



March 2022

Bridge Update

Submitted by: Kari Giles

Coming Soon!

Here are some new upgrades coming to Bridge this month:

- As long as it does not conflict with any workshops the instructor has already been scheduled for, instructors will be able to modify their current availability survey.
- The order of instructor's blackout dates on their availability surveys will display in the correct date order.

Important Reminders

- When the date and/or location of a workshop changes, an email notification will be sent to all registered trainees of that workshop alerting them of the change.
- When a trainee receives a workshop evaluation in Bridge, they will receive an email notifying them of the evaluation. If the trainee does not complete the evaluation within 4 business days, they will be sent a reminder email. If the trainee does not complete the evaluation within 7 business days, it will be removed from their queue in Bridge.
- We have received numerous requests over the past few months to insert signatures on series/certification certificates that were awarded prior to the rollout of Bridge (January 2021). **It is our policy to not supply these legacy signatures** through the system that pre-date the Bridge release.

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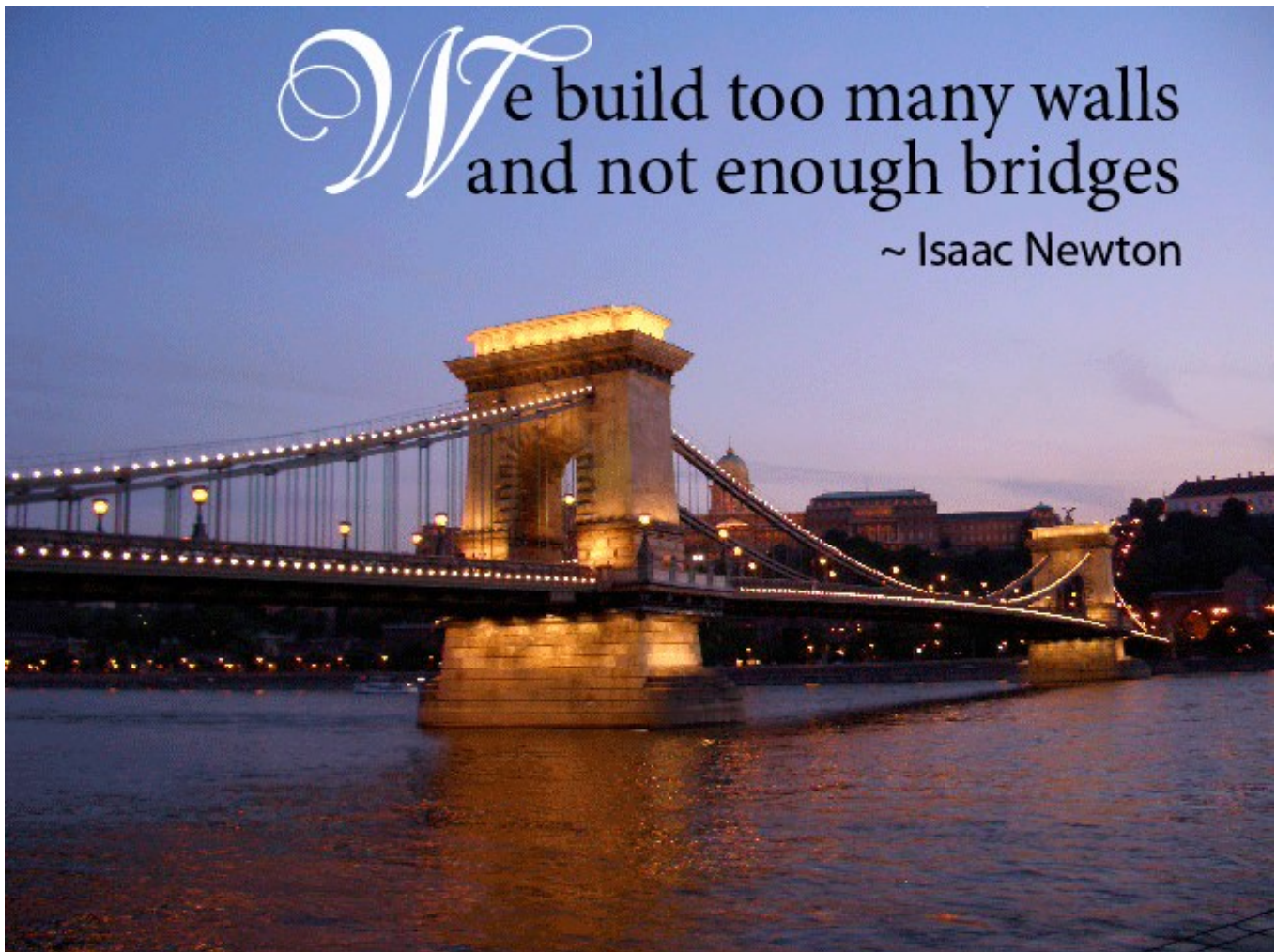
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- Please make sure to check your approval queue on a regular basis. **We continue to see large amounts of certifications awaiting approval in the approval queue.** Even if the staff is no longer with your agency, we would still like to see their certification approved so these historical records are intact and accurate. If you have any questions, please contact our help desk at BridgeHD@pitt.edu.
- For anyone who would like to set up a one-on-one Bridge training via Microsoft Teams, please contact cwtpreg@pitt.edu. This training can be for new liaisons or for anyone who may need a refresher. We would also love to hear any feedback, suggestions, and ideas you may have about Bridge via our online form at <http://forms.cwrc.pitt.edu/BridgeFeedback/>. If you have any technical issues or questions, please email the Bridge team at BridgeHD@pitt.edu.



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