

Checking the Success of an Installation

 supportcenter.nc4.com/hc/en-us/articles/217670268-Checking-the-Success-of-an-Installation

1. Open Internet Explorer and type in the URL to access the E Team Application. The URL will be `http://servername:portnumber/customername` or `https://servername:portnumber/customername`.
2. Click on **Operations** and enter the username and password 'admin/admin' in the new window.
3. The E Team Application will be launched.
4. Login, then fill in required fields in profile, enter a secret question and answer, then **Submit**.
5. The All Reports View by Event/Incident/Activity will be the default view on the landing page.
6. Select **GIS Configuration** under Administration on the menu. The NC4 Map Module administration window will open in admin. You must complete the GIS Configuration default setting options as outlined [here](#) before performing step 10 below.
7. Select **Incident** from the menu. The Incident by Status view page will display.
8. Click the **Create** button. The Incident Report create page will display.
9. Fill in the required information on the Basic Info tab.
10. On the Geo Location tab, enter an address into the Geo-location and click on **Geo-locate by Address**. Accept the address.
11. On the Notification tab, set Send Notification to **Yes** and enter a valid email address.
12. Click the **Submit** button to submit the incident form.
13. On the Attachments tab, click the **Add From File button** and attach any file from your computer. The attachment should be displayed.
14. From the top Toolbar, select the **Map**. The Map opens in a new window.
15. Select the **Data Layers** widget on the top right toolbar.
16. Expand the E Team option and check Incident option. You should be able to see the geo-located address as an icon and the overlay you created on the map.

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