

## How to Start Working on a Utah Microcredential

1. Go to the MIDAS catalog: <https://usbe.midaseducation.com/professional-development/catalog/introduction> and log in to your MIDAS account. This is the same login you use for any professional learning on MIDAS.



The screenshot shows the top navigation bar of the MIDAS Education website. The 'Log In' button is circled in red. Below the navigation bar, there are three main service icons: Professional Development, Utah Microcredentials, and Recommended Instructional Materials System. The 'Log In' button is located in the top right corner of the navigation bar.

Utah State Board of Education MIDAS EDUCATION

Home PD Courses Microcredentials RIMS Videos Account Help **Log In**

To access a specific service, click the appropriate icon below.

PROFESSIONAL DEVELOPMENT	UTAH MICROCREDENTIALS	RECOMMENDED INSTRUCTIONAL MATERIALS SYSTEM
<ul style="list-style-type: none"><li>• A catalog of professional learning opportunities</li><li>• An online registration system for all professional learning opportunities</li><li>• A personal transcript of all completed professional learning</li></ul> <p>Click to access <a href="#">Video Tutorials</a></p>	<ul style="list-style-type: none"><li>• A microcredential is a digital form of certification indicating demonstrated competency/mastery in a specific skill or set of skills</li><li>• A personal transcript of all completed microcredentials</li><li>• Each microcredential is initially worth 0.5 USBE credit</li><li>• What is a microcredential? Learn more <a href="#">here</a>.</li></ul>	<ul style="list-style-type: none"><li>• Reviews of curriculum, submitted from publishers and evaluated by Utah's professional educators</li><li>• Curricular recommendations annually for educators, publishers, and the general public</li><li>• Accurate, up-to-date information to inform the adoption of instructional materials</li><li>• Learn more <a href="#">here</a>.</li></ul>

2. Click on "Microcredentials" from the tabbed menu at the top.



The screenshot shows the top navigation bar of the MIDAS Education website. The 'Microcredentials' button is circled in red. Below the navigation bar, there are three main service icons: Professional Development, Utah Microcredentials, and Recommended Instructional Materials System. The 'Microcredentials' button is located in the top middle of the navigation bar.

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PROFESSIONAL DEVELOPMENT	UTAH MICROCREDENTIALS	RECOMMENDED INSTRUCTIONAL MATERIALS SYSTEM
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3. You'll see the stacks of microcredentials appear in the left-hand navigation. Each stack has a number to the right of the stack in parentheses. That number tells you how many microcredentials are in that stack. You can scroll down the stack list to find the stack you want and click on it. Or you can search for specific microcredentials in the search bar.

The screenshot shows the website header with the Utah State Board of Education and MIDAS EDUCATION logos. Below the header is a navigation bar with links: Home, PD Courses, Microcredentials, RIMS, Videos, Account Help, and Log In. On the left, a 'Stacks' menu is circled in red, listing various microcredential categories with counts in parentheses. In the center, a 'HOW TO EARN MICROCREDENTIALS' graphic shows a four-step process: CHOOSE, COLLECT, UPLOAD, and SHARE. Below this is a search bar with the text 'Search for microcredentials here.' circled in red, and a 'Search' button. A message indicates 'Viewing 1 - 30 of 308 microcredentials found matching your search criteria.' Below the search results, a card for '3D Science Assessments' is shown, with a 'More Info' button circled in red.

4. Once you have found the microcredential you want, click on "More info."

The screenshot shows the 'More Info' page for the microcredential 'School Counselor Behaviors: Direct and Indirect Student Services B-SS 1'. The page features a circular logo on the left with a 'More Info' button circled in red. To the right, the following information is displayed: Microcredential ID : 3082, STACK: AEL for School Counselors, CREDITS: 0.5 USBE Credit, and DESCRIPTION: This microcredential focuses on Direct and Indirect Student Services 1. Candidates for this microcredential will show competency in designing and implementing instruction aligned to Utah College and Career Readiness Student Mindsets and Competencies in classroom, large-group, small-group and individual settings.

5. Scroll down to read what is in the microcredential and all the requirements for that microcredential. You'll see a button at the top, under the badge icon, that says "Earn this microcredential." If that button is not there, it means you are not logged in. If you already logged in, try logging in again. Then click on "Earn this Microcredential" to put the microcredential in your "microcredentials backpack."

### School Counselor Behaviors: Direct and Indirect Student Services B-SS 1



Microcredential ID : 3082

**STACK**  
AEL for School Counselors

**CREDITS**  
0.5 USBE Credit

**DESCRIPTION**  
This microcredential focuses on Direct and Indirect Student Services 1. Candidates for this microcredential will show competency in designing and implementing instruction aligned to Utah College and Career Readiness Student Mindsets and Competencies in classroom, large-group, small-group and individual settings.

**Earn this Microcredential**

Review Credit Eligible!

6. Once a microcredential is in your backpack, it will stay there. You don't have to worry about it expiring. Microcredentials are not courses, and they are not based on seat time or schedules. You will work through the microcredential at your own pace. That could be over a matter of hours or over a matter of months—whatever is best for you!
7. To find your backpack and start working, click on "My Profile" at the top of the page.



[Home](#) [PD Courses](#) [Microcredentials](#) [RIMS](#) [Cart 0](#) [Videos](#) [Account Help](#) [My Profile](#) [Admin](#) [Log Out](#)

[Back](#)

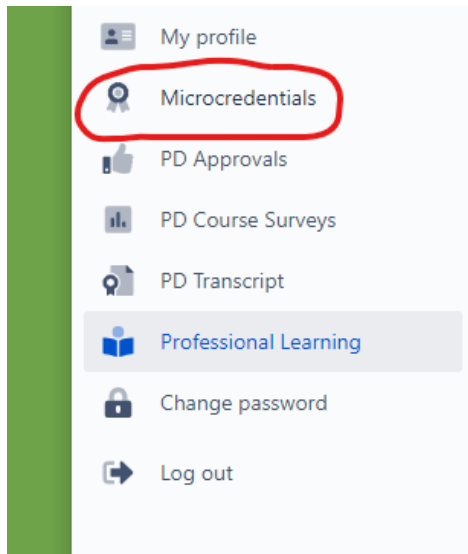
### School Counselor Behaviors: Direct and Indirect Student Services B-SS 1



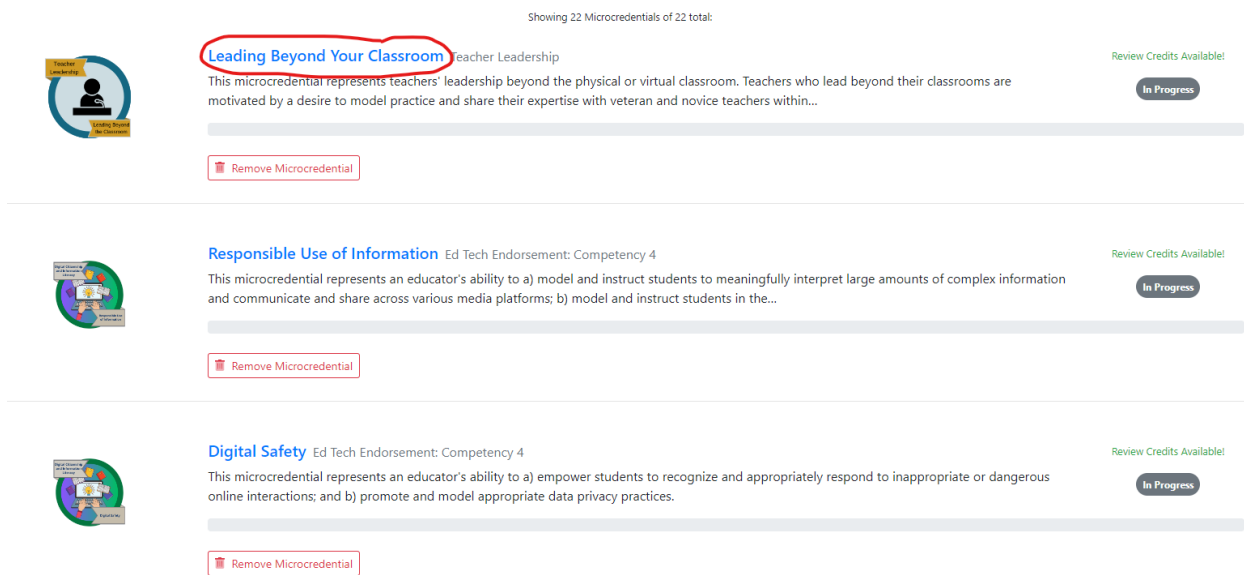
Microcredential ID : 3082

**STACK**  
AEL for School Counselors

8. From the “My Profile” menu, click on “Microcredentials.”



9. You’ll see a list of the microcredentials in your backpack. Click on the blue title of a specific microcredential to start working.



10. Read the microcredential requirements before starting to work. Inside the microcredential, you'll see a blue button that says, "Submit Evidence and Reflections."

**Submit Evidence & Reflections**  
Microcredential in Progress

0 Complete | 5 Remaining

**Earning Details**  
To earn this 0.5 USBE credit microcredential you will submit two evidence items demonstrating your leadership beyond your classroom. You will also complete a short written or video reflective analysis.

Jul 7, 2023, 9:42 AM (2 months ago)  
Microcredential in Progress

**Clarifications**  
This microcredential is for current classroom teachers who are leading other teachers through recognized positions of leadership such as professional learning, formal mentoring, etc. The requirements for this microcredential go beyond extra duty, committee chair assignments or informal mentoring assignments.

11. Clicking there will open a page that allows you to submit each type of evidence. You will need to click on each separate blue button to submit each separate piece of evidence. As you submit your pieces of evidence, the gray progress bar will turn green.

### Preparation and Planning

Select ONE of the evidence options below to demonstrate your preparation and planning for leadership beyond your classroom.

This evidence is required. You must submit at least 1 item, but no more than 2 items:

**Submit Evidence**

### Implementation

Select ONE of the evidence options below to demonstrate your effective leadership beyond your classroom.

This evidence is required. You must submit at least 1 item, but no more than 2 items:

**Submit Evidence**

### Reflections

**Submit Reflection**

Describe how your experience leading other educators has improved and impacted your understanding of...

**Submit Reflection**

How have the participants in your sessions benefited from this experience? In what ways are these...

**Submit Reflection**

What changes will you make in future sessions to best meet the needs of your adult learners? Specifically...

12. When you have submitted all pieces of evidence, you will put the microcredential in your payment cart, pay the fee, and submit the microcredential.

If you have questions or need additional support during the process, please contact Amy Coray: [acoray@dsdmail.net](mailto:acoray@dsdmail.net) or Daron Kennett: [dkennett@dsdmail.net](mailto:dkennett@dsdmail.net).