

## Digital Badges Policy

### Schedule A: Digital Badge Planning Tool

<b>Approving authority</b>	Academic Registrar
<b>Approval date</b>	6 September 2018
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<b>Next scheduled review</b>	2023
<b>Document URL</b>	<a href="http://policies.griffith.edu.au/pdf/Digital Badges Policy Schedul.pdf">http://policies.griffith.edu.au/pdf/Digital Badges Policy Schedul.pdf</a>
<b>TRIM document</b>	2018/9006092
<b>Description</b>	This schedule outlines the requirements for the creation of a digital badge to be integrated into an existing system of credentials.

#### Related documents

[Digital Badges Policy](#)

[Schedule B: Digital Badge Taxonomy](#)

[Micro-Credentials](#)

Complete this form and submit it electronically

BADGE DETAILS		
<b>PROPOSER</b>	<b>First name:</b>	<b>Family name:</b>
	<b>Position:</b> (e.g. Course Convenor, Program Director, Dean – Learning & Teaching, Other)	<b>School:</b>
<b>DEAN (LEARNING AND TEACHING) SIGN OFF</b>		
<b>PROPOSED BADGE NAME (Single)</b>		
<i>(Badge name here)</i>		
<p>This is the name for the badge that will be distributed to your audience. Consider the naming conventions currently in place for your Program when developing a name. Office of Marketing and Communications will advise on the final name. In the instance of an Articulated Award Badge, naming conventions will be coordinated by the Programs Committee.</p>		

BADGE TYPE		
BADGE TYPE	CREDIT STATUS	AQF LEVEL ALIGNMENT
<input type="checkbox"/> Achievement credential <input type="checkbox"/> Articulated Award credential <input type="checkbox"/> CPD credential <input type="checkbox"/> Open credential <input type="checkbox"/> Skill credential <input type="checkbox"/> WIL credential <input type="checkbox"/> Member credential* <input type="checkbox"/> Mission credential*  <i>Refer to Schedule B: Credential Types and Definitions</i>  *Credit Status must be "Not for Credit"	<input type="checkbox"/> For Credit <input type="checkbox"/> Not for Credit	<input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/> 10
<b>KEY DATES</b>  (Proposed Creation date here – DD/MM/YYYY format) <hr/> (Proposed Issue date here – DD/MM/YYYY format) <hr/>		
<b>LEARNING PATHWAYS</b> Are you aware of any other digital badges that are in your learning and teaching ecosystem?  		
Will the Badge have a transferable use:  Y/N		
The transferable use(s) of the badge include the following: <input type="checkbox"/> Articulation (e.g. the badge is equivalent to the content and learning outcomes of a specified course in an award program). <input type="checkbox"/> Specified Credit (e.g. the badge is equivalent to the content and learning outcomes from a course). <input type="checkbox"/> Informal/Non-Formal Learning (e.g. the badge is used in combination with other learning and may result in credit).		
BADGE DESCRIPTION		
Provide a short and concise description (500 characters) of the Digital Badge that you are planning to create. Elements to consider include, but are not limited to, the following: <ul style="list-style-type: none"> <li>• What is the individual capable of now they have this badge?</li> <li>• What will the badge prove the recipient is capable of performing, executing or undertaking?</li> <li>• What is the primary concern, or subject, of the digital badge?</li> <li>• What knowledge, skill or disposition is required to earn the digital badge?</li> </ul>		

Is there a public-facing web page that contains complete details about the achievement and related program? Would this information provide additional context to an employer, colleague or other interested parties?

(URL here)

## SKILLS

Provide a short list of skills competencies or tools (8-15 total skill tags) that can be demonstrated by the earner, after they have earned the badge. Consider whether these skill descriptions will appeal to the labour market, or align to known classifications in professional networks (e.g. LinkedIn). Consider the use of #HashTags so that it is searchable and discoverable by users within social networks and platforms. Are there keywords or topics that will facilitate searching (e.g. #ProblemSolving).

## BADGE EARNER

What category of student is eligible to earn the Digital Badge? (Check all that apply)

- |   |  |
|---|--|
| <input type="checkbox"/> High School                | <input type="checkbox"/> Post-Graduate |
| <input type="checkbox"/> Griffith College (Pathway) | <input type="checkbox"/> Non-Award     |
| <input type="checkbox"/> Undergraduate              | <input type="checkbox"/> Any/All       |

## BADGE CRITERIA

What is the standard, rule or test that is required by a student to earn the Digital Badge? What are some phrases that describe the activity required to earn the badge? How will the badge be achieved (Refer to Schedule B: Credential Types and Definitions)?

*NB: A badge can have more than one criteria*

How do the criteria prove that the student has earned, or deserves, the Digital Badge? How does the evidence establish that the student has the knowledge, skill or disposition under consideration?

How long will the evidence of competency remain current? Will competency need to be reassessed on a regular basis? Do time restrictions apply to the life of the badge?

## BADGE ISSUER – GRIFFITH UNIVERSITY

If Griffith University will be the issuer of this Digital Badge, who will be endorsing the issuing of the credential?

- Supervisor, Lecturer or Tutor
- Academic Lead (e.g. Chair, School Assessment Board)
- Head of School/Department
- Dean (Learning & Teaching)

**BADGE ISSUER – OTHER**

If Griffith University is not the issuer, what entity external to Griffith University will issue the Digital Badge?

- Professional Body or Association
- Internship Mentor
- Other (Please specify)

Do you have an example of the issuing entity badge?

Y/N

Have you discussed the issuing entity badge design with the Office of Marketing and Communication (OMC)?

Y/N

**OTHER DETAILS**

Other badge details

- Badge linked to a traditional Certificate of Achievement
- Badge linked to a record on Academic Transcript
- Badge listed on Australian Higher Education Graduation Statement

**APPROVING AUTHORITY**

Dean (Learning and Teaching) approval of the credential for recommendation to:

- Programs Committee – For Credit Digital Badge
- Academic Registrar – Not For Credit Digital Badge      *Signed:* .....