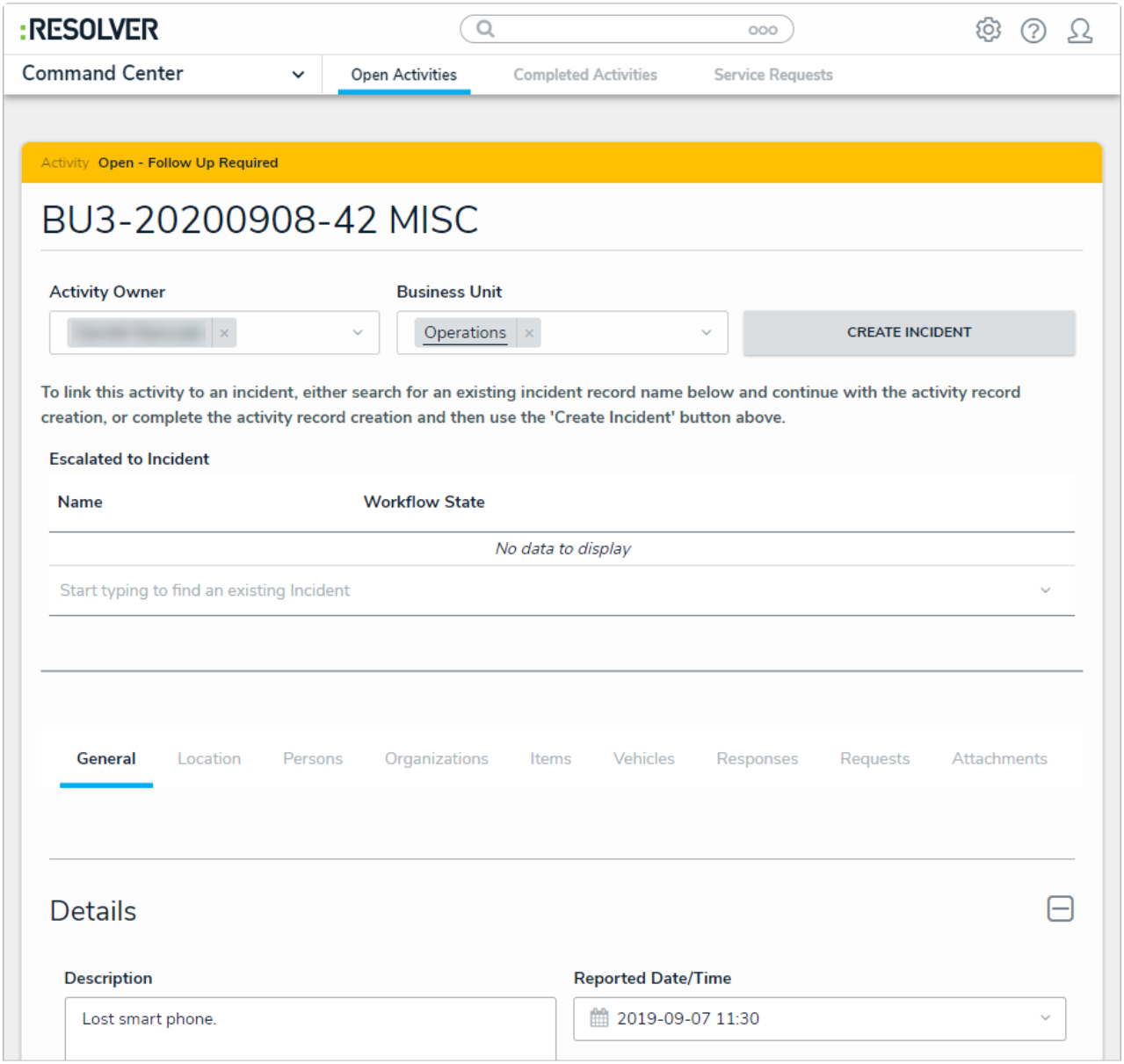
Review & Edit an Open Activity

Last Modified on 10/08/2020 1:40 pm EDT

The **Open Activities** tab in Command Center displays the open activities to which you've been assigned as the activity owner. Note that you're assigned to an activity when:

- You created the activity record.
- You were assigned as the activity owner when a dispatch was closed and marked as requiring follow-up.
- A Command Center administrator, portal user, or another activity owner assigned you.

To access your open activities, navigate to **Command Center** > **Open Activities**, then click an object to view it. To expand a collapsed section, click the ⊞ icon. To collapse a section, click the ⊟ icon.



Viewing an open activity.

For more detailed information on each of the tabs and sections on this form, see the following

articles:

- Basic Activity Details
- Incidents
- General
- Location
- Persons, Organizations, Items & Vehicles
- Responses & Requests
- Attachments
- Tasks
- Escalate an Activity

If an activity was created from the Dispatch application, some fields in the activity will be auto-populated based on the details recorded in the dispatch.