

## Word of the Day – **Credential**

### Transcript

Hi everyone. Today's word of the day is **credential**. **Credential** is a noun. It is used more often in formal situations rather than casual conversations. The word **credential** usually has a positive connotation. It is often used in its plural form, **credentials**.

A **credential** is a person's education, achievement or experience that proves or qualifies his or her ability to complete a task. When someone applies for a job or a leadership position, all aspects of his or her background are taken into consideration, so the plural form, **credentials**, is often used. It can also refer to rights with which you've been born. For example, only members of the Royal Family have the **credentials** qualifying them to live in Buckingham Palace.

**Credentials** can also refer to the actual physical paper documents that are evidence of one's identity and or abilities. For example, an ambassador must show his or her **credentials** to representatives from the country he or she has been assigned to before being recognized officially as a diplomat. Not only diplomats have **credentials**, though. Everyday citizens must show their passport, a **credential** form, when traveling to a foreign country.

Let's say you and other managers at your company are reviewing resumes of job candidates. You might say something like this:

**“What do you think about Miss Doe? She has many credentials, including a masters' degree from Harvard and work abroad with the Peace Corps.”**

In this phrase, you are talking about her experience as shown on her resume. Later, if you decide to hire her, you probably will ask her to present physical **credentials**, such as a copy of her diploma or a reference letter from her Peace Corps director.

If you would like more information, or the full transcript, please visit our website. Thank you very much and have a great day.