
Open Badge User Guide



Issued : 9/19/2024 (Ver.1.3)

WHAT ARE OPEN BADGES?

Open Badge is the world's leading format for digital badges.

Open Badge is a type of digital credential that is verifiable, portable, and packed with information about skills and achievements.

You're earning Open Badges, and it's up to you to figure out how you want to organize your badges and with whom you want to share them.

How to check the mail about your open badge

(Issuer_name) からオープンバッジ授与のお知らせ / Receive your openbadge

OpenBadge <noreply@openbadge-global.com>
宛元

① Check

※Please see below details in English. This mail is about your OpenBadge.

② Check

(Your_name) 様

③ Check

(Issuer_name) より (Badge_name) が授与されました。

以下のボタン、またはURLをクリックして受領を開始してください。
初めて受領する方はアカウント作成に進みます。アカウント作成方法について
https://www.lecos.co.jp/accout_guide/index.html

 Sample Badge

Test Badqe

受領手続きを始める

ボタンをクリックできない場合は以下のURLをご利用ください。
<https://test.openbadge-global.com/ns/portal/openbadge/receive/00ccbba55d2043929f5449bba561bfef>




④ Scroll

Dear (Your_name)

(Issuer_name) awarded (Badge_name)

Please click the button or URL below to initiate receipt.
First time recipient proceed to create an account. How to create an account
https://www.netlearning.co.jp/guidance/ob_wallet/jp/ob_user_guide_en.pdf

 Sample Badge

Test Badge

Start Receiving

If you cannot click the button, please use the URL below.
<https://test.openbadge-global.com/ns/portal/openbadge/receive/00ccbba55d2043929f5449bba561bfef>

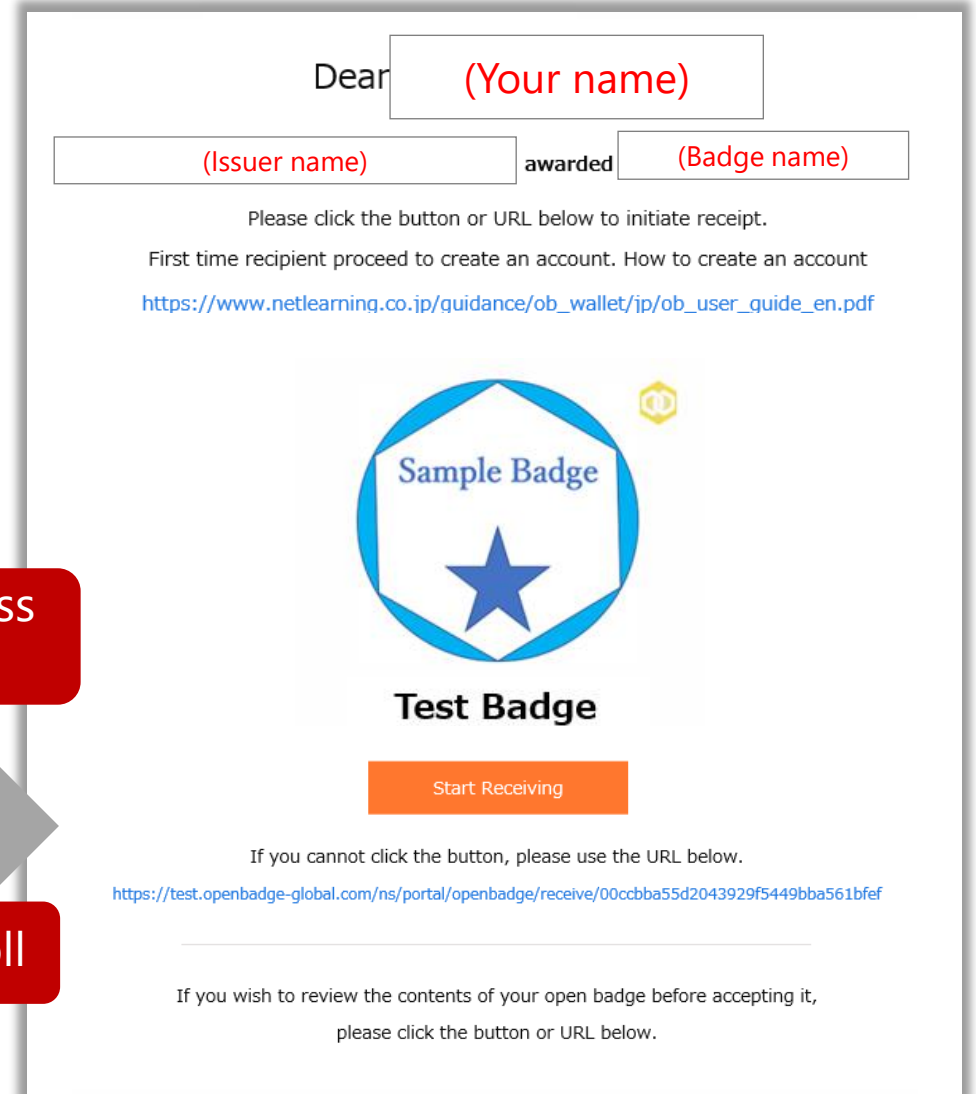
If you wish to review the contents of your open badge before accepting it,
please click the button or URL below.

How to create a LecoS account and download badges [Step 1/5]

STEP1

1st notification mail (conferment of badge)

If Sender is "OpenBadge", this mail is not junk.
Please keep this mail for your open badge !



How to create a LecoS account and download badges [Step 2/5]

STEP2

Create your Account (registration)

✂First time only

Account Registration

01 Agree to the Terms of Use > 02 Information input >
03 Temporary registration email sent

To use the Open Badges service, you need to register for an account. To create an open badge account, follow this procedure.

Terms of Service

Open Badge Wallet Terms of Use

Chapter 1: General Provisions

Article 1 (Definitions)

The terms provided in these Terms and Conditions shall be defined as follows.

- Target audience
Persons and recipients entitled to receive an Open Badges or Digital Certificates.
- Recipient
A person who has received an Open Badges or Digital Certificates.
- Issuer
Organizations that issue Open Badges.
- Open Badge
Open Badges are digital representations that comply with the Open Badges v.2.0 global standard set by EdTech Consortium, Inc. (formerly known as



Account Registration

01 Agree to the Terms of Use > 02 Information input >
03 Temporary registration email sent

② Input your name and Password

myamyuso613@merry.pink

Please make sure that the email address belongs to you before creating an account. (If an email address belonging to another person is used as an email address shared by more than one person is displayed, the use of the email address is limited to when the consent of the sharer has been obtained.)

First name: (Example) Taro *

Last name: (Example) Yamada *

Password *

- ✓ Please enter within 8 to 20 characters.
- ✓ Please use a combination of 2 or more English characters, uppercase and lowercase letters, numbers, and special characters.
- ✓ Cannot include email address.

Password confirmation *

① Read and agree to the Terms of Use, and click

Agree and enter information

If you already have a LecoS account, [Login here](#)

③ Click Confirm and send provisional registration email

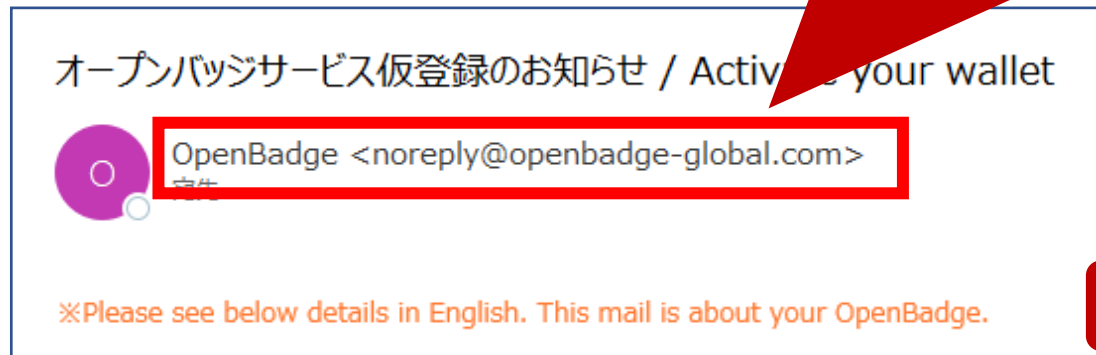
How to create a LecoS account and download badges [Step 3/5]

STEP3

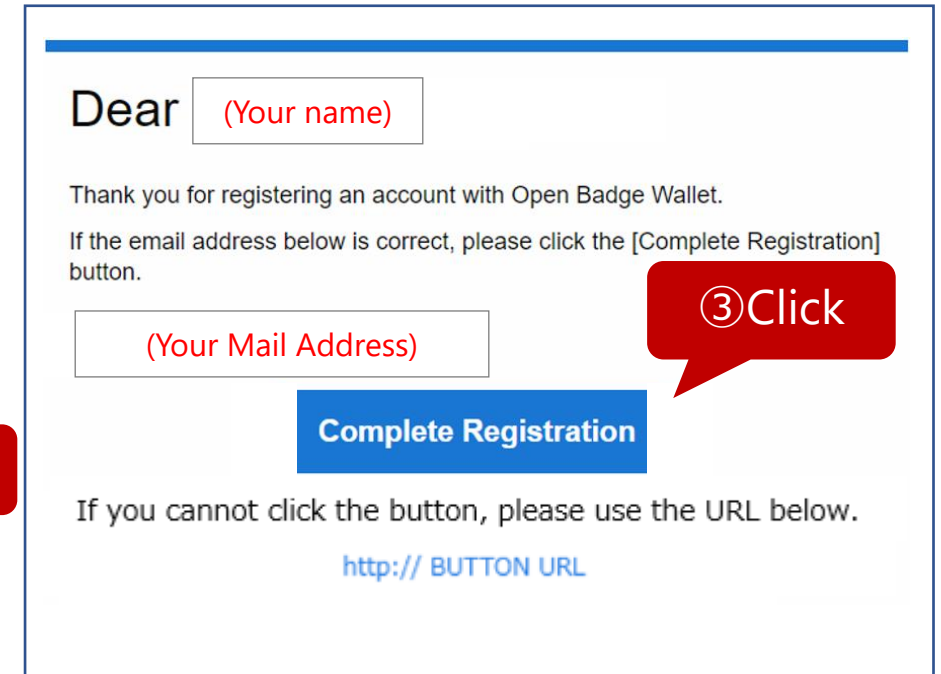
Create your Account
(authentication)
※First time only

If Sender is "OpenBadge", this mail is not junk.
Please keep this mail for your open badge !

① Check the mail address of Sender



② Scroll



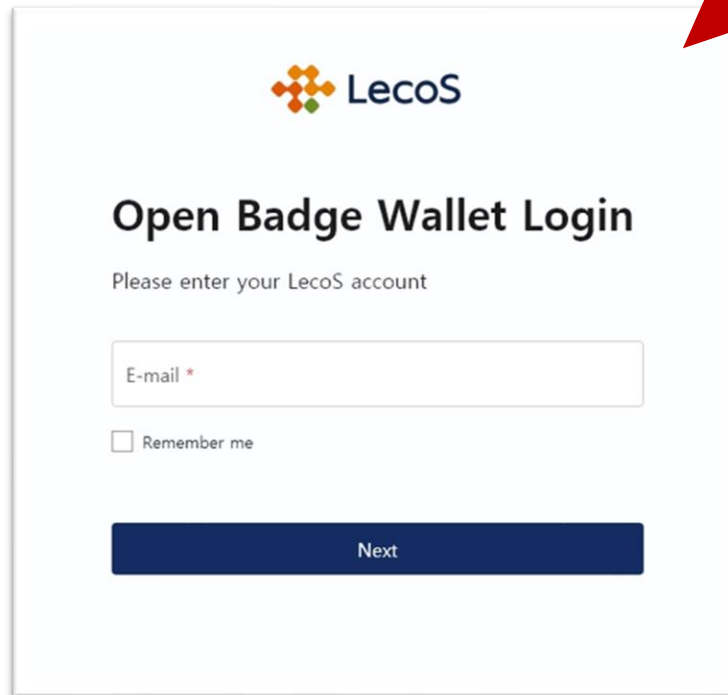
③ Click

STEP4

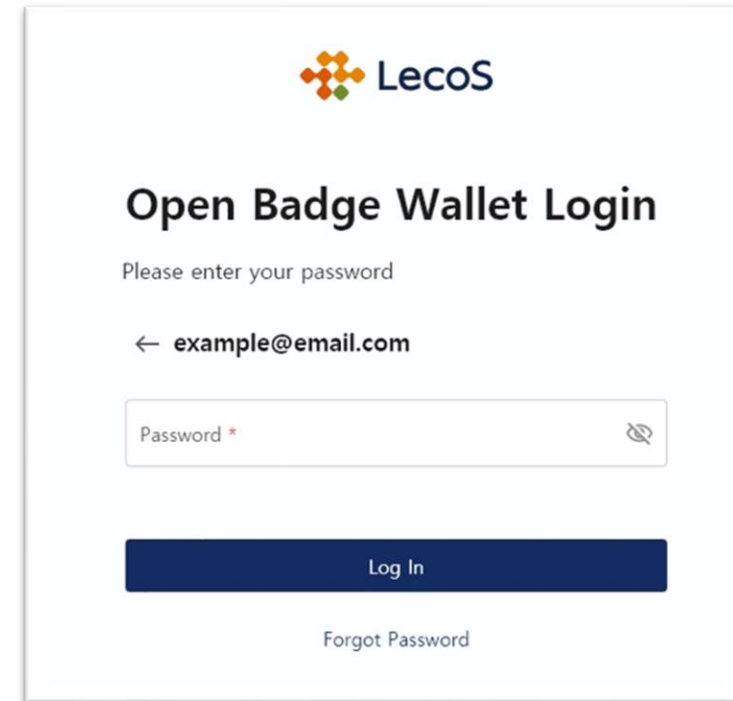
Create your Account
(confirmation of login)

✘ **First time only**

Input your mail address and Password



The screenshot shows the LecoS logo at the top. Below it is the title "Open Badge Wallet Login" and the instruction "Please enter your LecoS account". There is a text input field labeled "E-mail *". Below the field is a checkbox labeled "Remember me". At the bottom is a dark blue button labeled "Next".



The screenshot shows the LecoS logo at the top. Below it is the title "Open Badge Wallet Login" and the instruction "Please enter your password". There is a text input field labeled "Password *" with a visibility toggle icon on the right. Above the field, the email address "example@email.com" is displayed with a back arrow. At the bottom is a dark blue button labeled "Log In" and a link labeled "Forgot Password".

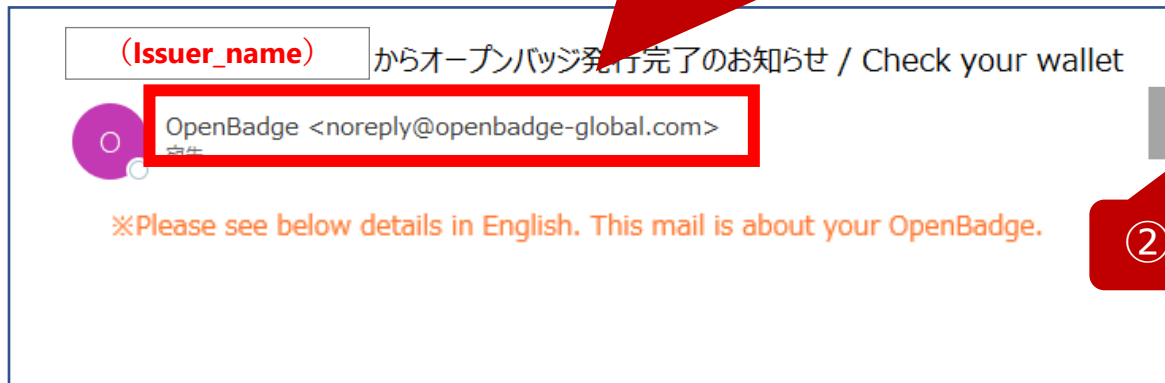
How to create a LecoS account and download badges [Step 5/5]

STEP5

2nd notification mail (issuance of badge)

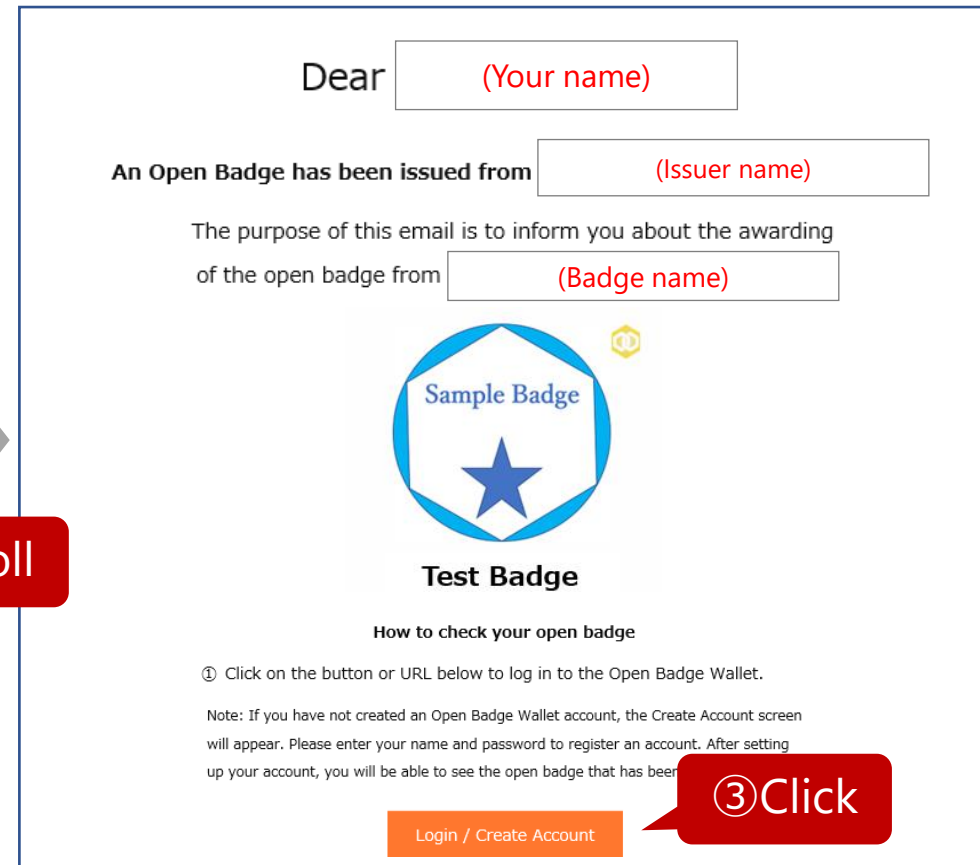
If Sender is "OpenBadge", this mail is not junk.
Please keep this mail for your open badge !

① Check the mail address of Sender



② Scroll

A few hours to a day later, Subject: You will receive an email notifying you that your open badge has been issued. Please follow the email to confirm the completion of the receipt.

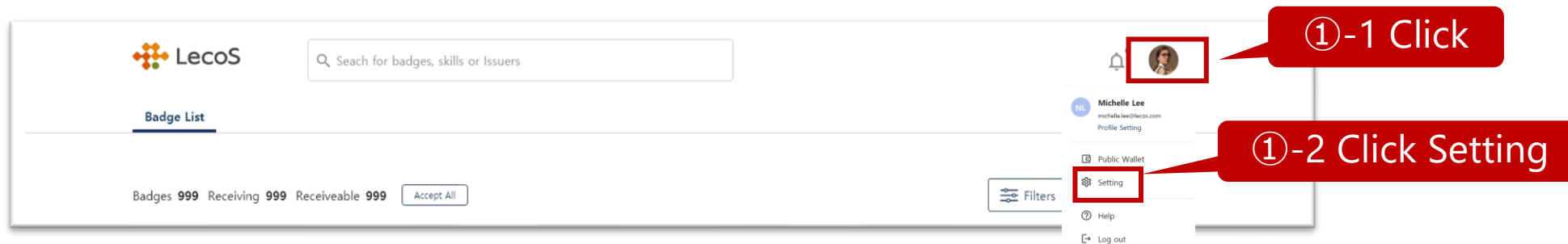


③ Click

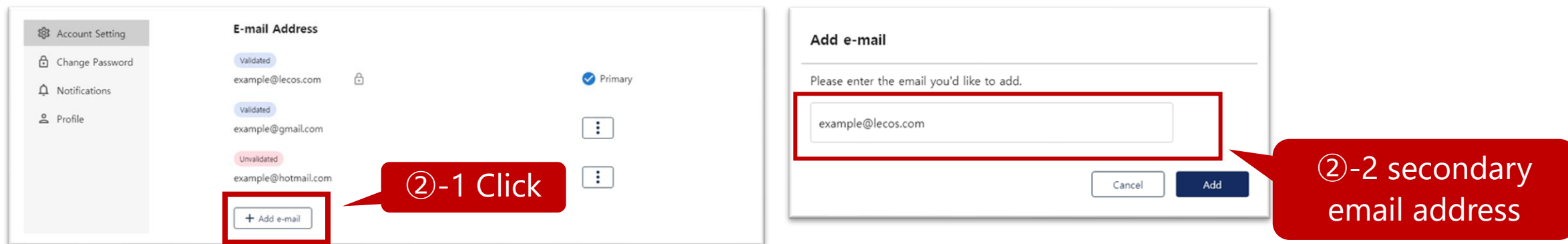
Option ①: Adding an additional email address

LecoS allows you to add multiple email addresses to your account from the Profile screen. Adding additional email addresses to an account enables users to collect badges awarded to different email addresses (e.g., school, work, volunteer), all in one LecoS account.

① In your LecoS account, select the profile icon in the upper right of the top navigation bar, then select Setting from the dropdown menu.



② Click the Add email button. A pop up will appear allowing you to enter a secondary email address.



③ An confirmation email will be sent to the newly added email address. Please click the Complete Registration button in the email text.

④ Your primary email address is the email address you use to login to your LecoS account. You can change which address is your primary email at any time by clicking the ellipsis on the right of the email line and selecting the Make Primary option from the drop-down.

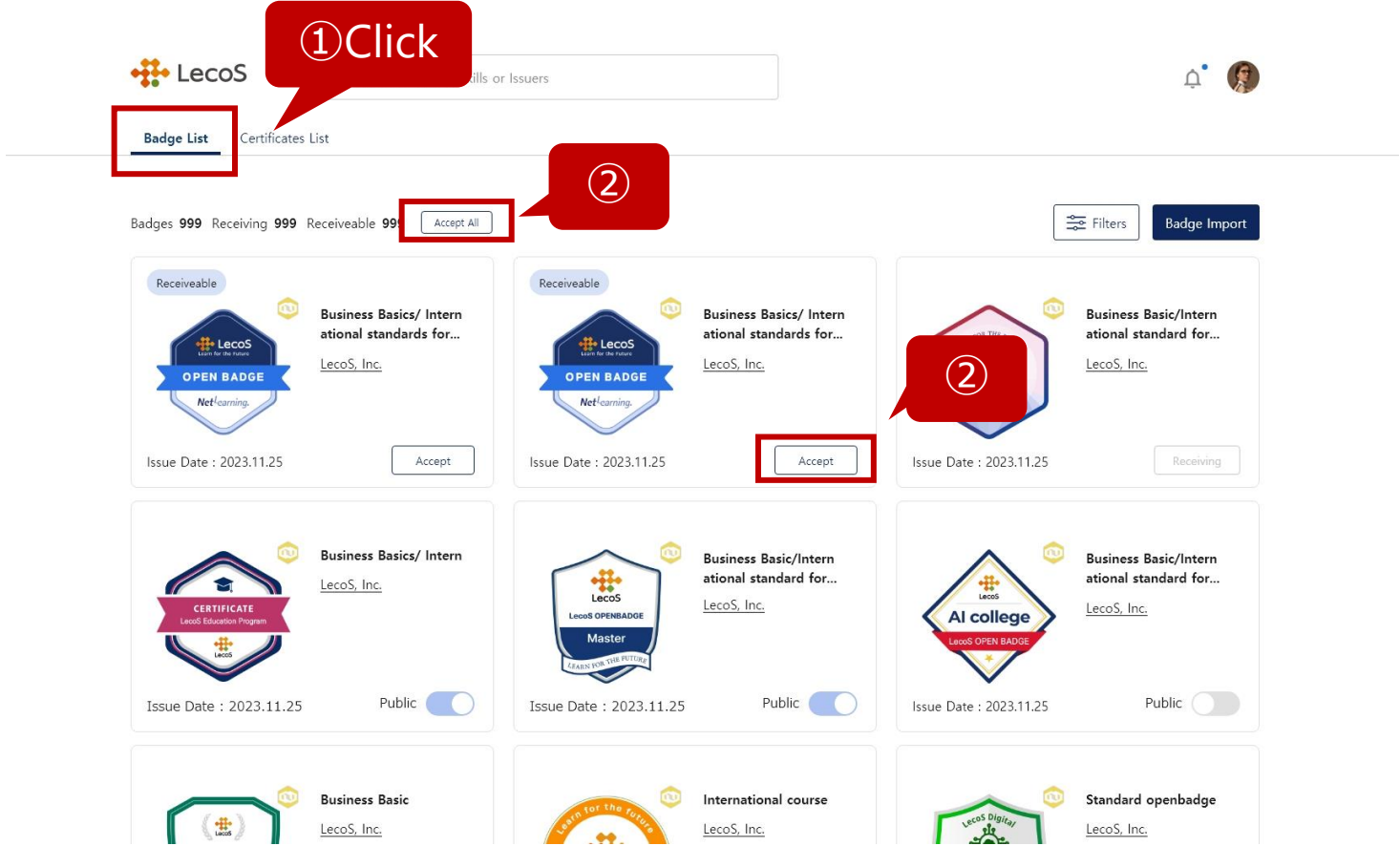
Option ②: Badge received in your LecoS account

You can check and receive unclaimed badges, after you log into your LecoS account.

① Click the Badge List.

② Click "Accept All" to receive all your unaccepted badges.

You can also receive each badge by clicking the "Accept" button for the badges you'd like to receive.

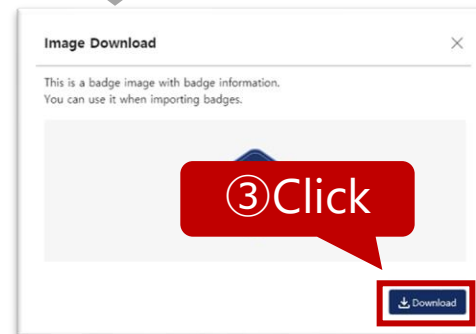
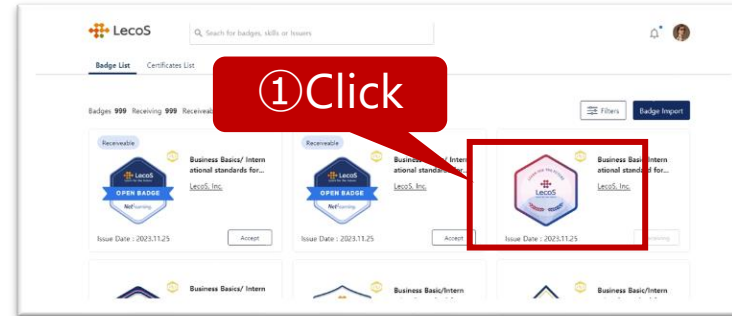


Application example (1) : E-mail signature

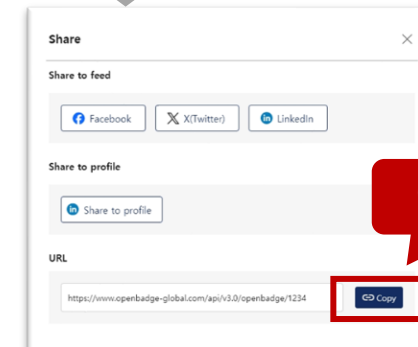
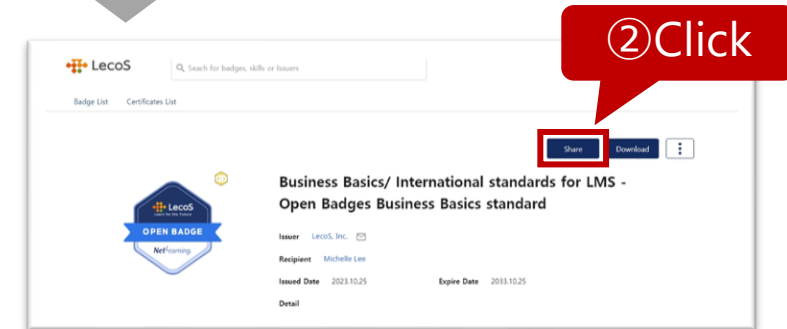
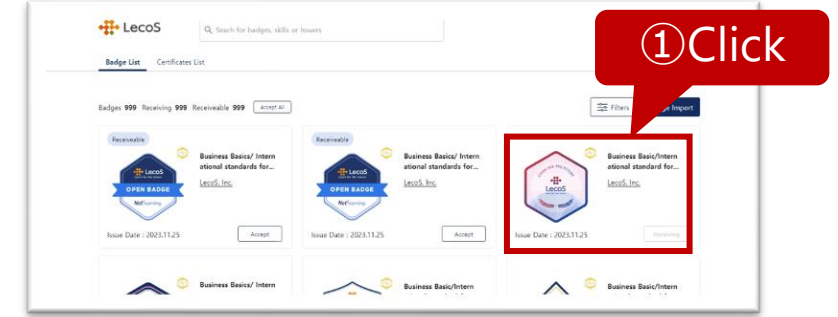
- Before embedding the badge in your email signature

Log into your LecoS account and select the badge you'd like to share.

1. How to download Image



2. How to copy URL



Application example (1) : E-mail signature

- Share your digital credential in your email signature. How to embed it with Outlook and Gmail.

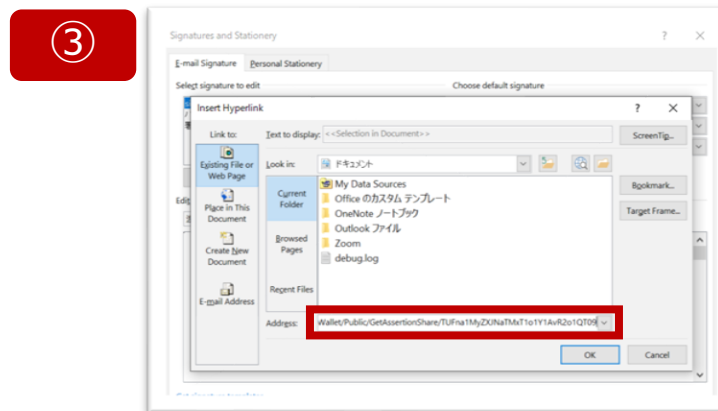
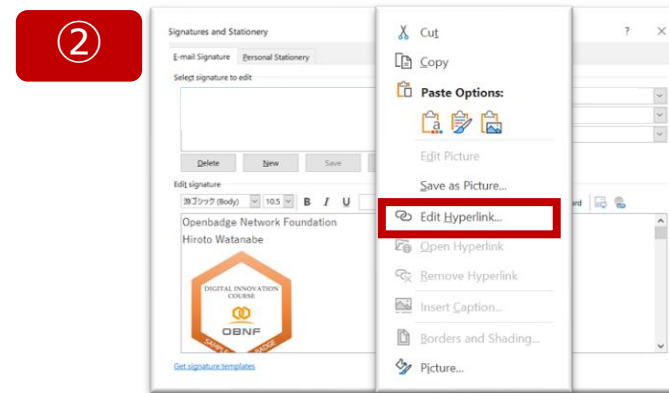
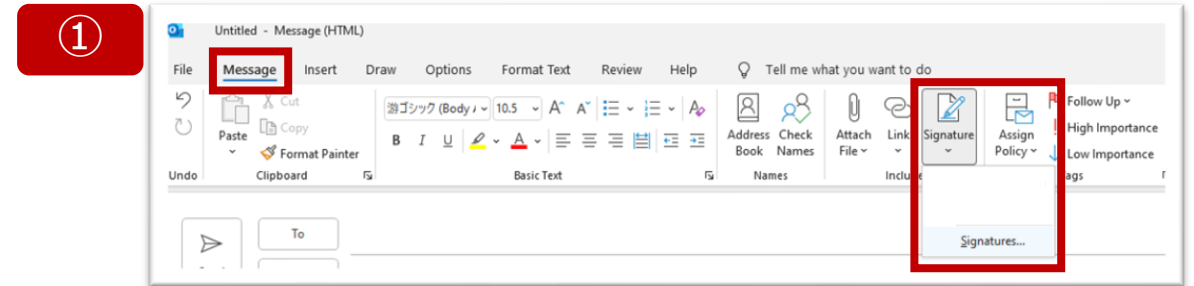
【Outlook】

① Start a new email message.

Click signature. Either edit an existing signature or add a new one.

② To add your badge, click the image icon. Locate the badge image you downloaded and insert.

③ Hyperlink the image.
Paste the badge URL that you copied from LecoS.

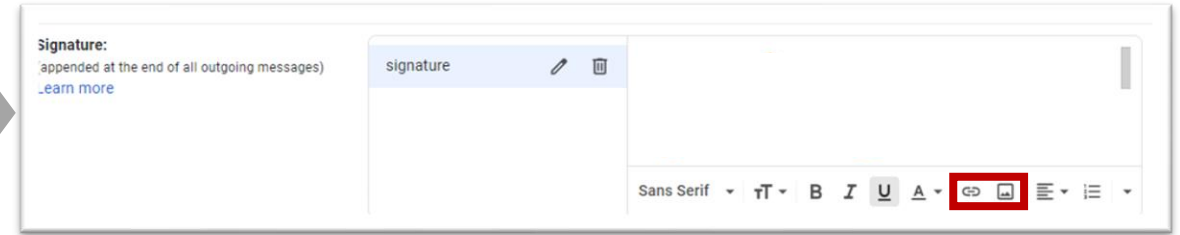
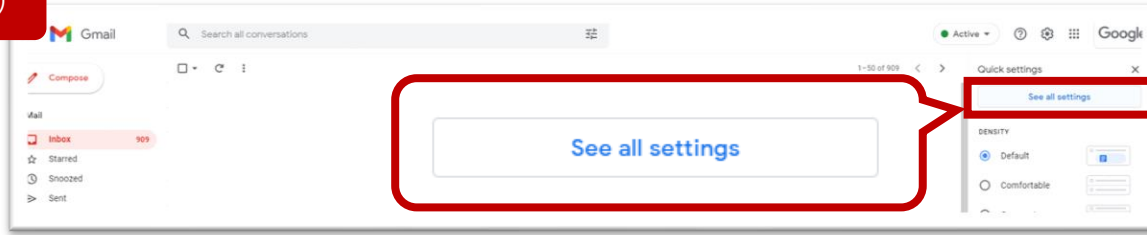


Application example (1) : E-mail signature

- Share your digital credential in your email signature. How to embed it with Outlook and Gmail.

【Gmail】

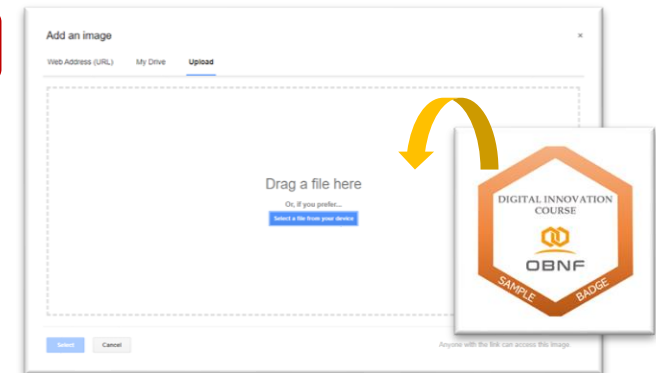
①



① Open settings and scroll to the signature block

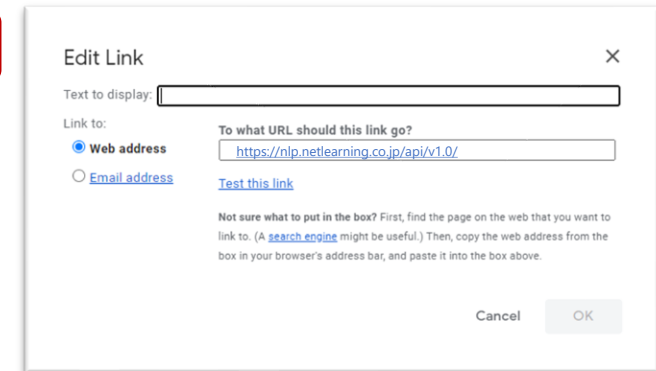
② Use the picture icon to upload the badge image.
You can resize the image now.

②



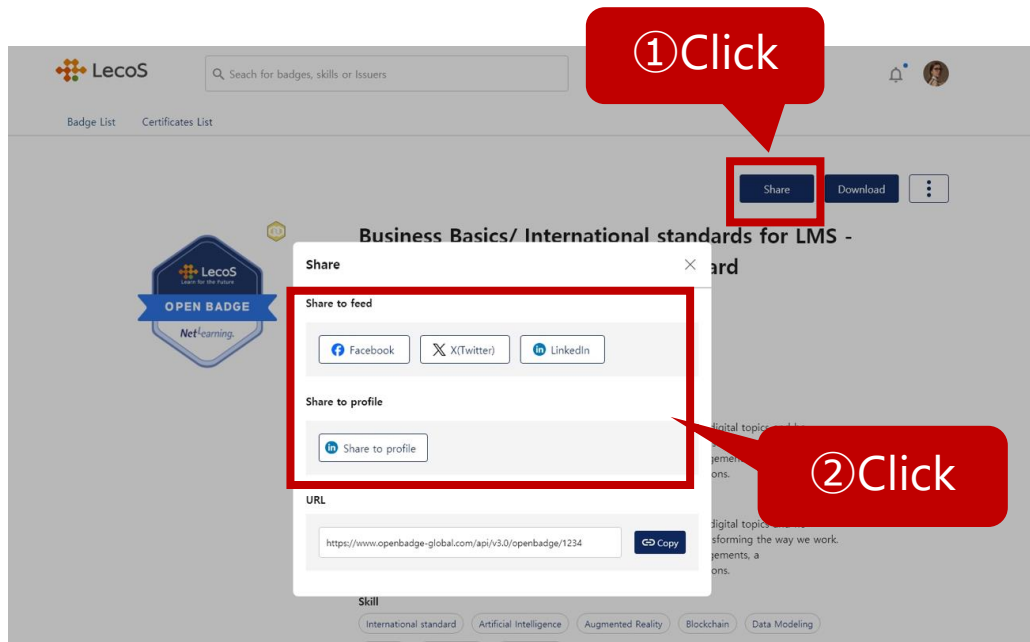
③ Paste the URL you copied from LecoS.

③



Application example (2) : Share your collection of badges

Share your collection of badges with clients, friends, or employers on Social Media with one link.



【Open Badge Wallet Help】

https://www.netlearning.co.jp/guidance/ob_wallet/jp/help.html



【Inquiries】

https://www.lecos.co.jp/contact_recipient_asia/

