



This presentation explains the steps needed to successfully enter your Annual Proficiency results into the website.

(Please scroll down to read the entire Document.)



If you fall in one of these categories – you must use the Website for submitting your results.

Level 1A – All Technicians

SB 101 Technicians + TxDOT Technicians

Fine Aggregate – TxDOT Only

Deadline – February 28, 2011



Fine Aggregate Proficiency – TxDOT Technicians Only

If you are an industry or consultant technician, DO NOT enter your results for the Fine Aggregate Proficiency thru the website.

Please fax or email your results to:

Claudia Izzo at 512-506-5915 or Claudia.Izzo@txdot.gov

If you are a TxDOT technician, enter your results thru the website as per the following instructions.
For your Certification Number – Enter 0000.



SB 201 / Base Proficiency

The SB 201 / Base Proficiency has been postponed due to a lack of Soil Compactor Analyzers (SCA). It is not certain at this time when base samples will be shipped. It is dependant on laboratories being supplied With the SCA.

However, when you do receive your SB 201 / Base proficiency samples, please Proceed with testing and entering your results thru the website as per these instructions.



Logging Into the Website

If you are a TxDOT technician needing to submit SB 101 and/or Fine Aggregate Proficiency results and have never been certified thru the HMAC – Please call 512-312-2099 for your Username and Password.

For technicians who hold any certifications (Level 1A, Level 1B, Level 2, SB 101, SB 102, SB 103, SB 201 and/or SB 202) - on the Home page of this website, enter your UserName and Password and click “Log IN”.



If this is the first you time have logged into the website and you currently hold any type of certification with the Hot Mix Asphalt Center - your Username will be the initial of your first name in uppercase and your last name in lowercase.

For example, Test User's Username is Tuser.

If you certified in any certification prior to January 2010 - Your password is Nine digits long which will be the last four digits of your SSN and your work Zip code.

If you certified in any certification after January 2010 – your password is the Initial of your first name in uppercase, the initial of your last name in lowercase, the last four digits of your Social Security number, the Zip Code of the company you work for followed by a plus sign +.

So, If Test User's SSN is 123-45-1234 and his company's zip code is 77777, His Password would be Tu123477777+.



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Existing User Login


Username:

Password:

[New User Registration](#)


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Certification Levels



[Click here for more details](#)

TxDOT Forms, Test Procedures ETC.



[Click here for more details](#)

Videos Of TxDOT Tests



[Click here to view videos](#)

QC/QA Technician Of The Year

Level 1A

Level 1B

Level 2

Username & Password



When you successfully log in, a page will be populated informing that every time you log in, you must check and update your personal information.



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Login

Every time you log on to the system, you will first be required to check your personal information and make any necessary updates. Please click "Next".

Click "Next"



Once you have checked your contact information and made any necessary changes, click “Next”.

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Contact Info

* Indicates a required field.

Username

E-mail *

First Name *

Last Name *

Company *

Last 4 digits of SSN *

Work Address

Address *

City *

State *

Zip *

District (only for TXDOT Employees)

Work Phone

Work Email

Personal Address

Address *

City *

State *

Zip *

Home Phone

Cell Phone

Personal Email

Freight Address

Address *

City *

State *

Zip *

Password:

Type your new password again.

Password must be at least 8 characters and must contain at least one lower case letter, one upper case letter, one digit, and one symbol.

Click "Next"



The next page will confirm the changes were saved and click “Next” again.

Windows Internet Explorer browser window showing the Hot Mix Asphalt Center website. The address bar displays http://www.bxhmac.org/?page_id=24&pg=3. The browser title is "Login << Hot Mix Asphalt Center - Windows Internet Explorer".

The website header includes the Hot Mix Asphalt Center logo and navigation links: Home, About Us, Meet the Staff, Certifications, and Contact Info. A "PAVEMENT ASSOCIATION" logo is also visible.

The main content area displays a success message: "You have successfully completed updating your information." Below this message are "Back" and "Next" buttons. A callout box with a blue border and arrow points to the "Next" button, containing the text "Click 'Next'".

On the left side, there is a yellow sidebar with the following sections:

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The Windows taskbar at the bottom shows the Start button, several application icons (Inbox - Microsoft Outlook, Microsoft PowerPoint), and the system tray with the date and time: 2:43 PM, 2/13/2011.



This will take you to your personal Certification Page, listing your certifications. The Certification Page is separated into two parts. The top part is the hot mix Certifications and the bottom part is the Soils and Base certifications.

Under the respective list of certifications are three items named “Proficiency Instructions”, “Submit Annual Proficiency Results” and “Annual Proficiency Reports”. (Level 1A Proficiencies are under your Hot Mix Certifications and the Coarse and Fine Binder, Fine Aggregate and Base Material Proficiencies are under your Soils Class Certifications).

It is suggested you click on “Proficiency Instructions” and print them. Run all Tests according to the instructions and write down your answers on a separate Piece of paper or you can use the appropriate TxDOT Site Manager form.

Once you have your results, come back to this page and enter your results by Clicking on “Submit Annual Proficiency Results”.



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Certification

Hot Mix

Cert Name	Cert Date	Cert Num	Expiration Date
1A			
1B			
2			

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Soils Class

Cert Name	Cert Date	Cert Num	Expiration Date
SB101			
SB102			
SB103			
SB201			
SB202			Prerequisite: SB201 is required.

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(Level 1A)
Click "Proficiency Instructions".

(Soils and Base)
Click "Proficiency Instructions".





PROFICIENCY SAMPLE INSTRUCTIONS

There are two samples for the Statewide Hot Mix Proficiency Program. One will be marked "Sample A" and the other will be marked "Sample B". The Level 1A certified specialist, whom these samples are addressed, should proceed with testing the samples promptly.

IMPORTANT NOTE TO ALL LEVEL 1A SPECIALISTS: Run all tests according to applicable test procedures, except as noted below.

Place bucket containing proficiency sample in an oven that has been pre-heated to 250 degrees Fahrenheit. Leave the bucket in the oven for two hours. At the end of this hour two, remove bucket from oven and empty material in a large flat pan. Weigh up samples using the following weights:

Ignition Oven:	1200 grams
Molded specimens (three):	965 grams
Rice Specific Gravity:	1300 grams

Place each individual sample into separate pans. Return the individual samples to 250 degrees Fahrenheit in oven for an additional 2 hours of curing prior to making specimens, running Rice Gravity and running Ignition Oven extraction.

Run the ignition oven at 1500 degrees C (932 Degrees F) or on the default setting on NTO ovens and do not apply correction factor (use 0.00%).

DO NOT run a wet sieve analysis. Run a dry sieve analysis ONLY on the ignited sample in accordance to Tex-200-F. Failure to abide by this procedure obscures results and may bias the proficiency ratings.

Also, please ensure that sieve sizes correspond to those listed in the Proficiency Sample Result Sheet.

No dry back is necessary for the Rice Gravity.

Enter your test results in the Proficiency Sample Test Result Form no later than February 28, 2011 by logging onto www.tahmac.org using your Username and password, then following the instructions on your home page.

If you have questions about mix preparation or testing, please contact James B. Bradley at (512) 506-5837 or James.Bradley@tdot.gov. If you have other questions, please call Nyle Swanner at (512) 312-3099.



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Certification

Hot Mix

Cert Name	Cert Date	Cert Num	Expiration Date	Status
1A				
1B				
2				

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Soils Class

Cert Name	Cert Date	Cert Num	Expiration Date	Status
SB101				
SB102				
SB103				
SB201				
SB202				

Prerequisite: SB201 is required.

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(Level 1A)
Click "Submit Annual Proficiency Results" .

(Soils and Base)
Click "Submit Annual Proficiency Results" .





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Certification > Submit Annual Hot Mix Proficiency Results:

HOT MIX PROFICIENCY RESULT				
District Area Office	Technician		Test User	
Or Company	Testing Website, Co.	Level 1A Certification No		
	SAMPLE "A"	SAMPLE "B"		
SIEVE SIZE (FROM DRY SIEVE ANALYSIS)	GRADATION % CUMULATIVE PASSING			
3/4"				
3/8"				
No. 4				
No. 8				
No. 30				
No. 50				
No. 200				
Asphalt Content (%)				
Maximum Specific Gravity (Gr)				
	Molded Specific Gravity (Ga)	Specimen Height (in)	Molded Specific Gravity (Ga)	Specimen Height (in)
Sample 1				
Sample 2				
Sample 3				
Average				
Average Density (%)				
PressType				
Press Identification Number				
Date Press Calibrated				
Date Submitted	02/13/2011			

* All fields are required.

Save Back





IT IS VERY IMPORTANT THAT YOU ENTER ALL OF YOUR RESULTS BEFORE YOU CLICK "SAVE" AT THE BOTTOM OF THIS PAGE !

DO NOT USE THE "ENTER KEY" TO NAVIGATE FROM ONE DATA BOX TO ANOTHER! USE THE "TAB" KEY OR USE YOUR MOUSE TO CLICK ON THE DATA BOX WHERE YOU WANT TO ENTER RESULTS.

Once you click "Save", your results are automatically written to the database and you CANNOT edit or change them !

Also when you click "Save", a screen will appear saying "Thank you for submitting the data."

It will also say "Download the submitted data in PDF format. This DOES NOT Mean download it to the database, it is already downloaded at this point.

This means download it to a PDF file so you can view your results, print them For your records and/or save them to your computer.

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Click "Save" to write your results to the database and submit them.

Certification > Submit Annual Hot Mix Proficiency Results:

HOT MIX PROFICIENCY RESULTS				
District Area Office	Technician	Test User		
Or Company	Testing Website, Co. Level			
	SAMPLE "A"	SAMPLE "B"		
SIEVE SIZE (FROM DRY SIEVE ANALYSIS)			PASSING	
3/4"	100.0		100.0	
3/8"	90.0		80.0	
No. 4	80.0		60.0	
No. 8	70.0		50.0	
No. 30	60.0		30.0	
No. 50	50.0		15.0	
No. 200	9.5		9.0	
Asphalt Content (%)			5.1	
Maximum Specific Gravity (Gr)			2.550	
	Sample Specific Gravity (Ga)	Specimen Height (in)	Molded Specific Gravity (Ga)	Specimen Height (in)
Sample 1	2.333	1.99	2.339	2.01
Sample 2	2.334	2.00	2.340	2.02
Sample 3	2.335	2.01	2.341	2.03
Average	2.334	2.00	2.340	2.02
Average Density (%)	96.5		97.0	
PressType	TxDOT			
Press Identification Number	1111			
Date Press Calibrated	12-30-2010			
Date Submitted	02/13/2011			

* All fields are required.



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[Certification](#) > Submit Annual Hot Mix Proficiency Results:

Thank you for submitting the data.

Download submitted data (ID=273) in PDF format: [Go](#)

Click "Go" to view your results.
You can also print or download
them to your computer.

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HOT MIX PROFICIENCY RESULT				
District Area Office:			Technician: Test User	
Or Company: Testing Website, Co.			Level 1A Certification No: 0000	
	SAMPLE A		SAMPLE B	
SIEVE SIZE (FROM DRY SIEVE ANALYSIS)	GRADATION % CUMULATIVE PASSING			
3/4	100.0		100.0	
3/8	90.0		80.0	
No. 4	80.0		60.0	
No. 8	70.0		50.0	
No. 30	60.0		30.0	
No. 50	50.0		15.0	
No. 200	9.9		9.0	
Asphalt Content (%)	5.0		5.1	
Maximum Specific Gravity (Gr)	2.555		2.555	
	Molded Specific Gravity (Ga)	Specimen Height (in)	Molded Specific Gravity (Ga)	Specimen Height (in)
Sample 1	2.333	1.990	2.339	2.010
Sample 2	2.334	2.000	2.340	2.020
Sample 3	2.335	2.010	2.341	2.030
Average	2.334	2.000	2.340	2.020
Average Density (%)	96.5		97.0	
PressType	TxDOT			
Press Identification Number	1111			
Date Press Calibrated				
Date Submitted	02/13/2011			



The deadline to submit your proficiency results is February 28th, 2011 !

On March 01, 2011, the database will send ALL of the results to TxDOT For analysis. Once TxDOT performs the analysis, the Annual Proficiency Report will be available for you to access it on the same page your Certifications are found.

You will be able to view, save and/or print your report.

NOTE: If you receive a 2 rating or below on any result, you are required to fill Out an “Explanation of Low Rating”. This will also be available on your Certification page when you Annual Proficiency Report becomes available.

FAILURE TO SUBMIT ANNUAL PROFICIENCIES OR FAILURE TO RESPOND TO A LOW RATING OF 2 OR BELOW COULD LEAD TO YOU LOSING YOUR CERTIFICATION.