The following are additional changes to the on-line electronic reporting tool resulting from the deployment of the revised version.
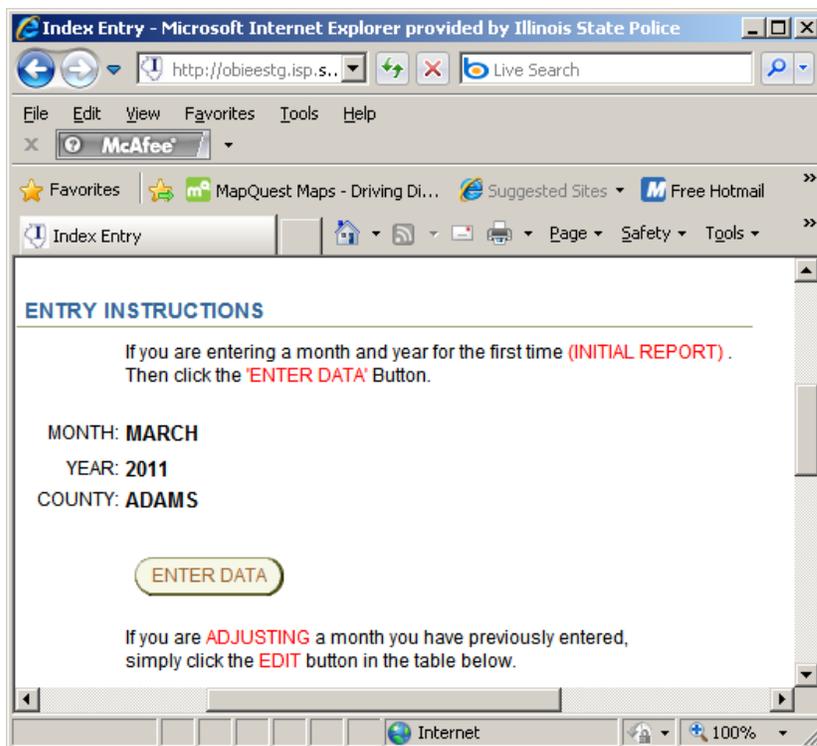
WELCOME PAGE

The Delinquent Records section identifies delinquent records by listing monthly reports that have not been entered.
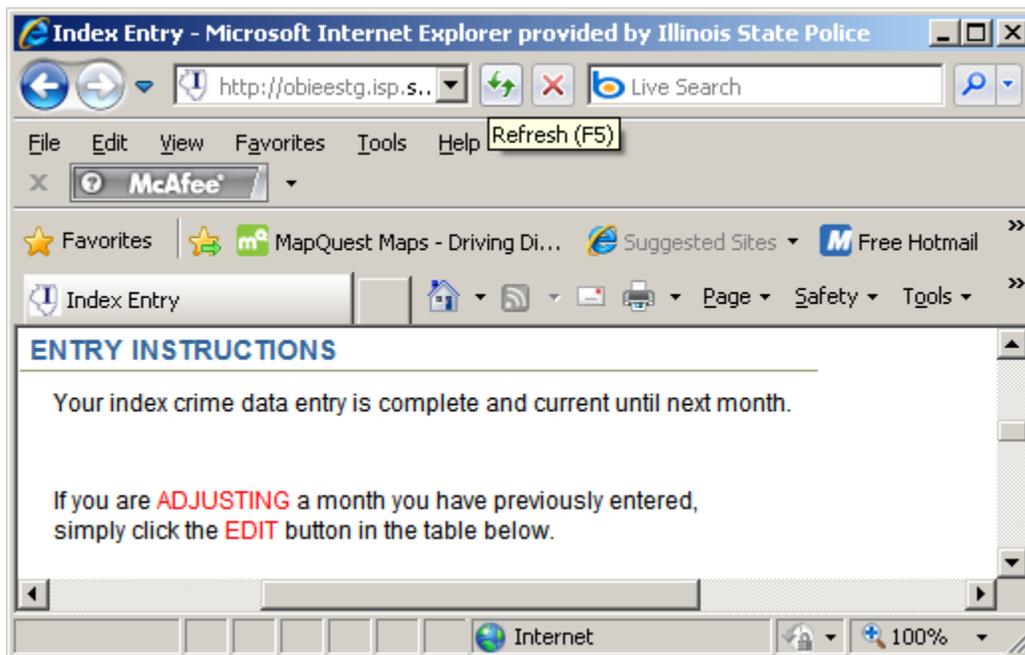
Currently, the delinquent report message identifies the COUNTY in which your agency resides, not your agency name. This will be modified in the next several weeks, eliminating the county and simply referring to "Your agency" in the delinquent message. Multi-county agencies who report independently for each county will still see the county identifier for each delinquent record.

INDEX CRIME

If your agency has one or more reports to enter, click on the "Go to Index Entry" button on the main Index Crime page. The ENTRY INSTRUCTIONS below are displayed, along with the month and year of the most delinquent record to be entered, and the county in which your agency resides. The ENTER DATA button is selected to access the entry format screen.

This portion of the screen will be different if your agency is current in reporting with no delinquent reports. As shown below, the message below ENTRY INSTRUCTIONS indicates that you are current in your reporting. The ENTER DATA button is not available, as you have no initial records to enter.

MULTI-COUNTY AGENCIES ONLY

The ENTER DATA button will also be unavailable for multi-county reporting agencies under the following circumstances.

A multi-county agency is delinquent in reporting for COUNTY #1, but current in reporting for COUNTY #2. If the user selects COUNTY #2 from the drop down box, the ENTER DATA button will not be available as reporting for that county is current.

A multi-county agency is 3 months delinquent (January, February, March) in reporting for COUNTY #1, and 1 month delinquent (March) in reporting for COUNTY #2. If the user selects COUNTY #2 from the drop down box, the ENTER DATA button will not be available until the January and February reports are entered for COUNTY #1. Once the January and February reports have been entered, both counties will be delinquent 1 month (March) and the ENTER DATA button will display when either county is selected from the drop down box. *This scenario might occur, and only when an agency first begins to enter reports on-line. The system will prevent a multi-county agency from having more delinquent records in one county than another.*