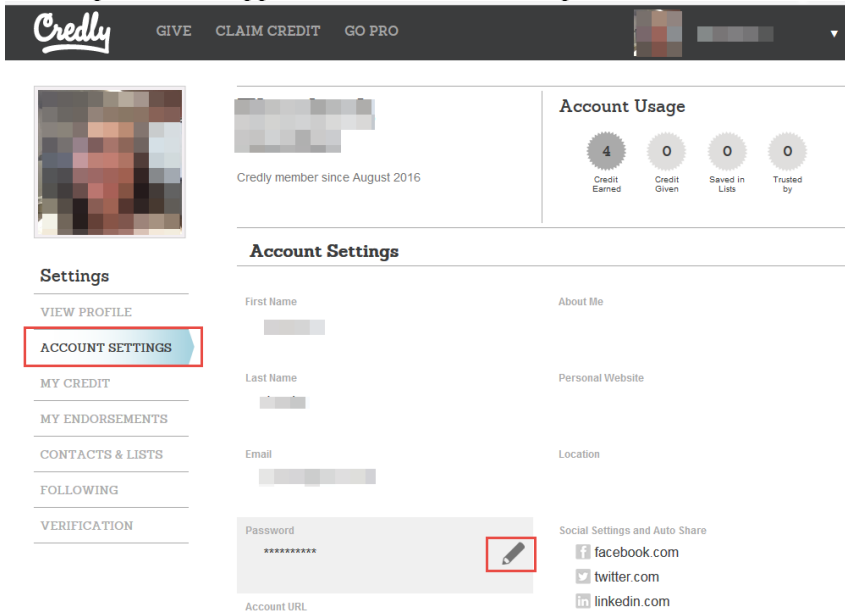


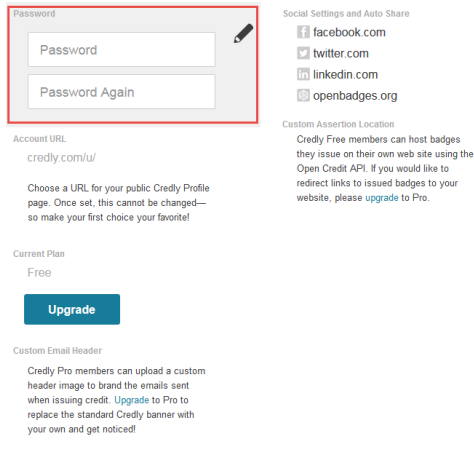
Updating a Credly Password

To update a user's password in Credly, login to Credly.com. Once there, follow the steps provided below. Remember, for Authorized Users to issue credentials from a Canvas course, the username and password must match the Active Directory credentials.

1. Click on the Account Settings navigation tab. When the mouse is hovered over the Password field, a pencil icon appears. Click it to edit the password.



2. Enter the new password.



3. Click Save Changes at the bottom of the screen.

Remember, for Authorized Users to issue credentials from a Canvas course, the username and password must match the Active Directory credentials.