



# CDW Documentation

## Affirm Onboarding

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The following document is an overview of the onboarding process with Affirm. It will cover the following: what is our responsibility, what is Synergist's responsibility, and the steps that should be taken. (Note: This is a first draft and will be revised after the completion of CloudGenie onboarding)

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## First Steps

Onboarding with Affirm should only be done when the customer has a model with an API that they wish to monitor. If that is the case, then fill out the following questionnaire with the customer. After it is filled out send it over to Andrea Parado on the Synergist team.

- [Current Affirm Questionnaire](#)
- Andrea's email: [aparado@synergist.technology](mailto:aparado@synergist.technology)

## Second Steps

After the questionnaire has been sent, Synergist will onboard the model and run some preliminary tests to verify the model is responding as expected. This may take a few days and might require further questions and communication from Synergist.

## Final Steps

The final steps in onboarding is creating the right prompts to accurately monitor the model. Please reference the document on creating prompts for Affirm for more information: (creation of document TBD). After the prompts have been made the onboarding of the model to Affirm should be complete