

# FALCON FALL 2021 UPDATE: Question & Answer



# Falcon Login



powered by

**Falcon/WebSuite**

falcon/svp  
falcon/enterprise

## Electronic Plans Distribution Center

Username

Password

Log In

Log in to Falcon using your DOTD assigned username and password.





Locate the desired project number, then click the question mark icon to the left of it.

Options	Project	Description	Letting Date
	000-00-0000	UPDATE Version 7	09/01/2020
	000-00-0011	New Version Test	07/09/2020
	4400017771	MAINTENANCE MOWING & LITTER REMOVAL	01/13/2020
	4400017772	MOWING AND LITTER REMOVAL IN DISTRICT 05	01/16/2020
	4400017773	MOWING AND LITTER REMOVAL	01/14/2020
	4400017774	MOWING AND LITTER REMOVAL	01/17/2020
	4400017775	MOWING AND LITTER REMOVAL IN DISTRICT 02	02/18/2020
	4400017814	D62 Laplace Building Repairs	01/28/2020
	4400018026	MOWING AND LITTER REMOVAL IN DISTRICT 02 US 90 & LA182	02/20/2020
	4400018148	Mowing and Litter Removal on I-12	12/19/2019
	4400018149	Mowing and Litter Removal on I-12	12/19/2019
	4400018150	Mowing and Litter Removal on I-12	12/19/2019
	4400018151	Mowing and Litter Removal on US 190	12/19/2019
	4400018152	Mowing and Litter Removal on I-55 & Service Rd.	12/19/2019
	4400018233	I-49 MAINTENANCE MOWING AND LITTER COLLECTION	01/14/2020
	4400018574	MOWING AND LITTER REMOVAL	01/14/2020
	4400018796	MAINTENANCE MOWING IN DISTRICT 61	01/14/2020
	4400018798	Maintenance Mowing, Litter Removal and Related Work	01/14/2020
	4400018799	Maintenance Mowing, Litter Removal and Related Work	01/14/2020
	4400018801	MAINTENANCE MOWING AND LITTER REMOVAL IN DISTRICT 61	01/14/2020
	4400018901	MOWING AND LITTER REMOVAL IN DISTRICT 08	01/14/2020
	4400019296	Dist 05 and 58 Guardrail	06/15/2020
	4400019299	Guardrail Maintenance	06/15/2020
	4400019476	MAINTENANCE AND OPERATION OF REST AREA IN DISTRICT 04	05/14/2020
	4400019528	Maintenance Sweeping in District 62	06/18/2020
	H. #####	Falcon Presentation	06/03/2021
	H.000133	US 80 OVERPASS @ KCS RR	06/10/2020

83 Projects



# Submit Question: New Look

## Old View:

Project: [4400019299]      Questions: [0]  
Follow-ups: [0]      << Back      Submit Question

## New View:

Back   **Q&A ?**   Help   Logout

Falcon/SVP Q&A

<b>Project</b>	4400019299	<b>Description</b>	Guardrail Maintenance
<b># Questions</b>	0	<b># Follow-ups</b>	0

To submit a Falcon question, use the submit Q&A button located at the top left of the window.



# Submit Question: New Look

Once you select the submit button, the “Submit Question” window will appear (see below).

**Submit Question** ✕

**Subject** **Sheet #**

**Question**

\*Required Field

Enter the subject, sheet # (if necessary), and question in the indicated fields. Select the “Submit” button once you are finished.



# LADOTD Reply

DOTD will respond to all Questions and Follow-up Questions with “*Your question has been received and the Department will respond if appropriate.*” This answer will be emailed to the submitter, but **NOT** posted on the Falcon Q&A.

Any subsequent answer to the question will be emailed to the submitter. When the official response is sent, the question and answer **WILL** be posted on the Falcon Q&A.



# Question & Answer: New Look

Navigation icons: Back, Submit, Help, Logout

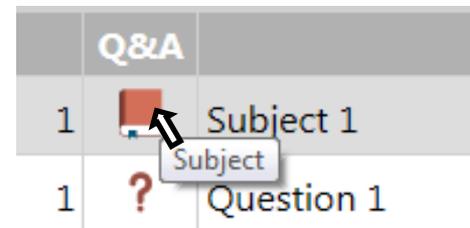
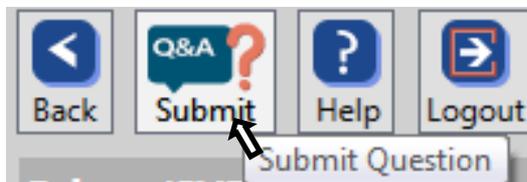
Falcon/SVP Q&A

<b>Project</b>	H.#####	<b>Description</b>	Falcon Presentation
<b># Questions</b>	1	<b># Follow-ups</b>	1

#	Q&A	Subject/Question/Response
1		Subject 1
1		Question 1
1A		Answer 1

The question and answer will become visible once an answer to the question has been provided.

Note that hovering your mouse over an icon will reveal its function.



# Ask a Follow-up Question

Navigation: Back, Submit, Help, Logout

Falcon/SVP Q&A

<b>Project</b>	H.#####	<b>Description</b>	Falcon Presentation
<b># Questions</b>	1	<b># Follow-ups</b>	0

#	Q&A	Subject/Question/Response
1		Subject 1
1		Question 1
1A		Answer 1

[Submit Follow-up Question](#)

To ask a follow-up question, click the “Submit Follow-up Question” button underneath the answer of the question you would like to follow-up with.



# Submit Follow-up Question

- Once you click the “Submit Follow-up Question” button, a “Submit Follow-up Question” window will appear.

Submit Follow-up Question

Subject: Subject 1

Sheet #: 0

Question

\*Required Field

Submit Cancel

- Type the follow-up question in the indicated field, then click the “Submit” button once you are finished.
- Note that the Subject and Sheet # will auto-fill with the relevant information since it is a follow-up question.



# Follow-up Q&A



Falcon/SVP Q&A

<b>Project</b>	H.#####	<b>Description</b>	Falcon Presentation
<b># Questions</b>	1	<b># Follow-ups</b>	1

#	Q&A	Subject/Question/Response
1		Subject 1
1		Question 1
1A		Answer 1
1-1		Follow-up Question 1
1-1A		Follow-up Answer 1

Submit Follow-up Question

The follow-up question and follow-up answer will become visible once an answer to the follow-up question has been provided.



# Ask a New Question

Navigation icons: Back, **Submit** (highlighted), Help, Logout

Falcon/SVP Q&A

<b>Project</b>	H.#####	<b>Description</b>	Falcon Presentation
<b># Questions</b>	2	<b># Follow-ups</b>	1

#	Q&A	
1	Subject 1	
1	Question 1	
1A	Answer 1	
1-1	Follow-up Question 1	
1-1A	Follow-up Answer 1	<input type="button" value="Submit Follow-up Question"/>
2	Subject Two	
2	Question Two	
2A	Answer Two	<input type="button" value="Submit Follow-up Question"/>

To ask a new question, simply follow the same steps as before.

All questions, answers, and follow-ups will appear underneath the question number it correlates to.

