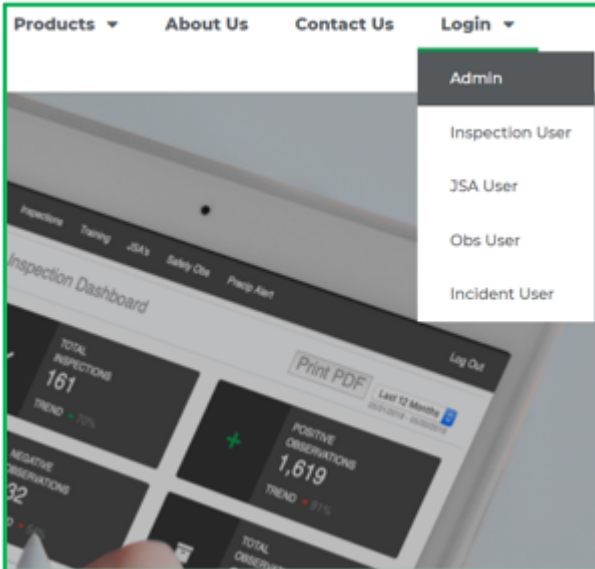


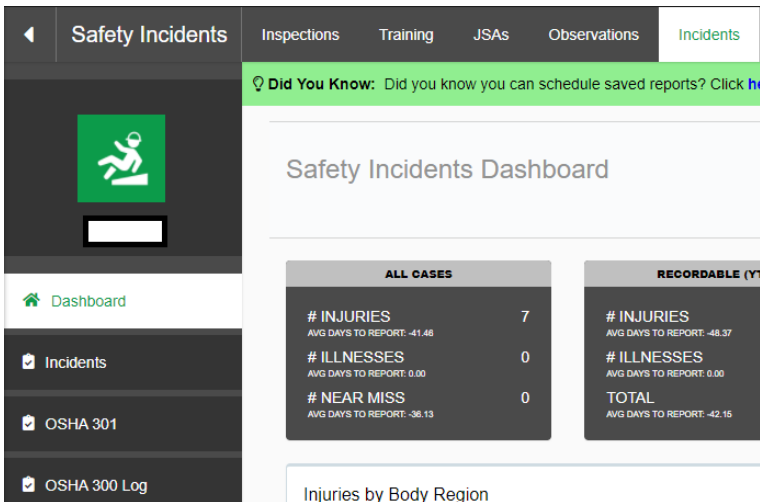
SAFETY REPORTS

Customize Behaviors

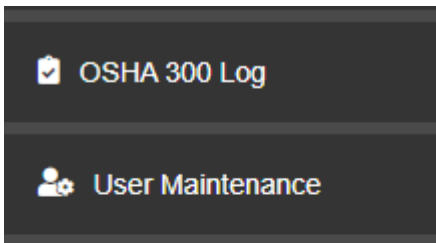
1. Log-in to your Safety Reports Admin page



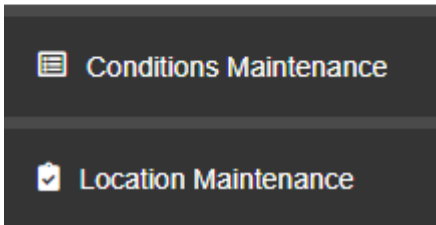
2. Select Incidents along the grey bar at the top of the screen



3. At the far left, choose Behavior Maintenance



 Behaviors Maintenance



4. Click on Custom



5. Click Add New Behavior



6. Add Behavior information and click Submit

A form titled 'Incident Behavior Maintenance' with the subtitle 'Manage Your Behavior's'. The 'Behavior Entry' section is highlighted in green and contains a text field for 'Behavior Name' and a dropdown menu for 'Include' set to 'Yes'. There are 'Submit' and 'Cancel' buttons at the bottom right.