

## Waiver Forms

Create a waiver form, such as a video consent disclaimer or confidentiality agreement to display after login to capture a digital signature to indicate agreement to the terms.

1. Click **Settings > Forms > Waiver Forms > Add New.**
2. Complete the fields as follows:

<b>Name</b>	Name of the waiver form.
<b>Description</b>	Description of the waiver.
<b>Content</b>	Type the text of what should be displayed in the waiver, e.g., video consent disclaimer or confidentiality agreement.
<b>Display Criteria</b>	Select whether to display the waiver based on IP address or user.
<b>Start Date</b>	Enter the start date and time to display the waiver. Click to display once or repeat every 3, 6, 9, or 12 months.
<b>Participants</b>	Select All or click Add New to filter and select participants by User Type, Role, Graduation Year, Learner Group, Keywords or select participants from the grid. Click <b>Assign Participants.</b>

3. Click **Create** to add the waiver form. The form appears after user authentication and users must agree to the terms of the disclaimer in order to access the application.