

How to link my account to an education provider account

Linking your MyCreds[™] accounts allows you to access all your documents and badges from different organizations in one place with one login.

Go to learner.mycreds.ca

01 Click "Account settings"

To link accounts to your primary MyCreds[™] Learner account. Use the drop down menu next to your name or profile icon at the top right menu bar. Select Account settings.

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	Currently signed in as: @ If you have documents issued to another email address). Only documents issued to and/or Organization sign in, you must sign in to those a	are visible here (<u>Learn more</u>). accounts separately. To merge multiple MyCreds TM acco	ounts, use the Link Account feat Sign out	
	Account settings page. To share your document with a t	third party, click the SHARE button.			
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02 Click "Link account"

To link another organization login (often called a Single Sign On), scroll to the Education provider accounts section and click on the Link account button.

Email account	Status	Actions
Showing all of 1 email addresses.		
Education provider ac	ccounts	69 LINK ACCOUNT
Account		Actions
	You have not linked any education providers	
No education providers to show.		
No education providers to show.	ints	
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D3 Type and select the organization

Type the name of your new or additional organization in the pop-up page and select the organization from the drop-down menu.

Showing all of 1 email addresses.
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Linkedin Not linked © LINK
Facebook Not linked



Click continue.

	Email account	Status	Actions	
	Showing all of 1 email addresses.			
	Education provider accounts			
		Connect education provider account $\qquad \qquad \qquad$	C LINK ACCOUN	ιT
	Account	Institution	Actions	
	No education providers to show.	ICEL CONTINUE		
	Social network accounts	Can't find your institution? If your institution does not appear in the above list, this means you won't be able to link your account using your institution's Single Sign On service.		
	Network	We recommend linking your accounts by email using the Link another email button found on this page.	Actions	
	Google	Please contact your institution if you are unsure of which email address to use.	¢⊃ LINK	
	LinkedIn	Not linked	¢⊃ LINK	
N.	Facebook	Not linked	GD LINK	



05 Choose your account

When your organization's login page appears, login using your organization provided ID and password.

	Pick an account	
	Syset in	
W		

06 Successful login

A successful login will redirect you back to your MyCreds™ account.

Email accounts			
You can sign in to your $MyCreds^TM$ account using any of the following emaints of the following the second	ail addresses, provided that they have been verified. The same	$MyCreds^{TM}$ password can be used with each email.	
Q Filter emails		+ LINK ANOTHER EMAIL	O CHANGE EMAIL PASSWORD
Email account	Status	Actions	
zoe.citizen@shamrock.edu	Primary	Primary email cannot b	e removed.
Showing all of 1 email addresses.			
Education provider accounts			
			CO LINK ACCOUNT
Account		А	ctions
University of Western Hobart IDP		Cann	ot unlink *
Showing all of 1 education providers.			



07 Enter the verification code

At this point, you will be asked to enter the 6-digit verification code that has been sent to your primary email address in order to complete the account linking. Once this is done, click on Merge

Merge account?	
Merge Azure Test IDP into this account? Merging the accounts will transfer all details from Azure Test IDP to this account. These details include sign-in methods, documents, and shares. Merging accounts is a permanent action and can not be reverted. A 6-digit verification code has been sent to your primary email address.	
If you no longer have access to the email. Please logout of the existing session and login through SSO to the existing IDP account and change email address.	
This code is valid for 5 minutes only.	
Please enter the code sent to you to complete the Merging process.	
Writeston Code B4743 RESEND CODE	
CANCEL	

08 Click "Documents" or "Badges"

Once your Education provider account is linked, you will see all of your documents and badges from both your original account and the one you have just linked. Access the Documents or Badges tabs in the menu at the top of the page.

MyCreds.ca MesCerti	f.ca		Badges 😤 Profi	les 🦿 Sharing 🗙 I	English 👻 🙆 2	Zoe Citizen
Documents						
Currently signed in as: @ 987458	33 Only documents issued to zoe.cilizen@sham	trock.edu are visible here (<u>Learn more</u>).				
If you have documents issued to an settings page. To share your docum	other email address and/or Organization sign in ent with a third party, click the SHARE button.	, you must sign in to those accounts separa	tely. To merge multiple M	Creds TM accounts, use the Lin	k Account feature in yo	our Account
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University of Western Hobart	Transcript/View	Transcript	7 Dec 2023	Payment re- quired (view)		
University of Western Hobart	Transcript/Share	Transcript	7 Dec 2023	Available	SHARE	



09 If you have attended more than one organization

If you have attended more than one organization that use single sign on you will be able to link to each of these accounts if you choose. Now you will be able to login with any of your linked education provider accounts.

⊏mail accounts							
You can sign in to your MyCreds TM account using any of the following email addresses, provided that they have been verified. The same MyCreds TM password can be used with each email.							
Q Filter emails	×			+ LINK ANOTHER EMAIL	CHANGE EMAIL PASSWORD		
Email account		Status		Actions			
zoe.citizen@shamrock.edu		Primary		Primary email cannot be	e removed.		
Showing all of 1 email addresses.							
Education provider accounts							
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Account				Ad	tions		
University of Western Hobart IDP				Cann	ot unlink *		
Shamrock University IDP				Cann	ot unlink *		
Showing all of 2 education providers							

10 Please contact your educational provider if you have questions.

Please contact your education provider or the organization that issued your document if you have further questions.

