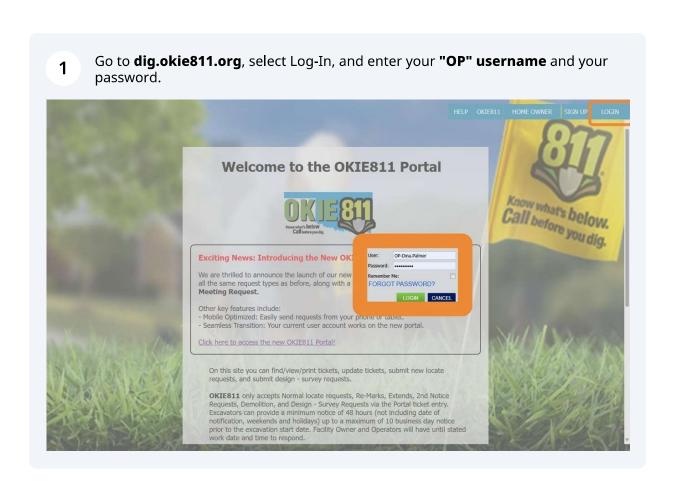
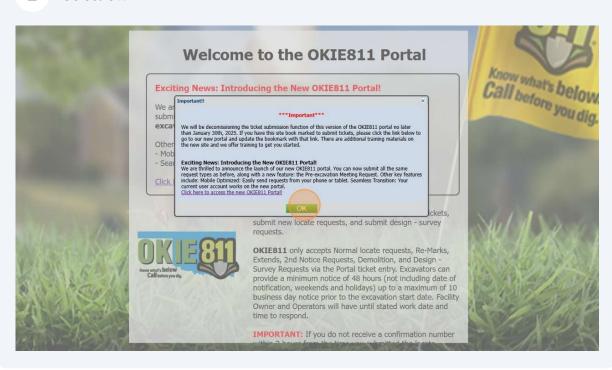
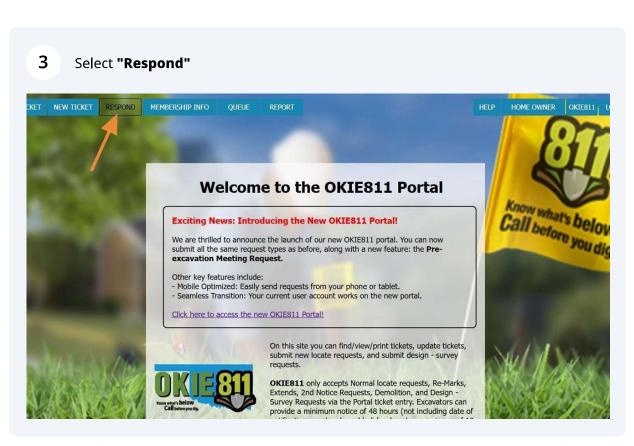
OLD PORTAL - Positive Response March 2025

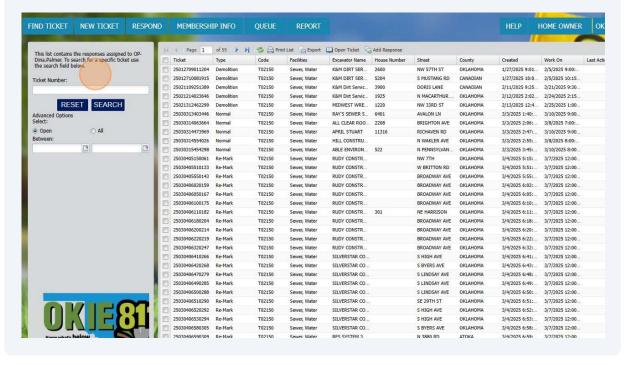


2 Select **OK**

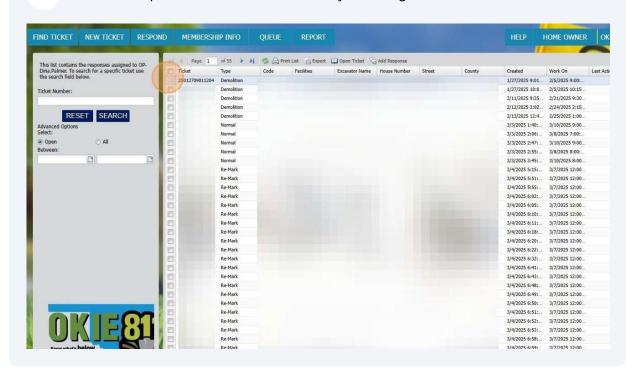




Now you can view all **Open** requests or use search options on the left hand side to search for a particular ticket.

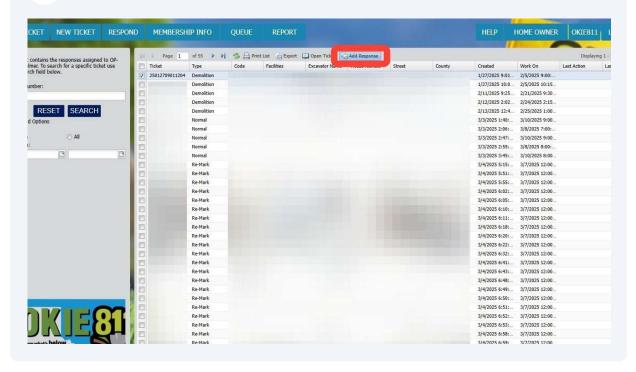


5 You can respond to an individual ticket by selecting the ticket.

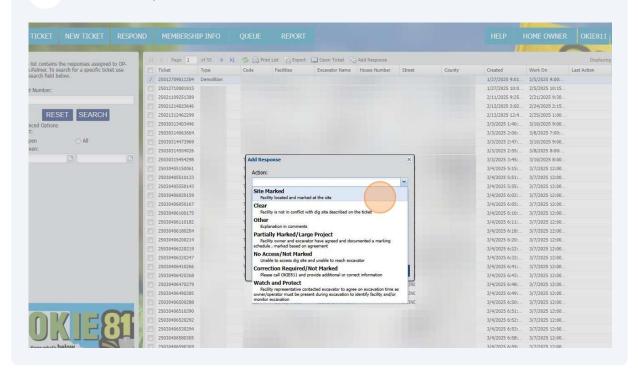


4

6 Then select Add Response



7 Use the drop down to choose an **Action** and add a comment if needed.

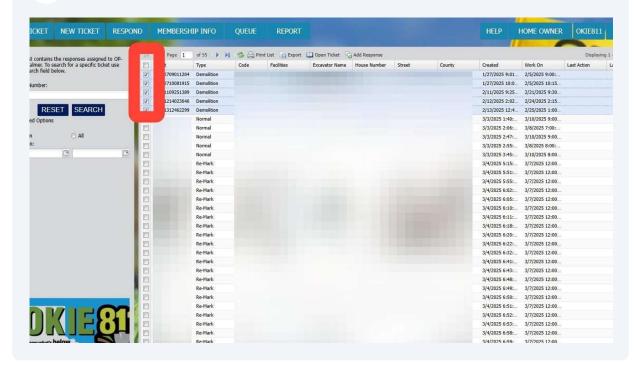


8 Select **Save** to add your response to the locate request



Tip! If you have the same response you can respond to multiple tickets at one time!!

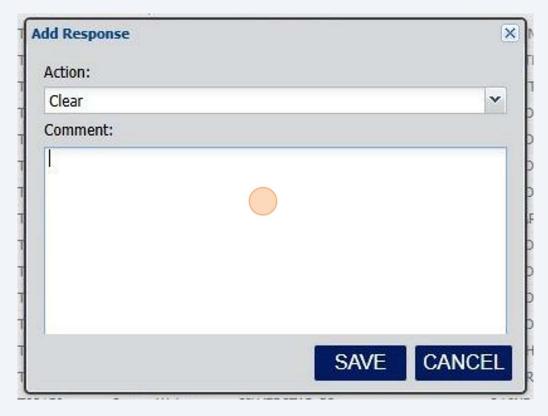
9 To respond to multiple tickets, simply select all the tickets you want to respond to.



10 Click "Add Response"



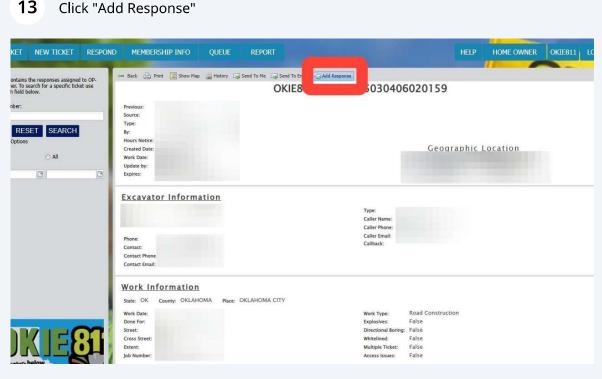
Add your **Action** and **comment**, then select **Save.** This will add the **SAME** response to all selected tickets.



- Tip! You can also view tickets in ticket view! This allows you to view all ticket information!
- **12** Double-Click on a ticket to open it in ticket view.



13 Click "Add Response"



Select your Facility Type, add your Action, Comment, then Save.

Add Response
Facilities:
Sewer, Water
Action:
Site Marked
Comment:



Request Safety Information

You can also use OKIE-D-CRITTER Chatbot! 17 Below you will find tutorials that will guide you through the member portal: OKIE-D-CRITTER How to positively respond? OKIE-D-CRITTER To post a Positive Response as a facility operator, you need to use the OKIE811 Portal. Here's how you can Positive Response **Facility Operator Portal** Wa **Tutorial** 1. Log into the OKIE811 Portal: 1. Visit the OKIE811 Portal. Select "Facility Operator Hub" and then "Submit Positive Response" to see the full list of your open requests. 2. Submit Your Response: **Request Safety Information** 1. Follow the instructions provided in the portal to submit your

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