

Incidents

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You can create new incidents or link existing incidents to the activity through the **Incident** section of the form. To link an existing incident to the activity, begin typing keywords in the textbox below the incident table, then click an incident to select it.

To link this activity to an incident, either search for an existing incident record name below and continue with the activity record creation, or complete the activity record creation and then use the 'Create Incident' button above.

Escalated to Incident

Name	Workflow State
No data to display	
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INC-2020-09-10-112	Library
INC-783: 2019 - Escort off Premise	Library
INC-947: 2019 - Conflict of Interest	Library
INC-577: 2019 - Written \ Verbal Threat	Library
INC-962: 2019 - Pre-Employment Screening	Library
INC-672: 2019 - Phishing	Library
INC-707: 2019 - Suspicious Package	Library
INC-735: 2019 - Brute Force	Library
INC-817: 2019 - Fire	Library
INC-733: 2019 - Dismissal	Library

Searching for an existing record to link to an activity

Linking an activity to an incident is not the same as escalating the current activity to an incident. For more information on escalating, see the [Escalate an Activity](#) article.

To review the incident's details, click any data in the table (e.g., incident name).

Linked to Incident

Name	Workflow State
INC-2020-09-10-112	Triage

The Linked to Incident table.