

WEB STATUSING YOUR RESOURCES

1. LOG ONTO YOUR COMPUTER AND GO TO THE FOLLOWING WEB SITE
<http://ross.nwcg.gov>
2. ONCE THE ROSS WEB PAGE OPENS UP, MOVE YOUR CURSER TO THE WORD "STATUS" IN THE TITLE RESOURCE ORDERING and STATUS SYSTEM. YOU WILL NOTICE THAT THE CURSER CHANGES TO A HAND. CLICK ONCE ON THE WORD STATUS.
3. THIS WILL BRING YOU TO THE LOGIN WINDOW. JUST TYPE IN YOUR USERNAME AND PASSWORD, ALL CAPITAL LETTERS, THAT WAS GIVEN TO YOU BY THE DISPATCH CENTER.
4. THIS WILL BRING YOU TO THE FIRST STATUS WINDOW. SELECT THE STATUS VENDOR RESOURCE LINK NEAR THE UPPER LEFT CORNER OF THE SCREEN.
5. THIS SHOULD BRING YOU TO YOUR VENDOR SCREEN. CLICK ONCE ON THE EQUIPMENT LINK AND THIS SHOULD BRING UP ALL OF YOUR EQUIPMENT THAT WE HAVE ON EERA CONTRACTS. THIS IS ALSO THE SCREEN YOU CAN CHANGE YOUR PASSWORD FROM. NOTICE THE LINK IN THE UPPER RIGHT HAND CORNER.
6. NOW CHOSE WHICH PIECE OF EQUIPMENT THAT YOU WANT TO STATUS AND THEN CLICK ON STATUS SELECTED RESOURCE. (FOR NOW YOU CAN ONLY CHOSE ONE AT A TIME).
7. THIS WILL TAKE YOU TO THE ACTUAL RESOURCE STATUS SCREEN. JUST CHOSE ONE OF THE THREE AREAS YOU WANT YOUR RESOURCE TO BE STATUSED AS, (LOCAL, GACC, AND NATIONAL) AND THEM MAKE SURE THAT THE AVAILABILITY BOX HAS A CHECK IN IT. THEN CLICK ON SAVE. THIS WILL TAKE A FEW SECONDS OR SO TO PROCESS AND THEN COME BACK TO THE SAME SCREEN. USE YOUR BACK BUTTON TO GO BACK AND CHANGE THE STATUS ON ANY OTHER EQUIPMENT THAT YOU NEED TO CHANGE / UPDATE.
8. IF YOU KNOW OF SOME TIME FRAME LATER ON THAT YOUR EQUIPMENT WILL NOT BE AVAILABLE, SUCH AS VACATIONS, ETC, YOU CAN SET A PERIOD OF UNAVAILABILITY FROM THIS SCREEN ALSO.
9. FROM THE UNAVAILABILITY PERIODS AREA IN THE LOWER LEFT HAND SIDE OF THE WINDOW, JUST CLICK ON ADD; USE THE BLUE CALENDAR TO SET YOUR DATES. GIVE A REASON IF YOU WOULD LIKE TO AND THEN CLICK ON THE OK AND YOU SHOULD BE DONE.
10. PLEASE USE THE LOG OFF LINK IN THE UPPER RIGHT HAND CORNER OF THE WINDOW TO EXIT. IT HELPS ROSS TO COMPLETE THE PROCESS. IF YOU HAVE ANY QUESTIONS / PROBLEMS, PLEASE FEEL FREE TO CALL BILLINGS DISPATCH CENTER @ 406-896-2900.

USERNAME:
PASSWORD:

USERNAME:
PASSWORD: