

CANVAS BADGES GROUPS



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What are Groups in Canvas Badges?

The Groups feature in Pathways is used to organize badge recipients into different segments or cohorts, so that they can be tracked along a Learning Pathway.

View Groups Setup

Group setup ▾

Manage badges, pathways and settings

Badges Pathways Learners Staff Issuers Details

Badges

Add badge

Manage the badge requirements in this group



No Badges

This group doesn't have any badges, yet

Once a group has been created, users can then add badges, subscribe to Pathways, view learner progress and manage the group.

Notes:

- Groups may be subscribed to more than one pathway and any number of groups can be subscribed to the same pathway.
- You must create and publish a Pathway prior to subscribing a group.

How do I install the Canvas Credentials LTI in Canvas?

The Canvas Credentials LTI allows teachers to automatically award badges to students based on course requirements. A Canvas admin must enable developer keys for the account or subaccount in which the LTI is installed. A Canvas admin can install the LTI at the account or subaccount levels. A teacher can install the LTI at the course level.

Note: This guide provides steps for installing the Canvas Credentials LTI in an Instructure-hosted Canvas instance. If your Canvas instance is self-hosted, follow our guide for [installing the Canvas Badges Groups LTI for self-hosted instances](#).

View Inherited Developer Keys

Courses	Developer Keys			
People	Account	Inherited	Type	State
Statistics				
Permissions				
Outcomes				
Rubrics	Atomic Search- Sydney	1700000000001845	⊕	
Grading				
Question Banks	Atomic Search - US	1700000000001844	⊕	
Sub-Accounts				
Account Calendars	Atomic Search - Dublin	1700000000001838	⊕	
Terms				
Authentication				
SIS Import	Microsoft Reflect	1700000000000823	⊕	
Themes				
Developer Keys	Canvas Credentials SG	1700000000000822	⊕	
Item Banks				

In Account Navigation, click the **Developer Keys** link [1]. To view inherited keys, click the **Inherited** tab [2].

Show All Keys

Paper Assignment	1700000000000782		
Show All Keys			

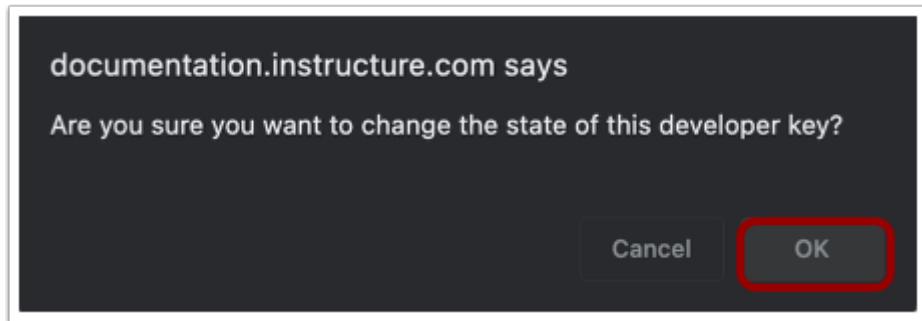
Scroll to the bottom of the list and click the **Show All Keys** button. Locate the Credentials API and LTI keys in the list.

Enable the API Key

 Canvas Credentials	1700000000000731		
Canvas Credentials AU	1700000000000730		
Canvas Credentials CA	1700000000000729		
Canvas Credentials EU/Ireland	1700000000000728		

To enable the Canvas Credentials API key [1], click the **On** toggle [2].

Confirm Key State



A prompt displays asking to confirm changing the key state. To confirm the change, click the **OK** button.

Enable Regional LTI Key

	Canvas Credentials	170000000000731	<input checked="" type="checkbox"/>
2	Canvas Credentials AU	170000000000730	<input type="checkbox"/>
3	Canvas Credentials CA	170000000000729	<input type="checkbox"/>
4	Canvas Credentials EU/Ireland	170000000000728	<input type="checkbox"/>
5	Canvas Credentials US	170000000000727	<input checked="" type="checkbox"/> 1
6	Canvas Credentials SG	170000000000822	<input type="checkbox"/>

To enable the LTI key for your [region](#), click the **On** toggle [1]. There are five options - **Canvas Credentials AU** [2], **Canvas Credentials CA** [3], **Canvas Credentials EU/Ireland** [4], **Canvas Credentials US** [5], and **Canvas Credentials SG** [6]. Select the LTI key for the same region you used to create your Canvas Badges account. You only need to enable one LTI key.

View App Configurations

Grading
Question Banks
Sub-Accounts
Terms
Authentication
SIS Import
Themes
Developer Keys
Item Banks
Admin Tools
ePortfolio
Moderation
Settings 1
Domain Lookups

Settings Privacy Quotas Integrations Notifications Admins Announcements Reports **Apps** 2

Feature Options

External Apps

Manage App List 3 View App Configurations

Apps are an easy way to add new features to Canvas. They can be added to individual courses, or to all courses in an account. Once configured, you can link to them through course modules and create assignments for assessment tools.

[See some LTI tools that work great with Canvas.](#)

All Not Installed Installed Filter by name





You can install the Canvas Credentials LTI at the account, subaccount, or course level. In Account or Course Navigation, click the **Settings** link [1]. Click the **Apps** tab [2]. To view app configurations, click the **View App Configurations** button [3].

Add App

Settings Privacy Quotas Integrations Notifications Admins Announcements Reports **Apps**

Feature Options

External Apps

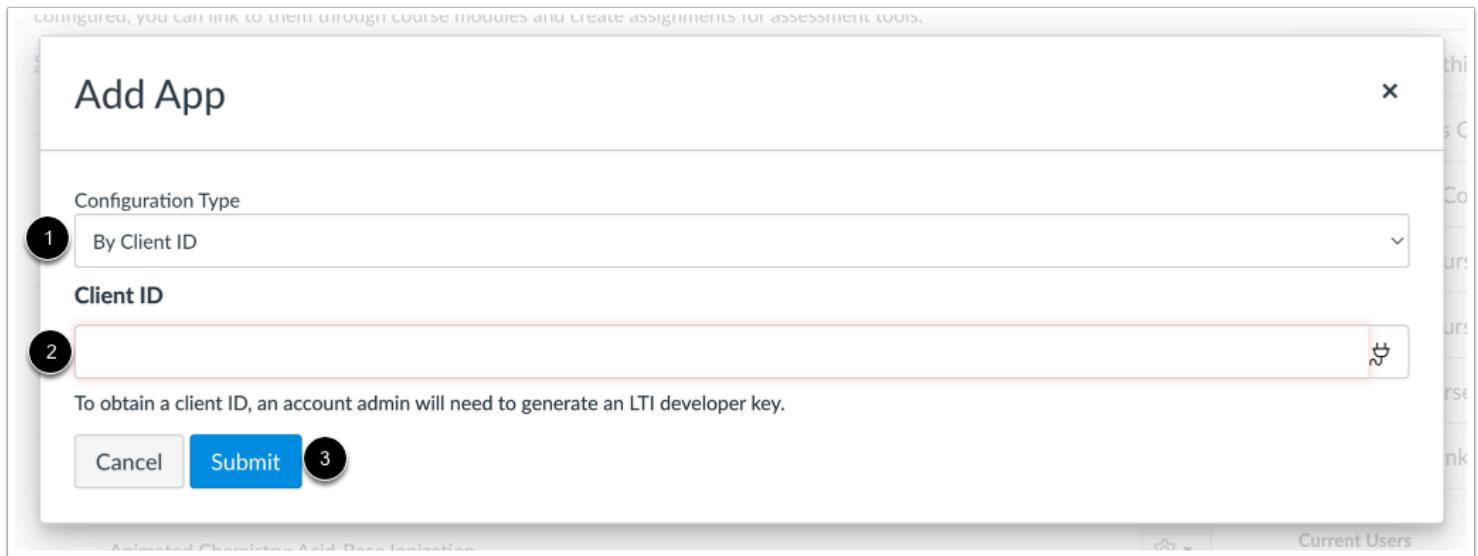
+ App View App Center

Apps are an easy way to add new features to Canvas. They can be added to individual courses, or to all courses in an account. Once configured, you can link to them through course modules and create assignments for assessment tools.

[See some LTI tools that work great with Canvas.](#)

Click the **Add App** button.

Enter Client ID



The screenshot shows the 'Add App' configuration dialog in Canvas. At the top, there's a note: 'Configured, you can link to them through course modules and create assignments for assessment tools.' Below that is the title 'Add App' and a close button 'x'. Under 'Configuration Type', a dropdown menu is open with the option 'By Client ID' selected [1]. The 'Client ID' field [2] is empty and has a placeholder 'Paste or type Client ID here' with a clipboard icon. A note below the field says: 'To obtain a client ID, an account admin will need to generate an LTI developer key.' At the bottom are two buttons: 'Cancel' and a blue 'Submit' button [3]. There's also a small note: 'A submitted configuration cannot be edited or deleted.' On the right side of the dialog, there are buttons for 'Current Users' and other settings.

In the **Configuration Type** dropdown, select the **By Client ID** option [1]. Type the client ID for your regional server into the **Client ID** field [2].

- Canvas Credentials US - 1700000000000727
- Canvas Credentials EU - 1700000000000728
- Canvas Credentials AU - 1700000000000730
- Canvas Credentials CA - 1700000000000729
- Canvas Credentials SG - 1700000000000822

Click the **Submit** button [3].

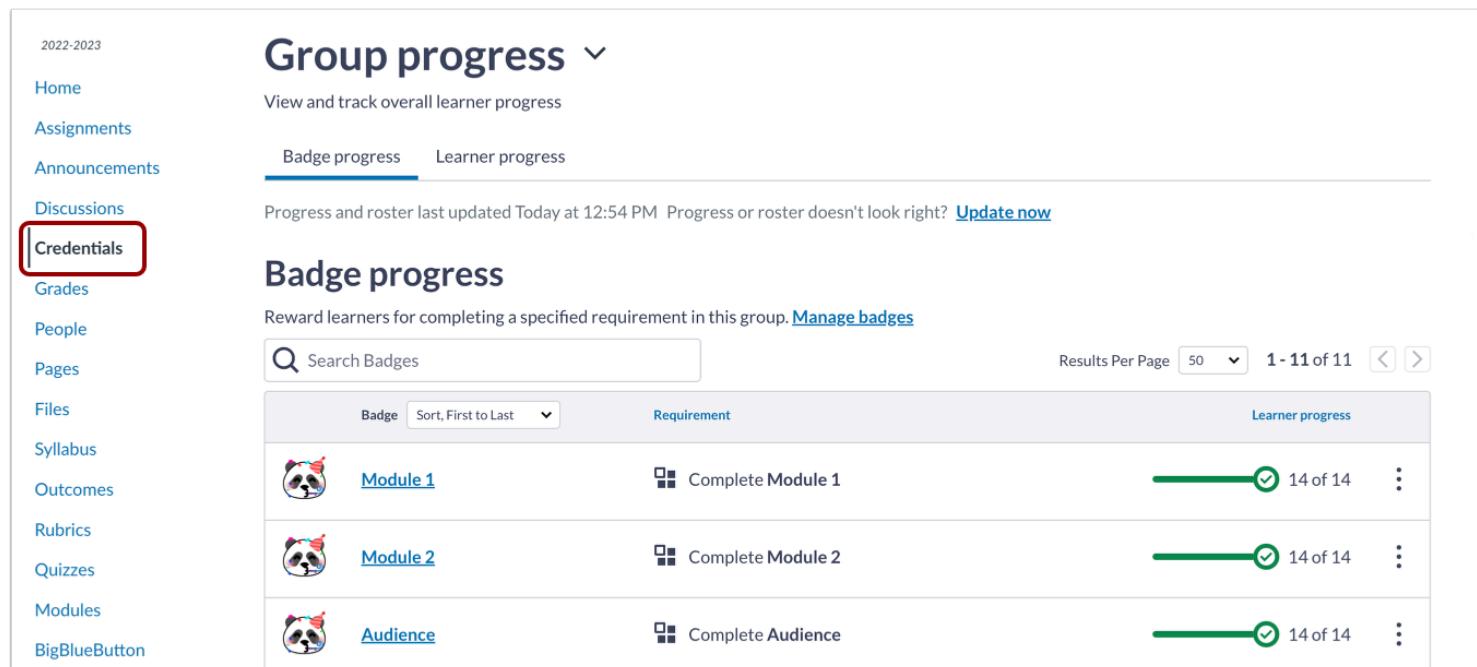
Note: If you attempt to install the LTI before enabling the API and LTI keys, you will encounter an error stating that the client ID is disabled.

Confirm Installation



When the **Add App** prompt appears, click the **Install** button.

View Installed LTI



2022-2023

Group progress ▾

View and track overall learner progress

Badge progress Learner progress

Progress and roster last updated Today at 12:54 PM Progress or roster doesn't look right? [Update now](#)

Badge progress

Reward learners for completing a specified requirement in this group. [Manage badges](#)

Search Badges

Results Per Page 50 1 - 11 of 11

Badge	Sort, First to Last	Requirement	Learner progress
	Module 1	 Complete Module 1	<div style="width: 100%;"><div style="width: 100%;">14 of 14</div></div> 14 of 14 ⋮
	Module 2	 Complete Module 2	<div style="width: 100%;"><div style="width: 100%;">14 of 14</div></div> 14 of 14 ⋮
	Audience	 Complete Audience	<div style="width: 100%;"><div style="width: 100%;">14 of 14</div></div> 14 of 14 ⋮

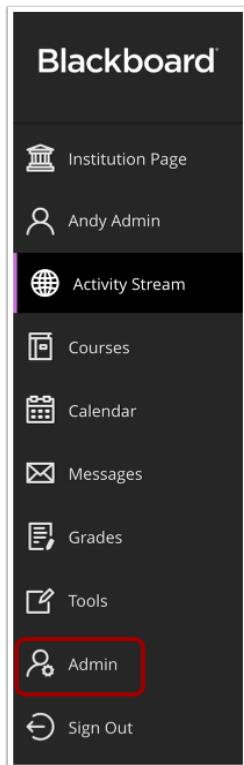
If the LTI is installed at the account or subaccount level, the **Credentials** link displays in the Course Navigation for all courses in the account or subaccount. If the LTI is installed at the course level, the **Credentials** link displays in the Course Navigation for the course in which it is installed.

Note: The Credentials link displays in Course Navigation for LTI 1.3 users and all Blackboard users. Alternatively, the Badges link displays in Course Navigation for legacy LTI 1.1 users.

How do I install the Credentials LTI in Blackboard?

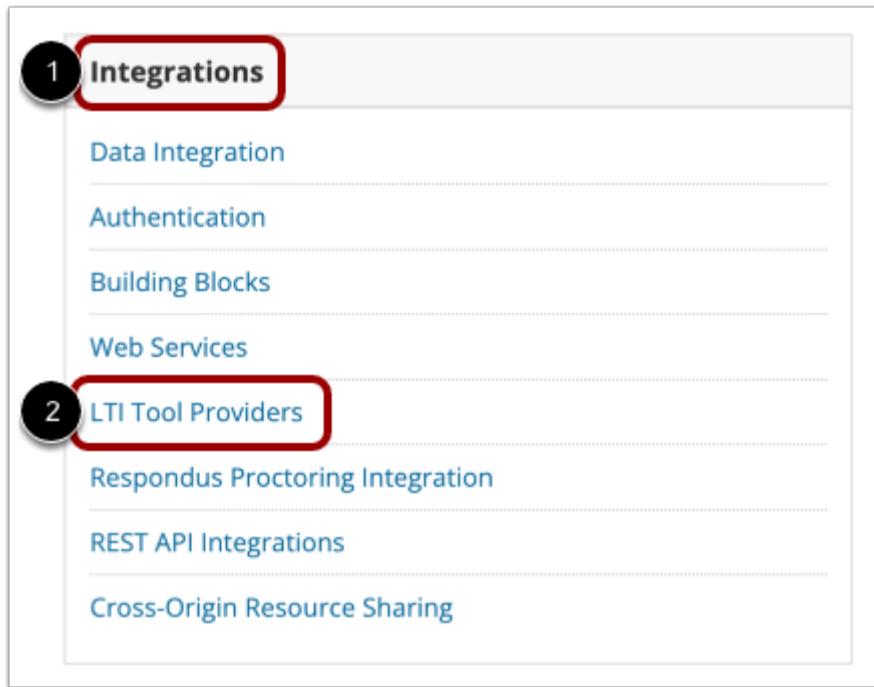
In the Blackboard LMS, the Credentials LTI allows instructors to award badges, subscribe learners to a pathway, and view learner progress. As a Blackboard system administrator, you can install the LTI 1.3/Advantage Tool and the REST API in your Blackboard account.

Open Administrator Panel



In the navigation menu, click the **Admin** link.

Open LTI Tool Providers



The screenshot shows the 'Integrations' section of the Canvas Administrator Panel. A red box highlights the 'Integrations' tab at the top left. A red box also highlights the 'LTI Tool Providers' link under the 'Web Services' category.

- 1 **Integrations**
- [Data Integration](#)
- [Authentication](#)
- [Building Blocks](#)
- [Web Services](#)
- 2 **LTI Tool Providers**
- [Respondus Proctoring Integration](#)
- [REST API Integrations](#)
- [Cross-Origin Resource Sharing](#)

In the Administrator Panel, locate the **Integrations** section [1] and click the **LTI Tool Providers** link [2].

Open Register LTI 1.3/Advantage Tool

Administrator Tools

[Administrator Panel](#) [LTI Tool Providers](#)

LTI Tool Providers

This report is available to show all provider domains in use in the system, including the status. Domains can be approved, or removed from the system. [More Help](#)

[Manage Global Properties](#) [Register LTI 1.1 Provider](#) [Register LTI 1.3/Advantage Tool](#)

To add the Credentials LTI, click the **Register LTI 1.3/Advantage Tool** link.

Enter Client ID

Register LTI 1.3/Advantage Tool

ENTER CLIENT ID

Client ID 1 Type the Client ID for the tool you'd like to add.

Click **Submit** to proceed. 2 Submit

In the **Client ID** field, enter the **Client ID** for your regional server[1], then click the **Submit** button [2].

- **United States:** fc137814-b079-40b6-ac59-0d850c26c5de
- **Europe:** 914f5374-455c-4ae8-8861-d96c1cb37f1a
- **Canada:** a1e07c13-9817-420b-8b73-137352e7a0d5
- **Australia:** b5f77aa4-dd84-4b70-b40a-5521906052a0

Enable LTI 1.3 Tool

TOOL STATUS

The following fields are read-only, but you can toggle the status of this tool

Client ID	fc137814-b079-40b6-ac59-0d850c26c5de
Name	credentials-us
Description	Credentials US
Deployment ID	becaff090-31bf-430f-9722-ea1389a3935d
Initiate Login URL	https://badgr.com/api/lti/advantage/login_initi
Tool Redirect URLs	https://badgr.com/api/lti/advantage/login
JWKS URL	https://badgr.com/api/lti/advantage/jwk.json
Domains	badgr.com
Tool Status	<input checked="" type="radio"/> Approved <input type="radio"/> Excluded
Tool Provider Custom Parameters	

Enter any custom parameters required by the tool provider. Parameters must each be on their own line and be entered in "name=value" format.

To enable the LTI 1.3 Tool, click the **Approved** radio button.

Apply Recommended Tool Settings

INSTITUTION POLICIES

You can change the following settings for this tool. The fields use global values by default.

1 User Fields to Send Role in Course Name Email Address

2 Allow grade service access Yes No

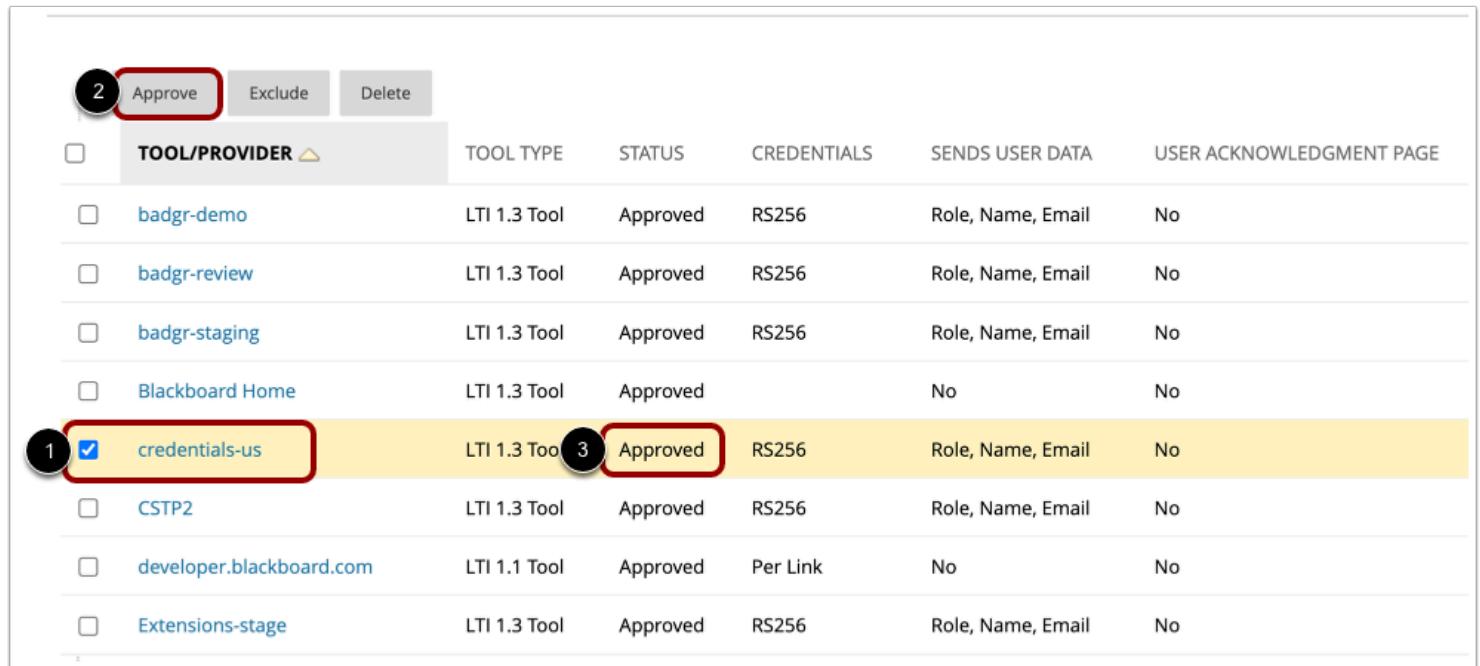
Allow Membership Service Access Yes No

Click **Submit** to proceed.

3 Cancel **Submit**

In the **User Fields to Send** section, ensure the **Role in Courses**, **Name**, and **Email Address** checkboxes are selected [1]. To allow access, click the **Yes** radio button for the Allow grade service access and Allow Memberships Service Access options [2]. Click the **Submit** button [3].

Approve the Credentials LTI 1.3 Tool



The screenshot shows a table of LTI tools. The first column contains checkboxes, the second column lists the tool provider names, the third column shows the tool type, the fourth column indicates the status, the fifth column details credentials, the sixth column specifies if user data is sent, and the seventh column shows if an acknowledgment page is present. The row for 'credentials-us' is highlighted with a yellow background. Step 1 points to the checkbox next to 'credentials-us'. Step 2 points to the 'Approve' button in the top navigation bar. Step 3 points to the 'Approved' status in the table.

	TOOL/PROVIDER ▾	TOOL TYPE	STATUS	CREDENTIALS	SENDS USER DATA	USER ACKNOWLEDGMENT PAGE
<input type="checkbox"/>	badgr-demo	LTI 1.3 Tool	Approved	RS256	Role, Name, Email	No
<input type="checkbox"/>	badgr-review	LTI 1.3 Tool	Approved	RS256	Role, Name, Email	No
<input type="checkbox"/>	badgr-staging	LTI 1.3 Tool	Approved	RS256	Role, Name, Email	No
<input type="checkbox"/>	Blackboard Home	LTI 1.3 Tool	Approved		No	No
1 <input checked="" type="checkbox"/>	credentials-us	LTI 1.3 Tool	3 Approved	RS256	Role, Name, Email	No
<input type="checkbox"/>	CSTP2	LTI 1.3 Tool	Approved	RS256	Role, Name, Email	No
<input type="checkbox"/>	developer.blackboard.com	LTI 1.1 Tool	Approved	Per Link	No	No
<input type="checkbox"/>	Extensions-stage	LTI 1.3 Tool	Approved	RS256	Role, Name, Email	No

To approve the LTI, click the checkbox next to the name [1]. Hover over the name, click the **Options** menu [2] and then click the **Approve** link [3].

Note: If the Tool Status is already set to Approved, you can skip this step.

[Return to Administrator Panel](#)

Administrator Tools

[Administrator Panel](#)

LTI Tool Providers

LTI Tool Providers

This report is available to show all provider domains in use in the system, including the status. Domains can be approved, etc. [More Help](#)

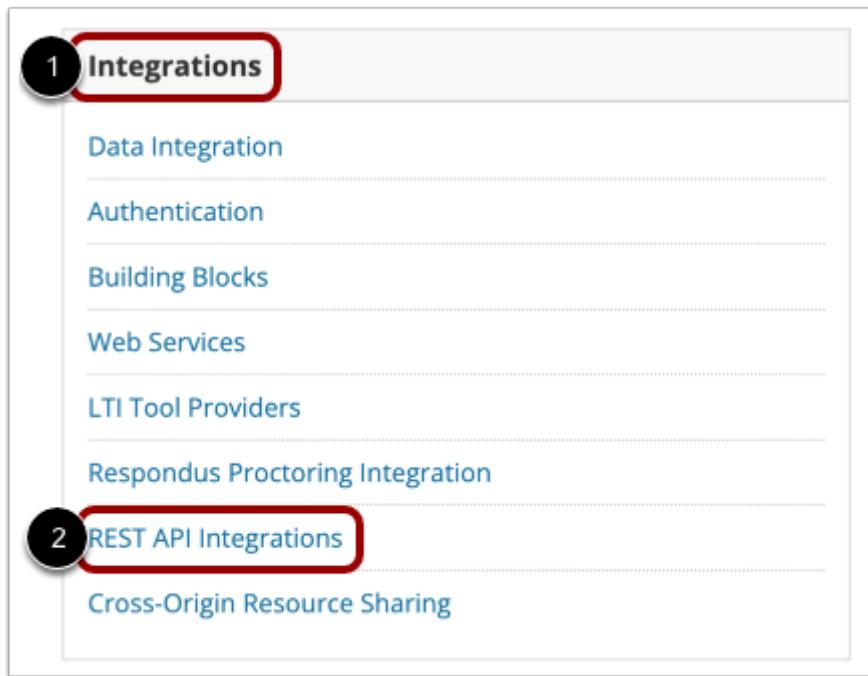
[Manage Global Properties](#)

[Register LTI 1.1 Provider](#)

[Register LTI 1.3/Advantage Tool](#)

To return to the Administrator Panel, click the **Administrator Panel** link.

Open Rest API Integrations



The screenshot shows the 'Integrations' section of the Canvas Administrator Panel. At the top left, there is a numbered callout '1' pointing to the 'Integrations' heading. Below it is a numbered callout '2' pointing to the 'REST API Integrations' link. The 'Integrations' heading is highlighted with a red rounded rectangle. The 'REST API Integrations' link is also highlighted with a red rounded rectangle. Other links in the list include 'Data Integration', 'Authentication', 'Building Blocks', 'Web Services', 'LTI Tool Providers', 'Respondus Proctoring Integration', and 'Cross-Origin Resource Sharing'. All these links are in blue text and have horizontal dotted lines separating them.

In the Administrator Panel, locate the **Integrations** section [1] and click the **REST API Integrations** link [2].

Create Integration

Administrator Tools

Administrator Panel REST API Integrations

REST API Integrations

Create Integration

To create the REST API Tool for the Credentials LTI, click the **Create Integration** link.

Enter Application ID

Create Integration

* Indicates a required field.

GENERAL INFORMATION

1 *** Application ID**

2 *** Learn User**

*** End User Access** Yes No

*** Authorized To Act As User** Yes No Service Default (No)

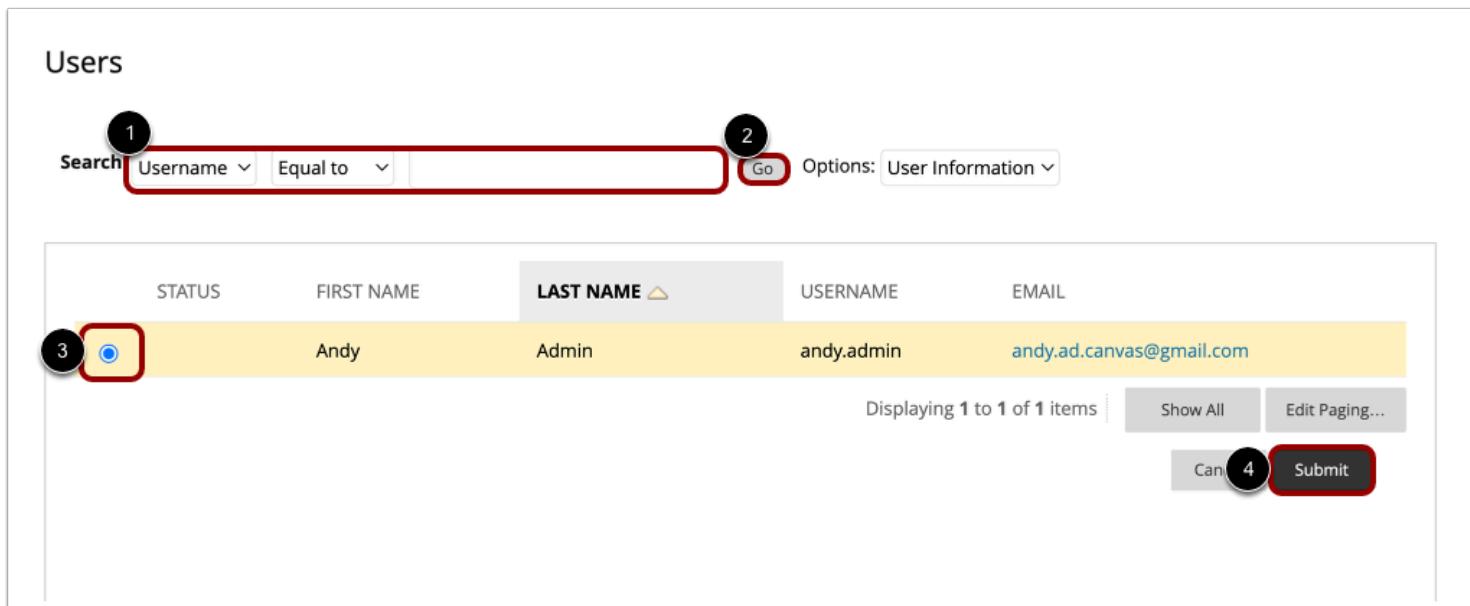
*Click **Submit** to proceed.*

Enter the application ID for your regional server into the **Application ID** field [1].

- **United States:** fc137814-b079-40b6-ac59-0d850c26c5de
- **Europe:** 914f5374-455c-4ae8-8861-d96c1cb37f1a
- **Canada:** a1e07c13-9817-420b-8b73-137352e7a0d5
- **Australia:** b5f77aa4-dd84-4b70-b40a-5521906052a0

To specify a Learn User, click the **Browse** button [2].

Specify a Learn User



STATUS	FIRST NAME	LAST NAME ▲	USERNAME	EMAIL
	Andy	Admin	andy.admin	andy.ad.canvas@gmail.com

Displaying 1 to 1 of 1 items | Show All | Edit Paging... | Cancel | Submit

To search for a specific Learn user, use the drop-down menus or search field [1], and click the **Go** button [2].

Locate and click the radio button next to the desired Learn user [3] and click the **Submit** button [4].

Note: If you specify a Learn User who is later removed from the Blackboard instance, you must specify a new Learn User. We recommend creating a unique user who has the following system permissions:

- Read access to course content, memberships, and grade book.
- Course/Organization (Content Areas) > View Material Settings
- Course/Organization Control Panel (Grade Center) > View Attempts
- Course/Organization Control Panel (Grade Center) > View Grade Center Items and Settings
- Course/Organization Control Panel (Grade Center) > View Grades
- Course/Organization Control Panel (Tools) > Tests, Surveys, and Pools > Tests
- Course/Organization Control Panel (Users and Groups) > Users
- Read-only access to the Content System filesystem

Apply Recommended REST API Integration Settings

Create Integration

* Indicates a required field.

GENERAL INFORMATION

★ Application ID: fc137814-b079-40b6-ac59-0d850c26c5de

* Learn User: andy.admin

1 ★ End User Access: Yes No

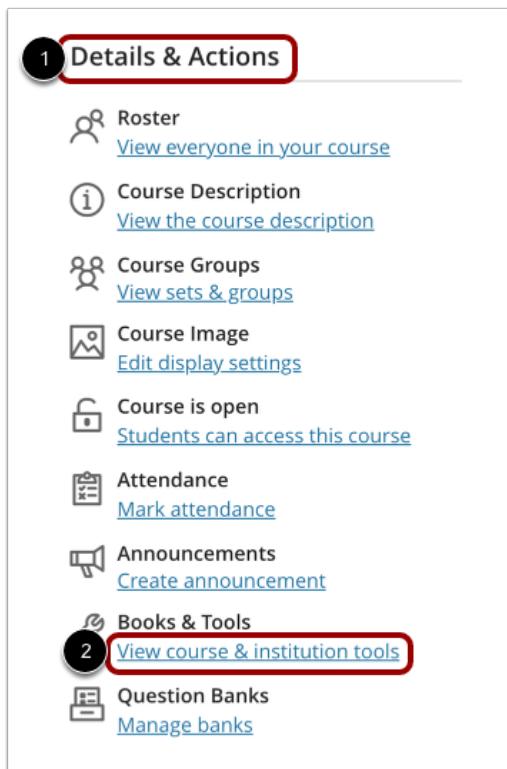
2 ★ Authorized To Act As User: Yes No Service Default (No)

Click **Submit** to proceed.

2

To allow access, click the **Yes** radio button for the End User Access and Authorize to Act As User options [1]. Click the **Submit** button [2].

Open Course and Institution Tools



The screenshot shows the 'Details & Actions' menu for a course. The 'Books & Tools' section is highlighted with a red box. Step 1 points to the 'Details & Actions' header, and Step 2 points to the 'View course & institution tools' link.

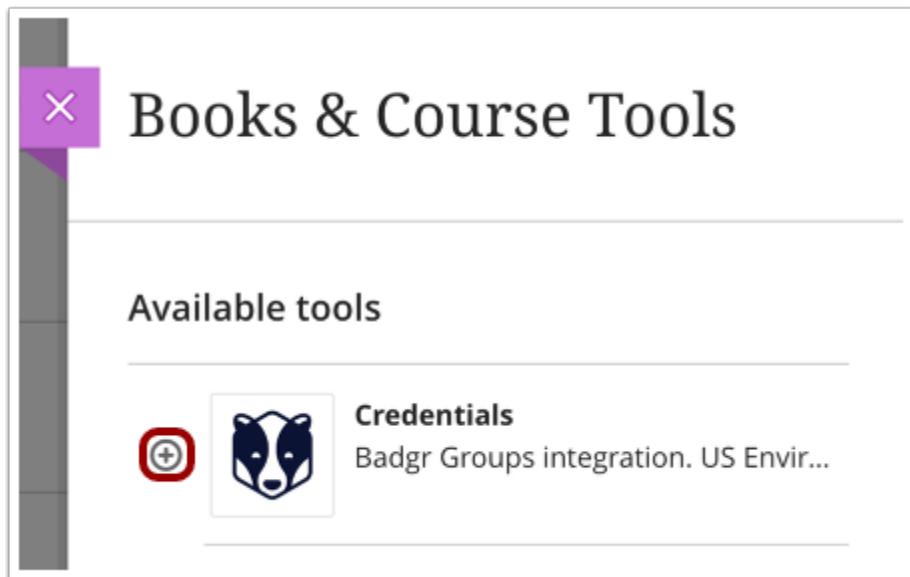
1 Details & Actions

-  Roster [View everyone in your course](#)
-  Course Description [View the course description](#)
-  Course Groups [View sets & groups](#)
-  Course Image [Edit display settings](#)
-  Course is open [Students can access this course](#)
-  Attendance [Mark attendance](#)
-  Announcements [Create announcement](#)
-  Books & Tools [View course & institution tools](#)
-  Question Banks [Manage banks](#)

To view the Credentials LTI, navigate to a course in your Blackboard account.

In the **Details & Actions** menu [1], in the **Books & Tools** section, click the **View course & institution tools** link [2]

Add Credentials LTI To Course



The screenshot shows a modal window titled "Books & Course Tools". On the left, there's a vertical sidebar with a purple header containing a white "X" icon. Below the sidebar, the main area is titled "Available tools". It lists one item: "Credentials" with a small icon of a badger's head. A tooltip below the icon reads "Badgr Groups integration. US Envir...".

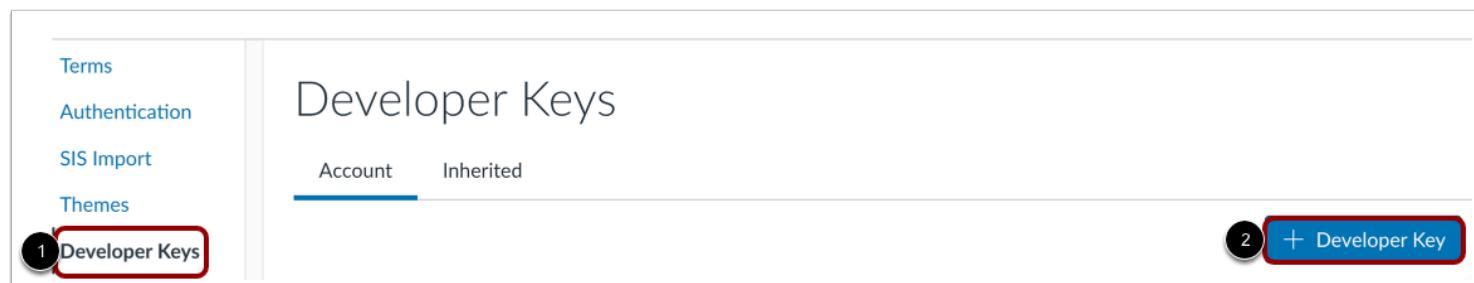
To add the Credentials LTI to a course, click the **Add** button.

How do I install the Canvas Credentials LTI in a self-hosted Canvas instance?

In order to use the Credentials LTI in a self-hosted Canvas instance, Canvas admins must create their own API and LTI keys. Please email support@badgr.com and provide the URL of your Canvas instance to begin the process.

Note: Developer Keys is an account permission. If you cannot view the Developer Keys link in Account Navigation, this permission has not been enabled for your user account.

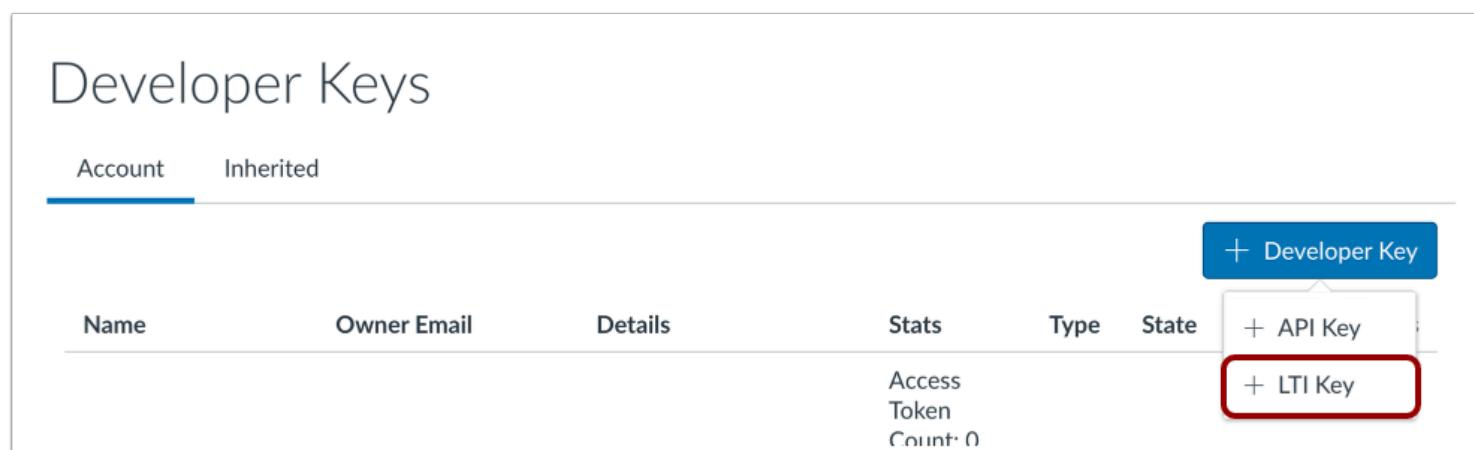
Open Developer Keys



The screenshot shows the 'Developer Keys' page in the Canvas Account Navigation. On the left sidebar, there are links for Terms, Authentication, SIS Import, Themes, and 'Developer Keys' (which is highlighted with a red box). The main area is titled 'Developer Keys' and has tabs for 'Account' (which is selected) and 'Inherited'. In the bottom right corner, there is a blue button labeled '+ Developer Key' with a red box around it. A small number '2' is visible above the button.

In Account Navigation, click the **Developer Keys** link [1]. To add a key, click the **Add Developer Key** button [2].

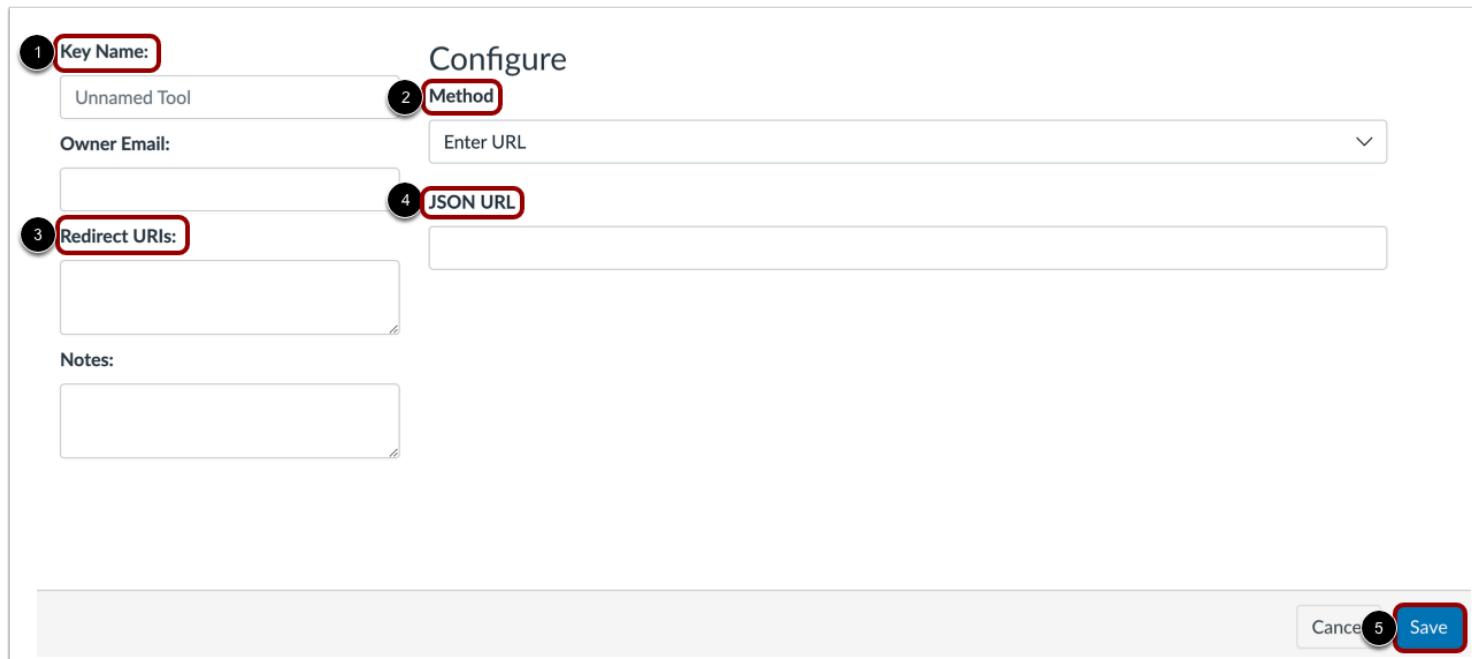
Select Key Type



The screenshot shows the 'Developer Keys' page with the 'Account' tab selected. There is a table with columns: Name, Owner Email, Details, Stats, Type, and State. The 'Details' column contains a link 'Access Token Count: 0'. In the top right, there is a blue button '+ Developer Key' and a dropdown menu with three options: '+ API Key' and '+ LTI Key' (which is highlighted with a red box).

To add an LTI key, select the **Add LTI Key** option.

Configure LTI Key



The screenshot shows the 'Configure' page for an LTI key. The interface includes:

- Key Name:** A text input field containing "Unnamed Tool".
- Method:** A dropdown menu set to "Enter URL".
- Redirect URIs:** An empty text input field.
- JSON URL:** An empty text input field.
- Notes:** An empty text input field.
- Buttons:** "Cancel" and "Save" at the bottom right. The "Save" button is highlighted with a red border.

Numbered circles [1] through [5] point to the Key Name, Method, Redirect URIs, JSON URL, and Save button respectively.

In the **Key Name** field, enter the LTI tool name. This name also displays in the Course Navigation menu [1]. In the **Method** dropdown, select the **Enter URL** option [2].

In the **Redirect URIs** field, copy and paste the support provided redirect URI [3].

In the **JSON URL** field, copy and paste the support provided JSON URL [4].

Click the **Save** button [5].

Add API Key

Developer Keys

Account Inherited

Name	Owner Email	Details	Stats	Type	Status
			Access Token Count: 0		

[1] + Developer Key

[2] + API Key

+ LTI Key

To add an API key, click the **Add Developer Key** button [1] and select the **Add API Key** option [2].

Configure API Key

1 Key Name: Enforce Scopes

Owner Email:

2 Redirect URIs:

Redirect URI (Legacy):

Vendor Code (LTI 2):

3 Icon URL:

!

When scope enforcement is disabled, tokens have access to all endpoints available to the authorizing user.

Cancel 4 Save

In the **Key Name** field, enter the same name as entered in the LTI key creation [1].

In the **Redirect URIs** field, copy and paste the support provided redirect URI [2].

In the **Icon URL** field, copy and paste the support-provided icon URL [3].

Click the **Save** button [4]..

Enable LTI and API Keys

Developer Keys

Name	Owner Email	Details	Stats	Type	State	Actions
Credentials LTI	No Email	204960000000000105 Show Key	Access Token Count: 0 Created: Mar 30 at 11:54am Last Used: Never		<input checked="" type="checkbox"/>	
Credentials LTI	No Email	204960000000000104 Show Key	Access Token Count: 0 Created: Mar 30 at 11:52am Last Used: Never		<input checked="" type="checkbox"/>	

Toggle the **State** of your new LTI and API keys to the **On** position.

Send ID and Keys to Support

Developer Keys						
Name	Owner Email	Details	Stats	Type	State	Actions
Credentials LTI	No Email	1 2049600000000000105 Show Key	Access Token Count: 0 Created: Mar 30 at 11:54am Last Used: Never			 
 Credentials LTI	No Email	2 2049600000000000104 3 Show Key	Access Token Count: 0 Created: Mar 30 at 11:52am Last Used: Never			 

Copy the Developer ID for the LTI key and paste into an email. Label it **LTI Client ID**.

Copy the Developer ID for the API key [2] and paste it into an email. Label it **API Client ID**.

To view the API key, click the **Show Key** button [3]. Copy and paste this key into an email and label it **API Secret Key**.

Send this information to support@badgr.com. Once Support updates the integration for your Canvas instance, you can install the Credentials LTI.

Locate Client ID

Developer Keys						
Account	Inherited					+ Developer Key
Name	Owner Email	Details	Stats	Type	State	Actions
Credentials LTI	No Email	<div style="border: 1px solid red; padding: 2px;">204960000000000105</div> Show Key	Access Token Count: 0 Created: Mar 30 at 11:54am Last Used: Never			
Credentials LTI	No Email	204960000000000104 Show Key	Access Token Count: 0 Created: Mar 30 at 11:52am Last Used: Never			

When installing the Credentials LTI on a self-hosted Canvas instance, the Developer ID for the LTI Key is your client ID. To begin installing the Credentials LTI, copy the Developer ID for the LTI Key to your clipboard.

View App Configurations

Grading
Question Banks
Sub-Accounts
Terms
Authentication
SIS Import
Themes
Developer Keys
Item Banks
Admin Tools
ePortfolio
Moderation
Settings [1]
Domain Lookups

Settings Privacy Quotas Integrations Notifications Admins Announcements Reports Apps [2]

Feature Options

External Apps

Manage App List [3] View App Configurations

Apps are an easy way to add new features to Canvas. They can be added to individual courses, or to all courses in an account. Once configured, you can link to them through course modules and create assignments for assessment tools.

[See some LTI tools that work great with Canvas.](#)

All Not Installed Installed

Filter by name





In Account Navigation, click the **Settings** link [1]. Click the **Apps** tab [2]. To view app configurations, click the **View App Configurations** button [3].

Add App

Settings Privacy Quotas Integrations Notifications Admins Announcements Reports Apps [2]

Feature Options

External Apps

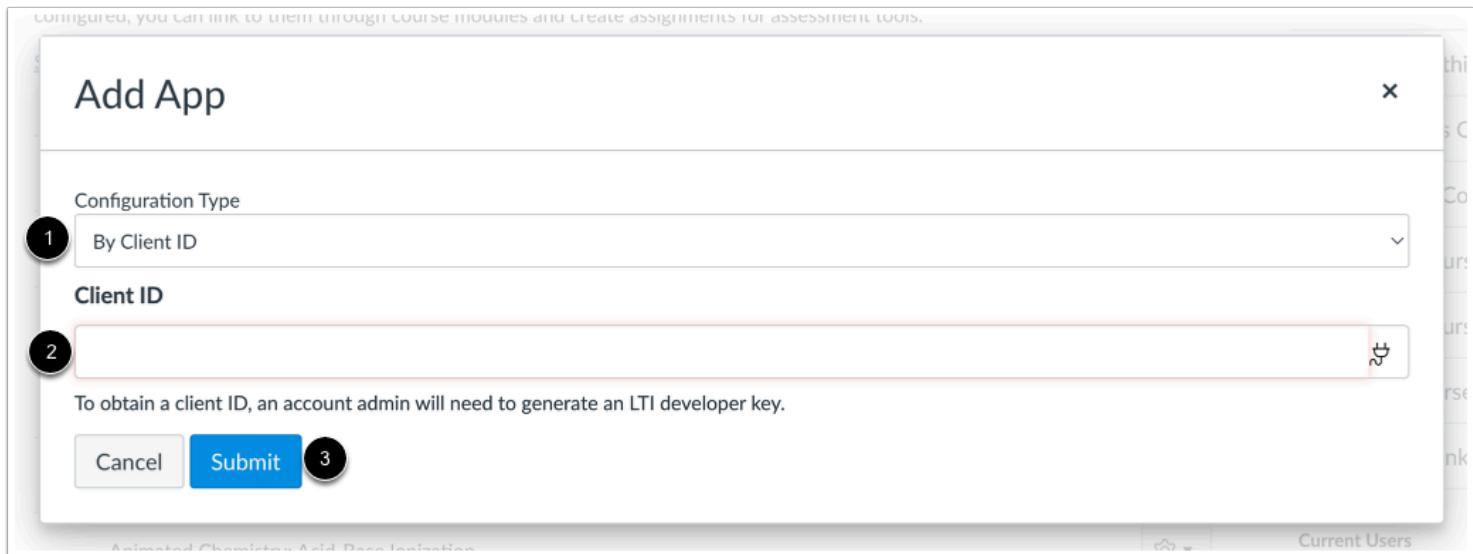
+ App [3] View App Center

Apps are an easy way to add new features to Canvas. They can be added to individual courses, or to all courses in an account. Once configured, you can link to them through course modules and create assignments for assessment tools.

[See some LTI tools that work great with Canvas.](#)

Click the **Add App** button.

Enter Client ID



Configured, you can link to them through course modules and create assignments for assessment tools.

Add App

Configuration Type

1 By Client ID

Client ID

2

To obtain a client ID, an account admin will need to generate an LTI developer key.

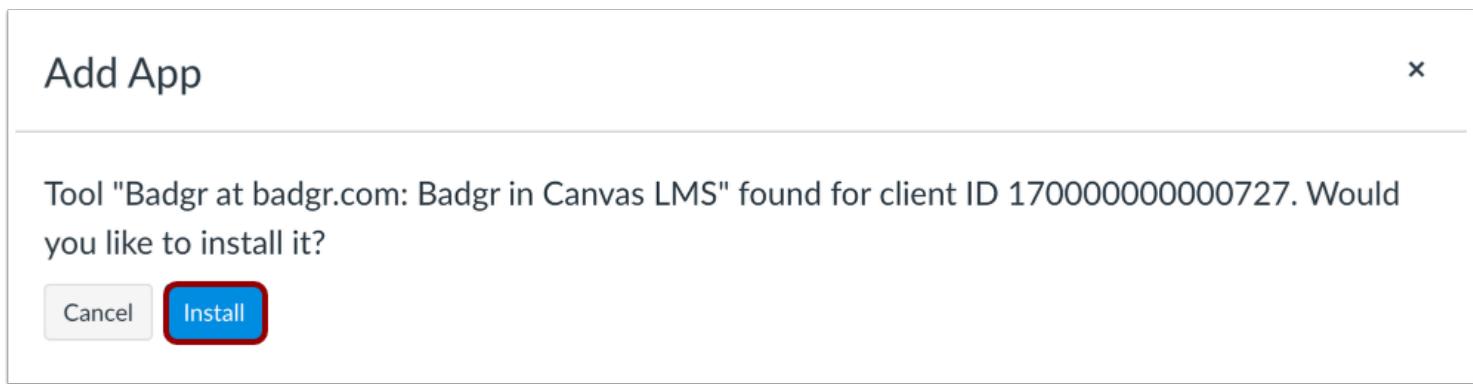
Cancel Submit 3

Current Users

In the **Configuration Type** dropdown menu, select the **By Client ID** option [1]. In the **Client ID** field, enter your LTI key developer ID [2].

Click the **Submit** button [3].

Confirm Installation



Add App

Tool "Badgr at badgr.com: Badgr in Canvas LMS" found for client ID 170000000000727. Would you like to install it?

Cancel Install

To confirm the installation of the Credentials LTI, click the **Install** button.

View Installed LTI

2022-2023 [BWC100](#) > Credentials

Group progress

View and track overall learner progress

Badge progress Learner progress

Progress and roster last updated Today at 12:43 AM Progress or roster doesn't look right? [Update now](#)

Badge progress

Reward learners for completing a specified requirement in this group. [Manage badges](#)

Search Badges Results Per Page 50 1 - 11 of 11

Badge	Sort, First to Last	Requirement	Learner progress
	Module 1	 Complete Module 1	<div style="width: 100%;"><div style="width: 100%;">14 of 14</div></div> :
	Module 2	 Complete Module 2	<div style="width: 100%;"><div style="width: 100%;">14 of 14</div></div> :

The sidebar on the left shows the following menu items:

- Home
- Assignments
- Announcements
- Discussions
- Credentials** (highlighted with a red box)
- Grades
- People
- Pages
- Files
- Syllabus
- Outcomes
- Rubrics
- Quizzes

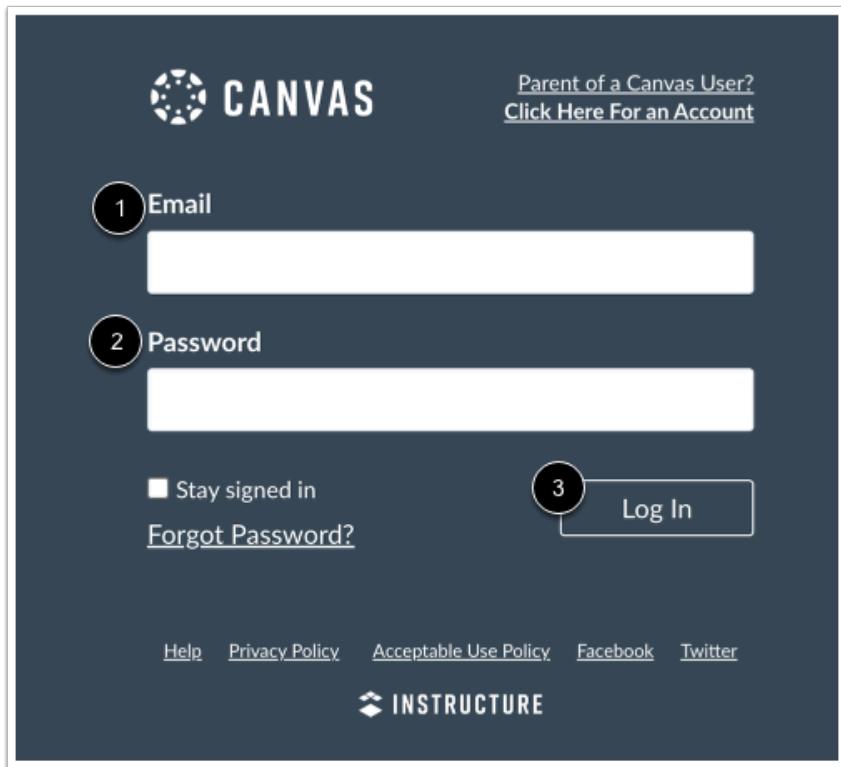
Once the Credentials LTI is installed, the name you entered for the tool displays as a link in the Course Navigation for all courses in your Canvas instance.

How do I access the Canvas Credentials LTI in Canvas?

When the Canvas Credentials LTI is installed, you can access it in Canvas courses.

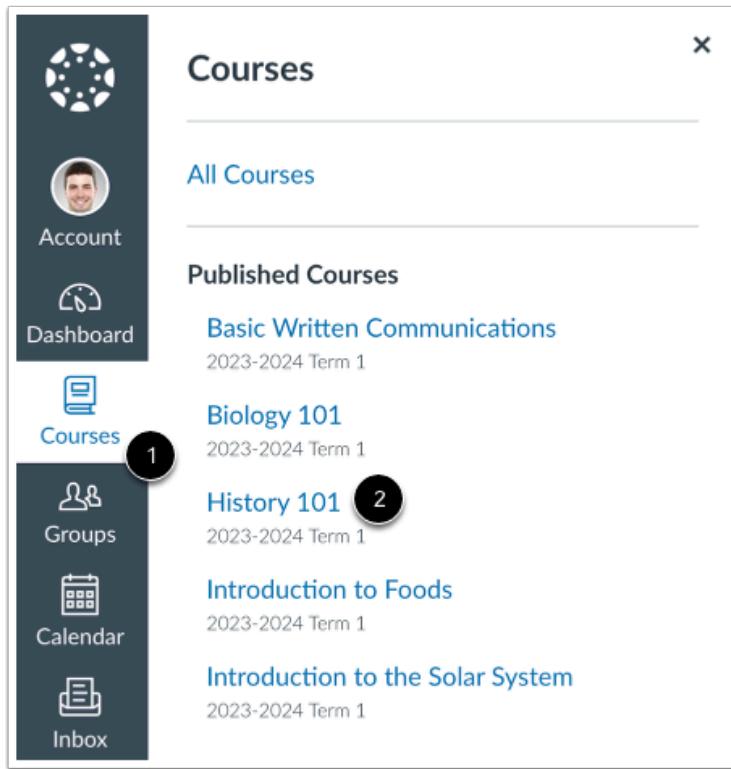
Note: You can [add Canvas Credentials LTI](#) to your course.

Log into Canvas



To log into Canvas, enter your email address [1] and password [2]. Click the Log in button [3].

Open Course



The screenshot shows the Global Navigation sidebar on the left side of the Canvas interface. The sidebar includes links for Account, Dashboard, Courses (which is highlighted with a blue background and a white '1' circle), Groups, Calendar, and Inbox. The main content area is titled 'Courses' and contains a list of published courses. The first course listed is 'Basic Written Communications' (2023-2024 Term 1). The second course listed is 'Biology 101' (2023-2024 Term 1). A black circle with the number '2' is placed over the name 'Biology 101'.

Courses

All Courses

Published Courses

Basic Written Communications
2023-2024 Term 1

Biology 101 2
2023-2024 Term 1

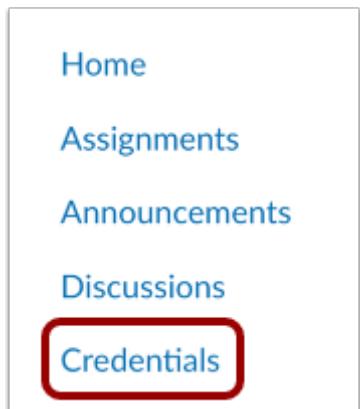
History 101
2023-2024 Term 1

Introduction to Foods
2023-2024 Term 1

Introduction to the Solar System
2023-2024 Term 1

In Global Navigation, click the **Courses** link [1], then click the name of the course [2].

Open Credentials



The screenshot shows the course navigation sidebar on the left side of the Canvas interface. The sidebar includes links for Home, Assignments, Announcements, Discussions, and Credentials (which is highlighted with a red border). The main content area is blank.

Home

Assignments

Announcements

Discussions

Credentials

In the course navigation, click the **Credentials** link.

View Credentials

Group progress ▾

View and track overall learner progress

Badge progress Learner progress

Progress and roster last updated Today at 12:43 AM Progress or roster doesn't look right? [Update now](#)

Badge progress

Reward learners for completing a specified requirement in this group. [Manage badges](#)

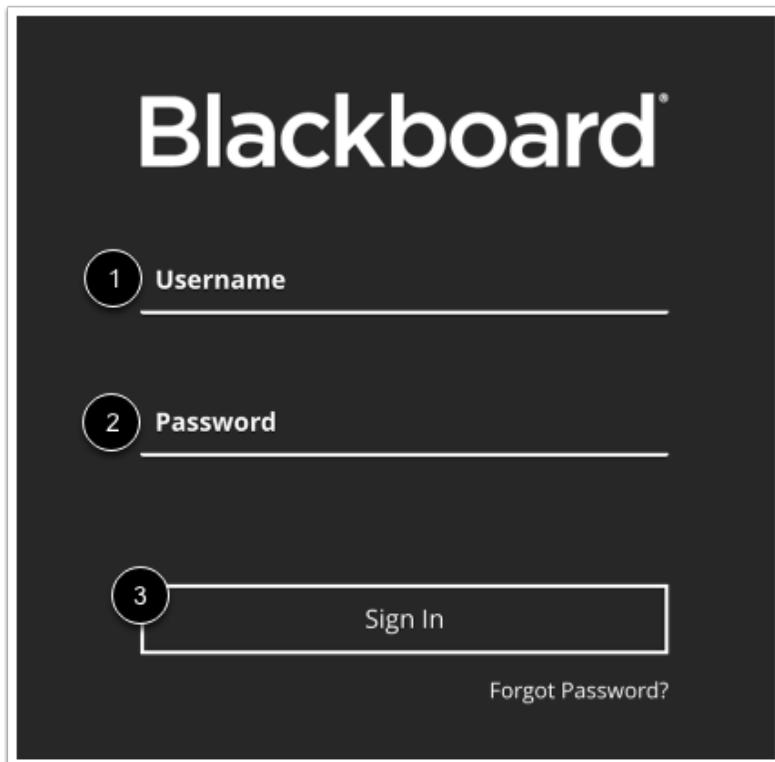
Badge	Sort, First to Last	Requirement	Learner progress
 Module 1		 Complete Module 1	<div style="width: 100%;"><div style="width: 100%; background-color: #2e6b2e; height: 10px;"></div><div style="width: 100%; background-color: #ccc; height: 10px; margin-top: -10px;"></div></div> 14 of 14 
 Module 2		 Complete Module 2	<div style="width: 100%;"><div style="width: 100%; background-color: #2e6b2e; height: 10px;"></div><div style="width: 100%; background-color: #ccc; height: 10px; margin-top: -10px;"></div></div> 14 of 14 

In the Canvas Credentials LTI you can view badges and [learner progress](#).

How do I access the Canvas Credentials LTI in Blackboard?

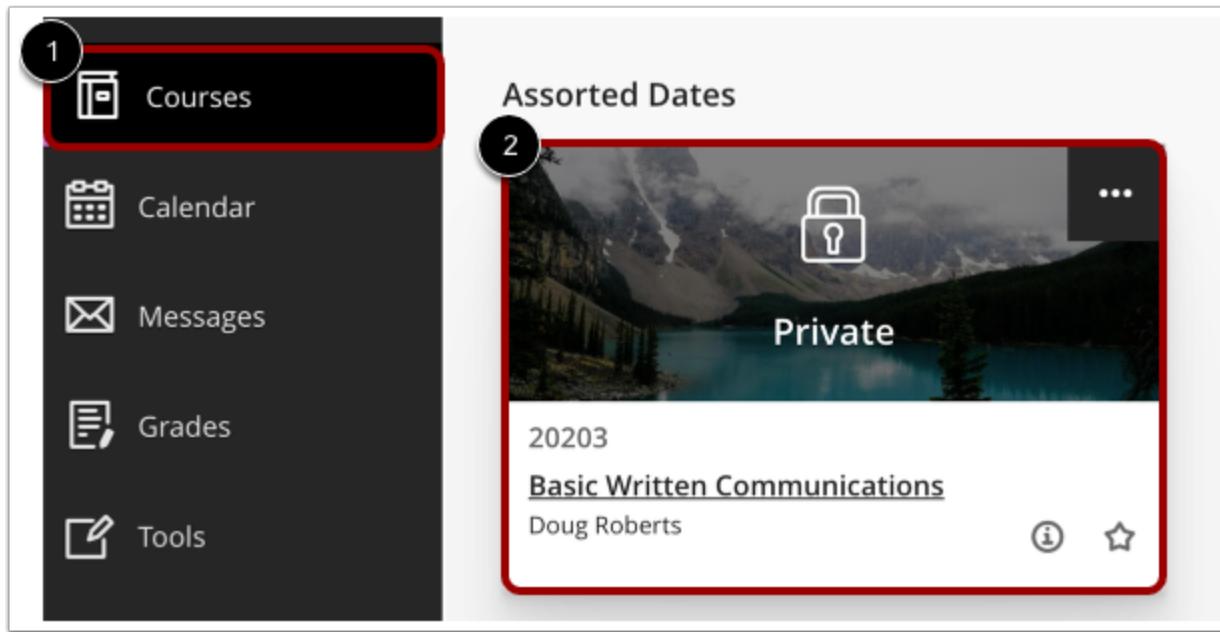
When the Canvas Credentials LTI is [installed in Blackboard](#), you can access it in your courses.

Sign into Blackboard



To sign into Blackboard, enter your username [1] and password [2]. Click the **Sign In** button [3].

Open Course



In Global Navigation, click the **Courses** link [1], then click the name of the course [2].

Open Credentials

1 Details & Actions

-  Roster
[View everyone in your course](#)
-  Course Groups
[View sets & groups](#)
-  Course Image
[Edit display settings](#)
-  Course is private
[Students can't access this course](#)
-  Attendance
[Mark attendance](#)
-  Announcements
[Create announcement](#)
-  Books & Tools
[View course & institution tools](#)
-  Question Banks
[Manage banks](#)

2

3

Books & Course Tools

Available tools

 **Credentials**
Badgr Groups integration. US Envir...

In the **Details & Actions** navigation [1], click the **Book & Tools** link [2] and then select the **Credentials** link [3] under available tools.

View Credentials

Group setup ▾

Manage badges, pathways and settings

Badges Pathways Learners Staff Issuers Details

Badges

Add badge

Manage the badge requirements in this group

All badges Blackboard course badges

Search Badges

1 - 1 of 1 < >

Sort ^	Name	Requirement	⋮
↔	 Audience	Complete Quiz #1	⋮

In the Canvas Credentials LTI you can view badges and [learner progress](#).

How do I manage a group in Canvas Credentials?

The Groups feature in Credentials Pathways is used to organize badge recipients into different segments or cohorts to be tracked along a Learning Pathway.

Note: When a group is created, the end date can extend up to six years.

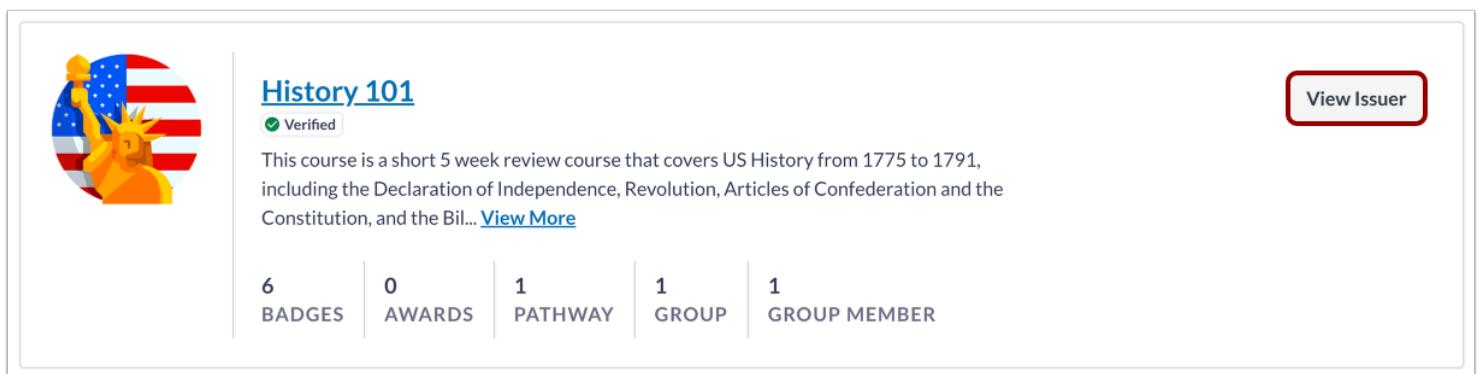
Open Issuers



The screenshot shows the Canvas Credentials navigation bar. It includes a logo for 'CANVAS Badges', a dropdown menu 'Select Space', and links for 'Dashboard', 'My Record', 'My Badges', 'My Pathways', and 'Issuers'. The 'Issuers' link is highlighted with a red rectangular border.

In Canvas Credentials Navigation, click the **Issuers** link.

View Issuer



The screenshot shows the profile page for the 'History 101' issuer. It features a circular icon with the Statue of Liberty against a US flag background. The title 'History 101' is displayed in blue, with a 'Verified' badge icon to its left. A description of the course follows, mentioning it's a 5-week review course from 1775 to 1791, including the Declaration of Independence, Revolution, Articles of Confederation, and the Constitution. A 'View More' link is present. Below the description, there are five metrics: '6 BADGES', '0 AWARDS', '1 PATHWAY', '1 GROUP', and '1 GROUP MEMBER'. On the right side, a red-bordered 'View Issuer' button is visible.

To open an issuer, click the **View Issuer** button.

Create or Edit Group

Issuers / History 101

History 101

Verified Public

This course is a short 5 week review course that covers US History from 1775 to 1791, including the Declaration of Independence, Revolution, Articles of Confederation and the Constitution, and the Bill of Rights.

6 BADGES	0 AWARDS	1 PATHWAY	1 GROUP	1 GROUP MEMBER
----------	----------	-----------	---------	----------------

Badges Pathways **Groups** Staff Members Analytics Data management

Issuer groups

Search issuer groups

Name	Learners	Badges	Pathways	Status	Learner visibility
History 101	1	4	0	Active until Jun 27, 2023	Visible

1 **2** **3** **4**

Create group

Edit group

Delete group

In Issuer Navigation, click the **Groups** link [1].

To create a group, click the **Create Group** button [2]. To edit the group click the **Options** icon [3] and then click the **Edit group** link [4].

Create Group

Create group

Create a group to track badge and pathway progress for a group of recipients in a collaborative environment.

[Learn More](#)

GENERAL INFO

1 Name

Description
Description of your group, visible to both learners and staff.

2 Description

END DATE

End date *
Your group will be archived automatically on the end date, and learner progress will no longer be tracked.

3 3/27/2025

INITIAL STAFF MEMBER

4 Include me as staff
Using this email *

VISIBILITY

5 Visible to learners
When this group is visible, learners can view their progress and the leaderboard. Members can view related pathways whether or not the group is visible.

Type a name for the group in the **Name** field [1] and add a description in the **Description** field [2].

To add an end date for your group to be automatically archived, click the **Calendar** icon [3].

To add yourself as a staff to the group, click the **Include me as staff** checkbox [4].

To make the group visible to learners, click the **Visible to learners** checkbox [5].

Click the **Create Group** button [6].

Note: When the **Visible to learners** checkbox is selected gives learners access to features like the leaderboard, individual learner progress and creating triggers for individual badges. Leaving the box unchecked creates a hidden group that can only be subscribed to pathways.

Edit Group

Group setup Edit group

Edit group

Edit the information associated with this group.

[Learn More](#)

GENERAL INFO

Name *
 1 History 101
 Description
 2 HIST101

END DATE

Set an end date
 Your group will be archived automatically on the end date, and learner progress will no longer be tracked. You can set a maximum time limit of up to 6 Years.
 10/3/2024 3

Sync with course dates
 Choose to sync the end date with the course date settings to align group durations with courses effectively.

VISIBILITY

Visible to learners
 When this group is visible, learners can view their progress and the leaderboard. Members can view related pathways whether or not the group is visible.

LEARNER RECORD VISIBILITY

Enable Learner Record for This Group
 Enable this option to grant learners within this group access to the Learner Record menu.

Cancel Save

Edit the group name in the **name** field [1] and edit the description in the **description** field [2].

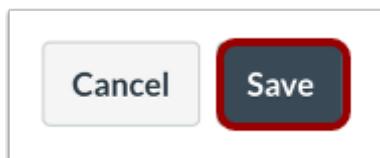
To add a end date for your group to be automatically archived, click the **Calendar** icon [3].

To add a end date to sync with your [Canvas course dates](#), click the **Sync with course dates** radio button [4].

To make the group visible to learners, click the **Visible to learners** checkbox [5].

When enabled at the organization level, an **Enable Learner Record** from this Group checkbox displays. To enable the learner record for the group, click the **Enable Learner Record for This Group** checkbox [6].

Save Group

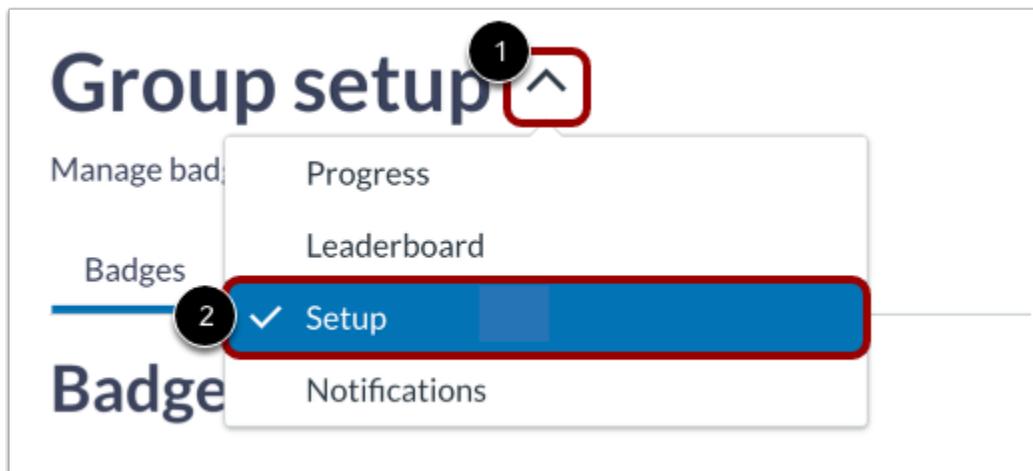


To save the group, click **Save** button.

How do I manage a group within the Credentials LTI?

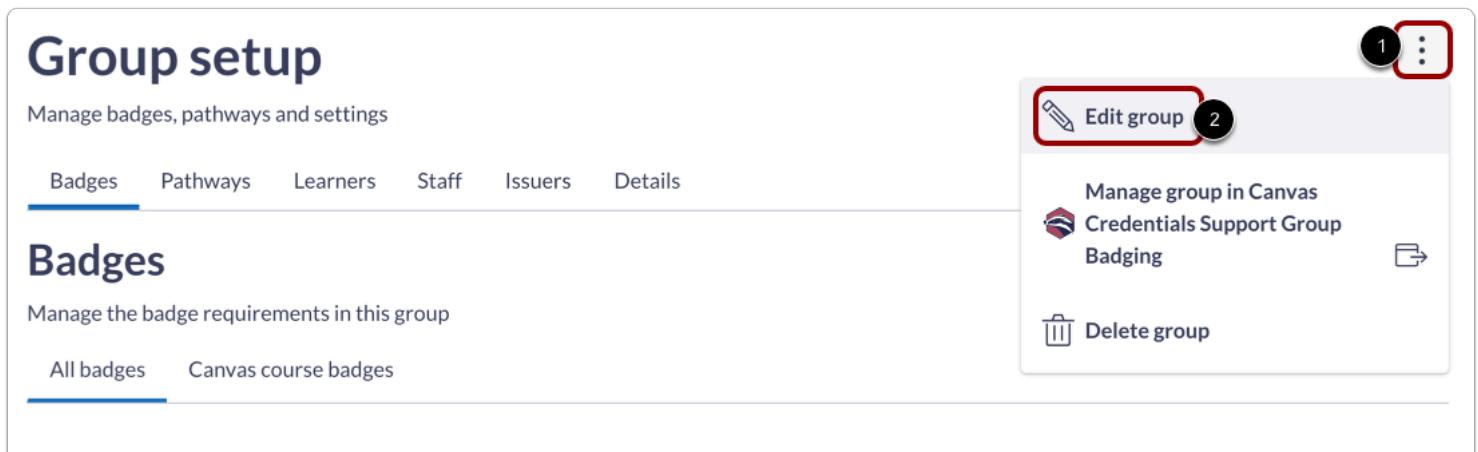
The Groups feature in Credentials Pathways is used to organize badge recipients into different segments or cohorts to be tracked along a Learning Pathway.

Open Setup



In the **Groups** drop-down menu [1], click the **Setup** link [2].

Edit Group



A screenshot of the 'Badges' section within the 'Group setup' interface. At the top, there's a navigation bar with tabs: 'Badges' (underlined in blue), 'Pathways', 'Learners', 'Staff', 'Issuers', and 'Details'. Below the navigation, the word 'Badges' is displayed in large letters. Underneath it, there's a sub-section titled 'Manage the badge requirements in this group' with two buttons: 'All badges' and 'Canvas course badges'. On the right side, there's a context menu with the following items: 'Edit group' (highlighted with a red box and circled with a black number '2'), 'Manage group in Canvas', 'Credentials Support Group Badging' (with a right-pointing arrow), and 'Delete group'.

To manage a group, click the **Options** icon [1] and then click the **Edit group** link [2].

Manage Group

Edit group

Edit the information associated with this group.

[Learn More](#)

GENERAL INFO

[1] Name *
Basic Written Communications

[2] Description
BWC100

END DATE

[3] Set an end date
Your group will be archived automatically on the end date, and learner progress will no longer be tracked. You can set a maximum time limit of up to 1 Year.
2/22/2025

[4] Sync with course dates
Choose to sync the end date with the course date settings to align group durations with courses effectively.

VISIBILITY

[5] Visible to learners
When this group is visible, learners can view their progress and the leaderboard. Members can view related pathways whether or not the group is visible.

LEARNER RECORD VISIBILITY

[6] Enable Learner Record for This Group
Enable this option to grant learners within this group access to the Learner Record menu.

Type a name for the group in the **name** field [1] and add a description in the **description** field [2].

To add a end date for your group to be automatically archived, click the **Calendar** icon [3].

To add a end date to sync with your [Canvas course dates](#), click the **Sync with course dates** radio button [4].

To make the group visible to learners, click the **Visible to learners** checkbox [5].

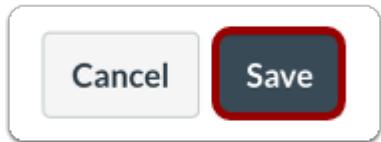
When enabled at the organization level, an Enable Learner Record from this Group checkbox displays. To enable the learner record for the group, click the **Enable Learner Record for This Group** checkbox [6].

Notes:

- When a group is created the end date can run up to six years.
- Syncing course dates is only available for the Canvas LMS.



Save Group



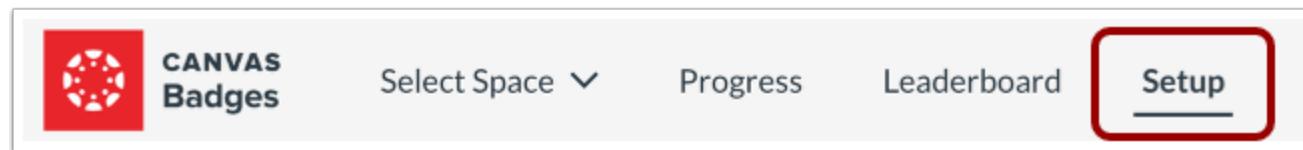
To save the group, click **Save** button.

How do I manage Badges Staff Group members?

The Groups feature in Pathways is used to organize badge recipients into different segments or cohorts, so that they can be tracked along a Learning Pathway.

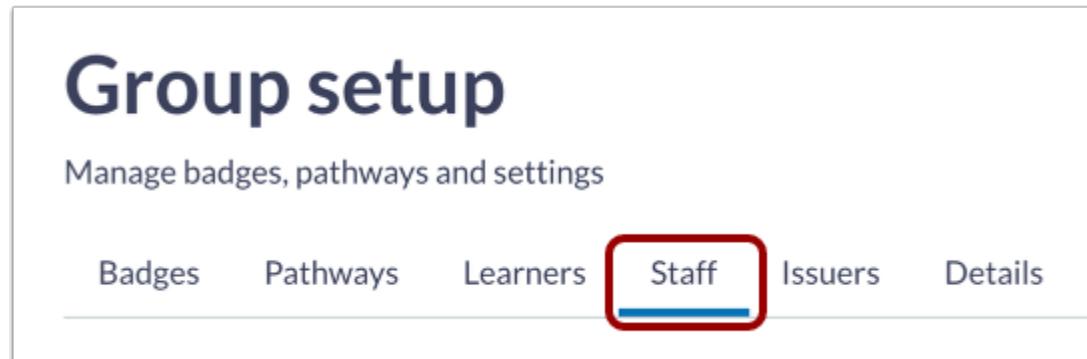
Note: If the Group is connected to an LTI, the Group members are pulled from the roster and cannot be managed manually. All learners on the roster, even deactivated ones, display as Group members.

Open Setup



In Group Global Navigation, click the **Setup** link.

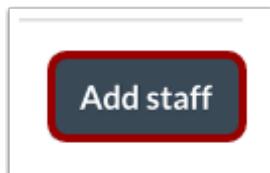
Open Group Setup



A screenshot of the 'Group setup' page. The title is 'Group setup' and the subtitle is 'Manage badges, pathways and settings'. Below the title are navigation links: 'Badges', 'Pathways', 'Learners', 'Staff' (which is highlighted with a red rectangular border), 'Issuers', and 'Details'. A horizontal line separates this from the main content area.

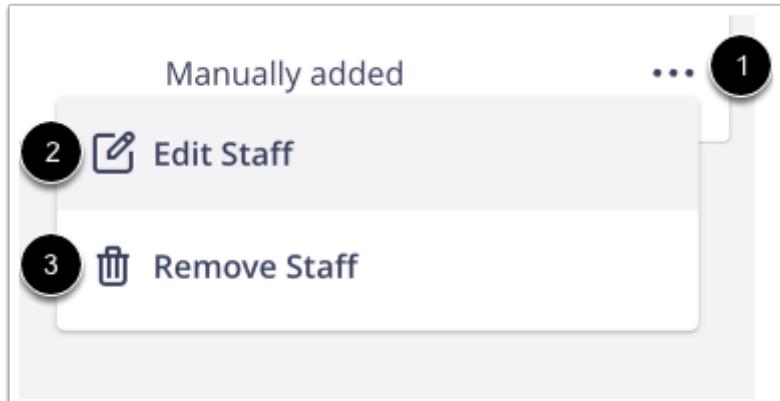
In the Group setup navigation, click the **Staff** link.

Add Staff



To add a new staff, click the **Add Staff** button.

Manage Staff



To manage a staff member, click the **Options** icon [1].

To edit staff members in the group, click the **Edit Staff** link [2].

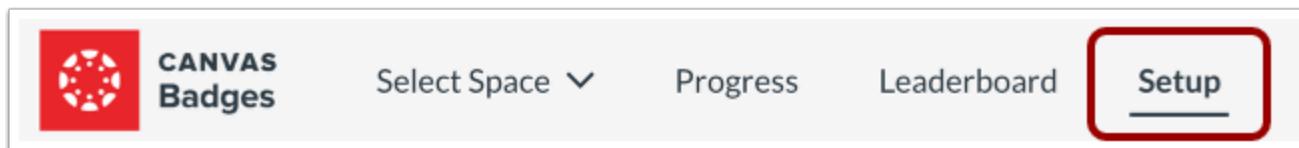
To remove staff members from the group, click the **Remove Staff** link [3].

How do I manage Badges Learner Group members?

The Groups feature in Canvas Badges Pathways is used to organize badge recipients into different segments or cohorts, so that they can be tracked along a Learning Pathway.

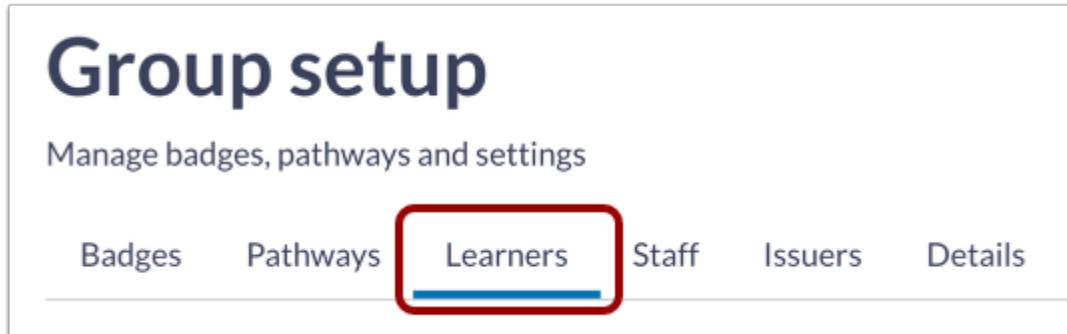
Note: If the Group is connected to an LTI, the Group members are pulled from the roster and cannot be managed manually. All learners on the roster, even deactivated ones, will show up as Group members.

Open Setup



In Group Global Navigation, click the **Setup** link.

Open Group Setup



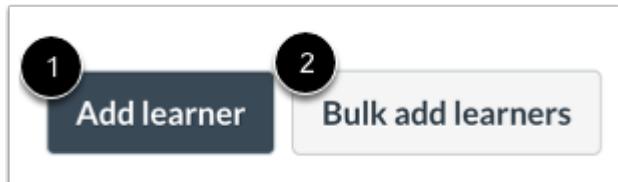
Group setup

Manage badges, pathways and settings

Badges Pathways **Learners** Staff Issuers Details

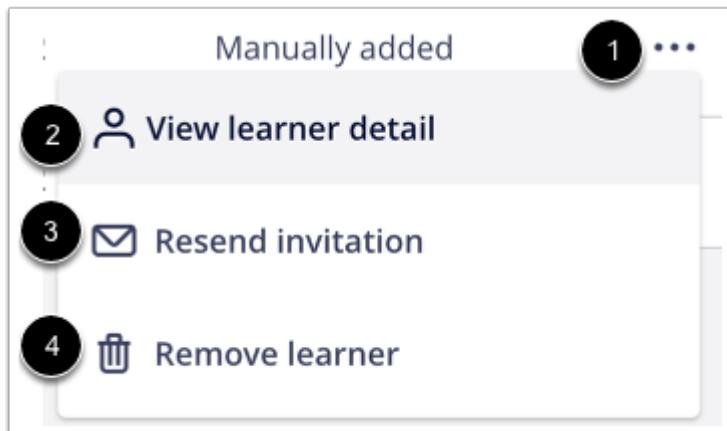
In the Group setup navigation, click the **Learners** link.

Add Learners



To add a new Learner, click the **Add Learner** button [1] or **Bulk add learners** button [2] to add more than one.

Manage Learner



To manage a learner member, click the **Options** icon [1].

To view the learner's details, click the **View learner detail** link [2].

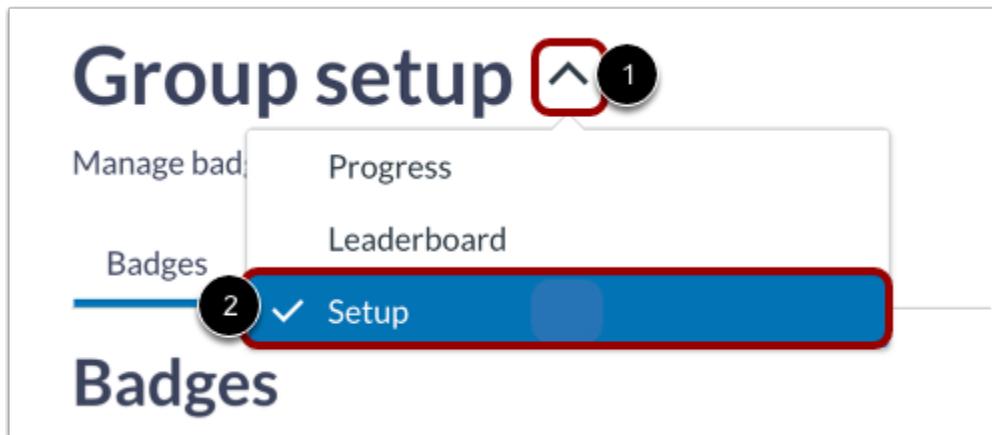
To resend their email invitation, click the **Resend invitation** link [3].

To remove the learner from the group, click the **Remove Learner** link [4].

How do I manage group course requirements for Badges in Canvas?

Instructors can award badges automatically based on course requirements within their groups.

Open Setup



In the **Group** drop-down menu [1], click the **Setup** link [2].

Manage All Badges

Group setup ▾

Manage badges, pathways and settings

Badges Pathways Learners Staff Issuers Details

Badges

Manage the badge requirements in this group

1 All badges 2 Add badge

3

4 View learner progress

5 Edit requirements

6 Move Badge

7 Remove badge

Sort ▾	Name	Requirement	Evidence
George Washington	Complete George Washington Essay	View learner progress	
The Declaration of Independence	Complete Declaration of	Edit requirements	
American Heroes	Complete Class Inform	Move Badge	

The **All Badges** tab displays an overview of badges and requirements in a group [1].

To add a badge, click the **Add badge** button [2].

To manage a group, click the **Options** icon [3].

To view learner progress, click the **View learner progress** link [4].

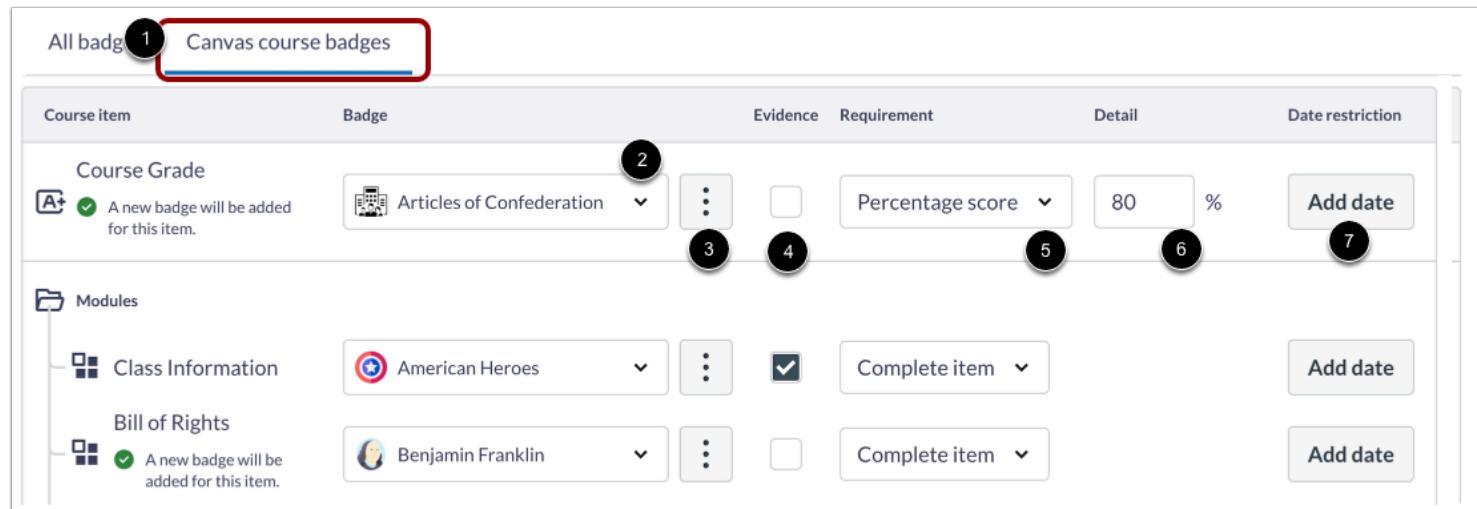
To edit the badge requirements, click the **Edit requirements** link [5].

To move a badge, click the **Move Badge** link [6].

To remove a badge, click the **Remove badge** link [7].

Note: Badges can be automatically awarded based on module completion, assignment grade, and course grade based on all assignments. If you do not see badges awarded based on course grade for students whose course grade meets the badge's requirements, ensure the course grade you view is not based on graded assignments.

Manage Canvas Course Badges



Course item	Badge	Evidence	Requirement	Detail	Date restriction
Course Grade A+ ✓ A new badge will be added for this item.	Articles of Confederation	<input checked="" type="checkbox"/>	Percentage score	80 %	Add date
Modules					
Class Information	American Heroes	<input checked="" type="checkbox"/>	Complete item		Add date
Bill of Rights	Benjamin Franklin	<input type="checkbox"/>	Complete item		Add date

The **Canvas course badges** tab shows in a table format and displays an overview of badges and requirements in a group [1].

To change a badge for a course item, click the **Badge** drop-down menu [2].

To update a badge or create a new badge, click the **Options** icon [3].

To have learners submit evidence for completion, click the **Evidence** checkbox [4].

To update a requirement for a badge, click the **Requirements** drop-down menu[5].

To update the percentage details for a badge, enter a percentage in the **Detail** field [6].

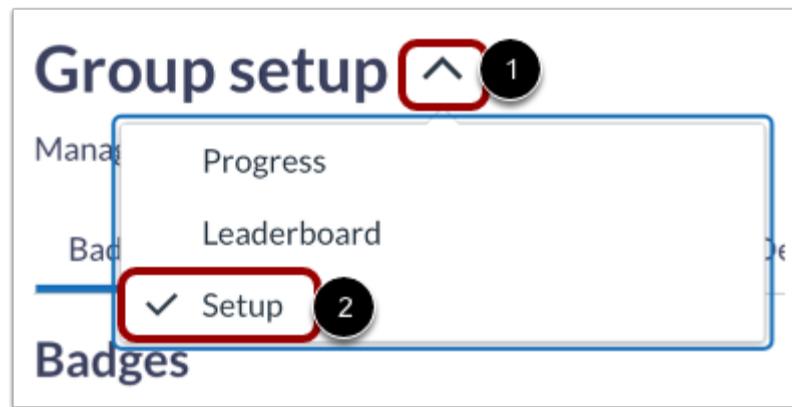
To update the date, click the **Add date** button [7].

Note: Specific module requirements can be managed within [Canvas modules](#).

How do I manage group course requirements for Badges in Blackboard?

Instructors can award badges automatically based on course requirements within their groups.

Open Setup



In the **Group** drop-down menu [1], click the **Setup** link [2].

Manage All Badges

Group setup

Manage badges, pathways and settings

Badges Pathways Learners Staff Issuers Details

Badges

Manage the badge requirements in this group

1 All badges Blackboard course badges

2 Add badge

Search Badges Results Per Page 50 1 - 11 of 11

Sort ▾	Name	Requirement	Evidence
	George Washington	Complete George Washington Essay	3
	The Declaration of Independence	Complete Declaration of	4 5
	American Heroes	Complete Class Inform	6 7

The **All Badges** tab displays an overview of badges and requirements in a group [1].

To add a badge, click the **Add badge** button [2].

To manage a group, click the **Options** icon [3].

To view learner progress, click the **View learner progress** link [4].

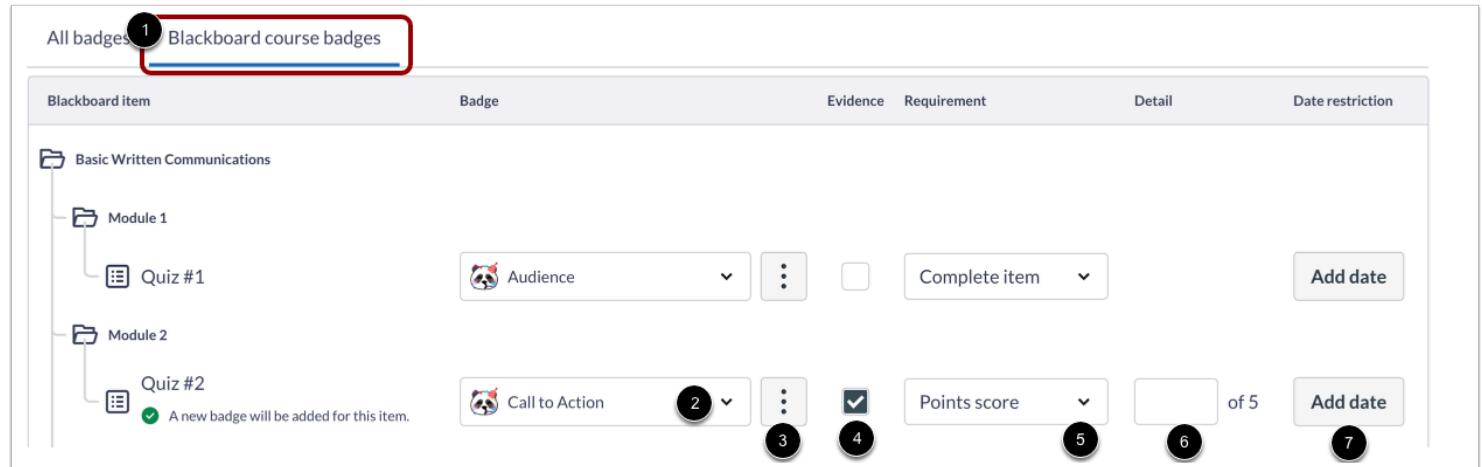
To edit the badge requirements, click the **Edit requirements** link [5].

To move a badge, click the **Move Badge** link [6].

To remove a badge, click the **Remove badge** link [7].

Note: Badges can be automatically awarded based on module completion, assignment grade, and course grade based on all assignments. If you do not see badges awarded based on course grade for students whose course grade meets the badge's requirements, ensure the course grade you view is not based on graded assignments.

Manage Blackboard Course Badges



The screenshot shows the 'Blackboard course badges' tab selected [1]. Below it, a course item 'Basic Written Communications' is expanded, showing two modules: 'Module 1' and 'Module 2'. Under 'Module 1', there is a 'Quiz #1' badge. Under 'Module 2', there is a 'Quiz #2' badge, with a note: 'A new badge will be added for this item.' To the right of each badge are several configuration options:

- Badge dropdown menu [2]
- Options icon [3]
- Evidence checkbox [4]
- Requirement dropdown menu [5]
- Detail field [6]
- Add date button [7]

The **Blackboard course badges** tab displays an overview of badges and requirements in a group [1].

To change a badge for a course item, click the **Badge** drop-down menu [2].

To update a badge or create a new badge, click the **Options** icon [3].

To have learners submit evidence for completion, click the Evidence checkbox [4].

To update a requirement for a badge, click the Requirements drop-down menu [5].

To update the percentage details for a badge, enter a percentage in the Detail field [6].

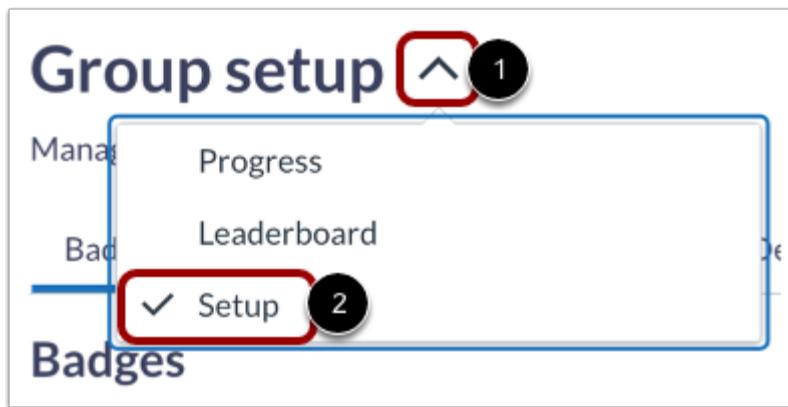
To update the date, click the **Add date** button [7].

Note: Specific module requirements can be managed within [Blackboard modules](#).

How do I add a manually awarded badge to a Group?

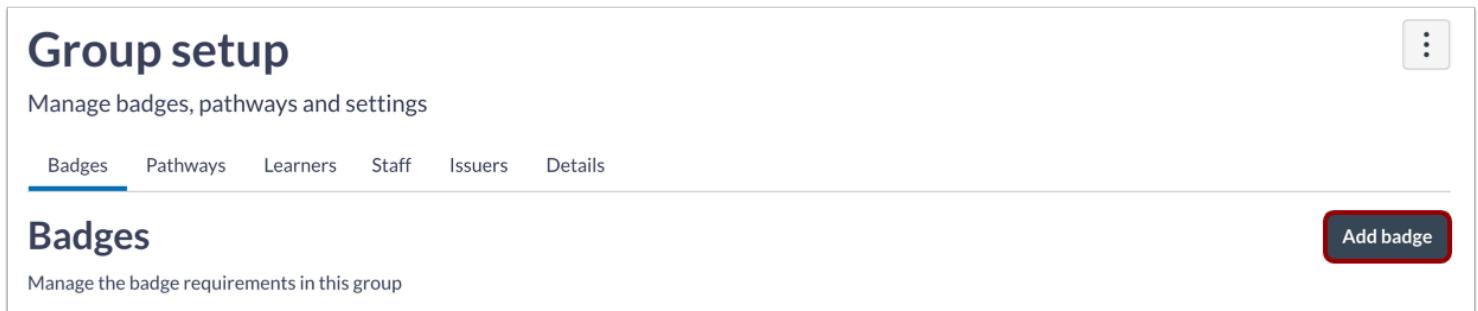
Instructors can add manually awarded badges to a Group in order to track badges that are awarded outside the group.

Open Setup



In the **Group setup** drop-down menu [1], click the **Setup** link [2].

Add Badge



The screenshot shows the 'Group setup' page with the 'Badges' tab selected. The main area displays the text 'Manage the badge requirements in this group'. On the right side, there's a red button labeled 'Add badge'.

To add a badge requirement to the group, click the **Add Badge** button.

Choose a Badge

Badges / Add Badge

Add badge

Add a badge to this group to track learner progress.

[Learn More](#) 

CHOOSE A BADGE

Issuer badge
Track or award a badge from your issuer

Select badge

Search...

 Benjamin Franklin History 101
 George Washington History 101
 Statue of Liberty History 101

Select a badge from the list.

Choose Manual Awarding

HOW WILL IT BE AWARDED?

Blackboard integration
Automatically awarded when learners meet criteria on assignments in your Blackboard course

Manually
Track a badge that is awarded outside this group, by a pathway, or manually by staff within in the group.

To award the badge manually, click the **Manually** radio button.

Specify Requirements

SPECIFY REQUIREMENTS

Requirement label
Provide a short label (3-5 words) for the badge requirement.

Write Preview

Requirement description
Provide details to help learners complete the requirement for this badge.

Markdown supported

You can enter a label and description of the badge requirements. The description field supports markdown.

Add a Staff Note

Write Preview

Notes to staff
Provide additional info to help staff evaluate the learner's work.

Markdown supported

Cancel Save changes

You can add a note to help staff evaluate the learner's work required to earn this badge. The Staff Notes field supports markdown.

When you have finished entering information about the badge requirements, click the **Save Changes** button.

View Group Badge Requirements

Badges

Manage the badge requirements in this group

All badges Canvas course badges

Search Badges

1 - 4 of 4

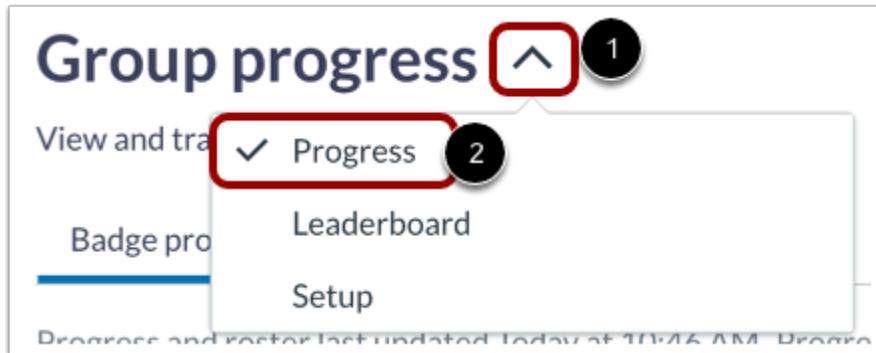
Sort ^	Name	Requirement	⋮
❖	 The Articles of Federation and the Constitution	<input type="checkbox"/> Complete Articles of Confederation and the Constitution	⋮
❖	 The Declaration of Independence	<input type="checkbox"/> Complete Declaration of Independence	⋮
❖	 The Boston Tea Party	<input type="checkbox"/> Patriotism or Treason? Colonist vs. British Citizen Point of View Essay: 25 of 30 points	⋮
❖	 Statue of Liberty	<input type="checkbox"/> Attend Statue of Liberty field trip	⋮

The badge is added to the list of **All Badges** in the group. The requirement label displays as the requirement.

How do I manually award a badge to a learner in a Group?

Instructors can award badges to learners manually. In a Group that is not connected to a course in an LMS via the Credentials LTI, all badges are awarded manually. In a Group that is connected to a course in an LMS, badges may be awarded manually or automatically based on completion of course modules and assignments.

Open Progress



In the **Group setup** drop-down menu [1], click the **Progress** link [2].

Select a Badge

Badge progress

Reward learners for completing a specified requirement in this group. [Manage badges](#)

 Search Badges1 - 4 of 4  

Badge	Requirement	Learner progress
 The Articles of Federation and the Constitution	<input type="checkbox"/> Complete Articles of Confederation and the Constitution	<div style="width: 0%;"><div style="width: 0%;">0 of 14</div></div> 
 The Declaration of Independence	<input type="checkbox"/> Complete Declaration of Independence	<div style="width: 0%;"><div style="width: 0%;">0 of 14</div></div> 
 The Boston Tea Party	<input type="checkbox"/> Patriotism or Treason? Colonist vs. British Citizen Point of View Essay: 25 of 30 points	<div style="width: 0%;"><div style="width: 0%;">0 of 14</div></div> 
 1 Statue of Liberty	 <input type="checkbox"/>  Attend Statue of Liberty field trip	<div style="width: 0%;"><div style="width: 0%;">0 of 14</div></div> 

Select a badge and click the name of the badge [1]. It must be a manually awarded badge. Manually awarded badges have the **Manually Awarded** icon [2].

Select a Learner



Learner progress 0 of 14 earned (0%)

Statue of Liberty

Requirement: Attend Statue of Liberty field trip
Offered by: History 101

[Edit requirements](#) [⋮](#)

Requirement description:
Students must attend the class field trip to the Statue of Liberty and complete the question worksheet

[Learner progress](#) [Badge details](#)

Learner progress

0 of 14 learners have earned this badge.

Search	X
Learner	Sort by ...
EB	Status
Emily Boone (emilyboone@instructure.com)	<input checked="" type="checkbox"/> Not earned

Select a learner who has not earned the badge and click their name.

Award Badge

Badge progress / Statue of Liberty / Emily Boone

<

Not Earned



Learner
[Emily Boone](#)

Email emilyboone@instructure.com

Status Not Earned

[View Canvas Profile](#)

Statue of Liberty

Offered by
[History 101](#)

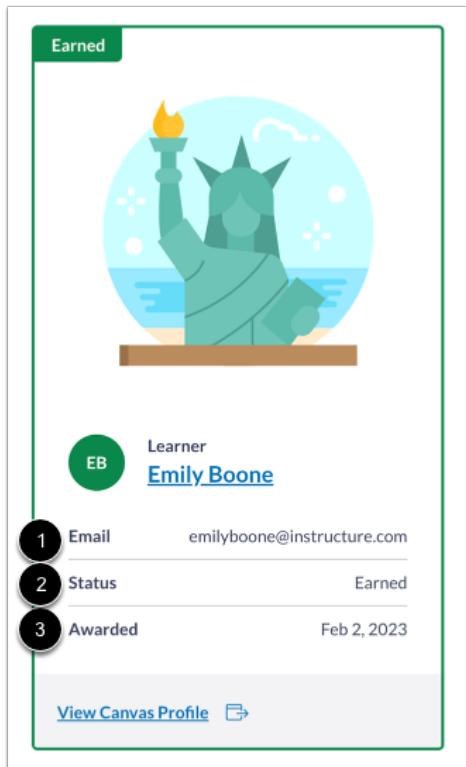
Requirement
Attend Statue of Liberty field trip

Award badge :

Requirement description:
Students must attend the class field trip to the Statue of Liberty and complete the question worksheet

Click the **Award badge** button.

View Awarded Badge

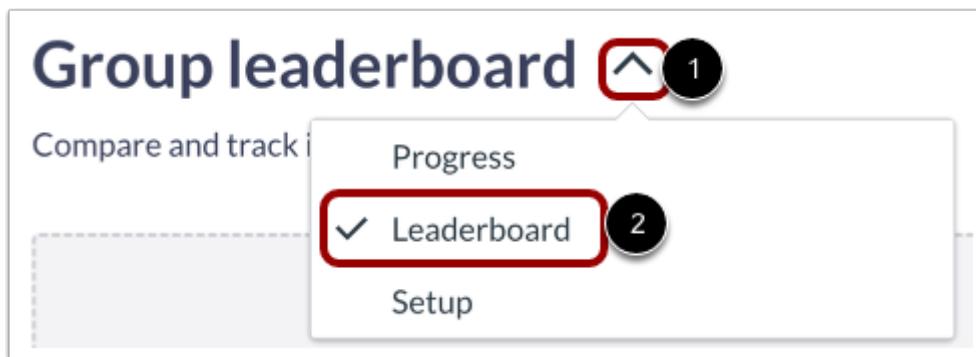


The awarded badge displays the learner's email identifier [1], the badge status [2], and award date [3].

How do I use the Leaderboard in Badges as an instructor?

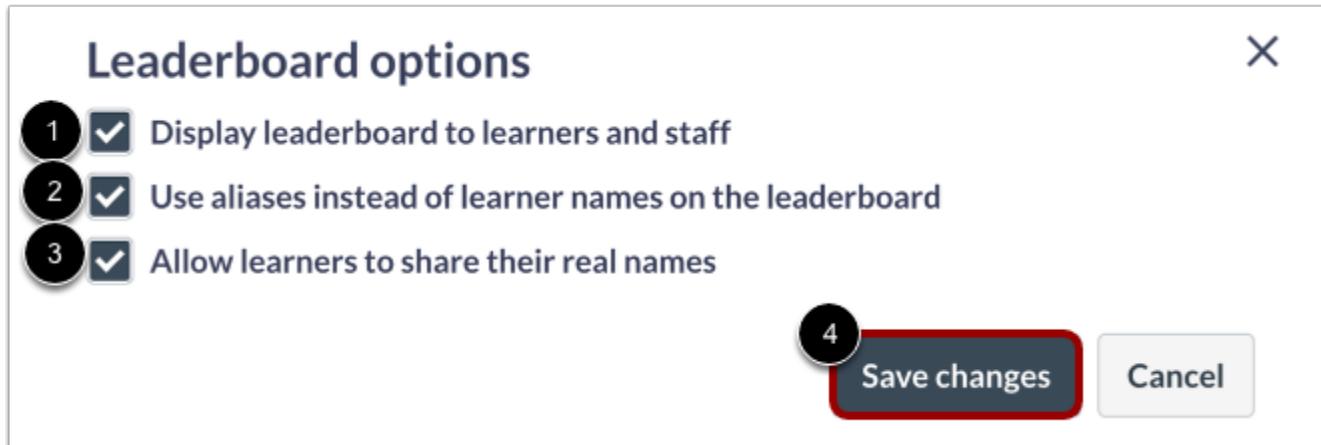
The leaderboard in a group allows students to see their ranking in a course. You can [enable the leaderboard](#) in order to set leaderboard points for badges in the Group.

Open Leaderboard



In the **Group setup** drop-down menu [1], click the **Leaderboard** link [2].

Manage Leaderboard Options



To enable the leaderboard to show for learners and staff, click the **Display leaderboard to learners and staff** checkbox [1].

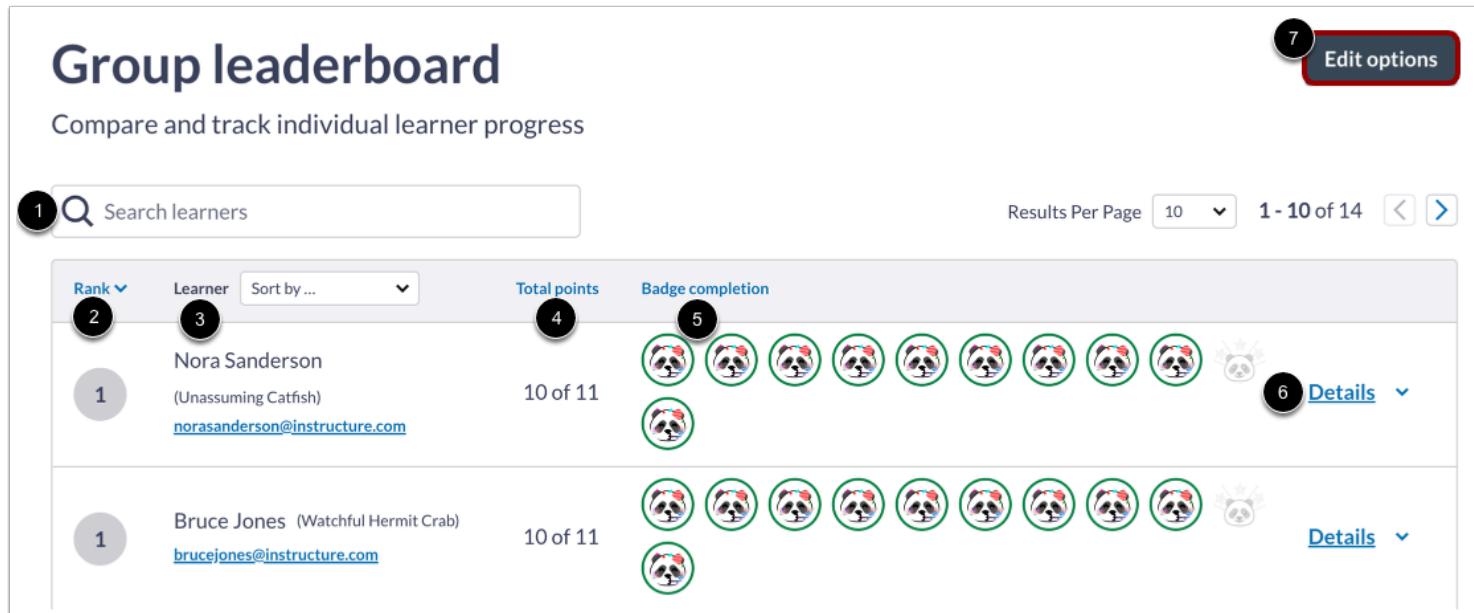
To have learners use aliases, click the **Use aliases instead of learners name on the leaderboard** checkbox [2].

To allow learners to share their real name, click the **Allow learners to share their real names** checkbox [3].

To save changes, click the **Save changes** button [4].

Note: In order to view the settings for displaying learners' names or an alias, you must click the **Display leaderboard to learners and staff** checkbox.

View Leaderboard



The screenshot shows the 'Group leaderboard' page with the following details:

- Search learner field:** A search bar labeled 'Search learners' with a magnifying glass icon [1].
- Sort options:** Buttons for 'Rank' [2], 'Learner' [3], and 'Sort by ...' [4].
- Total points:** '10 of 11' [4] for Nora Sanderson and '10 of 11' [4] for Bruce Jones.
- Badge completion:** A grid of 11 circular icons representing different badges, with most filled green and one unfilled grey [5].
- Learner details:**
 - Nora Sanderson:** Rank 2, Learner 1, Name (Unassuming Catfish), Email (norasanderson@instructure.com) [6].
 - Bruce Jones:** Rank 1, Learner 1, Name (Watchful Hermit Crab), Email (brucejones@instructure.com) [6].
- Page controls:** 'Results Per Page' dropdown set to 10, page range '1 - 10 of 14', navigation arrows [7].
- Edit options:** A red button labeled 'Edit options' [7].

Learner progress shows in a table format and displays an overview of learner badges in a group.

To search for a learner, type their name in the **Search learner** field [1].

You can view and sort by the rank [2], learners name [3], total points [4], and badge completion [5].

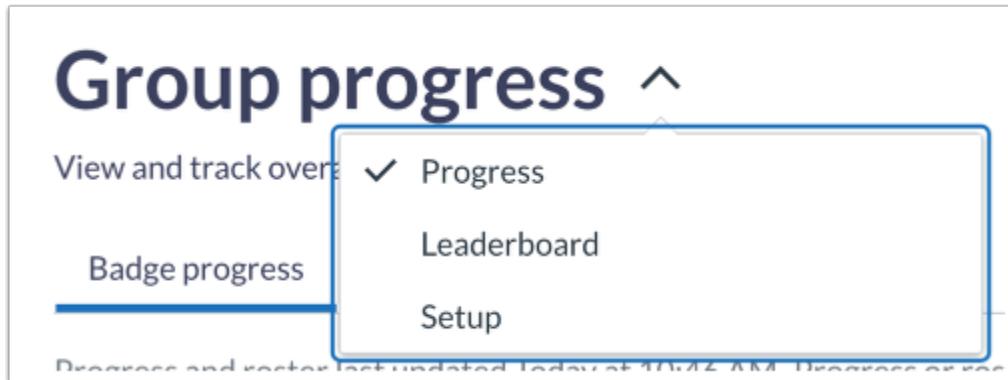
To view a learner's completion status and pathway progress, click the **Details** link [5].

To manage options, click the **Edit options** button [6].

How do I view Group learner progress as an instructor?

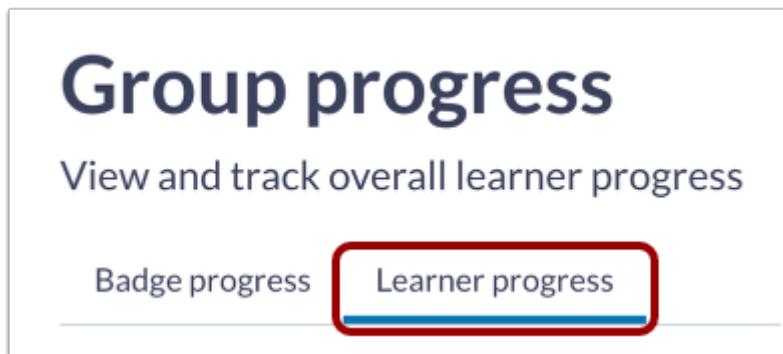
Learner progress shows you earned badges, completion status, and, pathway progress for learners.

Open Progress



In the **Group setup** drop-down menu [1], click the **Progress** link [2].

Open Learner Progress



Click the **Learner progress** link.

View Learner Progress

Learner progress

Search learners

Results Per Page 1 - 10 of 14

Include badges Include pathways

Learner	Sort by ...	Last Badge Earned	Progress
OB	1	2	3

Badges
10 earned

Benson, Ola
obenson@institution-name.edu Nov 30, 2022

 [Basic Written Communications](#) 
Completed pathway

4 Details

Learner progress shows in a table format and displays an overview of learner badges in a group.

You can view and sort by the learners name [1], last badge earned [2], and progress [3].

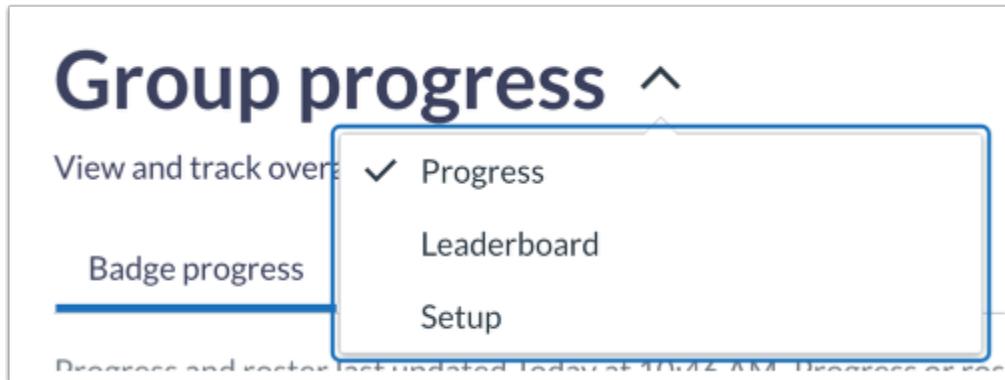
To view a learner's completion status and pathway progress, click the **Details** link [4].

To export the learner progress, click the **Export as CSV** button [5].

How do I sync group information in Badges as an instructor?

When a Group is created via the Credentials LTI, name or email changes made to the course roster are synced automatically. When a user's email address is changed, badges awarded to the previous email address are revoked and re-issued to the new email address.

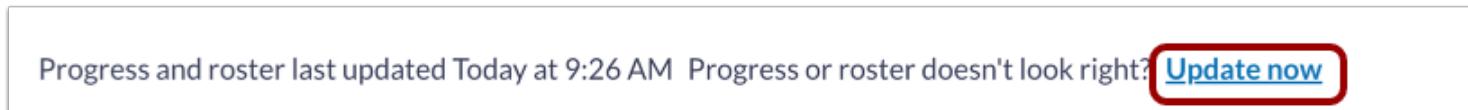
Open Progress



The screenshot shows the 'Group progress' page. On the left, there are two main buttons: 'View and track overall progress' and 'Badge progress'. A blue horizontal bar is positioned between them. To the right of this bar is a dropdown menu with three options: 'Progress' (which is checked), 'Leaderboard', and 'Setup'. The 'Setup' option is partially visible at the bottom of the menu. At the very bottom of the page, there is a small note: 'Progress and roster last updated Today at 9:26 AM Progress or roster doesn't look right? [Update now](#)'.

In the **Group setup** drop-down menu [1], click the **Progress** link [2].

Sync Progress and Roster



The screenshot shows the same 'Group progress' page as above. The message at the bottom states: 'Progress and roster last updated Today at 9:26 AM Progress or roster doesn't look right? [Update now](#)'. The 'Update now' link is highlighted with a red rectangular border.

To sync progress and roster, click the **Update now** link.

How do I export a Badges group as a CSV?

You can export learner progress as a CSV file.

Open Issuer



History 101

Verified

This course is a short 5 week review course that covers US History from 1775 to 1791, including the Declaration of Independence, Revolution, Articles of Confederation and the Constitution, and the Bill... [View More](#)

6 BADGES | 0 AWARDS | 1 PATHWAY | 1 GROUP | 1 GROUP MEMBER

[View Issuer](#)

To open an issuer, click the **View Issuer** button.

Open Group

Badges Pathways Groups Staff Members Analytics Data management

Groups [1]

Issuer groups

Create group

Search issuer groups [2]

Name	Learners	Badges	Pathways	Status	Learner visibility	⋮
Basic Written Communications	14	11	1	Active until Mar 14, 2023	Visible	⋮
History 101	3	0	0	Active until Jan 31, 2023	Visible	⋮

In Issuer Navigation, click the **Groups** link [1] and then click the name of the group [2].

Export as CSV

Group progress

View and track overall learner progress

Badge and pathway progress 1 Learner progress

Progress and roster last updated Today at 9:26 AM Progress or roster doesn't look right? [Update now](#)

Learner progress 2 Export as CSV

In Group progress, click the **Learner progress** link [1] and then click the **Export as CSV** button [2].

View Exported CSV

	A	B	C	D	E	F	G	H
1	Learner Last Name	Learner First Name	Learner Identifier	Course Completion	Introduction	Module 1	Module 2	Audience
2	Benson	Ola	obenson@institution-n	Incomplete	Complete	Complete	Complete	Complete
3	Boone	Emily	emilyboone@instruc	Incomplete	Complete	Complete	Complete	Complete
4	Boyd	Gregory	gboyd@institution-n	Incomplete	Complete	Complete	Complete	Complete
5	Bracci	Loretta	lbracci@institution-n	Incomplete	Complete	Complete	Complete	Complete
6	Cain	Mason	mcain@institution-n	Incomplete	Complete	Complete	Complete	Complete
7	Clark	Lola	lclark@institution-na	Incomplete	Complete	Complete	Complete	Complete
8	Johnson	Max	maxjohnson@instru	Incomplete	Complete	Complete	Complete	Complete
9	Jones	Bruce	brucejones@instruc	Incomplete	Complete	Complete	Complete	Complete
10	Leafton	Eli	eleafton@institution	Incomplete	Complete	Complete	Complete	Complete
11	Rogers	Joe	jrogers@institution-	Incomplete	Complete	Complete	Complete	Complete
12	Sanderson	Nora	norasanderson@ins	Incomplete	Complete	Complete	Complete	Complete
13	Smith	Jane	janesmith@instructu	Incomplete	Complete	Complete	Complete	Complete
14	Young	Wesley	wyoung@institution	Incomplete	Complete	Complete	Complete	Complete
15	Zini	Luana	lzini@institution-na	Incomplete	Complete	Complete	Complete	Complete

The CSV includes the badge name and completion status.

How do I use the Leaderboard in Badges as a student?

The leaderboard shows your earned badges, leaderboard rank, and pathway progress.

Open Leaderboard



Basic Written Communications 1

Offered by [Adventure Time](#)

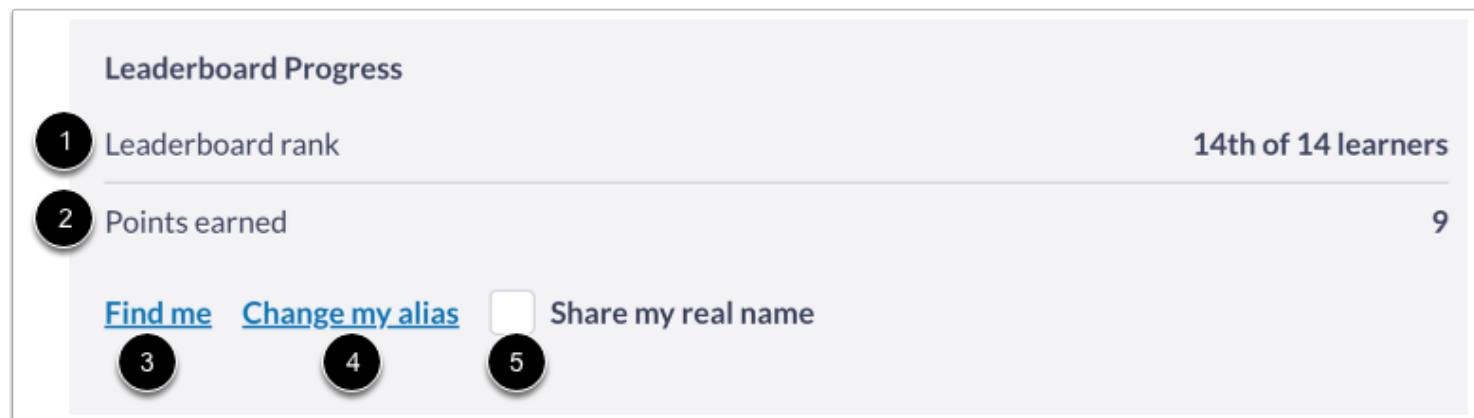
Ends on Feb 22, 2025

My Progress 2

✓ Leaderboard

In the Group setup drop-down menu [1], click the **Leaderboard** link [2].

View Leaderboard Progress



Leaderboard Progress

1 Leaderboard rank 14th of 14 learners

2 Points earned 9

Find me Change my alias Share my real name

3 4 5

Leaderboard Progress shows your leaderboard rank [1] and points you earned [2].

To find where you are on the leaderboard, click the **Find me** link [3].

To change your alias, click the **Change my alias** link [4].

To show your name, click the **Share my real name** checkbox [5].

View Leaderboard

Leaderboard

1  Search learners

Results Per Page 10 ▾ 11 - 14 of 14  

Rank	Name	Total points	Badges
1	Inimitable Sheep	10 of 11	 
1	Cognizant Avocet	10 of 11	 

The Leaderboard shows in a table format and displays an overview of learner badges in a group.

To search for a learner type their name or alias in the **search learner** field [1]

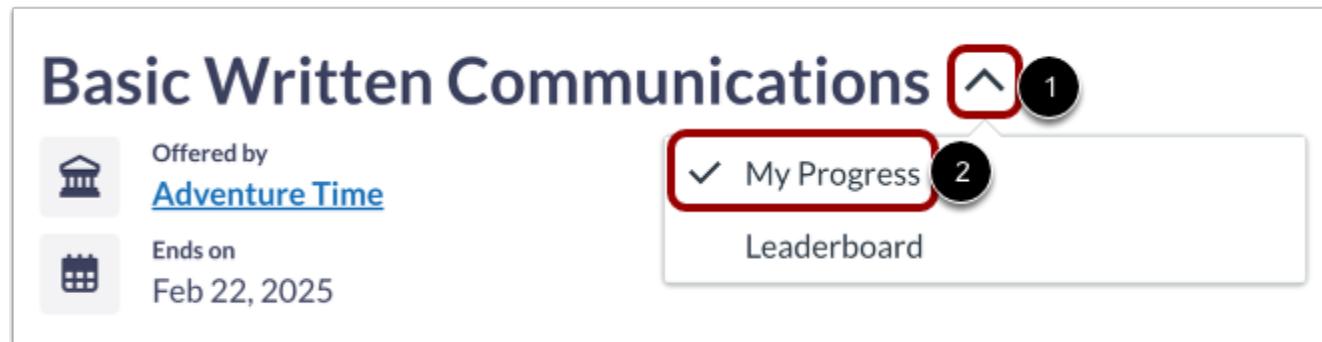
You can view and sort by the rank [2] learners name or alias [3], total points [4] and badge completion [5].

To view a learner's completion status and pathway progress, click the **Details** link [6].

How do I view my learner progress as a student?

Learner progress shows your earned badges, completion status, and pathway progress.

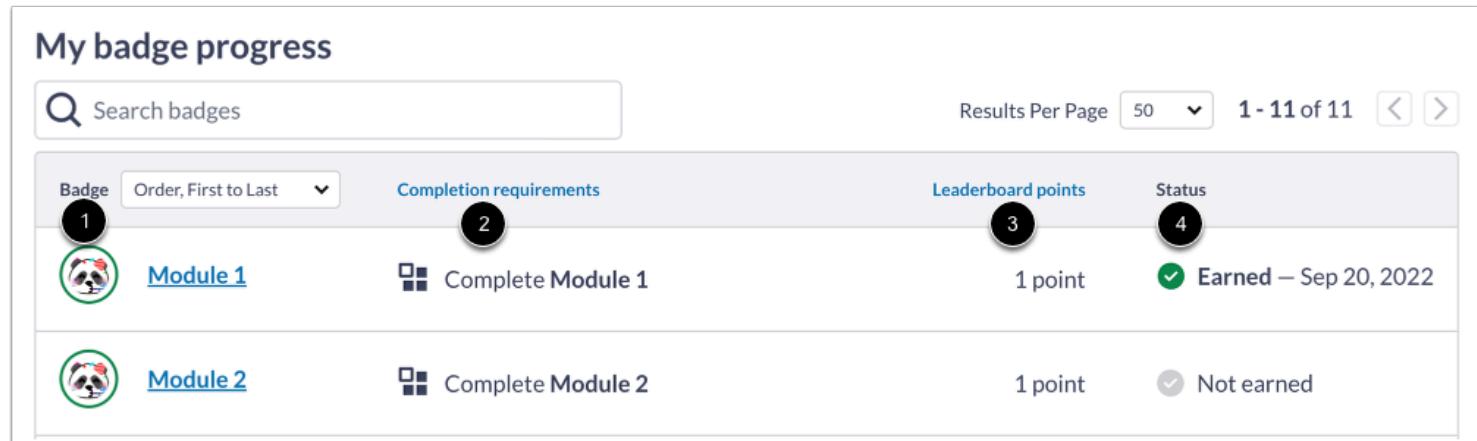
Open My Progress



The screenshot shows the 'Basic Written Communications' group page. On the right, there is a 'Group setup' dropdown menu with four options: 'My Progress' (highlighted with a red box and number 2), 'Leaderboard' (number 3), 'Edit' (number 1), and 'Delete' (number 4). To the left, there are icons for 'Offered by Adventure Time' and 'Ends on Feb 22, 2025'.

In the **Group setup** drop-down menu [1], click the **My Progress** link [2].

View My Badge Progress



Badge	Completion requirements	Leaderboard points	Status
1  Module 1	2  Complete Module 1	3 1 point	4  Earned – Sep 20, 2022
2  Module 2	2  Complete Module 2	3 1 point	4  Not earned

Learner progress shows in a table format and displays an overview of learner badges in a group.

You can view and sort by the badge name [1], completion requirement [2], leaderboard points [3] and, status [4].

View My Pathway Progress

My pathway progress

Search pathways

1 - 1 of 1 < >

Pathway ▾	Milestone progress
1  Basic Written Communications	2  Basic Written Communications Completed pathway

You can view pathways [1] and milestone progress [2] for the course pathway.