

Update a KRI

Last Modified on 06/15/2023 2:44 pm EDT

Overview

A **Key Risk Indicator** (KRI) is a metric that helps identify increasing Risk levels within controls designed to reduce Risk.

When a KRI is created, it is attached to a Risk and assigned to a user in the Indicator Owner User Group. The Indicator Owner is responsible for ensuring KRI's current values are up to date.

User Account Requirements

The user account you use to log into Resolver must be assigned to the Indicator Owner User Group to access the KRI function.

Related Information/Setup

Please see the link below for more information regarding the ***Portal*** screen.

- [The Portal in Risk Management](#)

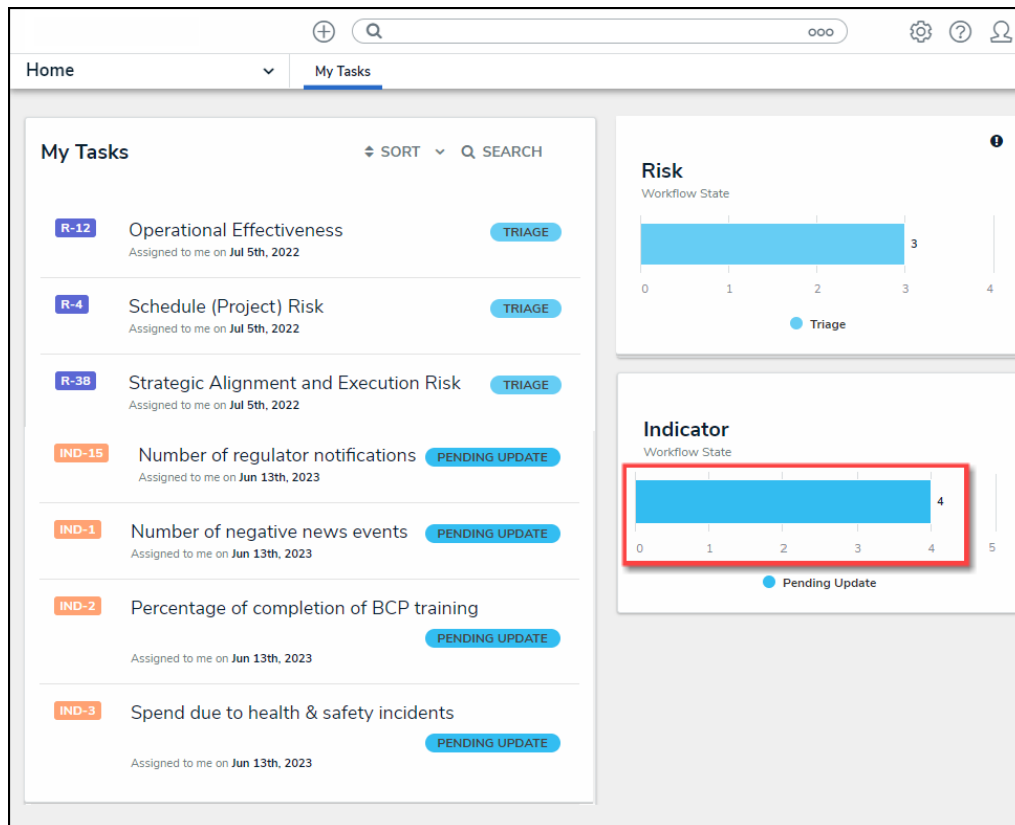
Please see the link below for more information regarding the ***My Tasks*** section.

- [My Tasks Page in Risk Management](#)
-

Navigation

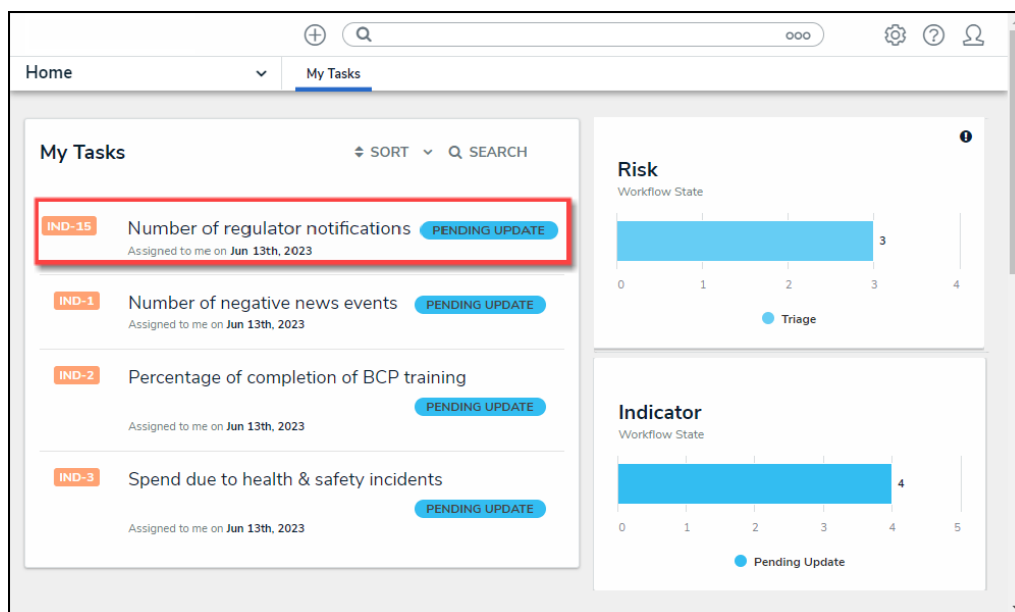
All KRIs that require action from the Indicator Owner appear on the [My Tasks](#) page.

1. From the ***Home*** screen, click the **Indicator Workflow State Chart** to narrow the My Tasks list to only Key Risk Indicator tasks.



Indicator Workflow State Chart

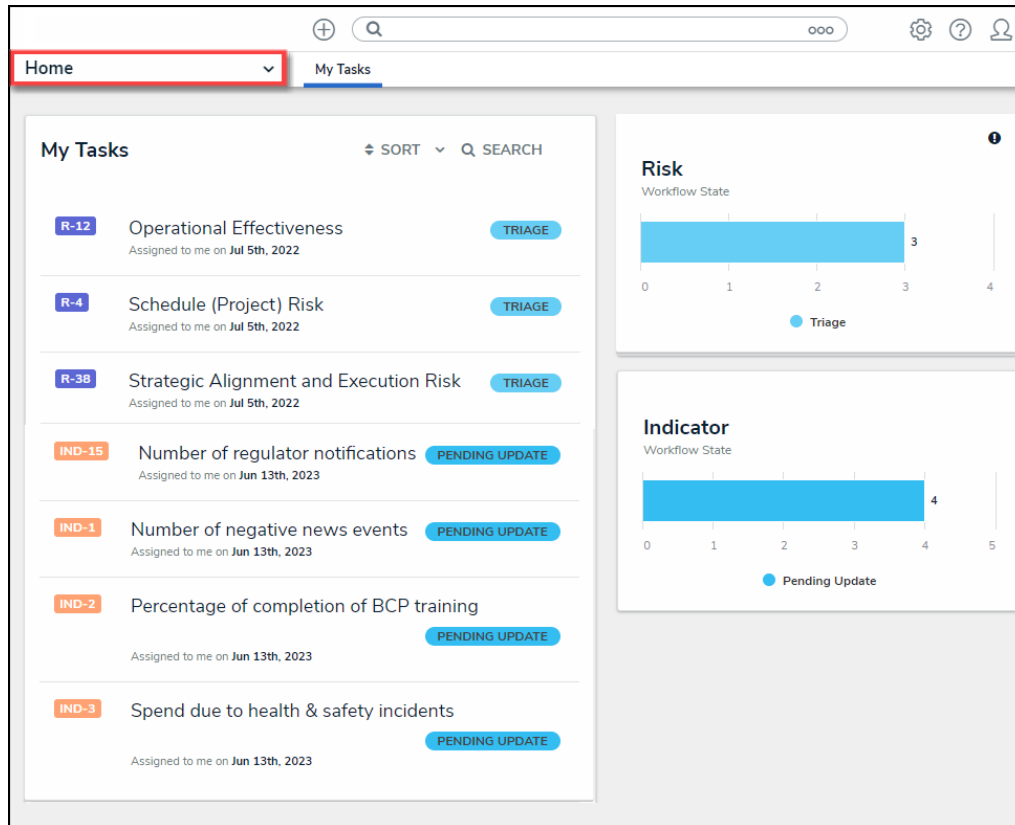
2. Click an **Indicator** link from the **My Tasks** section.



Indicator Link

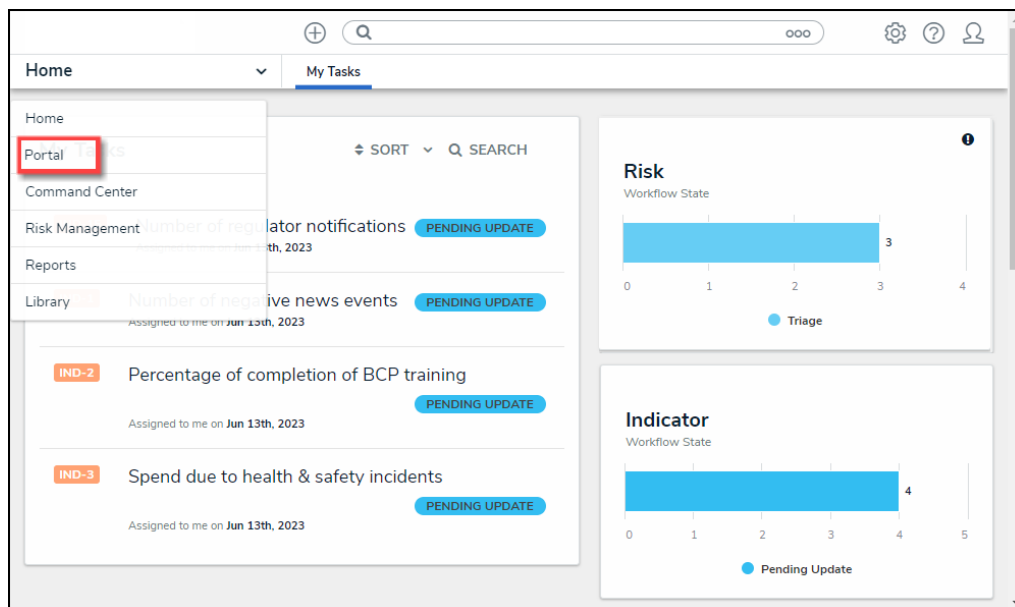
Alternate Navigation

1. From the **Home** screen, click the **Home** dropdown menu.



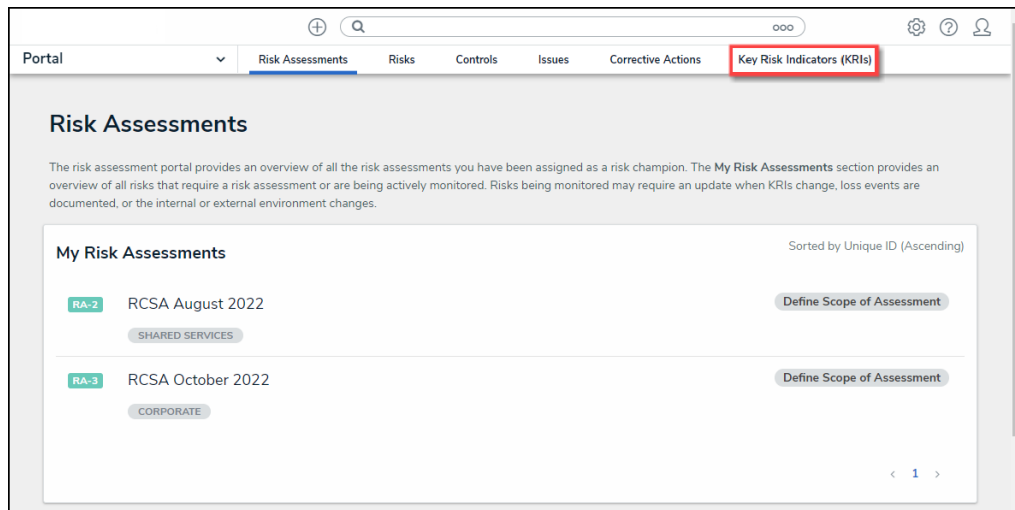
Home Dropdown Menu

2. Select the **Portal** link from the **Home** dropdown menu.



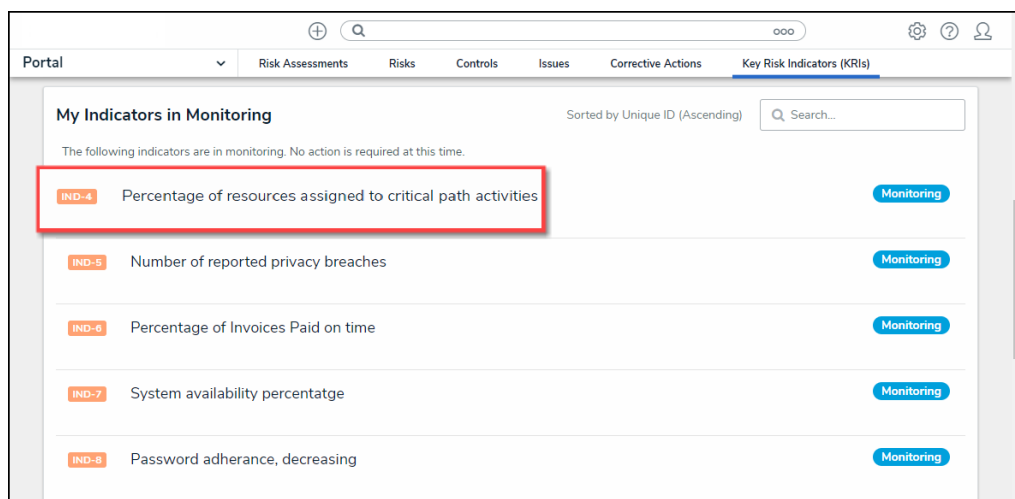
Portal Link

3. From the **Risk Assessments** screen, click the **Key Risk Indicators (KRIs)** tab.



Key Risk Indicators (KRIs) Tab

- From the **Key Risk Indicator (KRIs)** screen, click an **Indicator** from the **My Indicators in Monitoring** section.



Click on an Indicator

Updating a Key Risk Indicator

- From the **Key Risk Indicator Form**, enter the current value of the KRI in the **Current Value** field on the **Indicator Rating** tab.

The screenshot shows the 'Key Risk Indicators (KRIs)' form in the Resolver application. The left sidebar contains instructions and date selection fields for 'Due Date' (June 30, 2023) and 'Reporting Date' (June 14, 2023). The main form area has tabs for 'Indicator Rating', 'Indicator Limits', and 'Historical Trending'. The 'Indicator Rating' tab is active, showing a 'Current Value' field with the number 60, which is highlighted by a red rectangle. To the right of this field, the 'Indicator Rating' is displayed as 'On Target' in a green box. Below the 'Current Value' field is an 'Override Required?' section with 'No' and 'Yes' buttons. Further down are fields for 'Indicator Commentary' and 'Supporting Attachments'.

Current Value Field

2. The system will automatically generate an **Indicator Rating** value when a value is entered in the **Current Value** field.
3. If the system generated **Indicator Rating** value is incorrect. Click the **Yes** button on the **Override Required?** field.

This screenshot shows the same 'Key Risk Indicators (KRIs)' form, but with the 'Override Required?' section highlighted. The 'Current Value' field still contains 60, and the 'Indicator Rating' is 'On Target'. The 'Yes' button in the 'Override Required?' section is highlighted with a red rectangle, indicating the next step in the process.

Override Required? Field

4. The **Override Value** field will appear, allowing users to select a new **Indicator Rating** value.

The screenshot shows the 'Key Risk Indicators (KRIs)' form in the Resolver application. The form is divided into several sections:

- Indicator Rating:** Includes a 'Current Value' field with the value '60' and an 'Indicator Rating' dropdown set to 'On Target'.
- Override Required?:** Includes two buttons, 'No' and 'Yes'.
- Indicator Commentary:** A large text area for providing a brief explanation for the KRI Current Value.
- Supporting Attachments:** A section for uploading files or adding web links. It includes a 'Drag files here or click to select...' area and a 'Click to add a web link to a file...' link.
- Override Value:** A section highlighted with a red box, containing three radio buttons: 'On Target' (selected), 'Within Tolerance', and 'Out of Tolerance'.

Override Value Field

5. Enter a brief explanation for the KRI Current Value in the **Indicator Commentary** field.
6. **(Optional)** Drag and drop a supporting file into the **Support Attachments** field or click on the **Click to select ...** link to upload a file from the connected PC. Files can be up to 100 MB and have the following file types (e.g., .bat, .exe, .gif, .sh, .dll, .com).
7. **(Optional)** Click the **Click here to add a web link to a file ...** link in the **Supporting Attachments** field to add a URL redirect to supporting information.

Add a Web Link

Instead of a Supporting File, a user can add a Supporting web link to a KRI to link to supporting data outside the system.

1. Select **Click to add a web link to a file** on the **Supporting File** field.
2. Enter a name used to display the web link in the **Display Name** field.
3. Enter the URL location where the Valuation data is in the **URL Link** field.

The screenshot shows the 'Create a New Project' form in the KROLL Management interface. The form has a header with the KROLL logo and navigation tabs: Management, All Actions, Regions, Accounts, and Projects. The 'All Actions' tab is selected. The form is divided into two main sections: 'Project File' and 'Account'. The 'Project File' section has a text box for 'Display name' and a text box for 'URL link', both highlighted with a red box. The 'Account' section has a link to 'ADD EXISTING ACCOUNT' and a text box for 'Project Name'. Below the 'Project File' section, there is a 'Created On' field showing '2023-05-04'. At the bottom right, there is a blue 'CREATE' button and a 'CANCEL' link.

Web Link Pop-up

4. Click the **+Add Link** button to add the web link to the Project.

The screenshot shows the 'Create a New Project' form in the KROLL Management interface. The form is the same as the previous one, but now the 'Display name' field contains 'Project Data Source' and the 'URL link' field contains 'https:'. A red box highlights the '+ ADD LINK' button at the bottom of the 'Project File' section. The 'Created On' field still shows '2023-05-04'. The 'CREATE' button and 'CANCEL' link are still present at the bottom right.

+Add Link Button

8. **(Optional)** Click the **Historical Trends** tab.

Percentage of resources assigned to critical path activities IND-4 PENDING UPDATE

Indicator Details

Description

Indicator Owner

Key Dates

Review the entry due date and the reporting cutoff date.

If the Indicator is not updated before the Due Date, it will move automatically to Overdue.

If it is not updated by the Reporting Date, it will be sent back to Monitoring.

Due Date
June 30, 2023

Reporting Date
June 14, 2023

Indicator Attributes

Frequency of Update
Monthly Quarterly Annually

Unit of Measurement
% \$

Classification
Leading Current Lagging

Type
Range Increasing Ran... Decreasing Ran...

Indicator Rating **Indicator Limits** **Historical Trending**

Current Value
60

Override Required?
No Yes

Indicator Rating
Within Tolerance

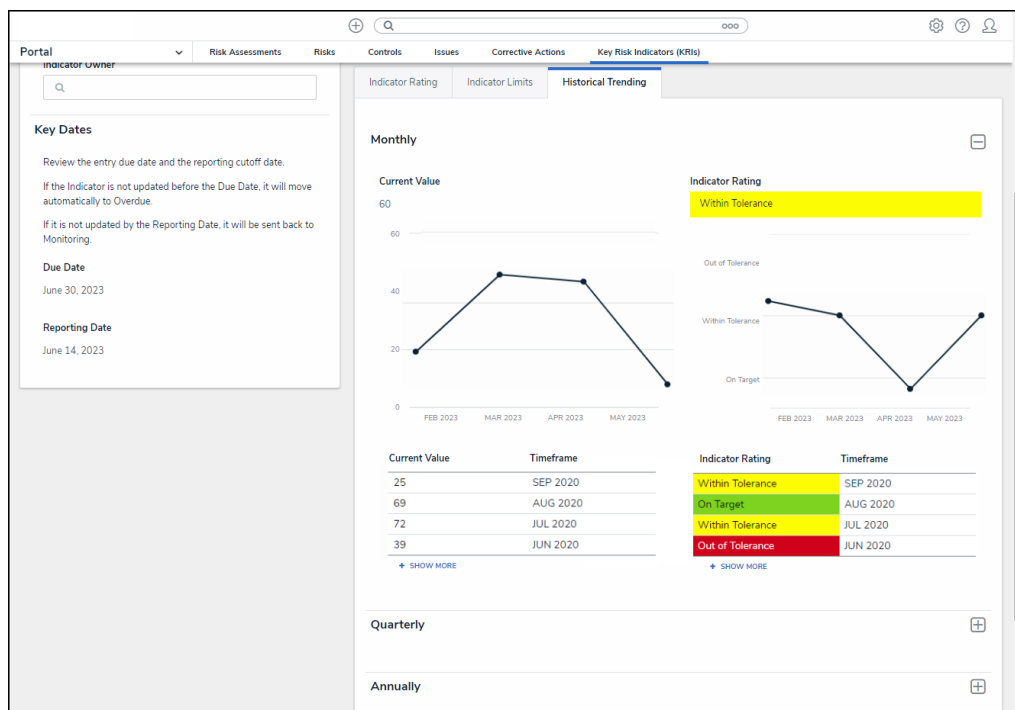
Override Value
On Target Within Tol. Out of Toler...

Indicator Commentary

Supporting Attachments

Historical Trends Tab

9. The **Historical Trends** tab displays the KRI's Current Value and Indicator Rating for Monthly, Quarterly, and Annual information.



Historical Trends Tab

10. **(Optional)** Click the **Risks** tab to view the Risks attached to the KRI.

Portal

Risk Assessments Risks Controls Issues Corrective Actions **Key Risk Indicators (KRIs)**

Percentage of resources assigned to critical path activities IND-4 PENDING UPDATE

Details Relationship Graph History Communications

Indicator Details

Description

Indicator Owner

Key Dates

Review the entry due date and the reporting cutoff date.

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Due Date
June 30, 2023

Reporting Date
June 14, 2023

Indicator Attributes **Risks** Objectives

Risks

Unique ID	Name	Description	Residual Risk Score
R-34	Internal Fraud Risk	Felis eget velit aliquet sagittis id consectetur purus.	Medium
R-19	Revenue/Cost Management Risk	Elementum integer enim neque volutpat ac tincidunt vitae semper.	Significant
R-4.1	Schedule (Project) Risk	There is no schedule contingency for this project	Medium
R-4	Schedule (Project) Risk	There is no schedule contingency for this project	Medium

[ADD EXISTING RISKS](#)

Indicator Rating Indicator Limits Historical Trending

Current Value
60

Indicator Rating
Within Tolerance

Override Required?
No Yes

Override Value
On Target Within Tolerance Out of Tolerance

Indicator Commentary

Risks Tab

11. **(Optional)** Click the **Objectives** tab to view the Objects attached to the KRI.

Sarah IRM 22.1

Portal

Risk Assessments Risks Controls Issues Corrective Actions **Key Risk Indicators (KRIs)**

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Indicator Attributes Risks **Objectives**

Objectives

Unique ID	Name	Description
O-7	Talent retention	
O-6	Sustain safe and sound infrastructure	
O-2	Operational Excellence	

[ADD EXISTING OBJECTIVES](#)

Indicator Rating Indicator Limits Historical Trending

Current Value
60

Indicator Rating
Within Tolerance

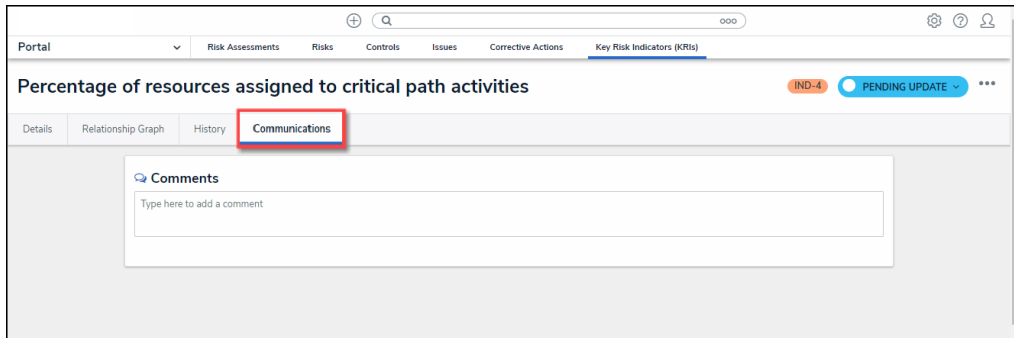
Override Required?
No Yes

Override Value
On Target Within Tolerance Out of Tolerance

Indicator Commentary

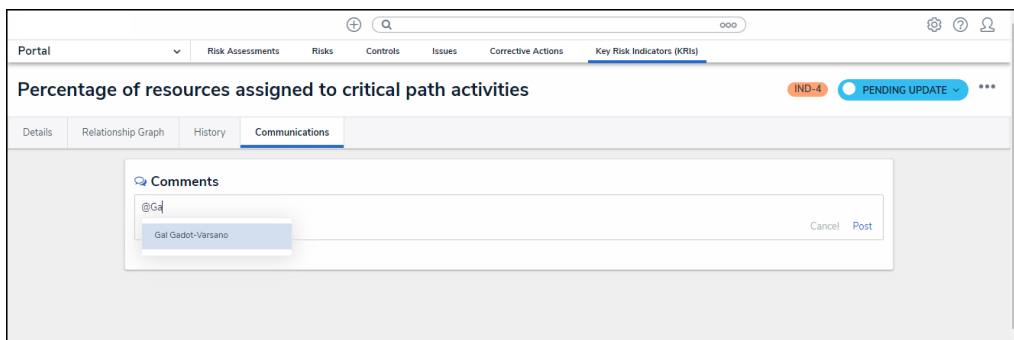
Objectives Tab

12. **(Optional)** Click the **Communications** tab to add comments to the KRI.



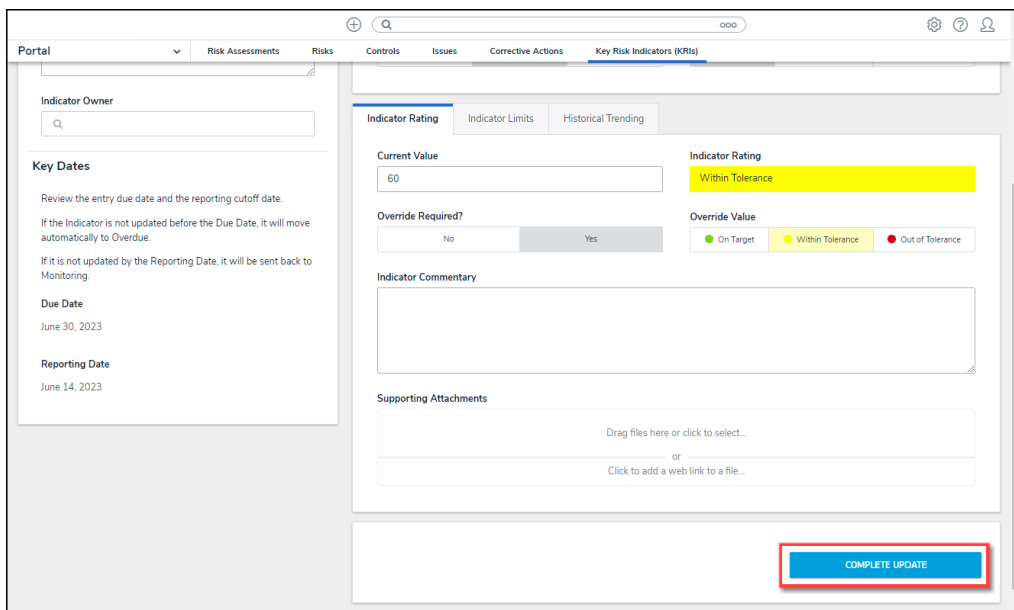
Communication Tab

13. **(Optional)** Enter your comments and click the **Post** link to post the comments to the KRI. You can also use the @ symbol to tag another user. Tagged users will receive an email notification with a link to the object.



Tagging a User

14. Click the **Complete Update** button to update the KRI.



Complete Update Button