



Welcome to a new way of managing your professional achievements and learning outcomes: badging, through the Credly Acclaim Platform.

Whether that's entering the job market for the first time, moving forward in your existing profession, or making a career change, we're dedicated to helping you set yourself apart by representing valuable skills unique to your experiences in a way that is sharable and verifiable.

In this document, we'll teach you everything you need to know about badges

- What are badges
- How they can tell your professional story

We'll also provide step-by-step instructions for navigating the Acclaim platform to manage and share your badges

- Setting up an Acclaim profile
- Accepting/managing badges
- Sharing badges

Acclaim was built mobile-first, so your experience with Acclaim will be just as good on your Android or Apple IOS mobile device as it is on a desktop computer.

Acclaim is supported by modern web browsers, so if you experience any issues with the website make sure your browser is an up-to-date version – at least Internet Explorer 9, Mozilla Firefox 4, Google Chrome, or Safari 6.

If at any time you have further questions, or are experiencing issues with your Acclaim account, access the Acclaim support forum: <a href="http://support.youracclaim.com/">http://support.youracclaim.com/</a>



## What is a badge?

Badges are digital assets used to communicate a learning achievement or credential. Acclaim badges link to metadata that provides context and verification. They can be shared across the Internet for maximum visibility and recognition.

Badges are a standard to recognize and verify learning. A badge communicates three things without sacrificing verification or context:

- Who did something
- What did they do
- Who says they did it

You can earn a badge for lots of different things, from many different organizations. What makes the badges issued to you from Acclaim unique is that they represent achievements valued by employers. Badges managed through Acclaim will help you tell your professional story in a way that is complete and validated.

You can share your badges with anyone you'd like, wherever you'd like:

- LinkedIn
- Facebook
- Twitter
- Via email
- Embedded in a website

A viewer can click on your badge and will be taken back to Acclaim to view all the details of your achievement.

You can also share your complete Acclaim profile to provide an employer with the full context of your abilities, represented by the various badges you've earned and manage through the Acclaim platform.



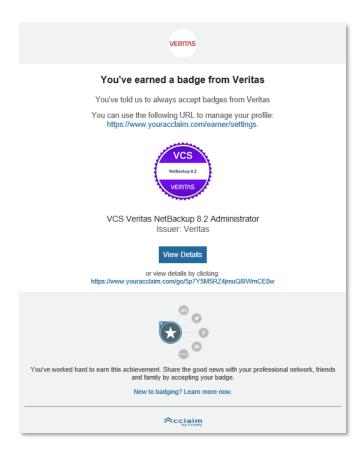
# **Getting Started**

There are two steps to getting started with Acclaim:

- Have an organization issue you a badge
- Create an account and claim your badge

### Receive a badge

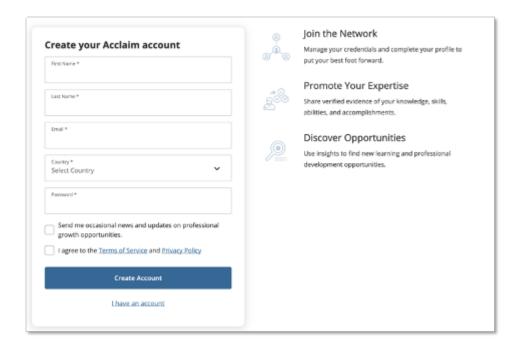
How do you know if you've been issued a badge? You'll receive an email from Acclaim that looks like this:



Click on the **Accept** button below your badge image. This will take you to Acclaim where you will create an account.



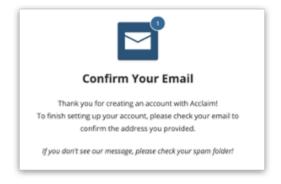
#### **Create an Account**



Fill in each field, then read and agree to the Terms of Use and Privacy Policy. Let us know if you'd like to receive occasional messages from us. These messages will contain information to help you make the most of Acclaim. You can change your preferences for receiving marketing emails from Acclaim at any time.

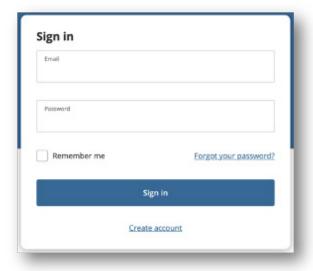
#### Click Create Account.

You'll see this message on your screen:





Check your email and follow the instructions there to continue. You will be prompted to sign in with the credentials you created.



## Claim your badge

Once you sign in to your account, you will be able to claim your badge.





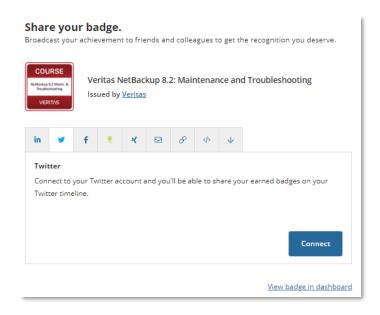
### Share your badge

Once you have accepted your badge, you can broadcast the badge directly from Acclaim to your social networks.

Click an icon to connect your social media account and easily share your badge:

- LinkedIn Newsfeed & Profile
- Twitter
- Facebook

You can also email the badge, download the badge image, download the code to embed your badge on a website, and copy the badge landing page URL.





## Personalize your profile

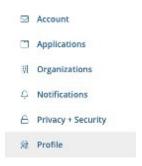
Your Acclaim profile is an important part of telling your professional story. It's one spot on the web where you can manage and share the achievements that will further your career, so make sure to include a few key elements:

- Name Is your name Katherine, but you go by Kate? Edit your name to best reflect what you'd like to be called at work.
- **Profile picture** make sure it's a nice one that represents you as you'd like to be viewed by potential employers. The minimum size is 196 x 196 pixels.
- **Bio** This is where your professional personality can really shine through. You've got 500 characters to sketch out your key talents, qualifications and interests.

To personalize or edit your profile, click on the Profile icon at the top right corner of any screen. Select **Settings**.

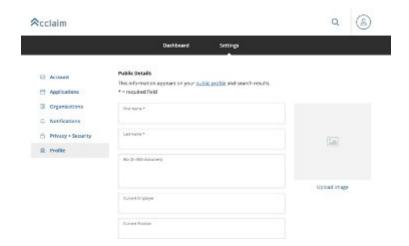


Click Profile from the left sidebar menu.





From this page, you will be able to add a photo and a brief bio along with other details.



A personalized profile gives viewers a better understanding of who you are.

#### **About Veritas**

Veritas Technologies is a global leader in data protection and availability. Over 80,000 customers—including 87 percent of the Fortune Global 500—rely on us to abstract IT complexity and simplify data management. The Veritas Enterprise Data Services Platform automates the protection and orchestrates the recovery of data everywhere it lives, ensures 24/7 availability of business-critical applications, and provides enterprises with the insights they need to comply with evolving data regulations. With a reputation for reliability at scale and a deployment model to fit any need, Veritas Enterprise Data Services Platform supports more than 800 different data sources, over 100 different operating systems, more than 1,400 storage targets, and more than 60 different cloud platforms. Learn more at <a href="https://www.veritas.com">www.veritas.com</a>. Follow us on Twitter at <a href="https://www.veritastechilc">weritastechilc</a>.

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