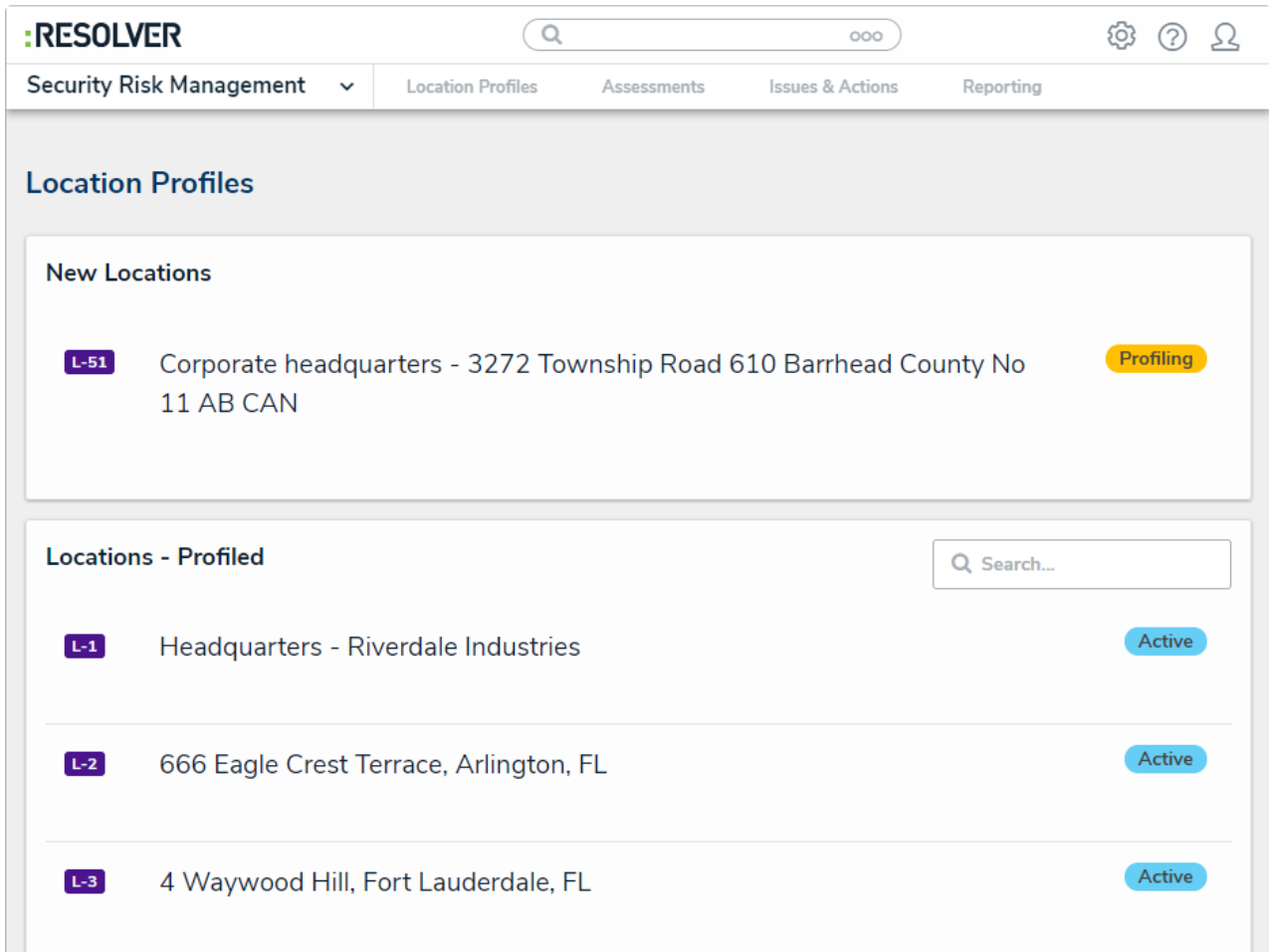


## Update an Active Location Profile

Last Modified on 04/05/2022 3:05 pm EDT

Members of the **Security Assessment Team** user group have access to location profiles that have been put in the **Active** workflow state. This allows the security assessment team to review the details of a location before using it in an assessment, and to launch assessments from the location. All active locations will be in the **Locations - Profiled** section of the **Location Profiles** tab.



The screenshot shows the Resolver interface for the 'Location Profiles' tab. The top navigation bar includes the Resolver logo, a search bar, and icons for settings, help, and user profile. The main navigation bar shows 'Security Risk Management' as the active section, with sub-tabs for 'Location Profiles', 'Assessments', 'Issues & Actions', and 'Reporting'. The 'Location Profiles' section is divided into two main areas: 'New Locations' and 'Locations - Profiled'. The 'New Locations' section contains one entry: 'L-51 Corporate headquarters - 3272 Township Road 610 Barrhead County No 11 AB CAN' with a yellow 'Profiling' status tag. The 'Locations - Profiled' section contains three entries: 'L-1 Headquarters - Riverdale Industries' (Active), 'L-2 666 Eagle Crest Terrace, Arlington, FL' (Active), and 'L-3 4 Waywood Hill, Fort Lauderdale, FL' (Active). A search bar is located to the right of the 'Locations - Profiled' section.

*The Location Profiles tab.*



While the security assessment team has read-only access to locations in the **Profiling** state, only members of the **Security Risk** team can make changes to them.

### To launch a new assessment:

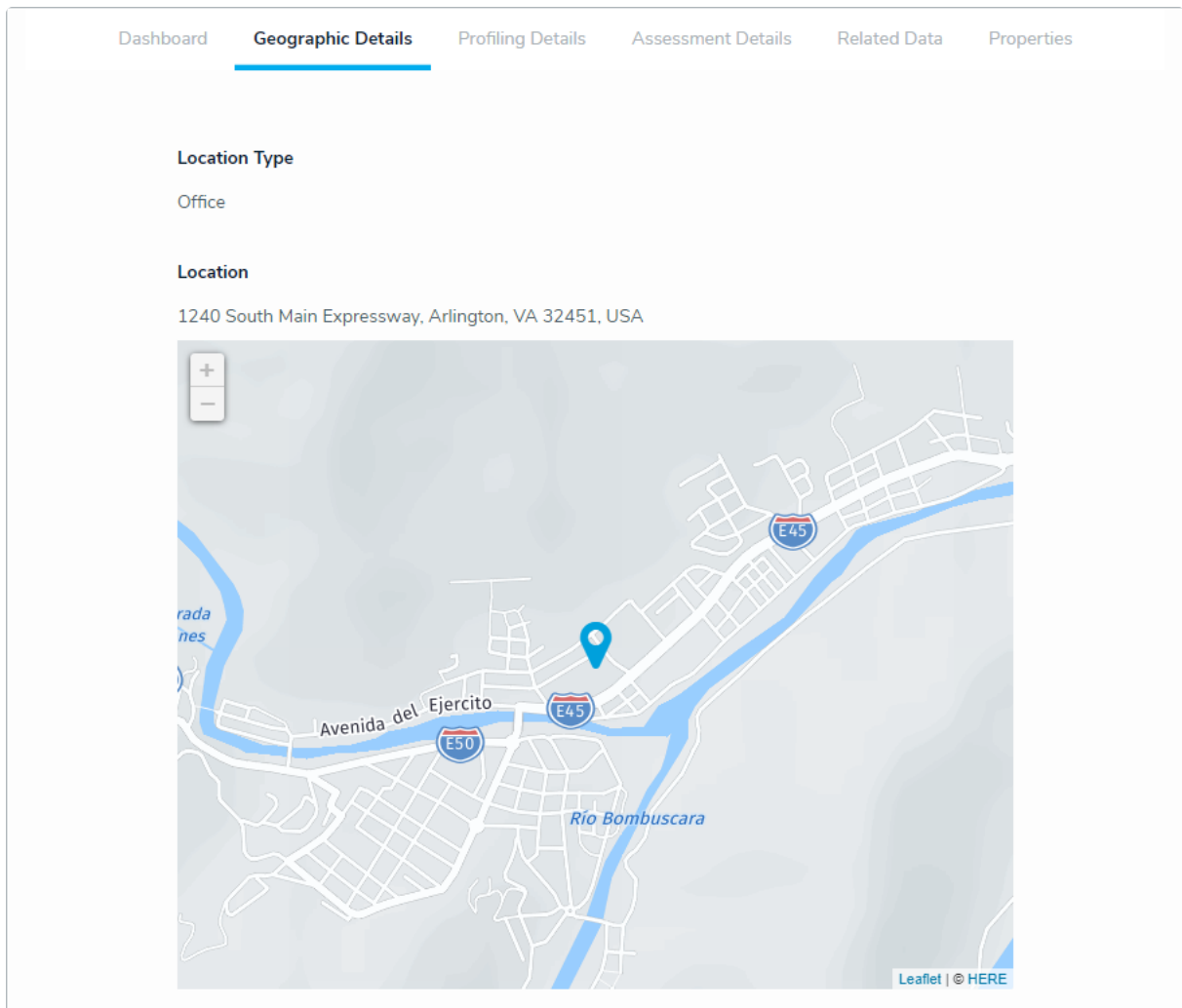
1. Log into a user account that's been added to the **Security Assessment Team** user group.
2. Click the dropdown in the nav bar > **Security Risk Management**. The **Location Profiles** tab will be displayed by default.
3. Click a location in the **Active** state to open the **Location Edit** form.

The screenshot shows the 'Location Edit form' in the RESOLVER application. The page title is 'Headquarters - Riverdale Industries' with a user level indicator 'L-1'. The form contains the following elements:

- Location Photo:** A dashed box with the text 'Drag images here or click to select...'.
- Property Name:** A text input field containing 'HQ'.
- Description:** A large empty text area.
- Navigation Tabs:** 'Dashboard' (selected), 'Geographic Details', 'Profiling Details', 'Assessment Details', 'Related Data', and 'Properties'.
- Dashboard Metrics:**
  - Open Incidents:** 16
  - Incident Risk:** 8 / 10
  - Person Risk:** 0 / 4
- Action Buttons:** 'FULL DASHBOARD REPORT' and 'INCIDENT TRENDING OVERVIEW'.

*The Location Edit form.*

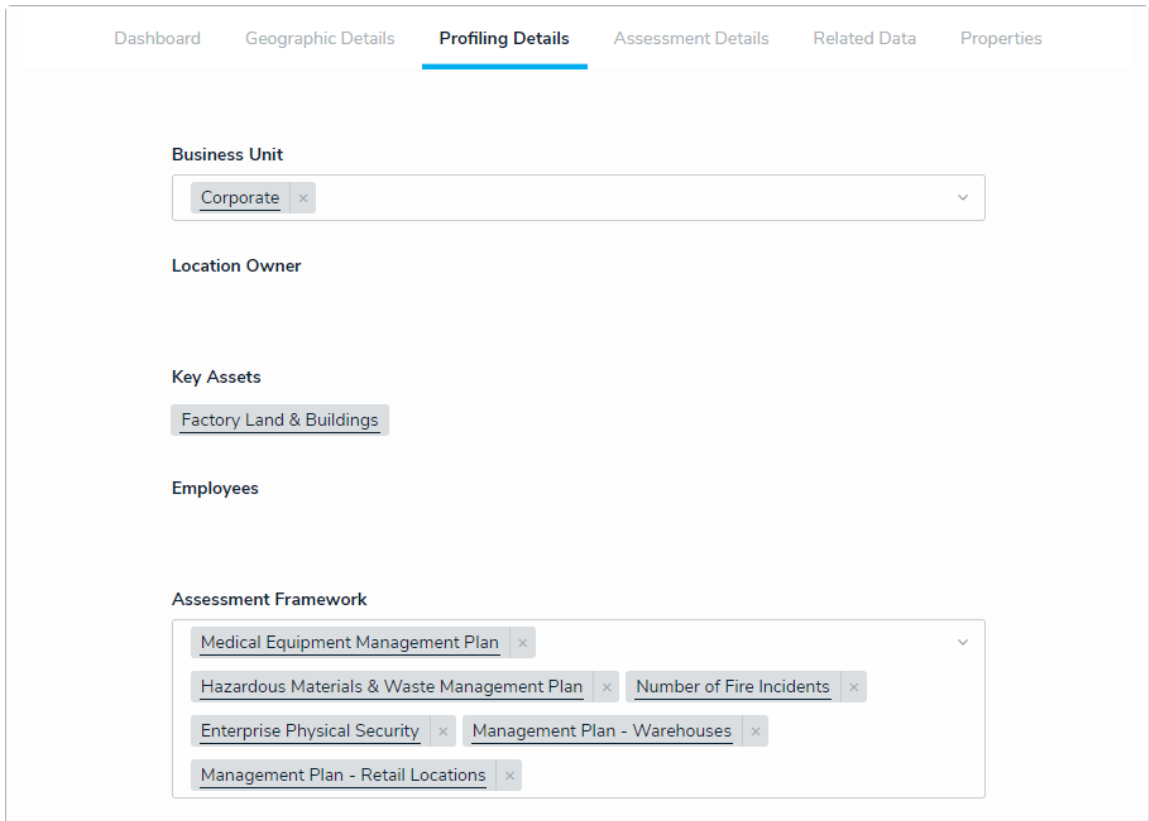
4. **Optional:** Edit the **Location Photo**, **Property Name**, and **Description** as needed.
5. **Optional:** In the **Dashboard** tab:
  - a. Click **Full Dashboard Report** to view summarized data for the entire location including trending incident and value data, risk analysis, and site assessments performed at this location.
  - b. Click **Incident Trending Overview** to view more detailed information on the incidents that have occurred at this location, including history of the location's open incidents, average value, and total value.
6. **Optional:** Navigate to the **Geographic Details** tab to view more information on the location, including its type and its address.



*The Geographic Details tab.*

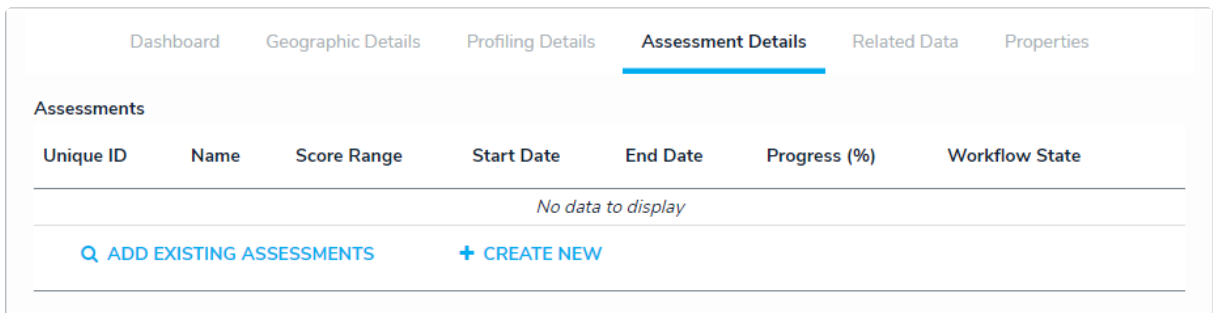
7. In the **Profiling Details** tab:

- a. **Optional:** Edit the entries in the **Business Unit** field as needed.
- b. Begin typing keywords in the **Assessment Framework** field to display a list of available options, then select the assessment framework that the location profile will be attached to.



The Profiling Details tab.

8. In the **Assessment Details** tab, an existing assessment can be added by clicking **Add Existing Assessments**, typing its name in the search bar, and selecting it. To create a new assessment from scratch, click **+ Create New** and fill in the required fields.



The Assessment Details tab.