

Commenting on an Interactive Document

- 1.) From the navigation pane (on the left-hand side of the screen), click on the “Documents” option.
- 2.) Locate and click on the interactive document on which you wish to comment (see below image).

Note: You are allowed to comment only on the interactive documents.

The screenshot shows the BLM ePlanning interface. The top navigation bar includes 'U.S. DEPARTMENT OF THE INTERIOR BUREAU OF LAND MANAGEMENT' and 'DOI-BLM-NV-E020-2011-0501-EA'. The left navigation pane has a red box around the 'DOCUMENTS' link. The main content area displays a table of documents:

Document Name	Release Date	Available Formats	Public Comment Period
Palm Oasis Mountain	16 June, 2011	(304 KB)	
Dew Mountain Right-of-Way Protest	2 August, 2011	(468 KB)	Open (08/03/2011 - 09/03/2011)

A red arrow points from the 'Dew Mountain Right-of-Way Protest' document name to a red circle containing the text 'Click either location'. Another red arrow points from this circle to the 'Click Here to Submit Comments' button.

- 3.) The screen will refresh, and now you will see the document in its interactive format. Use your mouse to highlight the text on which you wish to comment, and then click on the “Click Here to Submit Comments” button at the top of the screen (see image below).

Note: If you wish to comment on the entire document, simply click on the “Click Here to Submit Comments” button without highlighting any content.

The screenshot shows the BLM ePlanning interface for the 'Dew Mountain Right-of-Way Protest' document. The document title is 'Dew Mountain Right-of-Way Protest'. The document content is displayed in a table format. A red box highlights the text 'Joe's repeating Term. I want this to show up each time I use this tag template. The proposed actions Eugene District Includes several wilderness study areas included in this programmatic assessment all have predictable effects regardless of where they are carried out and have been implemented repeatedly in the Eugene District Restoration activities for which the effects are more dependent upon site-specific conditions or have not been repeatedly implemented in the Eugene District (tree lining, helicopter use) were not included in the proposed action. See Appendices 1 and 2 for property information and locations. This is a link to my table. This is a landscape table'. A red arrow points from the highlighted text to the 'Click Here to Submit Comments' button.

4.) In the new window, click on the “Copy Selected Content” button to insert the text you selected on the previous screen. Next, give your comment a title and in the field provided, enter your comment. When you are finished entering your comment, click the “Add Comment” button to save it. Click the “Next” button to continue to the next screen (see image below). **Note:** Repeat if you have more than one comment; use your mouse to jump between the original screen and the Comment Submission Form.

Bates Hole TMP Information

Comment Submission Form

My Comments

My Comments | Name & Address | Review Submission | Submission Acknowledgement

1 | 2 | 3 | 4

Selected Content

an area requiring more intensive management due to the abundance of natural resources including sensitive soils, important wildlife habitats, as well as diverse natural landscapes. This area provides important sage-grouse habitat and falls within two sage-grouse core areas, Powder River and Alcova.

Document Section ID: Chapter 1. Introduction

Copy Selected Content

Clear Selected Content

Note: JavaScript must be enabled within your browser settings in order for the Copy Selected Content capability to function correctly.

Comment Title: Dew Mountain Right-of-Way Protest

Planning Unit: Bates Hole Management Area

Clear Comment Text

I believe that the public highway access road ROW should be moved 10 miles further down.

Character Count Max of 10,000

Attachment: Browse... Remove Attachment

Add Comment

(Note - the total size of all attachments must be less than 20mb)

Note: Attachments are not saved and will need to be reattached when the comment submission is resumed.

Upload Saved Submission | Cancel | Next

1.) To insert the text/content that you highlighted on the previous screen, click on the "Copy Selected Content" button.

2.) Next, fill out the "Comment Title" field and provide a brief description of your concern.

3.) To save your comment and continue, select the "Add Comment" button. Select the "Next" button to proceed to the next screen.

5.) On the “Name & Address” screen, fill out all of the required submitter demographic information. Required fields are indicated by a red asterisk. Once you have finished inputting the requested information, click the “Add Submitter” button. Click the “Next” button to continue to the next screen (see image below). **Note:** Repeat steps if you would like to add more than one submitter to this comment.

Dew Mountain Right-of-Way Protest

Comment Submission Form

Name & Address

My Comments | Name & Address | Review Submission | Submission Acknowledgement

1 | 2 | 3 | 4

Name

First Name: John * | Last Name: Doe *

Middle Name/Initial: | Title: | Suffix: |

Is Primary Submitter? Yes No

Address

Address 1: | Address 2: | Address 3: | Country/Territory: United States

City/Municipality: Denver * | State/Province: Alabama * | ZIP/Postal Code: 80017 *

Contact Information (Please use the following format for all specified phone numbers: XXX-XXX-XXXX)

Email Address: | Fax Number: | Day Phone: | Other Phone: | Evening Phone: |

Organization

Do you represent a Group or Organization? Yes No *

Add Submitter

Previous | Save Submission Locally | Cancel | Next

6.) The “Review Submission” screen will appear, allowing you to review your comment(s) for accuracy. If you are satisfied with your comments, and after selecting the disclaimer options, click the “Submit” button at the bottom of the page (see image below).

7.) After you submit your comment(s), you will be taken to the “Submission Acknowledgement” screen. This screen allows you to review and print your comment(s). This screen also provides you with a submission ID number, which you can use later to track your comment(s).

—End of Instructions—