

Installation and User Manual - EDC Exporter

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1. Introduction and prerequisites

What is EDC Exporter?

EDC Exporter is a local Moodle PHP plugin that enables the generation of European digital credentials in JSON-LD format when a student completes a course.

The plugin is designed to help educational institutions, organisations and Moodle administrators manage digital credentials directly from the platform itself.

With this manual, you will be able to:

- Install or update the plugin.
- Configure the credential issuer's details.
- Prepare a logo and visual template.
- Generate credentials.
- View, download and revoke credentials.
- Use the verification page.
- Troubleshoot common errors.
- Run basic maintenance commands.

2. Installing and updating the plugin

Installation via the Moodle interface

1. Log in to Moodle using an administrator account.
2. Go to **Site administration**.
3. Go to **Plugins → Install plugins**
4. Upload the EDC Exporter ZIP file and click the 'Install' button.
5. If everything goes well, a message will appear saying "Validation successful...".
6. Check the validation results displayed by Moodle.
7. Run the database update when Moodle prompts you to do so.
8. Confirm that the plugin is correctly installed.

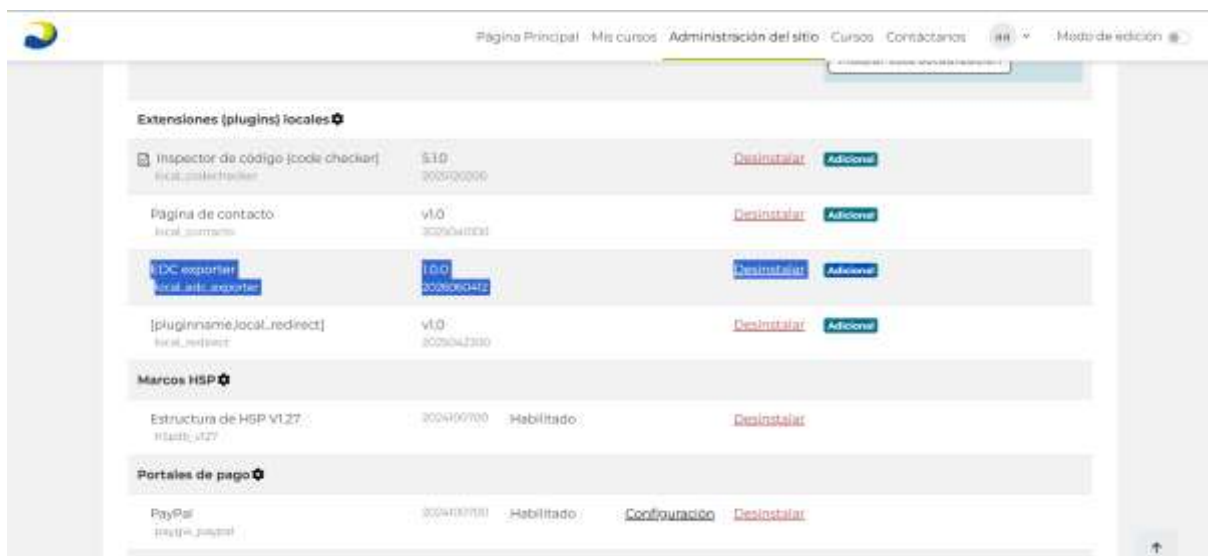


Image 1 – Admin site / installed plugins screenshot

Updating the plugin

1. Back up the database, the current plugin folder and the new plugin ZIP file.
2. Replace the old files with the new ones.
3. Run the Moodle update.
4. Clear the caches.
5. Access the plugin.



Do not delete the plugin's database during an update unless specifically instructed to do so. You may lose any credentials that have already been generated.

3. Initial configuration: issuer, logo and visual template.

The plugin's configuration can be found at:
(url)/admin/settings.php?section=local_edc_exporter

Issuer configuration

The issuer is the entity that appears as responsible for issuing the credential. Before generating actual credentials, please check this information..

Configuration field	Description	Recommended value	Mandatory or recommended
Awarding body legal name	Official name of the issuing institution or company	Full legal name	Mandatory
Awarding body country code	Country code used on the credential	Example: ESP	Recommended
Awarding body country label	Legible name of the country	Example: Spain	Recommended
Awarding body homepage	Issuer's official website	Example: https://academiaskills.eu/	Recommended
Awarding body identifier	Stable identifier of the issuer	Example: https://academiaskills.eu/ or urn:skillsdivers:organisation:academiaskills	Recommended
Issuer logo	Institutional image used on the credential	Example: JPEG or PNG image	Recommended

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1. Issuer and awarding body

Settings used to build export_json credentials for an external issuer.

Awarding body legal name
(local_json_exporter | awarding_body_legal_name)
Academia Skills Valor por defecto: Academia Skills

Legal name to use as issuer and awarding body

Awarding body country code
(local_json_exporter | awarding_body_country)
Valor por defecto: Vacío

EU Publications Office country code, for example ESP

Awarding body country label
(local_json_exporter | awarding_body_country_label)
Valor por defecto: Vacío

Human-readable label for the country, for example Spain

Awarding body homepage
(local_json_exporter | awarding_body_homepage)
Valor por defecto: Vacío

Public homepage of the issuer/awarding body

Awarding body identifier
(local_json_exporter | awarding_body_identifier)
Valor por defecto: Vacío

Optional stable identifier for the issuer/awarding body

Visual logo
(local_json_exporter | logo_image)
Tamaño máximo de archivo: Sin límite, número máximo de archivos: 1

Archivos

Puede arrastrar y soltar archivos aquí para añadirlos.

Tipos de archivos aceptados:

Imagen (JPEG) .jpg .jpeg
Imagen (PNG) .png
Valor por defecto: Vacío

Upload the institutional logo used in the visual credential view. Allowed formats: PNG, JPG or JPEG. Maximum size: 2 MB.

Image 2 – Issuer data screenshot

Configuring the visual template

To customise the appearance of the credentials, you have two options: use custom HTML or design your own credential. You can choose whichever option you prefer in the plugin settings.

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Valor por defecto: Vacío

Upload the institutional logo used in the visual credential view. Allowed formats: PNG, JPG or JPEG. Maximum size: 2 MB.

2. Credential visual design

Configure how the credential is displayed in EDC viewers. If the custom configuration is invalid, the plugin falls back to the default design.

Credential visual design

Configure how the visual cover of the issued credential will be displayed.

Visual design mode
(local_json_exporter | display_mode)

Design template
Valor por defecto: Design template

Design template
Credential uses the generated default design, custom HTML, or a complete image uploaded.

Custom HTML

Image 3 - Design the visual template screenshot

To design your own badge via the plugin settings, please follow these instructions:

1. Upload the header for the badge in JPEG or PNG format; the size must be 794x160 px.



Image 4 - Design the credential visual identity. Header

2. Upload the footer for the ID card in JPEG or PNG format; the size must be 794x120 px



Image 5 - Design the credential visual identity. Footer

3. Choose the background colour you want for the badge; if you choose a custom colour, you'll need to enter its hexadecimal code.



Image 6 - Design the credential visual identity. Background colour

The screenshot shows the Moodle administration interface for the 'Design the credential visual identity' section. It includes a navigation bar at the top with links like 'Página Principal', 'Mis cursos', 'Administración del sitio', 'Cursos', 'Contactando', and 'Modo de edición'. The main content area has two sections: 'Credential background' with a 'Custom colour' dropdown set to 'Valor por defecto: Light institutional', and 'Custom background colour' with a text input field containing '#ffffff' and a 'Valor por defecto: #ffffff' label. Below these is a note: 'Enter a hexadecimal colour. Example: #ffffff'.

Image 7 - Design the credential visual identity. Hexadecimal colour code

To use custom HTML, you will need to insert the code directly into the relevant section. Styles must be inline for them to be recognised; to ensure the credential recognises the data, please refer to the table to use the relevant variables.

The screenshot shows the '2. Credential visual design' section in Moodle. It includes a sub-section 'Credential visual design' with a description: 'Configure how the credential is displayed in EDC viewers. If the custom configuration is invalid, the plugin falls back to the default design.' Below this is a 'Visual design mode' dropdown set to 'Custom HTML' and a 'Custom visual HTML' text area. To the right, there is a table titled 'Available variables for custom HTML' listing various variables and their corresponding displayed data.

Variable	Displayed data
{{learner_name}}	Learner full name
{{course_name}}	Course full name
{{credential_title}}	Credential title
{{issuer_name}}	Issuing institution name
{{issue_date}}	Issue date
{{eqf_level}}	EQF level, when configured
{{workload}}	Workload or duration
{{learning_outcomes}}	Learning outcomes
{{verification_url}}	Credential verification URL
{{issuer_logo}}	Issuer logo URL, when available

Important: use the variables exactly as shown, with double braces. Example: {{learner_name}}. After changing the HTML, regenerate the credential so the new design is included in the JSON.

Image 8 - Design the credential visual identity. available variables for custom HTML

4. Generation of credentials

Who can generate credentials?

Credentials are generated automatically, although a user with a specific role can regenerate pending credentials. In the plugin's current configuration, the generation or regeneration of a single credential is intended solely for **managers**. This can be changed in the 'Define roles' section by filtering for 'edc_exporter'.

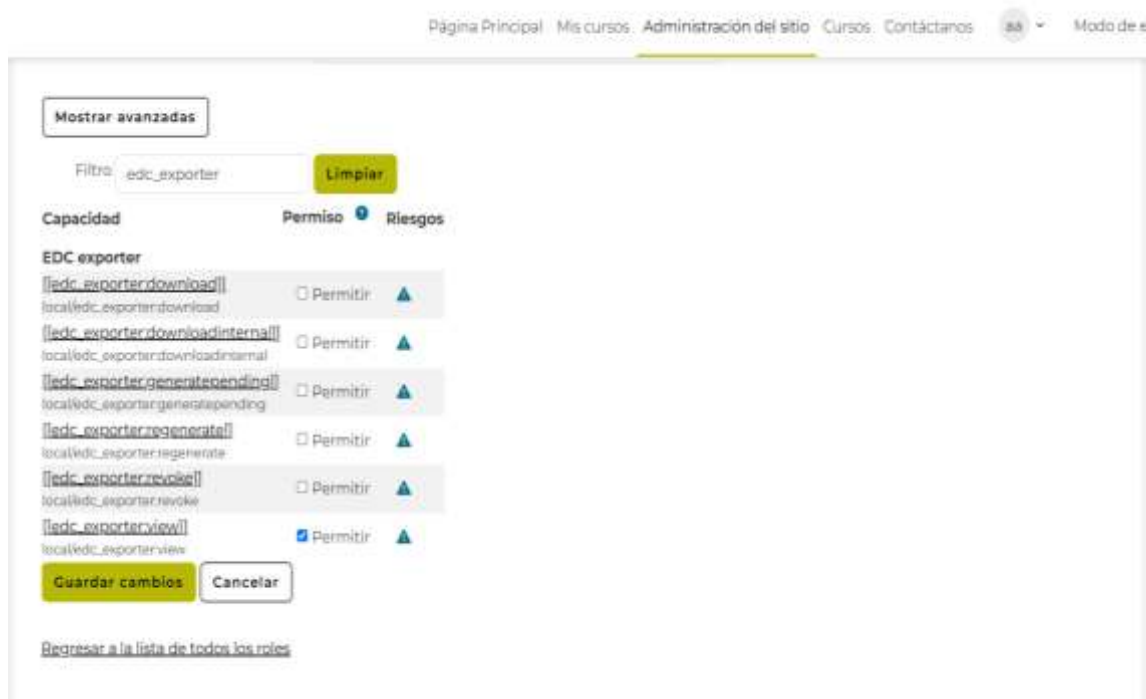


Image 9 - Change the role for credentials creation.

How do you access it?

Within a course, the plugin adds a link to EDC Exporter in the course navigation bar for users with the relevant permissions.

To access it, go to a course, click '**More**' and then '**EDC Exporter**'.



Image 10 - EDC exporter in navigation bar

The first time you log in, you'll see something like this:

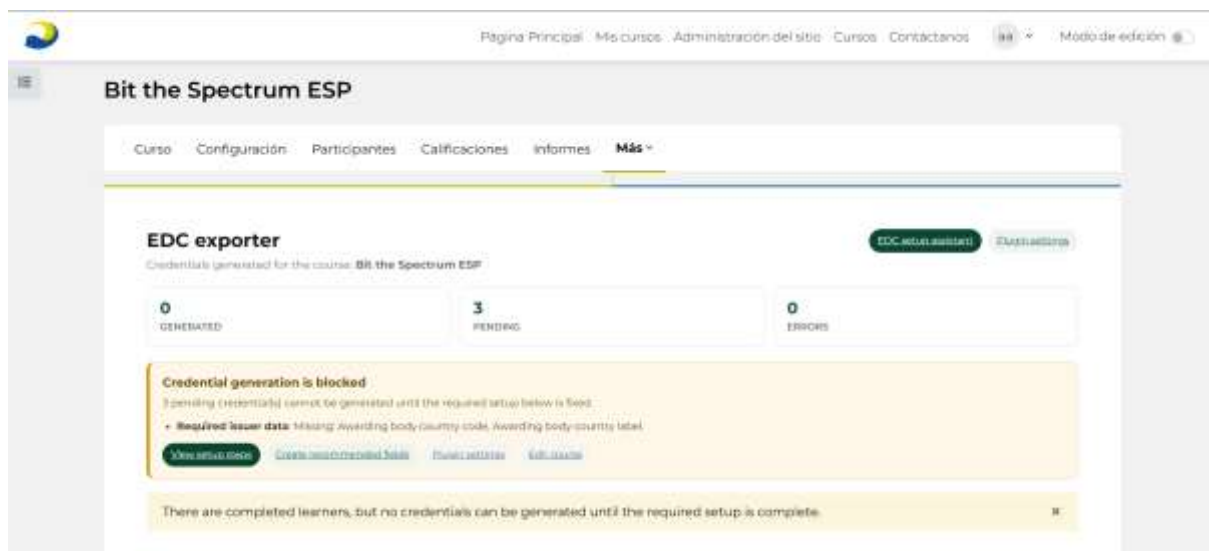


Image 11 - The course is not configured for EDC yet.

This is because that particular course is not set up to generate credentials automatically. To be able to generate credentials, you first need to create some custom fields on your Moodle site, which you can then configure across all your courses.

To do this, click the button labelled '**Create recommended fields**' in the credentials view; the fields will be created automatically and you should be redirected to the plugin's settings with a message like this.

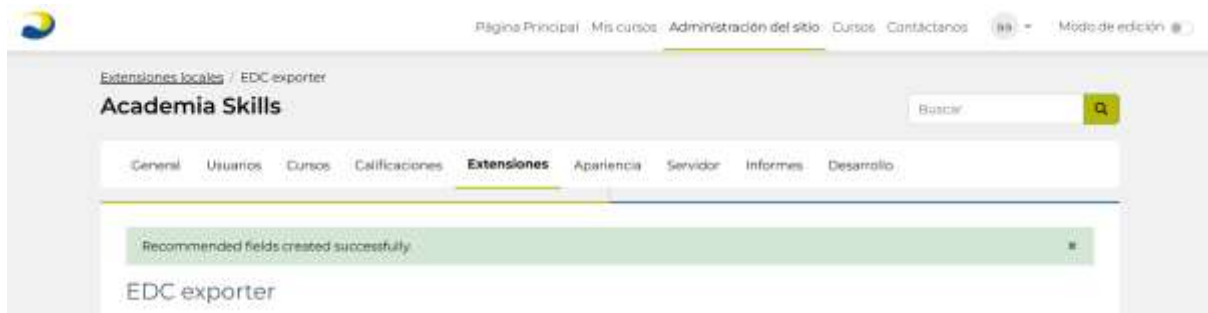


Image 12 - After generating the credential with the recommended fields screenshot

You will now need to configure these fields on a course-by-course basis; in other words, for each course you will need to complete a brief configuration. This is because each course will cover a different topic, meaning that not all courses have the same configuration.

To configure a course, simply go to its settings and scroll right to the bottom, where you will see a section called 'EDC exports'.

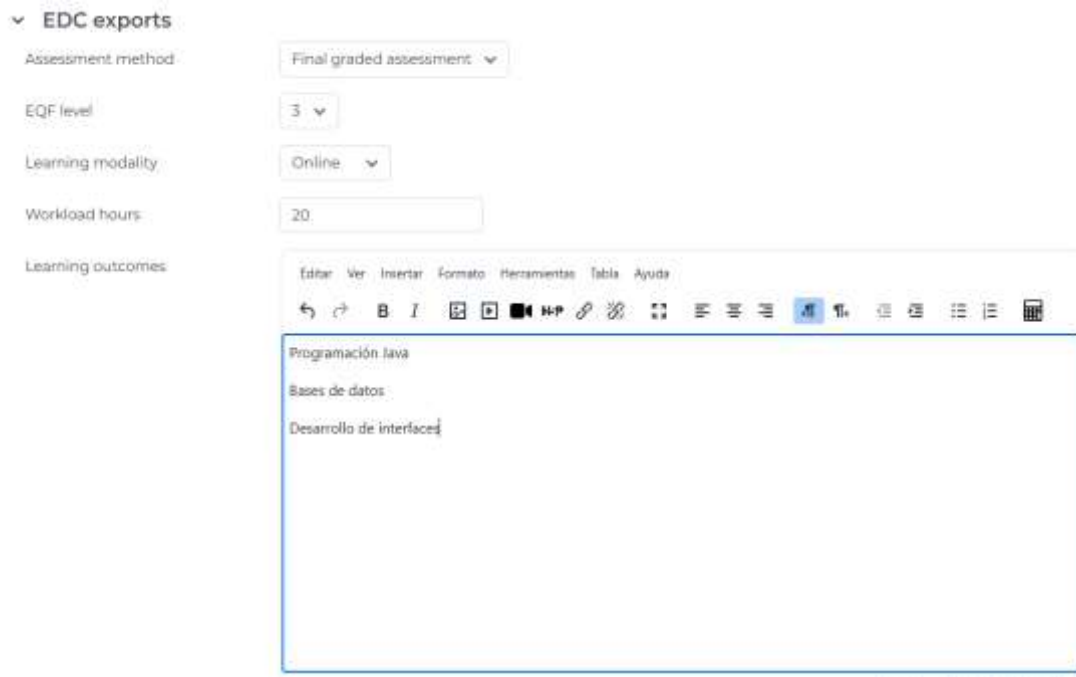


Image 13 -Configure the course for credentials

Open the section and fill in all the information:

- **Assessment method:** this is the course's assessment method; I recommend leaving it as "Final graded assessment" as the mark is usually based on the final course mark.
- **EQF level:** the official EQF level.
- **Learning modality:** the course delivery method; in this case, online.
- **Workload hours:** an estimate of the total course hours.

- **Learning outcomes:** these are the course's learning outcomes; **for each outcome, add a line break** so that they are recognised as separate items.
- You can add a description in both Spanish and English; simply enter it in the appropriate field. This is not compulsory; if you do not fill it in, the system will use the description already provided for that course.



The screenshot shows the 'EDC exports' section of a Moodle course configuration page. On the left, there is a sidebar with the following labels: 'Assessment method', 'EQF level', 'Learning modality', 'Workload hours', and 'Learning outcomes'. The main area contains the following fields:

- 'Assessment method' is a dropdown menu with 'Final graded assessment' selected.
- 'EQF level' is a dropdown menu with '3' selected.
- 'Learning modality' is a dropdown menu with 'Online' selected.
- 'Workload hours' is a text input field containing '20'.
- 'Learning outcomes' is a rich text editor. The toolbar includes options for 'Editar', 'Ver', 'Insertar', 'Formato', 'Herramientas', 'Tabla', and 'Ayuda'. The text area contains three lines of text: 'Programación Java', 'Bases de datos', and 'Desarrollo de interfaces', each on a new line.

Image 14 - Set up the credential's fields. Insert a new line per learning outcome.

If you have already configured the awarding body and the custom fields, when you return to the EDC Exporter section of the course, it will look like this.

Bit the Spectrum ESP

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EDC exporter EDC status updated Export settings

Credentials generated for the course: **Bit the Spectrum ESP**

0 COMPLETED 3 PENDING 0 ERRORS

[Generate pending credentials \(3\)](#)

No credentials have been generated for this course yet.

In this case, it allows us to generate outstanding tasks because there are already people who have completed the course. I can click 'Generate outstanding tasks' to simulate a new person completing the course. If it doesn't work for you, don't worry – if you've set everything up correctly, **the certificates will be generated automatically**. The certificate table should look like this:

[Página Principal](#) [Mis cursos](#) [Administración del sitio](#) [Cursos](#) [Contactanos](#) [Modo de edición](#)

[Curso](#) [Configuración](#) [Participantes](#) [Calificaciones](#) [Informes](#) **Más +**

Generated: 3, Skipped: 1, Errors: 0

EDC exporter EDC status updated Export settings

Credentials generated for the course: **Bit the Spectrum ESP**

3 GENERATED 0 PENDING 0 ERRORS

Student	Email	Status	Created	Actions
Salvador Rodriguez Fernández	2735551@la.motociclistas.es	generated	Jueves, 18 de junio de 2020, 11:34	View certificate Export EDC Delete Internal
Pedro Sánchez López	pedrosanchez@gmail.com	generated	Jueves, 18 de junio de 2020, 11:34	View certificate Export EDC Delete Internal
Salvador Rodriguez	salvador@divers@gmail.com	generated	Jueves, 18 de junio de 2020, 11:34	View certificate Export EDC Delete Internal

Image 15 - Certificate table screenshot

The function buttons will appear depending on the role assigned to you.

5. Viewing, downloading and revoking credentials

Viewing a credential

To view a credential, you'll need to go to the list and click on 'View credential'; this will take you to a page dedicated to that specific credential;

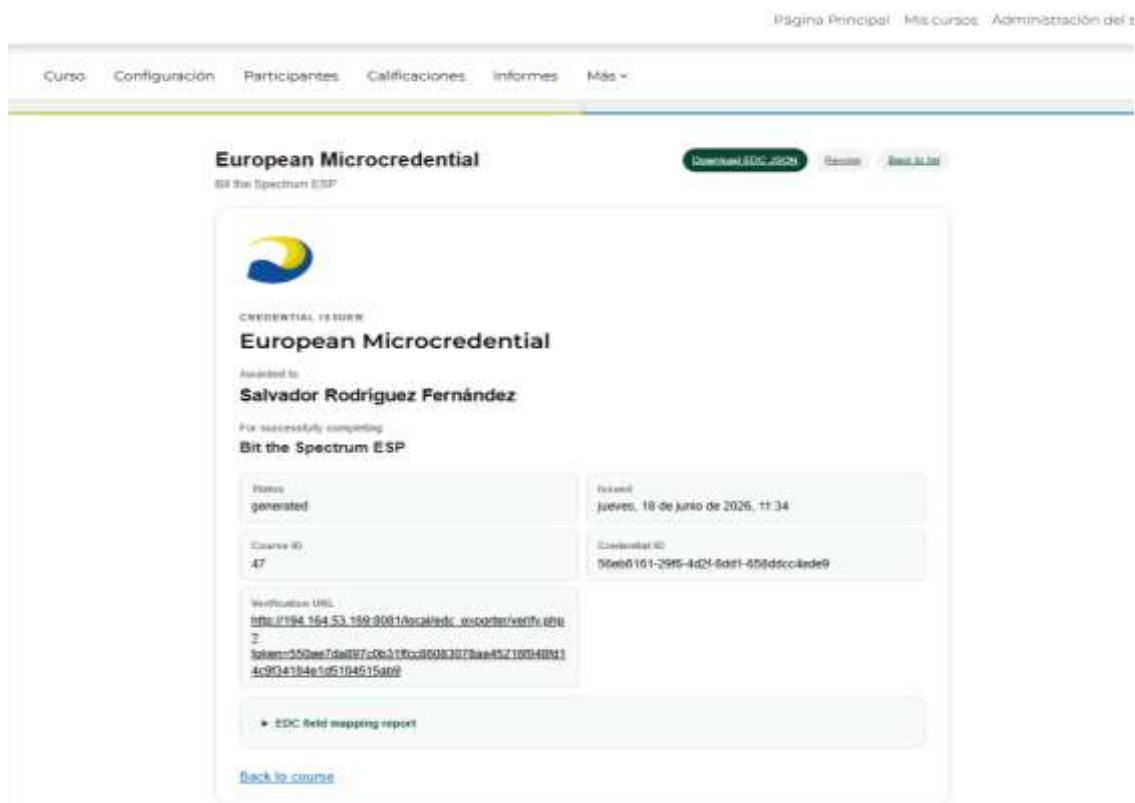


Image 16 - View the credential

Downloading a credential in JSON

To download the credential, you will need to go to the list of credentials and click the "Export (EDC)" button; the file will then be downloaded.

Administrators can also download a traceability file for the credential by clicking the "Internal" button.

Revoking a credential

Administrators can revoke credentials; this is used to invalidate an issued credential. To do so, simply click the "Revoke" button and fill in the form that appears.

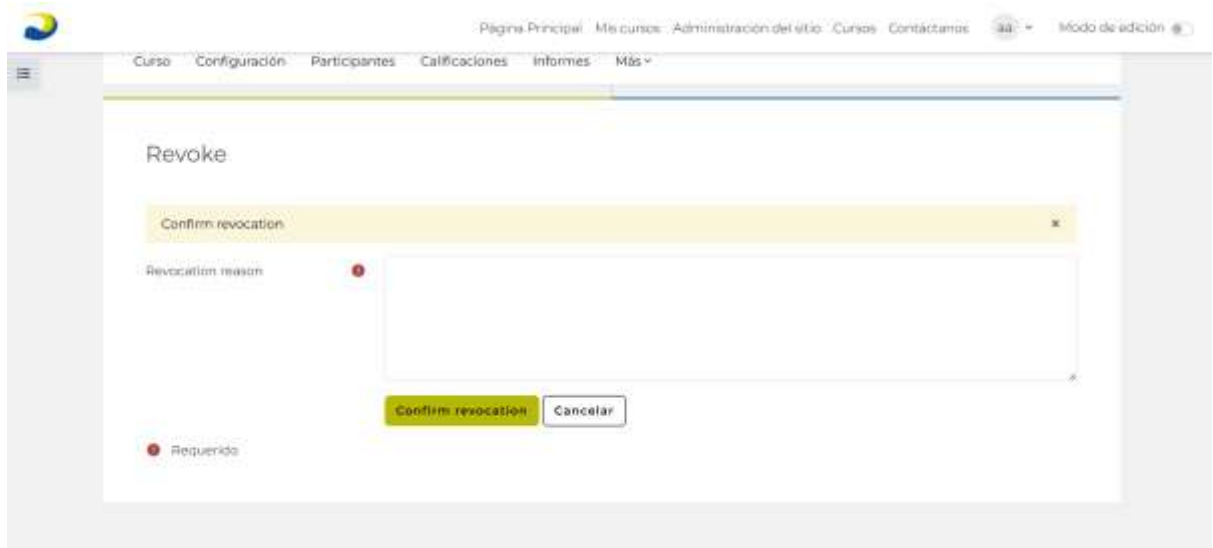


Image 17 - Revoke a credential screenshot

How do I view the final result of the credential?

Simply go to the EU tool “**Credential issuer**” <https://europa.eu/europass/digital-credentials/issuer/#/home> and scroll right to the bottom; then click on the cloud icon and open the downloaded JSON file.



Image 18 - EU tools for credentials

The user can upload the credential, check that the format is right according to EDC (green tick icon).

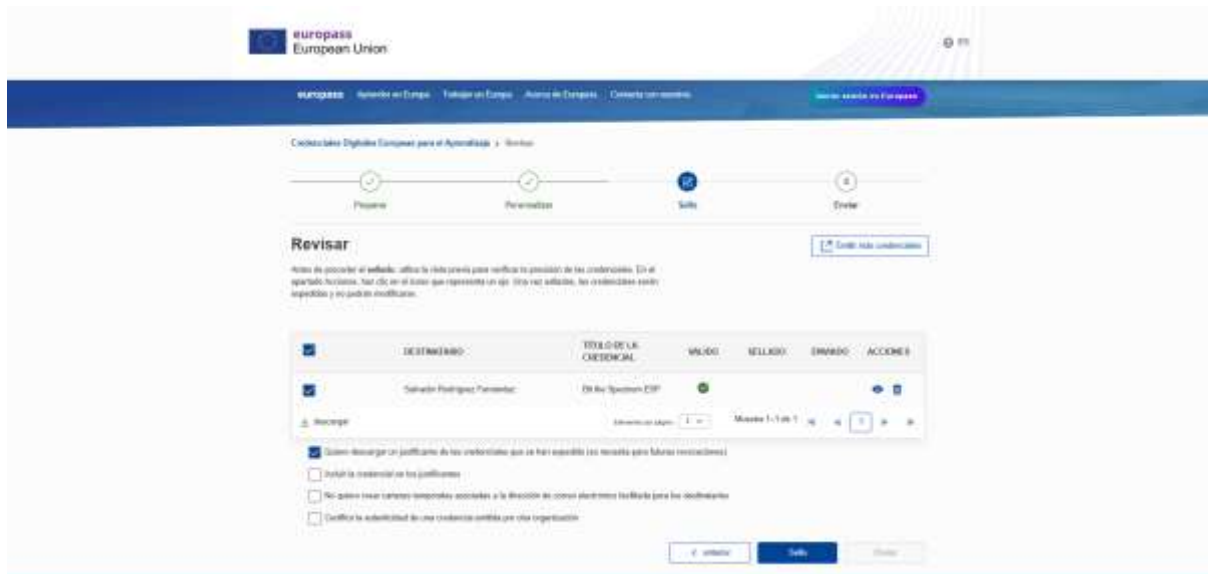


Image 19 - Our credential can be uploaded into Europass

The user can also see the credential layout.



Image 20 - Credential layout example in Europass.

6. Verification page

What is the verification page for?

The verification page allows you to check whether a credential is valid, revoked, expired or not found.

It enables an external person or organisation to validate the credential without accessing the internal Moodle dashboard.

To get the link, simply go to the list of credentials, view the credential by clicking on 'View credential', and copy the link shown under 'Verification URL'.

Anyone who is not registered on the website can view the status of that credential.

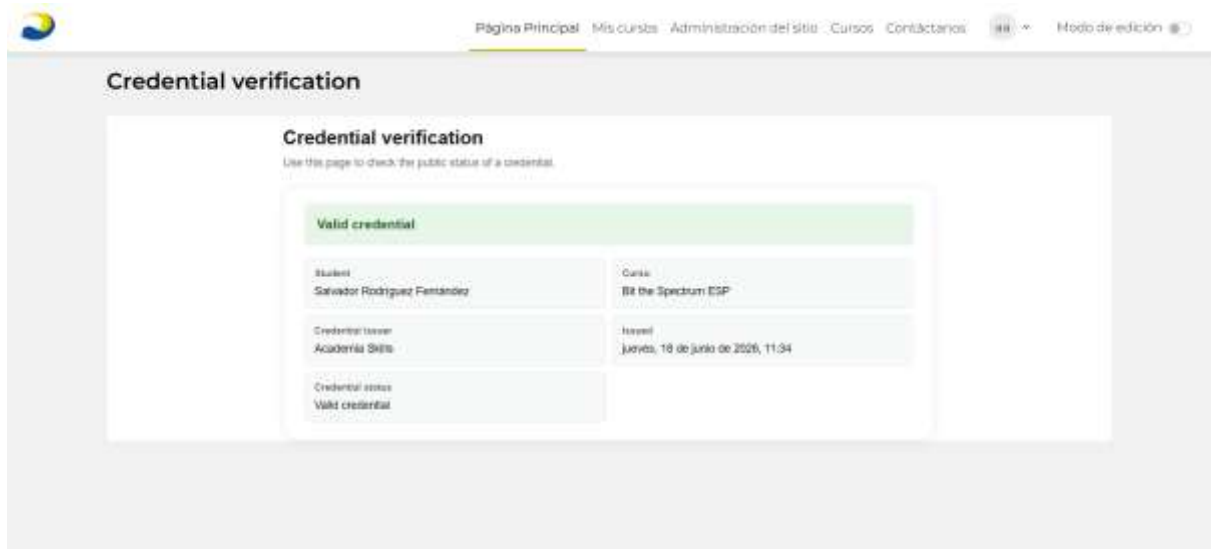


Image 21 - State of the credential (valid)

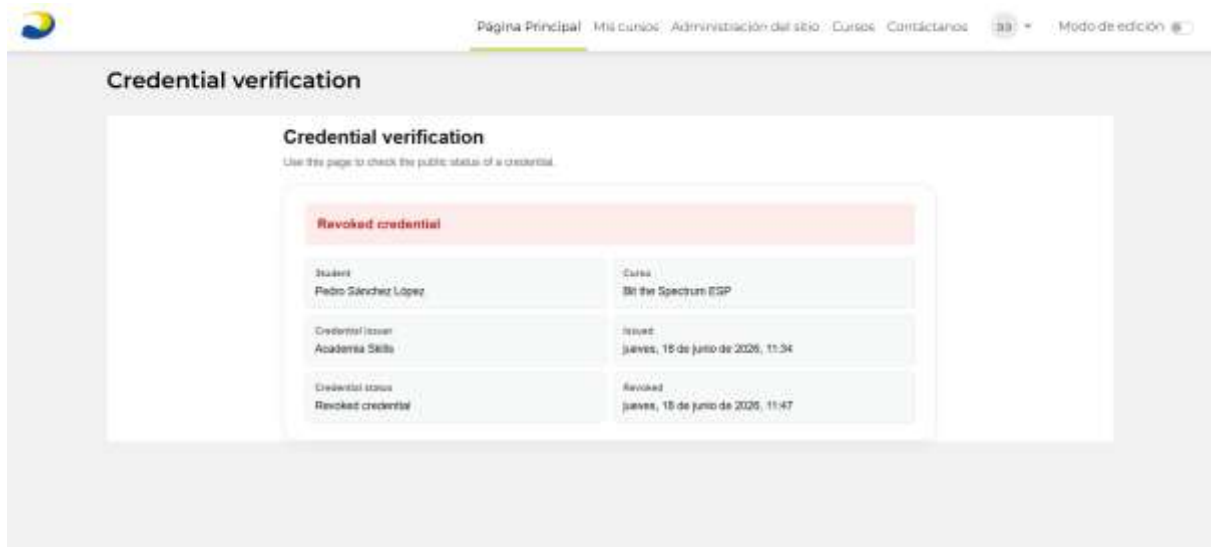


Image 22- State of the credential (Revoke)

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