

# Create New Library Objects

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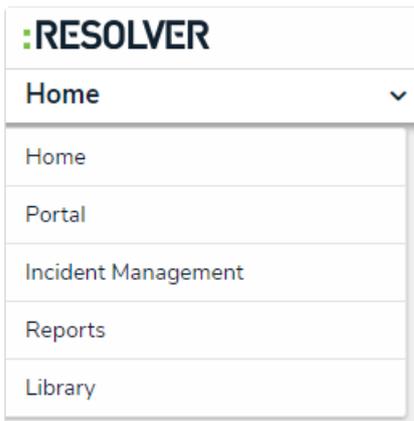
Incident management administrators can use the **Library** application to create new objects, including locations, people, business units, and more. These objects are then available to be added to new incidents.



The **Administrator (Incident Management)** user group can view incident objects and create library objects only. It is not to be confused with the [Core Administrator](#), who can add users.

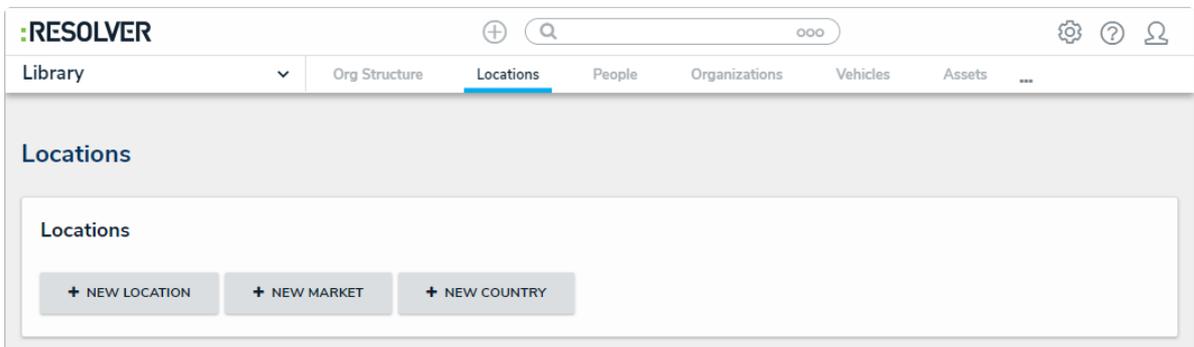
## To create new Library objects:

1. Log into a user account that's been added to the **Administrator (Incident Management)** user group.
2. Click the dropdown in the nav bar > **Library**.



Accessing the Library application from the nav bar.

3. Click the tab that corresponds to the type of object you want to create, such as **Locations**, **Vehicles**, or **Assets**.
4. Click the applicable button at the top of the page to add an object.



Buttons for adding new Incident Management objects.

5. Complete the fields as required. The available fields will vary depending on the object type being created.

The screenshot shows the Resolver web application interface. At the top, there is a navigation bar with the Resolver logo, a search bar, and user profile icons. Below the navigation bar, there is a menu with options: Library, Org Structure, Locations (highlighted), People, Organizations, Vehicles, Assets, and a more options menu. The main content area is titled 'Location Creation' and contains the following form fields:

- Location Photo:** A dashed box with the text 'Drag images here or click to select...'.
- Property Name:** A text input field.
- Location Type:** A dropdown menu with 'Select one...' and a downward arrow.
- Business Unit:** A dropdown menu with 'Search' and a downward arrow.
- Description:** A large text area with a small icon in the bottom right corner.
- Street Address:** A text input field.
- Address 2:** A text input field.
- Address 3:** A text input field.

*Creating a new Incident Management object.*

6. Click **Create**.