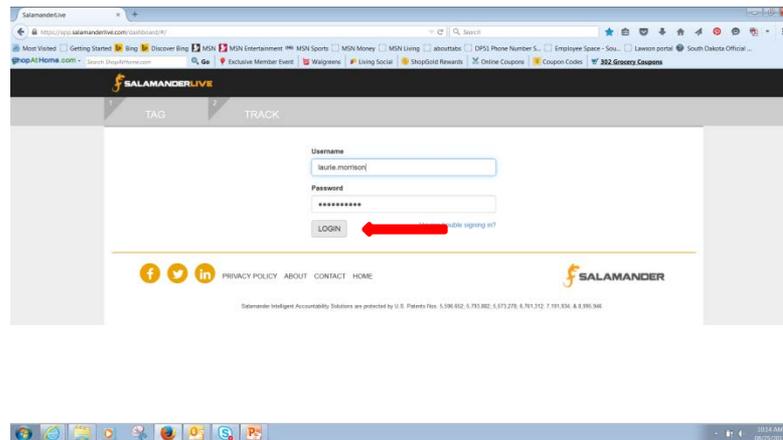
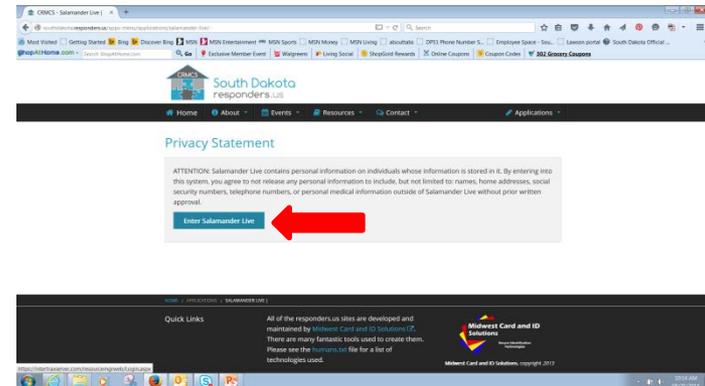
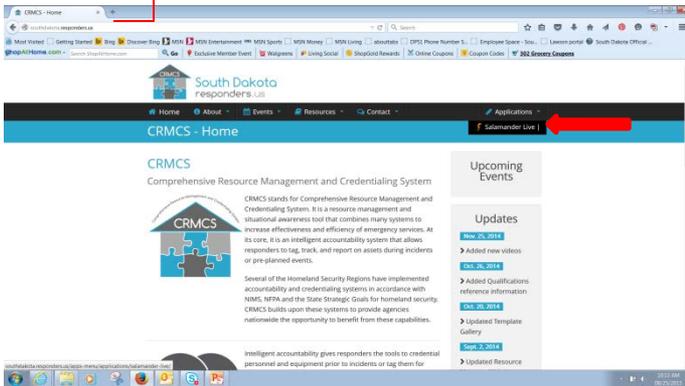




# Log into CRMCS

→ [www.southdakota.responders.com](http://www.southdakota.responders.com)



# Click on Security Users

The screenshot shows the SalamanderLive dashboard interface. At the top, there is a navigation bar with the SalamanderLive logo on the left and a user profile for 'Laurie Morrison' with an 'Admin' dropdown menu on the right. The 'Admin' dropdown menu is open, showing options: 'Security Users', 'Security Roles', 'Qualifications', and 'Assignments'. A blue arrow points to the 'Security Users' option. Below the navigation bar, there are two main tabs: 'TAG' (selected) and 'TRACK'. Under the 'TAG' tab, there is a 'RECENT ACTIVITY' section with a list of people and equipment. The main content area displays 'EXPIRING QUALS' with a summary of expiring items: 0 EXPIRE THIS WEEK, 0 EXPIRE THIS MONTH, and 21 EXPIRED LAST MONTH. Below this is a 'DOWNLOAD THIS LIST' button and a table of expiring qualifications.

Name	Organization	Expires	Code
MARK NICKLES DEPUTY	YANKTON COUNTY CORONER	Expires 05/15/2015	SD_PRMDC
GUNNAR LAMB EMT	JERAULD COUNTY EMS	Expires 05/27/2015	SD_EMT
REBECCA LESLIE EMT	JERAULD COUNTY EMS	Expires 05/27/2015	SD_EMTI/85
ELLEN POWELL EMT	JERAULD COUNTY EMS	Expires 05/27/2015	SD_EMT
RICHARD POWELL EMT	JERAULD COUNTY EMS	Expires 05/27/2015	SD_EMT

# Click the 'Add' button

The screenshot shows a web browser window with the URL <https://intertraxserver.com/exchange/resourcelist>. The page header includes the 'SALAMANDERLIVE' logo and navigation links for 'Dashboard', 'Welcome, Laurie Morrison', and 'Admin'. Below the header is a 'User' dropdown menu with a plus sign button next to it. A red arrow points to this plus sign button. Below the menu is a table with columns: Selected, UserName, FullName, Disabled, Organization, and Account Name. The table contains 20 rows of user data.

Selected	UserName	FullName	Disabled	Organization	Account Name
<input type="checkbox"/>	scott.burgi	Scott Burgi		Bon Homme County EM	State of South Dakota
<input type="checkbox"/>	paul.scherschligt	Paul Scherschligt		Yankton County	State of South Dakota
<input type="checkbox"/>	Nathan Wegner	Nathan Wegner	true	Davison County EM	State of South Dakota
<input type="checkbox"/>	jonathan.mullinax.sd	Jonathan Mullinax		South Dakota	State of South Dakota
<input type="checkbox"/>	steve.hermanson	Steve Hermanson		Yankton County EM	State of South Dakota
<input type="checkbox"/>	ron.trotter	Ron Trotter		Lesterville Fire & Rescue	State of South Dakota
<input type="checkbox"/>	brian.paulsen	Brian Paulsen		Yankton Police Dept	State of South Dakota
<input type="checkbox"/>	tom.kurtenbach	Tom Kurtenbach		Yankton Fire Dept	State of South Dakota
<input type="checkbox"/>	clint.clites	Clint Clites		Yankton County Sheriff's Office	State of South Dakota
<input type="checkbox"/>	gary.jepsen	Gary Jepsen		Gayville Fire Rescue	State of South Dakota
<input type="checkbox"/>	bryant.jackson	Bryant Jackson		Yankton County EM	State of South Dakota
<input type="checkbox"/>	sharon.rolfs	Sharon Rolfs		Gayville Fire Rescue	State of South Dakota
<input type="checkbox"/>	mark.anderson	mark.anderson		Irene Fire & Rescue	State of South Dakota
<input type="checkbox"/>	cherie.hoffman	Cherie Hoffman		City of Utica	State of South Dakota
<input type="checkbox"/>	steve.w.hawkins	Steve Hawkins		Yankton County EMS	State of South Dakota
<input type="checkbox"/>	scott.meints	Scott Meints		Brown County	State of South Dakota
<input type="checkbox"/>	Kristi.Turman	Kristi Turman		South Dakota OEM	State of South Dakota
<input type="checkbox"/>	Laurie.Morrison	Laurie Morrison		South Dakota OEM	State of South Dakota

# Create username & password

(usernames are firstname.lastname and generic password is P@ssword1)

Security Users

https://app.salamanderlive.com/exchange/Security/UserDetail

SALAMANDERLIVE

Dashboard Welcome, Laurie Morrison Admin

### USER PROFILE

\*User Name  
laurie.morrison

New Password

\*Password  
●●●●●●●●

\*Full Name  
Full Name

\*E-Mail Address  
E-Mail Address

\*Organization  
add organization

Time Zone  
(UTC-12:00) International Date L

Linked Responder Record  
 Disabled

### ASSIGNED FEATURES

### SECURITY ROLE

Choose a security role...

- Admin No Delete
- Administrator
- Administrator-No Security
- App User - No Medical
- Data Input / Print
- Incident Management
- Incident Medical Ref

Assigned Roles

1:34 PM 08/25/2015

# Choose the access level you would like to give. See CRMCS policy for descriptions.

The screenshot shows a web browser window with the URL `https://intraxserver.com/exchange/Security/UserDetail`. The page is titled "Security Users" and features the Salamander Live logo. The interface is divided into three main sections:

- USER PROFILE:** Contains fields for \*User Name (scott.meints), \*Full Name (Scott Meints), \*E-Mail Address (scott.meints@browncounty.sd.g), \*Organization (Brown County), and Time Zone ((UTC-12:00) International Date L). There is also a checkbox for "New Password" and a "Linked Responder Record" section with a "Disabled" checkbox.
- ASSIGNED FEATURES:** Shows a checked checkbox for "Salamander Live (website login)" and a dropdown menu currently displaying "0001 [South Dakota] Ending:201".
- SECURITY ROLE:** Features a "Choose a security role..." label with a red arrow pointing to a scrollable list of roles: Incident View, Org Admin - No Delete, Read Only, Resource Data Entry, Resource Print Only, Resource Qual Mgmt, and Resource View Only. Below this is an "Assigned Roles" section with a table:

Administrator	X
Brown County	<input checked="" type="checkbox"/> Include Children X
add organization	

A red arrow points to the "add organization" input field.

The Windows taskbar at the bottom shows the system time as 9:00 AM on 06/10/2015.

# Enter in organizations to give rights to

The screenshot shows a web browser window with the URL `https://intertraxserver.com/exchange/Security/UserDetail`. The page displays a list of organizations under three sections: 'App User - No Medical', 'Incident View', and 'Resource Print Only'. Each organization has an 'Include Children' checkbox and an 'X' icon. Red arrows point to the 'Include Children' checkbox for 'Edmunds County' and the 'add organization' button at the bottom of the 'Resource Print Only' section.

Section	Organization	Include Children	Action
App User - No Medical	App User - No Medical	<input type="checkbox"/>	X
	Aberdeen Rural Fire Dept.	<input checked="" type="checkbox"/>	X
	Brown County	<input checked="" type="checkbox"/>	X
	South Dakota	<input type="checkbox"/>	X
Incident View	Incident View	<input type="checkbox"/>	X
	South Dakota	<input type="checkbox"/>	X
Resource Print Only	McPherson County	<input checked="" type="checkbox"/>	X
	Edmunds County	<input checked="" type="checkbox"/>	X
	Faulk County	<input checked="" type="checkbox"/>	X
	Marshall County	<input checked="" type="checkbox"/>	X
	Day County	<input checked="" type="checkbox"/>	X
	Clark County	<input checked="" type="checkbox"/>	X
	Roberts County	<input checked="" type="checkbox"/>	X
	add organization		

Make sure to click Include Children if the organization would have any. Most LE agencies, Counties and Cities will. FDs and specific County/City offices typically will not.

# Save Record

The screenshot shows a web browser window with the URL <https://app.salamanderlive.com/exchange/Security/UserDetail>. The browser's address bar and search bar are visible. Below the browser window, there are three main sections: 'USER PROFILE', 'ASSIGNED FEATURES', and 'SECURITY ROLE'. The 'USER PROFILE' section contains several form fields: '\*User Name' (laurie.morrison), '\*New Password' (checked), '\*Password' (masked with dots), '\*Full Name' (Full Name), '\*E-Mail Address' (E-Mail Address), '\*Organization' (add organization), 'Time Zone' (UTC-12:00 International Date L), and 'Linked Responder Record' (Disabled). The 'ASSIGNED FEATURES' section is currently empty. The 'SECURITY ROLE' section has a dropdown menu titled 'Choose a security role...' with options: Admin No Delete, Administrator, Administrator-No Security, App User - No Medical, Data Input / Print, Incident Management, and Incident Medical Ref. Below the dropdown is an 'Assigned Roles' section. A red arrow points to the save icon in the browser's toolbar.

**USER PROFILE**

\*User Name  
laurie.morrison

New Password

\*Password  
●●●●●●●●

\*Full Name  
Full Name

\*E-Mail Address  
E-Mail Address

\*Organization  
add organization

Time Zone  
(UTC-12:00) International Date L

Linked Responder Record  
 Disabled

**ASSIGNED FEATURES**

**SECURITY ROLE**

Choose a security role...

- Admin No Delete
- Administrator
- Administrator-No Security
- App User - No Medical
- Data Input / Print
- Incident Management
- Incident Medical Ref.

Assigned Roles