



4625 First Street  
Suite 110  
Pleasanton, CA 94566  
925-461-5934

## Comprehensive Journaling

Emergency responders are required to maintain a comprehensive journal of all events, actions and decisions made while responding to an emergency, yet their ability to make decisions and provide timely emergency response shouldn't be impacted by the requirements for documenting EOC activity

OpsCenter automatically captures and journals relevant events, changes, status reports, decisions made and actions taken during the course of an emergency response operation. The OpsCenter journal is designed to meet the requirements for documenting EOC activity while maintaining and enforcing the authorization levels governing dozens of duties such as resource tasking, meeting reporting requirements, and press releases. Accountability is made much easier, and the after-action reviews of EOC staff performance are facilitated. Designed to be automatic and easy to maintain and query, OpsCenter's journalizing is designed to minimize the burden that documenting response history places on the EOC.

### Journal Status Board

The journal summary maintains an overview of the automatic and manual journal entries and can be easily sorted and filtered to create customized views based on entry dates, journal type, priorities and etc.

The screenshot shows the OpsCenter web interface. The top navigation bar includes 'New', 'Delete', and 'Export to Excel'. Below this is a table titled 'Journal' with columns: Date, Brief Description, Incident Number, Assigned Action Number, Section, Priority, Journal Type, and Journal Number. The table contains four entries:

Date	Brief Description	Incident Number	Assigned Action Number	Section	Priority	Journal Type	Journal Number
02/02/2001 07:34:00	User miked Logged On				1	A	14
02/01/2001 13:22:59	User jiml Logged Off				1	A	13
02/01/2001 13:22:59	User jiml Selected Roles				1	A	12
02/01/2001					4	A	11

Below the table is a 'Journal Entry Details' window. It contains a 'User Supplied Information' section with the following fields:

- Assigned Action Number: [Dropdown]
- Incident Number: 99-1
- Priority: Flash
- Journal Type: Automatic
- Section: [Dropdown]
- Brief Description: Incident 99-1 Updated
- Journal Remarks: Situation changed from: to:Massive flooding has been reported by sub-station Alpha. The water is coming in under the doors and starting to accumulate inside the facility.

### JOURNAL ENTRY DETAILS

Additional detailed information on specific journal items is available for all automatic and manual journal entries.