

5 Minutes* to Redeem a Credential on Credly

Congratulations!

If you took a class or exam for a credential, the next step is to redeem your badge. Let us guide you to expertise and success!

1

Look for the email from Credly (possibly in Junk Mail)

You'll receive an email from: "Hitachi Vantara via Credly admin@credly.com" with a subject line "<Your Name> just earned a badge from Hitachi Vantara"

This email tells you that you've earned a digital credential and includes a button or link to accept it.

2

Open the email and click "Accept your badge"

Inside the email, click the button or link that says "Accept your badge."

3

Create a Credly account (first-time users only)

If this is your first badge:

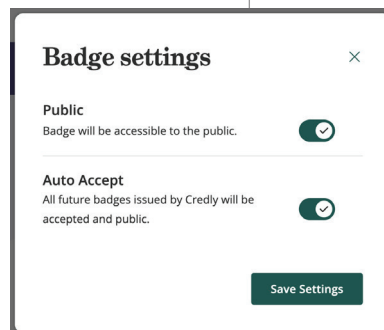
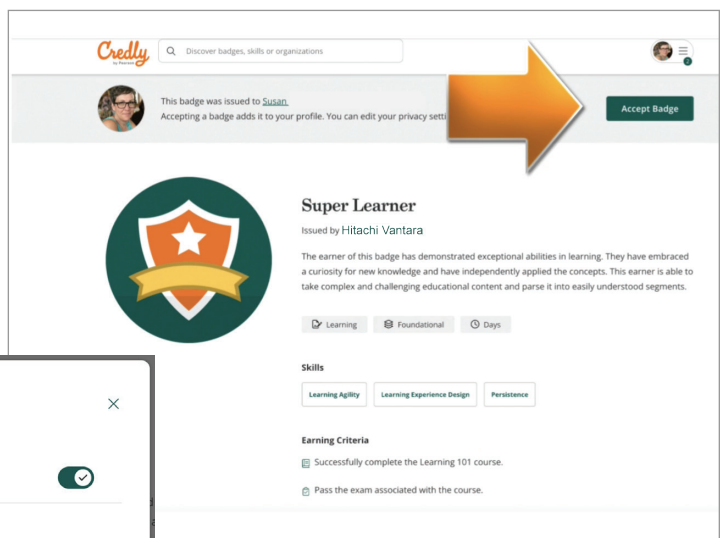
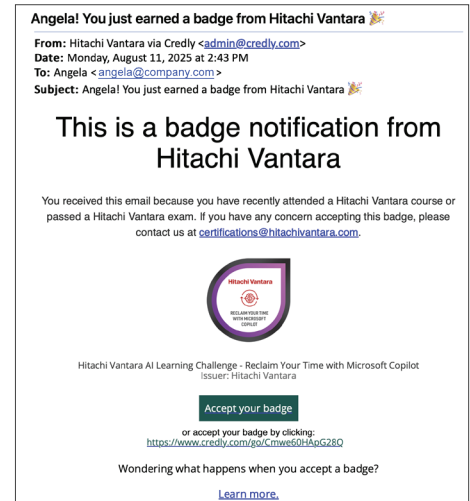
- Create a free Credly account
- Use the same email address where you received the badge notice
- Credly will send a confirmation email
- Click the link in that email to verify your address
- After confirming your account, log in at credly.com.

4

Claim your badge

Once signed in:

- You'll see your pending credential
- Click **Accept**
- Select your **Badge Settings**
- Your badge will now appear in your Credly dashboard ("My Badges").

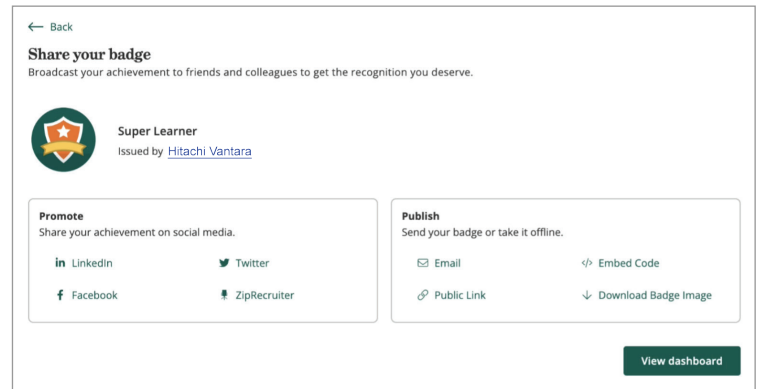


* Five minutes, or less, if you already have a Credly account.

5 Share your badge (optional)

You can share your badge directly from the Credly platform:

- Social Media: LinkedIn (highly recommended), X, Facebook, Zip Recruiter
- Email signature
- Resume
- Social media



6 Manage your badge profile (optional)

If you want to change your settings, you can manage your account at: <https://www.credly.com/earner/settings>

That's it!

If you ever run into issues, please contact globallearninghelp@hitachivantara.com for support.