

CREATING AN INCIDENT OVERVIEW

Estimated time to complete: 15 minutes

In this lesson, you will be working from the [INTELLIGENCE](#) and [INCIDENTS](#) tabs to:

- ▶ Create an incident on the Intelligence map.
- ▶ Edit the incident's location in incident information.

This lesson contains one exercise that will simulate an initial attack incident where a user assigned the WFDSS Dispatcher or Author role creates an incident in WFDSS without having been provided an initial latitude and longitude, and then has to edit the incident information when an update is provided.

Before You Get Started

If you plan to proceed through the suite of WFDSS 101 lessons or explore other lessons in the series, it's important for you to create your training incident on a unit that has data uploaded into WFDSS Training. Follow the instructions in Lesson 1 to determine how to do this.

If data has been uploaded into WFDSS training for the unit you've chosen to work with, you are ready to begin the exercise.

CREATING AN INCIDENT

Fires are known as incidents in WFDSS. Users assigned the Dispatcher or Author role can create an incident in three ways. You can:

- ▶ Use the Create a New Incident tool on the Intelligence map view.
- ▶ Use the Create New Incident link above the Incident List.
- ▶ Upload a batch of CAD incidents.

If you create a new incident on the Intelligence map, you do not need to enter the latitude or longitude; click a location on the Intelligence map to determine an incident's location. You can update the coordinates later, if needed. If you use the Create New Incident link above the Incident list to create an incident, you must enter a latitude and longitude.

Once an incident has been created, incident information can easily be edited on the Incident Information page. Dispatchers and Authors frequently visit this page to update an incident's latitude and longitude, size and affected jurisdictional agencies.

NOTE: When you click **Save** at the end of any page related to an incident, WFDSS automatically archives all information for that incident until the incident is declared out.

You must have the following information before you can create an incident in WFDSS:

- ▶ Location of incident (preferably latitude and longitude)
- ▶ Discovery date and time
- ▶ Name of incident

Discovery Size

To prevent duplicate entries for incidents, WFDSS warns you if the incident you are creating is potentially a duplicate and meets **both** of the following criteria:

- ▶ The incident is within 1/2 mile of an existing incident.
- ▶ The discovery date and time are within 6 hours of the existing incident.

The list of suspected duplicate incidents appears, and you can review each to verify whether the incident is, in fact, a duplicate. If you determine that it is a new incident, you can click **Create New Incident** to continue entering information about the incident.

To Create Your Training Incident

- 1) Log into WFDSS Training.
- 2) Select the **INTELLIGENCE** tab from the options across the top of the page. The Intelligence Map appears (you can change the default viewing area on the Intelligence map by modifying your Intelligence Preferences).
- 3) Navigate to an area of federal land (your choice) using the following zooming method:
 1. Click the  tool in the upper left corner of the map screen and then hold down the shift key.
 2. Draw a rectangle around the area you want to zoom by clicking in the upper left corner where you want to begin your zoom and then move your cursor diagonally to the lower right corner of where you want to zoom in.
 3. Release the left click to execute the zoom.
- 4) Click the  tool.
- 5) Place the arrow on the location of your chosen ignition point, and then left click. A small yellow circle appears on the map in the location of the fire and the latitude and longitude are automatically entered in the appropriate fields in the **Create Incident** pane on the left side of the screen.
- 6) In the Create Incident pane (make sure  is pointed up), click in the **Incident Name** field and type the name of your incident (for example 'Deep SRAA 16').
- 7) Click **Next**. The Create New Incident page appears, with the Name, Latitude, Longitude and Incident Discovery Date pre-populated.
- 8) Enter a discovery time of 0900 hours and 10 acres for incident size, and then click **Create**.
- 9) Click on the **INCIDENT** tab and select 'Recent Incidents' from the drop-down menu. Select the radio button beside the incident you just created, and then click **VIEW INFORMATION**.
- 10) After several hours, you discover;
 - The lat/long initially provided was incorrect and needs to be updated in WFDSS. On the **INFORMATION** tab (where you should be now), update the values in the 'Point of Origin Latitude' and 'Point of Origin Longitude' fields to reflect the corrected location.
 - In the last several hours, the fire has ground to 4,006 acres. Enter 4006 in the Incident Size field. Click **Save**.

Search for these related topics in the Help

- ▶ [Creating an Incident](#)
- ▶ [Editing Incident Information](#)
- ▶ [Viewing Strategic Objectives](#)
- ▶ [Changing your Initial Page](#)
- ▶ [Setting Intelligence Preferences](#)