Thank you for serving as a CWEA Local Section or committee leader! As such, we'd like to share an exciting new initiative with you – the **CWEA Speaker Database**. This Airtable platform contains nearly 300 subject matter experts from various practice areas who have volunteered to share their expertise and present on specific industry topics. The database is comprised mostly of past CWEA event speakers on a variety of topics but also other subject matter experts who have generously offered their expertise to CWEA volunteer leaders. Most are within California but some are out of state.

The CWEA Board of Directors and staff hope that you find this to be a valuable tool in finding the right speaker(s) for your upcoming events. More subject matter experts will be added to the database in 2024, so please stay tuned!

Only volunteer leaders who receive our email invitation from Airtable can view the CWEA Speaker/SME Database. You cannot share the Interface with others without requesting permission from CWEA staff nor download it for personal use. While you are serving in your CWEA leadership role, you will have read-only access to the database.

New CWEA leaders coming on board in 2024 will be given access to the database. Once you leave your CWEA leadership role, you will no longer be able to view it unless you request permission from the CWEA database administrator.

INSTRUCTIONS ON HOW TO VIEW THE DATABASE

Shortly after the webinar training for CWEA leaders on December 14, you will receive an email invitation (see below) to view the CWEA Speaker/SME Database. Click on the blue button labeled "Open Interface."

Airtable Noreply

Amy Lai (alai@cwea.org) invited you to CWEA Subject Matter Experts - Airtable

Amy Lai via Airtable
From: noreply@airtable.com
To:

Airtable

Amy Lai (alai@cwea.org) has invited you to collaborate on **CWEA Subject Matter Experts**.

Test

Open interface

For security purposes, CWEA leaders will need to create an Airtable account. Click on the "create and account" link.

If you have already created account, you can simply sign in here:

Airtable

Sign in 🔒

or **create an account**

Email

Email address

Continue

or

G Sign in with Google

Sign in with Single Sign On

Sign in with **Apple ID**

Below is a screenshot of the page to first create your Airtable account:

Airtable

Create your free account

Work email

⚆ name@company.com

Continue

or

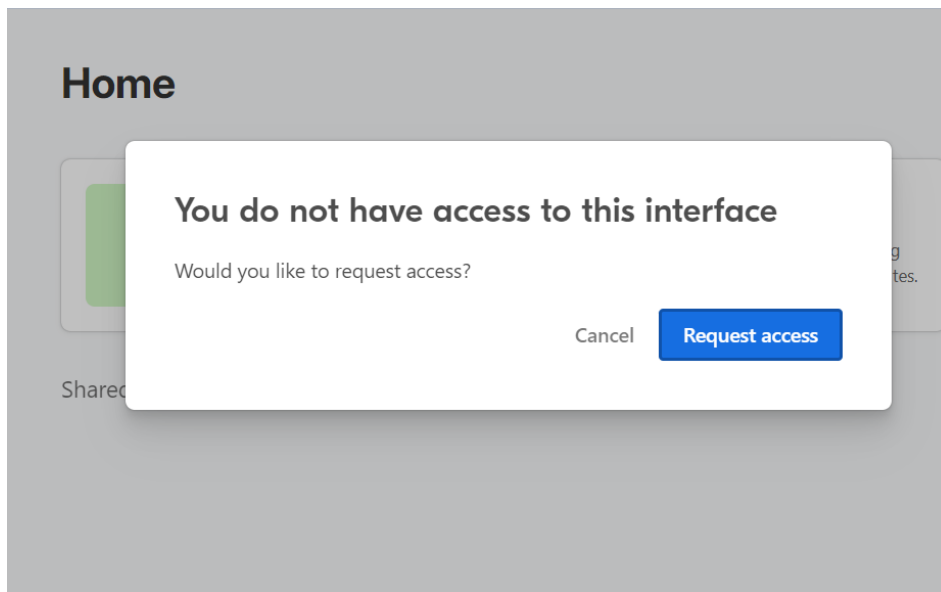| Continue with **Single Sign On** |
| --- |

G Continue with Google

Continue with Apple ID

By creating an account, you agree to the **Terms of Service** and **Privacy Policy**.

Please DO NOT use the Single Sign On or Google Sign On options to create a free account or view the database. If you do, you will see this discouraging message:

So please remember to sign in every time with your email address associated with the email invitation and your chosen password.

Once your Airtable account is established, you will be able to view and use all the cool features of the CWEA Speaker Database to find speakers for your Local Section or committee events! The interface is extremely user friendly and offers an array of search and filtering options.

We hope that you will enjoy using the CWEA Speaker database and use it often. The database will continue to grow as new subject matter experts express an interest in being added to it by filling out an electronic form (to be available in early 2024).

Please read **"How to Use the Speaker Database"** which explains the basic functionality of the platform. You can also view the recording of the December 14 training webinar.

If you have any questions about the sign-on process or the CWEA Speaker Database, please contact Education Coordinator Brian Mosley at 510.382.700 x121 or bmosley@cwea.org.