



## Tips for Studying the Submission Guidelines for Micro-credentials

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- Read carefully. Ignore the fact that you “read” this document when you were making your decision. It’s a new ballgame. Now, you have to **do** this thing! So, make a conscious effort to read it, and to read every word carefully.
- Print the micro-credential submission guidelines. Sometimes reading the guidelines on a computer screen doesn’t allow the tactical interaction some need to process information.
- Use active reading strategies. For example, circle the parts on which you need more clarification. Underline the parts you understand. Highlight the parts you already have evidence to support or know exactly how you’d like to answer.
- Study the rubric. Use active reading strategies on the rubric. Remember, your submission hinges on your ability to provide evidence according to the standards outlined in the rubric. Seek help if you are unclear about any part of it.