

The header features a dark purple background with a network of white icons connected by thin white lines. The icons include a graduation cap, a lightbulb, a globe, a person at a computer, a magnifying glass over a document, a book, a person at a desk, and a person at a presentation board. A central white rounded rectangle with a yellow border contains the text "K-STATE MICROCREDENTIALS" in bold, dark purple, uppercase letters.

K-STATE MICROCREDENTIALS

Getting Started

October 24, 2023



Overview

- **About** – K-State Microcredentials definition
- **Discover** – industry skills and relevance
- **Consider** – credit or noncredit
- **Develop** – title, academic unit, modality, level
- **Propose** – major academic unit and university approvals
- **Design** – approval notification and design
- **Launch** – enroll, earn and award digital badge
- **Resources** – K-State and Global Campus support



K-State Microcredentials Definition

Microcredentials comprise relevant, high-quality market-aligned short units of learning and offer pathways to achieve affordable, accessible, focused and immediately acknowledged learning opportunities. Microcredential offerings can be credit bearing or noncredit bearing and have the following characteristics:



K-State Endorsed



Flexible Delivery



Credit or Noncredit



In Demand



Skills-Based



Sharable

A decorative header at the top of the slide features a dark purple background with a network of yellow lines connecting various white icons. The icons include a graduation cap, a lightbulb, a globe, a person at a computer, a document, and a building.

Getting Started: The Process



Discover

As you consider a K-State Microcredential, do you have...

- College/department support
- Workforce relevant skills/competencies
- Market analysis and evidence of demand
- High educational standards
- Ability to measure skills or competencies
- Interest from a target audience
- Promotion plan
- Design focused on working professionals



Does the microcredential fall under one of the categories defined by Lightcast, a service that identifies real-time trends in labor market analytics?

<https://lightcast.io/open-skills/categories>

Discover



Categories

Administration	Agriculture, Horticulture, and Landscaping	Analysis	Architecture and Construction	Business	Customer and Client Support
Design	Economics, Policy, and Social Studies	Education and Training	Energy and Utilities	Engineering	Environment
Finance	Health Care	Hospitality and Food Services	Human Resources	Information Technology	Law, Regulation, and Compliance
Maintenance, Repair, and Facility Services	Manufacturing and Production	Marketing and Public Relations	Media and Communications	Performing Arts, Sports, and Recreation	Personal Care and Services
Physical and Inherent Abilities	Property and Real Estate	Public Safety and National Security	Sales	Science and Research	Social and Human Services
Transportation, Supply Chain, and Logistics					



Has a market analysis been performed by K-State's Market Intelligence and Analysis team?

global.k-state.edu/market-research/



Market Intelligence and Analysis Team

marketanalysis@ksu.edu



Jonathan Barber



Reed Bellamy



Anna Salas



Consider

Credit microcredentials

Current credit processes apply:

- KSIS for enrollment
- Canvas learning management system (requires eID)
- Less than 12 credit hours
- Stackable microcredentials encouraged



Consider

Noncredit microcredentials

Noncredit considerations:

- Noncredit registration system
- CanvasPro learning management system (email address access)
- Flexible setup, pricing, length, etc.
- For professionals who do not need and are not seeking credit toward a degree



Develop

Contact microcred@ksu.edu to get started...

Initial information needed:

- Major Academic Unit
- Contact information
- Microcredential Title
- Level (Credit UG or G, Noncredit)
- Modality (in person, online, hybrid)



Develop

...or submit microcredential information form

Discover

Consider

Develop

Propose

Launch

Microcredential Information Form

The [Microcredential Information Form](#) notifies us that you are ready to begin developing a microcredential and would like to start the process.

You will be asked to provide your contact information and some information about the proposed microcredential.

Once the proposal form is submitted, a Global Campus program administrator will contact you to discuss next steps.



Propose

Internal Major Academic Unit review and approval and Faculty Senate approval

- Internal review process of the college or Major Academic Unit
- Official forms and Faculty Senate approvals



Microcredential Approval Policy

Approved by FS Academic Affairs on March 21, 2023

- Major Academic Unit informs Graduate Council and Faculty Senate of their internal processes
- Permanent, term and noncredit microcredential approvals



Internal Process (sample)

1. Discuss initial idea with department chair
2. Bring idea to your campus microcredential contact (Discover), then create microcredential (clarify information and process), draft/review proposal for Curriculog and Digital Badge Information Form.
 - a. Key questions at this stage: Noncredit or credit? If credit, permanent or term approval?
3. Meet with MAU Chair of Academic Affairs to complete Curriculog entry and begin MAU approval.
4. Proposal has department level approval
5. Proposal has college level approval at Faculty Assembly



Propose

Submit official forms to begin approval process and initiate setup of a K-State Microcredential

- Curriculog Approval – Credit
- Curriculog Approval – Noncredit
- Digital Badge Information Form (submit with Curriculog approval request)

Forms and additional resources are available at
microcredentials.k-state.edu/faculty-and-staff-resources

Propose



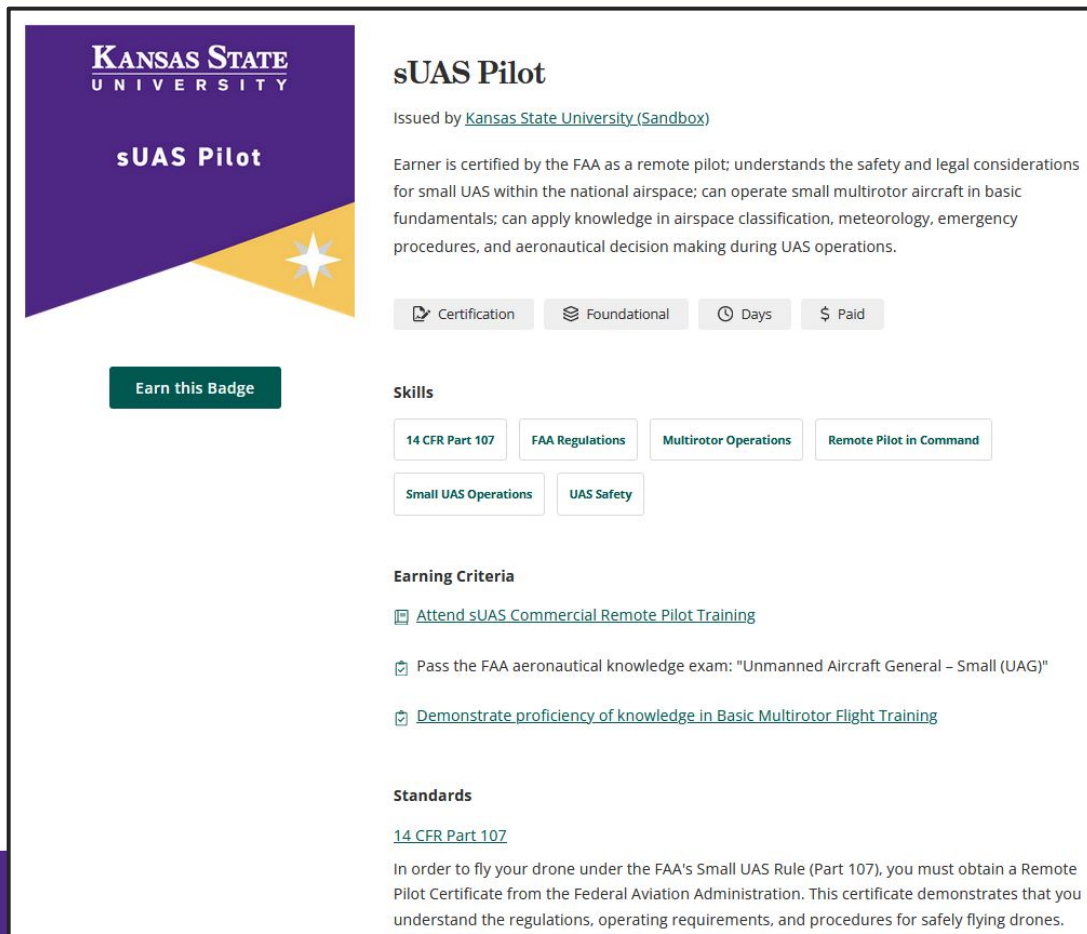
Sample Noncredit
Badge Design



Sample Credit
Badge Design

Sample Digital Badge with Metadata

Example of a noncredit digital badge with metadata



The image shows a sample digital badge for 'sUAS Pilot' from Kansas State University. The badge is a purple and yellow pennant with a white star. Below the badge is a green button that says 'Earn this Badge'. To the right of the badge is a detailed metadata section. The title is 'sUAS Pilot' and it is issued by 'Kansas State University (Sandbox)'. The description states: 'Earner is 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.' The metadata includes: 'Certification' (with a document icon), 'Foundational' (with a stack icon), 'Days' (with a clock icon), and '\$ Paid' (with a dollar sign icon). The 'Skills' section lists: '14 CFR Part 107', 'FAA Regulations', 'Multirotor Operations', 'Remote Pilot in Command', 'Small UAS Operations', and 'UAS Safety'. The 'Earning Criteria' section lists: 'Attend sUAS Commercial Remote Pilot Training', 'Pass the FAA aeronautical knowledge exam: "Unmanned Aircraft General - Small (UAG)"', and 'Demonstrate proficiency of knowledge in Basic Multirotor Flight Training'. The 'Standards' section lists: '14 CFR Part 107'. The final paragraph states: '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.'

KANSAS STATE UNIVERSITY





sUAS Pilot

Earn this Badge

sUAS Pilot

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

Earner is 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.


 Certification  Foundational  Days  Paid


Skills


[14 CFR Part 107](#) [FAA Regulations](#) [Multirotor Operations](#) [Remote Pilot in Command](#)

[Small UAS Operations](#) [UAS Safety](#)

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](#)

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.



Design

Build your K-State Microcredential

- Faculty Senate approval notification
- Instructional design resources
 - Global Campus instructional design team gcid@ksu.edu
 - Teaching and Learning Center k-state.edu/tlc/
 - Office of Assessment k-state.edu/assessment/



Launch

Publish and enroll microcredential learners

- Microcredential published on K-State Microcredentials website
- Enrollment/registration



MICROCREDENTIAL OFFERINGS

Microcredentials showcase the knowledge you've acquired on the road to mastering skills in your area of interest. Smaller than a minor, certificate or degree program, microcredentials equip learners with digital badges that showcase achievement and demonstrated skills.

A-Z



Filter by Department or Unit



Filter by Education Level



Filter by Credit / Noncredit



Filter by Instruction Method



Know What You're Looking For?



Launch



[Learn More >](#)

Microcredentials

[About](#) | [Earn a Microcredential](#) | [Getting Started](#) | [Faculty and Staff Resources](#) | [Contact Us](#)

Introduction to Accounting Analytics

[K-State Home](#) > [K-State Microcredentials](#) > [Microcredentials Directory](#) > [Introduction to Accounting Analytics](#)

College of Business Administration

Description:
This microcredential in accounting analytics is designed to help you develop data analytical skills that can be utilized in all areas of accounting, from large organizations to running your own business.

Accounting professionals who can interpret financial data and tell a compelling story with numbers are in high demand. Learn the skills needed to transform data into actionable insights that can drive strategic decisions, optimize processes and make informed financial recommendations.

LEVEL Foundational	WHO IS ELIGIBLE Anyone	CREDIT OR NONCREDIT Noncredit
INSTRUCTION METHOD Online	TIME TO COMPLETE Months	SKILLS OBTAINED Data Analytics Data Visualization Data Literacy Tableau (Business Intelligence Software) Audit Analytics Managerial Accounting Analytics Financial Accounting Analytics Tax Analytics

Instructor: Brooke Beyer
Associate Professor – Department of Accounting
More information:
microcred@k-state.edu

[Learn More or Register](#)

K-State Microcredentials
337 Hale Library
1117 Mid-Campus Drive, Manhattan KS, 66506, Manhattan, KS 66506
785-532-5575 | 800-622-2578 | microcred@k-state.edu

OFFICE HOURS
Mon-Fri 8 a.m. - 5 p.m., Central



Earn and Award Digital Badge

- Learner successfully completes K-State Microcredential
- Microcredential earner information is entered in Credly, K-State's digital badge system
- Earner accepts badge and shares via LinkedIn, email and other digital platforms



Microcredentials Process Overview

Generate ideas for a credit or noncredit microcredential

Secure Major Academic Unit commitment and review

Utilize K-State experts to design the microcredential

Offer a high-quality, market-aligned K-State Microcredential

1.

2.

3.

4.

5.

6.

7.

8.

Discuss with your campus microcredential contact (e.g., opportunities for stackability, market analysis, support with process)

Complete and submit microcredential approval form and digital badge information form in Curriculog

Complete course setup and publish the microcredential for visibility to prospective learners and employers

Award digital badge to earner upon successful completion of microcredential

Global Campus Microcredentials Support Team



Ron Jackson



Janel Koons



Janice Nikkel



Debbie Hagenmaier



Jo Maseberg-Tomlinson



David DeHass



Trina McCarty



K-STATE MICROCREDENTIALS

Questions

Contact microcred@ksu.edu

Visit microcredentials.k-state.edu