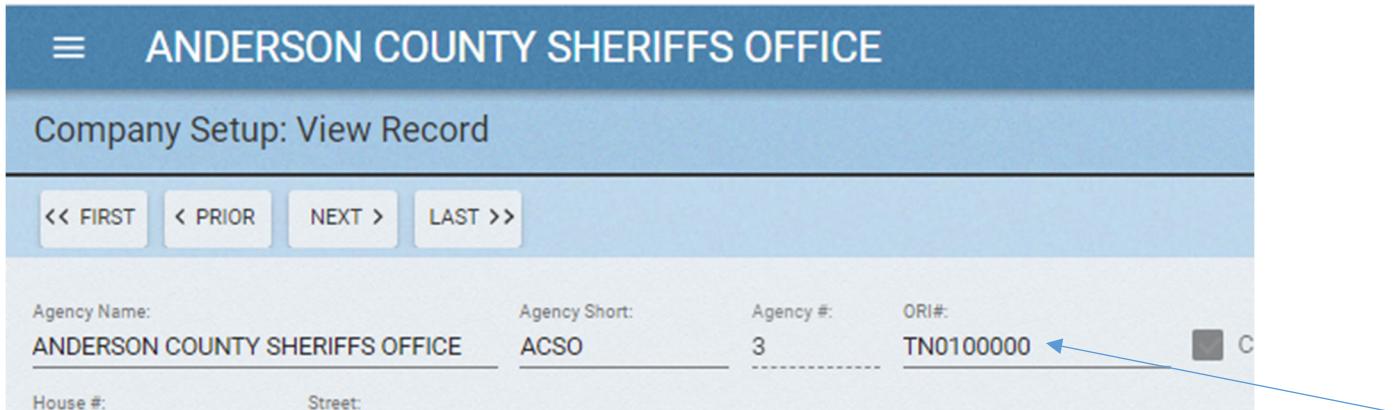


There is very little setup by the submitting agency for the export to work, the main item is in Company setup, for Each agency submitting, you will need to add their ORI Number information

Login, Agency Menu, Company Setup Menu, Find your/All submitting agencies

On the top part simply enter the full agency ORI Number it must start with valid STATE CODE + 7 Digit Number. Then click save.



ANDERSON COUNTY SHERIFFS OFFICE

Company Setup: View Record

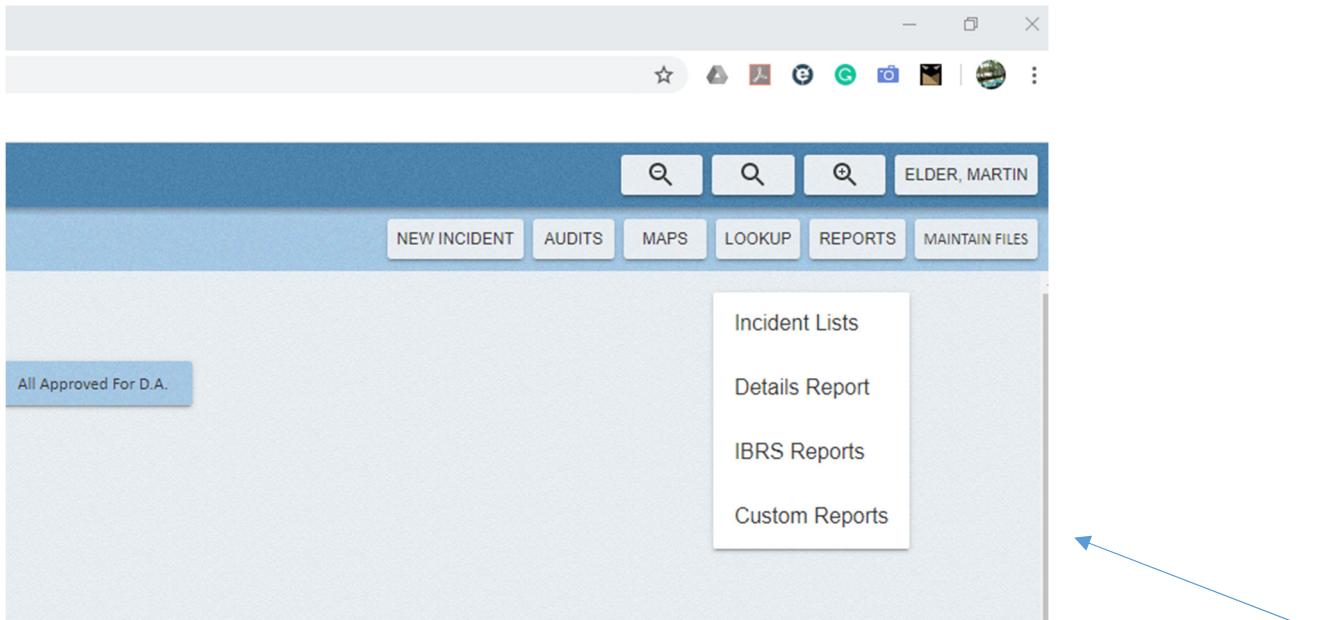
<< FIRST < PRIOR NEXT > LAST >>

Agency Name: ANDERSON COUNTY SHERIFFS OFFICE Agency Short: ACSO Agency #: 3 ORI#: TN0100000

House #: Street:

Ibrs Submission Report and File Creation

Open the Incidents program and click on Reports, Ibrs Reports



ELDER, MARTIN

NEW INCIDENT AUDITS MAPS LOOKUP REPORTS MAINTAIN FILES

All Approved For D.A.

Incident Lists

Details Report

Ibrs Reports

Custom Reports

1st run the Ibrs Validation List for your data range

≡ YOUR AGENCY

Incidents: Incident IBRS Reports

Report Style
IBRS Validation List

Report Dates From: 01/01/2020 Report Dates Through: 01/31/2020 Exclude Reports

Case #:

Print Errors ONLY Create IBRS Text File Re

Auto Create TBI Fusion Data Auto Create Delete Records E

Report Format:

PDF Excel XML SQL

VIEW **DOWNLOAD** **EMAIL** **CLEAR FILTER**

Sample report showing incidents being considered. If "valid" is yes in the last column it will be in the submission file. If not it will show the error(s) for that report.

REPORT DATES FROM 01/01/2020 THROUGH 01/31/2020 Page 1 of 1

Case Number	Report Date	Report By	Report ID	Valid
2001010440	01/01/2020 04:40	LASHWOOD, B. (442)	60044	Yes
2001010800	01/09/2020 08:00	EVERHART, N. (433)	60119	Yes
2001010902	01/01/2020 09:02	GRUBBS, R. (428)	60046	Yes
2001011610	01/01/2020 16:10	BLANKENSHIP, R. (431)	60048	Yes
2001022014	01/02/2020 20:14	DIAZ, L. (430)	60051	Yes
2001030707	01/03/2020 07:07	GOODRICH, J. (418)	60053	Yes
2001030852	01/03/2020 08:52	CASTILLO, R. (441)	60054	Yes
2001031205	01/03/2020 12:05	VEST, C. (423)	60056	Yes
2001031235	01/03/2020 12:35	WARREN, M. (424)	60057	Yes
2001031754	01/03/2020 17:54	LASHWOOD, B. (442)	60061	Yes
2001031909	01/03/2020 19:09	TAYLOR, M. (429)	60059	
		OFFENDER: Warrant type required for offender related to domestic violence PLEASANT,ANTONIA,Q		
2001030001	01/01/2020 00:01	BLISS, D. (440)	60000	Yes

Lookup that report and correct the error(s).

Click Valid to see the same errors you see on the report.

The screenshot shows a software application window with a dark header bar. In the top right corner, there is a message box that says "IBRS validation failed." Below this, a modal window titled "Validation Errors" is displayed. Inside the modal, there is a single error message: "OFFENDER Warrant type required for offender related to domestic violence PLEASANT,ANTONIA,Q". At the bottom right of the modal is a "CLOSE" button. The background of the application shows various input fields and dropdown menus, including "Time: 15:00", "Unit #: 117-16", "City: SHELBYVILLE", "State: TN", "ZipCode: 37160", "Latitude: 35.478337", and "Longitude: -86.444545". There are also tabs for "Offenders", "Victims", "Victims Business", and "Complaints".

Once you see the message at the top IBRS Validation Passed you can move to the next report

ms iSOMS Client Sites Manager Portal

The screenshot shows a software application window with a blue header bar. In the center of the header, there is a message box that says "IBRS validation passed." Below the header, there is a horizontal bar with two buttons: "SAVE" and "DELETE".

Once the errors have been validated you will simply need to change the report style from List to “FILE” this will create the file to be uploaded to your state Repository

Incidents: Incident IBRS Reports

IBRS Validation List

IBRS Submission File

Exclude Reports Prior to

Case #:

Print Errors ONLY

Create IBRS Text File

Remove Failed Records

Auto Create TBI Fusion Data

Auto Create Delete Records

Export Fusion Data



TN0020100.X.2020.031

