

ADD/MODIFY ACCESS IN TRITECH

DCC is responsible for adding/de-activating/modifying users and setting up permissions, roles, etc. To do this there are a number of pieces of information needed.

Add Modify Assignment Change (i.e. promotion, lateral move. Explain in notes) **Deactivate**

Name (include middle initial): _____

Unique #: _____ **Unit/Call Sign:** _____

Role:

Patrol	CSO	Sergeant	Park Ranger
Records Personnel	Browser	Animal Control	

Capabilities:

- | | | |
|---|--|---|
| <input type="checkbox"/> K9 Officer | <input type="checkbox"/> Hmong Speaker | <input type="checkbox"/> CVI (Commercial Vehicle Inspector) |
| <input type="checkbox"/> MAAG Team Member | <input type="checkbox"/> Spanish Speaker | <input type="checkbox"/> DRE (Drug Recognition Expert) |
| <input type="checkbox"/> BV SWAT | <input type="checkbox"/> ASL (American Sign Language) | <input type="checkbox"/> Negotiator |
| <input type="checkbox"/> EA SWAT | <input type="checkbox"/> Other Foreign Language: _____ | |

Notes:

VPN/ANYCONNECT/NETWORK

Requests for tokens/soft tokens and Active Directory accounts go to Network Services by creating a Phaseware Ticket. This excludes Burnsville who has their own NetMotion VPN. Burnsville, however, may need to provide Network Services with IP information. Network Services: networkservices@logis.org.

TICKET WRITER

With the exception of Hastings, LOGIS sets new Ticket Writer users up in the Ticket Writer dropdown.

****Agencies should create a Phaseware Ticket for the Public Safety group****