Highway Knowledge Portal
Current Engineering Guidance

- 32 guidance manuals (9,200 pages)
- 13,000 pages of supplementary materials
- Knowledge is outdated, redundant, or challenging to locate
The Need for a Knowledge Portal

- Retirements, declining staff numbers, changes in staff organization
- Knowledge gaps resulting from staff with varying levels of experience
- Contradictions and repetition among the guidance manuals have developed over time
- Policy and guidance updates occur through memos or during manual rewrites
The Purpose of Knowledge Portal

- Provides a single reference for technical guidance
- Integrates related policies and similar practices across KYTC divisions
- More efficient capture and documentation of institutional knowledge
- Defines roles and responsibilities for new and early career employees
Article Review and Approval Process

Start

Background Research
- Search Policy Manuals & Guidance Documents
- Assemble Relevant Information into a Rough Draft
- Establish KYTC Point of Contact for Articles
- Optional Brainstorming on Article Content

First Draft
- Subject Matter Expert
  - Write & Complete First Draft
  - Integrate Additional Information to Complete The Draft

Technical Review & Edit
- Technical Editor Reviews & Creates Revised Draft

KTC SME Approval
- NO
- YES

KYTC First Review
- Point of Contact
  - Committee Review Draft
  - Recommends Edits

KYTC Approval
- YES
- NO

KYTC Final Review
- Point of Contact
  - Committee Review Final Draft
  - Approval of Edits

Final Draft
- KTC Refines Based on Committee Review

Approved Article
- Article Approved & Ready for Publication

Article Published

KYTC Activity

KYTC Activity
<table>
<thead>
<tr>
<th>Title</th>
<th>Status</th>
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<tbody>
<tr>
<td>Guardrail</td>
<td>KYTC final review complete; Article ready for final approval</td>
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<tr>
<td>Pedestrian Facilities – Curb Ramps, Sidewalks</td>
<td>KYTC guidance info assembled; KYTC subject-matter experts facilitated session complete; Knowledge Book outline complete</td>
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<tr>
<td>Construction and Maintenance Division Functions, Roles, and Responsibilities</td>
<td>Received KYTC subject-matter expert input on priority topics; List of potential articles complete</td>
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<tr>
<td>Bridge Coatings</td>
<td>KYTC guidance manual search in progress; KTC/KYTC subject-matter expert input on priority topics ongoing</td>
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Articles are based on current projects that can be finalized quickly:

- Critical Path
- Funding Codes and Terminology
- Roadside Sign Installation
- Design/Build