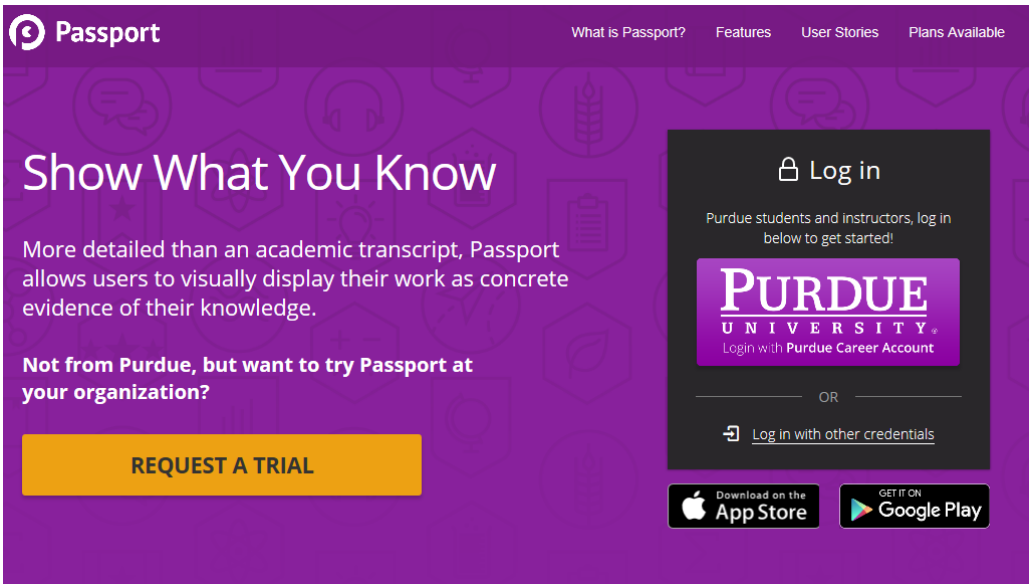




PASSPORT LEARNER GUIDE

GET STARTED

Passport Homepage - Current and Available Badges



After logging in, you will be taken to the homepage which lists your current and available badges.



Holly Fiock

[Edit profile](#)

Recent Progress

Your submission was accepted
Using PowerPoint
1 month ago

136 challenges to go!



EDCI 627 - J. Richardson's group

[My Scorecard](#)

[View Group](#)



Camtasia
0/2 Challenges Submitted

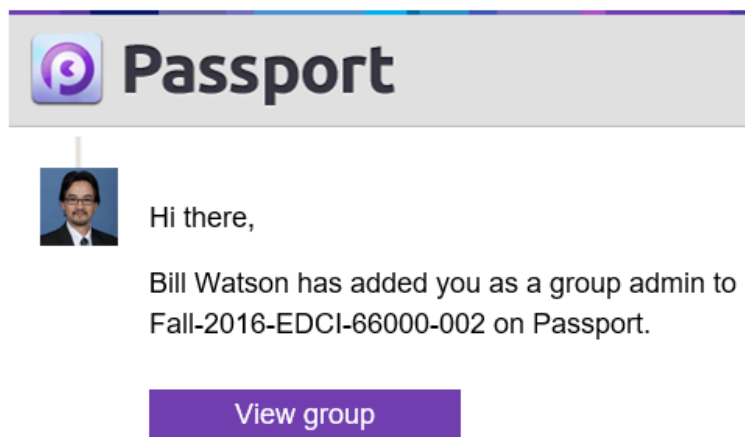
- [Using Camtasia](#)
- [Integrating Camtasia as a teaching/learning tool](#)

- **Current Badges** — All badges you have started working on (made a submission for) show up in this area. Badges are sorted by the last activity, whether that is an instructor approving or denying a challenge, and by your most recent submissions.
- **Available Badges** — All badges in your groups that you have not started on show up in this area and are sorted randomly

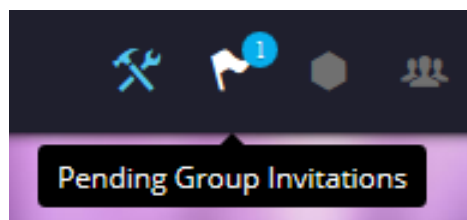
JOIN A GROUP

Accept a Group Invitation

When you are invited to join a group, you will receive an email notification with a link to join the group.



Inside of Passport, a link to view pending group invitations will become visible as well.



- Click the "Join Group" link in the email invitation to **join the group**, or
 - Click the "Pending Group Invites" icon that appears in the top navigation **view all pending group invitations**, then click the link for a particular group to join it.
-

View All Badges for a Group

The badges for that group are listed on the group's homepage.

- Navigate to the group by clicking "My Groups" in the top menu bar and then select a group from the list to view its related badges.

The screenshot shows a user interface for a group's badge page. On the left is a vertical navigation menu with sections: 'GROUP MENU' (containing Home, Badges with a '20' badge count, My Scorecard, and Members), and 'INSTRUCTOR TOOLS' (containing Instructor Scorecard, Edit Members, Reorder Badges, Edit Group, and Group Awardees). The main content area is titled 'Fall-2016-EDCI-66000-002' and 'Badges'. It displays six badge cards in a 2x3 grid. Each card features a colored icon, a title, and a brief description.

Badge Title	Description
Professional Founda...	This competency domain is an explicit recognition of the current professional status of the instructional
ID Professional Com...	Communication as a skillset is absolutely vital and essential for an ID in the field. Communication
ID Knowledge, Skills,...	UPDATE AND IMPROVE KNOWLEDGE, SKILLS, AND ATTITUDES PERTAINING TO THE INSTRUCTIONAL
Ethical, Legal, and P...	
Applying ID Researc...	
Design and Develop...	

COMPLETE CHALLENGES/EARN BADGES

View All Challenges for a Badge

Clicking on a badge from the homepage or a group's page will show any challenges required to earn that badge. All challenges for the badge will be listed in the left pane and can be clicked on to view their details.



ID Professional Communicator

☆ Get started

Communication as a skillset is absolutely vital and **essential** for an ID in the field. Communication occurs at every phase of the design process from initial needs assessment, development, and all the way to implementation.

Instructional designers are tasked with many different roles and responsibilities which require a high level of oral, written, and visual communication skills.

Issuer:

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Organization:

Purdue University

Created by:

Bill Watson, Oct 26 2016

Learning Outcomes

1. Write and edit messages that are clear, concise, and grammatically correct.
2. Solicit, accept, and provide constructive feedback.
3. Deliver presentations that effectively engage audiences and communicate clear messages.

✦ Challenges

- Write and edit messages that are clear, concise, and grammatically correct ▾
- Solicit, accept, and provide constructive feedback. ▾
- Deliver presentations that effectively engage audiences and communicate clear messages ▾

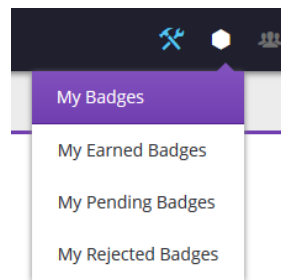
Submit a Challenge

Click on a challenge's "Get Started" button when you are ready to complete the challenge and follow the directions for that particular challenge.

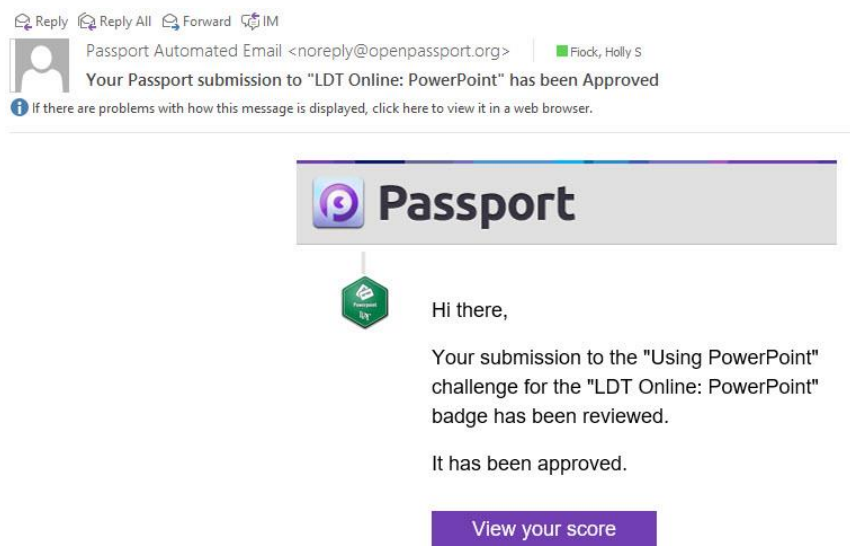
☆ Get started

- **Content Challenge** — A content challenge may ask for a text, file, or link submission, or a combination of media.
-

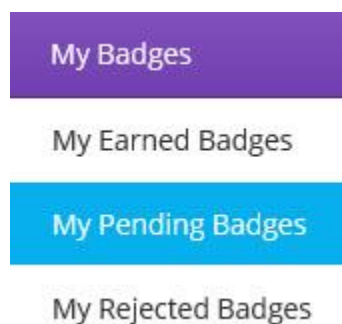
Accept an Awarded Badge



You will receive an email notification when you have been awarded a badge in Passport.



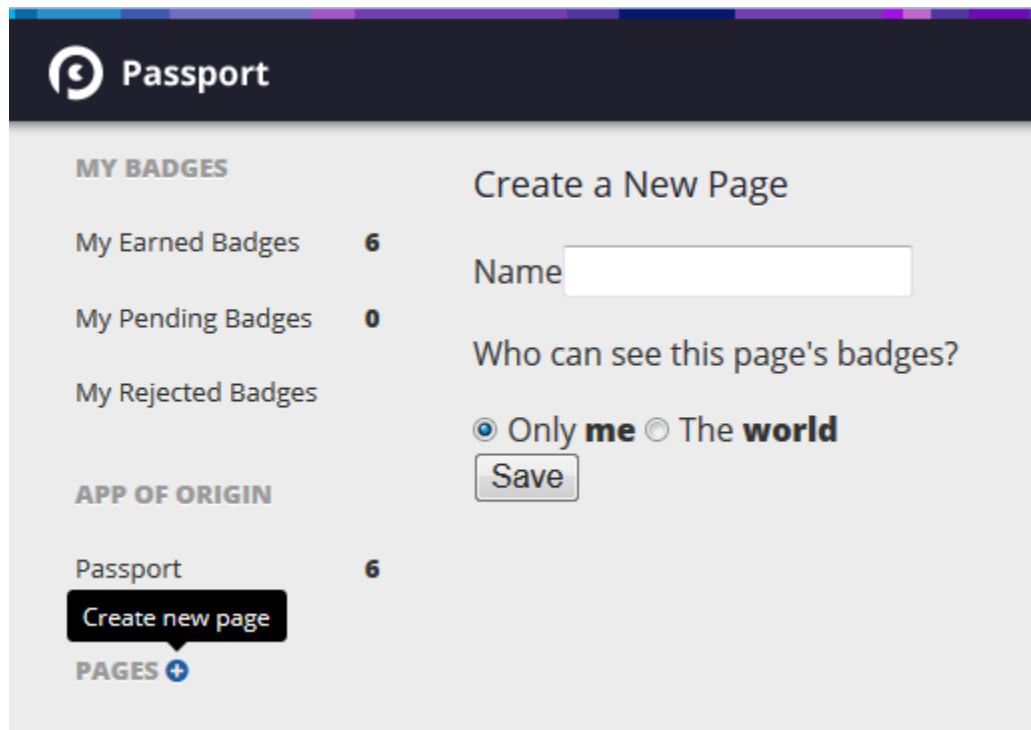
- To accept a badge, click the "View Your Score" link in the email to take you to Passport, OR



- Log in to Passport and click the "Pending Badges" from the "My Badges" dropdown. Then, choose to accept or deny the badge.

ORGANIZE BADGES

Badges can be categorized on one or more pages, and the privacy level for each page set to your preference.



- **App of Origin** — By default, you will have a page named "Passport" listed under "App of Origin" and all badges earned through Passport will be listed there.
- **Add a New Page** — Click the plus (+) sign next to "Pages" in the left pane
- **Move Badge to a Page** — Badges can be listed on one or more pages. To move a badge to a page, hover the mouse cursor over the gear icon on the badge and choose a page to move it to, or create a new page.
- **Page Visibility** — Choose whether to display a page's badges on your public profile by navigating to that page and then choosing "Only me" or "The world" for the visibility settings.