

GWAAR ED Frequently Asked Questions

How do I register for GWAAR ED?

You can register by filling out this form: https://gwaar.wufoo.com/forms/z95v3sv0qqhoha/

It can also be found on the GWAAR ED page on the GWAAR website: https://gwaar.org/gwaar-ed

If you are a registered user on the GWAAR Partners Resources SharePoint site, you can also find registration information here.

After your registration is complete, you will receive an email with a link to create your password. If you do not see this email **within two business days**, please check your junk folder or contact us at gwaar.ed@gwaar.org.

Which job responsibility should I check?

You can choose up to 5 different areas, or choose "All of the above" to gain access to all courses. If you are new to your position, we recommend focusing on the areas that will mostly likely come up. At the end of this document, we have provided a list of the job responsibilities found in the registration form.

If you are a new aging director or supervisor, you should choose "All of the above" during registration. You will also be assigned to a learning "Journey" which includes additional introductory material. If you do not see any content in the Journey tab, contact us at gwaar.ed@gwaar.org.

I'm a registered user, but I lost the link to GWAAR ED

It's very helpful to bookmark the site once you have access. To access the GWAAR ED login page, either locate any of the emails from the platform or use this link:

https://gwaar.bridgeapp.com/

I'm a registered user, but I forgot my user name.

Your username is the email address you used when you registered. If you think it may have been entered incorrectly during registration, <u>contact us</u> and we can check or correct it.



I forgot my password, how can I reset this?

Go to https://gwaar.bridgeapp.com/ and use the "Forgot your password" link.

https://gwaar.bridgeapp.com/forgot-password?uid=



I'm trying to reset my password and it's not working.

First, check your spam/junk/quarantine folders. If you do not find any alerts there, send a message to gwaar.ed@gwaar.org so we can confirm that the correct email address is on file for your account.

I noticed something out of date in one of my courses. Who should I contact?

We appreciate hearing about any content that may need our attention. If you can, provide a screen shot and send any feedback about the Learning Management System to gwaar.ed@gwaar.org.

I want to take a course that is in another subject area or a newly released course, but I don't know how to enroll.

If you're already a registered user, <u>contact us</u> and we can check your settings to see if you are able to access the course. If it's a new course, we can also update your account to make sure you've been added as a learner. Depending on your account settings, you may see email updates for new courses.

I'm enrolled, but I haven't had time to do the courses. I keep getting email reminders about overdue courses.

If you prefer to NOT receive these emails, simply <u>contact us</u> and we can update your settings so you no longer receive them.

I have another question that's not here. Who do I contact?

Didn't find your answer? Additional questions can be directed to Lucia Mennen at gwaar.ed@gwaar.org.



List of the job responsibilities found in the registration form

- Aging Plan
- Americans with Disabilities Act
- Elder Abuse Hotline
- Elder Law and Benefits
- Emergency Preparedness
- Family Caregiver Support
- Fiscal
- Health Promotion
- Medicare
- Nutrition Programs
- Older Americans Act
- Outreach
- Senior Employment Programs
- Transportation
- All of the above
- Other