Join eXtension & Ask an Expert

As part of a Land Grant University and an Extension employee you are expected to register with eXtension and Ask an Expert so that you can be assigned questions that pertain to your county or your specialization.

This is for all employees to do except EFNEP and SNAP-Ed (due to grant limitations).

Here is a link for you to get started by registering: [https://people.extension.org/signup](https://people.extension.org/signup) - Click the “I'm Eligible, Sign Me Up!” button, then fill in the boxes.

For the 'Extension Connection': “Please list someone in Extension with whom you have a connection” a possible answer could be “Co-Worker” and to the: “Tell us how you would like to be involved with eXtension.” a possible answer could be “Answer Questions in AaE.”

For the Location Box: State, then that will open a new box for County, Institution Box: The Ohio State University, Affiliation Box: Extension... and if you see an “Interests” box, this is for what you have ‘interest in’ — not ‘answering on.’

You also will need to fill out your AaE Profile, so once you’ve submitted your People information, look for the AaE Link: >>Profiles across eXtension >>Ask an Expert Profile

Once you click the link above, choose the Edit Profile link... in the PROFILE Tab, you can add a photo, in the Answering TAB you can add your signature lines, in the TAGS Tab, add all those topics you are willing to answer on- THIS PART IS IMPORTANT! This will narrow down the questions pertaining to your expertise.

Another way to narrow down the search is to mark your Location, where do you want to accept questions for? This would be your “Expertise Location.” While in Edit Profile, in the LOCATION Tab, choose your state, then your county.

Your answers in AaE can be counted in your impact reports.

Support staff are to register too... they can answer questions pertaining to upcoming meetings/scheduled events, or contact info for local vendors, etc...

When you are going to be away from the office or Internet connectivity for an extended length of time, please go in and mark yourself as “Away” – then remember to Uncheck when you are back in and can receive questions again. The place to checkmark is: Under your AaE Profile, Answering tab.

[http://about.extension.org/](http://about.extension.org/)