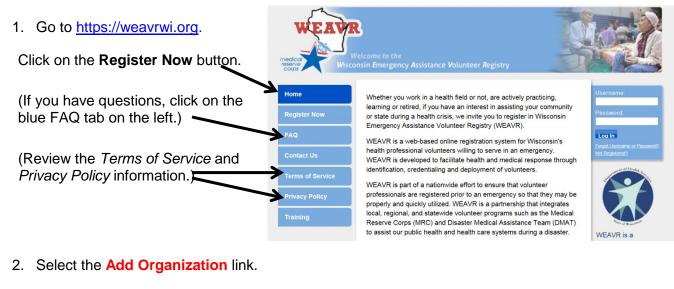
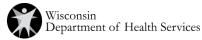


HOW DO I SIGN UP FOR WEAVR?

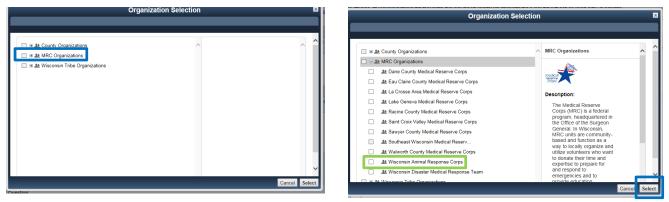


Wisconsin Emergency Assistance Volunteer Registry
Registration
① For the best experience, do not use the refresh, stop, back or forward buttons on the browser and only single-click buttons within a page.
(2) An asterisk (*) indicates a required field. You will be alerted if the required information has not been entered.
(3) For your security, all communications are encrypted and you will be logged out automatically if you are inactive for more than 30 minutes.
We recommend the latest version of <u>Microsoft Internet Explorer for Windows</u> , <u>Mozilla Firefox for Mac or PC</u> , <u>Apple Safari for Mac or PC</u> or <u>Google Chrome for Mac</u> <u>or PC</u> with JavaScript enabled and pop-up blocker turned off to use this site. Please see your browser's help file for more information.
Organizations
Organizations represent official groups that you have affiliation with as a WEAVR user. Click the Add Organizations link below to see a complete list of organizations and select those you want to join.
♦ Add Organizations
Organization(s):





3. On the organization pop up, expand the MRC Organization list by selecting the + button. In the expanded select the check box next to "Wisconsin Animal Response Corps."



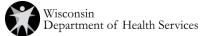
Click "Select" on the bottom right of your screen. You will then be directed back to the registration process.

4. Go to the section titled Account Information. Asterisks indicate required fields.

Account Information		
Creating an account is the first step in the Wisconsin Ei time you log into the Wisconsin Emergency Assistance	mergency Assistance Volunteer Registry registration process Volunteer Registry.	. You will use your account username and password each
* Username:	The username must be at least six (b) characters long and cannol contain spaces. Acceptable characters include alphanumeric (A-Z, 0-9) and the symbols @, ., ., and Usernames are not case sensitive.	
* Password: * Confirm Password:		 Password must be 8 characters or longer Password must contain a number Password must contain a special character Password must contain uppercase letter Confirmation password must match
* Secret Question:	Select V	
* Secret Answer:		
Terms of Service and Privacy Policy		
* Terms of Service:	By checking this box, I indicate that I agree to th Service and have read and understand the Privacy this site. My submission of this form will constitute to	Policy for

Enter a **username** following the guidelines provided. Then enter a **password** that follows the guidelines provided. Confirm your password by entering it a **second time**.

Next, select a **secret question** by clicking the arrow in the drop-down box. Then provide an answer to that question that you will remember. This question and answer will be used to confirm your identity in the event you forget your username or password.





5. Scroll down to read the descriptions for Terms of Service, Information Pledge, and Background Check Authorization. Click in all boxes to agree to all of these required terms.

Name and Address		
Prefix:	Example: Dr., Col., Mr., Mrs., Ms.	
* First Name:		
Middle Name:		
* Last Name:		
Suffix:	Example: Jr., Sr., MD., PhD, RN	
* Permanent Address Line 1:		
Permanent Address Line 2:		
* City:		
* State:	Select V	
* County or Tribe of Residence:	County O Tribe If you are a tribal member, a tribal designee, or currently employed by a tribal government, please enter a Tribe of Residence.	
* Zip Code:		
* Work State:	Select 🗸	
Alternate Address Line 1:		
Alternate Address Line 2:		

6. In the **Name and Address** section (shown above), complete all required fields marked by an asterisk. The other fields are optional but you may want to complete those relevant to you.

Contact Information		
Primary Email Address		×
Email Address:	If you have an email account, it is important for you to provide this information. Without your email address, you miss important messages and notifications. Please note that the system will not allow two accounts with the some email address. If you do not have an email address or your email address is already registered with the system, you can learn more about obtaining a free email address by <u>clicking tree</u> .	
Confirm Email Address:		* Add Email Address
Contact Method 1 * Contact Method 1:	Select V	This is how you will be contacted in the event of an
* Number to Attempt:		emergency

- 7. Next, scroll down to the **Contact Information** section. Enter your **email address** and confirm by entering it again in the second box. If you wish to add an additional email address, click on the link in the lower right corner of the box.
- Scroll down to contact method 1. Click on the drop down list to select your preferred method of contact. This is how you will be contacted in the event of an emergency. Enter the number to attempt. (If you select SMS/Text Message, you will be provided an additional field that asks for your phone carrier.)





9. Next, enter your Occupation Information.

Select "Medical/Behavioral Health" if you are licensed as veterinarian (small or large animal) or veterinarian technician.

Select "**Non-Medical**" if you are licensed as humane officer, or are designated as an animal caregiver; animal control worker; animal handler large; animal handler small from the "Occupation" drop down box.

Occupation Information		Occupation Information	
* What is your occupation type?	Medical/Behavioral Health	* What is your occupation type?	Non-Medical -
* Occupation:	Veterinarian # your occupation does not appear in the list, please abled: Other.	* Occupation:	Animal Caregiver
* What is your current professional status for this occupation?	Select		If your occupation does not appear in the list, please select Other.
Registration Feedback	Licensed/Certified and Active Licensed/Certified and Active Part-Time	* What is your current professional status for this occupation?	Select -
How did you hear about the site?	Licensed/Certified and Inactive for Less than 5 Years Licensed/Certified and Inactive for More than 5 Years	Registration Feedback	Select Active
Comments:	Non-Licensed Non-Licensed and Active	How did you hear about the site?	Inactive Retired
	Non-Licensed and Retired Non-Licensed and Student		Student ecify in the comments.
		Comments:	

Next, choose your "Occupation" from the Occupation drop-down box.

Then, select your **current professional status** from the list provided and click on **Next** on the bottom right of the page to finish.

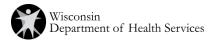
Note: If you missed a required field, you will get a message asking you to complete that field before proceeding.

Note: Registration completion will go faster if you gather important information before you begin: professional license information (license number and suffix (150/151), expiration date, status); social security number; and emergency contact information.

10. When all sections are completed, you will see a **Congratulations** message.

This message asks you to provide additional information in order to make you eligible for deployment. Click on the **Profile Summary** _____ link to start.

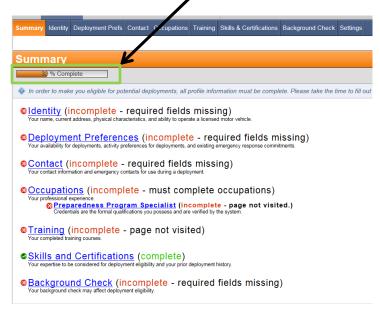
Alert 1 of 1 Congratulations, you are now registered for the Wisconsin Emergency Assistance Volunteer Registry. Your initial registration for the Wisconsin Emergency Assistance Volunteer Registry is now complete. However, additional information is needed in order product you explore that be the time to fill out all of the sections lists in vert <u>Profile Summary</u> . This message will appear each time you return to the Home page until all sections are completed.		Attention Required
Volunteer Registry. Your initial registration for the Wisconsin Emergency Assistance Volunteer Registry is now complete. However, additional information is needed in order primary routing on a provide the provide the time to fill out all of the sections lists in your <u>Profile Summary</u> .	Alert 1 of 1	
However, additional information is needed in order <u>contake</u> you slightly by potential deployments. Please take the time to fill out all of the sections lister in your <u>Profile Summary</u> .	Congratulations	
This message will appear each time you return to the Home page until all sections are completed.	However, additional in	formation is needed in order to make you eligible for potential deployments. Please
	This message will app	ear each time you return to the Home page until all sections are completed.





WISCONSIN EMERGENCY ASSISTANCE VOLUNTEER REGISTRY ANIMAL RESPONSE CORPS INSTRUCTIONS

11. When you arrive at the Profile Summary page, it will show you all the sections where additional information is needed. **Note:** Your summary has a **gauge** that indicates the percentage of your profile that is complete. Strive to reach 100%.



12. To add information to any of the other incomplete profile sections, click on the links on the Profile Summary page (above). **Please keep your contact information current.**

If you need to complete or make changes to your profile, each section has an edit button to open the boxes for you. Make the additions or revisions, be sure to "Save Changes" on the bottom right of each section.

Be sure to keep your WEAVR username and current password in a safe location. If you forget your username or password, there is a link on the WEAVR page just below the Log In button to retrieve a lost username or password.

Password changes are required at 90-day intervals. You will get a message to change your password when this interval has passed. Changing your password is a very quick process.

Any Questions? Contact the Administrator at <u>dhsweavrmail@wisconsin.gov</u> or click on the Contact Us button on the left side of the WEAVR web page: <u>https://weavrwi.org</u>

THANK YOU!

