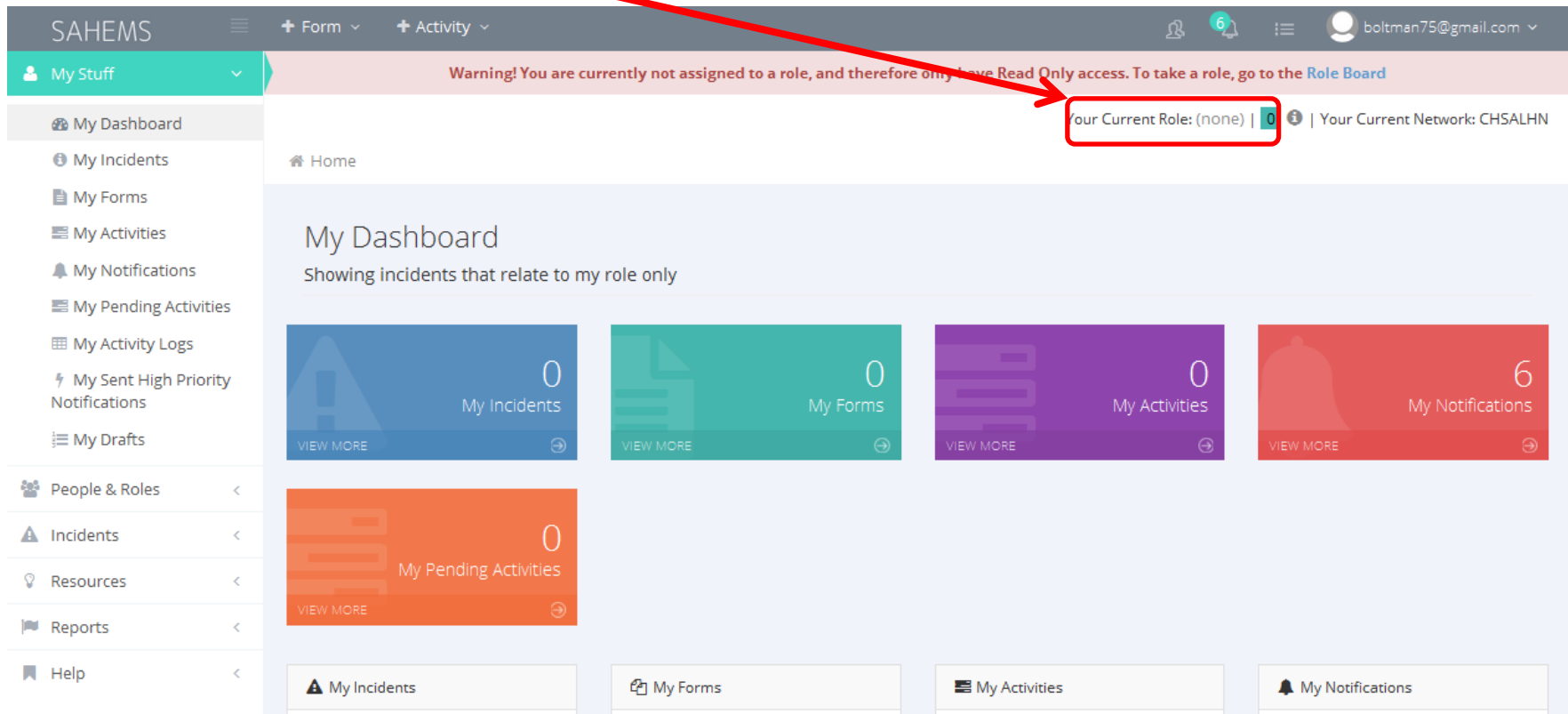


TAKING A ROLE – REGIONAL COMMANDER

Before you can do anything in SAHEMS, you MUST have a role.

To take a role, click on the “(none)” next to “Your Current Role”.



The screenshot displays the SAHEMS user interface. At the top, a warning message states: "Warning! You are currently not assigned to a role, and therefore only have Read Only access. To take a role, go to the Role Board". Below this, the user's current role is shown as "(none)" in a dropdown menu, which is highlighted with a red box and a red arrow pointing to it from the text above. The user's current network is identified as "CHSALHN". The main dashboard area shows a "My Dashboard" section with five cards: "My Incidents" (0), "My Forms" (0), "My Activities" (0), "My Pending Activities" (0), and "My Notifications" (6). Each card includes a "VIEW MORE" link and a refresh icon. The left sidebar contains navigation options such as "My Dashboard", "My Incidents", "My Forms", "My Activities", "My Notifications", "My Pending Activities", "My Activity Logs", "My Sent High Priority Notifications", "My Drafts", "People & Roles", "Incidents", "Resources", "Reports", and "Help".

If you have not been assigned (within SAHEMS) of the Regional Commander role, then you will need to 'take' the Regional Commander role for your Region. To do this for the Barossa, Hills and Fleurieu Region, click on the Regional Command (Barossa, Hills and Fleurieu) tree.

The screenshot shows the SAHEMS TRAINING interface. At the top, there is a red header with the text "SAHEMS TRAINING" and navigation options like "+ Form" and "+ Activity". Below the header, a warning message states: "Warning! You are currently not assigned to a role, and therefore only have Read Only access. To take a role, go to the Role Board". The user's current role is "(none)" and the current network is "CHSALHN".

The main content area is titled "Role Board" and contains a "Role Tree" section. The Role Tree has several filters: "Show Assigned Roles", "Show All Networks", "Expand all", "Collapse all", and a search box. The tree lists various commands, with "Regional Command (Barossa, Hills and Fleurieu)" highlighted by a red box and a red arrow pointing to it. Other commands listed include "Regional Command (Eyre, Flinders and Far North East)", "Regional Command (Eyre, Flinders and Far North West)", "Regional Command (Riverland, Mallee and Coorong)", "Regional Command (South East)", "Regional Command (Yorke and Northern)", "Amata Wellbeing Bronze Command", "Angaston (AD) Hospital Bronze Command", "Balaklava Bronze Command", "Barmera Bronze Command", "Berri Bronze Command", "Booleroo Centre Bronze Command", "Bordertown Bronze Command", and "Burra Bronze Command".

You will then see the Regional Commander (BHF) appear, click on the Regional Commander (BHF).

The screenshot shows the SAHEMS TRAINING interface. At the top, there is a dark red header with the text "SAHEMS TRAINING" and navigation options like "+ Form" and "+ Activity". On the right of the header, there are icons for user profile, notifications, and a menu, along with the name "Shane Bolton". Below the header, a warning banner states: "Warning! You are currently not assigned to a role, and therefore only have Read Only access. To take a role, go to the Role Board". The left sidebar contains a navigation menu with items like "My Stuff", "People & Roles" (highlighted in green), "Role Board", "Contact List", "Incidents", "Resources", "Reports", and "Help". The main content area is titled "Role Board" and includes a breadcrumb "Home > Role > Board". Below the title is a "Role Tree" section with a search bar and buttons for "Show Assigned Roles", "Show All Networks", "Expand all", and "Collapse all". The Role Tree lists several commands, with "Regional Commander (Barossa, Hills and Fleurieu)" highlighted by a red box and a red arrow pointing to it from the text above. Other commands listed include "CHSA Health Silver Command", "Regional Command (Eyre, Flinders and Far North East)", "Regional Command (Eyre, Flinders and Far North West)", "Regional Command (Riverland, Mallee and Coorong)", "Regional Command (South East)", "Regional Command (Yorke and Northern)", "Amata Wellbeing Bronze Command", "Angaston (AD) Hospital Bronze Command", "Balaklava Bronze Command", and "Barmera Bronze Command".

Once clicked on Regional Commander (BHF), then click on “Assign to myself”

The screenshot shows the SAHEMS TRAINING interface. At the top, there is a red header with the text "SAHEMS TRAINING" and navigation options like "+ Form" and "+ Activity". A warning banner states: "Warning! You are currently not assigned to a role, and therefore only have Read Only access. To take a role, go to the Role Board". The left sidebar contains a menu with items like "My Stuff", "People & Roles", "Role Board", "Contact List", "Incidents", "Resources", "Reports", and "Help". The main content area is titled "Role Board" and contains a "Role Tree" section. The "Role Tree" has several roles listed, with "Regional Commander (Barossa, Hills and Fleurieu)" selected and highlighted in blue. Below this role, there are two buttons: "Assign to user" and "Assign to myself". The "Assign to myself" button is circled in red, and a red arrow points to it from the text above.

You will now see that you have the role of “Regional Commander - BHF”

SAHEMS TRAINING + Form + Activity Shane Bolton

My Stuff <

People & Roles >

Role Board

Contact List

Incidents <

Resources <

Reports <

Help <

Your Current Role: Regional Commander (Barossa, Hills and Fleurieu) | Your Current Network: CH5ALHN

Home > Role > Board

Role Board

Back

Role Tree

Show Assigned Roles Show All Networks Expand all Collapse all search...

- CHSA Health Silver Command
- Regional Command (Barossa, Hills and Fleurieu)
- Regional Command (Eyre, Flinders and Far North East)
- Regional Command (Eyre, Flinders and Far North West)
- Regional Command (Riverland, Mallee and Coorong)
- Regional Command (South East)
- Regional Command (Yorke and Northern)
- Amata Wellbeing Bronze Command
- Angaston (AD) Hospital Bronze Command
- Balaklava Bronze Command
- Barmera Bronze Command
- Berri Bronze Command
- Booleroo Centre Bronze Command
- Bordertown Bronze Command
- Burra Bronze Command