USING CPDSO DIGITAL BADGES

The CPD Standards Office is a unique organisation and was founded with the vision of understanding and enabling positive and successful CPD and learning experiences. As a highly specialised expert team, our university led research has equipped us with extensive expertise on all things CPD.

Between the work of the Professional Development Consortium and the CPD Standards Office dual CPD research and accreditation activities sharpen our knowledge and expertise. This enables us to work with individual coaches, training providers, employers, and 'membership organisation's as a collaborative CPD network & community.

This factsheet will provide guidance on how to start using your CPDSO digital badge.

How to use your CPDSO Digital Badge

"Please read and follow this guidance accordingly"

As part of your awarded accreditation for CPD, you will be issued with a digital badge which you can use on your social media platforms and for online purposes.

This badge can be displayed on the following online platforms:

- Your Company Website
- Twitter
- LinkedIn
- Facebook

Please see below for a guide to get you started using your digital badge –

The digital badge will be sent to you from the CPDSO Badgr account, you will receive an email from us to advise that your organisation has been awarded its digital badge. This can sometimes go into junk folders so do check in there if you do not receive the badge.

The nominated colleague, usually the main point of contact you have with us, will then receive an email with the subject line "Congratulations, you earned a badge!"

The email will look like this:
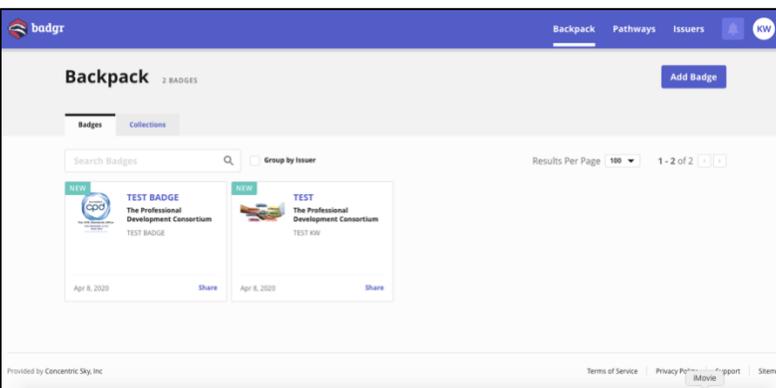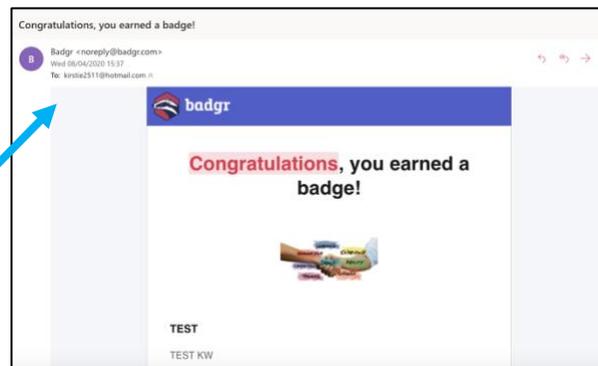
Firstly, the email will give you 2 options;

Option 1) Create an Account

Option 2) Download

Clicking 'create an account will take you to https://badgr.com/auth/signup ... and ask you to create an account with a password.

Once you have set up an account, it will take you to a page with 'Welcome to Badgr' at the top of the page. Scroll down and click 'Get Started' which will take you to the account page as shown above. If you choose to download the badge it will give you a version of PNG.

This digital badge displays your 5-digit provider number and membership years unique to your organisation.

On the right-hand side of your screen it will give you various different information including:

- Company who has issued the badge
- Issue and expiry dates
- Share
- Download the badge
- Print the certificate or
- Remove from backpack
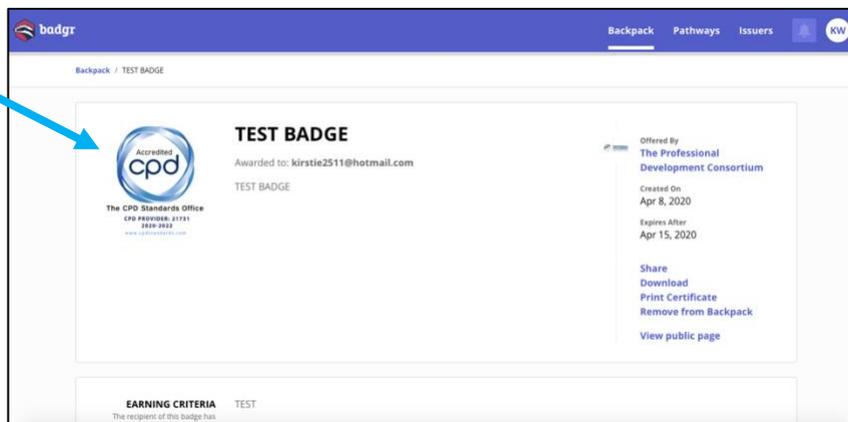
TIP: At the top of the page there is 3 options; Backpack, Pathways & Issuers. To view your badges, you must be on the Backpack page.
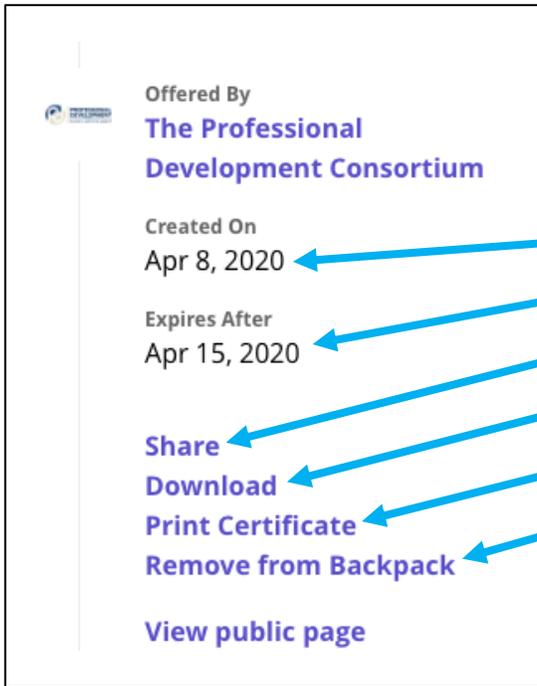
These options provide you with different ways to distribute your badge on your website, social media channels and can also be used for offline purposes too.

Offered By
The Professional Development Consortium

Created On
Apr 8, 2020 ← Issue Date

Expires After
Apr 15, 2020 ← Expiry

← Share as a link, on social media or your website

Share ← Download your badge as a PNG
Download ← Print a certificate of your badge
Print Certificate
Remove from Backpack ← Remove the badge from your backpack

View public page

To share your badge externally;

Now click on the share button which will make another screen pop up like the one below with 3 options; Link, Social & HTML
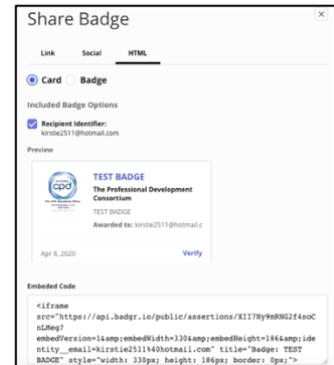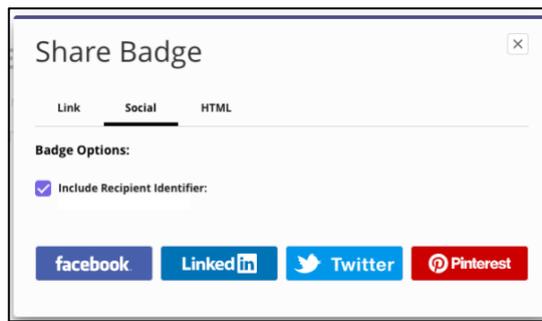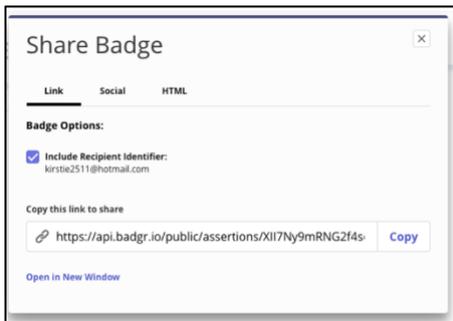
LINK

This provides you with a link to your badge which you can share online such as on your social media channels, marketing communications, email signatures etc.

SOCIAL

You are able to display and share you badge on your social media accounts such as Facebook, LinkedIn, Twitter or Pinterest. Choose which media platform you would like to share too and it will open another window prompting you to log into your account where you can write a message and post.

HTML

This HTML code can be used in the backend of your website to display the badge on your site. Your IT team should be able to help you with this.

We hope you have found this factsheet helpful.

Please see www.cpdstandards.com for more information on our accreditation services or call 0203 745 6463 for further advice.