

## HOW TO ACCEPT AND MANAGE CREDLY® BADGES

To accept, manage and share your Credly<sup>®</sup> badge(s) please see the below instructions:





VIA EXEMPLAR LINK: You will be directed to Exemplar Link to log in. Log in using your registered email address and password.	* Required Fields         For existing users that have already registered for an account.         Email/Username*         Password *         Login         Image: Comparison of the symbol of t
Navigate to the 'My Credentials' page.	NK Home My Details ▼ My Credentials My Pathways ▼
On the My Credentials page, scroll down to view the blue box advising you have unaccepted badges. Click the 'badge acceptance and sharing preference' button to be redirected to the Credly <sup>®</sup> platform.	You have unaccepted badges! Click the buttons below to review them
VIA CREDLY® When redirected to the Credly® platform, if you are a new user you will be asked to create an account.	Accept your badge Email s8@outlook.com
The email your badge was issued to will be pre-filled. Alternatively, if you are an existing Credly <sup>®</sup> user, you can sign in to your account. You will need to use the same email address with Credly and Exemplar Link.	OR         G       Continue with Google         Image: Continue with Apple         Already have an account? Sign In



If you are creating a new account; fill in all the required details and preference options, and click 'Create Account'.	Accept your badge
	First Name *
	Last Name *
	Email s8@outlook.com
	Country/Territory * Select Country/Territory
	Password *
	Send me occasional news and updates on professional growth opportunities.
	I agree to the <u>Terms of Service</u> and <u>Privacy</u> <u>Policy</u>
	Create Account
	OR
	G Continue with Google
	Sign in with Apple
	<u>l have an account</u>
You will be asked to confirm your email address / account with Credly	
	Confirm Your Email
	Thank you for creating an account with Credly! To finish setting up your account, please check your email to confirm the address you provided.
	If you don't see our message, please check your spam folder!



<ul> <li>please check your email and confirm the email address.</li> </ul>	Credly
Don't forget to check spam folders!	Welcome to Credly!
Once you have confirmed your email you will be invited to log in to your new account!	You're receiving this message because you signed up for an account on Credly. (If you didn't sign up, you can ignore this email.)
	Confirm My Email or confirm your email by clicking: https://www.credly.com/go/bJzXmZnb2C3jeoTkSWxj
Once logged in you will be directed to accept your new badge.	Credly, Q Discover badges, skills or organizati
	This badge was issued to <u>S</u> on April 04, 2024 Expires on April 10, 2024 Accepting a badge adds it to your profile. You can edit your privacy settings after accepting.
	Certified Quality Management System Auditor Issued by Exemplar Global Elevate your expertise with Exemplar Global's internationally recognize "ISO 9001:2015 Auditor" digital
You will be asked to input your preference setting for this badge and any future badges.	Badge settings ×
Ensure the radio button is on the right to select each option.	Public       Badge will be accessible to the public.
Please note the by selecting 'auto accept' – Credly will automatically accept any future badges issued by Exemplar Global and you may/may not receive notification of this action.	Auto Accept All future badges issued by Exemplar Global will be accepted and public. Save Settings







Anyone viewing your badge across your platforms will be able to verify your credentials by clicking the 'Verify' link.	Q Discover badges, skills or organizatio     Image: Discover badges, skill
This will populate the verification window with details of your badge.	Verification    • Issued on April 04, 2024   • Issued by Exemplar Global   • Issued using Credly   • Issued to 5 M   • Accepted on April 05, 2024   • Last Updated April 05, 2024   • VERIFIED
TIPS: To ensure smooth management of your badge. It will need to match your Exemplar Link registered email. If you need to update your registered address on Exemplar Link, or have any questions or issues with your Credly® badge from Exemplar Global reach out to support@exemplarglobal.org	For support with your Credly account, or tips and tricks on how to share, publish and promote your badge, visit the <u>Credly® support website</u>