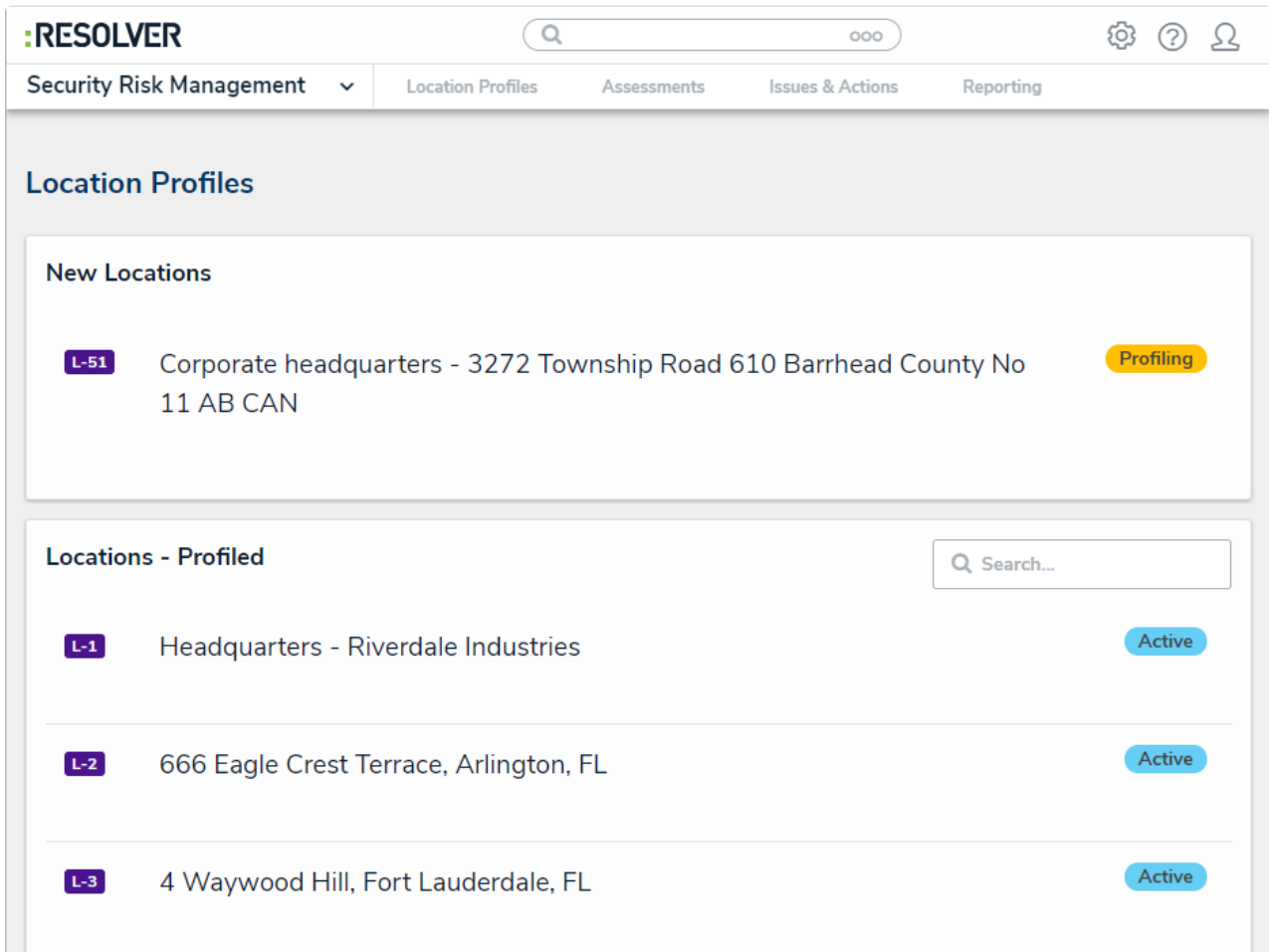


# Update an Active Location Profile

Last Modified on 04/12/2022 1:17 pm EDT

Members of the **Security Assessment Team** user group have access to location profiles that have been put in the **Active** workflow state. This allows the security assessment team to review the details of a location before using it in an assessment, and to launch assessments from the location. All active locations will be in the **Locations - Profiled** section of the **Location Profiles** tab.



**RESOLVER**

Security Risk Management Location Profiles Assessments Issues & Actions Reporting

### Location Profiles

#### New Locations

|      |                                                                              |           |
|------|------------------------------------------------------------------------------|-----------|
| L-51 | Corporate headquarters - 3272 Township Road 610 Barrhead County No 11 AB CAN | Profiling |
|------|------------------------------------------------------------------------------|-----------|

#### Locations - Profiled

Q Search...

|     |                                        |        |
|-----|----------------------------------------|--------|
| L-1 | Headquarters - Riverdale Industries    | Active |
| L-2 | 666 Eagle Crest Terrace, Arlington, FL | Active |
| L-3 | 4 Waywood Hill, Fort Lauderdale, FL    | Active |

*The Location Profiles tab.*



While the security assessment team has read-only access to locations in the **Profiling** state, only members of the **Security Risk** team can make changes to them.

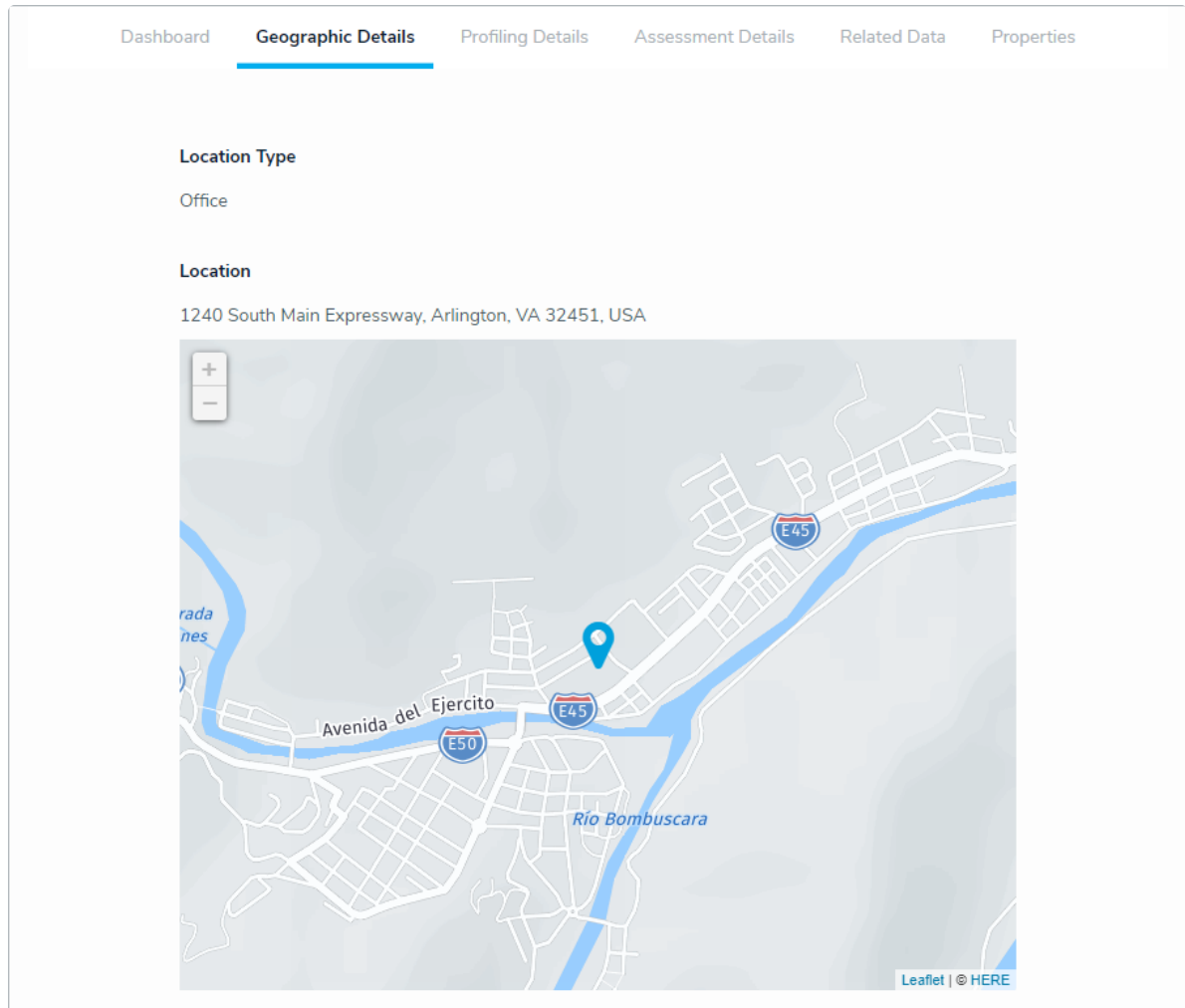
## To launch a new assessment:

1. Log into a user account that's been added to the **Security Assessment Team** user group.
2. Click the dropdown in the nav bar > **Security Risk Management**. The **Location Profiles** tab will be displayed by default.
3. Click a location in the **Active** state to open the **Location Edit** form.

The screenshot shows the Resolver web application interface. At the top is the Resolver logo and a navigation bar with tabs: Security Risk Management, Location Profiles, Assessments, Issues & Actions, and Reporting. The main content area is titled 'Headquarters - Riverdale Industries' with a status indicator 'L-1'. Below the title are three input fields: 'Location Photo' (a dashed box with the text 'Drag images here or click to select...'), 'Property Name' (a text box containing 'HQ'), and 'Description' (a larger text area). Below these fields is a tabbed interface with six tabs: Dashboard, Geographic Details, Profiling Details, Assessment Details, Related Data, and Properties. The 'Dashboard' tab is selected and shows three summary cards: 'Open Incidents' with a value of 16, 'Incident Risk' with a value of 8/10, and 'Person Risk' with a value of 0/4. At the bottom of the dashboard are two buttons: 'FULL DASHBOARD REPORT' and 'INCIDENT TRENDING OVERVIEW'.

*The Location Edit form.*

4. **Optional:** Edit the **Location Photo**, **Property Name**, and **Description** as needed.
5. **Optional:** In the **Dashboard** tab:
  - a. Click **Full Dashboard Report** to view summarized data for the entire location including trending incident and value data, risk analysis, and site assessments performed at this location.
  - b. Click **Incident Trending Overview** to view more detailed information on the incidents that have occurred at this location, including history of the location's open incidents, average value, and total value.
6. **Optional:** Navigate to the **Geographic Details** tab to view more information on the location, including its type and its address.



*The Geographic Details tab.*

7. In the **Profiling Details** tab:

- a. **Optional:** Edit the entries in the **Business Unit** field as needed.
- b. Begin typing keywords in the **Assessment Framework** field to display a list of available options, then select the assessment framework that the location profile will be attached to.

Dashboard
Geographic Details
**Profiling Details**
Assessment Details
Related Data
Properties

Business Unit

Corporate x

Location Owner

Key Assets

Factory Land & Buildings

Employees

Assessment Framework

Medical Equipment Management Plan x

Hazardous Materials & Waste Management Plan x
Number of Fire Incidents x

Enterprise Physical Security x
Management Plan - Warehouses x

Management Plan - Retail Locations x

*The Profiling Details tab.*

8. In the **Assessment Details** tab, an existing assessment can be added by clicking **Add Existing Assessments**, typing its name in the search bar, and selecting it. To create a new assessment from scratch, click **+ Create New** and fill in the required fields.

Dashboard
Geographic Details
Profiling Details
**Assessment Details**
Related Data
Properties

Assessments

| Unique ID                                            | Name | Score Range | Start Date | End Date | Progress (%) | Workflow State |
|------------------------------------------------------|------|-------------|------------|----------|--------------|----------------|
| No data to display                                   |      |             |            |          |              |                |
| <div> Q ADD EXISTING ASSESSMENTS + CREATE NEW </div> |      |             |            |          |              |                |

*The Assessment Details tab.*