

Overview

Welcome to a new way of managing your professional achievements and learning outcomes. Dell Technologies has partnered with Acclaim to bring Dell Technologies Proven Professional Digital Badging. Acclaim's goal is very simple: to help you move forward in your career. Whether that's entering the job market for the first time, moving forward in your existing profession, or making a career change, Acclaim is dedicated to helping you set yourself apart by representing valuable skills unique to your experiences in a way that is sharable and verifiable.

This document will help to explain what a badge is, and how you can use it. Do you have a question that isn't covered here? Please ask in the comments section.

- What Is a Badge?
- Receiving a Badge
- Create an Acclaim Account
- Claim Your Badge
- Share Your Badge
- Add a Badge to Your Email Signature
- Personalize Your Acclaim Profile

If at any time you have further questions, or are experiencing issues with your Acclaim account, you can easily access the **Acclaim Support Forum**.

What Is a Badge?

Badges are digital assets used to communicate a learning achievement or credential. Acclaim badges link to metadata that provides context and real time credential verification. They can be shared across the Internet for maximum visibility and recognition.

Badges are a standard to recognize and verify learning. A badge communicates three things without sacrificing verification or context:

- Who did something?
- What did they do?
- Who says they did it?

You can earn a badge for lots of different things, from many different organizations. What makes the badges issued to you from Acclaim unique is that they represent achievements valued by employers. Badges managed through Acclaim will help you tell your professional story in a way that is complete and validated.

You can share your badges via:

- LinkedIn
- Newsfeed and Profile
- Facebook and Facebook Messenger
- Twitter
- Email message
- Embedded in a website
- Electronic Resume/CV
- Xing
- WhatsApp

Once you share your badge, a viewer can click on your badge and will be taken back to Acclaim to view all the details of your achievement. You can also share your complete Acclaim profile to provide an employer with the full context of your abilities, represented by the various badges you have earned and manage through Acclaim.

Receiving a Badge

How do you know if you've been issued a badge? You'll receive an email from Acclaim (admin@youracclaim.com) that looks like this:

NOTE: Please check your spam or junk mail filter if you do not receive the email in your Inbox.



You've earned a badge from Dell Technologies



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or accept your badge by clicking: https://www.youracclaim.com/go/PLbAGjPdzIFMCl2Jc0ugJw

Wondering why you're getting this email? Check here for more information from the Dell EMC

Proven Professional Team!



You've worked hard to earn this achievement. Share the good news with your professional network, friends and family by accepting your badge.

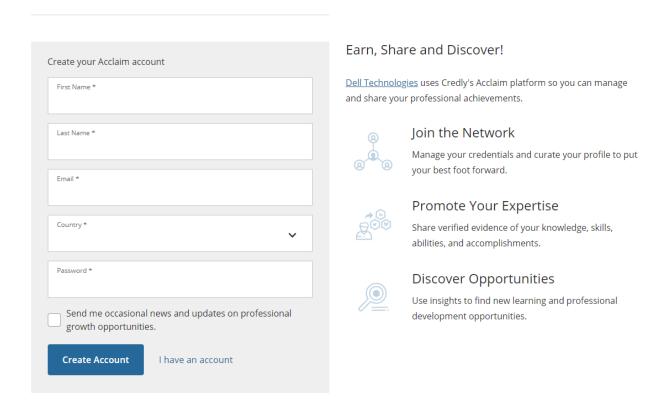
Click on the **Accept** button below your badge image. This will take you to Acclaim where you will create an account.

Create an Acclaim Account



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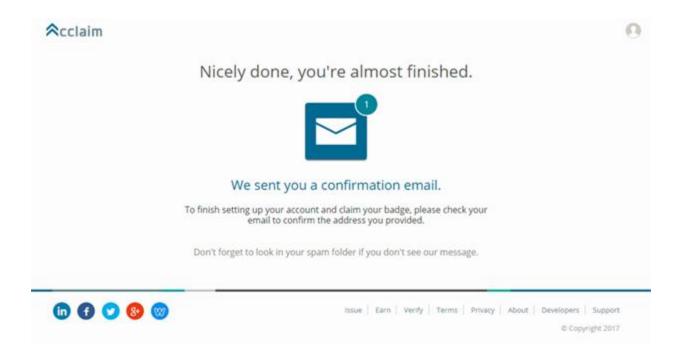
Issued By Dell Technologies



Fill in each field, then read and agree to the Terms of Use and Privacy Policy. You can also choose to let Acclaim send you occasional messages. You can change your preferences for receiving marketing emails from Acclaim at any time.

When you have filled in each field, click Create My Account.

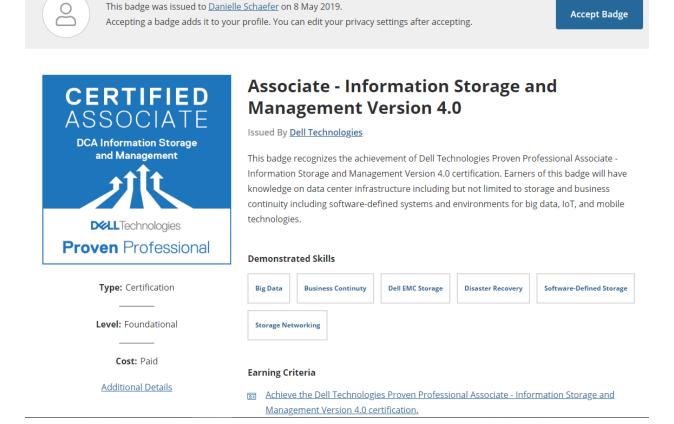
You will see this message on your screen:



Check your email and follow the instructions there to continue. You will be prompted to sign in with the credentials you created.

Claim Your Badge

Once you sign in to your account, you will be able to claim your badge.



Tip: If you accidentally reject your badge, contact Acclaim Support to resend your badge.

Share Your Badge

Once you have accepted your badge, you can broadcast the badge directly from Acclaim to your social networks.

Click an icon to connect your social media account and easily share your badge via:

- LinkedIn Newsfeed & Profile
- Twitter
- Facebook
- In your email signature

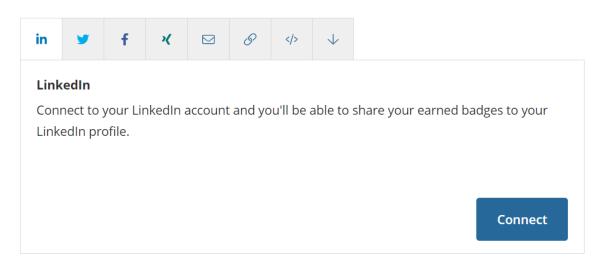
You can also email the badge, download the badge image, download the code to embed your badge on a website, and copy the badge landing page URL.

Share your badge.

Broadcast your achievement to friends and colleagues to get the recognition you deserve.



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For more information on how to share your digital badge to each platform, please visit Acclaim's support site which provides many how-to videos and step by step examples.

Add a Badge to Your Email Signature

These are instructions for Outlook; for other email programs and MAC instructions click here

- 1. From Acclaim, click the badge you'd like to embed in your email signature. Click the blue 'Share' button.
- 2. Click the 'Download' icon. Choose the small image that will fit best in your email signature.
- 3. Click the 'URL' icon and copy it to your clipboard.
- 4. Over in Outlook, create your new email signature by opening a new message, then clicking 'Signature.'
- 5. Click 'New' to create a new signature. If you'd like to modify an existing signature, highlight it.
- 6. Name your new signature.

- 7. Type any text you'd like in the signature, then click the 'Image' icon.
- 8. Locate the badge image you downloaded, then click 'Insert.'
- 9. Next, hyperlink the image by clicking the badge, then selecting the 'Hyperlink' icon.
- 10. Paste the URL you copied from Acclaim.
- 11. Click OK to save your new signature.

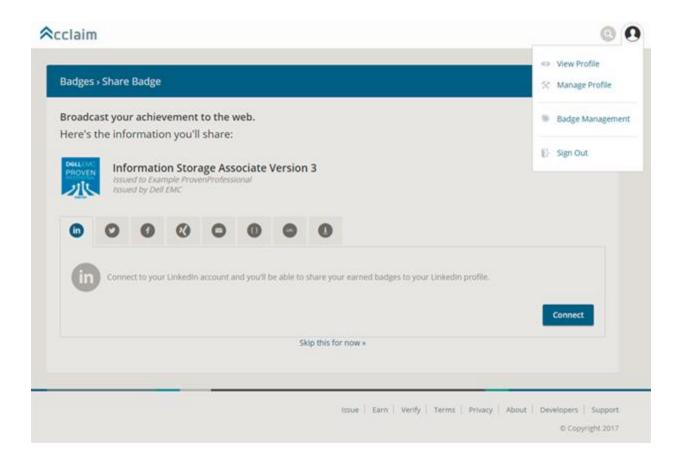
Personalize Your Acclaim Profile

Your Acclaim profile is an important part of telling your professional story. It's one spot on the web where you can manage and share the achievements that will further your career, so make sure to include a few key elements:

- Name: Is your name Jennifer, but you go by Jen? Edit your name to best reflect what you'd like to be called at work.
- Profile picture: make sure it's a nice one that represents you as you'd like to be viewed by potential employers. The minimum size is 196 x 196 pixels.

Bio: This is where your professional personality can really shine through. You've got 500 characters to sketch out your key talents, qualifications and interests.

To personalize or edit your profile, click on the Profile icon at the top right corner of any screen. Select **Manage Profile**



Click Edit Profile from the left sidebar menu.

