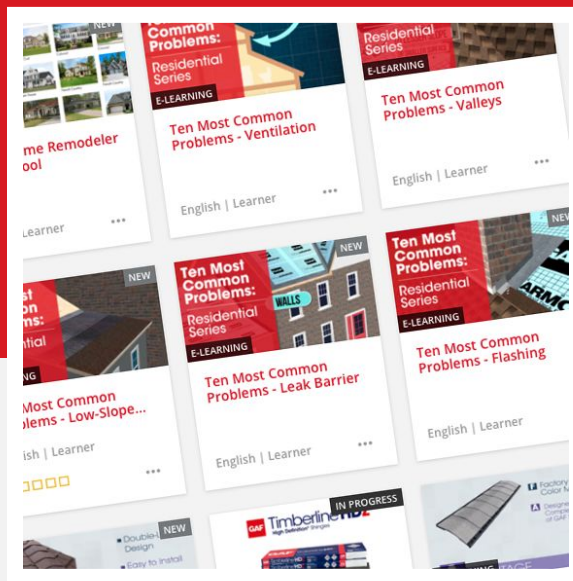


# User Guide

# Learning Portal



Welcome to your learning home.



We protect what matters most™

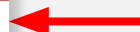
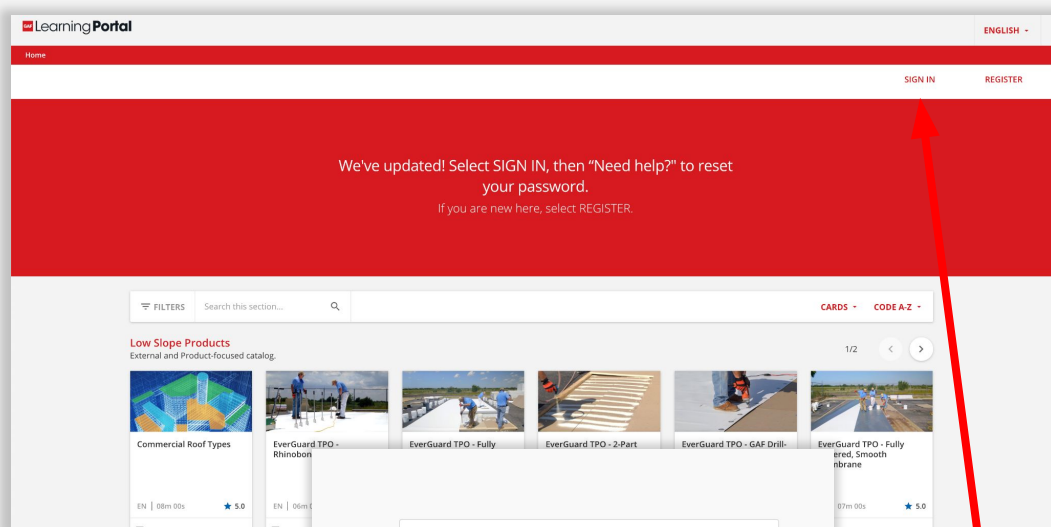


# Access the Portal

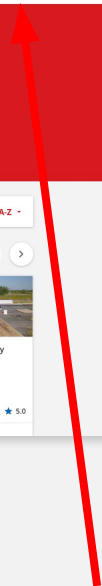
To access the Open Learning Portal on a computer or tablet running a desktop browser, click on the following link: <http://www.gaf.com/learning>

We've made some updates to personalize your experience.

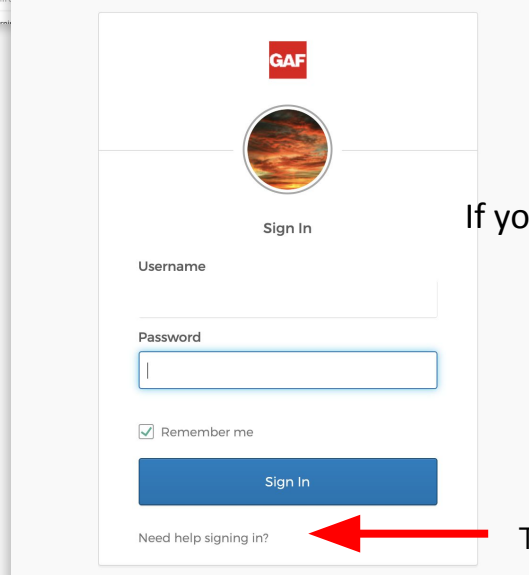
If you are **NEW LEARNER**



During your first visit, click here to **Register** for an account



If you are **RETURNING LEARNER**



Select **Sign in**



Then select **Need Help Signing in?**  
Then select **Forgot Password** to Update your profile




# Register for a New Account

If you are **RETURNING LEARNER**, please skip ahead to page 6

We highly recommend that you **register** on a laptop or desktop computer. You may access the portal on a mobile device later, but for the best experience overall, a computer is preferred for now.

**To register, follow the instructions and provide a working email address:**



## GAF LEARNING PORTAL

Thank you for your interest in joining GAF's Learning Portal

Let's get started - please fill out the form below!

\* Indicates a required field

\*First Name

\*Last Name


\*Email

CONTINUE



# Verify Your Account

After creating your free account, you must **confirm** your account by using the number provided by email you will receive from [gaflearning@gaf.com](mailto:gaflearning@gaf.com)



## Verify Email

We've sent a verification email to [pevorek225@cyadp.com](mailto:pevorek225@cyadp.com). Please enter the confirmation code below.

If you don't receive an email with your code, check your spam folder.

You can also hit the **"BACK"** button to edit your email address if it is incorrect and resend a code.

If these tips don't work, call **877-423-7663 option 2, option 1** or email [ccp@gaf.com](mailto:ccp@gaf.com) for help.

\* Indicates a required field

\*Enter code

**VERIFY CODE**

**← BACK**   **↻ RESTART**



# Verify Your Account

After creating your free account, your email will be verified and you can continue



## Email Verified

Your email address has been verified. Please continue to finish registration.

CONTINUE

← BACK

↻ RESTART



# Verify Your Account

You will then be prompted to reset your password.

The screenshot shows a web form for resetting a password. At the top is the GAF logo. Below it is a placeholder for a user profile picture. The main heading is "Reset your password". Underneath, it lists "Password requirements:" followed by a bulleted list: "At least 8 characters", "A lowercase letter", "An uppercase letter", "A number", and "A symbol". There are two input fields: "New password" and "Repeat password". A blue button labeled "Reset Password" is positioned below the input fields. At the bottom right of the form area is a link that says "Back to sign in". Below the form, there are two links: "Privacy" and "Legal Terms".

If you are **RETURNING LEARNER**, a password reset link will be sent to your email



# Confirm Your Account

After creating your free account, you must **confirm** your account.  
Once you have created (or reset) your password, please select Sign in









Learning Portal ENGLISH -

Home SIGN IN REGISTER

We've updated! Select SIGN IN, then "Need help?" to reset your password.  
If you are new here, select REGISTER.

FILTERS Search this section... CARDS - CODE A-Z -

Low Slope Products  
External and Product-focused catalog. 1/2 < >

 Commercial Roof Types EN   08m 00s ★ 5.0	 EverGuard TPO - Rhinobond EN   06m 00s ★ 5.0	 EverGuard TPO - Fully Adhered, Water-Based Adhesive EN   07m 00s ★ 5.0	 EverGuard TPO - 2-Part Roofing Adhesive EN   07m 00s ★ 5.0	 EverGuard TPO - GAF Drill-Tec Fasteners EN   07m 00s ★ 5.0	 EverGuard TPO - Fully adhered, Smooth Membrane EN   07m 00s ★ 5.0
--	--	--	--	---	---



# Update your Profile

Please answer a few more questions so we know who you are and then agree to Terms and Conditions:

## Update Your Personal Info

Please fill in the mandatory fields below. If you do not fill them in, you will be logged out.

### Details

First Name (Required)

Dan

Last Name (Required)

Pakbear

Email

whilebear@sharkfaces.com

### Additional Fields

Company Type (Required)

Contractor

Job Role (Required)

Contractor - Installer/Tech

GAF Certification Number

ME1234

Company Name (Required)

Dan Test Co.

Zip / Postal Code (Branch/Store) (Required)

07054

American Institute of Architects Number

Business Area

Both

**If you are a Certified Contractor please enter your ME, CE, or MS number to receive credits.**

**If you are a member of the AIA, please include your number to receive CEU's.**

**Accept Terms and Conditions to finish Registration**

## Finish Registration

By checking the box below and clicking the I AGREE button below:

- You accept and hereby electronically sign the [GAF Learning Portal User Agreement](#), and your signature will have the same legal effect as an ink signature on paper;
- You consent to the [GAF Materials Privacy Policy](#) and [GAF Energy Privacy Policy](#); and
- You confirm that you have read and understand those hyperlinked terms and policies and that you have authority to accept the terms and consent to the policies on behalf of your company.

I agree. \*

I DO NOT AGREE

I AGREE

LANGUAGE  
ENGLISH





# Home Page

Upon login, you will come to the Open Learning Portal:

My Learning Dashboard

## GAF Learning Portal

MW  
Monica Wynn  
pevorkk225@cyadp.com

Master Elite / Certified Contractor ID:  
123456789

MY ACTIVITIES MY PROFILE

### Promotions

The more you learn,  
the more you earn.  
Take classes towards  
promotional merchandise.

GO

### Live CARE Webinars

Sign up for virtual  
instructor led training

GO

**My Dashboard** | Track your progress and make new goals.

There's nothing here yet  
Looks like there's nothing for you to see in this area yet.

Enrolled/Saved In Progress Completed

There's nothing here yet  
Looks like there's nothing for you to do in this area right now.

There's nothing here yet  
Looks like there's nothing for you to do in this area right now.

There's nothing here yet  
Looks like there's nothing for you to do in this area right now.

### Learning Portal

All learning in one place.

GO

### CARE Learning

Product knowledge, installation, business, and selling tips

GO

### Building & Roofing Science

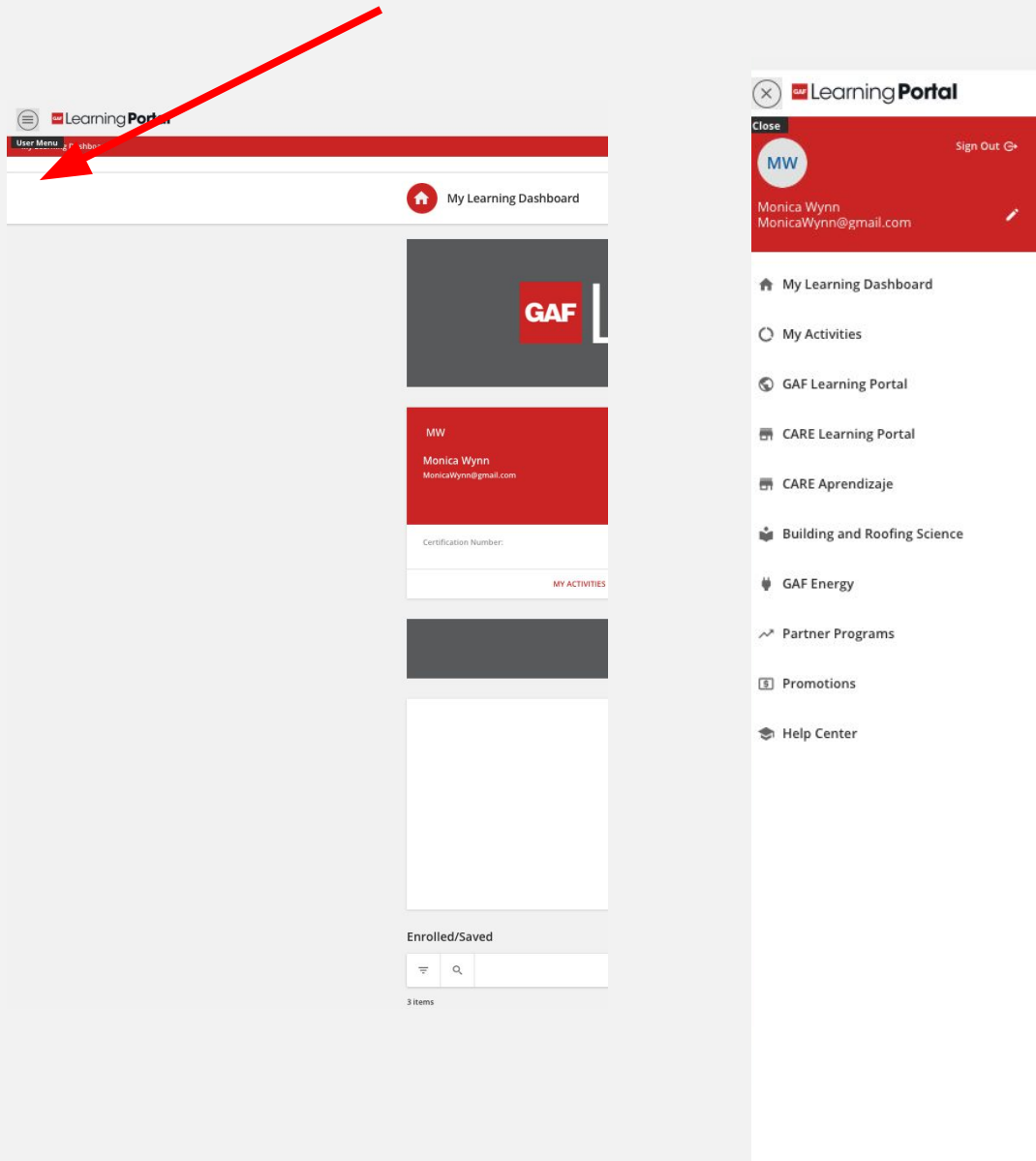
Advanced classes for the design community

GO



# User Menu

Select the User Menu **User Menu** to see all pages





# Navigation

Courses are organized by Subject in catalogs. To enroll in a course, simply click the thumbnail:

The screenshot displays the GAF CARE Learning Portal interface. At the top, there is a search bar with the text "Search content in the platform" and a magnifying glass icon. Below the search bar, the "CARE Learning Portal" header is visible. The main banner features the GAF CARE Learning logo and the text "On Demand Learning | Learn at your own pace." Below the banner, there are two main sections: "Low Slope Products" and "Low Slope Installation".

**Low Slope Products**  
External and Product-focused catalog.

- Commercial Roof Types: EN | 06m 00s | ★ 5.0 | E-Learning
- EverGuard TPO - Rhinobond: EN | 06m 00s | ★ 5.0 | E-Learning
- EverGuard TPO - Fully Adhered, Water-Based Adhesive: EN | 07m 00s | ★ 5.0 | E-Learning
- EverGuard TPO - 2-Part Roofing Adhesive: EN | 07m 00s | ★ 5.0 | E-Learning

**Low Slope Installation**  
External and Product-focused catalog.

- Roofing It Right! (13-Part Series): EN | 45m 00s | ★ 5.0 | E-Learning
- T-joint Patch: EN | ★ 5.0 | E-Learning
- Wall and Curb Flashing with Term Bar Detail: EN | ★ 5.0 | E-Learning
- Parapet Wall with Metal Edge and TPO Cover: EN | ★ 5.0 | E-Learning

**Building and Roofing Science**

The Building and Roofing Science catalog features a search bar and a "NEWEST TO OLDEST" filter. It displays several CEU courses:

- 1.0 CEU Solving for Carbon, Diving by Roofing: EN | ★ 5.0 | E-Learning
- 1.0 CEU Moisture Durability, Roofing, and Green Standards: EN | ★ 5.0 | E-Learning
- 1.0 CEU Cold Storage Roof Design: EN | 1h 00m | ★ 5.0 | E-Learning
- 1.0 CEU Wind Design for Low Slope Roof Systems: EN | 1h 00m | ★ 4.0 | E-Learning
- 1.0 CEU Decoding Commercial Roofing Codes: EN | 1h 20m | ★ 5.0 | E-Learning
- 1.0 CEU Addressing Moisture Durability in Low Slope Roofing: EN | 1h 20m | ★ 5.0 | E-Learning

At the bottom of the catalog, there are three utility buttons: "Resource Library" (Technical documents and more), "Office Hours" (Book one with an expert), and "Help Center" (How to, FAQs, and more).

New content is being added throughout the year – check back for new courses!



# Searching for a Course

Searching for a course is easy, from the search bar.

Pro Field Guide

- Pro Field Guide - Steep Slope Interactive  
E-Learning
- GAF Steep-Slope Interactive Pro Field Guide 2.0  
XAPI (Tin Can)
- Pro Field Guide - Steep Slope V.2 - Test Only  
E-Learning  
copy of the Pro Field Guide.
- Scupper - Field-Fabricated Open Top  
E-Learning  
A field-fabricated scupper may be required for additional drainage.

ALL RESULTS

MW  
Monica Wynn  
MonicaWynn@gmail.com

Certification Number:

MY ACTIVITIES MY PROFILE

**Promotions**  
The more you learn,  
the more you earn.  
Take classes towards  
promotional merchandise.  
GO

**Live CARE Webinars**  
Sign up for virtual  
instructor led training  
GO

My Dashboard | Track your progress and make new goals.

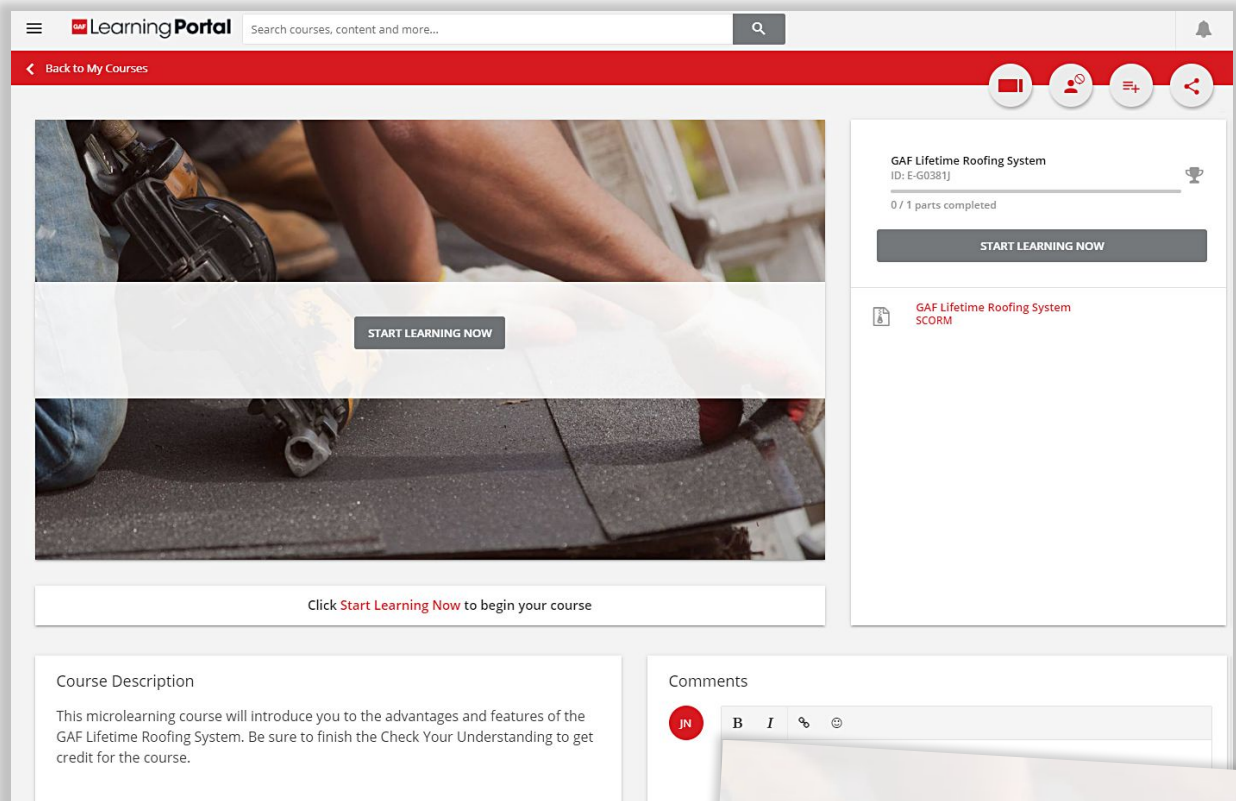
Courses  
9 Not Started  
24 In Progress  
0 Completed

- ✓ Follow the instructions to complete each course.
- ✓ Once you complete the quiz, the course will automatically change to Completed



# Course Player

When you enter a course, you will see the learning objects in the Course Player:



- ✓ Follow the instructions to complete each course.
- ✓ Once you complete the quiz, the course will automatically change to **Completed**





# Downloading Certificate

If there is a certificate for completion course, it will show up once you have completed the requirements:

The screenshot shows a course completion screen. At the top, it says 'Course completed on 11/17/2021'. Below that is the course title 'Pro Field Guide - Steep Slope Interactive' and a rating prompt 'How would you rate this course?' with five stars and a '0' rating. A gold trophy icon is centered above the text. At the bottom right, the 'GAF Learning Portal' logo is visible. A button at the bottom says 'Click Start Learning Now to begin your course'.

The sidebar displays course details. The title is 'Pro Field Guide - Steep Slope Interactive' with ID 'E-0JM6D0' and a trophy icon. It shows '0 / 6 lessons completed' and a red button labeled 'DOWNLOAD YOUR CERTIFICATE'. Below is a rating section 'How would you rate this course?' with five stars and a '0' rating. A list of sections follows, each with a document icon and a lock icon: 'GAF Steep-Slope Interactive Pro Field Guide 2.0 xAPI (Tin Can)', 'Section 2: Roofing Basics 2.0 xAPI (Tin Can)', 'Section 3: Installing System Accessories 2.0 xAPI (Tin Can)', 'Section 4: Installing GAF Shingles 2.0 xAPI (Tin Can)', and 'Section 5: Installing Flashing Systems 2.0 xAPI (Tin Can)'.

- ✓ Follow the instructions to complete each course.
- ✓ Once you complete the quiz, the course will automatically change to Completed



# Continue Learning

Be sure to explore all offerings on the GAF Learning Portal!

The screenshot displays the GAF Learning Portal interface. At the top, the GAF logo is followed by the text "Learning Portal". Below this, there is a grid of nine course categories, each with a title, a brief description, and a "GO" button:

- We Protect What Matters Most**: GAF R. We protect what matters most™
- My Dashboard**: Personalized learning. GO
- Help Center**: How to's, FAQ's and more. GO
- Partner Programs**: GAF applications for growing your roofing business. GO
- Promotions**: The more you learn, the more you earn. GO
- GAF Energy**: Everything solar. GO
- CARE Learning**: Product knowledge, installation, business growth, and selling tips. GO
- CARE Learning**: Conocimiento de los productos y instalación. VAYA
- Building & Roofing Science**: Advanced courses for the design community. GO

New content is being added throughout the year – check back for new courses!



# Troubleshooting

## I'm stuck on a certain part of a course. What's going on?

If a user cannot progress past a course, there could be a few issues:

- A poor connection caused the course to time out: you should log out and back in to the platform. If that still does not work, you can try restarting the course.
- A setting in your browser or company's internet security is preventing certain content in the course: you should try accessing the platform and the course on a different browser. Google Chrome is preferred, but try Internet Explorer.
  - ✓ If this does not work, you should reach out to [gaflearning@gaf.com](mailto:gaflearning@gaf.com) and your company's IT department to make sure your internet security is not preventing this.
- Try accessing the course and platform on a different device, if possible. If this does not work, you can reach out to [gaflearning@gaf.com](mailto:gaflearning@gaf.com).
- Always go to our Help Center for more questions.

**How to Videos**  
Step by step instructions for navigating the Learning Portal

**FAQ's**  
Frequently asked questions

**Give us your feedback**  
Fill out the survey and submit a training issue!

**GAF Learning Portal...**  
Helpful how-to videos for usi...

**How to Videos**  
Help Center - Courses  
Help Center - Dashboard

**FAQ's**  
**Q: Where can I find the user menu?**  
A: Top left hand corner (3 lines)

**Q: How do I download my certificate?**  
A: Your certificate can be found in two places: Select the courses section from My Activities page, and then find your course to download the certificate. Or, select the course from the completed column on your dashboard.

**Q: Where are my CARE Credits?**  
A: Currently, your CARE credits will be found in CCZ or CARE Portal.

**Q: When will my promotional merchandise arrive?**  
A: Our vendor will be reaching out to you typically on Mondays or Tuesday the week following your completed promotional learning plan.

**Q: How do I contact a GAF Sales Representative?**  
A: Reach out to a GAF Territory manager in your area.

**GAF wants to hear from you.**  
Your feedback is important to us.

In order to maintain the best possible learning experience, please let us know through this survey.

**GO**





# Notifications



You will be **notified via email** with instructions of any achievements and rewards you are eligible to receive

- ✓ Our training email address is [gaflearning@gaf.com](mailto:gaflearning@gaf.com)

Be sure to check back periodically – the system is always growing with new and relevant content to help you grow your professional knowledge base!

