**AWEA Connect** at [connect.awea.org](http://connect.awea.org) is a community site created for AWEA committee members to share resources and participate in discussions. For more information about AWEA’s committees, [click here](http://connect.awea.org).

**Getting Started**

**Step 1: Log In**

If you are on a committee roster (subcommittee, working group, subgroup) you will have access on AWEA Connect to groups you are a member of. To access your groups, log into AWEA Connect. The login is the same as your login for [www.awea.org](http://www.awea.org).

When you click to log in, you will be redirected to the AWEA website to sign in. Contact [membership@awea.org](mailto:membership@awea.org) if you have trouble logging in to the AWEA website.
Step 2: Find your Groups
Once logged in, click on ‘My Committees’ on the blue bar at the top of the page.
Explore a Group

Select a group you are a member of to access discussion threads, library, events, and for some groups a section titled ‘Workspace’.
Library
The library is for all group documents (agendas, meeting minutes, and projects).
Workspace
Some groups have a section called ‘Workspace’. Workspace includes features to help with collaboration when developing content. This can be used for any project including ANSI standards development. Features of Workspace include documents, ballots, and action items.

Documents
An added feature in Workspace is a function called Jot. Jot is an online document that allows for multiple users to collaborate on one document at the same time.

Once you create a Jot, it will list along with your other documents. Note the icon is a bit different.
When you open a Jot you have the option of opening ‘This Revision’ or ‘Latest Revision’. Select the version you wish to contribute to.
When you begin typing, you will see your text highlighted in a color. Make sure to assign your name so people know who contributed.

Click here to add your name.
**Ballots**

You can create a ballot to vote on a document.

**All Ballots in this Group**

![Add Ballot Button]

**Results**

- Yes: 0 0%
- No: 0 0%

**Details**

M&Ms Preference
regular ballot

closed on 2018-04-11

**Action Items**

You can add action items for the group to keep items on track.

**Action Items**

![Add Action Item Button]