

APCM Lunch & Learn: Diary Entries

Session Q&A:

Will you still be able to have a tile view so you can see DWR and Diary at the same time?

APCM does not currently have this option.

What does AD stand for in the Time ID?

AD stands for Available Days

Can multiple days at a time be approved without going to each individual date?

You can see and approve multiple daily work reports for a contract from the Daily Work Reports component.

Are we able to view and PRINT a DWR?

Yes, options are available from the Daily Work Report menus to view and print.

For recurring time entries (checklist events) what is put under comments for the barricade entry? what is the recommendation for this field?

[SiteManager Checklist Events, Key Dates, and Critical Dates Guidance Document](#)

identifies the standardized entry as the date of inspection. Refer to your District policies for additional data entry requirements.

What if the DWR is rejected and not approved. Can you go back and edit?

Yes, the DWR is returned to draft status, and edits can be made. Once edits are completed, it can be resubmitted for approval until it is included in an estimate.

In closing an estimate, can we go back and make time charges and corrections?

Once an estimate has been generated time charges cannot be modified for the current or previous estimate cycles, similar to our existing SiteManager process.

When will we be able to review the APCM Workbook/Handbook?

The APCM Handbook will not be released until system development is complete.

Can we delete the monthly estimate and rerun, after corrections are made?

An estimate can be returned to draft status or deleted at any time prior to the Finance deadline. After making corrections, a new estimate must be generated if deleted or submitted for approval if in draft status. This process is similar to the existing SiteManager process.

Some questions were addressed during the recorded APCM Lunch and Learn Training session. This recording is available internally on **Crossroads** and externally on the **APCM Resource page** at **TxDOT.gov**. Questions submitted that could not be covered during the live session or immediately afterward have been addressed in this document. All responses were provided by the **Construction Division's Training and Development team** to ensure accuracy with current APCM status.