

## Microcredential Creation Framework

Organization & Developer:

Date:

Microcredential Name:

Microcredential Link:

AREAS	#	STANDARDS	Guiding Questions
CURRICULUM	1	Focused on an isolated skill or skillset, best practices, and industry standards	What are the specific skills, practices, or standards addressed? Are they addressed clearly and thoroughly?
	2	Skillset can lead to improvement or advancement in career	What improvements are expected? What career advancements does this learning make possible?
	3	Accurate, thorough, and kept current based on research	How timely are the resources? What timelines and processes will be followed for updates?
	4	Measurable learning goals	What measures will be used to determine mastery?
	5	Content-related support easily accessible by learners	How will remediation and acceleration be provided? How do the course content and tasks align with current accessibility standards?
COURSE INFORMATION	6	Content is accessible by diverse learners with diverse needs	How will users communicate if needs are not being met? How does the course structure align with current accessibility standards?
	7	Self-paced learning with reasonable alternatives for any synchronous requirements	What timeframe is appropriate for course completion? Is all content accessible by someone who is working entirely asynchronously?
	8	Navigation, technology, or other accessibility support easily accessible by learners	How will two-way communication be provided for user support? How will users know of their support options?
	9	Initial course overview clearly outlines course content and organization, requirements for credentialing, technological requirements, accurate anticipated hour or timeline-for- completion estimates, description of documentation provided to learner after credentialing, and timeline for credentialing to be issued once course is completed	Is each of these components stated clearly in the outline? Is the outline organized to show these essential items in a direct, transparent way?
LEARNER PRODUCTS	10	Mastery of learning goals must be demonstrated through some type of intermittent or final assessment(s)	What are the assessments? How often is an assessment included? How do the assessments measure mastery?
	11	Learner must be given options for mastery assessment types (test, project, evidence submission, etc.)	Does each assessment have options that vary in type (i.e., video, text, etc.)? Do all assessments provide equitable assessment value? Can additional alternatives be added?
	12	Minimum scores and/or rubrics must be included in the initial course overview for each assessment	Are score expectations for each assessment included in the course introduction? Are the expectations clear?
	13	Learner must receive scores and feedback on assessments, regardless of type of assessment	How will users receive scores and feedback? Will these methods support continued learning?
ETHICS	14	Pricing for any component (curriculum, badges, etc.) must be clearly posted in course overview before learner registration	Is pricing clearly labeled in the course overview? Are all potential costs stated clearly and prominently?
	15	Course provided by reputable vendor (widely accepted as experts in related field)	Does the vendor have an established history of reliability? Is the vendor recognized as trustworthy by other reputable organizations?
	16	Learner maintains agency over parties with access to his or her microcredentials, whether in progress or completed	Can the user control when, where, and with whom coursework and badges are displayed or shared?
RECORDS	17	Digital badge or certificate provided to learner	What digital badge will be provided? How and in what format will it be provided?
	18	Accessible by the learner in the future	How will the badges be stored, and by whom?
	19	Received expeditiously according to time in course outline	When will users receive digital badges? Is this timeline shared clearly in the course overview?
	20	Academic or continuing education credit awarded to learner	Will the user be provided CEUs or other credits based on successful course completion? Are details about continuing education hours and attainment available for the user in the course overview?