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Projectwise Log In



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Section 1 Accessing Projectwise

There are two ways to access the CTDOT Projectwise datasource; one way is through the internet which is called Projectwise Online (Thin Client) and the other is through a program installed on your computer which is called Projectwise Explorer (Thick Client). Thick Client must be installed on each user's computer. Users can use their user names and passwords to connect to our datasource using either Thin and Thick Client.

CTDOT employees have Thick Client installed on their computers, but may have to use the Thin Client if Thick Client is not installed on a computer they are trying to use.

Consultants, Towns, and Municipalities can use either Thin or Thick Client to access the CTDOT Projectwise Datasource. A free copy of Thick Client may be available if you currently have a licensed copy of Microstation. Please contact your Bentley Account Manager for obtaining a copy of Thick Client and installation assistance. After the Thick Client is installed follow the link below for connecting to the CTDOT datasource:

http://www.ct.gov/dot/lib/dot/documents/aec/Connecting_to_Datasource_using_Thick_Client.pdf

The following gives instructions on how to log into Projectwise using Thin Client, Thick Client and how to change your Projectwise password.

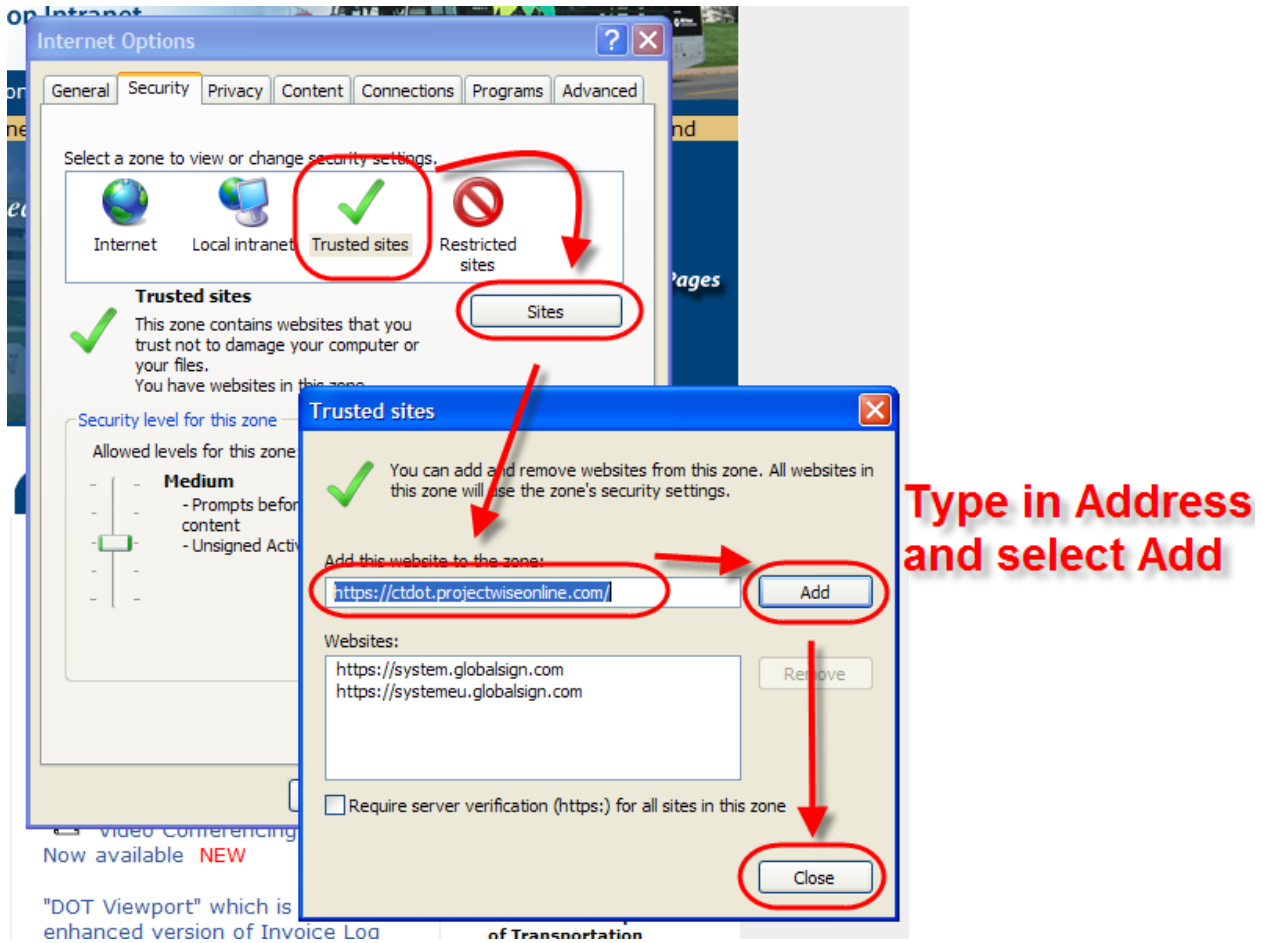
1.1 ProjectWise Online Thin Client

1.1.1 First Time Login Information

First time Thin Client users will have to do two things, these two things only need to be done once per computer:

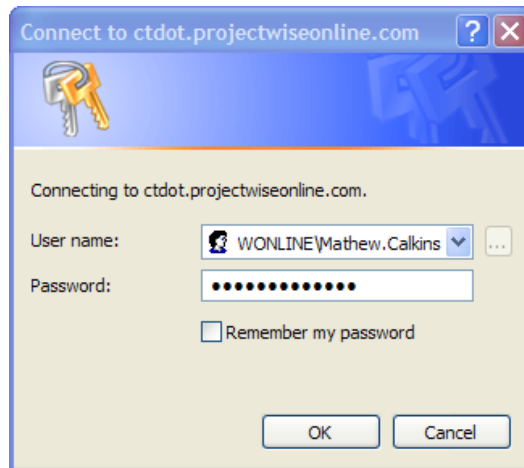
1. Add the ProjectWise Online global address (URL) to the "Trusted Sites" in the internet browser.
2. Install an Active X control add-on. The Active X control add-on will have to be installed by an IT administrator.

To add Projectwise to the "Trusted Sites", open up Internet Explorer, and go to Tools>Internet Options>Security>Trusted Sites. Then add the following web address as shown below:
<https://ctdot.projectwiseonline.com/>



Next to install the Active X control add-on, go to the Thin Client web page by clicking on the link below: <https://CTDOT.projectwiseonline.com/>.

A login screen will appear, as shown below. Log in to ProjectWise Online, using usernames/password combinations that were emailed to you.

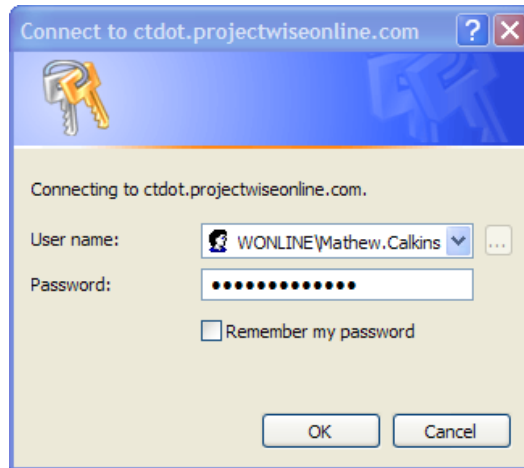


1.1.2 Logging In and Out

After the first time users can log in as follows:

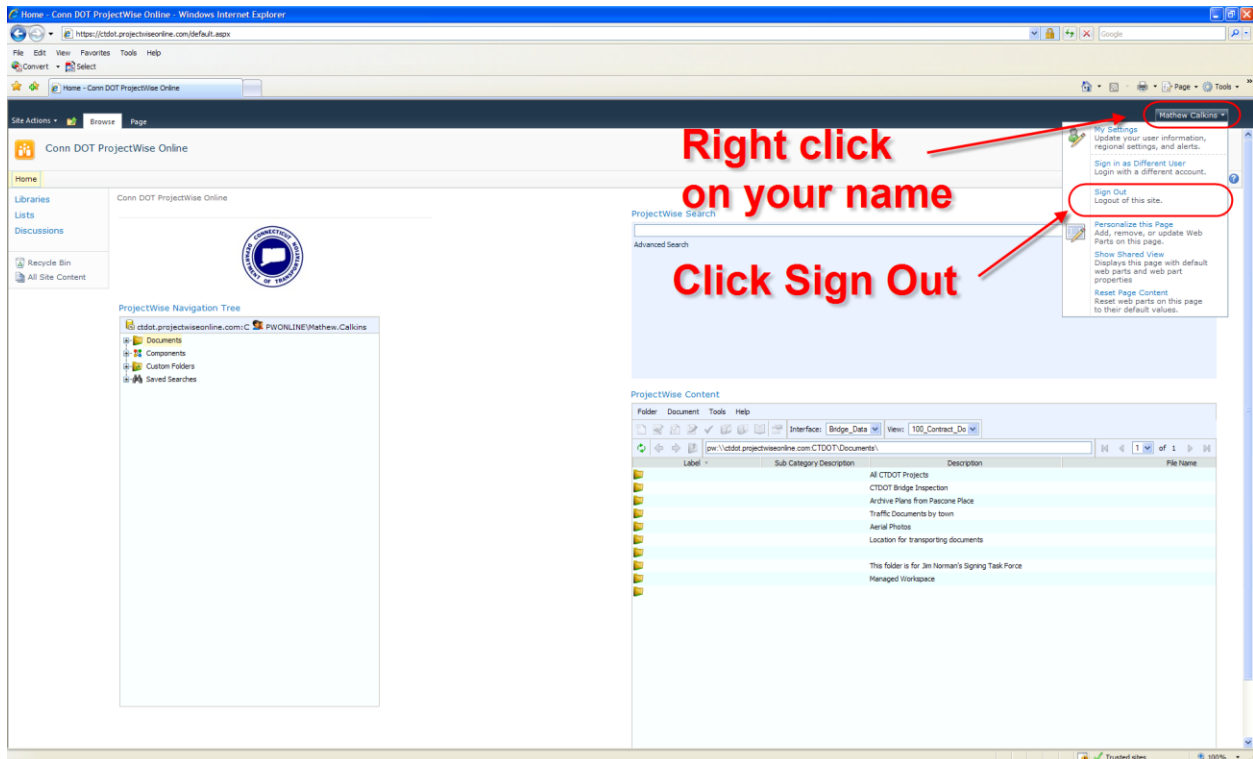
Click on the following link or type it in in Internet Explorer: <https://ctdot.projectwiseonline.com>

A login screen will appear, as shown below. Log in to ProjectWise Online, using the usernames and password that was emailed to you.



Once logged in you can navigate to the desired projects, folders, and documents.

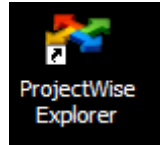
To logout of Thin Client close the web browser or right click on your name in the top right hand corner and select "Sign out" as shown below:



1.2 ProjectWise Thick Client

1.2.1 Logging In and Out

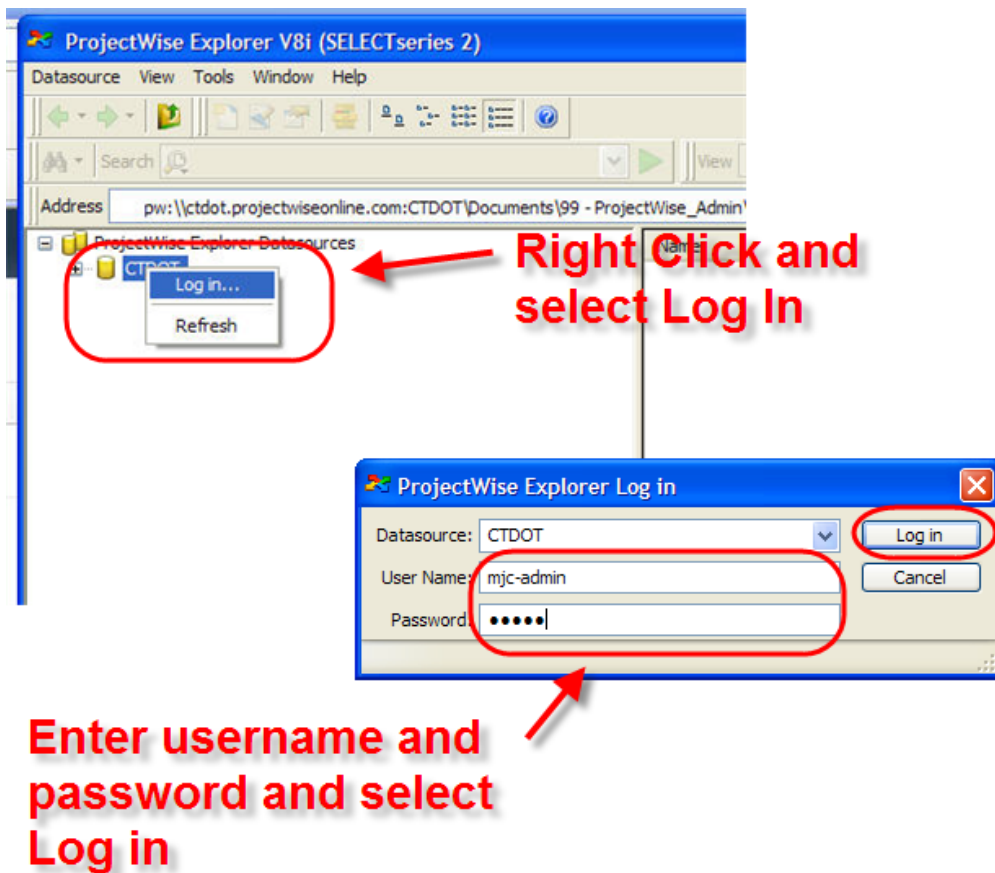
To access Thick Client go to Start->Programs->Bentley->ProjectWise Explorer or double click on your ProjectWise Explorer icon on the desktop.



If you do not have a desktop icon, the following video shows how to create one.

http://www.ct.gov/dot/lib/dot/documents/aec/desktop_shortcut_pw.html

To log in, right click on the ConnDOT datasource icon, and select Log in. Then enter a username and password and click Log In.



After successfully logging into Thick Client, the screen below will appear. Users can navigate to desired projects, folders, and documents.

To log out of Projectwise just close the program.

Section 2 Projectwise Passwords

2.1 Changing Passwords

Passwords can be changed by using the hyperlink below. In order to change passwords, users have to sign in with their current username and password.

<https://extranet.projectwiseonline.com/Shared%20Documents/Change%20Password.aspx>

Follow the criteria for creating a new password on the screen.

2.2 Forgotten Passwords

If ProjectWise passwords have been lost or forgotten, please use the following link to reset the password:

<https://extranet.projectwiseonline.com/Shared%20Documents/Forgot%20Password.aspx>

The screen below will appear. In the “Login or Email:” box, type the use email address or the username name (PWONLINE\xxxx.xxxx). Then click on Reset Password. Reset passwords will be sent to the email address of that was given on the New User Request Form. Note: There is no way of retrieving old passwords, forgotten passwords will be reset to a new password.

Projectwise Online Extranet

Home | FAQ

Projectwise Online Extranet > Shared Documents > Forgot Password

Forgot Password

- Edit Profile
- Forgot Password
- Change Password
- FAQ

Account Management

Forgot Password

Login or E-mail:

Type in email address and click reset password