How to Access the WisDOT Transportation Assistance System (TAS)

The Transportation Assistance System, or TAS, provides authorized local government officials access to data pertaining to transportation aids and improvement program funding distributed by WisDOT. TAS is also the gateway for Local Road Improvement Program users to access the LRIPWeb application.

All new TAS users must complete a one-time registration to access TAS.

Access to TAS is restricted to authorized users. If you have any questions, please contact DOTWebTASSSystemAdministrator@dot.wi.gov.

Step 1. Go to the TAS webpage at wisconsindot.gov/TAS and select the Launch TAS button.
Step 2. You are now on the TAS login screen. Select the Need to register? button.

Step 3. Your user ID is your email address, and it will be used to log-in to TAS. Each user must have a unique and valid email address! Enter your first name, last name, contact phone and a valid email address (the email address you use for local government work). Select Next.
If you receive the following message, your email address was automatically registered in TAS previously. Click [Close]; then [Previous] and you will be returned to the TAS login page to create a password. **Skip to Step 5 of these instructions.**

If you do not receive this message, continue to Step 4.

**Step 4.** The email address entered has **not** been previously registered in TAS, so information about your local government is needed.

- Select your Position Title from the dropdown box. A limited number of Position Titles require county and municipality information. If one of those Position Titles is selected, a menu to indicate your local government type, county and municipality name will appear.
- If enabled, indicate if LRIPWeb access is required by clicking on the **Yes** or **No** button.
- In the optional Special Notes box, provide any additional information to explain the need for access or to clarify information entered during the registration process. Click [Next].

Only appears when certain Position Titles are selected.
You will receive one of these two messages.

**Message #1:** Your TAS registration is complete and you must now create a password. Click **Close**; then **Previous** and you will be returned to the TAS login page to create a password. Continue to Step 5.

**Message #2:** Your TAS registration request has been submitted for approval. Click **Close** to end the session and then close your browser. **DO NOT CONTINUE WITH THESE INSTRUCTIONS.**

You will receive an email with further instructions from noreply@dot.wi.gov within two business days. If you do not receive this email, please check your spam folder or firewall information to see if the email was sent there.
Step 5. **(Continued from Step 3 and from Step 4 - message #1)** Congratulations! You have completed the TAS registration process. You must now create a password. Click **Reset Password** to create a password for your account.

Step 6. Enter your email address and click the **Request Reset Password** button.
Step 7. You will be returned to the TAS login screen, where a message states the password reset email has been sent. You will receive the password reset email shortly from noreply@dot.wi.gov, which includes a link to create your password. Click on the link in the email to continue and proceed to Step 8. If you do not receive this email, please check your spam folder or firewall information to see if the email was sent there.

If you receive the following message that the email was not found, one of these errors occurred:

- Your email address was entered incorrectly. Type a valid email address in the email address box and click Request Reset Password.

- The Need to register? button on the TAS login page wasn’t used. Click Cancel to return to the TAS login page, go back to Step 2 of these instructions and enter a valid email address.
Step 8. Using the link in the email - enter your password and confirm it. Passwords must be at least eight characters in length and include a combination of at least three of the following four character types: uppercase letters, lowercase letters, numbers, and keyboard symbols or special characters (such as: # ! ? $). Click **Update**.

If you entered an invalid password or made an entry error when confirming your password, you will receive this message. Enter a correct password, confirm it and click **Update** again.
Step 9. You are returned to TAS to log-in. Enter your email address and the password you just created. Click [Login].

Step 10. **Congratulations!** You are now logged into TAS. Please note:

- All users have access to the Statewide Summary tab. Other functions (My Local Programs, My GTA Notifications and Launch LRIPWeb Application) are only available to authorized users. Allow up to two business days for additional functionality to be granted.
- Ensure that your TAS registration is correct by checking your name in the upper right corner of the screen. If it’s incorrect, contact DOTWebTASSystemAdministrator@dot.wi.gov.
- Passwords expire after 366 days.