

WardWalk Guide: Understand Assistant Answer Limits

Step-by-step support for campaign users

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Best for	All users
Guide number	08.4
Keywords	assistant limits, answer limits, missing answer, approved documents, AI assistant

Who This Guide Is For

This guide is for all users who need to complete this WardWalk task.

Explains that the assistant answers only from approved uploaded materials.

What You Will Learn

- The assistant does not know everything
- It answers from available campaign documents
- Answers may depend on your role
- What to do if an answer is missing
- Do not enter unnecessary personal information

Before You Begin

- Use the email address approved for your campaign.
- Use a current browser and a stable internet connection.
- Open the WardWalk app link provided in your setup or invitation email.
- Confirm your campaign has approved the data, document, or export you are about to use.

Step-By-Step Instructions

1. The assistant does not know everything

Ask clear questions based on approved campaign materials. Verify important answers with campaign leadership, especially before public use.

2. It answers from available campaign documents

Upload only approved campaign materials. Choose the correct visibility before saving so the right roles can access the document.

3. Answers may depend on your role

Follow the on-screen WardWalk controls for answers may depend on your role. Pause and ask your campaign Admin if the task affects users, voter data, exports, or campaign setup.

4. What to do if an answer is missing

Follow the on-screen WardWalk controls for what to do if an answer is missing. Pause and ask your campaign Admin if the task affects users, voter data, exports, or campaign setup.

5. Do not enter unnecessary personal information

Follow the on-screen WardWalk controls for do not enter unnecessary personal information. Pause and ask your campaign Admin if the task affects users, voter data, exports, or campaign setup.

Privacy reminder

WardWalk may contain sensitive campaign, voter-list, resident, volunteer, and private campaign information. Do not share screenshots, exports, voter-list files, resident notes, or private campaign materials unless authorized by your campaign.

Common Issues

- Document missing: check role visibility and upload status.
- Assistant answer missing: confirm the material was uploaded and approved for use.
- Do not enter unnecessary personal or private voter data into assistant prompts.

Related Guides

- 01.1 - Accept Your Invitation (wardwalk-01-accept-your-invitation.pdf)
- 01.2 - Sign In for the First Time (wardwalk-01-sign-in-first-time.pdf)
- 01.3 - Install WardWalk on iPhone or Android (wardwalk-01-install-on-phone.pdf)
- 01.4 - Understand Your User Access (wardwalk-01-understand-user-access.pdf)

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Still Need Help?

Visit www.wardwalk.ca/support or contact WardWalk Support through the Contact Us form. Please do not include sensitive voter-list data, resident notes, private campaign files, or exported data unless requested by WardWalk through an approved process.