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Set Active-X and Pop-up Settings

From the Tools Menu, click on Internet options.

Click on the Privacy tab. Make sure the “Turn on Pop-up Blocker” is not checked. Click Apply.

Click on the Security tab. Click on Custom level.

Scroll down and make sure that the “Run ActiveX controls and plug-ins” setting is set to Enable. Click OK.
Add ProjectWise to Trusted Sites

From the Security tab, click on Trusted sites. Then click on Sites.

In the box, type
https://pwweb.mdot.state.ms.us/default.aspx
Click Add
Then click Close.

Click OK to close the Internet Options window.
Complete the form. All fields with a red asterisk are required.

**In order to receive Electronic media for Letting Projects, a partial plan set or complete plan set MUST be purchased.**

Instructions and workflow for completing this form:
1. Complete the information below to start the process of obtaining access to ProjectWise. (All boxes marked with a red asterisk are required fields).
2. Submitted forms will go to your MDOT manager for approval.
3. A confirmation email containing your user name and Password will be sent to you and your MDOT Manager.

<table>
<thead>
<tr>
<th>First &amp; Last Name</th>
<th>June Jones</th>
<th>Request Date</th>
<th>8/8/2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organization Name</td>
<td>Jones Consulting</td>
<td>Title</td>
<td>Manager</td>
</tr>
<tr>
<td>Address</td>
<td>P.O. Box 150</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City</td>
<td>Dotaville</td>
<td>State</td>
<td>MI</td>
</tr>
<tr>
<td>ZIP</td>
<td>30606</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phone</td>
<td>662-563-1000</td>
<td>Email</td>
<td><a href="mailto:jjones@hotmail.com">jjones@hotmail.com</a></td>
</tr>
<tr>
<td>Organization Type</td>
<td>Construction Contractor</td>
<td>District</td>
<td>Construction Contractor</td>
</tr>
<tr>
<td>Division</td>
<td>Design Consultant</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Choose your Organization Type.
If you choose “Utility Consultant”, select the District.
If you choose Division, select the division.
Options include:
- Architectural Services
- Bridge Design
- Environmental
- GeoTechnical
- Traffic Engineering
- Roadway Design

Organization Type determines your MDOT manager.

Userid and Password information will be sent to the email address that is entered here.

When all information is complete, click Submit. Your MDOT manager will then approve your request. After approval, you will receive two emails that contain your userid & password.
Access Electronic Designs & Drawings (Part I)

Use Internet Explorer 8 or higher.
Navigate to the GoMDOT website. (www.gomdot.com)
Click on the Letting Calendar

**Click on the appropriate Letting Date link.**

<table>
<thead>
<tr>
<th>Call</th>
<th>Description</th>
<th>Letting Date</th>
<th>Letting Time</th>
<th>EOG Date</th>
<th>Letting Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td></td>
<td>1/25/2013</td>
<td>Regular</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.1</td>
<td></td>
<td>1/26/2013</td>
<td>Regular</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.2</td>
<td></td>
<td>1/27/2013</td>
<td>Regular</td>
<td></td>
<td></td>
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<tr>
<td>1.3</td>
<td></td>
<td>1/28/2013</td>
<td>Regular</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.4</td>
<td></td>
<td>1/29/2013</td>
<td>Regular</td>
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<tr>
<td>1.5</td>
<td></td>
<td>1/30/2013</td>
<td>Regular</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.6</td>
<td></td>
<td>1/31/2013</td>
<td>Regular</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Click on the appropriate Letting Date link.**

Links to the plan files in ProjectWise are located on the Current letting page under the Description of each call number. To access the plan file, click on The appropriate call number link.

**Enter the userid & password That were emailed to you. Click Log On.**
Install ProjectWise Web Server Client
The first time you try to access ProjectWise, after you enter your userid & password, this screen will display.

This window will display after clicking Install on the first window above. It can take up to 45 minutes to display, depending on your connection speed. Do not close Internet Explorer during this time.

This portion of the installation takes 2-5 minutes.

To verify installation, go to the control panel and click on Programs & Features.
After verifying that the Bentley Systems programs were installed, close the control panel.

Verify that the two Bentley products shown here are installed.

Click on the “Installed On” heading to sort by the date.
Access Electronic Designs & Drawings (Part II)

After installing the web client components and the ActiveX control, you may still be at the ProjectWise window. If not, follow these steps:

1. Navigate to the GoMDOT website. ([www.gomdot.com](http://www.gomdot.com))
2. Click on the Letting Calendar
3. Click on the appropriate Letting Date link
4. To access the plan file, click on the appropriate call # link
5. Enter the userid & password that were emailed to you.
6. Click Log On

The ProjectWise window will open.

- Double click on the “ORIGINAL” folder.
- Highlight the plan file. Click on Document. Then click on Download.
- Specify the download location on your computer. Click OK.
- Download times vary based on the size of the file and internet speed.
Windows 10 /IE 11 Compatibility

Windows 10/IE 11 Compatibility view needs to be enabled in order to use full functionality of site.

Open IE 11 and navigate to Projectwise web site, once there and logged in select the gear in the top right corner of IE 11 and select Compatibility View Settings.

Add the domain state.ms.us
Projectwise Web Controls Disabled

If all the above is set and correct the Active X Plugin for Projectwise could be disabled.

With IE11 open navigate to Tools>Manage Add ons

Drop down the box under show and select all Ad-ons. Look for PWWebFileTransferControl and be sure it is enabled.