

Translines



**KDOT
honors
those who
serve our
country**

Page 2

Inside...

- ◆ Public can learn about byways, agency at booth
- ◆ Team works together to stabilize bank

- ◆ Blogs highlight reducing fatalities
- ◆ Lunsford joins KDOT's Public Affairs Division
- ◆ Recycling bottles on I-135



By Secretary
Deb Miller

Flag flown in Iraq gives cause to reflect

It seems hard to believe we will mark the 10th anniversary of the 9/11 attacks on the World Trade Center this month. If you're like me, you can recall precisely where you were and what you were doing when you heard the news – almost like it was yesterday.

Of course, much has changed in our lives and country over the past decade; the hassle of air travel easily comes to mind. But for tens of thousands of individuals and families, the impact of 9/11 goes far beyond the inconvenience of boarding an airplane these days. They have personally been called to serve in the military as part of Operation Iraqi Freedom, or have had to go through the anxiety of having a loved one sent into harm's way.

At KDOT, I'm so proud of our 51 co-workers who have been called to active duty in the past 10 years. Seventeen of them have been deployed twice and five have been deployed three times. I want you to know how grateful I am for your service and your commitment. And thanks also to your families and co-workers who are also impacted when you are called to active duty – no matter where you serve.

On Sept. 11, there will be a very special reminder of your service when we fly a flag over the Eisenhower State Office Building in Topeka that was flown by the Kansas National Guard during a deployment to Iraq. The flag, which was flown by the 1st Battalion, 161st Field Artillery, has been flown over all of our



District Six event

district offices this summer. After Sept. 11, it will be put on display on the first floor of Headquarters.

KDOT was presented the flag early this year by former Kansas Adjutant General Tod Bunting as he retired. The gift is his thank you for the strong partnership between KDOT and the Guard. I'm very proud of that long partnership and what we have done to protect Kansans.

The importance of our partnership was never more evident than in 2007. The disasters that year began on New Year's Eve when Kansas was blasted by a winter storm. The

Guard dropped hay bales from helicopters to feed stranded cattle in western Kansas, and we plowed roads ahead of their search and rescue teams to reach homes isolated by the drifting snow.

On May 4, 2007, we were called by the Guard to help open the debris-strewn roads in and around Greensburg after it was devastated by a monster tornado. We worked closely with the Guard during initial rescue operations and for weeks thereafter to establish and maintain communications and clear debris.

And just weeks later, when flooding hit southeast Kansas, we again worked with the Guard to establish communications and close off flooded roads to protect citizens. I should note that in each of these disasters we also worked closely with the Kansas Highway Patrol.

As the nation reflects on 9/11 this month, please think about our co-workers and partners who do so much to keep us safe here and abroad. I know that's what I'll do every time I pass the flag that will be on display in our lobby.



District One event

Lunsford joins KDOT's Public Affairs Division

Sally Lunsford has joined KDOT as Director of the Division of Public Affairs. She comes to the agency after more than six years as Director of Communications for the Kansas Lottery.



Sally Lunsford

"I've always regarded KDOT as a top-notch state agency," Lunsford said. "I don't think any agency has more of an impact on the daily lives of Kansans. KDOT and Secretary Miller have sterling reputations, and I'm excited to be part of what we're doing with T-WORKS."

Prior to her stint with the Lottery, Lunsford spent six years as Director of Public Information at the Department of Commerce. She's looking forward to applying that experience to her work at KDOT.

"At Commerce we always featured Kansas' excellent transportation system as a selling point when we were courting companies to come here. You would be amazed at how important the state's transportation system is to businesses that are thinking about relocating."

Lunsford spent almost 20 years as a broadcast journalist before entering government service in 1999, including nine years at WIBW in Topeka. She served as a TV reporter, anchor and producer at the station, and was its News Director from 1997-1999.

"I had an opportunity to make a change, and I decided to take it," she said of her decision to leave journalism. "People always ask me if I miss the news, miss being on TV, but I don't. I was ready to do something else."

Lunsford lives in Tecumseh with her husband Paul, who is retired from BNSF. She started at KDOT Aug. 8, and is working hard to get a handle on her new responsibilities.

"It's a steep learning curve, but I'm confident I'll be able to contribute. When I left journalism I was a little afraid that I'd find government boring. Believe me, it's anything but boring." -P.Q.



Equipment Operator Chris Riggs installs a roadside weed barrier along I-135 in Wichita.

Recycling bottles on I-135

By Tom Hein

WICHITA - Normally, plastic bottles along the side of a highway are considered litter and must be picked up. But an experiment on I-135 in Wichita uses a roadside weed barrier material made from 100 percent post-consumer plastic bottles.

WeedEnder is a thin but durable sheet of plastic that deprives vegetation of sunlight yet allows water to infiltrate. It is available in rolls one to six feet wide in a 250-foot roll. It has been used in other areas of the country and has been found to be resistant to degradation by ultra-violet light. It also has a life span of at least 15 years.

Benefits include erosion control, water permeability and less need for spraying weed killer or using a string trimmer, resulting in reduced labor costs. Most useful applications of the product are along guardrails, fence lines and around signposts.

Each mile of WeedEnder keeps 50,000 bottles from entering landfills and may prove to be a good labor-saving green solution along Kansas highways.



Department of Transportation

Governor: Sam Brownback
Secretary of Transportation: Deb Miller
Chief of Transportation Information:
 Steve Swartz
Editors: Stan Whitley and Kim Stich

Eisenhower Building
 2nd Floor West, 700 SW Harrison,
 Topeka, Ks 66603-3754

Phone/TTY: (785) 296-3585
 FAX: (785) 296-0287

On the...

COVER

District employees participate in flag raising ceremonies across the state (top photo, District Five; middle and bottom left photos, District Two; bottom right photo, District Three). District Four will be in next month's edition. For more details, see story on page 2.



Members of the Deep Creek Stabilization Project team pose for a picture with Secretary Deb Miller (front row, middle) at a ceremony honoring their efforts.

Team works together to stabilize bank

By Kim Stich

Stabilizing the stream bank along the East Branch of Deep Creek along I-70 in Riley County was critical because of substantial erosion. In one location, four feet of embankment had been lost in 12 months.

KDOT employees from several areas worked together this spring as members of the Deep Creek Stabilization Project team to accomplish the goal and were recognized as an Example of Excellence for the second quarter of 2011. Secretary Deb Miller attended the ceremony in Wamego on Aug. 15.

The crews needed to build 850 feet of riprap stone slope protection which needed to be a minimum of three feet thick and four to six feet high in two different locations along I-70 in Riley County. Final plans and permits were acquired in early April and work had to be finished by May 15 because of environmental concerns, according to Area Five Engineer Mark Karolevitz.

Alma Subarea Supervisor Jay Nuzum secured a right of entry from the landowner to build the project and also obtained most of the rock needed for free. They used hydraulic impactors to break it down to the correct size.

“There were huge piles of huge rocks that had to be broken up into huge piles of smaller rocks,” Karolevitz said. “The riprap was then hauled to the stream and placed along the toe of the slope.”

The Alma Subarea, the Wamego Area Crew and the District One Heavy Equipment Crew, with help from employees

in the Bureau of Design, assisted in the effort, which ended up saving up to \$140,000 by doing the project in-house.

Members of the team include Jorge Alvarado-Romero, Roger Anderson, George Brown III, Donald Campbell, Justin Campbell, Stanley Cook, Jerry Cox, Rodney Davies, James Dietzel, Brandon Espinosa, Daniel Flerlage, Don Gibbs, Jay Gibbs, Jerry Haug, Tim Horgan, Dean Jackson, Steve Johnson, Don Koehler, Kara LaRiviere, Gary Lesline, Ronald McDaniel, Rusty Miller, James Morrissey, Jay Nuzum, Mike Orth,

Jim Petersen, Steve Pralle, David Reamer, Rick Reigle, Robert Rickstrew, Brad Rognlie, Ed Rosell, Bill Tittel, Jaci Vogel, Kevin Walters, Steve Willett and Jared Wrosch.

Do you know of a KDOT group, team, unit, or office that has gone above the call of duty? Then nominate them for the Example of Excellence award. All KDOT employees are encouraged to suggest ideas and can now fill out Form DOT 1204. Once it is filled out, the nomination is then sent to the selected Division Director, Bureau

Chief, District Engineer, Area Engineer, or Subarea Supervisor who can then sign the form and submit the nomination to Transportation Information.

Hard copies of the form are still available by calling Transportation Information at 785-296-3585 and require the signature of one of the supervisors listed above.

The award is given quarterly with nominations for the third quarter due to Transportation Information by Sept. 30.

KDOT
Employee
Recognition
PROGRAM

Blogs highlight reducing fatalities

For the third year, 20 people will blog about different ways to put the brakes on fatalities on KTOC (Kansas Transportation Online Community) and KDOT's Facebook page starting Sept. 13.

The blogs will run Monday through Friday for four weeks, leading up to the national safety awareness day, Put the Brakes on Fatalities Day, which is Oct. 10. To see the blogs, go to KDOT's website, www.ksdot.org, and click on the KTOC link.

Put the Brakes on Fatalities Day focuses on all types of traffic safety, whether you are in a vehicle, on a bike, on a motorcycle or walking across the street, and encourages everyone to take extra precautions to stay safe.

Just a few of the people blogging include KDOT employee Kevin Palic, Saline County Deputy Rick Heinrich, KHP Technical Trooper J.L. Riedel, Union Pacific Railroad locomotive engineer Jim Massey, KDOT employee Robert Turner and Kansas Sen. Tim Owens,

Anyone can read the information on KTOC, but to make comments and share information, just log in and become a member. **-K.S.**



Grading work takes place along part of the K-18 project in Riley County.

Three phases under way on K-18

By Kim Qualls

MANHATTAN - Construction on all three phases of the K-18 improvement project in Riley County are under way this summer. This \$120.4 million improvement project includes the completion of a 7.4-mile stretch of K-18 to a four-lane freeway from just north of I-70 to just west of Manhattan.

This project is unique in that construction on the three phases is coming from two separate funding sources. Phase One at a construction project cost of \$65 million is being funded through the 2009 American Recovery & Reinvestment Act, and Phases Two and Three at a construction project cost of \$55.4 million are being funded through the T-WORKS program.

Phase One covers a two-mile stretch of K-18 from just north of I-70 to Wildcat Creek Road and includes the construction of a new interchange at K-114 along with

major drainage improvements. Phase One construction began in early summer 2010 and is scheduled to be completed in late 2012. SEMA Construction (Centennial, Colo.) is the primary contractor for Phase One construction on the project.

Phases Two and Three cover a 5.4-mile stretch of K-18 from Wildcat Creek Road east to the city of Manhattan. Work on these two phases includes the construction of three new interchanges at 56th Avenue, Scenic Drive and Miller Parkway/Davis Drive, along with more drainage improvements.

Phase Two and Three construction began in early July and are scheduled to be completed in late 2013. KOSS Construction Company (Topeka) is the primary contractor for Phase Two and Three construction on the project.

Fact:

● On the K-18 project, there are a total of 21 bridges to be constructed, 300,099 square yards of concrete and 85,211 tons of asphalt to be used in the construction of bridges and roadway pavement.

District News...

What are the odds?

Due to two random unrelated incidents, the same 25-mile stretch of I-70 was closed to traffic on both July 25 and July 27. The last time this stretch of I-70 was closed was in February 2008.

At 1:15 p.m. on July 25, I-70 was closed from K-4 in Shawnee County to K-99 in Wabaunsee County at the request of law enforcement due to a suspicious truck on I-70 thought to contain hazardous materials. Law enforcement worked remotely with a robot to remove and inspect the truck's contents. No harmful contents were found, and I-70 was reopened at 10:30 p.m.

District One

"No joke," as we stated in our traffic alert - on July 27, at 8:30 a.m. the same section of I-70 was closed. For the next eight hours, law enforcement negotiated with an individual who barricaded himself in a recreational vehicle on I-70 after being pulled over for a traffic stop. Officers took the person into custody, and I-70 was opened at 4:15 p.m.

KDOT District One crews from Wamego and Topeka worked quickly to route thousands of travelers onto a detour route during the two incidents. Despite the heavy traffic and moderate delays, traffic flowed without major incidents. Law enforcement and KDOT staff worked many hours (with 100-plus temperatures) so motorists could travel safely around the highway closures.



Subarea Supervisor John Crawford works the KDOT booth at the Sherman County Fair.

Projects continue

Mill and overlay work is under way on K-4 and K-218 in Dickinson and Morris counties. The K-4 project is from Hope to the K-4/U.S. 77 intersection, and the K-218 work extends from the K-4/K-218 intersection south to Herington. The work should be completed in mid-September.

District Two

A surface recycle and seal project is taking place on U.S. 24 from Clay Center to the Clay/Riley county line and should also be done in mid-September.

Work continues on K-61 with traffic moving head-to-head on the new southbound lanes. Mainline paving is under way from the north end of the project to Chisholm Road (two miles north of

Inman). The twin bridges at the north end of the project are close to be completed.

Temporary seeding is in place; earth work is about 90 percent complete.

Booth informs public

Several District Three employees from Area Two represented KDOT as they worked in an informational fair booth during the Sherman County Fair in Goodland. The employees braved the heat, answered questions regarding maintenance issues and construction projects and handed out items to the public.

Construction employees answered questions about a project to mill and concrete patch the westbound lanes of I-70 from Exit 17 to Exit 19. Venture Corporation oversaw this job as well as the ultra-thin bonded overlay on the driving lanes between Exit 12 and 17.

District Three

They also educated the public on the current project to rebuild a section of I-70 in Sherman County from the Colorado/Kansas state line to Caruso (Exit 12). The entire project will take more than two years to construct, with a completion date of October 2013.

Currently, fencing is being replaced and concrete drainage structures are be-



These K-61 bridges are nearing completion.

District News

Continued from page 6

ing extended along that portion of the corridor. The four eastbound bridges are being widened and the lights at interchanges 17 and 19 will be replaced this fall.

Koss Construction Company of Topeka is the contractor on the \$46 million project.

U.S. 400 plans displayed

Districts Four and Five, in collaboration with KDOT Design and Public Involvement staff, staged a series of open house meetings along the U.S. 400 corridor over three consecutive nights in July. During the meetings KDOT staff presented information and took feedback on the T-WORKS projects that will add eight new passing lanes to the highway from Butler County east through Cherokee County.

Public officials and interested citizens viewed maps of the proposed passing lane locations, asked questions and made comments during the sessions at Parsons, Fredonia and Beaumont.

KDOT is planning to design a total of 10 new passing lanes on U.S. 400, and will build more than the eight currently planned if construction bids come

Interested citizens and officials turned out for the U.S. 400 public information open house at Fredonia on July 20.



The new cable median barriers can be seen along K-96 in northeast Wichita.

in lower than estimated. About \$30 million has been allocated for the passing lane projects. Surveys began in August and construction of the first projects will occur in 2015.

Cable median complete

The four-mile cable median barrier project on K-96 in northeast Wichita is nearly complete. The cable barriers have been installed – some in the middle of the median, some adjacent to the eastbound median shoulder and some adjacent to the westbound. The guardrail has been adjusted and temporary seeding has been planted.

The four strands of cable are de-

signed to prevent crossover accidents between I-135 and Rock Road on a section of K-96 that has an average daily traffic count approaching 60,000 vehicles. The median in this area is 40 feet wide and has a variety of elevations and slopes.

Local emergency response agencies and KDOT maintenance crews attended an information and training session in July to become familiar with the high-tension cable system.

Cross-median accidents represent 2 percent of collisions on K-96 from I-135 to U.S. 54 (a 10-mile section that includes the project area).

Bridge projects complete

Work has wrapped up on two projects to replace three bridges on U.S. 183 in southern Clark County. Work on the three bridges began in 2010, with all three built on a new alignment. Two of the bridges are within one-half mile of each other. One contractor, A.M. Cohron & Son, Inc., replaced all three bridges at a combined cost of \$8 million.

During construction, traffic remained on the old alignment. Traffic was moved onto the new alignment in early August, allowing the contractor to demolish the old bridges and eradicate the old roadway.

Information for the District news briefs section is provided by the District Public Affairs Managers.

District Four

District Five

District Six

KDOT is keeping it cool (or trying, anyway)

By Patrick Quinn

The record-breaking 2011 heat wave that has set or broken more than 900 high-temperature records across the country has placed considerable stress on KDOT's field staff, whose responsibilities keep them working outdoors in oven-like conditions.

"We modify the work schedule where we can," said Peter Carttar, assistant chief in the Bureau of Construction and Maintenance. "We work summer hours, where people start early and finish early to try to avoid the extreme heat of day."

Several supervisors said that they're keeping a close eye on their field staff, ensuring that employees are well-hydrated and that no one spends too long under the blazing sun. As of mid-August, the agency has reported no heat-related injuries this summer.

"We have put the word out to drink water, and take breaks when appropriate," said KDOT Industrial Safety Coordinator Kelly Gaer. "Some senior managers adjusted schedules and work. Mainly employees are hydrating prior to arriving to work - it's an overall combined effort."

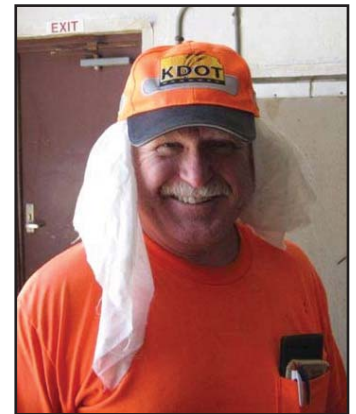
Oscar Hamilton, Public Service Administrator in Bonner Springs, said the safest approach is common sense. "Plan jobs that require a lot of outside exposure and physical labor so you start early in the day while temperatures are lowest,



To reduce the risk of fire, a KDOT crew sprays water ahead of work taking place on U.S. 283 in Ford County.

and get as much accomplished as you can early in the day," Hamilton said. "Slow down when the temperature gets too hot. When it is extremely hot, take frequent breaks and drink plenty of water, or something like Gatorade. Get in the shade if there is any shade available, and if there is any breeze make sure that it is not blocked by equipment. Pace yourself."

"The job's worst for the flaggers," said Jerry Glassman, an Area Superintendent in Oakley. "We constantly switch out people, keep rotating them, giving them breaks and getting them out of the heat." Glassman said crews are provided five-gallon coolers full of ice water, and that most employees carry a personal one-gallon cooler of ice water. "We've just learned we'll be getting Gatorade soon. It will be provided to all of us."



Mike Robinson, Equipment Operator Specialist in Wellington, tries to keep cool.



Above, Equipment Operator Senior Rodney Coles cools off at the Altamont office. At right, lots of canvas coverings (umbrellas) can be seen on the asphalt paving crew on the U.S. 169 expansion project at Coffeyville.



Continued on page 9



At left, King Construction does a bridge pour at night for a new K-14/K-96 bridge south of Lyons.

District News

Continued from page 8

It's tough on people running a lay-down machine near hot mix at 350 to 400 degrees. We just keep rotating them."

Carttar noted that the heat is as hard on equipment and materials as it is on humans. "High temperatures are an every-year thing, but particularly this year, at these temperatures, it's absolutely an issue. We were out in Ellis County pouring concrete in the middle of the night to get it in place and curing before the high temperatures set in. Concrete pavement doesn't like extreme heat."

Despite the heat, Kansas roads have held up well. "This is the time of year that we have pavement blowups, wherever we have concrete pavement, and whether it is covered with asphalt or not," said Scott Koopman, District Five Maintenance Engineer in Hutchinson. "But I do not know that this year is any worse than other years."

JULY 2011 IN KANSAS ...

- The statewide average temperature was 5.8 degrees warmer than normal. This marked the **fifth warmest July** on record for the state.
- July ranks as the **20th driest on record** (1895-2010) with a statewide average total precipitation of 1.84 inches. This is 55 percent of normal.
- Medicine Lodge, in Barber County, had the **state's highest temperature**

at 116 degrees on July 31. This set a new record for the date, the month and an all-time record high for July at Medicine Lodge. On the other hand, the state's lowest temperature was 59 degrees at Oberlin on July 3.

- **Daily record highs** were set at 142 locations, and tied at 76 others.

Information provided by Mary Knapp, Kansas State Climatologist



Equipment Operator Dave Kelley from Smith Center takes a quick break while working on spur route K-204.



Crews with APAC, Kansas Inc. try to stay cool while working on a maintenance job to overlay spur route K-204 in Smith Center.

Photos submitted by District employees

*Fun Facts
and Trivia*

Do you know?

**Kansas
Fun Facts**

1. In 1881, Kansas became the first U.S. state to adopt a Constitutional amendment prohibiting what?
2. Kansas was the first state to do this?
A. Institute a system of workers' compensation
B. Regulate the securities industry
C. Allow women to vote
D. All of the above
3. What was the first incorporated city in Kansas?
A. Leavenworth
B. Tonganoxie
C. Atchison
D. Paola
4. Where is the fried chicken capital of Kansas?
5. Where was Kansas' worst mine disaster in which an underground explosion killed 47 miners?
6. Which U.S. President designated a national cemetery in Fort Scott?
A. President Herbert Hoover
B. President Abraham Lincoln
C. President Dwight D. Eisenhower
D. President Richard Nixon

Answers on page 12

Agency receives two awards from NTPAW

KDOT's Division of Public Affairs won two awards at AASHTO's National Transportation Public Affairs Workshop in Des Moines, Iowa, in August.

The first award was in the public awareness category for the Go Orange! work zone safety campaign that featured blogs, photos and videos of people wearing orange, orange ribbons, a news conference and other activities promoting National Work Zone Awareness Week.

The second award was for TV commercial or PSA without consultant for the winter traveler information promotion that was aired in December and January encouraging travelers to use KanDrive and 511.

Calendar of Events

Sept. 5 – State employees off for Labor Day holiday.

Sept. 13 – 11 a.m. KDOT Employees' Council Meeting, Third Floor, Eisenhower Building.

Sept. 13 – Safety blogs begin on KTOC. For more information, see story on page 5.

Sept. 21 – 1:30 p.m., Construction Bid Letting, Fourth Floor West Wing, Eisenhower Building.

KDOT monthly retiree meeting in Topeka

KDOT retirees meet in Topeka on the first Tuesday of each month at the Coyote Canyon restaurant, 1251 S.W.

Ashworth Place (Huntoon Street and Wanamaker Avenue). Lunch begins at 11 a.m., with a program that follows. All KDOT retirees are invited to attend.

For more information, contact Nancy Fleeker Daniels at 785-286-0201 or nancyjfd@thedaniels.org.

Step Back in Time



The U.S. 77 bridge over the Smoky Hill River south of Junction City succumbs to high water during the 1951 flood.



Above, carnival rides line the midway at the State Fair. At right, Melissa Nevins, Senior Administrative Assistant in Hutchinson, assists a visitor to the KDOT booth last fall.



Public can learn about byways, agency at booth

Kansas has some of the best highways in the nation, and come Sept. 9-18, many people will be taking those roadways to the 98th annual State Fair in Hutchinson.

While there, visitors can stop by the KDOT booth, which will be in the middle of the Eisenhower Building next to the Kansas Safety Belt Education Office. State maps will be available as well as other promotional items and brochures on various transportation topics.

Kansas Byways will be the featured topic with brochures and note pads highlighting the 10 byways in the state.

“People who take advantage of traveling along Kansas Byways have opportunities to see some amazing scenery and discover hidden history about these unique areas of our state,” said Kansas Byways Public Involvement Liaison Sue Stringer. “We encourage everyone to travel new routes that include Kansas Byways when taking a trip and discover the natural beauty and remarkable his-

tory the state has to offer.”

Of the 10 byways in Kansas, two are National Scenic Byways. Each of them showcases different things, whether it’s scenery, terrain, wildlife, history, local communities or activities.

The KDOT booth will be open from 11 a.m. to 9 p.m. opening day, 9 a.m. to 9 p.m. from Sept. 10-17 and from 9 a.m. to 7 p.m. on closing day. For more information on the Kansas State Fair, visit the website at www.kansasstatefair.com. -K.S.

Welcome new KDOT employees!

Headquarters

John Foster, Engineering Associate I, Engineering and Design
Curtis Geiken, Applications Developer III, Computer Services
Laura Chavez, Management System Analyst II, Computer Services

District Five

Dwight Radke, Public Service Administrator III, Hutchinson
Information provided by Personnel

M I L E S T O N E S

KDOT salutes employees celebrating state anniversaries in September

10 YEARS

Barb Blue Topeka
 Michael Dillner Topeka
 Frank Hipp Holcomb
 George Laliberte Topeka
 Terri Rule Hays
 Ramona Taylor Topeka

30 YEARS

Dennis McGreevy Great Bend
 Larry Meyer Lakin

20 YEARS

Leonel Alvarado Topeka
 Joseph Beilman Topeka
 Patrick Cobos Topeka
 Roxane Crow Lawrence
 Daniel Espinosa Jr. Kinsley
 Virginia Holthaus Topeka
 Christine Severt Buffalo
 David Ubel Dodge City
 Tracy Walker Mankato
 Lynn Whittlesey Manhattan

State service anniversaries are compiled by Personnel Services. Employees and home towns are included in this list.

Promotions/Transfers

Headquarters

Aaron Boehmier, Engineering Associate I, Engineering and Design
Isaac Ferguson, Engineering Associate I, Engineering and Design
Wilbur Jay, Engineering Associate I, Engineering and Design

KDOT Computer Training

– from the KCTC

How to email an Access report as an attachment

Sometimes people request an electronic copy of an Access report. However, Access reports are tied to the database, and you don't want to send the whole database! So, here is a simple way to email an Access 2007 report, in a PDF format:

- ♦ Open the Access report in Print Preview
- ♦ In the Print Preview tab of the Ribbon, click the PDF or XPS button
- ♦ In the Publish as PDF or XPS dialog box, select a location, type a name, and make sure the Save as Type dropdown says PDF
- ♦ Verify that the Open file after publishing check box is checked
- ♦ Click Publish

The report will be converted to a PDF, and will open up in Adobe

- ♦ To email it, click File, then Attach to email in Adobe

Tip: You can email other types of Access objects, too. Just use the PDF or XPS button on the External Data tab of the Ribbon.

Check out the shared calendar: KCTC for on-going classes. Contact the KCTC at kctc@ksdot.org or call Ingrid Vandervort 785-296-8993.

Kansas Department of Transportation
Bureau of Transportation Information
 Eisenhower State Office Building
 700 SW Harrison, Second Floor, West
 Topeka, KS 66603-3754

PRE-SORTED STANDARD
 U.S. POSTAGE
 PAID
 TOPEKA, KS
 PERMIT No. 157

NOTE: This information is available in alternative accessible formats. To obtain an alternative format, contact Transportation Information, Eisenhower Building, 700 SW Harrison, 2nd Floor West, Topeka, KS, 66603-3754, or (785) 296-3585 (Voice)/Hearing Impaired - 711.

Upcoming KDOT Training Courses

Classes at Headquarters

- ♦New Employee Orientation, Sept. 8
- ♦Ouch! That Stereotype Hurts, Sept. 20
- ♦Ouch! That Stereotype Hurts. Sept. 28
- ♦Ouch! That Stereotype Hurts, Sept. 29
- ♦BEST Week 1, Oct. 24-28
- ♦New Employee Orientation, Nov. 10
- ♦BEST Week II, Nov. 28-Dec. 2

Classes at District Offices

- ♦Leadership Basics, Sept.13-15, Salina
- ♦Ouch! That Stereotype Hurts, Oct. 18, Chanute
- ♦Advanced Resource Training, Nov. 1-3, Hutchinson
- ♦Transition to Leadership, Nov.15-17, Hutchinson
- ♦Transition to Leadership, Nov. 21-23, Topeka

6. B., President Abraham Lincoln, 1862
 5. Frontenac, in 1888
 4. Crawford County

3. A., Leavenworth
 2. D., All of the above
 1. All alcoholic beverages

Answers