**1**) GET STARTED

Click 'Get Started' on the email that you receive from theiveyacademy@credly.com, this will take you to Credly.com



## 2 SIGN IN

If you have not already created a Credly account, you will be prompted to create one in order to access your credentials.

Sign up to access your credentials Issued 07/06/2018 by The Ivey Academy - Executive Education - Ivey Business School
Set a secure password to claim and use your credential
academystudent@ivey.ca
Academy
Student
I agree to the Terms of Service and Privacy Policy  Sign Up  Already a member? Sign in now.



## You are now ready to share your badge with your network. Click 'Share'.





Select your preferred social media platform. If you are not already logged into the appropriate platform, you will be prompted to do so. For Facebook and Twitter – your badge will automatically populate and you can click 'Post to Facebook' or 'Tweet'.

Copy         Download           Embed         Copy & paste this code to display your credential on your web page, blog or anywhere else that accepts HTML.                    :frame frameborder='0' scrolling='no' src='https://theiveyacademy.crediy.com/embed.html#/? member_badge_id=15027752' width='180' height='230'>         Copy           Share a link         Use this link to direct someone to the details of your credential. Copy and paste it into an email message, put in your website, or include it any document where you want to refer people to the official data and evidence of your credential.	Share Credential	in f
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	official data and evidence of your credential.	
	Create link	

It is recommended that you add your credential to the 'Accomplishments' section of your LinkedIn profile:

**5** LINKEDIN

Hover over the LinkedIn icon and select 'Add to Profile' from the dropdown menu.

	Share Credential
	Copy Download
	Embed Copy & paste this code to display your credential on your web page, blog or anywhere else that accepts HTML.
	src="https://theiveyacademy.credly.com/embed.html#/? member_badge_id=15027752" width="180" height="230"
	Share a link Use this link to direct someone to the details of your credential. Copy and paste it into an email message, put in your website, or include it any document where you want to refer people to the official data and evidence of your credential.
	Create link
-	in LinkedIn ×
	Add certification
	Certification name *
	Ivey Frontline Leadership Program

Ex: CFA Certification authority The Ivey Academy - Executive Education - Ivey Business School License number theiveyacademy-15027752 From - Present Month -Ŧ Year This certification does not expire Certification URL https://t.cred.ly/7BbRhJ8L68aBwBreQ68VeA,,\$\$\$2K5tyDeLTigo58V-4GKDi9vj74slCmhc2q3wxH5OOZGF5-iPTM We no longer share changes to certifications with your network. Learn what's shared Save

A blank LinkedIn form will appear on another tab within your browser window titled 'Add certification'.

Go back and forth between the two tabs copying the information from the Credley window to the LinkedIn window.

After clicking 'Add to Profile', a Credly window will appear with the details of your credential.

C The Ivey Academy: Profile ×
Add Your Credit to Linkedin
Use the <b>copy</b> buttons below to quickly fill in the information in t
Click here if LinkedIn window does not appea
Certification Name
Ivey Frontline Leadership Program
Certification Authority
The Ivey Academy - Executive Education - Ivey Business School
License number
theiveyacademy-15006025
Certification URL
https://t.cred.ly/osdt2YJL0AlbD2kEz
Dates
Jun 26, 2018 - Present

6 DONE!

Click 'Save' and your Certification will now appear in the Accomplishments section on your profile.

Accomplishments			
3	Certifications Ivey Frontline Leadership Program Jun 2018 – Present • License theiveyacademy-15006025  The Ivey Academy - Executive Education - Ivey Business School See certificate		