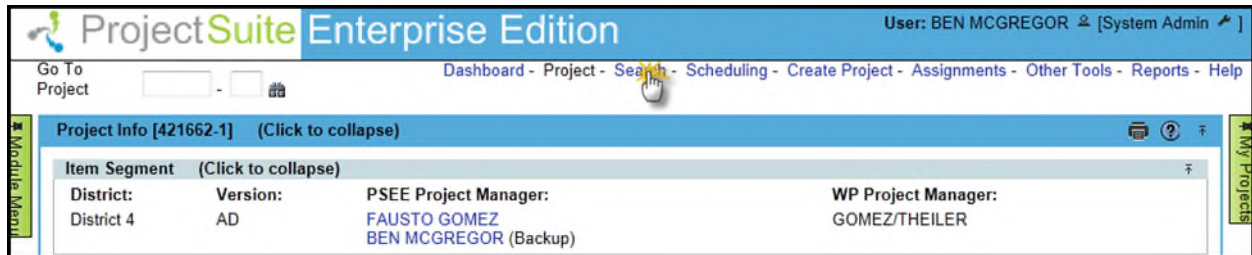


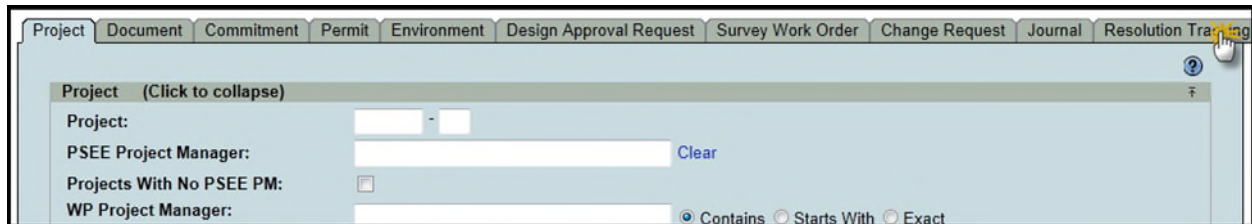
Resolution Tracking Search

The Resolution Tracking Search feature allows users to search for RTM Issues present in the PSEE System. For more information on RTM Issues, please read the [Resolution Tracking Module Help Document](#).

1. Select **Search** from the main menu on the upper right corner of the screen.



2. By default, the Project Search will be displayed. To view the Resolution Tracking Search, select the **Resolution Tracking** tab.



3. Select the values that should be used to search for Issues. You may provide a combination of one or many values.
 - **Project Search Options:** Check this checkbox to view all options from the Project Search. All of these options will be factored into the search along with any other options entered specific to Commitments. For details on using the Project Search, please reference the [Project Search Help Manual](#).



- **District:** The district is set to user's district by default. More options are available in the Project Search Options, discussed earlier.

- **Status:** Allows you to search for Issues based on their current Status.

Project | Document | Commitment | Permit | Environment | Design Approval Request | Survey Work Order | Change Request | Journal | Resolution Tracking

Include Project Search Options

District: Central Office (For other Options check Project Search Options)

Status: All

Avoidable Code: All

Discovery Date: In Review To:

Responsible Party/Firm: Resolved

- **Avoidable Code:** Allows you to search for Issues based on their Avoidable Code.
- **Discovery Date:** Allows you to search for Issues based on when they were discovered. This is a range of dates. Fields left blank are considered to be open-ended.
- **Responsible Party/Firm:** Allows you to search for Issues based on their responsible party. This field is a Vendor. To populate this field, type in the full or partial name of the vendor in question, and then click on their entry in the drop-down list.

Avoidable Code: All

Discovery Date: From: To:

Responsible Party/Firm: Extreme

Contract #: A EXTREME ROAD MAINTENANCE, INC (F264377480001)
A EXTREME ROAD MAINTENANCE, INC (F264377480002) **Inactive
EXTREME CARPET CARE INC. (F593555405001)
EXTREME DISASTER RELIEF, INC. (F264632099001)
EXTREME FABRICATIONS, INC (F010549657001)
EXTREME MANAGEMENT SERVICES LLC (F262968251001)
EXTREME NETWORKS (F770430270001)

- **Contract #:** Allows you to search for Issues based on their Contract number.

4. Once all parameters are entered, select **Search** to see the results of your query in a list.

Responsible Party/Firm: A EXTREME ROAD MAINTENANCE, INC

Contract #:

Search Reset

5. Select a hyperlinked **Project Number** to go to the Project or **View** to view the Issue.

- The list of results may be sorted using the hyperlinked column titles. The column title that the list is currently sorted by is indicated with a small triangle to the right. Upward pointing triangles indicate an ascending sort. Click again to change to descending sort.

Project Document Commitment Permit Environment Design Approval Request Survey Work Order Change Request Journal Resolution Tracking

[\[Modify Search\]](#) **These search results are listed in descending order by Project**

Resolution Tracking Search Results (Click to collapse)

View	Project	District	Construction Contract	Consultant Contract	Avoidable Code	Status	RFI?	Discovery Date	Resolution Date	Premium Cost
View	000111-1	Central Office	B7493		3 - AVOIDABLE-CONSULTANT CEI	NEW	Yes			
View	194093-1	District 1	DK263		3 - AVOIDABLE-CONSULTANT CEI	NEW	Yes			
View	194093-1	District 1	E1H21	S0230	4 - AVOIDABLE-FDOT CEI	NEW	Yes	6/5/2012		
View	194093-1	District 1	T1009	C4829	0 - UNAVOIDABLE-NO ACTION REQUIRED	IN REVIEW				\$ 0
View	194093-1	District 1	T1009	S0230	2 - AVOIDABLE-FDOT	IN REVIEW		7/10/2012		\$ 0
View	194093-1	District 1	E1H21	C5005	0 - UNAVOIDABLE-NO ACTION REQUIRED	IN REVIEW		7/4/2012		\$ 0
View	194093-1	District 1	C5005		3 - AVOIDABLE-CONSULTANT CEI	IN REVIEW	Yes	6/15/2012		
View	194093-1	District 1	T1009	C4829	3 - AVOIDABLE-CONSULTANT CEI	IN REVIEW				\$ 0
View	194093-1	District 1	T1009		1 - AVOIDABLE-PROD CONSULTANT	IN REVIEW		7/9/2012		\$ 0
View	194093-1	District 1	T1009	C4829	1 - AVOIDABLE-PROD CONSULTANT	IN REVIEW				\$ 0

Page 1 2 3 4 5 6 7 8 ... 17 Go To (Showing Items 1 to 10 of 161) Show per page 10 25 50 From: 1 To: 161 [Export Results](#)

- To modify your search criteria, you can click on the **Modify Search** hyperlink at the top left of the search area. All current search criteria will be persisted as they were set for the last query.
- Search results can be exported to a downloadable Excel spreadsheet by clicking the **Export Results** link at the bottom of the list. The "From" and "To" fields let you specify the range of entries to be exported.

Page 1 (Showing Items 1 to 6 of 6) Show per page 10 25 50 From: 1 To: 6 [Export Results](#)