

The Environmental Screening Tool (EST) supports agency participation and community involvement throughout Florida's Efficient Transportation Decision Making (ETDM) Process. This application provides tools to input and update information about transportation projects, perform standardized analyses, gather and report comments about potential project effects, and provide information to the public. It brings together information about a project and provides analytical and visualization tools that help synthesize and communicate that information.

Getting Started

The first step in using the EST is to select an ETDM project or group of projects (as described in "Searching for Information"). Then go to the **Main Menu** (on the left) for all of the application forms and reports. Functionality is grouped into major categories based on function type. Each category contains a list of functions (forms, reports, etc). Click on the arrow to view the list. The **Tools** menu contains all of the forms used to update the database. The **Reports** menu includes standard reports to view information already entered in the database. Use the **Wizards** menu for step-by-step instructions for certain activities (for example, Perform ETAT Review and Generate Summary Report). Find **more information** about using the site in the light blue box under the menu. Good places to start are the **Finding Your Way Around** tip sheet and **Training**.

Customizing the Site

Use the Set Up User Preferences Wizard to customize the EST with the following preferences:

- Select a start-up option
- Add a Dashboard of mini-reports
- Choose My ETDM pages
- Configure EST maps
- Change notification settings
- Update contact information

Searching for Information

Search

Use the **Search** feature to quickly locate specific EST pages, reports, forms, projects or contacts. Type an ETDM project number or keyword(s) in the **Search site for...** field and click **Search**. View results in a new page. Or, you can use the **Advanced Project Search** option to find projects based on location (County or FDOT District) and/or other criteria (for example, Planning Organization, ETDM Status, ETDM Phase). If you save the project selection results, the project or a description of the selected group of projects will be displayed in the **Saved Searches** pull-down menu. After selecting a project (or group of projects), the **Active Project** displays a project from the current selection. Click the arrow to select another project from the list.

NOTE: Before you perform tasks related to a specific project the project ETDM # and Name should appear in the **Active Project** field.

Using the Interactive Map

Map it

To view a project location on the map, first select the project (as described in "Searching for Information"), then click the **Map it** button beside the **Active Project**. To use the interactive Map Viewer without selecting a project, click the **Open Map** bar on the right side of the page. Detailed descriptions of all the Map Viewer tools and functions are provided in the **User Handbook**.