



Automated Interface Guide

Public and Standard Extracts v27.0.5

Crash Data and Analysis, Traffic Safety Division

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1. Document Information

1.1 Version Control

Date	Version	Author(s)	Section(s)	Update(s)
06/27/2013	1	L. Trevino, L. Kovar	All	New
08/13/2013	2	L. Kovar, L. Trevino	Sections 3.1.10e, 3.3.2, 3.3.3a-d, 3.3.6a-c, 3.3.12b, 3.4, 3.4.1, 4.1.10e, 4.1.17, 4.3.2, 4.3.3a-d, 4.3.6a-c, 4.3.12b, 4.4, 4.4.1, 6.3.13, 7	7.2 Release
5/6/2014	3	L. Kovar, L. Trevino, C. Kelley	2.3, 2, 3, 3.1, 3.1, 3.1.12, 3.1.13, 3.1.14, 3.2.2, 3.2.3, 3.2.5, 3.3.3 3.3.6, 3.4.6b, 4, 4.1.10, 4.1.11, 4.1.12, 4.1.13, 4.1.14, 4.1.20, 4.2.2, 4.2.3, 4.4.6b, 4.2.6a, 4.2.6b, 4.2.12b, 4.3.1, 6.1, 6.2, 6.3, 6.3.13, 7	8.0 & 8.1 Releases
08/8/2014	4	L. Kovar, L. Trevino	3.1.5, 4.1.5, 7, 8, 9, 10	9.0, 9.0.0.1 & 9.1
10/06/2014	5	L. Kovar, L. Trevino	3.3.3.a, 3.3.3.d, 3.3.3.e, 3.3.6.a, 3.3.6.e, 3.3.6.f, 4.3.3.a, 4.3.3.e, 4.3.3.f, 4.3.3.6.a, 6.3.11, 7, 8	10.0 CRIS Release
01/01/2015	6	L. Kovar, L. Trevino	2, 3.3.3.e, 3.3.6, 4.3.3.e, 4.3.6	11.0 CRIS Release
03/23/2015	7	L. Kovar, L. Trevino	3.2.2, 3.3.3.a, 3.3.6, 3.3.6.a, 4.1.20, 4.2.1, 4.3.3.a, 4.3.6, 4.3.6.a, 7	12.0 CRIS Release
08/26/2015	8	C. Kelley, L. Trevino	5	Added Pavement Analysis Interface section
11/19/15	9	L. Trevino	3, 4, 5	Removed the reference of TTC from Public interface and added the reference of TTC 550.065(b) to the Standard and Pavement interface

1/14/16	10	L. Kovar, L. Trevino	3	Updated the Public interface release information
9/25/17	11	C. Kelley	5.1.20	Added note for IAM to request justification from TxDOT and NTT users
8/7/2018	17.0	L. Cox	All	Updated version to current release 17.0 per new version controls, renamed document, updated screenshots for system updates, updated to remove internal only roles, updated all formatting.
7/5/2019	18.0	K. Fields	All	Updated version to current 18.0 Release
1/27/21	19.0	B. Benavides	2 4.4.3 5.5.3	Updated Crash Year from 2010 to 2011, per retention period.
08/17/21	20.0	L. Kovar	All	Updated version to current 20.0 Release Updated supported browsers
11/29/21	23.0	L. Kovar	All	Updated version to current 23.0 Release Updated Crash Year from 2011 to 2012, per retention period.
08/22/21	24.0	L. Kovar	All	Updated version to current 24.0 Release
09/01/22	25.0	L. Kovar	All	Updated version to current 25.0 Release
01/17/24	27.0	L. Kovar	All	Updated version to current 27.0 Release

03/18/2024	27.0.5	L. Kovar V. Koya		Updated version to current 27.0.5 Release- Added screenshots and instructions on crash report images option addition for Standard users
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2. Overview

TxDOT has automated the process for requesting and distributing the public and standard extracts. This guide will assist users in the following:

1. A self-registration process for users who desire to receive the public or standard extracts.
2. A selection process that allows users to request the public or standard extract based on various criteria.
3. Distribution of extract data.

User will also need the file specification to assist with the extract files. These files are located on TxDOT's website, <http://www.txdot.gov/government/enforcement/data-access.html>

1. Public Extract File Specification – Crash years 2014 to current
2. Standard Extract File Specification – Crash years 2014 to current

3. CRIS Operating System and Browser Support Matrix

OS	Microsoft Edge	Chrome	Firefox	Safari
Windows 10 or newer	84 or newer	84 or newer	80 or newer	Not supported
MAC OS Mohave 10.14	N/A	84 or newer	80 or newer	13 or newer
MAC OS Catalina 10.15	N/A	84 or newer	80 or newer	13 or newer
MAC OS Big Sur 11	N/A	84 or newer	80 or newer	13 or newer

*** Internet Explorer is no longer supported; effective release 22.0 (6/7/2021).**

4. Public Interface

The TxDOT CRIS Public Extract contains the data collected from the Texas Peace Officer's Crash Report (CR-3) that may be released to the public as per Texas Transportation Code (TTC) §550.065. In addition to the CR-3 data all crash records include interpreted data fields. Roadway attributes and location specific data for crashes occurring on the state highway system is also appended to each crash record.

4.1 Self-Registration

The following steps are intended for Self-Registration for the Public Interface.

Note: *If a user has not logged in to their account within 30 days, the user will be deleted automatically by the system. The user will be required to complete the self-registration process again if automated interface access is needed.*

1. Enter CRIS URL: <https://cris.txdot.gov>
2. Receive the Discovery page.
3. From the Discovery page, user will select **I only use CRIS to download Interface Requests**



🔍 Looking for a copy of your Texas Peace Officer's Crash Report (CR-3)? [Purchase one here.](#)

Please select your Agency

The Application or Service you are trying to reach requires you to authenticate with your home Agency.

- » I work for the Texas Department of Transportation
- » I use CRIS to enter Crash Reports, and I am a member of the following Agency:

Allow me to pick from a list

- » I use CRIS to enter Crash Reports (law enforcement) or analyze data (City, MPO, Federal, etc. governmental entity), but My Agency is not shown above
- » I only use CRIS to download Interface Requests

🗨 Need assistance? [Chat with a support technician!](#) The help desk can also be reached at (844) CRIS-HLP.

4. On the TxDOT Login page, select **Create An Account**

Note: *TxDOT users will not see the 'Forgotten or Expired Password' and 'Create An Account' links on the TxDOT login page. Internal TxDOT employees do not need, nor will they be provided access to the extract files. If they have a business need to access crash data, they will need to complete and submit the CRIS access request forms available at*

<https://crossroads/divisions/trf/crash-data-analysis-cda/crash-records-information-system-cris.html>

Select the **Request for CRIS Access (CDA)** PDF link


TxDOT Login

Please enter your username and password to continue

Username

Password



I'm not a robot  reCAPTCHA
Privacy - Terms

Login

[Forgotten or Expired Password](#) [Create An Account](#)

 Need assistance? [Chat with a support technician!](#) The help desk can also be reached at (844) CRIS-HLP.


5. Receive the CRIS Registration page.
6. Select the radio button **Download interface data from Crash Reports for statistical purposes**.

CRIS Registration


Select the type of CRIS account you would like to create

I want to use CRIS to do the following:

- Create, supplement, search or analyze Crash Reports. (Law Enforcement; registering to use CRASH, City, MPO, Federal, etc. registering to use CRIS)
- Download interface data from Crash Reports for statistical purposes

I'm not a robot  reCAPTCHA
Privacy - Terms

Continue

 Need Help? Call 844-CRIS-HLP or [Chat with a support technician!](#)

7. Select **I'm not a robot** reCAPTCHA and follow verification steps.
8. Select **Continue**

CRIS Registration

Enter the following information in order to create your CRIS User Profile

Enter User Information

* Indicates Required Field

First Name *	Middle Name	Last Name *
<input type="text"/>	<input type="text"/>	<input type="text"/>
Email Address *	Email Confirmation *	
<input type="text"/>	<input type="text"/>	
Phone Number	<input type="text"/>	

▶ Required only for members of Government Organizations

Agency Information


* Indicates Required Field

Member of a Government Organization

Organization Name

▶ Required when Member of a Government Organization is selected

[Continue](#)

 Need Help? Call 844-CRIS-HLP or [Chat with a support technician!](#)

9. Enter the fields listed. The required fields are listed in **bold**:
 - a. **First Name** – this field is required and allows up to 255 characters.
 - b. Middle Name – this field is optional and allows up to 255 characters.
 - c. **Last Name** – this field is required and allows up to 255 characters.
 - d. **Email Address** – this field is required and allows up to 255 characters.
 - e. **Email Confirmation** – this field is required and allows up to 255 characters.
Note: *Both email instances must match exactly*
 - f. Phone Number – this field is optional unless the Member of a Government Organization checkbox is checked.
 - g. Member of a Government Organization – Check if Member of a Government Organization, leave blank if not a Member of a Government Organization
 - h. Organization Name – this field is optional unless the Member of a Government Organization is set to Yes, then field is required. Allows up to 255 characters.
Note:
 - i. When “Member of a Government Organization” is set to No, the user will be granted access to the public interface.
 - ii. When “Member of a Government Organization is set to Yes, the user’s information will be verified by TxDOT and will be granted access to the public or standard interface.
 - iii. “Member of a Government Organization” is intended for individuals associated with an agency of the United States, this State, or a local government of this state that has use for the information for accident prevention purposes.

10. Select **Continue**

11. New CRIS users will receive the Enter CRIS Security Information screen.

Note: *If the user is an existing user they will receive 'Validation Error' notification stating "The following errors must be corrected in order to continue: There is already a user account registered for Data Extract Requests with this email address"*

 **Validation Error** 

The following errors must be corrected in order to continue:

- There is already a user account registered for Data Extract Requests with this email address



CRIS Registration

Enter password and security question information to complete your CRIS registration

Password Information * Indicates Required Field

⚠ Password must contain a minimum of 16 characters and must include an upper case character, a lower case character, a number, and a symbol.

Password * Password Confirmation *

ⓘ Enter Password to determine if it meets the security requirements.

Security Question Information * Indicates Required Field

Security Question 1 *

Security Answer 1 *

Security Hint 1

Security Question 2 *

Security Answer 2 *

Security Hint 2

Security Question 3 *

Security Answer 3 *

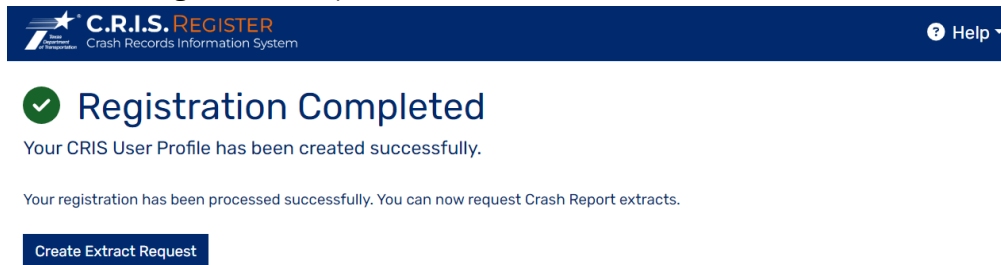
Security Hint 3

[Continue](#)

ⓘ Need Help? Call 844-CRIS-HLP or [Chat with a support technician!](#)

- 12. Create and enter a secure password. The password convention is as follows:
 - a. Must contain at least 16 characters.
 - b. Must contain at least one lowercase character.
 - c. Must contain at least one uppercase character,
 - d. Must contain at least one number.
 - e. Must contain at least one special character.
 - f. Must rank as secure or better.
 - g. Cannot contain whitespace.
 - h. Cannot contain Non-Printable Characters such as tab or Carriage Return
 - i. Cannot contain 3 or more repeating numbers or characters.

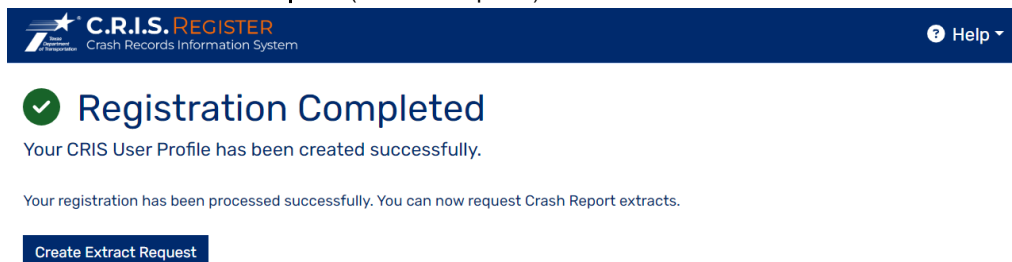
- j. Cannot contain sequential numbers or characters.
Note: As the password is being created each requirement will display below and be checked off as the requirement is met. The requirements not yet met will display an x in front of them until the requirement is met.
- 13. Re-enter the secure password in the **Password Confirmation** field.
Note: Both password instances must match exactly
- 14. Select three security questions from dropdown options and provide answers.
Note:
 - a. The answer to each question must be a minimum of two characters each.
 - b. The answers to the security questions are case sensitive.
 - c. In the event the user forgets their password and needs to create a new password with the 'Forgotten or Expired Password' link, one of the three questions will be provided for verification.
- 15. Select **Continue**
- 16. Receive the Registration Completed screen



4.2 Accessing Public Interface


There are three options in which an external user can access the public interface to begin creating requests:

- 1. Option 1: After self-registering successfully, user is provided a button to Create Extract Request
 - a. Select **Create Extract Request** (one-time option)



- 2. Option 2: User receives an email notification after successfully registering for public interface. The mail notification contains the data below. (User can continually use link from email)
 - a. Select the **login and create an Extract Request** link.

TRF_CRASH@txdot.gov
to CrisTesting9753+Public1 ▾



Access to TxDOT Crash Interface Data has been granted

You have been granted access to request TxDOT Public Crash Interface Data. You may use your assigned ID, CrisTesting9753+Public1@gmail.com, and your password to [login and create an Extract Request](#).


If needed, [download the 7-Zip software](#) which will allow access to data files you receive.

If you have any questions or need assistance with the TxDOT Crash Interface Data, please contact the Help Desk at support@crishlp.com or (844) CRIS-HLP.

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3. Option 3: User receives an email notification when they register and provide their organization and TxDOT Interface Authorization Manager grants public interface access. The email notification contains the data below. (User can continuously use link from email)
 - a. Select the **login and create an Extract Request** link.

TRF_CRASH@txdot.gov
to CrisTesting9753+Public1 ▾



Access to TxDOT Crash Interface Data has been granted

You have been granted access to request TxDOT Public Crash Interface Data. You may use your assigned ID, CrisTesting9753+Public1@gmail.com, and your password to [login and create an Extract Request](#).

If needed, [download the 7-Zip software](#) which will allow access to data files you receive.

If you have any questions or need assistance with the TxDOT Crash Interface Data, please contact the Help Desk at support@crishlp.com or (844) CRIS-HLP.

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4.3 Create Interface Request

The following steps are intended to guide users in completing a public interface request.

1. Receive the TxDOT Login screen

2. Enter username and password
3. Select **I'm not a robot** reCAPTCHA and follow verification steps
4. Select **Login**


C.R.I.S. By TxDOT
Crash Records Information System

TxDOT Login


Please enter your username and password to continue

Username

Password

I'm not a robot 
reCAPTCHA
Privacy - Terms

[Login](#) [Forgotten or Expired Password](#) [Create An Account](#)

 Need assistance? [Chat with a support technician!](#) The help desk can also be reached at (844) CRIS-HLP.

5. Receive the CRIS Security Question screen.
6. Enter the answer to the security question that was selected during registration.

C.R.I.S. By TxDOT
Crash Records Information System

CRIS Security Question

Please answer the following question in order to gain access to CRIS.

Security Question
What was the last name of your third grade teacher?

Answer

Hint
Usual

[Continue](#)

7. Receive the My Extract Requests screen
8. Select **Add**

My Extract Requests

Click on an Extract Request row to enable Edit and Delete buttons, or use the Add button for a new Extract Request

My Extract Requests
[Add](#) | [Edit](#) | [Delete](#) | [Download](#) |

You currently do not have any pending, recurring, or completed Extract Requests

* Bold text indicates Extract Requests that are not yet in progress and can still be edited.

9. Receive the Select Extract Type screen.

Select Extract Type

Extract Type determines which data set is returned in your Extract. Fields denoted with * are required.

Extract Description *

Extract Type *

Public ▾

Extract Format *

COMMA-SEPARATED VALUES (CSV) ▾

▶ The file format of the Extract data

[Next](#)

 Need Help? Call 844-CRIS-HLP or [Click here to chat with a representative!](#)

10. User must enter an Extract Description

Note: The Extract Description field is used to distinguish between each extract request.

11. User must select the format that they want to receive the extract file(s) in:
 - a. COMMA-SEPARATED VALUES (CSV)
 - b. XML

12. Select **Next**

13. Receive the CRIS Extract Request Location screen



Extract Request Location

Crash Reports from the selected location will be included in the Extract. Fields denoted with * are required.

Include Crash Reports From:

- All of Texas
- Specific Counties
- Specific Cities
- Specific Agencies
- Specific Metropolitan Planning Organizations

Previous

Next

[Need Help? Call 844-CRIS-HLP or Click here to chat with a representative!](#)

14. User must select one of the radio buttons to specify the location criteria of crash data to be included:

- a. Include Crash Reports From All of Texas
- b. Include Crash Reports From Specific Counties
 - i. Select one county or multiple counties by clicking on each county name individually in the values drop-down list. When a county name is selected the value will be added to the county list.
Note: The list of counties will not be made available until after the Specific Counties radio button is selected.
- c. Include Crash Reports From Specific Cities
 - i. Select one city or multiple cities by clicking on each city name individually in the values drop-down list. When a city name is selected the value will be added to the city list.
Note: The list of cities will not be made available until after the Specific Cities radio button is selected.
- d. Include Crash Reports From Specific Agencies
 - i. Select one agency or multiple agencies by clicking on each agency name individually in the values drop-down list. When an agency name is selected the value will be added to the agency list.
Note 1: The list of agencies will not be made available until after the Specific Agencies radio button is selected.
Note 2: In the agency values list there are MPOs, and Regional Mobility Authorities listed. Do not select these values as criteria for crash data. The results returned, if any, are not guaranteed to be accurate. If a user would like to base their criteria for crash data based on MPO, the value should be selected from the Metropolitan Planning Organization list.
- e. Include Crash Reports From Specific Metropolitan Planning Organizations
 - i. Select one Metropolitan Planning Organization or multiple Metropolitan Planning Organizations by clicking on each value individually in the drop-down list. When

a Metropolitan Planning Organization name is selected the value will be added to the Metropolitan Planning Organizations list.

Note: The list of Metropolitan Planning Organizations will not be made available until after the Specific Metropolitan Planning Organizations radio button is selected.

15. Select **Next**

16. Receive the CRIS Extract Request Date screen

C.R.I.S. SHARE
Crash Records Information System

Public Extracts Help

Home / My Extract Requests

Extract Request Date

Crash Reports within the selected date range will be included in the Extract. Fields denoted with * are required.

Include Crash Reports From:

- A specific Crash Date range
- A specific Process Date range
- A specific Crash Date and Process Date range

[» What is the difference between Crash Date and Process Date?](#)

Crash Begin Date *

Select a Date

► Use MM/DD/YYYY format such as 09/01/2020 for September 1, 2020

Crash End Date *

Select a Date

► Use MM/DD/YYYY format such as 09/01/2020 for September 1, 2020

[Previous](#) [Next](#)

17. User must select one of the radio buttons to specify the date criteria of crash reports to be included.

a. Include Crash Reports From a specific Crash Date range.

- i. Crash Begin Date
- ii. Crash End Date

Note:

1. *Begin and End Dates cannot be future dates.*
2. *User can request for crash dates which include crash year 2014 to current.*
3. *End Date must be within one year of Begin Date*
4. *The records retention schedule approved by the Texas State Library and Archives Commission for crash data and reports is the current calendar year plus the ten previous calendar years.*

b. Include Crash Reports From a specific Process Date range:

- i. Process Begin Date
- ii. Process End Date

Note:

1. *Begin and End Dates can be previous, current, or future process dates.*
2. *Processed date means the date in which the crash data has been processed through the system. This includes the date the data was first received and any time the data was modified by TxDOT through a reprocessing task or correction effort.*

c. Include Crash Reports From a specific Crash Date range and Process Date range:

- i. Crash Date Range

Note:

1. *Crash Begin Date and Crash End Date cannot be future dates.*
 2. *End Date for Crash Date must be within one year of Begin Date*
 3. *The records retention schedule approved by the Texas State Library and Archives Commission for crash data and reports is the current calendar year plus the ten previous calendar years.*
- ii. *Process Date Range*

Note:

1. *Begin and End Process Dates cannot be future dates.*

18. Select **Next**

19. Select **Previous** to return to the Location Section

20. Receive Extract Password screen.

Note 1: The password entered by the user will be used to access the data files for the specific extract request in progress.

Note 2: The user can either choose to enter the same password that was used during registration, or a different password can be used.

21. Enter a secure Extract Password in the **Extract Password** field.

22. The password convention is as follows:

- a. Must contain at least 16 characters.
- b. Must contain at least one lowercase character.
- c. Must contain at least one uppercase character.
- d. Must contain at least one number.
- e. Must contain at least one special character.
- f. Must rank as secure or better.
- g. Cannot contain whitespace.
- h. Cannot contain Non-Printable Characters such as tab or Carriage Return
- i. Cannot contain 3 or more repeating numbers or characters.
- j. Cannot contain sequential numbers or characters.

Note: As the password is being created each requirement will display below and be checked off as the requirement is met. The requirements not yet met will display an x in front of them until the requirement is met.

23. Re-enter the secure password in the **Extract Password Confirmation** field.

Note: Both password instances must match exactly

24. Select **Next**

25. Receive Extract Request Summary screen.

Home / My Extract Requests

Extract Request Summary

Please review and then press Submit to complete your Extract Request.

Extract Summary	
Extract Type:	Public
Output Format:	COMMA-SEPARATED VALUES (CSV)
Location:	All of Texas
Date:	Crash Dates from 01/01/2023 through 05/31/2023

[Previous](#) [Submit Extract Request](#)

[Need Help? Call 844-CRIS-HLP or Click here to chat with a representative!](#)

26. Review and ensure the Location and Date criteria selected are displayed.

- Select **Previous** to return to the Date Section to update, or
- Select **Previous** again to update the Location Section, or
- Select **Submit Extract Request** to continue to the interface request.

27. Receive Interface Request Successful screen

Home / My Extract Requests

Extract Request Successful

You will be notified via email when your Extract is ready to be downloaded.

Note: It may require 24 hours to fulfill this Extract request.

[Return to My Extract Requests](#) [Create New Extract Request](#)

28. User has the option to create another request, return to their extract requests queue or end the session.

- Select **Create New Extract Request** and follow previous steps to create another interface request.
- Select **Return to My Extract Requests** to review a list of user's existing extract requests. (See section 6 for more information on the **My Extract Requests** page.)
- Select **Logout** to end the session.

Note: The Logout option is in the drop-down under the user's name at the top right-hand side of the screen.

4.4 Download Extracts

The extract file will be provided in a CSV or XML format. The request will take approximately 24 hours before the user receives the email that the extract is ready.

1. User receives an email notification that contains the data below when the extract is ready.

Extract File Ready Notification Inbox x

TRF_CRISTechSupport@txdot.gov
to CrisTesting9753+Public1 ▾

Crash Report Available

The extract you requested is [available for download](#) until 2024-01-22 12:03:14.104. Use the password you entered when creating the extract request to decrypt the file.

Your extract parameters are:

Description:	Public Extract Request
Extract Type:	PUBLIC
Output Format:	CSV
Location:	All of Texas
Date Range:	Crash Date between 01/01/2023 and 12/31/2023, Crash processed between 01/01/2023 and 12/31/2023

If you have any questions or need assistance with the TxDOT Crash Interface Data, please contact the Help Desk at support@crishlp.com or (844) CRIS-HLP.

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2. Select the **available for download** link provided within the email.
3. Enter username and password.
4. Select **Login**
5. Receive the Download Extract screen.

Download Extract

Your Extract Request has been completed and is available for download

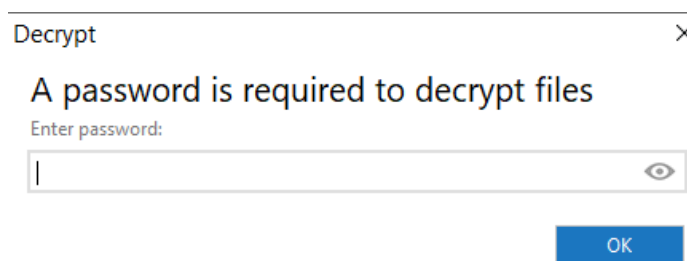
Download
Create New Extract Request

6. Select **Download** to download extract files.
 - a. Receive the WinZip screen.

extract_public_2023_20240117102323798_47		
<input type="checkbox"/>	 extract_public_2018_20240117102323_charges_20230101-2023123120230101-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 1/17/2024 11:08 AM Size: 18.8 KB → 2.96 KB
<input type="checkbox"/>	 extract_public_2018_20240117102323_crash_20230101-2023123120230101-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 1/17/2024 11:08 AM Size: 75.1 KB → 14.2 KB
<input type="checkbox"/>	 extract_public_2018_20240117102323_damages_20230101-2023123120230101-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 1/17/2024 11:08 AM Size: 3.25 KB → 784 bytes
<input type="checkbox"/>	 extract_public_2018_20240117102323_endorsements_20230101-2023123120230101-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 1/17/2024 11:08 AM Size: 6.61 KB → 1.15 KB
<input type="checkbox"/>	 extract_public_2018_20240117102323_lookup_20230101-2023123120230101-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 1/17/2024 11:08 AM Size: 381 KB → 92.9 KB
<input type="checkbox"/>	 extract_public_2018_20240117102323_person_20230101-2023123120230101-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 1/17/2024 11:08 AM Size: 7.78 KB → 1.03 KB
<input type="checkbox"/>	 extract_public_2018_20240117102323_primaryperson_20230101-2023123120230101-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 1/17/2024 11:08 AM Size: 35.5 KB → 4.09 KB
<input type="checkbox"/>	 extract_public_2018_20240117102323_restrictions_20230101-2023123120230101-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 1/17/2024 11:08 AM Size: 6.87 KB → 1.20 KB
<input type="checkbox"/>	 extract_public_2018_20240117102323_unit_20230101-2023123120230101-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 1/17/2024 11:08 AM Size: 77.7 KB → 10.3 KB
<input type="checkbox"/>	 extract_public_2023_20240117102323_charges_20230101-2023123120230401-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 1/17/2024 11:08 AM Size: 40.1 KB → 5.33 KB
<input type="checkbox"/>	 extract_public_2023_20240117102323_crash_20230101-2023123120230401-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 1/17/2024 11:08 AM Size: 209 KB → 37.1 KB

- b. User can extract the files.
 - i. In WinZip, select 'Unzip To', select a location to place the data files and then select Unzip.
 - ii. User will receive the 'Decrypt' window. and will be required to enter a password to access the files.

Note: Enter the password that was created during the extract request process.



- iii. Enter password and select **OK**.
- iv. The file(s) will be extracted.

Note:

1. If user receives an error for the file name being too long, the user should shorten the file name. This error occurs due to Windows limitations.

2. If user receives an error that they are unable to open their zipped files a possible cause is that the correct extraction software is not being used. Try installing the following extraction software:
 - a. 7-zip (Recommended)
 - b. Zipeg
 - c. iZip
- c. Close out of WinZip
- d. The WinZip screen will close and return to the Download Extract screen.

5. Standard Interface

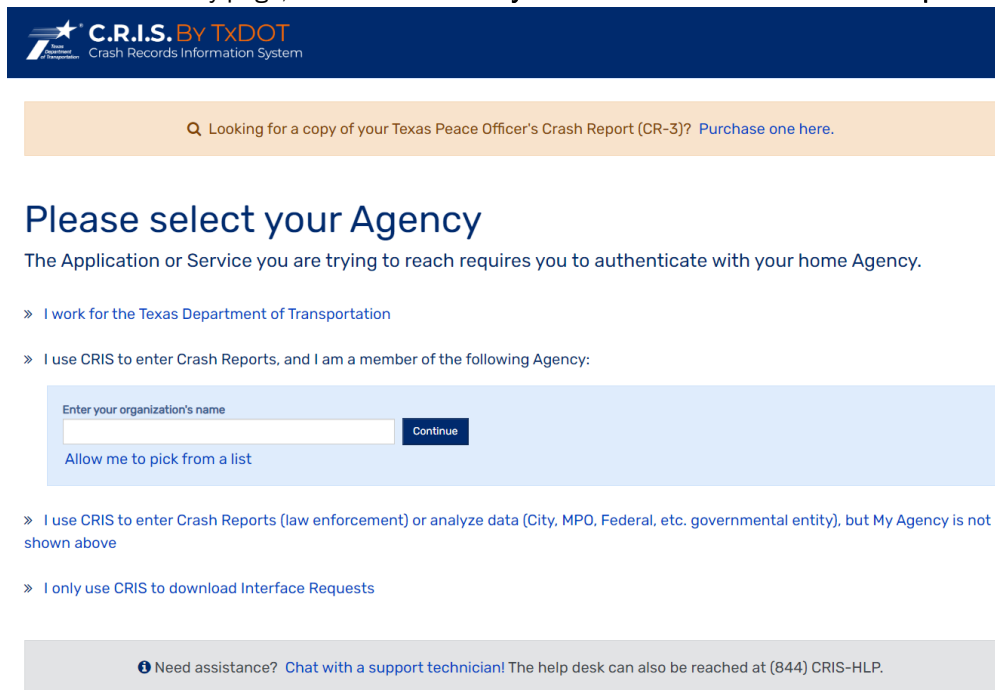
The TxDOT CRIS Standard Extract contains all the data collected from the Texas Peace Officer's Crash Report (CR-3). In addition to the CR-3 data, all crash records include interpreted field data. Roadway attributes and location specific data for crashes occurring on the state highway system is also appended to each crash record. Per Texas Transportation Code (TTC) §550.065(b), the extract file is only available to individuals associated with an agency of the United States, this state, or a local government of this state that has use for the information for accident prevention purposes. The extract files include data for crash reports that have been submitted to TxDOT and processed through CRIS. Users who are granted access to Standard Extract also have the option to submit Public Extract requests.

5.1 Self-Registration

The following steps are intended for Self-Registration for the Standard Interface.

Note: If a user has not logged in to their account within 30 days, the user will be automatically deleted from the system. The user will be required to complete the self-registration process again if interface access is needed.

1. Enter CRIS URL: <https://cris.txdot.gov>
2. Receive the Discovery page
3. From the Discovery page, user will select **I only use CRIS to download Interface Requests**



C.R.I.S. BY TxDOT
Crash Records Information System

🔍 Looking for a copy of your Texas Peace Officer's Crash Report (CR-3)? [Purchase one here.](#)

Please select your Agency

The Application or Service you are trying to reach requires you to authenticate with your home Agency.

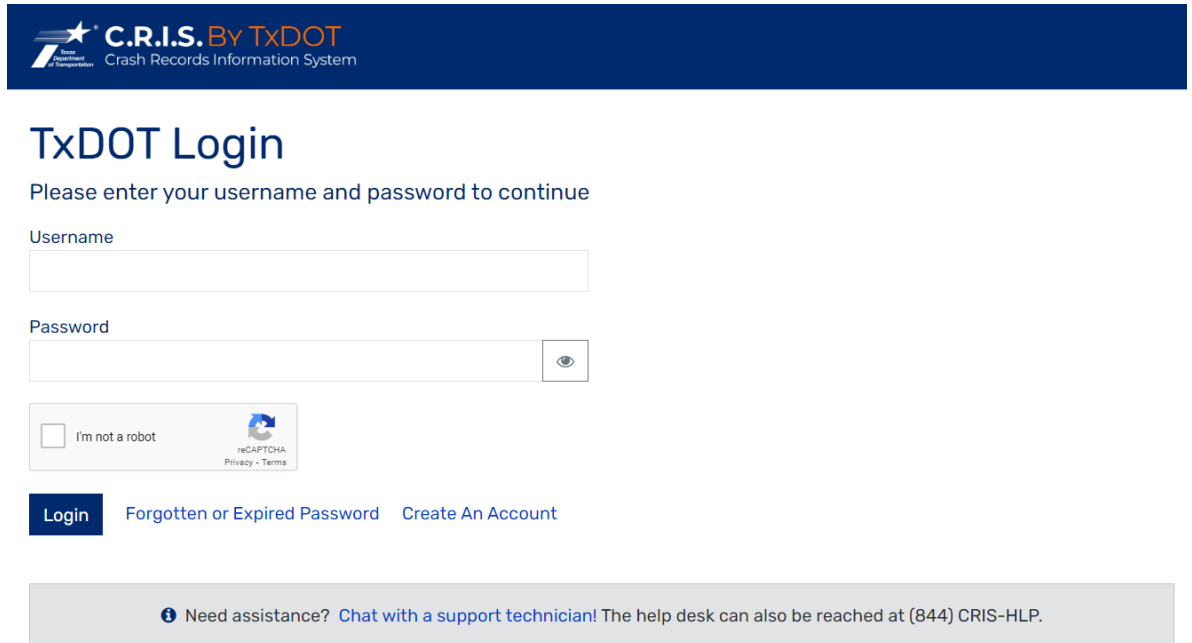
- » I work for the Texas Department of Transportation
- » I use CRIS to enter Crash Reports, and I am a member of the following Agency:

Enter your organization's name

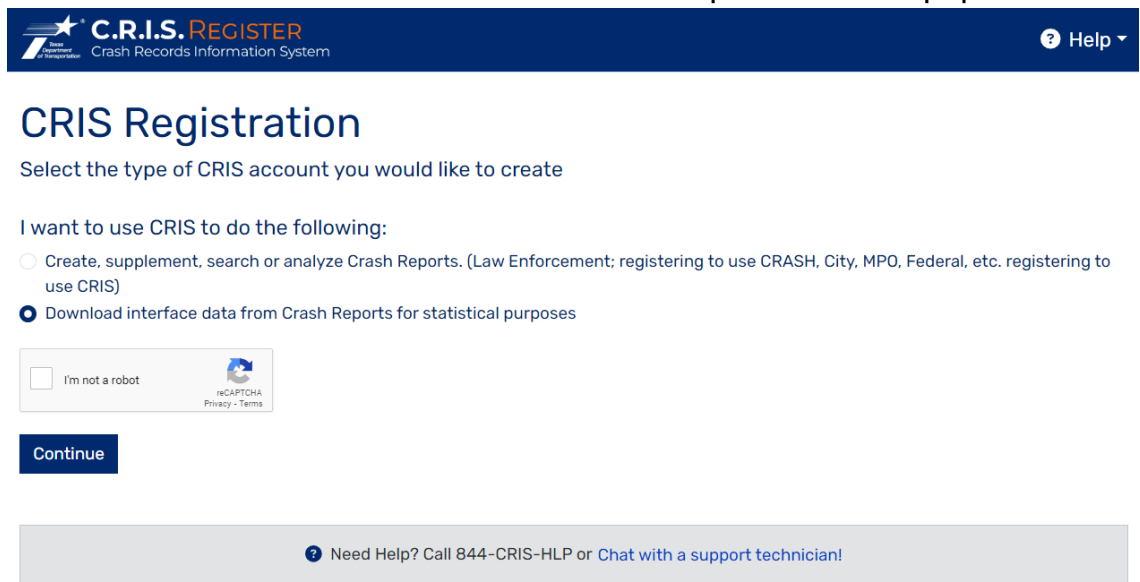
[Allow me to pick from a list](#)
- » I use CRIS to enter Crash Reports (law enforcement) or analyze data (City, MPD, Federal, etc. governmental entity), but My Agency is not shown above
- » I only use CRIS to download Interface Requests

📞 Need assistance? [Chat with a support technician!](#) The help desk can also be reached at (844) CRIS-HLP.

- On the TxDOT Login page, select **Create An Account**
Note: TxDOT users will not see the 'Forgotten or Expired Password' and 'Create An Account' links on the TxDOT login page. Internal TxDOT employees do not need, nor will they be provided access to the extract files. If they have a business need to access crash data, they will need to complete and submit the CRIS access request forms available at <https://crossroads/divisions/trf/crash-data-analysis-cda/crash-records-information-system-cris.html> .
 Select the **Request for CRIS Access (CDA)** PDF link



- Receive the CRIS Registration page.
- Select the radio button **Download interface data from Crash Reports for statistical purposes.**



- Select **I'm not a robot** reCAPTCHA and follow verification steps.
- Select **Continue**

CRIS Registration

Enter the following information in order to create your CRIS User Profile

Enter User Information * Indicates Required Field

First Name *	Middle Name	Last Name *
<input type="text"/>	<input type="text"/>	<input type="text"/>
Email Address *	Email Confirmation *	
<input type="text"/>	<input type="text"/>	
Phone Number		
<input type="text"/>		

▶ Required only for members of Government Organizations


Agency Information * Indicates Required Field

Member of a Government Organization

Organization Name

▶ Required when Member of a Government Organization is selected

Continue

 Need Help? Call 844-CRIS-HLP or [Chat with a support technician!](#)


9. Enter the fields listed. The required fields are listed in **bold**:
 - a. **First Name** – this field is required and allows up to 255 characters.
 - b. Middle Name – this field is optional and allows up to 255 characters.
 - c. **Last Name** – this field is required and allows up to 255 characters
 - d. **Email Address** – this field is required and allows up to 255 characters
 - e. **Email Confirmation** – this field is required and allows up to 255 characters
Note: *Both email instances must match exactly*
 - f. Phone Number – this field is optional unless the Member of a Government Organization checkbox is checked
 - g. Member of a Government Organization – Check if Member of a Government Organization, leave blank if not a Member of a Government Organization
 - h. Organization Name – this field is optional unless the Member of a Government Organization is set to Yes, then field is required. Allows up to 255 characters.
Note:
 - i. When “Member of a Government Organization” is set to No, the user will be granted access to the public interface
 - ii. When “Member of a Government Organization is set to Yes, the user’s information will be verified by TxDOT and will be granted access to the public or standard interface
 - iii. “Member of a Government Organization” is intended for individuals associated with an agency of the United States, this State, or a local government of this state that has use for the information for accident prevention purposes
 - i. Select **Continue**
 - j. New CRIS users will receive the Enter CRIS Security Information screen

CRIS Registration

Enter password and security question information to complete your CRIS registration


Password Information

* Indicates Required Field

 Password must contain a minimum of 16 characters and must include an upper case character, a lower case character, a number, and a symbol.

Password *

Password Confirmation *

 Enter Password to determine if it meets the security requirements.

Security Question Information

* Indicates Required Field

Security Question 1 *

Security Answer 1 *

Security Hint 1

Security Question 2 *

Security Answer 2 *


Security Hint 2

Security Question 3 *

Security Answer 3 *

Security Hint 3

[Continue](#)

 Need Help? Call 844-CRIS-HLP or [Chat with a support technician!](#)

Note: If the user is an existing user they will receive 'Validation Error' notification stating "The following errors must be corrected in order to continue: There is already a user account registered for Data Extract Requests with this email address"

Validation Error ✕

The following errors must be corrected in order to continue:

- There is already a user account registered for Data Extract Requests with this email address

OK

10. Create and enter a secure password. The password convention is as follows:
 - a. Must contain at least 16 characters
 - b. Must contain at least one lowercase character
 - c. Must contain at least one uppercase character
 - d. Must contain at least one number
 - e. Must contain at least one special character
 - f. Must rank as secure or better
 - g. Cannot contain whitespace
 - h. Cannot contain Non-Printable Characters such as tab or Carriage Return
 - i. Cannot contain 3 or more repeating numbers or characters
 - j. Cannot contain sequential numbers or characters

Note: As the password is being created each requirement will display below and be checked off as the requirement is met. The requirements not yet met will display an x in front of them until the requirement is met.
11. Re-enter the secure password in the **Password Confirmation** field
Note: Both password instances must match exactly
12. Select three security questions from dropdown options and provide answers
Note:
 - a. The answer to each question must be a minimum of two characters each
 - b. The answers to the security questions are case sensitive
 - c. In the event the user forgets their password and needs to create a new password with the 'Forgotten or Expired Password' link, one of the three questions will be provided for verification.
13. Select **Continue**
14. Receive the CRIS User Registration Completed screen
15. If user wants the option to receive extracts via SFTP delivery method, they will select the Optionally Generate SFTP Public Key button.

✓ Registration Completed

Your CRIS User Profile has been created successfully.

What happens next?

Your registration information has been sent to the TxDOT Administrator. The Administrator will review your registration information and notify you via email when you are approved to request Standard Crash Report data extracts.

If you have any questions or need assistance with the TxDOT Crash Extract Data, please contact the help desk at (844) CRIS-HLP.

💡 By default, Extracts will be delivered to the email address you provided. However, if you'd like to receive extracts over SFTP, you can generate an SFTP Public Key below which can be used in configuring your SFTP Server to receive Extracts.

Optionally Generate SFTP Public Key

16. If the user meets the criteria to receive Standard Interface access, they will receive a 'Request for access to the Standard Interface Data' email from TxDOT with a CRIS Automated Interface Confidentiality Agreement attached. This agreement will need to be signed and returned to TRF_CRASH@txdot.gov. Once the form is received and reviewed by TxDOT, the user will receive access to the Standard Interface.

Note: If a user who requests access to the Standard Interface does not return the Confidentiality Agreement within 10 days of receiving the agreement, their Interface access request will be denied. The user will be required to complete the self-registration process again if share access is needed.

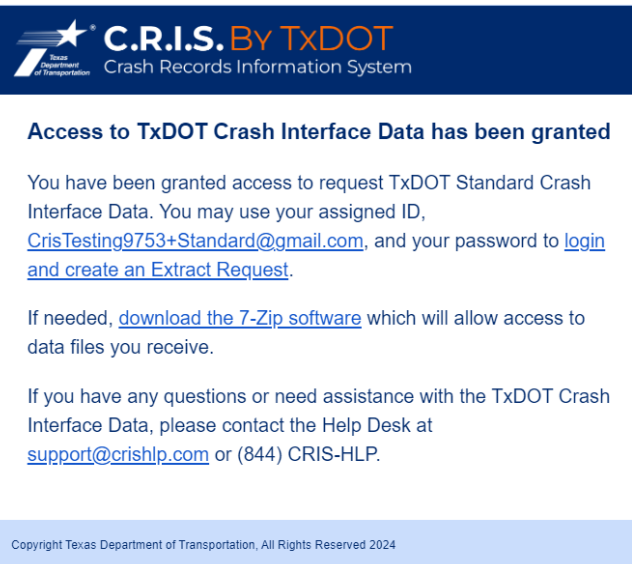
5.2 Accessing Standard Interface


There are two options in which a user can access the standard interface to begin creating requests:

1. Option 1: User receives an email notification when they register, provide their organization information, and the TxDOT Interface Authorization Manager grants Standard Interface access. The email notification contains the data below (User can continuously use link from email)

(UAT) Access to TxDOT Crash Interface Data has been granted

TRF_CRASH@txdot.gov
to CrisTesting9753+Standard ▾



 **C.R.I.S. BY TxDOT**
Crash Records Information System

Access to TxDOT Crash Interface Data has been granted

You have been granted access to request TxDOT Standard Crash Interface Data. You may use your assigned ID, CrisTesting9753+Standard@gmail.com, and your password to [login and create an Extract Request](#).

If needed, [download the 7-Zip software](#) which will allow access to data files you receive.

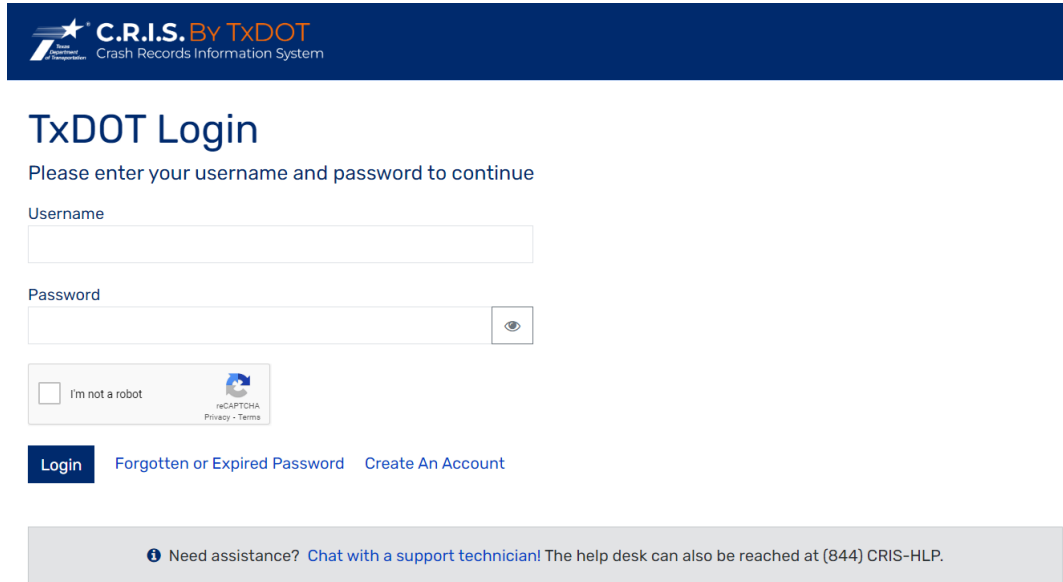
If you have any questions or need assistance with the TxDOT Crash Interface Data, please contact the Help Desk at support@crishlp.com or (844) CRIS-HLP.

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2. Option 2: Enter Username and Password

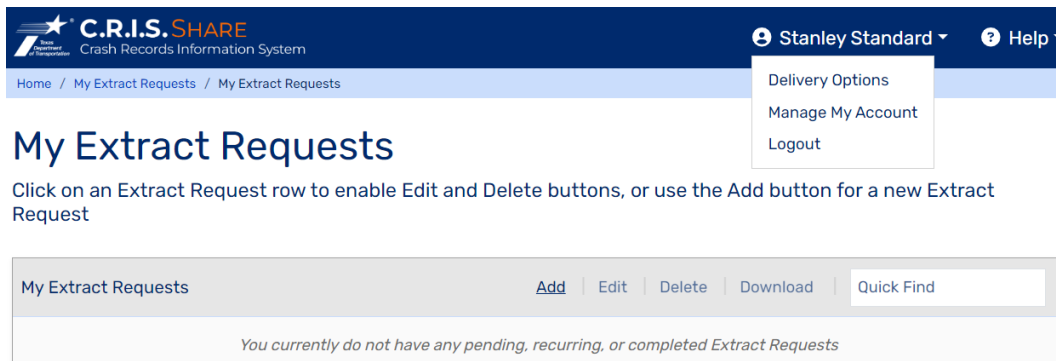
Note: Username is the email address that was entered during the registration process unless the user is an existing CRIS/CRASH user and enters the same email during registration as was entered for their CRIS/CRASH account. In this case, the username will be included in the 'Access to TxDOT Crash Interface Data has been granted' email notification.

 - a. Select **Login**



5.3 Extract File Delivery Methods

There are three different extract delivery options for Standard Extract users. To change delivery methods, log into user's extract account, click on the user's name at the top of the page, and select **Delivery Options**.



1. Download

This is the extract delivery method default. Unless a user changes the delivery method within their extract account, any data files for extract requests that are submitted will be received via the email account that the user entered during registration.
2. SFTP

For a user to receive the extract via SFTP delivery method, the following information is required to be entered/selected:

- a. Host
- b. Port
- c. User Name
- d. Root Directory
- e. Public Key

Note: This is the Public Key that was generated when the Optionally Generate SFTP Public Key button was selected at the end of the registration process.

- f. Select the Test Connection Key

Note: User should receive a notification that the Test Connection was successful

- g. Select **Save**

Configure Delivery Options
×

Deliver Extracts Using *

SFTP
×
▾

Secure FTP Connection

Host *	Port *
<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
User Name *	Root Directory *
<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
<small>▶ Must end with "\" or "/"</small>	

Public Key *

Place mouse over this link to view Public Key. Click to copy Public Key to clipboard.

Test Connection

Save
Cancel

3. AWS

For a user to receive the extract via AWS delivery method, the following information is required to be entered/selected:

- a. Access Key
- b. Secret Key
- c. Bucket Name
- d. Region Code
- e. Key Name Prefix
- f. Test AWS Connection

Note: User should receive a notification that the Test Connection was successful

- g. Select **Save**

Configure Delivery Options
✕

Deliver Extracts Using *

AWS
✕
▼

AWS Connection

Access Key *

Secret Key *

Bucket Name *

Region Code *

▶ See AWS User Guide. Example: "us-east-1".

Key Name Prefix *

▶ Must end with "/"

Test AWS Connection

Save

Cancel

5.4 Create Interface Request

The following steps are intended to guide users in completing a standard interface request.

1. Receive the TxDOT Login screen.
2. Enter username and password.
3. Select **I'm not a robot** reCAPTCHA and follow verification steps.
4. Select **Login**

C.R.I.S. By TxDOT

Crash Records Information System

TxDOT Login

Please enter your username and password to continue

Username

Password

👁

I'm not a robot

reCAPTCHA
Privacy - Terms

Login

Forgotten or Expired Password

Create An Account

📌 Need assistance? [Chat with a support technician!](#) The help desk can also be reached at (844) CRIS-HLP.

5. Receive the CRIS Security Question screen.
6. Enter the answer to the security question that was selected during registration.

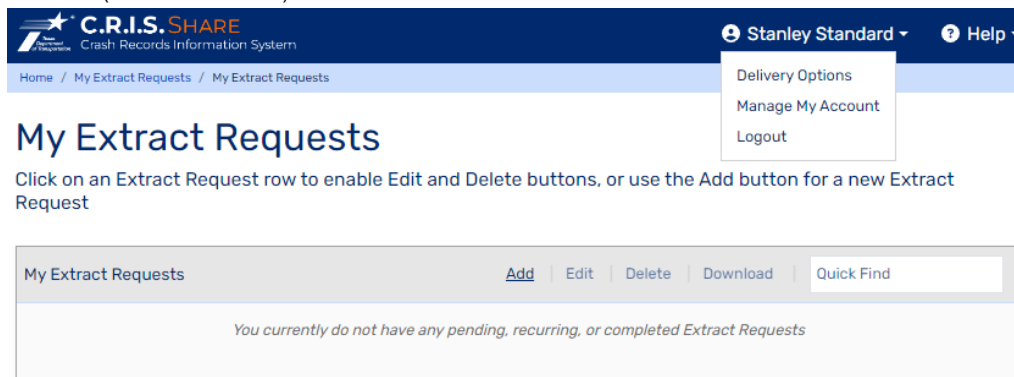
7. Select **Continue**



The screenshot shows the C.R.I.S. By TxDOT interface. At the top is a dark blue header with the Texas Department of Transportation logo and the text "C.R.I.S. By TxDOT Crash Records Information System". Below the header is the title "CRIS Security Question" in large blue font. Underneath is the instruction "Please answer the following question in order to gain access to CRIS." followed by the "Security Question" section: "What was the last name of your third grade teacher?". There is an "Answer" label above a white text input field. Below the input field is a "Hint" section with the text "Usual". At the bottom of the form is a dark blue button labeled "Continue".

8. Receive the My Extract Requests screen

Note: For Standard users, the option to add SFTP and AWS delivery method information and to change between delivery methods is available in the top right of each of the user's C.R.I.S. SHARE screens (see section 6.1).



The screenshot shows the C.R.I.S. SHARE interface. The top header is dark blue with the Texas Department of Transportation logo, "C.R.I.S. SHARE Crash Records Information System", and user information "Stanley Standard" and "Help". Below the header is a breadcrumb trail: "Home / My Extract Requests / My Extract Requests". The main title is "My Extract Requests" in large blue font. Below the title is the instruction: "Click on an Extract Request row to enable Edit and Delete buttons, or use the Add button for a new Extract Request". At the bottom of the page is a table header for "My Extract Requests" with buttons for "Add", "Edit", "Delete", "Download", and a "Quick Find" search box. The table content area is empty and contains the text: "You currently do not have any pending, recurring, or completed Extract Requests".

9. Select **Add**

My Extract Requests

Click on an Extract Request row to enable Edit and Delete buttons, or use the Add button for a new Extract Request


My Extract Requests



[Add](#) | [Edit](#) | [Delete](#) | [Download](#) |

You currently do not have any pending, recurring, or completed Extract Requests

* Bold text indicates Extract Requests that are not yet in progress and can still be edited.

10. Receive the Select Extract Type screen


C.R.I.S. SHARE
 Crash Records Information System

 Stanley Standard ▾
  Help ▾

Home / My Extract Requests

Select Extract Type

Extract Type determines which data set is returned in your Extract. Fields denoted with * are required.

Extract Description *

Extract Type *

Standard x ▾


Extract Format *

COMMA-SEPARATED VALUES (CSV) x ▾

▶ The file format of the Extract data

Include CR-3 Crash Report PDF files in Extract

Next

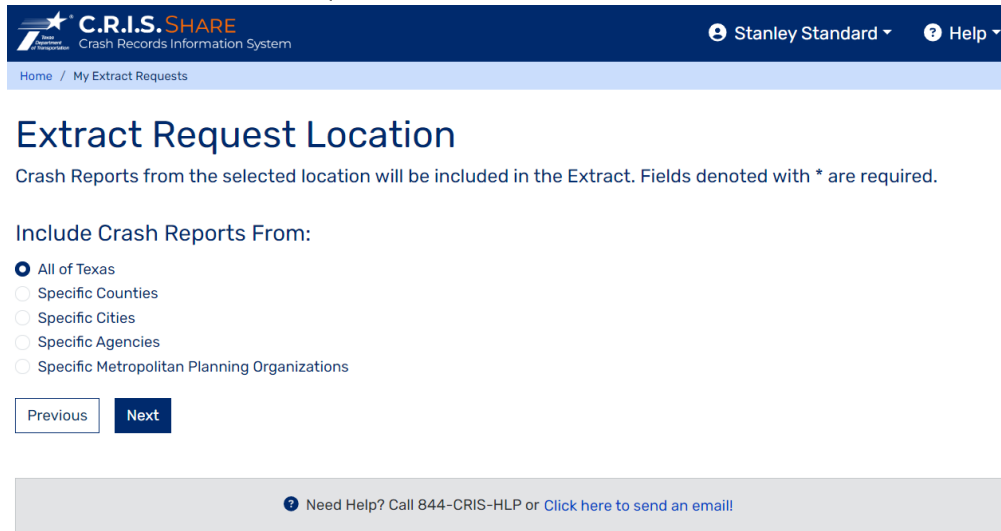
 Need Help? Call 844-CRIS-HLP or [Click here to chat with a representative!](#)

11. User must enter an Extract Description

Note: The Extract Description field is used to distinguish between each extract request.

12. User must select the Extract Type that they want to receive the data files for:
 - a. Standard

- b. Public
- 13. User must select the format that they want to receive the extract file(s) in:
 - a. COMMA-SEPARATED VALUES (CSV)
 - b. XML
- 14. The 'Include CR-3 Crash Report PDF files in Extract' checkbox must be checked if user wants to receive crash report images for crashes that are included in the extract files. Leave the box unchecked if crash report images are not needed.
- 15. Select **Next**
- 16. Receive the CRIS Extract Request Location screen.



- 17. User must select one of the radio buttons to specify the location criteria of crash data to be included:
 - a. Include Crash Reports From All of Texas
 - b. Include Crash Reports From Specific Counties
 - i. Select one county or multiple counties by clicking on each county name individually in the values drop-down list. When a county name is selected the value will be added to the county list.
Note: The list of counties will not be made available until after the Specific Counties radio button is selected.
 - c. Include Crash Reports From Specific Cities
 - i. Select one city or multiple cities by clicking on each city name individually in the values drop-down list. When a city name is selected the value will be added to the city list.
Note: The list of cities will not be made available until after the Specific Cities radio button is selected.
 - d. Include Crash Reports From Specific Agencies
 - i. Select one agency or multiple agencies by clicking on each agency name individually in the values drop-down list. When an agency name is selected the value will be added to the agency list.
Note 1: The list of agencies will not be made available until after the Specific Agencies radio button is selected.
Note 2: In the agency values list there are MPOs and Regional Mobility Authorities listed. Do not select these values as criteria for crash data. The results returned, if any, are not guaranteed to be accurate. If a user would like to

base their criteria for crash data based on MPO, the value should be selected from the Metropolitan Planning Organization list.

- e. Include Crash Reports From Specific Metropolitan Planning Organizations
 - i. Select one Metropolitan Planning Organization or multiple Metropolitan Planning Organizations by clicking on each value individually in the drop-down list. When a Metropolitan Planning Organization name is selected the value will be added to the Metropolitan Planning Organizations list.
Note: The list of Metropolitan Planning Organizations will not be made available until after the Specific Metropolitan Planning Organizations radio button is selected.

18. Select **Next**

19. Receive the CRIS Extract Request Date screen.

C.R.I.S. SHARE
Crash Records Information System

Home / My Extract Requests

Extract Request Date

Crash Reports within the selected date range will be included in the Extract. Fields denoted with * are required.

Include Crash Reports From:

- A specific Crash Date range
- A specific Process Date range
- A specific Crash Date and Process Date range

[» What is the difference between Crash Date and Process Date?](#)

Crash Begin Date *

Select a Date

► Use MM/DD/YYYY format such as 09/01/2020 for September 1, 2020

Crash End Date *

Select a Date

► Use MM/DD/YYYY format such as 09/01/2020 for September 1, 2020

[Previous](#) [Next](#)

[Need Help? Call 844-CRIS-HLP or \[Click here to send an email\]\(#\)](#)

20. User must select one of the radio buttons to specify the date criteria of crash reports to be included.

- a. Include Crash Reports From a specific Crash Date range.
 - i. Crash Begin Date
 - ii. Crash End Date

Note:

 1. *Begin and End Dates cannot be future dates.*
 2. *User can request for crash dates which include crash year 2014 to current.*
 3. *End Date must be within one year of Begin Date*
 4. *The records retention schedule approved by the Texas State Library and Archives Commission for crash data and reports is the current calendar year plus the ten previous calendar years.*
- b. Include Crash Reports From a specific Process Date range:
 - i. Process Begin Date
 - ii. Process End Date

Note:

1. Begin and End Dates can be previous, current, or future process dates.
2. *Processed date means the date in which the crash data has been processed through the system. This includes the date the data was first received and any time the data was modified by TxDOT through a reprocessing task or correction effort.*

c. *Include Crash Reports From a specific Crash Date range and Process Date range:*

i. *Crash Date Range*

Note:

1. *Crash Begin Date and Crash End Date cannot be future dates.*
2. *End Date for Crash Date must be within one year of Begin Date*
3. *The records retention schedule approved by the Texas State Library and Archives Commission for crash data and reports is the current calendar year plus the ten previous calendar years.*

ii. *Process Date Range*

Note:

1. *Begin and End Process Dates cannot be future dates.*

21. Select **Next**

22. Select **Previous** to return to the Location Section

23. Receive Extract Password screen.

Note 1: The password entered by the user will be used to access the data files for the specific extract request in progress.

Note 2: The user can either choose to enter the same password that was used during registration, or a different password can be used.

24. Enter a secure Extract Password in the **Extract Password** field. The password convention is as follows:

- a. Must contain at least 16 characters.
- b. Must contain at least one lowercase character.
- c. Must contain at least one uppercase character.
- d. Must contain at least one number.
- e. Must contain at least one special character.

- f. Must rank as secure or better.
- g. Cannot contain whitespace.
- h. Cannot contain Non-Printable Characters such as tab or Carriage Return
- i. Cannot contain 3 or more repeating numbers of characters.
- j. Cannot contain sequential numbers or characters.

Note: As the password is being created each requirement will display below and be checked off as the requirement is met. The requirements not yet met will display an x in front of them until the requirement is met.

25. Re-enter the secure password in the **Extract Password Confirmation** field.

Note: Both password instances must match exactly

26. Select **Next**

27. Receive Extract Request Summary screen

C.R.I.S. SHARE
Crash Records Information System

Home / My Extract Requests

Extract Request Summary

Please review and then press Submit to complete your Extract Request.

Extract Summary	
Extract Type:	Standard
Output Format:	COMMA-SEPARATED VALUES (CSV)
Include CR-3 PDF	Yes
Files:	
Location:	All of Texas
Date:	Crash Dates from 01/01/2023 through 12/31/2023
Delivery:	Email Download Configure Delivery Option

[Previous](#) [Submit Extract Request](#)

[Need Help? Call 844-CRIS-HLP or Click here to chat with a representative!](#)

28. Review and ensure the Location and Date criteria selected are displayed.

- a. Select **Previous** to return to the Date Section to update, or
- b. Select **Previous** again to update the Location Section, or
- c. Select **Submit Extract Request** to continue to the interface request.

29. Receive Interface Request Successful screen.

C.R.I.S. SHARE
Crash Records Information System

Home / My Extract Requests

Extract Request Successful

You will be notified via email when your Extract is ready to be downloaded.

Note: It may require 24 hours to fulfill this Extract request.

[Return to My Extract Requests](#) [Create New Extract Request](#)

30. User has the option to create another request, return to their extract requests queue or end the session.

- a. Select **Create New Extract Request** and follow previous steps to create another interface request.

- b. Select **Return to My Extract Requests** to review a list of user's existing extract requests.
(See section 6 for more information on the **My Extract Requests** page.)
- c. Select **Logout** to end the session.
Note: The Logout option is in the drop-down under the user's name at the top right-hand side of the screen.

5.5 Download Extracts


The extract file will be provided in a CSV or XML format and will be delivered via SFTP, Email or AWS. The request will take approximately 24 hours before the extract is ready.

5.5.1 Email Delivery

1. User receives an email notification when the extract is ready, which contains the data below:

Extract File Ready Notification Inbox x

TRF_CRISTechSupport@txdot.gov
to CrisTesting9753+Standard ▾


C.R.I.S. BY TXDOT
Crash Records Information System

Crash Report Available

The extract you requested is [available for download](#) until 2024-01-27 15:56:11.107. Use the password you entered when creating the extract request to decrypt the file.

Your extract parameters are:

Description:	Description
Extract Type:	STANDARD
Output Format:	CSV
Location:	All of Texas
Date Range:	Crash Date between 01/01/2023 and 12/31/2023

If you have any questions or need assistance with the TxDOT Crash Interface Data, please contact the Help Desk at support@crishlp.com or (844) CRIS-HLP.

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2. Select the **available for download** link provided within the email
3. Select **My Agency is not shown above, or I only want to download Interface Requests**
4. Enter username and password.

5. Select **I'm not a robot** reCAPTCHA and follow verification steps.
6. Select **Login**
7. Receive the Download Extract screen.



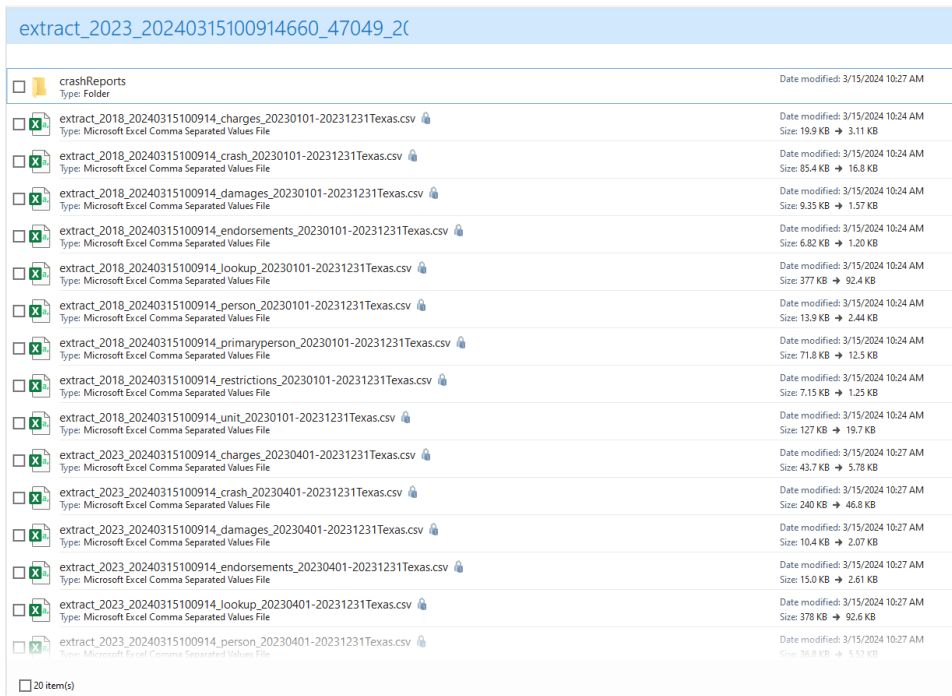
Download Extract

Your Extract Request has been completed and is available for download



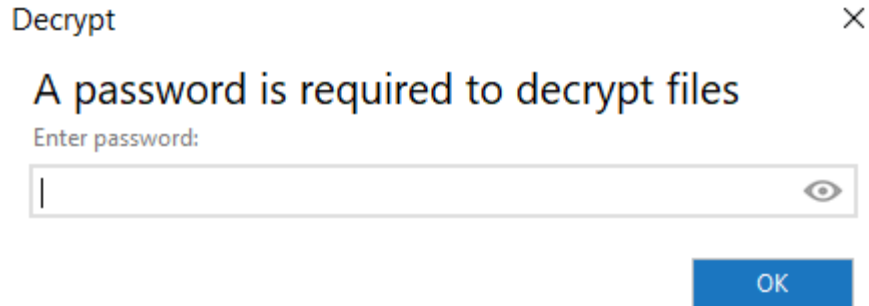
8. Select **Download** to download extract files
 - a. Receive the WinZip screen

Note: If the user opted to receive CR-3 Crash Report pdf files when creating the extract request, the crash report images for each crash included in the extract files will be in a folder labelled 'crashReports'.



- b. User can extract the files.
 - i. In WinZip, select 'Unzip To', select a location to place the data files and then select Unzip.
 - ii. User will receive the 'Decrypt' window. and will be required to enter a password to access the files.

Note: Enter the password that was created during the extract request process.



iii. Enter password and select **OK**

iv. The file(s) will be extracted.

Note:

1. If user receives an error for the file name being too long, the user should shorten the file name. This error occurs due to Windows limitations.
2. If user receives an error that they are unable to open their zipped files a possible cause is that the correct extraction software is not being used.

Try installing the following extraction software:

- a. 7-zip (Recommended)
- b. Zipeg
- c. iZip

c. Close out of WinZip

d. The WinZip screen will close and return to the Download Extract screen

5.5.2 SFTP Delivery

1. User receives data files via SFTP delivery

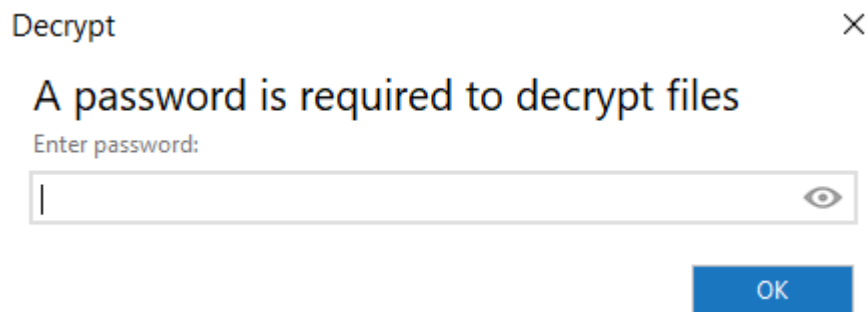
2. Unzip files using WinZip

Note: If the user opted to receive CR-3 Crash Report pdf files when creating the extract request, the crash report images for each crash included in the extract files will be in a folder labelled 'crashReports'.

extract_2023_20240315100914660_47049_2C		
	crashReports Type: Folder	Date modified: 3/15/2024 10:27 AM
	extract_2018_20240315100914_charges_20230101-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 3/15/2024 10:24 AM Size: 19.9 KB → 3.11 KB
	extract_2018_20240315100914_crash_20230101-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 3/15/2024 10:24 AM Size: 85.4 KB → 16.8 KB
	extract_2018_20240315100914_damages_20230101-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 3/15/2024 10:24 AM Size: 9.35 KB → 1.57 KB
	extract_2018_20240315100914_endorsements_20230101-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 3/15/2024 10:24 AM Size: 6.82 KB → 1.20 KB
	extract_2018_20240315100914_lookup_20230101-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 3/15/2024 10:24 AM Size: 377 KB → 92.4 KB
	extract_2018_20240315100914_person_20230101-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 3/15/2024 10:24 AM Size: 13.9 KB → 2.44 KB
	extract_2018_20240315100914_primaryperson_20230101-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 3/15/2024 10:24 AM Size: 71.8 KB → 12.5 KB
	extract_2018_20240315100914_restrictions_20230101-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 3/15/2024 10:24 AM Size: 7.15 KB → 1.25 KB
	extract_2018_20240315100914_unit_20230101-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 3/15/2024 10:24 AM Size: 127 KB → 19.7 KB
	extract_2023_20240315100914_charges_20230401-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 3/15/2024 10:27 AM Size: 43.7 KB → 5.78 KB
	extract_2023_20240315100914_crash_20230401-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 3/15/2024 10:27 AM Size: 240 KB → 46.8 KB
	extract_2023_20240315100914_damages_20230401-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 3/15/2024 10:27 AM Size: 10.4 KB → 2.07 KB
	extract_2023_20240315100914_endorsements_20230401-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 3/15/2024 10:27 AM Size: 15.0 KB → 2.61 KB
	extract_2023_20240315100914_lookup_20230401-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 3/15/2024 10:27 AM Size: 378 KB → 92.6 KB
	extract_2023_20240315100914_person_20230401-20231231Texas.csv Type: Microsoft Excel Comma Separated Values File	Date modified: 3/15/2024 10:27 AM Size: 35.8 KB → 5.53 KB
<input type="checkbox"/> 20 item(s)		

- a. User can extract the files
 - i. In WinZip, select 'Unzip To', select a location to place the data files and then select Unzip.
 - ii. User will receive the 'Decrypt' window. and will be required to enter a password to access the files.

Note: Enter the password that was created during the extract request process.



- iii. Enter password and select **OK**
- iv. The file(s) will be extracted

Note:

1. If user receives an error for the file name being too long, the user should shorten the file name. This error occurs due to Windows limitations.
2. If user receives an error that they are unable to open their zipped files a possible cause is that the correct extraction software is not being used. Try installing the following extraction software:
 - a. 7-zip (Recommended)
 - b. Zipeg
 - c. iZip

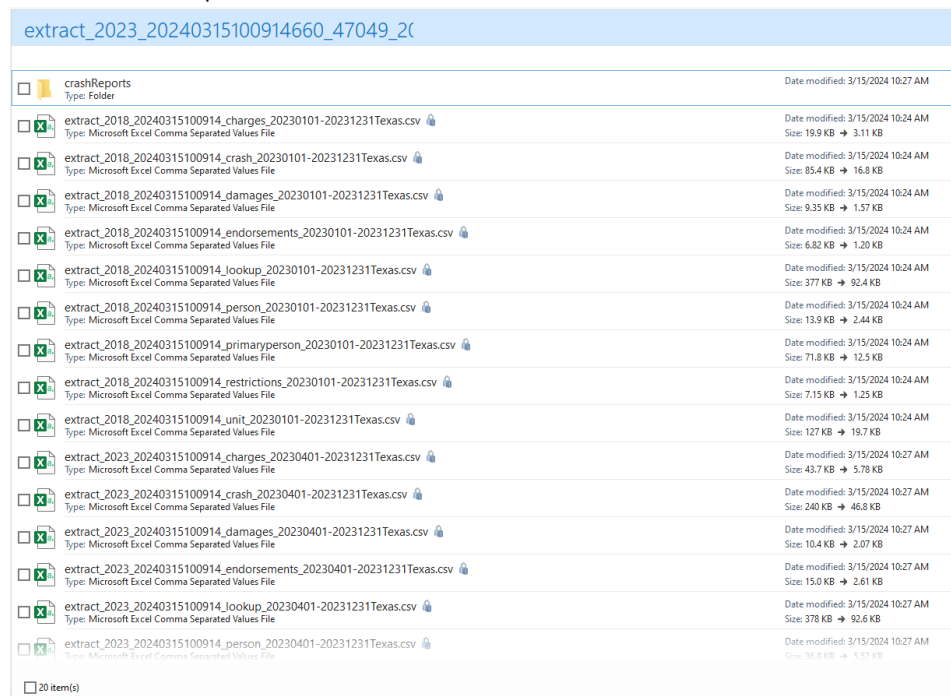
- b. Close out of WinZip

c. The WinZip screen will close and return to the Download Extract screen

5.5.3 AWS Delivery

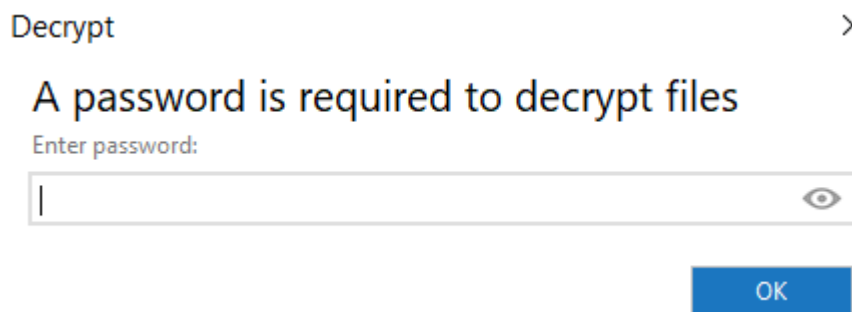
1. User receives data files via AWS delivery
2. Unzip files using WinZip

Note: If the user opted to receive CR-3 Crash Report pdf files when creating the extract request, the crash report images for each crash included in the extract files will be in a folder labelled 'crashReports'.



3. User can extract the files
 - i. In WinZip, select 'Unzip To', select a location to place the data files and then select Unzip.
 - ii. User will receive the 'Decrypt' window. and will be required to enter a password to access the files.

Note: Enter the password that was created during the extract request process.



- iii. Enter password and select **OK**.
- iv. The file(s) will be extracted.

Note:

3. If user receives an error for the file name being too long, the user should shorten the file name. This error occurs due to Windows limitations.

4. . If user receives an error that they are unable to open their zipped files a possible cause is that the correct extraction software is not being used. Try installing the following extraction software:
 - a. 7-zip (Recommended)
 - b. Zipeg
 - c. iZip
4. Close out of WinZip
5. The WinZip screen will close and return to the Download Extract screen.

6. My Extract Requests Screen Options

The following section is intended to explain the functionality of each of the options located at the top of the user's My Extract Requests page.

6.1 Delivery Options

Three different delivery options are available to Standard users:

1. Download (Email)
2. SFTP
3. AWS

To change or set up extract files delivery methods, click on the user's name at the top right of each Extract screen. and then select **Delivery Options**. To receive extracts using SFTP or AWS delivery methods, connection information will be required for setup.

6.2 Manage My Account

The Manage My Account option is available at the top right of each Extract screen. To make changes to Password or Security Questions/Answers, click on the user's name and then select **Manage My Account**.

6.3 Add

This option allows users to create new extract requests.

6.4 Edit

This option allows users to modify their existing extract requests.

Note: Only extracts in CREATED state can be modified.

6.5 Delete

Any extract can be deleted by the user. Once deleted, the user will not receive any further data files for the deleted request.

6.6 Download

Data files for extracts received via Email delivery method can be downloaded by highlighting the extract request and then selecting the Download link.

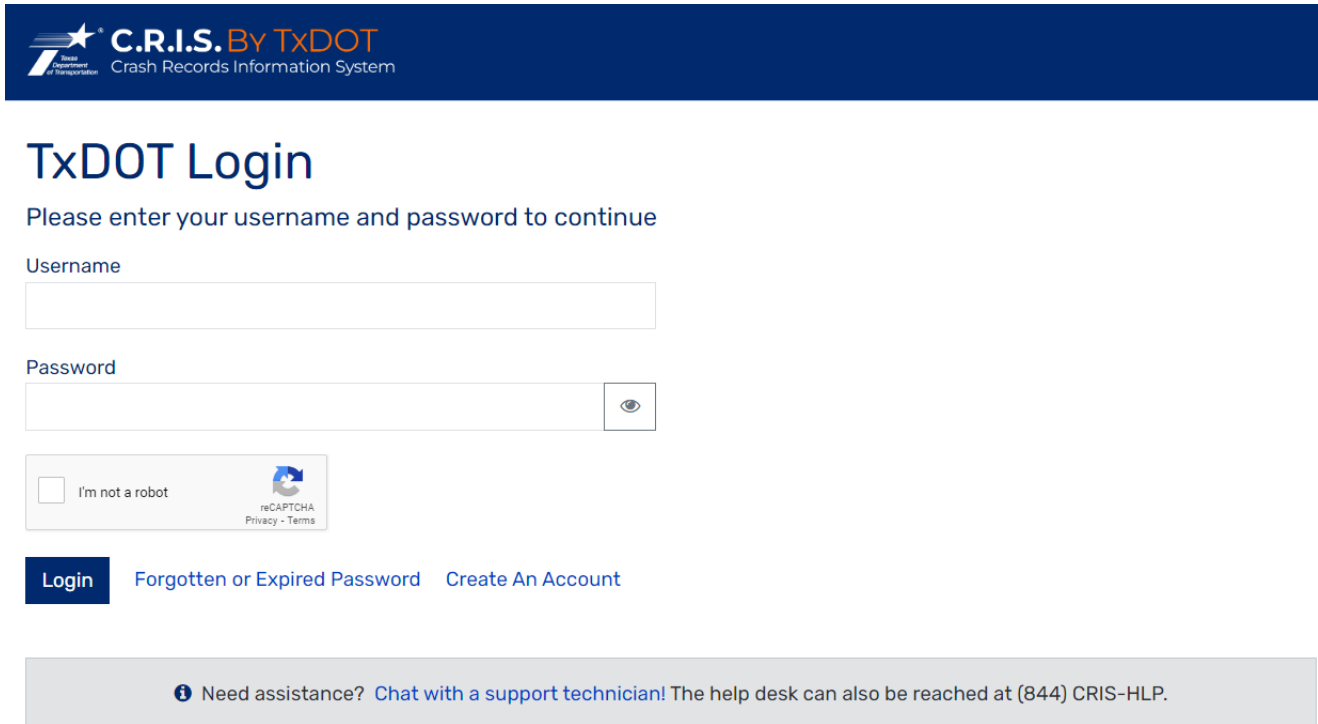
For recurring requests by Process Date(s), when the download link is selected the available data files for the request will be provided for the user to select which daily set of files they would like to download.

7. Reset Password

The following steps are for users who forget or want to reset their password for interface access. The user has three attempts to log in. If they incorrectly key in the username or password more than three times, they must reset their password via the 'Forgotten or Expired Password?' link.

7.1 Reset

1. Select the **Forgotten or Expired Password** link from the CRIS TxDOT Login screen




C.R.I.S. BY TxDOT
Crash Records Information System

TxDOT Login

Please enter your username and password to continue

Username

Password

I'm not a robot  reCAPTCHA
Privacy - Terms

[Login](#) [Forgotten or Expired Password](#) [Create An Account](#)

i Need assistance? [Chat with a support technician!](#) The help desk can also be reached at (844) CRIS-HLP.

2. Receive the Reset CRIS Password screen


Reset CRIS Password

Enter the following information in order to reset your CRIS password


Email Address *

Which tasks do you perform in the CRIS Application Suite?

- I use CRIS to create, manage or analyze Crash Reports
- I use CRIS only to download Crash Report data extracts

I'm not a robot  reCAPTCHA
Privacy - Terms

Continue

 Need Help? Call 844-CRIS-HLP or [Chat with a support technician!](#)

3. Enter **Email Address**
4. Select **I use CRIS only to download Crash Report data extracts** from the **Which tasks do you perform in the CRIS Application Suite?** options
5. Select **I'm not a robot** reCAPTCHA and follow verification steps
6. Select **Continue**
7. Receive the Reset CRIS Password screen

Reset CRIS Password

Answer the following security question to reset your CRIS password

Security Question Information

* Indicates Required Field

Security Question


What was the last name of your third grade teacher?

Answer *

Hint

Usual

Continue

 Need Help? Call 844-CRIS-HLP or [Chat with a support technician!](#)

8. Enter answer for the security question.

Note: User has three attempts before they must start over

9. Select **Continue**
10. Receive the Password Reset Email Sent message. The message states the link will only be valid for 30 minutes.

Note: If user does not access within 30 minutes, user must start with Reset Step 1.



✓ Password Reset Email Sent

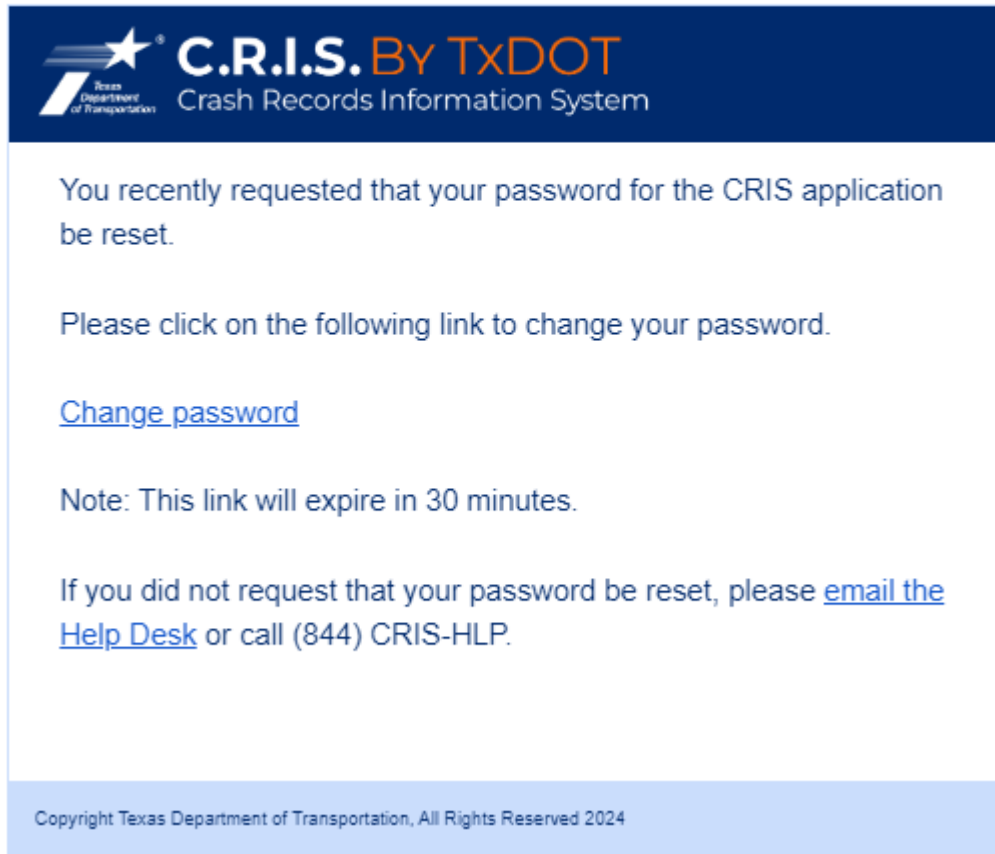
An Email has been sent to you containing a link to reset your password.

NOTE: The link will only be valid for 30 minutes.

11. User receives email notification which contains data below.

(UAT) CRIS Password Reset Request Inbox x

TRF_CRASH@txdot.gov
to CrisTesting9753+Public ▾



12. Select the **Change Password** link within the email to reset the password.
13. Receive the Create CRIS Password screen.


Create CRIS Password

Enter new password to complete the CRIS password reset process


Create New Password

* Indicates Required Field

Password *	<input type="password"/>	Password Confirmation *	<input type="password"/>
------------	--------------------------	-------------------------	--------------------------

 Enter Password to determine if it meets the security requirements.

Continue

 Need Help? Call 844-CRIS-HLP or [Chat with a support technician!](#)

14. Create and enter a secure password. The password convention is as follows:

- Must contain at least 16 characters.
- Must contain at least one lowercase character.
- Must contain at least one uppercase character.
- Must contain at least one number.
- Must contain at least one special character.
- Must rank as secure or better.
- Cannot contain whitespace.
- Cannot contain Non-Printable Characters such as tab or Carriage Return.
- Cannot contain 3 or more repeating numbers or characters.
- Cannot contain sequential numbers or characters.

Note: As the password is being created each requirement will display below and be checked off as the requirement is met. The requirements not yet met will display an x in front of them until the requirement is met.

15. Re-enter the secure password in the **Password Confirmation** field.

Note: *Both password instances must match exactly*

16. Select **Continue**

17. Receive the CRIS Password Reset Successful screen.

CRIS Password Changed

Your password has been successfully changed.

[Return to Login Page](#)

18. Select **Return to Login Page**
19. User is returned to the CRIS TxDOT Login screen.
20. Enter username and password.
21. Select **I'm not a robot** reCAPTCHA and follow verification steps.
22. Select **Login**

8. Notification of Failed Extract Delivery

The following steps are intended to guide users who want to request to receive an email notification in the case of a failed extract delivery.

8.1 Request To Receive Notification of Failed Extract Delivery

1. User will contact the Help Desk at 844-CRISHLP (844-274-7457) or support@crishlp.com and request to receive Notifications of Failed Extract Delivery.
 - a. User will need to provide the Help Desk with:
 - i. The username and email address provided during registration.
 - ii. The email address(es) that the notification is to be sent to
 - b. If an extract delivery fails, the user will receive an email notification:

From: trf_cristechsupport@txdot.gov

Subject: Extract File Ready Notification

To: StandardUser1234@gmail.com

Wed, Sept 10, 2022 at 4:00 AM

The crash data you requested on 2022-09-09 in extract request 1708 failed to be transmitted due to the following error

<Reason For Failed Delivery>

If you have any questions or need assistance with the TxDOT Crash Interface Data, please contact the Help Desk at support@crishlp.com or (844) CRIS-HLP.

9. TxDOT Interface Authorization Manager

The following steps are intended to guide the TxDOT Interface Authorization Manager (IAM) in validating whether user will receive the standard or public interface or if access should be denied.

9.1 Grant Automated Interface Access – Public

1. TxDOT Interface AM will receive an email notification when a user registers and selects Yes for 'Member of a Government Organization'.

From: TRF_CRASH@txdot.gov [mailto:TRF_CRASH@txdot.gov]

Sent: Wednesday, August 22, 2018 3:05 PM

To: TxDOT Interface Authorization Manager

Subject: A user has requested access to Standard Interface Data

<Last Name, First Name> has requested access to the Standard Interface Data. The following information is available to help you confirm that this user is authorized to receive data from the standard interface:

<Last Name, First Name, Email address, phone number, agency>

If this is a valid user that is allowed to receive the standard interface, please log in to Configure and grant the user the appropriate access in accordance with TxDOT policies.

If the user is not authorized to receive the standard interface, please grant them access to the public interface only.

If you have any questions or need assistance with the TxDOT Crash Interface Data, please contact the Help Desk at support@crishlp.com or (844) CRIS-HLP.

2. If the organization provided for user is not an agency of the United States, this state, or a local government of this state, the TxDOT Interface AM will provide public interface only.
3. Log into Configure
4. Under System Administration, select **Extract Management**
5. Select **Approve New Users**
6. Within the Approve New Users panel, select the user to highlight.
7. Select **Grant Public Access**
8. Receive the Confirm Selection window.

Confirm Selection

Grant Public Extract to selected users?

Yes

No

9. Select **Yes**
10. User information is removed from the Approve New Users panel.

9.2 Grant Automated Interface Access – Standard

1. TxDOT Interface AM will receive an email notification when a user registers and selects Yes for 'Member of a Government Organization'.

From: TRF_CRASH@txdot.gov [mailto:TRF_CRASH@txdot.gov]
Sent: Wednesday, August 22, 2018 3:05 PM
To: TxDOT Interface Authorization Manager
Subject: A user has requested access to Standard Interface Data

<Last Name, First Name> has requested access to the Standard Interface Data. The following information is available to help you confirm that this user is authorized to receive data from the standard interface:

<Last Name, First Name, Email address, phone number, agency>

If this is a valid user that is allowed to receive the standard interface, please log in to Configure and grant the user the appropriate access in accordance with TxDOT policies.

If the user is not authorized to receive the standard interface, please grant them access to the public interface only.

If you have any questions or need assistance with the TxDOT Crash Interface Data, please contact the Help Desk at support@crishlp.com or (844) CRIS-HLP.

2. Complete and forward the attached Confidentiality Letter to TRF_CRASH@txdot.gov
3. Once the TxDOT Interface AM receives the completed Confidentiality Letter, they will provide access to the user.
4. Log into Configure
5. Under System Administration, select **Extract Management**
6. Select **Approve New Users**
7. Within the Approve New Users panel, select the user to highlight.
8. Select **Grant Standard Access**
9. Receive the Confirm Selection window.

Confirm Selection

Grant Standard Extract to selected users?

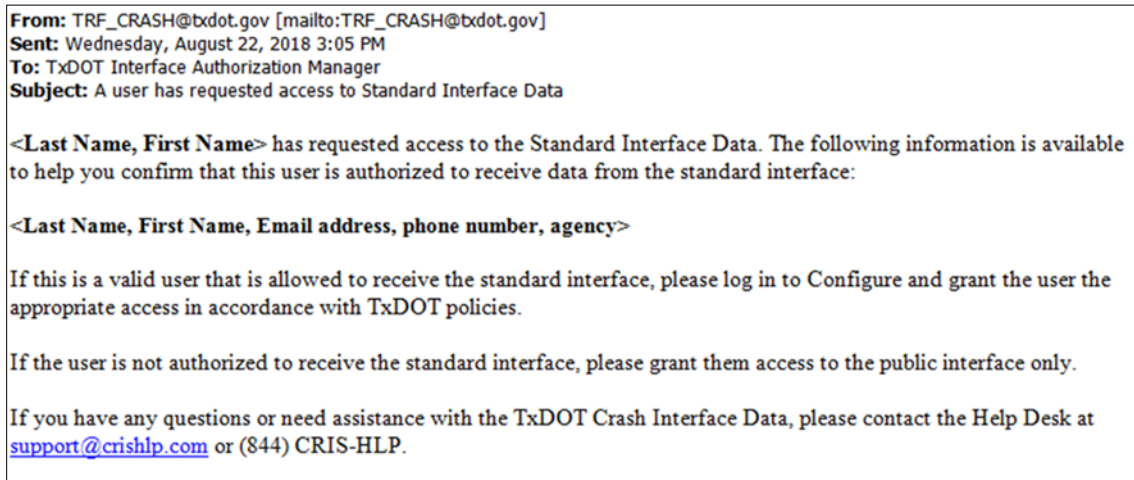
Yes

No

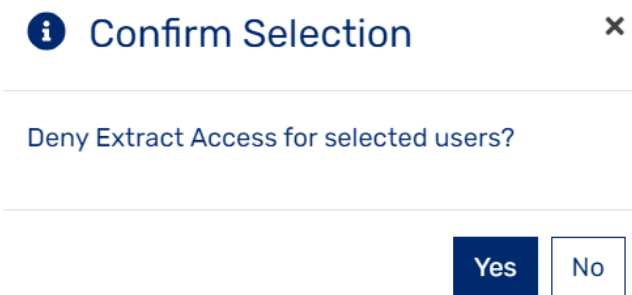
10. Select **Yes** to grant Standard Interface access.
11. User information is removed from the Approve New Users panel.

9.3 Deny Access

1. TxDOT Interface AM will receive an email notification when a user registers and selects Yes for 'Member of a Government Organization'.



2. If the user is already registered, the user access must be denied.
3. Log into Configure
4. Select **Extract User Management**
5. Within the Approve New Users panel, select the user to highlight.
6. Select **Deny Access**
7. Receive the Confirm Selection window.



8. Select **Yes** to deny interface access.
9. User information is removed from the Extract Users list.
10. User will receive an email that contains the data below:

From: <TRF_CRASH@txdot.gov>
Date: August 31, 2018 at 2:14:59 PM CDT
To: <[User](#)>
Subject: (UAT) Interface Access Denied/Revoked Notification
Reply-To: <TRF_CRISTechSupport@txdot.gov>

Your request to access the TxDOT Crash Interface Data has been denied/revoked for one of the following reasons:

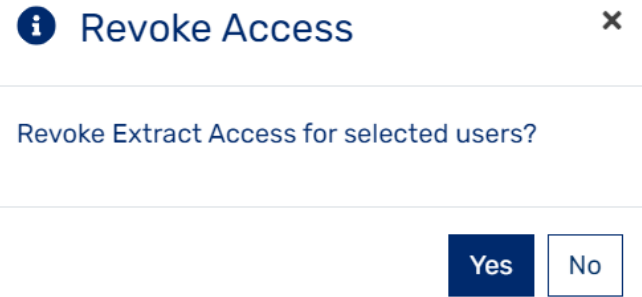
- You already have access to TxDOT Crash Interface Data.
- You registered with an email domain not associated with your organization.
- You did not return the Confidentiality Agreement within the requested timeframe.

If you have any questions or need assistance with the TxDOT Crash Interface Data, please contact the CRASH Help Desk at: support@crishlp.com or 844-CRIS-HLP.

Note: Deletion of a user's account is an overnight process. Once a user's access has been denied or revoked, the system will not allow them to re-register until the following day.

9.4 Revoke Access

1. Once access has been granted, the TxDOT Interface AM can revoke access if necessary.
2. Log into Configure
3. Select **Extract User Management**
4. Select **Manage Extract Users** tab.
5. Within the Manage Extract Users panel, select the user to highlight.
6. Select **Revoke Access**
7. Receive the Revoke Access window.
8. Select **Yes**



9. User information is removed from the Extract Users list.
10. User will receive an email that contains the data below:

From: <TRF_CRASH@txdot.gov>
Date: August 31, 2018 at 2:14:59 PM CDT
To: <[User](#)>
Subject: (UAT) Interface Access Denied/Revoked Notification
Reply-To: <TRF_CRISTechSupport@txdot.gov>

Your request to access the TxDOT Crash Interface Data has been denied/revoked for one of the following reasons:

- You already have access to TxDOT Crash Interface Data.
- You registered with an email domain not associated with your organization.
- You did not return the Confidentiality Agreement within the requested timeframe.

If you have any questions or need assistance with the TxDOT Crash Interface Data, please contact the CRASH Help Desk at: support@crishlp.com or 844-CRIS-HLP.

Note: Deletion of a user's account is an overnight process. Once a user's access has been denied or revoked, the system will not allow them to re-register until the following day.

9.5 Processing Automated Interface User Requests to Receive Notifications of Failed Extract Deliveries

1. TxDOT Interface Authorization Manager will receive an email from an existing extract user requesting to receive notifications of failed extract deliveries.
2. Log into Configure, select the **Extract Management** option located in the System Administration section of the Configure Welcome page.
3. On the Extract Management page, select **Manage Extract Users**.
4. In the Manage Extract Users queue, highlight the name of the user that is requesting to receive notifications and then select the **Edit Error Notification Email Address** option from the More Actions drop-down at the top of the queue.
5. Enter email address(es) of users who will be receiving the notification and select **OK**.

