## KYTC Web-based Landslide Hazard Rating System

## Quick Start Guide for Submitting Landslide Hazard Site Survey

- 1. Go to <u>http://KYLHRS.uky.edu</u> and click REGISTER link. Create account and get a username and password. Register as a "Submitter". You will get an email from this web application automatically after you register.
- 2. Click "Activate Account" in that email to activate your account and you are ready to go.
- 3. Click LOGIN link in top right corner. Log-in with your User Name and Password.
- 4. Clink NEW SITE link.
- 5. Fill in information under the Info. & Rating tab. All starred inputs are required before site information can be saved. Click Save.
- 6. After site information is saved, another tab, Attachments will show up. Under Attachment tab, pictures and files can be uploaded to the system for sharing.
- 7. Click SUBMIT. (*Note*: You have to be KYTC personnel with @ky.gov domain in your email address for submission.) The Landslide Hazard site information will go to Landslide Hazard Rating System Administrator by email. If the Administrator accept your submission, it will then go to Landslide Hazard Rating System for rating.