

A short course on closure entry - <u>http://transportal.cee.wisc.edu/closures/</u>



For a complete guide to the LCS, please follow the link below.

http://transportal.cee.wisc.edu/closures/docs/LCS%20Manual_20160615.pdf

This document is a basic quick-guide for a WisLCS closure entry.

Select the Wisconsin Lane Closure System link to begin.

A user who is entering 511 Local closures is most likely already familiar with closure entry. If not, please see the Construction Quick Guide. Click on the **511 Local Tab**.

Lane Closure System			Help About Contact Exit WisLCS	
Home Request Accept Modify Search Reports	511 Local	Calendar Email Preferences		
Home				

Depending on your account settings, you may not have access to create a 511 Local closure. If you do not have 511 Local access, this is the screen you will see when you access the 511 Local Tab. You will only be able to search for existing 511 Local closures.

LANE CLOSURE SYS	Help About Contact Exit WisLCS					
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Search 511 Local Road Closures						
*Local Road Closure Status	Project ID					
ALL	ALL	T				
ACCEPTED	*Region/County					
CANCELED	ALL 🔻	Closure ID				
COMPLETED	Date Range From					
	03/28/2018 😵 ?	Above entries override ALL				
	Date Range To	other search selections. ?				
	S					
	NOTE - * after 511 Project listing indicates it is Active					
Search Cance	Order By Clear BEGIN DATE ▼ Ascending ▼	Max Results 100 V				

If you have 511 Local access, you will see this screen after clicking on the 511 Local Tab.

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511 Local Road Closures	
Search Local Road Closures	
Add New Local Road Closure	
Modify Local Road Closures	
Houry Local Road Closures	
511 Project List	

To request access to 511 administration rights, please email wislcs@topslab.wisc.edu.

Once your account has 511 administration access, click on the 511 Projects List to verify your project is correctly listed.

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511 Local Road Closures	
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511 Project List	

If your project is not listed, please your regional public information manager to have the project added to the 511 Projects Site, <u>https://projects.511wi.gov/</u>. Information that is needed to set up a site is: the desired site title, URL endpoint (example: <u>https://projects.511wi.gov/<your-site</u>>), and the username(s)/email address(es) for any content administrators.

Once the 511 Projects Page has been created, we can create the 511 Project in the LCS. To do so, click the Add New 511 Projects

Lane Closur	e <mark>S</mark> ystem			Help	About Contact Exit WisLC
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511 Project List					
Add New 511 Project					
511 Pro	oject Comment	Regions	Active	Last Modified By	Last Modified Date
Edit Delete Janesville Rd)	Project ID 2723-00- 71	SE	yes	debakerb	03/27/2018 07:50:03 AM
Edit Delete County	ection Racine	SE	yes	cournoyerryanr	03/14/2018 02:44:35 PM
Edit Delete (1030-11-71)	ads CTH K Local Road Reconstruction	SE	yes	bblum	03/06/2018 08:26:19 AM

Fill out the 511 Project Listing box with the same name as the 511 Projects page is labelled. Be sure to check the "Active" box or you will not be able to enter a closure for this project. Check the box for the region the project is located and enter any comments in the **Comments** text box, such as any project ID's associated with the project. Once complete, click the Submit button to create the project.

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Home Req	Home Request Accept Modify Search Reports 511 Local Calendar Email Preferences Admin					
			Add Nev	v Project To 511 Project List		
Asterisk(*) i	ndicates <i>requ</i>	ired field				
*511 Project	t Listing (100	char max)				
Active (1	Active (must be active to appear in Add New and Edit closure dropdowns)					
Project Take	s Place Within	n The Followir	ng Region(s)			
Region SW	Region SE	Region NE	Region NC	Region NW		
C						
Comment						
				1		
Submit Cancel Clear						

After submitting the new project, or if your project already exists in the projects list, click the **511 Local** link in the menu bar. Next click the **Add New Local Road Closure** button.

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511 Local Road Closures	
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From this point, closure entry is very similar to a standard LCS entry, with a few exceptions:

- 1. The user will need to select the appropriate project from the 511 Project drop-down list
- 2. The user will manually enter the road name the closure will take place
- 3. The user will manually enter the begin and end locations in the corresponding text boxes
- 4. With the "Navigate" radio button selected, the user will manually enter the begin latitude and longitude at the begin location in the corresponding text boxes. An easier way is for the user to select the "Place Marker" radio button and click on the begin location (some panning and zooming will likely be necessary to locate the begin location on the map.)

Once all the data entry is complete, click the **Save** button to complete the closure entry.