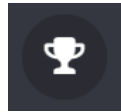


## How to Use Badging in ClassFlow

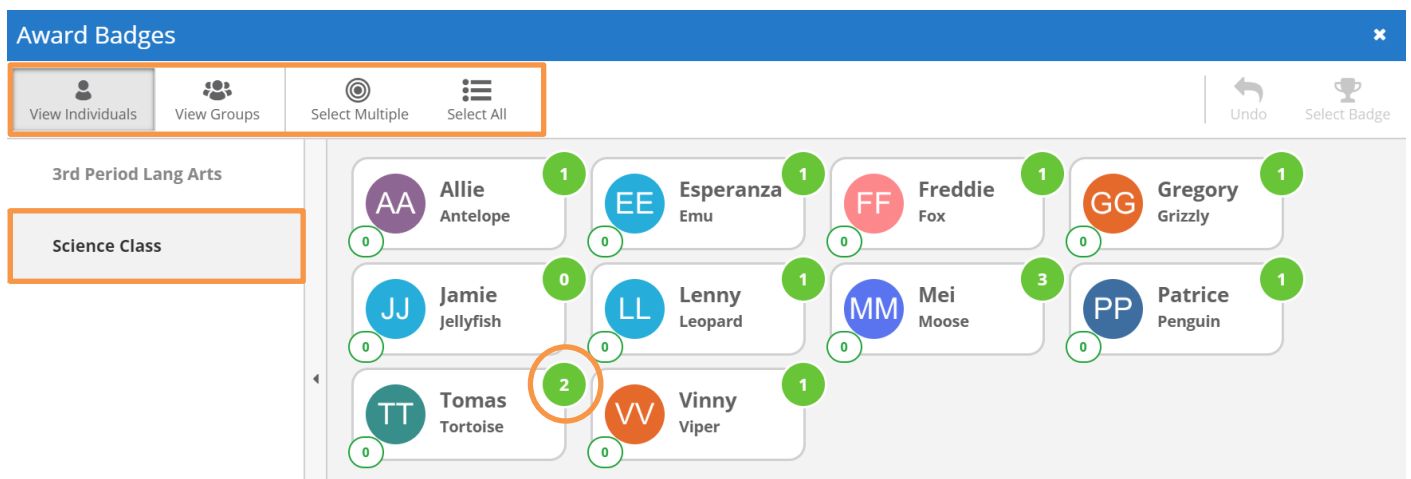
Badging is a quick and easy way to positively recognize students within ClassFlow. You can award badges to students in rostered classes. From the Home, Classes, Resources, or Marketplace tab, simply click the **trophy** in the top right to award badges.



Badging button

Select your **class name** from the left. Select individuals, existing groups, multiple students, or all students.

You may input a reason for the badge, although this field is optional. Select the **badge** from the library, and it automatically awards the student(s). The number of badges a student has earned is indicated in the green bubble to the upper right of their name.



Under the **Classes** tab, expand the **Class Menu** to view badges. Select a student to view awarded badges or delete them. Use the dropdown menus to perform badge-related searches.

Under the **Resources** tab, click the blue **New** button to create original badges. Badge Builder opens, and a badge **title** is required. Select the basic **badge shape** from the dropdown on the left. Name the badge, choose a color, and more.

Once you click **Save**, select **Image** to choose a small icon from the image library and further modify your badge. Be sure to save any changes you make. Original badges will be automatically added to the ClassFlow badge library, and you may award them to students right away.

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