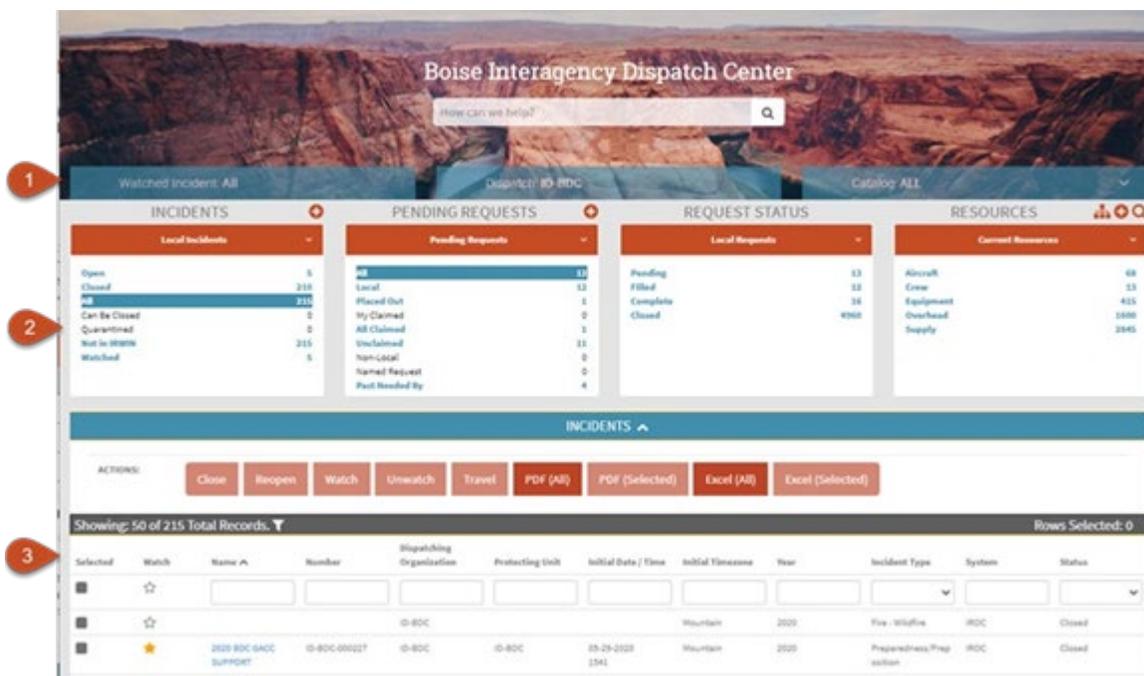


Introducing the New IROC Portal Homepage Navigation

Changes to the IROC Portal homepage feature enhanced filtering and navigation functionality designed to improve the user experience. Improvements to the content selectors, action tiles, and the main work area allow for more targeted filtering. The result enables more efficient and accurate tracking of incidents, requests, and resources, as well as their relationships to one another. Additionally, the main work area features key UI (user interface) improvements and expanded search functionality, allowing you to find information faster and more accurately.

Navigating the New Portal Homepage

This section provides a quick overview of the new homepage. Click on each link to learn more about new features.



- 1 [Content Selectors](#) – These top-level filtering options determine what is shown in the action tiles.
- 2 [Action Tiles](#) – Select from icons, filters, and filtered lists to create or modify records, as well as determine what information is available in the main work area.
- 3 [Main Work Area](#) – List of actionable records based on selections made in the content selectors and action tiles.

Content Selectors

The blue content selectors provide the first level of filtering. Click on each selector to choose an option and specify the information available in each action tile.



The following table shows which content selector affects which action tiles.

Content Selector	Filtered Lists on Action Tiles			
	Incidents	Pending Requests	Request Status	Resources
Watched Incident		X	X	
Dispatch	X	X	X	X
Catalog		X	X	

The **Watched Incident** filter also affects what you see when you select Non-Local Resources or Incident Resources from the Resources tile filter.

The **Catalog** filter also affects what you see when you select Local Resources by Status from the Resources Tile filter.

- 1 **Watched Incident** – Select All or a specific watched incident for editing and resource management.
 - a **All** – Shows all incident request information in the Pending Request and Request Status action tiles.
 - b **Watched Incident** – Shows only the request information related to that incident in the Pending Request and Request Status action tiles. This also auto-populates the Incident field in the Create New Request screen.
To add or remove incidents from your Watch List, see Step 7a in [Main Work Area](#).

Tip: The **Watched Incident** content selector does not change what is shown in the Incidents action tile. If no data appear in this tile, check the **Dispatch** content selector.

- 2 **Dispatch** – To do any work in the IROC Portal, you must select a dispatch center from this drop-down. If you have many dispatch centers, enter text in the Search field at the top of the drop-down.
- 3 **Catalog** – Select a catalog category (or choose All Catalogs) for resource management.
 - a **All** – Shows request information for all catalogs in the Pending Request and Request Status action tiles.
 - b **Categories** – Select a specific catalog category to see only the request information related to that catalog in the Pending Request and Request Status action tiles.

Action Tiles

The action tiles include icons, filters, and filtered lists, allowing you to create or modify records, as well as determine what information is populated in the main work area.

INCIDENTS	PENDING REQUESTS	REQUEST STATUS	RESOURCES
Local Incidents	Pending Requests	Local Requests	Current Resources
Open 5	All 12	Pending 13	Aircraft 68
Closed 289	Local 12	Filled 12	Crew 13
All 285	Placed Out 1	Complete 16	Equipment 415
Can Be Closed 0	My Claimed 0	Closed 4960	Overhead 1600
Quarantined 0	All Claimed 1		Supply 2845
Not in IRWIN 215	Unclaimed 11		
Watched 5	Non-Local 0		
	Named Request 0		
	Past Needed By 4		

- Action Tile Icons** – Clicking on a create (+), search (Q), or roster (👤) icon now opens a form in a new browser tab. The forms themselves, however, have not changed.
- Action Tile Filters and Filtered Lists** – The options in the filters make it easier for you to find what you need in the main work area. Select an item from the filter drop-down to see available filtered lists in the action tile. Click on one of the filtered lists to see the related information in the main work area.
 - Incidents** – Choose from local, non-local, or IRWIN incidents to see the total count of incidents in the action tile’s filtered lists.

The information available in this tile is also affected by the **Dispatch** content selector.

Example: Select Local Incidents and click on Closed to see all closed incidents for your dispatch center in the Incidents work area.

Filter	Available Filtered Lists
Local Incidents – Shows incidents managed by your dispatch center, filtered according to their status.	<ul style="list-style-type: none"> Open Closed All Can Be Closed Quarantined Not in IRWIN Watched
Non-Local Incidents – Shows non-local incidents where your dispatch center is in the Incident Touch Chain.	<ul style="list-style-type: none"> Open Closed All
IRWIN Staging – Shows incidents associated with your dispatch center that are in the IRWIN Staging Table.	<ul style="list-style-type: none"> Current Year Prior Year

- Pending Requests** – Choose to see all pending requests for your incident(s) or pending requests by catalog in the action tile’s filtered lists.
- All three content selectors affect what appears in the Pending Request action tile.

Example: Select Pending Requests by Catalog and click Crew to see all pending crew requests for the dispatch center or watched incident in the Pending Requests work area.

Filter	Available Filtered Lists
Pending Requests – Shows pending requests currently at or created by your dispatch center and placed out.	<ul style="list-style-type: none"> • All • Local • Placed Out • My Claimed • All Claimed • Unclaimed • Non-Local • Named Request • Past Needed By
Pending Requests By Catalog – Shows pending requests currently at your dispatch center, by catalog.	<ul style="list-style-type: none"> • Aircraft • Crew • Equipment • Overhead • Supply (All) • Supply (NFES) • Supply (Non-NFES)

c Request Status – Choose to see the status of requests related to local and non-local incident(s).

All three content selectors affect what appears in the Request Status action tile.

Example: Select Requests By Catalog and click Supply (NFES) to see all NFES supply requests for open incidents that your dispatch center has touched.

Filter	Available Filtered Lists
Local Requests – Shows requests created for your local incidents.	<ul style="list-style-type: none"> • Pending • Filled • Complete • Closed • All
Non-Local Requests – Shows requests for non-local incidents that your dispatch center has touched.	<ul style="list-style-type: none"> • Pending • Filled • Complete • Closed • All
Requests by Catalog – Shows requests that your dispatch center has touched on open incidents, by catalog.	<ul style="list-style-type: none"> • Aircraft • Crew • Equipment • Overhead • Supply (All) • Supply (NFES) • Supply (Non-NFES)
Requests Needing Travel – Shows requests that do not have travel set, for which your dispatch center can set travel.	<ul style="list-style-type: none"> • Needs Mob Travel • Needs Demob Travel

<p>Requests (Closed Incidents) – Shows requests that your dispatch center has touched on closed incidents.</p>	<ul style="list-style-type: none"> • Local • Non-Local • All
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d Resources – Choose to see the total number of resources available to your dispatch center.

All three content selectors affect what appears in some of the Resources action tile.

Example: Select Local Resources and click Equipment to see all equipment resources for your dispatch center.

Filter	Available Filtered Lists
<p>Current Resources – Shows resources currently under the control of your dispatch center, by catalog.</p>	<ul style="list-style-type: none"> • Aircraft • Crew • Equipment • Overhead • Supply
<p>Local Resources – Shows resources whose home dispatch is your center, by catalog.</p>	<ul style="list-style-type: none"> • Aircraft • Crew • Equipment • Overhead • Supply
<p>Local Resources By Status – Shows resources whose home dispatch is your center, by status. The Catalog content selector filters this list.</p>	<ul style="list-style-type: none"> • Available • Unavailable • Reserved • Mob En Route • At Incident • Tentative Release • Released • Demob En Route • Returned From Assignment
<p>Available Resources – Shows available resources currently under the control of your dispatch center, by catalog.</p>	<ul style="list-style-type: none"> • Aircraft • Crew • Equipment • Overhead • Supply
<p>Assigned Non-Local – Shows resources whose home dispatch is your center that are currently assigned to non-local incidents, by catalog.</p>	<ul style="list-style-type: none"> • Aircraft • Crew • Equipment • Overhead • Supply
<p>Non-Local Resources – Shows non-local resources currently assigned to your local incidents, by catalog. The Watched Incident content selector filters this list.</p>	<ul style="list-style-type: none"> • Aircraft • Crew • Equipment • Overhead • Supply

Filter	Available Filtered Lists
<p>Incident Resources – Shows resources currently assigned to local incidents, by catalog. The Watched Incident content selector filters this list.</p>	<ul style="list-style-type: none"> • Aircraft • Crew • Equipment • Overhead • Supply

Main Work Area

The main work area displays actionable records based on the choices made in the content selectors and action tiles.

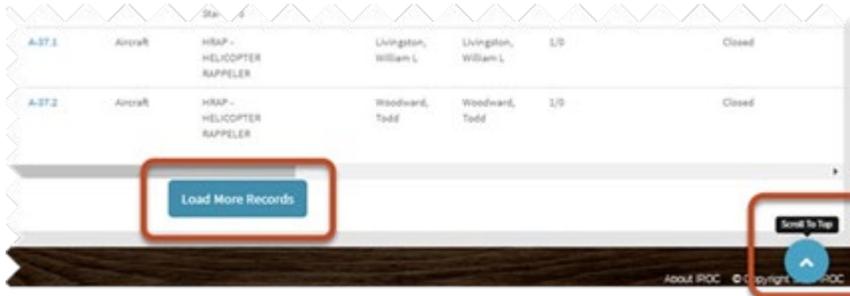
- 1 Work Area Header** – Indicates which information is being shown in the main work area. Click the header to hide or reveal the available action buttons.
- 2 Place or Action Buttons** – In any of the work areas, select one or more records by clicking the checkbox in the Selected column (or click anywhere in the row to select it). Then click the place or action button to perform that action on the selected records.
The following table lists the buttons available within each work area.

Work Area	Available Place and Action Buttons
Incidents	<p>Actions:</p> <ul style="list-style-type: none"> • Close – Close selected incidents. • Reopen – Reopen selected incidents. • Watch – Add selected incidents to Watch List. • Unwatch – Remove selected incidents from Watch List. • Travel – Open the Incident Bulk Travel list. • PDF (All) – Export the entire list to PDF. • PDF (Selected) – Export only selected items to PDF. • Excel (All) – Export the entire list to Microsoft Excel. • Excel (Selected) – Export only selected items to Excel.
Staging Incidents	<p>Action:</p> <ul style="list-style-type: none"> • Add to IROC

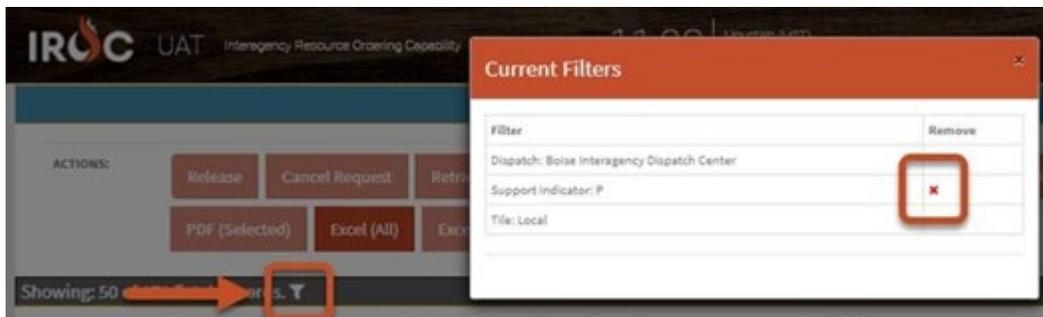
Work Area	Available Place and Action Buttons
<p>Pending Requests</p>	<p>Place:</p> <ul style="list-style-type: none"> • Place Up • Place Down • Place Direct • Place to Cache • UTF • Send Back <p>Actions:</p> <ul style="list-style-type: none"> • Cancel Request • Cancel UTF • Claim • Remove Claim • Edit Request • Generate Resource Order Form • PDF (All) – Export the entire list to PDF. • PDF (Selected) – Export only selected items to PDF. • Excel (All) – Export the entire list to Microsoft Excel. • Excel (Selected) – Export only selected items to Excel.
<p>Request Status</p>	<p>Actions:</p> <ul style="list-style-type: none"> • Release • Cancel Request • Retrieve • Set Mob Travel • Set Demob Travel • Edit Request • Generate Resource Order Form • PDF (All) – Export the entire list to PDF. • PDF (Selected) – Export only selected items to PDF. • Excel (All) – Export the entire list to Microsoft Excel. • Excel (Selected) – Export only selected items to Excel.
<p>Resources</p>	<p>Set Availability:</p> <ul style="list-style-type: none"> • Local • State • GACC • National <p>Actions:</p> <ul style="list-style-type: none"> • Make Available • Make Unavailable • Release • Generate Resource Order Form • PDF (All) – Export the entire list to PDF. • PDF (Selected) – Export only selected items to PDF. • Excel (All) – Export the entire list to Microsoft Excel. • Excel (Selected) – Export only selected items to Excel.

3 Record/Filter/Row Information – The header beneath the action buttons shows information related to the content of the main work area.

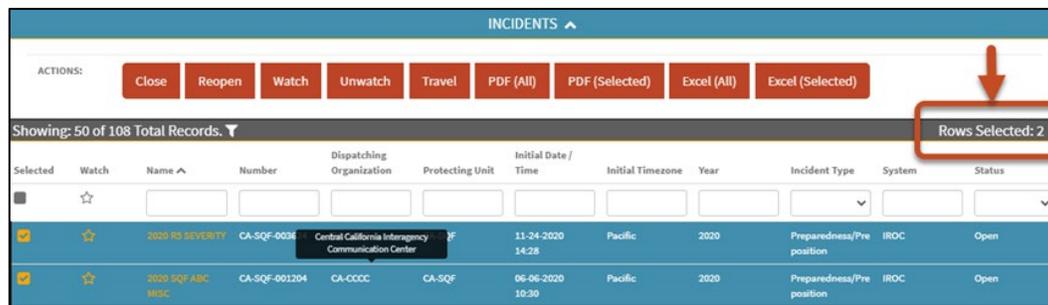
- a **Showing** – Indicates the number of records currently shown on the page out of the total number of records based on the selected filters. IROC automatically loads the first 50 records. To see more, scroll to the bottom of the page and click **Load More Records**. To return to the top of the page, click **Scroll to Top**. IROC now allows you to load up to 500 records.



- b **Filter Icon** – Click to open a pop-up showing all selected filters. To remove filters, click the **Delete** icon (✕) in that row.



- c **Rows Selected** – Shows a count of the number of rows you have selected.



4 Column Header Sort – Click on a column heading to sort the list by that field in ascending or descending order. Not all columns can be sorted.

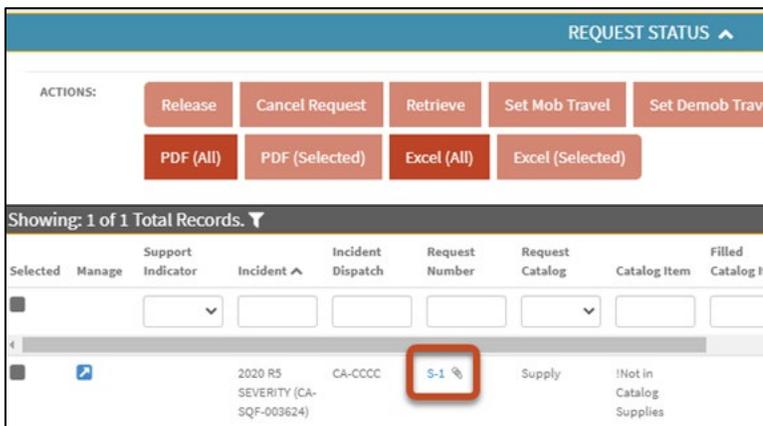
5 Column Header Search Fields – Column headers include search fields or selection items that allow you to filter list results.

- a Click the first box in the Selected column to select all items in the list.
- b For Incidents, click the first star icon (☆) in the Watch column to toggle between seeing all incidents and only those items on your Watch List. Yellow (or filled-in) stars indicate that an incident is on your Watch List.

- c To search for items in a column, use the column header search fields.
 - i. Enter a term in one or more search fields and press the Enter key to filter the columns.
In this case, IROC performs “contains” or “wildcard” searches, meaning they show any items that contain the text entered in the search field.
 - ii. To remove a search term, delete the text from the search field or select the “blank” entry at the top of the drop-down; then press Enter.
Alternatively, click the Filter icon in the gray header (see Step 3b) and remove the filter.
 - iii. For the Request Number column in Pending Requests or Request Status work areas, enter a specific number or range of numbers (for example, A-1 for a specific number or A-1-4 for a range), separated by commas, in the Request Number field to populate the list with all items containing those numbers.

Example: Enter “A-1-5, E-1” to see requests that start with A-1, A-2, A-2.1, A-2.2, A-2.3, A-3, A-4, A-5, and E-1. Please note that subordinate number will also populate.

- 6 **Scroll Bars** – Some work areas have left/right horizontal scroll bars at the top and bottom of each page, allowing you to scroll to see all columns, without the need for navigating to the bottom of the page.
- 7 **Managing Records** – Depending on the work area, there are new options for managing information.
 - a **Incidents Work Area** – Yellow stars (or filled-in) stars indicate items on your Watch List. Click on a star icon (☆) in the Watch column to add or remove incidents to or from your Watch List.
 - b **Request Status or Pending Request Work Area** – Click the Manage icon (📄) to open the Manage Request screen in a new tab.
 - c **Attachments** – In the Pending Request and Request Status work area, a paperclip icon next to the request number indicates that this request has attachments. You cannot take action on attachments from the main work area. To view and manage attachments, click on the Request Number to open the request in accordion view or click the **Manage** icon to open the Manage Requests screen.



- 8 Accessing Accordion View** – The method for accessing accordion view is now through a single click.
- a** For Incidents, click on the incident Name.
 - b** For Pending Requests, click on the Request Number.
 - c** For Request Status, click on the Request Number.
 - d** For Resources, click on the Operational Name.
 - e** To return to list view from accordion view, click once on any link in the column on the left side of the page.