The Online Knowledge Base offers instant, updated information. Technicians in the field and office staff now have immediate access to a wealth of invaluable information previously only available in WQA’s textbooks.

As the “Wikipedia” of the industry, Knowledge Base will give members a comprehensive reference tool on their computers and mobile devices. Set in the cloud, it provides short articles with practical facts, treatment options and instructions on a wide range of topics.

Using the Knowledge Base:

Logging in

WQA’s Online Knowledge Base may be accessed with desktop/laptop computers, tablets, and smartphones. The URL is: [http://kbase.anancloud.com/](http://kbase.anancloud.com/).
WQA members have a company-wide login as a member benefit. The company’s login information is at the bottom of a member’s page when logged into wqa.org.

Modular Education Program subscribers with a current subscription may access the Knowledge Base with their wqa.org & MEP user ID and password.

Locating information using the table of contents

The table of contents is on the left side of the screen. It will usually appear in the collapsed view.

Clicking on the box to the left of each heading will produce subheadings and articles. The plus to the left of the subheadings indicates additional levels/articles underneath.

To expand the table of contents in full, click the “expand all” option above the heading names. Click “collapse all” to see only the main headings.
Locating information using the Keyword Search

Click the Keyword Search button in the top right of the screen to search the Knowledge Base. The Search screen will appear, as illustrated below.

The Keyword Search is performed on the titles of the articles as well as the body of the articles. Multiple keywords may be used in sequence to narrow the results. For example, using the search string:

iron permanganate

will produce 9 results. Using:

iron permanganate acid

will produce 5 results.

Click the Browse by Topic button in the top right of the screen to return to the table of contents.

Bookmarking/saving Knowledge Base content

At this time, bookmarking and highlighting features are not available in the Knowledge Base. Portions of the articles may be clipped for future reference using cloud based programs such as Evernote (evernote.com). Please note that the Knowledge Base content is copyrighted by the Water Quality Association and clipping of content may not extend beyond what’s allowed by Fair Use under copyright law without written permission from WQA’s Professional Certification & Training department.
**ANATOMY OF AN ONLINE ACTIVITY SCREEN**

- **Click on the Knowledge Base links** to access specific information that helps answer the question.

The **Menu Tab** lists the screens in the learning activity.

To go to another screen, click the screen name on the list.

Click the **Transcript Tab** to see the audio script for the screen.

The **Audio Control Bar** allows you to change the volume, Pause, Play the audio, or Restart the audio.

Most activities do NOT have audio – the Welcome screen will note whether audio is used for the activity.

The **Feedback Panel** gives more information on individual answer choices, and when you click **CHECK ANSWER**.

Click **CHECK ANSWER** to see if you got the right answer. The feedback panel will tell you how you did.
USING THE KNOWLEDGE BASE

Click SEARCH or KEYWORD SEARCH to find topics related to a keyword. The search results can be filtered to narrow down the search.

The content for the selected topic is displayed in the center of the screen.
Click on “See Also” links to access related topics.

The Table of Contents lists the topics included in the Knowledge Base.

The yellow highlighted topic is selected, and its content is shown on the right (“The Hydrologic Cycle” in this example).

Click the “+” or “-” symbols to expand or collapse a topic.