

IndustrySafe Safety Software

New Incident Form

Last Saved By: mbi326 (03/09/2016 02:03 PM EST)
 Last Published By: admin@industrysafedemo.com (03/14/2016 03:01 PM EST)

Search for fields...

New Incident Form:10833

Basic Information | Additional Features | History Section View All Set

Recording Form Items

New Section

New Field

Basic Information

Originating Fields
 Originating System ID
 Other Incident Linked to this Originating Record
 Internal Report Number

InvolvedEmployee Fields
 Involved Employee Name
 Involved Employee ID
 Involved Employee Title

Hierarchy Fields

Additional Features

Add Corrective Action ON OFF

Basic Information

Originating System ID

Date of Incident

Other Incident Linked to this Originating Record

Time of Incident

Involved Employee Name

Incident Type

Involved Employee ID

Was a Vehicle Involved?

5.8 Update



Agenda

- ✓ Introduction
- ✓ Email Templates
- ✓ Form Editor –Print Preview
- ✓ Training Content Add-On
- ✓ Training Home Page
- ✓ Analysis Grid Logs



Timeframe

- Beta sites by 07/08/2016
- All other sites by 07/29/2016



Panelists



Clare Epstein, Vice President of TRA

- Experienced in Technology, Software Design
- Assist clients in safety reviews and implementation



Gabriel Tompkins, Senior Product Manager

- Expertise in IndustrySafe Product Development
- Assist clients with implementation



Email Templates



Emails –New Alerts

- New Incident Alert - Involved Employee
- New Incident Alert -Supervisor



Emails –New Alerts

New Incident Alert –Involved Employee

- Send when:
 - New Incident occurs
 - Involved Employee modified
- Send to:
 - Involved Employee
 - Preparer
 - Supervisor
 - HR Supervisor
 - Reported to



Email Templates –New Features

Modify

- ✓ Subject Line
- ✓ Body Text
- ✓ Add / Remove Fields
- ✓ Formatting



Email Templates –New Alerts

New Incident Alert –Supervisor

- Send when:
 - New Incident occurs
 - Supervisor is modified
- Send to:
 - Involved Employee
 - Preparer
 - Supervisor
 - HR Supervisor
 - Reported to



Form Editor –Print Preview



Form Editor

Print Preview

Initial Incident Form ▼

[Revert to Current Published Version](#) [Undo](#) [Redo](#) [Publish History](#)

[Print Preview](#)


Last Saved By: hoffmaky (07/12/2016 02:44 PM EST)
Last Published By: gabe (07/07/2016 12:14 PM EST)

Recording Form Items

- New Section
- New Field
- Basic Information**
- Originating Fields
- Originating System ID
- Other Incident Linked to this







Additional Features

Add Corrective Action ON OFF

Initial Incident Form:10833 

[Basic Information](#) | [Additional Features](#) | [History Section](#)

Basic Information

Originating System ID	▼			Time of Incident	* (P) ↗	
sample link				<input type="text"/>		
Other Incident Linked to this Originating Record	▲			Incident Type	* (P) ↗	
sample link				Employee Injury	▼	

Form Editor

Print Preview

Initial Incident Form: 10833

[Basic Information](#) | [Additional Features](#) | [History Section](#)

Basic Information

Originating System ID
sample link

Other Incident Linked to this Originating Record
sample link

Involved Employee Name Ⓟ

Involved Employee ID Ⓢ Ⓟ

Involved Employee Title Ⓟ

Date of Incident Ⓢ Ⓟ

Worker Type Ⓢ Ⓟ

Contractor

Business Group Ⓢ Ⓟ

Air Freight 2

Time of Incident Ⓢ Ⓟ

Incident Type Ⓢ Ⓟ

Employee Injury

Was a Vehicle Involved? Ⓢ Ⓟ

No

Was an employee or directly supervised contractor injured? Ⓢ Ⓟ

No

Was a Non-Employee injured? Ⓢ Ⓟ

No

Was Property Damage Involved? Ⓢ Ⓟ

No

Initial Incident Description Ⓢ Ⓟ



Training Content Add On



Training Content

- ✓ Schedule, view, and complete online safety training courses
- ✓ Our extensive catalog includes many popular courses such as HAZCOM, Driving Safety, Fire Prevention training, and more
- ✓ View training statuses and scores both separately and seamlessly with classroom training

Upcoming Classes (November 20, 2015 - December 20, 2015)



Training Home Page



Training Home Page

My Training Only



Home My Training

My Classroom Training

Start Date: 07/13/2016 Fire Extinguisher Awareness [Withdraw](#)

My Online Training

Complete By: 07/22/2016 Confined Space Entry (Online) [Start](#)

My Training Information

- [View All Upcoming Classes](#)
- [View All Required Classes](#)
- [View My Training History](#)
- [View My Employee Profile](#)



Analysis Grid Logs



Analysis Logs

- ✓ Corrective Action Log Additions
- ✓ Required Training by Job Title Log
- ✓ Required Training by Profile Log
- ✓ Employee Information Log - **NEW**



Resources

- ✓ Knowledge Base Articles
 - <http://support.industrysafe.com/industrysafe-release-notes-summer-2016-5-8/>
- ✓ Recorded Webinar:
 - <http://www.youtube.com/user/IndustrySafeSoftware>
- ✓ Telephone Support

