

UDOT's Consultant Marketing Report

Interactive Report Instructions

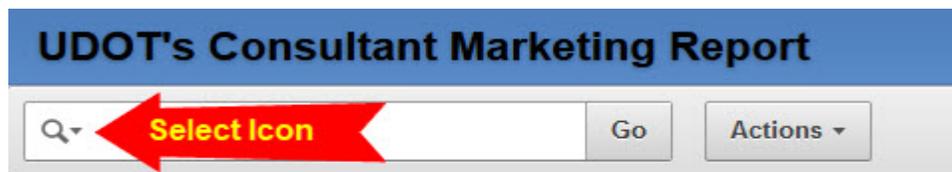
Interactive Report

This Marketing Report is a User Interactive Report. An Interactive Report enables users to customize their reports, but does not allow users to modify data. Users can alter the layout of report data by choosing or hiding columns, applying filters for specific data, sorting by columns and define control breaks. Users can create multiple variations of the report, save them as named reports and download to a comma-delimited file (CSV) file format for Microsoft Excel.

1. Report Search Bar

A search bar displays at the top of the interactive reports and includes the following features:

- Select columns to search icon - Resembles a magnifying glass.
 - Click this icon to narrow your search to specific columns. To search all columns, select "All".
 - Text area - Enter case insensitive search criteria and then click Go.
 - Go button - Executes a search.
 - See Examples 1.1, 1.2 and 1.3.
- The Text area without selecting a column.
 - Enter case insensitive search criteria and then click Go.
 - This action searches the entire report for the requested search criteria.
 - See Examples 1.4 and 1.5.
- Actions menu - Use the Actions menu to customize an interactive report. See Actions Menu.



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	Region	PIN	Description	County	Concept
	2	7703	MVC; Salt Lake County PM	SALT LAKE	NEW CONSTRUCTION

Example 1.1

UDOT's Consultant Marketing Report

Q Delivery Method Bid Go

Select column, enter criteria (example: "Bid"), Click Go

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	Region	PIN	Description	County	Concept	Delivery Method	Project Status
	2	7703	MVC; Salt Lake County PM	SALT LAKE	NEW CONSTRUCTION	CMGC	Active
	1	4950	Stoddard Lane over Weber River	MORGAN	Off-System Bridge	Design, Bid, Build	Active
	S	11618	Fiber Optic System Support - Statewide	VARIOUS	ITS Communications	Procurement	Active
	1	11268	West Davis Highway	DAVIS	TIF - Transportation Investment Fund	Design - Build	Scoping

Example 1.2

UDOT's Consultant Marketing Report

Q Go Actions

Delivery Method contains 'Bid'

Search Criteria

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	Region	PIN	Description	County	Concept	Delivery Method	Project Status
	1	4950	Stoddard Lane over Weber River	MORGAN	Off-System Bridge	Design, Bid, Build	Active
	3	11625	Lindon Heritage Trail - Pioneer LN to Utah Lake	UTAH	Trails	Design, Bid, Build	Scoping
	4	11608	I-15; Exit 16 Interchange Improvements Phase 1	WASHINGTON	TIF - Transportation Investment Fund/Upgrade Existing Inte>>	Design, Bid, Build	Scoping
	3	11897	US-89; Center St. to Bulldog Blvd. in Provo	UTAH	Rehabilitation High Volume	Design, Bid, Build	Scoping

Search Result

Example 1.3

UDOT's Consultant Marketing Report

Q Design - Build

Go

Enter Search Criteria (example: "Design - Build"), click Go

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	Region	PIN	Description	County	Concept	Delivery Method	Project Status
	2	7703	MVC; Salt Lake County PM	SALT LAKE	NEW CONSTRUCTION	CMGC	Active
	1	4950	Stoddard Lane over Weber River	MORGAN	Off-System Bridge	Design, Bid, Build	Active
	S	11618	Fiber Optic System Support - Statewide	VARIOUS	ITS Communications	Procurement	Active
	1	11268	West Davis Highway	DAVIS	TIF - Transportation Investment Fund	Design - Build	Scoping

Example 1.4

UDOT's Consultant Marketing Report

Q

Go

Actions

Row text contains 'Design - Build'

Search Criteria

1 - 11 of 11

	Region	PIN	Description	County	Concept	Delivery Method	Project Status
	1	11268	West Davis Highway	DAVIS	TIF - Transportation Investment Fund	Design - Build	Scoping
	2	12587	I-15; SB 12300 South to SR-201	SALT LAKE	TIF - Transportation Investment Fund/Widen Existing Facility>>	Design - Build	Advertised
	3	12158	I-15; Lehi Main to SR-92, Technology Corridor	UTAH	Widen Existing Facility	Design - Build	Advertised

Example 1.5

2. Actions Menu

The Actions Menu contains the following options (See Example 2.1):

- **Select Columns** – provides the user with the ability to select or deselect columns on the report. It also provides the user with the ability to rearrange columns in the report. See Example 2.2 and 2.3.
- **Rows Per Page** - determines how many rows display in the current report. See Example 2.4.
- **Format** contains the following submenu (See Example 2.5):
 - **Sort** - Changes the columns to sort on and determines whether to sort in ascending or descending order. See Examples 2.6 and 2.7.
 - **Control Break** - Creates a break group on one or several columns. This pulls the columns out of the interactive report and displays them as a master record. See Examples 2.8 and 2.9.
- **Save Report** - Saves the interactive report. Depending upon their user credentials, users can save different types of reports. Reports can be saved as a Primary Default Report Type or as an Alternate Report Type. Alternate Report Types require a name to identify the Alternate.
- **Reset** - Resets the report back to the default report settings.
- **Download** - Downloads a report to a CSV file for Excel. See Examples 2.10 and 2.11.

UDOT's Consultant Marketing Report							
<input type="text" value="Q"/> <input type="button" value="Go"/>				<input type="button" value="Actions"/>			
1 - 15 of 492							
	Region	PIN	Description	County	Method	Project Status	
	2	7703	MVC; Salt Lake County PM	SALT LAKE		Active	
	1	4950	Stoddard Lane over Weber River	MORGAN	Build	Active	
	S	11618	Fiber Optic System Support - Statewide	VARIOUS	ITS Communications	Procurement	Active



Example 2.1

UDOT's Consultant Marketing Report

Go Actions ▾

Select Columns

Do Not Display

- County
- Concept
- Project Status
- PM's Number
- Local Government
- Project Value
- Submit For Advertisement

- ↔
- ➡
-
-
-
- ↔

Display in Report

- Region
- PIN
- Description
- Delivery Method
- Project Manager
- Design Engineer
- Construction Manager

Cancel
Apply

Select Columns to be displayed on report, click on Apply

Example 2.2

UDOT's Consultant Marketing Report

Go Actions ▾

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	Region	PIN	Description	Delivery Method	Project Manager	Design Engineer	Construction Manager
	2	7703	MVC; Salt Lake County PM	CMGC	KAMMERER, JOE	In-House	In-House
	1	4950	Stoddard Lane over Weber River	Design, Bid, Build	PETERSON, NATHAN	Consultant Selected	Consultant Selected
	S	11618	Fiber Optic System Support - Statewide	Procurement	YOCOM, G. LYNNE	In-House	Undecided
	1	11268	West Davis Highway	Design - Build	HARRIS, REX	In-House	Undecided
	S	10827	RWIS Expansion and Upgrades	Procurement	LAING, TYLER	In-House	Undecided
	3	11625	Lindon Heritage Trail - Pioneer LN to Utah Lake	Design, Bid, Build	SHELLENBERG, JUSTIN	Consultant Selected	Consultant TBD
	4	11608	I-15; Exit 16 Interchange Improvements Phase 1	Design, Bid, Build	MANWILL, KIM	Consultant TBD	In-House
	3	11897	US-89; Center St. to Bulldog Blvd. in Provo	Design, Bid, Build	HIGGINS, JOHN	Consultant Selected	In-House
	2	11082	Redwood Road; 4100 South to 4700 South	Design, Bid, Build	MONTOYA, JOHN	Consultant TBD	Consultant TBD
	2	11083	1300 East; 1300 South to 2100 South	Design, Bid, Build	TANG, PETER S.	Consultant TBD	Consultant TBD
	2	11085	4700 South; 4000 West to 5600 West	Design, Bid, Build	RICE, JESSICA A	Consultant TBD	Consultant TBD

Example 2.3

UDOT's Consultant Marketing Report

Go
Actions ▾

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	Region	PIN	Description	County			
	2	7703	MVC; Salt Lake County PM	SALT LAKE			
	1	4950	Stoddard Lane over Weber River	MORGAN			
	S	11618	Fiber Optic System Support - Statewide	VARIOUS	ITS Communications	Procurement	

Rows Per Page ➔

- Rows Per Page ▶ 1
- Format ▶ 5
- Save Report * 10
- Reset 15
- 20
- 25
- 50
- 100
- 1000
- All

Example 2.4

UDOT's Consultant Marketing Report

Go
Actions ▾

1 - 15 of 492 ▶

	Region	PIN	Description	County				
	2	7703	MVC; Salt Lake County PM	SALT LAKE				
	1	4950	Stoddard Lane over Weber River	MORGAN				
	S	11618	Fiber Optic System Support - Statewide	VARIOUS	ITS Communications	Procurement	Active	YC

Format Options ➔

- Rows Per Page ▶
- Format ▶ Sort
- Save Report * Control Break
- Reset
- Download
- Bridge
- Build
- Active
- Active
- Active

Example 2.5

UDOT's Consultant Marketing Report

Go
Actions ▾

Sort

	Column	Sorting	Sorting
1	Region ▾	Ascending ▾	Default ▾
2	PIN ▾	Ascending ▾	Default ▾
3	- Select Column - ▾	Ascending ▾	Default ▾
4	- Select Column - ▾	Ascending ▾	Default ▾
5	- Select Column - ▾	Ascending ▾	Default ▾
6	- Select Column - ▾	Ascending ▾	Default ▾

Cancel
Apply

Example 2.6

UDOT's Consultant Marketing Report

Go
Actions ▾

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	Region	PIN	Description	County	Concept	Delivery Method	Project Status
	1		River	JORGAN	Off-System Bridge	Design, Bid, Build	Active
	1	6568	Slope Drive	WEBER	PE & ROW	Design, Bid, Build	Scoping
	1	10882	300 West SR-89 to Buttercup Blvd, Garden City	RICH	Non-Urban	Design, Bid, Build	Active
	1	11091	Washington Blvd & Larsen Lane	WEBER	Intersection Improvements	Design, Bid, Build	Scoping

Example 2.7

UDOT's Consultant Marketing Report

Control Break

Column

1	Region	Enabled
2	County	Enabled
3	- Select Column -	Enabled
4	- Select Column -	Enabled
5	- Select Column -	Enabled
6	- Select Column -	Enabled

Format: Control Break (Example: Region and County), click Apply

Example 2.8

UDOT's Consultant Marketing Report

Region
 County

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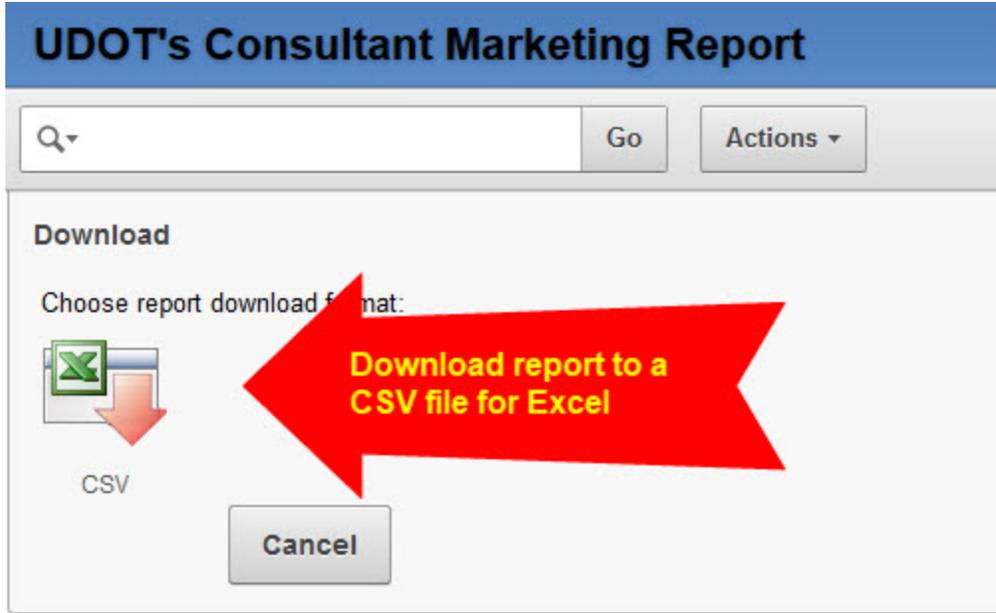
Region : 1, County : BOX ELDER

PIN	Description	Concept	Status	Project Status
12389	SR-102; Bridge over West Canal, D-820	-	Design, Bid, Build	Active
13474	SR-83; SR-102 to 12000 N	Preservation High Volume	Design, Bid, Build	STIP
13524	I-84 & I-15 North Split Bridge Preservation	Preservation - Structure	Design, Bid, Build	Scoping

Control Break Criteria

Report Control Break by Region and County

Example 2.9



Example 2.10

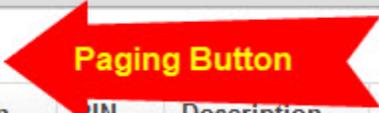
Region	PIN	Description	County	Concept
2	7703	MVC; Salt Lake County PM	SALT LAKE	NEW CONSTRUCTION
1	4950	Stoddard Lane over Weber River	MORGAN	Off-System Bridge
S	11618	Fiber Optic System Support - Statewide	VARIOUS	ITS Communications
1	11268	West Davis Highway	DAVIS	TIF - Transportation Investment Fund
S	10827	RWIS Expansion and Upgrades	STATEWIDE	Other - Traffic Management & ITS Projects
3	11625	Lindon Heritage Trail - Pioneer LN to Utah Lake	UTAH	Trails
4	11608	I-15; Exit 16 Interchange Improvements Phase 1	WASHINGTON	TIF - Transportation Investment Fund/Upgrade Existing Inte>>
3	11897	US-89; Center St. to Bulldog Blvd. in Provo	UTAH	Rehabilitation High Volume
2	11082	Redwood Road; 4100 South to 4700 South	SALT LAKE	Intersection Improvements
2	11083	1300 East; 1300 South to 2100 South	SALT LAKE	Reconstruct no widening
2	11085	4700 South; 4000 West to 5600 West	SALT LAKE	Reconstruct no widening
1	11091	Washington Blvd & Larsen Lane	WEBER	Intersection Improvements
2	11093	Bengal Blvd. & 2700 East Roundabout	SALT LAKE	Intersection Improvements
2	11094	7800 South & 1300 West	SALT LAKE	Intersection Improvements
2	11095	9000 South & 4000 West	SALT LAKE	Intersection Improvements
2	11097	Jordan River Trail - Gardner Village TRAX Station	SALT LAKE	Pedestrian/Bicycle Safety
3	10952	Historic Utah Southern Rail Trail - via UPRR, Lehi	UTAH	Trails

Example 2.11

3. Paging

Paging through the report is done by clicking on the > button to move forward, the < button to move back. These buttons, along with the number of reports rows being displayed, are located on the left side of the report, above the report column heading. See Examples 3.1 and 3.2.

UDOT's Consultant Marketing Report						
Q		Go	Actions ▾			
1 - 15 of 492 >						
	Region	NIN	Description	County	Concept	Delivery Method
	2	7703	MVC; Salt Lake County PM	SALT LAKE	NEW CONSTRUCTION	CMGC
	1	4950	Stoddard Lane over Weber River	MORGAN	Off-System Bridge	Design, Bid, Build
	S	11618	Fiber Optic System Support - Statewide	VARIOUS	ITS Communications	Procurement



Example 3.1

UDOT's Consultant Marketing Report						
<input type="text" value="Q"/>				Go	Actions ▾	
◀ 16 - 30 of 492 ▶		Paging Buttons				
	Region	PLN	Description	County	Concept	Delivery Method
	2	11097	Jordan River Trail - Gardner Village TRAX Station	SALT LAKE	Pedestrian/Bicycle Safety	Design, Bid, Build
	3	10952	Historic Utah Southern Rail Trail - via UPRR, Lehi	UTAH	Trails	Design, Bid, Build
	3	10956	Orem Center Street, Geneva Road to I-15	UTAH	Major Rehabilitation - Roadway	Design, Bid, Build

Example 3.2

4. Column Heading Menu

Column Heading Menu options include:

- **Sort Ascending** - Sorts the report by the column in ascending order. See Example 4.1.
- **Sort Descending** - Sorts the report by the column in descending order. See Example 4.2.
- **Hide Column** – This icon removes (hides) the column from the report. See Example 4.3. Not all columns can be hidden. If a column is locked and cannot be hidden, the Hide Column icon does not display.
- **Control Break** - Creates a break group on the column. This pulls the column out of the report as a master record. See Example 4.4.
- **Column Filter** – This is a List of Values to select from. Select a value to trigger the filter. See Example 4.5.
- **Text Area** - Used to enter a case insensitive search criteria. This is a filter for the Column's List of Values. Entering a value reduces the list of values at the bottom of the menu. You can then select a value from the bottom. The selected value will be created as a filter using either the equal sign (=) or contains depending on the List of Values Column Filter Type. See Example 4.5.

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Region	Project Name	Project Location	Concept	Delivery Method
 <input type="text" value=""/>			NEW CONSTRUCTION	CMGC
 1 2 3	ane	MORGAN	Off-System Bridge	Design, Bid, Build
 4 S		VARIOUS	ITS Communications	Procurement
		Support - Statewide		

Sort Column (Example : Region) Ascending

Example 4.1

UDOT's Consultant Marketing Report

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Region	Project Name	Project Location	Concept	Delivery Method
 <input type="text" value=""/>			NEW CONSTRUCTION	CMGC
 1 2 3	ane	MORGAN	Off-System Bridge	Design, Bid, Build
 4 S		VARIOUS	ITS Communications	Procurement
		Support - Statewide		

Sort Column (Example : Region) Descending

Example 4.2

UDOT's Consultant Marketing Report

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	Region	PIN	Description	Status	Contract	Delivery Method
✎	<div style="border: 1px solid #ccc; padding: 2px;"> ▲ ▼ ✖ </div>					CMGC
✎	1		ane	MORGAN	Off-System Bridge	Design, Bid, Build
✎	2					
✎	3					
✎	4			VARIOUS	ITS Communications	Procurement
✎	S		Support - Statewide			

Example 4.3

UDOT's Consultant Marketing Report

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	Region	PIN	Description	Status	Contract	Delivery Method
✎	<div style="border: 1px solid #ccc; padding: 2px;"> ▲ ▼ ✖ ☒ </div>					CMGC
✎	1		ane	MORGAN	Off-System Bridge	Design, Bid, Build
✎	2					
✎	3					
✎	4			VARIOUS	ITS Communications	Procurement
✎	S		Support - Statewide			

Example 4.4

UDOT's Consultant Marketing Report

Q- Go

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	Region	PIN	Description	County	Concept	Delivery Method
	    					
	1		ane	ORGAN	Off-System	Design, Bid, Build
	2					
	3					
	4					
	S					Procurement
			Support - Statewide		Communications	
	1	11268	West Davis Highway	DAVIS	TIF - Transportation Investment Fund	Design - Build

**Text Area for List of Values
search criteria**

**Column Filter: Select
from List of Values**

Example 4.5