Badges and Leaderboard for the End User

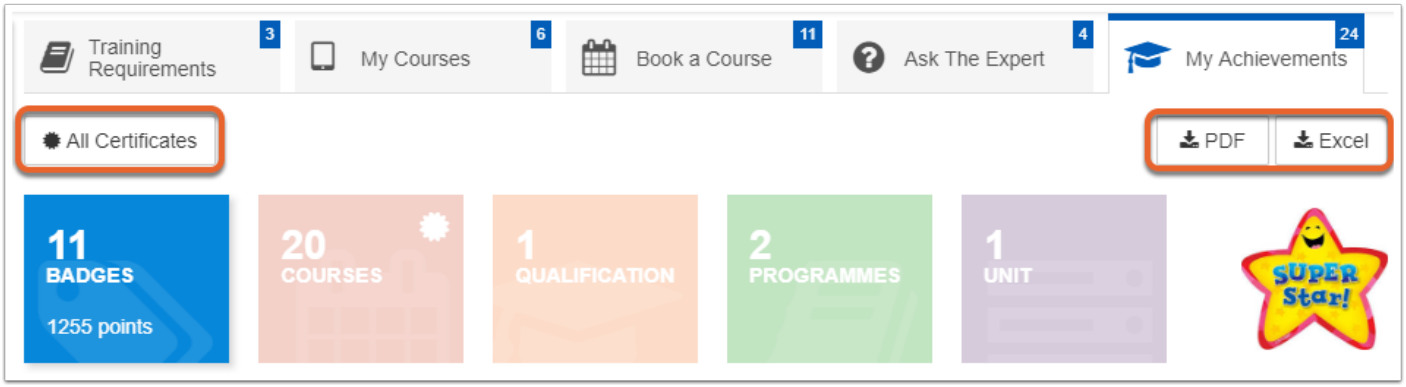
The purpose of the Leaderboard functionality is to introduce learning gamification, by enabling employees/learners to compare points and badges they have earned through learning, to other employees/learners in their team or company. Companies can combine badges with internal reward programmes to encourage employees/learners to complete their required training on time. Using badges as part of a training strategy, can enhance business performance.

The "achievements section" also provides the employees/learners with a summary of qualifications, courses and other learning initiatives completed.

How do I get there?

Main Menu | LMS Portal | My Training History/My Achievements | Badges

Buttons



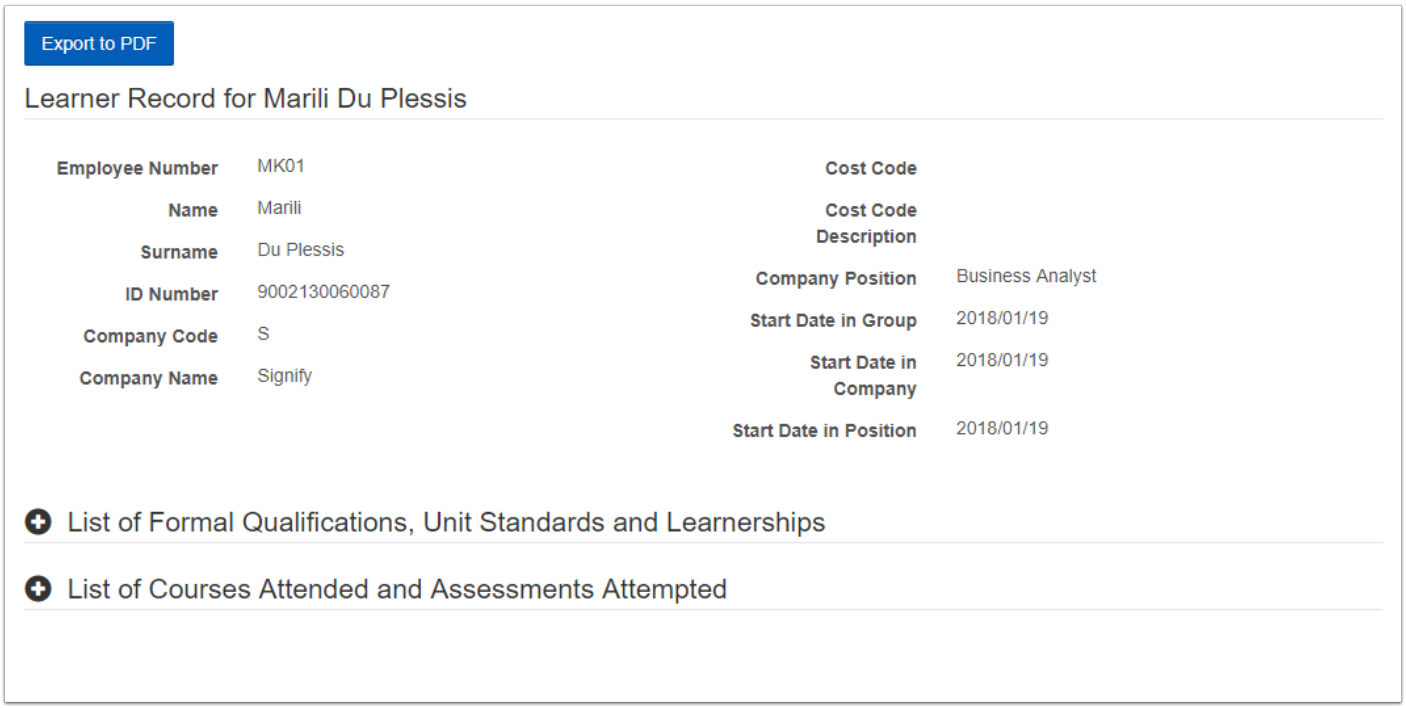
All Certificates:

- When the *All Certificates* button is selected, a list of all *Achievement Certificates* are displayed.
- To download a copy of the certificate, click on the rosette icon next to the course.



PDF:

- When the *PDF* button is selected, *The Learner Record* page will open.
- Select the *Export to PDF* button to export the Learner Record to PDF.



Excel:

- Click on the *Excel* button, to download the *Learner Record* page in Excel format.
- Click on the Excel file in the bottom left hand corner of your browser to open the document.

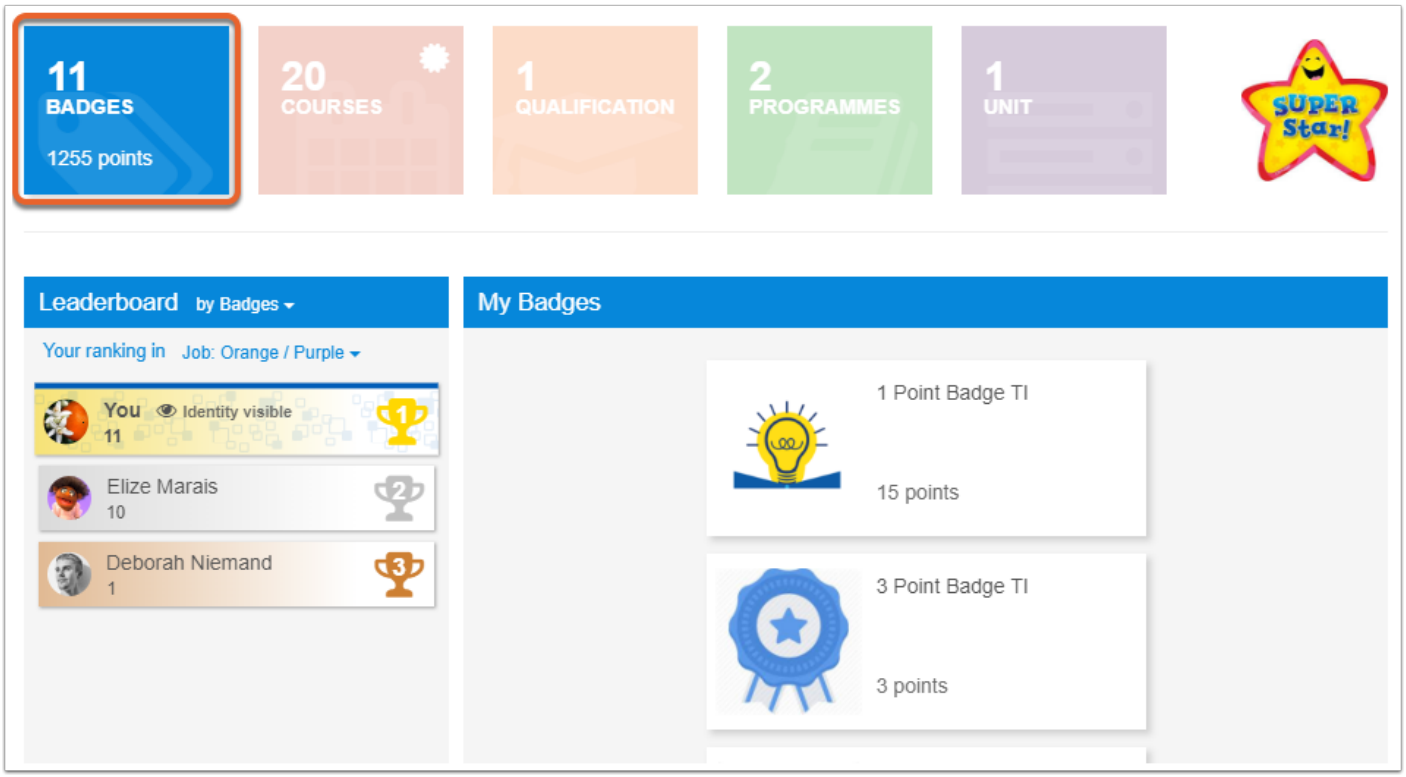


- The export contains the information listed below and more:
  - Appointment Details
  - Training Start, End and Expiry Dates
  - Training Completed and Competent Status
  - Training Score
  - Training Provider, NQF Level
  - Course Information Types and Comments related to your Learner Records.

Badges

The *Badges* section on the *My Training History/My Achievements* tab, displays a list of all courses which have *Badges* and *Points* linked to them. It is important to note, that not all training courses have linked *Badges* or *Points*.

Badges, consist of a Leaderboard and My Badges section.



Leaderboard:



On the Leaderboard employees/learners can view their training based on:

- Badges
- Points



Or employees/learners can view their training compared to others based on their raking in:

- Training Level
- Company
- Job

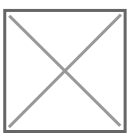


Your ranking in :

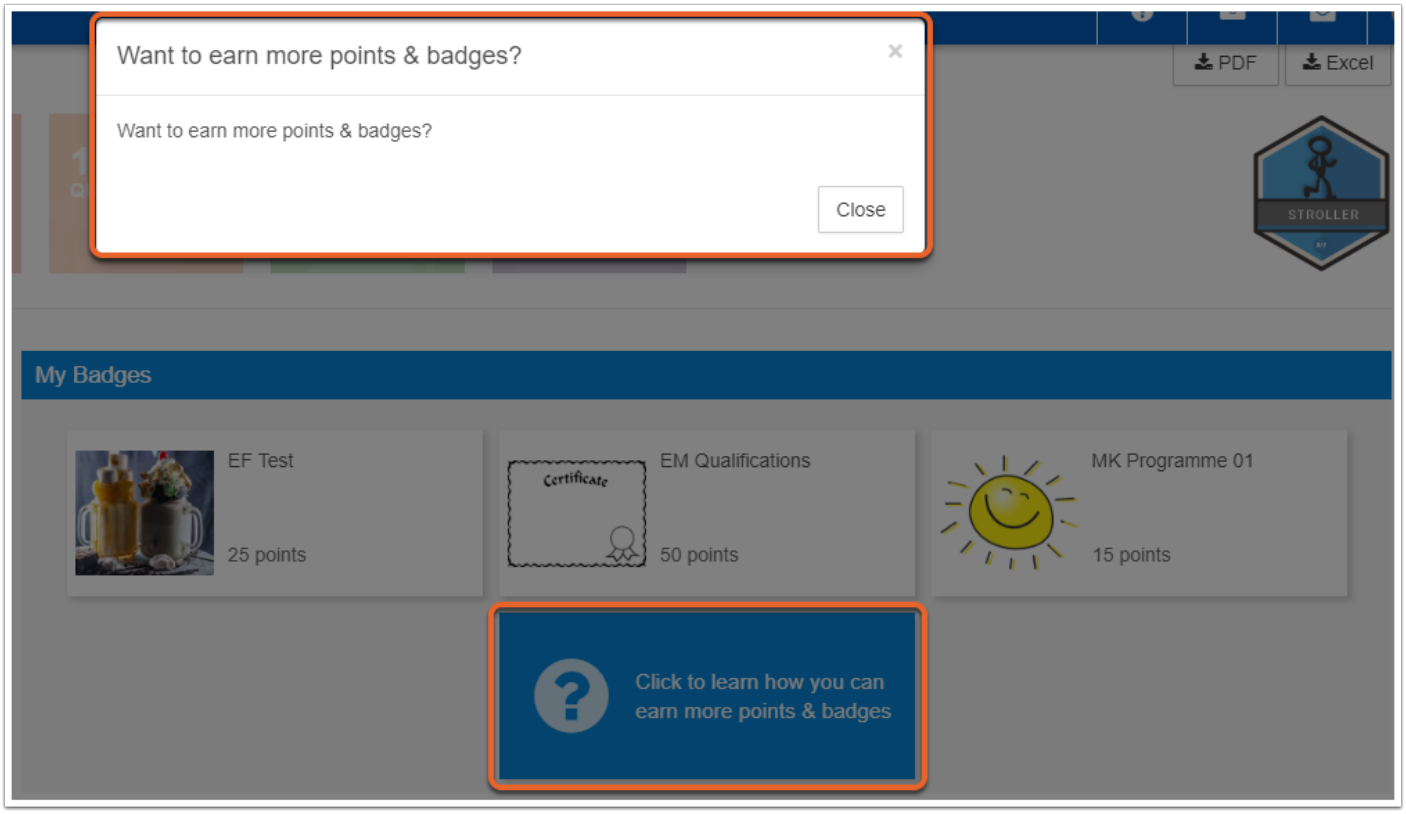
- Training Level
  - Training Levels are defined based on the number of points obtained by a learner.
  - When a learner has obtained the number of points that fall within the range for that training level, they are classified in that Training Level.
  - For example, in order to reach the Stroller Training Level, a learner need to have between 50-99 Points awarded to them.
- Company:
  - The employee/learner is ranked against other employees on the same organisational node, the node directly above and the top most organisational node.
  - For example, employees/learners can view their ranking compared to everyone appointed Sales, if they are appointed in the Sales department (same node). Employees/learners can compare themselves everyone appointed in Gauteng (node directly above). Employees/learnerscan also compare themselves to the Senior Management node (top most organisational node).
- Job
  - This compares learners who are appointed in the same Job and who fall within the same Job Family to each other.
  - For example, employees/learners who are appointed in the Business Analyst position, will be able to compare themselves to all other Business Analysts appointed in the same Job Family.

My Badges

All Badges employees/learners have obtained, are displayed in the *My Badges* section. For each badge obtained, the Badge image, Training Title and number of points earned per Badge is displayed.



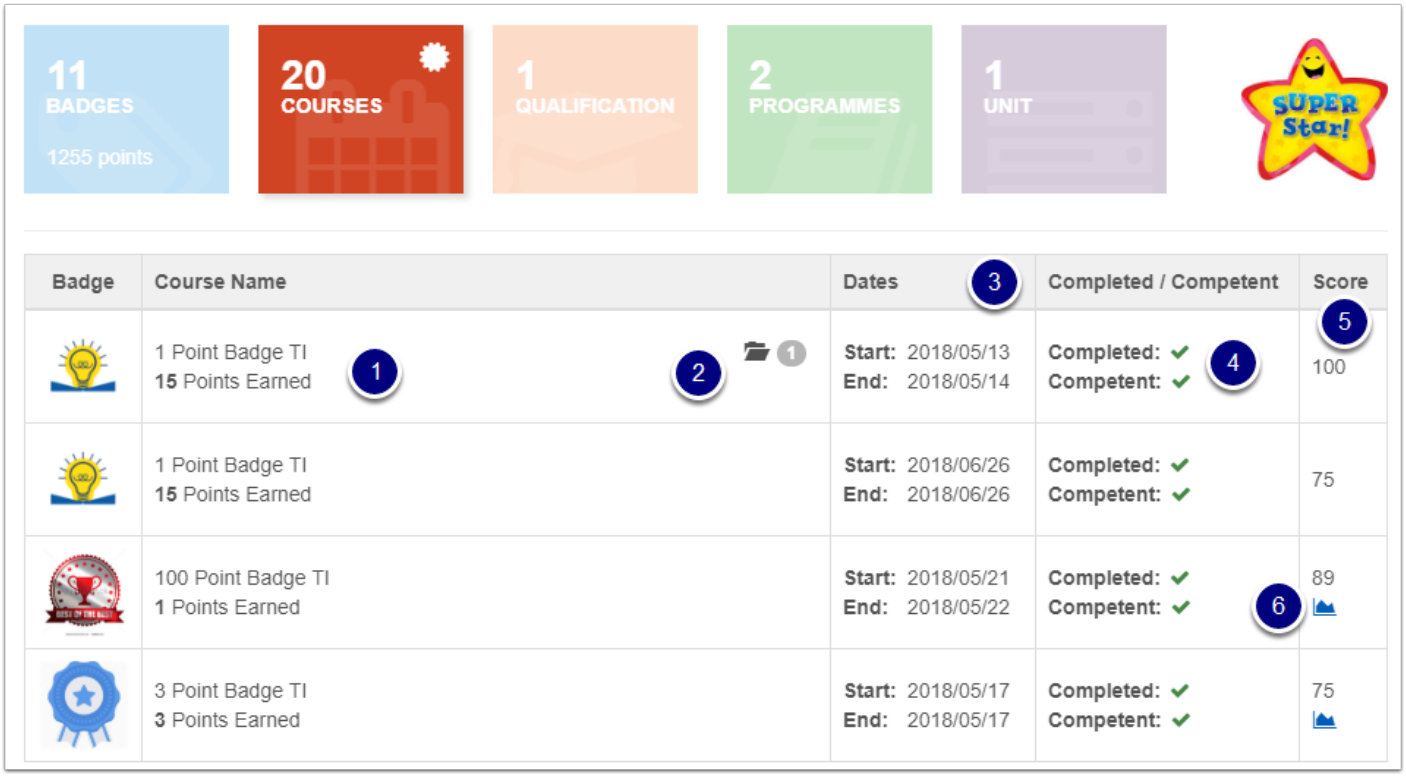
The *Click to Learn how you can earn more Points & Badges* button displays more information regarding how to earn more Points and Badges.



Courses

The courses tab displays a list of courses a learner has completed.

1. The Badge Image, Course Name as well as the number of Points earned for the Badge are displayed.
2. Learner Record documents and Certificates can be downloaded from the list.
3. The course Start and End Dates are displayed.
4. The Completed / Competent Status for the Course is indicated.
5. The Score obtained for the Course is displayed.
6. Rankings can be viewed for specific courses.

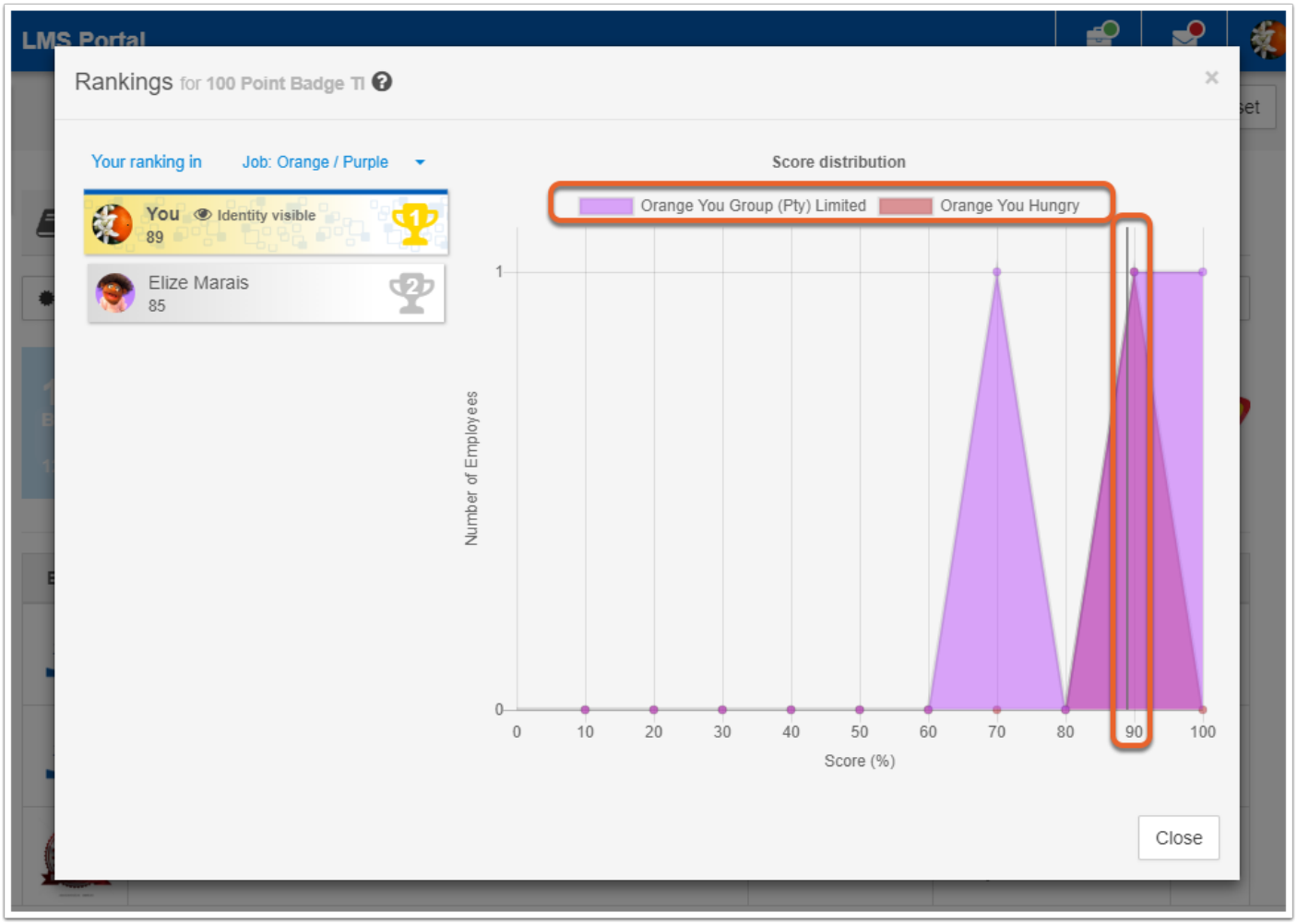


When the Rankings image is selected, the Ranking page is displayed for that specific course. Rankings are only calculated and displayed for individuals on the employee/learner's organisational level, one level above and on the highest level of the company.

The employees/learners can view their Ranking in the same way as it is displayed on the Leaderboard.

The employees/learners have the option to exclude certain organisational units from the graph, by selecting the organisational unit from the legend above the graph.

There is a vertical line displayed on the graph, which indicates the position of the employees/learners compared to others.



Qualifications

The Qualifications section displays a list of Qualifications the employees/learners have completed which have Badges/Points allocated to them.

Similar to the Badges section the following information is displayed:

1. The Badge Image, Qualification Title as well as the number of Points earned for the Badge are displayed.
2. Learner Record documents and Certificates can be downloaded from the list.
3. The Qualification Start and End Dates are displayed.
4. Additional Information relating to the NQF Level, Credits and Hours spent are displayed.
5. The Completed / Competent Status of the Qualification is indicated.
6. Rankings can also be viewed for the Qualification.

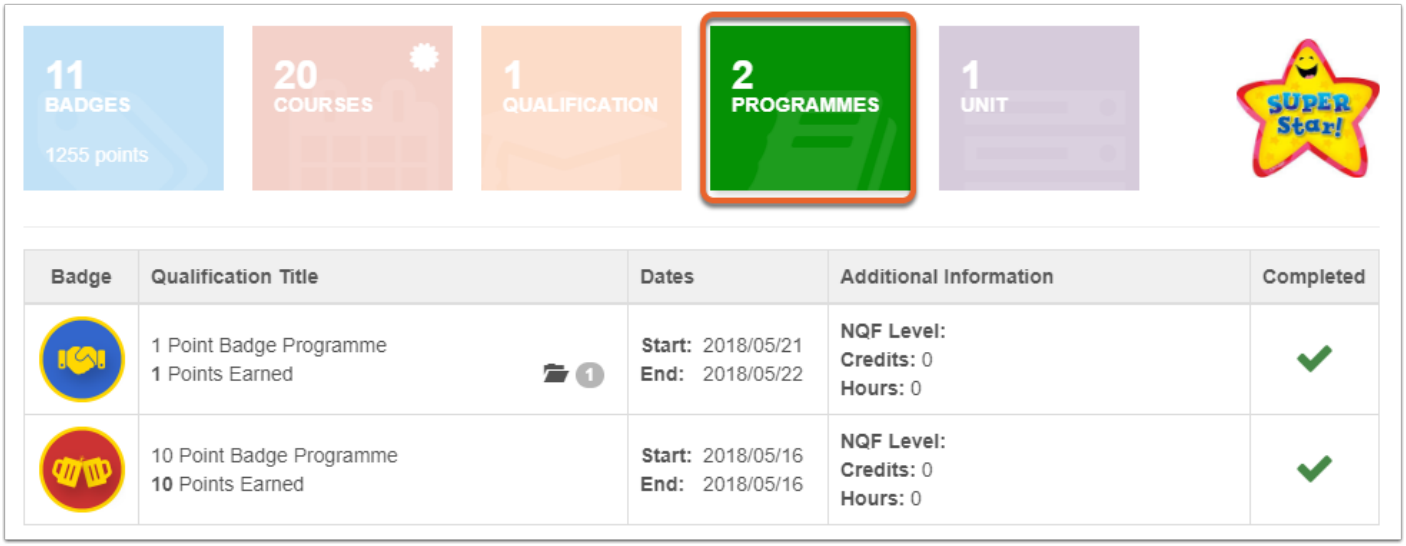
loading.gif

Programmes

The Programmes section, displays a list of Programmes employees/learners have completed which have Badges/Points allocated to them.

The same information is displayed as in the Qualification section.

1. The Badge Image, Programme Title as well as the number of Points earned for the Badge are displayed.
2. Learner Record documents and Certificates can be downloaded from the list.
3. The Programme Start and End Dates are displayed.
4. Additional Information relating to the NQF Level, Credits and Hours spent are displayed.
5. The Completed / Competent Status of the Programme is indicated.
6. Rankings can also be viewed for the Programme.



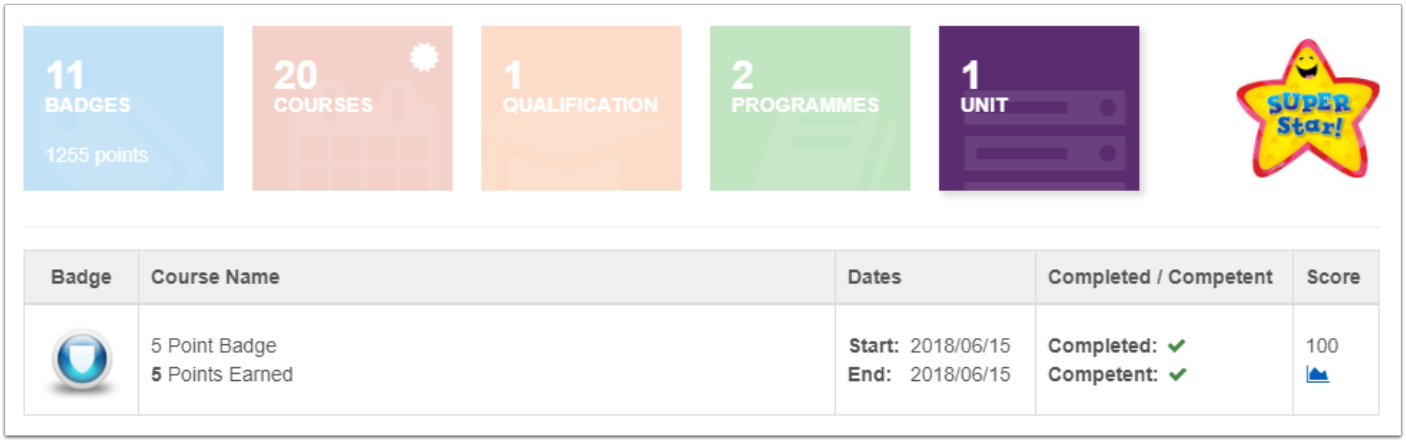
Unit

The Unit section, displays a list of Unit Standards/Standards employees/learners have completed which have Badges/Points allocated to them.

The same information is displayed as in the Qualification section.

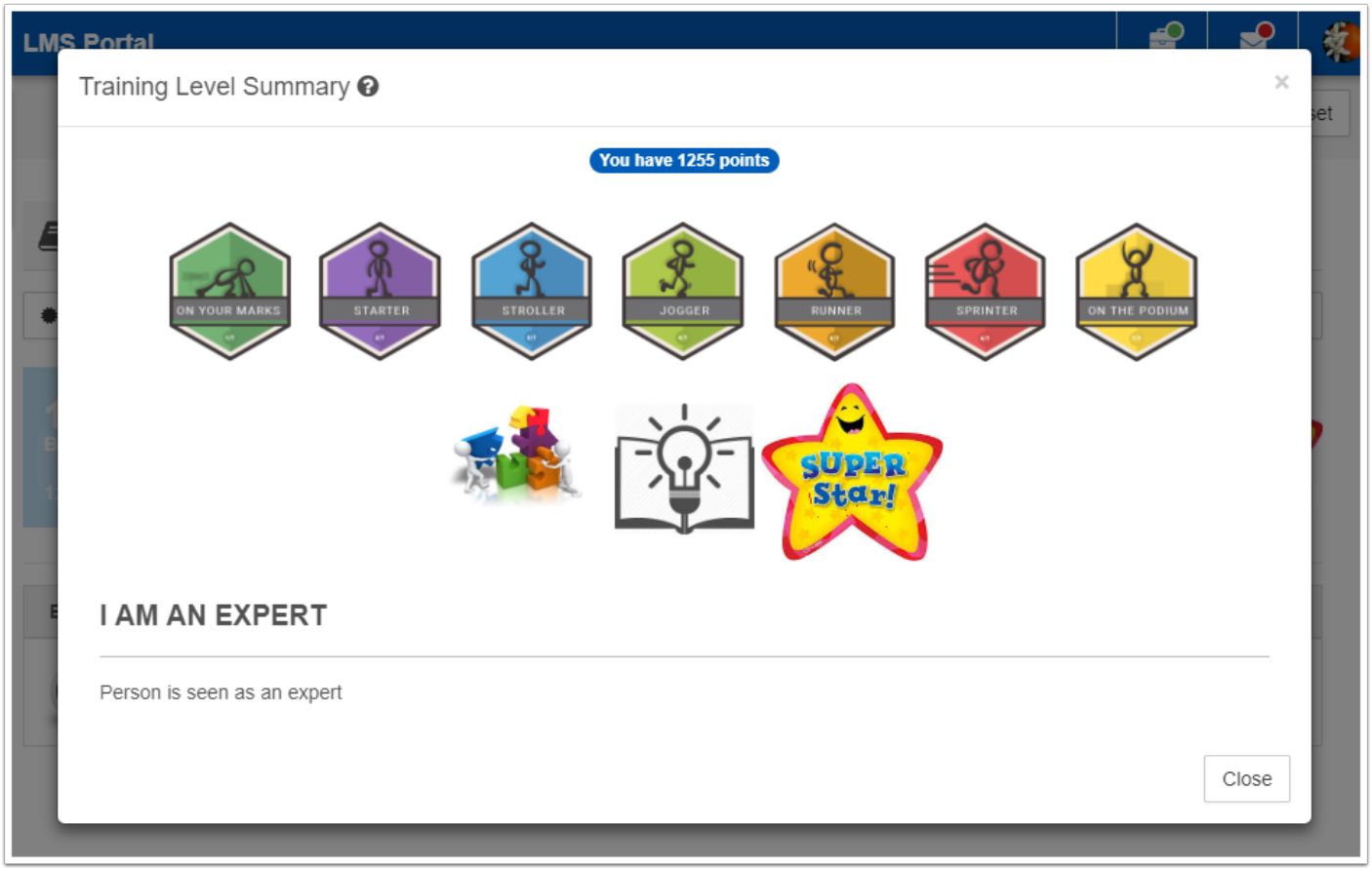
1. The Badge Image, Standard Title as well as the number of Points earned for the Badge are displayed.
2. Learner Record documents and Certificates can be downloaded from the list.
3. The Standard Start and End Dates are displayed.
4. The Completed / Competent Status of the Programme is indicated.

5. The Score obtained for the Standard is displayed.
6. Rankings can also be viewed for the Programme.



Training Level Summary

The Training Level summary allows employees/learners to view the number of points linked to each individual Training Level. The employees/learners can click on the image related to each Training Level in order to learn more about the Training Level and what is required in order to progress to the next level.



Badges and Training Levels are customizable per installation, so the examples used in this article may not be relevant to how the Badges and Training Levels are configured for your organisation.

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