SAGE ALERTING SYSTEMS

Adding New Location Codes &
Updating Existing Location Names

IMPORTANT: This procedure assumes that the ENDECSetD program is installed on your computer.
If it is not already installed, download it from http://sagealertingsystems.com/support-pc.htm

Your ENDEC has a built-in list of locations that allows it to match the numeric (FIPS) location codes to human-friendly names. The names are then displayed in the alert log, on pages of the web interface, and in text crawls, and are used in text-to-speech synthesis. When new location codes are added or location names need to be changed, the *New Locations* tab in the ENDECSetD program allows you make the necessary adjustments.

Use the Retrieve Settings page of your ENDEC's web interface to download a fresh copy of the settings file. Open the settings file in the ENDECSetD program, and then complete the following steps. Note that these steps apply whether you are adding a new location or changing the display name of an existing location:

If you enter a FIPS code that does not already exist, a new location is created and will use the new display name that you provide. If instead you enter a FIPS code that already exists, the existing location is updated to use the new display name.

Adding New Locations
1. Go to the *New Locations* tab. *(Figure 1)*
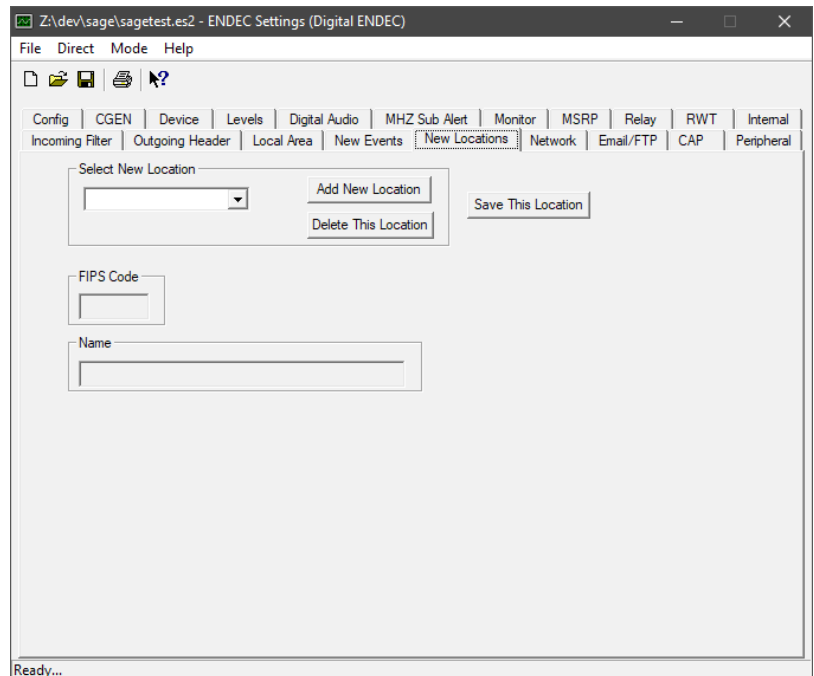2. Click the **Add New Location** button.

Figure 1: New Locations Tab

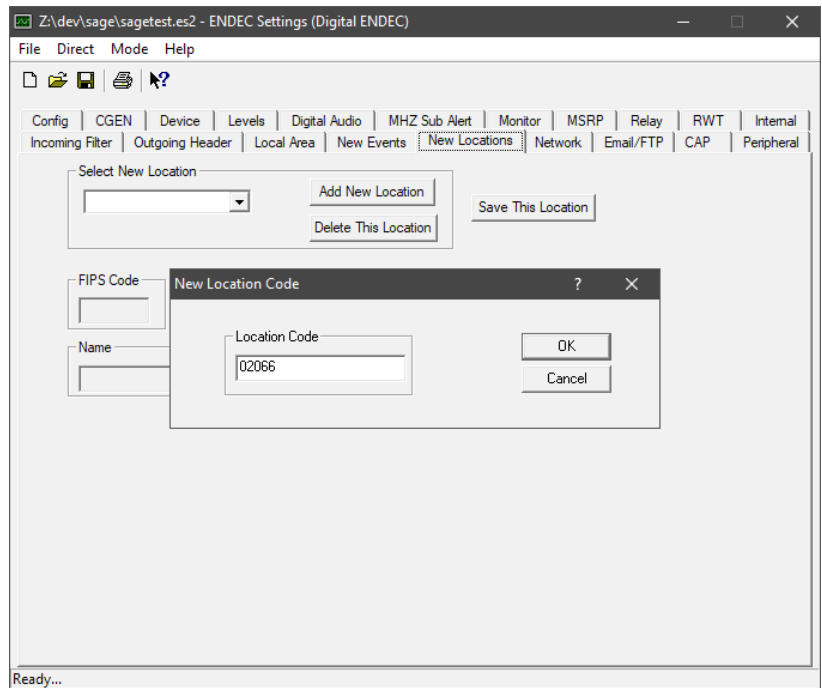3. Prompted for a location code, enter the five-digit FIPS code, then click **OK**. *(Figure 2)*

Figure 2: Enter FIPS code

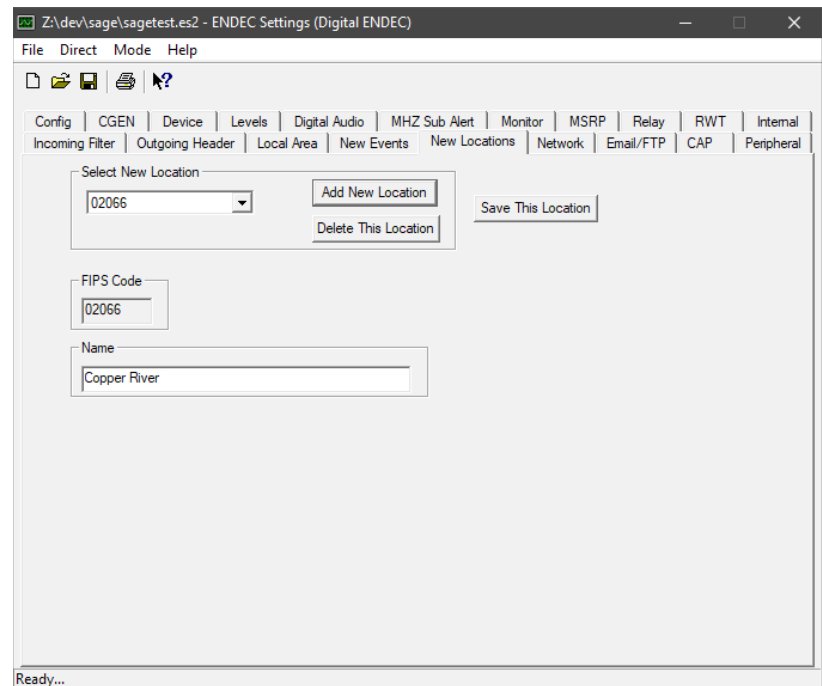4. In the **Name** field, enter the human-friendly display name for the location. *(Figure 3)*

Figure 3: Set display name

5. Click the **Save This Location** button.
6. Repeat steps 2 through 5 for each new location to be added.

Selecting Your New Locations For Use

Before your new locations will have any effect on alert handling, you will need to select them for use in your various incoming filters, outgoing headers, and local area, as desired. Your new locations will be available in each of the ENDECSetD location selection dialogs – on the *Incoming Filter* tab, on the *Outgoing Header* tab, and on the *Local Area* tab – shown in alphabetical order, along with already existing locations.

Make Your Changes Take Effect

Once you have made all necessary changes, use **File** → **Save As** to save the settings file under a new name in some convenient folder. Once the file has been saved, use the *Restore Settings* page of the ENDEC's web interface to upload the newly-saved file to the ENDEC. The ENDEC will process the file and reboot, with your new settings in effect.