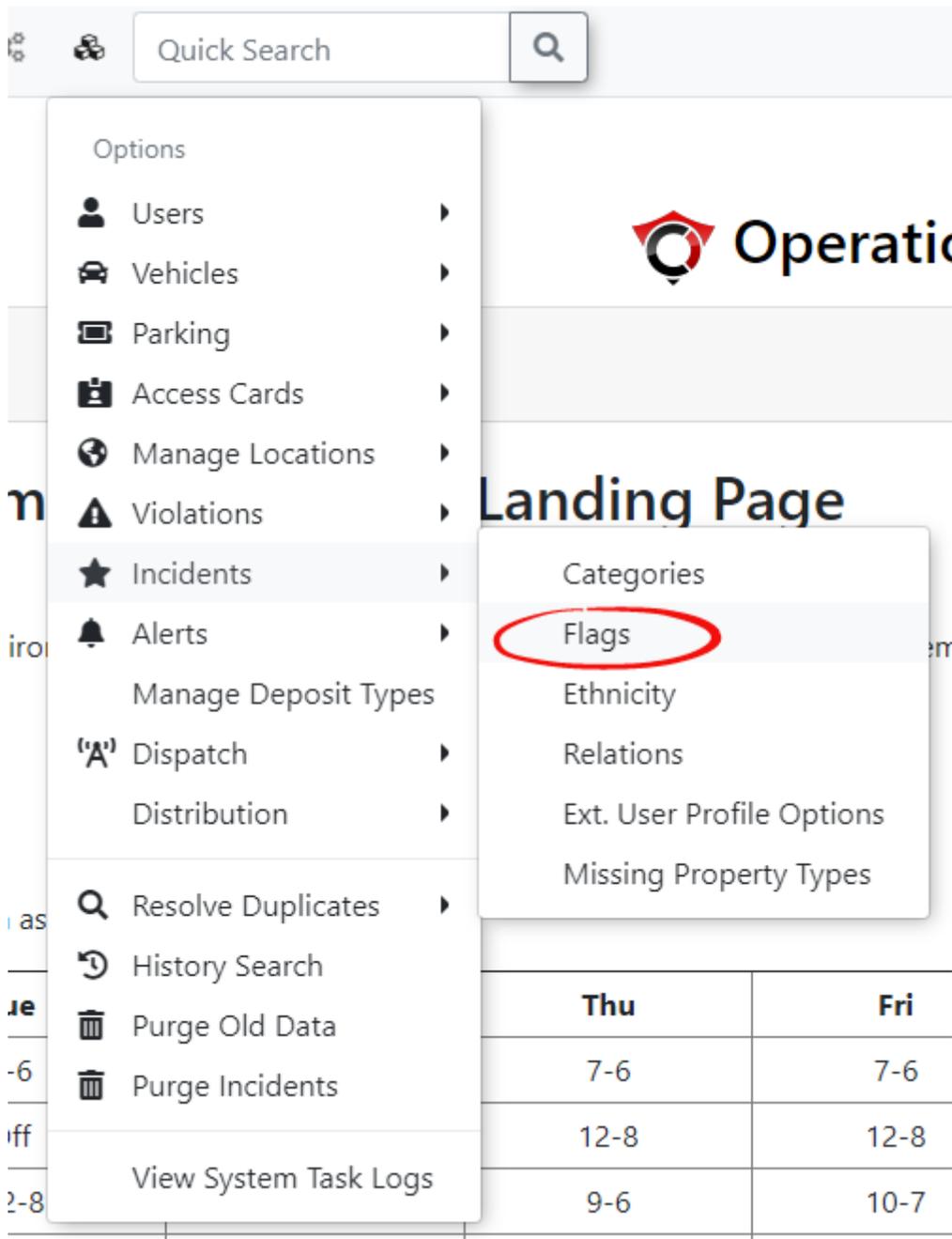


# Flags

## Adding or Editing an Incident Flag

From the **Admin Options** menu, hover over **Incidents**, then click on **Flags**.



The screenshot shows the Operatic Admin Options menu. The 'Incidents' option is selected, and the 'Flags' sub-option is highlighted with a red circle. The background shows the Operatic logo and a 'Landing Page' heading.

	Thu	Fri
	7-6	7-6
	12-8	12-8
	9-6	10-7

You will be redirected to the **Edit Flags** page.

## Edit Flags

Flag Name	Include In Reports	
PON/Summons Issued	<input checked="" type="checkbox"/>	Delete
Arrest/Apprehension Made	<input checked="" type="checkbox"/>	Delete
Violence Involved	<input checked="" type="checkbox"/>	Delete
Weapon Involved	<input checked="" type="checkbox"/>	Delete
Minor Involved	<input checked="" type="checkbox"/>	Delete
<input type="button" value="Update"/>		
Flag Name	Include In Reports	
<input type="text"/>	<input checked="" type="checkbox"/>	Add

To **add** a flag: Click on the empty text box, and fill in the name you want for this flag. You can then choose to toggle whether this item appears on reports. The **Include In Reports** checkmark is on by default.

Click "**Add**" to complete the item entry.

## Edit Flags

Flag Name	Include In Reports	
PON/Summons Issued	<input checked="" type="checkbox"/>	Delete
Arrest/Apprehension Made	<input checked="" type="checkbox"/>	Delete
Violence Involved	<input checked="" type="checkbox"/>	Delete
Weapon Involved	<input checked="" type="checkbox"/>	Delete
Minor Involved	<input checked="" type="checkbox"/>	Delete
<div style="text-align: center;"><button>Update</button></div>		

Flag Name	Include In Reports	
<input type="text" value="Alcohol Involved"/>	<input checked="" type="checkbox"/>	<div style="border: 1px solid red; border-radius: 50%; padding: 2px;">Add</div>

The new Flag entry will now appear in the list and is ready to use in incident reporting.

## Edit Flags

Flag Name	Include In Reports	
PON/Summons Issued	<input checked="" type="checkbox"/>	Delete
Arrest/Apprehension Made	<input checked="" type="checkbox"/>	Delete
Violence Involved	<input checked="" type="checkbox"/>	Delete
Weapon Involved	<input checked="" type="checkbox"/>	Delete
Minor Involved	<input checked="" type="checkbox"/>	Delete
Alcohol Involved	<input checked="" type="checkbox"/>	Delete
<div style="text-align: center;"><button>Update</button></div>		

Flag Name	Include In Reports	
<input type="text"/>	<input checked="" type="checkbox"/>	<div style="border: 1px solid teal; border-radius: 50%; padding: 2px;">Add</div>

Revision #3

Created 22 May 2024 08:01:15

Updated 5 May 2025 09:49:14