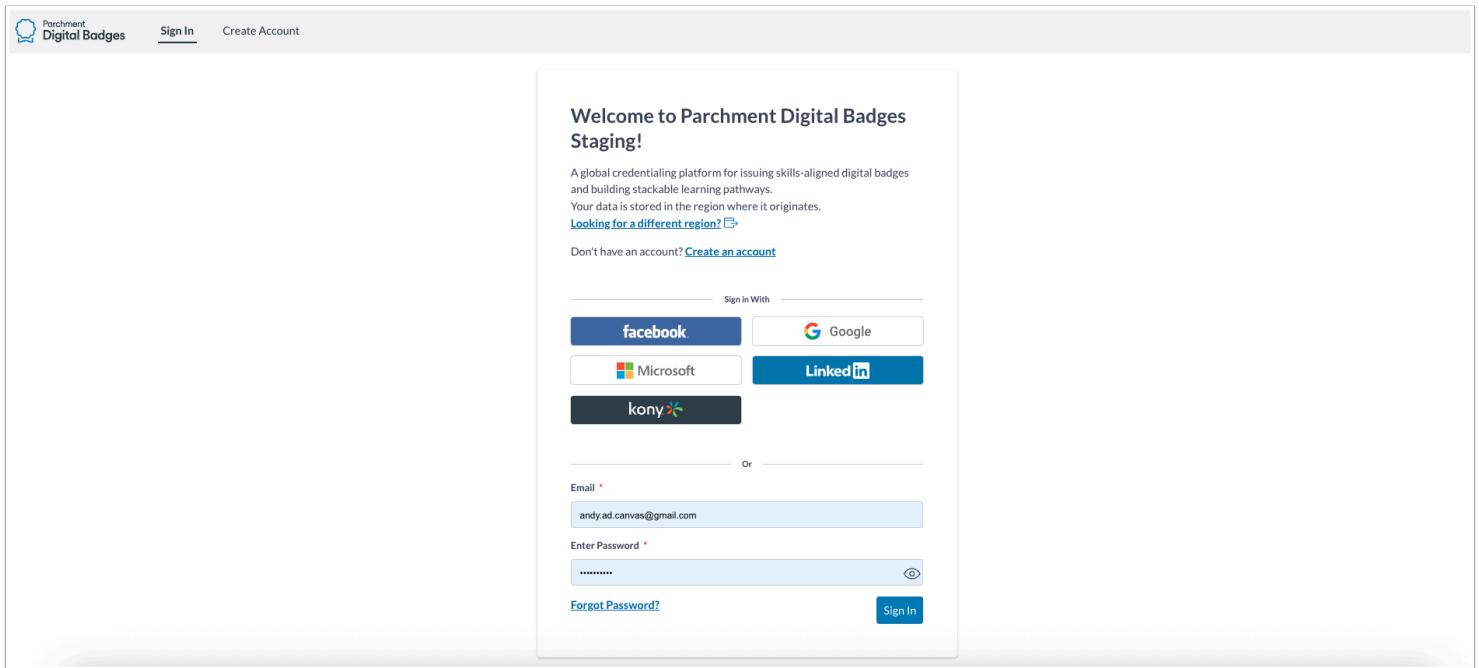
3 Public

In the Collections tab [1], you can [manage your collection](#) by creating a new collection [2] and choosing to make your collection public [3].

How do I create and manage a collection of badges in Parchment Digital Badges Backpack?

You can create collections in your Parchment Digital Badges Backpack. Creating a collection allows you to organize your badges and share specific collections with other users.

Sign into Parchment Digital Badges



Parchment
Digital Badges [Sign In](#) [Create Account](#)

Welcome to Parchment Digital Badges Staging!

A global credentialing platform for issuing skills-aligned digital badges and building stackable learning pathways.

Your data is stored in the region where it originates.

[Looking for a different region?](#)

Don't have an account? [Create an account](#)

Sign in With

[facebook](#) [Google](#)
[Microsoft](#) [LinkedIn](#)
[kony](#)

Or

Email *

Enter Password *

[Forgot Password?](#) [Sign In](#)

Sign into your Parchment Digital Badges account.

Open Collections

Backpack

Collect, organize and share the digital badges you've earned.

[Learn More](#) 

Badges Collections

To create or manage collections, click the **Collections** tab.

Create Collection

[Create Collection](#)

To create a collection, click the **Create Collection** button.

Create Collection

[Backpack](#) / Create Collection

Create Collection

Use collections to organize and share your badges.

Collection Name *

1

Description *

2

3

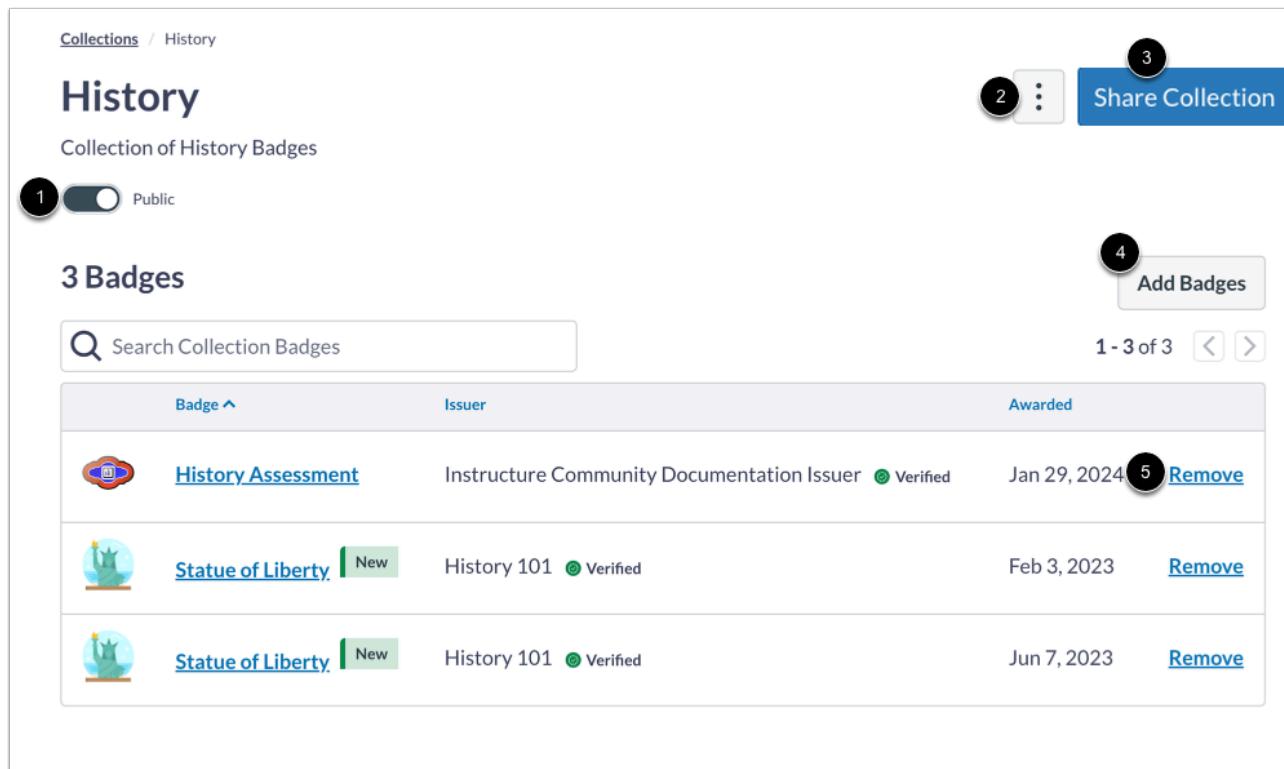
Cancel

To name your collection, enter the collection name in the **Collection Name** field [1].

To add a description, enter the description in the **Description** field [2].

To save your collection, click the **Create Collection** button [3].

Manage Collection



[Collections](#) / [History](#)

History

Collection of History Badges

1 Public

2 

3 Share Collection

4 

1 - 3 of 3  

3 Badges

Badge ^	Issuer	Awarded
 History Assessment	Instructure Community Documentation Issuer  Verified	Jan 29, 2024 
 Statue of Liberty 	History 101  Verified	Feb 3, 2023 
 Statue of Liberty 	History 101  Verified	Jun 7, 2023 

To make your collection shareable, click the **Public** toggle on [1].

To edit or delete the collection, click the **options** icon [2].

To share your collection, click the **Share Collection** button [3].

To add badges to your collection, click the **Add Badges** button [4].

To remove a badge from a collection, click the **Remove** link [5].

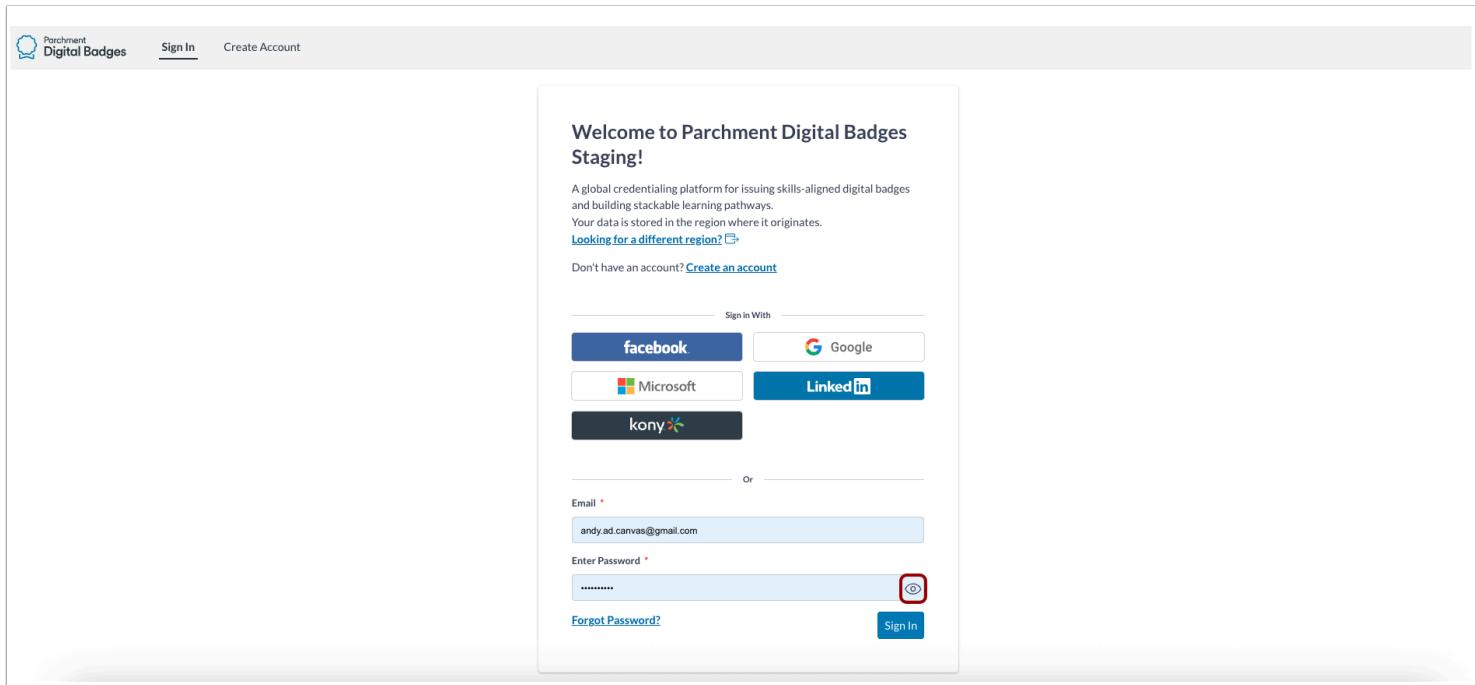
Note: You can [add a new badge](#) through the Badges tab.

How do I upload non-Parchment Digital Badges badges to my Backpack?

You can add badges to your Parchment Digital Badges Backpack from a website URL, an external image file, or from JSON code.

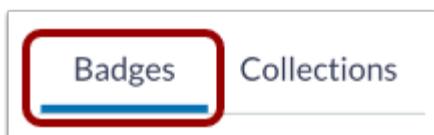
If you are an [Open Badges](#) recipient, you may receive badges via email so that you can download and import the badges into your Backpack.

Sign into Parchment Digital Badges



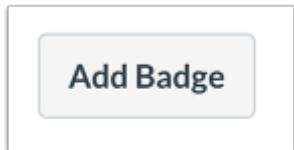
Sign into your Parchment Digital Badges/Credentials account. To show or hide the password, click the **Visibility** icon.

Open Badges



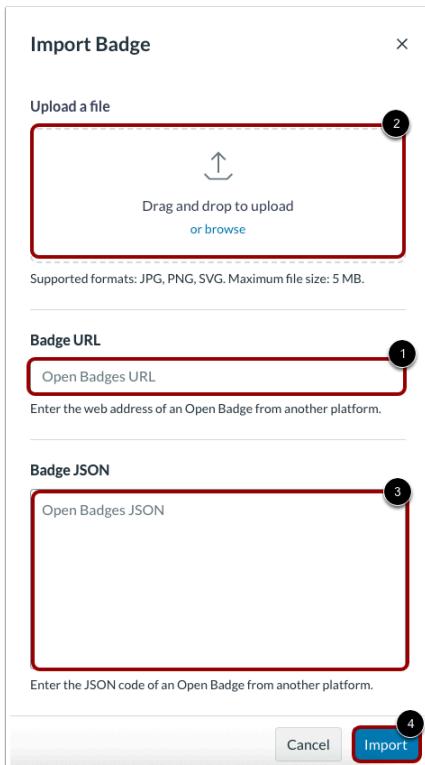
To add a badge, click the **Badges** tab.

Add Badge



To create a new badge, click the **Add Badge** button.

Add Badge Basic



Import Badge

Upload a file

Drag and drop to upload or browse

Supported formats: JPG, PNG, SVG. Maximum file size: 5 MB.

Badge URL

Open Badges URL

Enter the web address of an Open Badge from another platform.

Badge JSON

Open Badges JSON

Enter the JSON code of an Open Badge from another platform.

Cancel Import

To upload your badge from a website, enter an assertion URL in the **Badge URL** field [1].

To upload a badge image file from your computer, drag and drop the file or click the **Upload a File** button [2].

To upload using JSON, copy the JSON from your badge and paste it into the **Badge JSON** field [3].

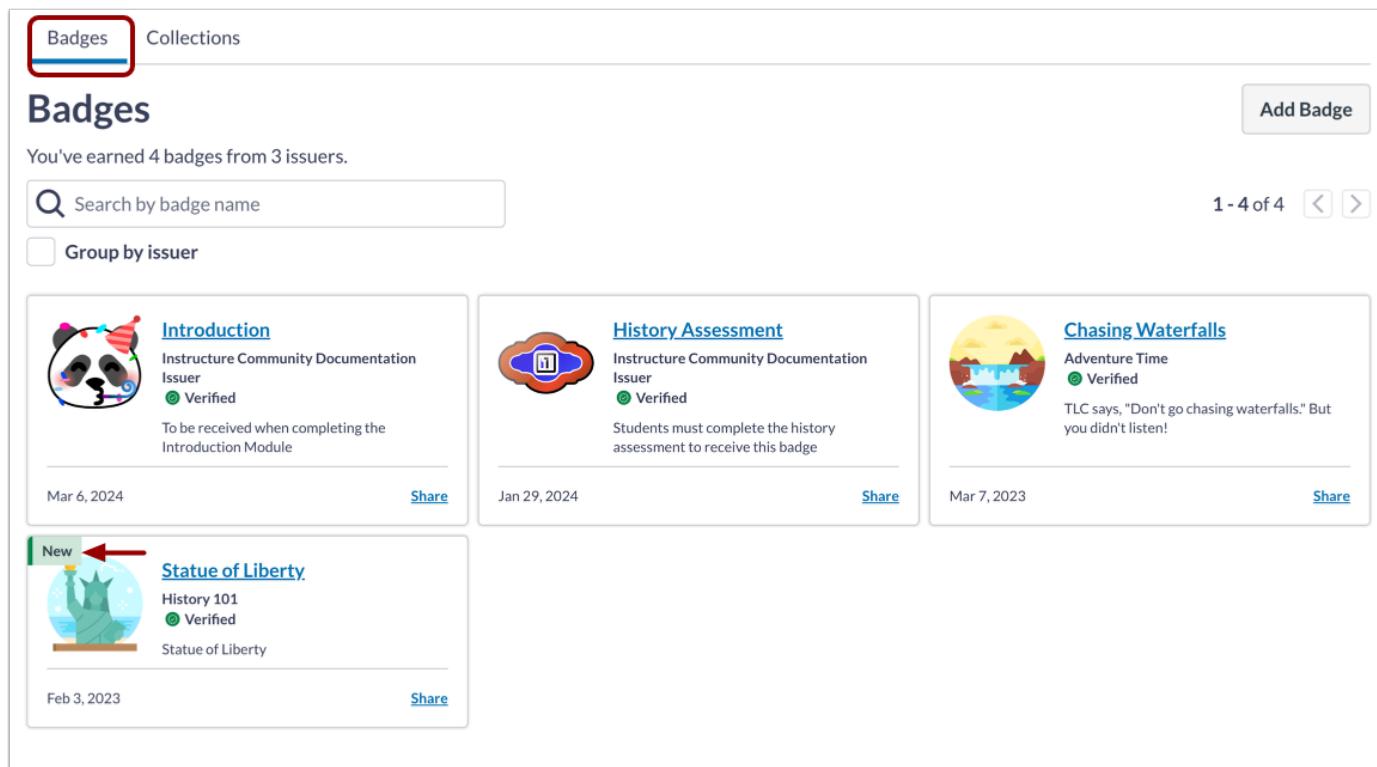
To add the badge, click the **Import** button [4].

Upload Credly Badges

Credly/AcclaimBadges created using the Open Badges platform can be manually uploaded to your Badgr account.

1. Go to the public view page for the Acclaim or Credly badge you wish to upload.
2. In the address bar of your browser, select the letter-number id code following <https://www.youracclaim.com/badges/>. This is the id code for your specific badge.
3. Paste your id code at the end of the following link: [https://www.youracclaim.com/api/v1/obi/v2/badge_assertions/\[id number\]](https://www.youracclaim.com/api/v1/obi/v2/badge_assertions/[id number]).

View Badge



Badges Collections

Badges

You've earned 4 badges from 3 issuers.

Search by badge name

Group by issuer

Add Badge

1 - 4 of 4  

 Introduction Instructure Community Documentation Issuer  Verified To be received when completing the Introduction Module Mar 6, 2024 Share	 History Assessment Instructure Community Documentation Issuer  Verified Students must complete the history assessment to receive this badge Jan 29, 2024 Share	 Chasing Waterfalls Adventure Time  Verified TLC says, "Don't go chasing waterfalls." But you didn't listen! Mar 7, 2023 Share
 Statue of Liberty History 101  Verified Statue of Liberty Feb 3, 2023 Share		

New Badges show under the **Badges** tab.

How do I manage my Parchment Digital Badges account?

You can create a Parchment Digital Badges account and manage the emails and passwords associated with it. You can add additional email addresses, change your primary email address, add email case variants, remove email addresses from your account, or change your password. You can also merge accounts.

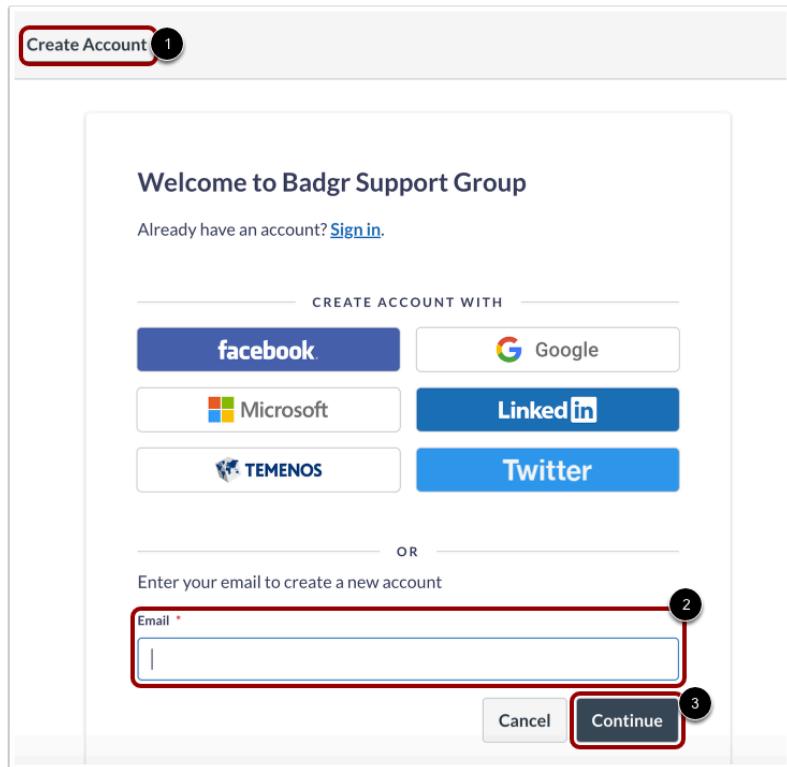
Parchment Digital Badges allows you to add multiple email addresses to your account from the Profile page. Adding additional email addresses to an account enables you to collect badges awarded to different email addresses (e.g., institution, work, volunteer) all in one backpack account.

Badges are awarded to a specific email address and are permanently associated with that email. We strongly recommend associating a personal email with your Parchment Digital Badges account, so you can maintain access to your account and badges in case you lose access to a work or institution email at a future date.

Notes:

- Each email address associated with your Parchment Digital Badges account must be verified by you.
- It's possible to move an email address from one account to another as long as it's not the primary address on either account. If you need assistance moving emails or merging two accounts into a single account, please [contact us](#).
- To delete an account, please [contact us](#).

Create Account



Welcome to Badgr Support Group
Already have an account? [Sign in](#).

CREATE ACCOUNT WITH

[facebook](#) [Google](#)
[Microsoft](#) [LinkedIn](#)
[TEMENOS](#) [Twitter](#)

OR

Enter your email to create a new account

Email * 2

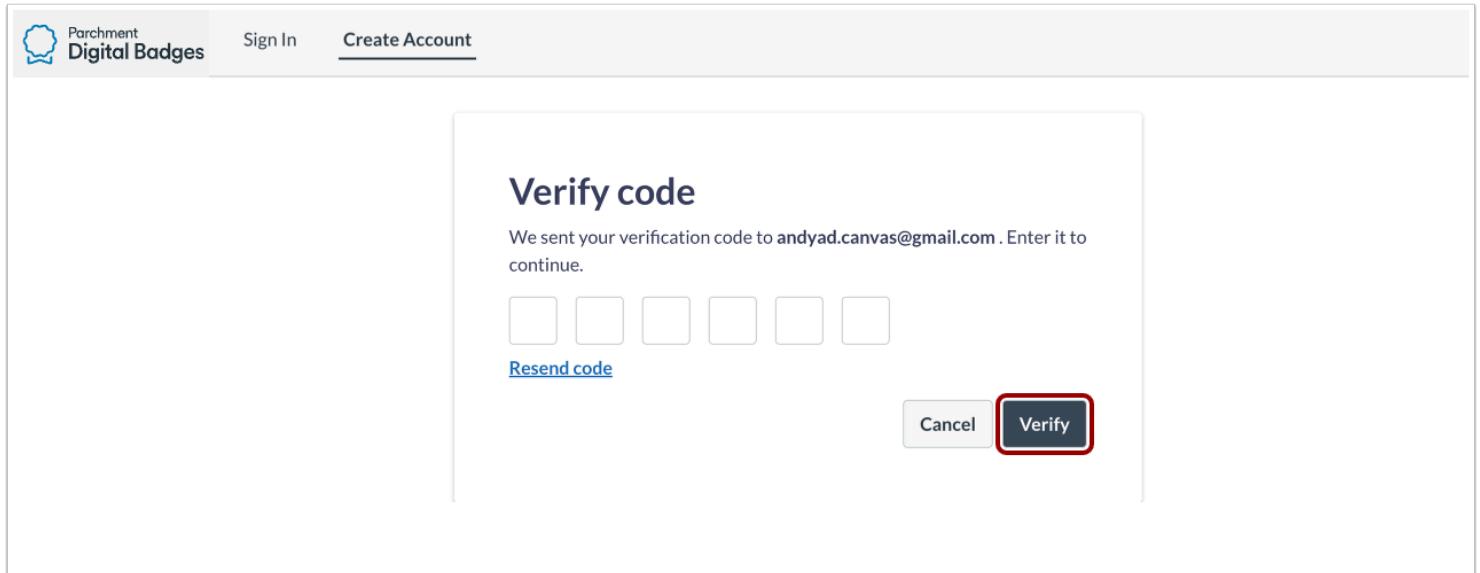
Cancel Continue 3

Create a Parchment Digital Badges account. Choose one of our servers nearest to you:

- [United States](#)
- [Canada](#)
- [Europe](#)
- [Australia](#)

In the **Create Account** tab [1], enter your email address in the **Email** field [2]. Ensure it is an active email address you have access to, then click the **Continue** button [3].

Verify Account



Parchment
Digital Badges

Sign In Create Account

Verify code

We sent your verification code to andyad.canvas@gmail.com. Enter it to continue.

[Resend code](#)

Enter the verification code you received in your email, then click the **Verify** button.

Complete Account Signup

[Create Account](#)

Complete Signup

Fill in your information below to finish the signup process.

1 First name *

2 Last name *

3 Occupation/job title

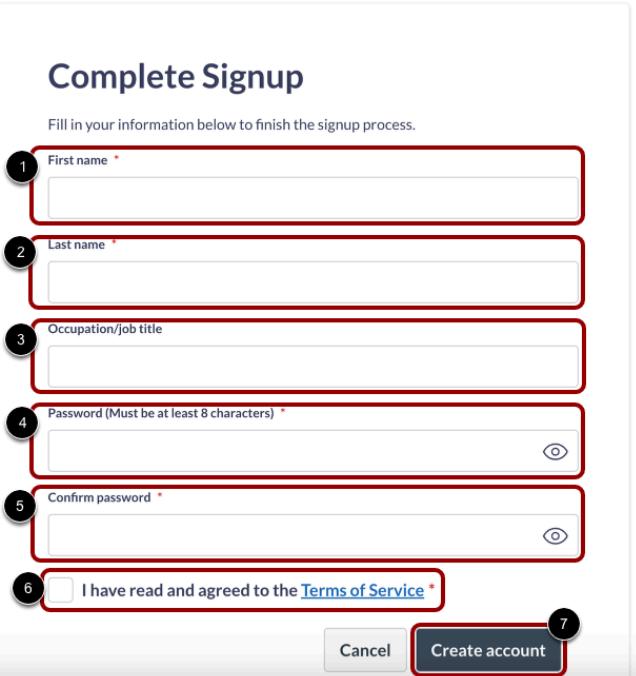
4 Password (Must be at least 8 characters) *

5 Confirm password *

6 I have read and agreed to the [Terms of Service](#) *

7 Create account

Cancel



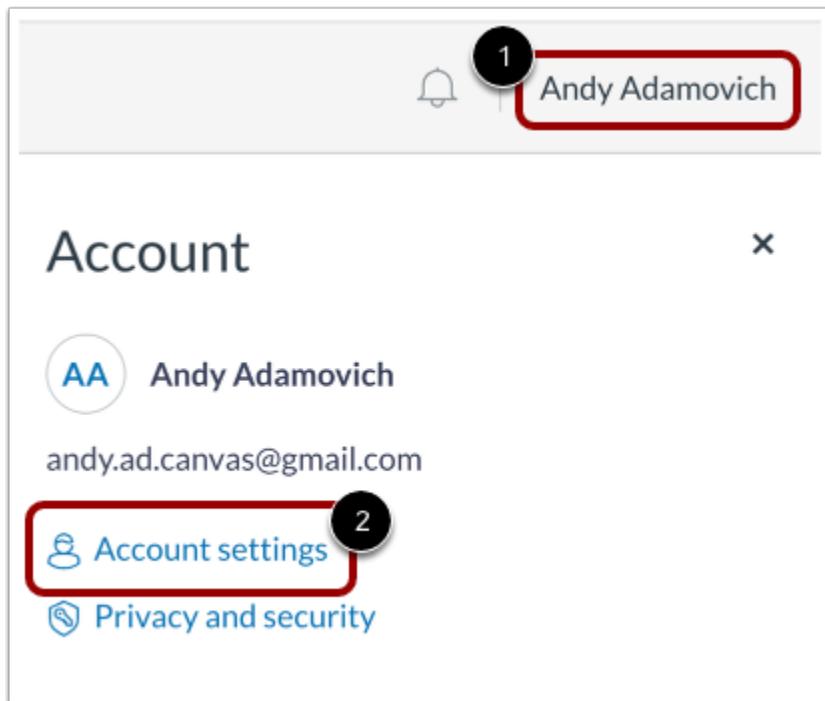
After verification, you will need to complete your account signup. Fill in the following fields:

- **First name** [1]
- **Last name** [2]
- **Occupation/job title** [3]
- **Password (Must be at least 8 characters)** [4]
- **Confirm password** [5]

Click the **I have read and agreed to the Terms of Service** checkbox [6], then click the **Create account** button [7].

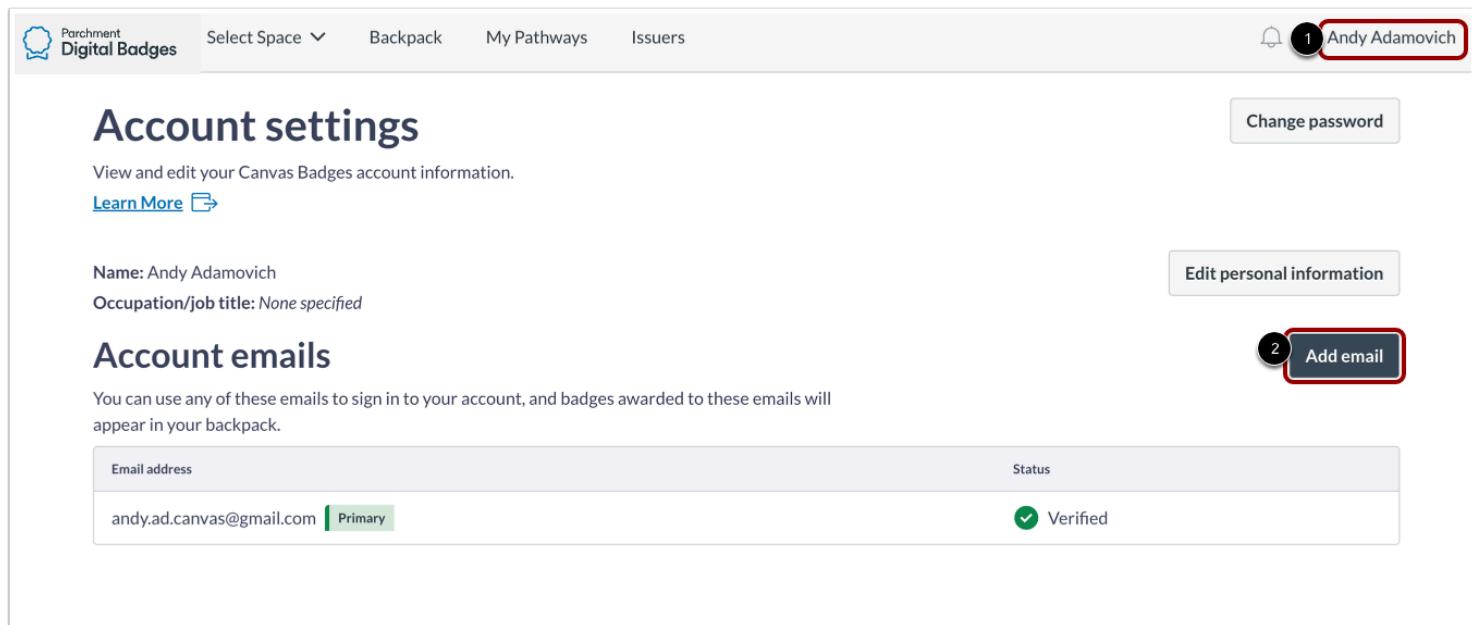
Note: You can show or hide the password by clicking the **Visibility** icon.

Open Account Settings



Once your account is created, open your account settings. In the Global Navigation, click the **User Menu** link [1], and then click the **Account settings** link [2].

Add Additional Email Address



Account settings

View and edit your Canvas Badges account information.

[Learn More](#)

Name: Andy Adamovich

Occupation/job title: None specified

Edit personal information

Account emails

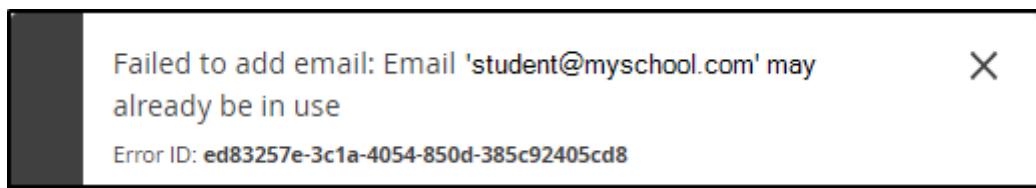
You can use any of these emails to sign in to your account, and badges awarded to these emails will appear in your backpack.

Email address	Status
andy.ad.canvas@gmail.com	Primary
	Verified

Add email

In the Account Settings page, click the **Add email** button [2].

Merge Accounts



Failed to add email: Email 'student@myschool.com' may already be in use

Error ID: ed83257e-3c1a-4054-850d-385c92405cd8

If you encounter an error saying, "Failed to add email: Email '[email address]' may already be in use," it's likely an account already exists for the address you were trying to add.

For assistance merging accounts, [contact us](#). Please provide the emails associated with the accounts you wish to merge and indicate which address you wish to be primary. Please also indicate which server (AU, EU, CA, USA) you are using.

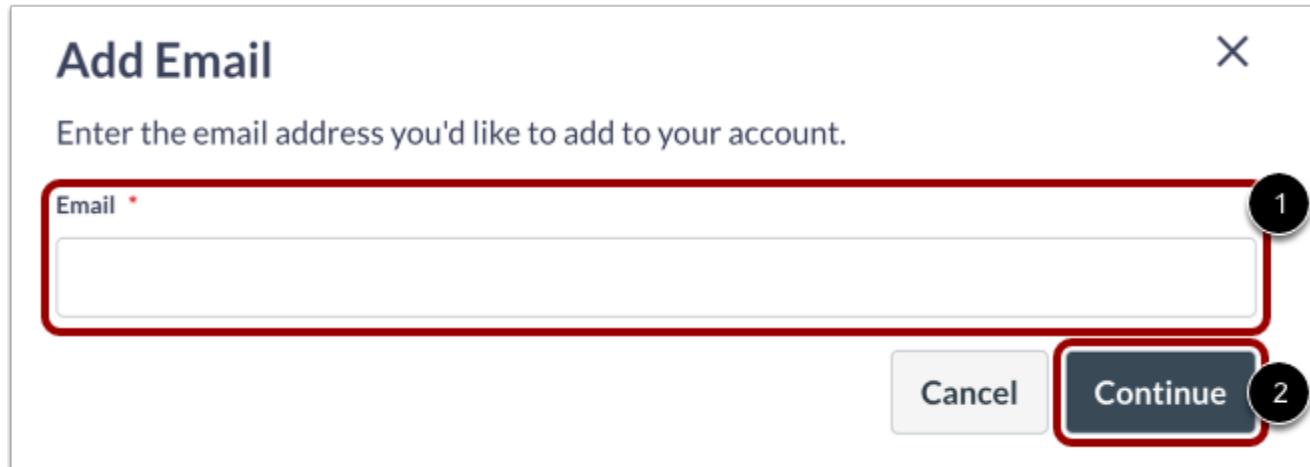
Enter Email Address

Add Email

Enter the email address you'd like to add to your account.

Email *

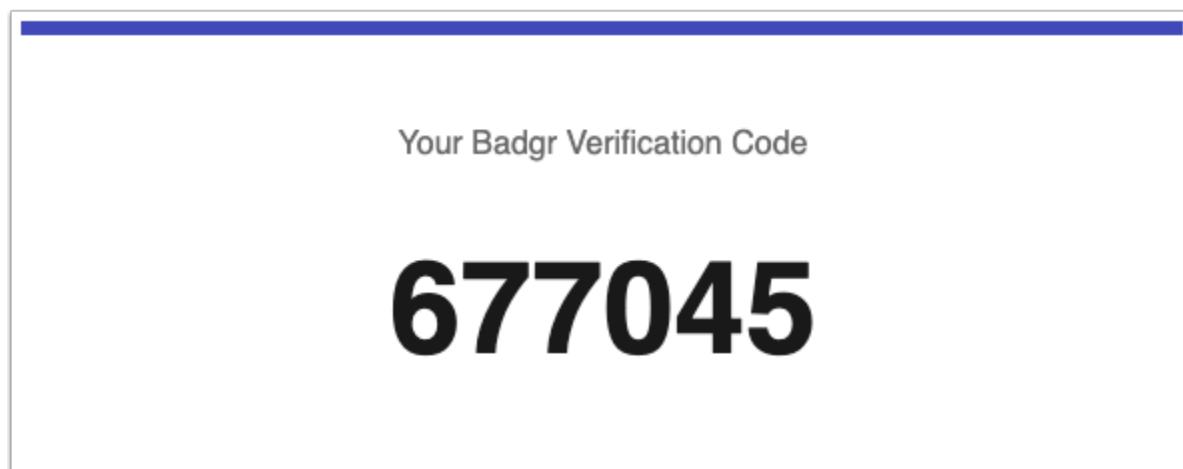
Cancel **Continue**



A pop-up window allows you to enter a secondary email address. Enter an email address in the **Email** field [1] and click the **Continue** button [2].

Note: Best practice is to use a personal email, so you can maintain access to your account and badges in case you lose access to a work or school email at a future date.

View Code



A verification code is sent to the newly added email address.

Verify Code

Add Email

Verify code

We sent your verification code to adamadamovich@instructure.com. Enter it to continue.

1. (Red box)

2. **Verify** (Red box)

3. [Resend code](#) (Red arrow)

Cancel

Additionally, a new pop-up window displays. To verify your email address, enter the code you received in the verification email into the **Verify code** window [1]. Then click the **Verify** button [2].

If you did not receive a verification email, click the **Resend code** link [3] or [contact us](#).

Note: For information on connecting an SSO option, learn about [Single Sign On integration with Parchment Digital Badges](#).

Change Your Primary Parchment Digital Badges Email Address

Account emails

You can use any of these emails to sign in to your account, and badges awarded to these emails will appear in your backpack.

Email address	Status
andy.ad.canvas@gmail.com Primary	✓ Verified
max.johnson.canvas@gmail.com	✓ Verified

1. ⋮ (Red arrow)

2. **Make primary** (Red box)

Merge accounts

Merge an account into this current account and bring all badges, issuers, and group/pathway subscriptions

Add email

Remove

Your primary email address is the email address you use to sign in to your Parchment Digital Badges account. To change which address is your primary email at any time, click the ellipsis on the right of the email line [1] and select the **Make primary** option from the drop-down menu [2].

Add Email Case Variants

Emails

EMAIL ADDRESS	STATUS
sgarcia@gmail.com	PRIMARY
(View Case Variants)	 Verified

L Open Badges email addresses are case sensitive. Badges awarded to the above variants of your email will show up in your backpack. You may add additional variants with the **Add Email** button above.

[Learn More](#)

 Google  Microsoft  LinkedIn

Some badges may not upload because your email address doesn't match. If the original issuer used any uppercase characters in your email address, add the email address as it was awarded following the steps above and try again. You may need to add an additional email address(es) to your Parchment Digital Badges account. You can view case variants that you've added by clicking on the **View case variants** button located under your email address.

Remove Email Address from Your Parchment Digital Badges Account

Account emails

[Add email](#)

You can use any of these emails to sign in to your account, and badges awarded to these emails will appear in your backpack.

Email address	Status
andy.ad.canvas@gmail.com Primary	<input checked="" type="checkbox"/> Verified
max.johnson.canvas@gmail.com	<input checked="" type="checkbox"/> Verified

Merge accounts

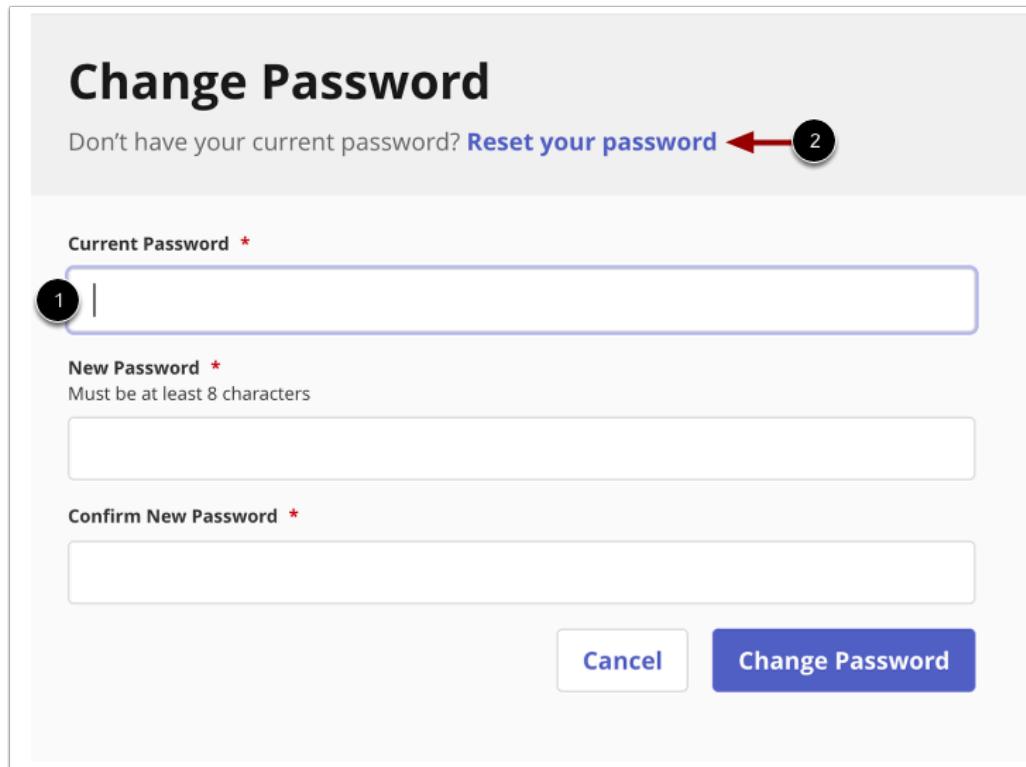
Merge an account into this current account and bring all badges, issuers, and group/pathway subscriptions

1  2 

You can remove any non-primary email address. To remove an email address, click the ellipsis on the right of the email line [1] and select the **Remove** option from the drop-down menu [2].

Removing an email address from your Parchment Digital Badges account removes all associated badges in your Parchment Digital Badges Backpack.

Change Your Parchment Digital Badges Password



Change Password

Don't have your current password? [Reset your password](#) 

Current Password *



New Password *
Must be at least 8 characters

Confirm New Password *

[Cancel](#) [Change Password](#)

If you've either forgotten your password or want to change your existing password, go to the Parchment Digital Badges sign-in page and click **Forgot password**, then enter the email address you use when signing in. You will receive an email with a verification code to verify this request. Return to Parchment Digital Badges and enter the verification code, then follow the steps to reset your password.

Your password can also be changed from the Account Settings section of your account by clicking the **Change Password** button. If you remember your password, you can change it immediately [1]. If you've forgotten your password, click the **Reset your password** link [2] and follow the email verification and password reset steps above.

If you've only logged in via Single Sign On (SSO), you must use the reset password functionality in order to use an email and password to log in to Parchment Digital Badges. This will create a password for your account and will not affect the account you used for SSO.

Selecting a Parchment Digital Badges server location

Parchment Digital Badges has established several servers, regionally-located all over the world, to enhance your experience. You are encouraged to connect to the server that is closest to you and/or meets your data requirements. Wherever the location, you'll get the same set of Parchment Digital Badges features and subscription services.

[U.S.A](#)

[Canada](#)

[European Union](#)

[Australia](#)

[Singapore](#)

Moving data from one server to another Unfortunately, there is not an automated way to move data and we cannot migrate accounts on behalf of users. If you established a Parchment Digital Badges account on the U.S. server and want to change to a different location, you have several choices.

As an Issuer of badges, you may do any of the following:

- Establish an account in the location of your choice.
- Recreate badges previously awarded from the old location.
- You may consider adding information to distinguish it as the secondary award.
- Re-award and/or begin awarding badges from the new location.
- Ignore or [revoke badges](#) that were issued from the former location.

As a recipient of badges, you may do any of the following:

- Establish an account in the location of your choice.
- Leave your old badges in the old location, but collect new badges in the new location.
- Use the [share features](#) from the old location to [upload badges](#) to the new location.

How do I transfer badges to an account on a different server?

It's not possible to merge accounts across Parchment Digital Badges servers. This article provides information about moving your badges between two accounts on different servers so that you can maintain access to all your earned badges. To learn more about servers see: [Selecting a Parchment Digital Badges server location \(AU, CA, EU, US\)](#)

Why should I move my badges?

Some users find they have either accidentally or intentionally created Parchment Digital Badges accounts on different servers. While any badges awarded to your email identifier can be added to any Parchment Digital Badges account with the same identifier, issuers will only **automatically** award badges to accounts on the **same** server as themselves. If you have multiple accounts, the account a badge is awarded to may not be the one you would like to view your badges from. Common problems with multiple server accounts:

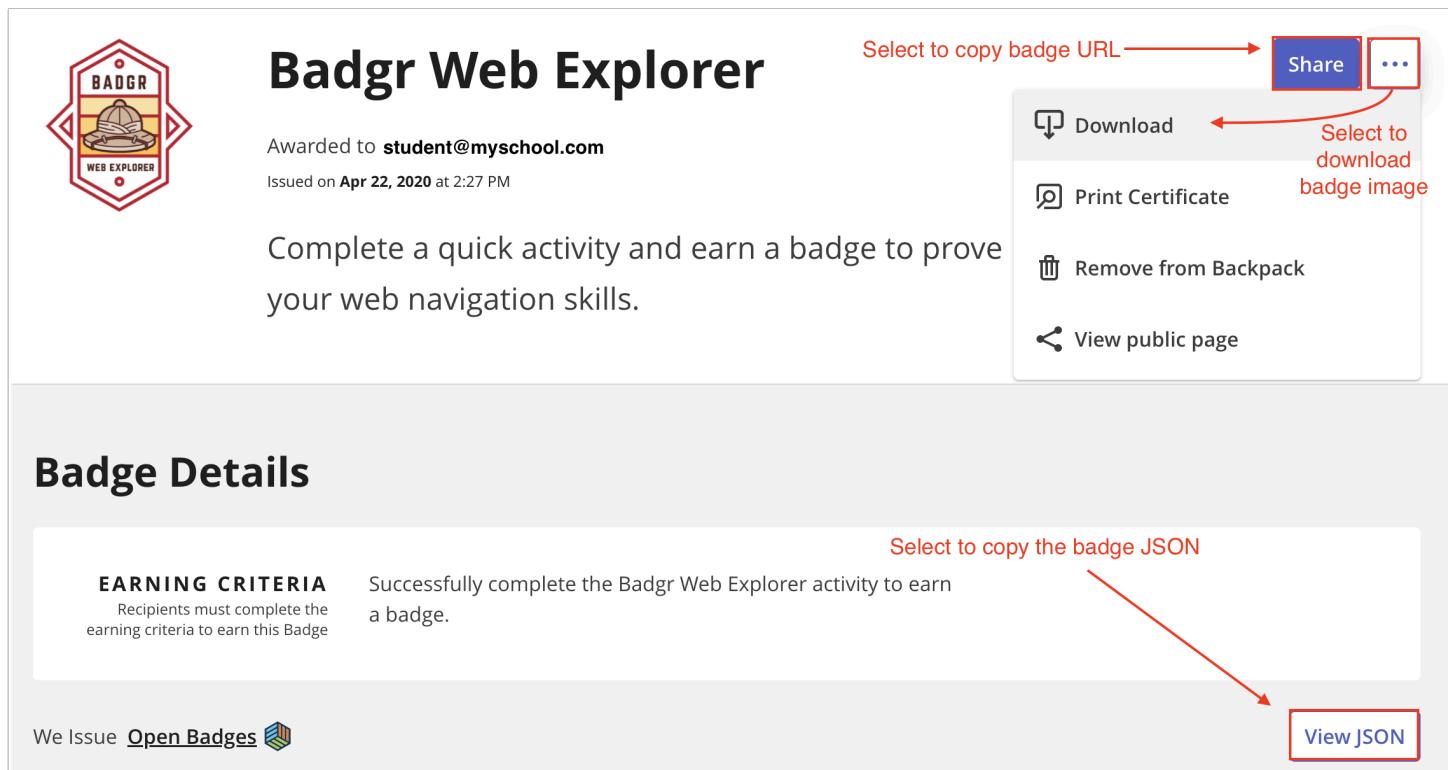
- **My badges are "missing"** — If you open Parchment Digital Badges on your phone and see a number of earned badges, but your backpack is empty on your computer, it may be because the two devices are logged into accounts on two different servers: You can manually add your badges #add-badges to the account on the server nearest to where you live
- **Badges from my classes aren't appearing in my account** — The class only automatically awards Parchment Digital Badges badges to the same server it's using, so if your account is on a different server, the badges will need to be manually added to your account. For example, if a U.S. institution is awarding badges, the badges will automatically appear in a U.S. Parchment Digital Badges account, and students with a different server account (EU, AU, CA) attending the same institution will need to manually upload their badges
- **I have an account on two different servers, will I lose my badges?** — If you plan to only use the account on the server nearest where you live, you can manually upload your badges to that account

Copying Badge Information from your Backpack for Transfer

In the account you would like to transfer badges out of, go to your backpack and select a badge to go to the badge details page. You have several options for uploading the badge award to your backpack.

1. **Badge image** —
 - You can upload your badge directly if you've been sent the badge (via email) or have downloaded it from another service: Use the drag and drop feature or the file picker to select the badge
 - You can also download a badge directly from your backpack by selecting the box with the ellipses on the badge details page, and selecting **Download** from the drop menu
1. **Badge URL** — You can get the badge URL by selecting **Share** from the right side menu and then the **Copy** button to copy the share URL.

2. **JSON** – From your backpack, select the badge you would like to download. On the badge details page, select **View JSON** in the bottom right. When the dialog box appears, select **Copy to clipboard**.



Badgr Web Explorer

Awarded to **student@myschool.com**
Issued on **Apr 22, 2020** at 2:27 PM

Complete a quick activity and earn a badge to prove your web navigation skills.

EARNING CRITERIA
Recipients must complete the earning criteria to earn this Badge

Successfully complete the Badgr Web Explorer activity to earn a badge.

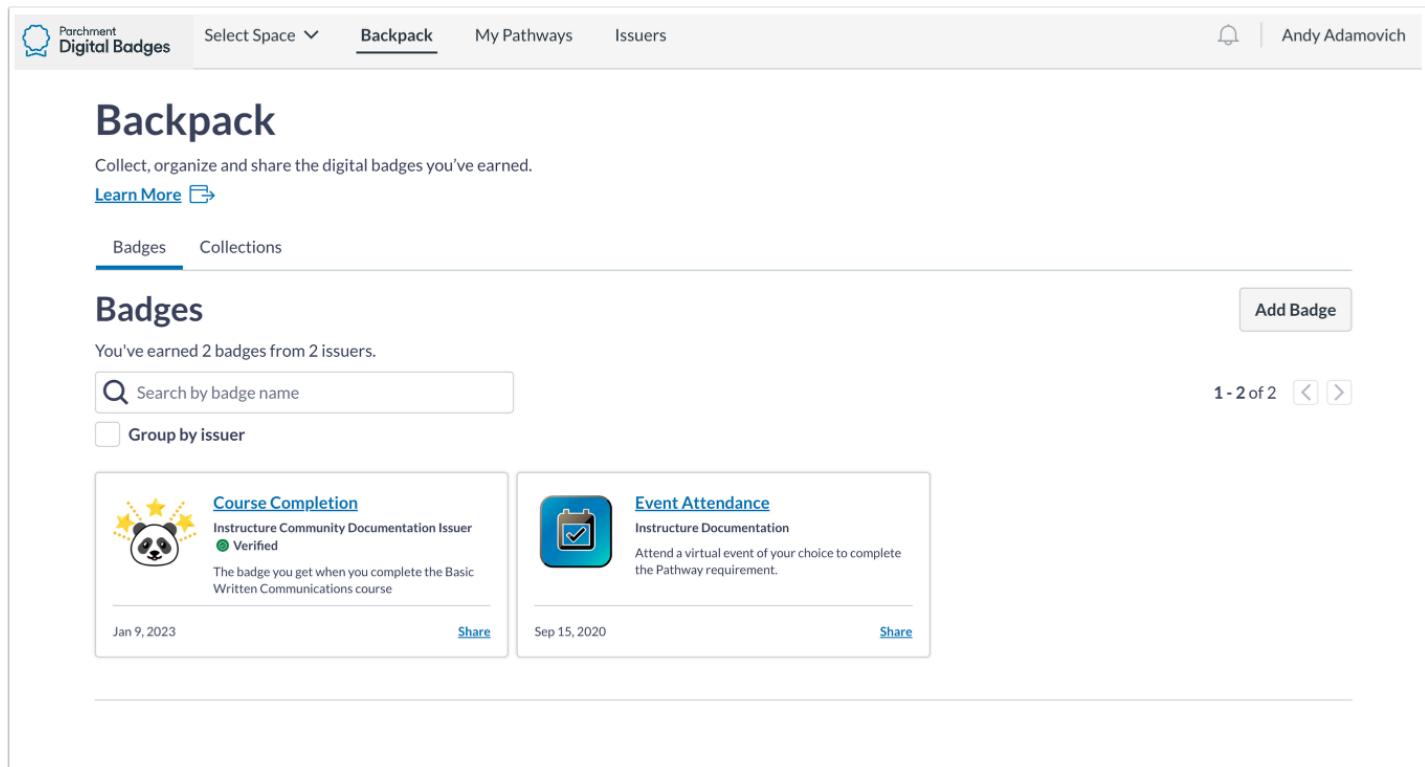
Select to copy the badge JSON

We Issue [Open Badges](#)

View JSON

URL assertions are ["baked"](#) into a badge image so that a badge can be verified by various services (for example, a badge backpack). Sometimes, a badge doesn't have an image associated with it, or is otherwise not downloaded, and can be added to a backpack service by inputting the [assertion URL](#).

Adding badges to your Parchment Digital Badges backpack



Backpack

Collect, organize and share the digital badges you've earned.

[Learn More](#)

Badges Collections

You've earned 2 badges from 2 issuers.

Search by badge name

Group by issuer

1 - 2 of 2

Course Completion
Instructure Community Documentation Issuer
Verified
The badge you get when you complete the Basic Written Communications course
Jan 9, 2023 [Share](#)

Event Attendance
Instructure Documentation
Attend a virtual event of your choice to complete the Pathway requirement.
Sep 15, 2020 [Share](#)

Add Badge

1. In the account you're transferring your badges to, click **Backpack** in the top navigation bar to open your badge backpack. 2. Select the **Add badge** button. 3. Select one of the methods from the above section to copy your badge information and paste it into the appropriate field. The JSON field is located in the **Advanced** tab. 4. Click **Add badge**. 5. Once uploaded, your badge will appear under the **Backpack** menu. Click the badge to view badge details. If you experience issues when uploading your badges see our [Troubleshooting: Invalid badges](#) article.

Add Badge X

[Basic](#) [Advanced](#)

Add a badge to your backpack that you've earned from an external issuer.

[Learn More](#) 

Badge Web Address

OR

Badge Award Image

Save a copy of the image of a badge you've received from an external source, then upload it here.

 Drag & Drop File
or [Select File to Upload](#)

[Cancel](#) Add Badge

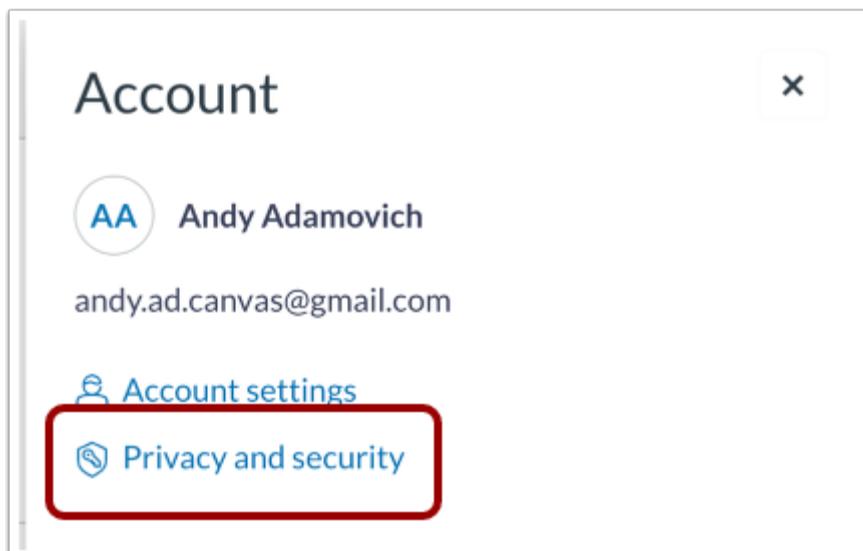
Privacy and security

Badge recipients who are members of a Parchment Digital Badges organization are now able to see and control backpack connection status as well as edit the organizations they've trusted. This allows the recipient to control what data is shared.

When a badge recipient chooses to share their backpack with an organization, the organization gains visibility to all badges in the recipient's backpack. This is important if the recipient has badges in their backpack that have been awarded through multiple emails.

Accessing all privacy and security settings

From the **Profile icon** drop menu select **Privacy and security**.



From here a user will see a list of all organizations that they have been subscribed to and the current share settings. By changing the toggle, users are able to share their backpack with the various organizations for which they are subscribed.

Privacy and security

Manage and protect access to your Canvas Badges account.

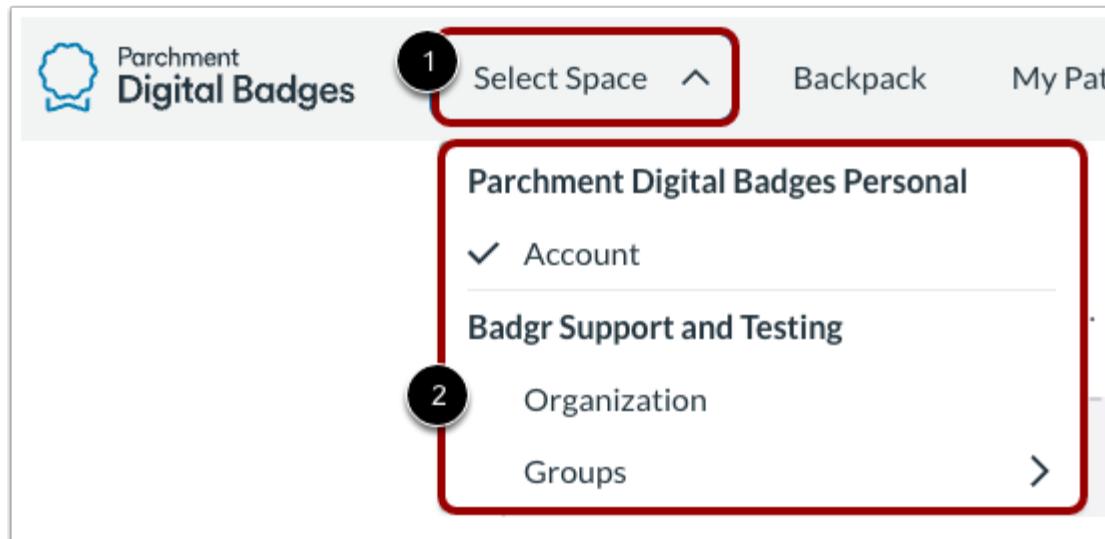
Organization permissions App integrations

Organization permissions

As a learner in the following organizations, you can control the personal Canvas Badges account information you share.

Organization	Access
Badgr Support and Testing 	<input type="checkbox"/> Share backpack

Accessing individual organization privacy and security settings



To access your organization-specific settings, click the **Select Space** link [1], and select a specific organization space from the org switcher [2].

Privacy and security

Manage and protect access to your Canvas Badges account.

Organization permissions

App integrations

Organization permissions

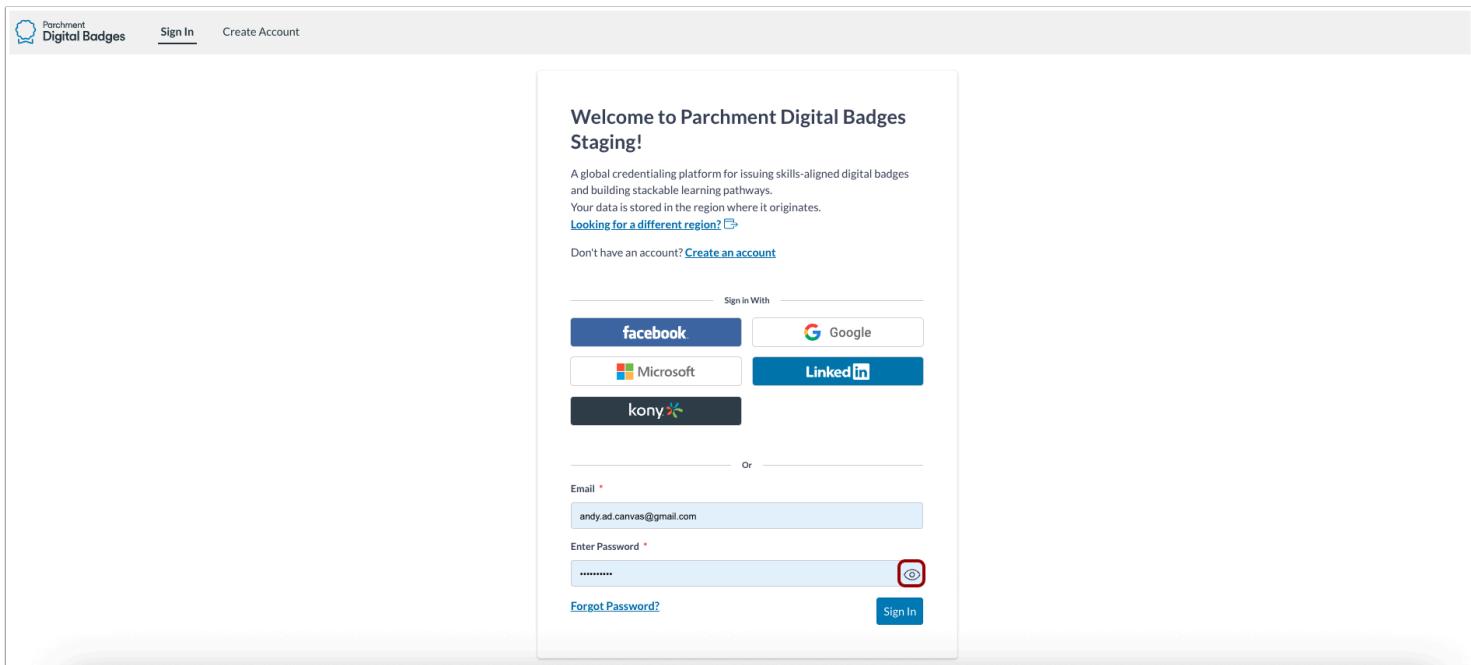
Adjust your organization-specific settings in the Privacy and security page.

Single sign-on (SSO) integration with Parchment Digital Badges

Users may wish to add an SSO to their Parchment Digital Badges account. This provides the ability to sign-in with frequently used digital badges such as Facebook, Google, Microsoft or via an organization's digital badges. Follow the steps below to add an existing SSO to your account.

Canvas users: We recommend creating your account in Parchment Digital Badges with an email address and password before adding an SSO.

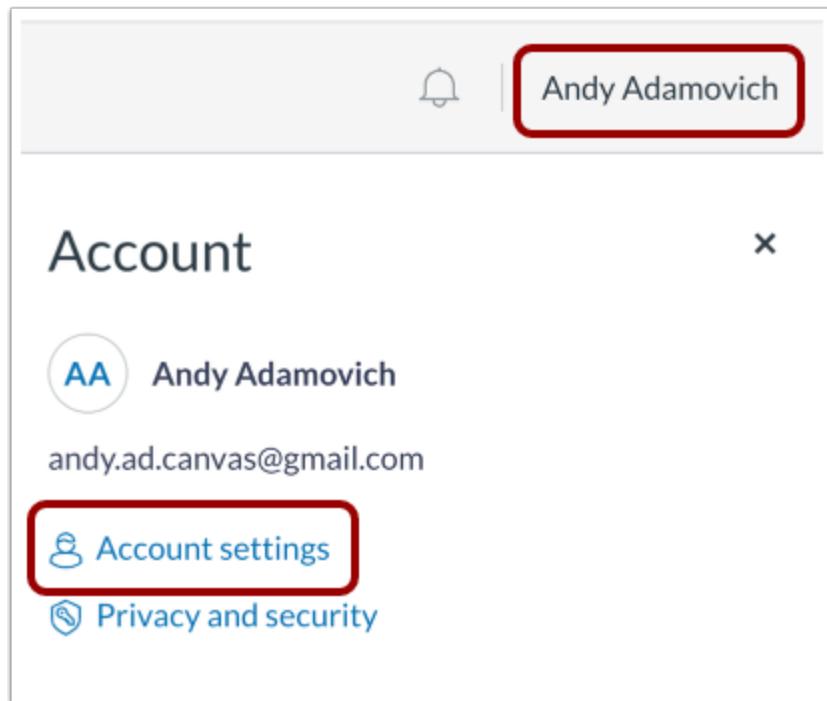
Log in to Parchment Digital Badges



Sign into your Parchment Digital Badges account. To show or hide the password, click the **Visibility** icon.

Adding an SSO to your Parchment Digital Badges account

Once logged in to Parchment Digital Badges, click the **User Menu** and click the **Account settings** link.



Andy Adamovich

Account

Andy Adamovich
andy.ad.canvas@gmail.com

[Account settings](#) [Privacy and security](#)

At the bottom of the page, click one of the provider buttons to integrate the SSO, which allows you to sign in to Parchment Digital Badges using the SSO rather than the user's Parchment Digital Badges account badges. Users can currently integrate SSO's for Facebook, LinkedIn, Google, Microsoft and Temenos.

Add linked account

Select one of the following services to link an account.

[facebook](#) [Google](#) [Microsoft](#)
[LinkedIn](#) [TEMENOS](#) [Twitter](#)

1. Click on the SSO you wish to add.
2. If you're not already signed in, you'll be prompted to do so.
3. If you're already signed in to the organization, you'll see an authorization screen.
4. Select the **Authorize** button to connect your accounts.

Adding an SSO allows you to easily log in to your account using a different platform's login information. Any emails associated with the SSO account will not be automatically added to your Parchment Digital Badges

account. To add an additional email address to your Parchment Digital Badges account, to which a badge was awarded, see [Managing your Parchment Digital Badges account](#).

Custom SSO integrations

For an additional fee, Parchment Digital Badges can create a custom SSO for your organization using your identity provider. We work with a variety of tools, including Okta, Shibboleth, SAML2, Oauth, and Azure. For more information on pricing for a custom SSO or Parchment Digital Badges subscription for your organization, please fill out this [form](#).

Information collected by Parchment Digital Badges

From the first moment you use Parchment Digital Badges, we're collecting personal data. Sometimes you provide us with personal data, sometimes that personal data is automatically collected and sometimes a third party might provide the personal data, such as an achievement you've earned. This information includes, but is not limited to, contact information, information about how you use Parchment Digital Badges and log data. To see what kinds of information Parchment Digital Badges collects, read the [privacy policy](#). You may also wish to review the [terms of service](#).

Privacy and 3rd parties

Thousands of organizations around the world trust Parchment Digital Badges to award Open Badges to recognize achievements. Parchment Digital Badges works to give badge recipients control over their privacy and how their data is used. Badges may be shared to social media or on personal websites, for instance, but we do not publish any public index of the badges a particular user has earned.

Parchment Digital Badges does not sell any personal information to any party or share information to any third party outside of the badge sharing capabilities in the app.

Parchment Digital Badges [privacy policy](#) and Parchment Digital Badges for Canada [privacy policy](#).

FERPA

FERPA restricts the student data that educational institutions may share with web services and the public. Minimal personal data about students is shared with Parchment Digital Badges when educational institutions award badges to those students. Make sure your use of Parchment Digital Badges is consistent with the information permitted by your FERPA directory information disclosure categories to be shared with our services and to be published in awarded badges. Typically, institutions ensure student email addresses and academic awards or honors are permitted to be shared. When you use Parchment Digital Badges to award badges, either manually or automatically through Parchment Digital Badges for Canvas, ensure that the data stored in badges is consistent with your institutional policy. This may mean bypassing the evidence features to include data that doesn't fall under directory information disclosures, such as grades or graded work.

Parchment Digital Badges users below age 13 The [Children's Online Privacy Protection Act](#) restricts the type of information about young users that may be stored on a web service, including identifiers like email addresses, without obtaining permission from parents/guardians. We don't provide specific legal advice to organizations seeking to use Parchment Digital Badges, but we can be clear about what information is stored on database and caches. We store a small amount of student information as it's reported to us. That includes the email address of the recipient, but not the name, unless you are using the optional leaderboard feature and the student checks the opt-in box, sharing their real name. Otherwise, we only store the email address that Canvas reports to us. All students who view Parchment Digital Badges via the Canvas app will be able to see badges they've earned and follow their progress through courses. In a future version, we'll be implementing an upgraded workflow for under-13 users.

Schools or districts may obtain permission from parents/guardians for their students to use web services such as Parchment Digital Badges. Users are responsible for ensuring that the data they share with web services about their students is allowed by parents/guardians.

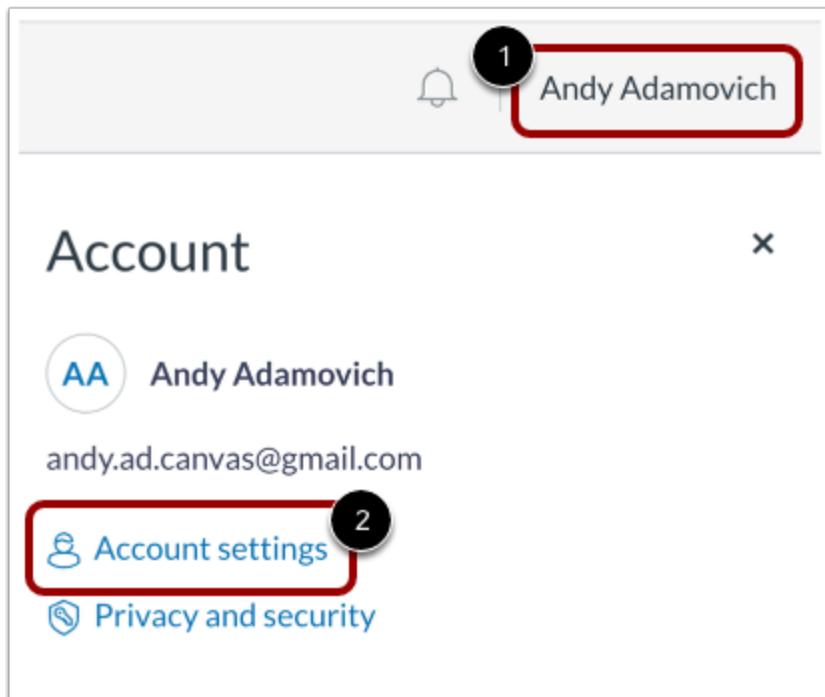
How do I merge my Parchment Digital Badges account?

You can merge your own Parchment Digital Badges accounts within the same server. When accounts are merged, your content is copied to the destination account. You can sign in to Parchment Digital Badges with either account email.

Notes:

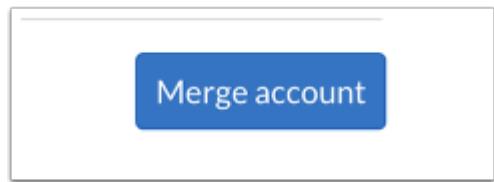
- All merged issuers display in the destination account. If you hold a staff role on an issuer in both accounts, the destination account defaults to the highest permission level.
- Group enrollments and pathway subscriptions are not merged.

Open Account Settings



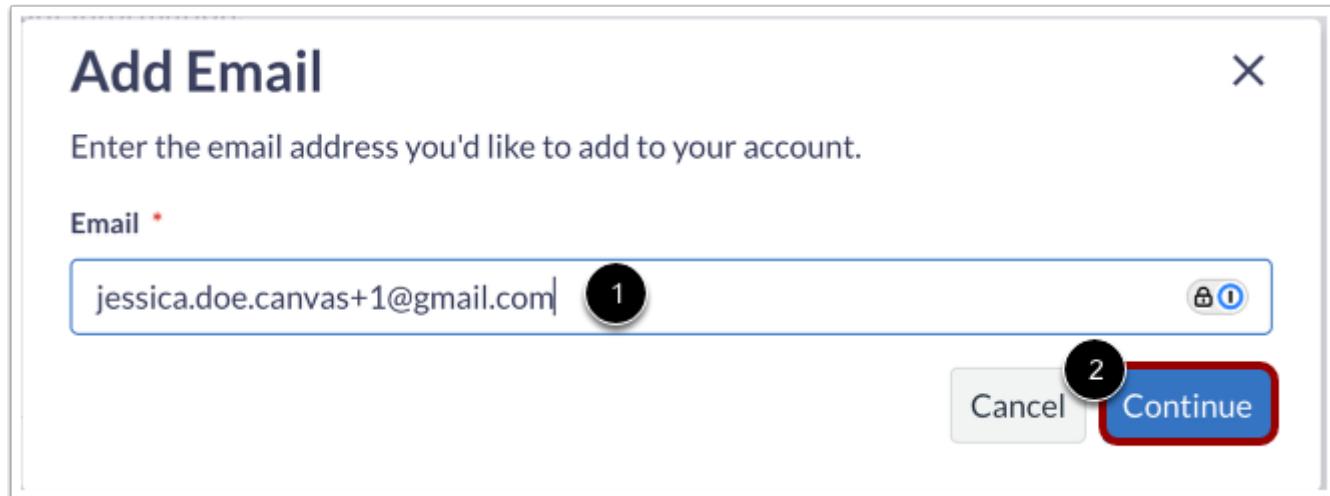
In the Global Navigation, click the **User Menu** [1] and then click the **Account settings** link [2].

Merge Account



To merge your accounts, click the **Merge account** button.

Enter Account Email



A modal dialog box titled "Add Email" with a close button "X" in the top right corner. The title "Add Email" is in a large, dark blue font. Below it is a sub-instruction: "Enter the email address you'd like to add to your account." A text input field is labeled "Email *". Inside the field, the email address "jessica.doe.canvas+1@gmail.com" is typed. To the right of the input field is a small circular icon containing the number "1". Below the input field are two buttons: "Cancel" and "Continue". The "Continue" button is highlighted with a red oval and has a small circular icon containing the number "2" to its left.

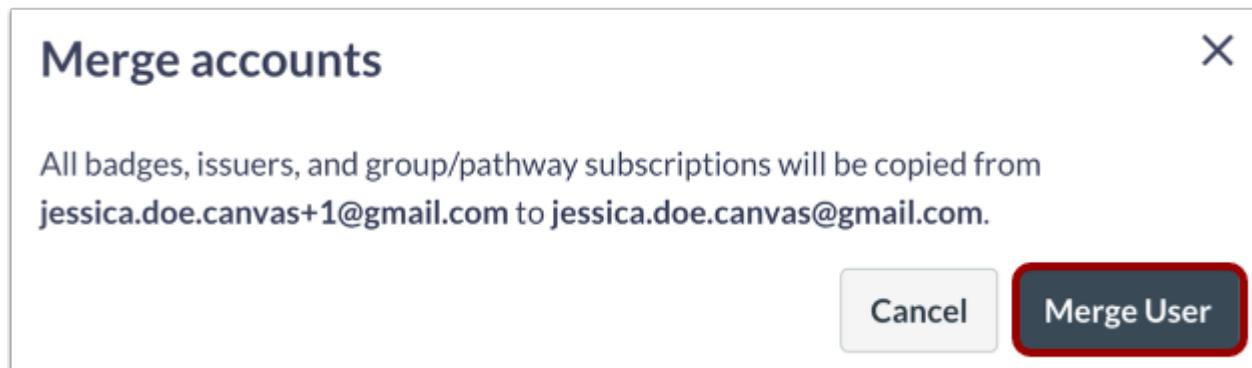
Enter the email address which you would like to merge into the account [1]. Click the **Continue** button [2].

Enter Verification Code



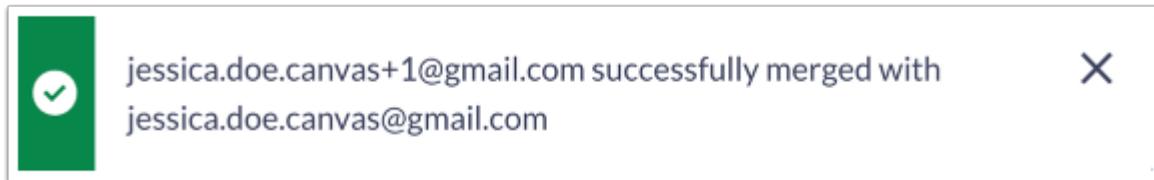
Enter the verification code from your email into the verification fields [1]. Click the **Verify** button [2].

Merge Accounts



To merge accounts, click the **Merge User** button.

View Merged Account Confirmation



A merged account confirmation displays.

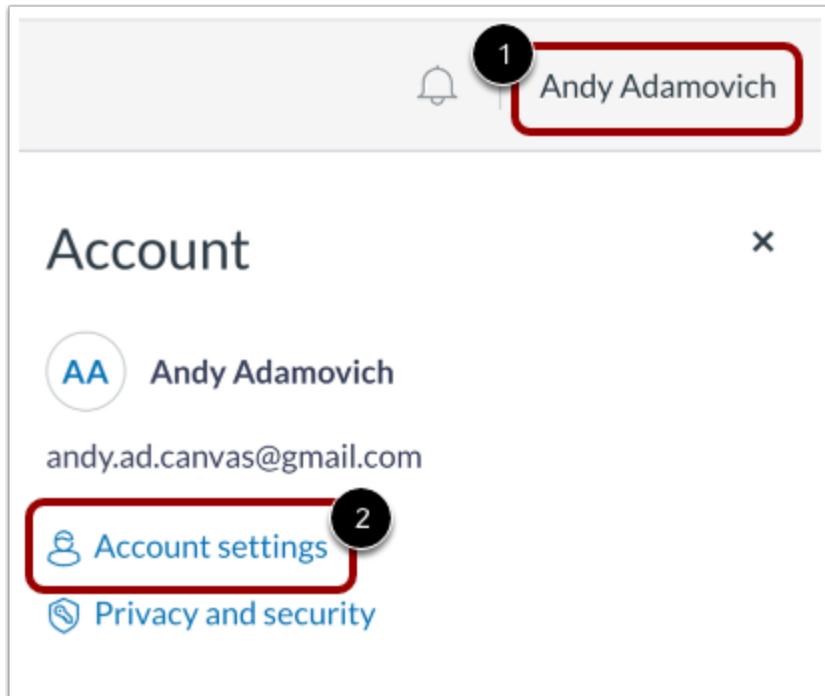
How do I delete my Parchment Digital Badges account?

You can delete your own Parchment Digital Badges account(s).

Notes:

- Badges awarded by Parchment Digital Badges remain in the issuer account and are restored if the user recreates their account.
- Any third-party badges added to the backpack will be lost.

Open Account Settings



In the Global Navigation, click the **User Menu** [1] and then click the **Account settings** link [2].

Delete Account

Delete my account

To delete your account, click the **Delete my account** button.

Enter Code

Delete user account X

Verify code

We sent your verification code to emily.boone.canvas@gmail.com. Enter it to continue.

[Resend code](#)

Cancel **Verify**

Enter the verification code from your email into the verification fields.

Confirm Account Deletion

Delete user account X

Dear Emily Boone, you are about to delete your user account, its deletion is permanent and you'll be removed from any Issuers and Orgs you're associated with. Earned badges, pathway progress, and other Issuer-owned data will not be affected.

If you are absolutely sure of this intention, please enter your primary email 'emily.boone.canvas@gmail.com' in the field below:

Enter the account email to continue *

1 

Cancel, keep my account2 

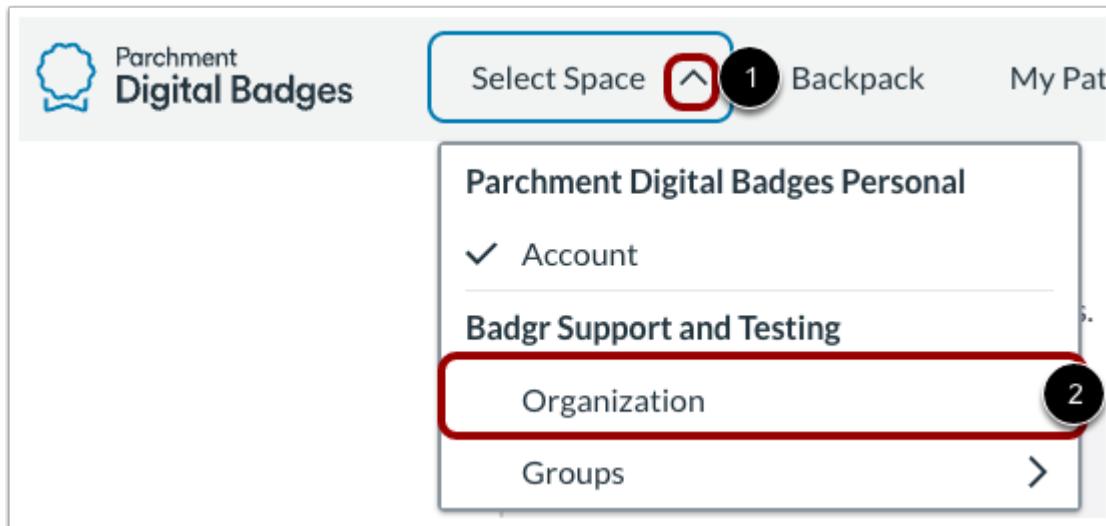
To confirm your account deletion, type your Parchment Digital Badges associated email in the **Enter the account email to continue** field [1]. Then click **Confirm** button [2].

Parchment Digital Badges Organization Management

How do I use the organization dashboard in Parchment Digital Badges?

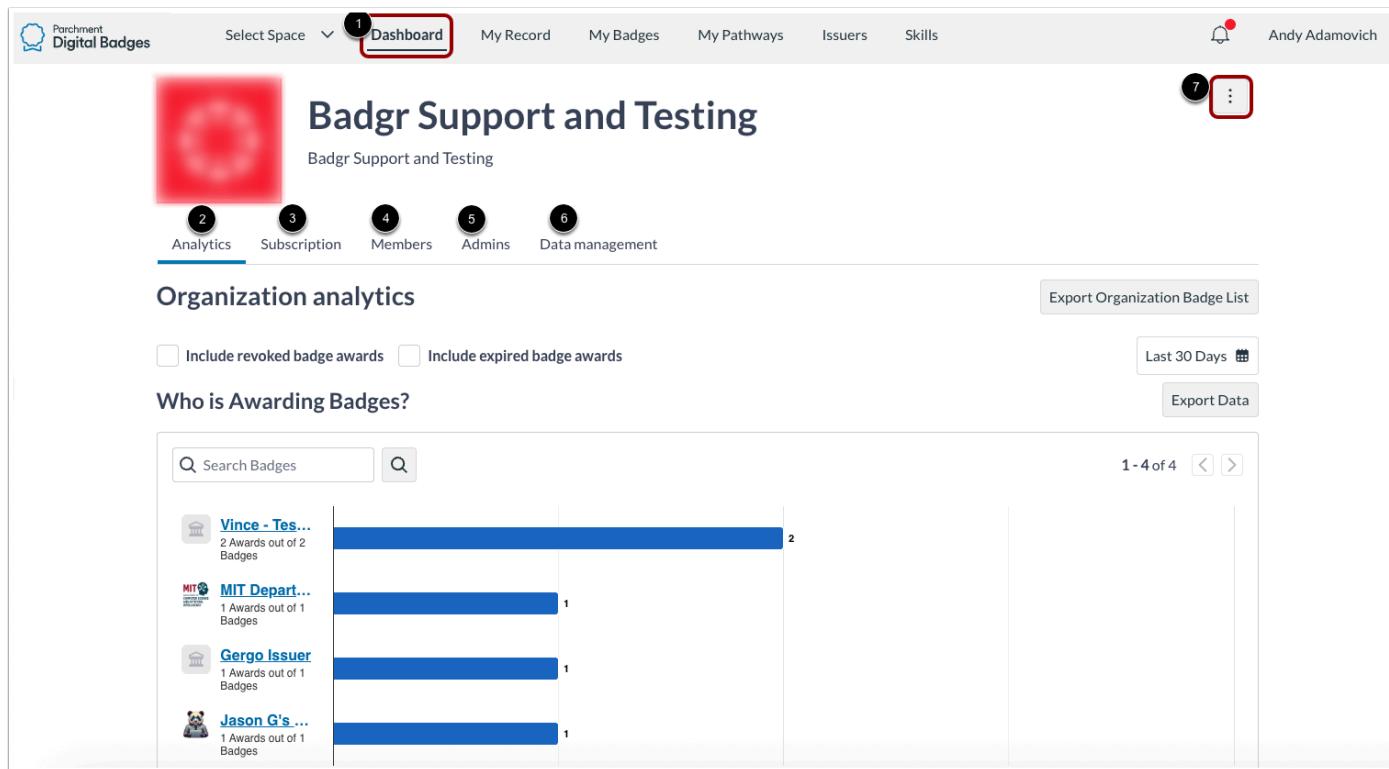
As an organization administrator, you can manage and adjust your Parchment Digital Badges organization.

Open Organization



In Parchment Digital Badges Navigation, click the **Select Space** drop-down menu [1], then click the **Organization** link [2].

View Dashboard



The screenshot shows the Parchment Digital Badges dashboard for the space 'Badgr Support and Testing'. The top navigation bar includes tabs for 'Select Space', 'Dashboard' (which is highlighted with a red box and labeled [1]), 'My Record', 'My Badges', 'My Pathways', 'Issuers', and 'Skills'. The user 'Andy Adamovich' is logged in, indicated by a bell icon and a profile picture.

The main content area features a red square placeholder for an organization logo. Below it, the title 'Badgr Support and Testing' is displayed. A horizontal navigation bar below the title includes 'Analytics' (labeled [2]), 'Subscription' (labeled [3]), 'Members' (labeled [4]), 'Admins' (labeled [5]), and 'Data management' (labeled [6]).

The 'Organization analytics' section contains a search bar for 'Search Badges' and a button to 'Export Organization Badge List'. It includes checkboxes for 'Include revoked badge awards' and 'Include expired badge awards'. A date range selector shows 'Last 30 Days' and a 'Export Data' button.

The 'Who is Awarding Badges?' section displays a list of badge issuers with their award counts. The data is as follows:

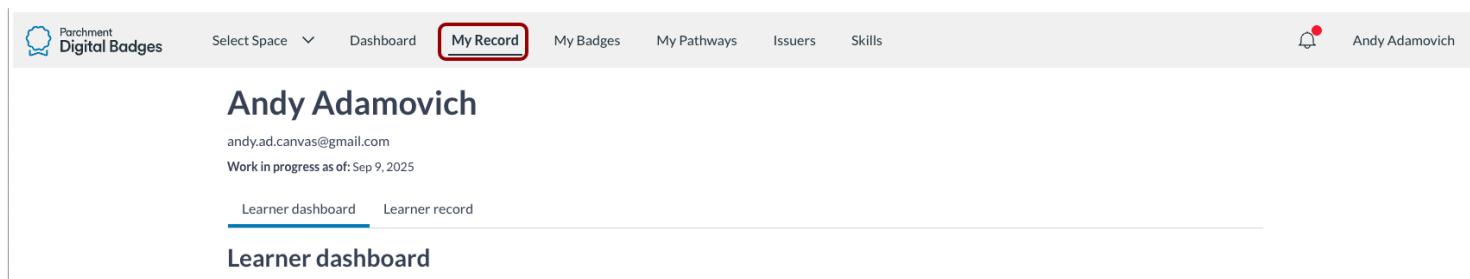
Issuer	Awards
Vince - Tes...	2
MIT Depart...	1
Gergo Issuer	1
Jason G's ...	1

Page navigation buttons '1-4 of 4' are located at the bottom of this section.

In the Dashboard tab [1], you can [view analytics](#) [2], [check your subscription](#) [3], [view members](#) [4], [add admins](#) [5], and [manage badge awards](#) [6].

To edit the organization, click the **Options** icon [7].

View My Records



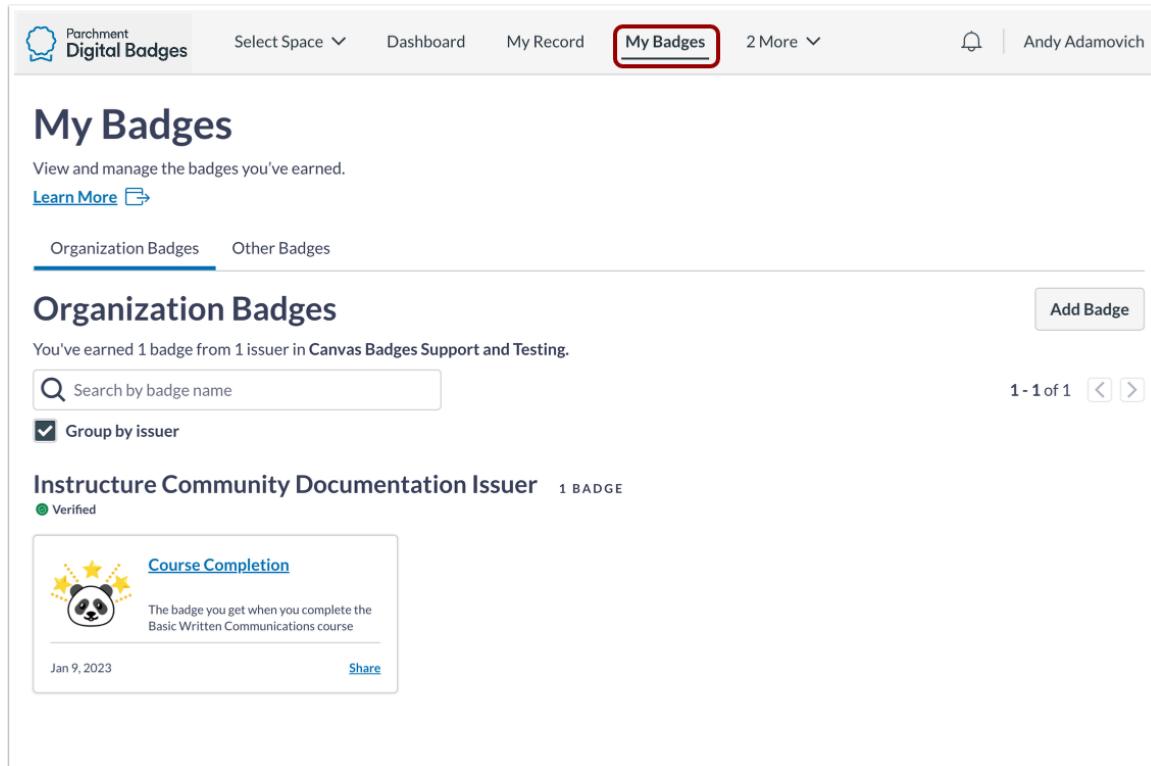
The screenshot shows the 'My Record' tab for the user 'Andy Adamovich'. The top navigation bar includes tabs for 'Select Space', 'Dashboard', 'My Record' (which is highlighted with a red box and labeled [1]), 'My Badges', 'My Pathways', 'Issuers', and 'Skills'. The user 'Andy Adamovich' is logged in, indicated by a bell icon and a profile picture.

The main content area displays the user's profile information: 'Andy Adamovich' and the email 'andy.ad.canvas@gmail.com'. It also shows the status 'Work in progress as of: Sep 9, 2025'. Below this, there are two navigation links: 'Learner dashboard' (which is underlined) and 'Learner record'.

To view badges and pathways you have completed and can share, click the **My Records** tab.

Note: Learner Record setting must be enable in the organization settings.

View My Badges



Parchment Digital Badges Select Space ▾ Dashboard My Record **My Badges** 2 More ▾ Andy Adamovich

My Badges

View and manage the badges you've earned.

[Learn More](#)

Organization Badges Other Badges

Organization Badges

You've earned 1 badge from 1 issuer in Canvas Badges Support and Testing.

Search by badge name 1 - 1 of 1 [<](#) [>](#)

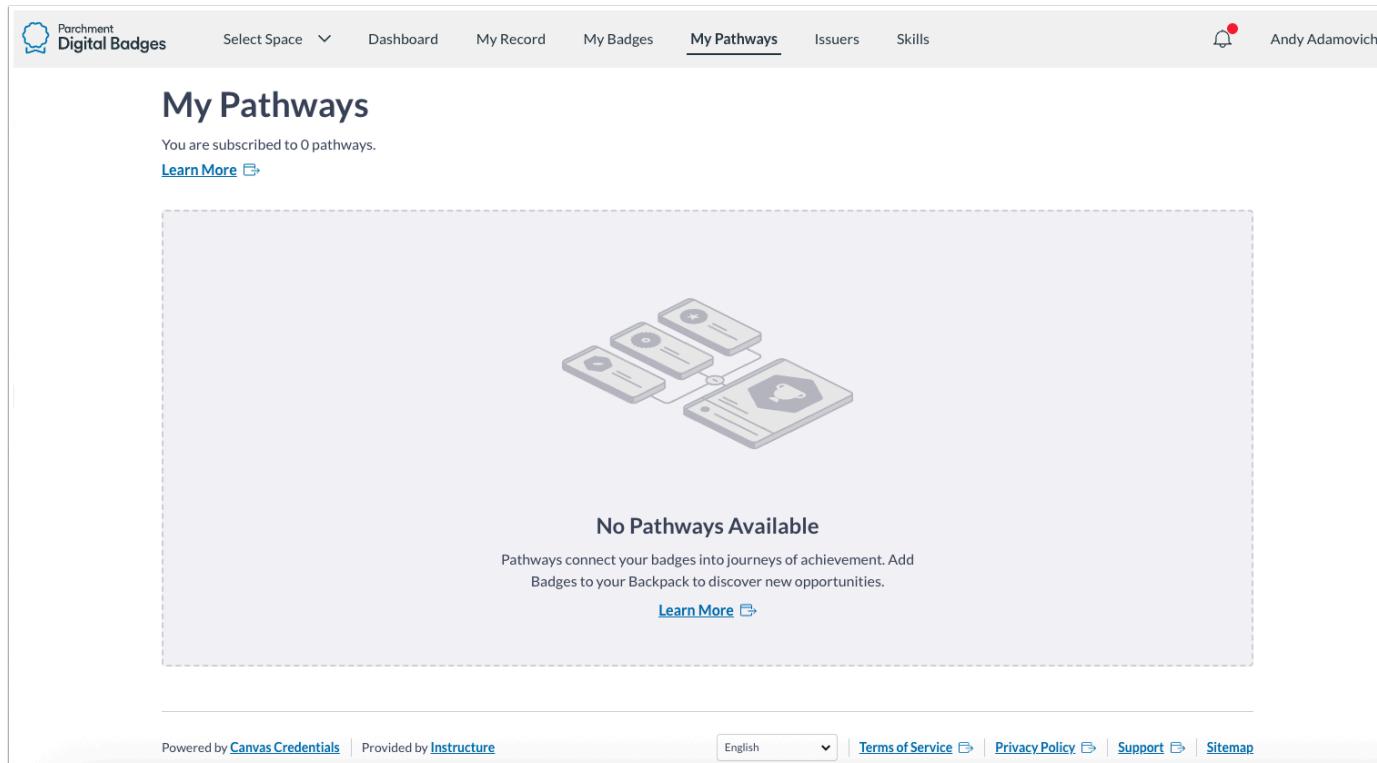
Group by issuer

Instructure Community Documentation Issuer 1 BADGE 

Course Completion
The badge you get when you complete the Basic Written Communications course
Jan 9, 2023 [Share](#)

To view all your earned badges, click the **My Badges** tab.

View My Pathways



You are subscribed to 0 pathways.
[Learn More](#)

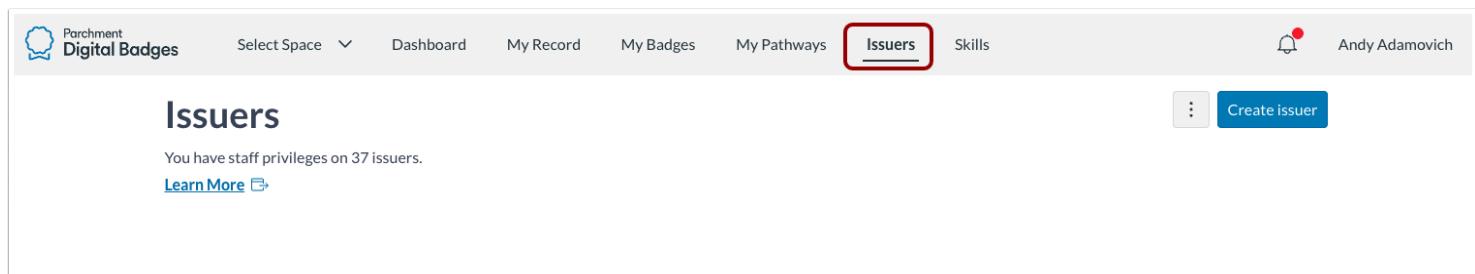
No Pathways Available

Pathways connect your badges into journeys of achievement. Add Badges to your Backpack to discover new opportunities.
[Learn More](#)

Powered by [Canvas Credentials](#) | Provided by [Instructure](#) | English | [Terms of Service](#) | [Privacy Policy](#) | [Support](#) | [Sitemap](#)

To view the pathways you are subscribed to, click the **My Pathways** tab.

View Issuers



You have staff privileges on 37 issuers.
[Learn More](#)

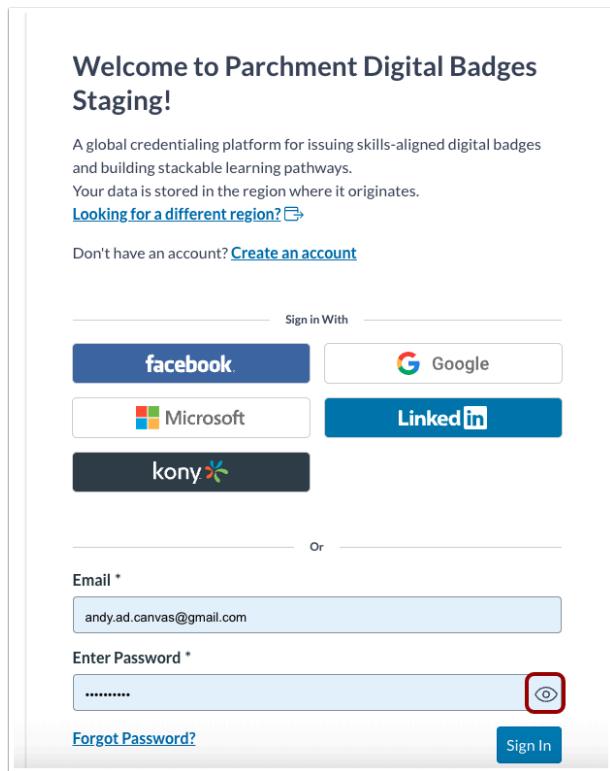
[Create issuer](#)

[To view, add, and manage the issuers](#) in your organization, click the **Issuers** tab.

How do I manage Parchment Digital Badges Organization settings?

As an organization administrator, you can manage and adjust your organization's settings by accessing the Organization dashboard.

Log in to Parchment Digital Badges



Welcome to Parchment Digital Badges Staging!

A global credentialing platform for issuing skills-aligned digital badges and building stackable learning pathways.

Your data is stored in the region where it originates.

[Looking for a different region? ↗](#)

Don't have an account? [Create an account](#)

Sign in With

[facebook](#) [Google](#)

[Microsoft](#) [LinkedIn](#)

[kony](#)

Or

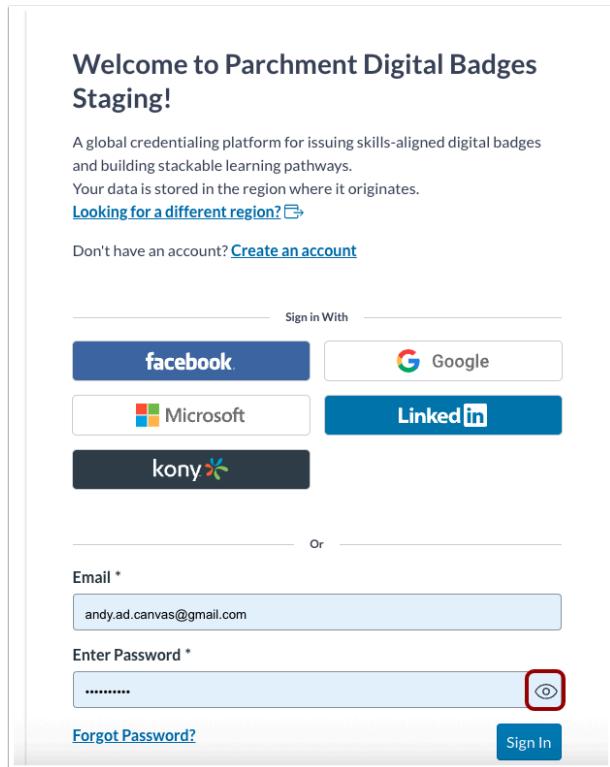
Email *

Enter Password * 

[Forgot Password?](#) [Sign In](#)

Sign into your Parchment Digital Badges account. To show or hide the password, click the **Visibility** icon.

Log in to Parchment Digital Badges



Welcome to Parchment Digital Badges
Staging!

A global credentialing platform for issuing skills-aligned digital badges and building stackable learning pathways.

Your data is stored in the region where it originates.

[Looking for a different region? ↗](#)

Don't have an account? [Create an account](#)

Sign in With

[facebook](#) [Google](#)

[Microsoft](#) [LinkedIn](#)

[kony](#)

Or

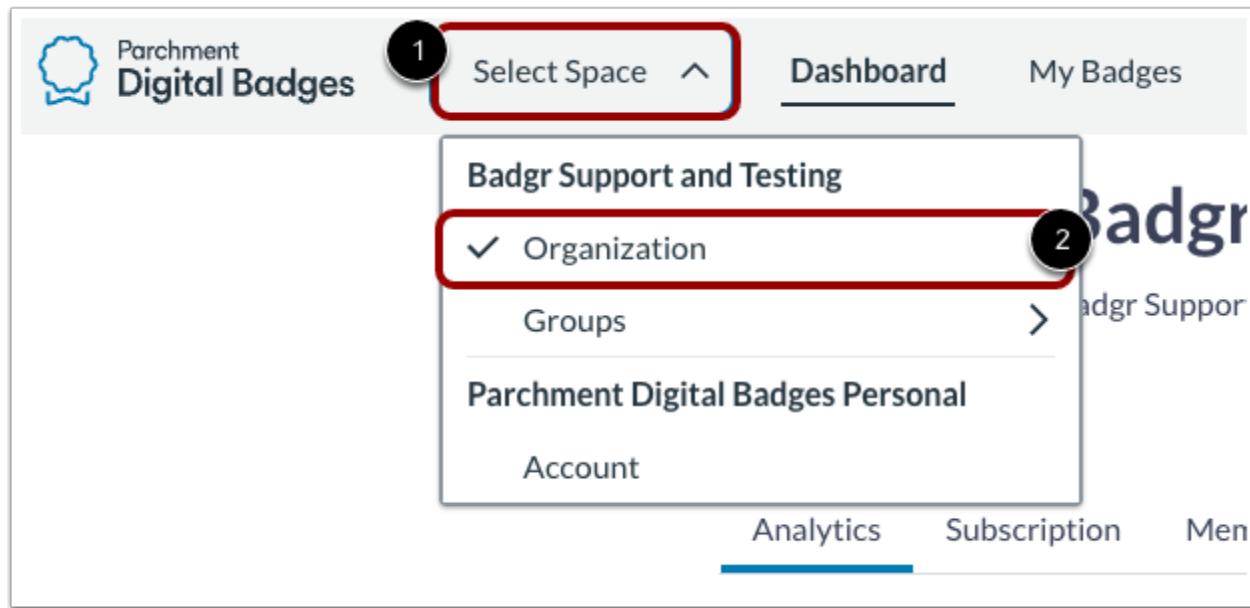
Email *

Enter Password * 

[Forgot Password?](#) [Sign In](#)

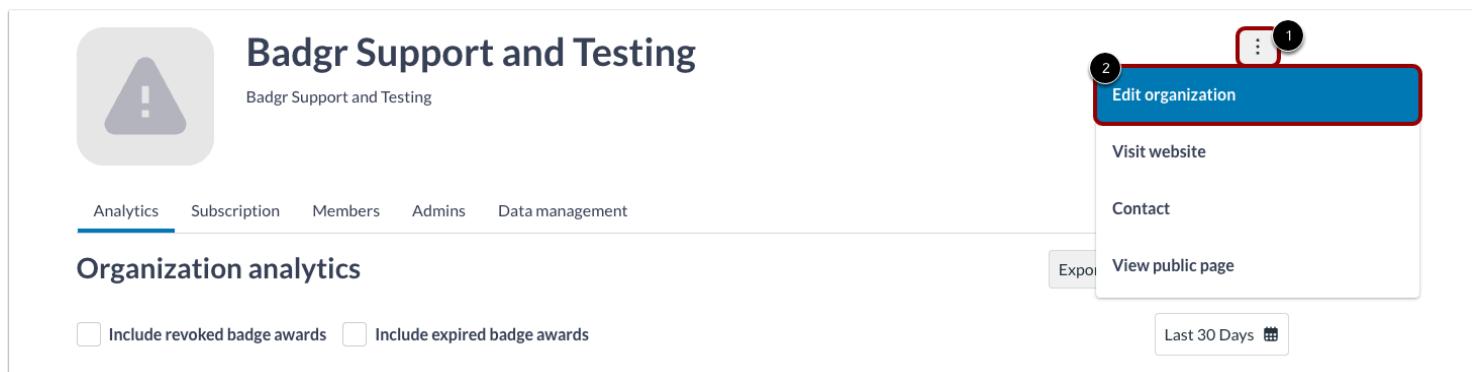
Sign into your Parchment Digital Badges account. To show or hide the password, click the **Visibility** icon.

Open Organization



In Parchment Digital Badges Navigation, click the **Select Space** drop-down menu [1] and then click the **Organization** link [2].

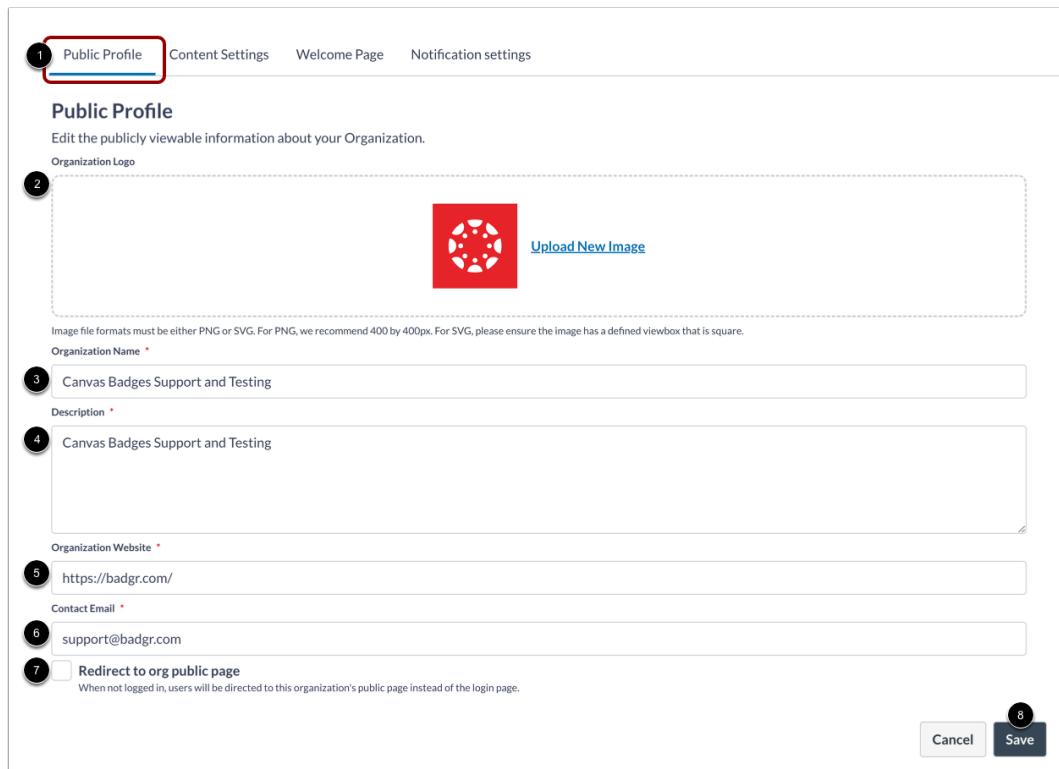
Edit Organization



Click the **Options** icon [1] and then click the **Edit organization** link [2].

From the Organization Dashboard you can edit your public profile, content settings, the welcome page, and notification settings.

Manage Public Profile



1 Public Profile Content Settings Welcome Page Notification settings

Public Profile
Edit the publicly viewable information about your Organization.

Organization Logo

2   [Upload New Image](#)

Image file formats must be either PNG or SVG. For PNG, we recommend 400 by 400px. For SVG, please ensure the image has a defined viewBox that is square.

Organization Name *

3 Canvas Badges Support and Testing

Description *

4 Canvas Badges Support and Testing

Organization Website *

5 <https://badgr.com/>

Contact Email *

6 support@badgr.com

7 Redirect to org public page

When not logged in, users will be directed to this organization's public page instead of the login page.

8

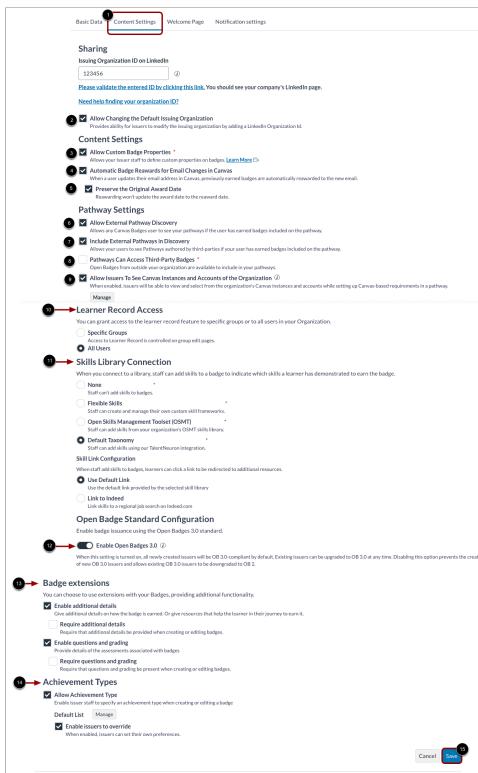
In the **Public Profile** tab, you can choose how your users navigate and view your organization space [1].

You can update your organization's logo [2], organization's name [3], a description of your organization [4], organization's website [5], and contact email [6].

If you want to direct users who are not logged in to your organization's public page instead of the login page, click the **Redirect to org public page** checkbox [7].

When you are finished making updates, click the **Save** button [8].

Manage Content Settings



Basic Data Content Settings Welcome Page Notification settings

Sharing
Issuing Organization ID on LinkedIn
123456
Please validate the entered ID by clicking this link. You should see your company's LinkedIn page.
Need help finding your organization? [Get help](#)

Content Settings

Allow Changing the Default Issuing Organization [Learn More](#)
Allows your issuer to modify the issuing organization by adding a LinkedIn Organization ID.

Allow Custom Badge Properties [Learn More](#)
Allows your issuer to define custom properties on badges.

Automatic Badge Rewards for Email Changes in Canvas [Learn More](#)
Allows previously earned badges to automatically be rewarded to the new email.

Preserve the Original Award Date [Learn More](#)
Rewarding will not update the award date to the reaward date.

Pathway Settings

Allow External Pathway Discovery [Learn More](#)
Allows users to view pathways if they've earned a badge that is included in it.

Include External Pathways in Discovery [Learn More](#)
Allows users to view pathways authored by a third party on your page if the user has earned a badge included in the pathway.

Pathways Can Access Third-Party Badges [Learn More](#)
Allows users to use earned badges from outside your organization to complete your organization's pathways.

Allow Issuers To See Canvas Instances and Accounts of the Organization [Learn More](#)
When enabled, issuers will be able to view and select from the organization's Canvas instances and accounts while setting up Canvas-based requirements in a pathway.

Manage

Learn Record Access [Learn More](#)
You can grant access to the learner record feature to specific groups or to all users in your Organization.

Specific Groups [Learn More](#)
Allows the learner record to be viewed on group edit pages.

Allow Learner Record [Learn More](#)

Skills Library Connection

When you connect to a library, staff can add skills to a badge to indicate which skills a learner has demonstrated to earn the badge.

Skills Library [Learn More](#)
Staff can add skills to badges.

Flexible Skills [Learn More](#)
Staff can create and manage their own custom skill frameworks.

Open Badge Management Toolkit (OBMT) [Learn More](#)
Staff can add skills from our repository (OBMT) with filters.

Default Taxonomy [Learn More](#)
Allows users to view our Taxonomy integration.

Skills Library Configuration [Learn More](#)
When staff add skills to badges, learners can click a link to be redirected to additional resources.

Use Default Library [Learn More](#)
Use the default link provided in the selected skill library.

Link to Default [Learn More](#)
Links to the default skill search on the default library.

Open Badge Standard Configuration [Learn More](#)
Enable badge issuance using the Open Badges 1.0 standard.

Enable Open Badges 1.0 [Learn More](#)
When this setting is turned on, all newly created issuers will be OB 1.0 compliant by default. Existing issuers can be upgraded to OB 1.0 at any time. Disabling this option prevents the creation of new OB 1.0 issuers and allows existing OB 1.0 issuers to be downgraded to OB 2.

Badge extensions [Learn More](#)
You can choose to extend your badges, providing additional functionality.

Give additional details on how the badge is earned. Or give resources that help the learner in their journey to earn it. [Learn More](#)

Require additional details [Learn More](#)
Provides additional details provided when creating or editing badges.

Enable questions and grading [Learn More](#)
Provides details of the assessment associated with badges.

Require questions and grading [Learn More](#)
Requires that questions and grading be present when creating or editing badges.

Achievement Types [Learn More](#)
 Allow Achievement Type [Learn More](#)
Allows issuers to choose an achievement type when creating or editing a badge.

Default List [Learn More](#)

Enable issuers to override [Learn More](#)
When enabled, issuers can set their own preferences.

Cancel 

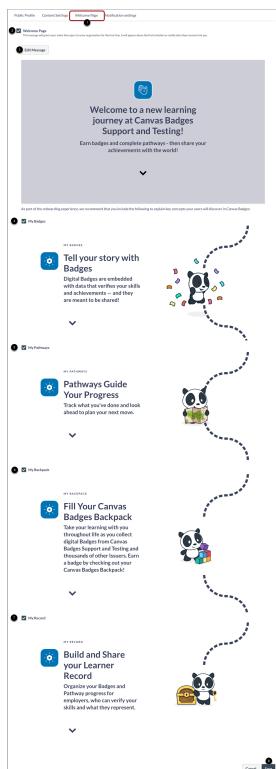
In the **Content Settings** tab, you can select which settings you want to include on your organization's page [1].

- **Allow Changing the Default Issuing Organization** [2]: Provides the ability for issuers to modify the issuing organization by adding a LinkedIn Organization ID.
- **Allow Custom Badge Properties** [3]: Allows your Issuer staff to [define custom properties](#) on badges.
- **Automatic Badge Rewards for Email Changes in Canvas** [4]: Allows previously earned badges to automatically be rewarded to the new email.
- **Preserve the Original Award Date** [5]: Rewarding will not update the award date to the reaward date.
- **Allow External Pathway Discovery** [6]: Allows users who are not subscribed to your pathway or organization to view your pathway if they've earned a badge that is included in it.
- **Include External Pathways in Discovery** [7]: Allows users to view pathways authored by a third party on your page if the user has earned a badge included in the third party pathway.
- **Pathways Can Access Third-Party Badges** [8]: Allows users to use earned badges from outside your organization to complete your organization's pathways.
- **Allow Issuers To See Canvas Instances and Accounts of the Organization** [9]: Allows issuers to [view and select from the organization's Canvas instances](#) and accounts while setting up Canvas-based requirements in a pathway.

- **Learner Record Access** [10]: Restricts access to specific groups or allows all users to view their learner record. To learn more, view information about the [learner record](#).
- **Skills Library Connection** [11]: Allows you to connect to a skill library, such as Emsi or Indeed, and highlight what skills were required to earn the badge. To do this, you need to [incorporate Talent Neuron skills in Parchment Digital Badges](#).
- **Enable Open Badges 3.0** [12]: Allows newly-created issuers to be OB 3.0-compliant by default. [OB3 badges](#) are issued in the W3C Verifiable Credential format.
- **Badge extensions** [13]: Provide additional functionality to badges; you can require additional details such as grading or include resource links or an additional description of what was required to earn the badge. To learn more, see [Badge assessments and questions](#).
- **Achievement Types** [14]: Allows admins to enable, disable, or reorder specific [achievement types](#). It can also override at the issuer level, and you can view tooltips that explain each achievement type.

When you are finished making updates, click the **Save** button [15].

Manage Welcome Page



In the **Welcome Page** tab, you can design what users see the first time they sign into your organization [1].

The welcome page appears above the first invitation or notification they receive [2]. You can create a headline and welcome message for new users. To create a custom welcome message for new users, click the **Edit Message** button [3].

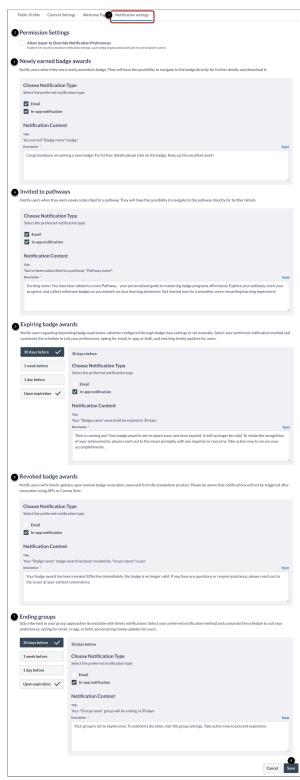
You can choose which Parchment Digital Badges features you wish to include in your welcome message.

- My Badges [4]
- My Pathways [5]
- My Backpack [6]
- My Record [7]

If you're not utilizing one or more of these features in your organization, deselect the appropriate checkbox.

When you are finished making updates, click the **Save** button [8].

Manage Notification Settings



In the **Notification Settings** tab, you can [customize notification messages](#) [1].

To allow issuers to customize notification settings, click the **Allow Issuer to Override Notification Preferences** checkbox [2].

You can customize notification messages to notify users of newly earned badge awards [3], invitations to Pathways [4], expiring badge awards [5], revoked badge awards [6], and ending groups [7].

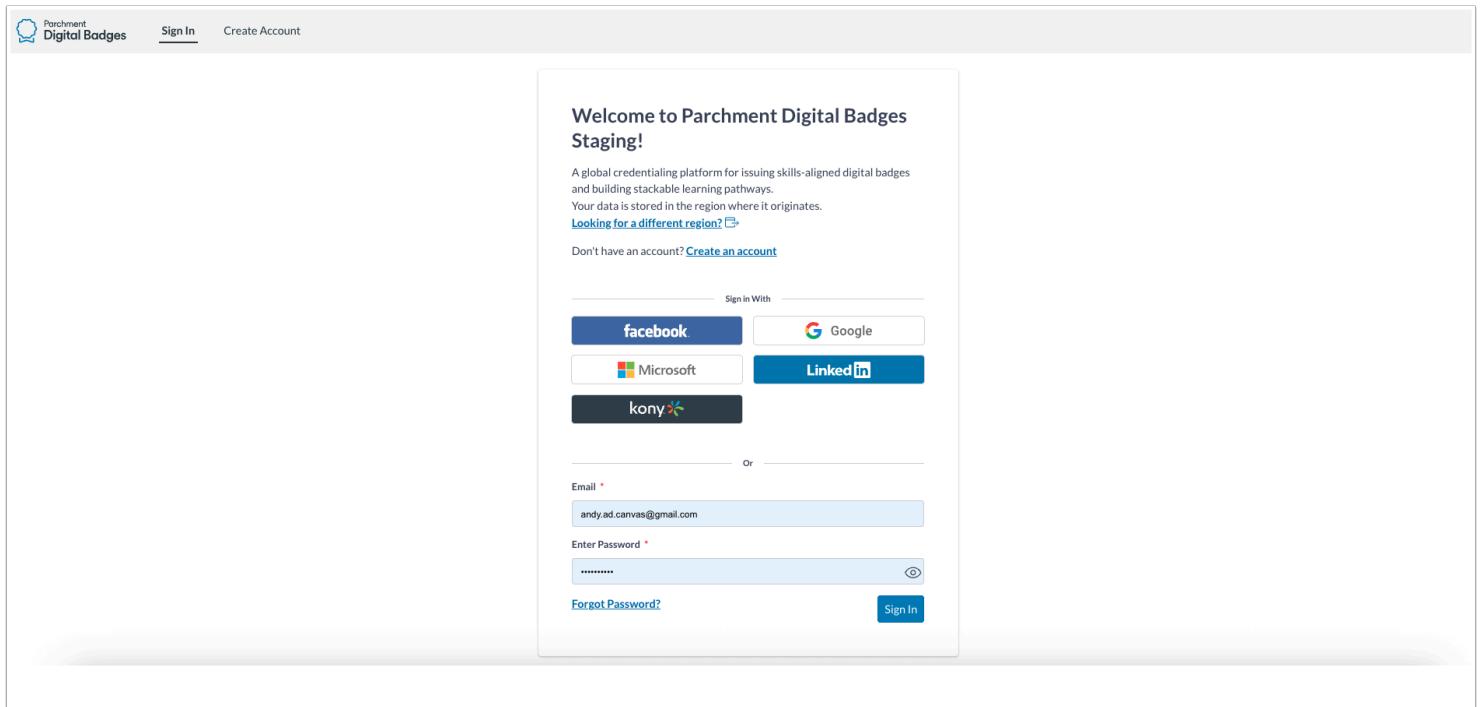
When you are finished making updates, click the **Save** button [8].

Note: The Allow Issuer to Override Notification Preferences checkbox is disabled by default. When the checkbox is disabled, a Notification Settings tab does not display for issuers.

How do I use my personal space in a Parchment Digital Badges organization?

In a Parchment Digital Badges organization, your personal space displays your badges and pathways.

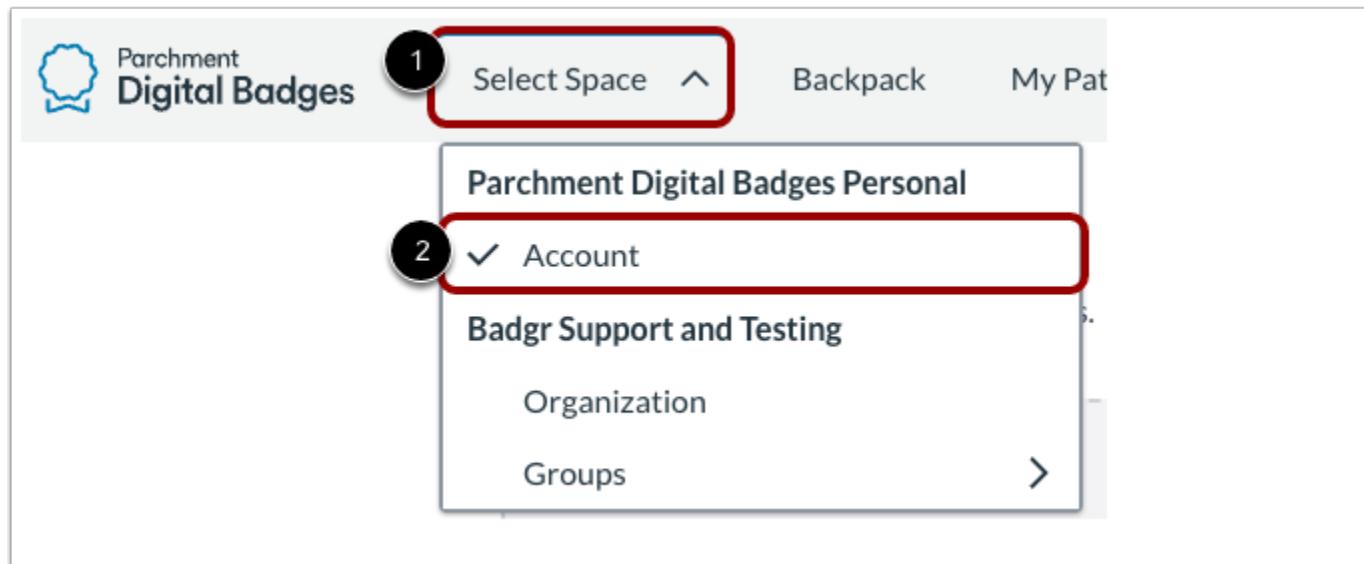
Sign into Parchment Digital Badges



The screenshot shows the sign-in page for Parchment Digital Badges. At the top, there is a navigation bar with the Parchment Digital Badges logo, a "Sign In" button, and a "Create Account" link. The main content area has a heading "Welcome to Parchment Digital Badges Staging!" followed by a brief description of the platform. It includes a link to "Looking for a different region?". Below this, there are "Sign in With" buttons for Facebook, Google, Microsoft, LinkedIn, and kony. Underneath these, there is a "Or" option followed by fields for "Email" (containing "andy.ad.canvas@gmail.com") and "Enter Password" (with a red asterisk). There is also a "Forgot Password?" link and a "Sign In" button.

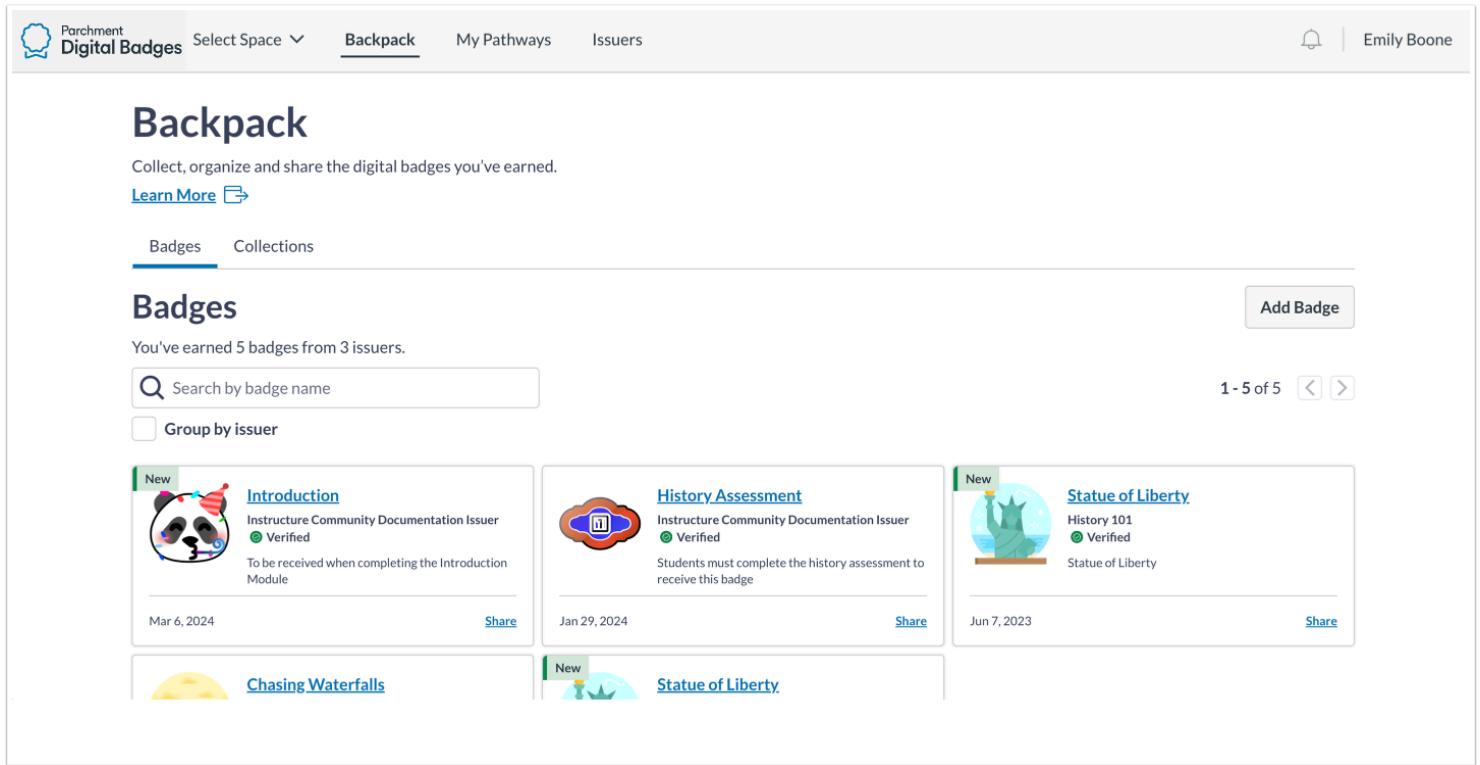
Sign into your Parchment Digital Badges account.

Open Personal Account



Click the **Select Space** drop-down menu [1] and then click the **Account** link [2].

View Backpack



The screenshot shows the 'Backpack' space on the Parchment Award Digital Badges platform. At the top, there is a navigation bar with the Parchment Digital Badges logo, a 'Select Space' dropdown, and tabs for 'Backpack' (which is underlined), 'My Pathways', and 'Issuers'. On the right, there are notifications and a user profile for 'Emily Boone'. Below the navigation, the title 'Backpack' is displayed, followed by the sub-instruction: 'Collect, organize and share the digital badges you've earned.' A 'Learn More' link with a help icon is present. The main content area is titled 'Badges' and shows a list of five earned badges from three issuers. Each badge card includes the badge name, issuer, verification status (verified), a description, the date earned, and a 'Share' button. The badges are: 'Introduction' (Instructure Community Documentation Issuer, verified, earned Mar 6, 2024), 'History Assessment' (Instructure Community Documentation Issuer, verified, earned Jan 29, 2024), 'Statue of Liberty' (History 101, verified, earned Jun 7, 2023), 'Chasing Waterfalls' (Instructure Community Documentation Issuer, not verified, earned Mar 6, 2024), and 'Statue of Liberty' (Statue of Liberty, not verified, earned Jun 7, 2023). There is also a 'Group by issuer' checkbox and a search bar. On the right, there is a 'Add Badge' button and a page navigation indicator '1 - 5 of 5' with back and forward arrows.

Backpack

Collect, organize and share the digital badges you've earned.

[Learn More](#)

Badges Collections

Badges

You've earned 5 badges from 3 issuers.

Search by badge name

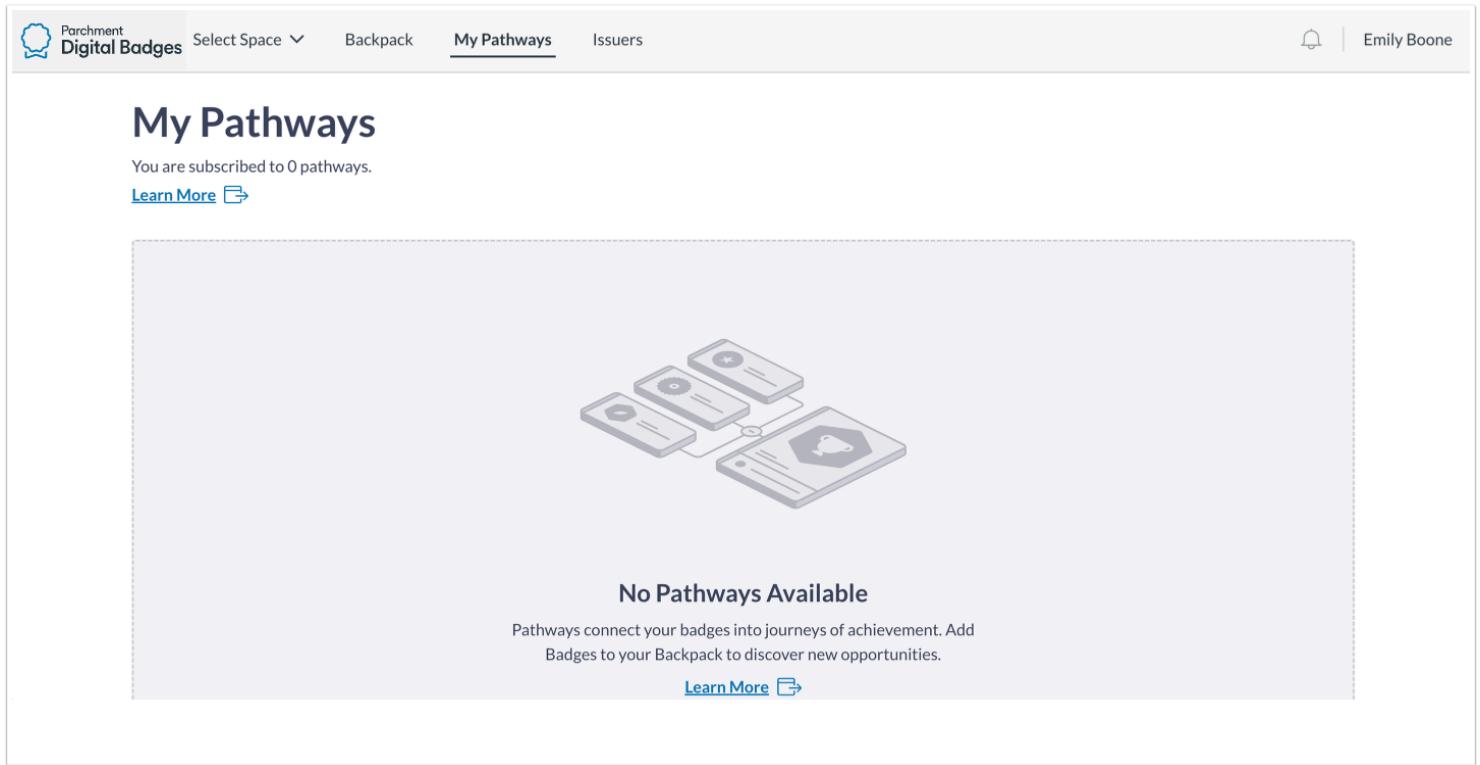
Group by issuer

1 - 5 of 5  

 Introduction Instructure Community Documentation Issuer Verified To be received when completing the Introduction Module Mar 6, 2024 Share	 History Assessment Instructure Community Documentation Issuer Verified Students must complete the history assessment to receive this badge Jan 29, 2024 Share	 Statue of Liberty History 101 Verified Statue of Liberty Jun 7, 2023 Share
 Chasing Waterfalls Instructure Community Documentation Issuer Not Verified Chasing Waterfalls Mar 6, 2024 Share	 Statue of Liberty Statue of Liberty Not Verified Statue of Liberty Jun 7, 2023 Share	

The [Backpack](#) space displays earned badges.

View My Pathways



Parchment Digital Badges Select Space  Backpack My Pathways Issuers

Emily Boone

My Pathways

You are subscribed to 0 pathways.

[Learn More !\[\]\(d76e1bb63c0ab7d087087cc98293bdb4_img.jpg\)](#)



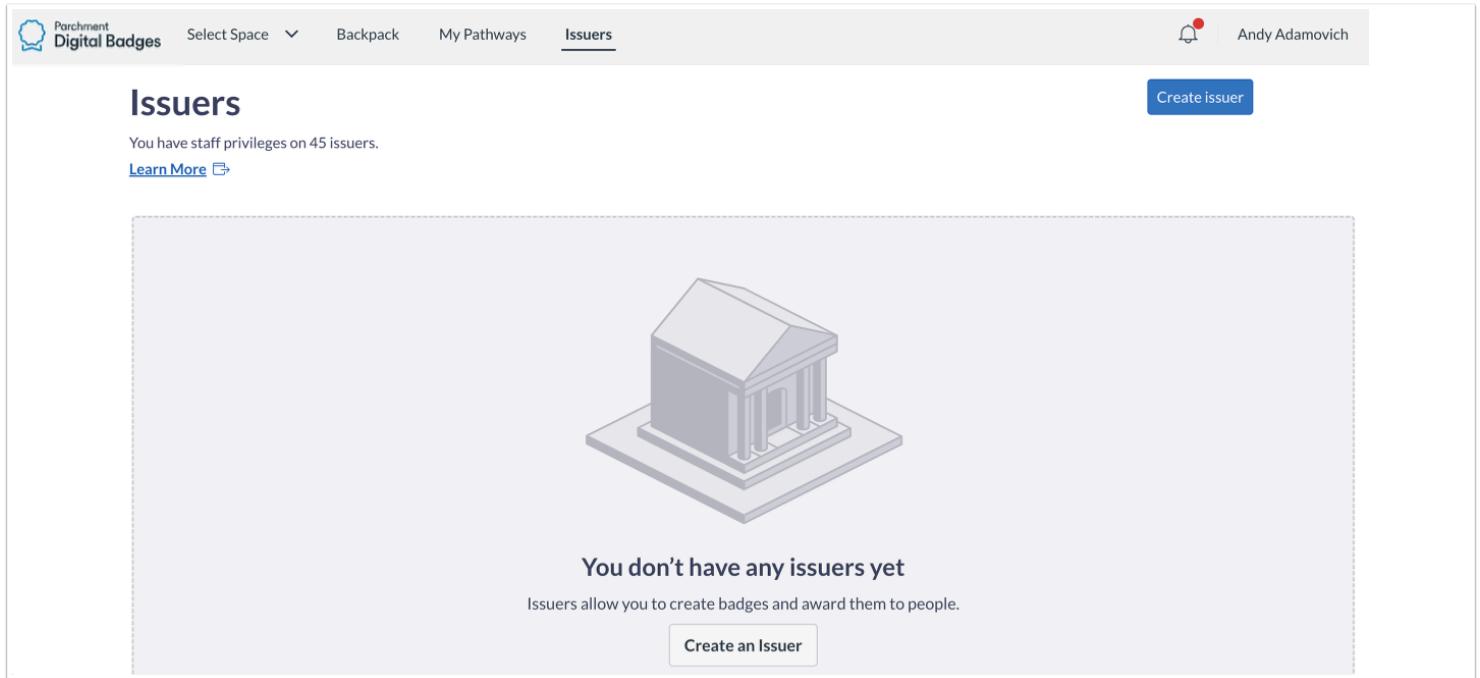
No Pathways Available

Pathways connect your badges into journeys of achievement. Add Badges to your Backpack to discover new opportunities.

[Learn More !\[\]\(ff8c600f1146820582337c4934803f01_img.jpg\)](#)

[My Pathways](#) displays the pathways you have subscribed to in an organization. You can also explore pathways from other organizations.

View Issuers



You have staff privileges on 45 issuers.
[Learn More](#)

Issuers

You don't have any issuers yet

Issuers allow you to create badges and award them to people.

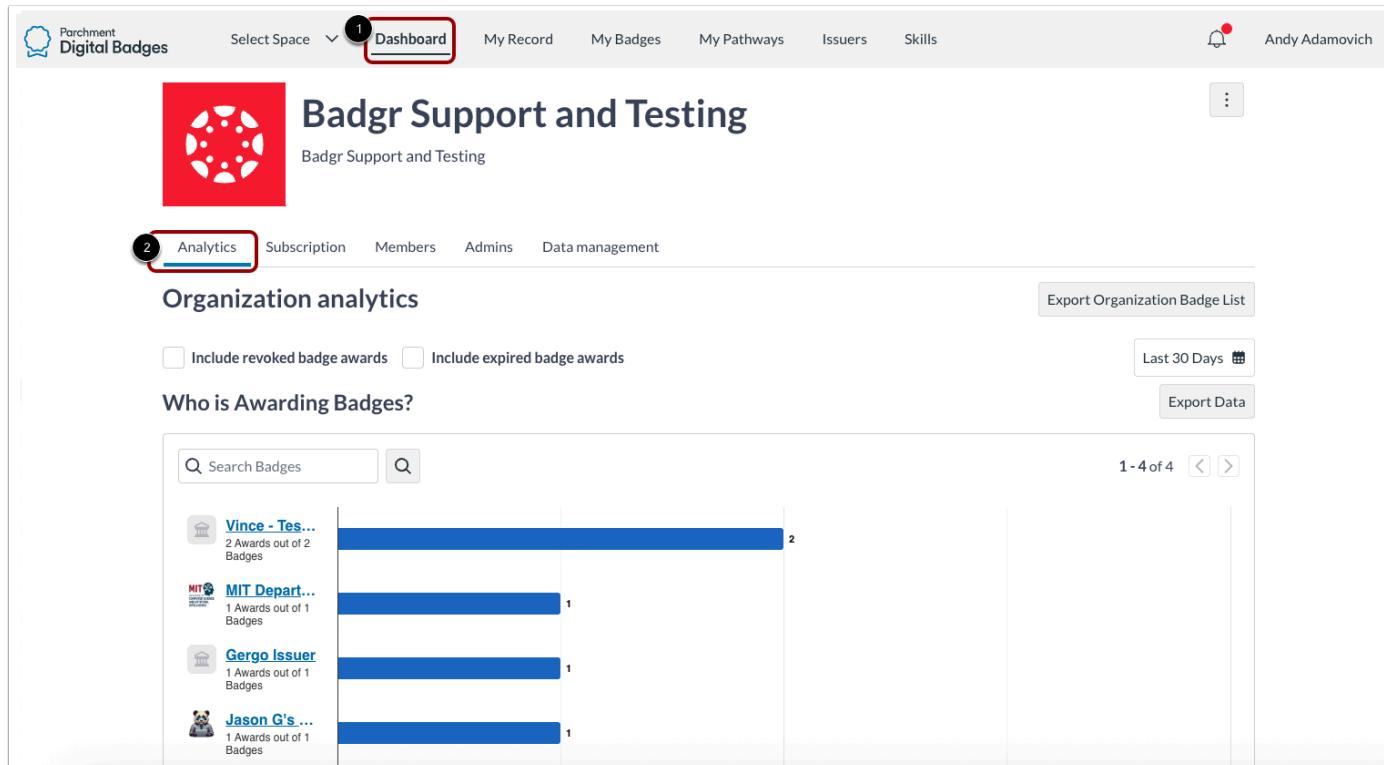
Create an Issuer

Issuers display for users associated with the organization.

How do I view organizational analytics in Parchment Digital Badges?

Parchment Digital Badges [subscribers](#) can access analytics from their Parchment Digital Badges account. Institutions can use Parchment Digital Badges to discover, understand, and report on course metrics and student learning achievements.

Open Analytics



The screenshot shows the Parchment Digital Badges dashboard for the organization 'Badgr Support and Testing'. The top navigation bar includes 'Select Space' (dropdown), 'Dashboard' (highlighted with a red box and number 1), 'My Record', 'My Badges', 'My Pathways', 'Issuers', 'Skills', a notification bell with a red dot, and the user 'Andy Adamovich'. The main content area displays the organization's name and a red square icon. Below this is a navigation bar with tabs: 'Analytics' (highlighted with a red box and number 2), 'Subscription', 'Members', 'Admins', and 'Data management'. The 'Analytics' tab is selected, showing 'Organization analytics' with checkboxes for 'Include revoked badge awards' and 'Include expired badge awards'. It also features 'Last 30 Days' and 'Export Data' buttons. The 'Who is Awarding Badges?' section contains a search bar and a table with four rows:

Issuer	Awards
Vince - Tes...	2
MIT Depart...	1
Gergo Issuer	1
Jason G's...	1

In Global Navigation, click the **Dashboard** link [1]. Then click the **Analytics** tab [2].

View Analytic Filters

Organization analytics

Include revoked badge awards Include expired badge awards

1 Who is Awarding Badges? 2

3 Last 30 Days 4 Export Data

You can set filters to include in your export.

To include revoked badge awards in the export, click the **Include revoked badge awards** checkbox [1].

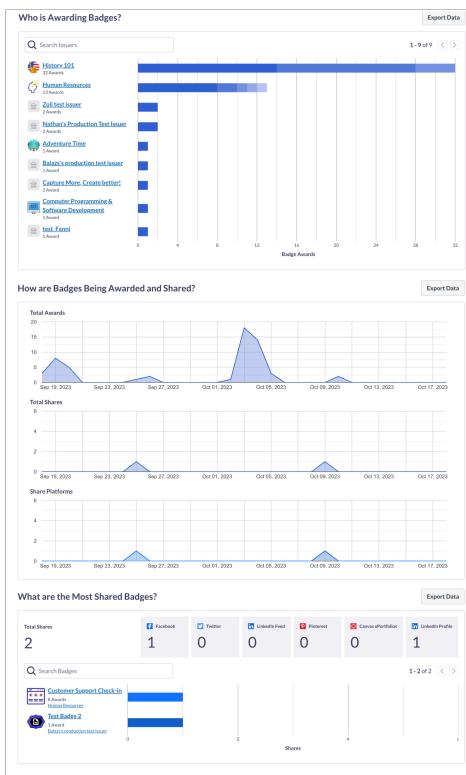
To include expired badge awards in the export, click the **Include expired badge awards** checkbox [2].

To include a certain time frame in the export, use the **Date** drop-down menu [3].

To export your data, click the **Export Data** button [4].

Note: By default, only active badges are displayed and the include revoked and expired badges checkboxes are not selected.

View Organization Analytics



In organization analytics, there are three main sections:

- **Who is Awarding Badges?** Allows the issuer to see who and where badges are being earned [1].
- **How are Badges Being Awarded and Shared?** Allows the issuer to see where badges are being awarded and where learners share them [2].
- **What are the Most Shared Badges?** Allows the issuer to see where their badges are being shared [3].

You can use Organization Analytics to:

- See badges your learners are earning and determine the skills being recognized by your institution and the number of learners learning them.
- Identify which teachers and courses are most effective with badges and get an overview of the courses with the most badge awards and examine award data by course to see how different teachers use badges, and compare the effectiveness of various course approaches to recognizing the same skills.
- See how badges are shared understand how your learners are sharing on social media, and see the volume of badges being shared on these mediums.
- Track externally awarded badges to see badges learners are earning in other Canvas courses or externally.

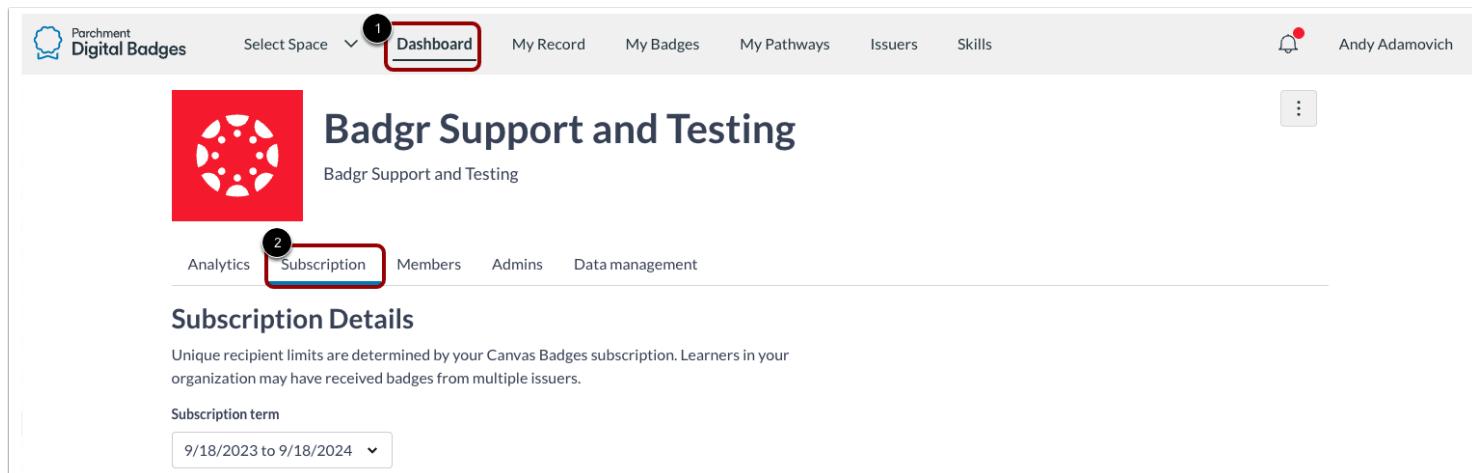
- Understand who is issuing badges admins can see which staff members have access to issuers and which issuers are associated with courses.

Note: To view badge breakdowns and analytics, you can navigate to issuer-level analytics.

How do I view my subscription in Parchment Digital Badges?

Organizations that subscribe to Parchment Digital Badges can view their organization's subscription details for Parchment Digital Badges.

Open Subscription



The screenshot shows the Parchment Digital Badges dashboard for the organization "Badgr Support and Testing". The dashboard has a navigation bar with links for "Select Space", "Dashboard" (which is highlighted with a red box and a circled '1'), "My Record", "My Badges", "My Pathways", "Issuers", and "Skills". On the right, there is a user profile for "Andy Adamovich" with a red notification bell icon. Below the navigation, there is a red square icon with a white globe and people icon, followed by the organization's name "Badgr Support and Testing". A horizontal menu bar below the organization name includes "Analytics", "Subscription" (which is highlighted with a red box and a circled '2'), "Members", "Admins", and "Data management". The main content area is titled "Subscription Details" and contains the following text: "Unique recipient limits are determined by your Canvas Badges subscription. Learners in your organization may have received badges from multiple issuers." Below this, there is a "Subscription term" section with a dropdown menu showing "9/18/2023 to 9/18/2024".

In Global Navigation, click the **Dashboard** link [1]. Then click the **Subscription** tab [2].

View Subscription Details

Subscription Details

Unique learner limits are determined by your Canvas Badges subscription. Learners in your organization may have received badges from multiple issuers.

Subscription term [1]

Current subscription [2]

3/22/22 to 3/22/23
9/17/23 to 9/17/24

Organization usage [3]

Issuer usage breakdown [4]

Subscription Details

Unique learner limits are determined by your Canvas Badges subscription. Learners in your organization may have received badges from multiple issuers.

Subscription term

Current subscription [1]

Organization usage [3]

Issuer usage breakdown [4]

Need to upgrade or change your Canvas Credentials subscription?
Contact us at canvascredentials@instructure.com.

Canvas Credentials + Pathways	100
Used	61/100 learners
Remaining	39 learners

Subscription term: Sep 17, 2023 to Sep 17, 2024

Organization usage

Category	Value
Canvas Credentials + Pathways	100
Used	61/100 learners
Remaining	39 learners

Subscription term: Sep 17, 2023 to Sep 17, 2024

Issuer usage breakdown

- History 101: 18 active badge awards
- Lajos Issuer: 3 active badge awards
- Zoll test Issuer: 2 active badge awards
- Jozsef's Issuer: 1 active badge award
- Adventure Time: 16 active badge awards
- test_Fanni: 2 active badge awards
- Martin test Issuer: 4 active badge awards
- Human Resources: 17 active badge awards
- Computer Programming & Software Development: 14 active badge awards
- Instructure Community Documentation Issuer: 2 active badge awards
- Balazs's production test Issuer: 1 active badge award
- Capture More, Create better!: 5 active badge awards
- Reka Pali: 1 active badge award
- Nathan's Production Test Issuer: 1 active badge award

To view a subscription term, click the **Subscription term** drop-down menu [1] and select a term [2].

You can also view your organization usage [3] and issuer usage breakdown [4].

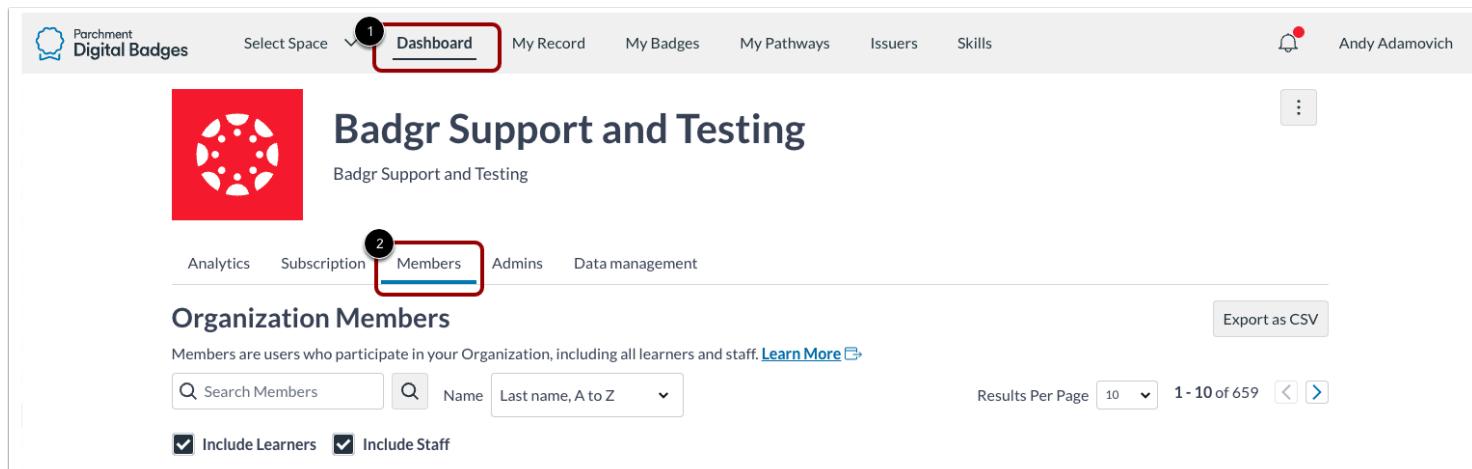
How do I view organization members in Parchment Digital Badges?

Parchment Digital Badges [subscribers](#) can access organization members from their Parchment Digital Badges account.

Organizations that subscribe to Parchment Digital Badges can view their organization's member list and a member list for each of their issuers. Organization members include organization admins, staff associated with issuers, pathway group members, and badge recipients.

Note: Members List is a paid feature of Parchment Digital Badges.

Open Members



The screenshot shows the Parchment Digital Badges dashboard for the organization "Badgr Support and Testing". The "Members" tab is highlighted with a red box and the number 2. The "Dashboard" tab is also highlighted with a red box and the number 1. The dashboard displays organization members, including filters for "Search Members", "Name", and "Last name, A to Z".

In Global Navigation, click the **Dashboard** link [1]. Then click the **Members** tab [2].

View Members Filters

Organization Members

Members are users who participate in your Organization, including all learners and staff.

[Learn More](#)

1  em 2 Include Learners 3 Include Staff 4 Name Last, A to Z ID 5 Export as CSV

1 - 5 of 5

To search for a member, enter a member name in the **Search Members** field [1].

To view include learners in the list, click the **Include Learners** checkbox [2].

To include staff in the list, click the **Include Staff** checkbox [3].

You can filter the member list by the column headings: name, ID, role, badges earned, pathways, and groups [4].

To export member list, click the **Export as CSV** button [5].

View Members List

Organization Members

Members are users who participate in your Organization, including all learners and staff.

[Learn More](#)

Export as CSV

Q em X

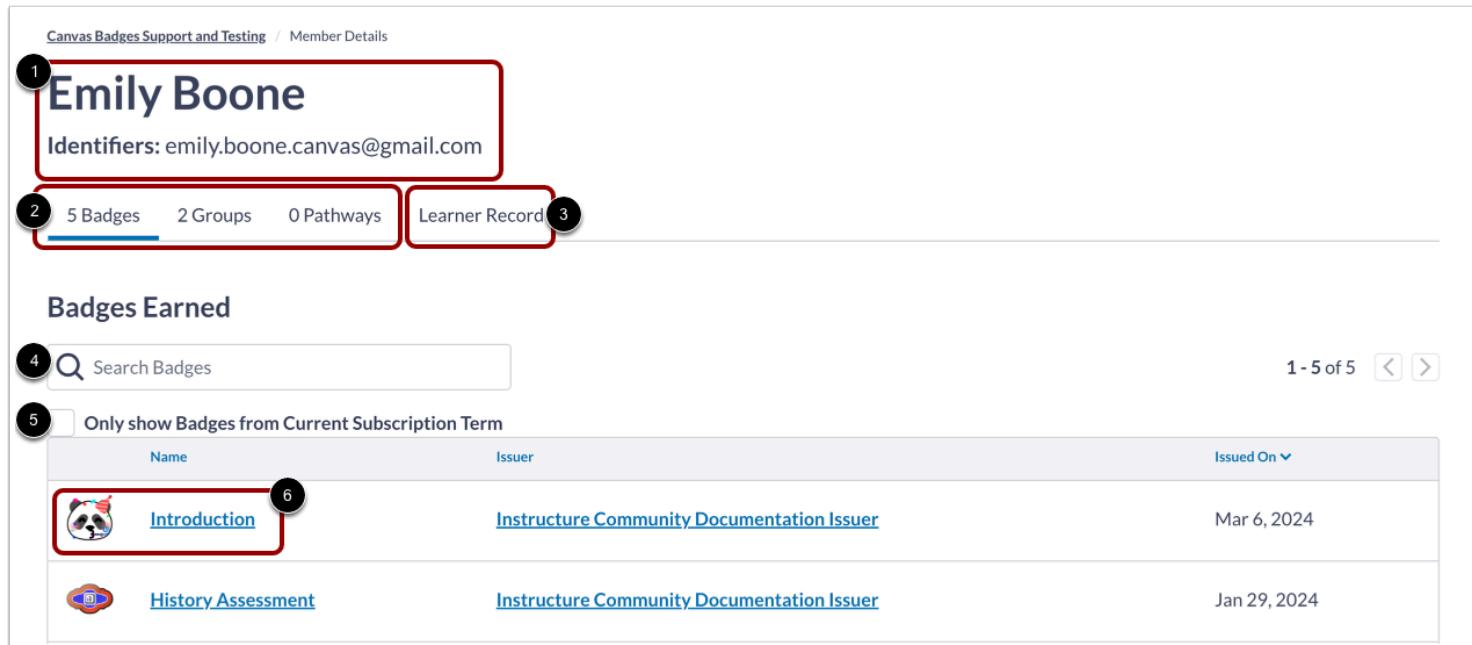
1 - 4 of 4 < >

Include Learners Include Staff

Name	Last, A to Z	ID	Role	Badges Earned	Pathways	Groups
EB	Boone, Emily	emilyboone@instructure.com	Learner	21	1	7
EB	Boone, Emily	emily.boone.canvas@gmail.com	Learner	5	0	2
MM	Mattie, Michael	mattiemichael@mailinator.com	Learner	1	1	4
HS	Shirley, Houseman	shirleyhouseman@mailinator.com	Learner	0	1	1

To view additional details about a member, click the member's name.

View Member Details



The screenshot shows the 'Member Details' page for a user named 'Emily Boone'. At the top, there is a breadcrumb navigation: 'Canvas Badges Support and Testing / Member Details'. Below the navigation, the member's name 'Emily Boone' is displayed in a large box with a red border. Underneath the name, the email 'Identifiers: emily.boone.canvas@gmail.com' is shown. To the left of the name is a circular callout [1]. Below the name, there are three statistics: '5 Badges', '2 Groups', and '0 Pathways'. To the right of these statistics is a 'Learner Record' link with a red border and a circular callout [3]. Below these statistics is another circular callout [2].

Badges Earned

Below the member's details, there is a search bar [4] with a magnifying glass icon and the placeholder 'Search Badges'. To the right of the search bar are navigation arrows for '1 - 5 of 5' and a dropdown menu. A checkbox [5] labeled 'Only show Badges from Current Subscription Term' is checked. The main content area displays a table of earned badges:

Name	Issuer	Issued On
 Introduction [6]	Instructure Community Documentation Issuer	Mar 6, 2024
 History Assessment	Instructure Community Documentation Issuer	Jan 29, 2024

View the member's additional details.

You can view the member's name and identifiers [1]. You can also view the amount of badges, groups, and pathways the learner is enrolled in [2]. You can view the learner record [3].

In the **Search Badges** field [4], you can enter a search term to find an earned badge.

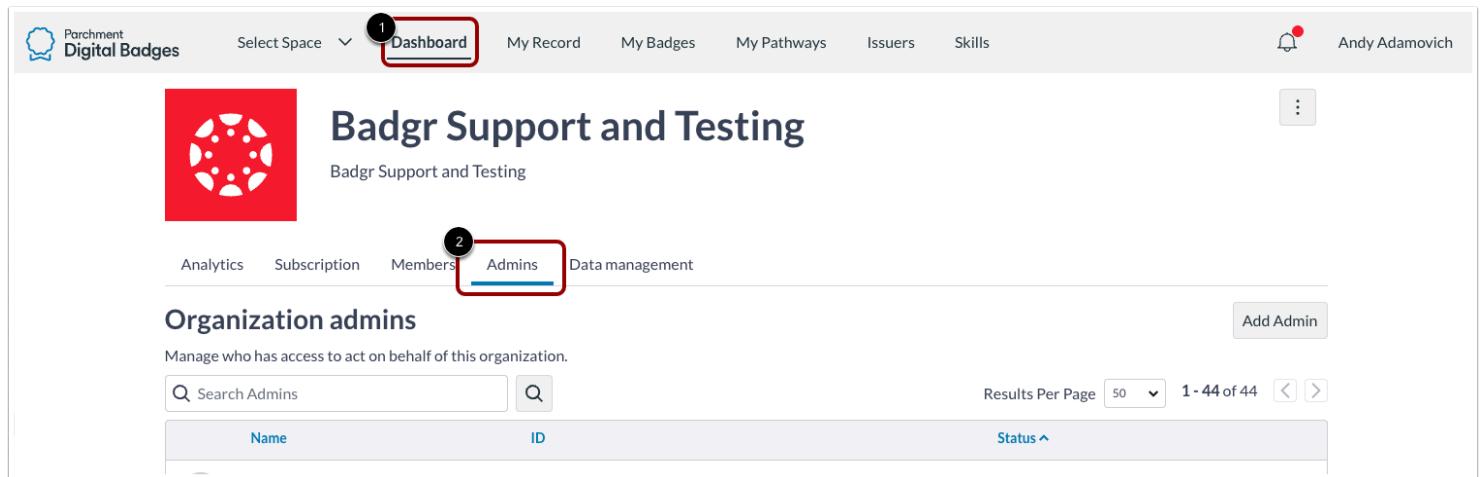
To show badges from the current subscription term, click the **Only show Badges from Current Subscription Term** checkbox [5].

To view badge details, click the name of the badge [6].

How do I view organization admins in Parchment Digital Badges?

Organizations that subscribe to Parchment Digital Badges can view their organization's administrators list.

Open Admins



The screenshot shows the Parchment Digital Badges dashboard for the organization "Badgr Support and Testing". The "Dashboard" link in the global navigation is highlighted with a red box and a number [1]. The "Admins" tab in the secondary navigation is also highlighted with a red box and a number [2]. The main content area displays a table of organization admins with columns for Name, ID, and Status. A search bar and pagination controls are also visible.

Name	ID	Status
Andy Adamovich	1234567890	Active

In Global Navigation, click the **Dashboard** link [1]. Then click the **Admins** tab [2].

View Organization Admins

Analytics Subscription Members **Admins**

Organization admins

Manage who has access to act on behalf of this organization.

1 2 Name 3 ID 4 Status 50 1 - 31 of 31

1	2	3	4	5
1	2	3	4	5
TR	Tyson	@gmail.com	Added on 8/30/21	⋮
DS	Dan	@instructure.com	Added on 7/28/22	⋮
TD	Tyler	structure.com	Added on 8/15/22	⋮
SW	Savanna	/nn@instructure.com	Added on 9/14/22	⋮

To search for an admin, enter a member name in the **Search Admins** field [1].

You can filter the admin list by the column headings: name [2], ID [3], and status [4].

Manage Organization Admins

Analytics Subscription Members **Admins**

Organization admins

Manage who has access to act on behalf of this organization.

Search Admins Results Per Page 50 1-31 of 31

Name	ID	Status	⋮
TR Tysor	t.....n	Added on 8/30/21	⋮
DS Dan	d.....	Added on 8/15/22	⋮
TD Tyler	Added on 9/14/22	⋮
SW Savanna	Added on 9/21/22	⋮
MH Mich.....	⋮	

1 Add Admin

2 ⋮

3  Remove Admin

To [add an admin](#), click the **Add Admin** button [1].

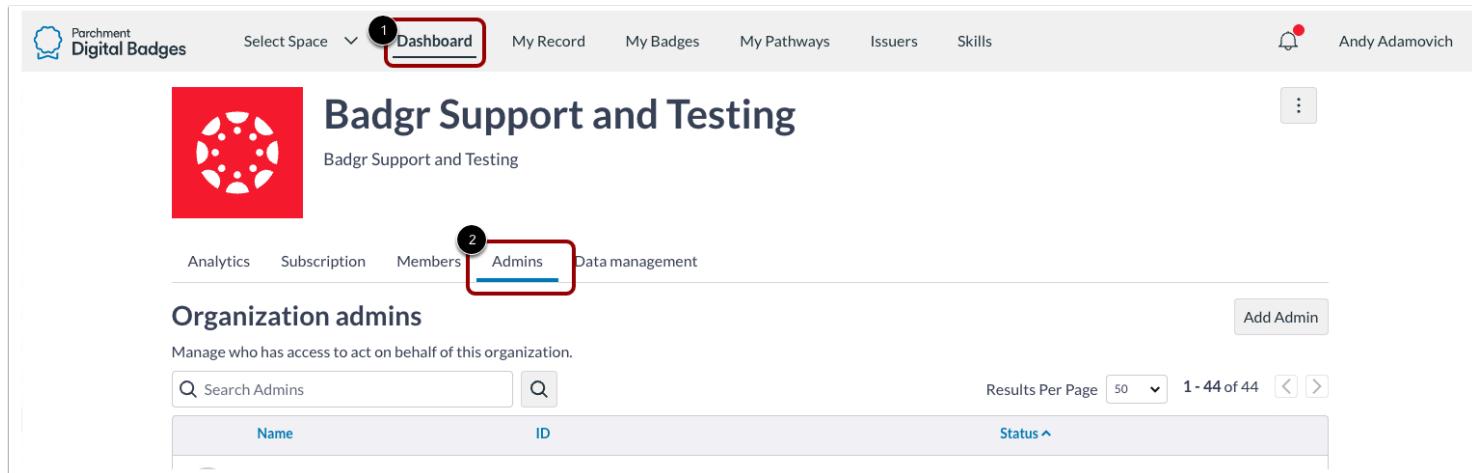
To remove an admin, click the **Options** icon [2] and then click the **Remove Admin** link [3].

How do I add organization admins in Parchment Digital Badges?

To access information about an organization's subscription, issuers and Parchment Digital Badges features you must be invited to the organization as an administrator. Organization admins will receive an email invitation and/or receive an in-app notification when signed in to their Parchment Digital Badges account.

Organizational admins are automatically added with [owner-level](#) permissions to each issuer under the organization. You can still [share issuers](#) with individual colleagues without adding them to the organization.

Open Admins



The screenshot shows the Parchment Digital Badges dashboard for the organization "Badgr Support and Testing". The "Dashboard" link [1] is highlighted with a red box. The "Admins" tab [2] is also highlighted with a red box. The page displays a list of organization admins with columns for Name, ID, and Status. There are buttons for "Add Admin" and "Search Admins".

In Global Navigation, click the **Dashboard** link [1]. Then click the **Admins** tab [2].

View Organization Admins

Analytics Subscription Members **Admins**

Organization admins

Manage who has access to act on behalf of this organization.

1  Search Admins 2 Name 3 ID 4 Status  5 Add Admin

Results Per Page 50 1 - 31 of 31

2 Name	3 ID	4 Status	5
TR Tyson	@gmail.com	Added on 8/30/21	
DS Dan	@instructure.com	Added on 7/28/22	
TD Tyler	structure.com	Added on 8/15/22	
SW Savanna	/nn@instructure.com	Added on 9/14/22	

To search for an admin, enter a member name in the **Search Admins** field [1].

You can filter the member list by the column headings: name [2], ID [3], and status [4].

To add an admin, click the **Add Admin** button [5].

Add Organization Admins

Analytics Subscription Members **Admins**

Organization admins

Manage who has access to act on behalf of this organization.

Search Admins

Results Per Page 50 ▾ 1 - 12 of 12 [<](#) [>](#)

Add Admin

The person you add will have access to manage and act on behalf of this organization.

New Admin Email *

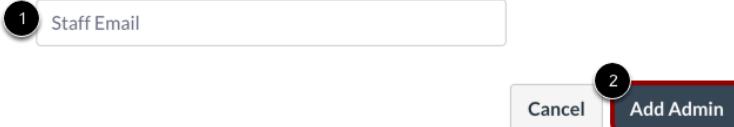
Note: We'll email an invitation to this person.

1 Staff Email

2 Add Admin

Cancel

X



In the **Staff Email** field, enter the Parchment Digital Badges account email address of the individual you want to add [1].

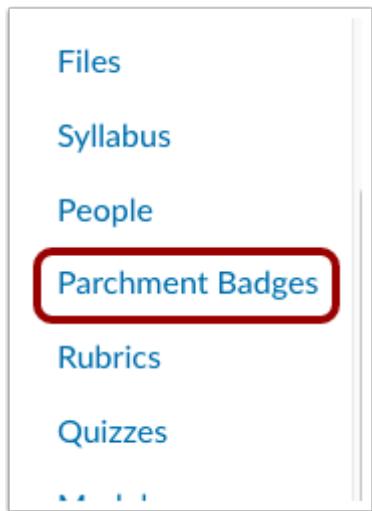
Click the **Add Admin** button [2].

Note: An email invitation is sent to the person you are adding as an admin.

How do I view notifications in the Parchment Digital Badges LTI?

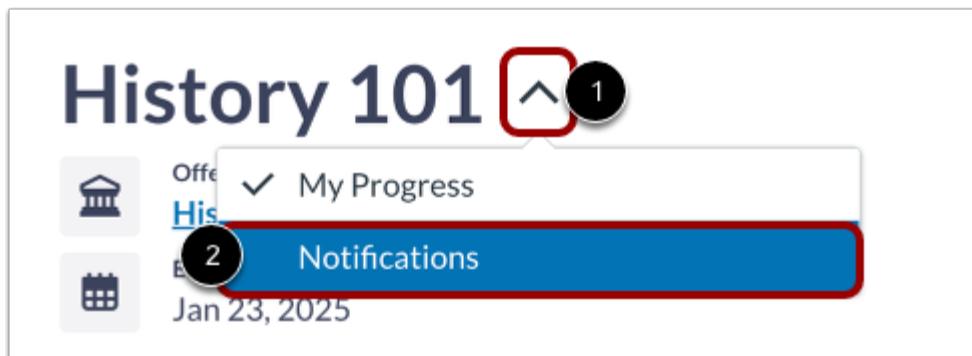
In the Parchment Digital Badges LTI, you can view notifications.

Open Parchment Badges



In Course Navigation, click the **Parchment Badges** link.

Open Notifications



In the drop-down menu [1], click the **Notifications** option [2].

Note: Depending on your user role, you may have different options in the drop-down menu.

View Notifications

Notifications ▾

Notifications keep you in the know about important activities, messages, and updates tailored to you.

[Congratulations, you earned The Declaration of Independence badge!](#) 

Congratulations on earning a new badge! For further details please click on the badge. Keep up the excellent work!

Mar 12, 2024

[Congratulations, you earned George Washington badge!](#) 

Congratulations on earning a new badge! For further details please click on the badge. Keep up the excellent work!

Mar 12, 2024

View your in-app notifications.

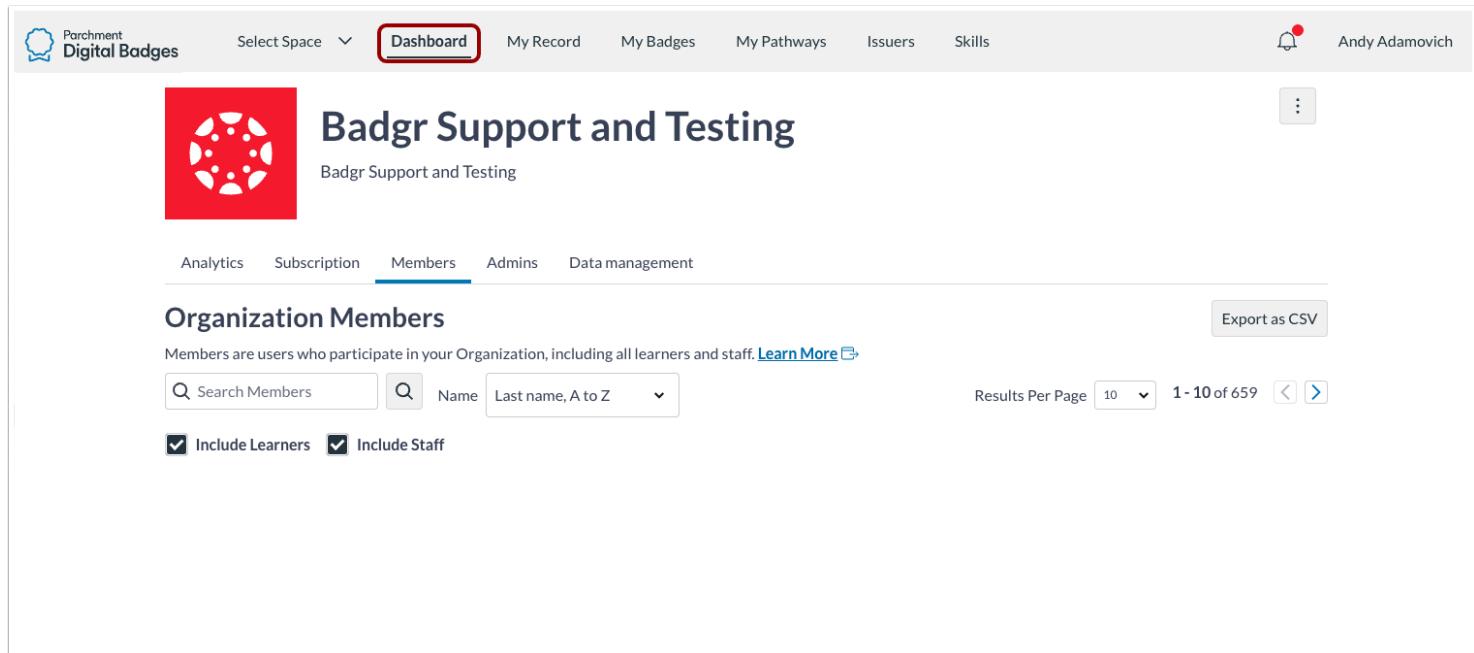
A new notification is indicated by a blue dot [1].

To view the badge, click the badge name link [2].

How do I customize notification messages in Parchment Digital Badges?

When signed into your organization, you can customize notification messages that are sent to staff and learners.

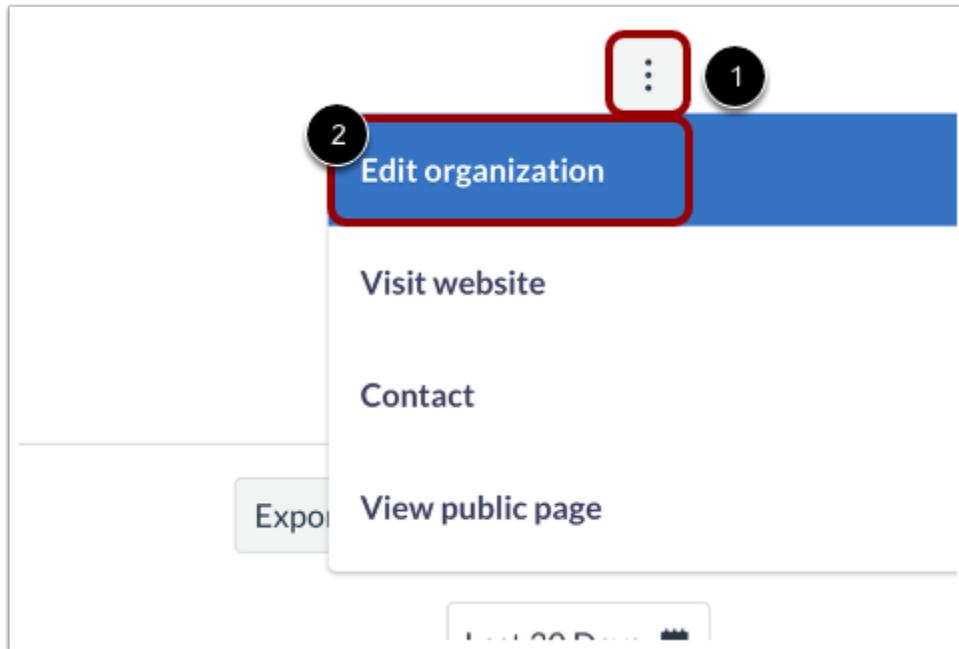
Open Dashboard



The screenshot shows the Parchment Digital Badges interface. At the top, there is a navigation bar with links: 'Select Space' (dropdown), 'Dashboard' (highlighted with a red box), 'My Record', 'My Badges', 'My Pathways', 'Issuers', and 'Skills'. To the right of the navigation is a user profile for 'Andy Adamovich' with a notification bell icon showing a red dot. Below the navigation, the organization's logo is displayed, followed by the organization's name, 'Badgr Support and Testing', and its subtitle, 'Badgr Support and Testing'. The main content area is titled 'Organization Members'. It includes a search bar for 'Search Members' and 'Name' (sorted 'Last name, A to Z'), a dropdown for 'Results Per Page' (set to 10), and a page number '1 - 10 of 659'. There are also navigation arrows for the previous and next pages. At the bottom of this section, there are two checked checkboxes: 'Include Learners' and 'Include Staff'. The 'Members' tab is currently selected, indicated by a blue underline.

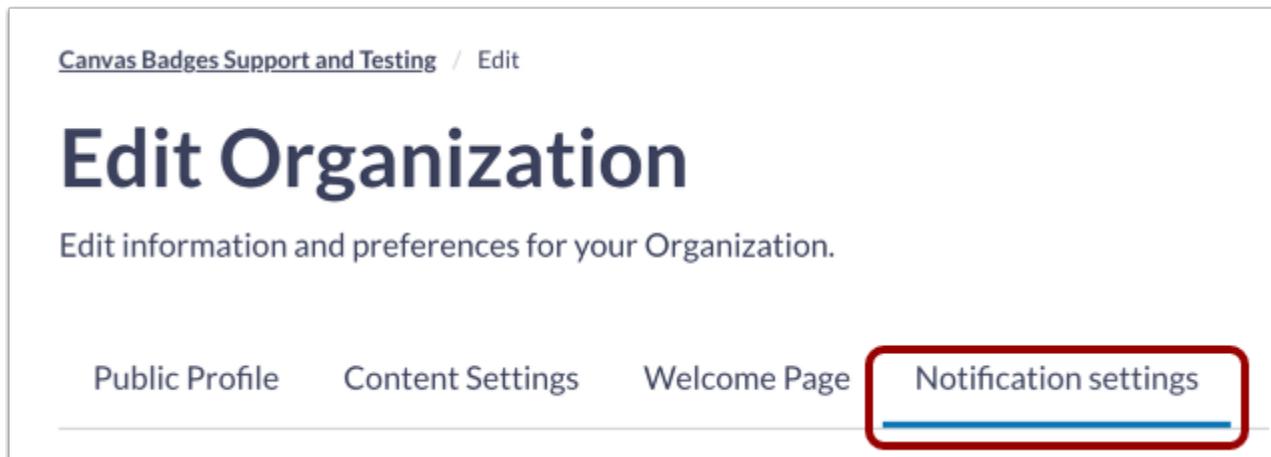
In Parchment Digital Badges Organization Navigation, click the **Dashboard** link.

Edit Organization



To customize notifications, click the **Options** menu [1], then click the **Edit organization** link [2].

Open Notification Settings

A screenshot of the 'Edit Organization' page. At the top, there is a breadcrumb navigation: 'Canvas Badges Support and Testing / Edit'. The main title is 'Edit Organization'. Below the title, a sub-instruction says 'Edit information and preferences for your Organization.' At the bottom, there are five tabs: 'Public Profile', 'Content Settings', 'Welcome Page', 'Notification settings' (which is highlighted with a red box), and another tab that is partially visible. A horizontal line separates the tabs from the main content area.

Click the **Notification settings** tab.

Manage Permission Settings

Permission Settings

Allow Issuer to Override Notification Preferences
Enable to let issuers customize notification settings, superseding organizational defaults for personalized control.

To allow Issuers to override notification preferences, click the **Allow Issuer to Override Notification Preferences** checkbox.

Customize Newly Earned Badge Awards

Newly earned badge awards

Notify users when they were newly awarded a badge. They will have the possibility to navigate to the badge directly for further details and download it.

Choose Notification Type
Select the preferred notification type

1 Email
 In-app notification

Notification Content

2 Title
You earned "Badge name" badge!

3 Description *

Congratulations on earning a new badge! For further details please click on the badge. Keep up the excellent work!

To select how the notification is received for newly earned badges, click the **Email** or **In-app notification** checkbox [1].

In the **Description** field, you can use the default notification message text or change the notification message text [2].

To reset the message to the default text, click the **Reset** link [3].

Customize Invited to Pathways

Invited to pathways

Notify users when they were newly subscribed to a pathway. They will have the possibility to navigate to the pathway directly for further details.

Choose Notification Type

Select the preferred notification type

1 Email
 2 In-app notification

Notification Content

Title
You've been subscribed to a pathway "Pathway name".

Description * 3 [Reset](#)

Exciting news! You have been added to a new Pathway – your personalized guide to mastering badge programs effortlessly. Explore your pathway, track your progress, and collect milestone badges as you embark on your learning adventure. Get started now for a smoother, more rewarding learning experience!

To select how the notification is received for invitations to pathways, click the **Email** or **In-app notification** checkbox [1].

In the **Description** field, you can use the default notification message text or change the notification message text [2].

To reset the message to the default text, click the **Reset** link [3].

Customize Expiring Badge Awards

Expiring badge awards

Notify users regarding impending badge expirations, whether configured through badge class settings or set manually. Select your preferred notification method and customize the schedule to suit your preferences, opting for email, in-app, or both, and ensuring timely updates for users.

1

30 days before ✓

1 week before

1 day before

Upon expiration ✓

30 days before

Choose Notification Type

Select the preferred notification type

Email 2

In-app notification

Notification Content

Title

Your "Badge name" award will be expired in 30 days

3 Description *

Time is running out! Your badge award is set to expire soon, and once expired, it will no longer be valid. To retain the recognition of your achievements, please reach out to the issuer promptly with any inquiries or concerns. Take action now to secure your accomplishments.

4 Reset

To select how the notification is received for expiring badge awards, select the applicable **time before** button [1]. You can choose from thirty days before, one week before, one day before, or upon the badge expiration. To select the notification type, click the **Email** or the **In-app notification** checkbox [2].

In the **Description** field, you can use the default notification message text or change the notification message text [3].

To reset the message to the default text, click the **Reset** link [4].

Customize Revoked Badge Awards

Revoked badge awards

Notify users with timely updates upon manual badge revocation, executed from the standalone product. Please be aware that notifications will not be triggered after revocation using APIs or Canvas Sync.

Choose Notification Type

Select the preferred notification type

1 Email
 In-app notification

Notification Content

Title

Your "Badge name" badge award has been revoked by "Issuer name" issuer

2 Description *

Your badge award has been revoked. Effective immediately, the badge is no longer valid. If you have any questions or require assistance, please reach out to the issuer at your earliest convenience.

3 [Reset](#)

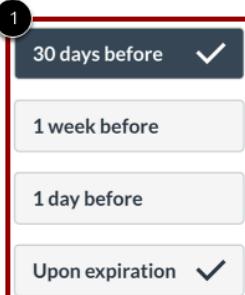
To select how the notification is received for customize revoked badge awards, click the **Email** or the **In-app notification** checkbox [1].

In the **Description** field, you can use the default notification message text or change the notification message text [3]. To reset the message to the default text, click the **Reset** link [3].

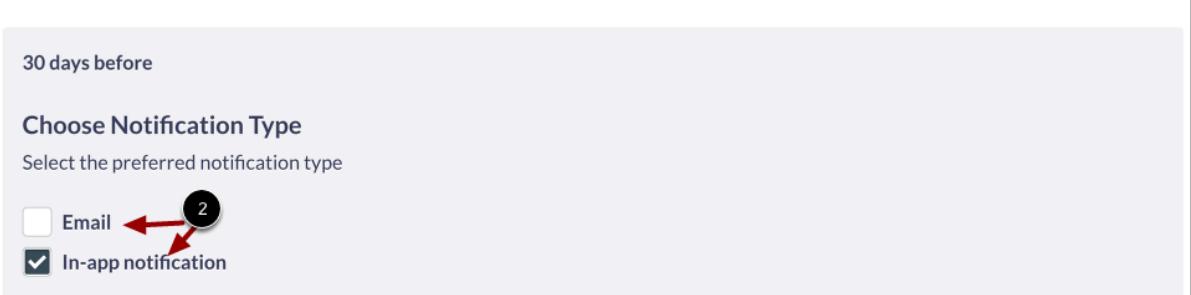
Customize Ending Groups

Ending groups

Stay informed as your group approaches its end date with timely notifications. Select your preferred notification method and customize the schedule to suit your preferences, opting for email, in-app, or both, and ensuring timely updates for users.

1 

30 days before

2 

Choose Notification Type

Select the preferred notification type

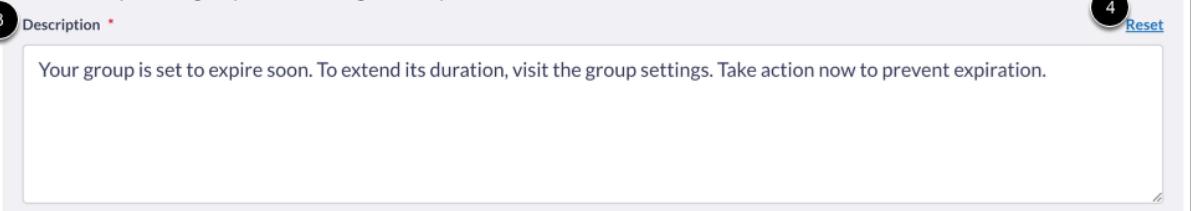
Email

In-app notification

Notification Content

Title

Your "Group name" group will be ending in 30 days

3 

Description *

Your group is set to expire soon. To extend its duration, visit the group settings. Take action now to prevent expiration.

4 

Reset

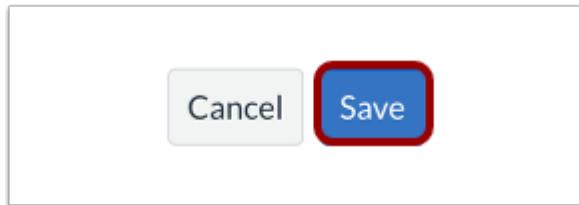
To select how the notification is received for ending groups, select the applicable **time before** button [1]. You can choose from thirty days before, one week before, one day before, or upon the badge expiration. To select the notification type, click the **Email** or the **In-app notification** checkbox [2].

In the **Description** field, you can use the default notification message text or change the notification message text [3].

Use the description box to update the text in the message [3].

To reset the message to the default text, click the **Reset** link [4].

Save Changes



To save the notifications, click **Save** button.

How do I allow issuers to see Canvas instances and accounts of the organization?

Admins can control Canvas access at the issuer level. Issuers can determine when a requirement is officially completed rather than automatically awarding progress.

Notes:

- If no Parchment Digital Badges group exists for the linked course, one is created automatically when the requirement is added.
- The completion date only delays recognition; it does not change Canvas grades or course evaluation rules.
- Completion behavior varies by trigger type and is displayed in the edit tray for clarity.
- This enhancement lays the groundwork for future updates supporting assignment-level and module-level requirements.

View Organization Settings

Pathway Settings

Allow External Pathway Discovery

Allows any Parchment Digital Badges user to see your pathways if the user has earned badges included on the pathway.

Include External Pathways in Discovery

Allows your users to see Pathways authored by third-parties if your user has earned badges included on the pathway.

Pathways Can Access Third-Party Badges *

Open Badges from outside your organization are available to include in your pathways.

1 → Allow Issuers To See Canvas Instances and Accounts of the Organization ⓘ

When enabled, issuers will be able to view and select from the organization's Canvas instances and accounts while setting up Canvas-based requirements in a pathway.

2 **Manage**

In Organization Content Settings, click the **Allow Issuers To See Canvas Instances and Accounts of the Organization** checkbox [1]. Then, click the **Manage** button [2].

View and Select from Canvas Instances and Accounts

Manage account availability X

Instances and Accounts

Turn on an instance to make it available for issuers to add Canvas requirements to a pathway. By default, the root account is selected. You can keep it, or choose specific accounts within the root account instead.

(i) Note: If an instance or account is made available here, it may become visible to users who don't have access to it in Canvas.

[Documentation Canvas](#) 

Use root account 1 

Define specific accounts 2 

Select accounts 3

To turn on an instance to make it available for issuers, turn the instance toggle on [1]. By default, the root account is selected [2]. To select specific accounts, click the **Select accounts** button [3].

Issuers

Select whether all issuers or only specific ones can access the instances available in this process.

Every issuer in your organization 1 

Define specific issuers 2 

In the Manage modal, choose whether all issuers [1] or specific issuers [2] can access the available instances. If access is limited, you can define specific issuers.

Select Accounts

Select Account: Documentation

Canvas

Select the accounts for custom settings. When you select an account, its subaccounts will be included automatically.

Search in account ID

Search... 

Provide the exact account ID to get a match.

0 selected

1  Manually-Created Courses | 2

Business | 27

College of Sciences | 28

History | 30

Math | 31

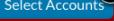
Science | 32

Training Courses | 33

Communications | 34

Badgr | 38

Catalogs | 120

  2

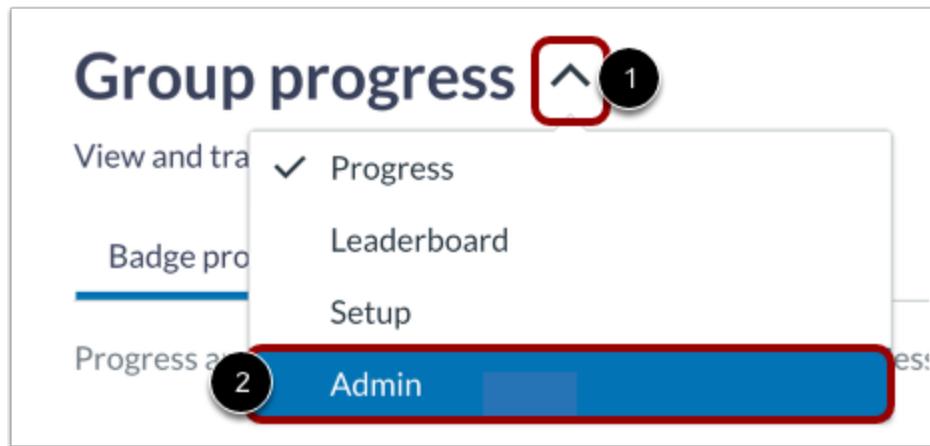
To select accounts, click the checkbox beside the account name [1]. Then, click the **Select Accounts** button [2].

Parchment Digital Badges Groups

How do I connect a Parchment Digital Badges organization to the LTI as an organizational admin?

If you are a Canvas and Parchment Digital Badges admin, you can connect your Parchment Digital Badges organization to the LTI.

Open Admin



In the **Group** drop-down menu [1], click the **Admin** link [2].

Connect Parchment Digital Badges

Manage Canvas Badges deployment ▾

View and configure the settings for Canvas Badges within Canvas.

Created: Oct 13, 2025

[Learn More](#)

Settings  Groups

Level up with Parchment Digital Badges

Digital Badges are embedded with data that verifies your skills and achievements, and they are meant to be shared!

[Connect to Parchment Digital Badges](#)



To connect your Parchment Digital Badges account to the LTI, click the **Connect Parchment Digital Badges** button.

Verify Email

Manage Canvas Badges deployment ▾

View and configure the settings for Canvas Badges within Canvas.

Created: Oct 13, 2025

[Learn More](#)

Settings  Groups

Connect your Parchment Digital Badges organization

Let's start by verifying your Parchment Digital Badges account email.

Parchment Digital Badges account email *

1

Cancel 2 Next

Enter your Parchment Digital Badges email into the **Parchment Digital Badges account email** field [1].

Click the **Next** button [2].

Enter Verification Code

Manage Canvas Badges deployment ▾

View and configure the settings for Canvas Badges within Canvas.

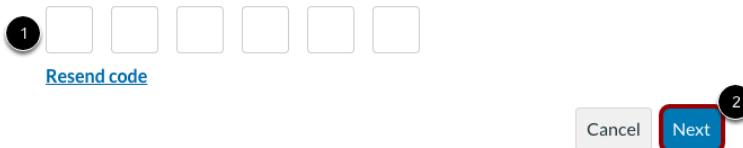
Created: Oct 13, 2025

[Learn More](#) 

[Settings](#)  [Groups](#)

Connect your Parchment Digital Badges organization

We sent your verification code to andy.ad.canvas@gmail.com. Enter it to continue.



The image shows a form for entering a verification code. It consists of six input fields arranged horizontally, with the first one being highlighted with a black circle and the number '1'. Below the fields is a blue 'Resend code' button. To the right of the fields are two buttons: a grey 'Cancel' button and a blue 'Next' button with a red border and a black circle containing the number '2'.

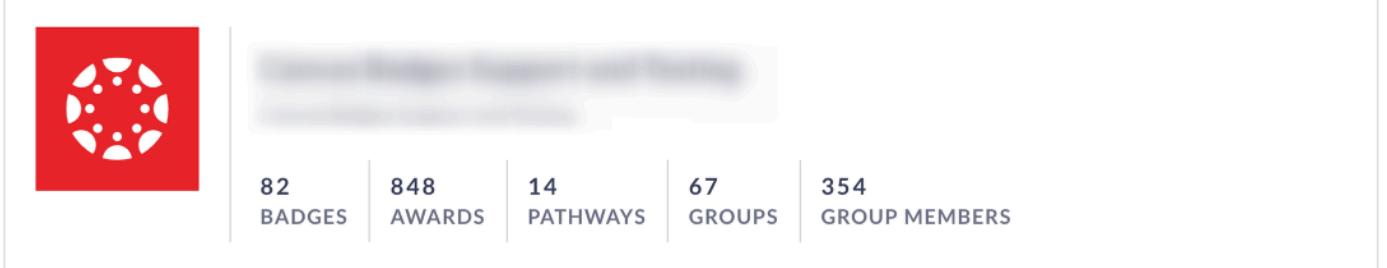
Enter the verification code from your email into the verification fields [1]. Then click the **Next** button [2].

View Connected Organization

Settings * Analytics * Groups

Connected organization

View and manage the organization connected to this deployment.



The card displays a red square icon with a white circular pattern, followed by a blurred organization name. Below the icon are five data points: 82 BADGES, 848 AWARDS, 14 PATHWAYS, 67 GROUPS, and 354 GROUP MEMBERS.

82 BADGES	848 AWARDS	14 PATHWAYS	67 GROUPS	354 GROUP MEMBERS
--------------	---------------	----------------	--------------	----------------------

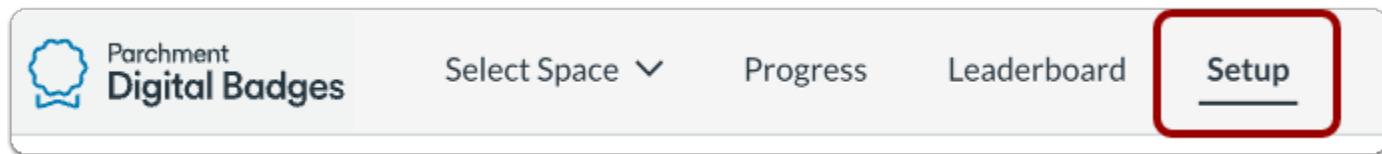
To view the connected organization, click the **Settings** tab.

How do I enable badges from multiple issuers in Parchment Digital Badges?

As an organizational admin, you can manage badge visibility for issuers enabled in a group.

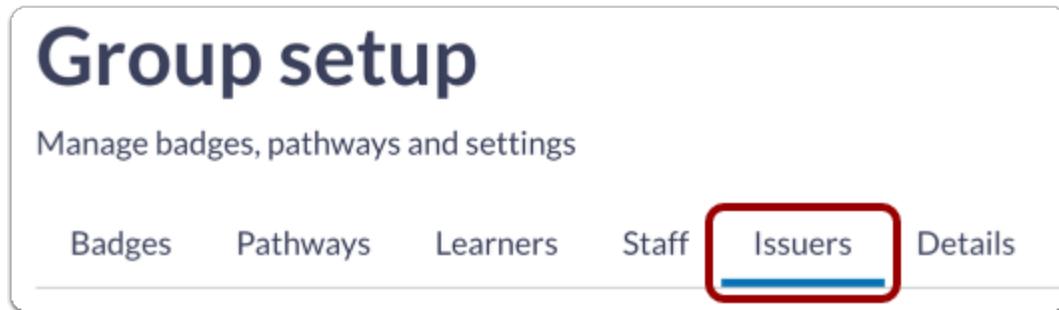
Note: [Main issuers for a group](#) are managed through the Admin tab.

Open Setup



In Parchment Digital Badges Navigation, click the **Setup** link.

Open Issuer



To view available issuers, click the **Issuers** link.

Manage Issuer Badge Visibility

Issuers

Make your issuers available in this group so their associated badges can be used in the course.

Issuer	Badges	Status	Blocked reason
 Human Resources	25	 1 Available	
 Support Issuer	19	 2 Unavailable	
 Instructure Community Documentation Issuer	18	 Unavailable	
 History 101	18	 3 Available	Main issuer for the group

To enable an issuer, click the status toggle to available [1] or unavailable [2].

The main issuer is the primary issuer for a group. You cannot change the main issuer's status [3].

How do I manage issuers available to instructors in the Parchment Digital Badges LTI as an organizational admin?

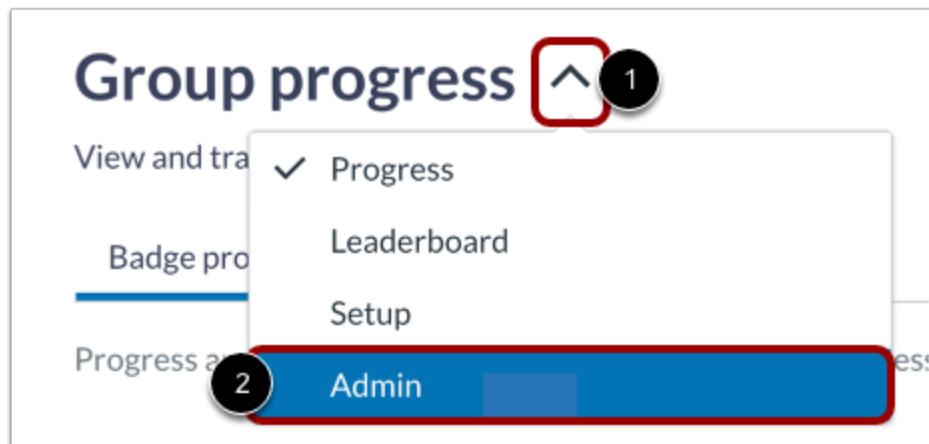
As an admin, you can manage what issuers show for instructors in the Parchment Digital Badges LTI.

Note: Organization admins can [enable or disable the use of badges from multiple issuers within a group](#).

As an admin, you can manage what issuers show for instructors in the Parchment Digital Badges LTI.

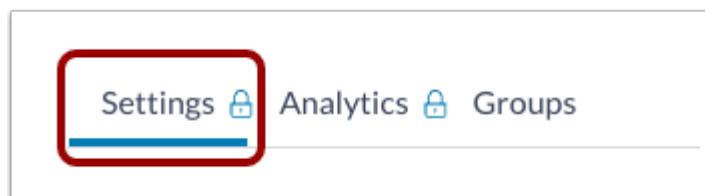
Note: Organization admins can [enable or disable the use of badges from multiple issuers within a group](#).

Open Admin



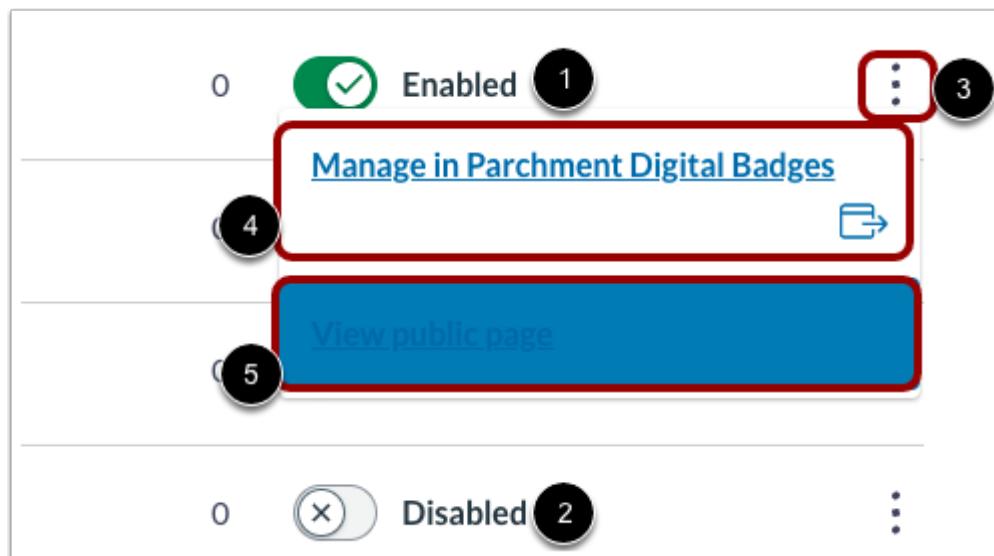
In the **Group** drop-down menu [1], click the **Admin** link [2].

Open Settings



To view available issuers, click the **Settings** link.

Manage Issuers



The screenshot shows a list of issuers. The first issuer is listed as 'Enabled' with a green toggle switch [1]. To the right of the switch is an 'Options' icon [3]. Below the switch is a link 'Manage in Parchment Digital Badges' [4]. Below the link is a blue button labeled 'View public page' [5]. The second issuer is listed as 'Disabled' with a grey toggle switch [2].

To enable an issuer, click the status button to enable [1] or disable [2] an issuer.

To manage an issuer, click the **Options** icon [3].

To view an issuer on the website, click the **Manage in Parchment Digital Badges** link [4].

To view the issuer on a public page, click the **View public page** link [5].

Manage Deployment Preferences

Deployment preferences

Instructor Permissions

1 **Instructors have view-only access**
Enabling this option restricts instructors to view-only access in courses. When enabled, instructors can view course content and learner progress but cannot create, modify badges, or manage pathway subscriptions. All staff actions are disabled, including the use of personal issuers.

2 **Allow instructors to create and modify badges**
Enabling this option allows instructors the ability to create and modify badges within the integration. If disabled, instructors are unable to perform these actions, and badge authoring must be managed by LMS admins or issuer staff members through the Parchment Digital Badges interface.

3 **Allow instructors to make pathway subscriptions**
Enabling this option allows instructors to subscribe pathways to the group. If disabled, instructors are unable to perform these actions, and pathway subscriptions must be managed by LMS admins or issuer staff members through the Parchment Digital Badges interface.

Course Copy & Blueprint Settings

Settings that determine how data is handled when this deployment receives content via Canvas Blueprint or template-based course copy.

4 **Enable Auto Group Sync After Course Copy**
When a course is copied into this deployment (e.g. via Canvas Blueprint), group and membership data will be automatically synced in the background — without requiring a user to launch the LTI. Note: This setting applies to the destination course (where the content is copied to).

5 **Copy Credentials Data from Canvas Course Template**
When this option is enabled, credentials data — including badges, pathways, and integration settings — will be copied to destination courses created from templates or Blueprint courses. Note: Credentials data will only copy if the issuer in the source course is available and unlocked for the destination deployment.

When configuring settings for Parchment Digital Badges within Canvas, you can enable or disable settings and permissions.

To prevent instructors from creating or editing badges, or managing pathway subscriptions, click the **Instructors have view-only access** toggle on [1].

To allow instructors to create and modify badges within the integration, click the **Allow instructors to create and modify badges** toggle on [2].

To allow instructors to subscribe pathways to the group, click the **Allow instructors to make pathway subscriptions** toggle on [3].

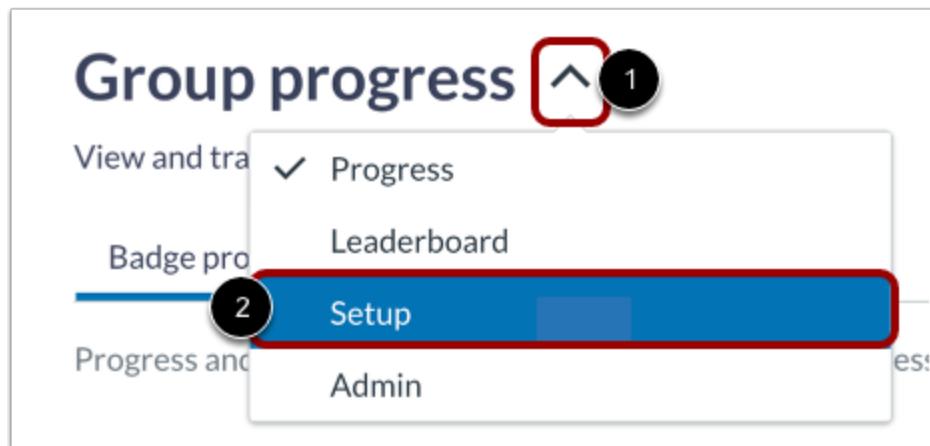
To ensure group and membership data is synced after a course copy, click the **Enable Auto Group Sync After Course Copy** toggle on [4].

To copy digital badges data to destination courses created from templates or [blueprint courses](#), click the **Copy Credentials Data from Canvas Course Template** toggle on [5].

How do I manage pathway subscriptions for a Parchment Digital Badges Group?

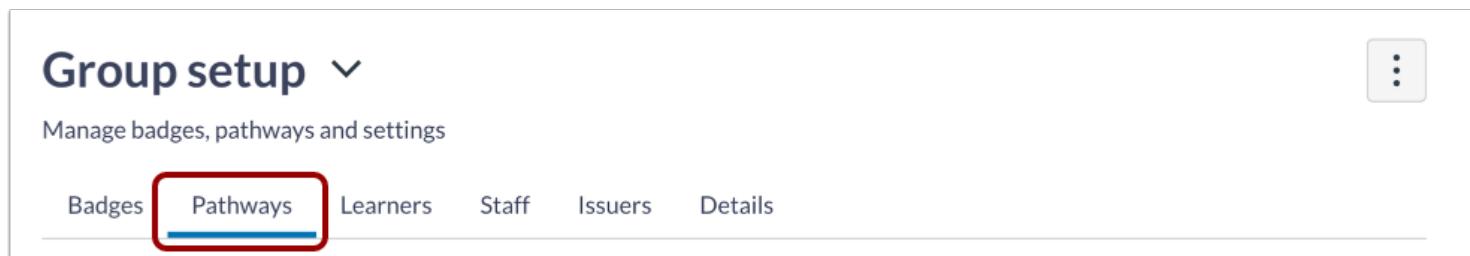
In Parchment Digital Badges, you can subscribe and unsubscribe all learners in a Group to Pathways. You must create and publish a pathway in Parchment Digital Badges before it can be added to a Group.

Open Setup



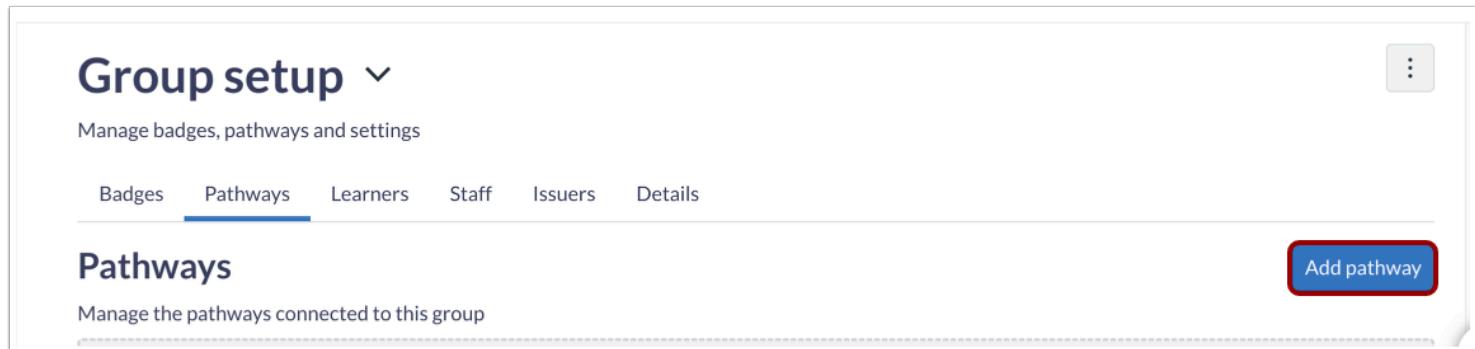
In the **Group** drop-down menu [1], click the **Setup** link [2].

Open Pathways



Click the **Pathways** tab.

Add Pathway



Group setup ▾

Manage badges, pathways and settings

Badges Pathways Learners Staff Issuers Details

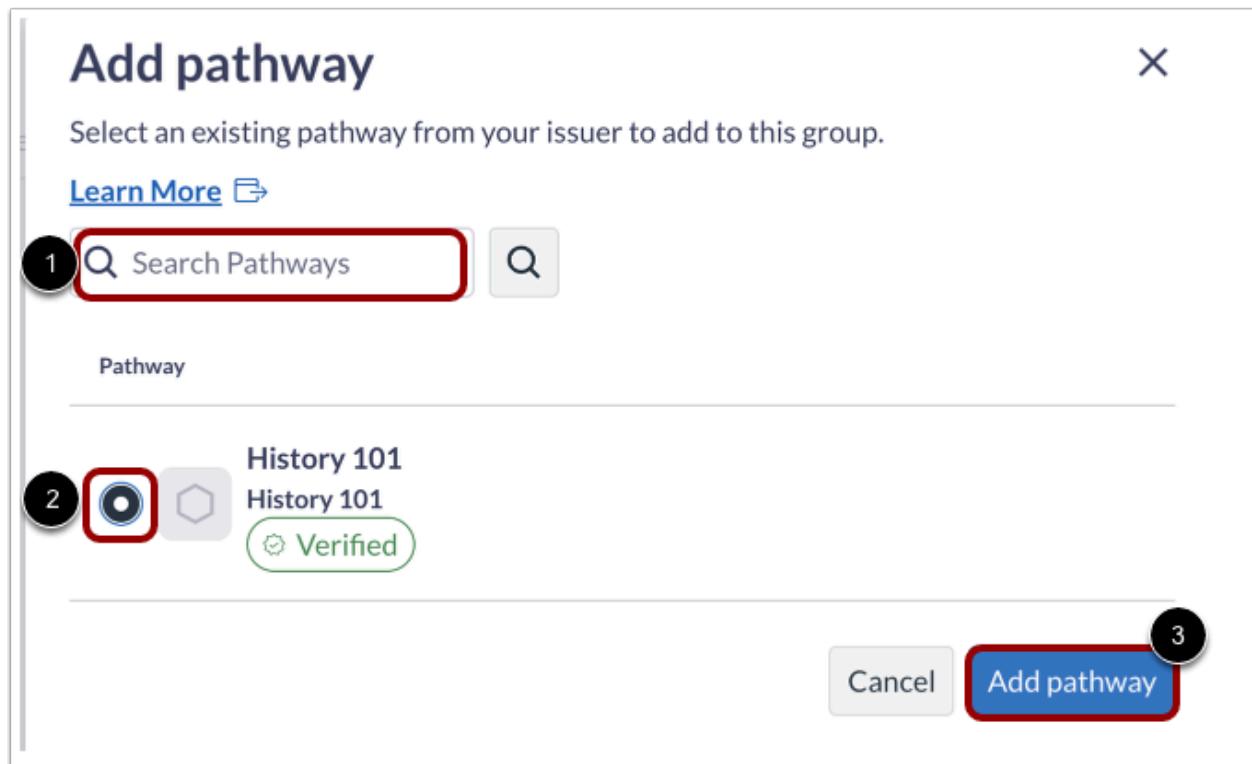
Pathways

Manage the pathways connected to this group

Add pathway

To add a pathway to the group, click the **Add Pathway** button.

Select Pathway to Add



Add pathway

Select an existing pathway from your issuer to add to this group.

[Learn More](#)

1

Pathway

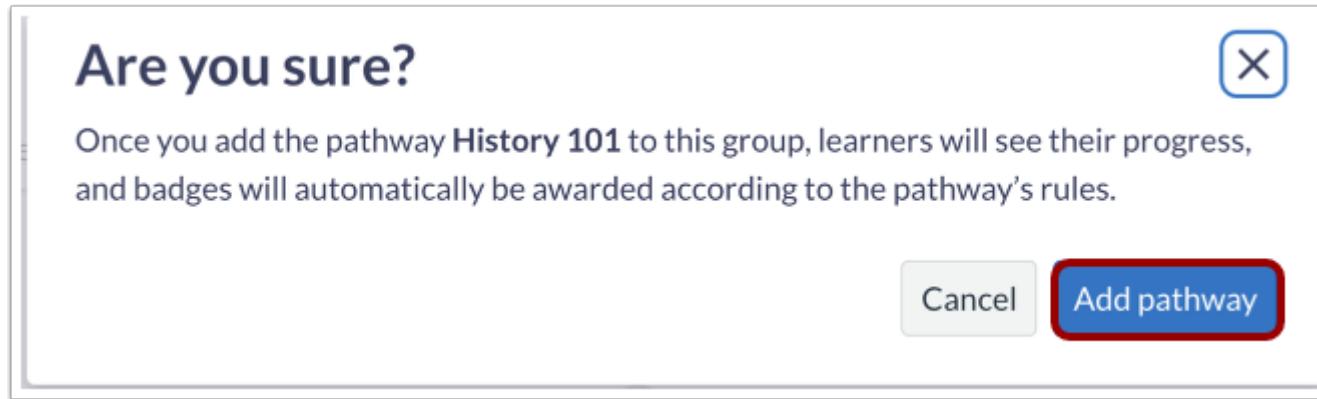
2 

3

In the Add pathway window, you can view the existing pathways available.

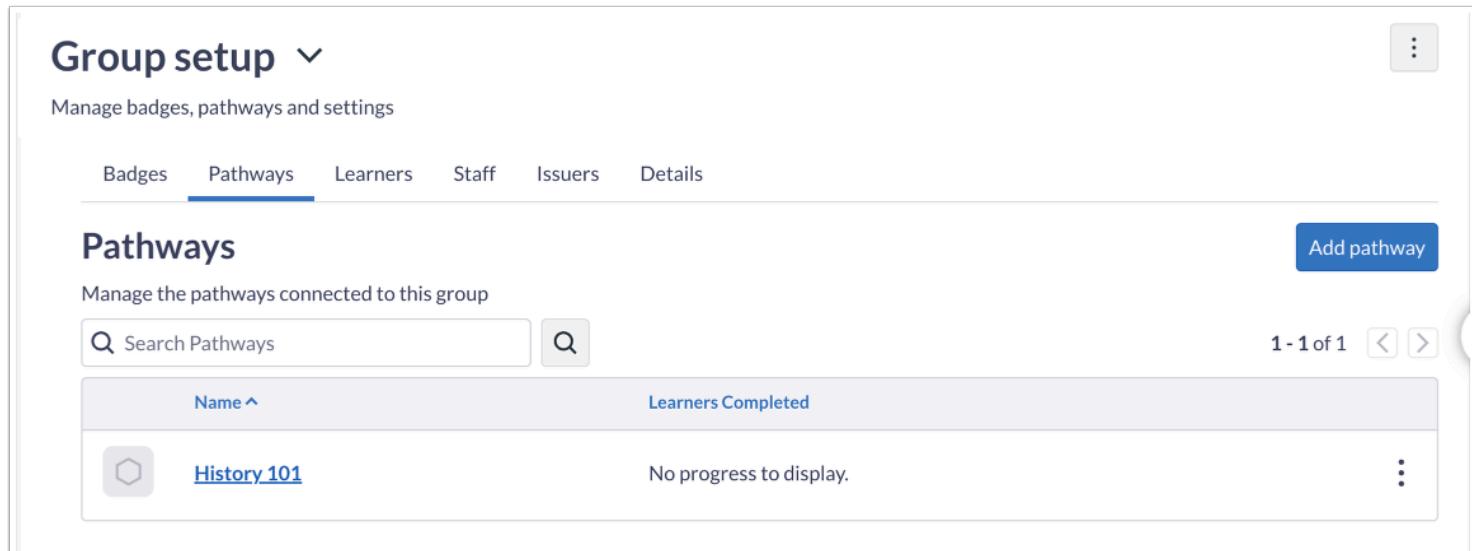
In the **Search Pathways** field, enter the pathway name and press the return or enter key [1]. To add a pathway, select an existing pathway by clicking the radio button next to the name [2]. Click the **Add pathway** button [3].

Confirm Pathway



To confirm the pathway you want to add, click the **Add Pathway** button. Learners always receive a notification email when they are subscribed to a pathway.

View Pathways Connected to Group



The page title is "Group setup". Below it is a sub-header "Manage badges, pathways and settings". A horizontal navigation bar includes "Badges", "Pathways" (which is underlined), "Learners", "Staff", "Issuers", and "Details".

Pathways

Manage the pathways connected to this group

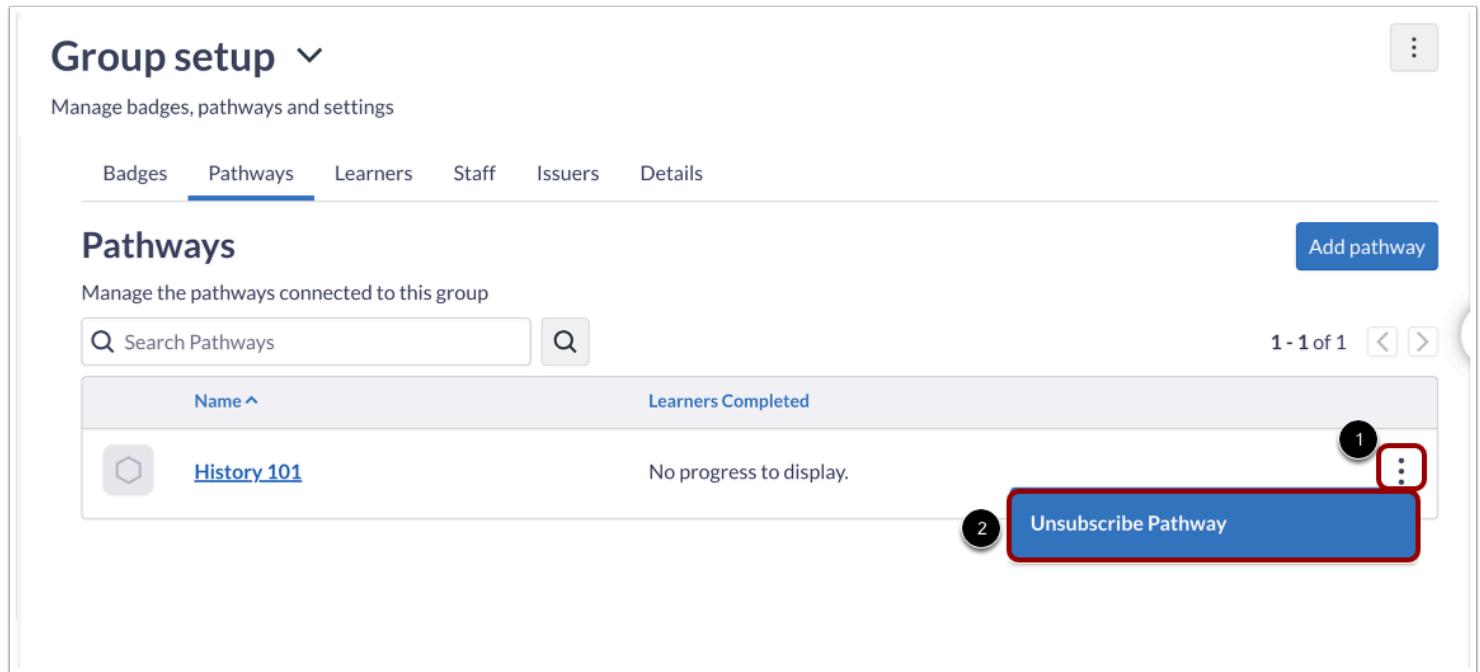
Search Pathways:

1 - 1 of 1

Name	Learners Completed	More
History 101	No progress to display.	<input type="button" value="..."/>

You can view the pathways connected to this group. Each pathway displays the number of learners in the group who have completed the pathway.

Unsubscribe Group from Pathway



Group setup ▾

Manage badges, pathways and settings

Badges Pathways Learners Staff Issuers Details

Pathways

Manage the pathways connected to this group

1 - 1 of 1

Search Pathways

Name	Learners Completed
History 101	No progress to display.

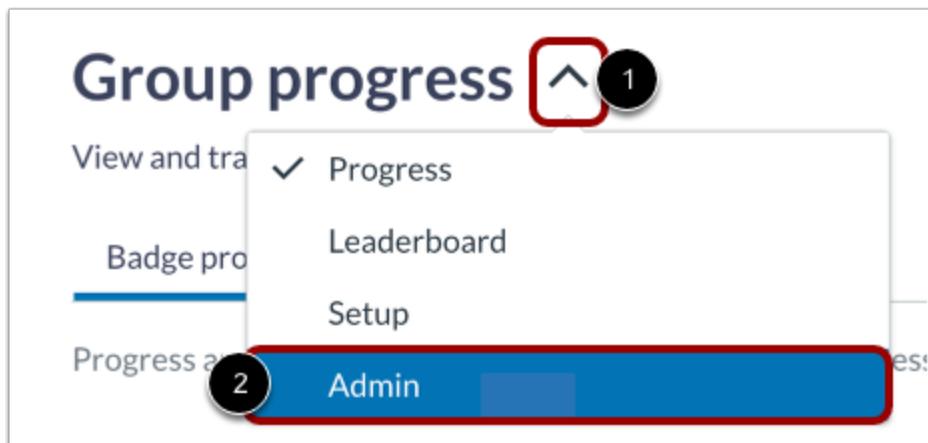
Unsubscribe Pathway

To unsubscribe a group from a pathway, click the **Options** icon [1] and click the **Unsubscribe Pathway** link [2].

How do I view analytics for the Parchment Digital Badges LTI as an admin?

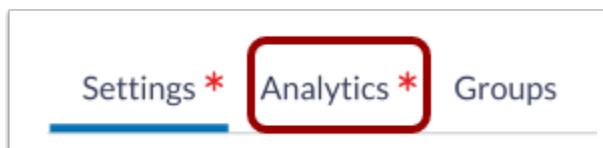
As an admin, you can view analytics about badges being awarded and shared in the Parchment Digital Badges LTI.

Open Admin



In the **Group** drop-down menu [1], click the **Admin** link [2].

Open Analytics



To view the Parchment Digital Badges analytics, click the **Analytics** link.

Export Organization Badge List

Organization analytics

Include revoked badge awards Include expired badge awards Last 30 Days

Export Organization Badge List

Admins can export a comprehensive badge list. The exported list includes: Badge Class, Earning Criteria, Issuer, Status, Creation Date, Archival Date, Total Awards, Latest Award Date, and Total Shares.

View Who is Awarding Badges?

Who is Awarding Badges?

Search Issuers 1 - 2 of 2 < >

 [Human Resources](#)
6 Awards

 [Computer Programming & Soft...](#)
2 Awards

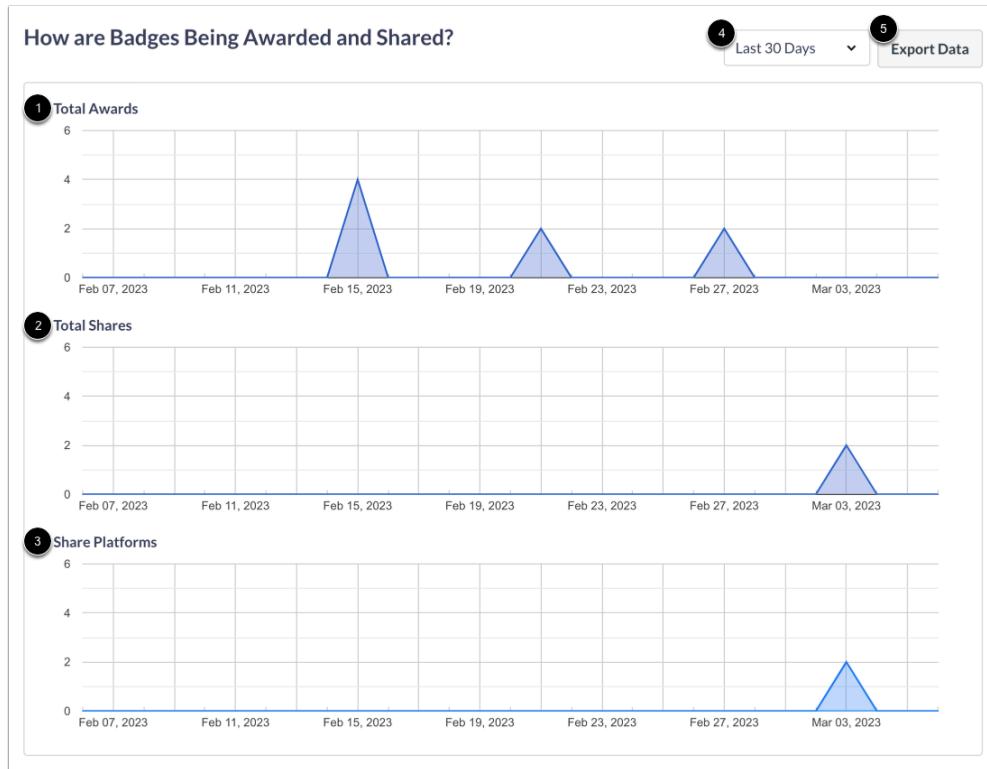


Badge Awards

Export Data

The Who is Awarding Badges? graph shows all issuer activity for all awarded badges.

View How are Badges Being Awarded and Shared?

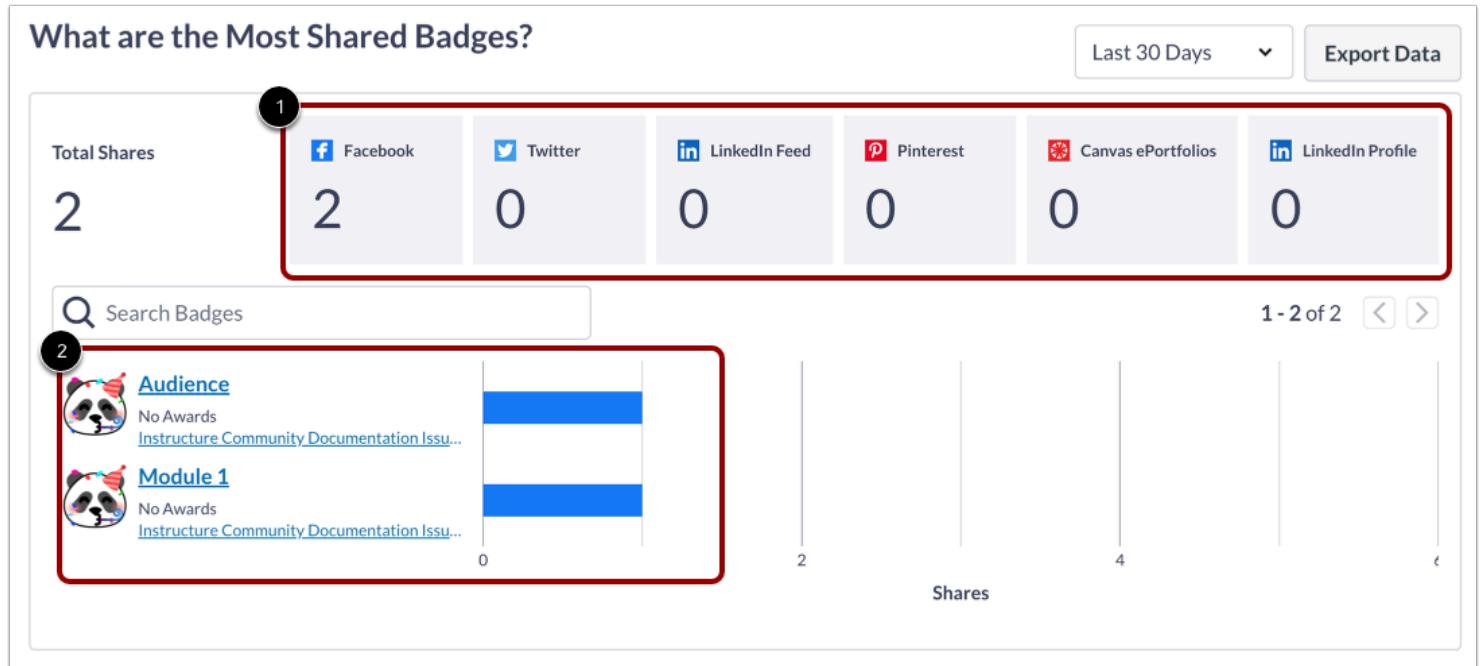


The How are Badges Being Awarded and Shared? graphs show total awards given [1], total awards shared in a given time frame [2], and total share for badges over different platforms [3].

To filter by a different time frame, click the **Time** drop-down menu [4].

To export the data, click the **Export Data** button [5].

View What are the Most Shared Badges?

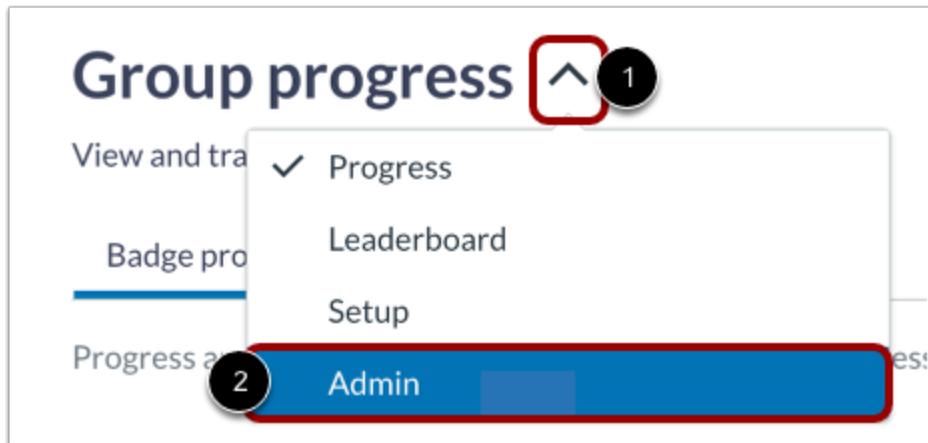


The What are the Most Shared Badges? graph shows social platforms badges have been shared on [1] and what badges have been shared [2].

How do I view all groups within the Parchment Digital Badges LTI as an admin?

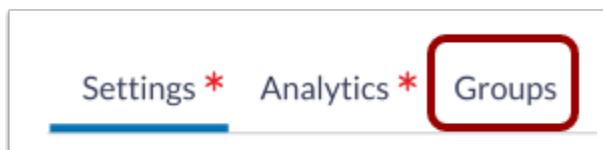
As an admin, you can manage and view groups in the Parchment Digital Badges LTI.

Open Admin



In the **Group** drop-down menu [1], click the **Admin** link [2].

Open Groups



To view all groups, click the **Groups** link.

View Groups

Deployment groups

View groups associated with issuers which are enabled in this deployment. [Learn More](#) 

Group	Issuer	Creation Date	End Date	Members	Badges
History 101	History 101  Verified	Feb 2, 2023	Aug 1, 2023	14	4
Basic Written Communications	Instructure Community Documentation Issuer  Verified	Sep 15, 2022	Mar 14, 2023	14	11

View the connected groups in the groups tab.

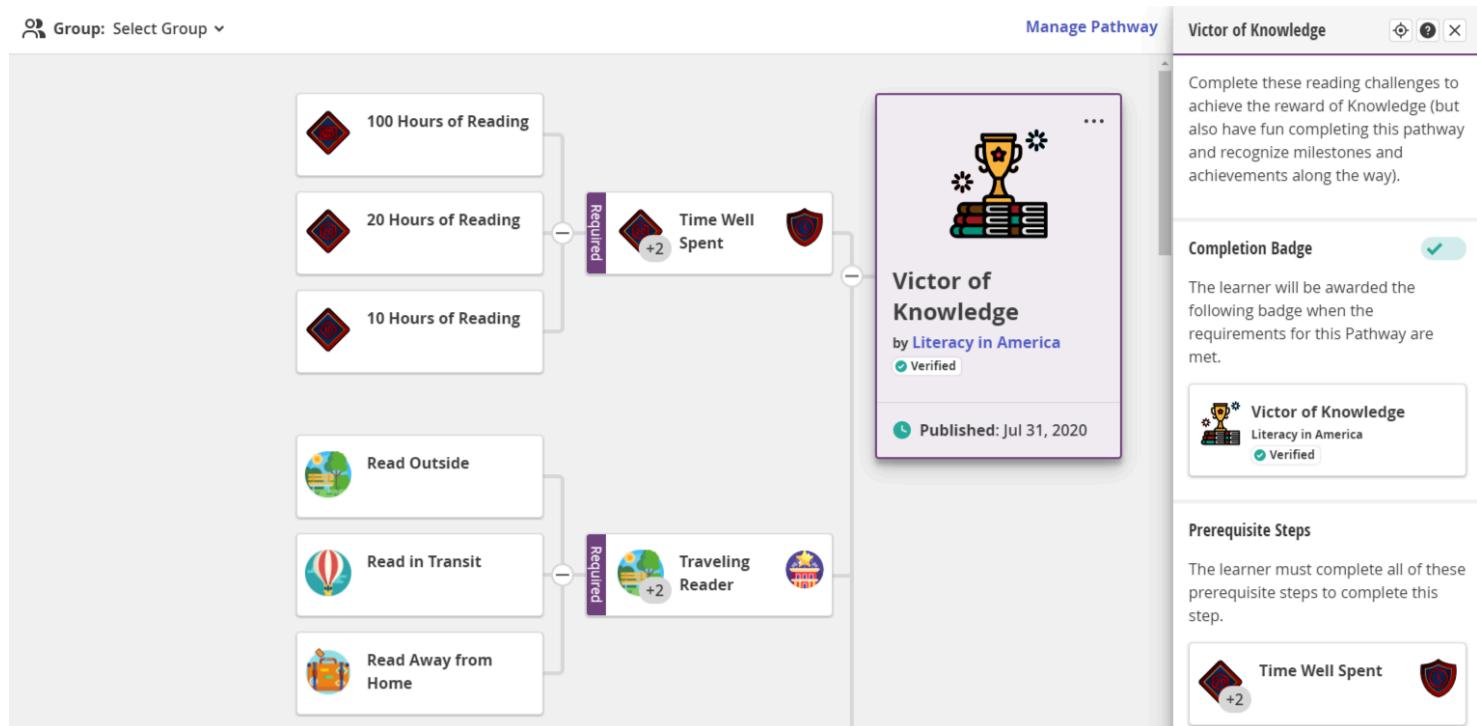
Pathways

What are Parchment Digital Badges Pathways?



Parchment Digital Badges Pathways provide the ability for badge program administrators to map out badged curriculum in a format that is easy-to-follow for learners. Admins can track group and individual progress on the pathway and award milestone badges automatically. Learners can track their own progress and look ahead to plan the next steps in their learning journey.

Stacking badges is no longer just a naming convention – and sharing badges to a social network is no longer the end of their usefulness.



Create your own customized pathway based on existing programs, certificates or degrees. Pathways can be very simple, with only a few badged items to very complex with multiple branches, optional requirements and badges from different organizations and/or issuers. Pricing

Fill out this [form](#) to inquire about subscription pricing, consulting services and support options.

How do I access my Parchment Digital Badges Pathways and badges?

This article is for users who are subscribed to a pathway as badge recipients.

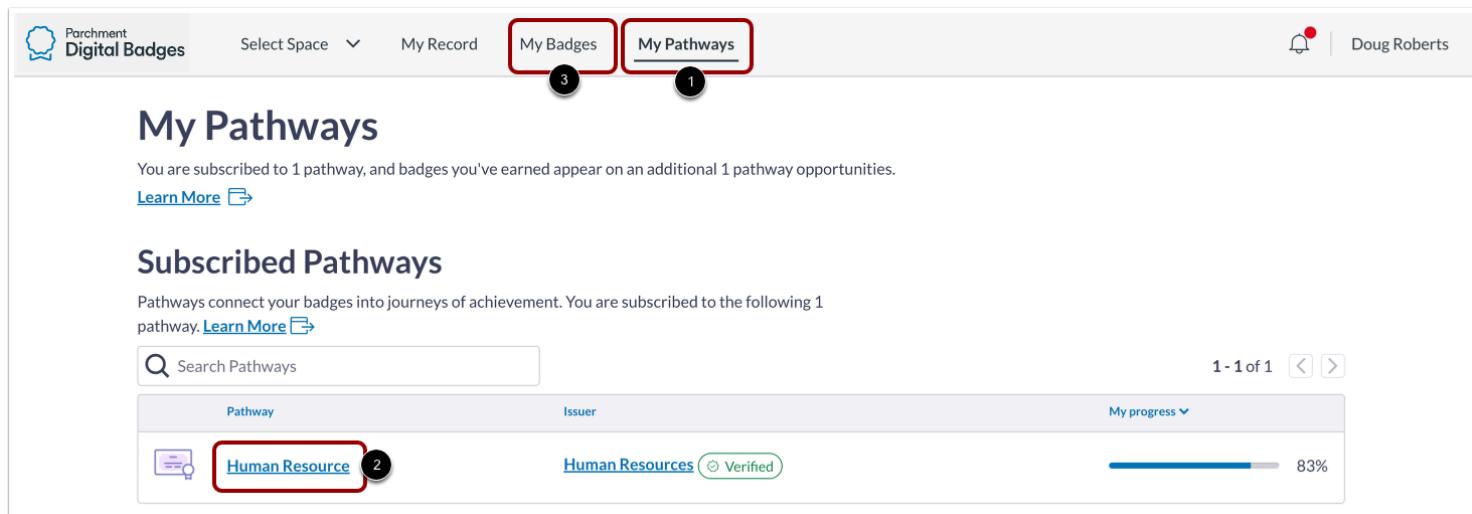
To access the badges and pathways they subscribed to, users need to create a Parchment Digital Badges account. Once they are subscribed to a pathway, they will receive an invitation email to join the group and subscribe to the pathway. They will also see a notification once they log in to their account.

Note: If the pathway progress for a recipient doesn't show all the badges the recipient or issuer expects should be there, the recipient should ensure the badge is visible in their backpack.

Subscribe to Pathway

In the pathway subscription email, select the **View pathway** button. This will take you to the pathway where you can view your own progress. To interact with the pathway, select the **Trust issuer** link.

Open Pathway in Parchment Digital Badges

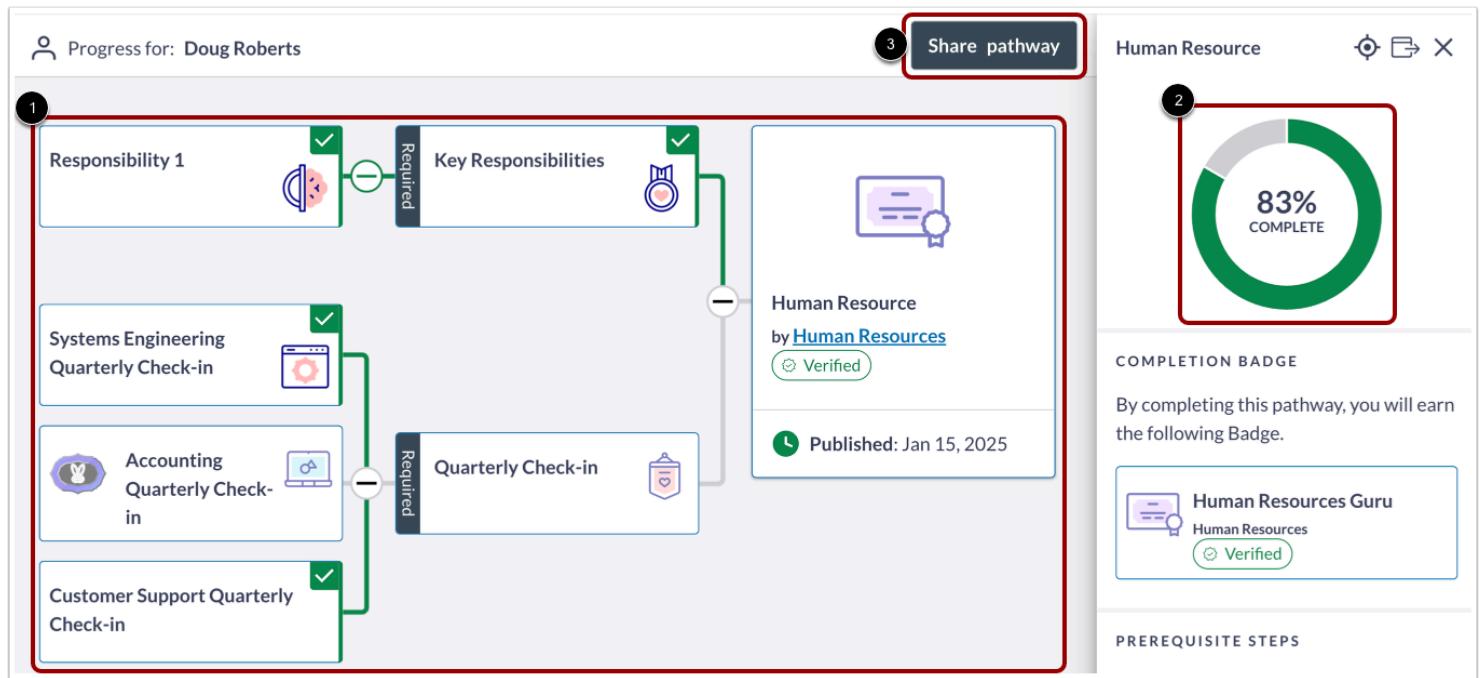


The screenshot shows the Parchment Digital Badges dashboard. At the top, there are tabs for "My Badges" (3) and "My Pathways" (1). The "My Pathways" tab is highlighted with a red box and a black circle with the number 1. Below the tabs, the title "My Pathways" is displayed. A message indicates that the user is subscribed to 1 pathway and has earned badges on 1 additional pathway opportunity. A "Learn More" link is provided. The "Subscribed Pathways" section shows a table with one row. The table has columns for "Pathway" (with a thumbnail icon and a red box around the "Human Resource" link, marked with a black circle 2), "Issuer" (Human Resources), and "My progress" (83%). A search bar and navigation buttons are also visible.

Click the **My Pathways** tab [1]. Then in the Subscribed Pathways section, click the name of the pathway [2].

To [view your badges](#), click the **My Badges** tab [3].

View Pathway

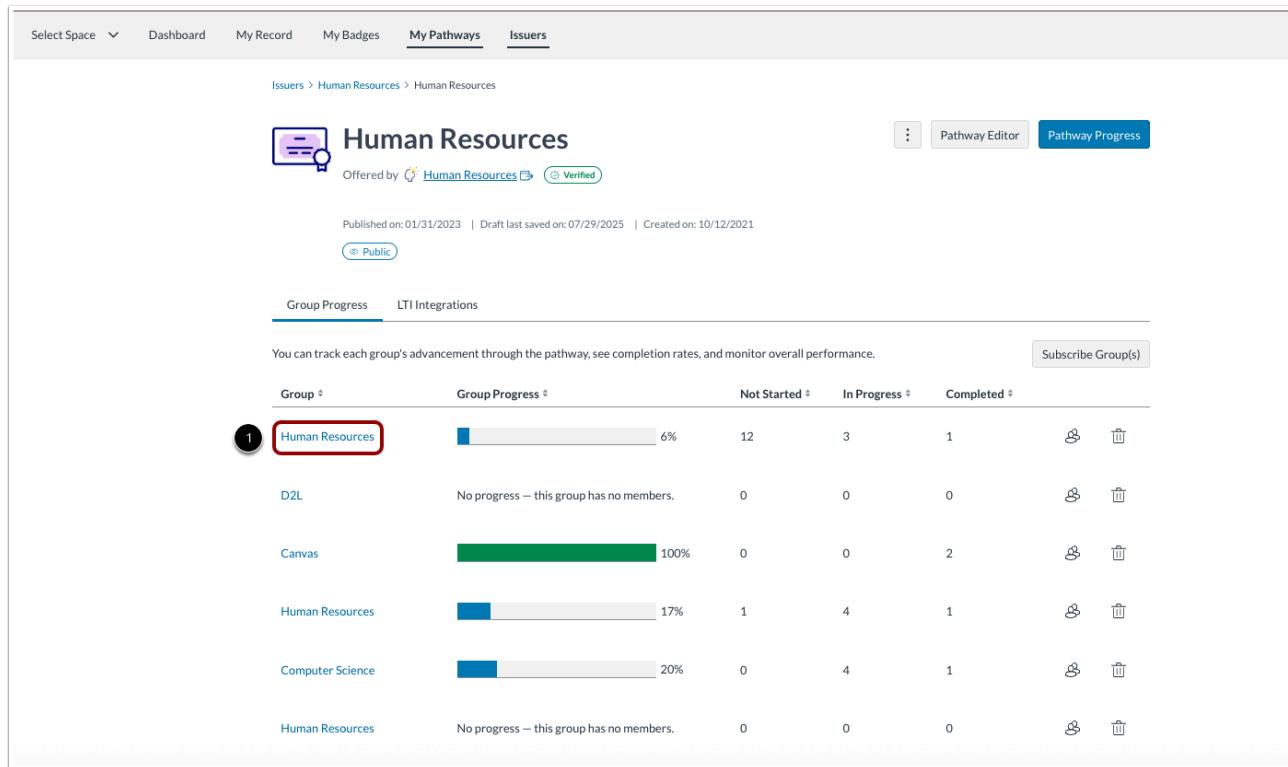


You can view the steps you have completed [1] and your progress [2].

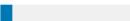
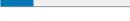
To share the pathway and your progress, click the **Share pathway** button.

If the progress is not up to date or not appearing on a pathway, [contact support](#).

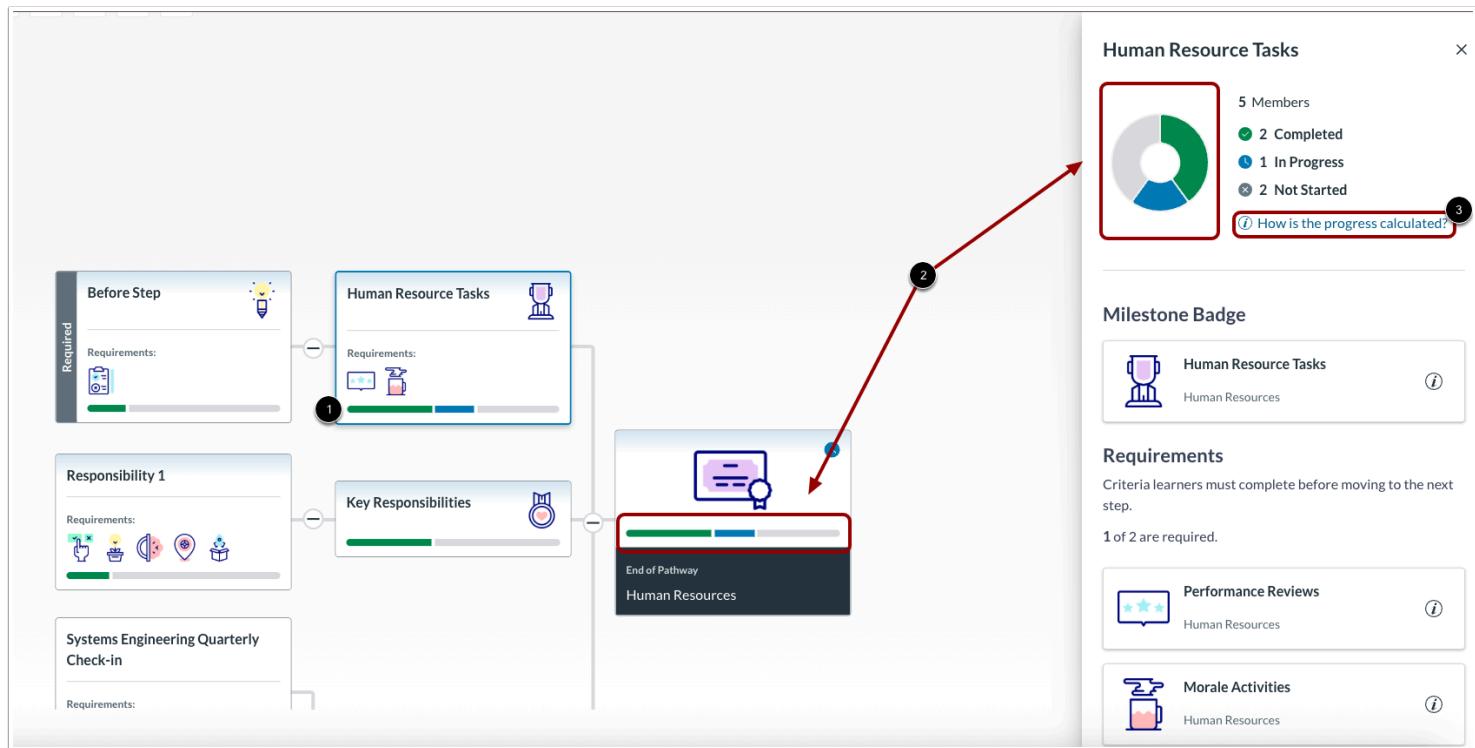
Evaluate and Track Pathway Progress



The screenshot shows the 'Human Resources' pathway progress page. At the top, there are navigation links: 'Select Space' (dropdown), 'Dashboard', 'My Record', 'My Badges', 'My Pathways' (underlined), and 'Issuers'. Below the navigation is a breadcrumb trail: 'Issuers > Human Resources > Human Resources'. The main content area features a 'Human Resources' icon and the title 'Human Resources'. Below the title, it says 'Offered by [Human Resources](#)  Verified'. It also shows the publication details: 'Published on: 01/31/2023 | Draft last saved on: 07/29/2025 | Created on: 10/12/2021' and a 'Public' status indicator. There are two tabs: 'Group Progress' (underlined) and 'LTI Integrations'. A note below the tabs says 'You can track each group's advancement through the pathway, see completion rates, and monitor overall performance.' A 'Subscribe Group(s)' button is also present. The main table displays group progress data:

Group	Group Progress	Not Started	In Progress	Completed	Actions
Human Resources	 6%	12	3	1	 
D2L	No progress — this group has no members.	0	0	0	 
Canvas	 100%	0	0	2	 
Human Resources	 17%	1	4	1	 
Computer Science	 20%	0	4	1	 
Human Resources	No progress — this group has no members.	0	0	0	 

To evaluate and track group pathway progress, click on a group name [1].

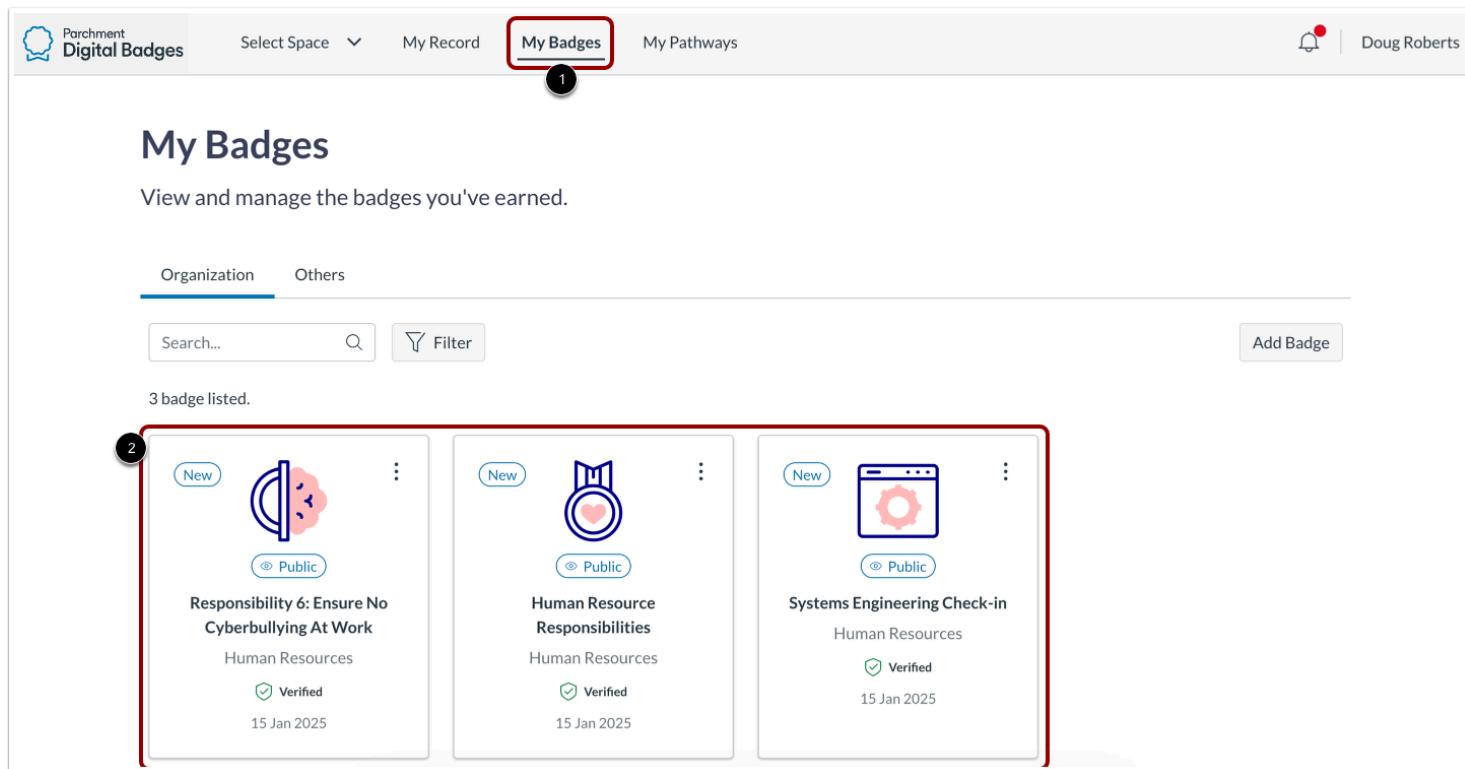


Progress tracking is updated for both individual learners and group-level views to accommodate manual evaluation workflows:

- If all badges and manual experiences prerequisite steps are fulfilled, a step is considered complete [1].
- Progress bars and pie charts update in near real time, with a brief delay for data syncing [2].
- Learners marked Criteria Unmet will not count toward step or pathway completion

To learn more about how progress is calculated, click the **How is the progress calculated?** link [3].

View Badges



The screenshot shows the Parchment Digital Badges interface. At the top, there is a navigation bar with the Parchment Digital Badges logo, a 'Select Space' dropdown, 'My Record', 'My Badges' (which is highlighted with a red box and a black circle containing the number '1'), 'My Pathways', and a user profile for 'Doug Roberts' with a notification bell icon.

The main content area is titled 'My Badges' and displays the message 'View and manage the badges you've earned.' Below this, there are two filter tabs: 'Organization' (selected) and 'Others'. There is also a search bar, a 'Filter' button, and a 'Add Badge' button.

The message '3 badge listed.' is displayed above three badge cards. Each card includes a 'New' badge status indicator, a public icon, and a 'Verified' status with a date (15 Jan 2025). The badges are:

- Responsibility 6: Ensure No Cyberbullying At Work** (Human Resources) - Verified, 15 Jan 2025
- Human Resource Responsibilities** (Human Resources) - Verified, 15 Jan 2025
- Systems Engineering Check-in** (Human Resources) - Verified, 15 Jan 2025

Click the **My Badges** tab [1], then view your badges [2].

How do I create and edit a Parchment Digital Badges Pathway?

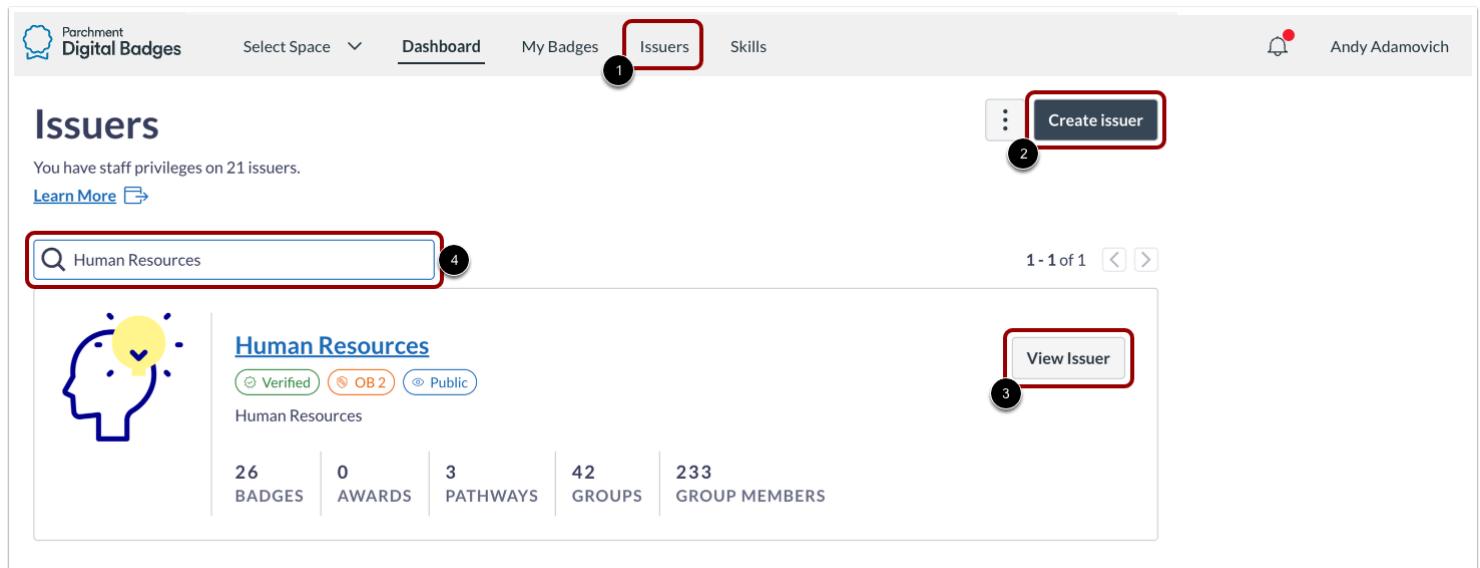
Parchment Digital Badges Pathways allows users to stack Open Badges, like stepping stones, into learning pathways to map out a curriculum. This allows administrators to easily track group and individual progress across coursework, training series, and programs.

The pathways system is flexible enough to allow for different branches and segments, with required and optional steps that direct the learner on what steps to take next. [Learning pathways](#) may contain and culminate in milestone badges that are automatically awarded when lower branches of the pathway are fulfilled.

Notes:

- Steps are organized in a child and parent structure which can be set up as either required or milestone badges.
- Do not use milestone badges as the first step in a Pathway without child steps as this will automatically trigger badge awards.
- Pathways must be published before subscribing users.
- To track users along a learning pathway, they must be a member of a group that is subscribed to a pathway. Multiple groups can subscribe to a pathway, and multiple pathways can be assigned to a group.
- Admin and instructors can sync badges and pathways when a course is associated with a [Blueprint course](#).

Create Pathway



1. Issuers tab

2. Create issuer button

3. View Issuer button

4. Search bar

Issuers
You have staff privileges on 21 issuers.
[Learn More](#)

1 - 1 of 1

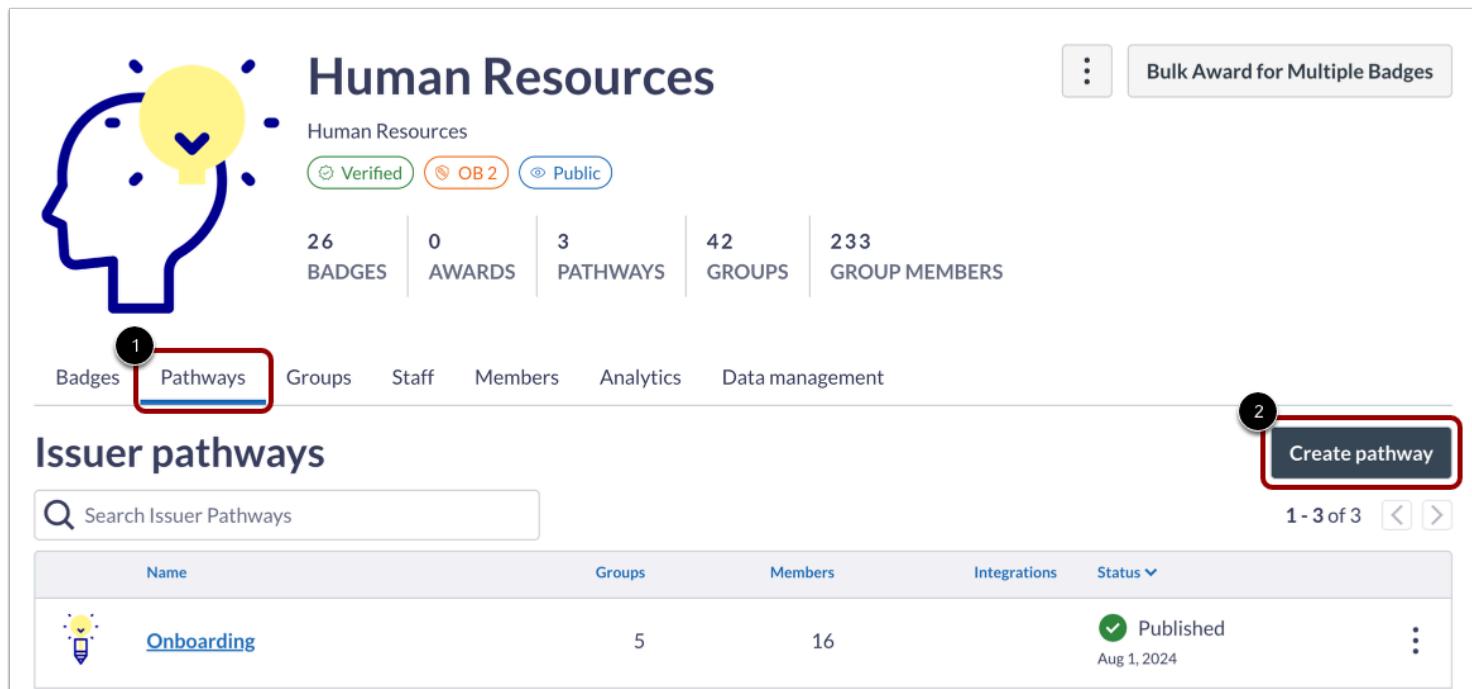
Human Resources
Verified OB 2 Public
Human Resources

26 BADGES	0 AWARDS	3 PATHWAYS	42 GROUPS	233 GROUP MEMBERS
-----------	----------	------------	-----------	-------------------

Click the **Issuers** tab [1], then create a new issuer [2] or select an existing issuer [3].

You can also use the search bar to find a specific issuer [4].

Open Pathways



The screenshot shows the 'Human Resources' section of the Parchment Digital Badges platform. At the top, there is a stylized icon of a head with a lightbulb inside. The title 'Human Resources' is displayed in a large, dark font. Below the title, there are three status indicators: 'Verified' (green), 'OB 2' (orange), and 'Public' (blue). To the right of these are four summary statistics: 26 BADGES, 0 AWARDS, 3 PATHWAYS, 42 GROUPS, and 233 GROUP MEMBERS. Below these statistics is a navigation bar with tabs: 'Badges', 'Pathways' (which is highlighted with a red box and a circled '1'), 'Groups', 'Staff', 'Members', 'Analytics', and 'Data management'. In the bottom right corner of the main content area, there is a 'Create pathway' button with a circled '2' and a red box around it. The 'Issuer pathways' section below shows a table with one row for 'Onboarding'. The table columns are 'Name', 'Groups', 'Members', 'Integrations', and 'Status'. The 'Onboarding' row shows 5 groups, 16 members, and a status of 'Published' (green checkmark) with the date 'Aug 1, 2024'. There is also a three-dot menu icon on the right of the row.

Name	Groups	Members	Integrations	Status
 Onboarding	5	16		 Published Aug 1, 2024

Click the **Pathways** tab [1], then click the **Create pathway** button [2].

Add Pathway Details

Create pathway

Create a name and description for your pathway to get started.

Name 1

Description 2

3 Show on Public Pages
This Pathway will be visible on Issuer and Organization public pages

4

CancelCreate Pathway

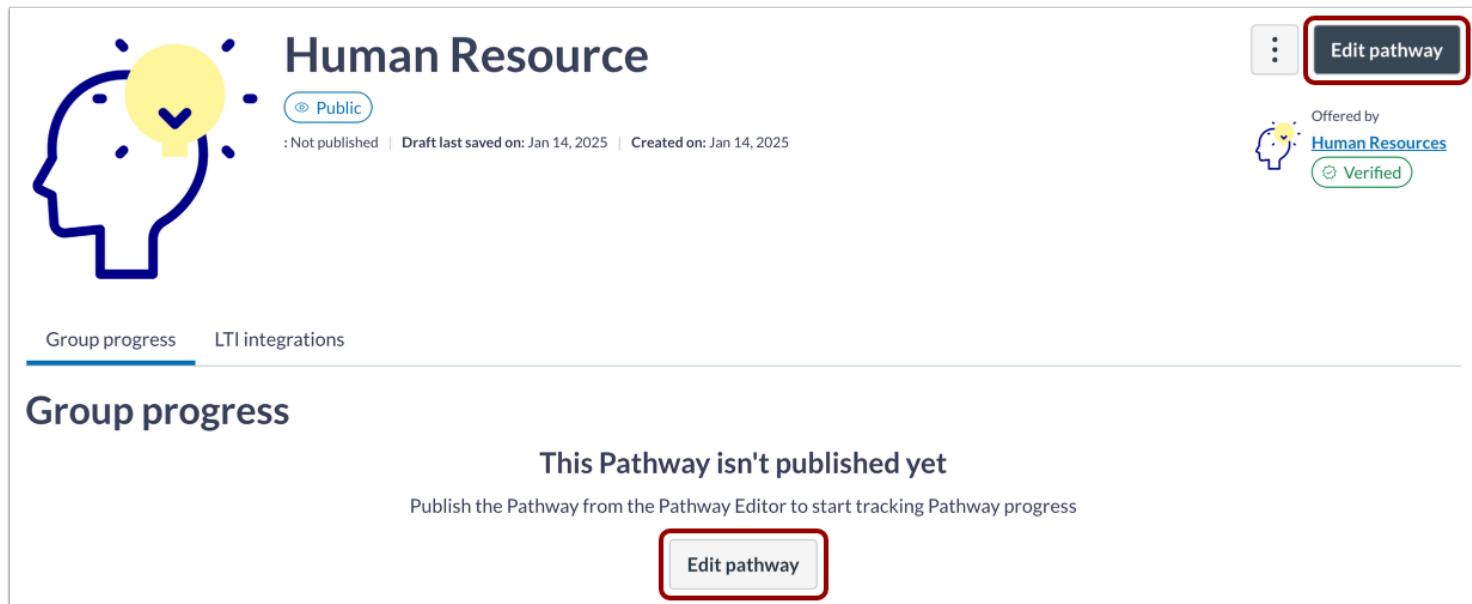
Add a name for the pathway [1] and a description (optional) [2].

By default, the **Show on Public Pages** option is enabled [3]. If you don't want the pathway to be visible on public pages, you can de-select the checkbox.

To save the details, click the **Create Pathway** button [4].

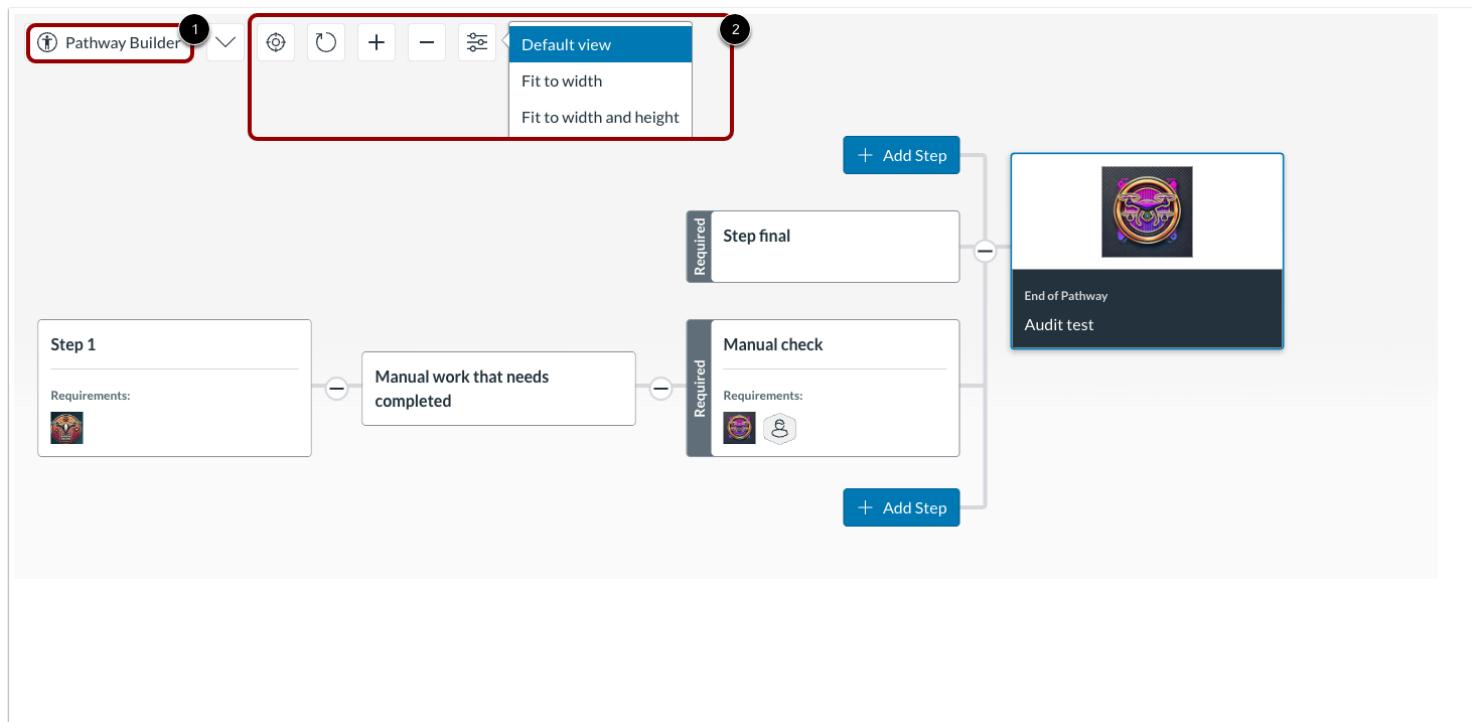
Note: The name and description of the pathway are displayed on the pathway completion card and in the first section of the pathway details window.

Edit Pathway



The screenshot shows the 'Human Resource' pathway in the Parchment Pathway Editor. The pathway is set to 'Public' and is not published. It was last saved on Jan 14, 2025, and created on the same day. The pathway is offered by 'Human Resources' and is verified. The 'Group progress' tab is selected, showing a message that the pathway isn't published yet and a button to 'Edit pathway'.

To continue creating the pathway, click the **Edit pathway** button.



The screenshot shows the pathway structure in the Parchment Pathway Editor. The pathway starts with 'Step 1' (Requirements: BY NC SA), followed by 'Manual work that needs completed'. This is followed by a 'Required' step 'Manual check' (Requirements: BY NC SA). The pathway ends with 'Step final' and 'End of Pathway Audit test'. There are buttons for 'Add Step' and 'Edit pathway'.

When editing or creating a pathway, click the **Pathway Builder** button to open the builder [1]. Customize how pathways are displayed using the rotate, zoom in, zoom out, fit to width, fit to width and height, and default view buttons [2].

Select Achievement

Step Definition ×

Step Description

Enter step description

Short Code

1-16 Characters

[Show Alignment Data](#)

[Mark step as optional](#) [?](#)

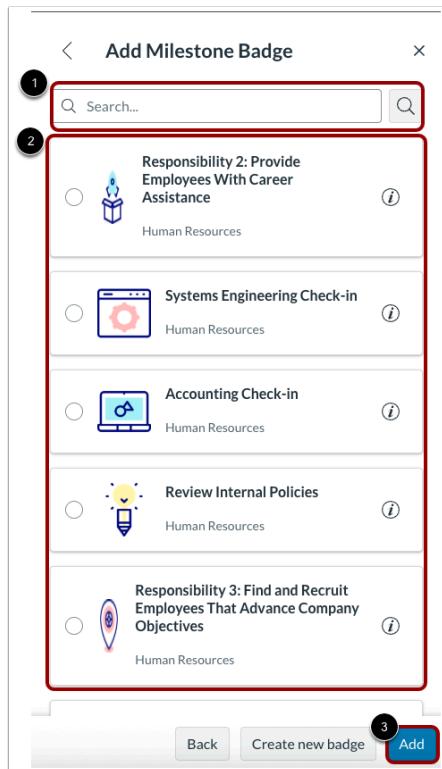
Achievement

Recognize a key accomplishment by adding an achievement.

[+ Add Achievement](#)

Pathways are authored from right to left. First, you need to select a milestone badge you want to automatically award when a group member completes the pathway.

In the right panel, click the **Add Achievement** button.



You can search for a milestone badge in the search bar [1], then choose from the badge list [2]. To add the completion badge, click the **Add** button [3].

Achievement

Recognize a key accomplishment by adding an achievement.

 **Responsibility 2: Provide Employees With Career Assistance**



Human Resources

Step is completed if the recipient is awarded the above badge from outside this pathway.

Parchment Digital Badges Pathways recognizes Parchment Digital Badges awards from different sources, including Canvas courses and bulk or individual badge awards. The **Step is completed if the recipient is awarded...** option is enabled by default. If the pathway completion badge may not be earned outside the pathway, you can de-select the checkbox.

Add Step

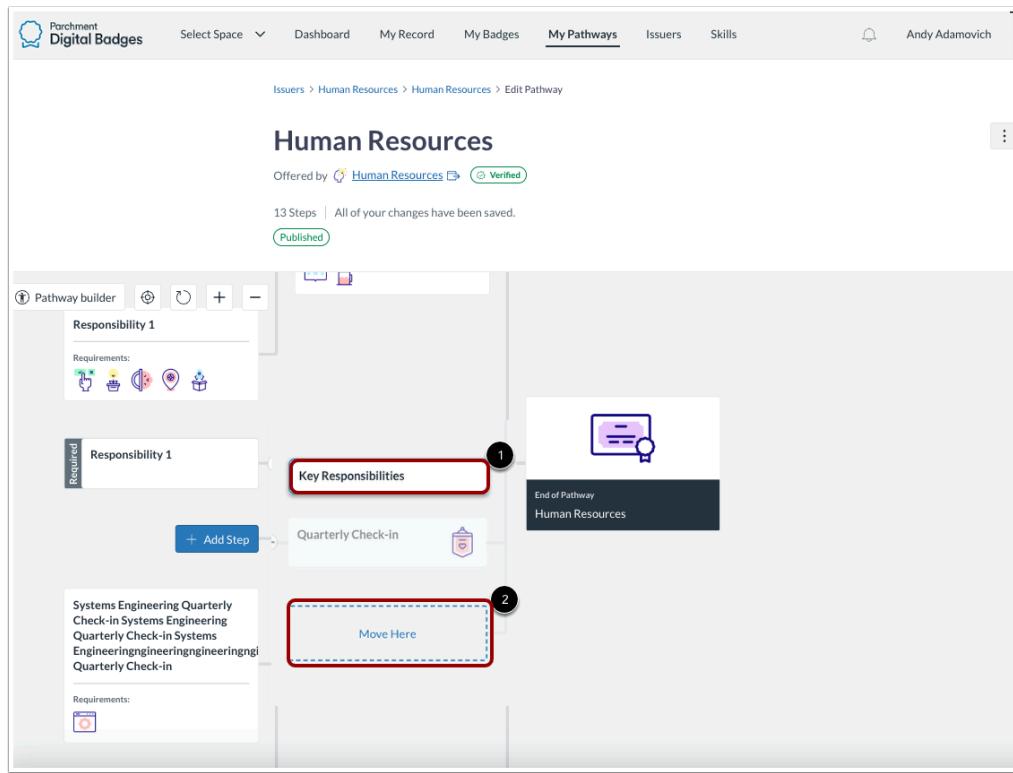
 + Add Step

Developer Quarterly Check-in

Requirements:



To add additional steps to the pathway, click the **Add Step** tile.



The screenshot shows the Parchment Digital Badges Pathway builder interface. The main title is "Human Resources" offered by "Human Resources" (verified). The pathway has 13 steps and is published. The interface includes a "Pathway builder" sidebar with a "Responsibility 1" section and a "Systems Engineering Quarterly Check-in" section. The main workspace shows a flow of steps: "Key Responsibilities" (highlighted with a red box and numbered [1]), "Quarterly Check-in" (highlighted with a dashed red box and numbered [2]), and "End of Pathway Human Resources". A "Move Here" placeholder is shown where the "Quarterly Check-in" step can be moved.

To manage a step, click on the step tile [1]. You may drag the step tile to move its position [2].

Step Definition X

Step Details Rearrange

Step Name * 1
Accounting Quarterly Check-in

Step Description 2
Enter step description

Short Code 3
1-16 Characters

[Show Alignment Data](#)

4 Mark step as optional (i)

Add a **Step name** [1]. You can also add a **Step description** [2], and a **Short code** [3].

To set as optional, click the **Mark step as optional** toggle on [4].

Requirements

Criteria learners must complete before moving to the next step.



Accounting Check-in
Human Resources

(i) Delete

1 + Add Requirement

Indirect Prerequisite Step

You may select indirect prerequisite steps the learner must complete in order to complete this step.

2 + Add Prerequisite Step

3 Delete Step

4 Close

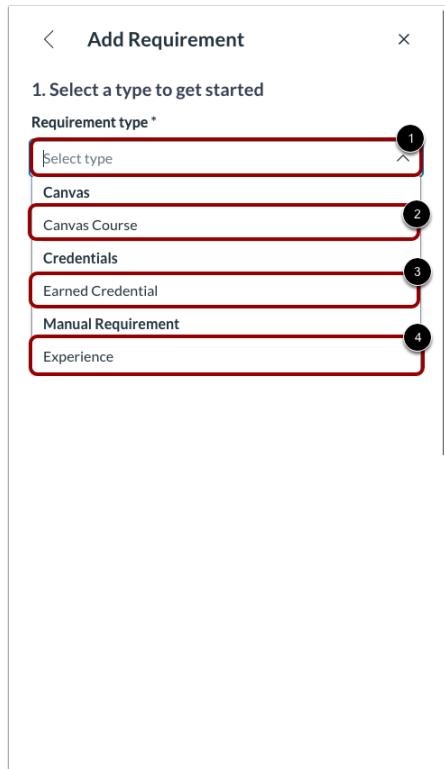
You can select badges that the learner must earn to complete the step [1], and indirect prerequisite steps the learner must complete to complete the step [2]. You can also [add an external badge](#).

To delete the step title, click the **Delete Step** button [3]. To close the step tray, click the **Close** button [4].

Notes:

- Milestone badges are visually represented with a badge on the right and are automatically awarded when criteria are fulfilled.
- Required badges are visually represented with badges on the left and are awarded manually or via a Parchment Digital Badges LTI in an LMS.
- Issuers can add steps both above and below an existing step in the Pathway builder.

Add Requirement



1. Select a type to get started

Requirement type *

- 1
- Canvas 2
- Canvas Course 2
- Credentials 3
- Earned Credential 3
- Manual Requirement 4
- Experience 4

Click the **Requirement Type** drop-down [1]. To add a requirement to a pathway step as an issuer, click the **Canvas Course** option [2]. To add issuer badges, organization badges, or a third-party badge, click the **Earned Credential** option [3]. To add a manual experience, click the **Manual Requirement Experience** option [4].

Select a Requirement

< Add Requirement X

1. Select a type to get started

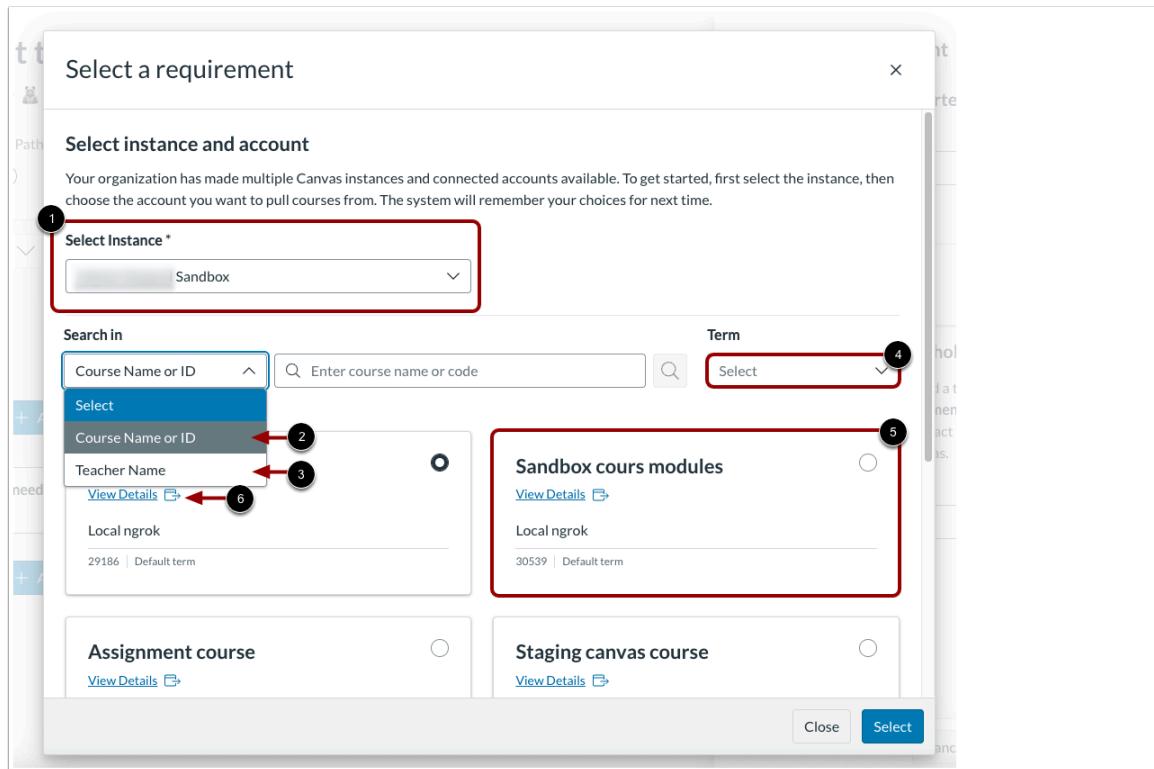
Requirement type *

Canvas Course ▾

2. Select a requirement

Select a requirement

When adding a Canvas Course requirement, click the **Select a requirement** button.



Depending on configuration, select an instance and/or account [1]. To select a requirement, filter by **Course Name or ID** [2], **Teacher Name** [3], or **Term** [4]. Issuers can also browse available courses [5], each displaying its name, sub-account, and term. To open the course in Canvas, click the **View Details** link [6].

< Add Requirement x

1. Select a type to get started

Requirement type *

Canvas Course

2. Select a requirement

Sandbox cours modules ↗
Canvas Course

3. Set a completion threshold

You can set a grading display and a threshold that learners must meet to mark this requirement as completed.
Note: These settings do not impact the overall course requirements or grades in Canvas.

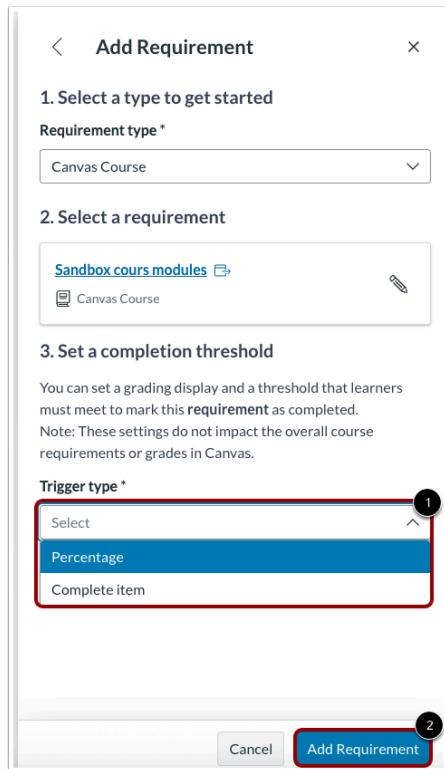
Trigger type *

Select

Percentage

Complete item

Cancel Add Requirement



Once a course is selected, select a Trigger Type [1]. Then, click the **Add Requirement** button [2].

< Add Requirement x

1. Select a type to get started

Requirement type *

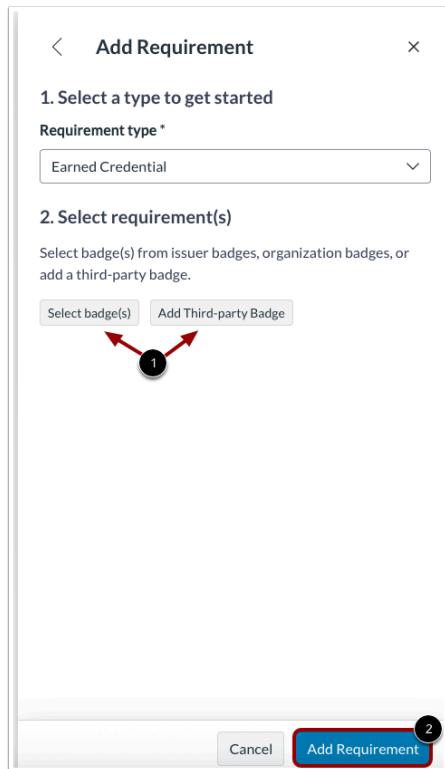
Earned Credential

2. Select requirement(s)

Select badge(s) Add Third-party Badge

1

Cancel 2 Add Requirement



To add an Earned Credential requirement, click the **Select badge(s)** button or the **Add Third-party Badge** button. Once a badge is selected, click the **Add Requirement** button [2].

< Add Requirement X

1. Select a type to get started

Requirement type*

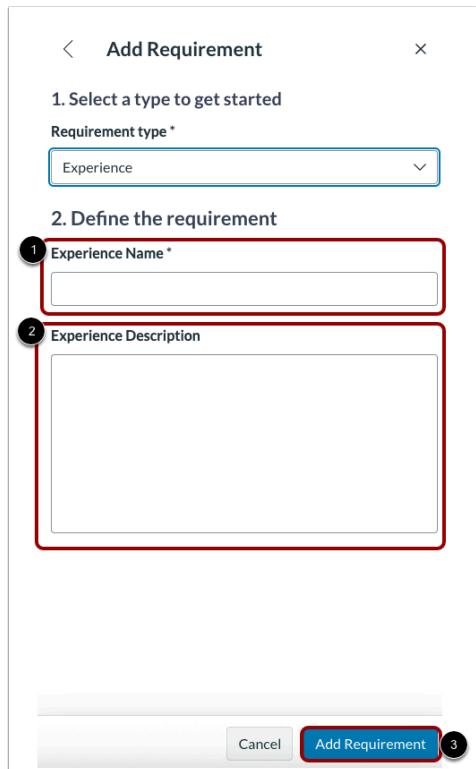
Experience

2. Define the requirement

1 Experience Name*

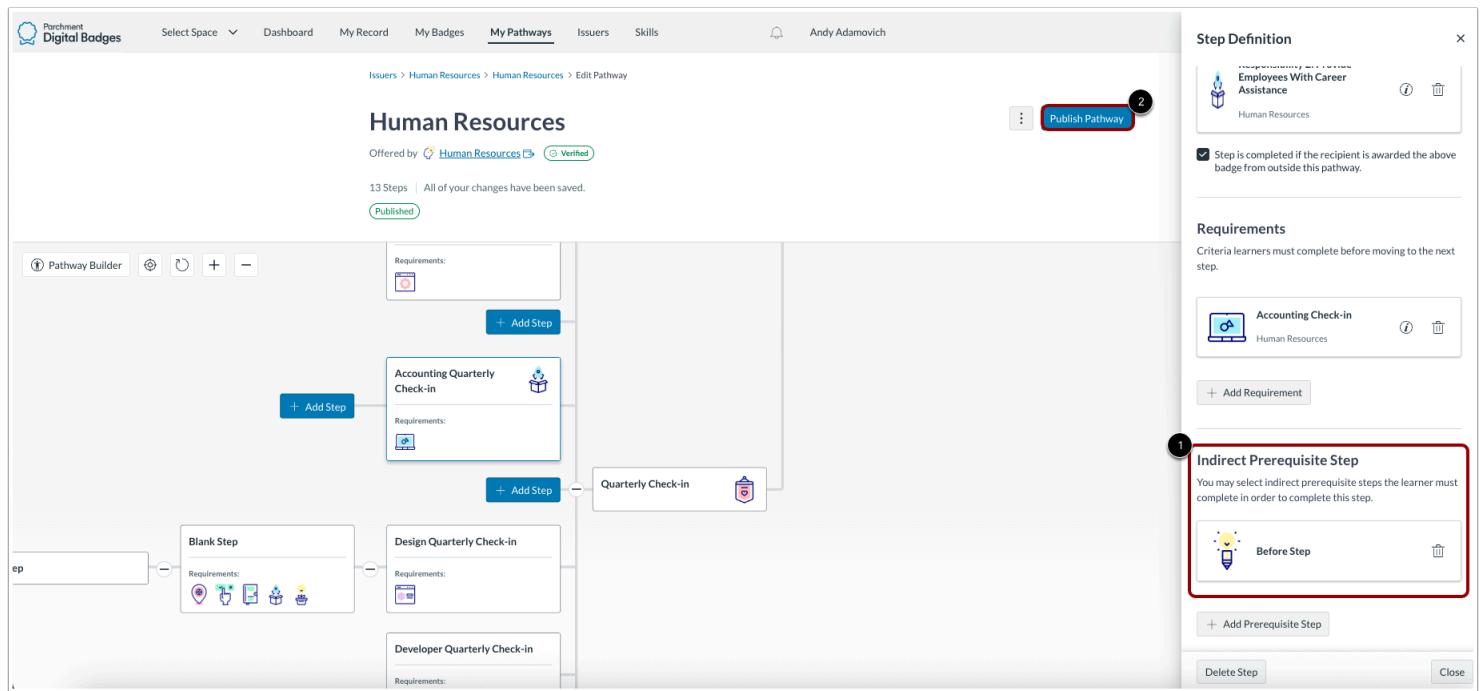
2 Experience Description

Cancel Add Requirement 3



To add a Manual Experience requirement, enter an **Experience Name** [1] and an optional **Experience Description** [2]. Then, click the **Add Requirement** button [3].

Publish Pathway



The screenshot shows the Parchment Digital Badges interface for editing a pathway. The main area displays a pathway titled "Human Resources" with 13 steps. One step, "Quarterly Check-in", is expanded to show its requirements and a sub-step, "Accounting Quarterly Check-in". A red box labeled [1] highlights the "Before Step" requirement for the sub-step. A red box labeled [2] highlights the "Publish Pathway" button. A modal window titled "Step Definition" is open, showing a badge for "Employees With Career Assistance" and a note that it is completed if awarded from outside the pathway. The "Requirements" section of the modal shows a requirement for "Accounting Check-in".

If you added sub-steps, you can select the number of prerequisite steps the learner must complete before completing the child step [1].

Once you have completed all the details, click the **Publish pathway** button [2].

Note: Once the pathway follower completes all required child steps, the parent milestone badge is automatically awarded.

How do I add an external badge to a Parchment Digital Badges Pathway?

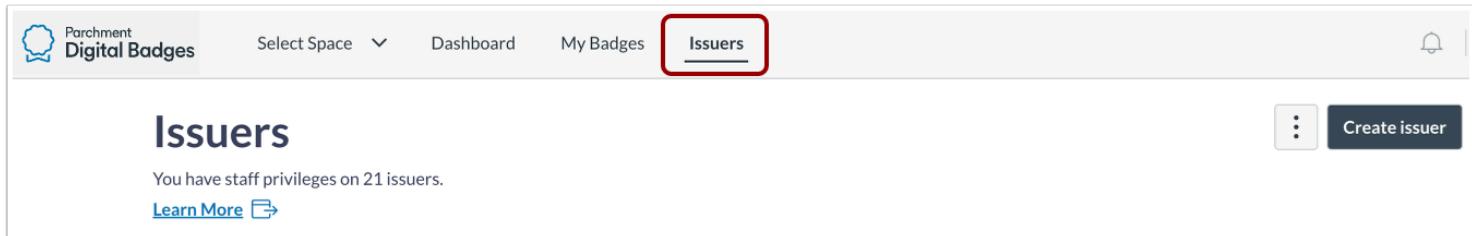
Pathways is a paid feature of Parchment Digital Badges. For more information about a Parchment Digital Badges subscription for your organization, please fill out this [form](#).

- 💡 If you're trying to create a pathway and can't find the badge you want to use under your issuer or organization, you may add any [Open Badge](#) by importing the badge using the **third-party** feature in pathways.

Badges may originate from any platform as long as they comply with the Open Badges standard. Non-Parchment Digital Badges badges can only be added as required badges on a pathway.

You may upload a badge that has or has not yet been awarded.

Create or Edit Pathway



The screenshot shows the Parchment Digital Badges dashboard. At the top, there is a navigation bar with the Parchment Digital Badges logo, 'Select Space' dropdown, 'Dashboard', 'My Badges', and 'Issuers' tab, which is highlighted with a red box. To the right of the navigation are a bell icon and a 'Create issuer' button. Below the navigation, a section titled 'Issuers' displays the message 'You have staff privileges on 21 issuers.' with a 'Learn More' link. There is also a three-dot menu icon and a 'Create issuer' button.

To [create or edit a pathway](#), click the **Issuers** tab.

Add External Badge

Requirement Badge

You may select badges that the learner must earn in order to complete this step.



Review Internal Policies

Human Resources

ⓘ *⚡*

+ Add Requirement Badge

To add an external badge to a pathway step, click the **Add Requirement Badge** button.

Add Requirement Badge

1. **Third-Party**

You may add a digital badge from any platform that issues Open Badges by uploading a file, providing the Badge URL, or entering the Badge JSON code.

[Learn More](#)

Choose your preferred badge import method:

2. **Upload a file**

Drag and drop to upload or browse

Supported formats: JPG, PNG, SVG. Maximum file size: 5 MB.

3. **Badge URL**

Open Badges URL

Enter the web address of an Open Badge from another platform.

4. **Badge JSON**

Open Badges JSON

Enter the JSON code of an Open Badge from another platform.

5. **Add**



In the drop-down menu, select the **Third-party** option [1].

You can add a third-party badge by dragging or uploading a badge image complete with the badge metadata [2], entering the badge URL [3], or entering the badge JSON [4].

To add the external badge, click the **Add** button [5].

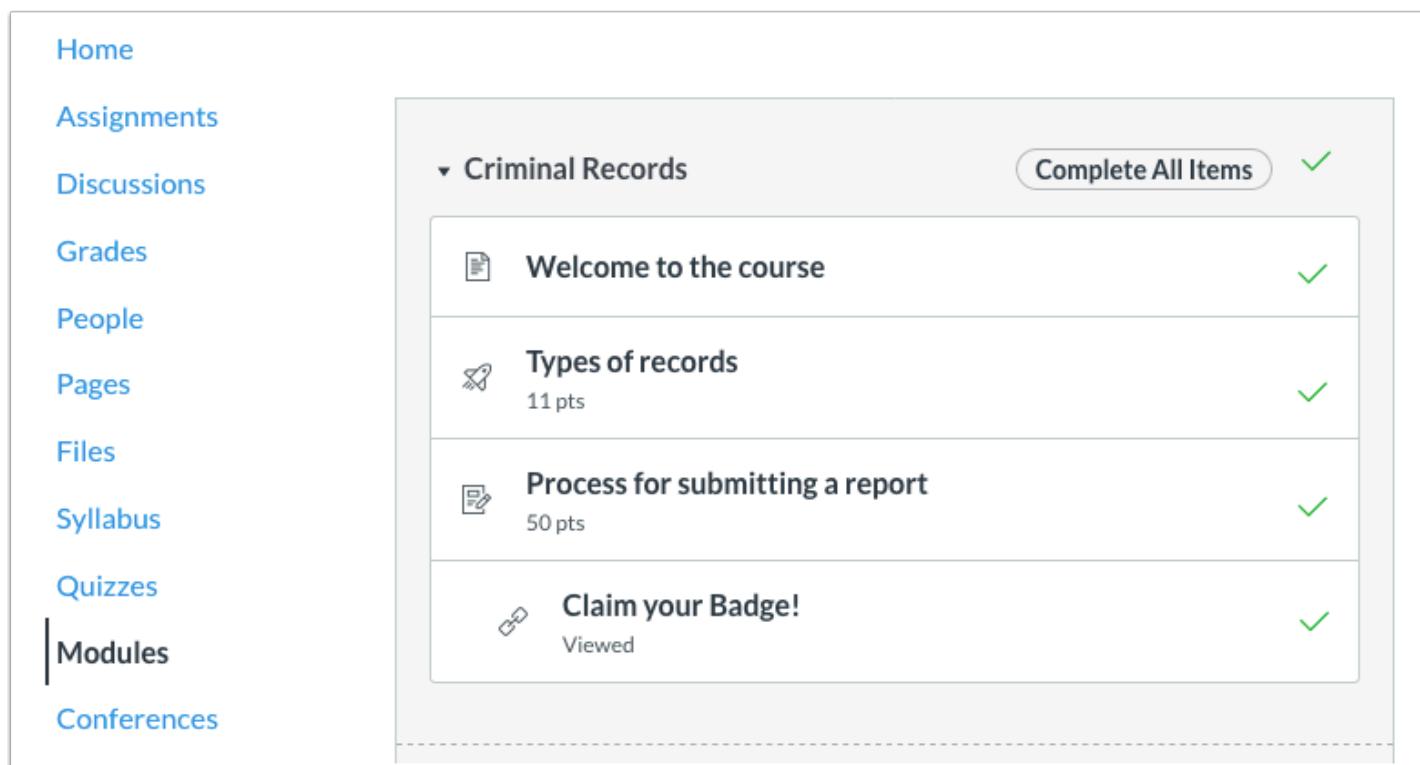
Students using Parchment Digital Badges Pathways in a Canvas course



Instructors can optionally enable automatic badge awarding in Canvas courses. Course designers and instructors create badges using the Parchment Digital Badges platform and choose which achievements in the course will award badges.

Earning badges in a Canvas course through module requirements

Students enrolled in courses can earn badges when they've met the module completion requirements. These completion requirements can vary in many ways including completing all of the assignments within a module; scoring a certain grade on an assignment or exam; contributing to a discussion board; prerequisites from another module; interacting with multi-media content or a combination of these things. As a student, you can see if you are eligible for a badge and have completed the module requirements when accessing the **Modules** menu from the course navigation. Completed activities and modules will display a corresponding green checkmark. If there's a checkmark next to the module with an associated badge, you've earned a badge!



The screenshot shows the left sidebar of a Canvas course with the following menu items: Home, Assignments, Discussions, Grades, People, Pages, Files, Syllabus, Quizzes, **Modules** (which is currently selected), and Conferences. The main content area displays a module titled "Criminal Records" with the following requirements:

Requirement	Completion Status
Welcome to the course	✓
Types of records 11 pts	✓
Process for submitting a report 50 pts	✓
Claim your Badge! Viewed	✓



Contact your instructor for assistance if you feel that you've completed a module, but the module is not showing as complete.

Accessing badges in the course

From the **Badges** menu in Canvas, students may see one or two tabs: **Progress** and the optionally enabled **Leaderboard**. From the **Progress** tab, they can see the badges they've earned in the course, along with the badges they have not yet earned. Students can click on a badge they've earned to download and/or share with [social media](#). As a student, check the **Badges** menu frequently to get your awards quickly. When a student accesses the badges menu in a course, Parchment Digital Badges checks for module completion and will award any new badges the student has earned.

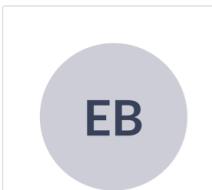


Grading
Question Banks
Sub-Accounts
Account Calendars
Terms
Authentication
SIS Import
Themes
Developer Keys
Analytics Hub
Apps
Item Banks
Parchment Badges
Admin Analytics
Parchment Badges
LTI Usage
Impact
Admin Tools
ePortfolio
Moderation
Settings

Basic Written Communications ▾

Offered by [Instructure Community Documentation Issuer](#)
Ends on Dec 28, 2025

Progress Overview
Badges earned 8 of 11



Emily Boone
Email emilyboone@instructure.com

My badge progress

Search badges Results Per Page 50 1 - 11 of 11

Badge	Completion requirements	Leaderboard points	Status
 Module 1	 Complete Module 1	1 point	 Earned — Feb 28, 2024
 Module 2	 Complete Module 2	1 point	 Earned — Feb 28, 2024
 Audience	 Complete Audience	1 point	 Earned — Feb 28, 2024
 Concise Writing	 Complete Concise Writing	1 point	 Earned — Feb 28, 2024

If the leaderboard is enabled in the course, students can see their badge earnings compared to other students in the course. Instructors have the ability to let students optionally share their real names or may require that students use nicknames to protect privacy. If nicknames are used, students see their own real name (and animal nickname) on the leaderboard, but only animal nicknames for all of the other students. If a student de-selects the **Keep my name private** checkbox, other students will see that student listed in the leaderboard by their real name.



The animal nickname will remain the same throughout the duration of the course unless an instructor manually selects to refresh it with a new name. Animal nicknames are not persistent across courses.

How to get badges in modules

Depending on how the course is set up, some instructors may place badges in modules so that they are immediately awarded upon completion of the module. The student will see that Parchment Digital Badges is checking for new badges to award. After updating, the badge will subsequently appear in color with a green checkmark. Keep in mind, the badge will not award if the requirements have not been met, even if the student encounters it in the module.



Learning pathways and badge system designs

Digital badges

A digital badge is a visual symbol of accomplishment. Badges can be awarded for any definable achievement and earned in many learning environments, games or the workplace. An Open Badge is a specialized type of digital badge that contains verifiable metadata about achievements according to a common data format, the [Open Badges](#) specification.

Badges can be organized into badge systems and learning pathways:

*[Each badge] defines a relationship with an image and metadata. A badge can be used to show how an authority recognizes an earner's achievement, for example, but the important thing is that it describes the relationship between these entities such that the audience can discern its value. That value is often understood in terms of the competencies and other objectives that the badge represents. **-Nate Otto***

Badges can be awarded for achievements of all kinds, such as:

- Interest and engagement
- Participation
- Attendance
- Knowledge or dispositions
- Formal certification (degrees, certificates)
- Proficiency, competency or skill

Digital badges can be awarded for many purposes, including informal and formal learning, inside educational institutions and businesses, as well as outside. These badges can aggregate and shed light on the interests, capabilities and accomplishments of learners. Badges can serve as the stepping stones on a learning pathway.

Learning pathways

A learning pathway is the chosen route individuals complete as they progress through a range of specific courses, academic programs and learning experiences. It's a roadmap describing the landscape of a field, program or specialization. Pathways are made of steps that represent requirements, competencies or other "real-world" experiences and take the form of a hierarchy of nested steps.

Parchment Digital Badges allows issuers to define the learning pathways through their areas of expertise and connects steps to the badges that represent each one. Badges from multiple issuers or nested child steps can be set as a required badge for a step, and a badge may be configured as a "milestone badge" to be awarded automatically when an earner meets those requirements.

Learning pathways serve as the scaffolding and trajectory to understanding progression and experience. Parchment Digital Badges allows communities to organize their badge programs to fit into shared pathways to better connect experiences across multiple learning contexts.

Pathway steps can be organized around digital badge systems that are already implemented or can assist with the design of new systems by providing structure. Badges and pathways are defined by a community's understanding of what people have accomplished to get there. For example, communities can build a common understanding of the training a mechanic, teacher or doctor might need to be successful in their occupation(s), even as individuals might gather their own sets of experiences from different opportunities.

Different types of pathways

Pathways are a means for people to explore their way through different badging experiences to find new opportunities or realize new futures. The destination of two travelers is not necessarily born from the same pathway. A pathway may have multiple routes to the same endpoint; have multiple entry points to achieve similar outcomes; or outcomes may diverge based on the path taken.

Personal interests, accomplishments, family, friends and various life activities all shape who we are, the interactions we have and how we learn. Those are the customizing features that make us who we are as individuals and influence the paths we follow or choose. Just as your high school classmates, a cohort of medical students or a soccer club may intersect on a path, each person customizes their own destination and means of arriving there.

Prescriptive pathways seek to declare one homogenized, standard or recommended badge earning path. Typically these approaches rely on a form, structure and recommended path laid by institutions, governments, private companies or other formalized education plans. This badge pathway will likely be linear — a straight line from one learning experience to another.

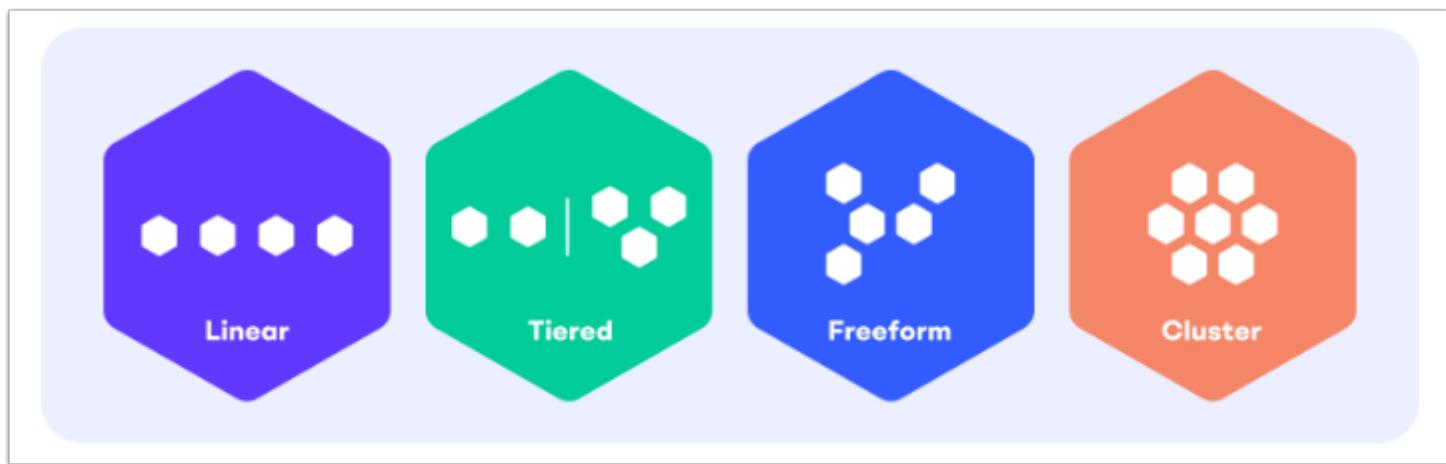
Descriptive pathways seek to acknowledge the ways people consciously and willfully choose to earn badges. A descriptive pathway is a more natural approach for a badge recipient since s/he's defining his/her own path. When there's no prescribed pathway, people find the way that makes sense to them, choose to follow other people's paths or strike out in very different directions.

Until recently, most pathways have focused on prescriptive, institutional or corporate learning objectives/achievements, ignoring the successful learning from unstructured environments such as book clubs, volunteer activities and other extracurricular interests. Badges are a means to recognize those opportunities and incorporate their benefits into creating an accurate digital portrayal of accomplishments.

Pathway structure varies

Pathway complexities vary depending on the individual's career goals, personal interests and experiences. Some pathways may be short, while others may be lifelong. Pathway structure takes on many forms and badging for these pathways may be simple, linear or complexly interconnected. Those active in the Open

Badges space have organized their thinking into competing pathway taxonomies. For example, in 2014, the Open Badges Discovery project identified four possible structures for pathways (linear, freeform, tiered and clustered).



Carla Casilli's badge system design research provided another set <https://wiki.mozilla.org/Badges/bsd/wiki> of defined learning pathways with an alternate set of four structures:

- **Simple** — badges are only related because they come from the same issuer (e.g., a university)
- **Linearly connected** — one badge leads to another (e.g., beginner, intermediate, advanced)
- **Complexly interconnected** or non-linearly connected — badges cross categories and don't follow a linear pathway (e.g., attendance award, pharmaceutical training)
- **Complex cross-system linking** — badges are connected to badges from other issuer's systems (e.g., university CS degree, Microsoft programming certification, Cisco data security credential)

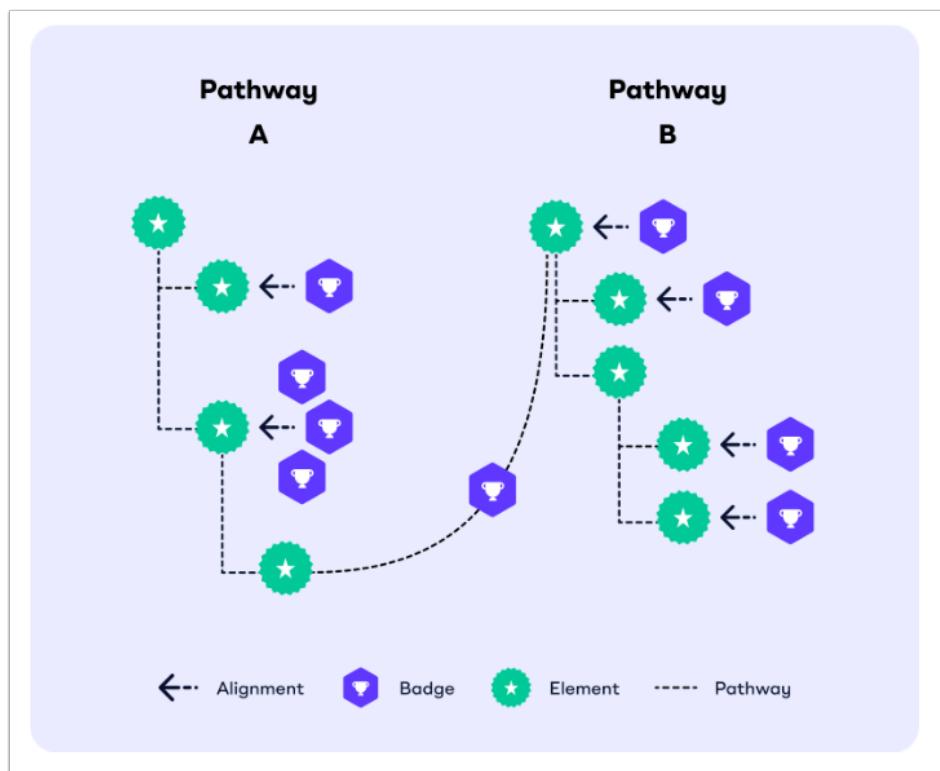
While both of these schools of thought on pathway structure may be a useful lens into how to think about organizing badge systems, it's important to note the field is evolving and rapidly being defined as new issuers, earners and recipients enter the arena.

Parchment Digital Badges Pathways

Theoretically, pathway structure concepts are well accepted; however, operationalizing them into an applied application can be a challenge. Parchment Digital Badges implementation of pathway structure is based on a hierarchically organized set of steps. Completing each micro-step can be thought of as the pieces that form a pathway to the parent objective(s).

The Parchment Digital Badges pathway structure is not overly complex, making it accessible to many use cases while providing enough structure to offer a common way to think about badge system design, including defining the achievement of an individual or organization's learning goals.

The graphic below depicts the pathways Parchment Digital Badges employs to support badge earners. You can see the nested structure of steps in it, modeling real-world relationships between concepts that people understand as categories or containers full of smaller component ideas. Looking at Pathway B, you can see three levels of steps, where some have a badge associated and others have only child pathway steps. A badge may be shared between multiple pathways published by the same issuer.



Pathway design considerations

When integrating a badge system, it's important to think about your badges as a whole. How will you implement them? What kind of badges are you awarding? How often will you award badges? Are badge earners allowed to test out of specific steps, demonstrate relevant competencies or bring in badges earned from other issuers? Rather than plodding through the creation of each badge, one by one, how might you organize them in a meaningful way for the recipient and consumer? For pathway design, identification of purpose, structure and achievement are critical no matter if you are starting from scratch or badge mapping an existing system.

Purpose (steps)

- *Guide decisions:* Are you recognizing competencies or tracking progress through the curriculum — Is the pathway meant to be completed in full or to show specialization across a range of options?

- *Use community definitions:* What values do you want to recognize that are already accepted in your community?

Structure (shape)

- *Movement:* How do you expect people to move through the pathway, leveling up or getting from point A to point B?
- *Customizable or prescribed:* Is the learner allowed to pick and choose specializations or do they follow a path of prescribed objectives?

Achievement (endpoint)

- *Acceptance of external badges:* Does the pathway recognize and/or incorporate badges earned from other or more than one issuer(s)?
- *Assessment:* What are the assessment practices required to implement recognition of badges for steps in the pathway?
- *Collection:* Does the collection of badges clearly demonstrate the objectives of the pathway, and is it understood by the community?

Mapping existing systems vs. new learning systems

One of the biggest considerations when designing pathways is the distinction between (a) integrating badges into an [existing curriculum](#) and (b) creating a badge system and a curriculum at the same time.

"When badges are being added to a pre-existing curriculum, the curriculum may constrain the way learning is recognized. For example, if an existing curriculum is not aligned to standards, it is very difficult to align a badge to standards. Alternatively, when the curriculum is being developed alongside badges, the options for both may seem limitless and overwhelming. A pre-existing curriculum can importantly help to structure design decisions. There are specific advantages for either approach." –source:

Let the experts help!

If the thought of designing badges and learning pathways seems overwhelming, there are resources and experts that can help. Parchment Digital Badges is a fully open-source platform for awarding badges. It can be integrated with many other platforms (e.g. LMS, CRM) or developed as a custom stand-alone app. We've been involved in setting badge standards and are part of the thought-leadership in the emerging concept of learning pathways mapping and standards. We can support your efforts every step of the way, from creating your badge and learning pathway system to simply providing some gentle nudges to steer you in the right direction.

Other resources to consider:

Creating [badges](#) as an issuer in Canvas Badges.

Badge system [design template](#), by Carla Casilli

Parchment Digital Badges Pathways LTI app for Moodle

The Parchment Digital Badges Pathways LTI app allows Moodle instructors to add Parchment Digital Badges Pathways to courses. Instructors can view group or individual progress along the learning pathway. Students are able to see their own individual progress and are provided with a roadmap of their learning journey. Parchment Digital Badges [Pathways](#) can be constructed using Open Badges from any platform and/or issuer. Parchment Digital Badges Pathways is a feature of Parchment Digital Badges. To learn more about a Parchment Digital Badges subscription see [What is Parchment Digital Badges?](#)

Prerequisites

- Ensure you're enrolled as an instructor in the Moodle course
- Define an [issue](#) in Parchment Digital Badges before creating the Parchment Digital Badges Pathway
- Define the set of [badges](#) that will be used for the pathway
- Create and [publish](#) a Parchment Digital Badges Pathway

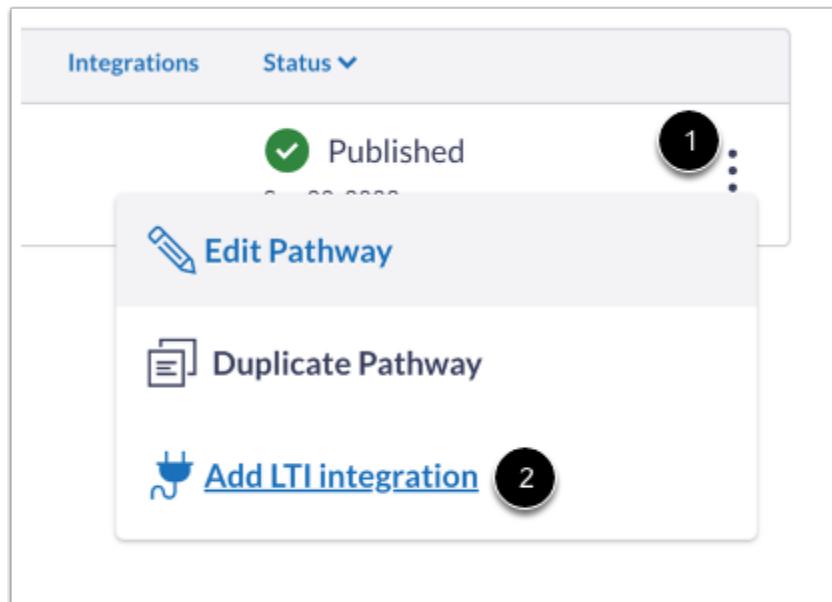


A single pathway can be added to multiple courses and/or multiple pathways can be added to a single course.

Installing the Parchment Digital Badges Pathway LTI is easy! Parchment Digital Badges Pathways gives instructors and students an easy-to-use view of their progress through a pathway right in their Moodle courses. Here's how to set it up.

From your **Issuer** dashboard in Parchment Digital Badges Pathways, find the pathway you want to add to your course in the list of pathways and select **LTI integrations**. Complete the install by copying the key and secret from Pathways into Moodle. See below for details. **Step-by-step: How to install**

1. Sign in to your Parchment Digital Badges account and navigate to select **Issuer** from the top navigation bar.
2. Select an issuer associated with your organization from the list.
3. Select the **Pathways** tab.
4. Select the title of the pathway you wish to use in Moodle.
5. Select the **LTI integrations** tab.



1. Select the **Add integration** button
2. Give your new integration a meaningful name and select the type of integration you're creating.
3. A card should appear in the LTI integrations for your pathway with your designated name.

Add New LTI Integration

Integration Name (e.g. course name) *

What type of LMS are you wanting to connect to? *

Canvas

Canvas

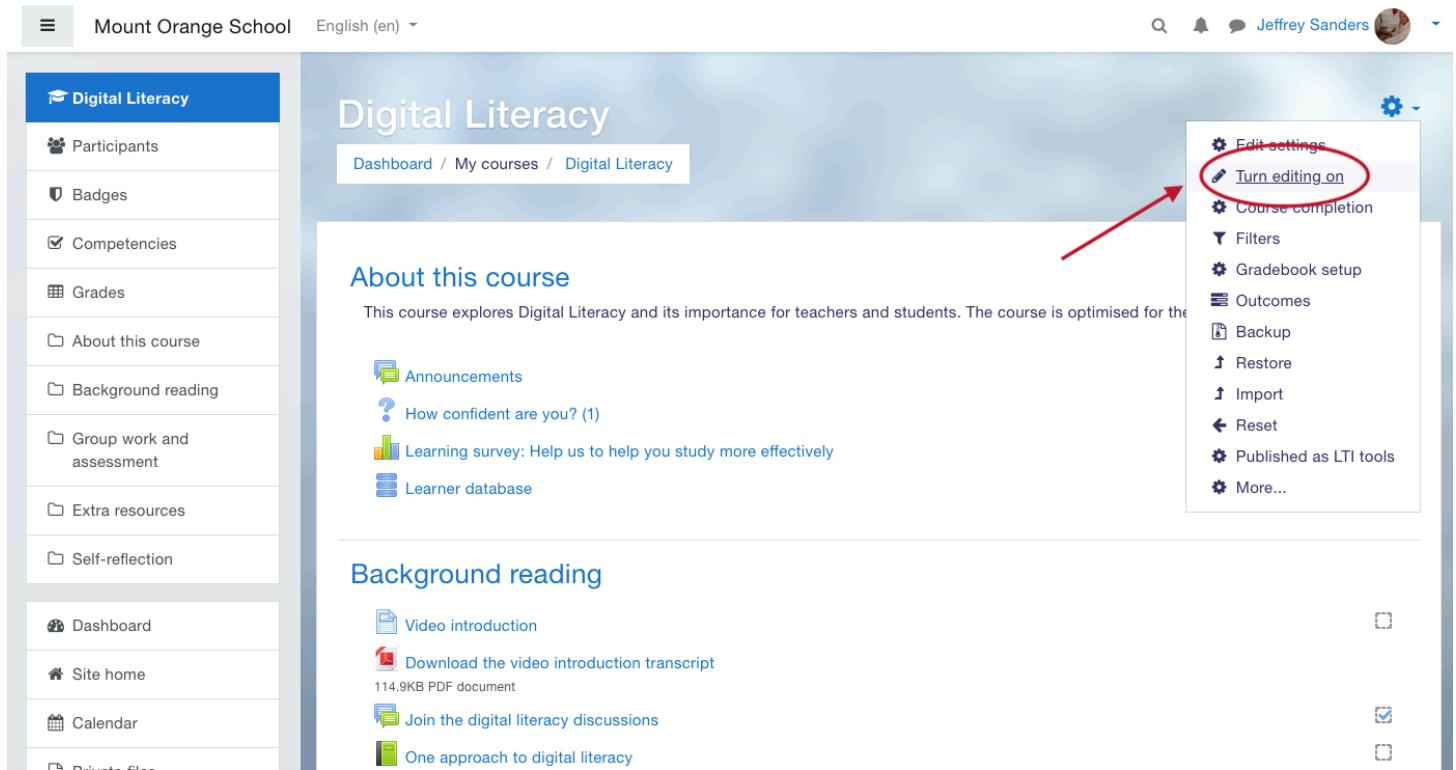
Blackboard

Moodle

Other

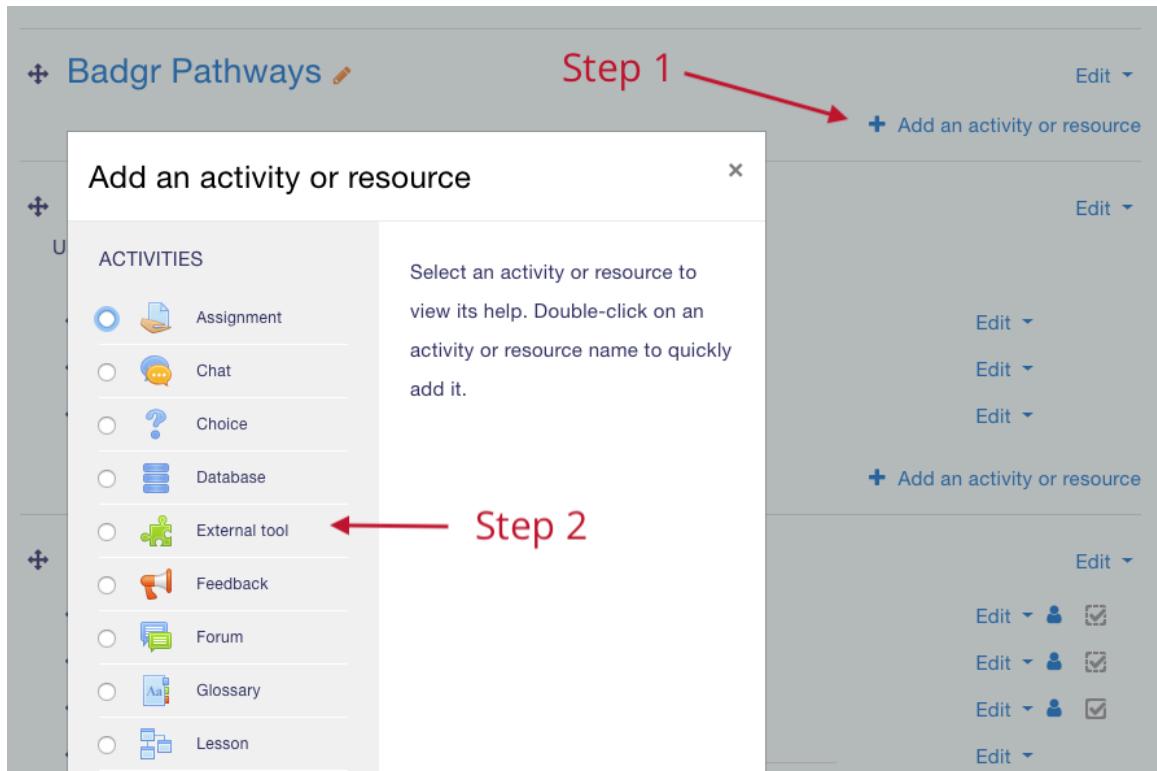
Cancel **Add**

10. **In another tab**, go to the desired Moodle account, sub-account or course and **Turn editing on**.



The screenshot shows a Moodle course page for 'Digital Literacy'. The left sidebar contains a navigation menu with 'Digital Literacy' as the active tab. The main content area includes sections for 'About this course', 'Background reading', and 'Announcements'. A red arrow points from the 'Turn editing on' option in the course settings menu (accessed via a gear icon) to the 'Turn editing on' button in the top right corner of the page. The course settings menu also lists other options like 'Edit settings', 'Course completion', 'Filters', 'Gradebook setup', 'Outcomes', 'Backup', 'Restore', 'Import', 'Reset', 'Published as LTI tools', and 'More...'. The 'Turn editing on' button is highlighted with a red circle.

11. Select **Add an activity or resource**, then select **External tool**.



12. Copy and paste the **Consumer key**, **Consumer secret (Shared secret)** and **Config URL** presented in the Parchment Digital Badges Pathways dialog box into your Moodle integration. Copy the name or fill out a name you won't forget.

Integration Details X

Pathway integration for Moodle Moodle

Copy the following values into your LMS to add this Pathway to a course.
[See Instructions for Moodle](#)

Consumer Key
key-pathway-integrat-Copy

Consumer Secret
secret-pathway-integrat-Copy

Config URL
<https://badgr.com/api/lti/spg/config.xml> Copy

Launch URL
<https://badgr.com/api/lti/spg/launch> Copy

View Group Remove Integration Done

Adding a new External tool

General

Activity name:

Activity description:

Display description on course page:

Display activity name when launched:

Display activity description when launched:

Preconfigured tool: Automatic, based on tool URL

Select content

Tool URL:

Secure tool URL:

Launch container: Default

Consumer key:

Shared secret: Click to enter text

Custom parameters:

Icon URL:

Secure icon URL:

13. Once the information is entered, select **Save**.

14. Observe the new menu item, **Pathways**, in the course navigation along the left side. Click this item to view your pathway.

Students who access the pathways menu in a course will automatically be subscribed to the pathway

Troubleshooting

There are a few error messages you may encounter if the LTI app is not added correctly. 1. If the config.xml URL does not work with your LMS, try using this [URL](#) instead: If the [Config URL](#) is used in the **Secure tool URL**, you'll see an "Unexpected server error" message. 3. If the consumer key and secret are incorrect or entered in the wrong fields, "Loading Pathways..." will be displayed but will not produce any results.

Parchment Digital Badges Pathways LTI app for D2L & Brightspace



A single pathway can be added to multiple courses and/or multiple pathways can be added to a single course.



Parchment Digital Badges [Pathways](#) is a pro feature

The Parchment Digital Badges Pathways LTI app allows D2L/Brightspace instructors to add Parchment Digital Badges Pathways to courses. Instructors can view group or individual progress along the learning pathway. Students are able to see their own individual progress and are provided with a roadmap of their learning journey. Parchment Digital Badges [Pathways](#) can be constructed using Open Badges from any platform and/or issuer.



Prerequisites

- Ensure you're enrolled as a teacher (instructor) in the course.
- Define an issuer in Parchment Digital Badges before creating the Parchment Digital Badges Pathway.
- Define the set of badges that will be used for the pathway.
- Create and publish a Parchment Digital Badges Pathway.
- Create an LTI for the desired pathway.

Installing the Parchment Digital Badges Pathway LTI is easy!

Parchment Digital Badges Pathways gives instructors and students an easy-to-use view of their progress through a pathway right in their courses. Here's how to set it up.

From your issuer dashboard in Parchment Digital Badges Pathways, find the pathway you want to add to your course in the list of pathways and select **LTI integrations**. Complete the install by copying the key and secret from pathways into your course. See below for details. **Step-by-step: How to install**

1. Sign in to your Parchment Digital Badges account and select **Issuer** from the top navigation bar.
2. Select an issuer associated with your organization from the list.

3. Select the **Pathways** tab.
4. Select the title of the pathway you wish to use.
5. Select the **LTI integrations** tab.



BADGE AWARDED

Basic Written Communications

Public
Published on Jan 9, 2023 • Draft last saved on Jan 9, 2023 • Created on Sep 19, 2022

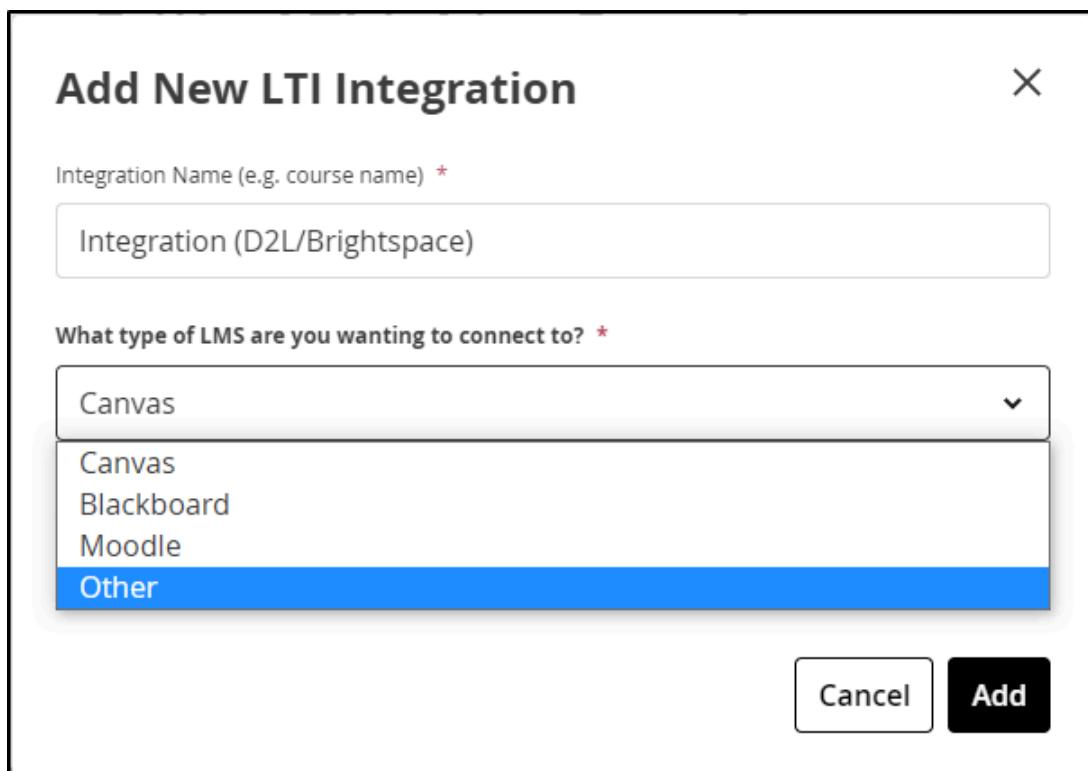
View pathway progress

Offered by
[Instructure Community](#)
[Documentation Issuer](#)
Verified

Group progress LTI integrations

LTI integrations Add Integration

1. Select the **Add integration** button
2. Give your new integration a meaningful name and select the **Other** from the drop-down menu.
3. A card should appear in the LTI integrations for your pathway with your designated name.



Add New LTI Integration

Integration Name (e.g. course name) *

What type of LMS are you wanting to connect to? *

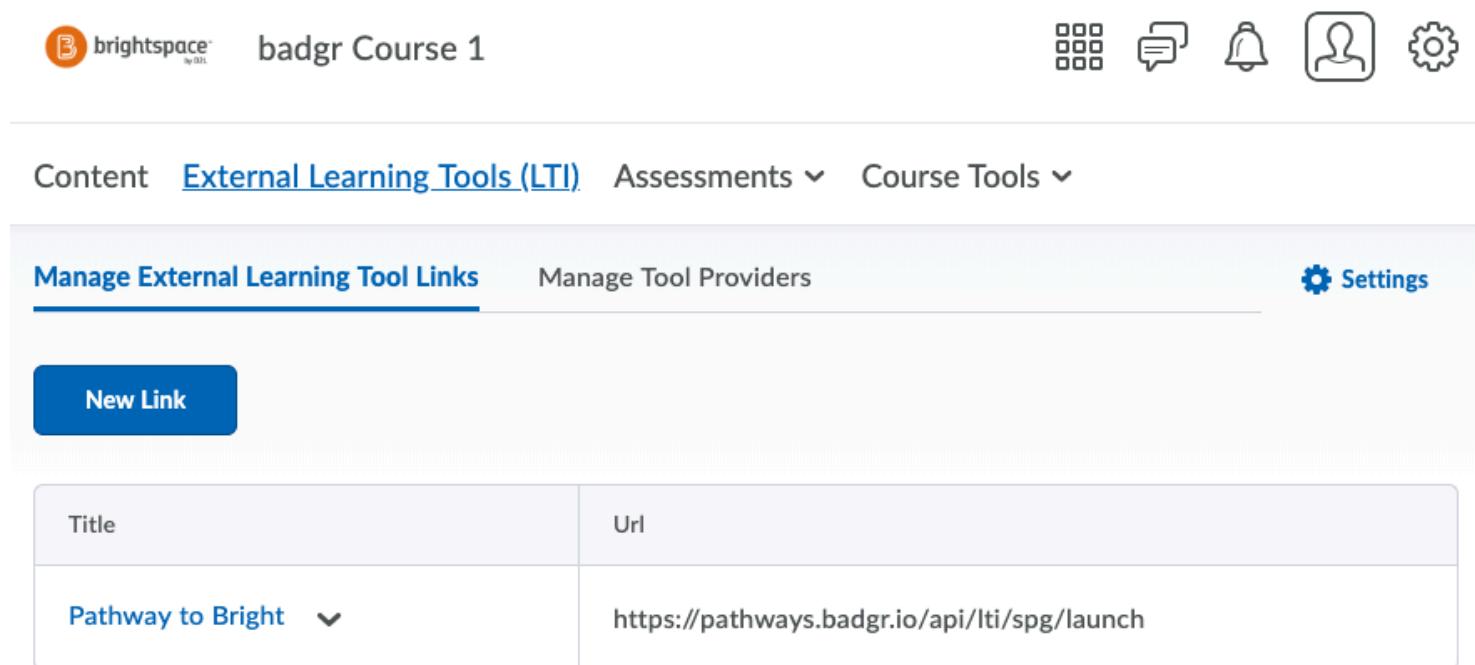
Other

Canvas
Blackboard
Moodle
Other

Cancel Add

9. In **another tab**, sign in as a teacher (instructor) in the desired D2L/Brightspace account, sub-account, or course.

10. Select the **External learning tools** link at the top of the page and then select the **New link** button.



Title	Url
Pathway to Bright	https://pathways.badgr.io/api/lti/spg/launch

11. Enter a title and description for the LTI app you're creating.

12. Under the **Key/Secret** section of the page, select the radio button corresponding to **Link/Secret**.

13. Copy and paste the Config URL presented in the Parchment Digital Badges Pathways dialog box into your D2L/Brightspace integration.

Integration Details X

Integration (D2L/Brightspace) Other

Copy the following values into your LMS to add this Pathway to a course.
[See Instructions for Other](#)

Consumer Key
key-integration-REDACTED Copy

Consumer Secret
secret-integration-REDACTED Copy

Config URL
<https://badgr.com/api/lti/spg/config.xml> Copy

Launch URL
<https://badgr.com/api/lti/spg/launch> Copy

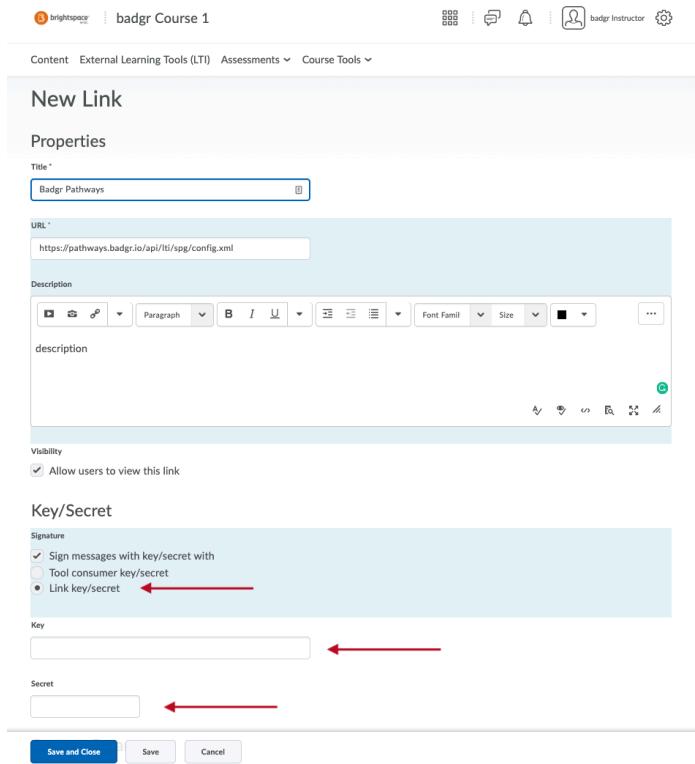
View Group Remove Integration Done

14. Edit the URL.



Edit the URL by replacing "/config.xml" with "/launch"

15. Copy and paste the Consumer key and Consumer secret (Shared secret) into the corresponding fields.



New Link

Properties

Title *
Badgr Pathways

URL *
https://pathways.badgr.io/api/lti/spg/config.xml

Description

description

Visibility
 Allow users to view this link

Key/Secret

Signature
 Sign messages with key/secret with
 Tool consumer key/secret
 Link key/secret

Key

Secret

Save and Close Save Cancel

16. At the bottom of the page, under Security settings, select the radio button **Use link security settings**.

17. Select all the items in the list, then **Save and close**.

Security Settings

Use tool provider security settings
 Use link security settings

- Send tool consumer information to tool provider
- Send context information to tool provider
- Send course information to tool provider
- Send LTI user ID and LTI role list to tool provider
- Send user name to tool provider
- Send user email to tool provider
- Send system username to tool provider
- Send system Org Defined ID to tool provider
- Send system role to tool provider
- Send link title to tool provider
- Send link description to tool provider

Make link available to:

Current Org Unit: badgr Course 1

[Add Org Units](#)

[Save and Close](#)

[Save](#)

[Cancel](#)

18. Use the dropdown menu from the external tool to preview the results in a new window. The new window should open up a view of your pathway.

19. Add the external tool as Content to the course and make it visible to students.



New Link

Title	Url
Badgr Pathways	https://pathways.badgr.io/api/lti/spg/launch
Pathway to Brightspace	https://pathways.badgr.io/api/lti/spg/launch

A context menu is open over the second row, listing options: Edit Link, Preview Link (which is highlighted in blue), View Link Request, and Delete.

Students When students sign in to the course and access the Pathways LTI app, they will be prompted to agree to the Parchment Digital Badges [Terms of Service](#) and directed through an authorization process. After authorizing the Parchment Digital Badges app, students can view the pathway right from within their course.

Troubleshooting If the config.xml URL does not work with your LMS, try using the Launch [URL](#) instead.


badgr Course 1
Content Assessments Course Tools
Table of Contents > New Unit > Pathway to Bright
Pathway to Bright
Accept Terms
Welcome to Pathways

This course is using Badgr Pathways to track learner progress through the available badges. Pathways tracks badges awarded to you. Opt in to Pathways to see your progress.

I have read and agree to the [Terms of Service](#)

Continue


badgr Course 1
Content Assessments Course Tools
Table of Contents > New Unit > Pathway to Bright
Pathway to Bright
Share Progress View In Pathways
Pathway Details

Pathway to Employment

0% COMPLETE

View Pathway Badges

This is the pathway for students who want to be "interview and job ready" upon graduation.

Completion Badge

This badge will be automatically awarded when the requirements for this Pathway are

Activity Details

- Task: View this topic

Whitelabel Error Page

This application has no explicit mapping for /error, so you are seeing this as a fallback.

Wed May 08 20:39:06 UTC 2019

There was an unexpected error (type=Method Not Allowed, status=405).

Request method 'POST' not supported



For more information, see D2L/Brightspace's documentation: Set up a link to a [tool provider](#).

What is Parchment Digital Badges?

Parchment Digital Badges is a subscription service that allows badge program administrators to advance their badging system using a set of more sophisticated tools. These features include Parchment Digital Badges Pathways, QR and claim codes, reporting and analytics, and unlimited bulk awards.

Parchment Digital Badges includes all the features of Canvas Badges and extends the functionality of Canvas Badges; more information on these features can be found in [Comparing Canvas Badges Basic and Parchment Digital Badges](#).

Parchment Digital Badges features can be used with our LTIs for Canvas and other LMSs.

- Badges are a digital award associated with an image and some metadata providing information about a user's competencies and involvements.
- Parchment Digital Badges [Pathways](#) allows organizations and issuers to combine and connect Open Badges from multiple sources into a meaningful pathway for learners.
- [QR and claim codes](#) make participation easy! Create a scavenger hunt, post QR codes on your website or show them at events to engage your audience. Don't have a Canvas LMS? Use QR codes in Google Classrooms, Moodle, Blackboard or any other digital platform where you want to award badges.
- [Unlimited bulk awards](#) let you recognize the achievements of an unlimited number of people. Award as many badges as you like to any size group of recipients.
- [Reporting and analytics](#) put relevant data into the hands of badge program administrators. Pro subscribers can access analytics from their Parchment Digital Badges account and/or from a Canvas course or sub-account.
- [Incorporate Emsi skills](#) to badges issued by Parchment Digital Badges issuers that can be linked with skills so that links to job market data appear when those badges are viewed or shared.

Complete this [form](#) to inquire about subscription pricing, consulting services and support options for Parchment Digital Badges.

Customize the Parchment Digital Badges site with your logo and branding

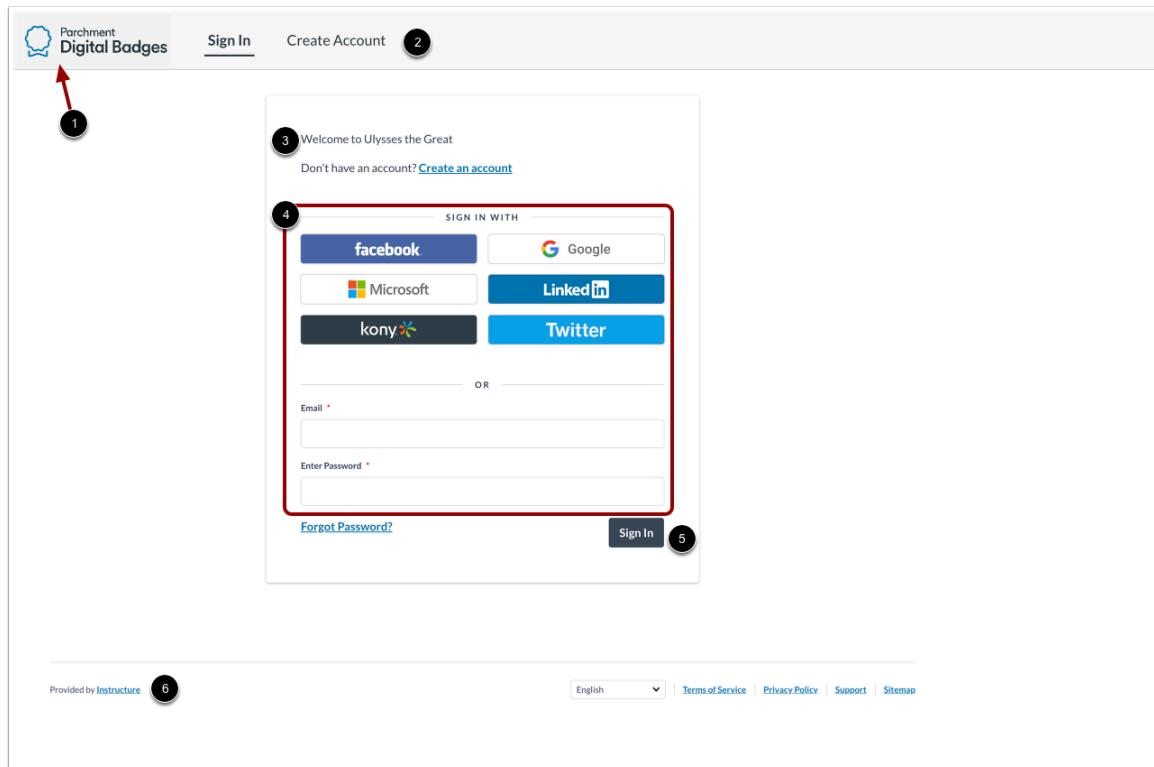
Parchment Digital Badges offers a customized white-label package



By default, the Parchment Digital Badges primary color theme matches users' Canvas theme.

Our white label services include customizations that allow your brand to be front and center in the application. Let your users and clients experience badging through your organization's lens. Parchment Digital Badges' front-end branding wrapper can display your company's color and logo throughout the user experience to support your program(s) in a whole new way.

- Branding and color customization for the entire interface.
- A customized welcome message that supports Markdown and appears on the home page.
- Header color may be dark or light.
- Custom menu to connect badging to your program(s) and website.
- A variety of Single Sign-On (SSO) options including social media (custom SSOs are available for an additional fee).
- Customization of the footer including changing or turning on or off links.
- Email notifications that include your organization's logo and colors.
- Setup typically takes five business days after branding information is submitted.



You can customize the Parchment Digital Badges site by

- Adding your logo [1]
- Creating a custom menu [2]
- Welcoming users in your own words [3]
- Choosing from a variety of sign-in options [4]
- Customizing color in the header menu and buttons [5]
- Selecting what is referenced in the footer [6]

Compare Parchment Digital Badges to these white label sites:

- [University of North Texas](#)
- [Western Governors University](#)

[Contact us](#) for pricing.

How do I set up my institution's LinkedIn profile as the issuing organization?

As a Parchment Digital Badges organization admin or badge issuer, you can link your issuing organization to your institution's LinkedIn profile. To enable this functionality, you need your [LinkedIn Company ID](#).

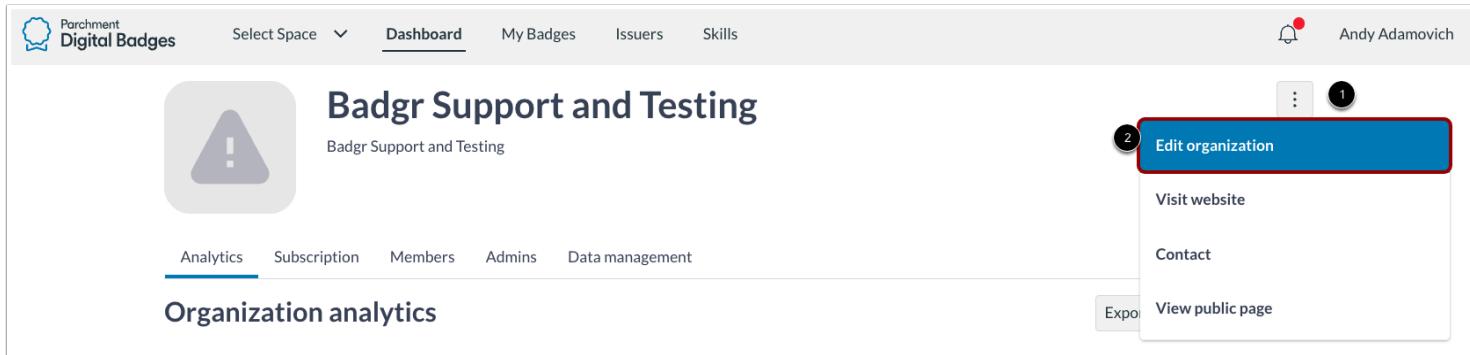
You can set the LinkedIn profile either at the organization level or at the issuer level. If you set it up at the organization level, then it is applied to all issuers in the organization, unless overwritten at the issuer level.

Locate Organization ID in LinkedIn



When logged in as the administrator of your organization's LinkedIn page, locate the 6-9 digit company ID in the URL.

Edit Organization



To set up the LinkedIn profile at the organization level, open an organization and click the **Options** icon [1]. Then click the **Edit organization** link [2].

Manage Content Settings

Edit Organization

Edit information and preferences for your Organization.

Basic Data **Content Settings** Welcome Page Notification settings

Click the **Content Settings** tab.

Enter Organization ID

Edit Organization

Edit information and preferences for your Organization.

Basic Data **Content Settings** Welcome Page Notification settings

Sharing

Issuing Organization ID on LinkedIn

1 123456 i

2 [Please validate the entered ID by clicking this link.](#) You should see your company's LinkedIn page.

3 [Need help finding your organization ID?](#)

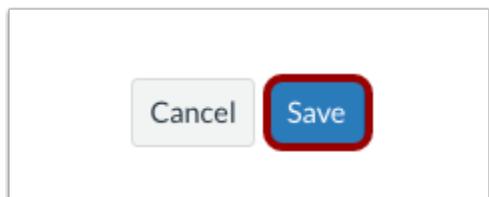
4 **Allow Changing the Default Issuing Organization**
Provides ability for issuers to modify the issuing organization by adding a LinkedIn Organization Id.

In the Content Settings tab, enter the LinkedIn Company ID in the **Issuing Organization ID on LinkedIn** field [1]. To validate and access your company's LinkedIn page, click the validation link [2].

For details on finding your LinkedIn Company ID, click the link [3] or learn more about [LinkedIn Company IDs](#).

To allow issuers to edit the LinkedIn Company ID, click the **Allow Changing the Default Issuing Organization** checkbox [4].

Save Changes



To save changes to the organization, click the **Save** button.

Edit Issuer



A screenshot of a LinkedIn issuer profile for 'History 101'. The profile picture is the Statue of Liberty. The title is 'History 101'. It is marked as 'Verified' and 'Public'. The description states: 'This course is a short 5 week review course that covers US History from 1775 to 1799. Independence, Revolution, Articles of Confederation and the Constitution, and the B'. Below the profile picture, there are statistics: 18 BADGES, 9 AWARDS, 5 PATHWAYS, 10 GROUPS, and 32 GROUP MEMBERS. To the right, there is a vertical ellipsis menu with options: 'Edit Issuer' (highlighted with a red box and a red number '2'), 'Delete Issuer', and 'View public page'.

To set up your institution's LinkedIn profile at the issuer level, open an issuer and click the **Options** icon [1]. Then click the **Edit Issuer** link [2].

Manage Content Settings

Edit Issuer

Edit the information associated with this issuer profile.

[Basic Info](#)[Content Settings](#)[Custom Badge Properties](#)[Print certificates](#)

Click the **Content Settings** tab.

Enter Organization ID

Sharing

Issuing Organization ID on LinkedIn

1

i

2 [Please validate the entered ID by clicking this link.](#) You should see your company's LinkedIn page.

3 [Need help finding your organization ID?](#)

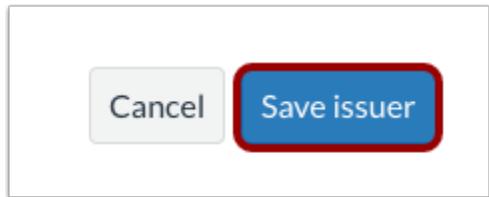
In the Content Settings tab, enter the LinkedIn Organization ID in the **Issuing Organization ID on LinkedIn** field [1]. To validate and access your company's LinkedIn page, click the validation link [2].

For details on finding your LinkedIn ID, click the link [3] or learn more about [LinkedIn Company IDs](#).

Notes:

- When the issuing organization is set at the Issuer level, this overrides the default Parchment Digital Badges setting set at the organization level.
- If these fields do not display, your administrator does not allow you to edit the default LinkedIn company ID at the issuer level.

Save Issuer

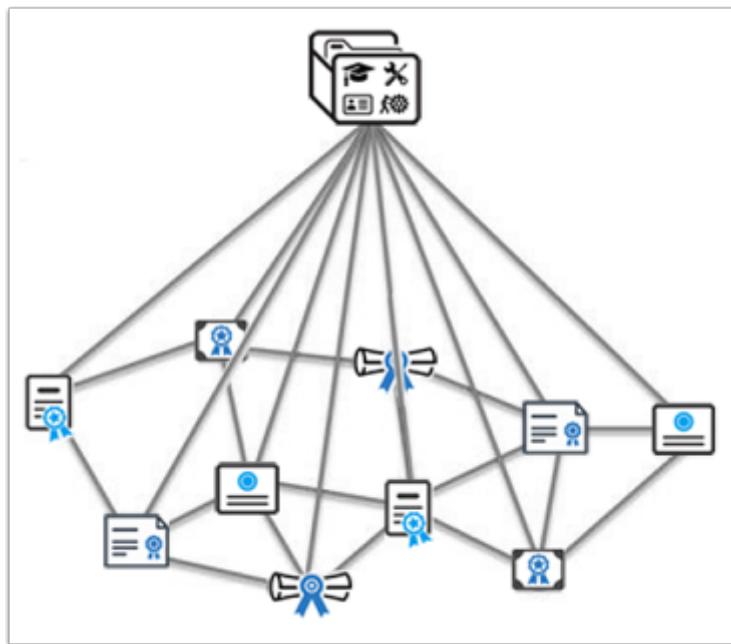


To save your changes, click the **Save issuer** button.

How do I use the Learner Record?

As you move through Parchment Digital Badges Pathways and earn badges, Parchment Digital Badges tracks your progress and accomplishments in a Learner Record that you can customize and share.

What is a Learner Record?

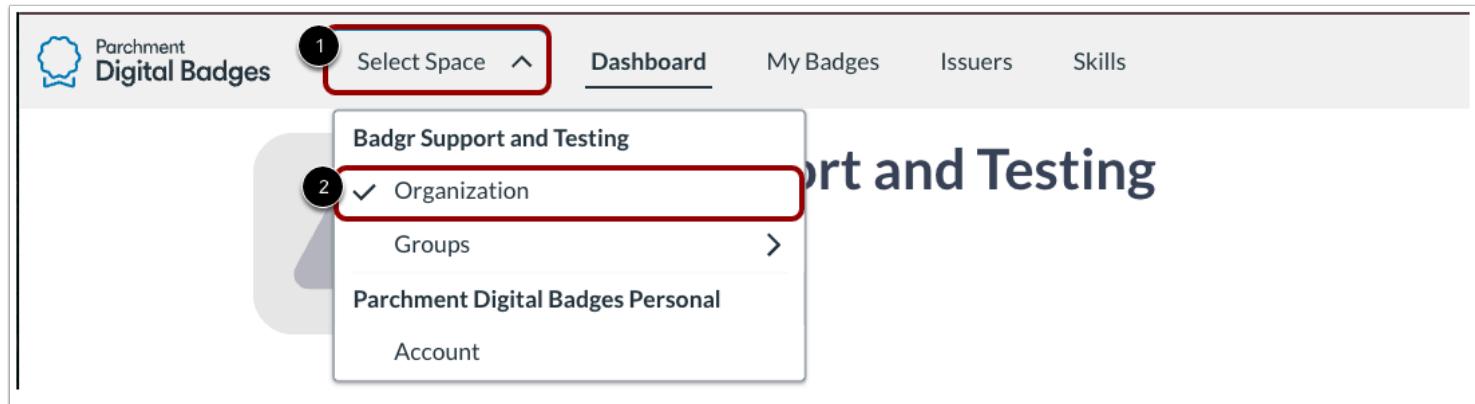


The Learner Record helps you quickly and easily visualize, understand, and share your pathway progress at a high level without going into each individual pathway. The Learner Record allows you to:

- See which milestone badges you've earned
- Measure your progress along the pathway(s)
- Share your accomplishments with third parties such as admissions departments or hiring committees

The Learner Record encapsulates all the learning that takes place in an organization, similar to a transcript.

View Learner Record



To access the learner record, click the **Select Space** drop-down menu [1]. Then, select an organization [2].

Note: The learner record is a Parchment Digital Badges feature. If you don't see an organization listed on your menu, you may not be enrolled in a program that subscribes to Parchment Digital Badges.

View My Record Page

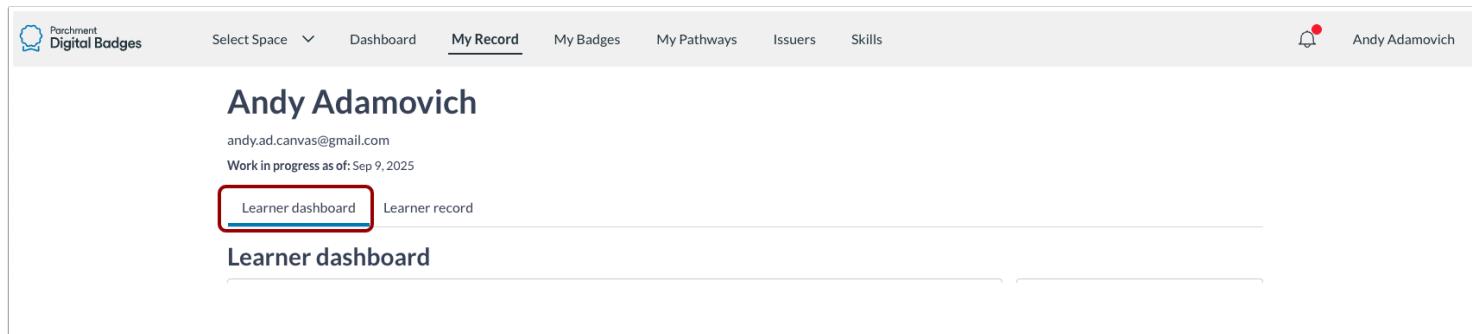


Click the **My Record** tab.

From the My Record page, you can access:

- A dashboard view of the pathways the learner is subscribed to is listed in alphabetical order
- Completed pathways and pathways in progress
- Recently awarded badges
- Information about sharing learner recordings

View Learner Dashboard



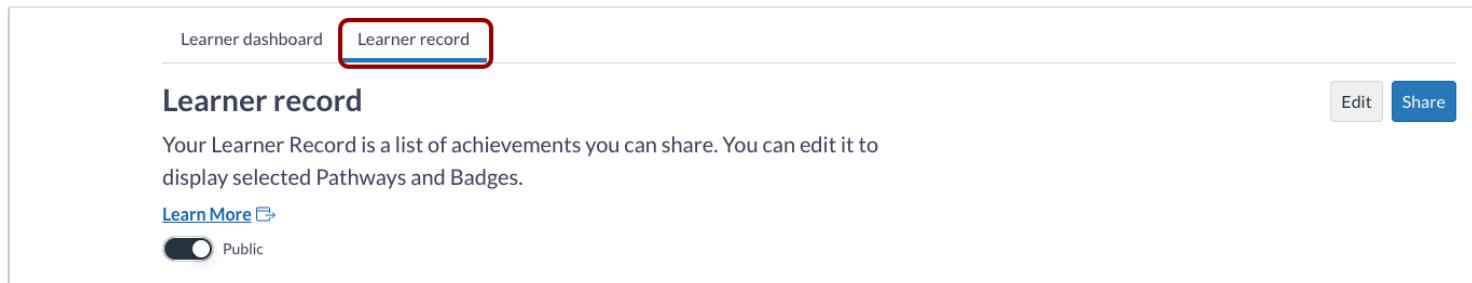
Andy Adamovich
andy.ad.canvas@gmail.com
Work in progress as of: Sep 9, 2025

Learner dashboard Learner record

Learner dashboard

The **Learner dashboard** tab displays completed pathways and pathways in progress. You can hide or view completed pathways using the toggle button. For pathways in progress, you can see your percentage of completion.

View Learner Record



Learner record

Your Learner Record is a list of achievements you can share. You can edit it to display selected Pathways and Badges.

[Learn More](#)

Public

Edit Share

The **Learner record** tab provides a more detailed view of pathway progress. From here, you can:

- View a list of the pathways to which you are subscribed
- See which milestone and prerequisite badges you've earned or need to earn
- Select a milestone or prerequisite badge to view specific details about the badge
- Share your learner record and manage what content is displayed

Share Learner Record

[Learner dashboard](#)[Learner record](#)

Learner record

Your Learner Record is a list of achievements you can share. You can edit it to display selected Pathways and Badges.

[Learn More !\[\]\(acbbbadac0773c6f8b6c97777638f26d_img.jpg\)](#)

To share the learner record, click the **Public** toggle button on. When the Public toggle button is on, anyone with the link to your learner record can see your progress. However, you can control what steps of the learner record you share.

Public Visibility: On



When you make your learner record public, your selected pathways progress will be available to anyone who has the link. If you earn additional Badges on these pathways, your public record will update automatically.

[Cancel](#)[Confirm](#)

To confirm that you want your learner record to be public, click the **Confirm** button.

Manage Shared Items

Learner dashboard Learner record

Learner record

Your Learner Record is a list of achievements you can share. You can edit it to display selected Pathways and Badges.

[Learn More](#)

Public

Edit **Share**

Once the Public button is enabled, you can edit which steps you want to share. To only share certain items, click the **Edit** button. To control the order in which the items are displayed as well as which items are visible:

- Use the arrows to move individual pathway progress up or down to display them in the order you choose.
- Use the eye symbol to make progress visible or hidden. By default, hidden pathways are moved to the bottom of the list.

Share Learner Record URL

Learner dashboard Learner record

Learner record

Your Learner Record is a list of achievements you can share. You can edit it to display selected Pathways and Badges.

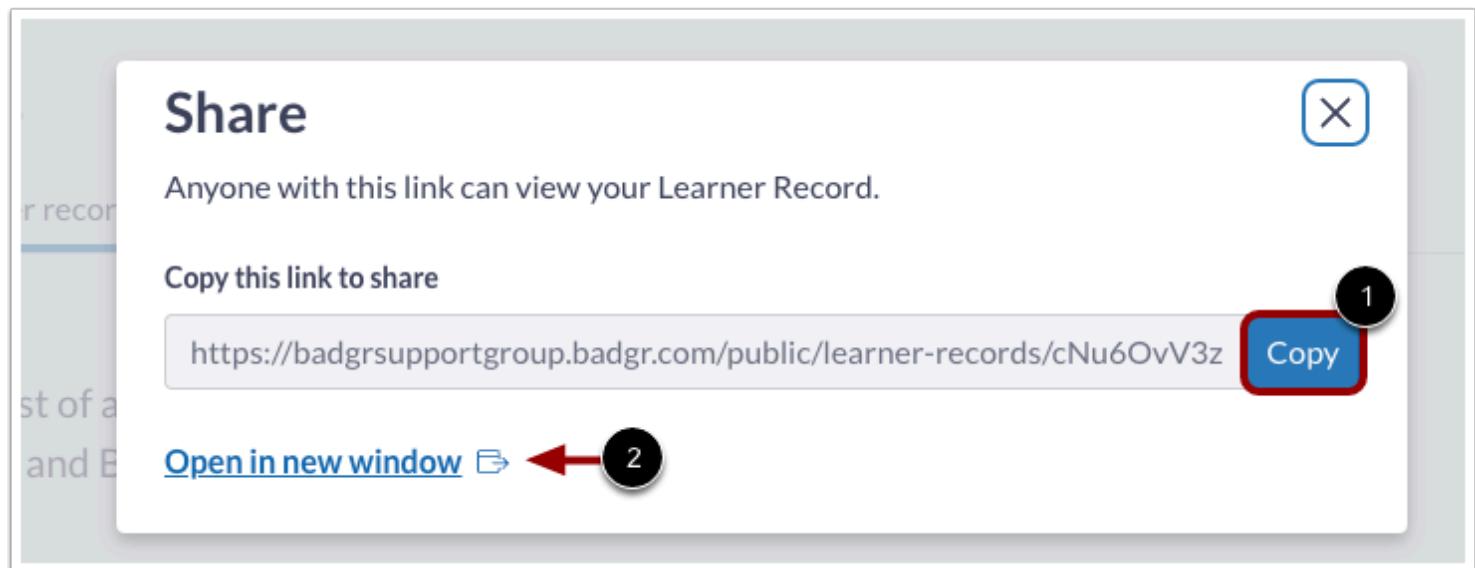
[Learn More](#)

Public

Edit **Share**

To view and copy the Learner Record URL, click the **Share** button.

Copy URL

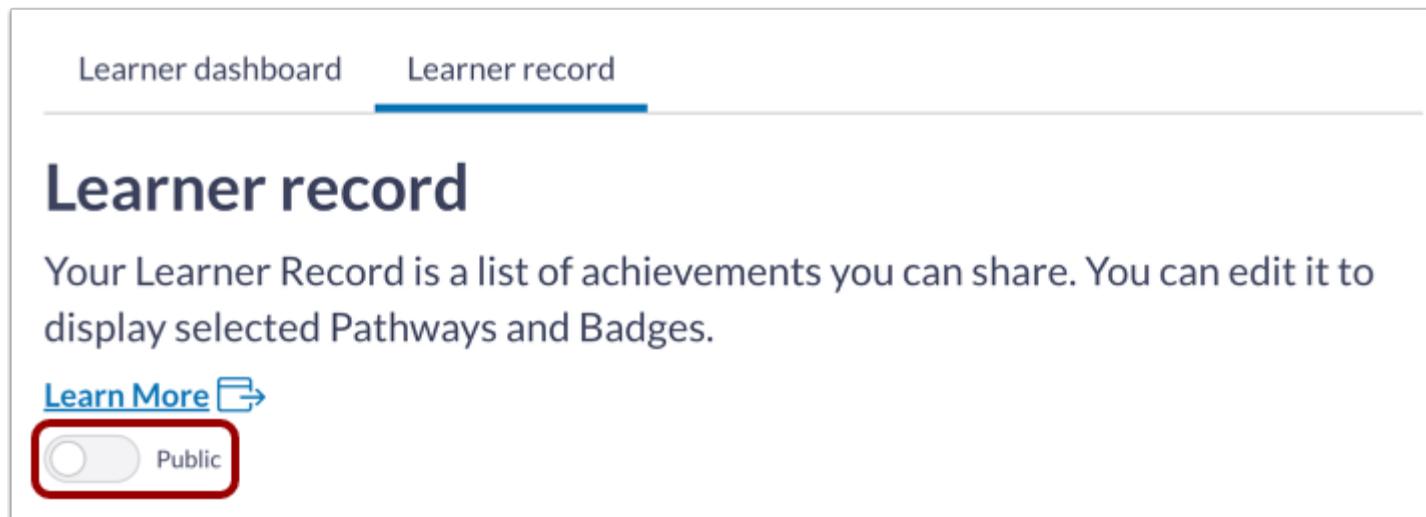


The image shows a 'Share' dialog box. At the top right is a close button (X). Below it is a message: 'Anyone with this link can view your Learner Record.' Underneath is a 'Copy this link to share' section with a text input containing a URL: 'https://badgrsupportgroup.badgr.com/public/learner-records/cNu6OvV3z'. To the right of the URL is a 'Copy' button with a red box and the number '1' above it. Below the URL is a 'Open in new window' link with a red arrow pointing to it, and the number '2' is inside a circle to its right.

Click the **Copy** button [1].

To view the Learner Record in a new window, click the **Open in new window** link [2].

Disable Public Visibility



The image shows the 'Learner record' section of the dashboard. At the top, there are two tabs: 'Learner dashboard' and 'Learner record', with 'Learner record' being active. Below the tabs is the title 'Learner record'. A descriptive text states: 'Your Learner Record is a list of achievements you can share. You can edit it to display selected Pathways and Badges.' Below this is a 'Learn More' link with a red box and a 'Public' toggle switch. The 'Public' toggle switch is off, indicated by a red box around it.

To turn off public visibility for your learner record, click the **Public** toggle button off.

Public Visibility: Off



Your learner record will no longer be visible to anyone, including those who received your link previously.

Cancel

Confirm

Click the **Confirm** button.

View Non-Public Learner Record

Learner Record Not Found



If you have shared a URL to your Learner Record but later turn off public visibility, a "Learner Record Not Found" message displays to anyone attempting to view your URL.

Frequently Asked Questions (FAQ)

Q: Can I create multiple versions of my learner record to share with different people?

A: No. Think of your learner record like a website that's the same for everyone who visits—there's just one version at any given time. When you update your learner record, the new version will replace the

previous version, and moving forward all visitors will see the new version. If you shared your learner record link with someone in the past and that person uses the link after you make changes, they will see the updated version.

Q: I see the option to make my learner record public. What does “public” mean?

A: When you turn on the **Public** toggle, anyone who has the link can view your learner record. If the toggle is off, no one can view it. Your learner record will not appear in Internet search results.

Q: Where do I find the link I can use to share my learner record?

A: On the learner record page, turn on the **Public** toggle, then click the **Share** button.

Q: Can I see how my learner record will display for others?

A: Yes. To view the public version of your learner record, turn on the **Public** toggle. Click **Share**. Copy the link, then enter the link in a new window or tab of your Internet browser.

Q: How does the learner record relate to the overview on the Learner dashboard?

A: The learner record page includes some of the information from the Learner Dashboard – specifically, your pathways, the badges you’ve earned on those pathways, and any badges you have earned that are not part of a pathway. You can select which of these to include in the learner record you share.

Q: What is a milestone badge?

A: Milestone badges represent the achievement of important parts of a journey through the pathway, such as mastery of a competency or completion of a section of a learning program.

How do I incorporate Talent Neuron skills in badges?

Parchment Digital Badges has partnered with [Talent Neuron](#) to display skills that lead to a successful career or promotion directly from your learner's badge award. When you issue badges with a Parchment Digital Badges issuer, you can link your badges with skills that connect to job market data when those badges are viewed or shared.

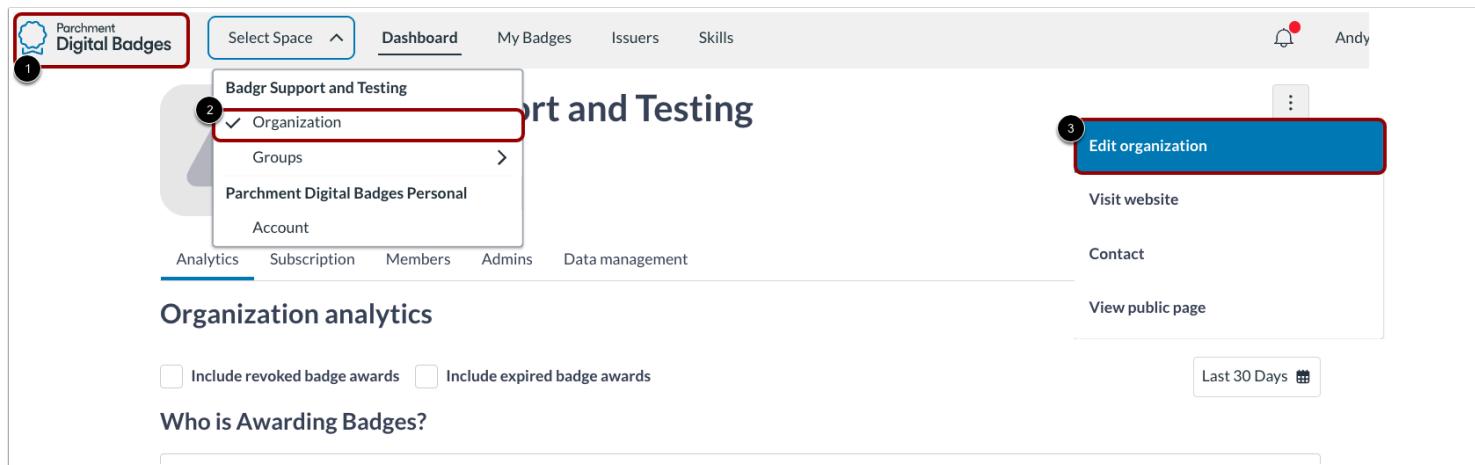
- Parchment Digital Badges uses Talent Neuron as the default skills taxonomy for alignment to competencies. Parchment Badges customers can continue to use Lightcast or other custom skill frameworks using the Flexible Skills option.
- Along with skills alignment, this integration provides robust market insights on in-demand skills, geographic locations where those skills are needed, and available job opportunities for Parchment Badges users.
- Badging programs can take advantage of this vast skill library to highlight their programs and empower learners in their fields.
- With growing interest in non-degree and skills-focused training programs, this powerful combination of solutions will enable the design of high quality, stackable programs designed to upskill and reskill workers by combining online certificates, industry certifications, apprenticeships and micro-badges.

Why should I include Talent Neuron skills in my badge?

When you award a badge, recipients will be able to view the specific skill the badge represents. This information will be locked in the badge's metadata.

- When viewed, the skill will link to a skill page displaying data for the job market for that skill
- Organizations outside the U.S., U.K., and Canada can choose to link to job market data provided by Indeed in their country

Edit Organization



1 Parchment Digital Badges

2 Select Space ▾

Badgr Support and Testing

✓ Organization

Groups >

Parchment Digital Badges Personal

Account

3 Edit organization

Visit website

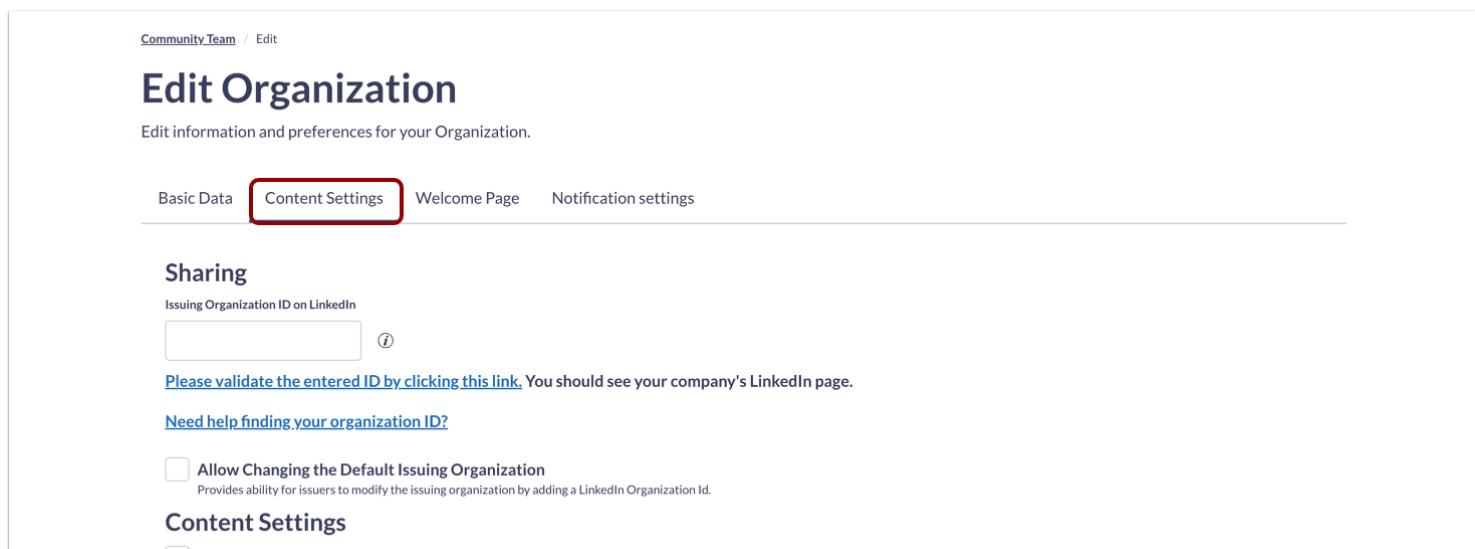
Contact

View public page

Last 30 Days

Any skills previously associated with Lightcast are migrated to the Talent Neuron taxonomy. This feature is available to all subscribers of Parchment Digital Badges. The skill option must be enabled at the organization level to be used when creating or editing badges. To access this, login to Parchment Digital Badges, select the **Parchment Digital Badges logo** [1]. Select **Organization** from the drop-down menu [2]. Then, click **Edit organization** [3].

Enable skill option from the organization page



Community Team / Edit

Edit Organization

Edit information and preferences for your Organization.

Basic Data Content Settings Welcome Page Notification settings

Sharing

Issuing Organization ID on LinkedIn

Please validate the entered ID by clicking this link. You should see your company's LinkedIn page.

Need help finding your organization ID?

Allow Changing the Default Issuing Organization

Provides ability for issuers to modify the issuing organization by adding a LinkedIn Organization Id.

Content Settings

In the Edit organization page, select the **Content settings** tab.

Skills Library Connection

When you connect to a library, staff can add skills to a badge to indicate which skills a learner has demonstrated to earn the badge.

- None** *
Staff can't add skills to badges.
- 1** **Flexible Skills** *
Staff can create and manage their own custom skill frameworks.
- Open Skills Management Toolset (OSMT)** *
Staff can add skills from your organization's OSMT skills library.
- 2** **Default Taxonomy** *
Staff can add skills using our Talent Neuron integration.

Skill Link Configuration

When staff add skills to badges, learners can click a link to be redirected to additional resources.

- Use Default Link**
Use the default link provided by the selected skill library
- Link to Indeed**
Link skills to a regional job search on Indeed.com

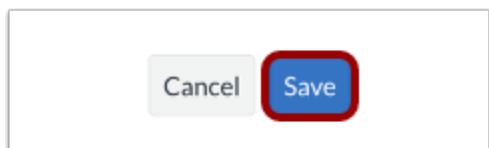
Badge extensions

You can choose to use extensions with your Badges, providing additional functionality.

- Enable additional details**
Give additional details on how the badge is earned. Or give resources that help the learner in their journey to earn it.
- Require additional details**
Require that additional details be provided when creating or editing badges.
- Enable questions and grading**
Provide details of the assessments associated with badges
- Require questions and grading**
Require that questions and grading be present when creating or editing badges.

To use other preferred taxonomies, select the **Flexible Skills** option [1]. To select the default taxonomy, select the **Default Taxonomy** option [2].

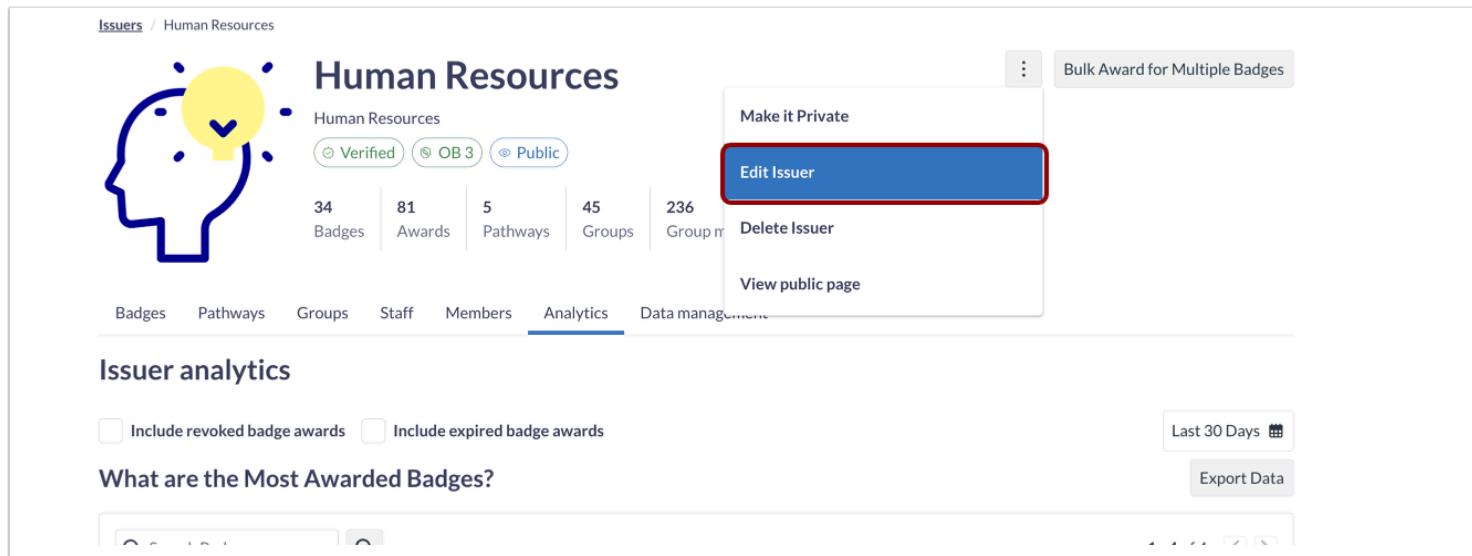
Save Changes

A dialog box with two buttons: 'Cancel' and 'Save'. The 'Save' button is highlighted with a red border.

Cancel **Save**

To apply changes, click the **Save** button.

Confirm Skill Taxonomy on Issuer



Issuers / Human Resources

Human Resources

Human Resources

(Verified) (OB 3) (Public)

34 Badges 81 Awards 5 Pathways 45 Groups 236 Group members

Badges Pathways Groups Staff Members **Analytics** Data management

Make it Private

Edit Issuer

Delete Issuer

View public page

Issuer analytics

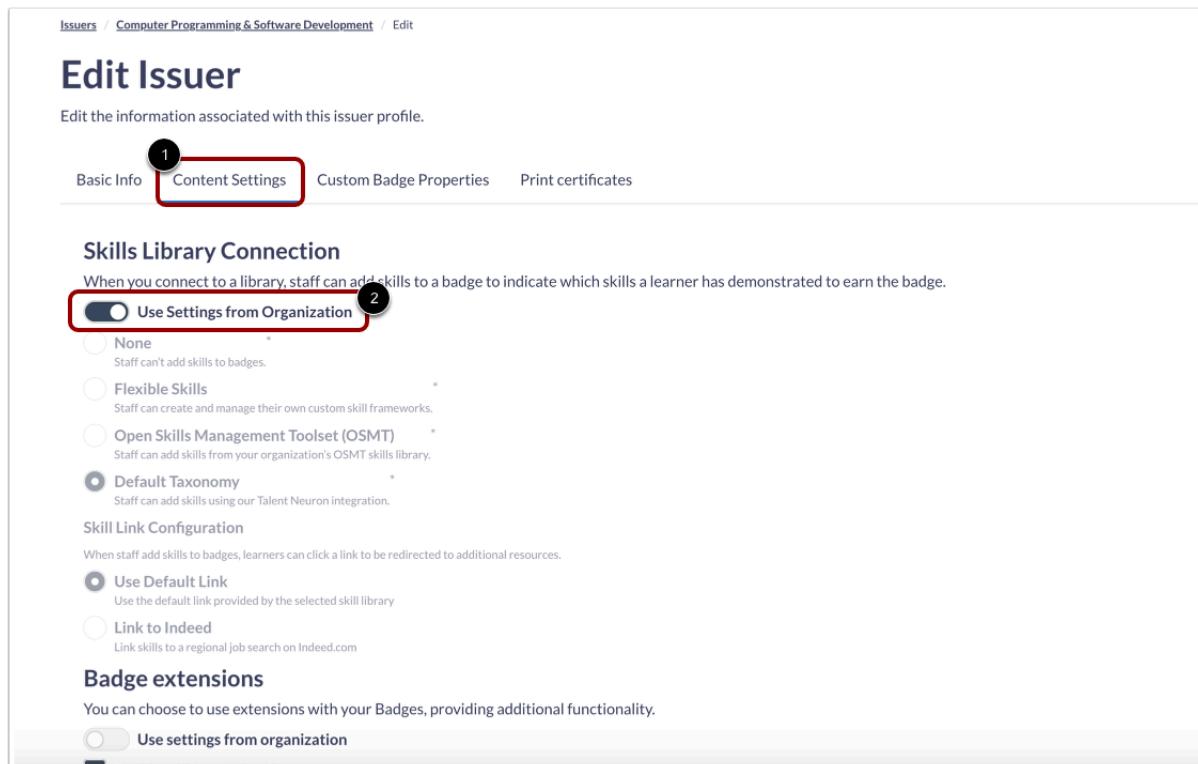
Include revoked badge awards Include expired badge awards

Last 30 Days 

What are the Most Awarded Badges?

Export Data

In the Issuers page, click the **Edit Issuer** link.



Issuers / Computer Programming & Software Development / Edit

Edit Issuer

Edit the information associated with this issuer profile.

Basic Info Content Settings Custom Badge Properties Print certificates

Skills Library Connection

When you connect to a library, staff can add skills to a badge to indicate which skills a learner has demonstrated to earn the badge.

Use Settings from Organization

None Staff can't add skills to badges.

Flexible Skills Staff can create and manage their own custom skill frameworks.

Open Skills Management Toolset (OSMT) Staff can add skills from your organization's OSMT skills library.

Default Taxonomy Staff can add skills using our Talent Neuron integration.

Skill Link Configuration

When staff add skills to badges, learners can click a link to be redirected to additional resources.

Use Default Link Use the default link provided by the selected skill library

Link to Indeed Link skills to a regional job search on Indeed.com

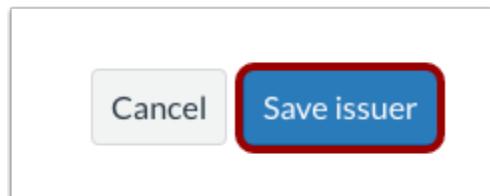
Badge extensions

You can choose to use extensions with your Badges, providing additional functionality.

Use settings from organization

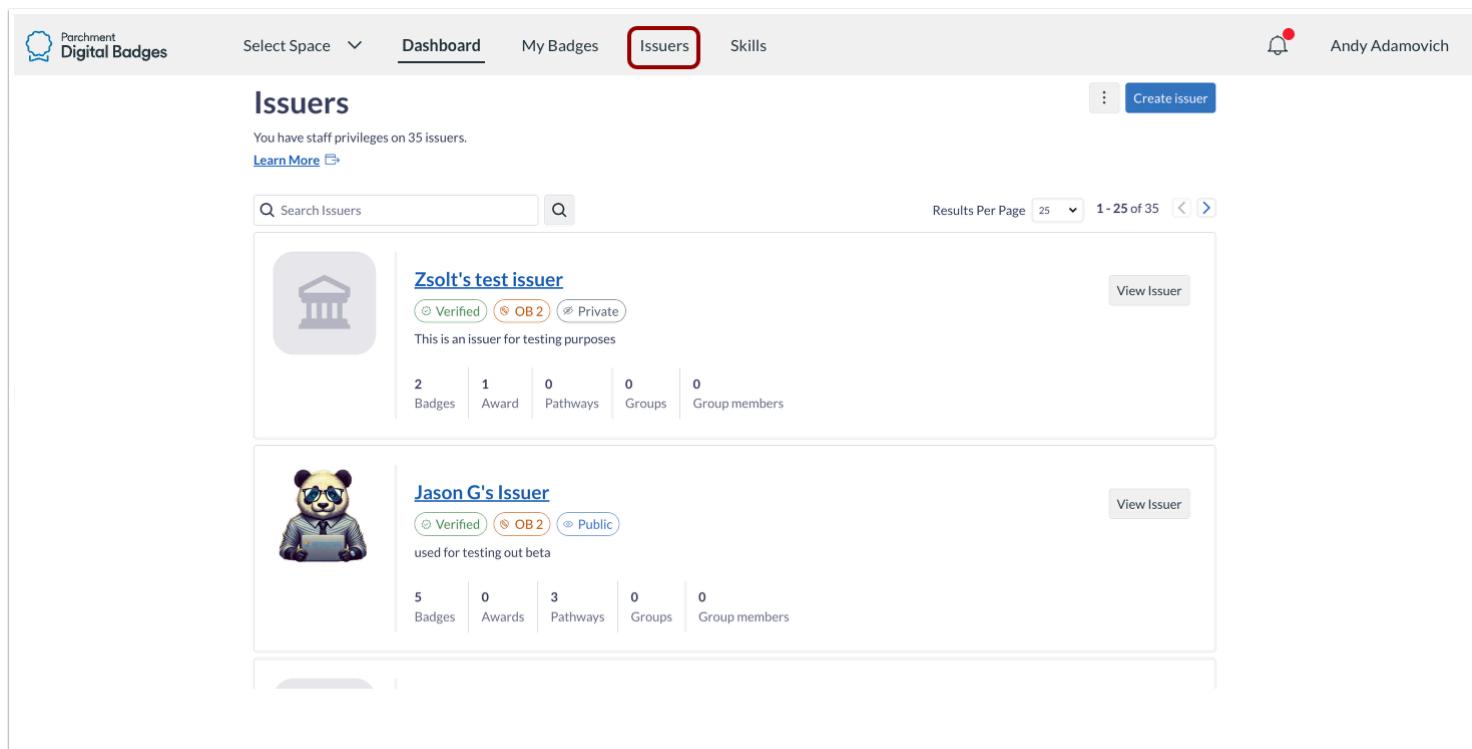
Click the **Content Settings** tab [1]. The **Use Settings from Organization** is enabled by default [2]. To customize the settings, toggle this off and select one of the available options.

Save Issuer



Click the **Save issuer** button.

Select Issuer



Issuer	Verified	OB 2	Private	Badges	Awards	Pathways	Groups	Group members
Zsolt's test issuer	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	2	1	0	0	0
Jason G's Issuer	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	5	0	3	0	0

Click the **Issuers** tab and select the issuer you would like your badge to be awarded from.

[Issuers](#) / Zsolt's test issuer

Zsolt's test issuer

This is an issuer for testing purposes

Verified OB 2 Private

2 Badges	1 Award	0 Pathways	0 Groups	0 Group members
----------	---------	------------	----------	-----------------

[Badges](#) [Pathways](#) [Groups](#) [Staff](#) [Members](#) [Analytics](#) [Data management](#)

[Create badge](#)

Issuer badges

Search Issuer Badges

Show active Show archived

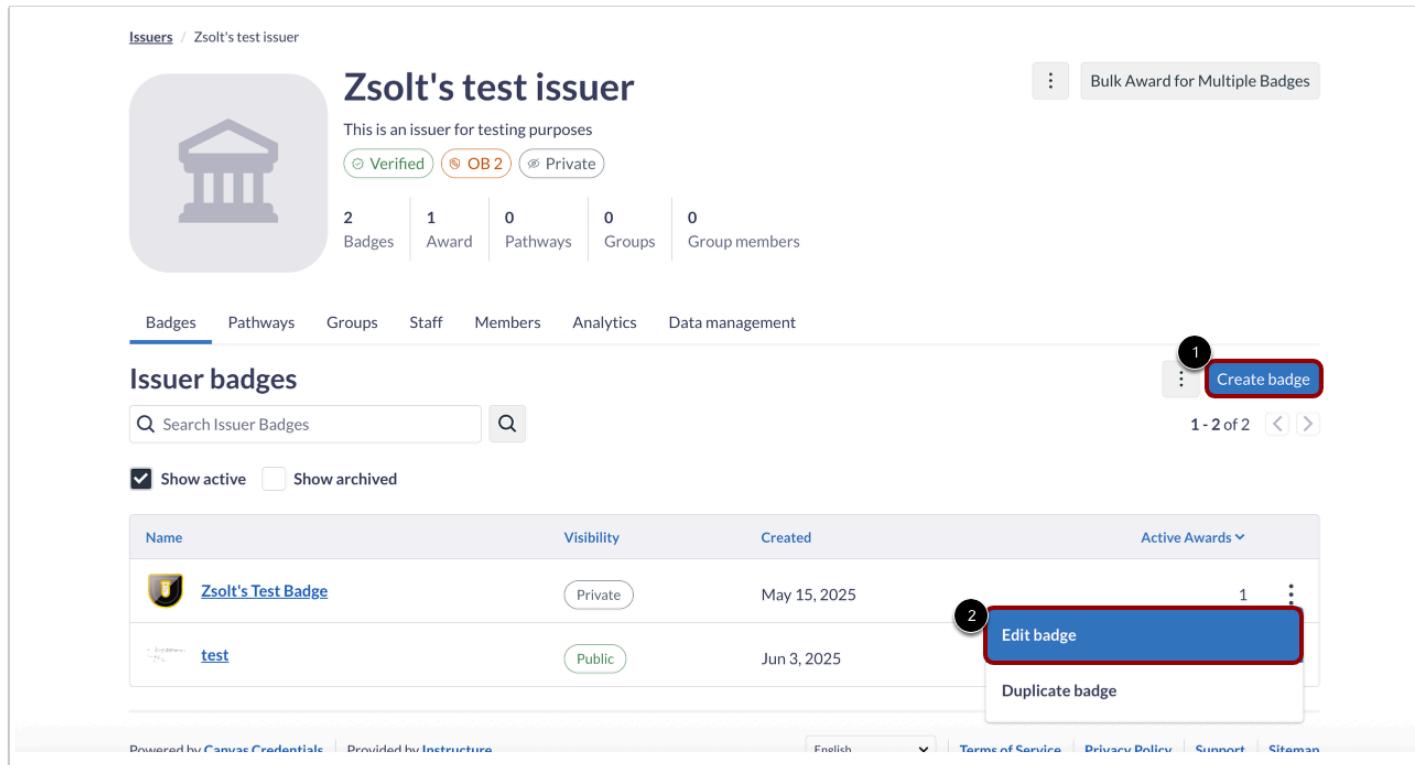
Name	Visibility	Created	Active Awards
 Zsolt's Test Badge	Private	May 15, 2025	1 
 test	Public	Jun 3, 2025	Edit badge Duplicate badge 

Powered by [Canvas Credentials](#) | Provided by [Instructure](#)

Fenolich  [Terms of Service](#) [Privacy Policy](#) [Support](#) [Sitemap](#)

Click the **Badges** tab.

Create Badge



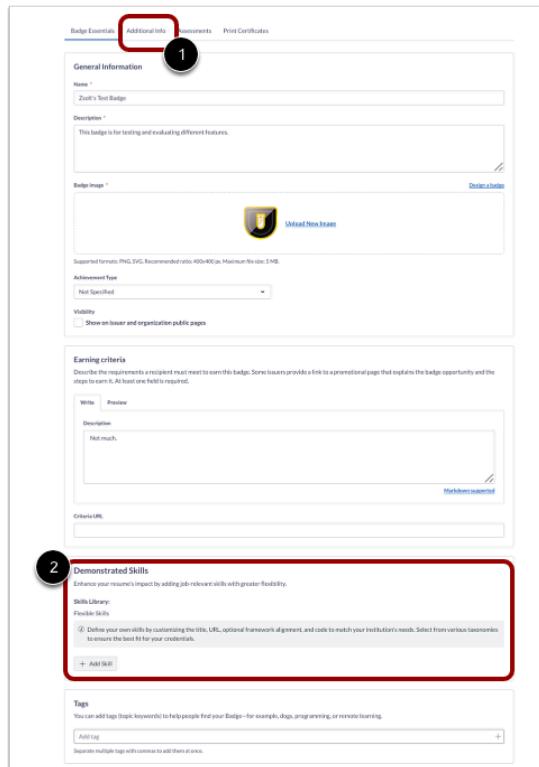
The screenshot shows the 'Create Badge' page for 'Zsolt's test issuer'. The page includes a sidebar with navigation links: Badges (selected), Pathways, Groups, Staff, Members, Analytics, and Data management. The main content area displays 'Issuer badges' with a search bar and filters for 'Show active' (checked) and 'Show archived'. Two badges are listed: 'Zsolt's Test Badge' (Private, May 15, 2025) and 'test' (Public, Jun 3, 2025). A context menu is open over the 'test' badge, with the 'Edit badge' option highlighted in red. Other menu items include 'Duplicate badge' and a three-dot ellipsis. The top right of the page has a 'Bulk Award for Multiple Badges' button.

Name	Visibility	Created	Active Awards
Zsolt's Test Badge	Private	May 15, 2025	1
test	Public	Jun 3, 2025	...

Click the **Create badge** button [1] or select an existing badge you wish to edit and click the **Edit Badge** link [2].

To learn more about badge creation, see our article on [creating badges](#).

Add Demonstrated Skills



1

General Information

Name: Zolt's Test Badge

Description: This badge is for testing and evaluating different features.

Badge Image:  Upload New Image

Supported Formats: PNG, SVG. Recommended ratio: 400x400px. Maximum file size: 5 MB.

Achievement Type: Not Specified

Visibility: Show on Issuer and organization public pages

Earning criteria

Write: Preview

Description: Not much.

Criteria URL: [Mark this as complete](#)

2

Demonstrated Skills

Enhance your resource's impact by adding job-relevant skills with greater flexibility.

Skills Library

Flexible Skills

Define your own skills by customizing the title, URL, optional framework alignment, and code to match your institution's needs. Select from various taxonomies to ensure the best fit for your credentials.

+ Add Skill

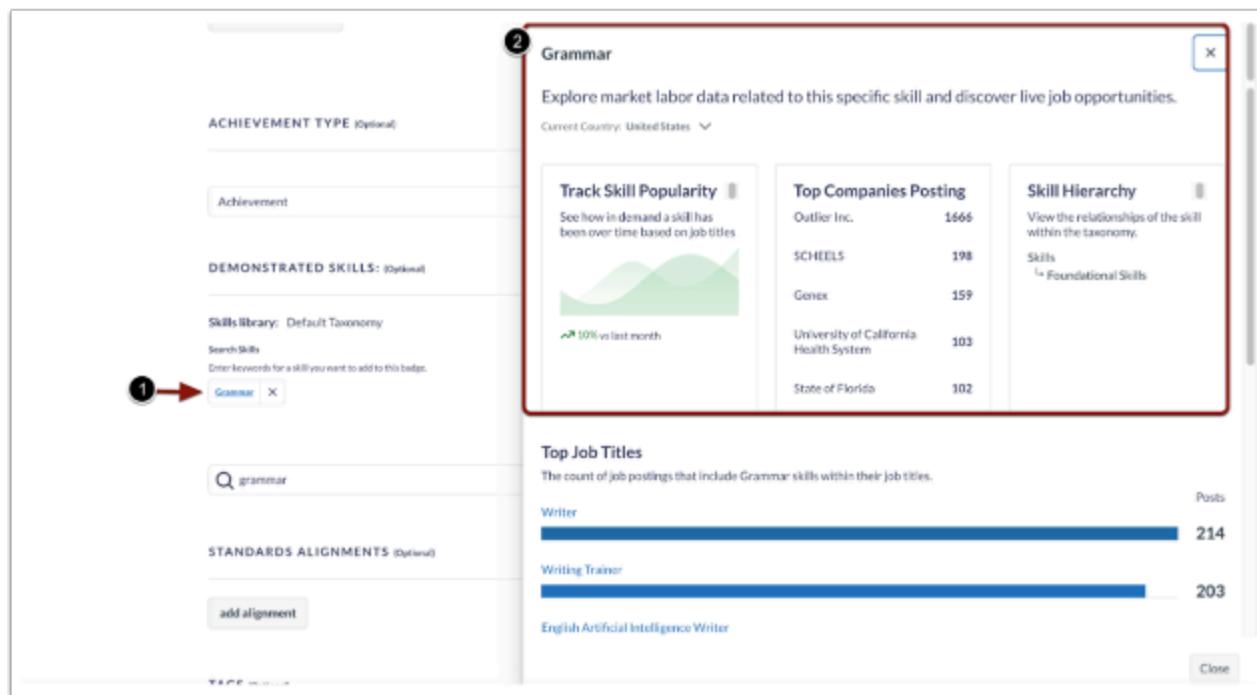
Tags

You can add tags (topic, keywords) to help people find your Badge—for example, dogs, programming, or remote learning.

Add Tag

Separate multiple tags with commas to add them at once.

To add a skill using the default Taxonomy, click the **Additional Info** tab [1]. Enter the skill(s) you wish to represent with this badge award [2]. You will see suggestions auto-populate based on your entered criteria. Select the most appropriate suggestion to add it to your badge.



The screenshot shows a digital badge creation interface. On the left, there are sections for 'ACHIEVEMENT TYPE (Optional)', 'DEMONSTRATED SKILLS: (Optional)', and 'STANDARDS ALIGNMENTS (Optional)'. In the 'DEMONSTRATED SKILLS' section, a search bar contains 'grammar' and a button labeled 'Grammar' with a red arrow pointing to it [1]. A large, semi-transparent overlay tray [2] is centered over the interface, containing information about the 'Grammar' skill. The tray includes a title 'Grammar', a description 'Explore market labor data related to this specific skill and discover live job opportunities.', a dropdown for 'Current Country: United States', and three main sections: 'Track Skill Popularity' (a line chart showing a 10% increase vs last month), 'Top Companies Posting' (a list with Outlier Inc. at 1666 posts), and 'Skill Hierarchy' (a link to view relationships). Below the tray, there is a 'Top Job Titles' section with a bar chart showing 'Writer' with 214 posts and 'Writing Trainer' with 203 posts, along with a link to 'English Artificial Intelligence Writer'. A 'Close' button is visible in the bottom right corner of the tray.

To view details about a selected skill, click the skill link [1]. A tray displays market labor data and live job opportunities related to this skill [2].

Add Skills

TO ADD A SKILL, PLEASE FILL IN THE FORM BELOW.

Skill 1

Name *

URL *

Short Description

[Show advanced options](#)

[Add another skill](#)

STANDARDS ALIGNMENTS (Optional)

[add alignment](#)

What are standards alignments?
You can align a badge to published educational standards. Selected alignments display with the badge before and after it is awarded to describe the learning it represents.

TAGS (Optional)

[Add tag](#)

What are tags?
Add tags (topic keywords) to help people find your Badge – for example, dogs, programming, or remote learning.

EXPIRATION

Does not expire
Awards of this badge will not expire by default.

Automatically expires
Awards of this badge will expire after the given period of time.

Enter the skill(s) you wish to represent with this badge award. You will see suggestions auto-populate based on your entered criteria. Select the most appropriate suggestion to add it to your badge.

View Skills page

In the Parchment Digital Badges Navigation, click the **Skills** tab [1]. To view skills aligned with badges, click the **Organization Skills** tab [2]. To view TalentNeuron Skills, click the **Default Taxonomy Skills** tab [3]. Entries with the same alignment code are grouped as a single card and use the most recently used name. Entries with no alignment code appear separately.

In the search field [4], admins and issuers can enter a name or keyword to locate specific skills. To sort Organizational and TalentNeuron skills, click the **Filter** drop-down menu [5]. Organizational Skills can be sorted by recent badge use, alphabetical order, or usage frequency, while TalentNeuron Skills can be sorted alphabetically [6].

To change skill visibility, click the **Options** icon [7]. To hide the skills from the public page, click the **Make it Private** link [8]. To view Organizational Skills on the organizations public page, click the **View Public Page** link [9].

Explore the comprehensive directory of skills, showcasing development, and talent management. Browse, search, and

Private

Organization Skills Default Taxonomy Skills

Search... Taxonomy: TalentN

32 skills listed

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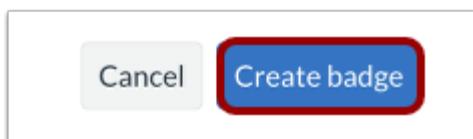
100409

100410</p

Click a **Talent Neuron skill card** [1] to open the **Skill Tray** for metadata and usage [2].

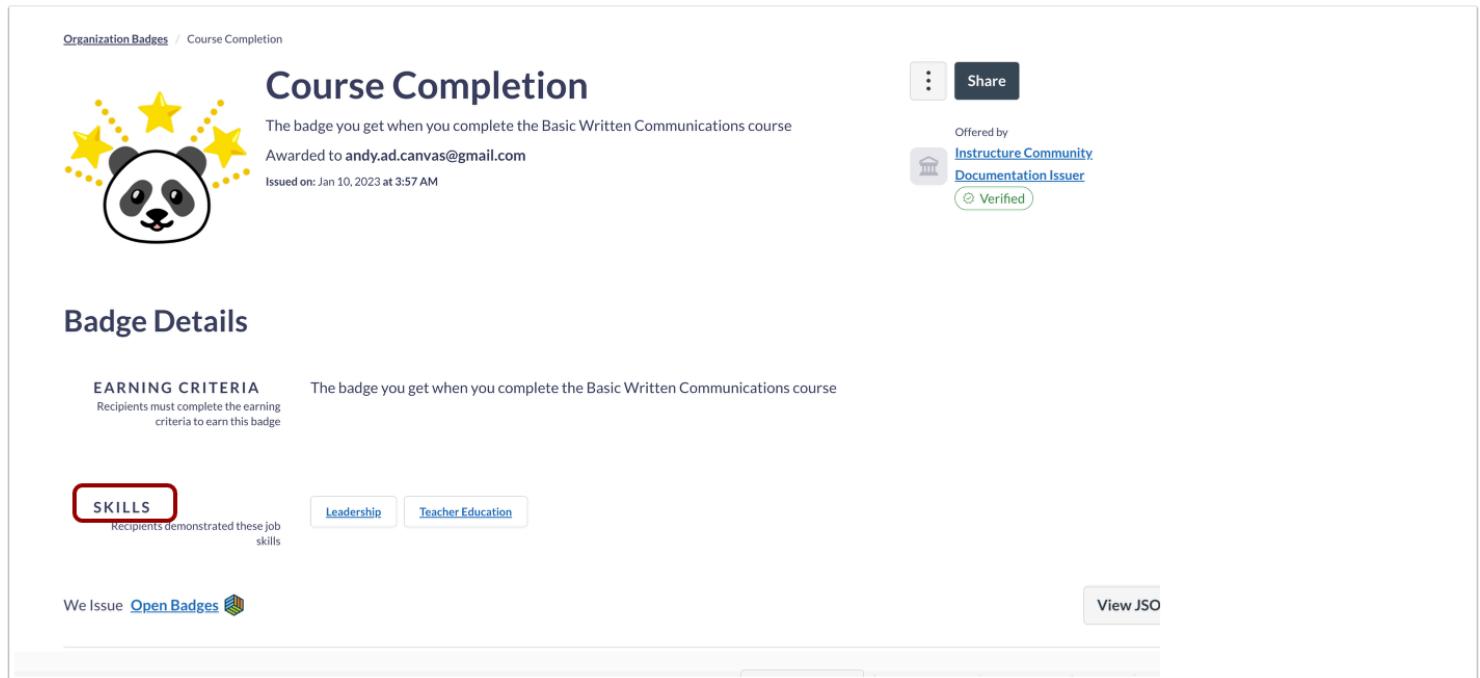
Note: Flexible skills use a grouping logic in which entries that share the same alignment code are combined into a single card and display the most recently used name. Entries that do not have an alignment code appear as separate cards.

Complete Badge Creation



To complete the badge creation, click **Create badge**.

View skills on the badge's public page



Organization Badges / Course Completion

Course Completion

The badge you get when you complete the Basic Written Communications course

Awarded to andy.ad.canvas@gmail.com

Issued on: Jan 10, 2023 at 3:57 AM

Offered by

Instructure Community Documentation Issuer

Verified

SKILLS
Recipients demonstrated these job skills

Leadership Teacher Education

We Issue [Open Badges](#)

[View JSO](#)

On the badges public page, the skills associated with the badge will be displayed in the **Skills** section.

Select Space ▾ Dashboard My Record **General Manager Jobs** X

Organization Badges Course Completion

Course Com

The badge you get when you complete a course

Awarded to andy.ad.canvas@...

Issued on: Jan 10, 2023 at 3:57 AM

Badge Details

EARNING CRITERIA
Recipients must complete the earning criteria to earn this badge

The badge you get when you complete a course

SKILLS Leadership Teach...

Recipients demonstrated these job skills

We Issue [Open Badges](#) 

0 Mar Apr May Jun Jul Aug Sep Oct Nov Dec Jan Feb Mar

Period

Live Job Postings

Search...

Job Title ▾	Est. Salary ▾	Location ▾	
Future Opening: General Manager Firehouse Subs	\$50,000	Kansas City	Apply [2]
Future Opening: General Manager Firehouse Subs	\$45,000	Grand Forks	Apply
General Manager Domino's	\$56,482	Beverly	Apply
General Manager McDonald's	\$48,515	North Little Rock	Apply
General Manager McDonald's	\$46,305	Pine Bluff	Apply
General Manager McDonald's	\$52,183	Conway	Apply

1 2

Close

To open the webpage displaying data about the skill and the jobs related to it, click the **Skills** link [1] associated with the Badge. To Apply to the job posting, click the **Apply** button [2].

REPORTS TO: Owner/Franchisee

[Apply with Indeed](#)

POSITION SUMMARY STATEMENT:

This position is fully accountable for the profitable operation of a Firehouse Subs® Restaurant while adhering to all company guidelines and regulations.

PRINCIPLE ACCOUNTABILITIES:

- Ensure the restaurant is in full compliance to all local, state and federal regulations to include health regulations, hour and wage regulations, age restrictions, fair employment practices, ADA, OSHA and any other appropriate regulations required for the legal operation of the business.
- Ensure knowledge, adherence and enforcement of all Firehouse Subs® Policies and Procedures.
- Providing leadership to the restaurant team to consistently meet standards of superior guest service, quality and cleanliness while embracing the Firehouse Subs® "culture" of a cheerful and fun work environment and Firehouse Subs® beliefs and values to adhere to and grow the mission and vision.
- Ensures the profitability of business by operating within established guidelines and requirements for food cost, labor, controllable, utilities and sales growth.
- Coordinate and implement current operations game plans and company initiatives in a profitable and timely manner.
- Accountable for the proper staffing of the restaurant with qualified personnel and employees who are trained and developed properly.

First Name*

Last Name*

Email*

Phone*

YES, TEXT ME!

I want to get text messages for this job from Firehouse Subs at Ward Parkway Mall.



In regions outside the US, UK and Canada, job data may be linked on career boards.



Badge assessments and questions

The Parchment Digital Badges badge assessment and question extension allows users to directly incorporate rubrics into their badging program. By initially designing the assessment when designing the badge, all issuers will be able to grade badge earners on the same criteria when the badge is awarded.

Enabling the feature

This feature can be enabled at an organization level or issuer level.

To enable on the organization level, [edit your organization](#) and select **Content settings** from the tab options. Scroll down to **Badge extensions** and check **Enable questions and grading**. Users also have the option of requiring this on every badge that is created or edited going forward.

To enable or disable the feature on a single issuer, [select the issuer](#) you wish to enable the feature on and edit the issuer. Then select **Content settings** from the tab options and scroll down to **Badge extensions**. From here, the user can select the toggle button labeled **Use settings from organization** to use the organization's settings or turn them off and set specialized settings for the individual issuer.

Badge Extensions

You can choose to use extensions with your Badges, providing additional functionality.



Use Settings from Organization



Enable Additional Details

Give additional details on how the badge is earned. Or give resources that help the learner in their journey to earn it.



Enable Questions and Grading

Provide details of the assessments associated with badges



Require Questions and Grading

Require that questions and grading be present when creating or editing badges.

Creating an assessment extension

Once the feature is enabled, users can either select an existing badge or create a new one on which to add an assessment extension. From the create or edit badge pages, select the **Assessment extension** option from the tabs. Assessments can be as simplistic or complex as the user desires and often form "Assessment trees"

that have repeating sections that can be combined in unique patterns. First is the assessment description which describes how assessments will be used in the awarding of the badge.

Next users will create the first assessment which will include a description of what the assessment will be, the type of assessment, any output from it (grade, presentation, etc.) and how it will be evaluated.

ASSESSMENT 1 Remove

Assessment Description *

Exam
Performance
 Artifact

Assessment Output *
This field provides additional details about the assessment type.

Written responses and artifacts to demonstrate competence

Evaluation Method *
Information about how the assessment is scored. What do the scores represent in a range of scores? If a rubric was used, what are the score ranges for each criteria?

Rubric-based assessment of work samples

Different sections can be added within the assessment to make it more comprehensive. A section is fairly simple and only requires a title. Optional fields include a description, a required checkbox and a customizable rubric.

Section 1

[Remove](#)

Title *

The name of the section.

Description

A short description of the section.

Required

Indicates whether this section is required to be completed. If not required, no questions in this section should be considered required.

Include Section Rubric



Include Section Rubric

QUALITY	DESCRIPTION
<p>↑ ↓</p> <p>Inadequate</p>	<p>Remove</p>
<p>↑ ↓</p> <p>Adequate</p>	<p>Remove</p>
<p>↑ ↓</p> <p> </p>	<p>Remove</p>
Add Criterion Level	

Each section can also include questions that can help to specify the grading criteria. Questions can take multiple forms and can have optional word and character limits on them. Questions also include an optional rubric like the section rubric.

Question 1 [Remove](#)

External Question
 File Question
 Text Question

Text *
The actual text of the question that should be presented to the assessment subject

Required
Indicates whether this question is required to be completed.

Word Limit

Character Limit

Include Question Rubric

Sample assessment tree

Assessment Description

Assessment 1

Section 1

Question 1

Section 2

Question 1

Question 2

Assessment 2

Section 1

Advanced options

If users are looking for some additional options to add to their assessments, the **Advanced options** checkbox on the right menu pane can be enabled. For assessments, there are some additional sections around group participation/evaluation and sample assessments or scoring methods.

<input type="checkbox"/> Has Group Participation Completing the assessment activity being referenced requires two or more participants.
<input type="checkbox"/> Has Group Evaluation Participants in the assessment activity being referenced are scored as a group.
Assessment Example An example based on the assessment type. <div style="border: 1px solid #ccc; height: 100px; width: 100%;"></div>
Scoring Method Example Description The text of an example of the method or tool used to score the assessment. <div style="border: 1px solid #ccc; height: 100px; width: 100%;"></div>
Assessment Evaluation Link to studies or other information about research or calculations of reliability and validity for the assessment or the scoring methods. <div style="border: 1px solid #ccc; height: 100px; width: 100%;"></div>

Additionally, for questions, users have the option to add additional criteria and reference URLs.

Include Section Rubric

Title
The name of the Rubric
Untitled Rubric

Case URI
An unambiguous reference to this item using a network-resolvable URI that serves CASE-compliant data.

Criterion 1

Description
A human readable description of the criterion

Category
A textual label for category by which criteria may be grouped.

Case Uri
An unambiguous reference to this item using a network-resolvable URI that serves CASE-compliant data.

Weight

Criterion Levels:

Is Parchment Digital Badges available in my language?



We are currently able to translate the Parchment Digital Badges app into Spanish, Italian, French, German, Japanese, Portuguese, Arabic, and Dutch.

We offer additional languages. [Contact the Parchment Digital Badges Team](#) if you need one added. This feature is powered by Google machine translation.



Enable Localization with Parchment Digital Badges

Follow these simple steps to enable localization on your organization's Parchment Digital Badges account.

1. [Contact support](#) to have the Parchment Digital Badges Team enable these settings for your organization.
2. Once enabled, simply scroll to the bottom of the page and find the dropdown menu in the footer.
3. Any user in the organization may select the language of their choice.
4. Once a new language is selected, the interface menus and text update to the chosen language.

Additional badge details

Parchment Digital Badges subscribers can now enable the option to add additional details when creating a badge. By editing your [organization](#) settings, organization admins can turn on the setting for badge extensions.

Badge extensions

You can choose to use extensions with your Badges, providing additional functionality.

Enable additional details

Give additional details on how the badge is earned. Or give resources that help the learner in their journey to earn it.

Require additional details

Require that additional details be provided when creating or editing badges.

Enable questions and grading

Provide details of the assessments associated with badges

Require questions and grading

Require that questions and grading be present when creating or editing badges.

ADDITIONAL DETAILS (Optional)

Additional detail 1 [Remove](#)

Title *

[Write](#) [Preview](#)

Description

[Markdown supported](#)

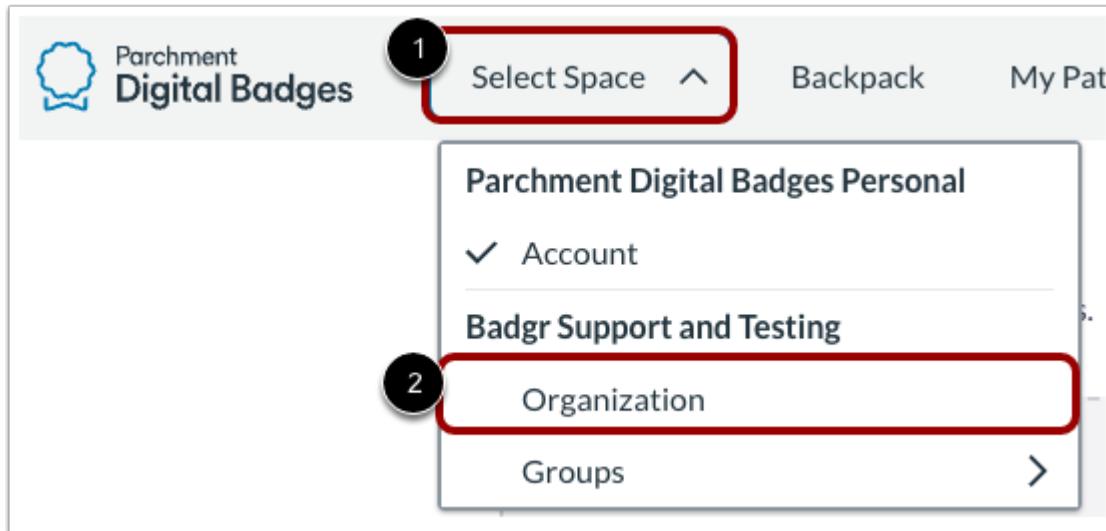
[Add additional detail](#)

Once enabled, badge creators will see this optional section when [creating badges](#). Additional details can be added to each badge. These details will be listed by the title entered during their creation and will appear on the badge with the other badge information.

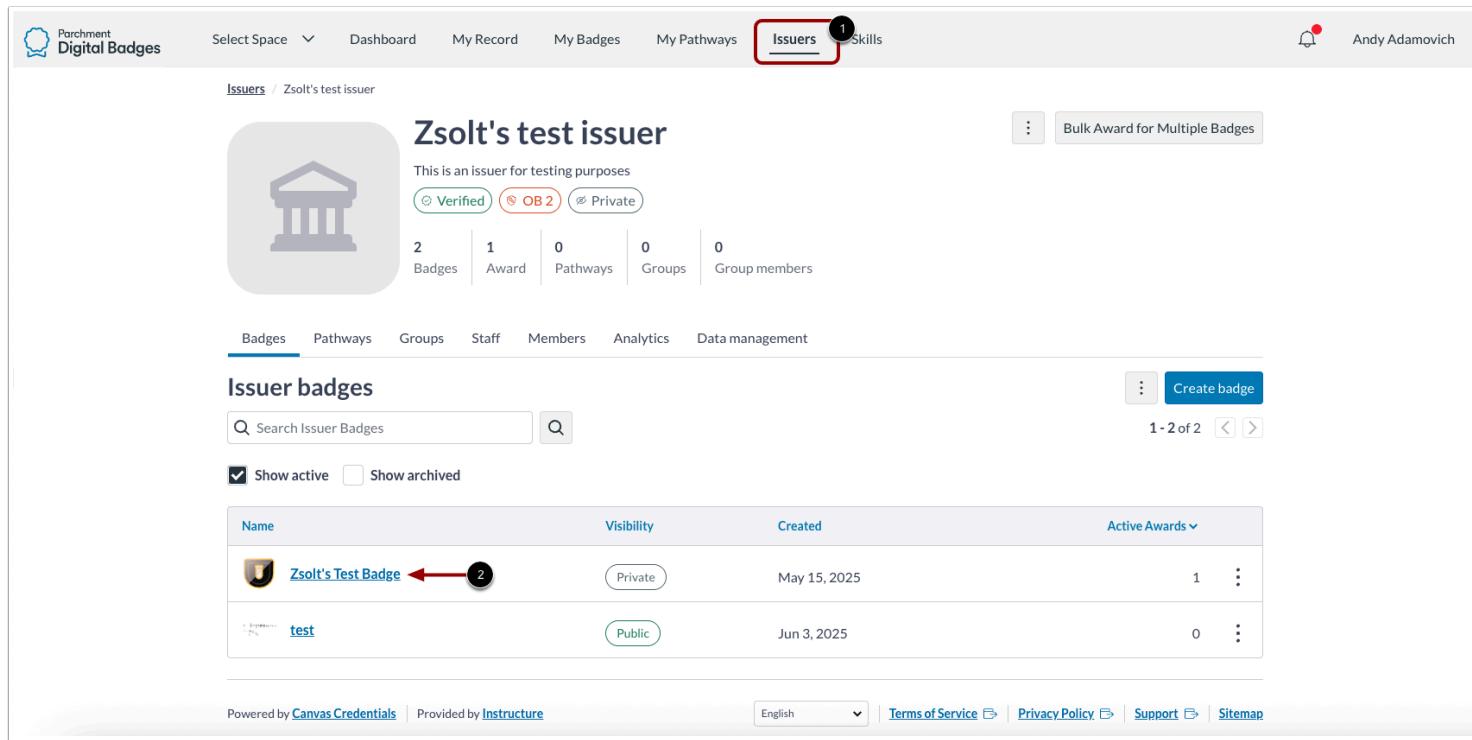
Awarding and claiming a badge using QR and claim codes

QR and claim codes are a feature of Parchment Digital Badges. Users may award badges with a URL and claim code or a scannable QR code.

Creating a claim code



While signed in to your Parchment Digital Badges account, click the **Select Space** drop-down menu [1] and click the **Organization** link [2].



Issuers / Zsolt's test issuer

Zsolt's test issuer

This is an issuer for testing purposes

Verified OB 2 Private

2 Badges | 1 Award | 0 Pathways | 0 Groups | 0 Group members

Badges Pathways Groups Staff Members Analytics Data management

Issuer badges

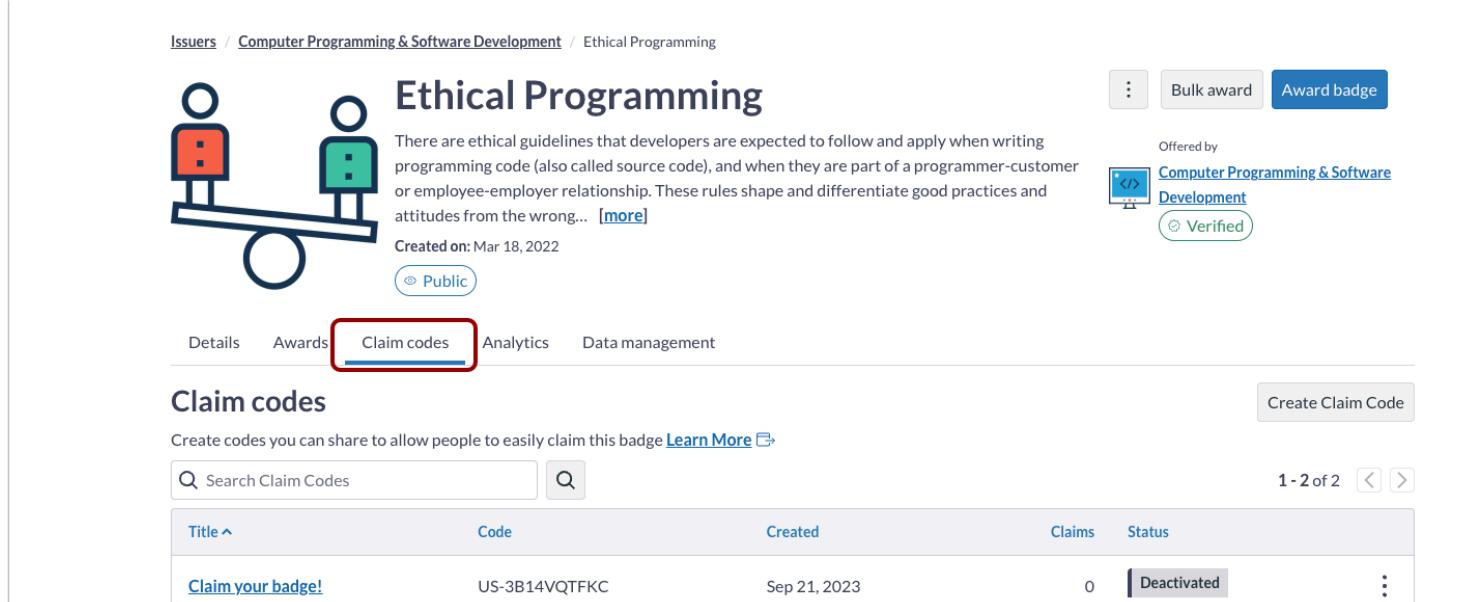
Search Issuer Badges

Show active Show archived

Name	Visibility	Created	Active Awards
Zsolt's Test Badge 	Private	May 15, 2025	1 
test	Public	Jun 3, 2025	0 

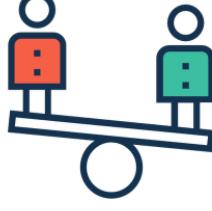
Powered by [Canvas Credentials](#) | Provided by [Instructure](#) English | [Terms of Service](#) | [Privacy Policy](#) | [Support](#) | [Sitemap](#)

Select an organization issuer from the **Issuers** tab [1], and select the badge for which you want to make a QR or claim code [2].



Issuers / Computer Programming & Software Development / Ethical Programming

Ethical Programming



There are ethical guidelines that developers are expected to follow and apply when writing programming code (also called source code), and when they are part of a programmer-customer or employee-employer relationship. These rules shape and differentiate good practices and attitudes from the wrong... [\[more\]](#)

Created on: Mar 18, 2022 

Details	Awards	Claim codes	Analytics	Data management

Claim codes

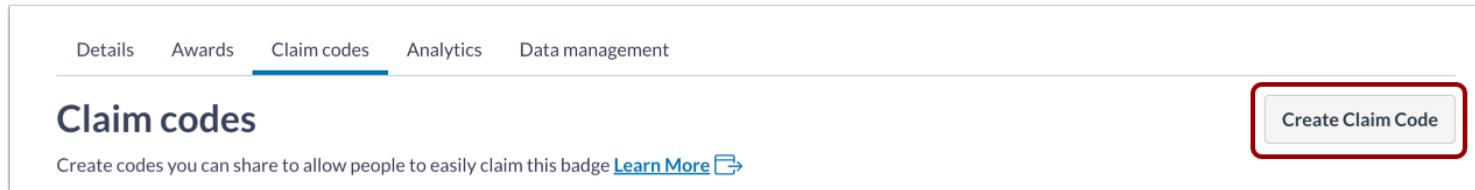
Create codes you can share to allow people to easily claim this badge [Learn More](#)

Search Claim Codes

1 - 2 of 2 

Title	Code	Created	Claims	Status
Claim your badge!	US-3B14VQTFKC	Sep 21, 2023	0	Deactivated 

Click the **Claim codes** tab.



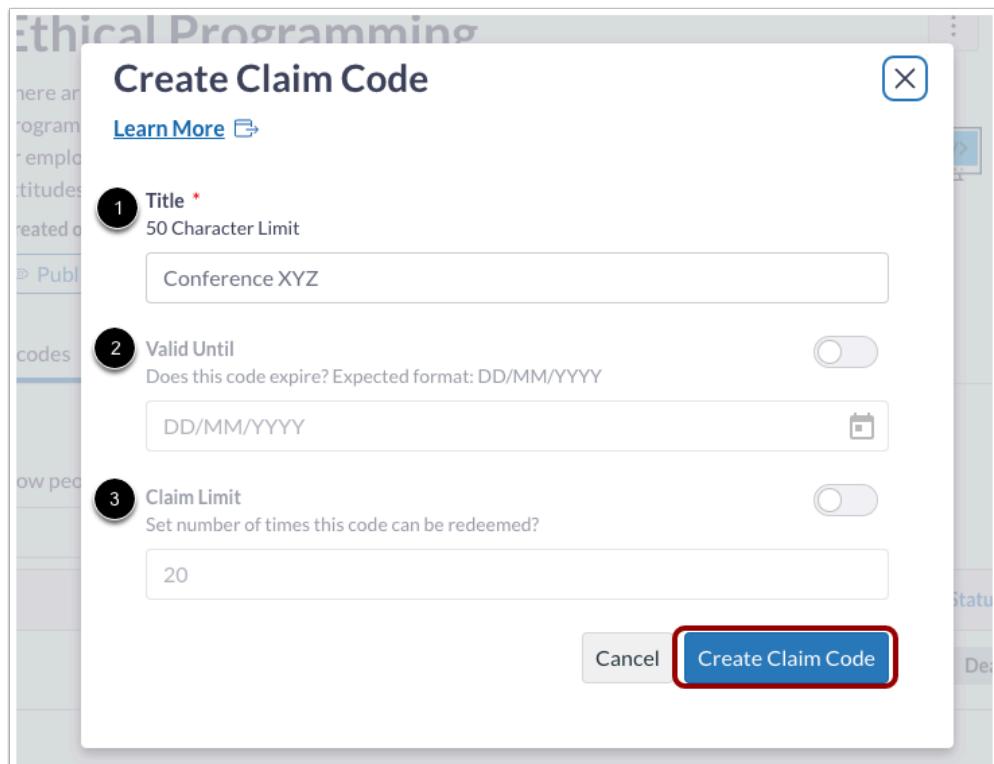
Details Awards **Claim codes** Analytics Data management

Claim codes

Create codes you can share to allow people to easily claim this badge [Learn More](#)

Create Claim Code

To add an expiration date or limit the number of times your badge can be claimed, click the **Create Claim Code** button.



Ethical Programming

Create Claim Code

[Learn More](#)

1 Title *
50 Character Limit
Conference XYZ

2 Valid Until
Does this code expire? Expected format: DD/MM/YYYY
DD/MM/YYYY

3 Claim Limit
Set number of times this code can be redeemed?
20

Create Claim Code

To create a claim code, enter the title of the code [1], validity date [2], and the claim limit [3]. Click the **Create Claim Code** button.

Claim Code: US-491WWB74P4 X

[Learn More](#) 

BWC Course Completion [Edit](#)
Valid Until: Feb 3, 2023 | Claim Limit: 10

Share Claim Code
Use the following options to allow recipients to claim your badge.

Share QR Code
Download this code for print or presentation purposes.



[Download](#)

Share URL
Download this code for print or presentation purposes.

<https://badgrsupportgroup.badgr.com/claim/US-491WWB74P4> [Copy](#)

Claim code is active [Done](#)

The claim code will appear on the **Claim code** tab. You can see under the **Status** column if the claim code is active or deactivated. To change the status, delete or edit the claim code, select the ellipses on the right to open the drop menu.

Details Awards **Claim codes** Analytics Data management

Claim codes

Create codes you can share to allow people to easily claim this badge [Learn More](#) 

Search Claim Codes

Title	Code	Created	Claimed	Valid Until	⋮
BWC Course Completion	US-491WWB74P4	Jan 9, 2023	0 of 10	Valid Until: Feb 3, 2023	

 Deactivate
 Edit
 Delete

Awarding a badge using a QR or claim code

Some android users may not be able to identify a QR code with their device's camera. You may wish to include the claim URL along with the QR code image when awarding badges. The claim code can be used in two different ways to award a badge.

1. *Claim URL*: When editing the QR code, you can copy the claim URL. Include this information near the QR code so users can enter the URL to claim their badge.
2. *Claim URL and Claim code*: Recipients may have difficulty copying the entire URL correctly. You can break this into two steps by directing users to your organization page's URL and add /claim (e.g., xeducation.badgr.com/claim). Once users enter this URL, they will be prompted to enter the 10 digit claim code.

If you are creating a document for an onsite badge award, your page may look something like this: Claiming a badge using QR or claim code

Professional Learning Team Development Day

Thank you for participating in our Team Development Day!

All participants have the opportunity to claim their Professional Learning badge. To Claim your badge, use your device's Camera to capture the QR code below.



If you are having difficulty claiming your badge using the QR code above, you can enter the Claim URL <https://badgreducation.demo.badgr.com/claim/US-H4TMWK7M2C> or:

1. Go to badgreducation.badgr.com/claim
2. Enter Claim Code: **US-H4TMWK7M2C**

To claim a badge using a QR code, users will need to scan the QR code with their phone. Once scanned, users will be taken to the specific claim page for that badge. There, users will be able to choose which email they would like the badge awarded to. If users are already signed in to their Parchment Badges account, a drop-down list will be available to choose one of their verified emails to award the badge to.

Claim codes

Badges can also be awarded using the claim code. Issuers may provide the claim code in one of two ways.

1. The issuer may only provide the 10 digit claim code to recipients. If you've received a 10 digit claim code, go to <https://badgr.com/claim> and enter the claim code provided by the issuer. If your issuer is on a different server than the U.S., you will need to use a different URL to claim your badge (Australia: <https://au.badgr.com/claim>, Europe: <https://eu.badgr.com/claim>, Canada: <https://ca.badgr.com/claim>).

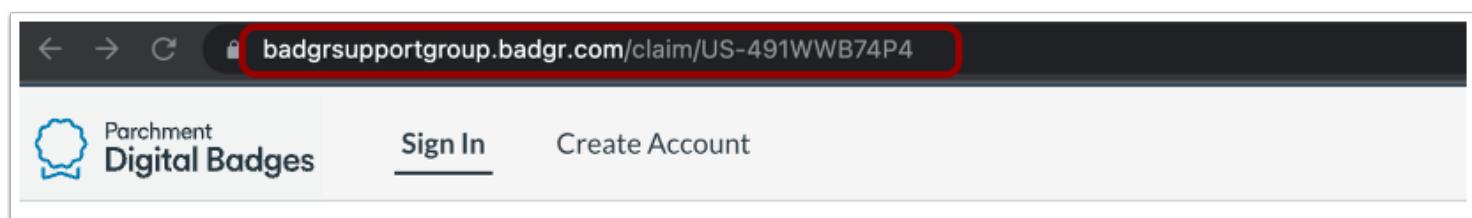
Claim a badge

Use your claim code to claim your badge.

Claim code *

[Cancel](#) [Claim badge](#)

1. The issuer may provide recipients with the badge's specific claim URL. This URL already contains the claim code and will open a badge claim page where users can enter their email address to claim their badge.



← → ⌛ badgrsupportgroup.badgr.com/claim/US-491WWB74P4

 Parchment
Digital Badges [Sign In](#) [Create Account](#)

If you've entered an incorrect claim code, you may receive an error message. If you encounter an error message when trying to claim a badge you believe you have earned, please contact your issuer for more information.

Claim code isn't valid

Check the code and try again



How do I manage achievement types?

The achievement type conveys the value of a badge and the effort required to earn it. Achievement types will display with other details when this badge is viewed.

Allow Achievement Type

Edit Organization

Edit information and preferences for your Organization.

Public Profile **Content Settings** Welcome Page

To enable the achievement type property, go to the **Content Settings** tab.

When staff add skills to badges, learners can click a link to be redirected to additional resources.

Use Default Link
Use the default link provided by the selected skill library

Link to Indeed
Link skills to a regional job search on Indeed.com

Badge extensions

You can choose to use extensions with your Badges, providing additional functionality.

Enable additional details
Give additional details on how the badge is earned. Or give resources that help the learner in their journey to earn it.

Require additional details
Require that additional details be provided when creating or editing badges.

Enable questions and grading
Provide details of the assessments associated with badges

Require questions and grading
Require that questions and grading be present when creating or editing badges.

Achievement Types

1 **Allow Achievement Type**
Enable issuer staff to specify an achievement type when creating or editing a badge

Default List **Manage** 2

3 **Enable issuers to override**
When enabled, issuers can set their own preferences.

Provided by [Instructure](#)

Manage Achievement Types

You can decide which achievement types to keep visible. Simply hide the ones you don't need, and they won't appear. Only the selected achievement types will be available as options in the badge creation flow.

[Read more](#)

31 Selected

Achievement

6 **Reorder**

4

Assignment

5

6

Assignment

7

8

Cancel

5 **Submit**

Click the **Allow Achievement Type** checkbox [1], then click the **Manage** button [2]. To allow overrides at the issuer-level, click the **Enable Issuers to Override** checkbox [3].

To enable specific achievement types, click the achievement type toggle on [4]. Then, click the **Submit** button [5].

To reorder the achievement types, click the **Reorder** link [6].

To view the achievement type tooltip, click on the **Information** icon [7].

How do I manage custom badge properties in Parchment Digital Badges?

With custom badge properties, you can add a property containing customized text or numbered values to your badges. This can be helpful for situations when you want to differentiate one badge from another within a particular issuer. For example, the badge properties could indicate that it was awarded for a credit-bearing course. It could also indicate how many course-credits the badge represents. Issuers can create multiple custom badge properties that can be associated with badges.

Notes:

- This is a paid feature of Parchment Digital Badges.
- To set up custom badge properties, the feature needs to be [enabled in the organization settings](#), designed in the issuer settings, and activated on the individual badges, where applicable.
- Custom badge properties can only be added to existing badges. [Learn how to create a badge](#).
- To change the property label, description, type, or visibility, the property must be removed. If removed from the issuer, the property settings are also removed from the associated badges and awards.

Open Issuers



Parchment Digital Badges Select Space ▾ Dashboard My Badges **Issuers** Skills Andy Adamovich

In Global Navigation, click the **Issuers** link.

Open Issuer



History 101

Verified

This course is a short 5 week review course that covers US History from 1775 to 1791, including the Declaration of Independence, Revolution, Articles of Confederation and the Constitution, and the Bill... [View More](#)

18 BADGES | 6 AWARDS | 3 PATHWAYS | 9 GROUPS | 31 GROUP MEMBERS



Instructure Community Documentation Issuer

Verified

Instructure Community Documentation Team

12 BADGES | 141 AWARDS | 1 PATHWAY | 6 GROUPS | 17 GROUP MEMBERS

Click the name of the issuer.

Edit Issuer

[Issuers](#) / Instructure Community Documentation Issuer



Instructure Community Documentation Issuer

Verified Public

Instructure Community Documentation Team

12 BADGES | 141 AWARDS | 1 PATHWAY | 6 GROUPS | 17 GROUP MEMBERS

1 

2  Edit Issuer

 Delete Issuer

 View public page

Click the **Options** icon [1] and then click the **Edit Issuer** option [2].

Add Custom Badge Property

Edit Issuer

Edit the information associated with this issuer profile.

Basic Info Content Settings **Custom Badge Properties** Print certificates

Custom Badge Properties

Custom Badge properties allow an Issuer to define additional information about Badges. Each custom property will appear on the Edit Badge page for all Badges in this Issuer. The properties are displayed on Badge public pages (if specified) and, when relevant, in exported Analytics reports. [Learn More](#)

No Custom Badge Properties

No custom Badge properties have been defined.

2 [Add Custom Badge Property](#)

Click the **Custom Badge Properties** tab [1].

To add a custom badge property, click the **Add Custom Badge Property** button [2].

Select Custom Properties

Property 1 [Remove](#) 

Property Type *
Select the data type for this property. It cannot be changed later.

1 Single Choice ▼

2 Publicly Visible *
Indicates that this property should appear on public pages. Cannot be changed later.

3 **Property Name** *
Name to display for this property on forms and exported reports

4 **Property Description**
Optional short description with additional information about this property

5 Required *
Indicates that this custom property is a required field

6 **Choice Values**
Specify the set of allowable choices for this property

Choice 1 *
 Yes

Choice 2 *
 No

7 [Add Another Choice](#)

8 [Add Another Custom Property](#)

Each property type allows editors to enter a property name and property description and indicate if the property should be visible or not. There are five different choices available when creating badge properties [1].

- **Single choice** — allows you to create a predefined property field with the custom choices available in a drop-down menu. Badge editors may associate one of the choices in the drop-down menu with a particular badge (e.g., Yes/No).
- **Multiple choice** — allows you to create a predefined property field with the multiple choices available in a drop-down menu. Badge editors may associate one or more of the choices in the drop-down menu with a particular badge (e.g., Home/Institution/Work).
- **Number** — allows editors to associate a numerical value with a badge (e.g., "3").
- **Text** — allows editors to associate a string of text with a badge (e.g., "Offered in partnership with Parchment Digital Badges").
- **Rich Text** — allows editors to associate a string of rich text with a badge using Markdown. Markdown allows users to use formatting features such as ordered or numbered lists and URLs (e.g., [Learn more about Open Badges]).

By default, custom badge properties are only visible to organization admins and issuers, not the public. To make the custom badge properties visible, click the **Publicly Visible** checkbox [2]. This information also appears in CSV exports of badge data. If the **Publicly Visible** checkbox is selected, then the properties are visible to recipients and displayed on public pages. This option is permanent once the property is saved.

Enter a name for your property such as "Credit bearing badges" [3].

You can optionally enter a description for your badge property [4].

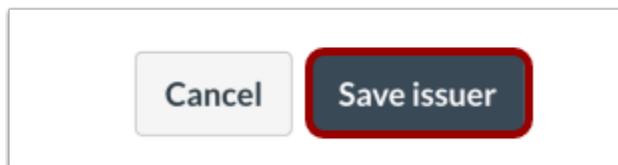
To make entering the property a required field on all badges associated with the issuer, click the **Required** checkbox [5]. Leaving the **Required** checkbox blank allows properties to be optional on all badges.

For single and multiple choice properties, you can add Choice Values [6]. To add more choices, click the **Add Another Choice** link [7].

To add another custom badge property, click the **Add Another Custom Badge Property** button [8].

Note: To change the property label, description, type, or visibility, the property must be removed. If removed from the issuer, the property settings are also removed from the associated badges and awards.

Save Custom Badge Property



To save the custom property, click the **Save issuer** button.

Remove and Sort Custom Badge Properties

Custom Badge Properties

Custom Badge properties allow an Issuer to define additional information about Badges. Each custom property will appear on the Edit Badge page for all Badges in this Issuer. The properties are displayed on Badge public pages (if specified) and, when relevant, in exported Analytics reports. [Learn More](#)

1	Remove
2	Remove
	Remove
	Remove
	Remove

Removing a custom property from an issuer removes the property from any badges associated with the issuer. If you create a new custom property, you need to add it again to any badges requiring the property. Once you have set a custom property to be Public or Private, the only way to change this status is to remove the custom property from the issuer.

To remove a custom badge property, locate and edit the issuer containing the custom property. In the Custom Badge Properties tab, click the **Remove** link.

To sort the order of properties, click the **Move** icons [2].

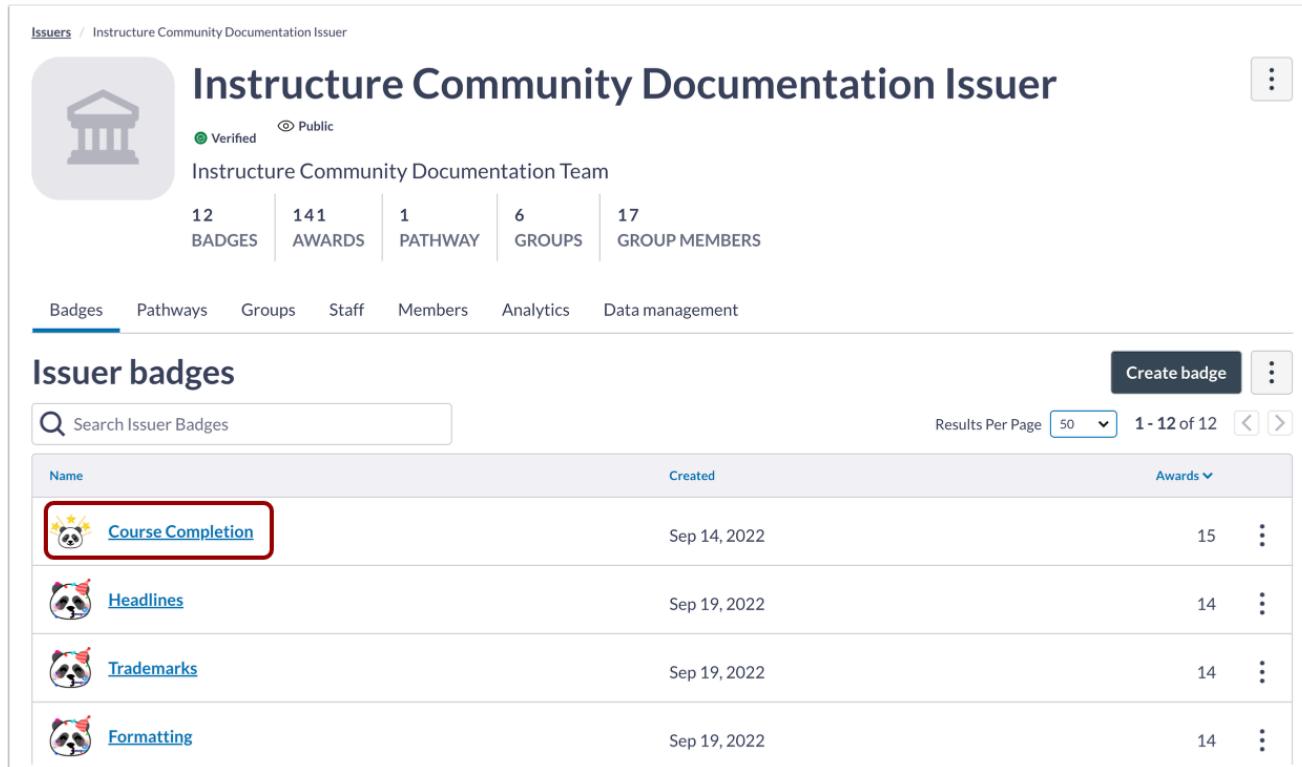
How do I add a custom badge property to an existing badge in Parchment Digital Badges?

You can add custom badge properties to existing badges in Parchment Digital Badges.

Notes:

- This is a paid feature of Parchment Digital Badges.
- To set up custom badge properties, the feature needs to be [enabled in the organization settings](#), designed in the issuer settings, and activated on the individual badges, where applicable.
- Custom badge properties can only be added to existing badges. [Learn how to create a badge](#).
- To change the property label, description, type or visibility, the property must be removed. If removed from the issuer, the property settings are also removed from the associated badges and awards.

Open Existing Badge



Name	Created	Awards	More
Course Completion	Sep 14, 2022	15	⋮
Headlines	Sep 19, 2022	14	⋮
Trademarks	Sep 19, 2022	14	⋮
Formatting	Sep 19, 2022	14	⋮

In the Issuer page, locate and open the badge you wish to add a property to.

Edit Existing Badge

Issuers Instructure Community Documentation Issuer Course Completion

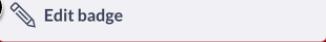
 Course Completion

Public
Created on Sep 14, 2022

The badge you get when you complete the Basic Written Communications course

Award badge Bulk award

Details Awards Claim codes Analytics Data management

1  2 

 Delete

 Duplicate badge

 View public page

Badge details

EARNING CRITERIA
Recipients must complete the earning criteria to earn this badge
The badge you get when you complete the Basic Written Communications course

PATHWAYS
This badge is awarded from these pathways
 Basic Written Communications
Offered by: [Instructure Community Documentation Issuer](#) 
Verified

In the Badge page, click the **Options** icon [1] and then click the **Edit badge** link [2].

Add Custom Badge Property to Existing Badge

Edit badge

Edit the information about this achievement.

Basic info **1** Additional info Questions and grading Print certificates

2 CUSTOM PROPERTIES

Single Choice - Yes or No (Private)
▼

Multiple Choice - Location (Private)
▼

Number (Private)
▼

Text (Private)
▼

Rich Text (Private)
▼

Markdown supported

Write Preview

Properties can only be added to existing badges.

In the **Additional details** tab [1], scroll to the Custom Properties section [2]. Select the custom property you want to add to the badge.

Note: The property may look slightly different depending on which option you selected when editing your issuer.

View Custom Badge Property

Details Awards Claim codes Analytics Data management

Badge details

Earning Criteria
Recipients must complete the earning criteria to earn this badge

Congratulations for accomplishing the course (change test)

Pathways
This badge is awarded from these pathways

Path to success (TEST)
Offered by: [Vince - Test Issuer](#)
 Verified

[View pathway](#)

Canvas Listings
This badge is linked to the following publicly available courses in Canvas Catalog.

101.
English
Improve your English today!

Course
[My First Course: English 101](#)
Vincent Viajar's Catalog Sandbox
English course

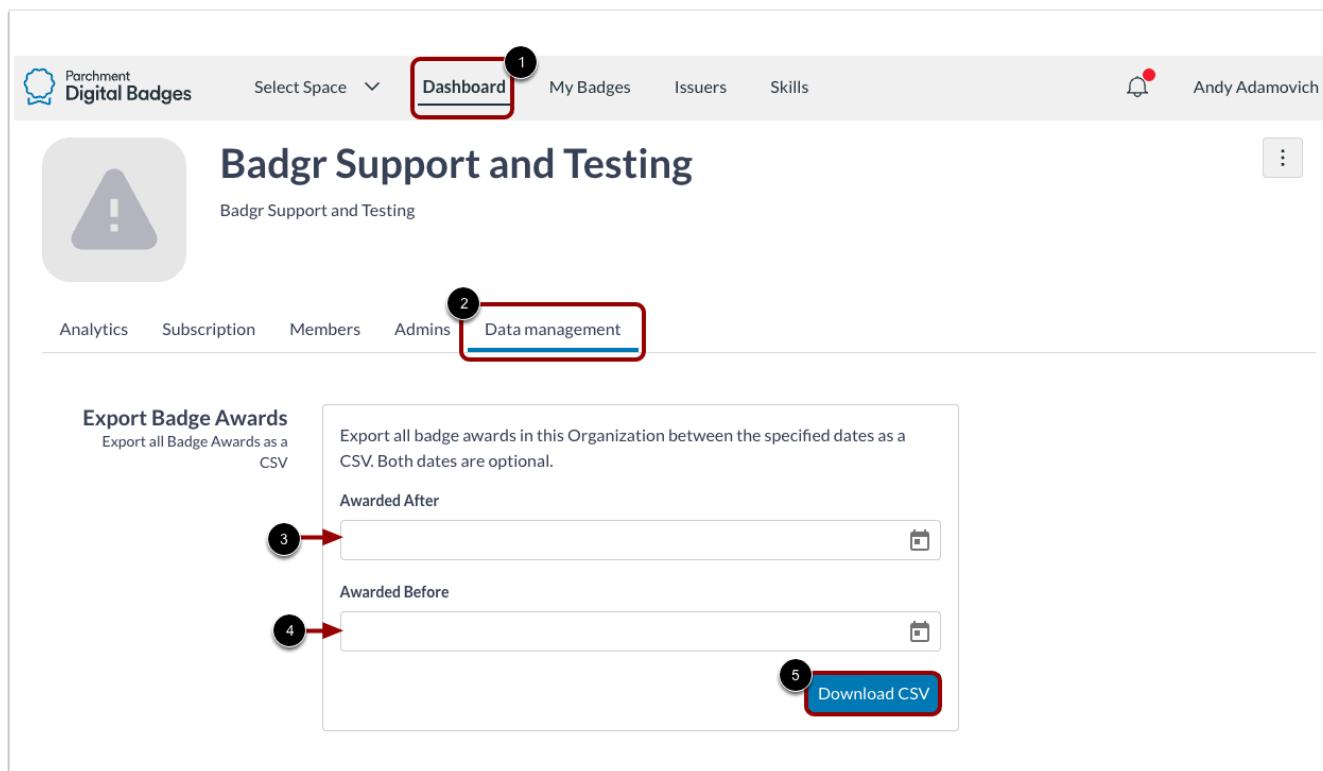
View the added custom badge property or properties.

How do I use the Data Management Tab?

The data management tab on the Issuer page allows you to export badge awards, issuer data, or badge classes to CSV or JSON files from a designated time period. It also allows you to update and replace existing badges with new ones from different sources.

Note: The Data Management feature is available with a paid Parchment Digital Badges subscription.

Export Organization-Level Badge Awards



The screenshot shows the Parchment Digital Badges dashboard for the organization "Badgr Support and Testing". The "Data management" tab is highlighted with a red box and a number 2. A red box also highlights the "Download CSV" button at the bottom right of the export form, with a number 5. Numbered arrows point from these labels to the corresponding UI elements: 1 points to the "Dashboard" tab, 3 points to the "Awarded After" date input field, and 4 points to the "Awarded Before" date input field.

Export Badge Awards
Export all Badge Awards as a CSV

Awarded After [3]

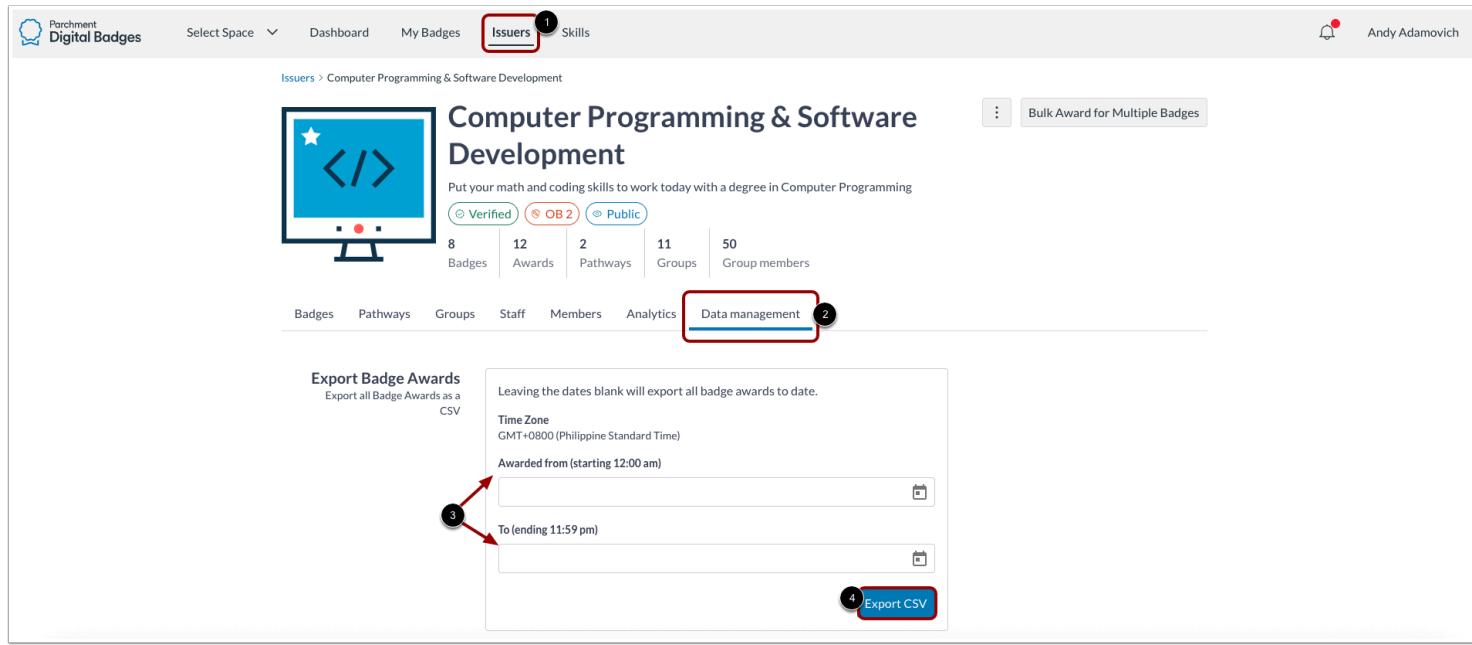
Awarded Before [4]

[5] Download CSV

To export badge awards at the organization level click the **Dashboard** tab [1], then click the **Data management** tab. Use the Awarded After [3] and Awarded Before [4] fields to define the desired timeframe for the export. Then, click the **Download CSV** button [5].

Note: The exported file uses a CSV format.

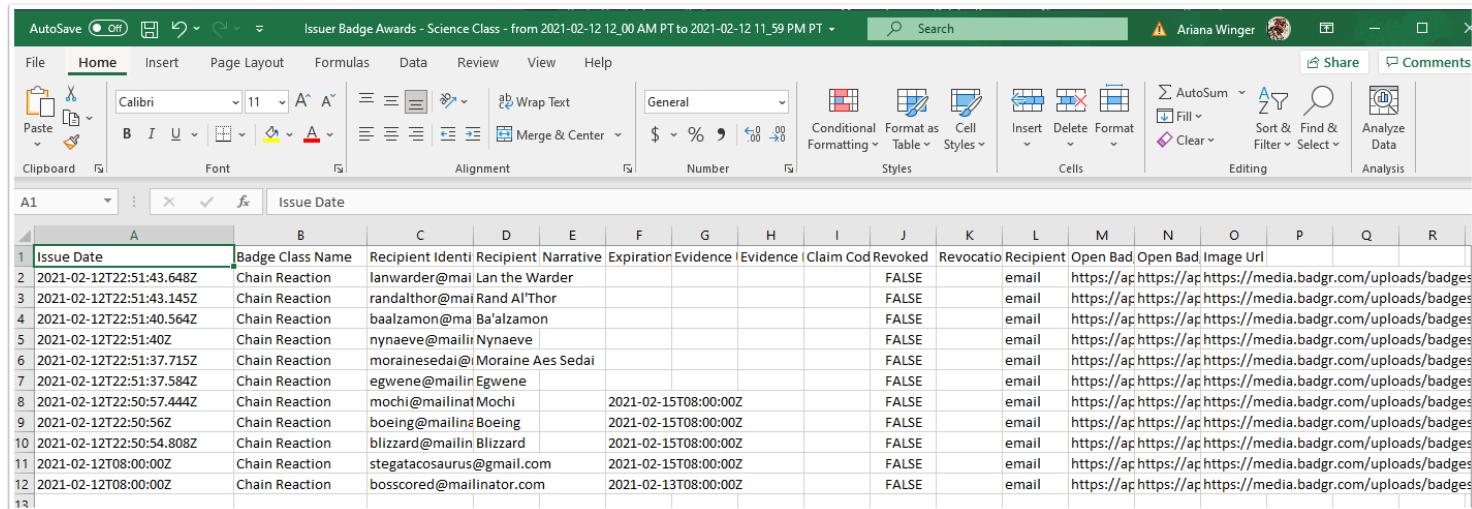
Export Issuer-Level badge awards



The screenshot shows the Parchment Digital Badges interface. The top navigation bar includes 'Parchment Digital Badges', 'Select Space', 'Dashboard', 'My Badges', 'Issuers' (which is highlighted with a red box and has a notification badge '1'), and 'Skills'. On the right, there is a user profile for 'Andy Adamovich' and a notification bell. The main content area is titled 'Computer Programming & Software Development' with a sub-section 'Put your math and coding skills to work today with a degree in Computer Programming'. It shows statistics: 8 Badges, 12 Awards, 2 Pathways, 11 Groups, and 50 Group members. Below this, a navigation bar has tabs: Badges, Pathways, Groups, Staff, Members, Analytics, and Data management (which is highlighted with a red box and has a notification badge '2'). A modal window titled 'Export Badge Awards' is open, asking 'Export all Badge Awards as a CSV'. It includes fields for 'Time Zone' (set to 'GMT+0800 (Philippine Standard Time)'), 'Awarded from (starting 12:00 am)' (with a date input field), 'To (ending 11:59 pm)' (with a date input field), and an 'Export CSV' button (which is highlighted with a red box and has a notification badge '4').

In your Parchment Digital Badges account, click the **Issuers** tab [1]. Then, click the **Data management** tab [2]. Choose a start and end date to define the time period for the badge awards you would like to view [3]. If you do not select a start and end date, then all badges awarded to all recipients will be included in the CSV file.

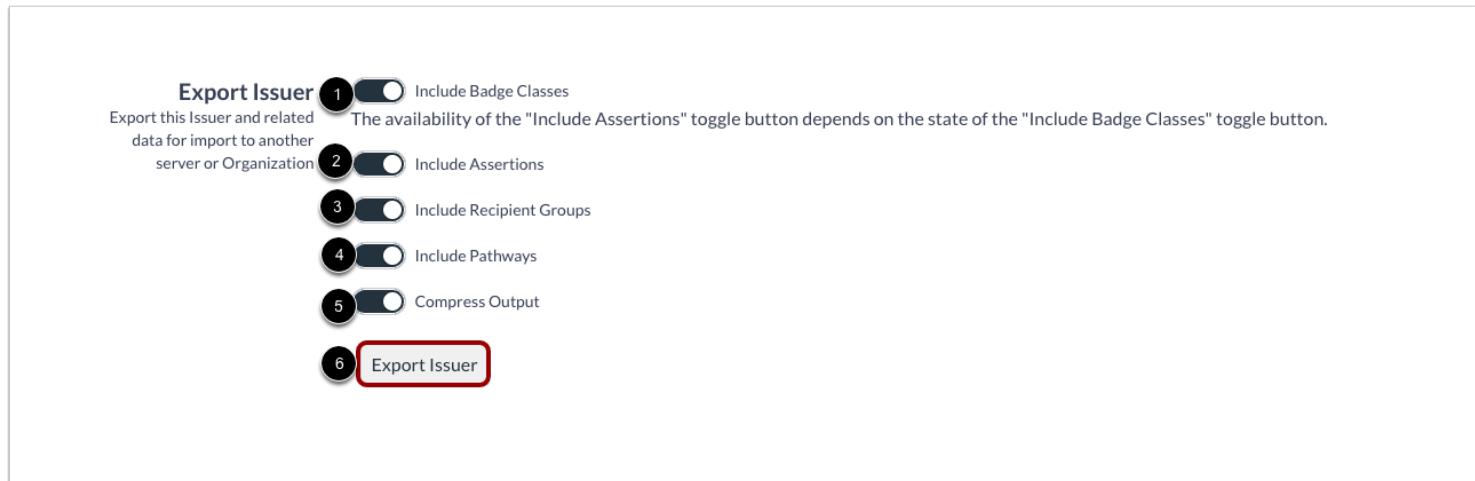
Click the **Export CSV** button [4].



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1	Issue Date	Badge Class Name	Recipient Identifier	Recipient Name	Narrative	Expiration	Evidence	Evidence URL	Claim Code	Revoked	Revocation Date	Recipient	Open Badges URL	Open Badges Image URL				
2	2021-02-12T22:51:43.648Z	Chain Reaction	ianwarder@mai...	Ian the Warden					FALSE			email	https://ap...	https://media.badgr.com/uploads/badges...				
3	2021-02-12T22:51:43.145Z	Chain Reaction	randalthor@mai...	Rand Al'Thor					FALSE			email	https://ap...	https://media.badgr.com/uploads/badges...				
4	2021-02-12T22:51:40.564Z	Chain Reaction	baalzamon@ma...	Baalzamon					FALSE			email	https://ap...	https://media.badgr.com/uploads/badges...				
5	2021-02-12T22:51:40Z	Chain Reaction	nynaeve@mail...	Nynaeve					FALSE			email	https://ap...	https://media.badgr.com/uploads/badges...				
6	2021-02-12T22:51:37.715Z	Chain Reaction	morainesedai@...	Moraine Aes Sedai					FALSE			email	https://ap...	https://media.badgr.com/uploads/badges...				
7	2021-02-12T22:51:37.584Z	Chain Reaction	egwene@mail...	Egwene					FALSE			email	https://ap...	https://media.badgr.com/uploads/badges...				
8	2021-02-12T22:50:57.444Z	Chain Reaction	mochi@mail...	Mochi	2021-02-15T08:00:00Z				FALSE			email	https://ap...	https://media.badgr.com/uploads/badges...				
9	2021-02-12T22:50:56Z	Chain Reaction	boeing@mail...	Boeing	2021-02-15T08:00:00Z				FALSE			email	https://ap...	https://media.badgr.com/uploads/badges...				
10	2021-02-12T22:50:54.808Z	Chain Reaction	blizzard@mail...	Blizzard	2021-02-15T08:00:00Z				FALSE			email	https://ap...	https://media.badgr.com/uploads/badges...				
11	2021-02-12T08:00:00Z	Chain Reaction	stegatacosaurus@gmail...		2021-02-15T08:00:00Z				FALSE			email	https://ap...	https://media.badgr.com/uploads/badges...				
12	2021-02-12T08:00:00Z	Chain Reaction	bosscored@mailinator...		2021-02-13T08:00:00Z				FALSE			email	https://ap...	https://media.badgr.com/uploads/badges...				

You can open the file in Excel or another spreadsheet program to view the badge award information.

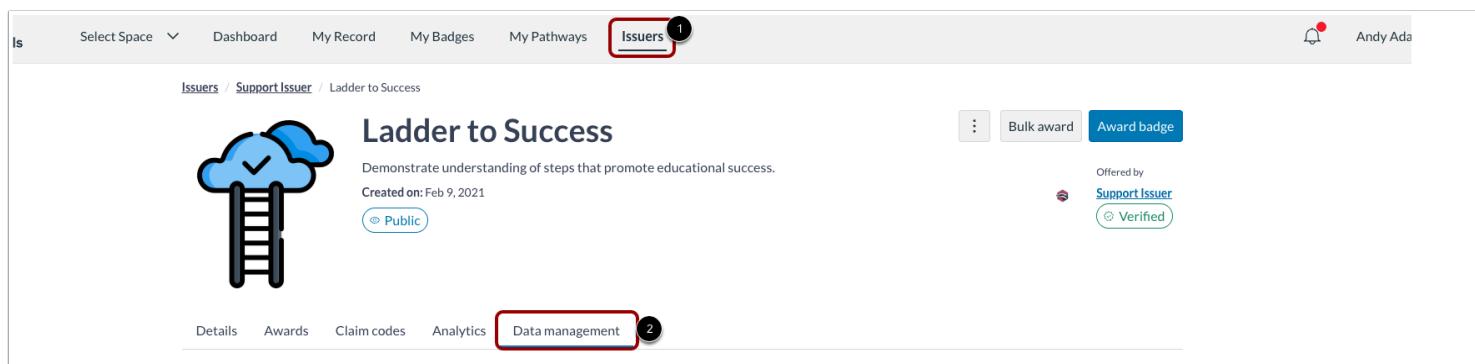
Export Issuer



When exporting an issuer, you can select Badge Classes [1], Include Assertions (only available if Badge Classes are selected) [2], Include Recipient Groups [3], Include Pathways [4] and Compress Output (ZIP file) [5]. Once done, click the **Export Issuer** button [6].

Note: The exported file uses the JSON format.

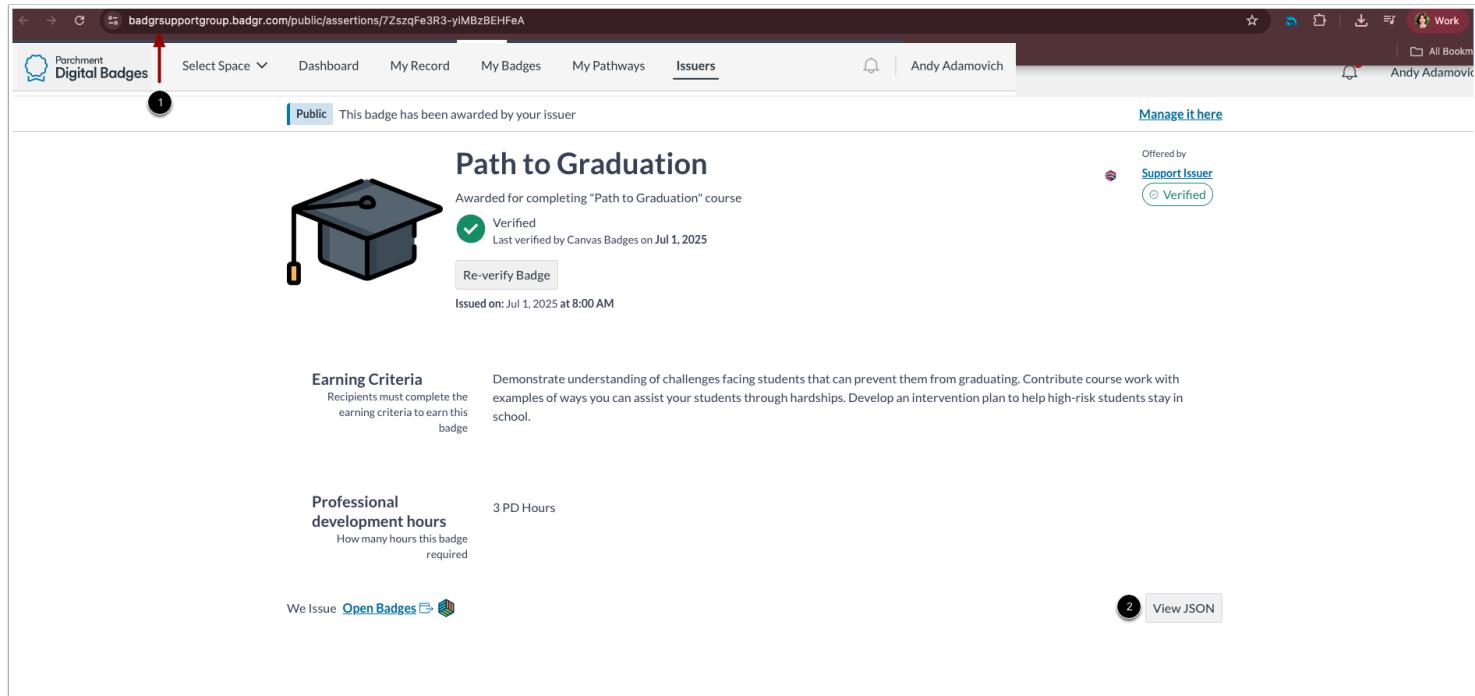
Update and replace a badge



The Data Management tab on a badges details page allows issuers to replace the selected badge with one from a different Parchment Digital Badges server or another Open Badges-compliant platform. Before a badge is awarded, it is referred to as a badge class or badge template. Badge classes are listed under an issuer and can be edited.

After a badge is awarded, it becomes a badge assertion. Assertions are permanent records that include embedded metadata such as the recipients email, badge details, and award date. Badge assertions cannot be edited.

In your Parchment Digital Badges account, click the **Issuers** tab [1]. Select an issuer from the list. In the badge you would like to update and replace, click the **Data management** tab [2].



The screenshot shows a web browser window for the Parchment Digital Badges platform. The URL in the address bar is `badgrsupportgroup.badgr.com/public/assertions/7zsZqFe3R3-ylMBzEHFeA`. The page is titled "Path to Graduation". At the top, there is a navigation bar with tabs: "Select Space", "Dashboard", "My Record", "My Badges", "My Pathways", and "Issuers". The "Issuers" tab is currently selected. Below the navigation bar, there is a message: "Public This badge has been awarded by your issuer". To the right of this message is a "Manage it here" button. The badge itself has a blue graduation cap icon. The title is "Path to Graduation", and the description is "Awarded for completing 'Path to Graduation' course". Below the badge, there is a "Verified" badge with a checkmark and the text "Last verified by Canvas Badges on Jul 1, 2025". There is also a "Re-verify Badge" button. The badge was issued on "Jul 1, 2025 at 8:00 AM". On the left side, there is a "Earning Criteria" section with the text: "Recipients must complete the earning criteria to earn this badge". To the right of this section is a "Demonstrate understanding of challenges facing students that can prevent them from graduating. Contribute course work with examples of ways you can assist your students through hardships. Develop an intervention plan to help high-risk students stay in school." On the left, there is a "Professional development hours" section with the text: "How many hours this badge required" and "3 PD Hours". At the bottom left, there is a "We Issue Open Badges" button with a QR code. At the bottom right, there is a "View JSON" button. A red arrow [1] points to the "Issuers" tab, and a red arrow [2] points to the "View JSON" button.

In a different tab or window, find the badge you wish to use to update and replace the badge you initially selected. This can be from a different Parchment Digital Badges server location, the same server but a different issuer or a different Open Badge compliant badging platform.

Save or copy the public URL [1] or JSON [2] from an awarded badge assertion.

Details Awards Claim codes Analytics **Data management** 1

Data management

Update and Replace Badge
Import an update to this Badge from another Canvas Badge server or any other Open Badges compliant system, from JSON, or URL.

Badge 2

Drag & Drop File or [Select File to Upload](#)

Or

Badge URL 3
Enter the web address of an Open Badge from another platform.

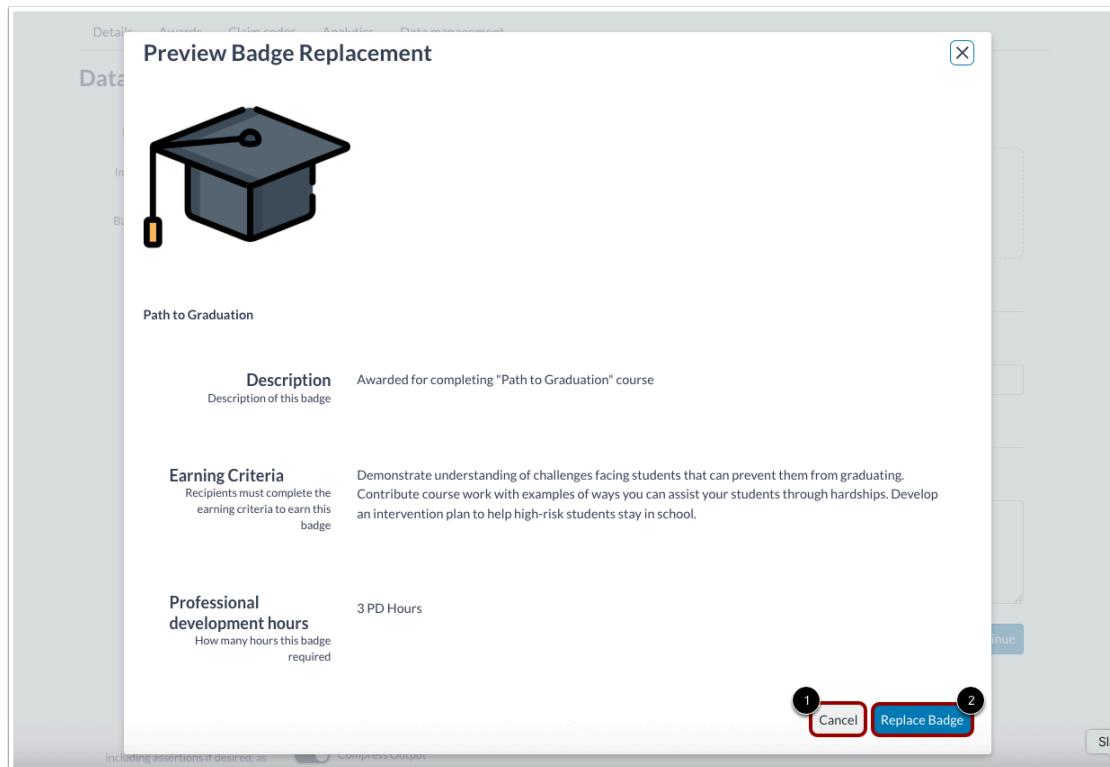
Or

Badge JSON 4
Enter the JSON code of an Open Badge from another platform.

5 **Continue**

Return to the tab containing the badge you wish to update [1].

Paste or upload the badge image [2], URL [3], or JSON [4] in the appropriate field. Click the **Continue** button [5].



To return to the data management page, click the **Cancel** button [1]. To update and replace the badge, click the **Replace badge** button [2].

Note: Once a badge is updated, all information associated with the original badge (including its image, criteria, and description) will be permanently overwritten. You can edit the new badge, but you cannot revert to the original version.

Export Badge Class



In the Data Management tab of a selected badge class, you can choose to Include Assertions [1] and Compress Output [2]. Once done, click the **Export Badge** button [3]

Note: The exported file uses a JSON format.

Previously awarded badges

When you replace a badge class, all previously awarded badges are updated with the new badge information. The text should update right away, but if the badge image has changed, it may take 13 days to fully refresh.

If the updated image is not showing:

- Wait 13 days for the badge to re-sync.
- Refresh your browser to load the latest version.
- Still not seeing the new image? Contact support at support@badgr.com.

Subscriptions and training

Parchment Digital Badges Training Course

Build expertise in digital badges and the Parchment Digital Badges platform with the leading learning platform for Parchment Digital Badges clients.

Get expert advice from our experienced team who will work with you to implement an engaging program for your participants and organization. Learn from thought leaders and trailblazers in the digital credentialing space.

Enrolling in Parchment Digital Badges Training Course provides you and your team with unlimited access to all of the learning experiences, and resources offered in the course. The course is online, self-guided, and interactive, with opportunities to engage with peers and our team of instructors in each module. You'll earn badges along pathways as you build expertise in the Parchment Digital Badges platform and prepare to launch a successful badging program.

Parchment Digital Badges Training Course

Your journey with Parchment Digital Badges begins with enrollment in the Parchment Digital Badges Training Course. Check out this sampling below of the courses that you'll engage in as a Parchment Digital Badges Training Course learner.

Course modules

1. Organizational Admin Tools
2. Issuers
3. Badges
4. Pathways and Groups
5. Putting it all together

Learning outcomes

1. Access and describe your Parchment Digital Badges organization, including issuers, badges, and group membership.
2. Manage Parchment Digital Badges organization issuers and members sustainably and at scale.
3. Implement best practices for setting up an efficient and easy badging program.
4. Design, award, and manage badges following proven best practices.
5. Build pathways that unlock the power of stackable digital badges.
6. Empower your badge earners to create a Learner Record and share their earned badges
7. Integrate Parchment Digital Badges with your LMS to automate badge awards and gamify your learning experiences.
8. Provide the Parchment Badges implementation team with the information they need to set up your white label and SSO.

What are the different support levels for Parchment Digital Badges?

Parchment Digital Badges is committed to providing support for users. We offer three tiers of support: Basic, Parchment Digital Badges, and Priority.

To get more help, you can [contact support](#).

If you would like to learn more about Parchment Digital Badges' support services, please [contact our sales team](#).

Parchment Digital Badges Basic Support — Free for Anyone

Parchment Digital Badges Basic Support provides you with a free level of support and is available to anyone using the Parchment Digital Badges platform. With Basic support, you have the ability to:

- Submit support tickets and expect a response within 4 business days
- Access the Parchment Digital Badges Support team via email

Parchment Digital Badges Support

Parchment Digital Badges Support is included with any Parchment Digital Badges subscription at no extra cost. With Parchment Digital Badges support, you have the ability to:

- Submit support tickets and expect a response within 24 business hours for U.S.-based customers and 36 business hours for international customers
- Receive prioritized email responses from the Parchment Digital Badges Support team

Priority Support — Available to Anyone for a Fee

Priority Support is available to anyone for an additional fee. You don't have to be a Parchment Digital Badges subscriber to purchase priority support. With Priority support, you have the ability to:

- Schedule up to 2 hours of Zoom meetings or phone calls per month (for those listed as admins on the account or those they delegate)
- Submit support tickets and expect a response within 12 business hours for U.S.-based customers and 24 business hours for international customers
- Access support via phone for assistance if needed

Comparing Canvas Badges Basic and Parchment Digital Badges

Parchment Digital Badges offers a variety of features to help stack badges, track analytics, gamify student learning and make implementing a full-scale badging program easy and fun. Parchment Digital Badges can be used with or without a Learning Management System (LMS).

General Feature Comparison

Instructure strives to regularly improve the overall functionality of the Canvas Badges and add new and useful features for users. Below is a comparison chart of features and functionality for Canvas Badges (free) and Parchment Digital Badges (available with paid subscription upgrade).

Canvas Badges offers free LTI versions 1.1 and 1.3 for Canvas LMS users that can be upgraded with a Parchment Digital Badges membership to include additional features such as Parchment Digital Badges [Pathways](#).

Badging data may be housed in the Parchment Digital Badges [server](#) of your choice (Australia, Canada, Europe or the U.S.).

Features	Personal Space (Canvas Badges)	Organizational Space (Parchment Digital Badges)
Social media sharing	✓	✓
Badge expiration	✓	✓
Associate standards with badge awards	✓	✓
Manage "staff" access to issuer(s)	✓	✓
Public pages	✓	✓
Badge award data export via CSV	✗	✓
Certificate format and designs	1 template option	9 template options
Bulk badge awards via CSV	Limit 50/file	Unlimited
Organization space	✗	✓

Features	Personal Space (Canvas Badges)	Organizational Space (Parchment Digital Badges)
Custom welcome page	✗	✓
Canvas Credentials Pathways & LTI	✗	✓
Advanced analytics	✗	✓
QR & claim codes	✗	✓
Customize your language	✗	✓
Associate Emsi/Indeed job postings	✗	✓
Groups membership management	✗	✓
Organization & Issuer member lists	✗	✓
Learner record	✗	✓
Explore other pathways	✗	✓
Customizations/white label	✗	Additional fee
Custom SSO	✗	Additional fee
Analytics	✗	✓
Edit & manage issuer staff	✗	✓
Badge Verification	✗	✓
Create & edit Canvas Credentials Pathway	✗	✓
Badge Design	✗	✓

Features	Personal Space (Canvas Badges)	Organizational Space (Parchment Digital Badges)
Email notifications & customized notification settings	✗	✓

Badgr Groups for Blackboard LMS	Personal Space (Badgr Basic)	Organization Space (Badgr Pro)
Five-minute LTI setup for Blackboard LMS	✓	✓
Manual badge objective	✓	✓
BB assignment badge objectives	✓	✓
CSV progress export	✓	✓
Course leaderboard	✓	✓
Custom leaderboard points for badges	✗	✓
Issuer locking	✗	✓
Tracking of external badge awards	✗	✓
Advanced analytics	✗	✓

Canvas LMS Features	Personal Space (Badgr Basic)	Organization Space (Badgr Pro)
Five-minute LTI setup for Canvas LMS	✓	✓
Course leaderboard	✓	✓
CSV progress export	✓	✓
Issuer locking	✗	✓
Tracking of external badge	✗	✓

Canvas LMS Features	Personal Space (Badgr Basic)	Organization Space (Badgr Pro)
awards		
Course & subaccount analytics	✗	✓

Triggers and LMS LTI Integrations

In Canvas Badges, module completion is the sole trigger for automatic badge awards. In contrast, Parchment Digital Badges allows badges to be awarded based on module completion, assignments, or course grades. Additionally, Parchment Digital Badges enables the requirement for learners to submit evidence to earn a badge.

With Canvas Badges, the LTI integration must be installed for course-by-course. Moreover, instructors must be manually added as owners of issuers.

Parchment Digital Badges allows LTI installation at the account level. This provides administrators the ability to control which issuers instructors can access and set additional deployment preferences. With Parchment Digital Badges, canvas LMS admins can restrict instructors from awarding their own badges by managing issuer access.

Canvas Badges API

Canvas Badges offers a full-featured API you can connect with for easy badge awarding. Feel free to access our [Quick start](#) guide, [API documentation](#) and/or get more information from our [Connected app developer's site](#).

Canvas Badges and Zapier

You can now make Zaps to award badges! Canvas Badges has an integration with [Zapier](#) allowing a variety of award triggers.

Pricing

Complete this [form](#) to inquire about subscription pricing, consulting services and support options.

The Parchment Digital Badges training experience

Our approach

As a Parchment Digital Badges organization, you have access to exclusive features on the Parchment Digital Badges platform, which means you have all the ingredients you need for a successful badging program. Training is like having a masterclass in putting that recipe together. In our pre-training kickoff meeting, we will huddle together and curate the best training experience for you and your team. Then we will meet for a series of one-hour sessions, which feature guidance from thought leaders in digital badging, hands-on workshops, and conversations about the progress you are making toward your goals.

Training is less about being told how to use the product, and more about a conversation around your goals, objectives, and plans, and how you can begin to make them a reality. Our Education and Training team works as a guide along your pathway to success as a Parchment Digital Badges organization. We will walk you through use cases, discuss common pitfalls in badging, and come alongside you on your journey to Parchment Digital Badges administration mastery.

Our team of experts

You'll receive dedicated time from a member of the Parchment Digital Badges Education and Training team who will guide you through best practices in badge design, help you make the most out of platform functionality, and answer any questions you may have about Parchment Digital Badges features.

Our Curriculum

By the end of your Parchment Digital Badges Training experience, you will be able to do the following:

1. Appreciate the advantages and features of Parchment Digital Badges
2. Manage organization issuers and members
3. Design, award and manage badges
4. Integrate Parchment Digital Badges with your LMS
5. Build and manage pathways

 Contact your Customer Success Manager for more information about Parchment Digital Badges training.

How do I get help with Parchment Digital Badges?

Contact Support

For general support, you can request assistance by sending an email to parchment-badges-support@instructure.com.

If you would like to learn more about Parchment Digital Badges' support services, please [contact our sales team](#).