## Announcement of ODOT Structure Management System (SMS) Open Labs

ODOT Office of Structural Engineering will be conducting SMS open labs on the following dates in the ODOT Central Office, 1980 W. Broad St., Columbus, Ohio.

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| Dates: | March 3 (Monday); March 24 (Monday); April 9 (Wednesday), 2014 |
| Time: | 9:00 AM – 3:00 PM (Lunch 12:00 -12:30 PM) |
| Location: | Room GA, ODOT Central Office, Lower Level |
| Cost: | Free |
| Prerequisites: | 1. Bring your own laptop in full working condition. Please see ([http://www.dot.state.oh.us/Divisions/Engineering/Structures/Pages/Structure-Management-System.aspx](https://www.dot.state.oh.us/Divisions/Engineering/Structures/Pages/Structure-Management-System.aspx)) to ensure computer requirements are met.
2. You must have administrative access to your laptop
3. Have your user account and passwords set through MyODOT (<https://myodot.dot.state.oh.us/>) prior to the Open lab
4. Check your password to ensure it is working on SMS. Please note your on-line and off-line passwords are generally different. For any user account issues please contact Kathy.Keller@dot.state.oh.us
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| Agenda: | 1. Overview of SMS-Web
2. Overview of Collector App
3. Overview of Key features of SMS
4. Open lab to resolve issues
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| Instructors: (At least two will be available during the open lab hours) | Kathy KellerMike Brokaw, PEAmjad Waheed, PE (Amjad.Waheed@dot.state.oh.us) |

The overviews will also be available as an On-line meeting on that date and time. A link to join the online meeting will be emailed to you.

Pre-register (on first come first serve basis) with Suzy at Suzanne.Pettet@dot.state.oh.us. If you plan to visit ODOT, we encourage you to pre-register early as the room has a seating capacity of only 40.

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| **Registration Form** |
| Name (Last, First): |  |
| Agency/Company: |  |
| Address: |  |
| Phone ( area code) |  |
| Email: |  |
| Date of Open Lab: |  | [ ] Will attend on-line [ ] Will attend In-person |