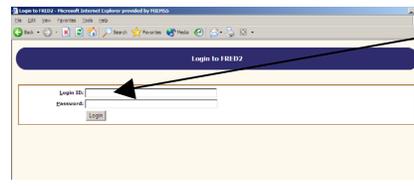# TO MONITOR FRED

Begin Internet Explorer on your PC then . . .

1. Enter the WEB address of FRED (Obtain from your State EMS Office) into the Address Bar of Internet Explorer.

2. Enter your Log ID and Password assigned by your State EMS Office in the boxes provided.

This is the Monitoring Screen. You are now monitoring FRED! This screen must be active at all times if you wish to get FRED Alerts. It can be "Minimized" so you may use your PC for other activities, but be careful not to close FRED. If there is an alert active you may have one or more RED stripes on the screen if one or more incidents are active. If a RED stripe is present read the text to determine if there is any new information you have not seen.
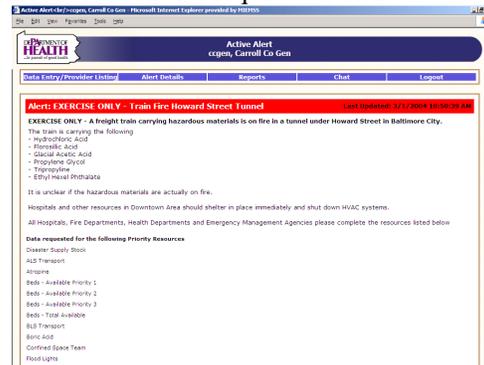
What To Do When FRED rings!

1. Maximize the monitoring page if it is not on top of your PC's Desktop. It will look like this.
2. Click on "Log into Secure Area"

ALERT

3. Re-enter Password then Submit
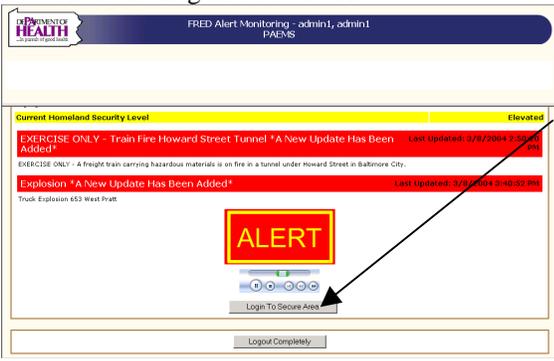
4. If more than one Alert is active this list will appear. Choose the alert, for which you want more detail.
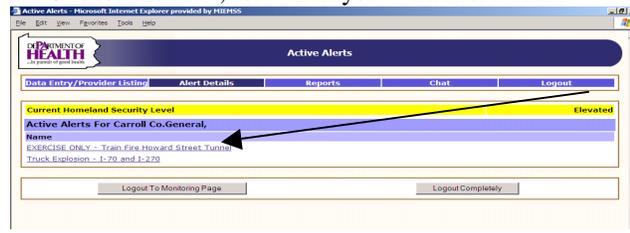
5. When you choose an alert to view or only one alert is active, this "Alert Detail" page will appear. It provides detail about the incident, resources to be entered, and further instructions for requested action.

Navigating FRED

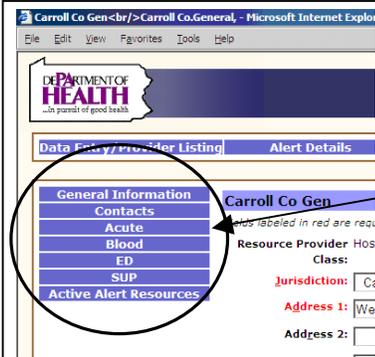| Data Entry/Provider Listing | Alert Details | Reports | Chat | Logout |
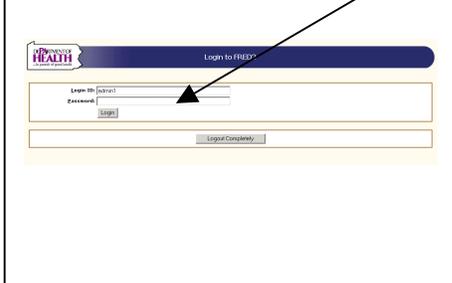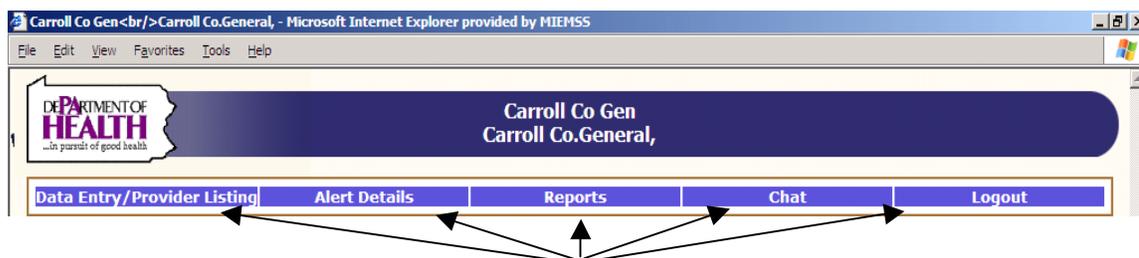
More On Navigating On The Other Side

Navigating FRED (Continued)

On the Data Entry and Reports Screens additional buttons will appear. They can be used to navigate to either the various entry screens or central reports. The reports available to you will vary depending on the security rights assigned to you
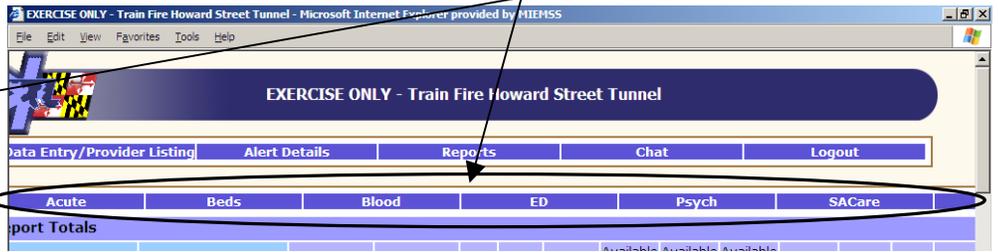
Entering the Information FRED Is Requesting
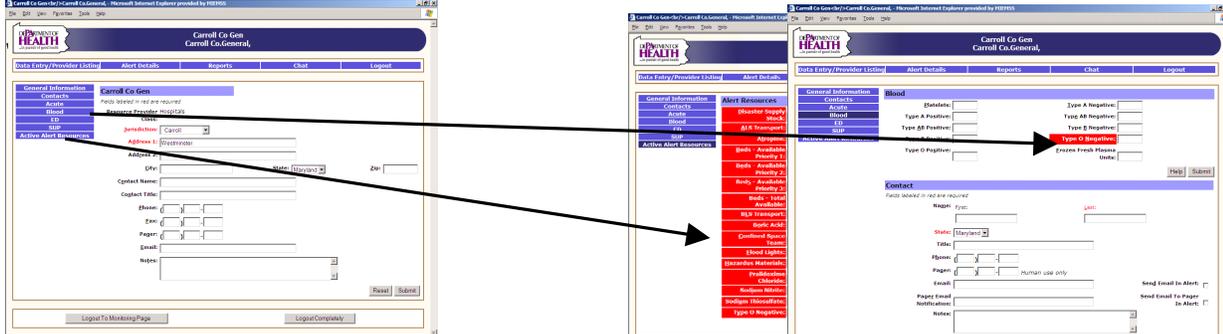
FRED may request you enter information about resources your organization has available. To enter the requested information, click on the "Data Entry/Provider Listing" navigation button from any screen in the secure area. You can then choose which group of resource you would like to edit. "Active Alert Resources" allows you to enter all the resources requested for that particular alert. Other resource groups can still be edited individually if more than one person is editing data. The requested resources will be highlighted in RED. In the example above, an individual resource is shown on one entry screen, and all the requested resources on the other.

Viewing the Central Reports
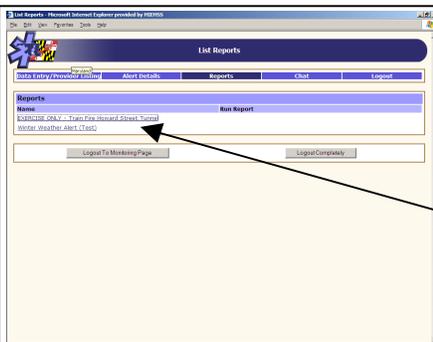
1. Reports are only available when an alert is active. From any screen in the secure area click on the "Reports" navigation button. This Screen will appear. Pick the alert associated with the report you wish to view

2. The report specific to the alert chosen will appear. From here on may navigate to other reports using the lower row of navigation buttons that appear.
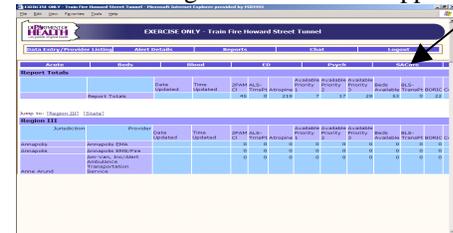
Returning To Monitoring Page

From almost any page in the secure area, these action buttons appear near the bottom. To return to monitoring FRED simply click on "Logout to Monitoring Page"
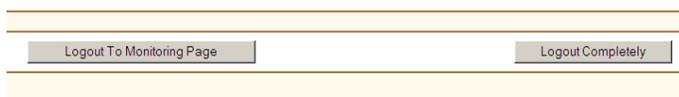
The page to the right will appear indicating that there is no new information for the active alerts. When the active alerts are complete and deactivated, the red stripes will disappear