

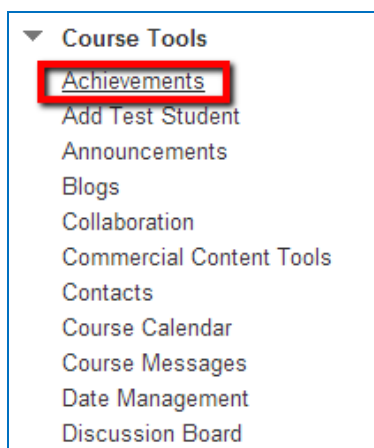
Achievements: Overview

Achievements allow Instructors to provide digital badges and certifications as rewards and incentives for outstanding performance in their courses, or in any particular portion thereof. Students may print certificates for their own hard-copy portfolios; they may embed digital badges in various sites and electronic documents using the Mozilla Open Backpack service. Blackboard provides three different categories of Achievements: Course Completion, Milestone, and Custom.

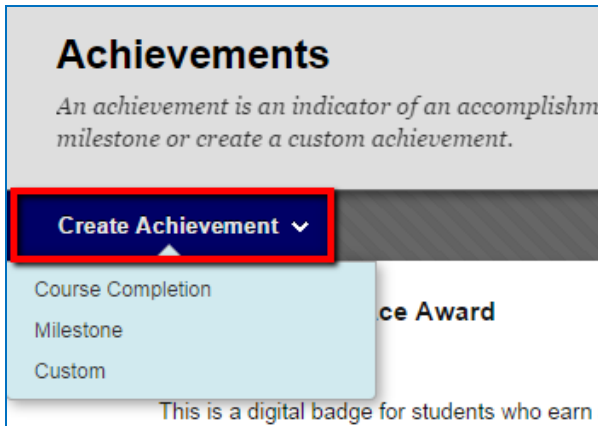
When adding Achievements for a course, an Instructor must set triggers (criteria) for students to meet or surpass. They may then select which variety of certificate or badge to award students who meet those criteria.

To set up an Achievement in a Blackboard course:

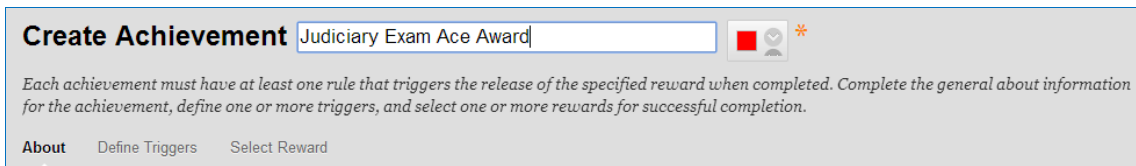
1. In the Control Panel, click **Course Tools**, then **Achievements**.



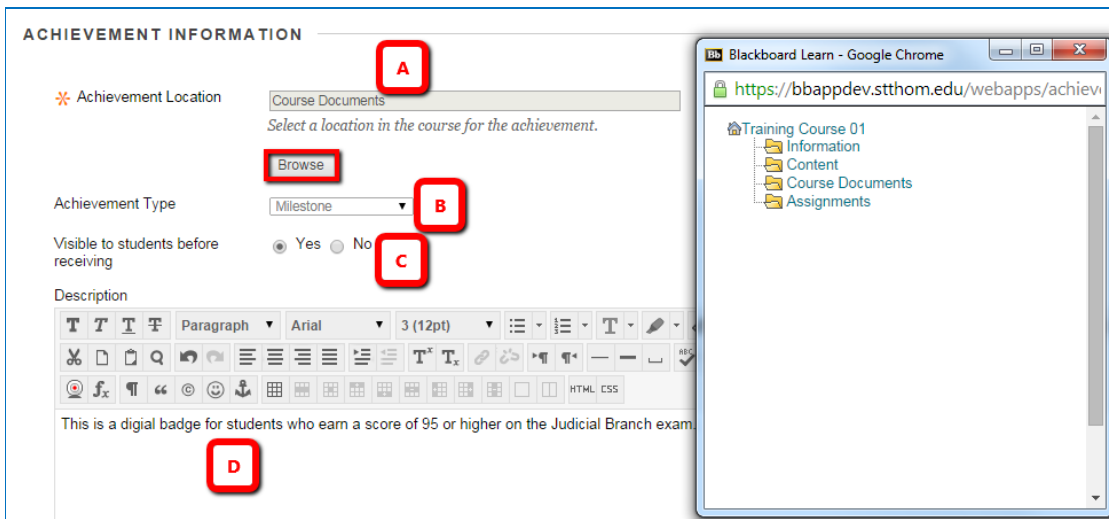
2. The Achievements page appears. If there are any Achievements in the course, they appear in a sortable list on the page. To create a new Achievement, point to the **Create Achievement** button, and select the category desired.



3. If there are no Achievements already in the course, the Create Achievement page appears. At the top of the page, enter a name for the Achievement and choose a display color.



4. In the Achievement Information section, browse the course for a location to associate with the award.



- A. The Achievement may reside in a Content Area, Learning Module, or Folder.
- B. The Achievement Type is already selected and cannot be changed.
- C. You can choose whether to make the Achievement visible to students as an incentive, or keep it hidden until they have received it.
- D. Type a Description that includes the criteria for the award.

5. Click the **Define Triggers** button or link to proceed to the next screen.



6. On the Define Triggers page, start setting up rules. There may be multiple rules defining the criteria, consisting of combinations of membership, grade, and review status. For each rule provide a Rule Name (required) and a date by which a student must accomplish something.

A form titled 'RULE NAME' with a sub-section 'DATE'. Under 'RULE NAME', there is a field labeled 'Rule Name' containing the text '95Plus'. Under 'DATE', there is a checkbox labeled 'Display After' which is checked, followed by a date field containing '11/25/2014' and a time field containing '03:00 PM'. Below these fields is the instruction: 'Enter dates as mm/dd/yyyy. Time may be entered in any increment.'

7. You may choose to limit eligibility for this achievement based on membership in a particular group, such as undergraduates only or students who have participated in a bonus project. You may need to type the usernames of all members, separated by commas, to limit the list to seniors or freshmen.

A form titled 'MEMBERSHIP' with the instruction 'Give this achievement to specific users or groups.' It has two main sections: 'Username' and 'Course Groups'. The 'Username' section has a text input field and a 'Browse' button, with the instruction 'Enter one or more Username values or click Browse to Search. Separate multiple Username values with commas.' The 'Course Groups' section features a list of items to select: 'Bonus Project Group', 'Group 1', 'Mentors', 'Random Set 1', 'Random Set 2', 'Research Project 1', and 'Research Project 2'. Below this list are 'Invert Selection' and 'Select All' buttons. To the right is a 'Selected Items' list, which is currently empty, with its own 'Invert Selection' and 'Select All' buttons.

8. In the Grade section, choose a Grade Center column and a condition, such as earning an outstanding grade on a particular test. Set the conditions, and click **Add Item**. You may then add more conditions to the list.

GRADE

Identify a specific grade that must be made to complete this achievement. Possible points for a Grade Center grade or calculated column are listed in brackets beside the column name. The score entered must be numeric.

Select a Grade Center column

Select Condition

User has at least one attempt for this item
An attempt is recorded in the Grade Center when the user submits a Test, Survey, or Assignment, or when a grade is entered or edited.

Score Percent

Score Percent Between and

9. The Review Status section lets you stipulate that the student must have at least looked at one or more specific content items. Click **Browse** to find the item in this course, then **Add** to add it to the list, then **Browse** again to add more items to the list. Click **Clear** to remove a selected item from the box, or the **X** icon at the far right to remove items you have already added.

REVIEW STATUS

Force users to review specific content to complete this achievement.

Select an item

10. Click the **Select Reward** button or link to proceed to the next page.

or

11. In the Reward Details section, supply the Issuer Name (your own, your department's, or you institution's) and, if appropriate, a time frame for expiration.

REWARD DETAILS

Issuer Name

Expiration Date

Enter dates as mm/dd/yyyy

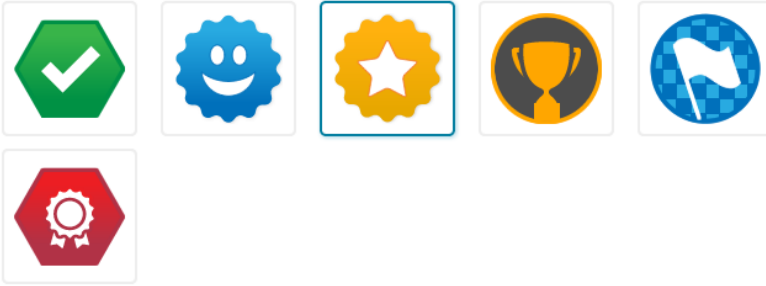
Valid for

When setting a validity time period rather than a specific expiry date, the expiry for an individual is calculated from the day the Achievement is received and the user is notified. If the user earns the Achievement while offline, the expiry for the user will be calculated when the user logs in again and receives the Achievement notification.

12. In this example, we have used a Milestone-type Achievement, which can only appear as badges. Select the appearance of the badge from the badge catalog (or accept the default badge). Attach a file if desired. The page will indicate whether the computer can publish the Achievement to Mozilla Open Backpack.

REWARD OPTIONS

★ Badge Image Select image from badge catalog



Attach File


Publish to Mozilla System settings prevent publishing to Mozilla Backpack

Reward students with images they can collect in the Achievements tool.

13. Click **Save and Exit** when all the particulars are in place. This will redirect you to the Achievements page to see the list of Achievements in the course.

Achievements
An achievement is an indicator of an accomplishment, skill, competency, or interest students can achieve. Create achievements for course completion, a milestone or create a custom achievement.

Create Achievement ▾

	Judiciary Exam Ace Award Milestone This is a digital badge for students who earn a score of 95 or higher on the Judicial Branch exam.	Recipients(0)
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On the Achievements page, you can use the contextual menu for any Achievement to select Edit or Delete. Click the **Recipients** link to view the names of students who have received the award in a popup window. Click outside the popup window to close it.

Recipients of Judiciary Exam Ace Award

No users have received this achievement

Here are the choices of colors for certificates, available for Course Completion and Custom Achievements. Select one of the colors (blue, yellow, or green), and click the **Preview Certificate** button to display a popup window containing the certificate.

* Certificate Select image from certificate catalog



Preview Certificate

The certificate templates are 8x11 and can be printed or viewed online.

This is to certify that

David Faculty

has successfully completed

Training Course 01

on

August 28, 2014