

## Appendix B

# How to access the online data

The ITEA Community website gives access to restricted information for the ITEA Community.

The restricted ITEA Community website can be accessed at <https://itea3.org/community>. Your credentials for your ITEA account on the ITEA website – event registration, etc. – can also be used to access this restricted part of the website. An ITEA account can be created by clicking on ‘Log in’ and ‘Create new account’ in the top navigation bar. Your company e-mail address is used as a unique identification.

Specific access rights determine what is visible on these Community pages for each person. Depending on these rights, the following data can be accessed:

- project management and project documents – e.g. PO, FPP, progress reports and change requests;
- evaluation and reviewing and all necessary documents – e.g. evaluation forms and review presentations;
- meetings and binders;
- the ITEA calendar;
- general ITEA information – e.g. guidelines, templates and corporate identity; and
- contacts.