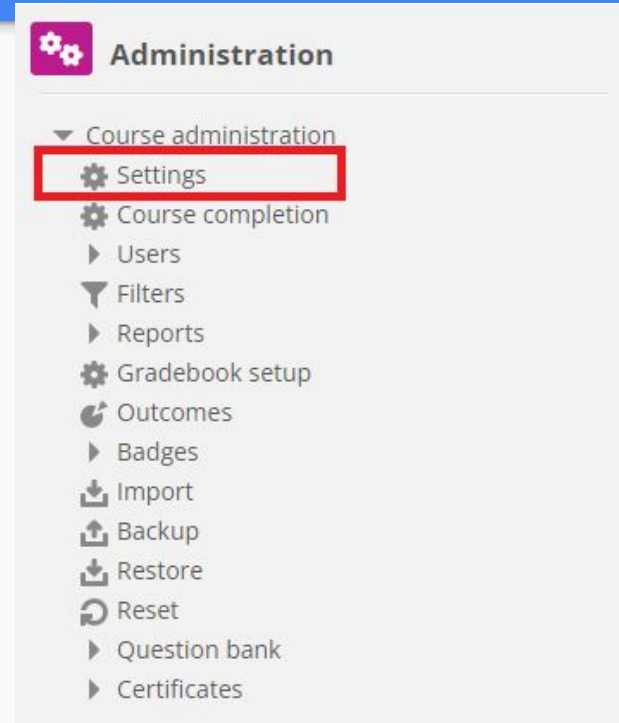# Issuing a micro-credential

Unit 3.2.2

DigiProf

DigiProf

Issue micro-credential in VLE

The corresponding course fields are filled in according to the course description in Moodle.

Teacher has to enter **course administration settings.**

Administration

▼ Course administration
   ⚙ Settings
   ⚙ Course completion
   ▶ Users
   ▼ Filters
   ▶ Reports
   ⚙ Gradebook setup
   ⟲ Outcomes
   ▶ Badges
   ⬇ Import
   ⬆ Backup
   ⬇ Restore
   ⟳ Reset
   ▶ Question bank
   ▶ Certificates

"Course details" fields (1)

- o Form of study

Form of study ⚠ [▾]

- o Mode of study

Mode of study ⚠ [▾]

- o Study language

Study language ⚠ [Lietuvių ▾]

- o Place of study

Place of study ⚠ [Kaunas ▾]

"Course details" fields (2)

Additional fields according to course description can be filled:

- *Volume of learning in ECTS*

  Volume of learning in ECTS   2

- *Volume of learning in hours*

  Volume of learning in hours   56

- *Workload of learning - number of contact hours*

  Workload of learning (hours)   30 val.

- *Workload of learning - duration of learning in days, weeks, months*

  Workload of learning   4 months

Course information in Moodle

Introduction to VMU distance learning

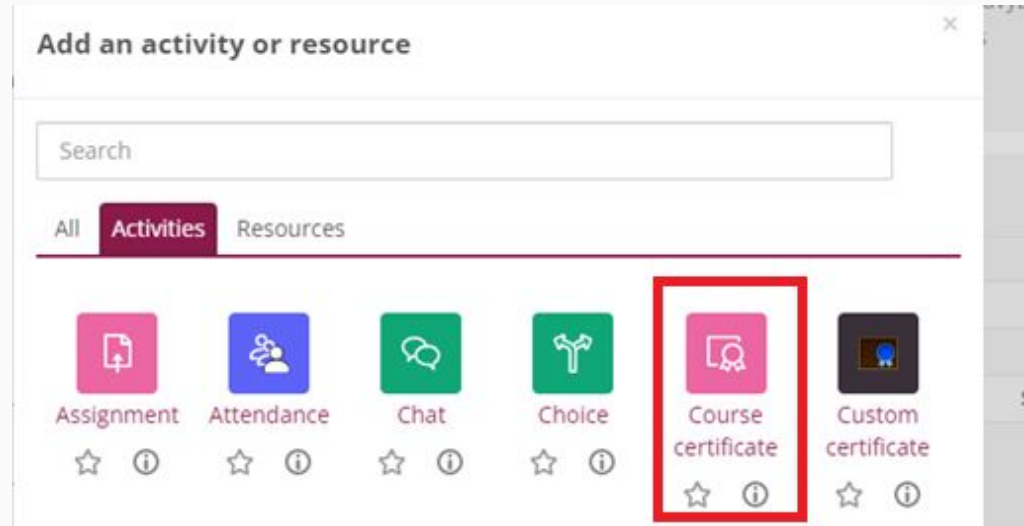In this subject you will find the material used in the training, as well as examples of the subjects and the main mistakes that are highlighted during the training. You will also find an outline for studying the subject, which we suggest you adapt and use in your own teaching.
Created on: 2023 02 15

Teacher: Admin User

Mode of study: Online
Form of study: Full-time
Volume of learning in ECTS: 1
Volume of learning in hours: 30
Study language: English
Workload of learning (contact hours) : 10
Workload of learning : 8 sav.
Place of study: Kaunas

Click to enter this course

How to create micro-credential certificate

● Add a new course activity

Certificate configuration options

- Name and Description
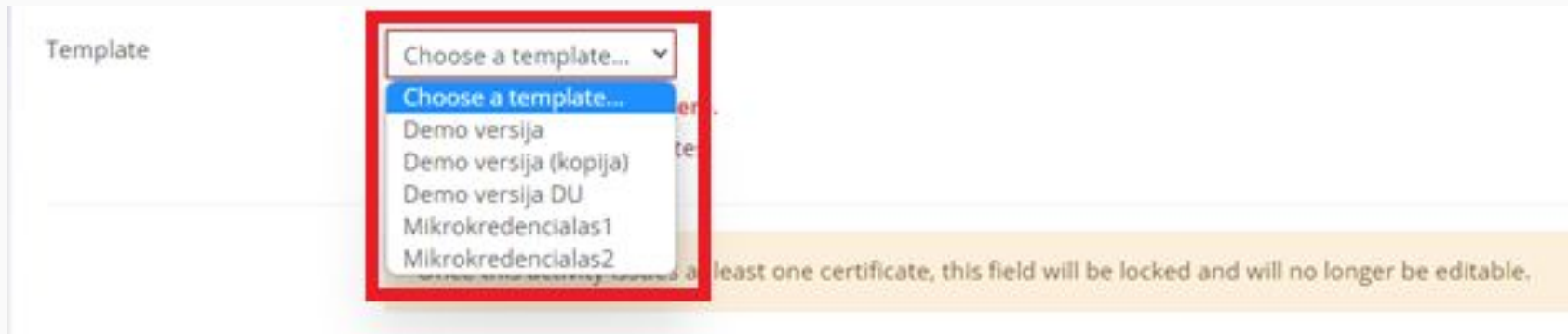
Certificate configuration options (2)

- Select one of the certificate templates that have been created by administrator

Certificate configuration options (3)

● Expiry date is optional
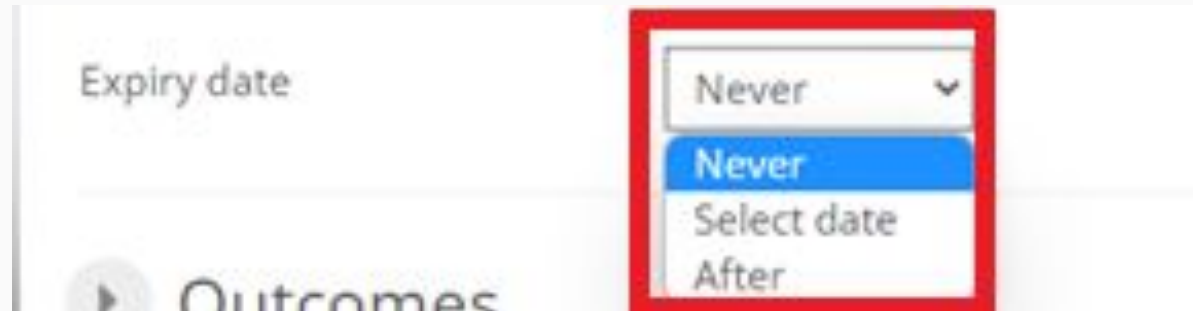
Certificate configuration options (4)

● Select learning outcomes

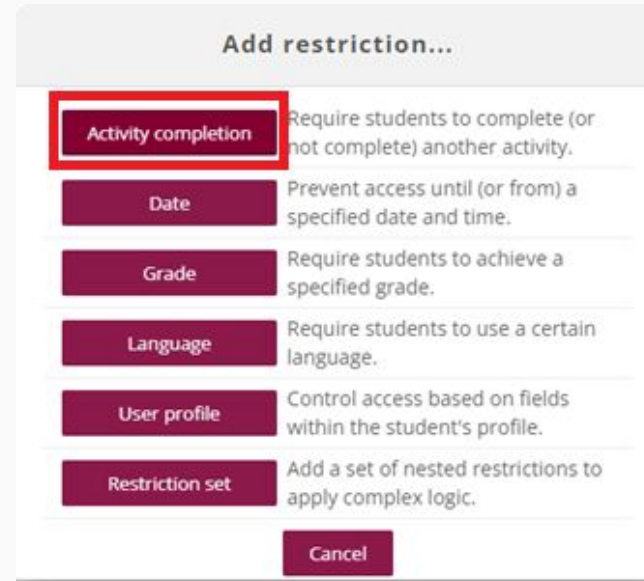# Certificate configuration options (5)

- Add restrictions
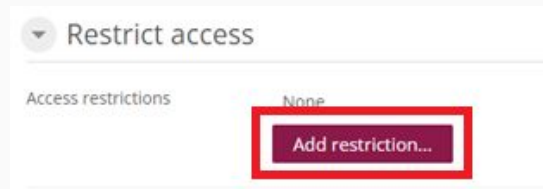
- Select "Activity completion"

Certificate configuration options (6)

- Restrictions must be selected:
  - homework;
  - intermediate assignment;
  - final exam, etc.

Certificate configuration options (7)

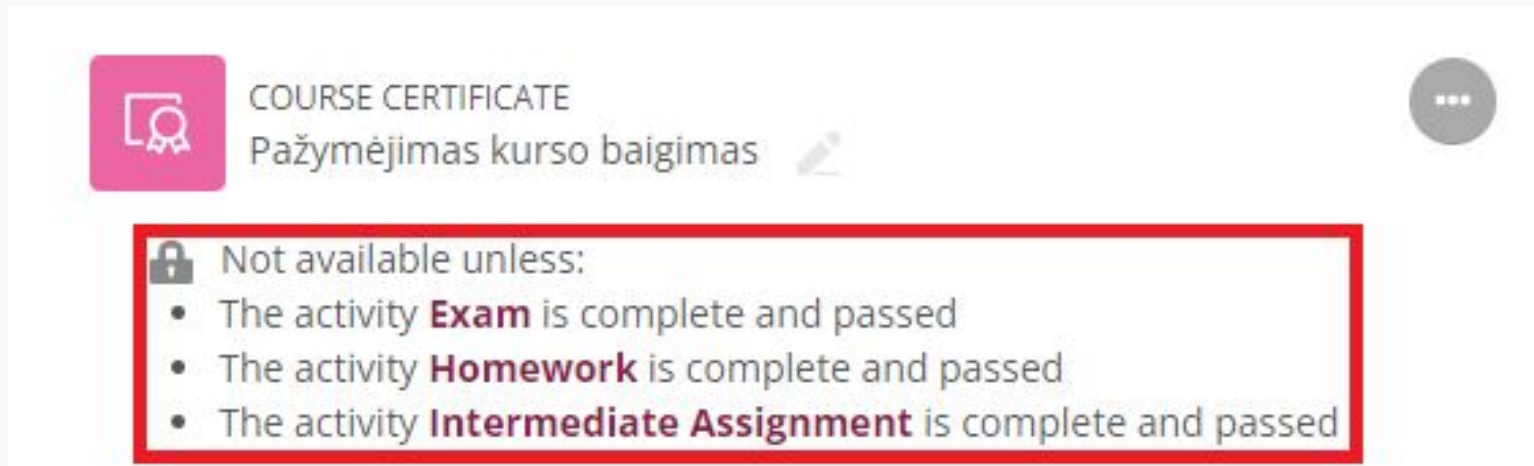- If all criteria is set and fields are filled, press button "Save and return to course"
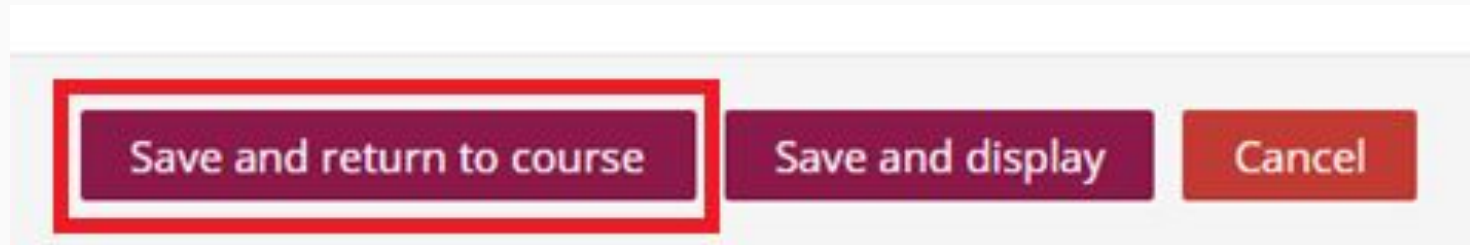
Certificate configuration options (8)

- The teacher know that micro credential will be issued if learner meet the criteria and will complete the activities.

COURSE CERTIFICATE
Pažymėjimas kurso baigimas

Not available unless:
- The activity **Exam** is complete and passed
- The activity **Homework** is complete and passed
- The activity **Intermediate Assignment** is complete and passed