

NC Department of Transportation



Bridge Maintenance Division



Bridge Document Management System User Guide

Log into the NCDOT Intranet

Web Search



North Carolina
Department of Transportation

Welcome to NCDOT

Account Login

Username:

Password:

In the address bar of your web browser, type:

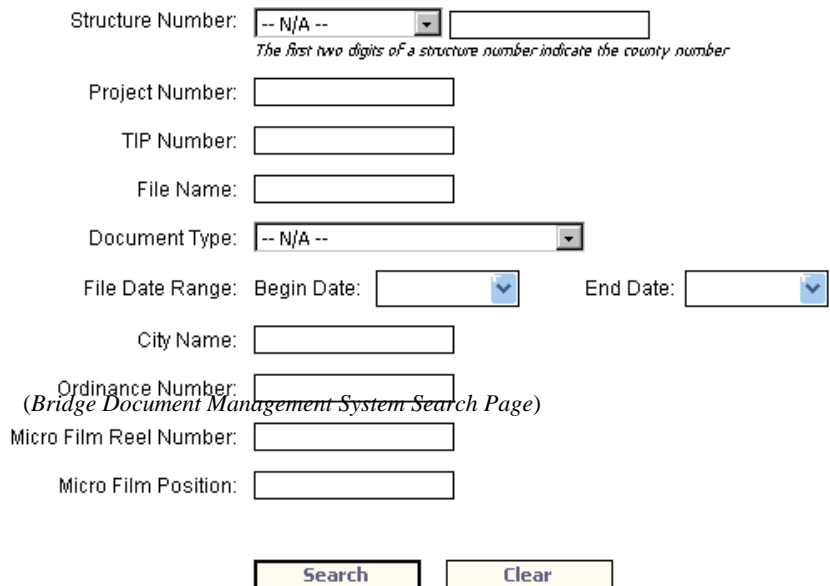
<https://intranet.dot.state.nc.us/Bridge/Plans/Default.aspx>

type in your NCDOT email name and password.

Click the Log In button.

The Bridge Document Management System search page will appear.

Bridge Document Management System



Structure Number:
The first two digits of a structure number indicate the county number

Project Number:

TIP Number:

File Name:

Document Type:

File Date Range: Begin Date: End Date:

City Name:

Ordinance Number:
(Bridge Document Management System Search Page)

Micro Film Reel Number:

Micro Film Position:

You will be given the following search criteria:

 **NOTE:** The fewer criteria you specify, the greater your results will be.

Structure Number:	The first field is a drop-down containing the County names and 2-digit numbers. The second field accommodates the 4-digit structure number.
Project Number:	If you are looking for a document by a Project Number, you can type it in this field.
TIP Number:	If you are looking for a document by the Transportation Improvement Project Number, you can type it in this field.
File Name:	If known, type the name of the file you are looking for in this field.
Document Type:	You will be able to select the type of document you are looking for from a drop-down list. These include: Analysis Sheet Bridge Replacement Notification City Bridge City Inspection Report Crash Report Dead File Deck Evaluation Report Expenditure Sheet Final Acceptance Letter Form 501 Form 502 Form BMD-9 Machinery Inspection Report Microfilm Miscellaneous Ordinance PD & E Reports Pile Tip Evaluation Sheet Posting Consideration Posting Letter Prompt Action Recommendations and Surveys Regulatory and Sign Notice Route Change Letter Routine Inspection Report Scour Data File Scour Report Shop Drawing Special Inspection Report Special Project Structure Plans Supplemental Inspection Report U/W Inspection Report Ultrasonic Report Underwater Inspection Report Unknown Update Sheets Void File
Date Range:	These fields allow you to specify From and To dates to narrow your search.
City Name:	If there is an associated city, you can type it in this field.
Ordinance Number:	If you are looking for a document by an Ordinance Number, you can type it in this field.
Micro Film Reel Number:	If the document resides on microfilm and you know the reel number; you can type it in this field.

Micro Film Position:

If you know the position number of the image on the original microfilm, you can type it in this field.

6	Specify your search criteria, then click the SEARCH button. 📁 NOTE: If you wish to clear your search and start over, click the CLEAR button.	Your results will appear as a list of hyperlinks.
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End Date: 3/30/2007

Search Criteria

Structure # [▲]	File Name	Type	Project #	TIP #	City	County
170291	170291005.tif	Routine Inspection Report				
170291	170291004.tif	Analysis Sheet				
170291	170291006.tif	Analysis Sheet				
170291	170291008.tif	Miscellaneous				
170291	170291007.tif	Miscellaneous				
170291	170291-Routine-1-20030811.pdf	Routine Inspection Report				
170291	170291-Analysis-3-20030811.pdf	Analysis Sheet				
170291	170291001.tif	Routine Inspection Report				
170291	170291003.tif	Routine Inspection Report				
170291	170291002.tif	Analysis Sheet				
170306	170306004.tif	Analysis Sheet				
170306	170306003.tif	Routine Inspection Report				
170306	170306005.tif	Routine Inspection Report				
170306	170306007.tif	Miscellaneous				
170306	170306006.tif	Analysis Sheet				

[1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [10](#) ...

(Bridge Document Management System Search Results Page)

7	Click on the file you wish to open or save.	The file will open in the associated viewer. PDF: Adobe Acrobat TIF: Any image viewer
8	Repeat the search for any additional files you wish to view.	