

Managing Responders and their Permissions in ALTIMS

Learn how to navigate the Alabama Department of Transportation's ALTIMS application to review and manage responders and their permissions. This guide provides a walkthrough of the maintenance interface to help you locate and update user access settings efficiently.






1. Navigate to saltims.dot.state.al.us

Upcoming AlabamaTIMS Training Events

[View Course Descriptions](#)

Select County for Training Sessions Near You

Select County ▼

Course	SessionNumber	Start Date/Time	End Date/Time	Facility	Address	Available Seats	Comments	Action
ALTIMS First Responder Fundamentals	ALTIMS-FRF-20260401-ARobinson	Apr 01, 2026 9:00 AM	Apr 02, 2026 5:00 PM	Etowah County EMA	4610 Airport Road Gadsden AL 35904	98	Test 02-18	
ALTIMS First Responder Fundamentals	ALTIMS-FRF-20260401-MStone	Apr 01, 2026 10:00 AM	Apr 03, 2026 12:00 PM	UA Huntsville	5000 Technology Drive Huntsville AL 35802	78	Test 02-18	
ALTIMS First Responder Fundamentals	ALTIMS-FRF-20260402-ABolton	Apr 02, 2026 9:00 AM	Apr 02, 2026 3:30 PM	Huntsville Fire and Rescue Training Academy	6001 Cecil Fain Drive Huntsville AL 35810	550	2-24-2026 Testing Pending	
ALTIMS First Responder Fundamentals	ALTIMS-FRF-20260406-ARobinson	Apr 06, 2026 11:00 AM	Apr 06, 2026 5:00 PM	UA Huntsville	5000 Technology Drive Huntsville AL 35802	799	Test 02-18	
ALTIMS First Responder Fundamentals	ALTIMS-FRF-20260413-ABolton	Apr 13, 2026 8:00 AM	Apr 13, 2026 5:00 PM	Huntsville Public Safety Training Facility	5365 Triana Blvd Huntsville AL 35805	223	2-24-2026 Testing trainer	

2. After logging in, click the "Operations" tab.

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ALTIMS First Responder Fundamentals	ALTIMS-FRF-20260401-ARobinson	Apr 01, 2026 9:00 AM	Apr 02, 2026 5:00 PM	Etowah County EMA	4610 Airport Road Gadsden AL 35904	98	Test 02-18	Enroll
ALTIMS First Responder Fundamentals	ALTIMS-FRF-20260401-MStone	Apr 01, 2026 10:00 AM	Apr 03, 2026 12:00 PM	UA Huntsville	5000 Technology Drive Huntsville AL 35802	78	Test 02-18	Enroll
ALTIMS First Responder Fundamentals	ALTIMS-FRF-20260402-ABolton	Apr 02, 2026 9:00 AM	Apr 02, 2026 3:30 PM	Huntsville Fire and Rescue Training Academy	6001 Cecil Fain Drive Huntsville AL 35810	550	2-24-2026 Testing Pending	Enroll
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3. Under the Operations tab, click the "Responder Maintenance" link.

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ALTIMS First Responder Fundamentals	ALTIMS-FRF-20260401-ARobinson	Apr 01, 2026 9:00 AM	Apr 02, 2026 5:00 PM	Etowah County EMA	4610 Airport Road Gadsden AL 35904	98	Test 02-18	Enroll
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- Click the **"Add Responder"** button to create a new Responder profile using the form shown in step 5.

Responder
Maintenance

Add Responder

10 per page Search responders...

NAME	EMAIL	PHONE	AGENCY	ROLE	ACTIONS
	webmaster@emeraldtourism.fantasimation.com			Responder	Permission Delete
	jo.weir1@web.de			Responder	Permission Delete
	msremsre29@gmail.com			Responder	Permission Delete
	aone614@aol.com			Responder	Permission Delete
	mrudzins@hotmail.com			Responder	Permission Delete
	hadlinedu59150@hotmail.fr			Responder	Permission Delete
	rivercitytowing1@aol.com			Responder	Permission Delete
	tgrissett@cityofbrewton.org			Responder	Permission Delete
	erigod@hotmail.com			Responder	Permission Delete

- Form used to create new Responder accounts.

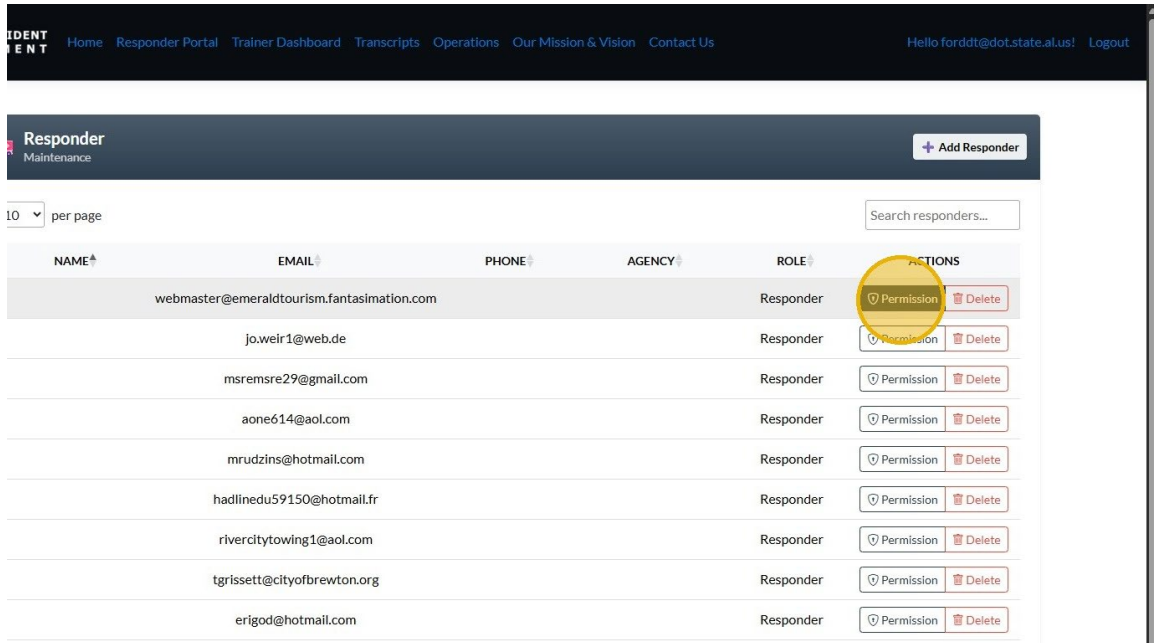
Register

Create a new account

<input type="text" value="First Name"/>	<input type="text" value="Middle Initial"/>	<input type="text" value="Last Name"/>	<input type="text" value="Suffix"/>
<input type="text" value="Email"/>		<input type="text" value="Phone Number"/>	
A temporary password will be assigned and emailed to the responder.			
<input type="text" value="Agency Represented"/>	<input type="text" value="Agency Type Select an Agency Type"/>		
<input type="text" value="Primary Discipline Select a Discipline"/>	<input type="text" value="Primary County Select a County"/>		

Register

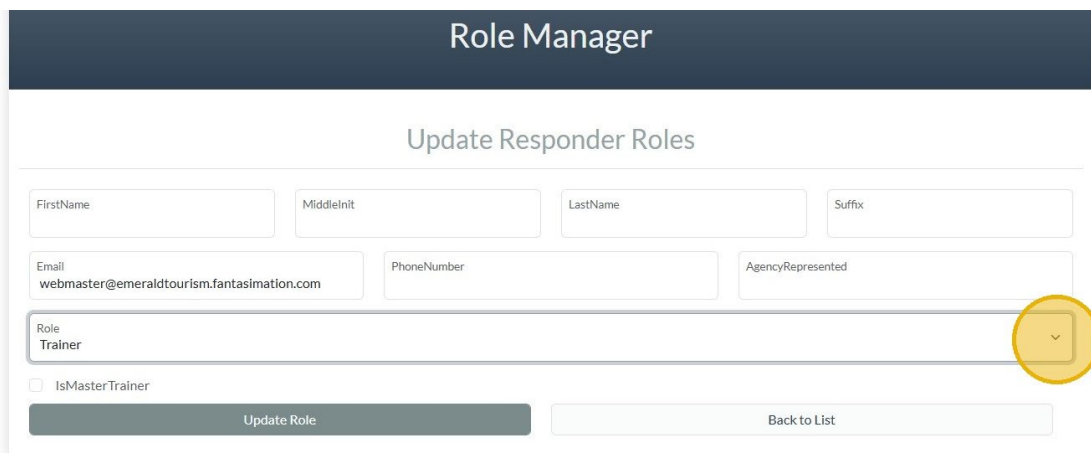
6. Clicking the **"Permission"** button on the redirects you to the *Role Manager* form where you can update a responder's role/permissions.



The screenshot shows the 'Responder Maintenance' interface. At the top, there is a navigation bar with links: Home, Responder Portal, Trainer Dashboard, Transcripts, Operations, Our Mission & Vision, Contact Us, and a user greeting 'Hello forddt@dot.state.al.us!' with a Logout button. Below the navigation bar, the page title is 'Responder Maintenance' and there is an '+ Add Responder' button. A search bar labeled 'Search responders...' is present. A table lists responders with columns: NAME, EMAIL, PHONE, AGENCY, ROLE, and ACTIONS. The first row is highlighted, and the 'Permission' button in the ACTIONS column is circled in yellow.

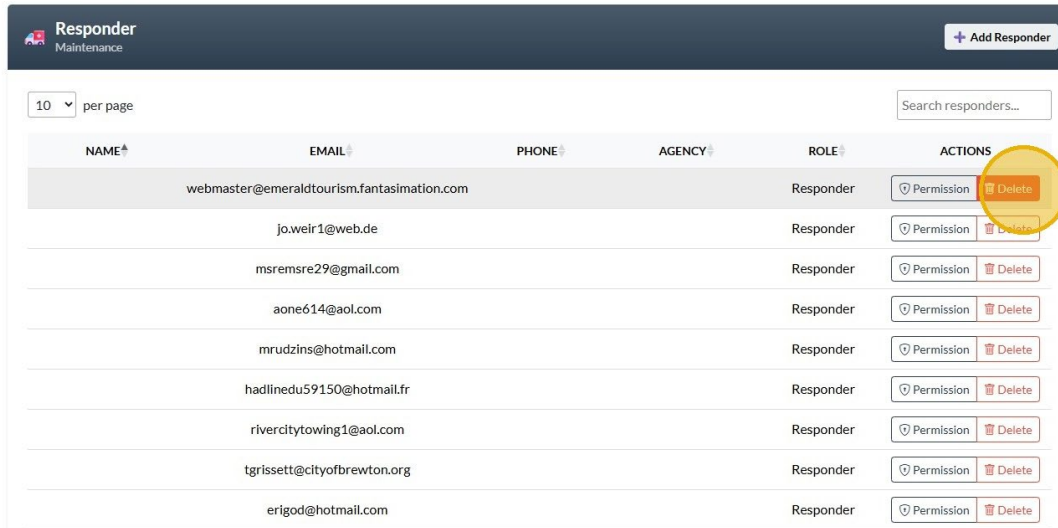
NAME	EMAIL	PHONE	AGENCY	ROLE	ACTIONS
	webmaster@emeraldtourism.fantasimation.com			Responder	Permission Delete
	jo.weir1@web.de			Responder	Permission Delete
	msremsre29@gmail.com			Responder	Permission Delete
	aone614@aol.com			Responder	Permission Delete
	mrudzins@hotmail.com			Responder	Permission Delete
	hadlinedu59150@hotmail.fr			Responder	Permission Delete
	rivercitytowing1@aol.com			Responder	Permission Delete
	tgrissett@cityofbrewton.org			Responder	Permission Delete
	erigod@hotmail.com			Responder	Permission Delete

7. Selecting the "Trainer" role will make the **'IsMasterTrainer'** claim checkbox appear. Selecting the checkbox will give the user permissions that are equivalent to *Admin* permissions.



The screenshot shows the 'Role Manager' form titled 'Update Responder Roles'. It contains several input fields: FirstName, MiddleInit, LastName, Suffix, Email (pre-filled with webmaster@emeraldtourism.fantasimation.com), PhoneNumber, and AgencyRepresented. A dropdown menu for 'Role' is set to 'Trainer' and is circled in yellow. Below the dropdown is a checkbox for 'IsMasterTrainer'. At the bottom, there are two buttons: 'Update Role' and 'Back to List'.

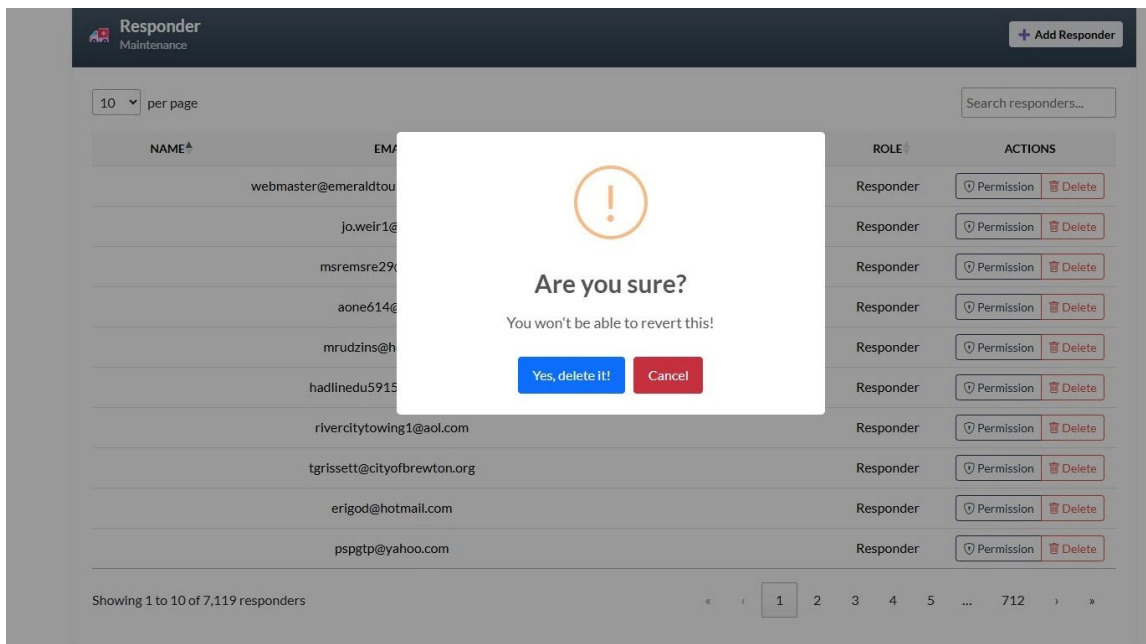
8. Clicking "Delete" on this page will generate a confirmation message giving you the option to carry out or cancel your request like the one shown in step 9.



The screenshot shows the 'Responder Maintenance' interface. At the top, there is a search bar and a '+ Add Responder' button. Below is a table with columns for NAME, EMAIL, PHONE, AGENCY, ROLE, and ACTIONS. The first row is highlighted, and the 'Delete' button in the ACTIONS column is circled in yellow.

NAME	EMAIL	PHONE	AGENCY	ROLE	ACTIONS
	webmaster@emerald tourism.fantasimation.com			Responder	Permission Delete
	jo.weir1@web.de			Responder	Permission Delete
	msremsre29@gmail.com			Responder	Permission Delete
	aone614@aol.com			Responder	Permission Delete
	mrudzins@hotmail.com			Responder	Permission Delete
	hadlinedu59150@hotmail.fr			Responder	Permission Delete
	rivercitytowing1@aol.com			Responder	Permission Delete
	tgrissett@cityofbrewton.org			Responder	Permission Delete
	erigod@hotmail.com			Responder	Permission Delete

9. Confirmation Dialogue Box



The screenshot shows the same 'Responder Maintenance' interface as above, but with a confirmation dialog box overlaid in the center. The dialog box has a warning icon and the text 'Are you sure? You won't be able to revert this!' with 'Yes, delete it!' and 'Cancel' buttons.

Are you sure?
You won't be able to revert this!

Yes, delete it! Cancel