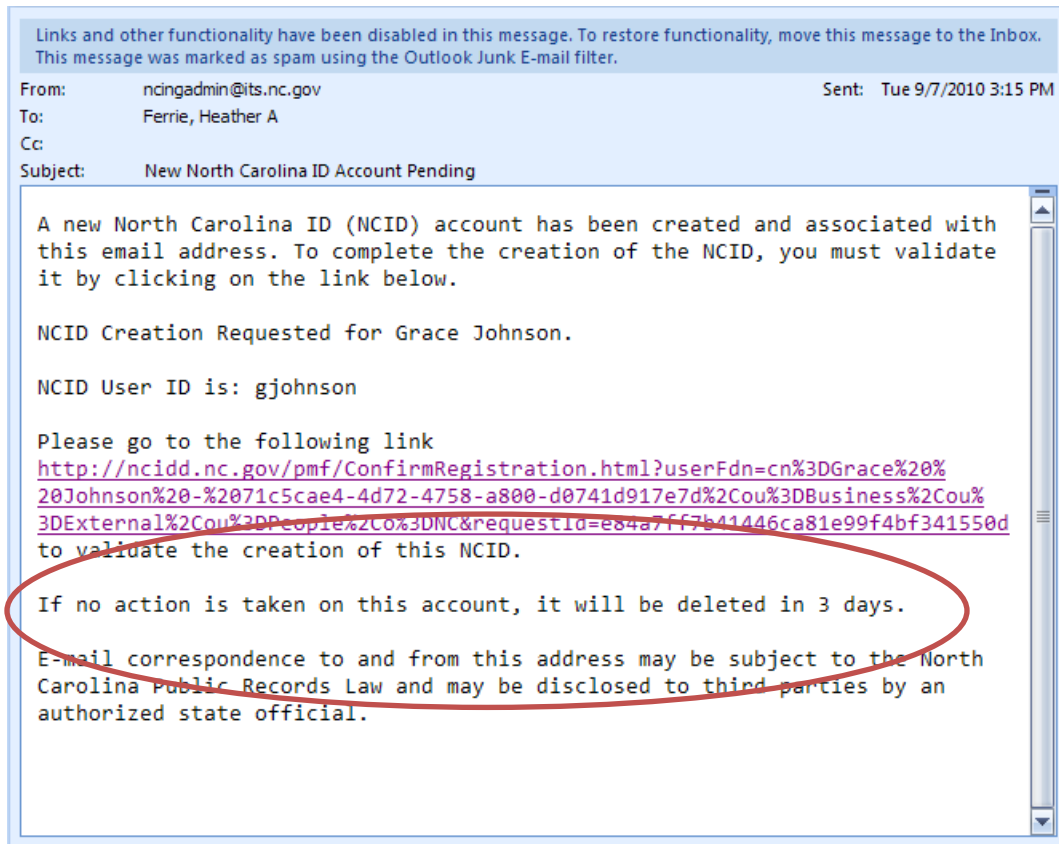# Getting into the NCDOT-PTD Training Toolkit

1) Sign up for an **NCID** (directions attached) https://ncid.nc.gov   ****make sure you activate your account within 3 days of receiving your confirmation email from NCID.**

2) Send your NCID **UserID** – not password, to NCDOT so your ID can have access created; or forward your NCID account confirmation: currently tmontanez@ncdot.gov or your MDS.
3) You should be able to access the Training Toolkit within 2 days at the following link https://connect.ncdot.gov/site/PTD-Training-Toolkit/

Things I've learned:

- Currently Internet Explorer will not work with the Training Toolkit site, you will need Google **Chrome** or Mozilla **Firefox**
- When you sign in to the PTD Training Toolkit site you may need to use **ncid** at the front of your personal NCID
- If you signed up for an NCID several months ago, you will need to go back to the NCID site and reset your password for it to work. The site should take you through the steps. https://ncid.nc.gov (NCID user guide is attached)
- If you do not **validate** your NCID UserID (see email above) your account will not exist, please make sure you

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- If you can't remember your NCID, you will need to go to that site for information or contact their help desk – we do not have access to that system from NCDOT.

Customer Support

Please contact the ITS Service Desk if you experience a problem and require technical assistance.
Phone: 919.754.6000
Toll Free: 800.722.3946
Email: its.incidents@its.nc.gov

Attached for your assistance:

- How to get an NCID
- NCID User Guide

Useful Links:

NCID Site:

https://ncid.nc.gov

Training Toolkit:

https://connect.ncdot.gov/site/PTD-Training-Toolkit/

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How to get an NCID

How to get an NCID – Please forward your NCID (not password) to me so I can get your access to the Training Toolkit set up. You will not be able to get into the Toolkit site until I submit your NCID. Thanks!

RE: NCID for Training Toolkit Access

Web site   https://ncid.nc.gov

You will need to **register** for a new account (the blue line) – register for an **individual account**; when you have your NCID/UserId forward that to me so I can have your access set up by NCODT. Please allow about 2 days for the access. (You may want to set up one account for the system, just make sure you do it as an individual account.)

1.

North Carolina Identity Management (NCID)

NCID is the standard identity management and access service provided to state, local, business, and individual users. NCID provides a high degree of security and access control to real-time resources.

User ID:

forgot your User ID?

Password:

forgot you

Login   Nee

Select Register for a new account

REMINDER: Bookmarking this page can lead to error messages

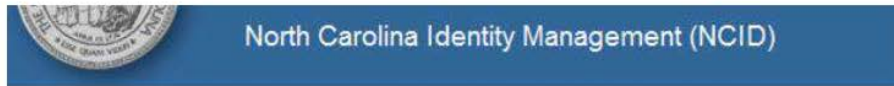To register for a new NCID account click here: **Register!**

This system is the property of the State of North Carolina and is for authorized use only. Unauthorized access is a violation of federal and state law. All software, data transactions, and electronic communications are subject to monitoring.

North Carolina
www.nc.gov

Privacy and Other Policies

Contact Us

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2.

North Carolina Identity Management (NCID)

lew User Registration

lease indicate your user type from one of the fo

Select "Individual Account"

The options are:
- Individual Account
- Business Account
- State Government Account
- Local Government Account

tate Government Employee: A person who is c   within
overnment.
ocal Government Employee: A person who is c   lina c
usiness User: A person who is requesting acce   lf of a
dividual: A person who is requesting access to   citiz

Individual Account ☑ Submit

NCID help desk:

Phone: **919-754-6000** or toll free at **1-800-722-3946**

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