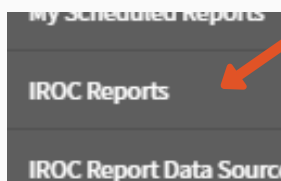




TIP SHEET

Printing a Resource Order in the DMT (data management tool) when you have "Read Only" access.



#1 In the Data Management Tool (DMT), go to IROC Reports and click on it. It will open up a list of reports. To print requests from an incident, select the IRQ300 report. Open report and you will see a list of all incidents within the system.



#2 To find a specific incident, click on the funnel and put in the parameters you see below. You will have to change the Incident Dispatch to "anything" or you will only be able to see the incidents for the center you have access to. Under incident, put in the incident you want. Once you have what you need selected, click on the "Run" button in the upper right corner.

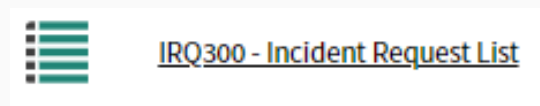


Table: Request [x_fosf_iroc_request]

All > Incident is anything > Catalog is anything > Catalog Category is anything > Incident Dispatching Organization is Warm Springs Agency Dispatch Center

Unit identifier	Unit identifier	Incident Number
Incident: 2020 Long term Severity (OR-WSA-000054)		(27)
Incident: 2766 EAST SPUR (OR-WSA-000041)		(1)
Incident: 340 (OR-WSA-000007)		(9)
Incident: ANNIE RICHARD (OR-WSA-000019)		(10)



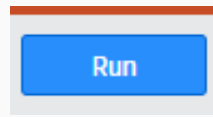
All > Incident is anything > Catalog is anything > Catalog Category is anything > Catalog Item is anything > Request Status is anything > Created between 01-01-2020 00:00:00 > Incident Dispatching Organization is Warm Springs Agency Dispatch Center

Add Sort

CONDITIONS

All of these conditions must be met

Incident	is	
Catalog	is anything	SHITIKE
Catalog Category	is anything	SHITIKE 2 (OR-WSA-000071)
Catalog Item	is anything	SHITIKE BUTTE (OR-WSA-000058)
Request Status	is anything	SHITIKE CREEK (OR-WSA-000068)
Created	between	01-01-2020 00:00:00 Today
Incident Dispatching Organization	is anything	



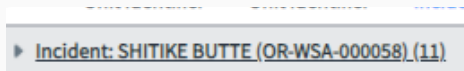
To sign up for IROC User Notices go to the following link:
<https://tinyurl.com/599tp6pf>

IIA Help Desk
 Toll-Free: (866)224-7677
 Local: (616)323-1667
<https://iiahelpdesk.nwgc.gov>



TIP SHEET


#3 After you select run, you will get a line showing the incident you selected and a number with the amount of resources it has. To expand the incident, click on the incident name and it will expand the requests that are associated with it.



All > Incident = SHITIKE BUTTE (OR-WSA-000058) > Catalog is anything > Catalog Category is anything > Catalog Item is anything > Request Status is anything > Created between 01-01-2020 00:00:00 :

OR-WSA-000058)

	Unit identifier	Unit identifier	Incident Number	Incident Name	Name	Abbreviation	Request Status	Catalog	
<input type="checkbox"/>	OR-NWC	OR-WSC	OR-WSA-000058	SHITIKE BUTTE	Bureau of Indian Affairs	BIA	Reassigned	Aircraft	A-1
<input type="checkbox"/>	OR-NWC	OR-WSC	OR-WSA-000058	SHITIKE BUTTE	Bureau of Indian Affairs	BIA	Reassigned	Overhead	A-1
<input type="checkbox"/>	OR-NWC	OR-WSC	OR-WSA-000058	SHITIKE BUTTE	Bureau of Indian Affairs	BIA	Complete	Aircraft	A-2

#4 When you have the request you want showing, click on the blue  and it will open to a screen with all the information about the request.

To print, go to the upper right corner of the page to the View ROF button. This will open a window which gives you options of what you would like to do with the Resource Order (save, print etc)

