

NEW Project Commitments Database

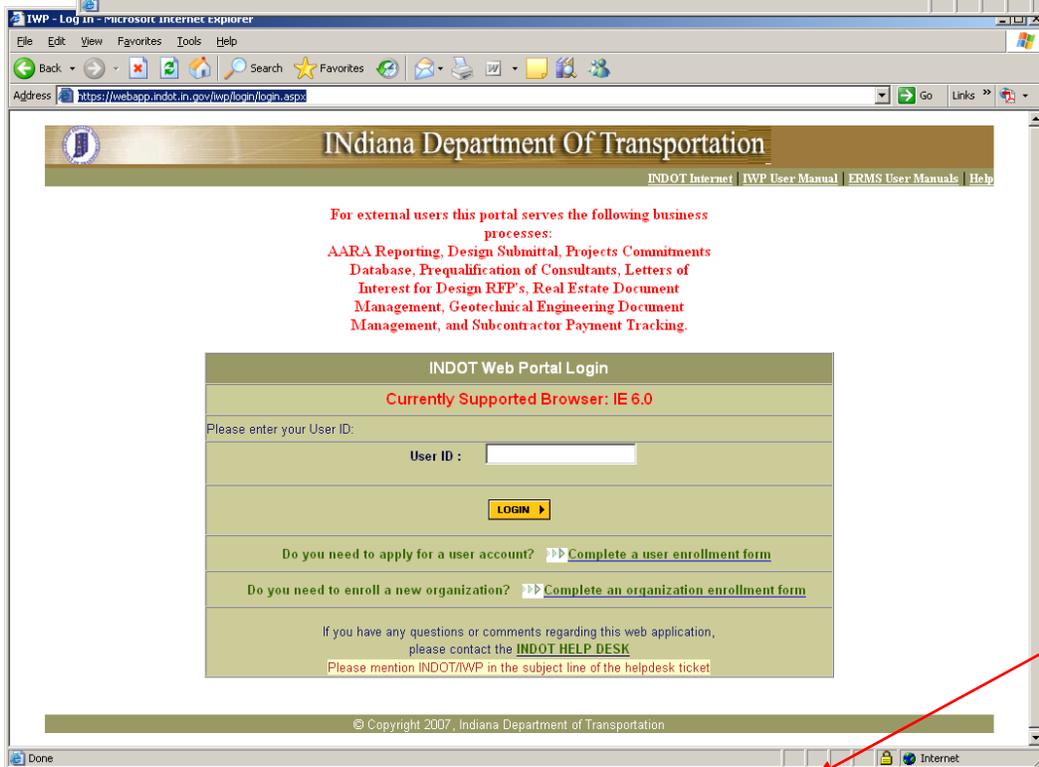
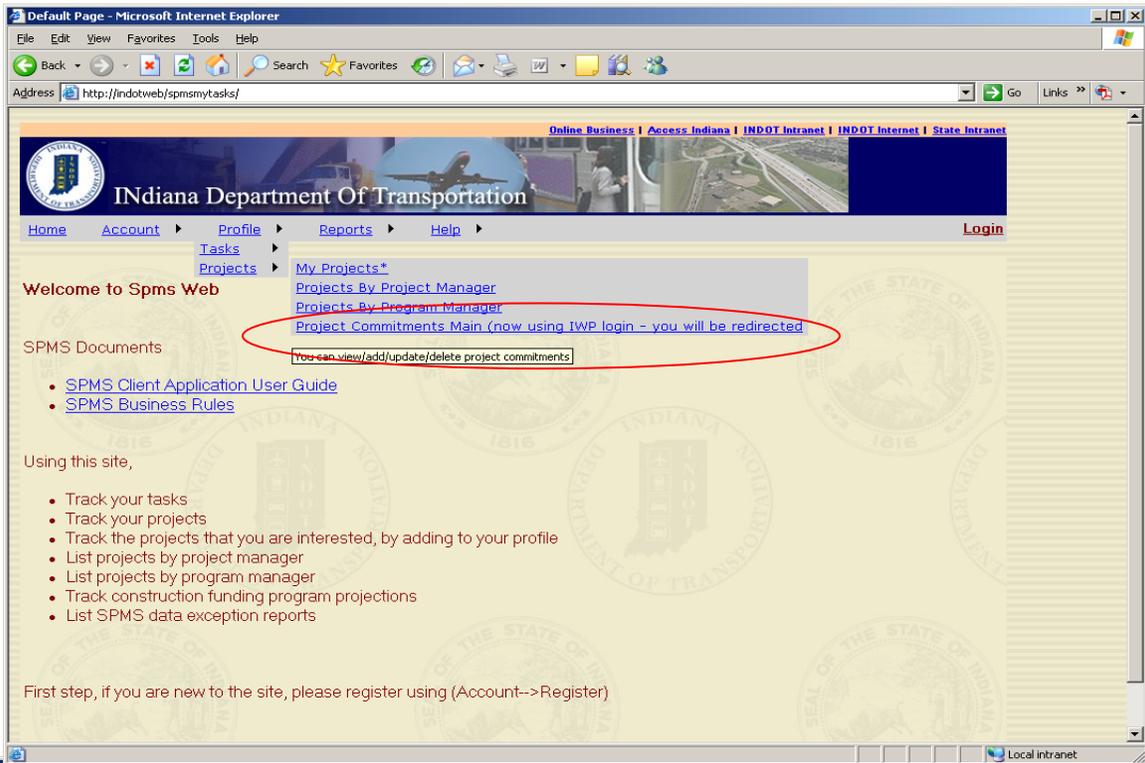
Getting Started

The old database accessed through the MIP My Tasks application has been taken offline. STATE EMPLOYEES will be directed to use the INDOT Web Portal (IWP).

<https://webapp.indot.in.gov/iwp/login/login.aspx>

CONSULTANT USERS should use the following link

<https://netservices.indot.in.gov/iwp/Login/Login.aspx>



The IWP Login Page looks like this.

If your organization has never used the IWP before, you will need to enroll your organization

NOTE: INDOT is already an enrolled organization

If the user has never used the

IWP before, you will need to enroll.

New Organization Enrollment Screen

The screenshot shows a web browser window titled "IWP - Company Enrollment - Microsoft Internet Explorer". The address bar displays "https://webapp.indot.in.gov/iwp/login/CompanyEnroll.aspx". The page header features the Indiana Department of Transportation logo and navigation links: "INDOT Internet", "IWP User Manual", "ERMS User Manuals", and "Help".

The main content area is titled "Organization Information" and contains the following fields:

- * Organization Name:
- * Organization Type:
- * Main Organization Address:
- * Zip Code:
- * Federal Tax Id: -
- DUNS Number: - -

Below this is the "Organization Owner Information" section with the following fields:

- * Organization Owner First Name:
- * Organization Owner Last Name:
- * Organization Owner Email:
- Organization Owner Phone Number: () - Ex.
- * Organization Owner Title:
- Organization Fax Number: () -

A "Submit" button is located below the "Organization Owner Information" fields. Below the form, a red text box reads: "If you have any questions or comments regarding this web application, please contact the [INDOT HELP DESK](#)". At the bottom, a copyright notice states: "© Copyright 2007, Indiana Department of Transportation".

New User Enrollment Screen

The screenshot shows a web browser window titled "IWP - New User Enrollment - Microsoft Internet Explorer". The address bar displays "https://webapp.indot.in.gov/iwp/login/EnrollForm.aspx". The page header features the Indiana Department of Transportation logo and navigation links: "INDOT Internet", "IWP User Manual", "ERMS User Manuals", and "Help".

The main content area is titled "INDOT Web Portal Enrollment Form" and contains the following instructions:

- (*) All fields with a star are required in order to be considered for access to the INDOT Web Portal.
- Once your application has been submitted, it will be reviewed by INDOT and any applicable organization owners. Within two (2) working days you should receive an email notification as to whether your enrollment has been accepted or denied along with further instructions.
- Please see the IWP user manual for the explanation of user types. The manual is available via the User Manuals link in the upper right corner of this screen.

Below the instructions is the "General Information" section with the following field:

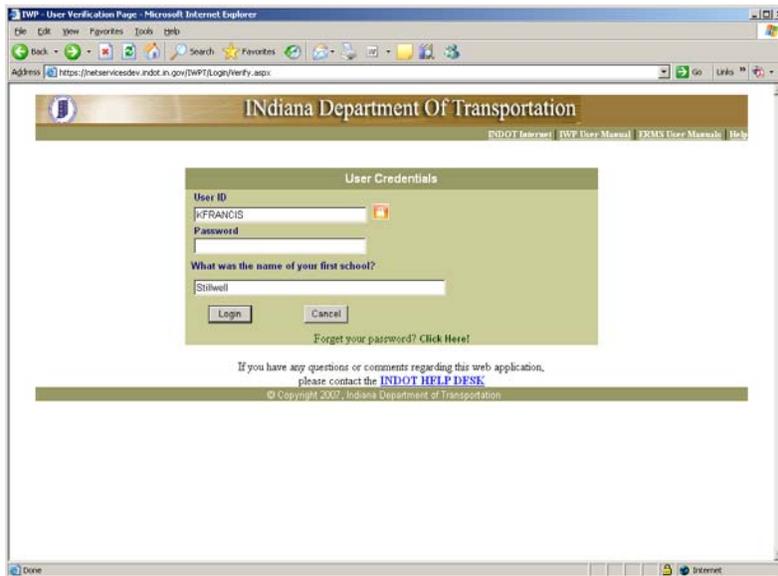
- * Type of User:

The dropdown menu for "Type of User" is open, showing the following options:

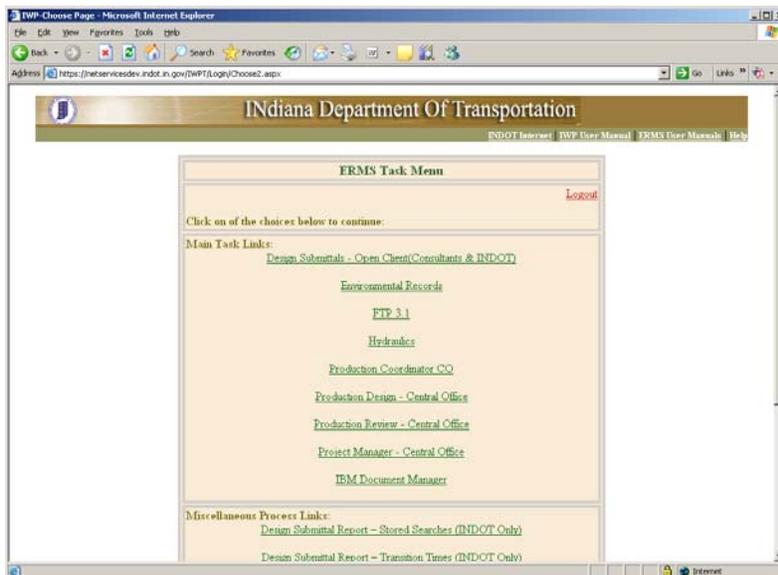
- Consultant
- INDOT Employee
- Local Agency Employee
- State Employee
- Vendor

At the bottom, a copyright notice states: "© Copyright 2007, Indiana Department of Transportation".

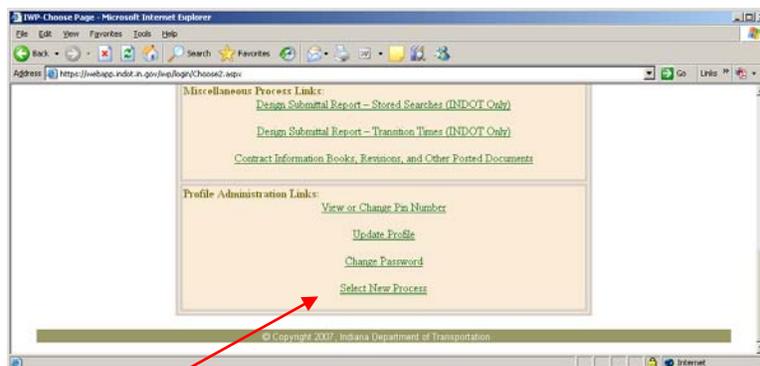
Once you are enrolled you will access the IWP through this log in screen



Once logged in you will see the ERMS Task Menu

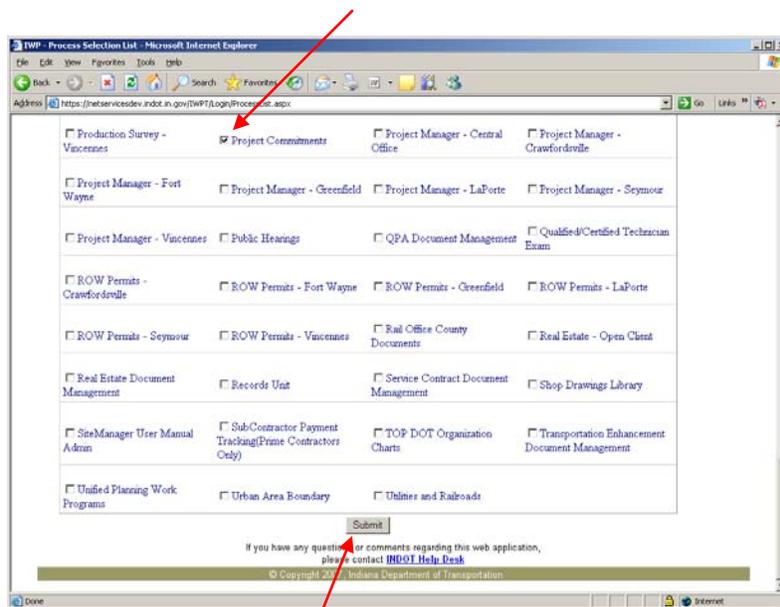


At the bottom of this page there is an option to “Select New Process”



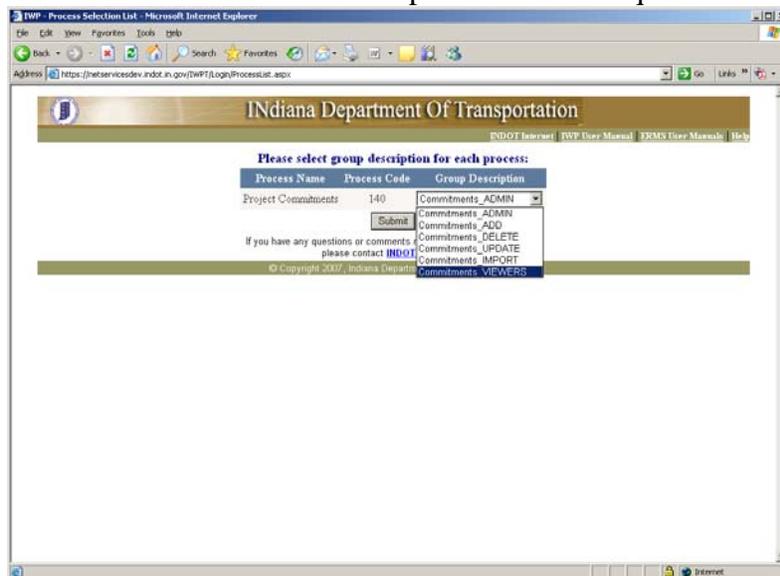
Click here to request access to the Project Commitments Database.

Click the box in front of “Project Commitments”



Then click "Submit"

Chose from the available permissions as required.



Repeat this process for each additional permission.

There is a new import/upload spreadsheet for the new database. This and other documents are available on the INDOT Consultant web page under the heading "Project Commitments Database"

<http://www.in.gov/indot/6813.htm>

Questions? Call or e-mail Susan Hines

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