

# Incident Reporting Settings

## Incident Number Length

By default, incident numbers are only 7 digits long. Incident numbers can be increased to a maximum of 9 digits. To enable/disable this feature:

1. Sign in to Fire Station Desktop.
2. In the left menu, select *Admin > Manage Settings*.
3. Select the *Incident Reporting* tab.
4. On the right side of the panel, select/deselect the checkbox labeled "Allow 9-digit Incident Numbers".
5. Click the "Save" button at the top of the page.

NFIRS 5.0 only supports 7-digit incident numbers. For this reason NFIRS calls do not support the new 9-digit incident numbers. If you convert a quick call with a 9-digit incident number into a NFIRS call, the NFIRS incident number must be changed to 7-digits before the call can be validated.

The screenshot shows the 'Incident Reporting' settings page. The 'Incident Reporting' tab is active. On the right side, the 'Allow 9-digit Incident Numbers' checkbox is highlighted with a red box and a red arrow pointing to it. Other settings include 'Use NFIRS 5.0 Reporting' (checked), 'Use Auto Incident Numbering' (checked), and 'Number of Days' (0). The 'NFIRS Email' field is empty. The 'Daily Log' section has 'Automatically enter incidents into Daily Log Activities' (checked) and 'Automatically enter non-emergency events into Daily Log Activities' (checked). The 'Show' checkboxes for 'Law Enforcement', 'Inventory', 'Other', 'EMS', 'Vehicles', and 'Other' are all unchecked. The 'County GIS/Assessors URL' field is empty.

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