

System Settings Overview

Last Modified on 04/16/2025 4:55 pm EDT

Overview

System Settings allows you to:

- Adjust how often dispatch numbers are reset and how long closed dispatches are retained in the **Closed Dispatches** panel;
- Create visual alerts for officer, organization, dispatch, and task statuses;
- Adjust how long closed dispatch and officer history records are retained; and
- Automatically change the status of tasks that belong to the same dispatch.

The screenshot displays the 'Settings' window with a sidebar on the left containing various system icons. The main content area is divided into several sections:

- Dispatch Numbers:** Includes a 'Reset Dispatch Number' dropdown set to 'Daily', a 'Reset at' time picker set to '7:00 AM', and a 'Reset time zone' dropdown set to '(UTC) Coordinated Universal Time'. A note states: 'Dispatch Number will reset tomorrow at the time specified'.
- Visual Alerts:** A grid of settings for different statuses:
 - Officer Status:** Available, Theme: Default, Color: Green, and formatting options (Bold, Italic, Underline, Strikethrough) with a Preview button.
 - Organization Status:** Cleared, Theme: Default, Color: Checkered, and formatting options with a Preview button.
 - Dispatch Status:** Assigned, Theme: Default, Color: Blue, and formatting options with a Preview button.
 - Task Status:** Assigned, Theme: Default, Color: Blue, and formatting options with a Preview button.
 - Alarm Status:** Received, Theme: Default, Color: Checkered, and formatting options with a Preview button.
- Closed Dispatches:** 'Remove Closed Dispatches older than' is set to 30 days. A note states: 'Closed Dispatches will be removed from the Closed Dispatches panel at 12:00am when specified'.
- Officer History:** 'Remove Officer History records older than' is set to 90 days. A note states: 'Officer History records will be removed at 12:00am when specified'.
- Auto-task Options:** Two toggle switches are shown: 'Auto Start and Arrive multiple dispatch tasks' (enabled) and 'Auto On Route when Available' (disabled).
- Location Search Options:** A toggle switch for 'Enable Global Address Search' is shown (disabled).

System Settings Screen

For instructions on adjusting these settings, see the following articles:

- [Reset the Dispatch Numbers](#)
- [Create a Visual Alert](#)
- [Configure Closed Dispatches](#)
- [Configure Officer History](#)
- [Enable Auto-Task Options](#)
- [Location Search Options](#)