

# What is SkillStack®?

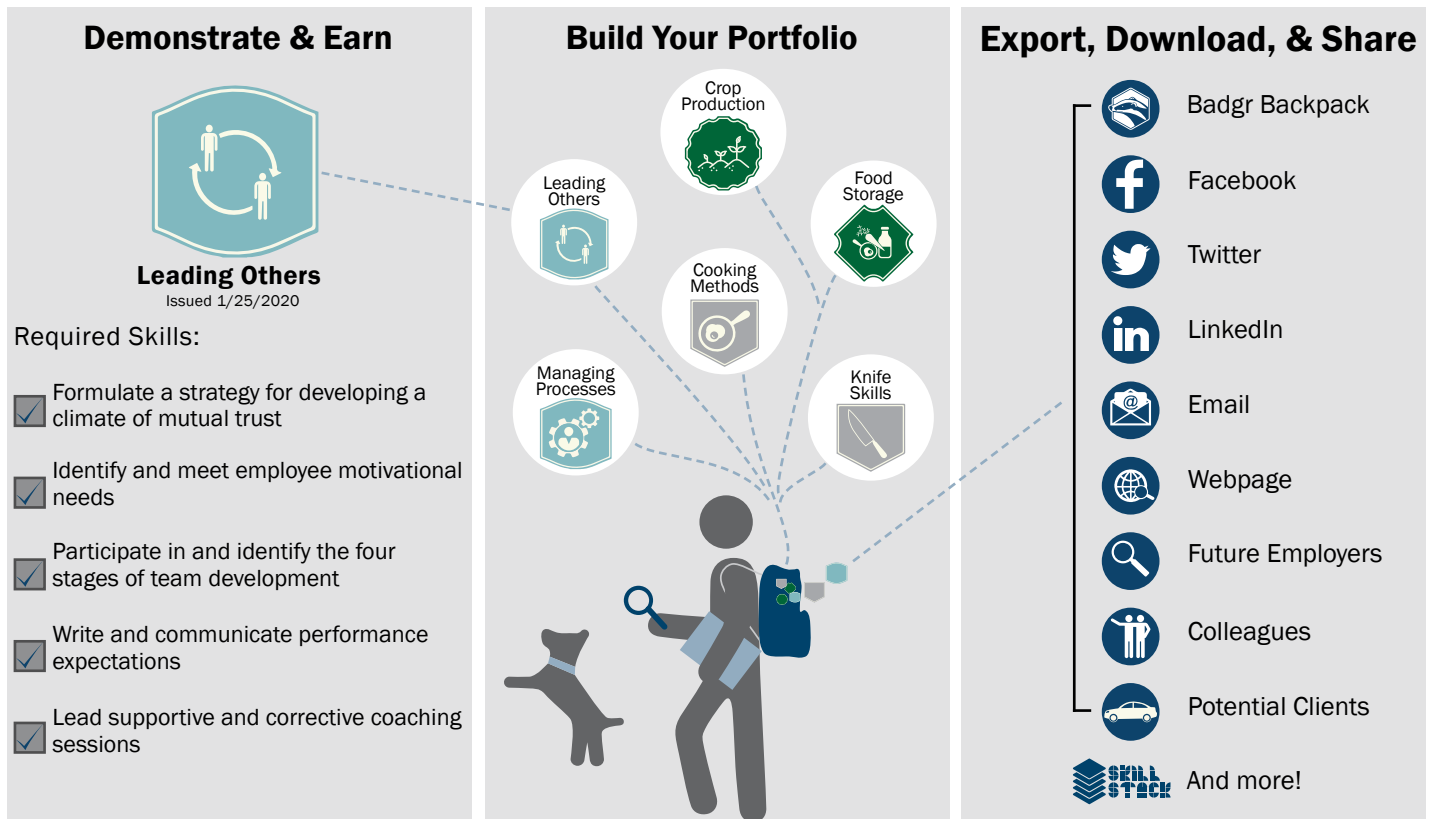


SkillStack® is Idaho's microcertification platform that allows Idaho's educators to validate and track the skills their learners demonstrate proficiency in; leading to industry-relevant digital badges and/or credit.

## How Microcertifications Work

A microcertification is a credential that confirms mastery of skills or concepts that are assessed and validated by Idaho's educators. Skills are measured by an educator through demonstration and/or an assessment. Digital Badges are visual representations used to communicate the skills or collection of skills that have been validated. Microcertifications define, measure, and communicate an individual's skills & abilities while encouraging lifelong education.

### LEARNERS



### Idaho State Board of Education Policy III. E. 1. a. viii. Microcertification

A credential in a narrowly focused area within career technical education (CTE) or academic program that confirms mastery of a specific industry related skillset or topic. Completion of multiple microcertification courses may lead to a certificate.

<https://boardofed.idaho.gov/board-policies-rules/board-policies/higher-education-affairs-section-iii/iii-e-certificates-and-degrees/>

# Benefits of Digital Badges

- Criteria within each badge has been developed with industry input
- Display your demonstrated competencies to future employers, colleagues, peers, and more
- Export badges to a digital backpack or wallet for simplified organization and sharing
- Skills are validated only by properly credentialed educators
- Share collections of badges representing desired skill sets in a dynamic way
- Stack individual badges in a pathway to earn a stacked master badge
- Use badges to pursue further education and training or help you acquire a job

## What are Open Badges?

“Open Badges is the world's leading format for digital badges. Open Badges is not a specific product or platform, but a type of digital badge that is verifiable, portable, and packed with information about skills and achievements.”

@LearningImpact  
Source: <https://openbadges.org/>

## Embedded Metadata

<b>Alignment</b>	Framework a badge has been assessed against
<b>Badge Criteria</b>	What the individual has done to earn the badge
<b>Badge Description</b>	Description of the badge
<b>Badge Name</b>	Name of the badge
<b>Evidence URL</b>	Badge earner's unique evidence (optional)
<b>Expiration Date</b>	Whether the badge has expired
<b>Issue Date</b>	When the badge was issued (or revoked)
<b>Issuer</b>	Details about the organization issuing the badge
<b>Recipient</b>	A verifiable reference to the recipient
<b>Tags</b>	Searchable tags

### Managing Processes

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Demonstrate continuous process improvement strategies for overall work-flow.

When a badge is awarded, SkillStack® will automatically embed the Open Badge specified information into the badge URL. When copied or exported, all of the metadata will be stored and moved along with the badge. This allows a variety of ways for you to share your skills and your authentic story!

### Completed Skills

- Match job assignments to the right employees.
- Develop a template for improving work processes.
- Analyze customer experiences to identify areas for improvement.
- Apply the seven-step process to work decisions.
- Apply the eight-step problem-solving process to a work problem.

# SkillStack® Student Guide

## Step One:

### Getting Started in SkillStack®

- Continue reading or use the video tutorial buttons/QR codes below.
- Change your password and add a personal email address to your account



## Step Two:

### Demonstrate your Skills and Earn Badges

- As you provide evidence (hands-on work, projects, assessments, presentations, etc.) for each skill, your instructor will assess and validate each competency.
- Once your skills are demonstrated and validated, instructors will mark off the skills in the SkillStack® platform.
- When all of the required skills for a badge are completed, the badge is issued by SkillStack® and appears in your portfolio.

## Step Three:

### Build Your Portfolio

- As you earn badges, your verified portfolio of skills will grow! Diversify your portfolio by enrolling in a variety of courses that offer SkillStack® badges

## Step Four:

### Export, Download, and Share your Achievements

- When you share your badges, viewers can see the public face of your earned badge along with the awarding entity.

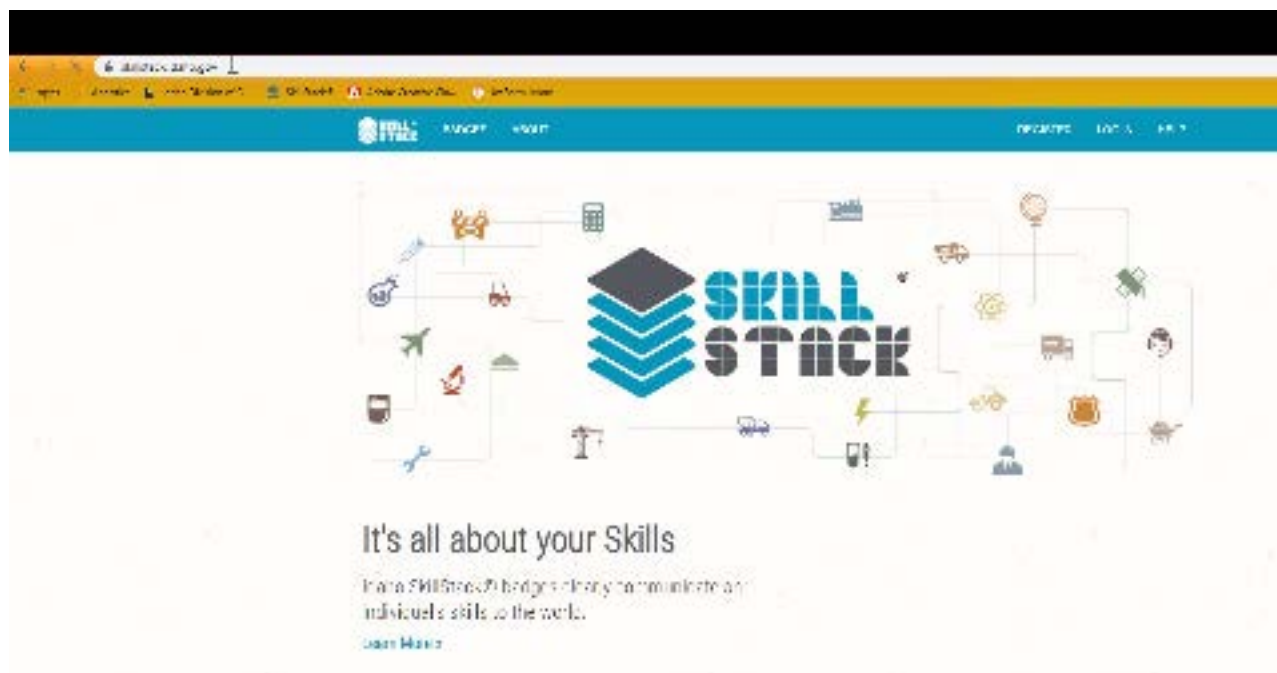
# Getting Started in SkillStack®

This guide is dedicated to providing you information about how to use the SkillStack® system inclusive of setting up accounts, checking progress on badges and sharing your earned badges and skills.

## How To Create a New Account

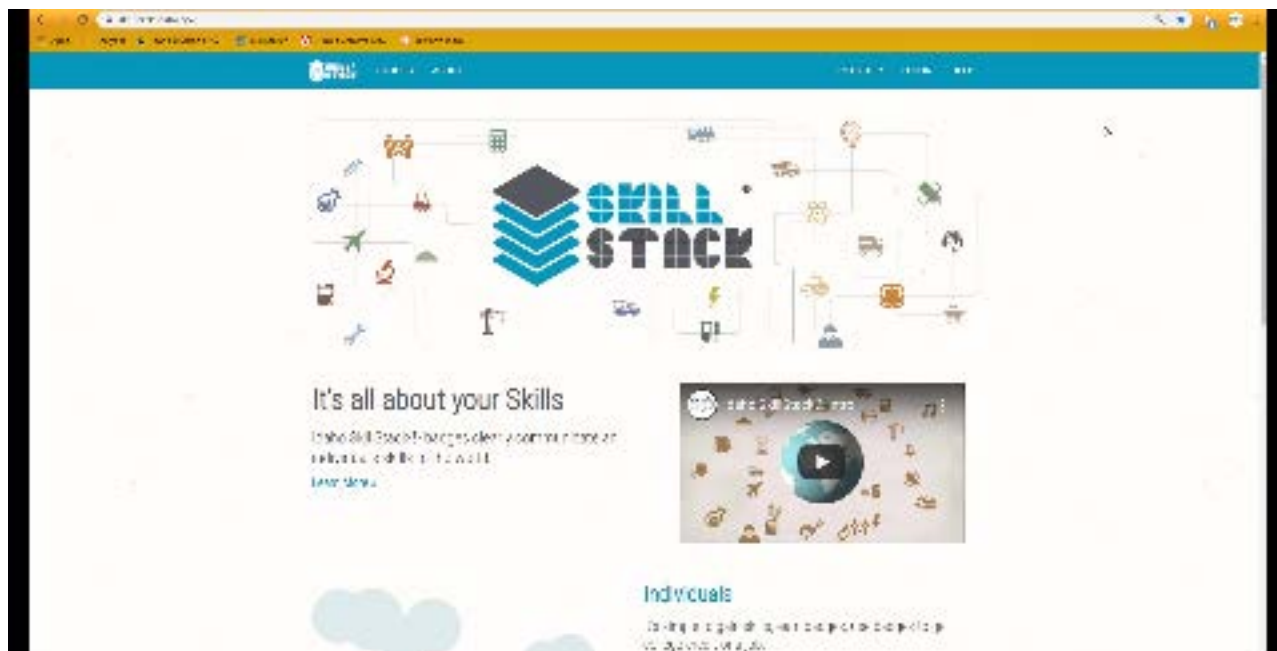
- Go to <https://skillstack.idaho.gov>
  - Click Register (top right of navigation bar)
  - Click Register button (left dialogue box)
  - Create your username and password
  - Fill out your personal info
- \*If you don't know your state or institution ID, ask your instructor
- Add a personal email address(not issued by your school)
  - Click Register button

Your instructor may also choose to set up your account for you where they will assign your username and a temporary password.



# How To Login to Existing Account

- Go to <https://skillstack.idaho.gov>
- Click Log In (top right of navigation bar)
- Enter your username and password
- Click Log In button



# How to Reset your Password

- Go to <https://skillstack.idaho.gov>
- Click Log In (top right of navigation bar)
- Enter your username
- Click forgot password
- Click Send to to send a temporary password to the email in the system



# Demonstrate your Skills and Earn Badges

As you provide evidence (hands-on work, projects, assessments, presentations, etc.) for each skill, your instructor will assess and validate each competency.

Once your skills are demonstrated and validated, instructors will mark off the skills in the SkillStack® platform.

When all of the required skills for a badge are completed, the badge is issued by SkillStack® and appears in your portfolio.

## EDUCATORS

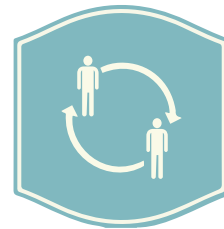
### Assess & Validate



Educators validate and approve skills in SkillStack®, Idaho's digital badging (micro-certification) platform.

## LEARNERS

### Demonstrate & Earn



### Leading Others

#### Required Skills:

- Formulate a strategy for developing a climate of mutual trust
- Identify and meet employee motivational needs
- Participate in and identify the four stages of team development
- Write and communicate performance expectations
- Lead supportive and corrective coaching sessions



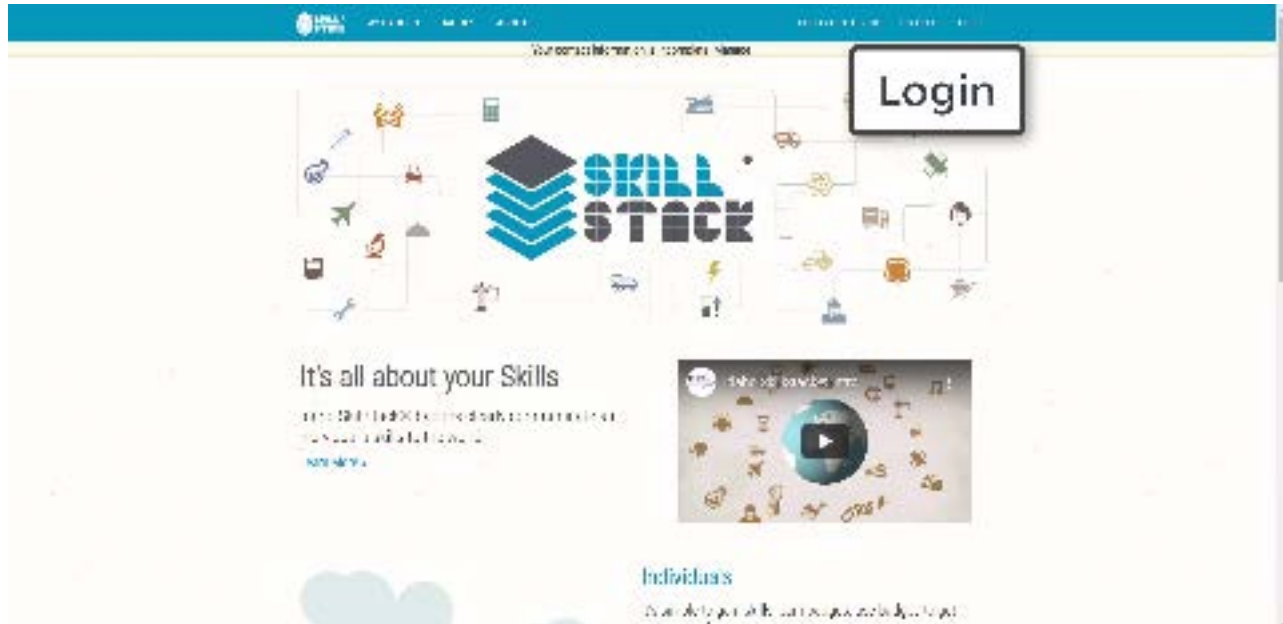
#### Required Skills:

- Formulate a strategy for developing a climate of mutual trust
- Identify and meet employee motivational needs
- Participate in and identify the four stages of team development
- Write and communicate performance expectations
- Lead supportive and corrective coaching sessions

# View your Earned Badges

- Go to <https://skillstack.idaho.gov>
- Log In
- Hover over My Badges (top left of navigation bar)
- Click My Badges

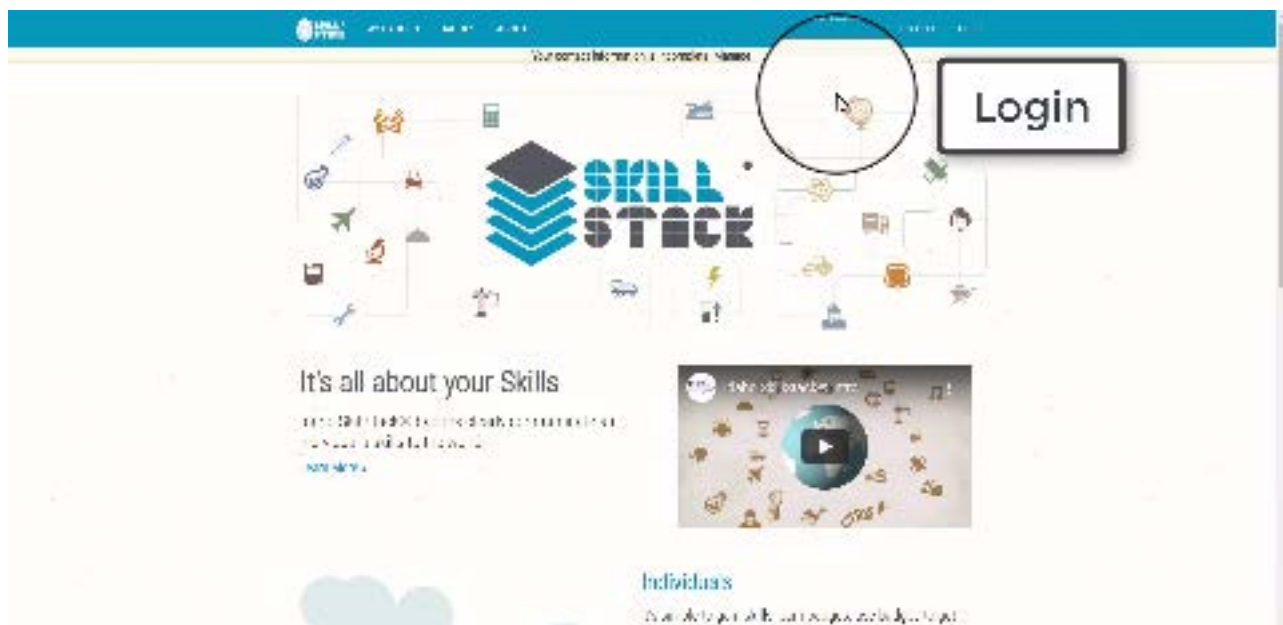
You may choose to add URL links to external content that serve as evidence for your skills.  
**Find out how here!**



# Recommended Badges

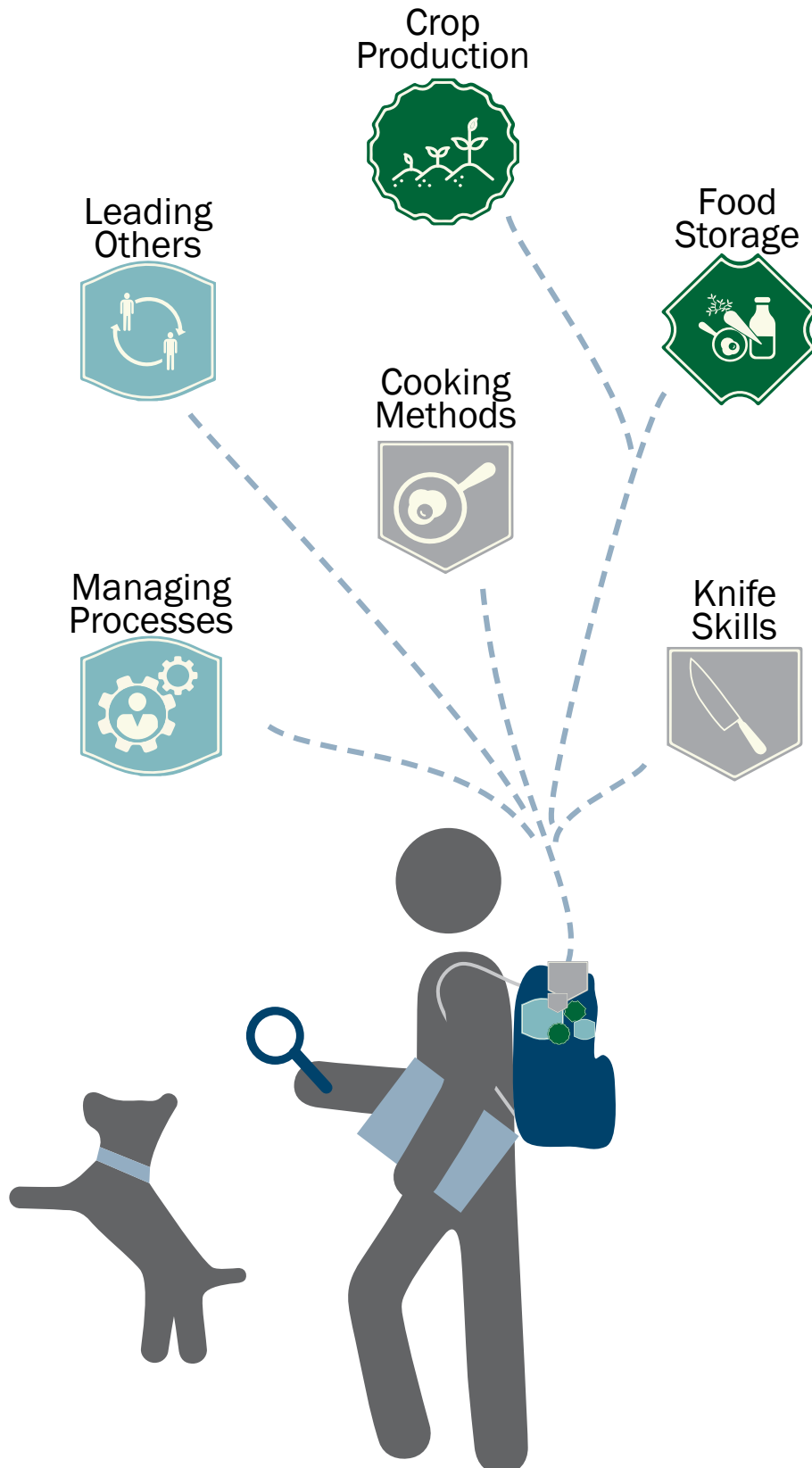
- Go to <https://skillstack.idaho.gov>
- Log In
- Hover over My Badges (top left of navigation bar)
- Click Recommended Badges

SkillStack® provides Recommended Badges that are related to ones that you have previously earned or that you have already started working on.



# Build your Portfolio

As you earn badges, your verified portfolio of skills will grow! Diversify your portfolio by enrolling in a variety of courses that offer SkillStack® badges





# Export, Download, and Share your Achievements

All badges earned in SkillStack® can be downloaded for sharing use or can be exported to an Open Badge Backpack for simplified sharing.

Your backpack can store, organize, and share badges from any provider that is compliant with [Open Badge Standards](#).

When you share your badges, viewers can see the public face of your earned badge (these include criteria, issuer, and date).









## Creating a Badgr Backpack and Uploading Badges



- Go to <https://skillstack.idaho.gov>
- Log In
- Hover over My Badges (top left of navigation bar)
- Click My Badges
- Click a badge in your portfolio
- Click the download button below to download your Badge with your achievement data embedded. This image can then be uploaded to another OpenBadge platform.

# Sharing Badges from Badgr

- Go to <https://badgr.com/auth/login>
- Log In
- 

-  Badgr Backpack
-  Facebook
-  Twitter
-  LinkedIn
-  Email
-  Webpage
-  Future Employers
-  Colleagues
-  Potential Clients