## **Project Tracking Portal**

Within the Project Tracking Portal, you can register your email address and track your submitted building projects!

## Step 1: Go to Https://Application.dickinsongov.com

**Step 2:** If you have already registered an account, enter your email address as your username and the password you setup during the account creation and verification. If not, please click Register for an Account

• If you need to Register for an Account, please register under the email address you typically put on your building project applications. If you have multiple email accounts that you use for projects, please choose any of them to register.

**Step 3:** Once you have registered and logged into your account, you should see any projects that have been associated with the email address you used during the account creation – if you have multiple email addresses that you have used for projects please go to My Account -> Associate Emails

- If you are associating more emails to your account, simply type in the email address you
  would like to associated and click associate email. You should then see it in the list of
  associated emails and the projects tied to that email will now show on your Main page.
- If you want to change your password, choose My Account -> Change My Password, then enter your current as well as the new password you wish to use, and click "Change Password"