MAINE DOT

USER’S MANUAL
Log in Name = dt(first name initial)(first 4 last name)
Example – Joe Smith = dt(j)(smit) = dtjsmit
Default Password = Password Sent via E-mail

If you do not have a login, contact Angela Latno or Brian Kittridge
angela.latno@maine.gov
brian.kittridge@maine.gov
The left hand side has a list of projects that you are assigned to.

The list is sorted by WIN. Click on the project you are interested in to open the Contractor list.

If you do not see your job - contact Angie or Brian
Angela.Latno@maine.gov
Brian.Kittridge@maine.gov
PAYROLL STATUS

Default shows last 5 - Click All to see all weeks

Reviewed & Rejected
Ready to Review
Reviewed & Approved
PAYROLL REVIEW & APPROVAL OR REJECTION

REVIEW FOR CORRECT CLASS AND HOURS-THEN CLICK STATEMENT OF COMPLIANCE_SUBMIT.
You can’t break it—anything you can do in the system can be undone.

If one of the contractors need help, they can call Elation @ 855-284-0312 x 100