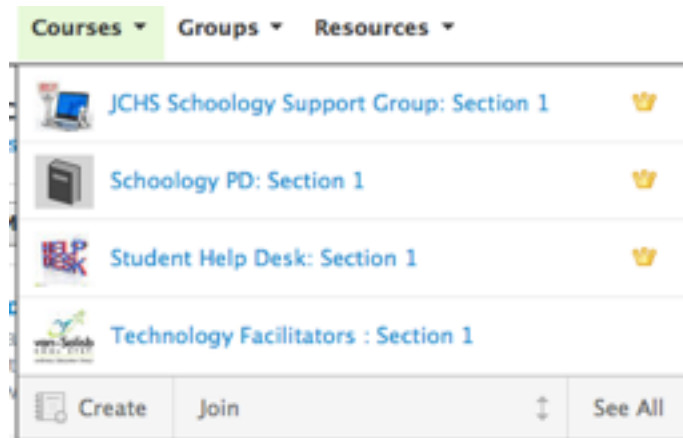




## How to Earn Schoology Badge 4

- Create a course for one of your classes by clicking the **Courses Tab** at the top of the screen and clicking the **Create** button at the bottom of the list.



- Name your course based on what you are teaching. Example: Chemistry SP2015, Math II SP2015.
- Use the **3rd Quarter**, **4th Quarter**, and **Final Exam** Terms for the Grading Information in the course set up screen.

### ***Claim a Badge***

<https://credly.com/claim/38280/DC7-89AA-F7C>

Take a screen shot of the course home page including the Access Code that was created on the left side of the page and submit.