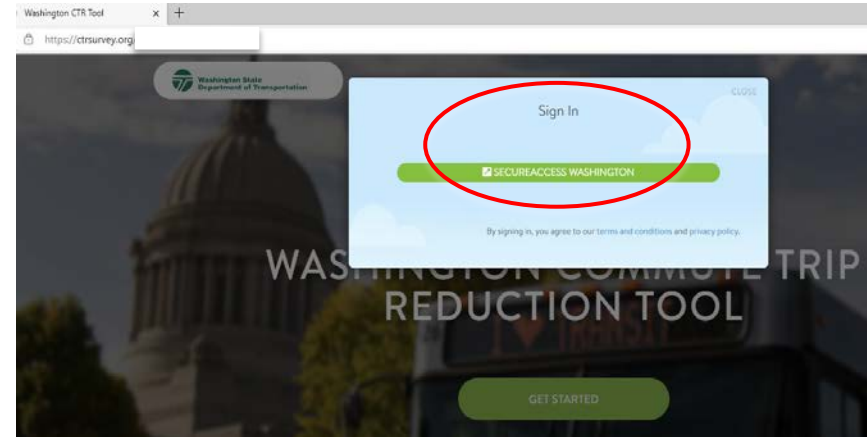


# CTR Tool: how to log in

1. Go to [ctrsurvey.org](https://ctrsurvey.org).
2. Click **GET STARTED**.
3. Click **SECURE ACCESS WASHINGTON**.

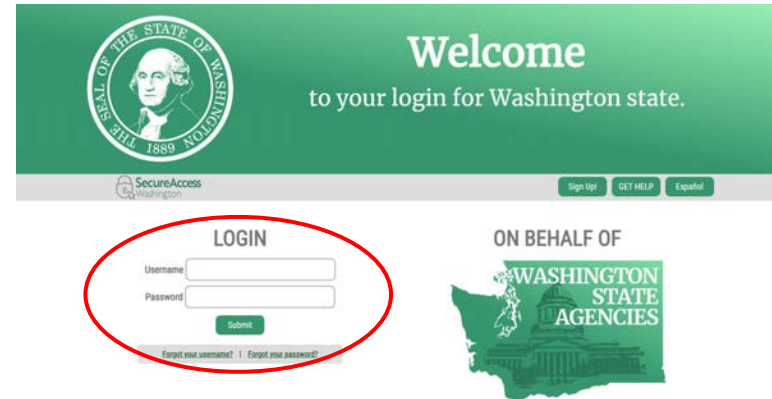


# CTR Tool: how to log in

4. Sign into Secure Access Washington.

**NOTE:**

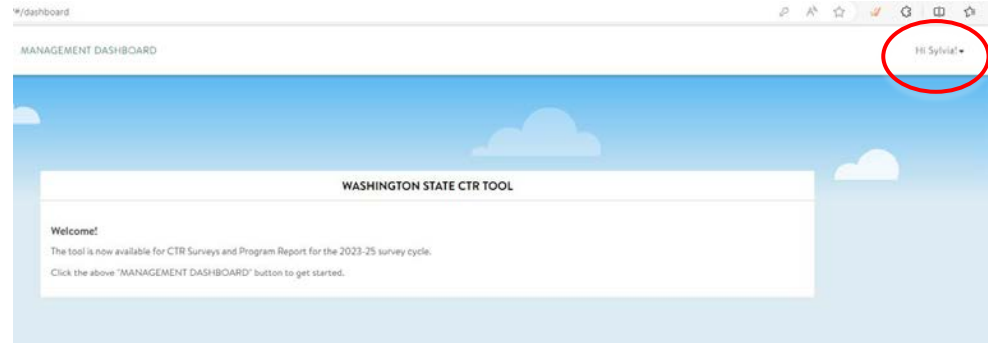
- Use your work email address to complete the set-up/log-in process.
- It must match the email address used for the CTR Tool.



# CTR Tool: how to log in

You should now see the **WASHINGTON STATE CTR TOOL** landing page.

5. Verify that the dropdown near the upper right corner reads, “**Hi (your name)!**”
  - If the dropdown reads, “**Hi Commuter!**”: click the arrow, click **EDIT PROFILE**, and fill in your name and email.
  - Click **UPDATE PROFILE DETAILS**.



# CTR Tool: how to log in

6. Click **MANAGEMENT DASHBOARD** at the top of the screen.

