

## **Portal Access Overview**

Last Modified on 12/13/2021 6:01 pm EST

Users in the **Portal Access** user group have access to the Portal application, where they can:

- Submit incidents and edit incident submission drafts;
- View incident reports;
- View announcements;
- Respond to Assigned Tasks; and
- Respond to Assigned Issues.

| :RESOLVER  | ⊕ ( <b>Q</b>     |             |         | 000 | ?     | Ω |
|--|------------------|-------------|---------|-----|-------|---|
| Portal   | ✓ Announcements  | Submission  | Reports |     |       |   |
| Portal <b>: Submission</b>   |                  |             |         |     |       |   |
| Submission   |                  |             |         |     |       |   |
| + NEW INCIDENT SUBMISSIO   | N + NEW THREAT O | DBSERVATION |         |     |       |   |
| Submission Drafts  |                  |             |         |     |       |   |
| INC-2018-11-23-22 MISC<br>2018-11-27 Observed suspicious behavior. |                  |             |         |     | Draft |   |
|  |                  |             |         |     |       |   |

The Portal.



In addition to submitting incidents through the portal, incidents can also be submitted through email or the phone hotline. Contact your CSM for further information.