



# WFDSS – Quick Reference Guide

Updated 08/31/10

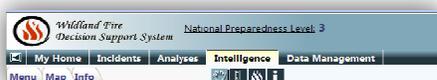
## Creating a New Incident

### Overview

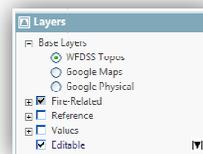
This document outlines the method for entering a new incident in the Wildland Fire Decision Support System. This document has been created based on feedback presented from the field and seeks to clarify both the methodology and the reasoning behind it. For questions or comments please contact [fire\\_help@fs.fed.us](mailto:fire_help@fs.fed.us).

### To create an incident in WFDSS:

- 1.) Log into the system
  - a. For actual incidents use the [Production System](#)
  - b. For training and practice use the [Training System](#)
- 2.) When the application loads, Select the **Intelligence** tab. New incidents should always be entered starting with this tab.



- 3.) Viewing the map, zoom into the area you are interested in
  - a. Holding the Shift key on the keyboard, click and hold the left mouse button and drag a box around the area you wish to zoom into (the area in which the fire is located).
  - b. Continue to zoom in until the area is clear enough to establish the location of the fire.
  - c. By clicking on the plus sign beside the Base Layers heading in the Layers window you can change the base map the application uses (this may make finding the location easier).



- 4.) Click on the **Create a New Incident** button (located below the Intelligence Tab)



- 5.) Click on the map over the estimated location of the incident.
- 6.) This will place a temporary marker on the map and will enable the Create Incident Window under the Info tab at the left.

Menu | Map | Info

Create Incident

\*Incident Name  
Prairie Fire

Click on the map for latitude and longitude or enter here:

\*North Latitude  
43.52478

\*West Longitude  
115.57231

Next...

- 7.) Notice that the Latitude and Longitude are populated based on where you clicked the map to initiate the incident. **DO NOT** change the coordinates on this screen (you will have the opportunity to do so after clicking next...)
- 8.) Give your incident a name
- 9.) Click the **Next...** button

After clicking the Next button you are taken to the Create Incident data form. This form contains a list of information that is related to the incident you initiated with you map click. This



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screen allows you to edit the contents and includes a selection of auto-populated information based on the fire location.

**Create New Incident**

\*Incident Name  
Prairie Fire

\*Point of Origin Latitude Deg Min Sec  
43.56447 or [ ] [ ] [ ]  
Example: 39.927

\*Point of Origin Longitude Deg Min Sec  
115.83984 or [ ] [ ] [ ]  
Example: 105.3108

Unique Fire Identifier  
2010 - IDBOF [ ] [ ]  
Calendar Year Unit Id Local Number FireCode

Responsible Unit Name at Point of Origin  
Boise National Forest

**Final Fire Perimeter / Incident Size**  
Final Fire Perimeter The final fire perimeter can only be loaded if the fire is controlled or out AND a perimeter exists in WFDSS.  
 Loaded  
 Not Loaded  
Incident Size (acres)  
0.0  
If the final fire perimeter is loaded, the incident size is set to the size of the most recent perimeter.

Incident Cause  
 Unknown  Natural  Human

Is this a fire of National Significance?  
 Yes  No

\*Responsible Agency(s)  
 Bureau of Indian Affairs /Tribal  
 Bureau of Land Management  
 Fish and Wildlife Service  
 National Park Service  
 United States Forest Service  
 ANCSA Corporations  
 Other

Landscape Data Source  
 AK Tanana Zone  
 AK Yukon-Charley  
 Alaska - 2009  
 CA Landscape 091409  
 LANDFIRE National 092909  
 LANDFIRE Rapid Refresh  
 Western Northern Rockies

\*Discovery Date 05/10/2010 Discovery Time 12:13  
Containment Date Containment Time  
Controlled Date Controlled Time  
Out Date Out Time

Create Return

From this tab you can complete several tasks (and notice several features of WFDSS)

- 1.) WFDSS has populated the Unit Id, Responsible Unit Name at Point of Origin, Discovery Date, and Responsible Agency(s) based on the location you clicked on the map to initiate the incident.
- 2.) Provided you have accurate Lat/Longs from the field you can now change the Latitude and Longitude fields. **Note:** you can enter either decimal degrees or degrees, minutes, seconds. Pay close attention to the datum that you are referencing with these coordinates. WFDSS requires that you use either WGS84 or NAD83 for your datum. NAD27 coordinates will result in unfavorable results as this datum is drastically different from NAD83 or WGS84.
- 3.) Fill in the following:
  - a. Local Number limited to 6 digits (**Note:** For BIA fires this code is typically less than 4 digits).
  - b. The Fire Code limited to 4 or 6 characters (established from the Fire Code program)
  - c. Discovery Time
- 4.) Check all other fields to ensure accuracy
- 5.) Click the Create button and the incident is saved in the system.

**Questions?** Contact the Fire Applications Help Desk: [fire\\_help@fs.fed.us](mailto:fire_help@fs.fed.us), +1 800-253-5559