New Mexico Commission for Deaf & Hard of Hearing
Toll-Free: 1.800.489.8536 | Albuquerque 505.383.6530
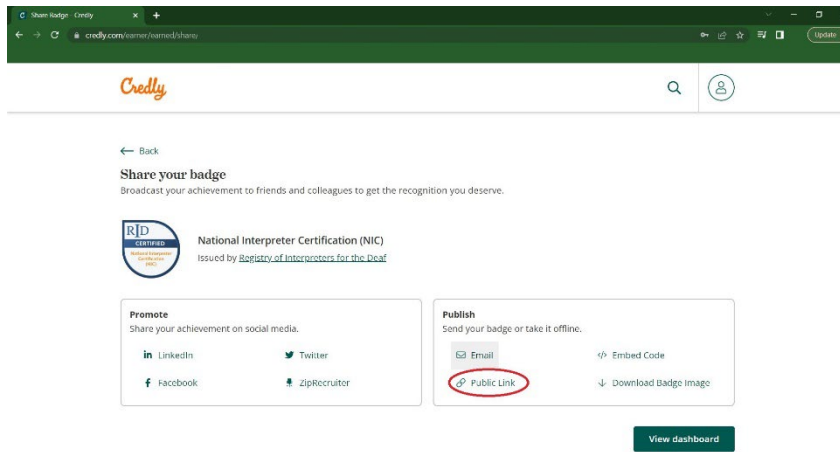**Website:** www.cdhh.nm.gov

Sharing Your Credly Digital Credentials

Contact Person:
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505.383.6530

In July 2022 the Registry of Interpreters for the Deaf (RID) rolled out digital credentialing of RID members through the company Credly. These digital credentials replace the former plastic or PDF membership cards and allow for real time verification of RID membership and certifications. There are several possible ways that interpreters can share their digital credentials with licensing entities, employers, etc.
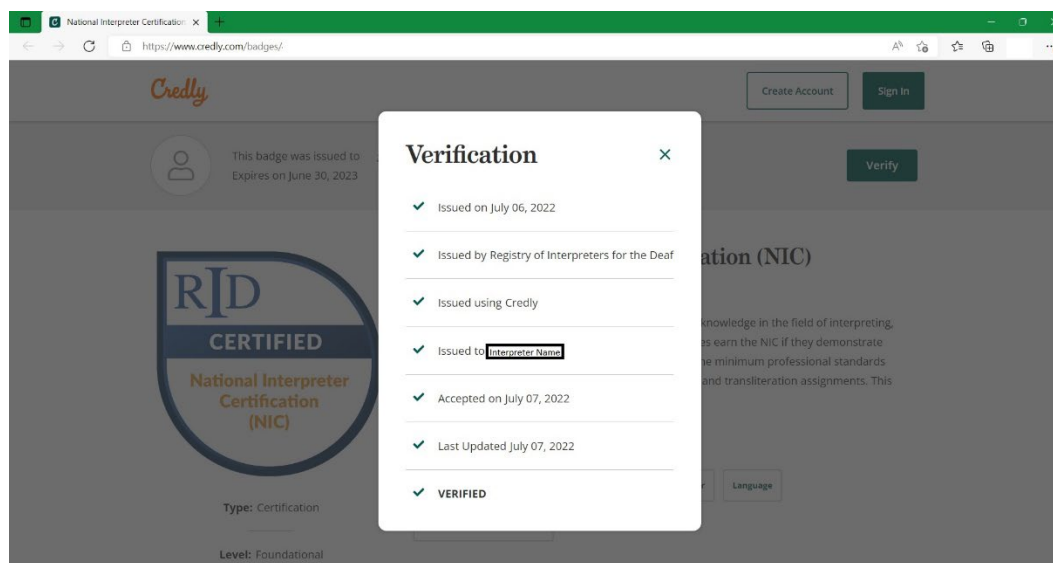
Send credentials via email. From your Credly dashboard, click the badge that you would like to share, then click share in the upper right corner. Click the email button and enter the email address of the person you would like to receive the verification. All Credly generated emails are automatically given the subject, "View my verified achievement from Registry of Interpreters for the Deaf!" and all come from the official Credly email address. You should consider editing this subject line to include your name so that the recipient can easily distinguish whose verification they are receiving.

Share your public link. From the share page in your Credly dashboard there is an option to share public link. This link will bring someone directly to your credentials with the option to verify. You must have enabled public sharing of your badge in your Credly settings to use this option. Please note that the public link is different than the link to your dashboard. A public link will end with /public_url and will not share any of your private dashboard information.

Print to PDF. Using the instructions above, send a verification email to your own email address. Open the email and click "Print all." In the printing window under destination select "Save as PDF." This will save the entire verification email as a PDF with the verification link still clickable, which will allow anyone you share the PDF with to verify your credentials upon receipt.

Screenshot your verification page. This method is not the best option as it does not allow the recipient to verify your information in real time. However, if the above options do not work, you can send a screenshot of the white box that comes up when you click the green "Verify" box on the right-hand side. The box should show the following information:

You may need to adjust your page size to 75% to capture the entire verification box.

Add credentials to your email signature. You can find a tutorial on how to add your badge credentials to your email signature in English here: https://support.credly.com/hc/en-us/articles/360021221691-Can-I-attach-my-badge-to-my-email-signature. Watch the tutorial in ASL here: https://www.youtube.com/watch?v=4SE_t9m9lQA. Importantly, make sure you embed a link within the signature so that if a person clicks on your badge, it will take them to a verification page showing your name.

Add credentials to your smartphone wallet. You can find a tutorial on how to add your credentials to your smartphone wallet here: https://www.youtube.com/watch?v=NKNJzd3DLOc. The video is in ASL with an English transcription available in the video description.

Additional Resources: If you need additional assistance with your Credly digital credentials or would like more information, please contact Ms. Eubank or refer to the following resources.

RID Digital Credentials FAQ: https://rid.org/certification/credly-digital-credentials/

RID Benefits of Credly: https://rid.org/benefits-of-credly/

RID Specific Credly Support: certification@rid.org

General Credly support: support.credly.com/hc/en-us