



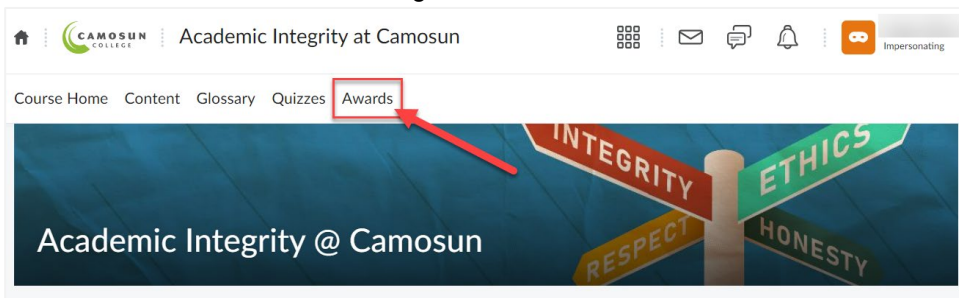
## Sharing Link to Award via Assignment Folder – D2L Tutorial

This tutorial provides step-by-step instructions for sharing an award earned in one course with an instructor in another course by submitting the Public URL to an assignment folder in D2L. **Note:** There are two types of Awards in D2L (Badges & Certificates) and both can be shared using the steps outlined below.

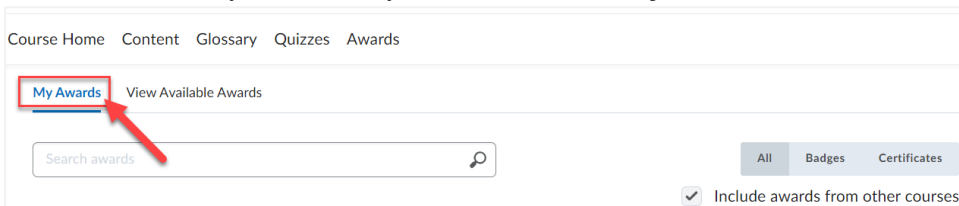
For further information or assistance, please visit our [Team Dynamix Support portal](#) and select the appropriate Category to submit a ticket.

### Steps

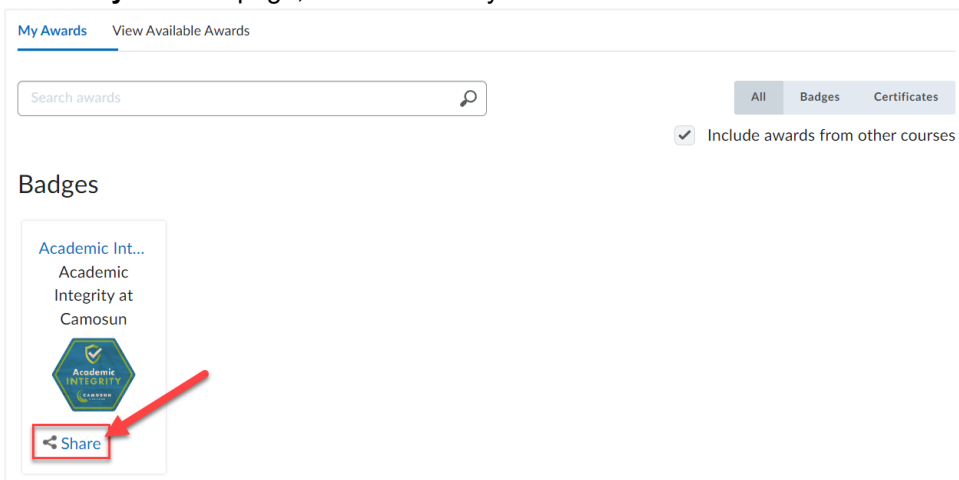
1. Navigate to the course where you received the award.
2. Click **Awards** from the course navigation bar.



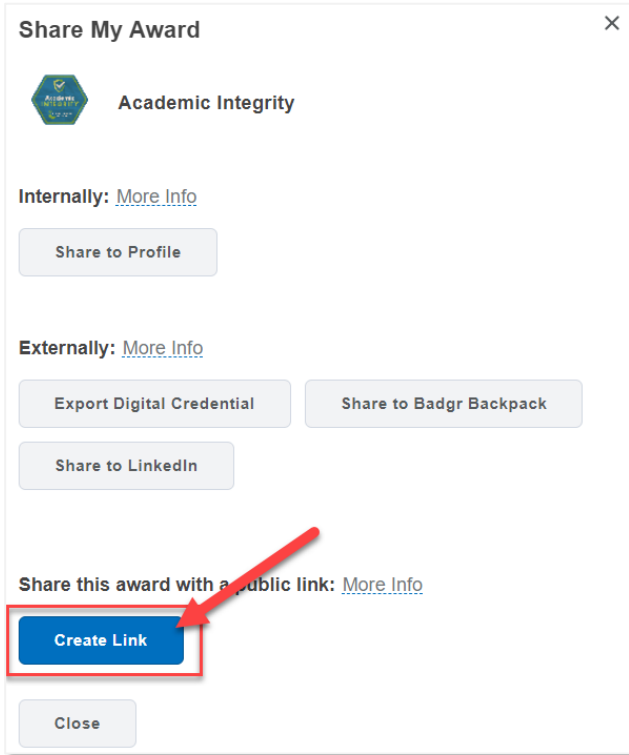
3. To see the awards you've already earned, select the **My Awards** tab.



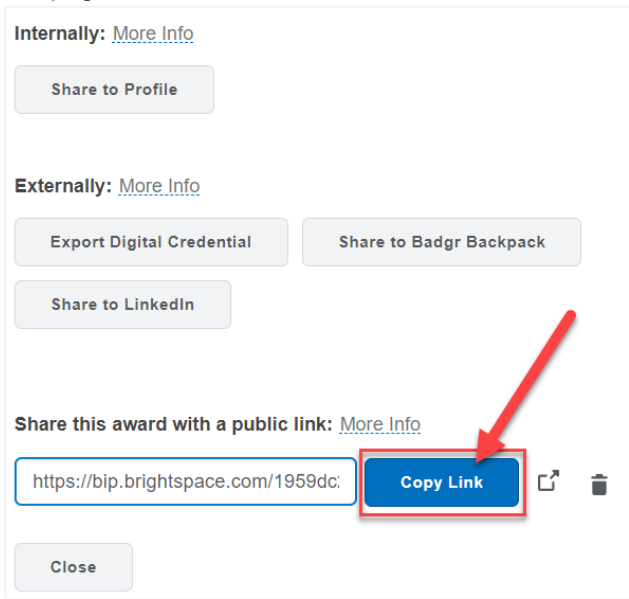
4. On the **My Awards** page, find the award you want to share and click the **Share** link beneath it.



5. In the Share My Award window, click **Create Link** to generate a public link for your award.



6. In the Share my Award window, click **Copy Link** to copy the URL for your personalized award webpage.



7. In a new internet browser tab/window, navigate to the course where you need to submit the award.
8. Click on the **My Tools** menu for your course and select **Assignments**.  
**Note:** Assignments may also be in the course navigation bar.



9. Click on the name of the assignment folder where you want to submit the award.

Folder	Completion Status	Score	Evaluation Status
Course Completion - Award Submission			
<b>Academic Integrity Course Completion - Award Submission</b>	Not Submitted	- / 10	
Information Literacy Course Completion - Award Submission	Not Submitted	- / 10	

10. Paste the public award link (URL) in the text submission textbox and click **Submit**.

Submit

Text submission

Award link: <https://bip.brightspace.com/1959dc27> /view

Submit Cancel

11. Click **Done**.

## Things to Remember

- You can paste this Public URL into a web browser to view your award. Additionally, you can share the Public URL with others on your personal website, resume, or any other platform to showcase your achievement.
- For additional information, see [Introducing Sharing Awards with a Public Link](#)

