

# Glossary of Terms

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<i>TERM</i>	<i>DEFINITION</i>
<b>Activity</b>	Part of an application where users can create, edit, and view data.
<b>Application</b>	Holds activities where users complete tasks (actions) and view information (views).
<b>End users</b>	The non-administrative users who work with Incident Management and its applications.
<b>Field</b>	A component on a form where a user can input data. Fields can include plain text, numeric, date and time formats, as well as select lists (dropdown menus), and attachments.
<b>Incident</b>	An event that is deemed worthy of being recorded, tracked, assessed and analyzed.
<b>Incident Type</b>	A category that describes an incident and can be used to group it with similar incidents.
<b>Investigation</b>	The action of examining an incident's cause and effect.
<b>Library</b>	Contains all object types and their data that can be added to incidents.
<b>Object</b>	A record saved to an object type (the record category). For example, Incident is the object type, while Accident, which outlines the details of an on-site incident, is the object.
<b>Object type</b>	The category of the data collected (e.g. Incident, Employee Record, Witnesses, Vehicles, etc.). Once a record is saved to an object type, it becomes an object.
<b>States</b>	The various stages of the data collection process (e.g. Create, Triage, Review, Investigate, Close) for an object type workflow.
<b>Task</b>	Actions attached to an incident that must be completed before the incident can be closed.
<b>Triage</b>	Incidents submitted to the Portal go to the Triage, where the Incident Screener vets potential incidents for their validity.

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<b>User Groups</b>	A collection of users saved to a group (e.g. Employees or Managers). The user group they are assigned to will determine their rights within the app.
<b>Value</b>	Data entered or selected in a field. For example, Name is the field, but the data entered in that field, John Doe, is the value.
<b>Workflow</b>	Controls the flow of data as well as defines what data is displayed, where it's displayed, and to whom it's displayed through applications, activities, search results, reports, and assignments. Each object type has a workflow.