Creating an Incident

Estimated time to complete: 15 minutes

In this lesson, you learn to:

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

This lesson contains one exercise that simulates 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.

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.

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Fires in WFDSS are known as incidents, and incidents are populated in WFDSS via IRWIN or created by users assigned the Dispatcher and Author roles. There are two ways to manually create incidents in WFDSS:

- Use the Create a New Incident tool on the Intelligence map (you will use this option in the following exercise), or
- Use the Create New Incident link above the Incident List, or

If you create a new incident on the Intelligence map, you do not need to enter the latitude or longitude; just 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.

When you create an incident, you must select one of the Incident Type radio buttons: Wildfire, Prescribed Fire or Other. The majority of incidents entered in WFDSS will be Wildfires. Prescribed fires are occasionally entered into WFDSS to utilize the fire behavior analysis tools and these types of events should be designated as Prescribed. Incidents managed as complexes or used for research or similar purposes may be designated as Other.

Required fields of data are indicated by asterisks and some auto-populate. The fields that you must develop inputs for include:

- Incident Name (at least two characters in length),

- Local Fire Number (6-10 characters and alphanumeric), and

- Discovery Time.

You can always return to the Incident Information page to make edits, or add further information at a later time. National and GA Editors are the only roles who can edit the Jurisdictional Unit at Point of Origin field.

Using the WFDSS application you can also create and manage incidents for any fire within 50 KM of the US Border of Canada and Mexico (for Alaska it is within 10 miles). The Intelligence map displays new state layer maps for Canada and Mexico.

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.

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.

WARNING: Administrative Units should not create incidents in Production that have been entered into a Computer Aided Dispatch system (such as WildCAD 6) or the 209 system. The Integrated Reporting of Wildland-Fire Information (iRWIn) program will populate this incident data automatically into WFDSS. WildCAD 5 will still require batch uploads.

If the grayed-out fields in WFDSS require edits, those edits should be made in the appropriate, fire-reporting application.

To create your training incident from the Intelligence Map:

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:
4. Click the tool in the upper left corner of the map screen and then hold down the shift key.
5. Draw a rectangle around the area you want to zoom by clicking in the upper left corner where you want to begin your zoon and then move your cursor diagonally to the lower right corner of where you want to zoom in.
6. Release the left click to execute the zoom.
7. Click the tool.
8. 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.
9. 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 River').
10. Click **Continue**. The Create New Incident page appears, with the Name, Latitude, Longitude and Incident Discovery Date pre-populated.

11. Enter a discovery time of 0900 hours, 4000 acres for incident size, and a local fire number (random 6 digit number if in Training), and then click **Create Incident**. The page refreshes with and the information is saved.

You can return to the incident information page at any time to update acreage or the incident latitude and longitude.

Search for these related topics in the Help

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- Editing Incident Information
- Viewing Strategic Objectives
- Changing your Initial Page
- Setting Intelligence Preferences