



User Guide Getting Started with Arson Track

The following is a quick guide designed to walk you through what you will see when you open the Arson Track database and begin to use it.

OPENING SCREEN

Your first screen will look like this:

ARSON TRACK

The screenshot shows the Arson Track application interface. At the top, there is a navigation bar with tabs for INCIDENTS, AGENCIES, CONTACT PERSONS, DETAILS, IGNITION DEVICES/IGNITION SIGNATURES, VOI-VEHICLE(S) OF INTEREST, and COMMENTS-NOTES. Below the navigation bar is a search bar with the text "Search for keywords...". On the left side, there is a "Views" sidebar with options: *View with Filters (Query), List All, List Changed, Map View, Map View with Filters, and Recycle Bin. The main content area displays a table titled "List Changed" with a "NEW" button and a "CUSTOMIZE" dropdown. The table has the following columns: Action, Incident Name, Incident # or Agency Identifier, State, County, Investigator, Cause Determination Category, Ignition Timestamp From, Ignition Timestamp To, Day of Week From, and Ownership. A single row of data is visible with the following values: [VIEW] [EDIT] [DEL] West, 342, Idaho.

Action	Incident Name	Incident # or Agency Identifier	State	County	Investigator	Cause Determination Category	Ignition Timestamp From	Ignition Timestamp To	Day of Week From	Ownership
[VIEW] [EDIT] [DEL]	West	342	Idaho							

Arson Track is organized into a series of TABLES.

The first table is INCIDENTS.

This is where you will get started entering all of your incident data.

The tabs above show the tables-from left to right:

- INCIDENTS
- AGENCIES
- CONTACT PERSONS
- DETAILS
- IGNITION DEVICES / IGNITION SIGNATURES
- VOI-VEHICLE(S) OF INTEREST
- COMMENTS-NOTES

IMPORTANT NOTE:

Much of the information you initially enter in the INCIDENTS TABLE will auto-populate the other tables.

AGENCIES TABLE

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INCIDENTS * **AGENCIES** CONTACT PERSONS DETAILS IGNITION DEVICES/IGNITION SIGNATURES VOI-VEHICLE(S) OF INTEREST COMMENTS-NOTES

NEW AGENCY | Search for keywords...

List Changed NEW CUSTOMIZE

Action	Name	Type
VIEW EDIT DEL	IDL (Idaho Dept of Lands)	State
VIEW EDIT DEL	VFD	Local
VIEW EDIT DEL	DNR	State
VIEW EDIT DEL	USFS	Federal
VIEW EDIT DEL	BLM	Federal
VIEW EDIT DEL	Wenatchee	VFD
VIEW EDIT DEL	Klickitat #7	Local

Displaying 7 records.

The AGENCIES TABLE helps keep track of agencies that are responding to, have ownership and/or suppression responsibility related to an incident

CONTACT PERSONS TABLE

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INCIDENTS * AGENCIES **CONTACT PERSONS** DETAILS IGNITION DEVICES/IGNITION SIGNATURES VOI-VEHICLE(S) OF INTEREST COMMENTS-NOTES

NEW FIRST RESPONDER | Search for keywords...

List Changed NEW CUSTOMIZE

Action	Contact Name	Agency Name	Location	Contact Information
VIEW EDIT DEL	Amy Flannagan	USFS	Flathead NF	cell 234-336-5645
VIEW EDIT DEL	n	USFS	Flathead USFS	cell 234-122-8776
VIEW EDIT DEL	Pete Turling	USFS	Naches Ranger District	509 650-1220
VIEW EDIT DEL	Jay Sands	IDL (Idaho Dept of Lands)	Sand Point Station	Office 230 334-5678
VIEW EDIT DEL	Sam Walters	VFD		Firehouse 509 332-1423
VIEW EDIT DEL	Brian Chalmers	VFD		Cell 509 607-2020
VIEW EDIT DEL	Kim Smith	USFS		
VIEW EDIT DEL	Sam Waters	Wenatchee	Wenatchee	Chief VFD Cell 509 607-2020
VIEW EDIT DEL	Bob Jones	DNR	Ellensburg	Cell 509 607-3232 Helo A212B
VIEW EDIT DEL	Robert Browning	USFS		

Displaying 10 records.

The CONTACT PERSONS TABLE keeps track of the first responder to each incident including their agency, location, and contact information.

DETAILS TAB

The DETAILS tab opens the DETAILS TABLE. This table keeps track of three key and related incident details- Witnesses, Callers (both 911 and other callers), and POI-Person(s) of Interest.

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NEW CALLERS-911 WITNESS POI-PERSON OF INTEREST																
Action	Status	Name	Last Name	First Name	Middle Initial	DOB	Tel #	Alternate Tel#	Address	Agency	Office	Comment	911 Call Link	Audio File (up to 15MB)	Vehicle information	Incident Name
VIEW EDIT DEL	Witness	Robert James	James	Robert					Naches			Follow-up local ID. Address etc.				Wildcat
VIEW EDIT DEL	Caller	Ron Jeffers	Jeffers	Ron			509 607-3331					Driving along "seen two big fires".				Goat Trail 2
VIEW EDIT DEL	Caller	Ronald Jeffers	Jeffers	Ronald			509 607-1212									Old School
VIEW EDIT DEL	Caller						509 607 3331					You don't need my name. There's a big fire, you'd better get someone out here-fast. 10				
VIEW EDIT DEL	POI-Person	Sam Farley	Farley	Sam		02/04/1999	509 3246823		1414 Sycamore Yakima, WA						Brown pickup	
VIEW EDIT DEL	POI-Person	Robert Short	Short	Robert					1210 Hopping Trail Naches, WA						Brown Pick UP FORD Tag WA S233-AB	Rim Rock
VIEW EDIT DEL	POI-Person	Eddie Burkes	Burkes	Eddie					Naches, WA							Oak Creek

Displaying 7 records.

IGNITION DEVICES/IGNITION SIGNATURES TABLE

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NEW IGNITION DEVICES/IGNITION SIGNATURE												
Action	Matches	Lighter	Paper	Pyrotechnic	Accelerant	Material-Other	Enter Other	Arranged Fuels	Incident Name	Incident #/Agency Identifier	Incident Details	
VIEW EDIT DEL	Yes	No	Yes		Yes	Yes	grass		12W	FS234	17	
VIEW EDIT DEL	Yes	No	Yes					Yes	12W	FS234	17	
VIEW EDIT DEL	Yes								12W	FS234	17	
VIEW EDIT DEL	Yes					Yes	paper	Yes				

Displaying 4 records.

The IGNITION DEVICES/IGNITION SIGNATURES TABLE tracks ignition devices and ignition signatures by type and related to the incident name, incident number or agency identifier as well as tracking the incident's location on the incident table.

VOI-VEHICLE(S) of INTEREST

List Changed NEW PRINT EXPORT SEND CUSTOMIZE

Action	Comments	Incident Name	Incident #/Agency Identifier	Incident Details	Vehicle Color	Vehicle Make	Vehicle Model	Vehicle Tag	Observed Damage
VIEW EDIT DEL		Sleepy Hollow	1234	3	White	Ford		WA	Damaged rear bumper

Displaying 1 record.

The VOI-VEHICLE(S) of INTEREST TABLE tracks all known information regarding vehicles observed at or leaving incidents. Each entry is tied to the incident name, incident number or agency identifier and the incident's location in the incident table.

COMMENTS-NOTES TABLE

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INCIDENTS AGENCIES CONTACT PERSONS DETAILS IGNITION DEVICES/IGNITION SIGNATURES VOI-VEHICLE(S) OF INTEREST COMMENTS-NOTES

NEW COMMENT-NOTE

List Changed NEW CUSTOMIZE

Action	Date Modified	Comment	INCIDENT Incident Name	Incident #/Agency Identifier
VIEW EDIT DEL	18/12/2020 09:19:25	Cross-reference phone number. Search name with logged phone #	Martin Trail	124-16

Displaying 1 record.

The COMMENTS-NOTES TABLE allows you to see basic notes related to each case in the incident view. The incident name and incident number/agency identifier are auto-loaded.

VIEWS

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INCIDENTS * AGENCIES CONTACT PERSONS DETAILS IGNITION DEVICES/IGNIT

NEW INCIDENT |

Views

- *View with Filters (Query)
- List All
- List Changed
- Map View
- Map View with Filters
- Recycle Bin

List Changed NEW CUSTOMIZE

Action	Incident Name	Incident # or Agency Identifier	State	County
VIEW EDIT DEL	West	342	Idaho	

To control VIEWS you click on the three parallel lines to the left of NEW INCIDENT. This will allow the view options to be displayed, or not displayed.

VIEW WITH FILTERS (QUERY)- When you click on Query this will appear.

*View with Filters (Query): Select Criteria

EXECUTE QUERY REFRESH

State --None--

County

Investigator

Ignition Timestamp From 27/01/2021

Ignition Timestamp To 27/01/2021

Latitude North South

Degrees (Latitude)

Minutes (Latitude)

Longitude West East

Degrees (Longitude)

Minutes (Longitude)

First Responder Agency --None--

First Responder Contact Person --None--

First Responder Unit --None--

Type of Access --None--

Ignition Device

Vehicle

Cause Determination Category --ANY--

Origin Aspect --ANY--

Origin Area Slope --ANY--

Predominate Fuel --ANY--

EXECUTE QUERY REFRESH

VIEW WITH FILTERS (QUERY)- CONTINUED

This form allows you to make numerous queries based on available attributes. Once you execute your query, you will have a list of incidents and attributes that are common to all other incidents and attributes related to all of the information you have entered into your database incidents.

LIST ALL

By clicking on LIST ALL you will show all of the incidents you have in your database.

LIST CHANGED

By clicking on LIST CHANGED you will show the changes most recently made.

RECYCLE BIN

By clicking on RECYCLE BIN a file of all information deleted will be opened.

MAP WITH FILTERS

MAP WITH FILTERS allows you to do a search (QUERY) based on an area of interest. By entering the latitude and longitude of the area of interest, all incidents in that area will be displayed on a map. The map is available in several map choices. Each icon that appears on the map can be clicked to bring up the details of that specific incident.

Views

- *View with Filters (Query)
- List All
- List Changed
- Map View
- Map View with Filters
- Recycle Bin

Map View with Filters: Select Criteria

EXECUTE QUERY **REFRESH**

Latitude North
 South

Latitude Degrees Numeric (from)

Latitude Degrees Numeric (to)

Longitude West
 East

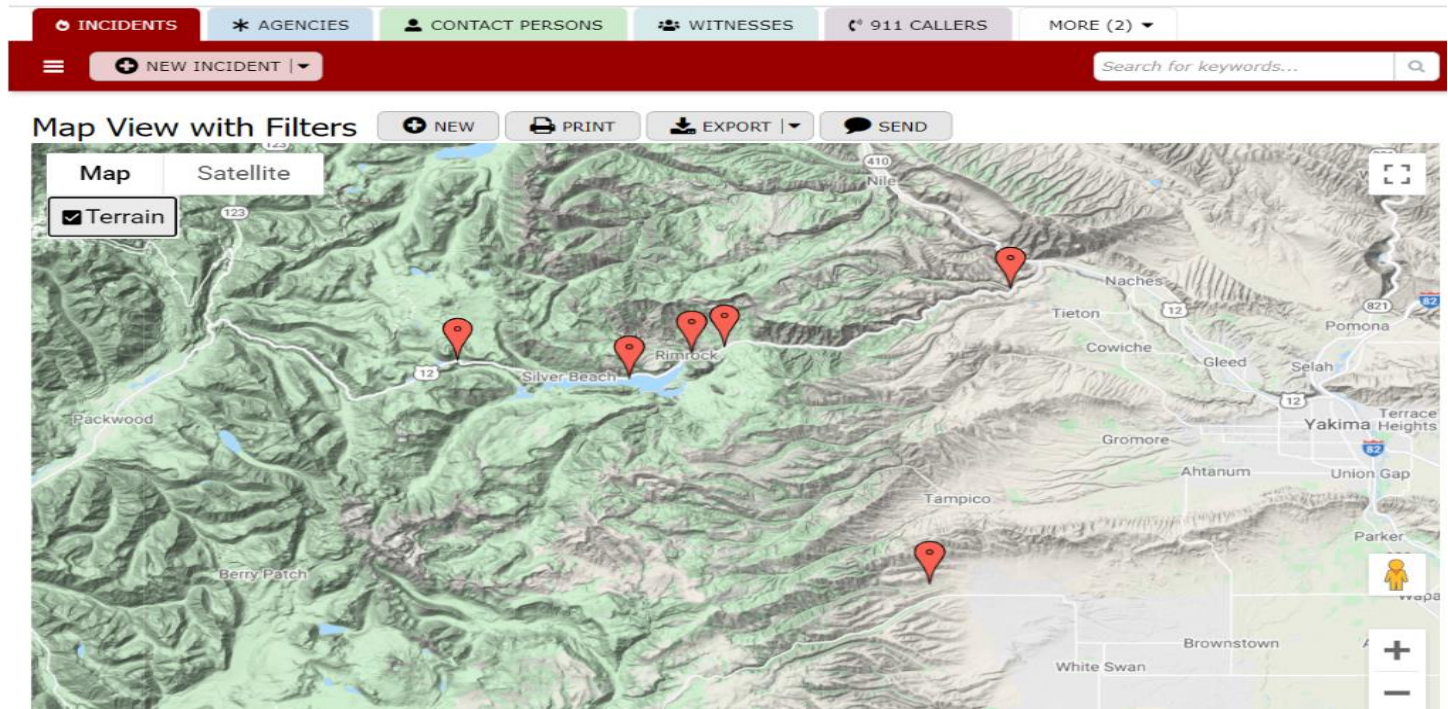
Longitude Degrees Numeric (from)

Longitude Degrees Numeric (to)

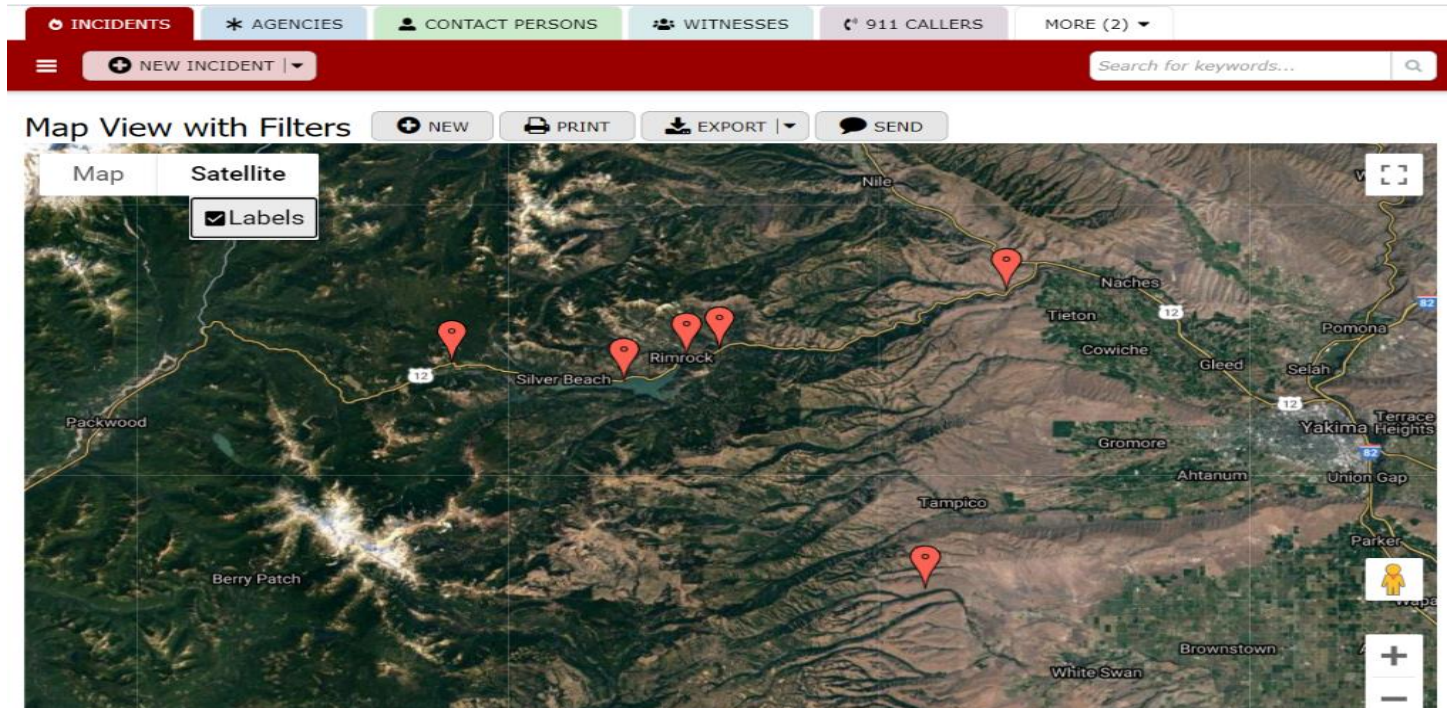
EXECUTE QUERY **REFRESH**

MAP WITH FILTERS-(Continued)

Based on the latitude and longitude you entered into the Map With Filters: Select Criteria a map will be automatically created indicating all incidents in your database that match your query.



This map is the same query in Satellite mode with labels. An additional choice is a map without terrain and all choices can include or not include labels.



MAP WITH FILTERS-(Continued)

Once a map query map is generated, clicking on any incident icons that appear will display all of the incident data on your screen.

The screenshot displays a web-based map application interface. At the top, there is a navigation bar with several filter tabs: INCIDENTS (selected), AGENCIES, CONTACT PERSONS, WITNESSES, 911 CALLERS, and MORE (2). Below this is a red header bar containing a menu icon, a 'NEW INCIDENT' button, and a search bar with the placeholder text 'Search for keywords...'. The main content area is titled 'Map View with Filters' and includes buttons for 'NEW', 'PRINT', 'EXPORT', and 'SEND'. The map itself shows a topographic view of a region with a red pin icon. A popup window is open over the map, displaying the following incident details:

Incident Name	Wildcat
Incident # or Agency Identifier	1201
State	Washington
County	Yakima
Investigator	Bob White
Cause Determination Category	Incendiary (arson)
Ignition Date	9/19/2018
Ignition Time	1500-1600
Ownership	Federal Government
Suppression Jurisdiction	USFS
Location Formula-Text	46° 39' 57.46" N, 121° 07' 12.61" W
Origin Location vs Route	1-20 feet
Wind Speed	6-10 mph
Temperature	82 °F
Origin Aspect	West

The map also shows a green pin icon labeled 'Shellrock Peak' and a red pin icon labeled 'Rimrock'. The map interface includes standard controls like zoom in (+) and zoom out (-) buttons, a full-screen icon, and a person icon.

INCIDENT TABS AND COLUMNNS

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The screenshot shows the top navigation bar with tabs: INCIDENTS, AGENCIES, CONTACT PERSONS, DETAILS, IGNITION DEVICES/IGNITION SIGNATURES, VOI-VEHICLE(S) OF INTEREST, and COMMENTS-NOTES. Below this is a red header with a menu icon, a '+ NEW INCIDENT' dropdown, and a search bar. A 'Views' sidebar on the left lists 'View with Filters (Query)', 'List All', 'List Changed', and 'Map View'. The main area shows a 'List All' view with buttons for NEW, PRINT, EXPORT, SEND, and CUSTOMIZE. Below these are columns: Action, Incident Name, Incident # or Agency Identifier, State, County, Investigator, Cause Determination Category, Ignition Timestamp From, Ignition Timestamp To, Day of Week From, Day of Week To, and Ownership.

INCIDENT TABS

Above the Incident columns are the TABS- New, Print, Send, Customize.

By clicking on any one of these tables you have access to adding a new incident, printing a report, exporting data, sending a report, or customizing your incident columns.

CUSTOMIZING INCIDENT COLUMNS

When this tab is chosen, all of your column titles will appear. You can customize any searches or reports by checking the columns you want to appear or unchecking columns you choose not to appear. Once you have completed a search or report you will need to change this option back to your original format if you so choose.

The screenshot shows the 'CUSTOMIZE' dialog box. It has a title bar with a pencil icon and the word 'CUSTOMIZE'. Below the title bar is a list of columns with checkboxes: Incident Name, Incident # or Agency Identifier, State, County, Investigator, Cause Determination Category, Ignition Timestamp From, Ignition Timestamp To, Day of Week From, Ownership, Suppression Jurisdiction, Location Formula-Text, Origin Location vs Route, Wind Speed, and Temperature. At the bottom of the dialog are 'UPDATE' and 'RESET' buttons.

INCIDENT COLUMNS

This is a view of the INCIDENT columns. You can view, edit or delete.

Viewing from left to right the columns begin with Incident Name and continue, ending with Witness(es).

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Action	Incident Name	Incident # or Agency Identifier	State	County	Investigator	Cause Determination Category	Ignition Timestamp From	Ignition Timestamp To	Day of Week From	Ownership
VIEW	EDIT	DEL	West	342	Idaho					

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Type of Access	Name of Access	Most Likely Accessed By	View in Direction of Travel	View Away from Travel	Vehicle	Make	Model	Color	Distinguishing damage	License Plate	Photo of Possible POI	Photo 1	Photo 2	Photo 3	Photo 4	Video

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911 Audio Obtained	Follow-Up Notes	Latitude Numeric	Longitude Numeric	Latitude Text	Longitude Text	Location Map	Latitude Degrees Numeric	Longitude Degrees Numeric	Audio #1	Audio #2	Video #1	Video #2	Video #3	Follow-Up Notes File 1	Follow-Up Notes File 2	Witness(es)

ADDING INCIDENTS

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INCIDENTS * AGENCIES CONTACT PERSONS DETAILS IGNITION DEVICES/IGNITION SIGNATURES VOI-VEHICLE(S) OF INTEREST COMMENTS-NOTES

NEW INCIDENT | Search for keywords...

Adding NEW INCIDENTS starts with clicking on the +New Incident tab.

The NEW INCIDENT page will open and you can begin to enter the appropriate information.

Some of the attributes are dropdown list coded and some require the entering of data.

If you do not have a specific detail you can leave an attribute unanswered. Unanswered attributes can remain unanswered or filled in at a later date.

NOTE: The sixth (6th) column-Cause Determination, is based on established wildland fire causes as outlined in the NWCG publication: [Guide to Wildland Fire Origin and Cause Determination](#) (PMS 412/ NFES 1874-April 2016 categories. Exceptions to this are the additions of causes, including choices of Undetermined, Under Investigation, and Undetermined Likely Arson.

New INCIDENT

SAVE REFRESH CANCEL

Incident Name

Incident # or Agency Identifier

State

County

Investigator

Cause Determination Category

Ignition Timestamp From

Ignition Timestamp To

Ownership

Suppression Jurisdiction

Origin Location Latitude

Latitude North South

Degrees° Minutes' Seconds'' Seconds Decimals

Origin Location Latitude

Latitude North
 South

Degrees° Minutes' Seconds'' Seconds Decimals

Origin Location Longitude

Longitude West
 East

Degrees° Minutes' Seconds'' Seconds Decimals

Location Info

Origin Location vs Route

Initial Size-Up

Wind Speed
Temperature °F
Origin Aspect
Origin Area Slope
Predominate Fuel
Acres
Total Ignitions of Related Incidents
First Responder Agency
First Responder Contact Person

First Responder Agency

First Responder Contact Person

First Responder Unit

Type of Access

Name of Access

Most Likely Accessed By

View in Direction of Travel

View Away from Travel

Device Found

Possible Ignition Source

Vehicle (s) of Interest (VOI)

Vehicle Make Model Color

Distinguishing damage License Plate

Photos, Video, Audio

Photo of Possible POI Yes No

Video Yes No

911 Audio Obtained Yes No

Follow-Up

Follow-Up Notes

CHOOSE FILE No file chosen

CHOOSE FILE No file chosen

Person(s) of Interest (POI)/ Witness(es)

Witness (es)

Caller(s)/911 Calls

POI-Person(s) of Interest

Investigator(s)

IGNITION DEVICES/IGNI... SIGNATURE

VOI-VEHICLES OF INTEREST

Comments & Notes

Comments-Notes

SAVE REFRESH CANCEL

DATA BASE NOTE: Once you are using the database, it is your database. No one has access to your database other than users that you have authorized. Specific access and authorities can be determined by you if you are the ADMINISTRATOR. Access, roles, and access authority are developed by accessing the SUPPORT section of your opening database page.

For additional information regarding all issues related to wildland arson contact Arson Track LLC at Contact@arsontrack.com