

Persons, Organizations, Items & Vehicles

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The **Persons**, **Organizations**, **Items**, and **Vehicles** tabs allow users to view, add, or edit important involvement information, including flags and involvement types.

General	Location	Persons	Organizations	Items	Vehicles	Responses	Requests	Attachments
Involved People								
Name	Person Involvement Type	Involvement Flags	Description	Linked to Master				
Ainsley Martinet	Reporting Party	Other	Reporting officer.	Person	✕			
					+			

An involved person.

To add an involved person, organization, item, or vehicle, click the appropriate tab, click the + icon at the bottom-right of the table, add the required details, then click **Create** to save your changes.

Involvement **Creation** ✕

Create a New Involved Person

Person Involvement Type ⓘ

● Person of Interest ▼

Linked Person

Search ▼ +

If not linked, name the involvement

Create a record here if all that is available is physical descriptors.

Linked POI

+

Description

CREATE

CANCEL

The Create a New Involved Person dialogue.

To remove an involvement, click the **X** beside it in the table. To edit its details, click any data in the table (e.g., person or organization name), then click it again from the palette that appears to right of the screen. Note that additional details can be included when editing existing **Person**, **Organization**, and **Item** involvements.