

pcic-12-0009-01-TKIT

## IEEE STANDARDS ASSOCIATION

### Process for getting an "Invitation to Ballot" (Project Level)

eTools

#### PLEASE SIGN IN

Now you can access myProject, Attendance Tool, and Mentor with a single sign in. Simply enter your IEEE Account username/email and password below to begin!

USERNAME/EMAIL:

PASSWORD:

SIGN IN TO:

SIGN IN

**Need Help?** [Access the myProject User Guide](#) (.pdf) or visit the [eTools Documentation Page](#)

[Retrieve Your Account Username and/or Password](#)

*Note: IEEE uses Cookies for Account Registration, Change Password and Recover Username/Password*

[Need an IEEE Account?](#)

Get Yours Now! It's FREE and does not require IEEE or IEEE-SA membership

#### What is eTools?

eTools is the Standard Association's collection of online tools and resources for standards developers.

#### MYPROJECT

myProject is the Standard Association's tool to allow you to better manage and keep up to date on projects and topics that you are interested in.

#### IMAT

IMAT allows Working Groups to setup meetings and record attendance.

#### MENTOR

mentor provides a secure area where Working Groups can manage documents outside of public view.

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#### URL for Login

1. Go to <https://development.standards.ieee.org/my-site>.
  2. Enter your IEEE account username and password and click **"LOGIN."**
- If you do not have an IEEE web account, you can create one by clicking on the **"Need an IEE Web Account?"** link.

### myProject Home Screen

The features shown in the screen shot and described in the table below are available to all users. (Additional features may be available based on your specific role and will appear in the lower section.)

Link	Description
<b>myTools</b>	This section will give you access to resources related to the standards process.
<b>Help</b>	Use this link to get the latest information and help related to the screen you are on.
<b>Messages</b>	This screen allows you to view all system notifications. You can also manage your email notifications here.
<b>Report a Bug</b>	This page lets you report a myProject bug to the system administrator.
<b>Announcements</b>	Breaking news about myProject may be found here.
<b>Account</b>	This area allows you to edit your IEE-SA contact information as well as manage your affiliations.
<b>Submit a PAR</b>	This link is for IEEE-SA Members who wish to submit a PAR for consideration by NesCom. It is used for all PAR requests/actions (modify, extend, withdraw).
<b>Manage Activity Profile</b>	Use this screen to join sponsor committees, working groups and projects of interest.
<b>Sponsor P&amp;Ps</b>	This is a comprehensive list of IEEE Sponsor P&Ps (Policies and Procedures) including their acceptance status.
<b>Send Sponsor Message</b>	This feature can be used to send a message to a Sponsor Committee Chair or Working Group Chair.
<b>View IEEE Society-Staff Liaisons</b>	This link brings you to a list of all IEEE Society-staff liaisons.
<b>View Active PARs</b>	This screen provides a view and search function on all active PARs.

**myProject™ >> Manage Activity Profile**

**Projects, Manage Activity Profile**

In the list of Activity Areas below (initially a list of Societies) clicking on (+) will expand the selection into its constituent components as follows from which you may select the Technical Activity Areas in which you are interested from either a general interest standpoint or specific technical project in which you wish to be involved and presumably ballot.

- What you are Enrolling in --**
- Sponsor  
Enrollment as an interested party in general work of committee or indicating an interest in being notified on Ballot Invitations for all projects in a WG or all projects in a Sponsor.
  - Working Group  
Enrollment as interested party in the detailed technical work of the committee and as a member in the specific Project's Ballot.
  - Project

*Please note that these selections will simply place you on the list of IEEE-SA recognized interested parties for that general or specific technical area. Whether or not you have become a member or voting member of the area depends on the membership criteria of that area. Please contact the respective Chair for further information or to request membership.*

PROJECT KEYWORD:  SEARCH

CONTINUE CANCEL

Name	Designator ▲	Contact
<input type="checkbox"/> IEEE Aerospace and Electronic Systems Society	AES	
<input type="checkbox"/> IEEE Antennas and Propagation Society	APS	
<input type="checkbox"/> IEEE-SA Board of Governors	BOG	
<input type="checkbox"/> IEEE Broadcast Technology Society	BTS	
<input type="checkbox"/> IEEE Computer Society	C	
<input type="checkbox"/> IEEE Consumer Electronics Society	CES	
<input type="checkbox"/> IEEE Computational Intelligence Society	CIS	
<input type="checkbox"/> IEEE Communications Society	COM	
<input type="checkbox"/> IEEE Dielectrics and Electrical Insulation Society	DEI	
<input type="checkbox"/> IEEE Education Society	EDU	
<input type="checkbox"/> IEEE Engineering in Medicine and Biology Society	EMB	
<input type="checkbox"/> IEEE Electromagnetic Compatibility Society	EMC	
<input type="checkbox"/> IEEE Industry Applications Society	IAS	
<input type="checkbox"/> Cement Industry	IAS/CI	Clayton Reid
<input type="checkbox"/> Electric Machines	IAS/EM	Iqbal Husain
<input checked="" type="checkbox"/> Energy Systems	IAS/ES	Carey Cook
<input checked="" type="checkbox"/> Industrial & Commercial Power Systems	IAS/I&CPS	Carey Cook
<input checked="" type="checkbox"/> Petroleum & Chemical Industry	IAS/PCI	William McBride
<input checked="" type="checkbox"/> Repair and Rewinding of Electric Motors	IAS/PCI/1068_WG	Charles Yung
<input checked="" type="checkbox"/> Motors in Hazardous Locations Working Group	IAS/PCI/1349_WG	Lorraine Padden
<input checked="" type="checkbox"/> IEEE Guide for Application of Electric Motors in Class I, Division 2 and Class I, Zone 2 Hazardous (Classified) Locations	IAS/PCI/1349_WG/1349	Lorraine Padden

+ Expand IAS

+ Expand PCIC, Sponsor

Check Box, Working Group

Check Box, Project

Check the boxes