



South African Road Design System

Tender Module User Manual

July 2019

Publication Details

Documentation Details

This document was developed for the South African National Road Agency (SANRAL). For content revisions, questions, or comments, contact the writer at itisissues@nra.co.za.

Copyright

© South African National Roads Agency SOC Limited 2019. All rights reserved. Copyright of material presented in this user manual is owned by SANRAL. Unless otherwise stated, the reproduction, publication, performance, communication or adaptation of the material presented in this manual is permitted, provided that SANRAL is acknowledged as the copyright owner. In addition, that the material is not modified or used in a manner prejudicial to the purposes and/or reputations of SANRAL, there are no specific overriding copyright conditions relating to the material, and no charge, claim or encumbrance is made upon any recipient of the material.

Revision History

Revision	Description of Change	Author	Effective Date
0	Initial Release	S Baoliki/ B Baloyi	July 2019

Disclaimer

This document is provided for informational purposes only and SANRAL does not warrant, guarantee or make any representations regarding the currency, accuracy, correctness, reliability, usability or any other aspect of the information presented in this document, nor of material provided by others. The entire risk of the use or the result of the use of this document remains with the user. Information in this document is subject to change without prior notice.

Technical Support

For technical support please send an email to ITIS Support at itisissues@nra.co.za. The email needs to contain a short description of the problem in the Subject field. Please note that emails without a subject will be rejected. In the body of the email please describe your problem and provide your contact details.

Table of Contents

Contents

2. Introduction	4
3. SARDS Software	4
1. SARDS Portal: Installation Guide.....	4
SARDS Portal: License Registration Guide	7
Capturing Project timelines	12
5.1	12
5.2 Capturing the Route Sections	12
This functionality guides the user through the process of synchronizing projects on SARDS. Follow the steps below to synchronize the project:	14
This functionality guides the user through the process of viewing the road sections on linear viewer	18

1. Terms and Abbreviations

Abbreviation	Definition
SARDS	The South African Road Design System
ITIS	Integrated Traffic Information System

2. Introduction

Much of the administrative functionality that supports Tender Process are built into ITIS and SARDS Application. This document will guide the user on to use the tender module that is built in SARDS application

3. SARDS Software Installation

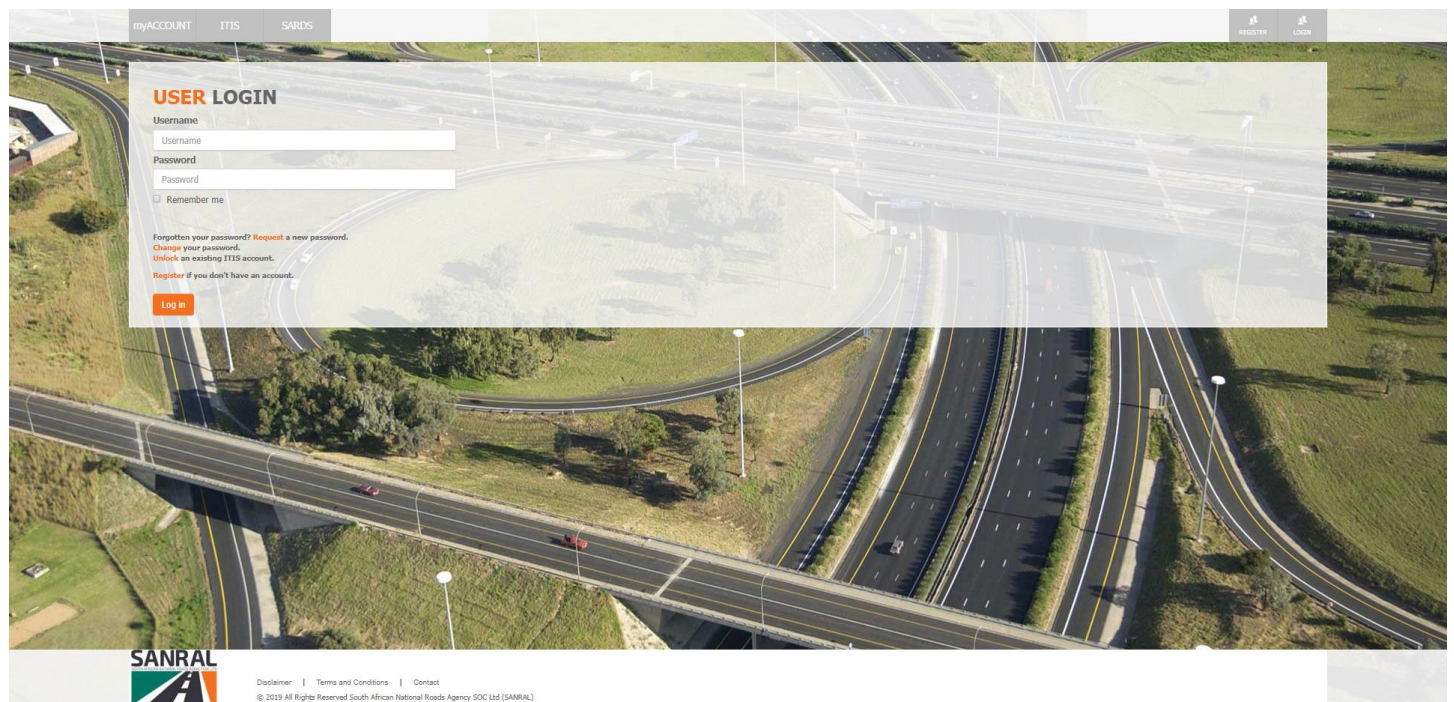
This functionality allows the user to install SARDS software in their machine. To install SARDS software successfully into your machine follow the steps below:


1. SARDS Portal: Installation Guide

- Click the following link to access the portal: <http://itis.nra.co.za/portal/Default/Index>, alternatively click on the SARDS short cut item on your desktop

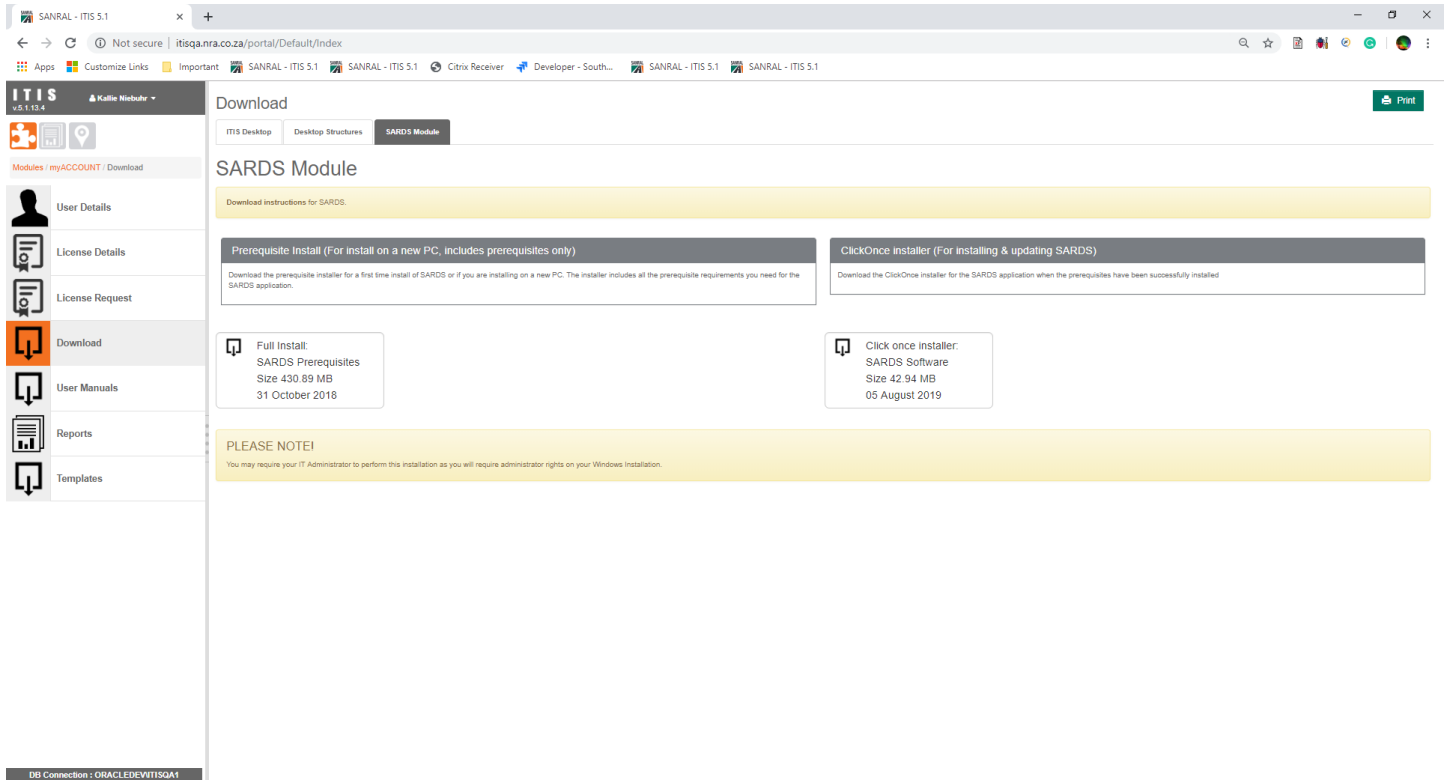


- Log in screen will appear. Capture username and password to login to the portal.



 <p>SANRAL SOUTH AFRICAN NATIONAL ROADS AGENCY SOC LTD BUILDING SOUTH AFRICA THROUGH BETTER ROADS</p>	Integrated Transport Information System		Document #: 	Rev.: 0 Page #: 5 of 27
	Title: Tender Module User Manual			

iii. Click on the download on the left menu to download SARDS setup.



The screenshot shows a web browser window with the URL `itisqa.nra.co.za/portal/Default/Index`. The application is titled "ITIS 5.1" and the user is logged in as "Kallie Niebuhr". The left sidebar contains a menu with options: User Details, License Details, License Request, Download (highlighted), User Manuals, Reports, and Templates. The main content area is titled "Download" and "SARDS Module". It includes a "Download instructions for SARDS" section and two download options:

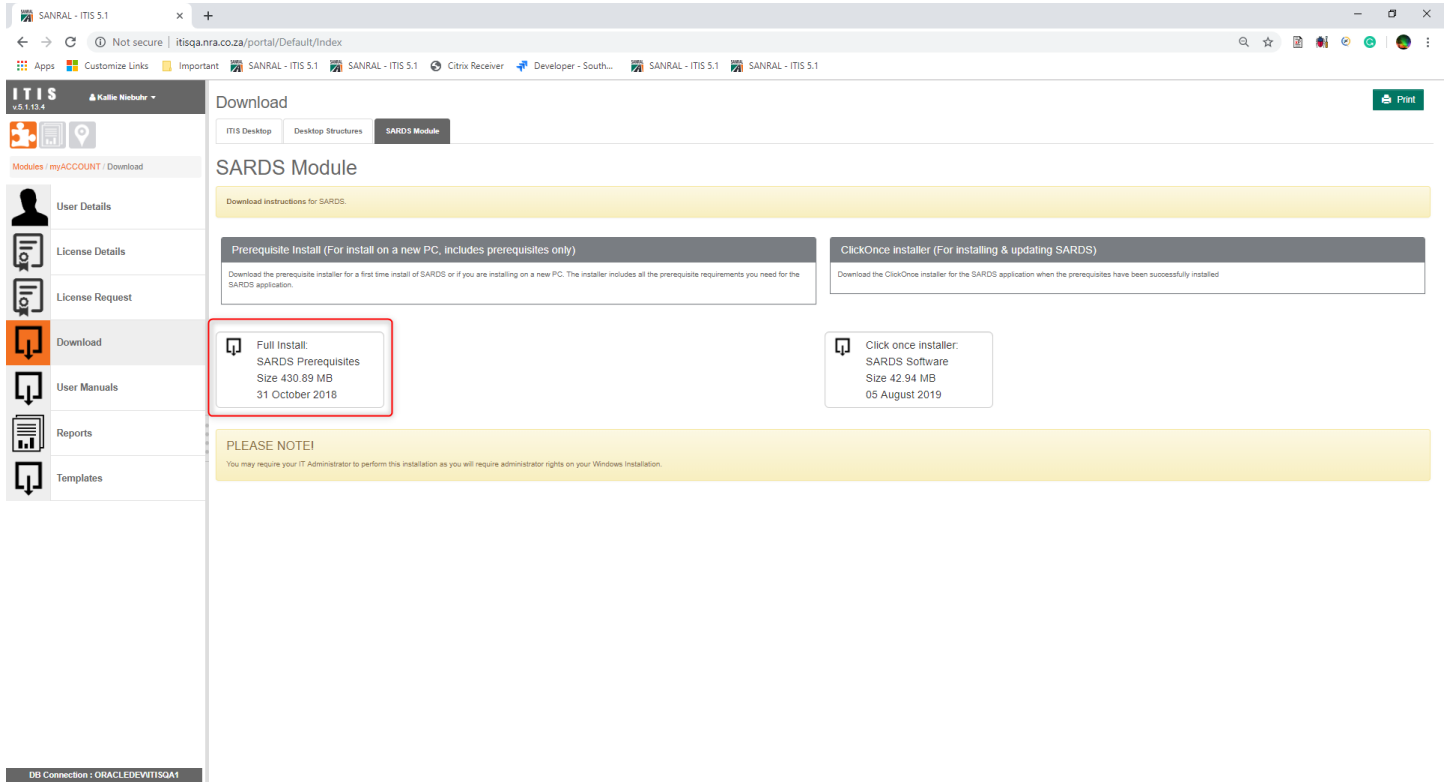
- Prerequisite Install (For install on a new PC, includes prerequisites only)**: Download the prerequisite installer for a first time install of SARDS or if you are installing on a new PC. The installer includes all the prerequisite requirements you need for the SARDS application.
- ClickOnce installer (For installing & updating SARDS)**: Download the ClickOnce installer for the SARDS application when the prerequisites have been successfully installed.

Below these options, there are two download links:

- Full Install: SARDS Prerequisites**: Size 430.89 MB, 31 October 2018.
- Click once installer: SARDS Software**: Size 42.94 MB, 05 August 2019.

A "PLEASE NOTE!" section at the bottom states: "You may require your IT Administrator to perform this installation as you will require administrator rights on your Windows installation."

- iv. Click on SARDS Module tab to download the <Full SARDS> installer and click to download.
- v. SARDS will be downloaded into your local machine, click on the installation file to install SARDS on your machine.



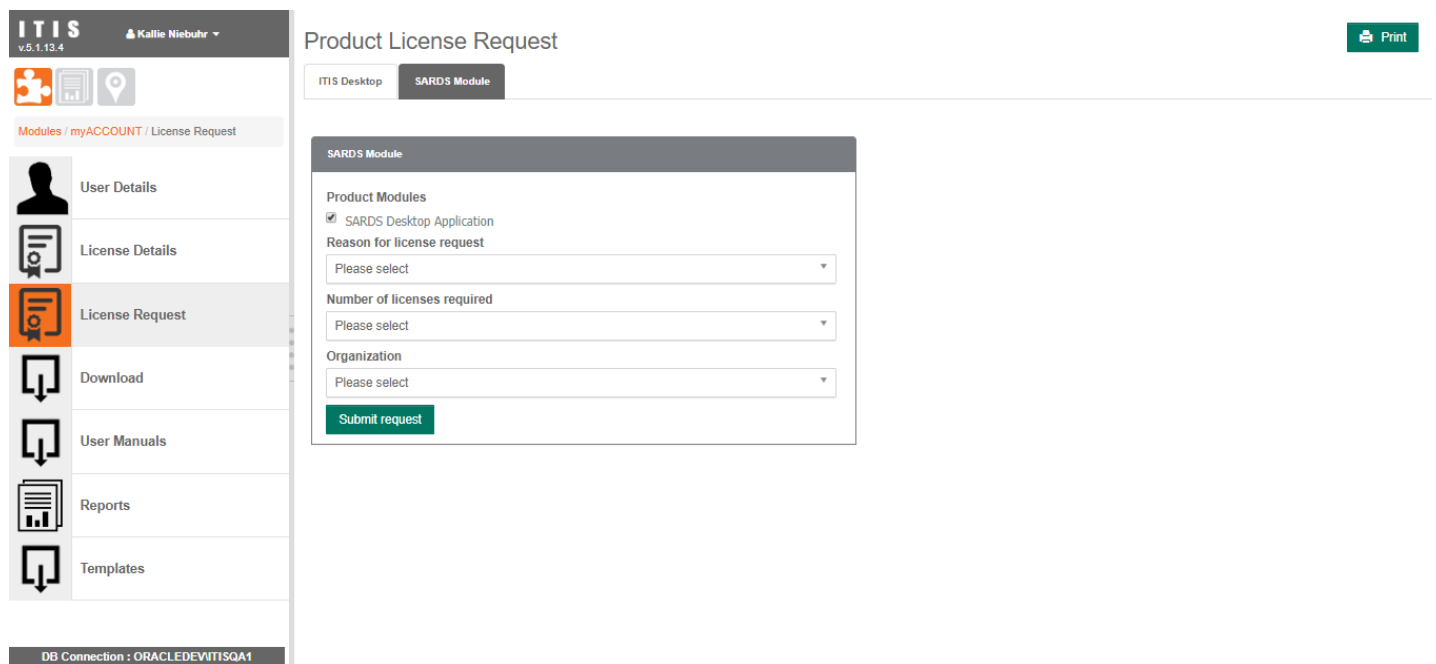
The screenshot shows the SANRAL ITIS 5.1 portal interface. The browser address bar indicates the URL is itisqa.nra.co.za/portal/Default/Index. The left sidebar contains a navigation menu with the following items: User Details, License Details, License Request, Download (highlighted), User Manuals, Reports, and Templates. The main content area is titled 'Download' and 'SARDS Module'. It includes a 'Download instructions for SARDS' section with two options: 'Prerequisite Install (For install on a new PC, includes prerequisites only)' and 'ClickOnce installer (For installing & updating SARDS)'. The 'Prerequisite Install' option is highlighted with a red box and shows details: 'Full Install: SARDS Prerequisites', 'Size 430.89 MB', and '31 October 2018'. The 'ClickOnce installer' option shows details: 'Click once installer: SARDS Software', 'Size 42.94 MB', and '05 August 2019'. A 'PLEASE NOTE!' section at the bottom states: 'You may require your IT Administrator to perform this installation as you will require administrator rights on your Windows installation.'

3. Register the License

This functionality guides the user through the process of registering the license into SARDS portal. To register licences into the portal, follow the steps below:

SARDS Portal: License Registration Guide

- I. Login to SARDS portal
- II. Click onto MyAccount
- III. Click onto Licence Request
- IV. Click onto SARDS Module tab
- V. Check the checkbox of SARDS Desktop Application

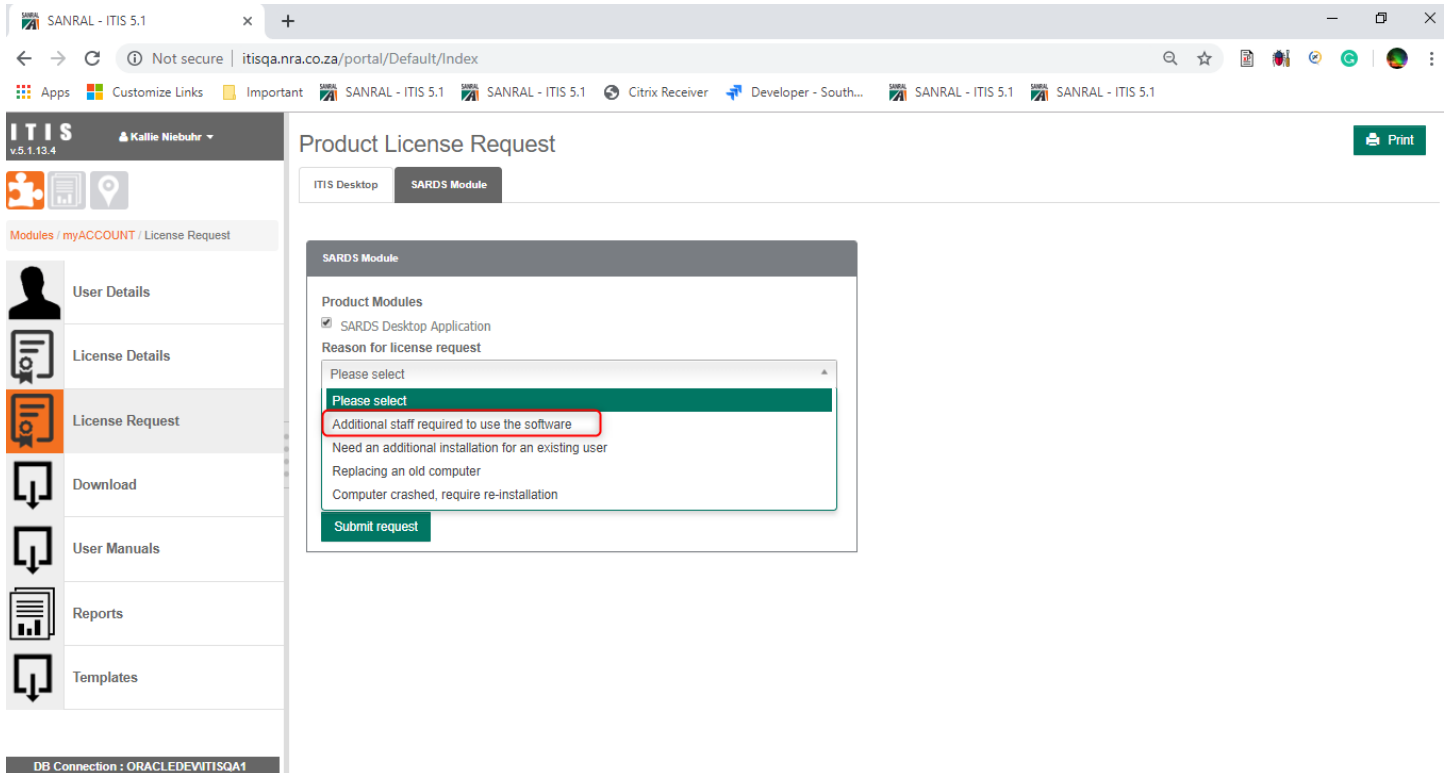


The screenshot shows the SARDS Portal interface. On the left is a sidebar with a navigation menu containing: User Details, License Details, License Request (highlighted), Download, User Manuals, Reports, and Templates. The main content area is titled 'Product License Request' and has two tabs: 'ITIS Desktop' and 'SARDS Module' (selected). The 'SARDS Module' form includes the following fields:

- Product Modules:** A checkbox for 'SARDS Desktop Application' which is checked.
- Reason for license request:** A dropdown menu with 'Please select' as the current value.
- Number of licenses required:** A dropdown menu with 'Please select' as the current value.
- Organization:** A dropdown menu with 'Please select' as the current value.
- Submit request:** A green button at the bottom of the form.

At the top right of the main content area, there is a green 'Print' button. The bottom of the sidebar shows the text 'DB Connection : ORACLEDEVITISQA1'.

VI. Select the dropdown on Required for Licence request.

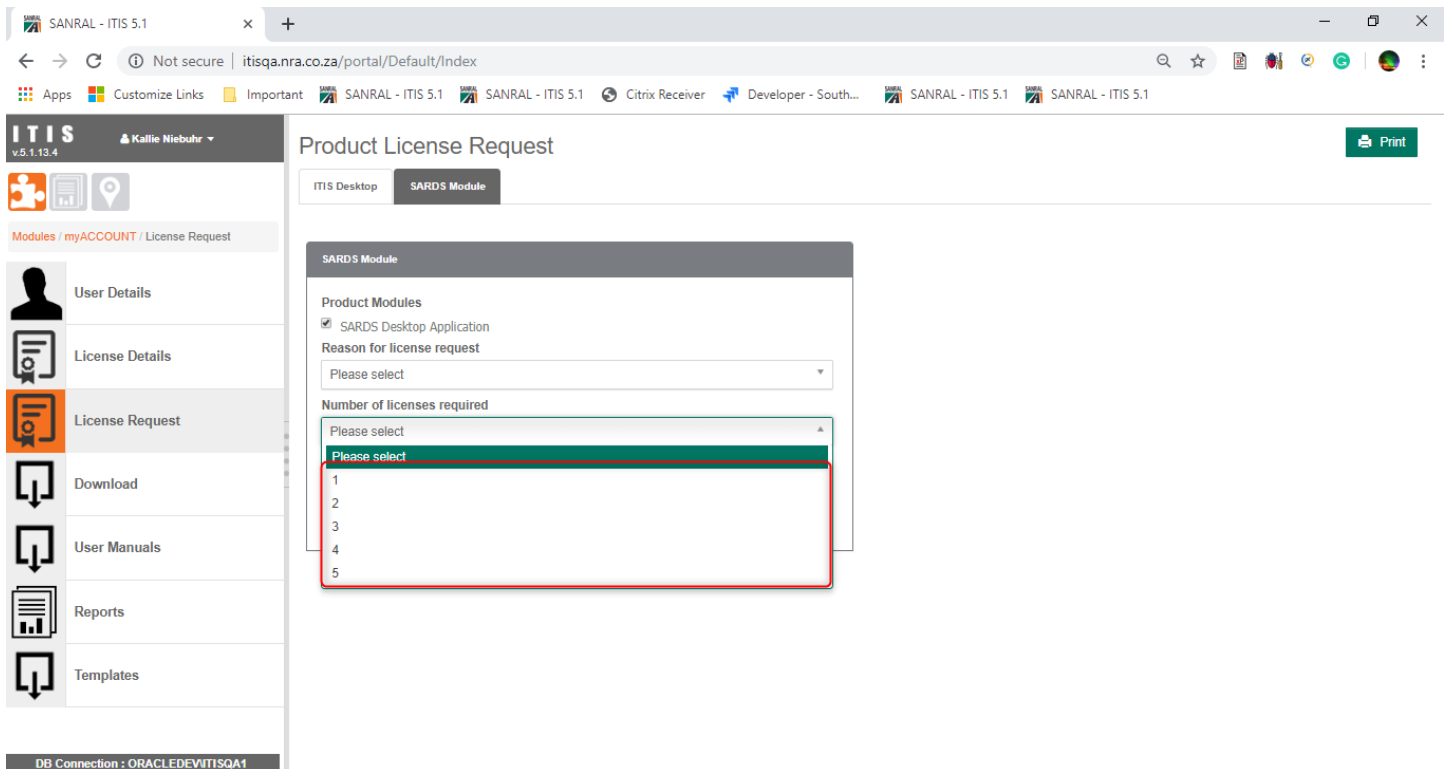


The screenshot shows the 'Product License Request' form in the ITIS application. The 'SARDS Module' tab is selected. Under 'Product Modules', 'SARDS Desktop Application' is checked. The 'Reason for license request' dropdown menu is open, showing the following options:

- Please select
- Please select** (highlighted with a red box)
- Additional staff required to use the software
- Need an additional installation for an existing user
- Replacing an old computer
- Computer crashed, require re-installation

The 'Submit request' button is visible at the bottom of the form.


VII. Select the dropdown on Number of Licenses required.



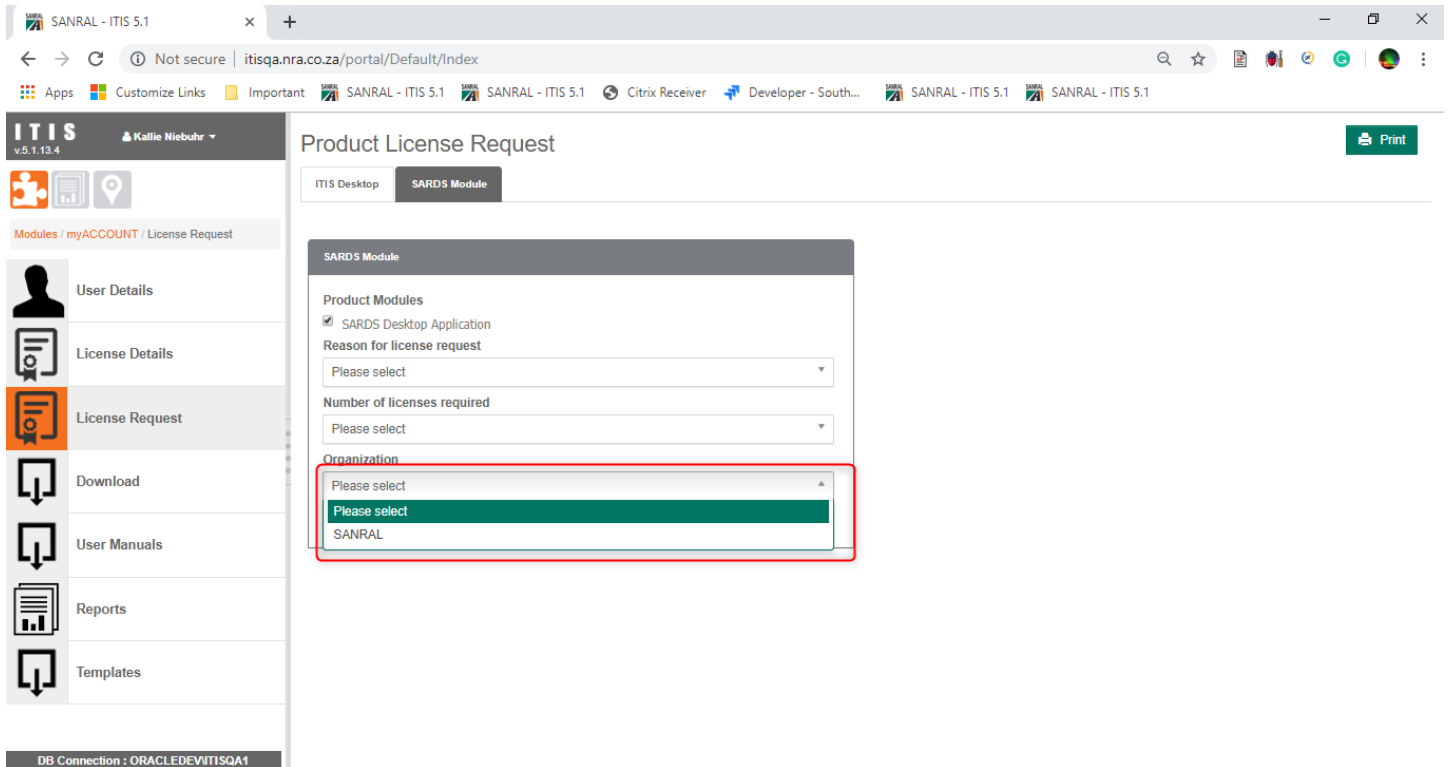
The screenshot shows the 'Product License Request' form in the ITIS application. The 'SARDS Module' tab is selected. Under 'Product Modules', 'SARDS Desktop Application' is checked. The 'Reason for license request' dropdown menu is set to 'Please select'. The 'Number of licenses required' dropdown menu is open, showing the following options:

- Please select
- Please select** (highlighted with a red box)
- 1
- 2
- 3
- 4
- 5

The 'Submit request' button is visible at the bottom of the form.

 SANRAL SOUTH AFRICAN NATIONAL ROADS AGENCY SOC LTD BUILDING SOUTH AFRICA THROUGH BETTER ROADS	Integrated Transport Information System		Document #:		Rev.: 0
	Title: Tender Module User Manual			Page #: 9 of 27	

VIII. Click and Select dropdown on Organization.



Product License Request

ITIS Desktop SARDS Module

SARDS Module

Product Modules

☒ SARDS Desktop Application

Reason for license request

Please select

Number of licenses required

Please select

Organization

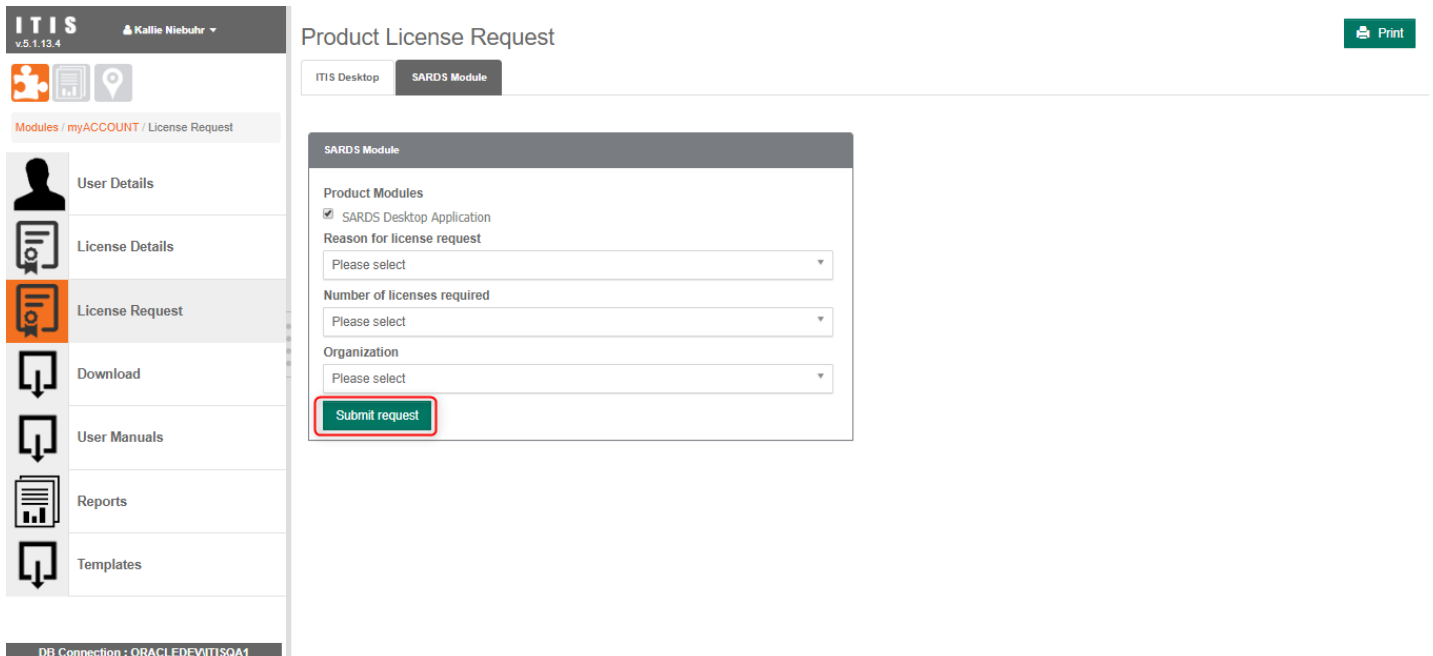
Please select

Please select

SANRAL

DB Connection : ORACLEDEVITISQA1

IX. Click on Submit request button.



Product License Request

ITIS Desktop SARDS Module

SARDS Module

Product Modules

☒ SARDS Desktop Application

Reason for license request

Please select

Number of licenses required

Please select

Organization


Please select




Submit request

DB Connection : ORACLEDEVITISQA1


- X. Login to ITIS portal (<https://itis.nra.co.za/portal>) to login into the portal
- XI. Click on <myAccount>
- XII. Select the Available SARDS Licences tab


ITIS
v.5.1.13.4










Modules / myACCOUNT / License Details



User Details



License Details


 License Request



 Download


 User Manuals


 Reports


 Templates

DB Connection : ORACLEDEVITISQA1

Product - License Details


Available ITIS Licenses
 Available SARDS Licenses
 Registered Licenses

Sub Licenses	Organisation Name	License Start	License End	License	
SARDS Desktop	SANRAL	2019/08/16	2019/12/31	901E302B1375584592C49082EE5395D7	Send license
SARDS Desktop	SANRAL	2019/08/16	2019/12/31	BFCB21F7F3756C41983F19DB350EED9A	Send license

1

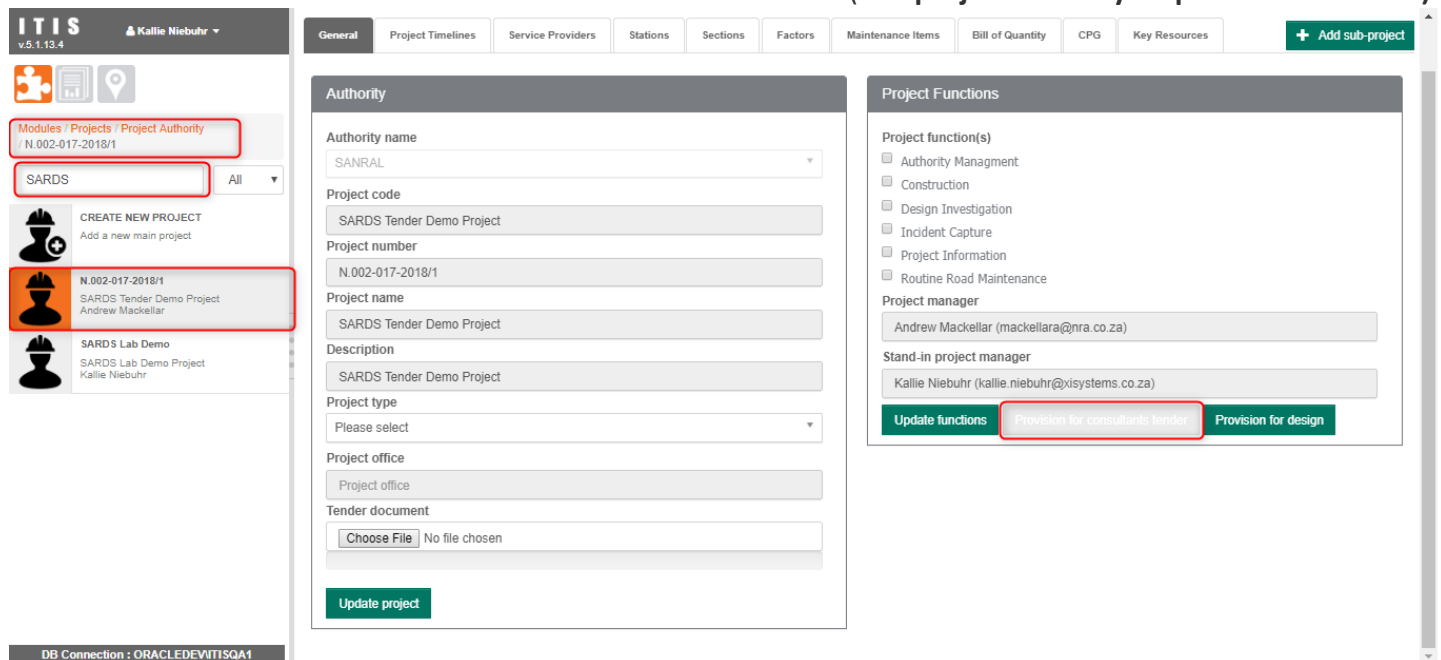
1

4. Provision a project on ITIS Web

This functionality guides the user through the process of provisioning the tender project on ITIS web:

5. SARDS Portal: Provision a Project on ITIS WEB

- Login to ITIS portal (<https://itis.nra.co.za/itis>) for login steps
- Click on <Project>
- Click on “**Project Authority**” button,
- Search for the Project “SARDS Tender Demo Project”
- Select the General tab
- Click onto Provision for Consultant tender button (**The project can only be provisioned onced**).



ITIS v5.1.13.4 Kallie Niebuhr

Modules / Projects / Project Authority
N.002-017-2018/1

SARDS

CREATE NEW PROJECT
Add a new main project

N.002-017-2018/1
SARDS Tender Demo Project
Andrew Mackellar

SARDS Lab Demo
SARDS Lab Demo Project
Kallie Niebuhr

General Project Timelines Service Providers Stations Sections Factors Maintenance Items Bill of Quantity CPG Key Resources + Add sub-project

Authority

Authority name
SANRAL

Project code
SARDS Tender Demo Project

Project number
N.002-017-2018/1

Project name
SARDS Tender Demo Project

Description
SARDS Tender Demo Project

Project type
Please select

Project office
Project office

Tender document
Choose File No file chosen

Update project

Project Functions

Project function(s)

☐ Authority Management
☐ Construction
☐ Design Investigation
☐ Incident Capture
☐ Project Information
☐ Routine Road Maintenance

Project manager
Andrew Mackellar (mackellara@nra.co.za)

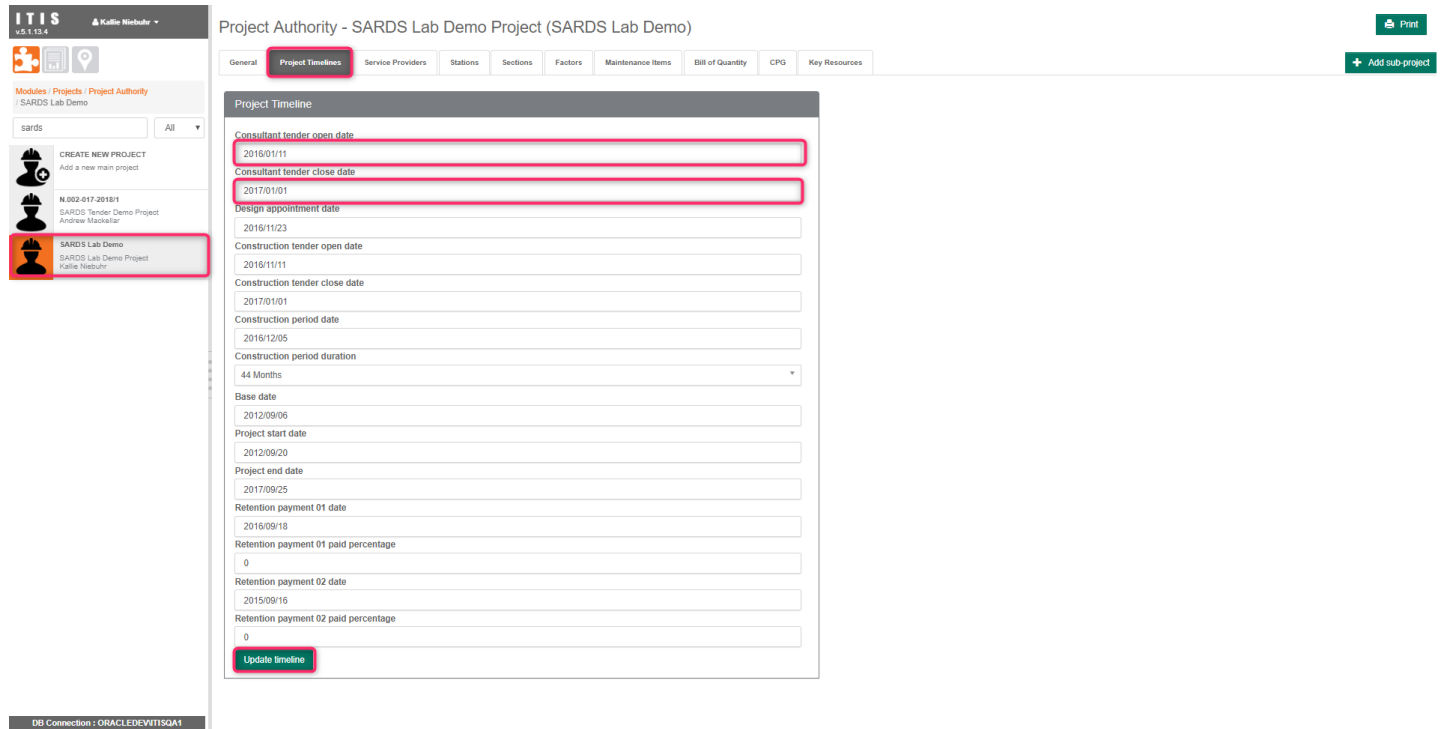
Stand-in project manager
Kallie Niebuhr (kallie.niebuhr@xisystems.co.za)

Update functions Provision for consultants tender Provision for design

DB Connection : ORACLEDEWITISQA1

5.1 Capturing Project timelines

- i.
 - a) Click on “**Project Timeline (1)**” tab
 - b) Select and Capture information “on “**Project Timeline (2)**” sub tab
 - c) Click on “**Update Timeline (3)**” button



Project Authority - SARDS Lab Demo Project (SARDS Lab Demo)

General **Project Timelines** Service Providers Stations Sections Factors Maintenance Items Bill of Quantity CPG Key Resources

+ Add sub-project

Print

Project Timeline

Consultant tender open date
2016/01/11

Consultant tender close date
2017/01/01

Design appointment date
2016/11/23

Construction tender open date
2016/11/11

Construction tender close date
2017/01/01

Construction period date
2016/12/05

Construction period duration
44 Months

Base date
2012/09/06

Project start date
2012/09/20

Project end date
2017/09/25

Retention payment 01 date
2016/09/18

Retention payment 01 paid percentage
0

Retention payment 02 date
2015/09/16

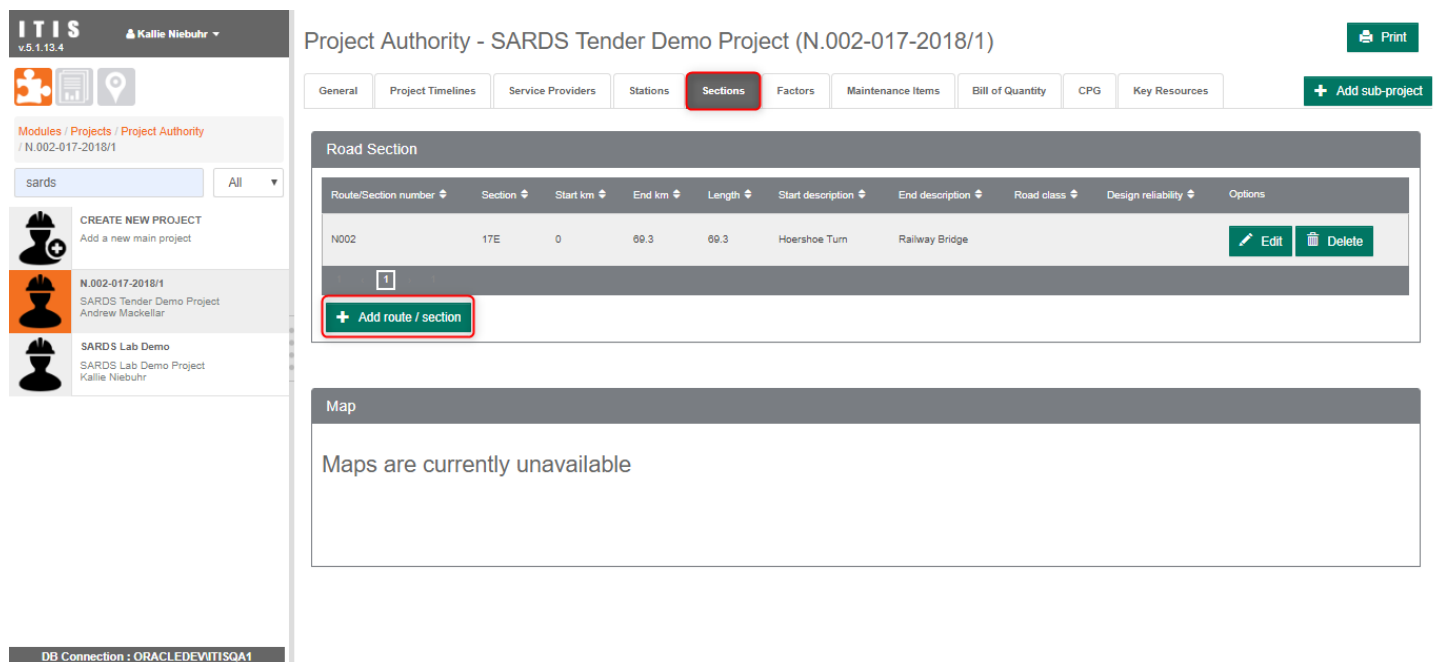
Retention payment 02 paid percentage
0

Update timeline

DB Connection : ORACLEDEVITISQA1

5.2 Capturing the Route Sections

- ii.
 - a) Click on “**Add Sections (1)**” tab
 - b) Click on “**Add route/section**” to add new section



Project Authority - SARDS Tender Demo Project (N.002-017-2018/1)

General Project Timelines Service Providers Stations **Sections** Factors Maintenance Items Bill of Quantity CPG Key Resources

+ Add sub-project

Print

Road Section

Route/Section number	Section	Start km	End km	Length	Start description	End description	Road class	Design reliability	Options
N002	17E	0	60.3	60.3	Hoershoe Turn	Railway Bridge			Edit Delete

+ Add route / section

Map

Maps are currently unavailable

DB Connection : ORACLEDEVITISQA1

iii. Capture details on the Road ID line item then click on **“Add rout/Section”** button

The screenshot displays the ITIS v5.1.13.4 interface. On the left, a sidebar shows the user 'Kallie Niebuhr' and a list of projects, including 'SARDS Tender Demo Project' and 'SARDS Lab Demo'. The main area is titled 'Project Authority - SARDS Tender Demo Project (N.002-017-2018/1)'. A modal dialog box titled 'Add route / section to project' is open in the center. The dialog contains the following fields and controls:

- Road ID:** A text input field containing 'N01001N (0km - 89.015km)'.
- Route / Section number:** A text input field containing 'N010'.
- Section:** A text input field containing '1N'.
- Start chainage (km):** A text input field containing '0'.
- End chainage (km):** A text input field containing '89.015'.
- Start km:** A text input field containing '0'.
- End km:** A text input field containing '89.015'.
- Road class:** A dropdown menu with the text 'Please select'.
- Buttons:** At the bottom of the dialog, there are two buttons: 'Add route / section' (highlighted with a red rectangle) and 'Close'.

In the background, a table titled 'Road Section' is visible, showing columns for 'Route/Section number' and 'Section'. It contains one entry with 'N002' and '17E'. There is also a 'Map' section with the text 'Maps are currently'.

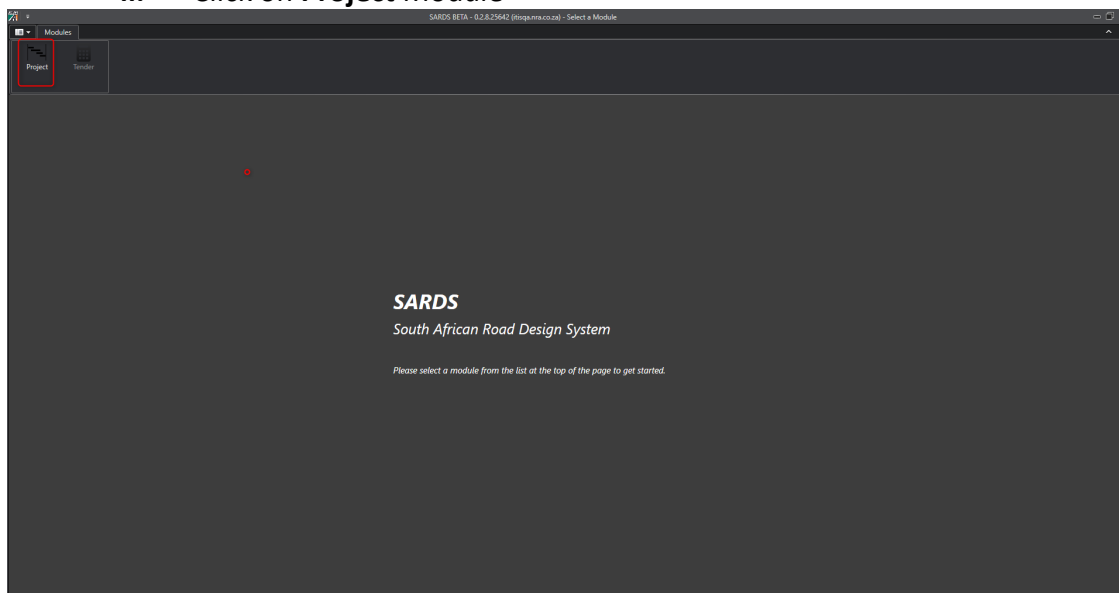
6. Synchronise Projects

This functionality guides the user through the process of synchronizing projects on SARDS. Follow the steps below to synchronize the project:

- i. Log onto SARDS Application with your username and password.



- ii. Click on **Project** Module



iii. Click on “Available Tender Projects”

SARDS BETA - 0.2.8.25642 (https://sards.co.za) - Update Projects

Refresh Projects Synchronize Lookups Synchronize Workspaces Synchronize Selected Projects

Allocated Projects Available Tender Projects

Drag a column header and drop it here to group by that column

Project Number	Project Description	T	Project End Date	T	Sync Type	T	Provisioned	T	Note	T	Exists Locally	T	Synchronize Project	Synchronize Video
C002-005-2011/1	DNURS: N10 Middelburg Walkways		2015/03/31		SARDS Project		Yes						Synchronize	
C003-018-2015/1	DNURS: N2 Breadbich Pedestrian Facilities		2020/06/01				No		Not provisioned					
R104-010-2011/2	DBBW: R104 Bridge Improvements		2017/03/31		SARDS Project		Yes						Synchronize	
SARDS Lab Demo	SARDS Lab Demo Project				SARDS Project		Yes						Synchronize	

Allocated - Projects
South African Road Design System
Select a project from the grid.

iv. Select SARDS Tender Demo Project

SARDS BETA - 0.2.8.25642 (https://sards.co.za) - Update Projects

Refresh Projects Synchronize Lookups Synchronize Workspaces Synchronize Selected Projects

Allocated Projects Available Tender Projects

Drag a column header and drop it here to group by that column

Project Number	Project Description	T	Tender Close Date	T	Sync Type	T	Provisioned	T	Note	T	Exists Locally	T	Synchronize Project	Synchronize Video
35A2A403787A8049D0E3F7A2837E361	Routine Road Maintenance on National Route 1 Sections 15 to 17 (Verkeerdeval Toll)		2019/08/31				No		Not provisioned					
N002-017-2018/1	SARDS Tender Demo Project		2020/08/31		Tender Project		Yes						Synchronize	

v. Check the **“Synchronize”** Checkbox

The screenshot shows the SARIS BETA application interface. At the top, there are tabs for 'Project' and 'Tender'. Below these are buttons for 'Refresh Projects', 'Synchronize Lookups', 'Synchronize Workspaces', and 'Synchronize Selected Projects'. The 'Available Tender Projects' tab is active, displaying a table with the following columns: Project Number, Project Description, Tender Close Date, Sync Type, Provisioned, Note, Exists Locally, Synchronize Project, and Synchronize Video. The first row is selected, and the 'Synchronize Project' checkbox is highlighted with a red box. Below the table is a map showing a road network.

Project Number	Project Description	Tender Close Date	Sync Type	Provisioned	Note	Exists Locally	Synchronize Project	Synchronize Video
35A2A03787A480490D83F7A2837E361	Routine Road Maintenance on National Route 1 Sections 15 to 17 (Verkeerdvlei Toll)	2019/08/31		No	Not provisioned	III	<input checked="" type="checkbox"/> Synchronize	
N.002-017-2018/1	SARIS Tender Demo Project	2020/06/31	Tender Project	Yes				

vi. Click on **“Synchronize Selected Project”** Button

The screenshot shows the SARIS BETA application interface, similar to the previous one. The 'Synchronize Selected Projects' button is highlighted with a red box. The table below it is identical to the one in the previous screenshot.

Project Number	Project Description	Tender Close Date	Sync Type	Provisioned	Note	Exists Locally	Synchronize Project	Synchronize Video
35A2A03787A480490D83F7A2837E361	Routine Road Maintenance on National Route 1 Sections 15 to 17 (Verkeerdvlei Toll)	2019/08/31		No	Not provisioned	III	<input checked="" type="checkbox"/> Synchronize	
N.002-017-2018/1	SARIS Tender Demo Project	2020/06/31	Tender Project	Yes				

a) SARDS should display a successful message after it synchronized all the data.

The screenshot displays the SARDS Beta application interface. At the top, there are tabs for 'Project' and 'Tender'. Below these are buttons for 'Refresh Projects', 'Synchronize Lookups', 'Synchronize Workspaces', and 'Synchronize Selected Projects'. The main area is divided into 'Allocated Projects' and 'Available Tender Projects'. The 'Available Tender Projects' section shows a table with the following data:

Project Number	Project Description	Tender Close Date	Sync Type	Provisioned	Note	Exists Locally	Synchronize Project	Synchronize Video
35A2A403787A480490D83F7A2B37E361	Routine Road Maintenance on National Route 1 Sections 15 to 17 (Verkeerdevels Toll)	2019/06/31		No	Not provisioned			
N002-017-2018/1	SARDS Tender Demo Project	2020/06/31	Tender Project	Yes			Synchronize	

Below the table is a map showing a road network. A yellow line highlights a specific road segment. A blue box with a circular arrow icon and the text 'synchronising lookups' is overlaid on the map. Below this box, a progress bar shows the status: 'downloading - fetching changes - 7/154 - its_pms.mis_tot_status_group'.

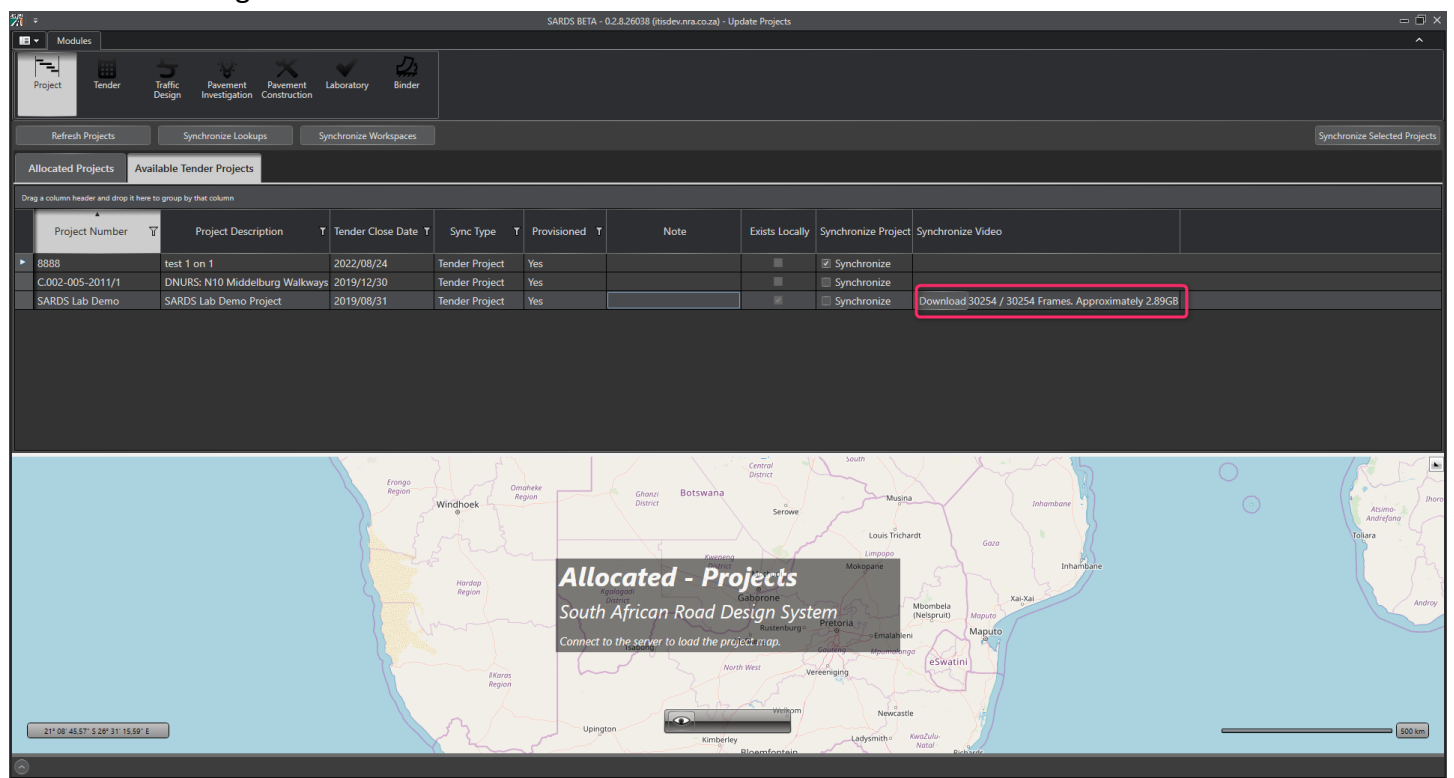
7. Liner View

This functionality guides the user through the process of viewing the road sections on linear viewer

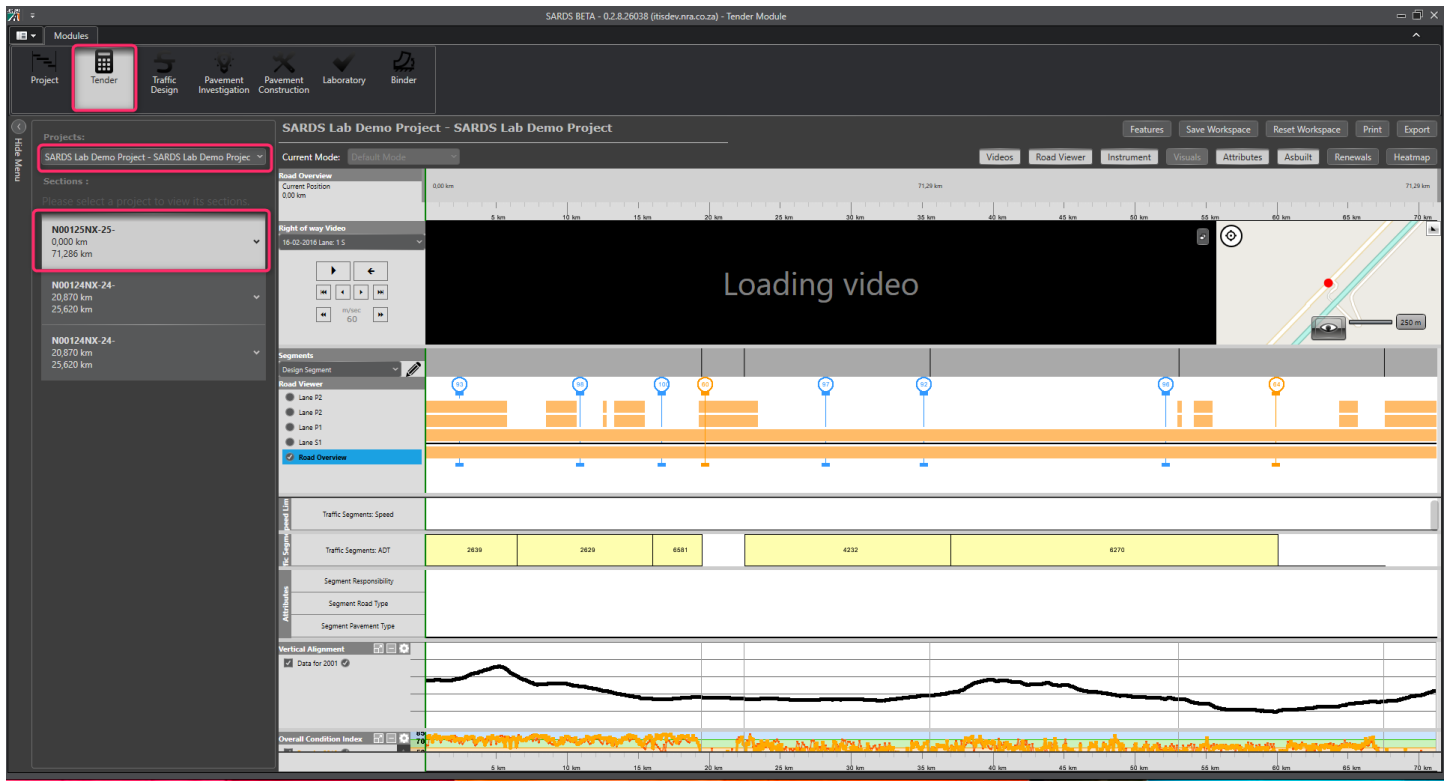
- Log onto SARDS Application (Username, Password and Licence Key)



Click on “Projects” Module and click on download button to download the videos for that project. Please note that videos are big files and recommended to be downloaded over WIFI.



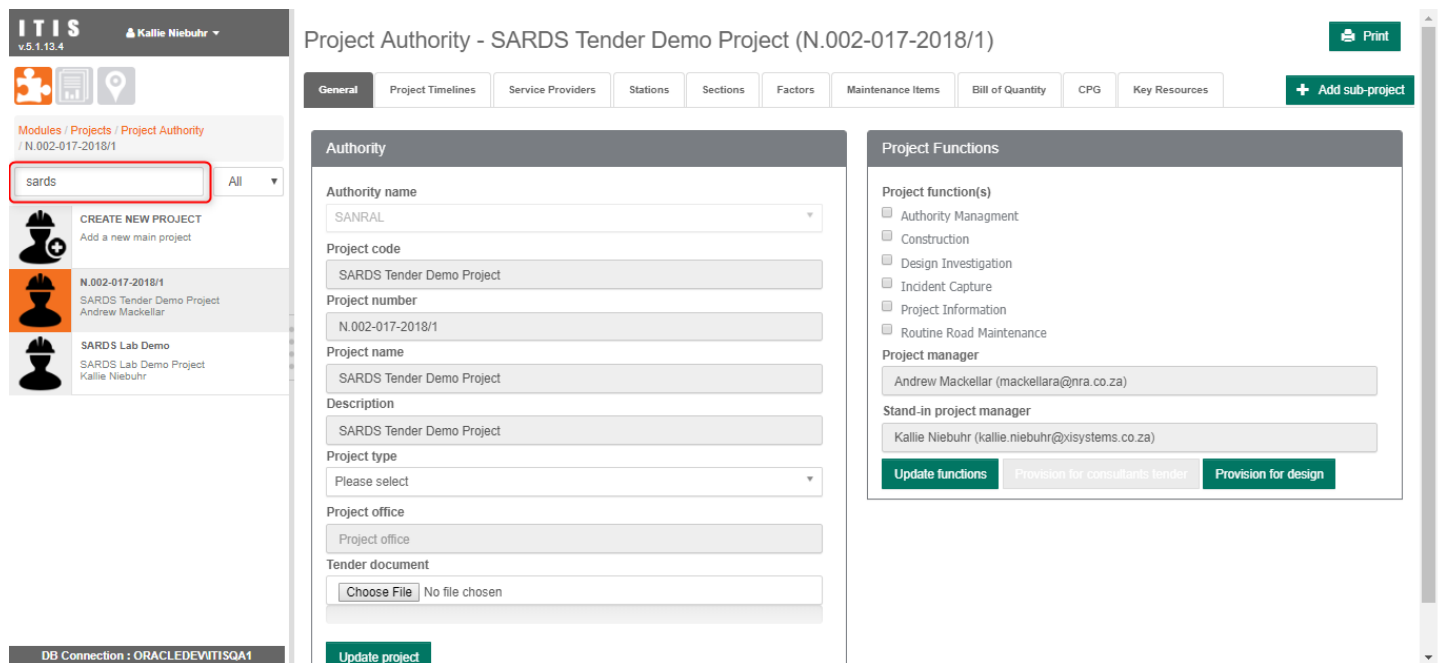
- ii. Click on Tender Module
- iii. Select the project dropdown “SARDS Lab Demo Project”
- iv. Click on Sections
- v. Select the road section to load the linear viewer, if the project does not have sections then go ITIS web to load road section and synchronize the project in SARDS application.



8. Expired project

This functionality guides the user through the process of expiring the tender project. Expired Projects shouldn't be on "Available List Projects" list on SARDS application. Please follow the steps below as project manager to expire the tender project:

- Login to ITIS portal (refer to section1: ITIS Software Installation) for login steps
- Click on **Projects, Project Authority** Module and Search for the Project



The screenshot shows the ITIS Project Authority interface for the SARDS Tender Demo Project (N.002-017-2018/1). The left sidebar contains navigation options: Modules, Projects, and Project Authority. The main content area is divided into two panels: Authority and Project Functions.

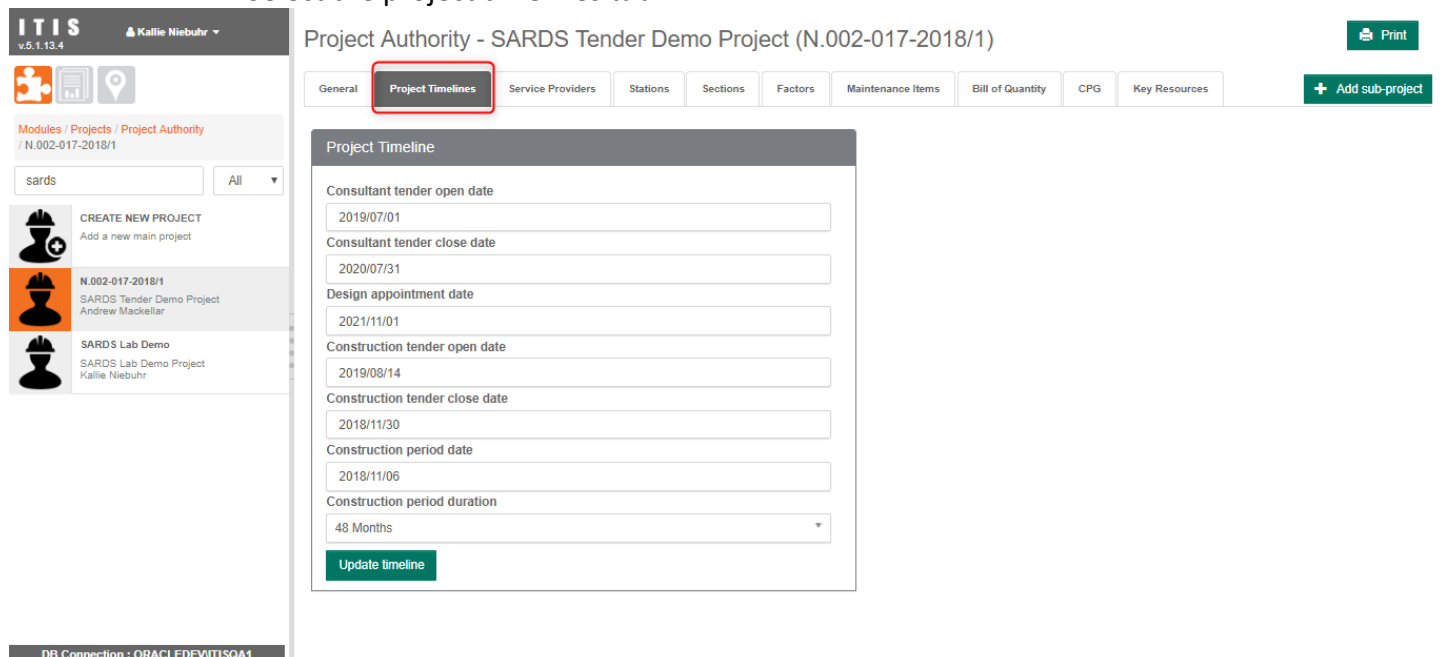
Authority Panel:

- Authority name: SANRAL
- Project code: SARDS Tender Demo Project
- Project number: N.002-017-2018/1
- Project name: SARDS Tender Demo Project
- Description: SARDS Tender Demo Project
- Project type: Please select
- Project office: Project office
- Tender document: Choose File (No file chosen)
- Update project button

Project Functions Panel:

- Project function(s):
 - ☐ Authority Management
 - ☐ Construction
 - ☐ Design Investigation
 - ☐ Incident Capture
 - ☐ Project Information
 - ☐ Routine Road Maintenance
- Project manager: Andrew Mackellar (mackellara@nra.co.za)
- Stand-in project manager: Kallie Niebuhr (kallie.niebuhr@xisystems.co.za)
- Update functions button
- Provision for consultants tender button
- Provision for design button

- Select the project timelines tab

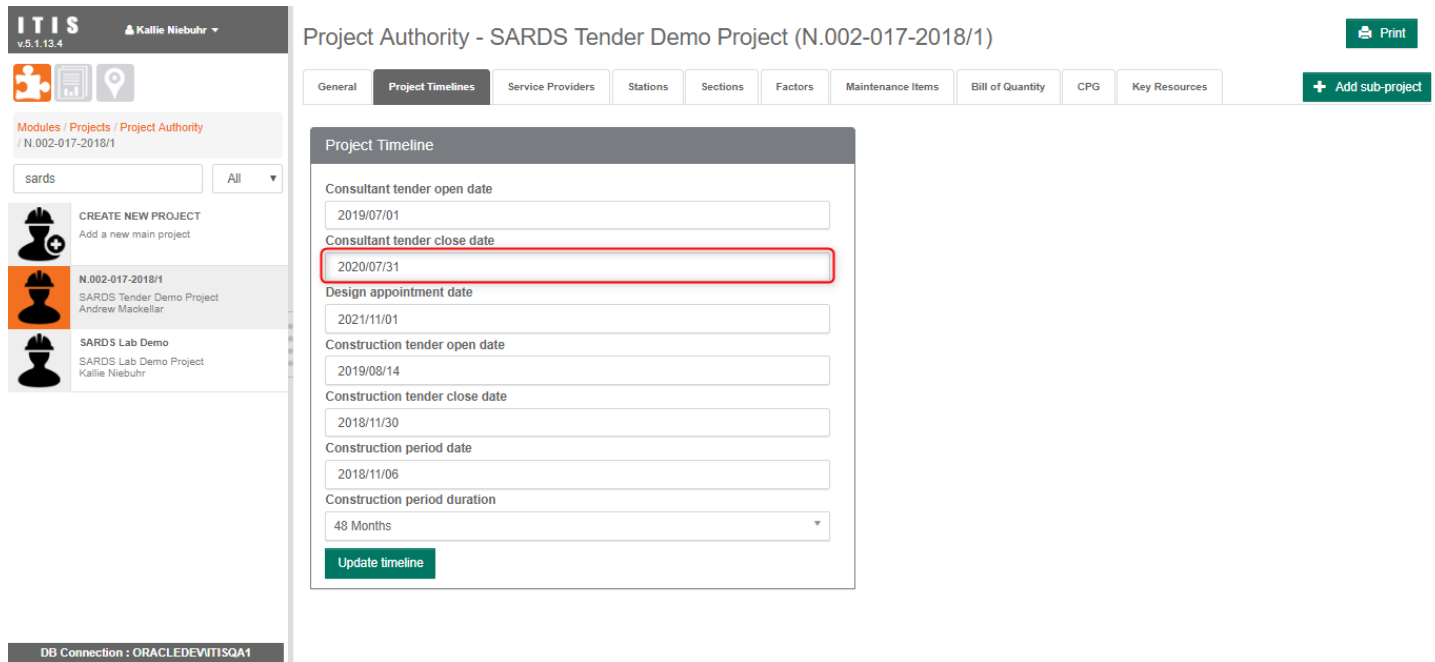


The screenshot shows the ITIS Project Authority interface for the SARDS Tender Demo Project (N.002-017-2018/1). The left sidebar is the same as the previous screenshot. The main content area is divided into two panels: Project Timeline and Project Functions.

Project Timeline Panel:

- Consultant tender open date: 2019/07/01
- Consultant tender close date: 2020/07/31
- Design appointment date: 2021/11/01
- Construction tender open date: 2019/08/14
- Construction tender close date: 2018/11/30
- Construction period date: 2018/11/06
- Construction period duration: 48 Months
- Update timeline button

iv. Change the consultant tender close date to be today



ITIS v.5.1.13.4 Kallie Niebuhr

Modules / Projects / Project Authority / N.002-017-2018/1

sards All

CREATE NEW PROJECT
Add a new main project

N.002-017-2018/1
SARDS Tender Demo Project
Andrew Mackellar

SARDS Lab Demo
SARDS Lab Demo Project
Kallie Niebuhr

DB Connection : ORACLEDEVITISQA1

Project Authority - SARDS Tender Demo Project (N.002-017-2018/1)

General Project Timelines Service Providers Stations Sections Factors Maintenance Items Bill of Quantity CPG Key Resources

+ Add sub-project

Print

Project Timeline

Consultant tender open date
2019/07/01

Consultant tender close date
2020/07/31

Design appointment date
2021/11/01

Construction tender open date
2019/08/14

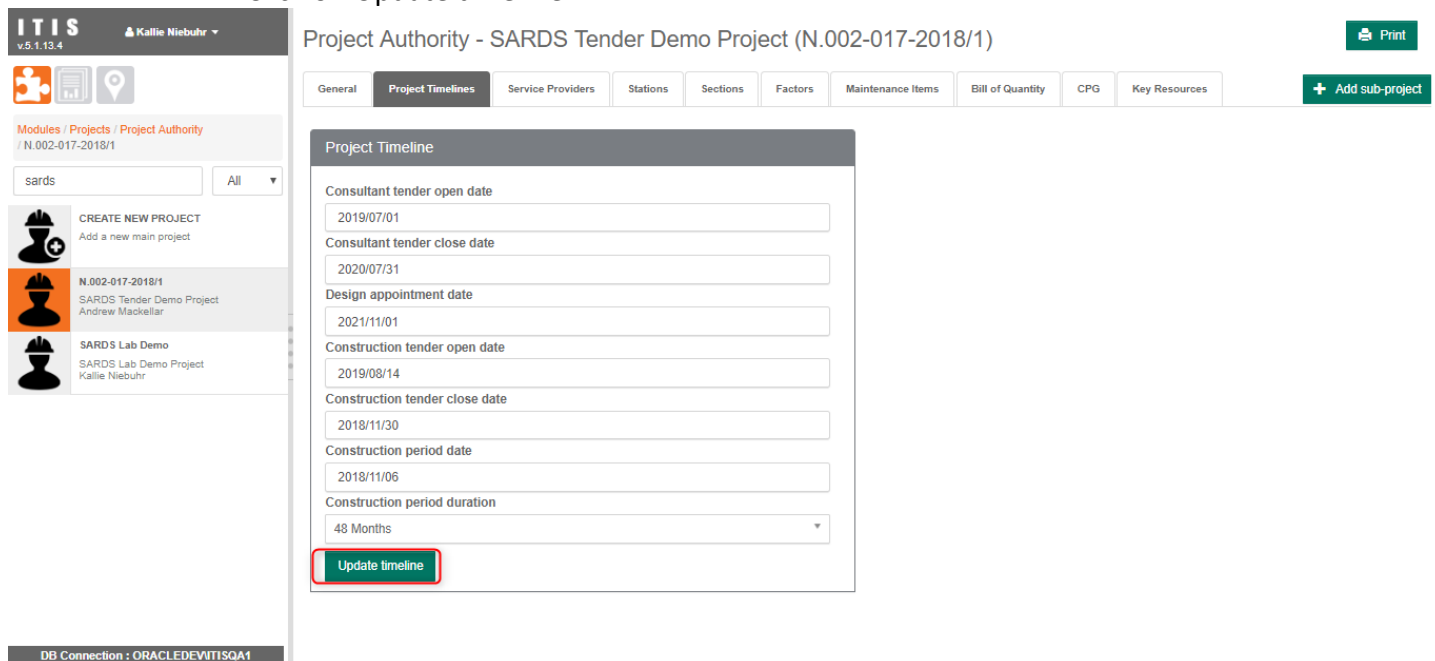
Construction tender close date
2018/11/30

Construction period date
2018/11/06

Construction period duration
48 Months

Update timeline

v. Click on Update timeline



ITIS v.5.1.13.4 Kallie Niebuhr

Modules / Projects / Project Authority / N.002-017-2018/1

sards All

CREATE NEW PROJECT
Add a new main project

N.002-017-2018/1
SARDS Tender Demo Project
Andrew Mackellar

SARDS Lab Demo
SARDS Lab Demo Project
Kallie Niebuhr

DB Connection : ORACLEDEVITISQA1

Project Authority - SARDS Tender Demo Project (N.002-017-2018/1)

General Project Timelines Service Providers Stations Sections Factors Maintenance Items Bill of Quantity CPG Key Resources

+ Add sub-project

Print

Project Timeline

Consultant tender open date
2019/07/01

Consultant tender close date
2020/07/31

Design appointment date
2021/11/01

Construction tender open date
2019/08/14

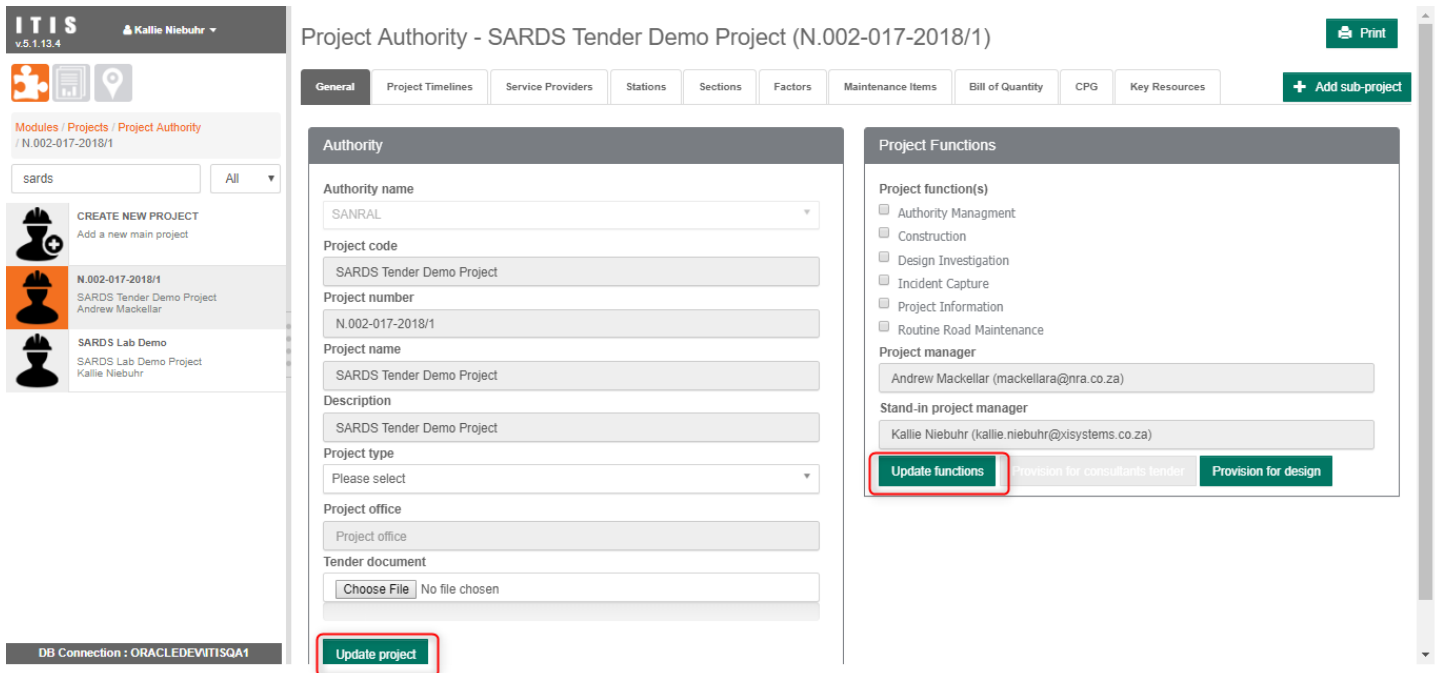
Construction tender close date
2018/11/30

Construction period date
2018/11/06

Construction period duration
48 Months

Update timeline

- vi. Select the General tab and update with Updated Functions button and Update Project button.



Project Authority - SARDS Tender Demo Project (N.002-017-2018/1)

General | Project Timelines | Service Providers | Stations | Sections | Factors | Maintenance Items | Bill of Quantity | CPG | Key Resources | + Add sub-project

Authority

Authority name: SANRAL

Project code: SARDS Tender Demo Project

Project number: N.002-017-2018/1

Project name: SARDS Tender Demo Project

Description: SARDS Tender Demo Project

Project type: Please select

Project office: Project office

Tender document: Choose File No file chosen

Project Functions

Project function(s):

- ☐ Authority Management
- ☐ Construction
- ☐ Design Investigation
- ☐ Incident Capture
- ☐ Project Information
- ☐ Routine Road Maintenance

Project manager: Andrew Mackellar (mackellara@nra.co.za)

Stand-in project manager: Kallie Niebuhr (kallie.niebuhr@xisystems.co.za)

Update functions | Provision for consultants tender | Provision for design

Update project

- vii. Logon to SARDS application



SANRAL
SOUTH AFRICAN NATIONAL ROADS AGENCY SOC LTD

South African
Road Design System

BETA - Version 0.2.8.25642

User Name: niebuhrk

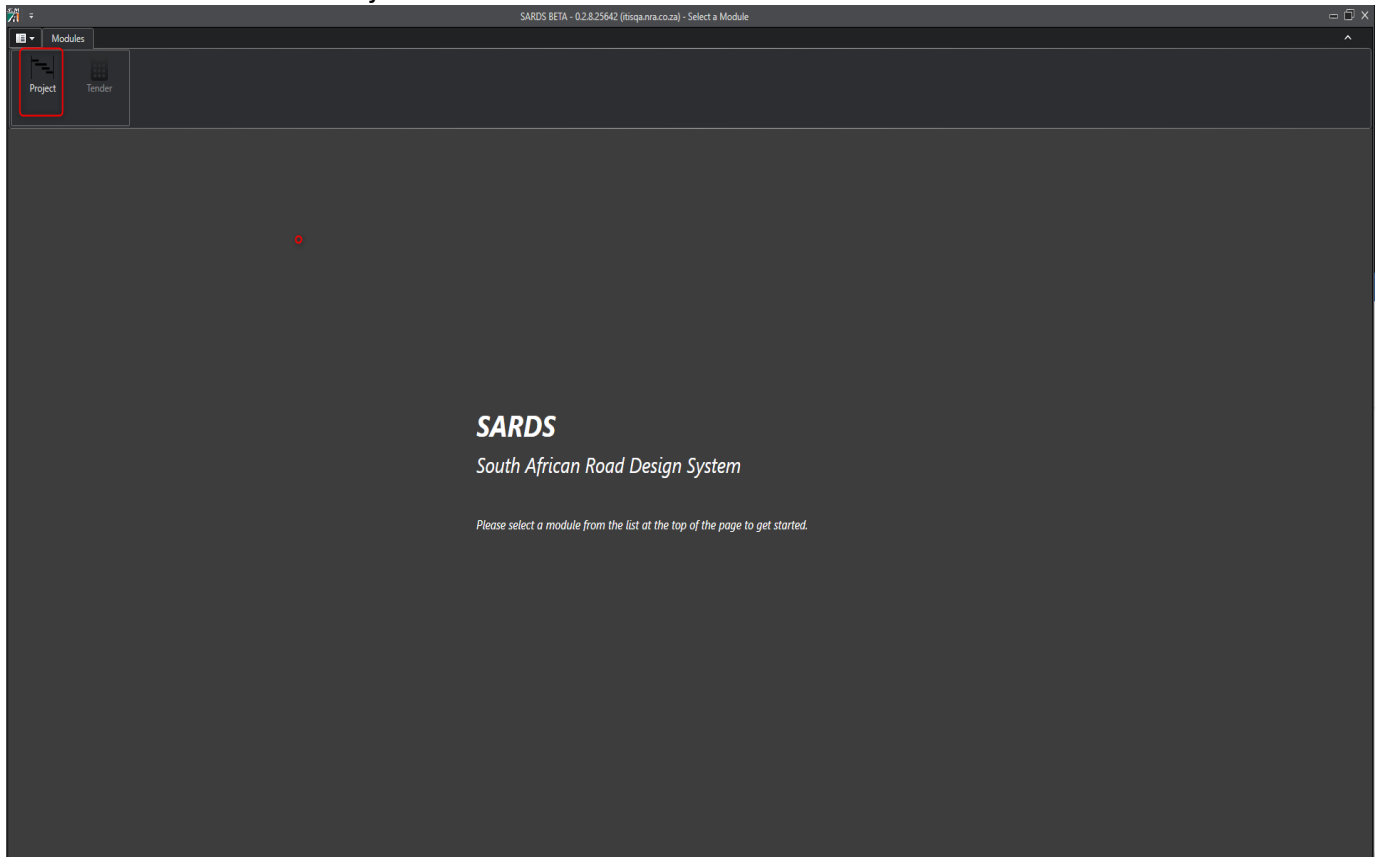
Password: ••••••

License Key: E49A16F2-A20A-C74E-BF0A-7EC69F544A70

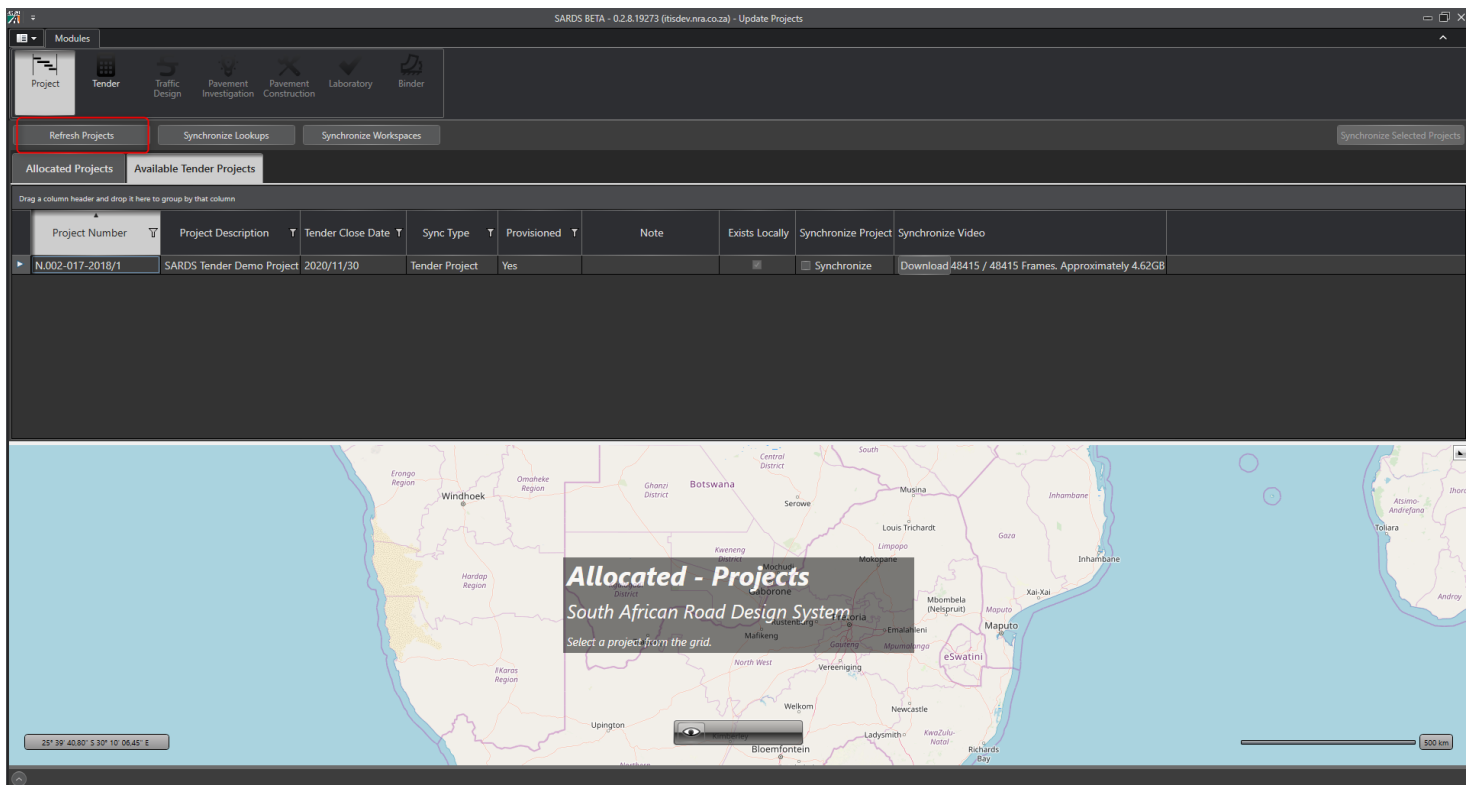
Login | Configure Proxy | Close

Copyright 2018 The South African National Roads Agency SOC Limited. All rights reserved.

viii. Click on “Project” button



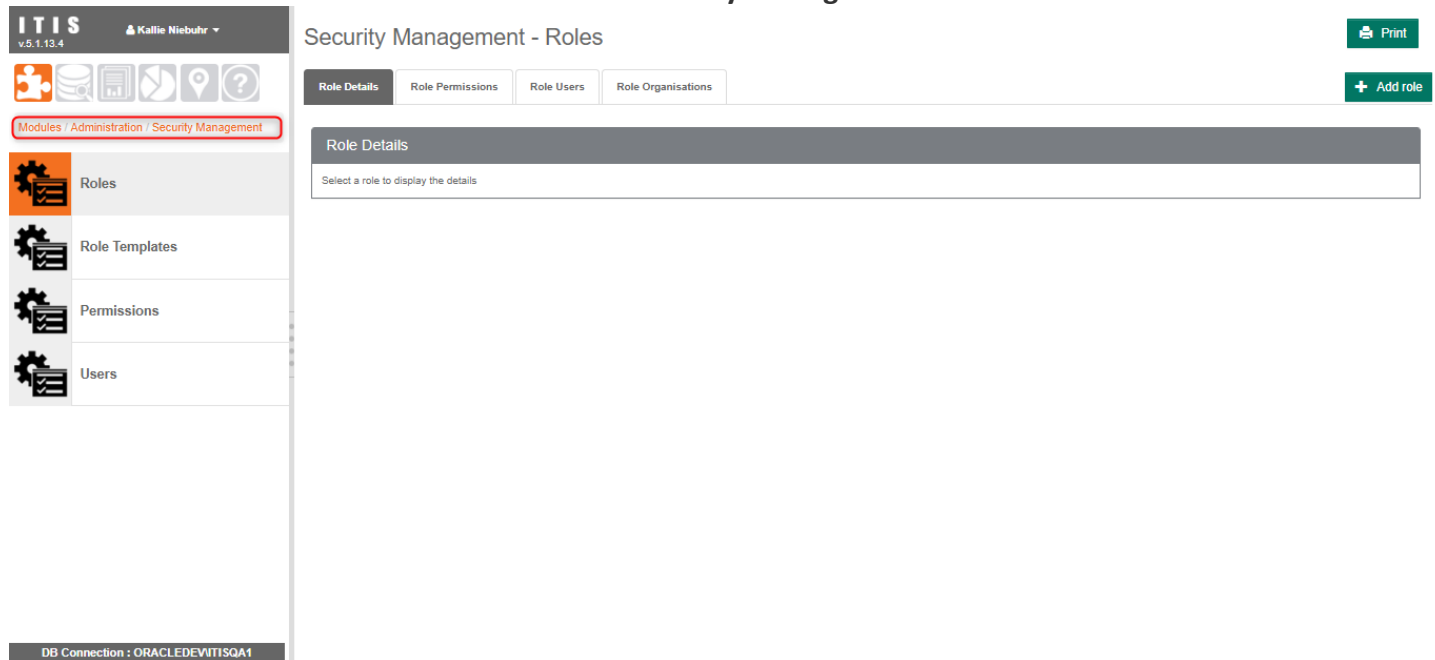
ix. Click on ‘Refresh Projects’ button – The expired project should be removed from the project list.



9. SARDS – Allocated project

This functionality guides the user through the process allocating a tender project to the specific user. Follow the steps below to move allocate/award the project to the specific user:

- i. Login to ITIS (refer to section1: ITIS Software Installation) for login steps
- ii. Click on **“Administration and Security Management”** button.



ITIS v5.1.13.4 | Kallie Niebuhr

Modules / Administration / Security Management

Roles

Role Templates

Permissions

Users

DB Connection : ORACLEDEVWITISQA1

Security Management - Roles

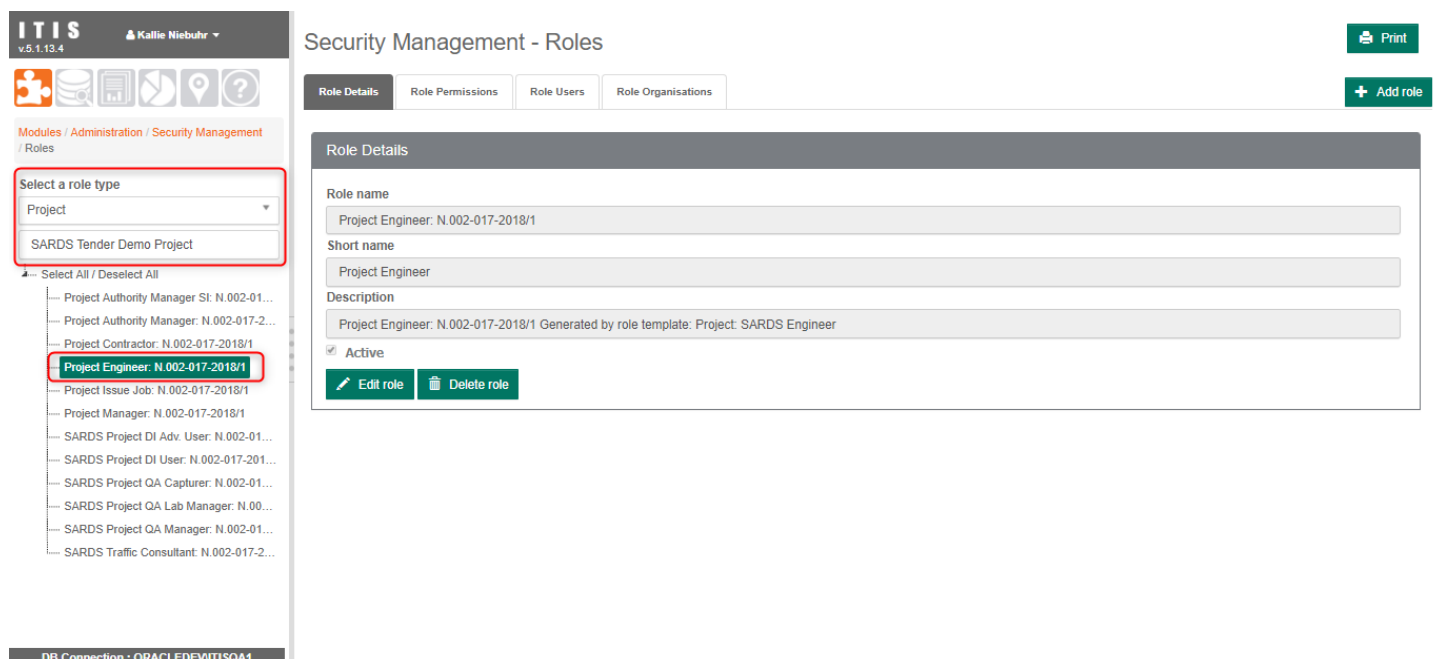
Role Details | Role Permissions | Role Users | Role Organisations

Role Details

Select a role to display the details

Print | Add role

- iii. Click on **“Roles”**
- iv.
 - a) Select the dropdown with Project
 - b) Search with project- E.g.: **“SARDS Tender Demo Project”**



ITIS v5.1.13.4 | Kallie Niebuhr

Modules / Administration / Security Management / Roles

Select a role type

Project

SARDS Tender Demo Project

Select All / Deselect All

Project Authority Manager St: N.002-01...

Project Authority Manager: N.002-017-2...

Project Contractor: N.002-017-2018/1

Project Engineer: N.002-017-2018/1

Project Issue Job: N.002-017-2018/1

Project Manager: N.002-017-2018/1

SARDS Project DI Adv. User: N.002-01...

SARDS Project DI User: N.002-017-201...

SARDS Project QA Capturer: N.002-01...

SARDS Project QA Lab Manager: N.00...

SARDS Project QA Manager: N.002-01...

SARDS Traffic Consultant: N.002-017-2...

DB Connection : ORACLEDEVWITISQA1

Security Management - Roles

Role Details | Role Permissions | Role Users | Role Organisations

Role Details

Role name

Project Engineer: N.002-017-2018/1

Short name

Project Engineer

Description

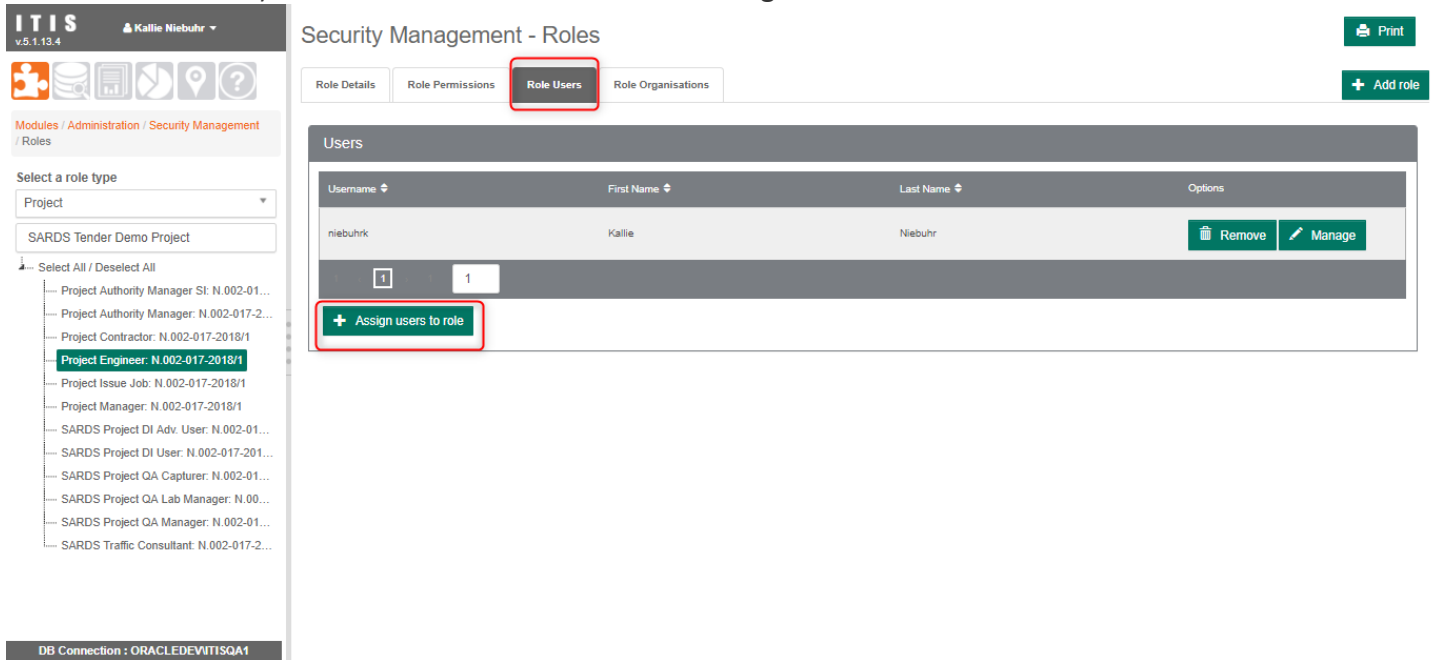
Project Engineer: N.002-017-2018/1 Generated by role template: Project: SARDS Engineer

☒ Active

Edit role | Delete role

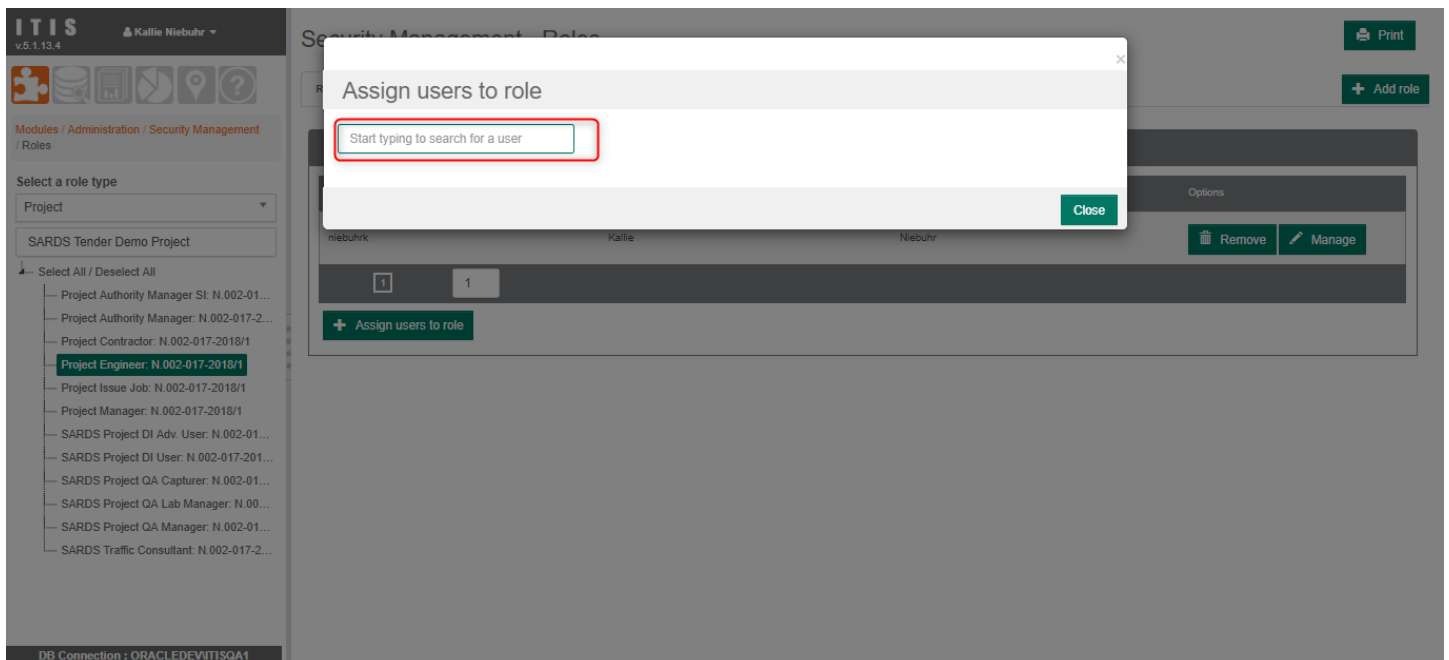
Print | Add role

- v. a) Click on “**Role Users** and Click on Assign users to the role button.



The screenshot shows the ITIS v5.1.13.4 interface. The left sidebar contains navigation links under 'Modules / Administration / Security Management / Roles'. The main area is titled 'Security Management - Roles' and has tabs for 'Role Details', 'Role Permissions', 'Role Users', and 'Role Organisations'. The 'Role Users' tab is active. It displays a table of users with columns for Username, First Name, Last Name, and Options. A user with Username 'niebuhrk' and First Name 'Kallie' is listed. Below the table, there is a button labeled '+ Assign users to role' which is highlighted with a red box. The bottom status bar shows 'DB Connection : ORACLEDEWITISQA1'.

- b) Type in the user details, select and then click on “Assign users to role” button



This screenshot shows the same ITIS interface as before, but with a modal dialog box titled 'Assign users to role' open in the center. The dialog box has a search input field with the placeholder text 'Start typing to search for a user' and a 'Close' button. The background interface is dimmed, but the 'Role Users' tab and the user table are still visible. The 'Assign users to role' button in the background is also highlighted with a red box.

i. Login to SARDS Application



SANRAL
SOUTH AFRICAN NATIONAL ROADS AGENCY SOC LTD
BUILDING SOUTH AFRICA
THROUGH BETTER ROADS

**South African
Road Design System**

BETA - Version 0.2.8.25642

User Name: niebuhrk

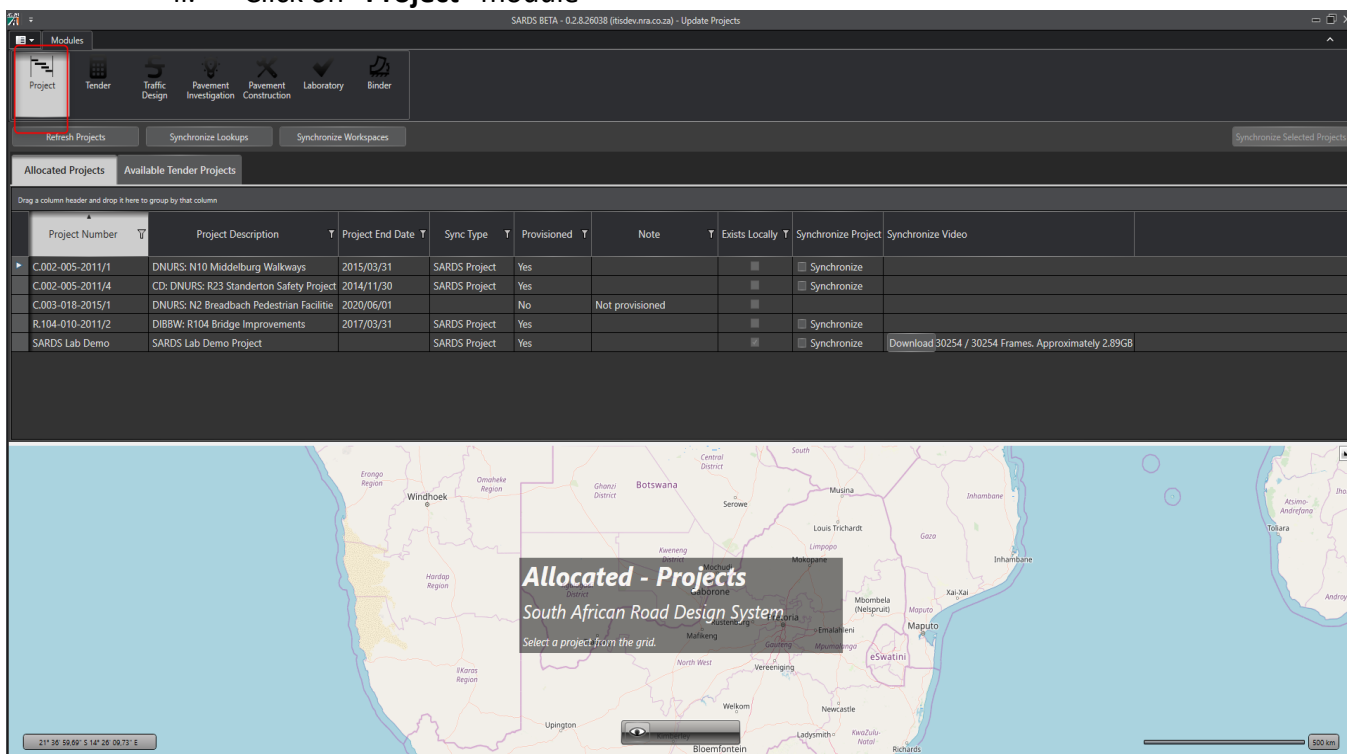
Password: ••••••

License Key: E49A16F2-A20A-C74E-BF0A-7EC69F544A70

Login Configure Proxy Close

Copyright 2018 The South African National Roads Agency SOC Limited. All rights reserved.

ii. Click on "Project" module



SARDS BETA - 0.2.8.26038 (Wordev.nra.co.za) - Update Projects

Modules: Project, Tender, Traffic Design, Pavement Investigation, Pavement Construction, Laboratory, Binder

Refresh Projects Synchronize Lookups Synchronize Workspaces Synchronize Selected Projects

Project Number	Project Description	Project End Date	Sync Type	Provisioned	Note	Exists Locally	Synchronize Project	Synchronize Video
C.002-005-2011/1	DNURS: N10 Middelburg Walkways	2015/03/31	SARDS Project	Yes		<input type="checkbox"/>	<input type="checkbox"/> Synchronize	
C.002-005-2011/4	CD: DNURS: R23 Standerton Safety Project	2014/11/30	SARDS Project	Yes		<input type="checkbox"/>	<input type="checkbox"/> Synchronize	
C.003-018-2015/1	DNURS: N2 Breadbach Pedestrian Facility	2020/06/01		No	Not provisioned	<input type="checkbox"/>		
R.104-010-2011/2	DIBBW: R104 Bridge Improvements	2017/03/31	SARDS Project	Yes		<input type="checkbox"/>	<input type="checkbox"/> Synchronize	
SARDS Lab Demo	SARDS Lab Demo Project		SARDS Project	Yes		<input type="checkbox"/>	<input type="checkbox"/> Synchronize	Download 30254 / 30254 Frames. Approximately 2.89GB

Allocated - Projects
South African Road Design System
Select a project from the grid.

iii. Click on 'Refresh Projects' button.

The screenshot shows the SARDS BETA application window. The title bar reads 'SARDS BETA - 0.2.8.26038 (itsdev.nra.co.za) - Update Projects'. The 'Modules' menu is open, showing options like Project, Tender, Traffic Design, Pavement Investigation, Pavement Construction, Laboratory, and Binder. The 'Refresh Projects' button is highlighted with a red box in the top toolbar. Below the toolbar, there are tabs for 'Allocated Projects' and 'Available Tender Projects'. The 'Allocated Projects' tab is active, displaying a table with project details. Below the table is a map of South Africa with a semi-transparent overlay titled 'Allocated - Projects South African Road Design System'.

Project Number	Project Description	Tender Close Date	Sync Type	Provisioned	Note	Exists Locally	Synchronize Project	Synchronize Video
8888	test 1 on 1	2022/08/24	Tender Project	Yes		<input checked="" type="checkbox"/>	Synchronize	
C.002-005-2011/1	DNURS: N10 Middelburg Walkways	2019/12/30	Tender Project	Yes		<input checked="" type="checkbox"/>	Synchronize	
SARDS Lab Demo	SARDS Lab Demo Project	2019/08/31	Tender Project	Yes		<input checked="" type="checkbox"/>	Synchronize	Download 30254 / 30254 Frames. Approximately 2.89GB

iv. Click on "Allocated Projects" button

The screenshot shows the SARDS BETA application window. The title bar reads 'SARDS BETA - 0.2.8.26038 (itsdev.nra.co.za) - Update Projects'. The 'Modules' menu is open, showing options like Project, Tender, Traffic Design, Pavement Investigation, Pavement Construction, Laboratory, and Binder. The 'Allocated Projects' button is highlighted with a red box in the top toolbar. Below the toolbar, there are tabs for 'Allocated Projects' and 'Available Tender Projects'. The 'Allocated Projects' tab is active, displaying a table with project details. Below the table is a map of South Africa with a semi-transparent overlay titled 'Allocated - Projects South African Road Design System'.

Project Number	Project Description	Project End Date	Sync Type	Provisioned	Note	Exists Locally	Synchronize Project	Synchronize V
C.002-005-2011/1	DNURS: N10 Middelburg Walkways	2015/03/31	SARDS Project	Yes		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Synchronize	
C.002-005-2011/4	CD: DNURS: R23 Standerton Safety Project	2014/11/30	SARDS Project	Yes		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Synchronize	
C.003-018-2015/1	DNURS: N2 Breadbach Pedestrian Facilitie	2020/06/01		No	Not provisioned	<input checked="" type="checkbox"/>		
R.104-010-2011/2	DIRBW: R104 Bridge Improvements	2017/03/31	SARDS Project	Yes		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Synchronize	