

Site Summary (Alarm Dispatch Window)

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Site Summary

The 'Site Summary' window displays site information from a variety of sources. More information is available in the fly-out Image. Fields can be moved in or out of the fly-out using the Language Application.

The Site Name and Address is displayed on the top. A hyperlink (Map) is available on the right to open Google Maps focused on the address in a new tab/window. The hyperlink can be suppressed by User Role.

Code Words and Site Group Code Words are displayed on the Site Summary based on a [stages® Options](#). Device Type for the focused [Device](#) is displayed based on a Stages Option.

The Buttons on the Summary will either open additional site information, or be used for Manual Dispatching processes.

Some of the Dispatch Functions are only available when the Account is locked. Other Buttons appear when the Site is not locked.

site name **Smith Residence** 

41 Corporate Park Ste 270 [Map](#)

Irvine, CA 92606

alarm# 6822 site type **Residential** - Intrusion, SMS

groups 123 Alarm Co, Irvine Hospital

permits

code words *Demo, dealer, act*

info **Big Dogs in the Back yard**

Be careful!

          [Report a problem](#)

         

Notes in Effect

 Site under construction.

Dispatch Buttons



[Actual Schedule](#) (*Shift+Ctrl+A*) - Enter Schedule Exceptions. The Actual Schedule button is disabled when the site does not follow a schedule.



[Follow Up](#) (*Shift+Ctrl+Z*) - Create a follow up for the site. When a follow up is pending, the button image turns red.



[Verify Code Word](#) (*Shift+Ctrl+V*) - Verify contact authority. If a Code Word verification is required for this site based on a Site Rule, and the verification has not yet been done, the button image will turn red.



[On Test](#) (*Shift+Ctrl+T*) - Place/Clear devices on test. When a test is in effect, the button image turns blue.



[Dispatch Email](#) (*Shift+Ctrl+E*) - Send an email to site contacts.



[SMS](#) (*Shift+Ctrl+M*) - Send an SMS to site contacts.



[Operator Actions](#) (*Shift+Ctrl+O*) - Dispatch alarms.



[Action Plan Override](#) (*Shift+Ctrl+P*) - Change to another Action Plan.



[Manual Event](#) - [Event Codes](#) are manually entered into site history.



[Send Memo](#) - Memos can be sent to a Central Station Department or a Site Group.



[Jobs](#) - Opens the Job window. When a job is active, the button images will turn red.



[Report a Problem](#) - Creates a QA Incident on the Site.

Site Information



[Data Entry](#) (*Shift+Ctrl+D*) - Opens the Site Data Entry window with tabs for [Site](#) information (including phones, code words, Site Groups and Agencies), [Contacts](#), [Device](#), [Device Configuration](#) (point information, event coding, action plan assignment), and Schedule. If there are unsaved changes in the Site Data Entry, a Confirm Exit message will appear when closing the Alarm Dispatch window.



[History](#) (*Shift+Ctrl+H*) - Displays History for entire site in a separate window.



[Site Notes](#) (*Shift+Ctrl+N*) - Enter/Edit Temporary Site Information.



[Alarm History](#) - Event History by Alarm.



[Quick Configuration](#) - Displays the Device Configuration in view only mode.



[Alternate Xmit#](#) (*Shift+Ctrl+P*) - Lists a merged history of all devices connected by Alternate Xmit#s. This button only displays when there are Alternate Xmit#s on the site.



[Email Report](#) - Sends a 24 hour Detailed Activity report as an Email.



[Print Report](#) - Opens a 24 hour Detailed Activity report in PDF.

Site Note Locked



[Send Message](#) - Send a Dispatch Message to the operator with the account locked and request Alarm Handoff.



[Lock Site](#) (*Shift+Ctrl+K*) - Attempts to lock the account.

There are also shortcut Hot-Keys on the Site Summary pane to move the focus to the different tabs in the Alarm Dispatch window.

- *Shift+Alt+W* - Focus on Dispatch Action Wizard
- *Shift+Alt+C* - Focus on Call List
- *Shift+Alt+M* - Focus on Manual Dial
- *Shift+Alt+H* - Focus on Recent History
- *Shift+Alt+S* - Focus on Device Status
- *Shift+Alt+T* - Focus on Test History
- *Shift+Alt+Y* - Focus on Mass On Test/Runaway
- *Shift+Alt+R* - Focus on Recent Changes

All Shortcut Hot-Keys are editable in the Language Application.