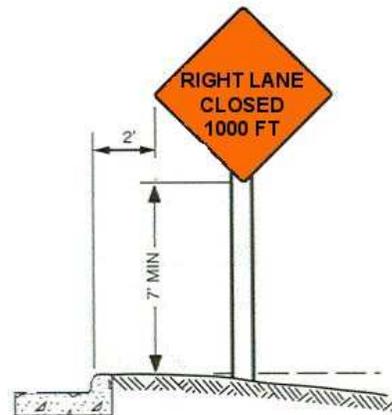
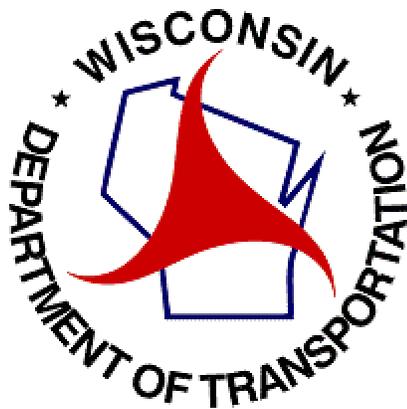


Wisconsin Department of Transportation



Lane Closure System User Manual

Revised March 2009

Overview

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1. LCS Home and Requesting an Account
2. Logging Into The LCS System

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Exhibit 1 – Corridors 2030 Map

Overview

OVERVIEW

The Wisconsin Lane Closure System (LCS) is a Web-based system for tracking closures and restrictions on Wisconsin state highways. The purpose of the LCS is to:

- Provide a standard interface for lane closure operations, closure tracking, and data retrieval for WisDOT regional offices statewide.
- Facilitate data sharing with WisDOT applications that require lane closure data such as 511 Traveler Information, the STOC Incident Management System (IMS), Inconvenience Map production, and Oversize/Overweight (OSOW) permitting.
- Improve the completeness, reliability, and timeliness of lane closure data on state highways.
- Archive LCS data in the WisTransPortal system for future analysis and integration with other WisDOT / TOPS Lab traffic engineering applications and research.
- Integrate historical traffic flow data and capacity information to calculate available closure thresholds.

Benefits

The LCS was developed for the purpose of streamlining and enhancing the ability to track closures on Wisconsin's state highway. The benefits this new system provides include:

- Coordinates activities to reduce back-ups and potential conflicts (i.e. multiple activities can utilize the same closure; avoid lane closures during a special event; avoid right lane closure near a left lane closure on the same roadway).
- Eliminates duplications and inefficiencies by streamlining information into one system.
- Provides link to historical data that can be used to make informed decisions.

System Use - What Closures Should be Tracked?

The LCS will be the single source of WisDOT roadway closure information and will replace the existing Traffic Impediment module of FIT as well as other regional roadway closure/restriction tracking processes. Closure and restriction information should be entered for:

- All let projects (information formerly entered into Traffic Impediment Module)
- Any planned maintenance or permit / utility restrictions or closures on:
 - Interstate & US highways
 - Major state highways (Corridors 2030 roadways, four + lane highways, and detoured closures)
- Major special events

Overview

Closure information should be entered in accordance with the following advanced notification guidelines:

- 14 days - Project start, full roadway closure, or closures that may impact OSOW (OSOW permits have 14 day lead time)
- 7 days - System ramp closure
- 3 days - Lane and service ramp closure

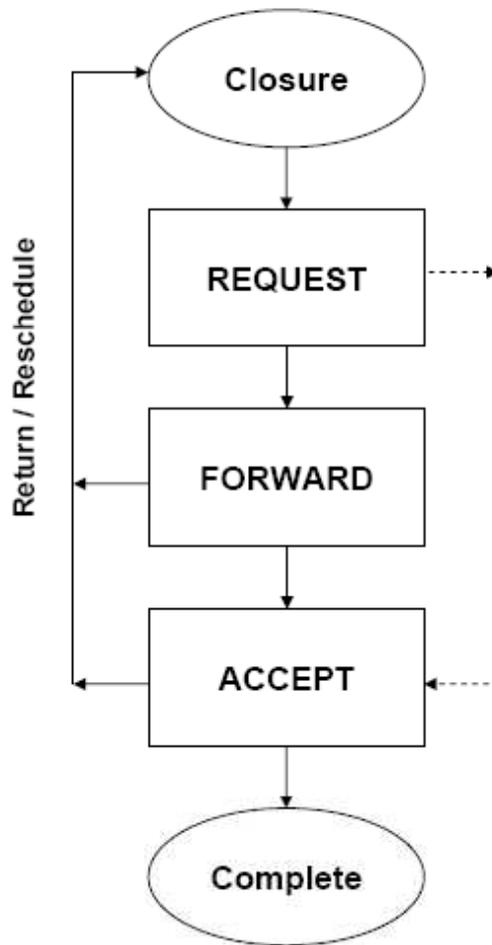
Overview

System Users - Who Should Use the System?

Closure information can be entered into the LCS by any system user. WisDOT staff can enter the information or request that the contractor/county enter the information. Either way, it is essential that staff have a clear understanding of who is responsible for entering and keeping closure information current.

Closure Acceptance Process

Depending on the type of closure and the user entering the closure, the closure will either be automatically accepted or sent through the acceptance process. If a user has acceptance authority, the system allows, but does not require, the user to immediately accept the entered closure information into the system. Once accepted, the information is live and therefore published as an active closure. It is intended that acceptance authority be used to enter the let project information that was formerly entered into the Traffic Impediment Module. Acceptance authority can also be used when the closure meets the requirements in the TMP. However, it is intended that closures on freeways, expressways, and other high volume roads follow the system acceptance process due to the potential impact of the closure. Supervisors will assign the appropriate role and authority to staff. The system acceptance process is displayed below.



Overview

LANE CLOSURE SYSTEM OVERVIEW

The following sections provide an overview of the main system components of the LCS.

Home

The LCS is a Web-based tool that can be accessed using a username and password. When a user successfully logs into the system, they will be directed to a LCS Home page that is based on the user's type. The Home page provides system, statewide, and regional messages, system generated request notifications, and tab style navigation selections to the various functional areas authorized to the current user.

Following are the types of messages that may be posted on the Home page:

- System messages that are provided by System Administrators.
- Statewide messages that are provided by users with both admin privileges and all region privileges minimum.
- Regional messages that are provided by users with admin privileges for those regions which they have access to.

Notifications are sent to all users within a closure chain (those who have acted upon a closure) whenever a closure is changed (edited, modified, status change).

Request

The Request interface is used to initially enter a closure into the system. A closure can be one of 5 types:

- Maintenance (MNT)
- Permit (PMT)
- Construction (CNST)
- Special Event (SE)
- Emergency (EMG)

If the user is authorized to enter more than one of these types then the user will first be prompted from a dropdown list to select the type of closure they wish to enter. Each closure consists of two parts: The General Section (of which a closure can have only one) and a Facility Section (a closure can have any number of facilities). The General Section includes those attributes that pertain to the entire closure and once entered into the database cannot be changed (with limited exception). The Facilities Section is a way to group closure specific attributes within the same closure. Facilities come in 4 types: Mainline, Ramp, Bridges, and System Interchanges.

When entering a closure, the user will have to select one of the four closure duration types:

- Daily/Nightly – Closures that will occur once on the day(s) or night(s) defined
- Weekly – Closures that will occur on the same days of the week for a number of weeks
- Continuous – Closures that will last for longer than 24 hours, but less than two weeks
- Long Term – Closures that will last for more than two weeks

Overview

Accept

The Accept interface is used to edit, advance (towards acceptance), or accept closures that have either been initially entered into the system or those closures that have been accepted and are in the process of a rescheduling. The LCS is a role and authorization driven system so only those actions allowed within a users role and authorization level are allowed. Furthermore, the user's type and region settings will filter out any closures to which they are not allowed to take action upon. This interface also allows users to retract/cancel at the facility or closure level and return closures (returning a closure effectively takes it back to the initially entered state).

Modify

The Modify interface is used to modify or reschedule closures that have been accepted. This interface also allows users to cancel at the facility or closure level and complete closures (completing a closure effectively removes it from an active state so that it becomes view only).

Search

The Search interface is a view only access to all closures within the system. It also provides the ability to save individual displayed closures or all the displayed closures. Furthermore a MakeLike link has been added that allows a user to use a displayed closure's General Section as a template for a new closure (provided that the displayed closure is of a type that the user has access to enter).

Reports

The Reports interface is especially valuable to the Public Information role as they are allowed to modify closure details. Beyond that all users can use this interface as an easy way to save and print those closures that are 'active' within the system (an 'active' closure is one that has been or is currently accepted).

Capacity

The Capacity interface is used to determine day of week and time of day volumes of roadway segments from ATMS and TRADAS data. Once the roadway segment, day of week, time of day and capacity threshold are selected a graphical representation based on the selected attributes is displayed for deterministic evaluation of an acceptable time and date to which a closure can take place.

Calendar

The Calendar interface is for viewing special events (not special event closures) that have been entered into the system. STOC and Public Information roles will be able to enter new events and edit or delete existing special events. Examples of events users would add are festivals, professional athletic events, large-attendance conventions and others.

Email

The Email interface is used to Add, Edit, or Delete an email preference. An email preference is a way to signup to receive either daily or weekly emails of active closures. Any user can add as many email preference entries as they like and the Email interface will only display those that they have created. The weekly email is sent at 2pm on Friday and includes closures for

Overview

Saturday to the following Sunday. The daily email is sent is sent at 2 pm and will include any updates.

Preferences

The preferences interface allows a user to update their user information (i.e. address, phone, etc.). The update screen will not allow a user to grant themselves additional access or change their role or status.

Admin

The Admin interface is only available to those roles that have administrative authorization. The functional areas within the Admin interface are Users, Messages, and Email Preferences. The Users area allows a user to Add, Edit, or Delete users to include altering their role, type, region, and access authorization. The Messages area allows a user to Add, Edit, or Delete messages (Statewide or Regional depending upon your access) within the system. The Email Preferences area is much like the Email interface but with access to all email preference entries within the system.

SYSTEM USERS

The LCS includes 11 different user categories. Included below is a discussion of the role of each user, including identification of the general user type and region for each category, as well as whether or not they have authority to accept closures.

User Types: A user may only enter and act upon a closure of the same type as the user's type.

- Maintenance (MNT)
- Permit (PMT)
- Construction (CNST)
- All Types (ALL)

Regions: A user may only enter and act upon a closure that begins in the same region as the user's region. The RTE should check/monitor the LCS on a daily basis.

- SE (South East)
- SW (South West)
- NE (North East)
- NC (North Central)
- NW (North West)
- ALL (All Regions)

Overview

User Categories

- Administrative Authority - system administrators assign users to the appropriate role and type. They also can assign “Acceptance Authority”.
- Supervisor - Supervisors are not part of the typical approval process; however lower roles may “push” a specific closure to the Supervisor for review and notification. Supervisors will assign the appropriate level of authority to staff.
 - Region: One
 - Type: Vary depending on functional area of supervisor
 - Acceptance Authority: Yes (and administrative authority)
- RTE (Regional Traffic Engineer) - RTE’s act as regional coordinators of closures and are expected to check the system daily for modifications and updates.
 - Region: One
 - Type: All
 - Acceptance Authority: Yes
- STOC (Statewide Traffic Operations Center) -
 - Region: All
 - Type: All
 - Acceptance Authority: Yes
- PM (Project Manager) -
 - Region: One
 - Type: Construction
 - Acceptance Authority: Typically Yes
- PC (Permit Coordinator) -
 - Region: One
 - Type: Permit
 - Acceptance Authority: Typically Yes
- MC (Maintenance Coordinator):
 - Region: One
 - Type: Maintenance
 - Acceptance Authority: Typically Yes
- PL (Project Leader) -
 - Region: One
 - Type: Construction
 - Acceptance Authority: May be assigned

Overview

- PUBLIC (Public Information) - Has ability to access and modify reports and has administrative authority within the e-mail interface.
 - Region: One
 - Type: All
 - Acceptance Authority: No

- INSP (Inspector) -
 - Region: One
 - Type: Typically construction
 - Acceptance Authority: No

- REQ (Requestor) - Likely someone outside of the Department, such as either a contractor or county maintenance personnel.
 - Region: One
 - Type: One
 - Acceptance Authority: No

- VIEWER (Viewer) - VIEWERs never have acceptance authority and do not have access to any interface which allows them to act upon a closure other than to view it.
 - Region: All
 - Type: All
 - Acceptance Authority: No

Section 1 – Creating an Account

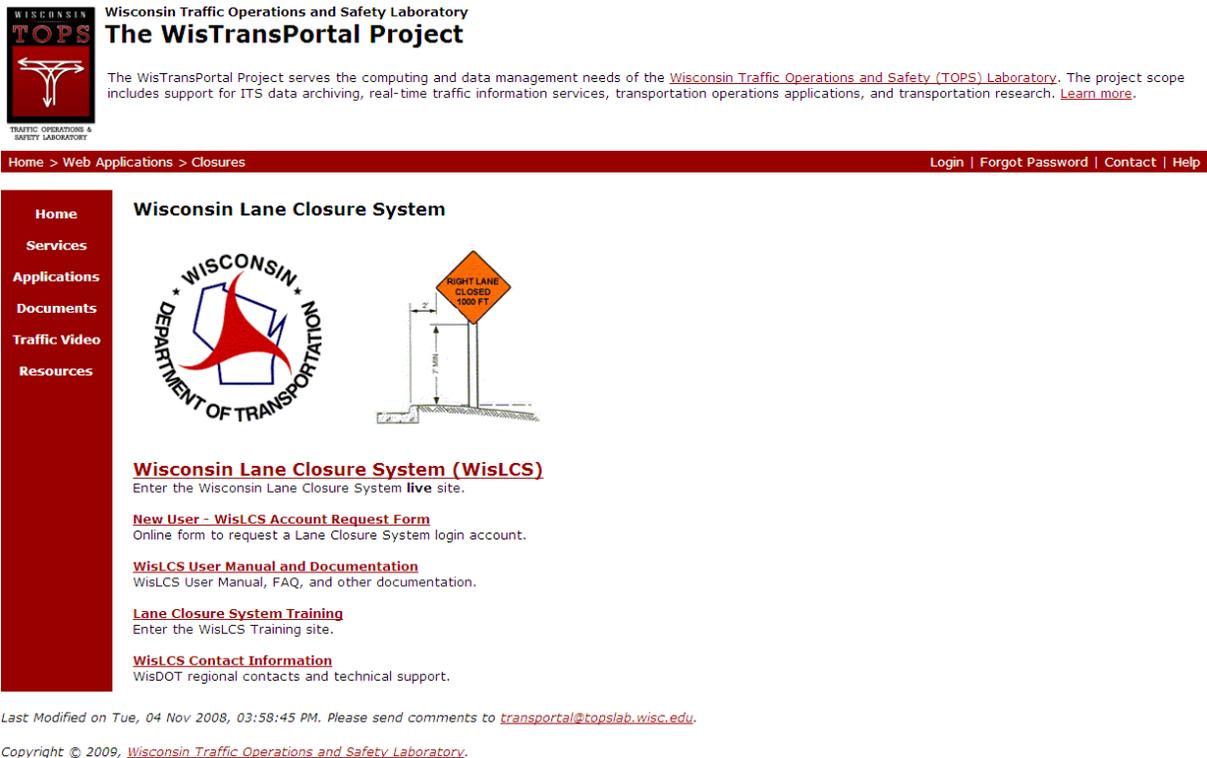
1. LCS Home and Requesting an Account
2. Logging Into The LCS System

1. LCS Home and Requesting an Account

The Wisconsin Lane Closure System (WisLCS) is located on the Wisconsin Traffic Operations and Safety Laboratory (TOPS Lab) WisTransPortal at the following web address:

<http://transportal.cee.wisc.edu/closures/>

This web page provides links to access to Lane Closure System, to request a user account, and to find additional information about the system.



Wisconsin Traffic Operations and Safety Laboratory
The WisTransPortal Project

The WisTransPortal Project serves the computing and data management needs of the [Wisconsin Traffic Operations and Safety \(TOPS\) Laboratory](#). The project scope includes support for ITS data archiving, real-time traffic information services, transportation operations applications, and transportation research. [Learn more.](#)

Home > Web Applications > Closures Login | Forgot Password | Contact | Help

Home
Services
Applications
Documents
Traffic Video
Resources

Wisconsin Lane Closure System



Wisconsin Lane Closure System (WisLCS)
Enter the Wisconsin Lane Closure System **live** site.

[New User - WisLCS Account Request Form](#)
Online form to request a Lane Closure System login account.

[WisLCS User Manual and Documentation](#)
WisLCS User Manual, FAQ, and other documentation.

[Lane Closure System Training](#)
Enter the WisLCS Training site.

[WisLCS Contact Information](#)
WisDOT regional contacts and technical support.

Last Modified on Tue, 04 Nov 2008, 03:58:45 PM. Please send comments to transportal@topslab.wisc.edu.
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If you need to set up an account, contact your regional administrator or supervisor.

There are several ways to setup a new user account on the system. If you attend a WisDOT LCS training session, you will have an opportunity to create an account during the training session. Alternatively, an online Account Request Form is available from the “New User – LCS Account Request Form” link. Complete this form to submit your account information for activation. You will be contacted by email when your account is ready.

Section 1 – Creating an Account / Logging In

Wisconsin Lane Closure System

New User Account Request Form

For assistance with this page, contact your LCS administrator or email wislcs@topslab.wisc.edu.

Step 1: To request a WisLCS user account, complete the information below and press **Next**. Fields marked with * are required. Press **Cancel** to return to the WisLCS home page without completing your request.

*Desired User ID: LCS User ID's are case sensitive. See note below.

*Name: *First MI *Last

*Email:

*Organization:

Address1:

Address2:

City:

State:

Zip Code:

*Primary Phone: Format: (800) 555-1212

Secondary Phone:

Home Phone:

Fax Number:

*LCS Roles: Region: User Type:

Note: LCS User IDs are case sensitive. That is, "BBadger" and "bbadger" are treated as two different Users IDs.

If you already have a LCS Account, i.e. access to the MV4000 Crash Database, please contact your system administrator for steps to ready your account for LCS use.

2. Logging Into The LCS System

Click on the “Wisconsin Lane Closure System (WisLCS)” link to enter to system.

Wisconsin Lane Closure System (WisLCS)

Enter the Wisconsin Lane Closure System **Live Site**.

There is also a separate training site available from the “Lane Closure System Training” link. This site is available for WisDOT regional training. Both sites are password protected. Enter your Login and Password to enter the LCS.

WisTransPortal Login Form

Please enter your User ID and Password information.

Welcome to the WisTransPortal. This system is maintained by the Traffic Operations and Safety Laboratory at the University of Wisconsin-Madison. Unauthorized access is strictly prohibited.	
User ID:	<input type="text" value="bbadger"/>
Password:	<input type="password" value="••••••••"/>
<input type="button" value="Continue"/>	
You must have cookies enabled in your browser to login. For help contact Steven Parker: (608) 265-4921 or transportal@topslab.wisc.edu .	

[WisTransPortal Home](#) | [Request an Account](#) | [Forgot Password](#)

If this is your first time logging into the system, you will be prompted to review your account information and update your password. Once you have successfully logged in, you will be directed to the LCS Welcome Page.

Section 1 – Creating an Account / Logging In

W I S C O N S I N
LANE CLOSURE SYSTEM



Welcome, Trainer1

WisLCS Training Site	
<input checked="" type="checkbox"/>	Grant Acceptance Authorization
*Region	ALL <input type="button" value="v"/>
*Role	STOC <input type="button" value="v"/>
*User Type	ALL <input type="button" value="v"/>

[New User](#) | [System Requirements](#) | [WisLCS Training Manual PDF](#) | [Exit WisLCS](#)

[WisTransPortal Home](#) | [Logoff WisTransPortal](#)

The LCS Training Site allows you to choose your access level (region, role, user type, and acceptance authorization) for training purposes. Your actual access levels are set by your system administrator and take effect in the Production site.

The Home Page will display different information depending on the users role within the system. Navigation selections are always displayed at the top and are available from any interface within the main browser window.

Section 2 – The LCS System

1. The Home Screen
2. Navigation

Section 2 – The LCS System

1. The Home Screen

LANE CLOSURE SYSTEM TRAINING VERSION [Help](#) | [About](#) | [Contact Us](#) | [Exit WisLCS](#)

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Home

Welcome Trainer 1

System Messages
- Duration has been moved to the Facility section. Weekly Duration now has DOW dropdowns.

Regional Messages
- (SW) This is a SW regional message - Region SW when creating

Statewide Messages
- This is a statewide message - Region ALL when creating

Notifications - (NOTE: Removing a Notification will in no way affect the actual closure)

CLOSURE STATUS COLOR KEY:
RED - Closure yet to be accepted and past start date
ORANGE - Closure yet to be accepted and within 2 weeks of start date
BLACK - Closure has been accepted or is within normal parameters

Check to Remove | [02/02/2009 12:36:06 PM - INITIAL INSERT INTO DATABASE by Trainer1]

Expand		(5463) MAINTENANCE ACCEPTED		
MILWAUKEE: GR Repair				
ID	HWY	FACILITY	DESCRIPTION	DURATION
1	I-43 SB	MAINLINE	Left Lane Closed from BENDER RD (B-40-0578 END) to W SILVER SPRING DR (B-40-0584 END)	Daily/Nightly: 02/09/2009 - 02/10/2009 , 09:00 AM - 02:00 PM
Modified Date	Modified By	Status	Applies To	Comment
02/02/2009 12:36 PM	Trainer1	ACCEPTED	ALL FACILITIES	INITIAL INSERT INTO DATABASE

Trainer1 Entered the WisLCS as STOC / ALL / ALL

Last Updated On: January 29, 2009
Please send comments to wislcs@topslab.wisc.edu

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Each user will have a different home screen based on their user role (e.g. requestor, RTE, supervisor, etc..). The Menu bar & Notifications are two examples of items that may change from user to user. In the picture above, the high-level user can see anything in the LCS.

The Home page provides system, statewide, and regional messages, system generated request notifications, and tab style navigation selections to the various functional areas authorized to the current user.

Notifications are sent to all users within a closure chain (those who have acted upon a closure) whenever a closure is changed (edited, modified, status change).

Section 2 – The LCS System

The user has the option to expand a closure and see more detail if they wish.

Check to Remove | [02/02/2009 01:19:35 PM - INITIAL INSERT INTO DATABASE by Trainer1]

Expand (5464) EMERGENCY | ACCEPTED

ADAMS: TEST

ID	HWY	FACILITY	DESCRIPTION	DURATION
1	WIS 13 NB	MAINLINE	Left Lane Closed from COLUMBIA - ADAMS CO LINE to GOLDEN AVE	Continuous: 02/11/2009 04:00 AM - 02/13/2009 05:00 PM

Modified Date	Modified By	Status	Applies To	Comment
02/02/2009 01:19 PM	Trainer1	ACCEPTED	ALL FACILITIES	INITIAL INSERT INTO DATABASE

Check to Remove | [02/02/2009 01:19:35 PM - INITIAL INSERT INTO DATABASE by Trainer1]

Collapse (5464) EMERGENCY | ACCEPTED

(5464) EMERGENCY

*General Description TEST	*Begin County ADAMS	Primary Contact:	Phone:
WZ Map Number	*End County ADAMS	Emergency Traffic Control Contractor Name:	Phone:
	*Hwy WIS 13 NB	Law Enforcement Name:	Phone:
	Expected Impact	Other Contact Name:	Phone:

Internal Comment

May Affect Adjacent Region

SW	SE	NE	NC	NW
no	no	no	no	no

Facility (1) MAINLINE

*Closure/Restriction RESTRICTION	*Duration: Continuous 02/11/2009 04:00 AM - 02/13/2009 05:00 PM	Outside of Permit/Capacity Hours no
*Lane Detail Left Lane Closed		Reason:

*Begin Location (or ramp/bridge specific) (Landmark Description | Hwy List | County) Direction From Distance From (miles)
COLUMBIA - ADAMS CO LINE | WIS 13 NB | COLUMBIA

*End Location (or same as Begin Location) (Landmark Description | Hwy List | County) Direction From Distance From (miles)
GOLDEN AVE | WIS 13 NB | ADAMS

Vertical Clearance of the Restriction: ft in	Width Restriction's Width: ft in	Weight Capacity of the Restriction: lbs	Reduced Regulatory Speed: From Speed (mph)
Location of Vertical Clearance Restriction:	Location of Width Restriction:	Location of Weight Restriction:	To Speed (mph)
Restriction's Structure ID:	Restriction's Structure ID:	Restriction's Structure ID:	Location of Reduced Regulatory Speed:

Temporary Signalization
no

Omit From WZ Map Signed Detour Available Detour Route Info Facility External Comment
no no

Modified Date	Modified By	Status	Applies To	Comment
02/02/2009 01:19 PM	Trainer1	ACCEPTED	ALL FACILITIES	INITIAL INSERT INTO DATABASE

Once expanded, a closure can then be collapsed again for the condensed view.

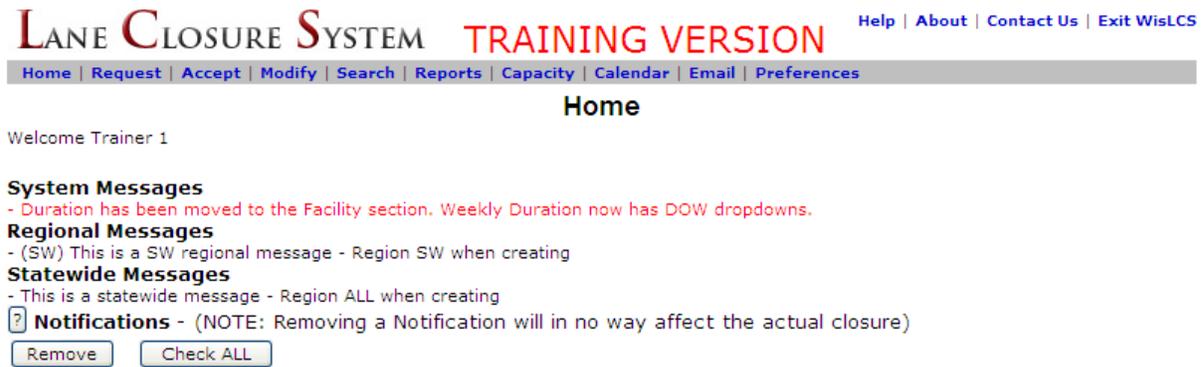
Check to Remove | [02/02/2009 01:19:35 PM - INITIAL INSERT INTO DATABASE by Trainer1]

Collapse (5464) EMERGENCY | ACCEPTED

(5464) EMERGENCY

Section 2 – The LCS System

The following image shows a Requester's Home Page.



The following image is from a Viewer's Home Page. The Viewer may only view closures, thus their limited functionality. Notice the difference between what the high-level versus low level user can see?



The home screen for the high-level user displays a few closures under the **Notifications** field. Notifications are sent to all users within the closure chain (those who have acted upon a closure) whenever a closure is changed (edited, modified, status change).

All users will see the System, Regional and Statewide Messages.

System Messages will be important messages about the LCS that all users should take note. System Administrators provide system messages. Examples of these would be system downtime & maintenance window notifications.

Regional Messages will be important messages about the region in which the user resides. Users with administrative privileges provide the regional messages in those regions to which they have access.

Statewide Messages will be important messages that all users across the state should take note. Users with administrative and all-region privileges provide statewide messages.

Navigating the System

This section will cover all the modules in the LCS and provide an explanation of what they do.

The **Request Interface** is used to initially enter a closure into the system. A closure can be one of five types:

- Maintenance (MNT)
- Permit (PMT)
- Construction (CNST)
- Special Event (SE)
- Emergency (EMG)

If the user is authorized to enter more than one of these types, then the user will be prompted from a dropdown list to select the type of closure they wish to enter. If a user type is matched to construction, maintenance or permit, however, they user will be brought right into the general portion of the closure request. Each closure consists of two parts: The General Section (of which a closure can have only one) and a Facility Section (a closure can have any number of facilities). The General Section includes those attributes that pertain to the entire closure and once entered into the database cannot be changed (with limited exception). The Facilities Section is a way to group closure specific attributes within the same closure. Facilities come in four types: Mainline, Ramp, Bridges, and System Interchanges.

Requesting a closure will be covered in **Section 3**.

LANE CLOSURE SYSTEM TRAINING VERSION [Help](#) | [About](#) | [Contact Us](#) | [Exit WisLCS](#)

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Request

Closure Type:
CONSTRUCTION ▼

Trainer1 Entered the WisLCS as STOC / ALL / ALL

Last Updated On: January 29, 2009
Please send comments to wislcs@topslab.wisc.edu

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Section 2 – The LCS System

The **Accept Interface** is used to edit, advance (towards acceptance), or accept closures that have either been initially entered into the system or those closures that have been accepted and are in the process of a rescheduling. Only users with a role providing authorization are allowed to edit, advance, or accept closures. Furthermore, the user's type and region settings will filter out any closures to which they are not allowed to take action upon. This interface also allows users to retract/cancel at the facility or closure level and return closures (returning a closure effectively takes it back to the initially entered state). Accepting a closure will be covered in **Section 3**.

[Help](#) | [About](#) | [Contact Us](#) | [Exit WisLCS](#)

LANE CLOSURE SYSTEM TRAINING VERSION

[Home](#) | [Request](#) | [Accept](#) | [Modify](#) | [Search](#) | [Reports](#) | [Capacity](#) | [Calendar](#) | [Email](#) | [Preferences](#) | [Admin](#)

Accept

***Closure Status**

ALL SCHEDULED

ENTERED

PENDING

PENDING FOR STOC

RETURNED

RESCHEDULED (PENDING)

***Closure Type**

ALL

CONSTRUCTION

BOTH

LOCAL PROGRAM

NOT LOCAL PROGRAM

MAINTENANCE

PERMIT

EMERGENCY

SPECIAL EVENT

***Region/County**

ALL

Hwy

Date Range From

Date Range To

Project ID

Closure ID

Above entries override ALL other search selections. ?

Order By

BEGIN DATE

Ascending

Max Results

First 100

Expand ALL | Printable ALL | CSV ALL * 6 Closure Results Match Search Criteria

[Show Search Details](#)

CLOSURE STATUS COLOR KEY:

RED - Closure yet to be accepted and past start date

ORANGE - Closure yet to be accepted and within 2 weeks of start date

BLACK - Closure has been accepted or is within normal parameters

(5296) PERMIT | ENTERED

[Expand](#) | [Printable](#) | [CSV](#) | [Capacity](#) | [Calendar](#)

[Edit](#) | [Return](#) | [Forward To SUPERVISOR](#) | [Forward To RTE](#) | [Accept](#) | [Delete ALL](#)

DANE TO DODGE: (123456789012345) Testing Permit Closure

ID	HWY	FACILITY	DESCRIPTION	DURATION	
1	WIS 19 EB	RAMP	Left Lane Closed at ON RAMP FROM USH 51 SB	Daily/Nightly: 01/13/2009 - 01/15/2009 , 05:00 AM - 10:30 AM	Delete Facility
2	WIS 19 EB	RAMP	Lane Restriction at ON RAMP FROM USH 51 SB	Daily/Nightly: 01/13/2009 - 01/15/2009 , 05:00 AM - 10:30 AM	Delete Facility

Modified Date	Modified By	Status	Applies To	Comment
01/13/2009 10:11 AM	bbadger	ENTERED	ALL FACILITIES	INITIAL INSERT INTO DATABASE

(5418) CONSTRUCTION | ENTERED

[Expand](#) | [Printable](#) | [CSV](#) | [Capacity](#) | [Calendar](#)

[Edit](#) | [Return](#) | [Forward To SUPERVISOR](#) | [Forward To RTE](#) | [Accept](#) | [Delete ALL](#)

WAUKESHA: (1000-19-63) SIGN BRIDGE REPAIRS 2008 | VARIOUS FREEWAYS, STATE HIGHWAYS AND US HIGHWAYS | VAR HWY | Waukesha

ID	HWY	FACILITY	DESCRIPTION	DURATION	
1	I-43 SB	BRIDGE	Right Shoulder Closed at I BELOIT RD (B-67-0105 BEGIN)	Daily/Nightly: 01/29/2009 - 01/31/2009 , 12:00 AM - 11:00 PM	Delete Facility

Modified Date	Modified By	Status	Applies To	Comment
01/29/2009 12:07 PM	bbadger	ENTERED	ALL FACILITIES	INITIAL INSERT INTO DATABASE

(5301) CONSTRUCTION | ENTERED

[Expand](#) | [Printable](#) | [CSV](#) | [Capacity](#) | [Calendar](#)

[Edit](#) | [Return](#) | [Forward To SUPERVISOR](#) | [Forward To RTE](#) | [Accept](#) | [Delete ALL](#)

DANE: (1000-19-63) SIGN BRIDGE REPAIRS 2008 | VARIOUS FREEWAYS, STATE HIGHWAYS AND US HIGHWAYS | VAR HWY | Waukesha

ID	HWY	FACILITY	DESCRIPTION	DURATION	
----	-----	----------	-------------	----------	--

Section 2 – The LCS System

The **Modify Interface** is where a user can edit or reschedule a closure that has been accepted. This interface also allows users to cancel at the facility or closure level and complete closures (completing a closure effectively removes it from an active state so that it becomes view only). Modifying a closure will be covered in **Section 3**.

LANE CLOSURE SYSTEM
TRAINING VERSION

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Modify

***Closure Type**

ALL

CONSTRUCTION

BOTH

LOCAL PROGRAM

NOT LOCAL PROGRAM

MAINTENANCE

PERMIT

EMERGENCY

SPECIAL EVENT

***Region/County**

ALL

Hwy

Date Range From

Date Range To

Project ID

Closure ID

Above entries override ALL other search selections.

Order By: BEGIN DATE | **Ascending** | **Max Results**: First 100

Expand ALL | Printable ALL | CSV ALL * 12 Closure Results Match Search Criteria

Show Search Details

Expand | Printable | CSV | Capacity | Calendar (4354) SPECIAL EVENT | ACCEPTED

Edit | Reschedule | Cancel ALL | Complete ALL

DANE: Special Event

ID	HWY	FACILITY	DESCRIPTION	DURATION	
1	I-39 SB/I-90 EB	MAINLINE	Lane Restriction at IH 94 EB MAINLINE	Long Term: 11/01/2008 - 11/30/2008	Edit Date/Time Cancel Complete

Modified Date	Modified By	Status	Applies To	Comment
01/26/2009 03:18 PM	bbadger	ACCEPTED	ALL FACILITIES	EDIT GENERAL USER COMMENT: test
10/16/2008 12:37 PM	ehanson	ACCEPTED	ALL FACILITIES	INITIAL INSERT INTO DATABASE

Expand | Printable | CSV | Capacity | Calendar (4792) CONSTRUCTION | ACCEPTED

Edit | Reschedule | Cancel ALL | Complete ALL

WAUKESHA: (1000-19-63) SIGN BRIDGE REPAIRS 2008 | VARIOUS FREEWAYS, STATE HIGHWAYS AND US HIGHWAYS | VAR HWY | Waukesha

ID	HWY	FACILITY	DESCRIPTION	DURATION	
1	I-43 SB	MAINLINE	2 Left Lanes Closed at MILWAUKEE - WAUKESHA CO LINE	Weekly: 11/03/2008 - 11/26/2008 , Mon 12:00 AM - Sun 11:45 PM	Edit Date/Time Cancel Complete

Modified Date	Modified By	Status	Applies To	Comment
11/04/2008 11:46 PM	ycheng	ACCEPTED	ALL FACILITIES	INITIAL INSERT INTO DATABASE

Section 2 – The LCS System

The **Search Interface** is a view to access all closures within the system. It also provides links to save individually displayed closures or all the displayed closures.

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Search

*Closure Status

- ALL
- ALL SCHEDULED
- ENTERED
- PENDING
- RETURNED
- ALL ACCEPTED
- ACCEPTED
- RESCHEDULED (PENDING)
- ALL FINAL
- DELETED
- CANCELED
- COMPLETED
- RESCHEDULED (FINAL)

*Closure Type

- ALL
- CONSTRUCTION
- BOTH
- LOCAL PROGRAM
- NOT LOCAL PROGRAM
- MAINTENANCE
- PERMIT
- EMERGENCY
- SPECIAL EVENT

*Region/County

ALL

Hwy

Date Range From

Date Range To

Project ID

Closure ID

Above entries override ALL other search selections.

Order By Ascending

Max Results

The MakeLike link allows users to utilize a displayed closure's general section as a template for a new closure.

[Expand ALL](#) | [Printable ALL](#) | [CSV ALL](#) * 60 Closure Results Match Search Criteria

[Show Search Details](#)

CLOSURE STATUS COLOR KEY:
 RED - Closure yet to be accepted and past start date
 ORANGE - Closure yet to be accepted and within 2 weeks of start date
 BLACK - Closure has been accepted or is within normal parameters

[Expand](#) | [Printable](#) | [CSV](#) | [Capacity](#) | [Calendar](#) | [MakeLike](#) (525) MAINTENANCE | **COMPLETED**

WAUKESHA: Test the training site. Now is the time for all good men to come to the aid of their country.

ID	HWY	FACILITY	DESCRIPTION	DURATION	
1	I-43 SB	RAMP	FULL CLOSURE at MILE POST 050	Weekly: 03/29/2008 - 04/24/2008 , Mon 07:00 AM - Wed 10:30 AM	COMPLETED
2	I-43 SB	MAINLINE	Flagging Operation from MILE POST 049 to MILE POST 045	Weekly: 03/28/2008 - 04/24/2008 , Mon 07:00 AM - Wed 10:45 AM	COMPLETED

Modified Date	Modified By	Status	Applies To	Comment
10/05/2008 04:19 PM	sparker	COMPLETED	ALL FACILITIES	FINAL STATUS CHANGE TO COMPLETED
09/19/2008 10:40 AM	bbadger	ACCEPTED	FACILITY (2)	EDITED AND UPDATE DATE/TIME. CLOSURE HAS BEEN MODIFIED FOR FID2 <i>USER COMMENT: Testing DOW - t1</i> Edit Flags: Date/Time
09/18/2008 01:45 PM	bbadger	ACCEPTED	FACILITY (1)	DATE/TIME ACCEPTED FROM PENDING. CLOSURE HAS BEEN MODIFIED FOR FID1 Edit Flags: Date/Time
04/24/2008 09:15 AM	bbadger	ACCEPTED	ALL FACILITIES	MODIFIED AND UPDATE TO A GENERAL USING EDIT GENERAL <i>USER COMMENT: Now is the time for all good men to come to the aid of their country.</i>
03/31/2008 10:37 AM	sparker	ACCEPTED	FACILITY (1)	MODIFY PENDING ACCEPTANCE DATE/TIME INTO DATABASE FOR FID1 <i>USER COMMENT: test modify pending</i>
03/28/2008 05:18 PM	sparker	ACCEPTED	ALL FACILITIES	INITIAL INSERT INTO DATABASE

Section 2 – The LCS System

If clicked, the user can then add another closure with those same ‘general’ attributes carried over.

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Closure Request

MAINTENANCE REQUEST - Asterisk(*) indicates required field.

*General Description Test the training site. Now is the time for all good men to come to the	*Begin County WAUKESHA	*Primary Contact: Lance Burger (dotlnb/NW)	*Phone: 715-392-7965
	*End County WAUKESHA	Secondary Contact:	Phone:
	*Hwy I-43 SB	Emergency Traffic Control Contractor Name: testing the etccn field here and now	Phone: (111) 222-3333
	Expected Impact	Law Enforcement Name:	Phone:
		Other Contact Name:	Phone:

Internal Comment

May Affect Adjacent Region ?

SW SE NE NC NW

(do not check origin region)

Use Same Date/Time Accept Closure

Section 2 – The LCS System

The **Reports Interface** is especially valuable to the Public Information role as they are allowed to modify closure details. All users can use the reports interface as an easy way to save and print closures that are 'active' within the system (an 'active' closure is one that has been or is currently accepted).

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Active Closures

Search On New/Modified Closures

*Active Closure Selection [?](#)

SHOW ALL
 STARTING CLOSURES
 ENDED CLOSURES
 ACTIVE CLOSURES

Only Closures With OSOW Restrictions [?](#)

Exclude Facilities That Do Not Apply [?](#)

*Closure Type

ALL
 CONSTRUCTION
 BOTH
 LOCAL PROGRAM
 NOT LOCAL PROGRAM
 MAINTENANCE
 PERMIT
 EMERGENCY
 SPECIAL EVENT

*Region/County

ALL
Hwy

Project ID
Closure ID

Above entries override ALL other search selections. [?](#)

Order By: BEGIN DATE Ascending Max Results: First 100

[Expand ALL](#) | [Printable ALL](#) | [CSV ALL](#) * 16 Closure Results Match Search Criteria

[Show Search Details](#)

CLOSURE STATUS COLOR KEY:
RED - Closure yet to be accepted and past start date
ORANGE - Closure yet to be accepted and within 2 weeks of start date
BLACK - Closure has been accepted or is within normal parameters

[Expand](#) | [Printable](#) | [CSV](#) | [Capacity](#) | [Calendar](#) | [QA/QC General](#) (5421) MAINTENANCE | **ACCEPTED**

ADAMS: testing again

ID	HWY	FACILITY	DESCRIPTION	DURATION	
1	WIS 13 NB	MAINLINE	Moving Full Closure at COLUMBIA - ADAMS CO LINE	Weekly: 10/20/2008 - 11/08/2008 , Mon 12:00 AM - Tue 09:30 PM	QA/QC Facility

Modified Date Modified By Status Applies To Comment

01/29/2009 01:01 PM bbadger ACCEPTED FACILITY (1) EDIT DATE/TIME
USER COMMENT: test
Edit Flags: Date/Time

01/29/2009 12:58 PM bbadger ACCEPTED ALL FACILITIES EDIT GENERAL
USER COMMENT: okay

01/29/2009 12:54 PM bbadger ACCEPTED ALL FACILITIES EDIT GENERAL
USER COMMENT: test

01/29/2009 12:52 PM bbadger ACCEPTED ALL FACILITIES STATUS CHANGE

01/29/2009 12:52 PM bbadger ENTERED ALL FACILITIES INITIAL INSERT INTO DATABASE - RESCHEDULED FROM CID 4795
USER COMMENT: test reschedule adding new facility

[Expand](#) | [Printable](#) | [CSV](#) | [Capacity](#) | [Calendar](#) | [QA/QC General](#) (4345) MAINTENANCE | **ACCEPTED**

MILWAUKEE TO WAUKESHA: maintenance

ID	HWY	FACILITY	DESCRIPTION	DURATION	
1	WIS 175 NB	MAINLINE	Single Lane Closed from USH 45 NB to LILLY RD	Weekly: 10/21/2008 - 11/06/2008 , Mon 12:00 AM - Wed 11:45 PM	QA/QC Facility

Modified Date Modified By Status Applies To Comment

10/16/2008 12:02 PM ehanson ACCEPTED ALL FACILITIES INITIAL INSERT INTO DATABASE

The reports section is also where a user can manually adjust data in either the general section or facility section(s) of a closure. This is done by clicking the QA/QC links,

Section 2 – The LCS System

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QA/QC General Section

MAINTENANCE REQUEST - Asterisk(*) indicates *required* field.

General (4398) - QA/QC VIEW: [Return To Active Closures](#)
Status: **ACCEPTED**

<p>*General Description</p> <div style="border: 1px solid gray; padding: 2px; min-height: 30px;">TOPS training site test and more</div> <p>WZ Map Number</p> <div style="border: 1px solid gray; width: 100%; height: 20px;"></div>	<p>*Begin County ADAMS</p> <p>*End County ADAMS</p> <p>*Hwy WIS 13 NB</p> <p>Expected Impact HIGH</p>	<p>*Primary Contact: NE - Pat O'Connor (NE Contact/NE) > Phone: (920) 492-5641</p> <p>Secondary Contact: Todd Hogan (dottah/SW) > Phone: (608) 516-6493</p> <p>Emergency Traffic Control Contractor Name: Phone: </p> <p>Law Enforcement Name: Phone: </p> <p>Other Contact Name: Phone: </p>
---	---	--

Internal Comment

test

May Affect Adjacent Region

SW	SE	NE	NC	NW
no	no	no	no	no

The user can change data in the general section, much like editing a closure in the Modify Interface.

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QA/QC Facility Section

Asterisk(*) indicates *required* field

[Show Facility Details](#)

(5786) SPECIAL EVENT
Facility (1) MAINLINE - QA/QC VIEW: [Return To Active Closures](#)

<input type="checkbox"/> Omit From WZ Map	<p>Detour Route Info</p> <div style="border: 1px solid gray; min-height: 40px;"></div>	<p>Facility External Comment</p> <div style="border: 1px solid gray; padding: 2px; min-height: 30px;">test</div>
---	---	---

***Begin Location (or ramp/bridge specific)**

COLUMBIA - ADAMS CO LINE

***End Location (or same as Begin Location)**

G CHURCH DRWY

The user has the ability to change the begin and end locations, detour route, and facility external comments from the QA/QC Facility link.

Section 2 – The LCS System

The **Capacity Interface** is used to determine day of week and time of day volumes of roadway segments from ATMS and TRADAS data that is stored within the WisTransportal Data Hub. Once selections are made as to which roadway segment, day of the week, time of day and capacity threshold to use, a graphical representation of these selections is displayed for evaluation of an acceptable time and date to which a closure can take place. **The Capacity Interface is still under construction.**

Capacity

Monthly Average Volume (Per Day of Week, Per Hour)

*NOTE - Current Year/Month (not allowed)
Default is (Year-1)/Current Month.

Interface Explanation
Explanation Goes Here

County, Hwy, and Count Sites
County: Hwy:
Count Site:

Select Year/Month/Day(s)
Year: Month:
Day(s)[At least 1 checked]:
 Sunday
 Monday
 Tuesday
 Wednesday
 Thursday
 Friday
 Saturday
 Show Average of Selected Days

Section 2 – The LCS System

The **Calendar Interface** is for viewing special events (not event closures) that have been entered into the system. Also, STOC and Public Information Officer (PIO) roles will be able to enter new events and edit or delete existing special events. Examples of events users would add are festivals, professional athletic events, large-attendance conventions and others. The Event Calendar will be covered in further detail in **Section 4**.

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Event Calendar

*Region/County
ALL

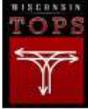
Date Range (inclusive of from/to dates):
Date Range From: 02/12/2009 Date Range To:

MANAGE EVENT CALENDAR AREA
County: ADAMS
Add New Calendar Event
Add/Delete Events
Add/Delete Vs.
Add/Delete Locations
Add/Delete Event Coordinators
Add/Delete Security Coordinators
Add/Delete Law Enforcement Coordinators

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Section 2 – The LCS System

The **Email Interface** is used to Add, Edit, or Delete email lists or email preferences. An email preference is a way to sign up to receive either daily or weekly emails of active closures. Any user can add an infinite number of email preference entries and the Email interface only displays the entries created by an individual user. The Email Interface will be discussed further in **Section 5**.

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Email

Add New Email Preference:

MANUALLY SEND NEW DAILY EMAIL
Region or County:

Delete or Edit: To delete, press **Delete**. To edit, press **Edit**.

*Email Address	*Region or County	Full Name	Phone	Daily	Weekly	Created By	Modified By	Modified Date
----------------	-------------------	-----------	-------	-------	--------	------------	-------------	---------------

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An example of an email addition.

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Add Email Preference

Asterisk (*) indicates required field

*Email Address

*Region or County

Full Name

NOTE - By default ALL entries receive a weekly email
Check Daily if you wish to ALSO receive a Daily email

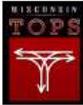
Daily

Phone

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Section 2 – The LCS System

The **Preference Interface** is currently limited to providing a link to allow a user to update their user information (i.e. address, phone number, etc.). The update screen will not allow a user to grant themselves additional access or change their role or status. The Preference Interface will be discussed more in **Section 6**.

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Preferences

[Update User Information](#)
[View ALL User Information](#)

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Below is an example of a user's information.

The View All User Information section displays a list of all active WisLCS users in the system.

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Edit User Info

Asterisk(*) indicates required field

WisLCS Account Profile: Edit Your Account Profile or Password

*User ID skozlik	*Name (First, MI, Last) Scott Kozlik	*Organization WisDOT STOC	*Email Address scott.kozlik@dot.state.wi.us
*Primary Phone (414) 227-2161 - Business	Secondary Phone - Cell	Home Phone	Fax Number
Address 433 W St. Paul Ave Suite 300	City Milwaukee	State WI	Zipcode 53203

WisLCS Role Assignment Information

Grant Acceptance Authorization yes	*Role STOC	*Region ALL	*User Type ALL	*Supervisor (SUPERVISOR) Doug Dembowski (DOTDCD/ALL)
---------------------------------------	---------------	----------------	-------------------	---

Section 2 – The LCS System

The **Admin Interface** has three links and is only available to those roles that have administrative authorization. The three linked areas are Users, Messages and Email Preferences. The Admin Interface will be discussed more in **Section 7**.

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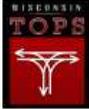
Admin

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The *Users Area* allows a user to add, edit or delete users including altering the role, type, region, and access authorization.

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Users

[Add New Account](#) | [Activate Pending User Accounts](#) | [Return](#)

Delete, Edit, or View: To delete, press **Delete**. To edit, press **Edit**. To **View** a user's details, click on their User ID.

	*Last Name	*First Name	MI	*User ID	*Role	*User Type	*Region	*Accept Auth	Last Modified	Last Modified By
delete edit	1	Trainer		Trainer1	STOC	ALL	ALL	yes	02/02/2009 11:39 AM	skozlik
delete edit	Abraham	Brad	A	abrahambrad	PROJECT LEADER	CONSTRUCTION	NE	yes	05/27/2008 10:53 AM	DOTJLG
delete edit	Adams	Mathew	D	mdadams	PROJECT LEADER	CONSTRUCTION	NW	no	04/09/2008 10:45 AM	DOTJLO
delete edit	Adams	Jay	P	dotjpa	VIEWER	CONSTRUCTION	SW	no	02/20/2008 02:07 PM	dotjpa
delete edit	Administrator	System		lcssysadmin	SYSTEM ADMIN	ALL	ALL	yes	04/01/2008 10:06 AM	mrunnels
delete edit	Aeschbach	Justin	J	jjaeschbach	PROJECT LEADER	CONSTRUCTION	SW	yes	08/18/2008 08:54 AM	mikez
delete edit	Alekna	Martin	P	msampa	PROJECT LEADER	CONSTRUCTION	NC	yes	04/16/2008 08:44 AM	dotd9l
delete edit	Alt	Steve	A	SteveAlt	PROJECT LEADER	CONSTRUCTION	SW	yes	08/18/2008 08:58 AM	mikez
delete edit	Altman	Brad		baltman	VIEWER	ALL	ALL	no	12/01/2008 03:53 PM	sparker
delete edit	Anderson	Robert	J	mscrja	PROJECT LEADER	CONSTRUCTION	NE	no	10/20/2008 12:45 PM	pfoconnor
delete edit	Andre	Don	J	mscdja	PROJECT LEADER	CONSTRUCTION	NW	no	04/09/2008 10:38 AM	DOTJLO

Section 2 – The LCS System

The *Message Area* allows a user to add, edit or delete messages (statewide or regionally depending on the users level of access) within the system.

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Messages

Add New Message:

Delete or Edit: To delete, press **Delete**. To edit, press **Edit**.

*Message	*Region	Last Modified By	Last Modified Date
<input type="button" value="delete"/> <input type="button" value="edit"/> This is a statewide message - Region ALL when creating	ALL	bbadger	01/21/2009 04:24:24 PM
<input type="button" value="delete"/> <input type="button" value="edit"/> This is a SW regional message - Region SW when creating	SW	bbadger	01/21/2009 04:24:53 PM

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The *Email Preferences Area* is much like the email interface, but with access to all email preference entries within the system. This is where users should add email addresses of non-dot personnel as all users can access and or change addresses here vs. the [Email Tab](#).

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Email Administration

Add New Email Preference: *Region or County

Delete or Edit: To delete, press **Delete**. To edit, press **Edit**.

*Email Address	*Region or County	Full Name	Phone	Daily	Weekly	Created By	Modified By	Modified Date
<input type="button" value="delete"/> <input type="button" value="edit"/> daniel.segerstrom@dot.state.wi.us	DOOR	Dan Segerstrom	920-492-7718	yes	yes	dotd9s	dotd9s	03/31/2008 01:38:20 PM
<input type="button" value="delete"/> <input type="button" value="edit"/> david.catalano@dot.state.wi.us	DOOR			yes	yes	dots1n	dots1n	04/02/2008 01:24:48 PM
<input type="button" value="delete"/> <input type="button" value="edit"/> cgossenk@co.door.wi.us	DOOR			yes	yes	dots1n	dots1n	04/02/2008 01:24:09 PM
<input type="button" value="delete"/> <input type="button" value="edit"/> steve.noel@dot.state.wi.us	DOOR	Steven Noel	920-492-5630	no	yes	DOTJLG	DOTJLG	04/07/2008 03:26:38 PM
<input type="button" value="delete"/> <input type="button" value="edit"/> kolodzie@co.door.wi.us	DOOR			yes	yes	dots1n	dots1n	04/02/2008 01:25:19 PM

The *Activate Pending User Accounts* function is not operational yet.

Section 3 – The Life Cycle of a Closure

1. Requesting a closure
2. Accepting a closure
3. Modifying a closure
4. Completing a closure

Section 3 – The Life Cycle of a Closure

1. Requesting Closure

Requesting a closure takes place in the Request Interface.



The users role and type will determine if he/she can request a closure or what type of closure they can enter. A user with a Viewer role will not be able to enter a closure into the system and likewise a user with a Project Leader type will only be able to enter a construction closure. There are a few exceptions to this rule, such as Supervisor, RTE and STOC role types can enter more than one closure type, but most users will be limited by their role.

As stated earlier, there are five different types of closures to be entered:

- Construction
- Maintenance
- Permit
- Emergency
- Special Event

All closures have a slight variation to the General Portion of the closure, but every closure will share the same facility section. For instance, for a construction closure, the user will have to select a Project ID from a drop down list. A maintenance closure will only need the general description of the work entered and a permit closure will need the permit number entered.

The Emergency and Special Event closures are entered in the same fashion as the previous three, with one exception; an Emergency closure will not go through the acceptance phase. Once entered, the emergency closure is automatically a live closure. These closures are the result of an unexpected incident, such as a bridge hit or flooding, that result in the roadway being closed for an extended period of time. Any planned closure will fall somewhere in the other closure types.

As declared in the Overview section of the manual, closure information should be entered in accordance with the following advanced notification guidelines:

- 14 days - Project start, full roadway closure, or closures that may impact OSOW (OSOW permits have 14 day lead time)
- 7 days - System ramp closure
- 3 days - Lane and service ramp closure

Section 3 – The Life Cycle of a Closure

Here is an example of a **construction** request:

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Closure Request

CONSTRUCTION REQUEST - Asterisk(*) indicates required field.

*Award Yr 2009	*Project ID 1000-19-82	*Begin County MILWAUKEE	? *Primary Contact: [Dropdown]	*Phone: [Text]
*General Description SIGN BRIDGE REPLACEMENT 2009 VAR HWY MILWAUKEE		*End County MILWAUKEE	Secondary Contact: [Dropdown]	Phone: [Text]
Local Program <input type="checkbox"/>		*Hwy I-43 SB	* Emergency Traffic Control Contractor Name: [Text]	* Phone: [Text]
		Expected Impact [Dropdown]	Law Enforcement Name: [Text]	Phone: [Text]
			Other Contact Name: [Text]	Phone: [Text]

Internal Comment
[Text Area]

May Affect Adjacent Region ?
SW SE NE NC NW

(do not check origin region)

Add Facility Use Same Date/Time Accept Closure Submit Reset

When the user selects the Award Year and Project ID, the *general description*, *begin county* and *end county* will all auto populate with the projects information. The user will then have to select the appropriate highway from the Hwy drop down. When a primary or secondary contact is selected, the contacts phone number will auto-populate. For construction closures, the primary contact list consists of all the project leaders in the users region and the secondary contacts are the project managers in that region.

Section 3 – The Life Cycle of a Closure

Here is an example of a **maintenance** request:

The screenshot shows the 'Closure Request' form in the 'LANE CLOSURE SYSTEM TRAINING VERSION'. The form is titled 'MAINTENANCE REQUEST - Asterisk(*) indicates required field.' and contains several sections:

- *General Description:** A text area for describing the work.
- *Begin County:** A dropdown menu with 'ADAMS' selected.
- *End County:** A dropdown menu with 'ADAMS' selected.
- *Hwy:** A dropdown menu with 'WIS 13 NB' selected.
- Expected Impact:** A dropdown menu.
- *Primary Contact:** A dropdown menu with a search icon.
- *Phone:** A text input field.
- Secondary Contact:** A dropdown menu with a search icon.
- Phone:** A text input field.
- Emergency Traffic Control Contractor Name:** A text input field.
- Phone:** A text input field.
- Law Enforcement Name:** A text input field.
- Phone:** A text input field.
- Other Contact Name:** A text input field.
- Phone:** A text input field.
- Internal Comment:** A text area.
- May Affect Adjacent Region:** A section with checkboxes for SW, SE, NE, NC, and NW, and a note '(do not check origin region)'. All checkboxes are currently unchecked.

At the bottom of the form, there are several buttons and checkboxes: 'Add Facility', a checked checkbox for 'Use Same Date/Time', an unchecked checkbox for 'Accept Closure', 'Submit', and 'Reset'.

Here the user will have to enter a description of the type of work to be completed, such as “guardrail” or “pothole” repair. As with a construction request, the phone numbers for the primary and secondary contacts will auto populate.

For maintenance closures, the primary contact list consists of all the maintenance coordinators in the users region and the secondary contacts are the maintenance coordinators and Regional Traffic Engineers (RTE’s) in that region.

Section 3 – The Life Cycle of a Closure

Here is an example of a **permit** closure:

The screenshot shows the 'Closure Request' form in the Lane Closure System Training Version. The form is titled 'PERMIT REQUEST - Asterisk(*) indicates required field.' and contains several sections:

- Permit Information:** *Permit Nbr (text input), *General Description (text area).
- Location and Impact:** *Begin County (dropdown: ADAMS), *End County (dropdown: ADAMS), *Hwy (dropdown: WIS 13 NB), Expected Impact (dropdown).
- Contact Information:** *Primary Contact (dropdown), *Phone (text input), Secondary Contact (dropdown), Phone (text input), *Emergency Traffic Control Contractor Name (text input), *Phone (text input), Law Enforcement Name (text input), Phone (text input), Other Contact Name (text input), Phone (text input).
- Internal Comment:** Text area.
- May Affect Adjacent Region:** A dropdown menu with options SW, SE, NE, I/C, NW, each with a checkbox. Below it, the text '(do not check origin region)' is displayed.

At the bottom of the form, there are buttons for 'Add Facility', 'Submit', and 'Reset', along with checkboxes for 'Use Same Date/Time' (checked) and 'Accept Closure' (unchecked).

Here the user will have to enter a permit number and description of the type of work to be completed, such as “installing power lines” or “Thanksgiving day parade.” As with the construction request, the phone numbers for the primary and secondary contacts will auto populate.

For permit closures, the primary contact list consists of all the permit coordinators in the users region and the secondary contacts are the permit coordinators and Regional Traffic Engineers (RTE’s) in that region.

Section 3 – The Life Cycle of a Closure

Each of the five closure types has different general information to enter, but all of them share the same facilities entry. We will now walk through entering a closure into the LCS.

As previously stated, a closure has two parts: the general section and the facilities section. The **General** Section contains those attributes that pertain to the entire closure.

The screenshot shows the 'Closure Request' form in the Lane Closure System. The form is titled 'CONSTRUCTION REQUEST - Asterisk(*) indicates required field.' and contains several sections: '*Award Yr' (2009), '*Project ID' (1000-19-82), '*Begin County' (MILWAUKEE), '*End County' (MILWAUKEE), '*Hwy' (I-43 SB), '*General Description' (SIGN BRIDGE REPLACEMENT 2009 | VAR HWY | MILWAUKEE), 'Local Program' (checkbox), 'Expected Impact' (dropdown), '*Primary Contact', '*Secondary Contact', '*Emergency Traffic Control Contractor Name', 'Law Enforcement Name', 'Other Contact Name', and '*Phone' fields. At the bottom, there is an 'Internal Comment' text box and a 'May Affect Adjacent Region' section with checkboxes for SW, SE, NE, NC, and NW, with a note '(do not check origin region)'. Navigation buttons include 'Add Facility', 'Use Same Date/Time', 'Accept Closure', 'Submit', and 'Reset'.

The General Section is where the user will enter the following required data: a general description of the closure, the county(s) in which the closure resides, a highway, duration, a primary contact, and an emergency traffic control contractor contact. **All required fields, as with anywhere in the LCS, are denoted by an asterisks.***

The Internal Comments text box is where closure information not intended for public view can be entered. Only users of the system will see this information. The Expected Impact drop down, though not a required field, will show the expected level of impact on travel. Three categories of low, medium, and high are available to select from.

A user can select an adjacent region when a closure is close to a regional boundary line. When done, users in the adjacent region will be able to see this closure and can plan accordingly in order to avoid any potential conflict.

The close-up shows the 'May Affect Adjacent Region' section. It has a title 'May Affect Adjacent Region' with a help icon. Below the title are five checkboxes labeled SW, SE, NE, NC, and NW. Below the checkboxes is the text '(do not check origin region)'.

The system will not allow a user to select the region in which they reside, unless the users role is such that it allows the user to access more than one region.

Section 3 – The Life Cycle of a Closure

An example of a construction closure general screen:

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Closure Request

CONSTRUCTION REQUEST - Asterisk(*) indicates required field.

*Award Yr 2009	*Project ID 1000-19-82	*Begin County MILWAUKEE	*Primary Contact: SE - Scott Kozlik (SE Contact/SE)	*Phone: (414) 227-2161
*General Description SIGN BRIDGE REPLACEMENT 2009 VAR HWY MILWAUKEE		*End County MILWAUKEE	Secondary Contact:	Phone:
Local Program <input type="checkbox"/>	*Hwy I-43 SB	*Emergency Traffic Control Contractor Name: AJ's Traffic Control	* Phone: 414-111-1111	Phone:
Expected Impact HIGH		Law Enforcement Name:	Phone:	Phone:
Other Contact Name:		Phone:		

Internal Comment

May Affect Adjacent Region ?

SW SE NE NC NW

(do not check origin region)

Use Same Date/Time Accept Closure

An example of a maintenance closure general screen:

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Closure Request

MAINTENANCE REQUEST - Asterisk(*) indicates required field.

*General Description Pothole Repair	*Begin County WALWORTH	*Primary Contact: SW - Joe Schneider (SW Contact/SW)	*Phone: (608) 789-5959
*End County WALWORTH		Secondary Contact:	Phone:
*Hwy US 12 WB		Emergency Traffic Control Contractor Name:	Phone:
Expected Impact		Law Enforcement Name:	Phone:
Other Contact Name:		Phone:	

Internal Comment

May Affect Adjacent Region ?

SW SE NE NC NW

(do not check origin region)

Use Same Date/Time Accept Closure

Section 3 – The Life Cycle of a Closure

An example of a permit closure general screen

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Closure Request

PERMIT REQUEST - Asterisk(*) indicates required field.

*Permit Nbr 1234567	*Begin County ST. CROIX	*Primary Contact: NW - Rick Tumaniec (NW Contact/NW) >	*Phone: (715) 833-9815
*General Description Memorial Day Parade	*End County ST. CROIX	Secondary Contact: >	Phone:
	*Hwy US 63 NB	* Emergency Traffic Control Contractor Name: ABC Traffic Control	* Phone: 123-456-7890
	Expected Impact LOW	Law Enforcement Name: Baldwin PD	Phone: 715-684-3856
		Other Contact Name: 	Phone:

Internal Comment

May Affect Adjacent Region ?
SW SE NE NC NW

(do not check origin region)

Add Facility Use Same Date/Time Accept Closure Submit Reset

Once the general section is filled out, press the *add facility* button.

Add Facility Use Same Date/Time Accept Closure Submit Reset

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Home | Request | Accept | Modify | Search | Reports | Capacity | Calendar | Email | Preferences | Admin

Closure Request

PERMIT REQUEST - Asterisk(*) indicates required field.

General Closure Information: **Edit** Delete | Capacity | Calendar

PERMIT			
*Permit Nbr 1234567	*Begin County ST. CROIX	*Primary Contact: NW - Rick Tumaniec (NW Contact/NW)	*Phone: (715) 833-9815
*General Description Memorial Day Parade	*End County ST. CROIX	Secondary Contact:	Phone:
WZ Map Number	*Hwy US 63 NB	* Emergency Traffic Control Contractor Name: ABC Traffic Control	* Phone: 123-456-7890
	Expected Impact LOW	Law Enforcement Name: Baldwin PD	Phone: 715-684-3856
		Other Contact Name:	Phone:

Internal Comment

May Affect Adjacent Region
SW SE NE NC NW
no no no no no

Now is the time to check to make sure all the data was filled in properly. If not, the user can *edit* the information previously entered. The user can also check the capacity and calendar at this point to make sure this closure will be feasible at the time requested.

Section 3 – The Life Cycle of a Closure

As previously stated, the facility section will look the same regardless of the type of closure. The Facilities Section is a way to group closure specific attributes within the same closure. Facilities come in four types: Mainline, Ramp, Bridges, and System Interchanges

There are four types of facilities to choose from:

A mainline type defines a lane of highway, a ramp defines an entrance or exit ramp, a bridge defines any bridge structure and system interchange defines a ramp from one freeway leading to another.

There are also four types of duration to pick from:

Daily/Nightly – The time of operation occurs on a daily or nightly basis as specified by the starting and ending times per each day within the start and end range. (can be longer than a single day)

Weekly – The time of operation occurs on a weekly basis as specified by the day of week dropdowns.

Continuous – 24-hour work zone lasting less than two weeks.

Long Term – Work zone lasting longer than two weeks (start and end time are included)

Section 3 – The Life Cycle of a Closure

An example of a daily nightly closure:

The screenshot shows a web form for a closure. At the top, there is a dropdown menu for '*Duration' set to 'Daily/Nightly' and a 'Remove Facility' button. Below this, there are two date fields: '*Begin Date' (05/11/2009) and '*End Date' (05/13/2009). Underneath the dates are two time selection sections: '*Begin Time (per Day Of Week)' and '*End Time (per Day Of Week)'. Each time section has 'Hour' and 'Minute' dropdowns. The begin time is set to 08 AM and 00 minutes, and the end time is set to 03 PM and 00 minutes.

In the example above, the cones are dropped at 8 am and picked up at 3 pm each day

An example of a Weekly closure:

The screenshot shows a web form for a closure. At the top, there is a dropdown menu for '*Duration' set to 'Weekly' and a 'Remove Facility' button. Below this, there are two date fields: '*Begin Date' (05/11/2009) and '*End Date' (05/22/2009). Underneath the dates are two time selection sections: '*Begin Time (per Week)' and '*End Time (per Week)'. Each time section has 'DOW', 'Hour', and 'Minute' dropdowns. The begin time is set to Mon, 08 AM, and 00 minutes, and the end time is set to Mon, 03 PM, and 00 minutes.

In the example above, the cones are dropped at 8 am on Monday and picked up at 3 pm on Friday for two weeks.

An example of a Continuous closure:

The screenshot shows a web form for a closure. At the top, there is a dropdown menu for '*Duration' set to 'Continuous' and a 'Remove Facility' button. Below this, there are two date fields: '*Begin Date' (05/11/2009) and '*End Date' (05/22/2009). Underneath the dates are two time selection sections: '*Begin Time' and '*End Time'. Each time section has 'Hour' and 'Minute' dropdowns. The begin time is set to 08 AM and 00 minutes, and the end time is set to 03 PM and 00 minutes.

In the example above, the cones are dropped at 8 am on Monday, May 11 and picked up at 3 pm on Friday, May 22 at 3 pm.

An example of a Long Term closure

The screenshot shows a web form for a closure. At the top, there is a dropdown menu for '*Duration' set to 'Long Term'. Below this, there are two date fields: '*Begin Date' (05/11/2009) and '*End Date' (06/26/2009).

In the example above, the cones are dropped on May 11th and picked up on June 26th. The end date is usually modified, as the end date gets closer. Long Term closures also need to be completed in the **Modify** Interface when the work is complete.

Section 3 – The Life Cycle of a Closure

A closure is either a restriction or full closure. When the “restriction” radio button is selected, the lane detail drop down is a required field.

*Closure/Restriction
 RESTRICTION
 FULL CLOSURE
 *Lane Detail
 Right Lane Closed

When the “full closure” button is selected, the lane detail auto populates with full closure. A detour route will now also be required in order to submit the closure.

*Closure/Restriction
 RESTRICTION
 FULL CLOSURE
 *Lane Detail
 FULL CLOSURE

Since the LCS uses the State Trunk Network (STN) to populate the location fields, the list generated for this closure will flow in the direction of the selected highway from the General Section. In this case, from South to North on US-63 in St. Croix County.

*Begin Location (or ramp/bridge specific) (Landmark Description | Hwy List | County) Direction From Distance From (miles)
 PIERCE - ST. CROIX CO LINE | US 63 NB | ST. CROIX

*End Location (or same as Begin Location) (Landmark Description | Hwy List | County) Direction From Distance From (miles)
 PIERCE - ST. CROIX CO LINE | US 63 NB | ST. CROIX
 890TH AVE | US 63 NB | ST. CROIX
 CTH YY | US 63 NB | ST. CROIX
 5TH AVE | US 63 NB | ST. CROIX
 PUBLIC WAYSIDE DRWY | US 63 NB | ST. CROIX
 PUBLIC WAYSIDE DRWY | US 63 NB | ST. CROIX
 10TH AVE | US 63 NB | ST. CROIX
 18TH AVE | US 63 NB | ST. CROIX
 20TH AVE | US 63 NB | ST. CROIX
 30TH AVE | US 63 NB | ST. CROIX
 33RD AVE | US 63 NB | ST. CROIX
 CTH N | US 63 NB | ST. CROIX
 BR RUSH RIVER (B-55-0125 BEGIN) | US 63 NB | ST. CROIX
 USH 63S (BEGIN DIVIDED) | US 63 NB | ST. CROIX
 47TH AVE | US 63 NB | ST. CROIX
 50TH AVE | US 63 NB | ST. CROIX
 OFF RAMP TO IH 94 EB | US 63 NB | ST. CROIX
 ON RAMP FROM IH 94 WB | US 63 NB | ST. CROIX
 CONNECTOR TO OFF RAMP | US 63 NB | ST. CROIX

*Begin County
 ST. CROIX

*End County
 ST. CROIX

*Hwy
 US 63 NB

Restriction's Structure ID:

The user will select a *begin* and *end* location for the closure. If the desired location is not in the drop down list, the user can then chose a *direction from* and *distance from* the closest landmark. This will allow for a more accurate location of the closure.

*Begin Location (or ramp/bridge specific) (Landmark Description | Hwy List | County) Direction From Distance From (miles)
 PIERCE - ST. CROIX CO LINE | US 63 NB | ST. CROIX

*End Location (or same as Begin Location) (Landmark Description | Hwy List | County) Direction From Distance From (miles)
 PIERCE - ST. CROIX CO LINE | US 63 NB | ST. CROIX

N
S
E
W

Section 3 – The Life Cycle of a Closure

For most closures, this is all that needs to be entered. However, sometimes closures will have some other type of restrictions.

*Facility Type: MAINLINE		*Duration: Long Term	Remove Facility
*Closure/Restriction <input checked="" type="radio"/> RESTRICTION <input type="radio"/> FULL CLOSURE		*Begin Date: 04/01/2009 *End Date: 08/31/2009	Outside of Permit/Capacity Hours <input type="checkbox"/> Reason:
*Lane Detail: Lane Restriction			
*Begin Location (or ramp/bridge specific) (Landmark Description Hwy List County): S 27TH ST (SB) WIS 100 NB MILWAUKEE		Direction From:	Distance From (miles):
*End Location (or same as Begin Location) (Landmark Description Hwy List County): S 35TH ST WIS 100 NB MILWAUKEE		Direction From:	Distance From (miles):
Vertical Clearance of the Restriction: [] ft [] in	Width Restriction's Width: 11 ft 0 in	Weight Capacity of the Restriction: [] lbs	Reduced Regulatory Speed: 45 From Speed (mph)
Location of Vertical Clearance Restriction:	Location of Width Restriction: Right lane, closure limits	Location of Weight Restriction:	35 To Speed (mph)
Restriction's Structure ID:	Restriction's Structure ID:	Restriction's Structure ID:	Location of Reduced Regulatory Speed: closure limits
Temporary Signalization: <input type="checkbox"/>			
Signed Detour Available: <input type="checkbox"/>	Detour Route Info:	Facility External Comment:	
Add Another Facility <input checked="" type="checkbox"/> Use Same Date/Time <input type="checkbox"/> Accept Closure Submit Reset			

Here a long-term construction closure has a right lane restriction that will take place from April 1st to August 31st. The width of the lane will be reduced to 11 feet and the speed limit will be reduced to 35 mph.

Full closures, as stated earlier, will need a detour route entered. Longer duration closures, such as but not limited to construction or permit, will have a signed detour whereas a daily/nightly closure may not.

Section 3 – The Life Cycle of a Closure

In this example, the full closure has a signed detour route.

For short-term closures, such as a daily/nightly ramp closure, detour routes are usually not set up. In these cases, “Use next ramp”, “NA”, or “Use 35th St” are all acceptable entries. Unless the detour route is signed, do not check the signed detour route available button.

Section 3 – The Life Cycle of a Closure

Some construction projects may have a local road closed. Since the LCS uses the STN, these roads will not be available to select from in the *Hwy*, *Begin* or *End Location* drop downs. To enter these, a few steps need to be followed.

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Closure Request

CONSTRUCTION REQUEST - Asterisk(*) indicates required field.

*Award Yr 2009	*Project ID 8070-00-72	*Begin County PIERCE	*Primary Contact: SE - Scott Kozlik (SE Contact/SE)	*Phone: (414) 227-2161
*General Description ELLSWORTH - BALDWIN RD STH 29 EAST - IH 94 USH 63 PIERCE		*End County PIERCE	Secondary Contact:	Phone:
Local Program <input checked="" type="checkbox"/>		*Hwy LOCAL ROAD	*Emergency Traffic Control Contractor Name: ABC Traffic Control	*Phone: 111-111-1111
		Expected Impact LOW	Law Enforcement Name:	Phone:
			Other Contact Name:	Phone:

Internal Comment

May Affect Adjacent Region
 SW SE NE NC NW
 (do not check origin region)

Use Same Date/Time
 Accept Closure

In the general section of the closure, the *Local Program* radio button should be checked and *Local Road* needs to be selected from the *Hwy* drop down list (at the very bottom of the list.)

*Facility Type: MAINLINE		*Duration: Long Term		Remove Facility
*Closure/Restriction <input type="radio"/> RESTRICTION <input checked="" type="radio"/> FULL CLOSURE		*Begin Date: 03/02/2009 *End Date: 05/28/2009		Outside of Permit/Capacity Hours <input type="checkbox"/> Reason:
Local Road Locations Not Available From STN See Facility External Comment for Local Road Location Information				
Vertical Clearance of the Restriction: _____ ft _____ in	Width Restriction's Width: _____ ft _____ in	Weight Capacity of the Restriction: _____ lbs	Reduced Regulatory Speed: _____ From Speed (mph) _____ To Speed (mph)	
Location of Vertical Clearance Restriction:	Location of Width Restriction:	Location of Weight Restriction:	Location of Reduced Regulatory Speed:	
Restriction's Structure ID:	Restriction's Structure ID:	Restriction's Structure ID:		
Temporary Signalization <input type="checkbox"/>				
Signed Detour Available <input checked="" type="checkbox"/>	*Detour Route Info Spruce St to Main St to Chestnut St.	* Facility External Comment Spruce St will be closed from Maple St to Chestnut St in Ellsworth		

Use Same Date/Time
 Accept Closure

All information about the closure will be entered in the Facility External Comments box.

Section 3 – The Life Cycle of a Closure

When all information is finally entered, press the submit button.

Use Same Date/Time Accept Closure

Once the submit button is pressed, the user will see a confirmation screen displaying the Closure ID (CID).

Closure Request

Messages

The following messages have been generated:

- CLOSURE INSERTED INTO DATABASE SUCCESSFULLY WITH INITIAL STATUS: ACCEPTED

MAINTENANCE REQUEST - Asterisk(*) indicates required field.

General Closure Information: (5669) MakeLike			
(5669) MAINTENANCE			
*General Description Beam Guard	*Begin County MILWAUKEE	*Primary Contact: SE - Scott Kozlik (SE Contact/SE)	*Phone: (414) 227-2161
WZ Map Number	*End County MILWAUKEE	Secondary Contact:	Phone:
	*Hwy US 18 EB	Emergency Traffic Control Contractor Name:	Phone:
	Expected Impact	Law Enforcement Name:	Phone:
		Other Contact Name:	Phone:
Internal Comment	May Affect Adjacent Region SW SE NE NC NW no no no no no		

Facility (1) MAINLINE:		
*Closure/Restriction: RESTRICTION	*Duration: Daily/Nightly 04/20/2009 - 04/22/2009 , 09:00 AM - 02:00 PM	Outside of Permit/Capacity Hours no
*Lane Detail		Reason:

MAINTENANCE REQUEST - Asterisk(*) indicates required field.

General Closure Information: (5669) MakeLike

If a closure is needed in the opposite direction, the **MakeLike** button will allow the user to start a new closure with all of the general information automatically populated. Since each closure is direction-specific, all facility(s) information will have to be entered again in the opposite direction.

Section 3 – The Life Cycle of a Closure

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Closure Request

MAINTENANCE REQUEST - Asterisk(*) indicates required field.

*General Description Beam Guard Repair	*Begin County MILWAUKEE	*Primary Contact: SE - Scott Kozlik (SE Contact/SE) >	*Phone: (414) 227-2161
	*End County MILWAUKEE	Secondary Contact: >	Phone:
	*Hwy US 18 EB	Emergency Traffic Control Contractor Name:	Phone:
	Expected Impact	Law Enforcement Name:	Phone:
		Other Contact Name:	Phone:

Internal Comment

May Affect Adjacent Region ?
SW SE NE NC NW

(do not check origin region)

Use Same Date/Time Accept Closure

All the information was brought in from the previous closure, just the direction needs to be adjusted.

Section 3 – The Life Cycle of a Closure

2. Accepting a Closure

Users with the proper role and acceptance authorization will be able to accept closures in the LCS system. A WisDOT Regional Traffic Supervisor (RTS) must accept all freeway and expressway closures.

There are two ways a closure can be accepted:

1. While requesting the closure
2. In the Accept Interface

The screenshot displays the 'Accept Closure' interface in the Lane Closure System. The form is divided into several sections for data entry:

- Facility Information:** *Facility Type (MAINLINE), *Duration (Daily/Nightly), and a Remove Facility button.
- Closure/Restriction Type:** Radio buttons for RESTRICTION (selected) and FULL CLOSURE.
- Lane Detail:** *Lane Detail (Right Lane Closed).
- Dates and Times:** *Begin Date (04/20/2009), *End Date (04/22/2009), *Begin Time (09 AM), and *End Time (02 PM).
- Locations:** *Begin Location (N 110TH ST | US 18 EB | MILWAUKEE) and *End Location (N MAYFAIR RD (SB) | US 18 EB | MILWAUKEE).
- Restriction Details:** Vertical Clearance, Width, Weight Capacity, and Reduced Regulatory Speed sections, each with input fields for measurements and locations.
- Structure ID:** Fields for Restriction's Structure ID.
- Temporary Signaling:** A checkbox for Temporary Signaling.
- Detour and Comments:** Signed Detour Available checkbox, Detour Route Info, and Facility External Comment.

At the bottom of the form, there are buttons for 'Add Another Facility', 'Use Same Date/Time' (checked), 'Accept Closure' (highlighted with a red box), 'Submit', and 'Reset'.

In the first case, once the closure information is entered, click on the Accept Closure button and submit the closure. Note, if the user does not have acceptance authorization, the Accept Closure button will be unavailable.

The second way to accept a closure is from the [Accept](#) Interface.



Section 3 – The Life Cycle of a Closure

Accept

***Closure Status**

ALL SCHEDULED

ENTERED

PENDING

PENDING FOR STOC

RETURNED

RESCHEDULED (PENDING)

***Closure Type**

ALL

CONSTRUCTION

BOTH

LOCAL PROGRAM

NOT LOCAL PROGRAM

MAINTENANCE

PERMIT

EMERGENCY

SPECIAL EVENT

***Region/County**

BROWN

Hwy

I-43

Date Range From

02/23/2009

Date Range To

Project ID

Closure ID

Above entries override ALL other search selections.

Order By
 BEGIN DATE

Ascending

Max Results
 First 100

Expand ALL | Printable ALL | CSV ALL * 1 Closure Results Match Search Criteria

Show Search Details

CLOSURE STATUS COLOR KEY:
 RED - Closure yet to be accepted and past start date
 ORANGE - Closure yet to be accepted and within 2 weeks of start date
 BLACK - Closure has been accepted or is within normal parameters

Expand Printable CSV Capacity Calendar					(5670) MAINTENANCE ENTERED
Edit Return Forward To SUPERVISOR Forward To RTE Accept Delete ALL					
BROWN: Beam Guard Repair					
ID	HWY	FACILITY	DESCRIPTION	DURATION	
1	I-43 NB	MAINLINE	Right Lane Closed at TOWN HALL RD (B-05-0241 BEGIN)	Daily/Nightly: 02/23/2009 - 02/23/2009 , 09:00 AM - 02:00 PM	Delete Facility
Modified Date		Modified By	Status	Applies To	Comment
02/19/2009 02:34 PM		skozlik	ENTERED	ALL FACILITIES	INITIAL INSERT INTO DATABASE

The acceptor has a few options for finding a closure, or group of closures, to accept. Searching by county and highway will narrow the return to match only the closure on a specific highway in a specific county. (note: A user can only accept closures of the same user type.) If the user knows the closure ID (CID) of the closure, they can enter it into the CID box on the right. This number, or group of numbers separated by a comma, will override all the searching criteria to the left and only return those numbers. Only CID's of closures in **Entered** status will return in the Accept Interface.

Accept

***Closure Status**

ALL SCHEDULED

ENTERED

PENDING

PENDING FOR STOC

RETURNED

RESCHEDULED (PENDING)

***Closure Type**

ALL

CONSTRUCTION

BOTH

LOCAL PROGRAM

NOT LOCAL PROGRAM

MAINTENANCE

PERMIT

EMERGENCY

SPECIAL EVENT

***Region/County**

BROWN

Hwy

I-43

Date Range From

02/23/2009

Date Range To

Project ID

Closure ID

5670

Above entries override ALL other search selections.

Section 3 – The Life Cycle of a Closure

Expand ALL | Printable ALL | CSV ALL * 3 Closure Results Match Search Criteria

Show Search Details

CLOSURE STATUS COLOR KEY:

RED - Closure yet to be accepted and past start date

ORANGE - Closure yet to be accepted and within 2 weeks of start date

BLACK - Closure has been accepted or is within normal parameters

Expand | Printable | CSV | Capacity | Calendar (5670) MAINTENANCE | ENTERED

Edit | Return | Forward To SUPERVISOR | Forward To RTE | Accept | Delete ALL

ID	HWY	FACILITY	DESCRIPTION	DURATION	
1	I-43 NB	MAINLINE	Right Lane Closed at TOWN HALL RD (B-05-0241 BEGIN)	Daily/Nightly: 02/23/2009 - 02/23/2009 , 09:00 AM - 02:00 PM	Delete Facility
Modified Date		Modified By	Status	Applies To	Comment
02/19/2009 02:34 PM		skoziik	ENTERED	ALL FACILITIES	INITIAL INSERT INTO DATABASE

Expand | Printable | CSV | Capacity | Calendar (5440) MAINTENANCE | ENTERED

Edit | Return | Forward To SUPERVISOR | Forward To RTE | Accept | Delete ALL

WAUKESHA: Guard Rail Repair

ID	HWY	FACILITY	DESCRIPTION	DURATION	
1	I-43 SB	MAINLINE	Left Lane Closed from MOORLAND RD (B-67-0107 END) to STH 164 (B-67-0119 END)	Long Term: 05/04/2009 - 05/29/2009	Delete Facility
Modified Date		Modified By	Status	Applies To	Comment
01/30/2009 11:46 AM		skoziik	ENTERED	ALL FACILITIES	INITIAL INSERT INTO DATABASE

Once the search returns the closure(s) in question, the user can start the acceptance process. There are three closure statuses to any entered closure. If the word ENTERED is **black**, the closure has been accepted or is within normal parameters. If it is **orange**, it has not been accepted yet and is within two weeks of starting. If the word is **red**, it has yet to be accepted and is past the start date. This should be avoided at all costs.

As with the home screen, the Expand button can show more details about the closure. The acceptor needs to be able to determine whether the closure can take place or should be edited before it can proceed.

As with the Modify Interface, a closure can be edited in the Accept Interface. Here are a few actions that may take place: **(1)** By clicking on the edit button, the user can change an incorrect begin location, the lane that is to be closed, or even the date & time. **(2)** The acceptor can return the closure to the requestor to make some modifications themselves. **(3)** If the acceptor does not feel comfortable accepting the closure, they can choose to forward the closure to a supervisor or the Regional Traffic Engineer. **(4)** By clicking the Accept button, the closure will then become “live” and will be reported on 511 and included on the daily email. **(5)** If circumstances change and the closure will not be able to take place, it can be deleted from the system.

Section 3 – The Life Cycle of a Closure

If a closure is returned to the requestor, he/she will need to edit the closure from the Accept Interface.

Expand | Printable | CSV | Capacity | Calendar
(5441) MAINTENANCE | **RETURNED**

[Edit](#) | [Delete ALL](#)

WAUKESHA: Guard Rail Repair

ID	HWY	FACILITY	DESCRIPTION	DURATION	
1	I-43 SB	MAINLINE	Single Lane Closed from HHH MARTIN RD (B-67-0111 END) to EVERGREEN RD (B-67-0121 END)	Daily/Nightly: 05/11/2009 - 05/13/2009 , 12:00 AM - 12:00 AM	Delete Facility

Modified Date	Modified By	Status	Applies To	Comment
02/20/2009 11:49 AM	skozlik	RETURNED	ALL FACILITIES	STATUS CHANGE USER COMMENT: Change the times the closure will take place, not just 12 am to 12 am - RTE
01/30/2009 11:49 AM	skozlik	ENTERED	ALL FACILITIES	INITIAL INSERT INTO DATABASE

Once a closure starts to get bounced around or edited, notes will start to appear on the bottom of the closure, informing users of the closure history. By clicking on edit, the user will then be able to change what is requested to allow the closure to pass. (notice the return, forward to and accept have disappeared from the menu? This is done so changes must be made to the closure before it can proceed.)

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Edit

EDIT DATE/TIME (Applies to All Facilities [regardless of Duration type]): [Return To Accept](#)

*Begin Date	Hour: 12 AM	Minute: 00	To see a facility's duration or (if applicable) it's days of week, view the static facility details below. To CHANGE a facility's duration or (if applicable) it's days of week, edit that facility using the Edit Facility links provided in the static facility details below. For more information on duration: ?
*End Date	Hour: 12 AM	Minute: 00	

MAINTENANCE REQUEST - Asterisk(*) indicates required field.

General (5441) - STATIC VIEW: [Edit General](#) | [Add Facility](#) Status: RETURNED

(5441) MAINTENANCE			
*General Description Guard Rail Repair	*Begin County WAUKESHA	*Primary Contact: Michael Burns (dotmzb/SE)	*Phone: 262-521-4423
WZ Map Number	*End County WAUKESHA	Secondary Contact:	Phone:
	*Hwy I-43 SB	Emergency Traffic Control Contractor Name:	Phone:
	Expected Impact LOW	Law Enforcement Name:	Phone:
Internal Comment		Other Contact Name:	Phone:
May Affect Adjacent Region SW SE NE NC NW no no no no no			

Facility (1) MAINLINE - STATIC VIEW: [Edit Facility](#)

The return notes show the timeframe of the closure need adjusting. From here, the user can change the date or time of the entire closure, or edit individual facilities, if there are more than one, at the bottom.

Section 3 – The Life Cycle of a Closure

In this case, only the begin and end times need to be adjusted.

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Edit

EDIT DATE/TIME (Applies to All Facilities [regardless of Duration type]): [Return To Accept](#)

*Begin Date	Hour:	Minute:	To see a facility's duration or (if applicable) it's days of week, view the static facility details below. To CHANGE a facility's duration or (if applicable) it's days of week, edit that facility using the Edit Facility links provided in the static facility details below. For more information on duration: ?
<input type="text" value="05/11/2009"/>	<input type="text" value="09 AM"/>	<input type="text" value="00"/>	
*End Date	Hour:	Minute:	
<input type="text" value="05/13/2009"/>	<input type="text" value="02 PM"/>	<input type="text" value="00"/>	

Here the necessary changes were made followed by the user clicking the Save Time button. A pop-up window will appear asking for additional comments. The information entered here will display in the comments section at the bottom of the closure. The more detailed the entry, the easier it is for other users to follow the history of the closure.

Edit Facility Action

User Comments will appear in addition to system comments in the facility history.

Additional User Comment (Optional - 250 chars max):

Now the closure is back to black entered status and is awaiting acceptance. Notice the extra comments on the bottom of the closure noting the closures history?

Expand Printable CSV Capacity Calendar					(5441) MAINTENANCE <b style="border: 2px solid red; padding: 2px;">ENTERED
Edit Return Forward To SUPERVISOR Forward To RTE Accept Delete ALL					
WAUKESHA: Guard Rail Repair					
ID	HWY	FACILITY	DESCRIPTION	DURATION	
1	I-43 SB	MAINLINE	Single Lane Closed from HHH MARTIN RD (B-67-0111 END) to EVERGREEN RD (B-67-0121 END)	Daily/Nightly: 05/11/2009 - 05/13/2009 , 09:00 AM - 02:00 PM	Delete Facility
Modified Date	Modified By	Status	Applies To	Comment	
02/20/2009 12:01 PM	skozlik	ENTERED	ALL FACILITIES	EDIT DATE/TIME AND STATUS CHANGE TO ENTERED <i>USER COMMENT: Changed to reflect the actual start and end times.</i> Edit Flags: Date/Time	
02/20/2009 11:49 AM	skozlik	RETURNED	ALL FACILITIES	STATUS CHANGE <i>USER COMMENT: Change the times the closure will take place, not just 12 am to 12 am - RTE</i>	
01/30/2009 11:49 AM	skozlik	ENTERED	ALL FACILITIES	INITIAL INSERT INTO DATABASE	

Section 3 – The Life Cycle of a Closure

The user can also change facility specific data in a closure by clicking Edit Facility.

General (5441) - STATIC VIEW: [Edit General](#) | [Add Facility](#) Status: RETURNED

(5441) MAINTENANCE

*General Description Guard Rail Repair	*Begin County WAUKESHA	*Primary Contact: Michael Burns (dotmzb/SE)	*Phone: 262-521-4423
WZ Map Number	*End County WAUKESHA	Secondary Contact:	Phone:
	*Hwy I-43 SB	Emergency Traffic Control Contractor Name:	Phone:
	Expected Impact LOW	Law Enforcement Name:	Phone:
		Other Contact Name:	Phone:

Internal Comment May Affect Adjacent Region

SW	SE	NE	NC	NW
no	no	no	no	no

Facility (1) MAINLINE - STATIC VIEW: [Edit Facility](#)

Edit Facility

Asterisk(*) indicates required field

Facility (1) MAINLINE - EDIT VIEW: [Return To Edit](#)

*Facility Type: MAINLINE ? *Duration: Daily/Nightly

*Closure/Restriction <input checked="" type="radio"/> RESTRICTION <input type="radio"/> FULL CLOSURE	*Begin Date <input type="text" value="05/11/2009"/>	*End Date <input type="text" value="05/13/2009"/>	Outside of Permit/Capacity Hours <input type="checkbox"/>
*Lane Detail <input type="text" value="Single Lane Closed"/>	*Begin Time (per Day Of Week) Hour: <input type="text" value="09 AM"/> Minute: <input type="text" value="00"/>	*End Time (per Day Of Week) Hour: <input type="text" value="02 PM"/> Minute: <input type="text" value="00"/>	Reason: <input style="width: 100%; height: 30px;" type="text"/>

*Begin Location (or ramp/bridge specific) (Landmark Description Hwy List County) <input type="text" value="HHH MARTIN RD (B-67-0111 END) I-43 SB WAUKESHA"/>	Direction From <input type="text" value=""/>	Distance From (miles) <input type="text" value=""/>
*End Location (or same as Begin Location) (Landmark Description Hwy List County) <input type="text" value="EVERGREEN RD (B-67-0121 END) I-43 SB WAUKESHA"/>	Direction From <input type="text" value=""/>	Distance From (miles) <input type="text" value=""/>

Vertical Clearance of the Restriction: <input type="text" value=""/> ft <input type="text" value=""/> in	Width Restriction's Width: <input type="text" value=""/> ft <input type="text" value=""/> in	Weight Capacity of the Restriction: <input type="text" value=""/> lbs	Reduced Regulatory Speed: <input type="checkbox"/> From Speed (mph)
Location of Vertical Clearance Restriction: <input style="width: 100%; height: 30px;" type="text"/>	Location of Width Restriction: <input style="width: 100%; height: 30px;" type="text"/>	Location of Weight Restriction: <input style="width: 100%; height: 30px;" type="text"/>	<input type="checkbox"/> To Speed (mph)
Restriction's Structure ID: <input type="text" value=""/>	Restriction's Structure ID: <input type="text" value=""/>	Restriction's Structure ID: <input type="text" value=""/>	Location of Reduced Regulatory Speed: <input style="width: 100%; height: 30px;" type="text"/>

Temporary Signalization

Signed Detour Available <input type="checkbox"/>	Detour Route Info <input style="width: 100%; height: 30px;" type="text"/>	Facility External Comment <input style="width: 100%; height: 30px;" type="text"/>
---	--	--

Submit Reset

Here the user can adjust any of the information that was entered in the Request Interface. Once complete, press the submit button to submit the changes. Now the new changes will be ready for acceptance.

Section 3 – The Life Cycle of a Closure

3. Modifying a Closure

Often times, there are unforeseen situations that require a closure to be edited, such as inclement weather or lack of necessary equipment or staff. This is done in the **Modify** Interface. Since the closure has already been accepted, no further acceptance is needed to edit a closure. Communication is necessary when modifying a closure so all parties are aware of the changes that were made.

The screenshot shows the 'Modify' interface of the LANE CLOSURE SYSTEM TRAINING VERSION. The navigation bar includes links for Home, Request, Accept, **Modify**, Search, Reports, Capacity, Calendar, Email, Preferences, and Admin. The 'Modify' section contains several search criteria:

- *Closure Type:** Radio buttons for ALL (selected), CONSTRUCTION, BOTH, LOCAL PROGRAM, NOT LOCAL PROGRAM, MAINTENANCE, PERMIT, EMERGENCY, and SPECIAL EVENT.
- *Region/County:** A dropdown menu currently set to 'ALL'.
- Hwy:** A dropdown menu.
- Date Range From:** A text input field with a help icon.
- Date Range To:** A text input field with a help icon.
- Project ID:** A dropdown menu.
- Closure ID:** A text input field.

Below the search criteria, there is a note: 'Above entries override ALL other search selections.' At the bottom, there are search controls: a help icon, 'Search' and 'Reset' buttons, an 'Order By' dropdown set to 'BEGIN DATE', an 'Ascending' dropdown, and a 'Max Results' dropdown set to 'First 100'.

The searching criteria are the same here as they are in the Accept Interface. The search can be greatly narrowed by filtering the Region/County, Hwy and date ranges. Again, if the user knows the Closures ID (CID), the time it takes to return the closure is significantly reduced.

Section 3 – The Life Cycle of a Closure

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Modify

***Closure Type**

ALL

CONSTRUCTION

BOTH

LOCAL PROGRAM

NOT LOCAL PROGRAM

MAINTENANCE

PERMIT

EMERGENCY

SPECIAL EVENT

***Region/County**

ALL

Hwy

Date Range From

Date Range To

Project ID

Closure ID

5441

Above entries override ALL other search selections.

Order By

BEGIN DATE

Ascending

Max Results

First 100

[Expand ALL](#) | [Printable ALL](#) | [CSV ALL](#) * 1 Closure Results Match Search Criteria

[Show Search Details](#)

[Expand](#) | [Printable](#) | [CSV](#) | [Capacity](#) | [Calendar](#)
(5441) MAINTENANCE | **ACCEPTED**

[Edit](#) | [Reschedule](#) | [Cancel ALL](#) | [Complete ALL](#)

WAUKESHA: Guard Rail Repair

ID	HWY	FACILITY	DESCRIPTION	DURATION	
1	I-43 SB	MAINLINE	Single Lane Closed from HHH MARTIN RD (B-67-0111 END) to EVERGREEN RD (B-67-0121 END)	Daily/Nightly: 05/11/2009 - 05/13/2009 , 09:00 AM - 02:00 PM	Edit Date/Time Cancel Complete

Modified Date	Modified By	Status	Applies To	Comment
02/20/2009 12:14 PM	skozlik	ACCEPTED	ALL FACILITIES	STATUS CHANGE
02/20/2009 12:01 PM	skozlik	ENTERED	ALL FACILITIES	EDIT DATE/TIME AND STATUS CHANGE TO ENTERED <small>USER COMMENT: Changed to reflect the actual start and end times.</small> Edit Flags: Date/Time
02/20/2009 11:49 AM	skozlik	RETURNED	ALL FACILITIES	STATUS CHANGE <small>USER COMMENT: Change the times the closure will take place, not just 12 am to 12 am - RTE</small>
01/30/2009 11:49 AM	skozlik	ENTERED	ALL FACILITIES	INITIAL INSERT INTO DATABASE

From the closure menu bar, the user can chose to edit, reschedule, or cancel all and complete all. Edit works in the same fashion as in the Accept Interface. Reschedule will change the status of a closure from live to rescheduled. Cancel all will cancel an entire closure and complete all will complete the closure.

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Edit

EDIT DATE/TIME (Applies to All Facilities [regardless of Duration type]): [Return To Modify](#)

***Begin Date** Hour: Minute:

05/11/2009 09 AM 00

***End Date** Hour: Minute:

05/13/2009 02 PM 00

To see a facility's duration or (if applicable) it's days of week, view the static facility details below.

To CHANGE a facility's duration or (if applicable) it's days of week, edit that facility using the Edit Facility links provided in the static facility details below.

For more information on duration:

Again, this is a global change and will affect the dates and times of all the facilities within the closure. The user can also change other closures parameters by editing the general or facility portion of a closure.

Section 3 – The Life Cycle of a Closure

Like the Accept Interface, the user can click on Edit Facility to change any of the fields that were entered in the Request interface. The user can also edit the general portion of the closure or even add another facility

MAINTENANCE REQUEST - Asterisk(*) indicates required field.

General (5441) - STATIC VIEW: Edit General Add Facility		Status: ACCEPTED	
(5441) MAINTENANCE			
*General Description Guard Rail Repair	*Begin County WAUKESHA	*Primary Contact: Michael Burns (dotmzb/SE)	*Phone: 262-521-4423
WZ Map Number	*End County WAUKESHA	Secondary Contact:	Phone:
	*Hwy I-43 SB	Emergency Traffic Control Contractor Name:	Phone:
	Expected Impact LOW	Law Enforcement Name:	Phone:
		Other Contact Name:	Phone:
Internal Comment		May Affect Adjacent Region	
		SW SE NE NC NW	
		no no no no no	
Facility (1) MAINLINE - STATIC VIEW Edit Facility			
*Closure/Restriction RESTRICTION	*Duration: Daily/Nightly 05/11/2009 - 05/13/2009 , 09:00 AM - 02:00 PM	Outside of Permit/Capacity Hours no	
*Lane Detail Single Lane Closed			Reason:
*Begin Location (or ramp/bridge specific) (Landmark Description Hwy List County) Direction From Distance From (miles) HHH MARTIN RD (B-67-0111 END) I-43 SB WAUKESHA			
*End Location (or same as Begin Location) (Landmark Description Hwy List County) Direction From Distance From (miles) EVERGREEN RD (B-67-0121 END) I-43 SB WAUKESHA			
Vertical Clearance of the Restriction: ft in	Width Restriction's Width: ft in	Weight Capacity of the Restriction: lbs	Reduced Regulatory Speed: From Speed (mph)
Location of Vertical Clearance Restriction:	Location of Width Restriction:	Location of Weight Restriction:	To Speed (mph)
Restriction's Structure ID:	Restriction's Structure ID:	Restriction's Structure ID:	Location of Reduced Regulatory Speed:
Temporary Signalization no			
Omit From WZ Map Signed Detour Available Detour Route Info Facility External Comment			

Lets edit a closure facility:

Section 3 – The Life Cycle of a Closure

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Edit Facility

Asterisk(*) indicates required field

Facility (1) MAINLINE - EDIT VIEW: Return To Edit

*Facility Type: MAINLINE *Duration: Daily/Nightly

*Closure/Restriction: RESTRICTION FULL CLOSURE

*Lane Detail: Single Lane Closed

*Begin Date: 05/11/2009 *End Date: 05/13/2009

*Begin Time (per Day Of Week): 09 AM :00 *End Time (per Day Of Week): 02 PM :00

Outside of Permit/Capacity Hours:

Reason:

*Begin Location (or ramp/bridge specific) (Landmark Description | Hwy List | County): HHH MARTIN RD (B-67-0111 END) | I-43 SB | WAUKESHA

*End Location (or same as Begin Location) (Landmark Description | Hwy List | County): EVERGREEN RD (B-67-0121 END) | I-43 SB | WAUKESHA

Weight Capacity of the Restriction: lbs

Location of Weight Restriction:

Restriction's Structure ID:

Reduced Regulatory Speed: From Speed (mph) To Speed (mph)

Location of Reduced Regulatory Speed:

Reset

Here the user is changing the End Location from Evergreen Rd to Edgewood Ave.

(5441) MAINTENANCE | ACCEPTED

[Expand](#) | [Printable](#) | [CSV](#) | [Capacity](#) | [Calendar](#)

[Edit](#) | [Reschedule](#) | [Cancel ALL](#) | [Complete ALL](#)

WAUKESHA: Guard Rail Repair

ID	HWY	FACILITY	DESCRIPTION	DURATION																															
1	I-43 SB	MAINLINE	Single Lane Closed from HHH MARTIN RD (B-67-0111 END) to EDGEWOOD AVE (B-67-0133 END)	Daily/Nightly: 05/11/2009 - 05/13/2009 , 09:00 AM - 02:00 PM	Edit Date/Time Cancel Complete																														
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Modified Date</th> <th>Modified By</th> <th>Status</th> <th>Applies To</th> <th>Comment</th> </tr> </thead> <tbody> <tr> <td>02/20/2009 01:28 PM</td> <td>skozlik</td> <td>ACCEPTED</td> <td>FACILITY (1)</td> <td>EDIT FACILITY USER COMMENT: Changed end location Edit Flags: Location</td> </tr> <tr> <td>02/20/2009 12:14 PM</td> <td>skozlik</td> <td>ACCEPTED</td> <td>ALL FACILITIES</td> <td>STATUS CHANGE</td> </tr> <tr> <td>02/20/2009 12:01 PM</td> <td>skozlik</td> <td>ENTERED</td> <td>ALL FACILITIES</td> <td>EDIT DATE/TIME AND STATUS CHANGE TO ENTERED USER COMMENT: Changed to reflect the actual start and end times. Edit Flags: Date/Time</td> </tr> <tr> <td>02/20/2009 11:49 AM</td> <td>skozlik</td> <td>RETURNED</td> <td>ALL FACILITIES</td> <td>STATUS CHANGE USER COMMENT: Change the times the closure will take place, not just 12 am to 12 am - RTE</td> </tr> <tr> <td>01/30/2009 11:49 AM</td> <td>skozlik</td> <td>ENTERED</td> <td>ALL FACILITIES</td> <td>INITIAL INSERT INTO DATABASE</td> </tr> </tbody> </table>						Modified Date	Modified By	Status	Applies To	Comment	02/20/2009 01:28 PM	skozlik	ACCEPTED	FACILITY (1)	EDIT FACILITY USER COMMENT: Changed end location Edit Flags: Location	02/20/2009 12:14 PM	skozlik	ACCEPTED	ALL FACILITIES	STATUS CHANGE	02/20/2009 12:01 PM	skozlik	ENTERED	ALL FACILITIES	EDIT DATE/TIME AND STATUS CHANGE TO ENTERED USER COMMENT: Changed to reflect the actual start and end times. Edit Flags: Date/Time	02/20/2009 11:49 AM	skozlik	RETURNED	ALL FACILITIES	STATUS CHANGE USER COMMENT: Change the times the closure will take place, not just 12 am to 12 am - RTE	01/30/2009 11:49 AM	skozlik	ENTERED	ALL FACILITIES	INITIAL INSERT INTO DATABASE
Modified Date	Modified By	Status	Applies To	Comment																															
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02/20/2009 12:01 PM	skozlik	ENTERED	ALL FACILITIES	EDIT DATE/TIME AND STATUS CHANGE TO ENTERED USER COMMENT: Changed to reflect the actual start and end times. Edit Flags: Date/Time																															
02/20/2009 11:49 AM	skozlik	RETURNED	ALL FACILITIES	STATUS CHANGE USER COMMENT: Change the times the closure will take place, not just 12 am to 12 am - RTE																															
01/30/2009 11:49 AM	skozlik	ENTERED	ALL FACILITIES	INITIAL INSERT INTO DATABASE																															

Notice the notes state the change in the end location?

Section 3 – The Life Cycle of a Closure

What happens if a closure needs to be cancelled, but the work still needs to be done? Does the user have to cancel the closure and re-enter it when it comes time to do the work? No. In this case, the user would “Reschedule” the closure.

ID	HWY	FACILITY	DESCRIPTION	DURATION	
1	I-94 EB	MAINLINE	FULL CLOSURE from S 92ND ST (B-40-0092 BEGIN) to S 13TH ST (B-40-0269 END)	Long Term: 11/08/2008 - 04/01/2009	Edit Date/Time Cancel Complete
2	I-94 EB	RAMP	FULL CLOSURE at S 92ND ST (B-40-0092 BEGIN)	Continuous: 06/24/2008 09:00 PM - 07/08/2008 12:00 AM	Edit Date/Time Cancel Complete

Modified Date	Modified By	Status	Applies To	Comment
02/25/2009 04:18 PM	bbadger	ACCEPTED	ALL FACILITIES	QA/QC TO GENERAL USER COMMENT: <i>Now is the time for all good men to come to the aid of their country. The quick brown fox jumped over the lazy dogs.</i>
02/25/2009 03:47 PM	mrunnels	ACCEPTED	ALL FACILITIES	QA/QC TO GENERAL USER COMMENT: <i>This is a screen capture test</i>
02/25/2009 11:39 AM	bbadger	ACCEPTED	FACILITY (1)	EDIT FACILITY USER COMMENT: <i>LONG TERM</i> Edit Flags: Date/Time
02/24/2009 09:09 PM	mrunnels	ACCEPTED	FACILITY (2)	QA/QC TO FACILITY USER COMMENT: <i>no touch location</i> Edit Flags: Location
06/24/2008 11:29 AM	dotrar	ACCEPTED	ALL FACILITIES	INITIAL INSERT INTO DATABASE

By clicking reschedule, the user will take the closure out of active status place it “on hold” in the **Accept** interface. When it comes time for the work to be done, the user will simply go to the Accept interface and “edit” the closure to reflect the new parameters.

Reschedule Closure Action

Rescheduling sends the closure back to the Accept Interface as a status Rescheduled (Pending). It can only be edited and then a new closure with a status of Entered will take it's place, it will become Rescheduled (Final) and the Entered closure will need to be Accepted.

If the date/time change is known, consider using Edit or Edit Date/Time instead of Reschedule.

User Comments will appear in addition to system comments in the facility history.

Additional User Comment (Optional - 250 chars max):

The closure was cancelled due to flooding. Will reschedule for sometime next year

Section 3 – The Life Cycle of a Closure

Here is a rescheduled closure in the Accept interface.

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Accept

***Closure Status**

ALL SCHEDULED

ENTERED

PENDING

PENDING FOR STOC

RETURNED

RESCHEDULED (PENDING)

***Closure Type**

ALL

CONSTRUCTION

BOTH

LOCAL PROGRAM

NOT LOCAL PROGRAM

MAINTENANCE

PERMIT

EMERGENCY

SPECIAL EVENT

***Region/County**

ALL

Hwy

Date Range From

Date Range To

Project ID

Closure ID

4345

Above entries override ALL other search selections.

Search

Order By: BEGIN DATE

Ascending

Max Results: First 100

[Expand ALL](#) | [Printable ALL](#) | [CSV ALL](#) * 1 Closure Results Match Search Criteria

[Show Search Details](#)

CLOSURE STATUS COLOR KEY:
 RED - Closure yet to be accepted and past start date
 ORANGE - Closure yet to be accepted and within 2 weeks of start date
 BLACK - Closure has been accepted or is within normal parameters

ID	HWY	FACILITY	DESCRIPTION	DURATION	
1	WIS 175 NB	MAINLINE	Single Lane Closed from USH 45 NB to LILLY RD	Weekly: 10/21/2008 - 11/06/2008 , Mon 12:00 AM - Wed 11:45 PM	Cancel

Modified Date	Modified By	Status	Applies To	Comment
03/02/2009 12:37 PM	skoziik	RESCHEDULED	ALL FACILITIES	STATUS CHANGE USER COMMENT: The closure was cancelled due to flooding. Will reschedule for sometime next year.
10/16/2008 12:02 PM	ehanson	ACCEPTED	ALL FACILITIES	INITIAL INSERT INTO DATABASE

Once the closure is edited, the system will give the closure a new closure ID (CID).

ID	HWY	FACILITY	DESCRIPTION	DURATION	
1	WIS 175 NB	MAINLINE	Single Lane Closed from USH 45 NB to LILLY RD	Weekly: 10/21/2008 - 11/06/2008 , Mon 12:00 AM - Wed 11:45 PM	RESCHEDULED

Modified Date	Modified By	Status	Applies To	Comment
03/02/2009 12:50 PM	skoziik	RESCHEDULED	ALL FACILITIES	FINAL STATUS CHANGE TO THIS RESCHEDULED - NEW CLOSURE: CID 5789
03/02/2009 12:37 PM	skoziik	RESCHEDULED	ALL FACILITIES	STATUS CHANGE USER COMMENT: The closure was cancelled due to flooding. Will reschedule for sometime next year.
10/16/2008 12:02 PM	ehanson	ACCEPTED	ALL FACILITIES	INITIAL INSERT INTO DATABASE

From this point on, the user will use the new CID to refer to this closure. The old CID (4535 in this case) will only be available to view in the [Search](#) Interface.

Section 3 – The Life Cycle of a Closure

4. Completing a Closure

Long-term closures need to be completed in the system before they discontinue as a live closure. Until this is done, they will continue to be on 511 and included in the daily emails. Once closures start to approach the end date, the system will email all the users who “touched” (be it requested, accepted or modified) the closure that the closures is nearing it’s completion date. This is when these users will need to update the end date of the closure if it is no longer going to open on the listed date. This is done in the **Modify** Interface.

If a closure is approaching its end date, but the closure will need another week until it will be complete, the user can edit the date/time to give the closure the extra time it needs to be completed.

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Modify

*Closure Type
 ALL
 CONSTRUCTION
 BOTH
 LOCAL PROGRAM
 NOT LOCAL PROGRAM
 MAINTENANCE
 PERMIT
 EMERGENCY
 SPECIAL EVENT

*Region/County
 ALL
 Hwy

 Date Range From

 Date Range To

Project ID

 Closure ID

 Above entries override ALL other search selections.

Order By: BEGIN DATE Ascending Max Results: First 100

[Expand ALL](#) | [Printable ALL](#) | [CSV ALL](#) * 1 Closure Results Match Search Criteria

[Show Search Details](#)

[Expand](#) | [Printable](#) | [CSV](#) | [Capacity](#) | [Calendar](#) (5678) PERMIT | **ACCEPTED**

[Edit](#) | [Reschedule](#) | [Cancel ALL](#) | [Complete ALL](#)

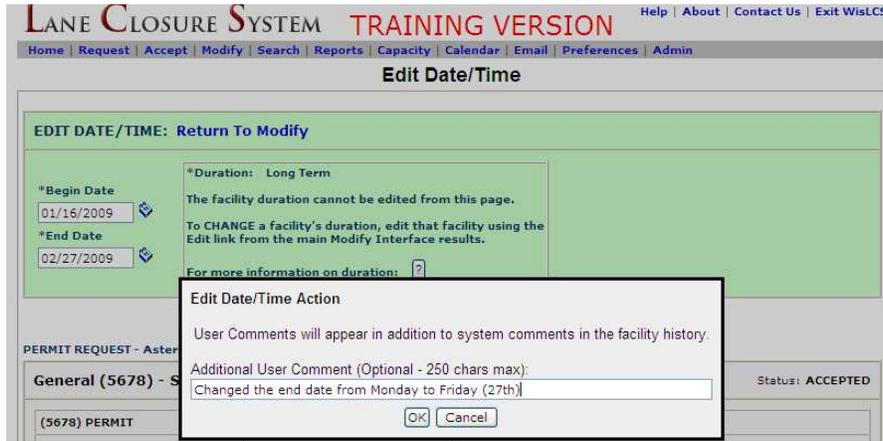
SAWYER: (H-123456) Gas line installation

ID	HWY	FACILITY	DESCRIPTION	DURATION	
1	WIS 27 SB	MAINLINE	Right Lane Closed from WHEELER ST to BAY AVE	Long Term: 01/16/2009 - 02/23/2009	Edit Date/Time Cancel Complete

Modified Date: 02/20/2009 02:03 PM Modified By: **skozlik** Status: ACCEPTED Applies To: ALL FACILITIES Comment: INITIAL INSERT INTO DATABASE

Section 3 – The Life Cycle of a Closure

In this case, the closure will not be able to open by the 23rd. The user will then edit the end date to the new anticipated end date.



Now the closure accurately reflects the new end date.

Modify

*Closure Type: ALL, CONSTRUCTION, BOTH, LOCAL PROGRAM, NOT LOCAL PROGRAM, MAINTENANCE, PERMIT, EMERGENCY, SPECIAL EVENT

*Region/County: ALL, Hwy: [], Date Range From: [], Date Range To: [], Project ID: [], Closure ID: 5678

Order By: BEGIN DATE, Ascending, Max Results: First 100

Expand ALL | Printable ALL | CSV ALL * 1 Closure Results Match Search Criteria

Show Search Details

ID	HWY	FACILITY	DESCRIPTION	DURATION	
1	WIS 27 SB	MAINLINE	Right Lane Closed from WHEELER ST to BAY AVE	Long Term: 01/16/2009 - 02/27/2009	Edit Date/Time Cancel Complete
Modified Date Modified By Status Applies To Comment					
02/20/2009 03:02 PM		skozlik	ACCEPTED	FACILITY (1)	EDIT DATE/TIME USER COMMENT: Changed the end date from Monday to Friday (27th)
02/20/2009 02:03 PM		skozlik	ACCEPTED	ALL FACILITIES	INITIAL INSERT INTO DATABASE

Section 3 – The Life Cycle of a Closure

Work is now done and the closure is ready to be completed. The user will simply click either the Complete All or the Complete button to complete the closure.

Expand Printable CSV Capacity Calendar (5678) PERMIT ACCEPTED					
Edit Reschedule Cancel ALL Complete ALL					
SAWYER: (H-123456) Gas line installation					
ID	HWY	FACILITY	DESCRIPTION	DURATION	
1	WIS 27 SB	MAINLINE	Right Lane Closed from WHEELER ST to BAY AVE	Long Term: 01/16/2009 - 02/27/2009	Edit Date/Time Cancel Complete
Modified Date		Modified By	Status	Applies To	Comment
02/20/2009 03:02 PM		skozlik	ACCEPTED	FACILITY (1)	EDIT DATE/TIME USER COMMENT: Changed the end date from Monday to Friday (27th) Edit Flags: Date/Time
02/20/2009 02:03 PM		skozlik	ACCEPTED	ALL FACILITIES	INITIAL INSERT INTO DATABASE

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Modify

*Closure Type:

*Region/Country:

Project ID:

Closure ID:

Above entries override ALL other search selections.

Complete Facility Action

All facilities with a duration of two weeks or longer must be completed before they are removed from the list of active closures.

Click OK to complete this facility. Click Cancel to close this dialogue without completing the facility. Facilities cannot be modified once they are completed.

Revise Closure End Date:

User Comments will appear in addition to system comments in the facility history.

Additional User Comment (Optional - 250 chars max):

Max Results:

Ascending

[Show Search Details](#)

Expand Printable CSV Capacity Calendar (5678) PERMIT ACCEPTED					
Edit Reschedule Cancel ALL Complete ALL					
SAWYER: (H-123456) Gas line installation					
ID	HWY	FACILITY	DESCRIPTION	DURATION	
1	WIS 27 SB	MAINLINE	Right Lane Closed from WHEELER ST to BAY AVE	Long Term: 01/16/2009 - 02/27/2009	Edit Date/Time Cancel Complete
Modified Date		Modified By	Status	Applies To	Comment
02/20/2009 03:02 PM		skozlik	ACCEPTED	FACILITY (1)	EDIT DATE/TIME USER COMMENT: Changed the end date from Monday to Friday (27th) Edit Flags: Date/Time
02/20/2009 02:03 PM		skozlik	ACCEPTED	ALL FACILITIES	INITIAL INSERT INTO DATABASE

After the user adds a note the complete facility action text box, the closure will be complete and now only viewable from the Search or Reports Interfaces.

Section 4 – Event Information

1. Creating an Event
2. Searching for an Event

Section 4 – Event Information

1. Creating a special event

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Event Calendar

*Region/County
ALL

Date Range (inclusive of from/to dates):
Date Range From: 04/01/2009 Date Range To: 04/30/2009

MANAGE EVENT CALENDAR AREA
County: ADAMS
[Add New Calendar Event](#)
[Add/Delete Events](#)
[Add/Delete Vs.](#)
[Add/Delete Locations](#)
[Add/Delete Event Coordinators](#)
[Add/Delete Security Coordinators](#)
[Add/Delete Law Enforcement Coordinators](#)

CSV ALL * 1 Event Results Match Search Criteria

[CSV](#) | [Edit](#) | [Delete](#) | [MakeLike](#)
Event Calendar (78): MILWAUKEE

*Begin Date: 01/04/2009 01:00 PM	Event Coord: Wild Bill (789) 456-1230
*End Date: 04/04/2009 04:00 PM	Security Coord: test (111) 222-3333
Event: Milwaukee Brewers	Law Enforcement Coord:
Location: Miller Park	Web Address: www.brewers.mlb.com
Vs: San Francisco	Comments: test
Attendance:	Affected Regions: SE

Above, the user searched for all the events that happened in April in all Regions.

The user can add a special event into the system by clicking on “Add New Calendar Event”

MANAGE EVENT CALENDAR AREA
County: ADAMS
[Add New Calendar Event](#)
[Add/Delete Events](#)
[Add/Delete Vs.](#)
[Add/Delete Locations](#)
[Add/Delete Event Coordinators](#)
[Add/Delete Security Coordinators](#)
[Add/Delete Law Enforcement Coordinators](#)

Section 4 – Event Information

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LANE CLOSURE SYSTEM TRAINING VERSION

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Event Calendar Add

DANE CO CALENDER EVENT - Asterisk(*) indicates *required* field

<p>Event <input type="text" value="Dane County Fair"/> < <input type="button" value="v"/></p> <p>Location <input type="text" value="Alliant Energy Center"/> < <input type="button" value="v"/></p> <p>Web Address <input type="text" value="http://www.danecountyfair.com/home.cfm"/></p> <p>Vs <input type="text" value=""/> < <input type="button" value="v"/></p> <p>Attendance <input type="text" value=""/></p>	<p>*Begin Date Hour: Minute: <input type="text" value="07/15/2009"/> <input type="button" value="c"/> <input type="text" value="12 AM"/> <input type="button" value="v"/> <input type="text" value="00"/> <input type="button" value="v"/></p> <p>*End Date Hour: Minute: <input type="text" value="07/19/2009"/> <input type="button" value="c"/> <input type="text" value="12 AM"/> <input type="button" value="v"/> <input type="text" value="00"/> <input type="button" value="v"/></p> <p>Affected Regions <input type="button" value="?"/> SW SE NE NC NW <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <small>(County of Origin Region Checked by System)</small></p>
<p>Event Coord EC Phone <input type="text" value="Joe Schmoe"/> (<input type="text" value="608"/>) <input type="text" value="123"/> - <input type="text" value="4567"/> < <input type="button" value="v"/></p> <p>Security Coord SC Phone <input type="text" value="Jane Schmoe"/> (<input type="text" value="608"/>) <input type="text" value="234"/> - <input type="text" value="5678"/> < <input type="button" value="v"/></p> <p>Law Enforcement Coord LE Phone <input type="text" value="Dane County Sheriff"/> (<input type="text" value="608"/>) <input type="text" value="345"/> - <input type="text" value="6789"/> < <input type="button" value="v"/></p>	<p>Comments <input style="width: 100%; height: 40px;" type="text"/></p>

Like a closure, once added successfully, a confirmation message will appear on top of the page. Also like closure entries, a unique id, event calendar #, will be assigned to each event.

[CSV](#) | [Edit](#) | [Delete](#) | [MakeLike](#)

Event Calendar: 521 DANE

<p>*Begin Date: 07/15/2009 12:00 AM</p> <p>*End Date: 07/19/2009 12:00 AM</p> <p>Event: Dane County Fair</p> <p>Location: Alliant Energy Center</p> <p>Vs:</p> <p>Attendance:</p>	<p>Event Coord: Joe Schmoe (608) 123-4567</p> <p>Security Coord: Jane Schmoe (608) 234-5678</p> <p>Law Enforcement Coord: Dane County Sheriff (608) 345-6789</p> <p>Web Address: http://www.danecountyfair.com/home.cfm</p> <p>Comments:</p> <p>Affected Regions: SW</p>
---	--

Unlike a CID, however, a user cannot look up a calendar event by this unique number.

Section 4 – Event Information

Users can add, or delete, many other data points of an event. This is important for multiple events that happen at the same location, and so forth.

MANAGE EVENT CALENDAR AREA

County: MILWAUKEE ▼

[Add New Calendar Event](#)

[Add/Delete Events](#)

[Add/Delete Vs.](#)

[Add/Delete Locations](#)

[Add/Delete Event Coordinators](#)

[Add/Delete Security Coordinators](#)

[Add/Delete Law Enforcement Coordinators](#)

For reoccurring events, rather than just typing in the data, as was done in the previous example, entering this data into the system will make it faster to enter like-events in the future. Since some events happen on an annual basis, locations can be added into the system to select from a drop down list.

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[Home](#) | [Request](#) | [Accept](#) | [Modify](#) | [Search](#) | [Reports](#) | [Capacity](#) | [Calendar](#) | [Email](#) | [Preferences](#) | [Admin](#)

Add New or Delete

Add New Location

County: MILWAUKEE

Delete: To delete, press Delete.

	Location	Last Modified By	Last Modified Date
<input type="button" value="delete"/>	Bradley Center	kaney29	03/31/2008 10:28
<input type="button" value="delete"/>	East Town - Cathedral Square	kaney29	03/31/2008 10:28
<input type="button" value="delete"/>	Maier Festival Park - Summerfest Grounds	kaney29	03/31/2008 10:28
<input type="button" value="delete"/>	Midwest Airlines Center	kaney29	03/31/2008 10:28
<input type="button" value="delete"/>	Miller Park	mrunnels	04/01/2008 16:19
<input type="button" value="delete"/>	Pere Marquette Park	kaney29	03/31/2008 10:28
<input type="button" value="delete"/>	US Cellular Arena	kaney29	03/31/2008 10:28

Section 4 – Event Information

Event Calendar Add

MILWAUKEE CO CALENDER EVENT - Asterisk(*) indicates required field

Event <input type="text"/>	< <input type="button" value="v"/>	*Begin Date <input type="text"/>	Hour: 12 AM <input type="button" value="v"/>	Minute: 00 <input type="button" value="v"/>
Location <input type="text"/>	< <input type="button" value="v"/>	*End Date <input type="text"/>	Hour: 12 AM <input type="button" value="v"/>	Minute: 00 <input type="button" value="v"/>
Web Address <input type="text"/>	<ul style="list-style-type: none">Bradley CenterEast Town - Cathedral SquareMaier Festival Park - Summerfest GroundsMidwest Airlines CenterMiller ParkPere Marquette ParkUS Cellular Arena	Affected Regions <input type="button" value="?"/> SW SE NE NC NW <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"> (County of Origin Region Checked by System)</input>		
Vs <input type="text"/>	< <input type="button" value="v"/>			
Attendance <input type="text"/>				
Event Coord <input type="text"/>	EC Phone (<input type="text"/>) <input type="text"/> - <input type="text"/> <input type="button" value="v"/>			
Security Coord <input type="text"/>	SC Phone (<input type="text"/>) <input type="text"/> - <input type="text"/> <input type="button" value="v"/>			
Law Enforcement Coord <input type="text"/>	LE Phone (<input type="text"/>) <input type="text"/> - <input type="text"/> <input type="button" value="v"/>			
Comments <input type="text"/>				

Now, since a user took the time to enter in all the known locations for annual events, the next time the user wants to add an event, they can select it from the drop-down list rather than typing the text into the text box.

Section 5 – Email Reports

1. Email Reports Overview
2. Signing Up for Email Reports

Section 5 – Email Reports

1. Email Reports Overview

Users can sign up to receive daily or weekly email reports by region or county from the Email interface. This interface should be used to manage a users own email reports and / or add other (external) email addresses to receive reports.

LANE CLOSURE SYSTEM Help | About | Contact Us | Exit WisLCS

Home | Request | Accept | Modify | Search | Reports | Capacity | Calendar | **Email** | Preferences | Admin

Email

Add New Email Preference:

MANUALLY SEND NEW DAILY EMAIL

Region or County: ALL

Delete or Edit: To delete, press Delete. To edit, press Edit.

*Email Address	*Region or County	Full Name	Phone	Daily	Weekly	Created By	Modified By	Modified Date
<input type="button" value="delete"/> <input type="button" value="edit"/> jzsebe@mitchellairport.com	MILWAUKEE	Jim Zsebe		yes	yes	skozlik	skozlik	09/03/2008 03:31:12 PM

Daily emails are sent at 3 pm, provided a change has been made to the database (cancellations and additions constitute a change.) Weekly emails are sent out every Friday at 3 pm for Saturday through the following Sunday's work.

Administrators have an additional control to manually send a daily email report in the event a change was made after the daily report has been sent.

MANUALLY SEND NEW DAILY EMAIL

Region or County: ALL

Section 5 – Email Reports

2. Signing Up for Email Reports

LANE CLOSURE SYSTEM

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Home | Request | Accept | Modify | Search | Reports | Capacity | Calendar | Email | Preferences | Admin

Email

Add New Email Preference:

MANUALLY SEND NEW DAILY EMAIL

Region or County: ALL

Delete or Edit: To delete, press Delete. To edit, press Edit.

*Email Address	*Region or County	Full Name	Phone	Daily	Weekly	Created By	Modified By	Modified Date
----------------	-------------------	-----------	-------	-------	--------	------------	-------------	---------------

Users can sign up to receive an email report by clicking on the “Add New” button from the Email interface’s main page. Reports can be customized to a Region or County. When complete, click the “Send Email Add.”

LANE CLOSURE SYSTEM

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Home | Request | Accept | Modify | Search | Reports | Capacity | Calendar | Email | Preferences | Admin

Add Email Preference

Asterisk(*) indicates required field

*Email Address: bob@bobsbuilding.com

*Region or County: ASHLAND

Full Name: Bob The Builder

Phone: 123-456-789

NOTE - By default ALL entries receive a weekly email
Check Daily if you wish to ALSO receive a Daily email

Daily

skozlik Entered the WisLCS as STOC / ALL / ALL

Last Updated On: February 13, 2009
Please send comments to wislcs@topslab.wisc.edu

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Users can sign up for multiple email reports so they can receive one report for an entire region or a separate report for each county. It is possible to add external users to the list and all that is needed is a valid email address. The system will return an error message if the user tries to add an email address that is already signed up for particular region or county.

Users can edit or delete email subscriptions from the Email Preferences main page. The Email interface will list only those email preferences that you have added. Administrators can view and or modify all email subscriptions in the system from the Admin tab.

Section 6 – Preferences

1. User Preferences Overview
2. Updating Your Account Profile

1. User Preferences Overview

skozlik Entered the WisLCS as STOC / ALL / ALL

Users can view and/or modify their account settings and view a list of all users in the system from the Preferences interface. A user can click on the “Update User Information” link to view their personal account information.

Every user account contains two types of information:

WisLCS Account Profile: contains account information related to a users login account and contact information, such as User ID, password, name, email, phone number, etc.

WisLCS Role Assignment Information: contains account information related to a users access level within the LCS such as Role, Region, and User Type.

A user can update their account profile, password and change their WisDOT Supervisor setting from the *Edit Use Info* page. The other Role Assignments are set by an administrator and are provided as static text fields.

2. Updating Your Account Profile

WisTransPortal WisLCS Account Management

[Return to WisLCS](#) | [Logoff WisTransPortal](#)

This page is for use by WisLCS account holders. Unauthorized access is strictly prohibited.

For assistance with this page, contact your LCS administrator or email: lcsadmin@topslab.wisc.edu.

WisLCS User Account Profile	
User ID:	bbadger
Name:	Bucky Q Badger
Email:	bbdager@wisc.edu
Title:	
Organization:	UW-Madison
Address1:	2205 Engineering Hall
Address2:	1415 Engineerig Drive
City, State, Zip:	Madison WI 53706
Primary Phone:	(123)456-7890 Business
Secondary Phone:	(123)457-9890 Cell
Home Phone:	
Fax Number:	
Edit Profile Change Password Return to WisLCS	

A user can follow the link for “Edit Your Account Profile or Password” to modify their account profile information. This will take the user to an external page on the WisTransPortal system so they may edit their account information. By clicking Edit Profile, a user can update their name, email, etc. or Change Password to modify their password. A user cannot change their assigned User ID.

A user can click the Return to WisLCS link to return to the Lane Closure System at any time or after they have completed updating their account information.

Section 7 – Admin

1. Admin Overview
2. Manage Users
3. Create Regional and Statewide Messages
4. Manage System Email
5. Activate Pending User Accounts

1. Admin Overview

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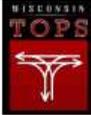
Admin

[Users](#)
[Messages](#)
[Email](#)

Trainer1 Entered the WisLCS as STOC / ALL / ALL

Last Updated On: February 13, 2009
Please send comments to wislcs@topslab.wisc.edu

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Users with administrative access have the ability to create WisLCS accounts, modify account profiles and authorization levels, send messages to users' home pages and modify or delete all email subscriptions.

The following roles have administrative access:

- Supervisor
- STOC
- RTE
- Project Manager
- Public Information

Note: the Public Information role is limited to modifying system wide Email Preferences. The Admin tab will not appear for other users on the system.

Section 7 – Admin

2. Manage Users

Click the *Users* link from the Admin interface main page to manage existing accounts or add new users to the system.

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Users

[Add New Account](#) | [Activate Pending User Accounts](#) | [Return](#)

Delete, Edit, or View: To delete, press **Delete**. To edit, press **Edit**. To **View** a user's details, click on their User ID.

	*Last Name	*First Name	MI	*User ID	*Role	*User Type	*Region	*Accept Auth	Last Modified	Last Modified By
delete edit	Fasick	Robert	C	dotr2f	PERMIT COORDINATOR	PERMIT	ALL	yes	10/21/2008 10:44 AM	skozlik
delete edit	Bernal-Albano	Cruz	M	cbernal	PROJECT LEADER	CONSTRUCTION	ALL	yes	05/20/2008 08:45 AM	ditjnm
delete edit	Butkowski	Dale	F	msc626	PROJECT LEADER	CONSTRUCTION	ALL	yes	07/17/2008 08:41 AM	ditjnm
delete edit	Conto	Thomas	J	Tconto	PROJECT LEADER	CONSTRUCTION	ALL	no	10/20/2008 03:06 PM	DOTDCD
delete edit	Dahl	Chris	L	dotc3d	PROJECT LEADER	CONSTRUCTION	ALL	yes	04/15/2008 10:21 AM	dotjrv
delete edit	Danielsen	Brian	R	mscbrd	PROJECT LEADER	CONSTRUCTION	ALL	no	09/09/2008 12:00 PM	mrunnels
delete edit	Geurts	Matthew	C	mgeurts	PROJECT LEADER	CONSTRUCTION	ALL	yes	07/28/2008 11:09 AM	skozlik
delete edit	Giese	Travis	J	dottzg	PROJECT LEADER	CONSTRUCTION	ALL	yes	04/15/2008 10:21 AM	dotjrv

A new user can be added to the system from the “Add New Account” link at the top, or modify or delete an existing account by selecting from the table. Editing an account is similar to the Preferences interface, except that Administrators have the ability to assign user roles and access levels.

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Edit User

Asterisk(*) indicates required field

WisLCS Account Profile: [Edit Account Profile or Password](#)

*User ID bbadger	*Name (First, MI, Last) Bucky Q Badger	*Organization UW-Madison	*Email Address bbdager@wisc.edu
*Primary Phone (123)456-7890 - Business	Secondary Phone (123)457-9890 - Cell	Home Phone	Fax Number
Address 2205 Engineering Hall 1415 Engineer Drive	City Madison	State WI	Zipcode 53706

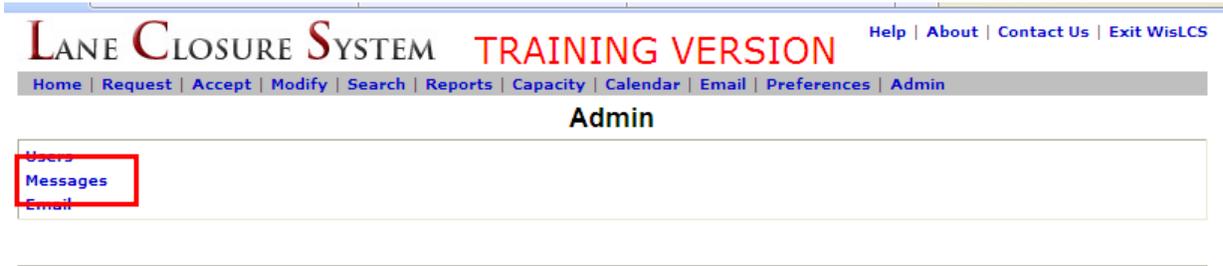
WisLCS Role Assignment Information

Grant Acceptance Authorization

*Role RTE	*Region ALL	*User Type ALL	*Supervisor (SUPERVISOR) Michael Runnels (mrunnels/ALL)
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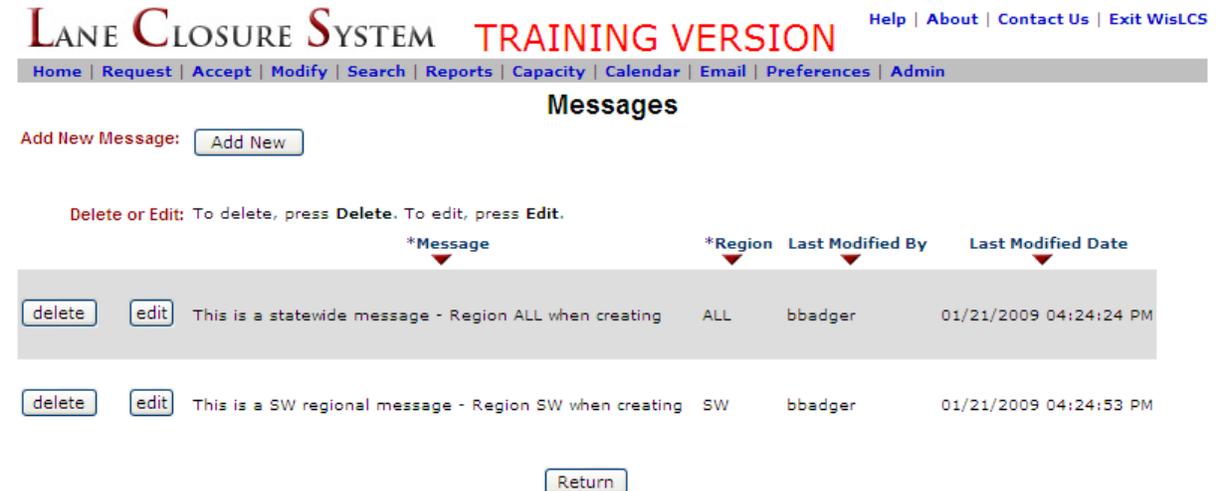
[Send User Edit](#) [Return](#) [Reset](#)

3. Creating Regional and Statewide Message



Trainer1 Entered the WisLCS as STOC / ALL / ALL

Click the Messages link from the Admin interface main page to create regional and statewide messages that will appear on a user’s home page. Enter a new message via the “Add New” button, or modify or delete existing messages by selecting them from the table. The table will display all current messages – not just those created by a particular administrator. Moreover, WisLCS messages do not expire. An admin must delete them from the system through the Admin interface when they are no longer needed.



When adding a new message, select the appropriate region or choose region “ALL” to create a statewide message. Note that users can only create messages within their assigned region. That is, users with region “NW” can only create messages for the NW region, whereas users with region “ALL” can create statewide messages.

4. Managing System Email

Managing email preferences from the Admin interface is similar to the Email preferences interface, with the exception that the Admin interface provides access to all email subscriptions in the system. In general, if a user is responsible for maintaining external email lists (not just their own), it is preferable to work in the Admin tab.

5. Activate Pending User Accounts

To activate pending accounts in the system, click on the “Activate Pending User Accounts” link to view a table of pending accounts in the system.

LANE CLOSURE SYSTEM **TRAINING VERSION** [Help](#) | [About](#) | [Contact Us](#) | [Exit WisLCS](#)

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Users

Add New Account **Activate Pending User Accounts**

Delete, Edit, or View: To delete, press **Delete**. To edit, press **Edit**. To **View** a user's details, click on their User ID.

	*Last Name	*First Name	MI	*User ID	*Role	*User Type	*Region	*Accept Auth	Last Modified	Last Modified By
<input type="button" value="delete"/> <input type="button" value="edit"/>	1	Trainer		Trainer1	STOC	ALL	ALL	yes	02/02/2009 11:39 AM	skozlik
<input type="button" value="delete"/> <input type="button" value="edit"/>	Abraham	Brad	A	abrahambrad	PROJECT LEADER	CONSTRUCTION NE		yes	05/27/2008 10:53 AM	DOTJLG

A list of all pending user accounts will appear. Click on the “Select” button to assign a password and activate

LCS Account Administration

[Return to WisLCS](#) | [Logoff WisTransPortal](#)

This page is for use by WisLCS Administrators. Unauthorized access is strictly prohibited.

For assistance contact Steven Parker at the TOPS Lab: (608) 265-4921 or wislcs@topslab.wisc.edu.

NAME	REGION	USER TYPE	SUPERVISOR	CONTACT	REQUESTED		
User, New	ALL	ALL	Castleberg, David (ALL)		04-Mar-09 01:09 PM	Select	Delete

WisTransPortal LCS Add User Utility

[Back to List Pending](#) | [Return to WisLCS](#) | [Logout](#)

This page is for use by WisLCS Administrators. Unauthorized access is strictly prohibited.

For assistance contact Steven Parker at the TOPS Lab: (608) 265-4921 or lcsadmin@topslab.wisc.edu.

Enter New User Account Information. WisTransPortal passwords must satisfy UW-Madison strong password requirements. Click here for details.	
Name:	New User
Email:	new.user@dot.wi.gov
Create User ID:	<input type="text" value="NewUser"/>
Assign Password:	<input type="text"/>
Re-Type Password:	<input type="text"/>
Make Temporary:	<input type="checkbox"/> User must change password on next login
*WisLCS Roles:	ALL ALL Supervisor: Castleberg, David (ALL)
<input type="button" value="Continue"/> <input type="button" value="Reset"/> Return to WisLCS	

*WisLCS roles can be changed from the WisLCS Admin tab after account activation.

Assign the user a password and click on the “Make Temporary” button to force the user to change his/her password upon their first login.

Section 8 – New for 2009

1. Capacity Interface
2. CSV (comma separated value)
3. Forgot Password

1. Capacity Interface

Before a closure request is approved, the data volume should be run on the segment of highway, if available, to see if the closure will be feasible vs. the highway volume during the timeframe in question. *The **Capacity** Interface is not yet available.*

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Capacity

Monthly Average Volume (Per Day of Week, Per Hour)

*NOTE - Current Year/Month (not allowed)
Default is (Year-1)/Current Month.

Interface Explanation
Explanation Goes Here

County, Hwy, and Count Sites

County: Hwy:
Count Site:

Select Year/Month/Day(s)

Year: Month:

Day(s)[At least 1 checked]:

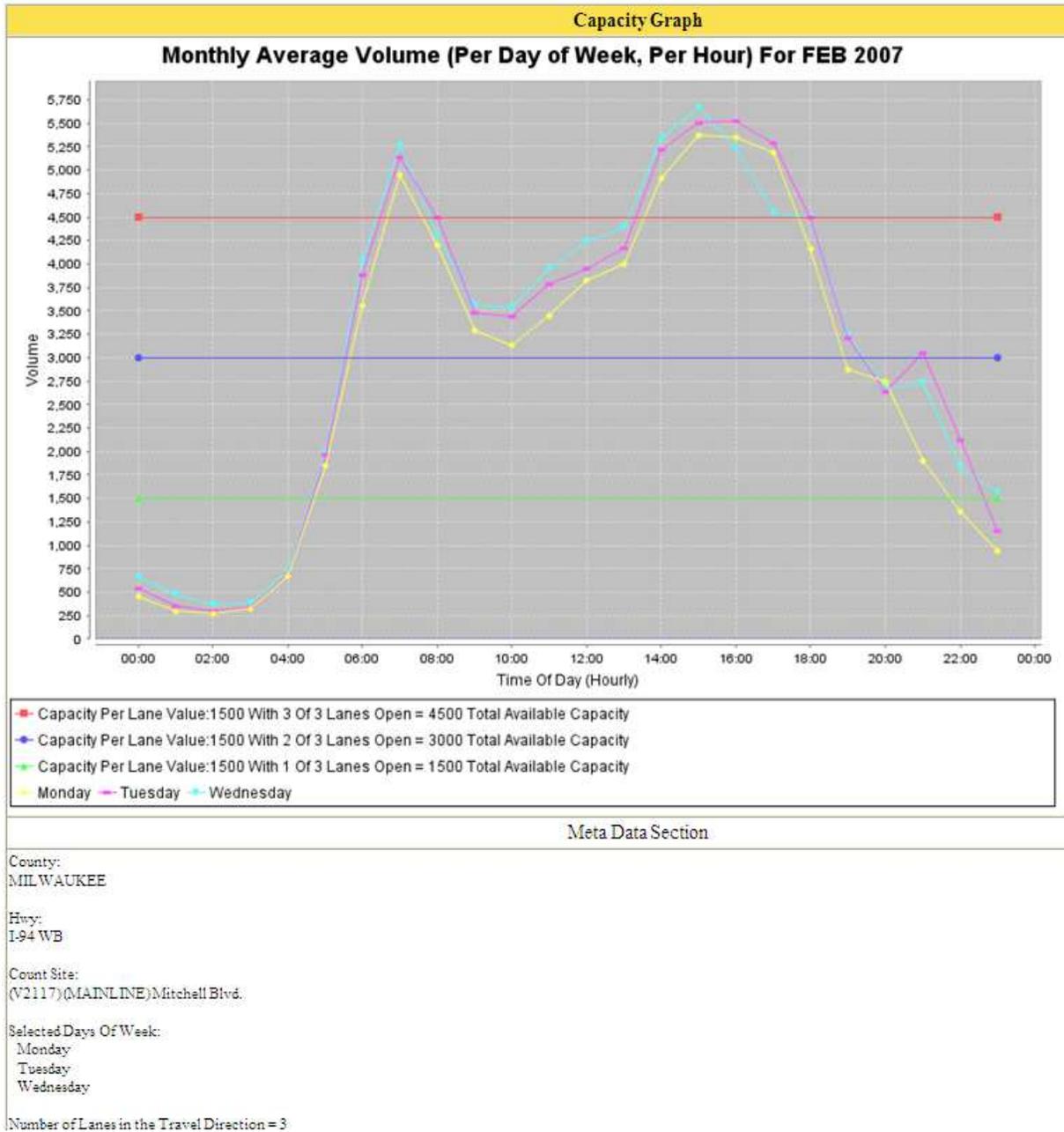
- Sunday
- Monday
- Tuesday
- Wednesday
- Thursday
- Friday
- Saturday

Show Average of Selected Days

The user will select a county, a highway, and a count site to query. They will then select the year and month of interest along with the days of the week. Users can also choose to show an averaged graph of the days chosen or show each date separately on the graph.

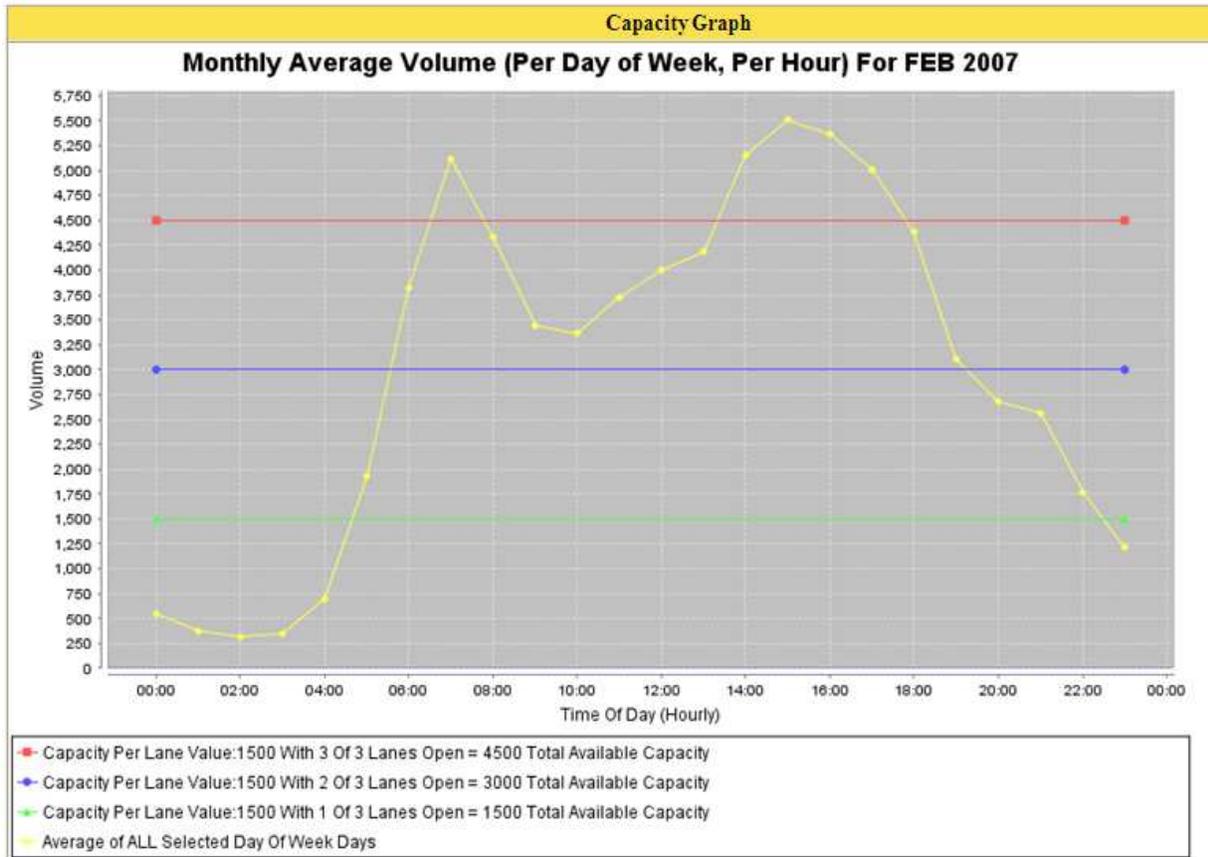
Once selected, clicking on the GraphIt button will display the data selection from the fields chosen.

Section 8 – New for 2009



The resulting graph shows the average monthly traffic volume for I-94 WB in Milwaukee County at Mitchell Blvd for Mondays, Tuesdays & Wednesdays in February.

Section 8 – New for 2009



Meta Data Section

County:
MILWAUKEE

Hwy:
I-94 WB

Count Site:
(V2117)(MAINLINE)Mitchell Blvd.

Selected Days Of Week:
Monday
Tuesday
Wednesday

Number of Lanes in the Travel Direction = 3

This graph shows the same data averaged together to show one data set.

2. CSV – Comma Separated Value

The LCS gives users the ability to save closures outside the LCS in Microsoft Excel format.

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Modify

*Closure Type
 ALL
 CONSTRUCTION
 BOTH
 LOCAL PROGRAM
 NOT LOCAL PROGRAM
 MAINTENANCE
 PERMIT
 EMERGENCY
 SPECIAL EVENT

*Region/County
 ALL
 Hwy
 Date Range From
 Date Range To

Project ID
 Closure ID
 Above entries override ALL other search selections.

Search Reset Order By: BEGIN DATE Ascending Max Results: First 100

Expand ALL | Printable ALL | **CSV ALL** * 29 Closure Results Match Search Criteria

Show Search Details

Expand | Printable | **CSV** | Capacity | Calendar (2637) EMERGENCY | ACCEPTED

Edit | Reschedule | Cancel ALL | Complete ALL

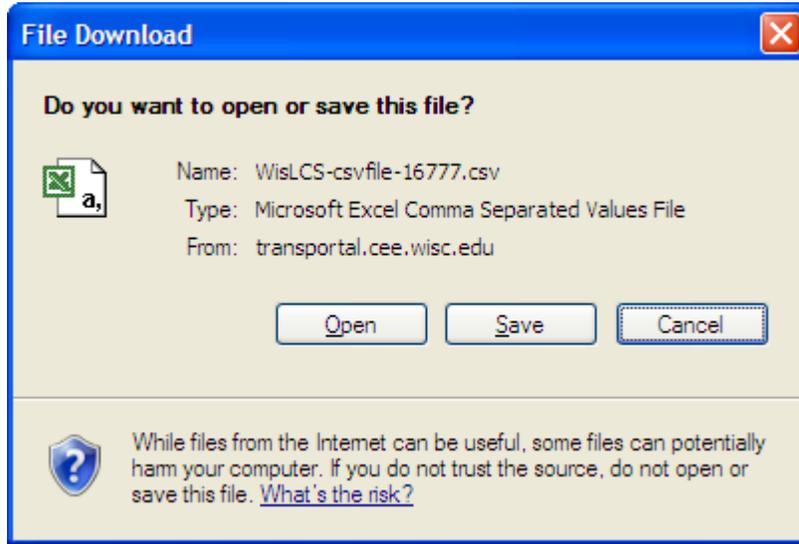
MILWAUKEE: full closure

ID	HWY	FACILITY	DESCRIPTION	DURATION	
1	I-94 EB	MAINLINE	FULL CLOSURE from S 92ND ST (B-40-0092 BEGIN) to S 13TH ST (B-40-0269 END)	Long Term: 11/08/2008 - 04/01/2009	Edit Date/Time Cancel Complete
2	I-94 EB	RAMP	FULL CLOSURE at S 92ND ST (B-40-0092 BEGIN)	Continuous: 06/24/2008 09:00 PM - 07/08/2008 12:00 AM	Edit Date/Time Cancel Complete
Modified Date	Modified By	Status	Applies To	Comment	
02/25/2009 04:18 PM	bbadger	ACCEPTED	ALL FACILITIES	QA/QC TO GENERAL USER COMMENT: Now is the time for all good men to come to the aid of their country. The quick brown fox jumped over the lazy dogs.	
02/25/2009 03:47 PM	mrunnels	ACCEPTED	ALL FACILITIES	QA/QC TO GENERAL USER COMMENT: This is a screen capture test	
02/25/2009 11:39 AM	bbadger	ACCEPTED	FACILITY (1)	EDIT FACILITY USER COMMENT: LONG TERM Edit Flags: Date/Time	
02/24/2009 09:09 PM	mrunnels	ACCEPTED	FACILITY (2)	QA/QC TO FACILITY USER COMMENT: no touch location Edit Flags: Location	
06/24/2008 11:29 AM	dotrar	ACCEPTED	ALL FACILITIES	INITIAL INSERT INTO DATABASE	

The user has the ability to do so in multiple areas of the LCS: Accept, Modify, Search and Reports interfaces. Clicking the CSV button will return a file with only the closure listed. Clicking on the CSV ALL will return a file that lists all the closures that were returned in the search.

Section 8 – New for 2009

After clicking the CSV button, the user will have the option of either saving the file or opening it.



The resulting Excel file will have 83 columns of data from the closure.

Compare the data shown in the Excel file vs. the data fields from the closure in the LCS.

Expand Printable CSV Capacity Calendar					(2637) EMERGENCY ACCEPTED	
Edit Reschedule Cancel ALL Complete ALL						
MILWAUKEE: full closure						
ID	HWY	FACILITY	DESCRIPTION	DURATION		Edit Date/Time Cancel Complete
1	I-94 EB	MAINLINE	FULL CLOSURE from S 92ND ST (B-40-0092 BEGIN) to S 13TH ST (B-40-0269 END)	Long Term: 11/08/2008 - 04/01/2009		Edit Date/Time Cancel Complete
2	I-94 EB	RAMP	FULL CLOSURE at S 92ND ST (B-40-0092 BEGIN)	Continuous: 06/24/2008 09:00 PM - 07/08/2008 12:00 AM		Edit Date/Time Cancel Complete
Modified Date	Modified By	Status	Applies To	Comment		
02/25/2009 04:18 PM	bbadger	ACCEPTED	ALL FACILITIES	QA/QC TO GENERAL USER COMMENT: Now is the time for all good men to come to the aid of their country. The quick brown fox jumped over the lazy dogs.		
02/25/2009 03:47 PM	mrunnels	ACCEPTED	ALL FACILITIES	QA/QC TO GENERAL USER COMMENT: This is a screen capture test		
02/25/2009 11:39 AM	bbadger	ACCEPTED	FACILITY (1)	EDIT FACILITY USER COMMENT: LONG TERM Edit Flags: Date/Time		
02/24/2009 09:09 PM	mrunnels	ACCEPTED	FACILITY (2)	QA/QC TO FACILITY USER COMMENT: no touch location Edit Flags: Location		
06/24/2008 11:29 AM	dotrar	ACCEPTED	ALL FACILITIES	INITIAL INSERT INTO DATABASE		

3. Forgot Password

If a user forgets his/her password, they simply need to click the Forgot Password link on the login screen.

WisTransPortal Login Form

Please enter your User ID and Password information.

Welcome to the WisTransPortal. This system is maintained by the [Traffic Operations and Safety Laboratory](#) at the University of Wisconsin-Madison. Unauthorized access is strictly prohibited.

User ID:

Password:

You must have cookies enabled in your browser to login. For help contact Steven Parker: (608) 265-4921 or transportal@topslab.wisc.edu.

[WisTransPortal Home](#) | [Request an Account](#) | [Forgot Password](#)

A new screen will appear prompting the user to enter their User ID & Email Address.

WisTransPortal - Forgot Password

Recieve automated email to reset your WisTransPortal password.

Enter the User ID and Email Address associated with your WisTransPortal account to recieve an automated email message with instructions to reset your password:

User ID:

Email Address:

If you do not remember the User ID and Email Address for your account, or if you need additional assistance, contact Steven Parker at TOPS Lab: (608) 265-4921 or sparker@engr.wisc.edu.

[WisTransPortal Home](#) | [Contact Information](#) | [Account Information](#)

Section 8 – New for 2009

Once entered, a screen will appear notifying the user instructions were sent to the given email address with steps to reset their password.

WisTransPortal - Forgot Password

Instructions to reset your password have been sent to your email address.

An email message with the subject line "WisTransPortal Password Assistance" has been sent to the email address associated with your account. This email provides instructions on how to reset your password.

Please email TOPS Lab at transportal@topslab.wisc.edu if you do not receive this email message, or if you need additional assistance.

[WisTransPortal Home](#) | [Contact Information](#) | [Account Information](#)

Exhibit 1 – Corridors 2030 Map

Exhibit 1 – Corridors 20/30 Map

