

O APMG International

APMG International & Credly

Digital Badge and e-Certificate Instructions

Congratulations on passing your exam, now it is time to claim your Digital Badge and e-Certificate.

Here are the step-by-step instructions to help you claim your Digital Badge and e-Certificate.

You will only be able to claim your Digital Badge and e-Certificate after your official results have been released, this can take up to 10 days, but usually you will get your results sooner

Create your Credly Account

After you have received your official results, to claim your Digital Badge and e-Certificate, you need to log into the APMG Candidate Portal using your email address and password. Here is the link to the Candidate Portal. <u>https://candidateportal.apmg-international.com</u>

On the exams home screen, you will see '**Badges and Certificates**', click this to see the options available.



If a badge is available for your achievement, click **'Create Badge/Certificate'**, this will redirect you to the Credly website. You will need to either create an account or log in.



NOTE: The information used for Credly, including your email address **must** be the same as your APMG Candidate Portal account.

Once you have created your account, you will need to confirm your email address. Find the Credly email in your inbox and select **'Confirm My Email'**. If you cannot find it, please check your junk, or spam folder.

Now you can log into your Credly account.

Sharing your Digital Badge and downloading your e-Certificate

Once you have logged in to your account, navigate to your dashboard which can be found at the top right of the page.



Then click on your badge and click share in the top right corner. If the share button is greyed out, click the 3 dots next to it and set your badge to public.

C This badge was issued to	Share
AgilePM FOUNDATION	APMG AgilePM Foundation Issued by <u>APMG International</u> Badge for AgilePM Foundation from APMG Skills AgilePM AgilePM Foundation

From this page, you will be able to share your badge to various social media platforms. Feel free to use our hashtags: **#shareyoursuccess #apmginternational #secureyourfuture**

You will also be able to download your e-Certificate.

Share your badge Broadcast your achievement to friends and colleagues to get the r	ecognition you deserve.	
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Promote Share your achievement on social media.	Publish Send your badge or take it offl	ine.
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