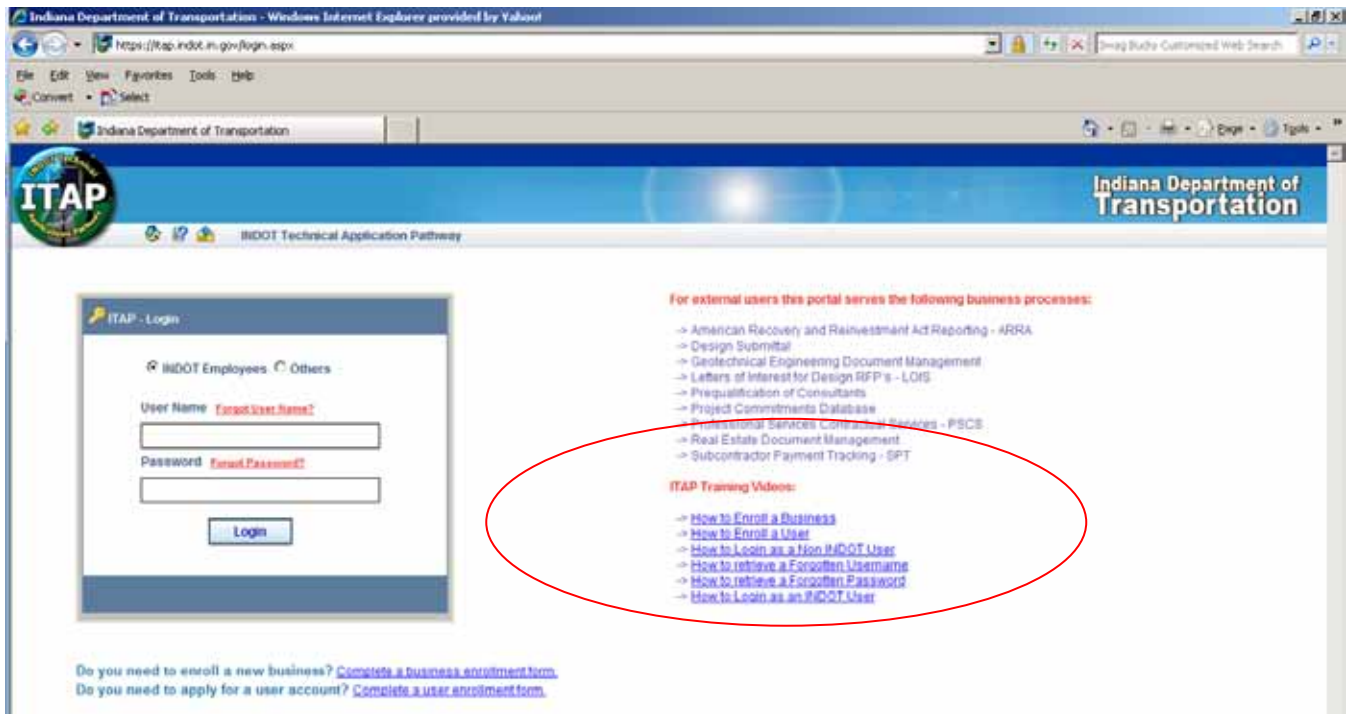# Project Commitments Database
<u>Getting Started</u>

The database accessed through the IWP has been taken offline.
STATE EMPLOYEES will be directed to use the INDOT Technical Applications Pathway (ITAP).
http://itap.indot.in.gov/

CONSULTANT USERS should use https://itap.indot.in.gov/login.aspx


Videos for how to enroll a business, user, login, etc are all available.
- If an organization has never used ITAP before, the organization will need to enroll.
- **INDOT is already an enrolled organization**
- If the user has never used ITAP before, he/she will need to enroll.

Project Commitments Database
Getting Started

Once enrolled & logged in you will see the ITAP Menu. Hover over Application & select Request New Application from the menu.
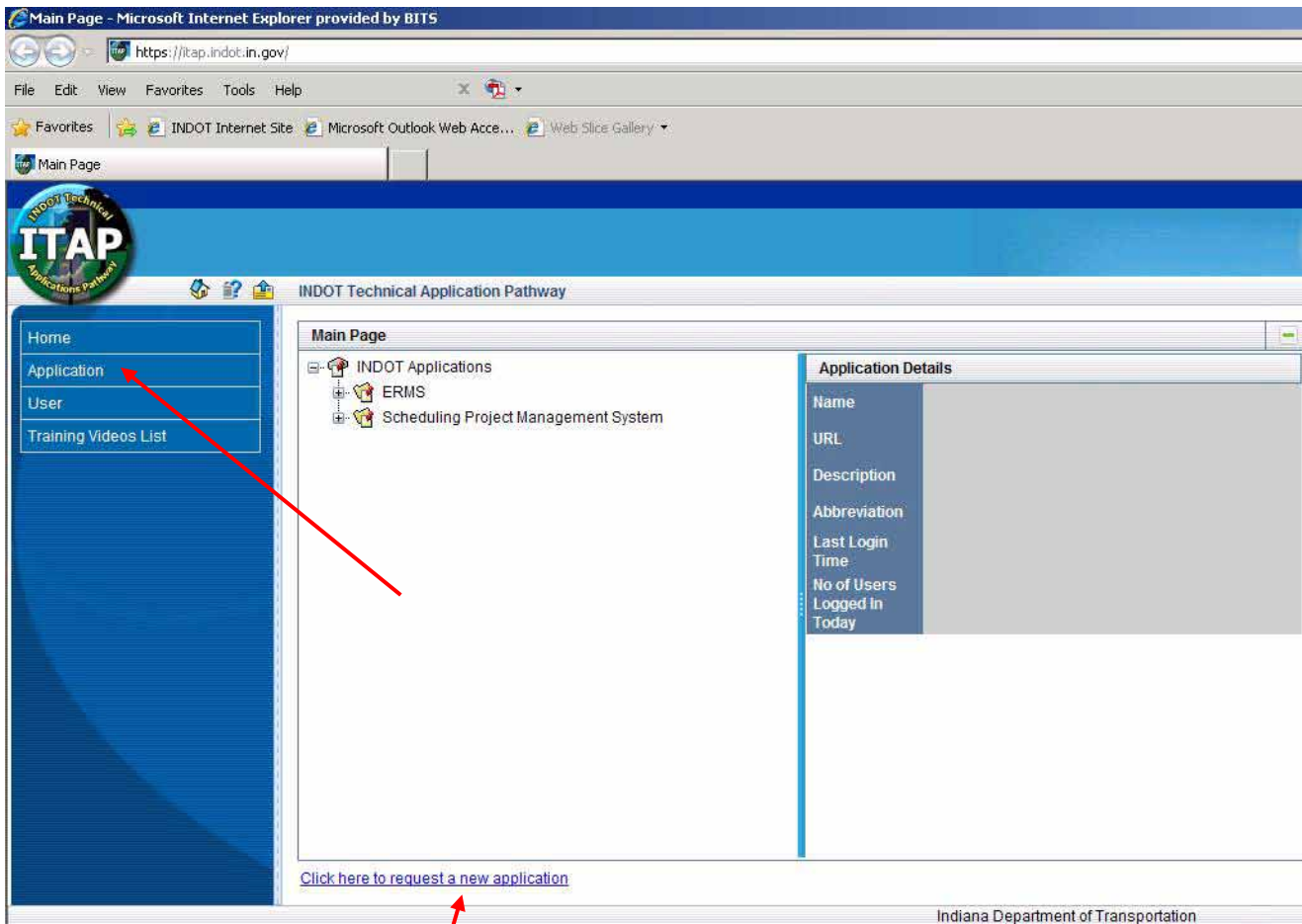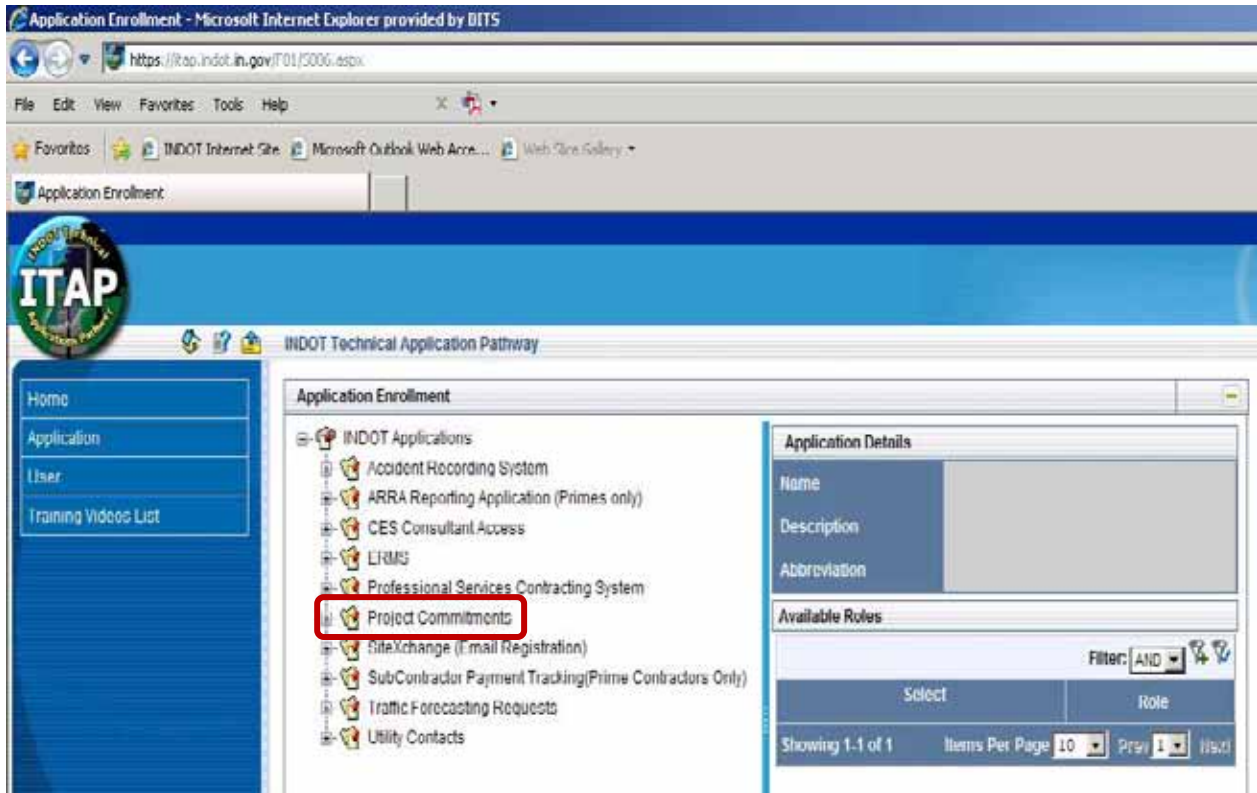

OR click here to request a new application

Project Commitments Database
<u>Getting Started</u>

Select <u>Project Commitments</u> to request access to the Project Commitments Database.

Project Commitments Database
<u>Getting Started</u>

Consultants may request VIEWERS (to see the database & what has been entered) and UPDATE (to make changes/corrections to what has been uploaded). INDOT employees may request all four roles.

After selecting the requested roles, click "Submit"

Project Commitments Database
Getting Started

- · An email will be sent to supervising personnel advising them that a request has been made to access the commitments database.
- · **After** supervisor approval, the request is sent to the database administrator for approval/correction.
  - o If the supervisor is out for an extended period of time, this process will be delayed accordingly.
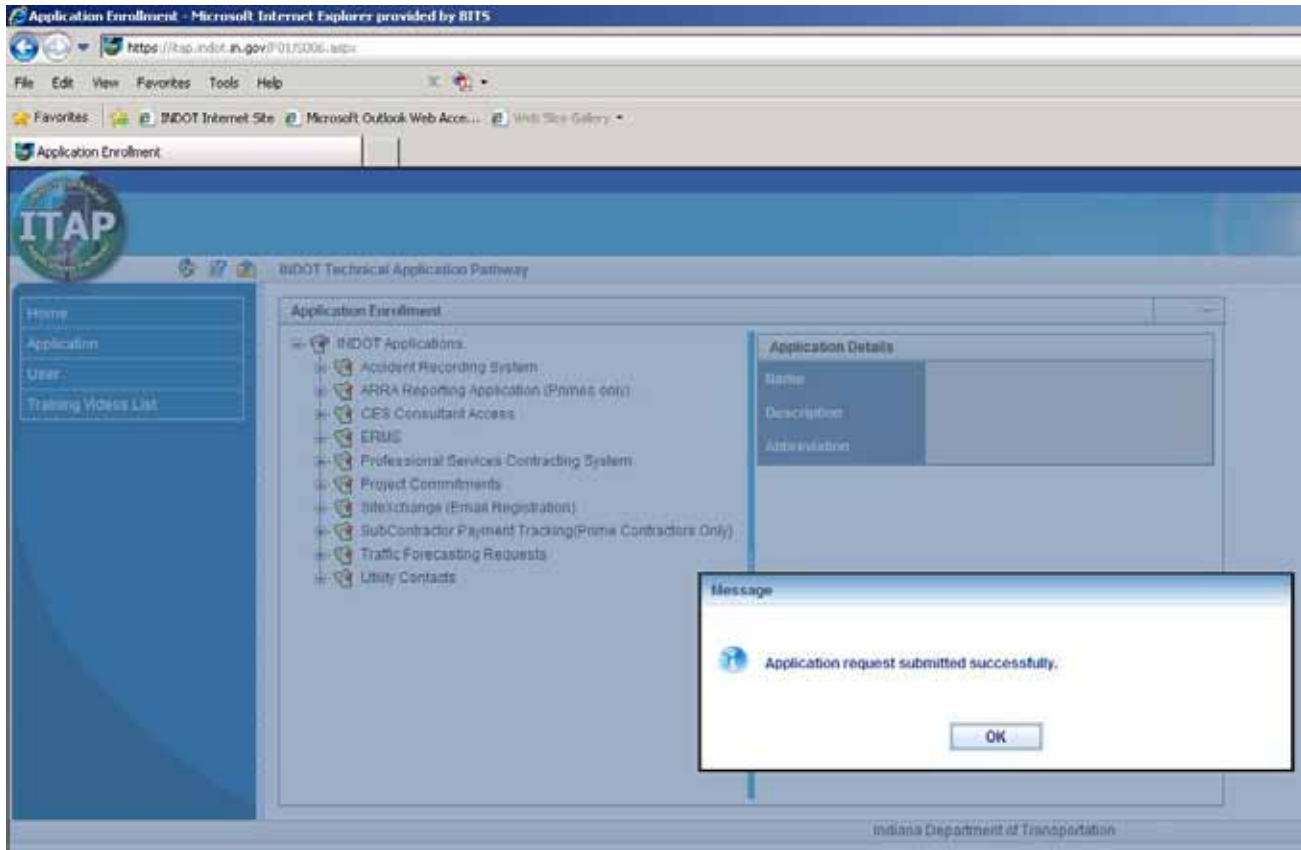
PLEASE NOTE: After the application/approval process, should a data entry error be made within the database, it may be deleted by an administrator. See contact information below.

The import/upload spreadsheet for the database and other documents are available on the INDOT Consultant web page under the heading "Project Commitments Database"
http://www.in.gov/indot/2731.htm

Questions? Call or e-mail Susan Hines
shines@indot.IN.gov
317-233-2050