


Create a New Data Definition

If you plan on creating a new [data visualization](#) or [concatenation](#), you can select one or more existing definitions, otherwise the definitions must be created **prior** to creating the data visualization or concatenation. If you're creating an [assessment](#), you can select existing definitions or create a new one from the [Edit Assessment](#) page.



Because the structure of data definition resembles a tree, the anchor object type is also known as the root, the relationships and references on the anchor are the branches, and the object types within those relationships or references are the leaves on the branches.

To create a new data definition:

1. Click the  icon in the top bar > **Data Definitions** in the **Data Model** section.
2. Click **Create Data Definition**.
3. Enter the name of the data definition in the **Name** field.
4. **Optional:** Enter a description of the data definition in the **Description** field, which will appear on the **Edit Data Definition**.
5. Select an anchor (root) object type from the **Anchor** dropdown menu. Your selection here will determine the starting point, or root, of the data path.

Admin: Create Data Definition

Name

Description

Anchor

Incident▼

Select Data Paths

Clicking relationship and object type nodes below will define the paths that act as your data definition

+

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 Incident

CANCELCREATE

A new data definition that has an anchor selected, but does not yet have a defined data path.

6. In the **Select Data Paths** section, click the monogram in the first node of the tree, which represents the anchor, to select it, expand the node, and reveal any relationships and references saved to the anchor. If you only need to select one object type, skip to step 10.
7. Click a [relationship](#) or [reference](#) (branch) to show the object type(s) within those relationships or references (e.g. clicking the "People Involved" relationship will reveal the Person and Employee Record object types).
8. Click an object type (leaf) monogram to place a checkmark next to it and include it in the data definition. To remove a checkmark and remove

the leaf from the data path, click the monogram again. The anchor object type is selected by default and the cannot be deselected.

9. Continue clicking the branches to reveal the relationship and reference object types and select them as needed. If necessary, click an expanded branch with no leaves to collapse it.

Select Data Paths

Clicking relationship and object type nodes below will define the paths that act as your data definition

- Incident ✓
 - People Involved
 - Person
 - Employee Record ✓
 - Incident Report Writer (Reference)
 - People Involved (Reference)
 - Location
 - Vehicles Involved
 - Incident Report Writer
 - Incident (Reference)

Selecting the object types that will be part of the data path.



If you intend to use this data definition as the focus of a data visualization, you may only select one leaf per level (branch) in the data path. See [Focus Eligible Definitions](#) for more information.

10. Click **Create** to display **Data Definitions** page. By default, this page will be displayed under the **By Anchor** tab and your new definition can be found below the anchor object type you selected in step 5 above (e.g. Incident). To view the data definition by leaf, or the last object type in the data path (e.g. Employee Record), click the **By Leaf** tab.