

## Creating a TCP Portal Account

*Knack Portal Welcome Page:*

1. Go to [https://atd.knack.com/row#home/]

Welcome to the ROW Portal!

 Task Board	 TCP Projects	 Customer Portal
 Account Management	 Conflict/Shared Requests	 Customer Sign In
 Manage Orgs		 User Testing Feedback

2. Click the **Customer Sign In** button.

## Sign In to your Account

Email Address

Password (forgot?)

☐ Remember me

Sign In

Need an account?

Sign Up

1. Click the **Sign-Up** button to create a new account.

## Sign Up for a ROW Portal Account

New accounts will be verified by ROW Staff to enable submittal features. Please indicate your Organization and ABC credentials.

### Select your Organization

Select

+ Add a new option

### ABC ID (Helps verify your account)

### ABC Email (Helps verify your account)

### Representative Name \*

First

Last

### Account Email \*

### Account Password \*

Password

Confirm Password

Submit

1. Complete the field and click submit.


Once submitted please wait until the user account is verified.

1. Staff will review your account.
2. Once approved, you will be notified by email and will be able to login and begin creating TCP projects.



Once the account verification is complete you can log in by going to(<https://atd.knack.com/row#home/>)

Go to My projects under the Customer Dashboard



TRANSPORTATION AND PUBLIC WORKS

RIGHT OF WAY PORTAL

Customer Dashboard

Overview

My Projects

Messages









Account

Create TCP Project

Logged in as Samson Negeri - Log Out

TCP Projects

Showing 1-4 of 4

		Project	Submitted Date	Status	Lead Reviewer
		Testing   TCP25-186620	January 22, 2025	Under Creation - Not Submitted	
		Samson Test   TCP24-186595	January 22, 2025	Review Complete	Samson Negeri
		Unsubmitted TCP Project   TCP25-186625		Under Creation - Not Submitted	
		Unsubmitted TCP Project   TCP25-186630		Under Creation - Not Submitted	

Create TCP Conflict Case

Create Shared TCP Case

Conflict/Shared TCP Cases

Click on “Create TCP Project” Above TCP projects for TCP or above Conflict/Shared TCP cases to create a new project.

Overview

Messages









Account

My Projects

Create TCP Project

TCP Projects

Showing 1-4 of 4



		Project	Submitted Date	Status	Lead Reviewer
		Testing   TCP25-186620	January 22, 2025	Under Creation - Not Submitted	
		Samson Test   TCP24-186595	January 22, 2025	Review Complete	Samson Negeri
		Unsubmitted TCP Project   TCP25-186625		Under Creation - Not Submitted	
		Unsubmitted TCP Project   TCP25-186630		Under Creation - Not Submitted	

Create TCP Conflict Case

Create Shared TCP Case

Conflict/Shared TCP Cases

Showing 1-1 of 1





		Case	Submitted Date	Status	Lead Reviewer
		TCP Conflict Review [123456EX] and [56789EX] [Request #1546]	August 01, 2024	Pending Intake	

This will create a new project under the TCP project list. Click on edit.

Create TCP Project

TCP Projects

Showing 1-2 of 2

		Project	Submitted Date	Status	Lead Reviewer
		Samson Test   TCP24-186595	August 01, 2024	Review Complete	Samson Negeri
		Unsubmitted TCP Project   TCP25-186620		Under Creation - Not Submitted	

Click on Edit and fill out the form

186625

Once complete click submit. Once submitted the status will show as submitted and Staff will review the submittal and assign it to a reviewer.