### AHA eCards

### Information for **Employers**

After your employees complete the class & after we have received your payment, the AHA Training Center has up to 20 days to process student certification cards. Typically, eCards are processed much, much faster than Paper cards, & that's just one of the many benefits to using eCards over paper.

In this brief document, we provide you with additional information about eCards & what you can expect between now & the time when your students receive their cards. We also give you answers to the most frequently asked questions. If you have any other questions or comments, please contact your instructor or training center.

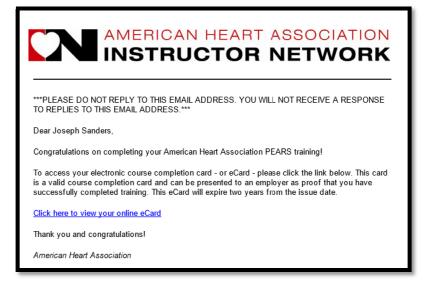
#### Getting the Cards:

Once the eCards are processed, each student will receive an email from the American Heart Association, providing him/her with a link to his/her *eCard*.

The "Sender" of this email will be no-eccreply@heart.org and the "subject" will read "Your AHA eCard."



In the email, the student will find a message similar to this:



Upon opening the link which reads, "Click here to view your online eCard," students will be taken to an AHA website where they will be required to complete a Student Profile. After creating an account & choosing a security question, the student is asked to complete a quick course evaluation. <u>Once they have finished</u>, students will be able to activate & print their eCards.

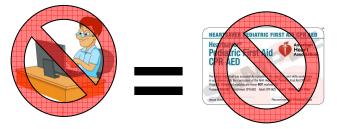
eCard Code 135008757614	First Name:	Joseph	
	Last Name:	Sanders	
Instructor Info Instructor BHCS Instructor One	Email:	robin.crawford@heart.org	3
Training Center Info Baylor Health Care System Training Center ID: TX05056 S500 Gaston Ave., Dallas TX 75246-2017	Phone: (optional)	Phone	
	Security Question:	Security Question	
	Security Answer:	Security Answer	
	I have read, unders	atand and agree to the Terms of Use on beha	alf of of the

Rate your AHA Class Please answer the questions below to proceed to your AHA eCard.							
1.	As a result of the training, how confident are you that you could successfully resuscitate someone if called upon to do so today						
	Very Unconfident	Somewhat unconfident	Neither confident or unconfident	Somewhat confident	Very Confident		
2.	How likely are you to recommend your instructor to a colleague or a friend?						
	Very unlikely	Somewhat unlikely	Neither likely or unlikely	Somewhat likely	Very likely		
3.	The Instructor gave ample time for me to learn during the hands-on participation at each learning station.						
	Strongly disagree	Disagree	Neither agree or disagree	Agree	Strongly agree		
4.	I received a Student Manual for the course.						
	No	Yes					
5.	At my training, there were 6 or fewer students for each instructor.						
	False	I dont recall	True				
6.	Number of times you have taken this training?						
	First Time	Second Time	3-4 times	5-6 times	7+ times		
	Submit Skip & Contin	nue					

### An eCard does not "EXIST"

### until the student completes the activation process!

No completion = No CPR card!



#### Trouble-shooting:

## 1) I claimed & printed my eCard, but now I can't find it. How can I get another copy?

If you ever need additional copies, go to www.heart.org/cpr/mycards. Enter your name, email address, & answer your security question, and you'll be able to reprint your card.

Students:						
Access your AHA eCard Profile or eCard						
To access your complete eCard profile, please log in by entering your first and last name and email address below. OR, if you have your eCard code, enter it below to access the eCard for that code.						
First Name	OR	Enter eCard Code				
Last Name						
Email Address						
Submit						

#### 2) I never received the eCard email. What should I do?

If you haven't received your eCard email within 30 days of completing and/or paying for your class, contact your instructor. He/She will verify the spelling of your email address & will resend the email. If the class was provided by your employer, please contact the person who arranged to have the class at your place of employment instead.

#### The two most common reasons why a student doesn't receive the email are:

- **4** Your email address was misspelled when it was entered into our system.
- You received the email but deleted it because you thought it was spam (or you missed it because your email account automatically sent it to your junk box).

Remember, the "**Sender**" of this email will be no-eccreply@heart.org and the "**subject**" will read "Your AHA eCard."

Your AHA eCard		
no-eccreply@heart.org	Date: Today no-eccreply@heart.org	Mon 4/24/2.,

#### 3) I received my eCard, but my name was misspelled. What should I do?

Contact your instructor. He/She will correct the spelling, then you can return to your account & print the corrected card.

# 4) My employer tried to get a copy of my card from the My Cards website, but he/she wasn't able to access it. What's the problem?

### Welcome to My Cards



When this happens, it's almost always because the student did not complete the activation process & claim his/her card. Until the eCard is "claimed," the card essentially does not exist. That's why your employer can't find it. *There's nothing to find!* And only the student can activate the card. The AHA prohibits the employer or any other third party from claiming an eCard on behalf of another individual.

### AHA eCards

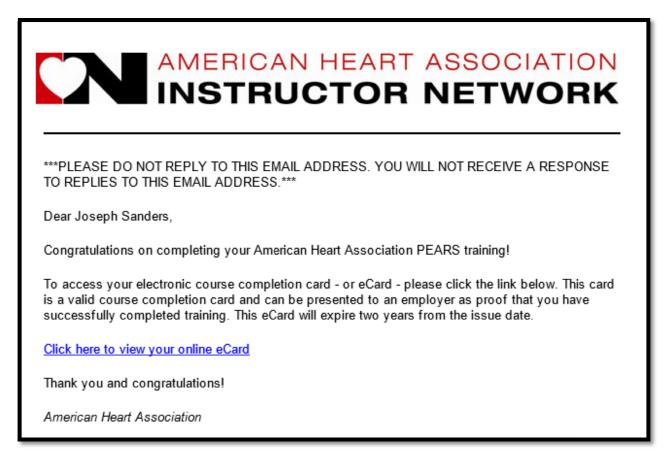
### Information for **Students**

Sometime over the next 1-2 weeks, you'll receive an email from the American Heart Association, providing you with a link to your CPR and/or First Aid Certification *eCard*.

The "Sender" of this email will be no-eccreply@heart.org and the "subject" will read "Your AHA eCard."



Open the email and you will see a message similar to this:



Click the link which reads, "Click here to view your online eCard." This will bring you to your Student Profile page, where you'll be required to create an account and answer a few short questions about your class experience, *before you will be able to activate & claim your eCard*.

eCard Code 135008757614	First Name:	Joseph
	Last Name:	Sanders
Instructor Info Instructor BHCS Instructor One	Email:	obin.crawford@heart.org
	Phone:	Phone
Training Center Info Baylor Health Care System	(optional)	
Training Center ID: TX05056 3500 Gaston Ave , Dallas TX 75246-2017	Security Question:	Security Question
	Security Answer:	Security Answer
	I have read, unders organization.	tand and agree to the Terms of Use on behalf of of the
	I Agree to the T     I Do Not Agree	

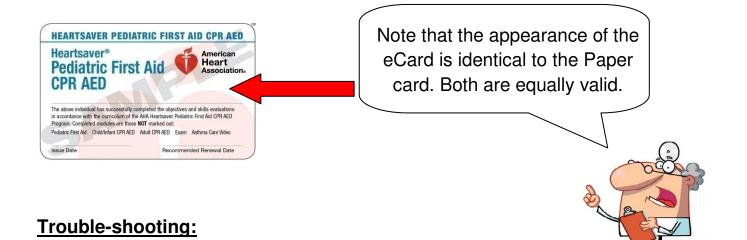
	As a result of the training, how confident are you that you could successfully resuscitate someone if called upon to do so to						
	Very Unconfident	Somewhat unconfident	Neither confident or unconfident	Somewhat confident	Very Confident		
	How likely are you to	How likely are you to recommend your instructor to a colleague or a friend?					
	Very unlikely	Somewhat unlikely	Neither likely or unlikely	Somewhat likely	Very likely		
The Instructor gave ample time for me to learn during the hands-on participation at each learning station.							
	Strongly disagree	Disagree	Neither agree or disagree	Agree	Strongly agree		
	I received a Student	Manual for the course.					
	No	Yes					
	At my training, there	were 6 or fewer students	s for each instructor.				
	False	I dont recall	True				
	Number of times you have taken this training?						
	First Time	Second Time	3-4 times	5-6 times	7+ times		

Once you have completed the survey, you will receive a link that allows you to claim and print your eCard.



#### If you do not complete this process,

#### you will not receive a CPR certification card!



# 1) I claimed & printed my eCard, but now I can't find it. How can I get another copy?

If you ever need additional copies, go to www.heart.org/cpr/mycards. Enter your name, email address, & answer your security question, and you'll be able to reprint your card.

Students:						
Access your AHA eCard Profile or eCard						
To access your complete eCard profile, please log in by entering your first and last name and email address below. OR, if you have your eCard code, enter it below to access the eCard for that code.						
First Name	OR	Enter eCard Code				
Last Name						
Email Address						
Submit	-11					

#### 2) I never received the eCard email. What should I do?

If you haven't received your eCard email within 30 days of completing and/or paying for your class, contact your instructor. He/She will verify the spelling of your email address & will resend the email. If the class was provided by your employer, please contact the person who arranged to have the class at your place of employment instead.

#### The two most common reasons why a student doesn't receive the email are:

- **4** Your email address was misspelled when it was entered into our system.
- You received the email but deleted it because you thought it was spam (or you missed it because your email account automatically sent it to your junk box).

Remember, the "**Sender**" of this email will be no-eccreply@heart.org and the "**subject**" will read "Your AHA eCard."

Your AHA eCard		
no-eccreply@heart.org	Date: Today no-eccreply@heart.org	Mon 4/24/2.,

#### 3) I received my eCard, but my name was misspelled. What should I do?

Contact your instructor. He/She will correct the spelling, then you can return to your account & print the corrected card.

# 4) My employer tried to get a copy of my card from the My Cards website, but he/she wasn't able to access it. What's the problem?

### Welcome to My Cards



When this happens, it's almost always because the student did not complete the activation process & claim his/her card. Until the eCard is "claimed," the card essentially does not exist. That's why your employer can't find it. *There's nothing to find!* And only the student can activate the card. The AHA prohibits the employer or any other third party from claiming an eCard on behalf of another individual.