

Sharing MyLearning journals and OpenBadges as part of NQSW CPL requirements

As a NQSW you are required to reflect on how your learning has helped to consolidate your knowledge, skills and values and your professional practice as a social worker as outlined in the [Guidance for newly qualified social workers \(NQSWs\) on consolidating and continuing to develop their social work knowledge, skills and value](#).

This involves recording a minimum of 144 hours continuous professional learning with 30 hours must focused on learning to help you meet your primary responsibility as a social worker of protecting children **and** adults from harm.

You can record your learning directly onto the [Record of Achievement declaration form](#) following the template format, use the [MyLearning](#) app or a combination of the two.

When request you must submit the completed and signed [Record of Achievement declaration form](#).

We need to be able to check that you have submitted the required amount of learning to evidence your CPL requirements, and this requires you to complete the record of achievement declaration form in a particular way.

There is an example of a completed Record of Achievement declaration form on the [NQSW website](#) which includes learning recorded directly onto the template, MyLearning and relevant OpenBadges.

MyLearning and Open Badges

The [MyLearning](#) app is a convenient way for NQSW's to record learning and help evidence the continuous professional learning requirements. You may decide to use MyLearning to record all your learning or some learning. There is capacity to write a written account, upload an audio or jpeg file and link to relevant sources of information. You will find a series of 'How to' guides on the [MyLearning](#) page.

You can also evidence some of your learning by completing relevant [OpenBadges](#). OpenBadges are digital records of achievement and skills that are tied to assessment and evidence which you can link to the Record of Achievement declaration form or link to your MyLearning journal.

We recommend that you revisit any entries made to your journal on a regular basis to check you have properly reflected on this and make sure that you have paid attention to your GDPR and data protection responsibilities.

If you use MyLearning to record some or all your CPL, then you will need to:

- include a link to your journal on the [NQSW Record of Achievement declaration form](#) when requested to do so

or

- upload a copy to MySSSC along with your Record of Achievement declaration form when requested to do so.

To do this you will need to generate a link that you email to yourself to cut and paste into the record for achievement declaration or download and save a pdf copy of your journal to your desktop and then upload to MySSSC along with the Record of Achievement declaration form.

Please see below for how to create and share a link to your journal and what you need to include in the Record of Achievement declaration form if you are using this method and refer to the example of a completed Record of Achievement declaration form on the [NQSW website](#).

How to add a journal link to my record of achievement form

Step 1 - Log on to MyLearning app

Click on My Journal

Press the Share Button at the top left of your screen

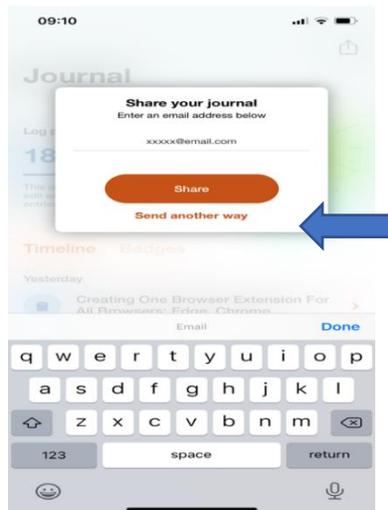


Step 2 - Decide if you want to share all logs created or select the logs you want to include.

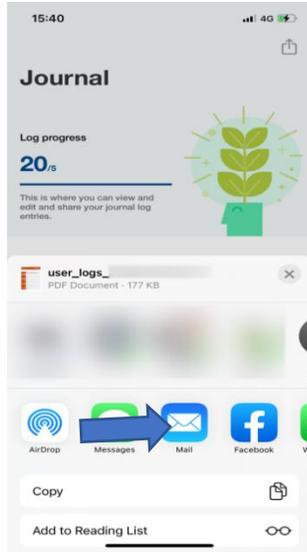
Press next when prompted



Step 3 - Press 'Send another way' to generate a link that you can copy and paste into your Record of Achievement declaration form.



Once you press 'Send another way', you will see a popup appear with options on how to share your link. Select the 'Mail' app and an email will automatically be generated with the link inside. Send the email to yourself then cut and paste link into the Record of Achievement Declaration form



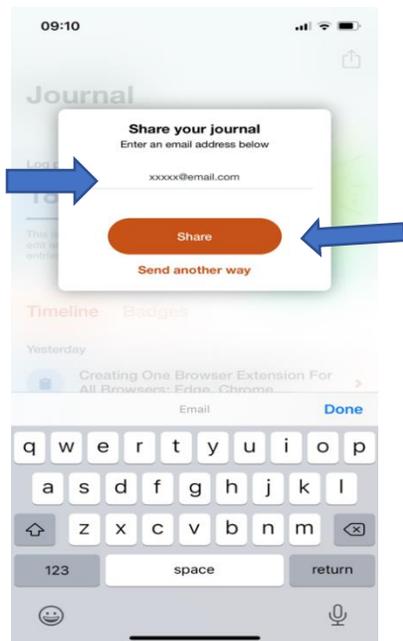
OR

Alternative step 3 -

You can share your journal in an email by typing in an address and pressing the Share button. This will send the recipient a pdf copy of your complete journal or selected entries.

For this purpose, please email to yourself and your line manager so they can read your entries.

Save the pdf version of the journal to your desktop so you can upload along with the completed Record of Achievement Declaration form to MySSSC.



Creating a link for OpenBadges

You can also include learning from OpenBadges in your Record of Achievement declaration form by creating a link to an OpenBadge or portfolio of badges.

- Step 1 Log in to Open Badges and visit the Your Badges page
- Step 2 Make sure you tick the box to enable your badges portfolio page. This will allow you to create a link to badges that other people can open. Scroll to bottom of page to save changes.

Please select the badges you would like to share on your badges portfolio page from your badges below.



Enable/Disable your badges portfolio page



1. Getting started with Open Badges

Approved on 3 August 2021



- Step 3 Visit the "View award page" button for the badge you wish to share
- Step 4 Copy and paste the URL of the web page into your Record of Achievement declaration form