

Ready to Implement

Micro-credential implementation support: virtual community using edCommunities

The most effective support strategy for successful micro-credential implementation is to provide participants with a highly functioning virtual learning community. This facilitated community serves as the hub for conversations, information, and support for the pilot. A virtual community can thrive on most any user-friendly digital platform. Yet, without a skilled virtual facilitator, a virtual community will not flourish.

[Instructions for edCommunities](#) - How to join guide.

Micro-credential implementation support: Newsletters

Participants benefit from regular correspondence with virtual facilitators. Below are seven sample newsletters to be shared on biweekly with implementation participants. The newsletters provide tips and strategies on the following topics:

- ▶ Choosing a micro-credential
- ▶ Studying the guidelines
- ▶ Preparing a submission, part 1
- ▶ Preparing a submission, part 2
- ▶ Resources for sharing
- ▶ Making meaning of the micro-credential process
- ▶ Micro-credential pilot's next steps

Tips for choosing your micro-credential

Create your criteria. Before you begin to review the micro-credentials available, decide what you want from this experience. *Do you hope to develop a new skill?* Look for micro-credentials that inspire you to learn about something new and master that skill. *Do you want to demonstrate expertise you have already developed?* Find micro-credentials with skills you believe you've already developed. Other considerations: Are you looking for a particular topic? Should you combine this effort with other professional growth goals? Are you part of a team working on this project? Write down your criteria. Once you start searching the choices, notes will help.

Gather a reasonable number of choices. There are over 100 NEA micro-credentials available. Decide how many you'd like to consider. What is a comfortable number of choices? Two? Three? Five?

Once you narrow your choices, give them some thought. Sometimes you'll need to make decisions quickly. Is this one of those times for you? Take time to reflect on your decisions. Consider these questions: What has been on your mind? Where have you placed your professional focus lately? Which micro-credential(s) match up? Which do not?

Seek another perspective. Others know you and your work. Ask for input. A trusted colleague, instructional leader, or mentor might have the perspective to help you make your final decision.

Share your choice. Sharing a decision with someone always makes it feel more “official.”

It’s not final until it’s final. Remember, you can always change your mind!

Tips for studying the submission guidelines for micro-credentials

Read carefully. Ignore the fact that you “read” this document when you were making your decision. Now, it’s a new ballgame. Make a conscious effort to read every word of this document carefully. Repeat after me: I WILL NOT BROWSE THIS DOCUMENT!

Print the submission guidelines. Sometimes reading the guidelines on a computer screen doesn’t allow the tactical interaction some need to process information.

Use active reading strategies. For example, circle items needing clarification. Underline what you fully understand. Highlight what you already have evidence to support or know exactly how you will answer.

Study the rubric. Use active reading strategies. Remember, your submission hinges on your ability to provide evidence according to the standards provided. Seek help if you are unclear about any part of it.

Tips for preparing your submission, part 1

Schedule benchmarks. Each component of the micro-credential will require time and effort. Map out your tasks. (e.g., research, practice of the skill, drafting the context, gathering evidence, writing the reflection, revising, peer input, etc.) Schedule deadlines for each portion of your submission. Stick to your timeline.

Draft your context (part 1 of your submission) before you begin gathering your evidence. This strategy will help you focus on the exact skill you must demonstrate to earn the micro-credential. Rather than writing this after you gather evidence, draft it first. You can always revise. In fact, revisions are part of the process.

Gather more evidence than you need. If you are required to submit video or audio evidence, gather numerous samples. If you put all your eggs in one recording, you may end up disappointed.

Answer ONLY what you are asked. You have a lot to say. Resist the urge to share everything. Answer ONLY what you are asked. You have a tight word limit. Don’t waste words on anything outside the requirement.

Tips for preparing your submission, part 2

Find a critique partner. Another eye is always helpful. Ask specific questions of your critique partner. Think about what you need from the critique. Do you need feedback on particular sections? Do you need help with grammar? Do you need an opinion on how well your evidence demonstrates the competency and addresses each component of the rubric? Be as specific as possible. Find a special way to thank them for their effort.

Offer to critique for someone else. One of the best ways to find a critique partner is to offer to critique someone else’s submission.

Give it a rest. Put the micro-credential work down for a few days. Revisit your work with fresh eyes.