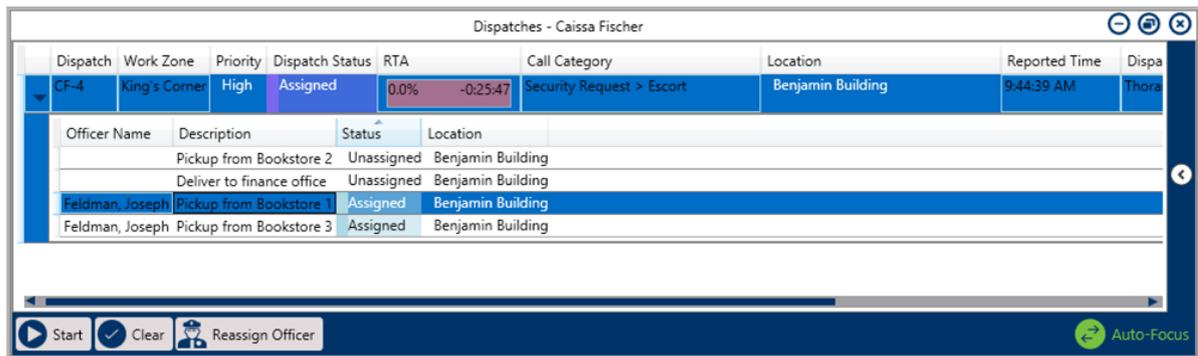


## Reassign an Officer to a Task

### Method 1 – Dispatches Panel

#### To reassign an officer to a task:

1. In the **Dispatches** panel, click the  icon next to the dispatch to reveal assigned tasks.



*An assigned task shown in the Dispatches panel after clicking the right arrow icon.*

2. Click the task you wish to reassign.

3. Click  to search for an officer or right-click the task and hover your cursor over **Reassign Officer**, then click the officer's name to assign the new officer.

### Method 2 – Officers Panel

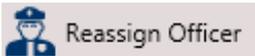
#### To reassign an officer to a task:

1. In the **Officers** panel, click the  icon next to the officer's name to reveal assigned tasks.

Team	Image	Officer	Call Sign	Status	Time Elapsed	Dispatch	Map	Last Known Location	Device
Team 2		Feldman, Joseph	C-1	Assigned	00:15:56	CF-4			
		Dispatch	Description	Task Status	Location				
		CF-4	Pickup from Bookstore 1	Assigned	Benjamin Building				
		CF-4	Pickup from Bookstore 3	Assigned	Benjamin Building				
Team 1		Gorman, Joan	B-2	Available	00:16:08				
Team 2		Smithers, Jordy	B-3	Available	14:03:31				

*An assigned task shown in the Officers panel after clicking the right arrow icon.*

2. Click the **Assigned** task to select it.

3. Click  to search for an officer or right-click the task and hover your cursor over **Reassign Officer**, then click the officer's name to assign the new officer.