

ITS ASSET MANAGEMENT DATABASE ACCESS REQUEST FORM

E-mail completed form to MDOT-ITS-AMAdmin@Michigan.gov.

SECTION 1. USER INFORMATION			
STATE EMPLOYEE		CONTRACTOR	
LAST NAME		FIRST NAME	
TITLE		REGION/ENTITY	
WORK PHONE NUMBER	WORK E-MAIL ADDRESS	CONTRACT/JOB NUMBER <i>(If contractor)</i>	
NEW USER <i>(Complete Section 2)</i>		EXISTING USER <i>(Complete Section 3)</i>	REMOVE USER ACCESS
SECTION 2. NEW USER (ADD ROLE)			
ROLE ADD REMOVE View Only Asset Management Editor Preventative Maintenance Editor Work Order Editor Close Work Orders Application Administrator System Administrator		REGION ADD REMOVE Bay Region Grand Region Metro Region North Region Southwest Region Superior Region University Region	ROLE ADD REMOVE Receive Operational E-mails User has completed provided training for selected role
SECTION 3. EXISTING USER			
ROLE ADD REMOVE View Only Asset Management Editor Preventative Maintenance Editor Work Order Editor Close Work Orders Application Administrator System Administrator		REGION ADD REMOVE Bay Region Grand Region Metro Region North Region Southwest Region Superior Region University Region	ROLE ADD REMOVE Receive Operational E-mails User has completed provided training for selected role
ADDITIONAL NOTES			
APPROVALS			
REQUESTER'S NAME		SIGNATURE	DATE
SUPERVISOR/PROJECT MANAGER'S NAME		SIGNATURE	DATE
ITS SYSTEM ADMINISTRATOR		SIGNATURE	DATE