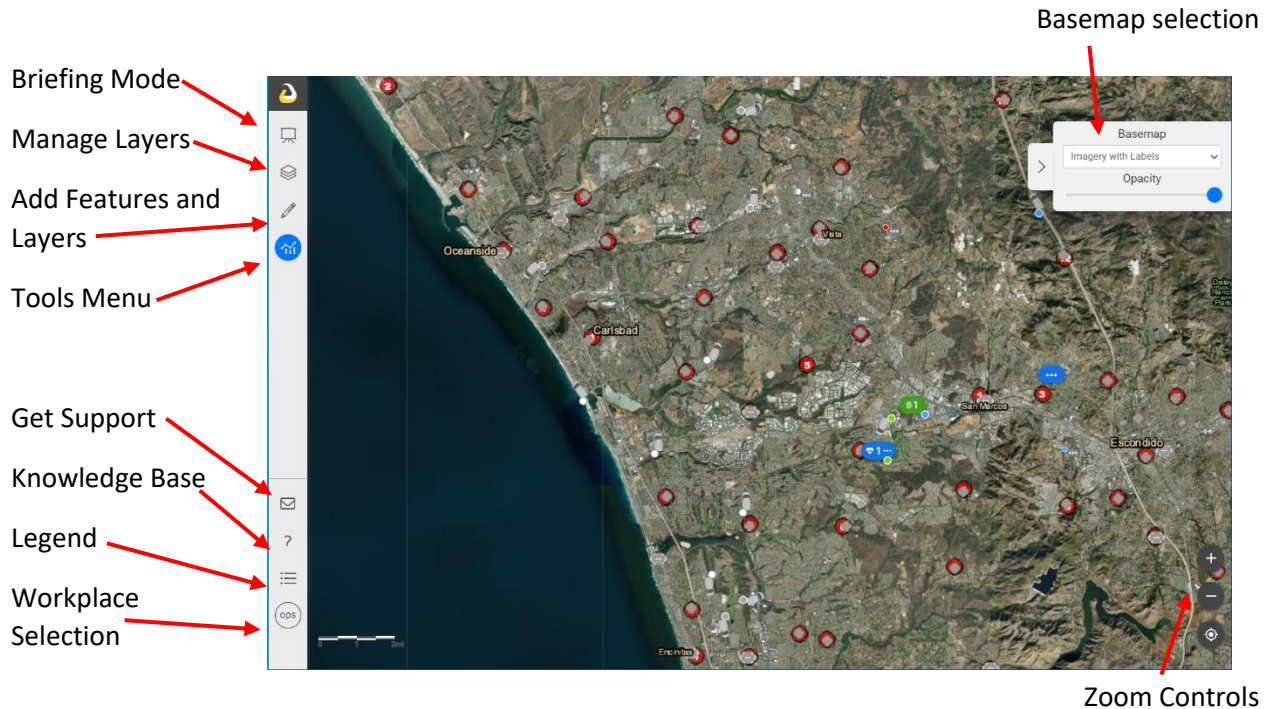**NORTHCOMM INTTERRA QUICK REFERENCE GUIDE**

The Intterra logon website can be found under the "Important Links" tab on the www.ncdjpa.org website or at this link. Login with your username and password.

The first landing page is the Portal which contains updates and information for the platform.

Click [Launch Maps ⌄] in the upper right corner to launch the application.

<u>GENERAL NAVIGATION</u>

Basemap selection

Briefing Mode

Manage Layers

Add Features and Layers

Tools Menu

Get Support

Knowledge Base

Legend

Workplace Selection

Zoom Controls

<u>Briefing Mode</u> – An overview of each GACC with preparedness level, active large incidents, and links to more info.

<u>Manage Layers</u> – Brings up a list of available layers to view on the map.

<u>Add Features and Layers</u> – Allows users to manage features on the map or for additional layers to be added by url or user upload.

<u>Tools Menu</u> – Brings up a menu of available tools.

<u>Get Support</u> – Allows the user to report issues or suggestions with the platform.

<u>Knowledge Base</u> – Contains links to articles and resources for more in-depth training with the platform.

<u>Legend</u> – Displays a legend with descriptions of items on the map by layer.

<u>Workplace Selection</u> – Toggles between available Apps and Workspaces. Workspaces are preset views and combinations of layers suited to different purposes.

NORTHCOMM INTTERRA QUICK REFERENCE GUIDE
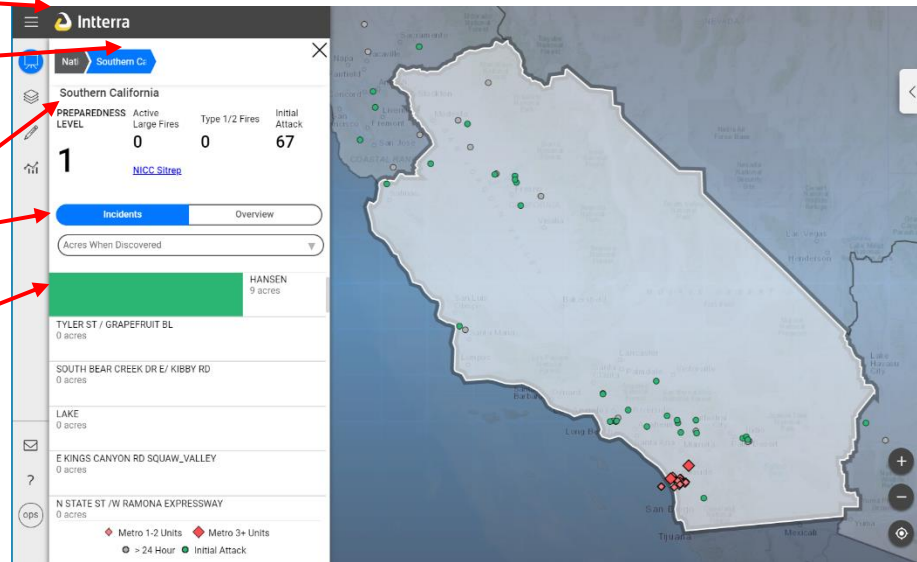
BRIEFING MODE

General GACC info

Link to the daily Situation Report

Toggle between Incidents and GACC Overview

Filter Views

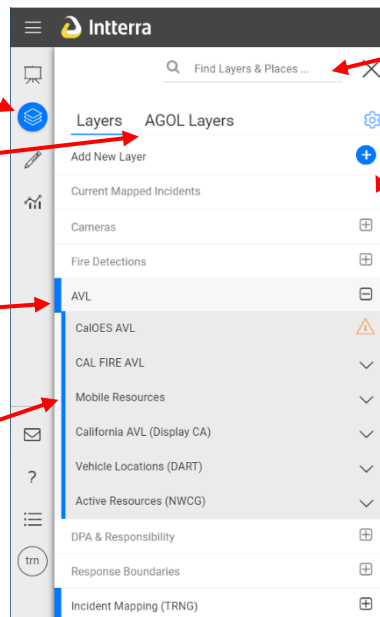Click on an incident for more info

MANAGE LAYERS

Workspaces have different layers available that can be selected or deselected for viewing.

Click on the Manage Layers icon to select layers to view.

If you have an AGOL account, you can login to view additional layers.

All layers can be selected or deselected for viewing, those that are currently active will have a blue indicator.

Some layers have sub-layers that can be selected or deselected.

The search bar may help you find the layer you want.

Additional options are available from the Settings icon. This includes an option to export the map for printing.

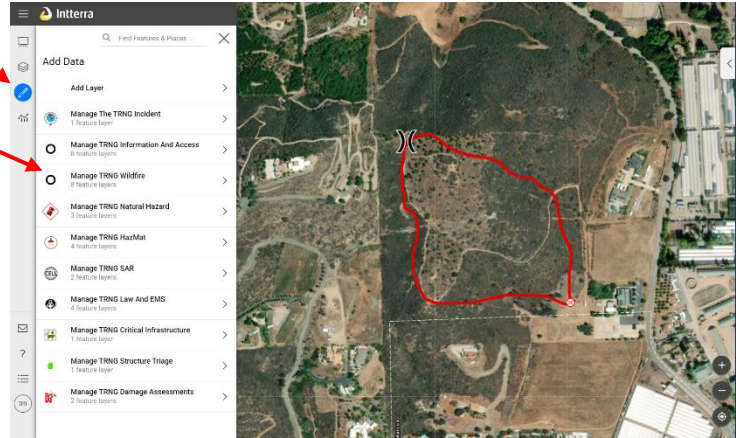A layer can be uploaded or added from a web source.
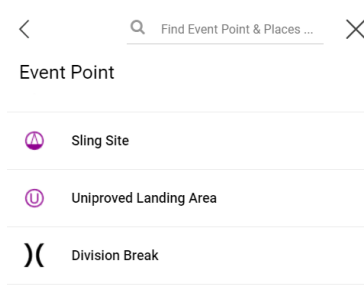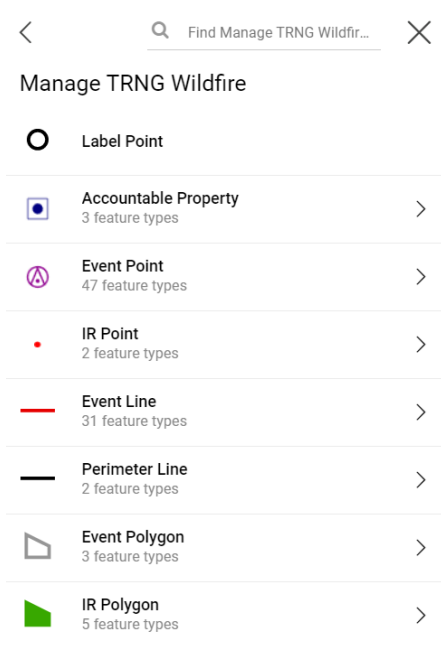
ADD FEATURES AND LAYERS

This is where users have the ability to draw on the map and add features that can be made visible to other Intterra users. **Only the Agency Having Jurisdiction (AHG) should create or modify incidents.**

Open the Add Features and Layers tab.

There will be a menu of feature layers available depending on your workspace and permissions. Choose the appropriate one for the edit you want to make.
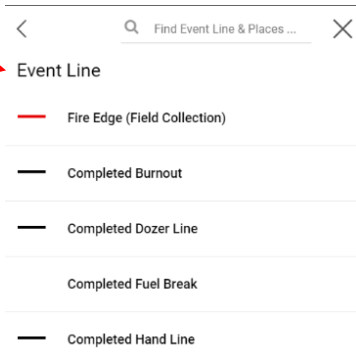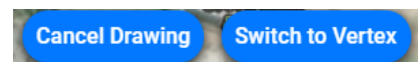
This will bring up an additional menu of options to select from.

Select the event point, line, or polygon desired.

Once selected you can draw or place the feature on the map.

You can click and drag on the map to trace a line or at the bottom of the screen there is an option to switch to vertex if you want to draw point by point.

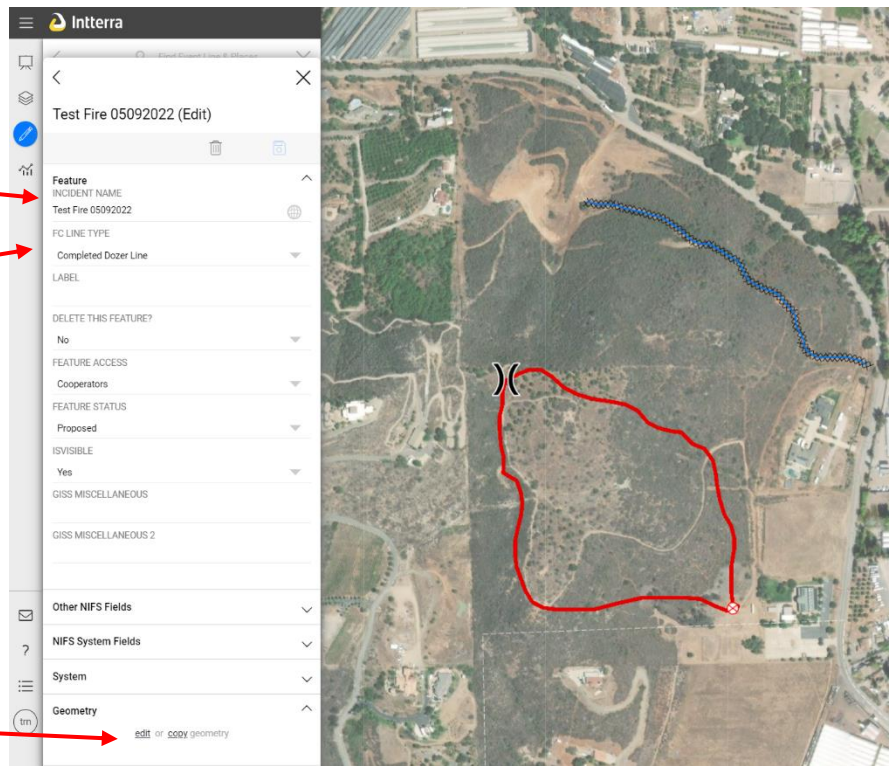If you want to exit without adding a feature, cancel drawing

3

Once a feature is added to the map, a menu appears allowing you to add or change information about the feature.

Validate that the feature has been added to the correct incident or change it. Adding a feature will create a new incident if one doesn't already exist.

Change the line type if needed.

Most fields are optional and self-explanatory.

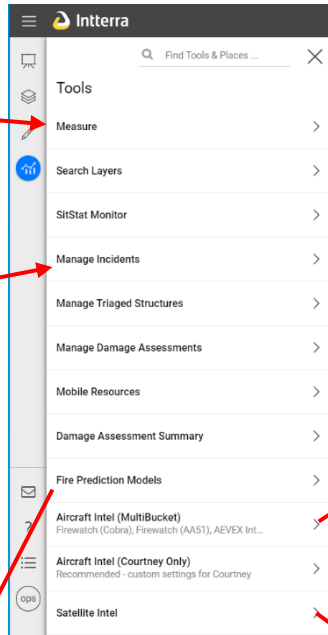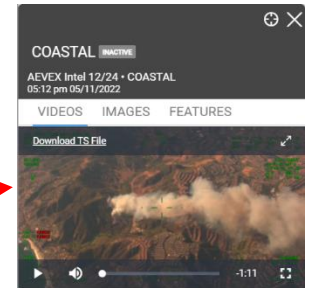You can change the line once created by selecting edit
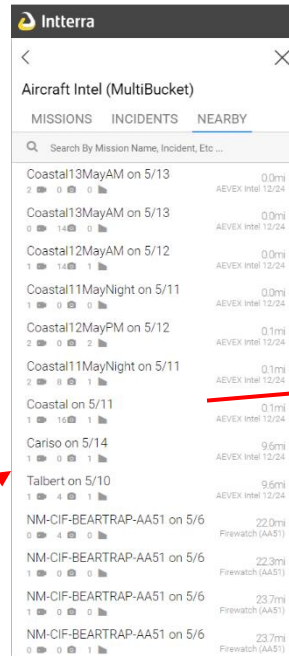
TOOLS

The Tools icon brings up a menu of available tools that will vary depending on your workspace selected and credentials.

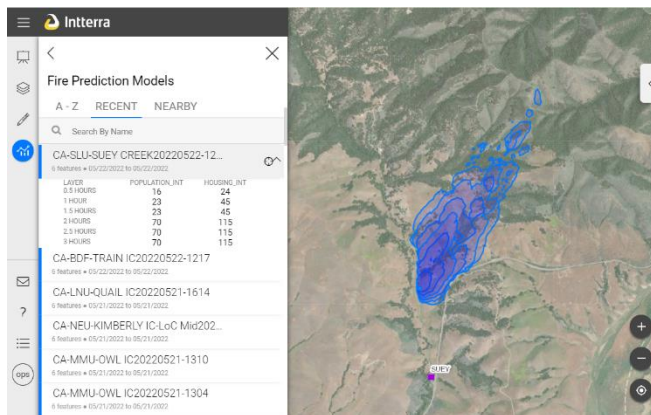The Measure tool allows you to take a measurement on the map by length or area.

The Manage Incidents tool allows you to change the name of or delete an incident.

The Aircraft Intel tools display aircraft intel products and can be filtered or expanded for easier viewing.

Satellite Intel displays incident images captured by satellite.

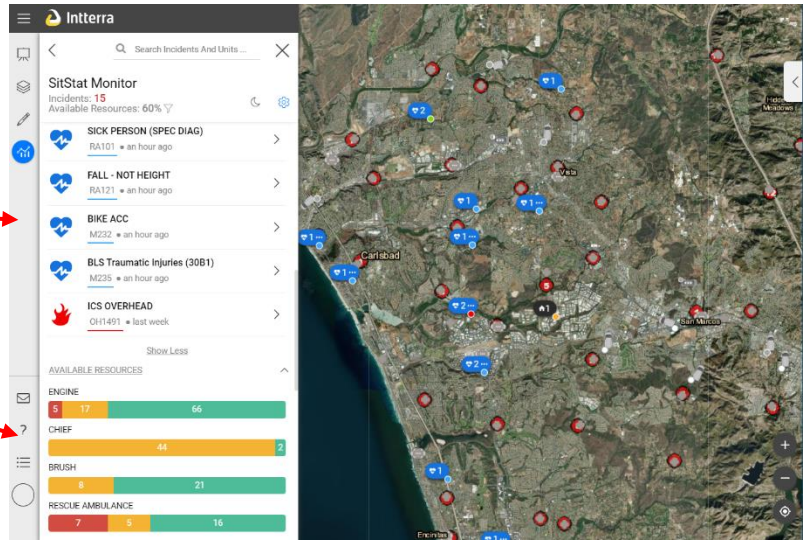Fire Prediction Models can be displayed for incidents that have had a model created.

ADDITIONAL FEATURES

The SitStat Monitor shows active incidents and available resources.

You can click on any incident to view the CAD details.

Clicking on the resource status will bring up a list of all resources in zone of that status.
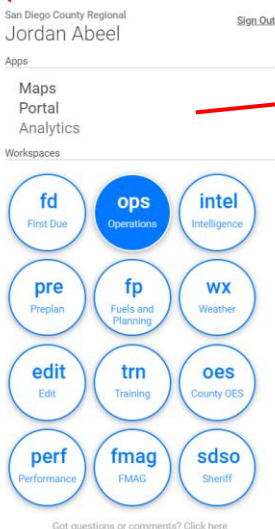
The Get Support icon brings up a screen that will allow you to report a problem or submit an idea.

The ? icon will bring you to the Knowledge Base where additional training articles are available.

The Legend can be brought up to explain what differnent icons or lines on the map represent. Different legends can be selected for the various map layers selected.

The circular icon in the bottom left of the screen shows what Workspace you are currently working in. Click on the icon to select a different workspace or to sign out of Intterra.

Users are encouraged to explore the platform, create incidents, and make edits in the Training Workspace. Just erase what you've created once done.