

**Action:** The ACE MM and eliminated alternatives will be included in a final ACER. OEM reviews the ACER and enters comments on the Draft ACER Review form.

**When:** After the ACE MM and eliminated alternatives acceptance.

**How:** Follow the steps shown in this guide to access the Draft ACER Review page, where you will review the report.

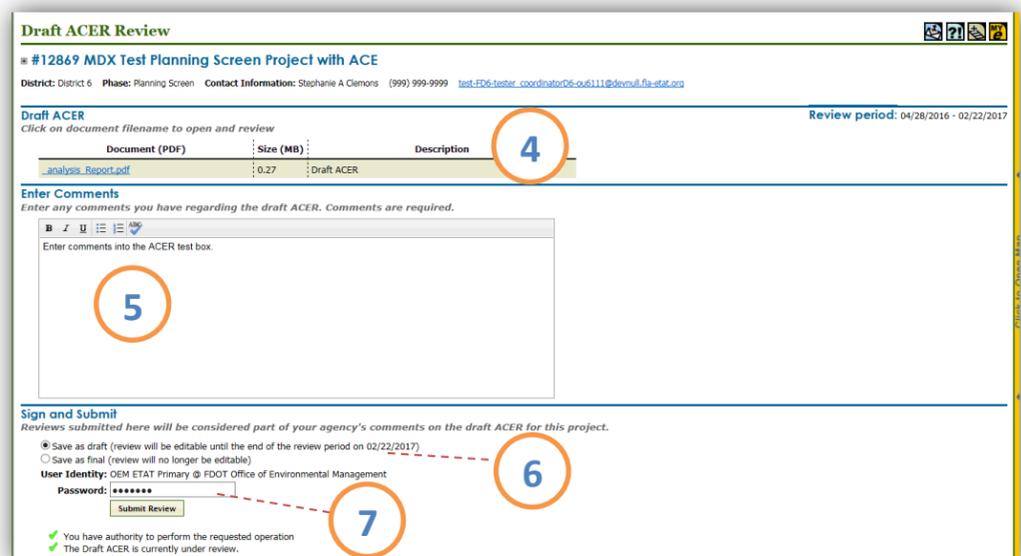
## Reviewing the Draft Alternative Corridor Evaluation Report (ACER)



- 1 Click **Reports, Agency Participation**, and then click **Projects Needing Review**.
- 2 Click the **ACE** tab to display the list of projects.
- 3 On the **ACE Document Review** column, click the **Yes** or **No** link.  
**Yes** – indicates you have completed the review  
**No** – indicates you have not completed the review  
**OR**  
Click the **ETDM#** link to display all related ACE pages.

FDOT District	County	ETDM#	Env. Process	Project Name	ETDM Phase	Days Left	Last Day	Start day	Review Authority	Final	
District 2	Alachua	12763	Federal	kenny testing again some more	Planning	80	04/16/2017	01/06/2017	Yes	Yes	N
District 6	Miami-Dade	12869	State	MDX Test Planning Screen Project with ACE	Planning	24	02/22/2017	04/28/2016	Yes	No	N
District 7	Citrus	12952	Federal	OEM Training: D7: Project in ACER Lead Agency review	Programming	-30	12/30/2016	11/30/2016	Yes	No	N

- 4 The Draft ACER and supporting documents will be listed as links in the **Document (PDF)** column. Click the document's filename to open it for viewing.
- 5 In the text box provided, type your **Comments**.  
**Note:** Comments are required.
- 6 Select one of the following:
  - Click the **Save as draft** button to save your selection and comments. You can return to make further changes.
  - Click the **Save as final** to indicate the Draft ACER review for the project is complete.  
**Note:** This option will not allow further edits.
- 7 Enter your **Password** and click **Submit Review**.



- 8 After submitting your agency's review, a confirmation page will appear. Click the document filename in the Document (PDF) column to open it. Click the **Print Confirmation PDF** to print a hard copy of the confirmation or download it to a desktop file.
- 9 Under **ACER Review Confirmation**, click the available links to check your reviews.

