
WADA Connect User Guide

2024

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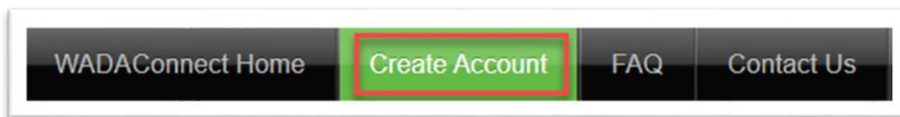
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WADACONNECT is the World Anti-Doping Agency's interactive platform for quickly collecting stakeholder feedback in a secure online environment. To enter and submit your comments for a consultation, follow the steps below.

Create your account

1. Navigate to **WADACONNECT** in your web browser: <https://connect.wada-ama.org>

2. Create a free user account by selecting **Create Account** in the navigation menu.




Fill out all fields and create a password at least ten (10) characters long with at least 1 lowercase letter, 1 uppercase letter, 1 number, and 1 special character. Enter the security code at the bottom and click **Create Account**.

Password	<input type="password"/>	✘ Minimum 10 characters ✘ At least 1 lowercase letter ✘ At least 1 uppercase letter ✘ At least 1 number ✘ At least 1 special character
Password Confirmation	<input type="password"/>	

Verification: To create your account, please enter the security code shown in the image.

Security code:

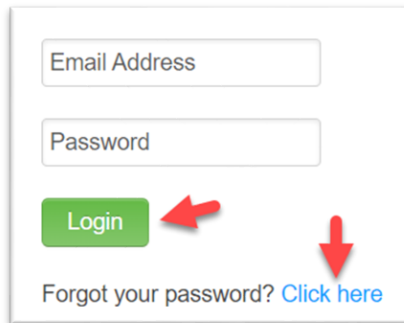
Case sensitive



3. You will receive an email to the address provided asking you to confirm your account. Click the link (or copy and paste it in your web browser) to activate your account.

Login to WADAConnect / Password reset

1. Enter your email address and password, then click the **Login** button.
If you forgot your password, you can recreate it by clicking **Forgot your password? Click here** link.



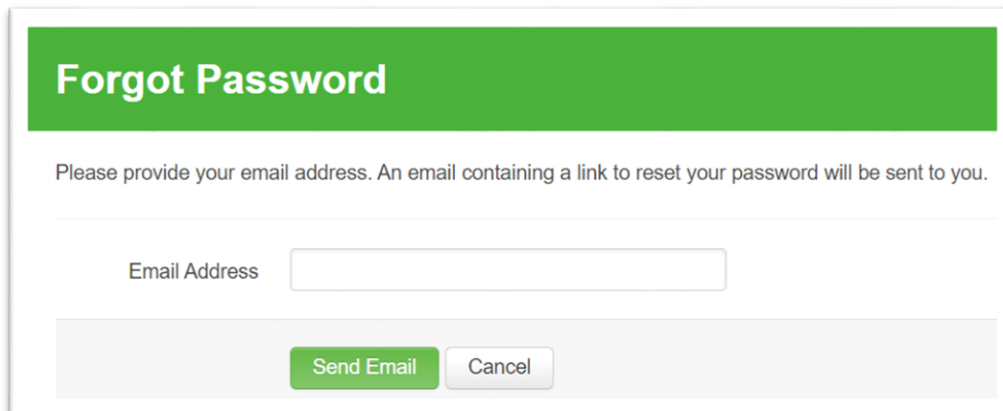
Email Address

Password

Login

Forgot your password? [Click here](#)

2. To recreate your password, click the **Forgot your password? Click here** link.
Enter your email address and click the **Send Email** button.
You will receive a password reset email. Click the **Reset Password** link in the email and recreate your password.

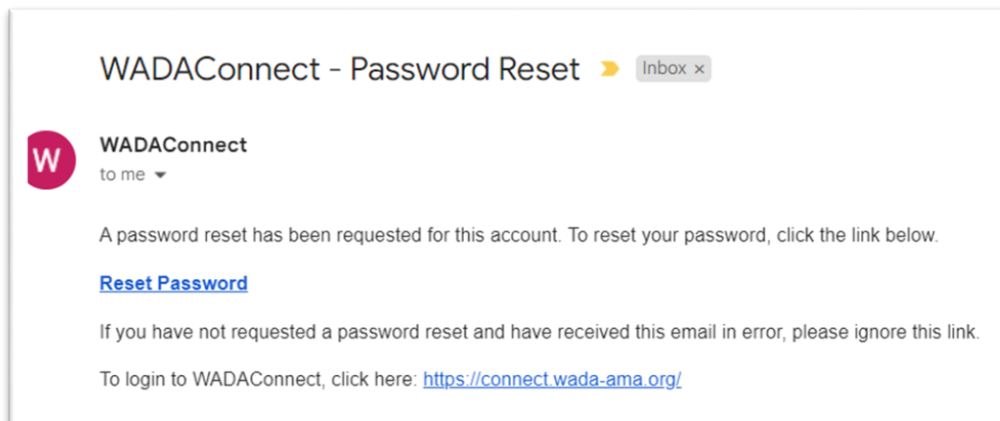


Forgot Password


Please provide your email address. An email containing a link to reset your password will be sent to you.

Email Address

[Send Email](#) [Cancel](#)



WADAConnect - Password Reset Inbox x

 **WADAConnect**
to me ▾

A password reset has been requested for this account. To reset your password, click the link below.

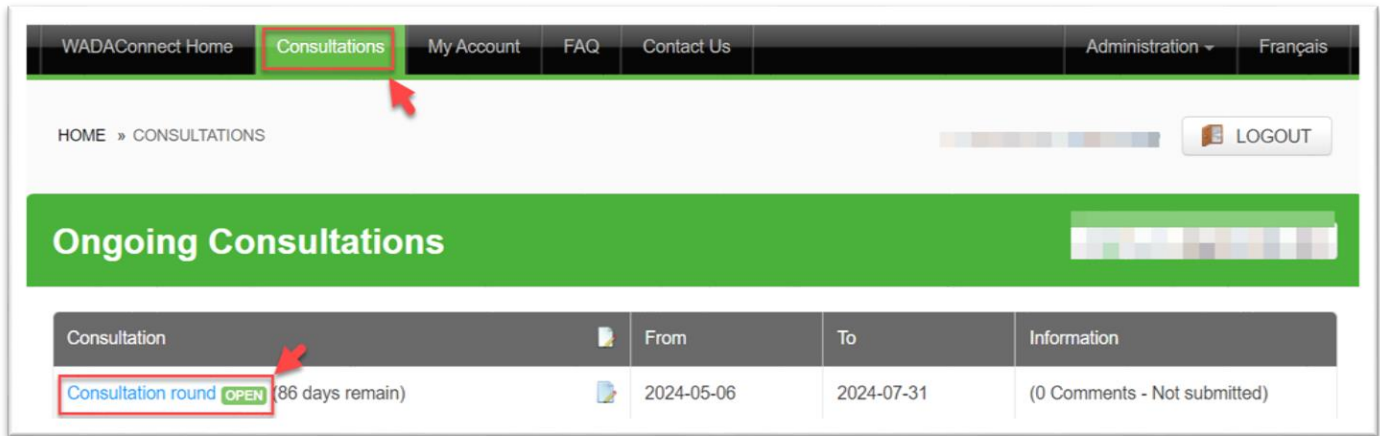
[Reset Password](#)

If you have not requested a password reset and have received this email in error, please ignore this link.

To login to WADAConnect, click here: <https://connect.wada-ama.org/>

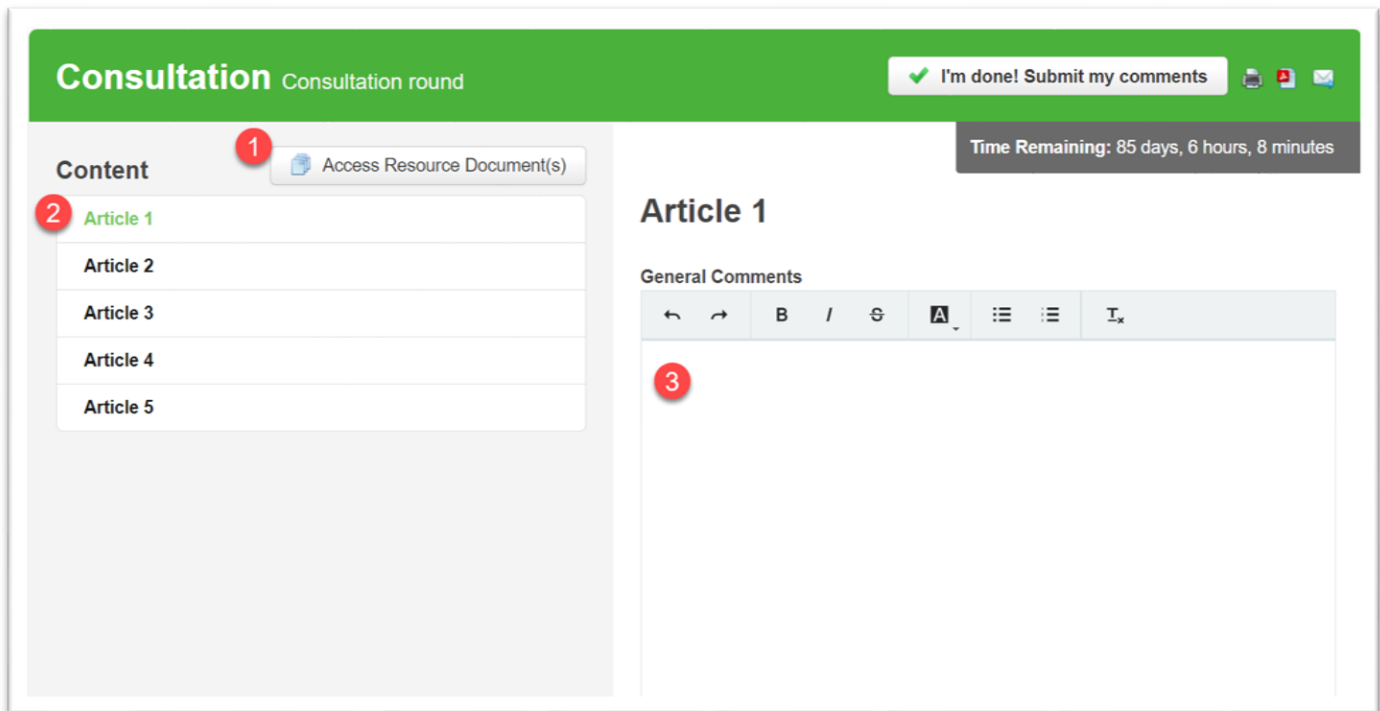
Navigate to a consultation and leave your comments

1. After logging in to **WADACONNECT** with your email address and password, you will be taken to the **Consultations** page. Click on any open consultation round, as indicated by blue text and a green **Open** button, to submit comments.



2. Navigate the content using the **Content** index section at the left.

- (1) Click the **Access Resource Document(s)** button to review draft documents or resource documents.
- (2) Click and go to the article for which you would like to leave comments.
- (3) Leave your general comments on the specific article of your choice.



(4) If you would like to make suggestions to the wording of the articles, leave your suggestions in the **Suggested changes to the wording of the Article** box. Indicate which part needs to be changed by using the formatting buttons.

(5) When you need to make suggestions, reasons for suggested changes should be provided.

Suggested changes to the wording of the Article

← → B / ☺ **A** ☰ ☷ T_x

The program must be approved **verified** by the program manager.

Reasons for suggested changes

← → B / ☺ **A** ☰ ☷ T_x

the program manager needs to verify the program, and the verified program must be approved by the director.

(6) Once your comments are entered and formatted, make sure to click the **Save** button. Your save history will appear. You can save your comments and log out and continue to add other comments later.

6 Save Cancel

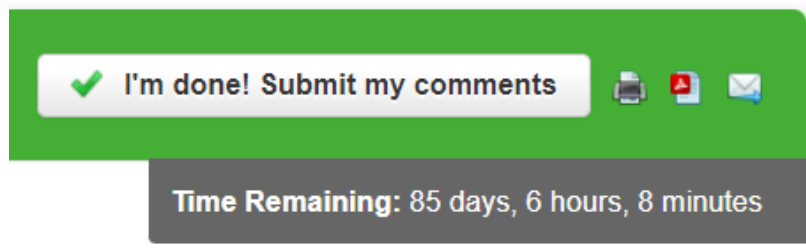
Save History

Name	Date Saved

Submit your comments

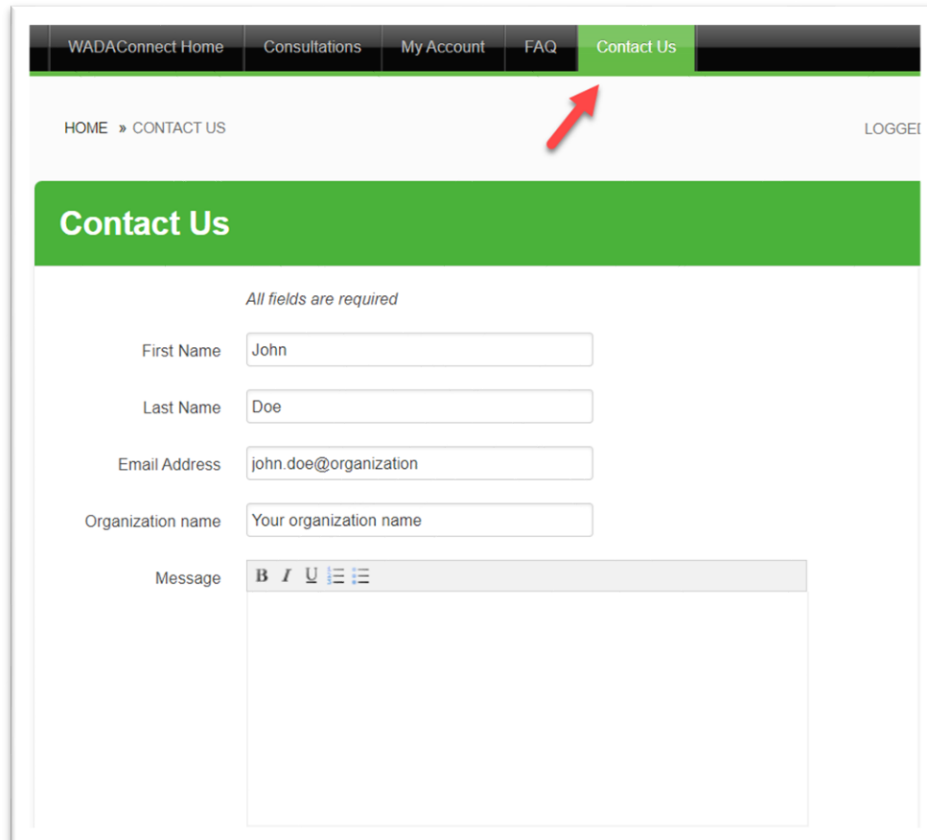
Each consultation round is open for a set period. You can always see how much time remains in the **Time Remaining** box at right in any consultation.

Once you've finished entering and saving all comments for the consultation round, click the **I'm done! Submit my comments** button. You will be asked to confirm your submission. Once you have submitted your comments, they cannot be modified.



Need help?

Click **Contact Us** in the navigation bar and let us know your questions.



The screenshot shows the WADA Connect user interface. At the top is a navigation bar with links for "WADAConnect Home", "Consultations", "My Account", "FAQ", and "Contact Us". A red arrow points to the "Contact Us" link. Below the navigation bar, the breadcrumb "HOME » CONTACT US" is visible on the left, and "LOGGED IN" is on the right. The main heading is "Contact Us" in a green box. Below this is a form with the instruction "All fields are required". The form contains four text input fields: "First Name" (with "John" entered), "Last Name" (with "Doe" entered), "Email Address" (with "john.doe@organization" entered), and "Organization name" (with "Your organization name" entered). Below these fields is a "Message" field with a rich text editor toolbar containing icons for bold, italic, underline, and list creation.