

## **Sharepoint Access**

Getting Consultant sharepoint access requires a couple of steps.

Send the project manager the following:

- Employee's Name
- NCID
- Email address

An NCID can be requested by doing the following:

- 1 – Access <https://connect.ncdot.gov>
- 2 – Select **New User** located under Support & Help
- 3 – Select **Register for an NCID Business Account** located under What is an NCID Business Account
- 4 – The NCID login panel will be displayed. Select **Register** to continue.
- 5 – Follow the screen prompts to complete the New User Registration process.

After the consultant sends in the info, send the info to

Diana Feigin [dfeigin@ncdot.gov](mailto:dfeigin@ncdot.gov)

Or

CM Support [dot.cmsupport@ncdot.gov](mailto:dot.cmsupport@ncdot.gov)

It takes about a day to get access.