

Digital Badge Information Form

A digital badge is a validated indicator of accomplishment or skill that can be displayed, accessed, and verified online. Information collected on this form is used to create and issue the badge to the earner through the badge platform Credly. Please refer to the **Credly Badge Display** at the end of this document as you complete the form. Print displayed in **blue** correlates to a section on the Credly Badge Display. This form must be included with the Curriculog Proposal.

Help is available by consulting with the appropriate Global Campus coordinator.

Ron Jackson (rdj7@ksu.edu) – Agriculture; Business; Engineering; Arts and Sciences, K-State Libraries, K-State Salina

Janice Nikkel (jnikkel@ksu.edu) – Architecture, Planning & Design; Health & Human Sciences; Veterinary Medicine; Education, Leadership Studies, K-State Olathe

Required Badge Information

Full Name of Badge (Must be a name not already in use and does not include the term Microcredential)

Badge Name (Shortened version of the Full Badge Name. Consider naming conventions across your program when naming your badges, 39-character maximum including spaces)

Contact Person

First Name

Last Name

email

Include Curriculog Proposal URL (log into Curriculog, type “Microcredential” into Keyword field, under Proposal Status field, check the Completed box, and choose Filter Proposals. This will show a list of completed Microcredentials. Find and open the proposal. Copy the URL shown and paste in the box above.)

Badge Description (500-characters maximum including spaces; in sentence format; different than Microcredential description)

- Describe the badge. This is a short and concise description of the achievement. Ideally, this field should answer the question, “What is the individual capable of now that they have earned this badge?”
- Avoid statements highlighting what it takes to earn the badge, rather focus on what the earner is capable of after earning it.
- Avoid canned marketing language, like advertisements enticing people to take a course.
- Articulating what someone is capable of doing now that they’ve earned the badge will make the badge more meaningful to someone unfamiliar with the course or learning activity you are badging.
- Focus less on topics covered and more about what they mean for earners and the employers with whom they will share the badge.

Learn More

This URL links to a website for more information about your programs or offerings. When people click on the link, this data is tracked. Use this to point readers to a site that in general describes your program.

Learn More URL:

Earn this Badge

Yes (Activates "Earn this Badge" button linking users to the website where they can register or enroll.)

URL:

No (Prevents "Earn this Badge" from displaying)

Attributes

Credential Type (choose one)

None No wording is displayed. Use this option if not sure whether to choose validation or none.

Validation Measured and validated learning (e.g., learning and assessments, portfolio evidence)

Certification Industry recognized, validated achievement (e.g., industry certifications, license, terminal credential)

Level (choose one)

None

No wording is displayed.

Foundational

Foundational badges show that earners have gained the core skills and frameworks necessary to demonstrate competency. Completion of this level signifies the earner has a beginner level mastery of the subject or skills.

Intermediate

Intermediate badges expand upon the skills earned on the Foundational level and provide further specialization. The criteria to earn these badges is more rigorous. Completion of this level signifies the earner has a professional level mastery of the subject or skills.

Advanced

Advanced badges represent mastery of the skills contained in the badge. The earner has completed a substantial curriculum to earn this micro-credential. Completion of this level signifies the earner has a specialist level mastery of the subject or skills.

Time (choose one)

Time commitment expected from the earner to earn the badge.

Hours (e.g., 2-hour webinar)

Days (e.g., 3-day workshop)

Weeks (e.g., 12 hours of content delivered across 2 weeks)

Months (e.g., semester-long course)

Years (e.g., 2 years of professional experience)

None (nothing displays)

Cost (choose one)

Free (available at no cost to the earners)

Paid (Cost to the earner to complete the requirements)

None (nothing displays)

Earning Criteria

Criteria Type and Description

Meta Icons are used to graphically depict the Criteria Type. Only the Meta Icon will display on the badge profile along with the unique description you enter (in sentence format) which describes the learning activity. Choose all that apply. Add a URL when appropriate, for the learning activity.

Educational Experience



Educational Experience:
Representing a diverse or significant educational experiences or event.

url:

Assessment



Assessment:
Taking and passing a formal assessment or exam.

url:

Portfolio



Portfolio:
Preparing and maintaining a current portfolio of professional submissions.

url:

Professional Experience



Professional Experience:
Representing a duration of or types of professional experience.

url:

Award



Award:
Receiving a professional or organizational award or recognition

url:

Participant



Participant:
Participating in various events, conferences, summits, and more.

url:

Course



Course:
Completing relevant coursework in a formal or alternative educational environment.

url:

Presenter



Presenter:
Presenting at a professional conference, webinar or other key event.

url:

Volunteer



Volunteer:
Participating in volunteer events.

url:

Credential



Credential:
Earning a recognized professional or industry credential.

url:

Member



Member:
Obtaining or maintaining membership with a professional organization.

url:

Leadership



Leadership:
Obtaining or maintaining a leadership position within an organization...

url:

Skills

A minimum of three skills tags are required. We recommend 6-10 tags. Skills connect to Labor Market Insights service. In essence, the service scrapes job boards each night and looks for jobs that have the exact same identifiers (like "business development"). Short 1-3 word tags work best. You can view options for skills in the [Lightcast Skills Categories](#) (drill down to subcategories) or enter a custom text to depict a skill.

Skills Tags

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Standards

(complete if applicable)

Standards **must** meet a nationwide or industry certification/licensure. The Standard name, URL linking to the website, and a description (up to 350 characters long) will be listed. Multiple standards can be listed.

Standard Name(s) and URL

| |
|--|
| |
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| |
| |

General Information

(see sample badges at the end of this document)

Credit Badge

Noncredit Badge

Public Public View

Private For a select audience. When badge is awarded and accepted, it will be visible to the earner and any place they share.

No Expiration

Expires on:

Important Credly Badge Display Information and Samples are on the Next 3 Pages

Using the submit button below will activate your email client to open a new message window with the form attached. If that does not occur, save the form to your computer and attach it to an email addressed to microcred@ksu.edu with the subject line "Digital Badge Information Form." You will receive an automated response confirming submission of the form.

Credly Badge Display



Badge Design

Badge Name

Small Unmanned Aircraft Systems (sUAS) Remote Pilot

Full Name of Badge

Issued by [Kansas State University, \(Sandbox\)](#)

Earners are certified by the FAA as a remote pilot; understands the safety and legal considerations for small UAS within the national airspace; can operate small multirotor aircraft in basic fundamentals; can apply knowledge in airspace classification, meteorology, emergency procedures, and aeronautical decision making during UAS operations.

Badge Description

[Learn more](#)

Learn more link

Certification Foundational Days Paid

Attributes

Earn this Badge

Earn this Badge

Skills

14 CFR Part 107

FAA Regulations

Multirotor Operations

Remote Pilot in Command

Small UAS Operations

UAS Safety

Skills Tags

Earning Criteria

- [Attend sUAS Commercial Remote Pilot Training](#)
- Pass the FAA aeronautical knowledge exam: "Unmanned Aircraft General - Small (UAG)"
- [Demonstrate proficiency of knowledge in Basic Multirotor Flight Training](#)

Criteria Type & Description

Standards

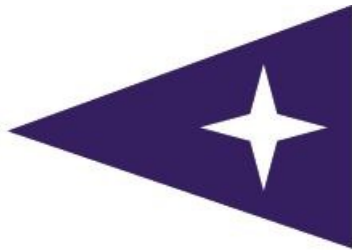
[14 CFR Part 107](#)

In order to fly your drone under the FAA's Small UAS Rule (Part 107), you must obtain a Remote Pilot Certificate from the Federal Aviation Administration. This certificate demonstrates that you understand the regulations, operating requirements, and procedures for safely flying drones.

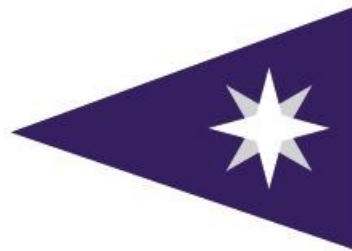
Standards (if applicable)

KANSAS STATE
UNIVERSITY

Mathematical Modeling



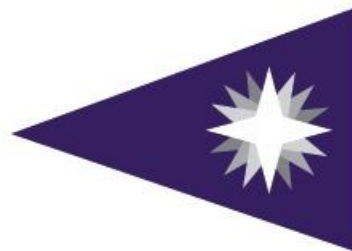
None



Foundational



Intermediate



Advanced

Credit Badge Design Example

Number of stars aligns with the Level of competency

KANSAS STATE
UNIVERSITY

sUAS Pilot



None



Foundational



Intermediate



Advanced

Noncredit Badge Design Example

Number of stars aligns with the Level of competency