

# Version 3.5 Release Notes (Incident Management)

Last Modified on 10/06/2021 5:27 pm EDT

*Note: The following features are not added to Incident Management by default. For information on adding these features to your version of the app, contact your CSM.*

## New Features

### Export Attachments

- Users can now easily export related attachments from [reports](#) throughout the app.

IM - Incident Performance Report

This attachment export might take a few minutes to download depending on the number of files, size of files and your network speed

- Evidence
  - Transcript of Employee Complaint
    - Attachment
      - complaint\_transcript\_09-30-21.txt

CANCEL

EXPORT ATTACHMENTS

### Incident Contributor

- An **Incident Contributor** user group has been added to the app.
- Users in this group are assigned to incidents by the incident owner and can make additions to the incident's narrative or attachments.

### Incident Approver

- An **Incident Approver** user group has been added to the app.
- Users in this group have the ability to review and approve their assigned incidents.

### Location Manager

- A **Location Manager** user group has been added to the app.

- Users in this group will be able to view all aspects of their assigned location and related objects.

## Letter/Plain Language Reports

- New reports have been added to the App to serve as a template for legal letters that can be sent from the following Incident types:
  - Person (Civil):
    - [Civil Notice letter](#)
  - Trespass Order:
    - [Person Trespass letter](#)

IM - Person Trespass Notice

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Last Updated: Sep 17, 2021 2:50 PM

TO-1

ACME Inc., 123 Street Ave, Toronto, ON L4Y 6K8

Notice of Trespass

Name: **Tristan Alves**

Date of Birth: **\_Not Specified\_**

In accordance with relevant local laws and provisions, you are hereby notified and advised that you are not to enter upon the buildings or lands listed below, from **September 14, 2021** through **September 30, 2021** unless this notice is revoked in writing.

698 Forster Lane, Santa Monica, IN

698 Forster Lane, South Bend, IN '46620, USA

Entering upon the buildings or lands as aforementioned may result in arrest, charges and/or civil penalties pursuant to local laws and provisions, as applicable. +

DATE SERVED:

SIGNED:

## Miscellaneous Improvements

- Incidents created from activities will be auto-named with the **Activity Type** and **Location** data of that activity.
- New read-only forms have been added to the app and can be accessed from [incident objects](#):
  - Incident Type View Form
  - Business Unit View Form