

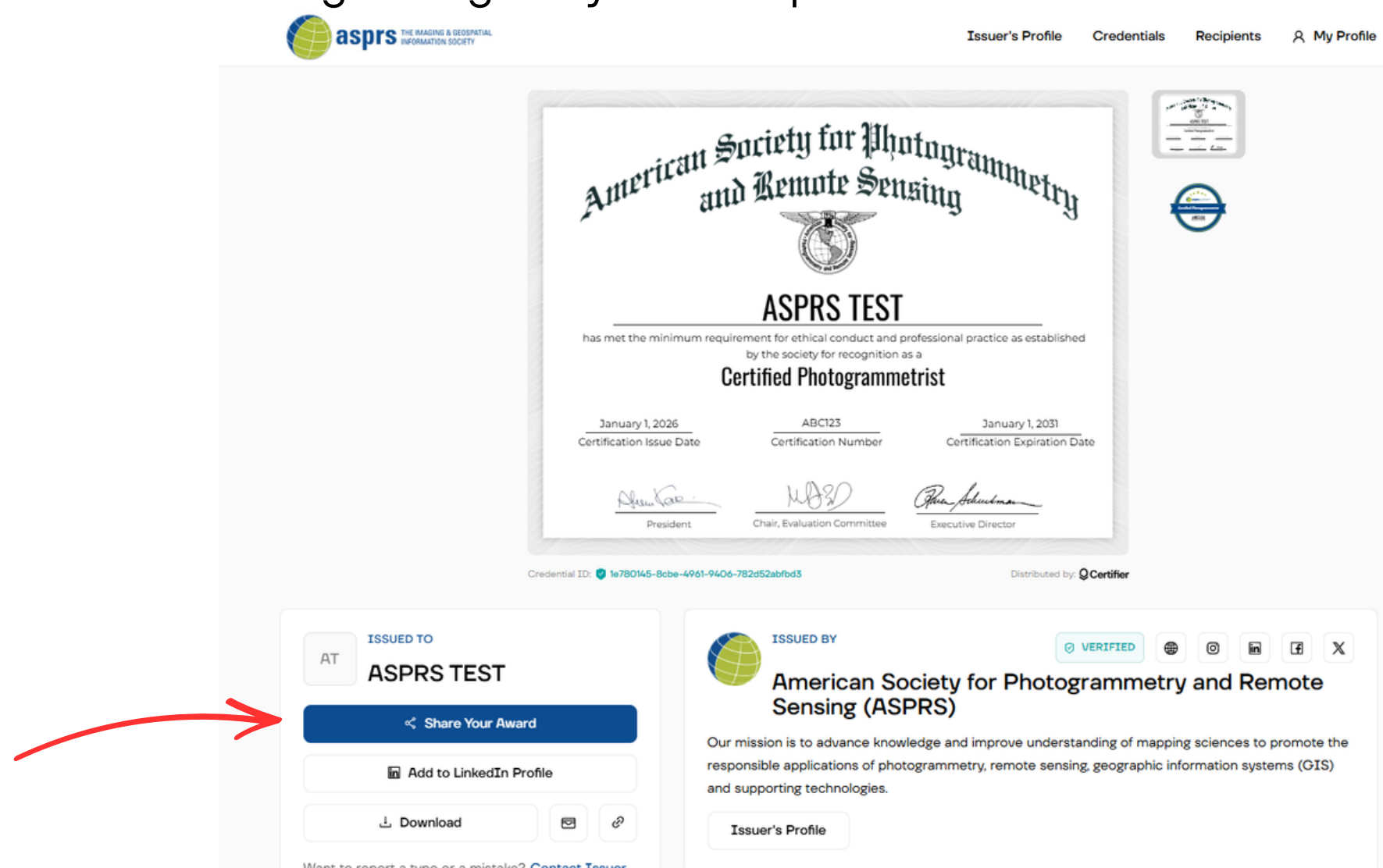
Step-by-Step

ADD YOUR DIGITAL BADGE TO YOUR EMAIL SIGNATURE



1 DOWNLOAD YOUR BADGE

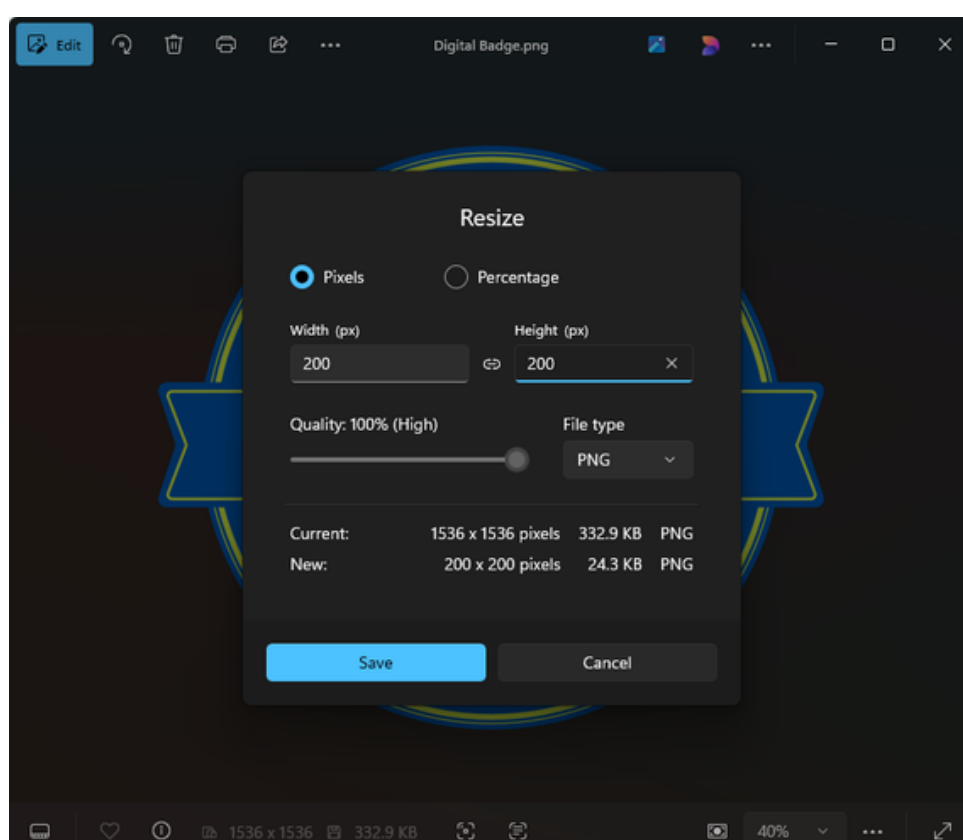
1. Open your credential in **Certifier**.
2. Click the Link icon on the left side of the dashboard and copy your credential URL.
3. Click Download, select the Badge, and choose PNG as the file format.
4. Download and save the badge image to your computer.



2 RESIZE THE BADGE

Before adding the badge to your email signature, resize it to a smaller, professional-looking size.

- **Recommended width:** 200 pixels
- Maintain the image's proportions to avoid distortion



3 ADD THE BADGE TO YOUR EMAIL SIGNATURE

1. Open Outlook or Gmail
 - **Outlook:** Select New Email → **Signatures**.
 - **Gmail:** Select **Compose** → Click the **Signature** icon.
2. Edit your existing signature or create a new one.
3. Place your cursor where you want the badge to appear.
4. Click the **Picture/Image** icon and insert the downloaded badge image.
5. Click the **Link** icon and paste the link you copied from Certifier.
6. Save your signature.