

## Custom awards

**Admins can design their own awards to give to team members.**

Document generated 10/23/2023

[PDF VERSION](#)

[Tags](#) | [Awards](#) | [Engagement](#) |

### Admin privileges required

Applies to: Free Basic **Business** Enterprise

*Enterprise users can access their documentation [here](#). [Find your plan](#).*

Custom awards allow admins to create their own awards based on specific criteria. Different from badges, a team member doesn't have to accrue points to earn the award. The admin only has to create the award and add team members who are eligible to begin awarding.

Team members will receive a notification upon receiving an award.

Custom awards are a great way to further reward engagement and encourage adoption of Teams. Create custom awards for projects, team goals, company goals, releases, and more to help drive engagement. Or create a competition and leverage the custom awards to foster a positive culture around knowledge sharing.

## Create a custom award

Under **Admin settings**, visit **Custom awards** and then click on **Add a new award**. Fill out a name and description for the award, assign an icon, and add the recipients.

Once the award has been created, you can also choose whether to feature the award in the right sidebar of the **Questions** tab for everyone to see.

Awards will also be featured on each user's profile page.

Need help? Submit an issue or question through our [support portal](#).