

# Introduction to Texas DPS UCR Summary Reporting System - Online Reporting

#### **U.S.** crime statistics

According to the FBI's Preliminary Semiannual Uniform Crime Report, the nation experienced a 1.8 percent drop in violent crime and a 2.6 percent drop in property crime during the first six months of 2007 compared to the same period in 2006.

# Percent change by geographic region West -1.6 -4.1 Midwest -2.6 -5.0 South -0.1 |+0.4

#### ■ Violent Crime

Each of the violent crime offense categories decreased nationwide from January to June 2007 when compared to the corresponding months in 2006.



Uniform Crime Reporting ucr@dps.texas.gov
512.424.2091



## Why On Line Reporting

- If you can do the paper reports, you can do online reporting!
- DPS stops accepting paper reports beginning in 2018
- The FBI will retire SRS 2021. Texas has established the goal for NIBRS transition for 2019
- Be a hero; save time, paper and postage ask for raise!



## Gaining Access

- Contact DPS UCR Section
- Have the following information ready -
  - Agency Name / ORI Number, Mailing and Physical Address, County, Phone Number, User's official email address
  - Border County Agency (Y/N)
  - MIP (Most in Population >100K population

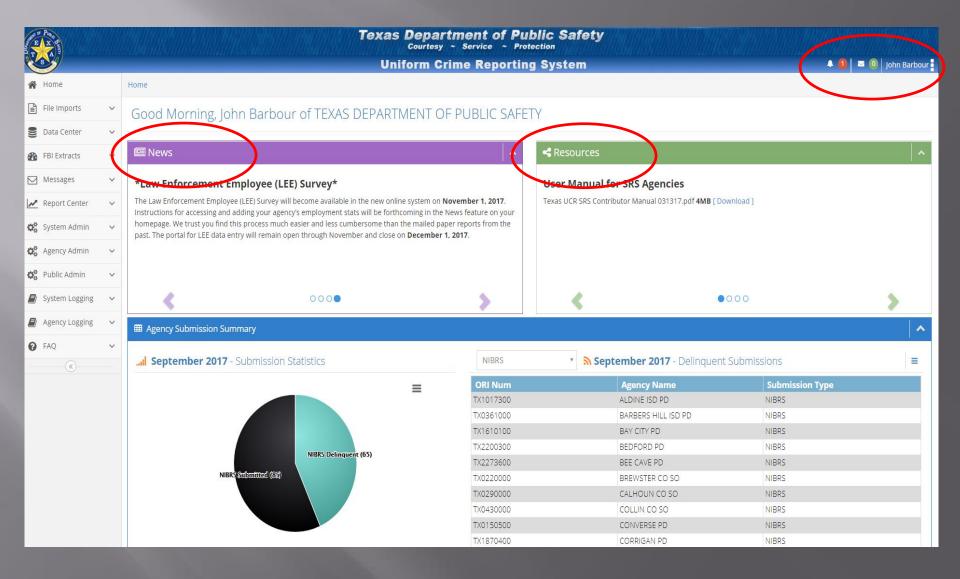


## Logging In

- Once your User Identity is established by DPS:
  - Use Google Chrome as Internet Browser
  - Go to: https://texas.nibrs.com
  - Enter your official email address
  - Enter your DPS issued temporary password

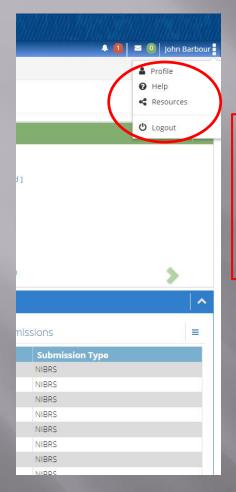


### Administrative Fields



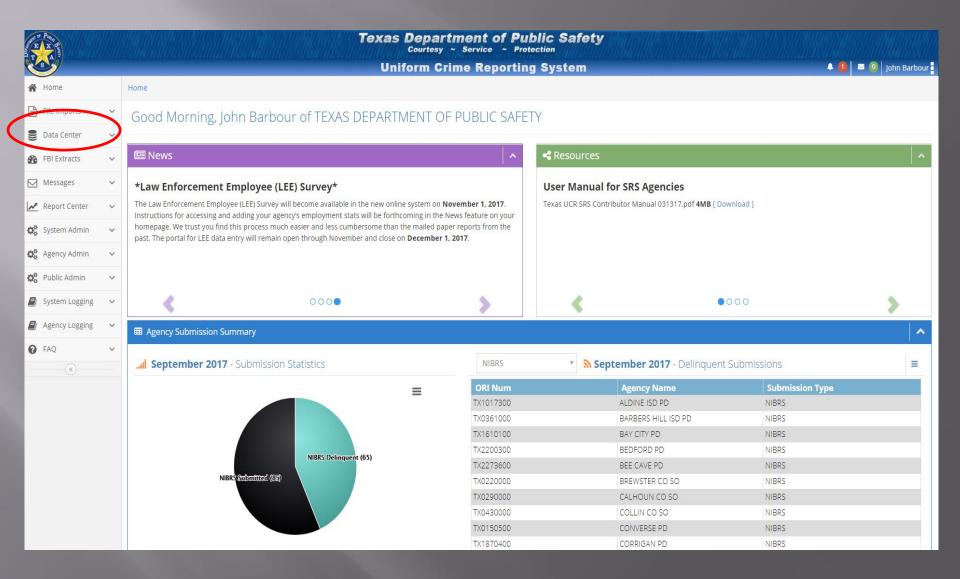


## Admin Fields



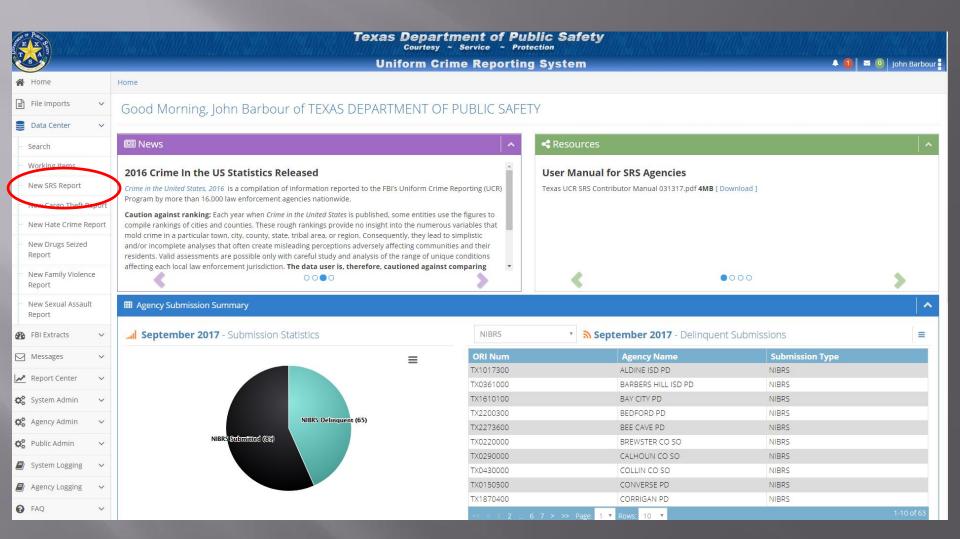
Use to set Challenge Questions,
 FAQs, Help, Resources and Logout
 Function

# Data Center for SRS Agencies



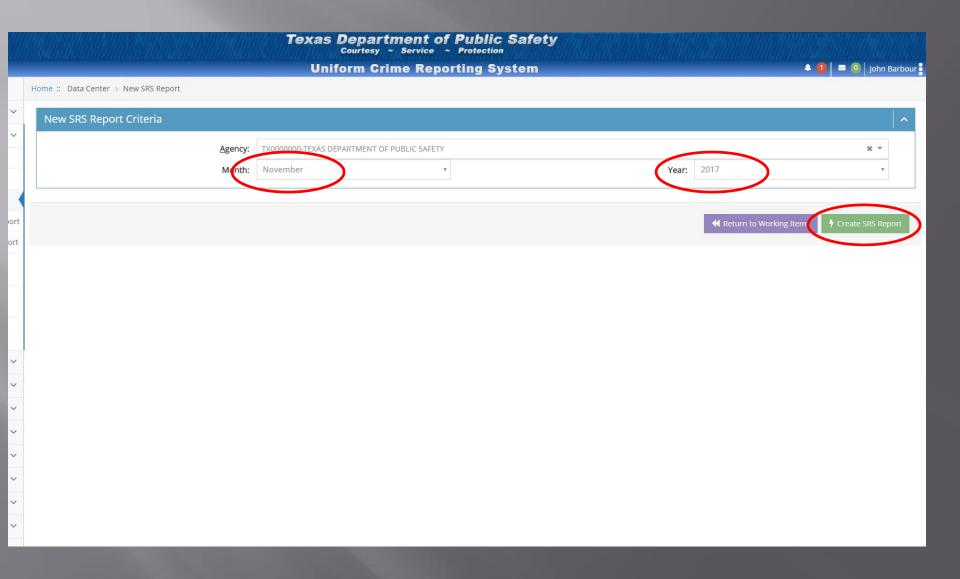


## Beginning a New Report





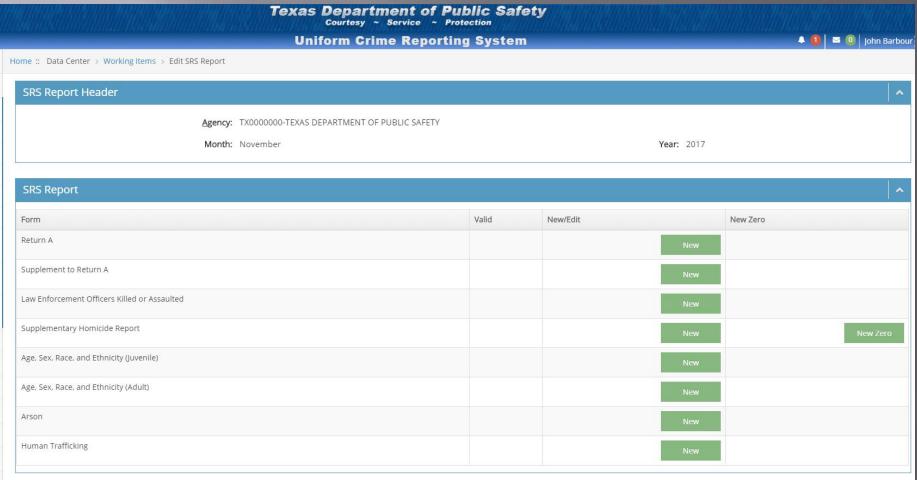
## Create the Monthly Report





port

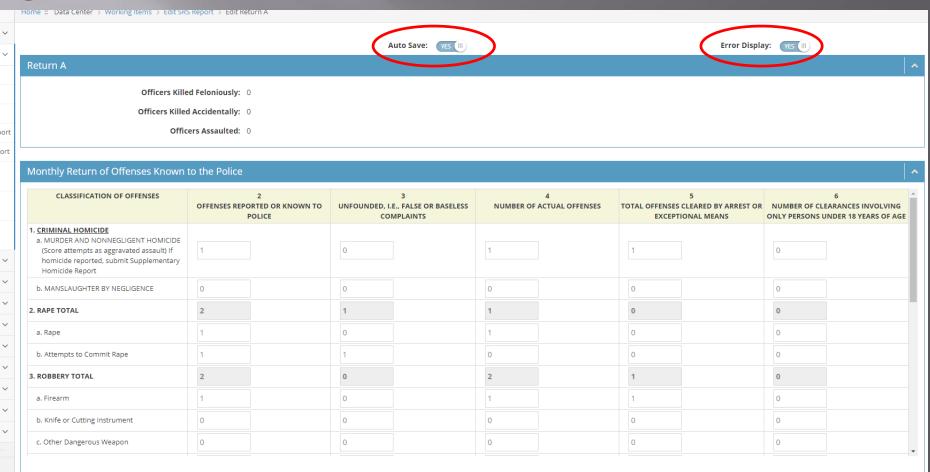
# The Big 8



Recommend completing forms in sequence



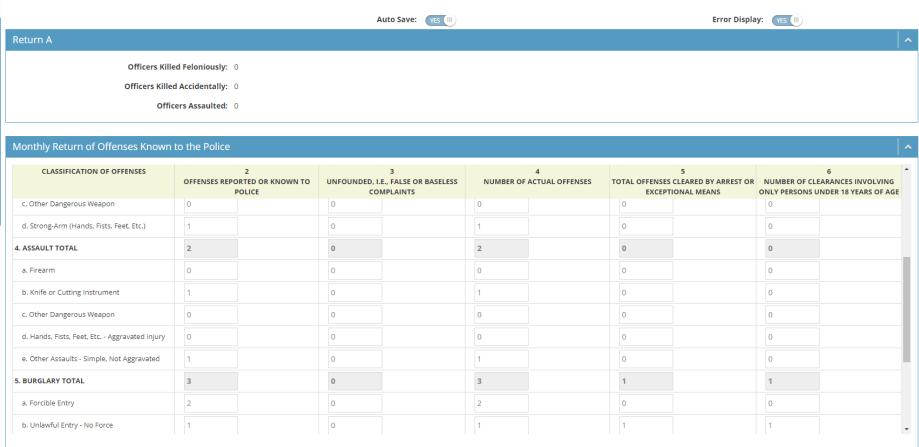
#### Return A



- Recommend Auto Save and Error Display
- Used ONLY for showing Pt 1 Offenses \*



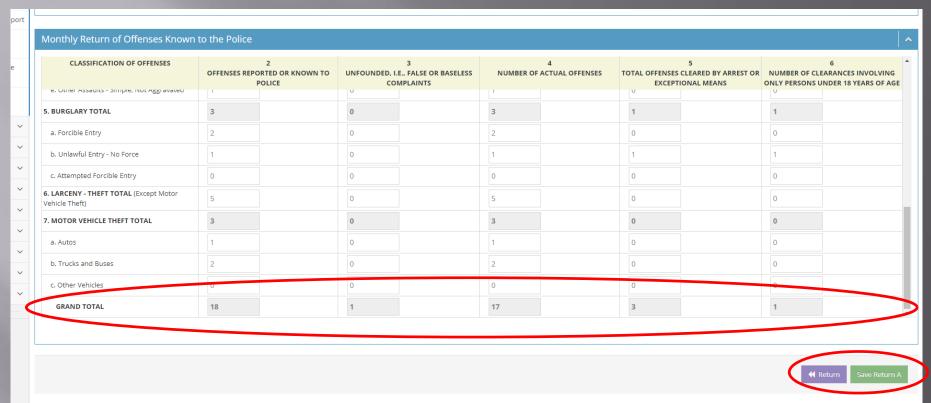
#### Return A



- Each section totals from bottom up
- Rows total across, columns total by section;
   Grand Total displayed at bottom



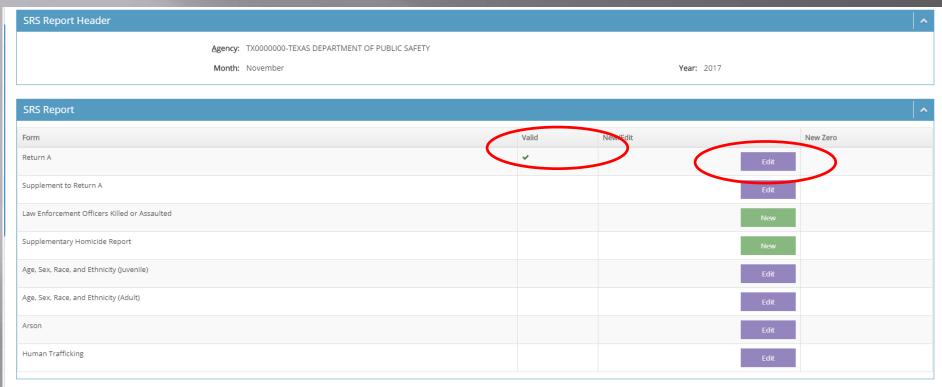
#### Return A



- Click GREEN Save Button to save form
- Click PURPLE Return Button to return to the Monthly Report



#### Validation of the Return A



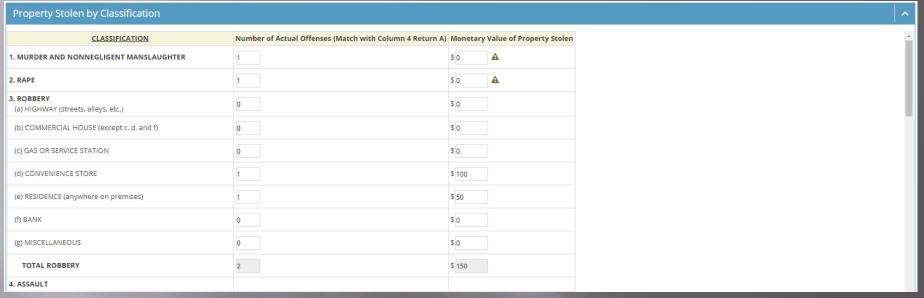
- GREEN Check Mark indicates a Valid Report
- Click PURPLE Edit Button to open the form for editing purposes



Supplement to Return A			
Property by Type and Value			
Type of Property	Monetary Valu	ue of Property r Jurisdiction	Stolen
(1)	Stolen (2)	Recover (3)	
(A) Currency, Notes, Etc.	\$ 300	\$0	
(B) Jewelry and Precious Metals	\$ 0	\$ 0	
(C) Clothing and Furs	\$ 0	\$ 0	
(D) Locally Stolen Motor Vehicles	\$ 30000	\$ 10000	A
(E) Office Equipment	\$ 0	\$ 0	
(F) Televisions, Radios, Stereos, Etc.	\$ 0	\$ 0	
(G) Firearms	\$ 500	\$ 0	
(H) Household Goods	\$ 250	\$ 0	
(I) Consumable Goods	\$ 1	\$ 0	
(J) Livestock	\$ 0	\$ 0	
(K) Miscellaneous	\$ 225	\$ 0	
TOTAL	\$ 31276	\$ 10000	

 Property by Type and Value – Column 2 shows \$ amount STOLEN / Column 3 shows amount RECOVERED





- Property by Classification Column 2 shows number of *OFFENSES* (matches Return A data)
- Column 3 shows \$ amount of property (matches Property by Type and Value totals)



Property Stolen by Classification			^
CLASSIFICATION  5. BURGLARY - BREAKING OR ENTERING (a) RESIDENCE (dwelling) (1) NIGHT (6 p.m 6 a.m.)	Number of Actual Offenses (Match with Column 4 Return A)	Monetary Value of Property Stolen \$ 500	^
(2) DAY (6 a.m 6 p.m.)	1	\$ 250	
(3) UNKNOWN	0	\$ 0	
(b) NON-RESIDENCE (store, office, etc.) (1) NIGHT (6 p.m 6 a.m.)	1	\$ 100	П
(2) DAY (6 a.m 6 p.m.)	0	\$ 0	П
(3) UNKNOWN	0	\$ 0	Н
TOTAL BURGLARY	3	\$ 850	
6. LARCENY - THEFT (Except Motor Vehicle Theft) (a) \$200 AND OVER	1	\$ 225	ı
(b) \$50 TO \$199	1	\$ 50	П
(c) UNDER \$50	1	\$ 1	
TOTAL LARCENY (Same as Item 6x)	3	\$ 276	*

- Lines Auto-Total
- Line 6 Larceny-Theft (excludes Motor Vehicle Theft)



Property Stolen by Classification			
CLASSIFICATION	Number of Actual Offenses (Match with Column 4 Return A)	Monetary Value of Property Stolen	
7. MOTOR VEHICLE THEFT (Include Alleged Joy Ride)	3	\$ 30000	
GRAND TOTAL - ALL ITEMS		31276	
ADDITIONAL ANALYSIS OF LARCENY AND MOTOR VEHICLE THEFT  6x. NATURE OF LARCENIES UNDER ITEM 6 (a) POCKET-PICKING	0	\$0	
(b) PURSE-SNATCHING	0	\$ 0	
(c) SHOPLIFTING	1	\$ 1	
(d) FROM MOTOR VEHICLES (except e)	1	\$ 50	
(e) MOTOR VEHICLE PARTS AND ACCESSORIES	0	\$0	
(f) BICYCLES	0	\$0	
(g) FROM BUILDING (except c and h)	1	\$ 225	

 Classification 6X – breaks down Larcenies from Line 6 by TYPES of Larceny



Property Stolen by Classification		
CLASSIFICATION	Number of Actual Offenses (Match with Column 4 Return A)	Monetary Value of Property Stolen
6x. NATURE OF LARCENIES UNDER ITEM 6 (a) POCKET-PICKING	0	\$ 0
(b) PURSE-SNATCHING	0	\$ 0
(c) SHOPLIFTING	1	\$ 1
(d) FROM MOTOR VEHICLES (except e)	1	\$ 50
(e) MOTOR VEHICLE PARTS AND ACCESSORIES	0	\$ 0
(f) BICYCLES	0	\$ 0
(g) FROM BUILDING (except c and h)	1	\$ 225
(h) FROM ANY COIN-OPERATED MACHINES (parking meters,etc.)	0	\$ 0
(i) ALL OTHER	0	\$ 0
TOTAL LARCENIES (Same as Item 6)	3	\$ 276
T. MOTOR VEHICLES PESOVERED		

6X total should equal total Larcenies and \$
 amount as shown in Line 6



Property Stolen by Classification			
CLASSIFICATION	Number of Actual Offenses (Match with Column 4 Return A)	Monetary Value of Property Stolen	
(d) FROM MOTOR VEHICLES (except e)	1	\$ 50	
(e) MOTOR VEHICLE PARTS AND ACCESSORIES	0	\$ 0	
(f) BICYCLES	0	\$ 0	
(g) FROM BUILDING (except c and h)	1	\$ 225	
(h) FROM ANY COIN-OPERATED MACHINES (parking meters,etc.)	0	\$ 0	
(i) ALL OTHER	0	\$ 0	
TOTAL LARCENIES (Same as Item 6)	3	\$ 276	
7x. MOTOR VEHICLES RECOVERED (a) STOLEN LOCALLY AND RECOVERED LOCALLY	1		
(b) STOLEN LOCALLY AND RECOVERED BY OTHER JURISDICTIONS	0		
(c) TOTAL LOCALLY STOLEN MOTOR VEHICLES RECOVERED (a & b)	1		
(d) STOLEN IN OTHER JURISDICTIONS AND RECOVERED LOCALLY	0		

- Line 7X shows number of Autos Stolen locally, recovered (in and out of your jurisdiction)
- Click GREEN Save Button and then PURPLE Return Button



### LEOKA

LEOKA													
	Police Office	rs Killed Fel	oniously: 0							Police	e Officers Ki	lled Accident	ally: 0
Type of Weapon													
			Type of	f Weapon				Туј	pe of Assignm	ent			
Type of activity	Total assaults by weapon	Firearm	Knife or other cutting	Other dangerous	Hands, fists,	Two officer	One-offic	er vehicle		or special sign.	01	ther	Officer Assaults Cleared
			instrument	weapon	reet, ect.	venicie	Alone	Assisted	Alone	Assisted	Alone	Assisted	
Responding to disturbance call (family quarrels, person with firearm, etc.)	1	0	0	0	1	0	1	0	0	0	0	0	0
Burglaries in progress 2 or pursuing burglary suspects	0	0	0	0	0	0	0	0	0	0	0	0	0
Robberies in progress or pursuing robbery suspects	0	0	0	0	0	0	0	0	0	0	0	0	0
4 Attempting other arrests	0	0	0	0	0	0	0	0	0	0	0	0	0
Civil disorder (riot, 5 mass disobedience, etc.)	0	0	0	0	0	0	0	0	0	0	0	0	0
6 Handling, transporting, custody of prisoners	0	0	0	0	0	0	0	0	0	0	0	0	0
Investigating													

 Shows LEO killed or assaulted in the Line of Duty by Type of Weapon, Assignment and Clearance



## LEOKA

#### Type of Weapon

				Type of	Weapon				Туј	pe of Assignm	ent			
	Type of activity	Total assaults by weapon	Firearm	Knife or other cutting	Other dangerous	Hands, fists,	Two officer	One-offic	er vehicle		or special ign.	Ot	her	Officer Assaults Cleared
				instrument	weapon			Alone	Assisted	Alone	Assisted	Alone	Assisted	
6	Handling, transporting, custody of prisoners	0	0	0	0	0	0	0	0	0	0	0	0	0
7	Investigating suspicious persons or circumstances	0	0	0	0	0	0	0	0	0	0	0	0	0
8	Ambush - no warning	0	0	0	0	0	0	0	0	0	0	0	0	0
9	Handling persons with mental illness	0	0	0	0	0	0	0	0	0	0	0	0	0
1	Traffic pursuits and stops	0	0	0	0	0	0	0	0	0	0	0	0	0
1	1 All other	0	0	0	0	0	0	0	0	0	0	0	0	0
1	2 TOTAL	1	0	0	0	1	0	1	0	0	0	0	0	0
1	Number with personal injury*	1	0	0	0	1								
1	4 Number without personal injury	0	0	0	0	0								

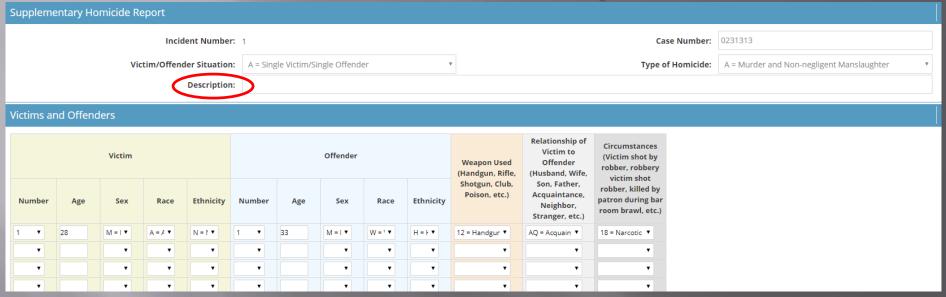
#### Time of Assaults

	Time of assaults	12:01 - 2:00	2:01 - 4:00	4:01 - 6:00	6:01 - 8:00	8:01 - 10:00	10:01 - 12:00
15	AM .	0	0	0	0	0	0
	РМ	0	0	0	0	0	1





# Supplementary Homicide Report



- Should match Line 1 on Return A
- Shows Homicides by Case Number (separate report for each Homicide)
- Ensure a brief narrative statement in description field is included



#### Age/Sex/Race/Ethnicity Report (Juvenile) Rows: × × All Age Ethnicity **CLASSIFICATION OF** Total Black or African American American Indian or Alaska Native Asian Native Hawaiian or Other Pacific Islander Hispanic or Latino Not Hispanic or Latino **OFFENSES** 1a - Murder and Nonnegligent 0 0 0 0 0 Manslaughter M 0 0 0 1b - Manslaughter by Negligence 0 0 0 0 0 0 0 M 0 0 0 0 0 0 2 - Rape 0 0 0 0 0 0 0 0 M 0 3 - Robbery 0 0 0 0 M 0 0 4 - Aggravated Assault (Return A - 4a-d) F 0 0 0 0 M 0 0 0 0 0 5 - Burglary - Breaking or Entering F 0 0 0 0 6 - Larceny-Theft M 0 0 (Except Motor Vehicle

- Recommend Error Display set to ON
- Rows and Columns auto-calculate
- Age / Race / Ethnicity numbers cross-check



STY. SERVICE . PROTES																	
		Ro	ws:	All									× ×				
					Age						Race			Ethnicity			
CLASSIFICATION OF OFFENSES	Sex	Under 10	10-12	13-14	15	16	17	Total	White	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Hispanic or Latino	Not Hispanic or Latino		
18d - Other - Dangerous	IVI	U	U	U	U	V	U	U									
Nonnarcotic Drugs	F	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
185 - (2) Possession -	М	0	0	0	0	0	0	0									
Subtotal	F	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
18e - Opium or Coca	М	0	0	0	0	0	0	0									
rae - Opium or Coca	F	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
18f - Marijuana	М	0	0	0	0	0	0	0									
101 - Marijuana	:	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
18g - Synthetic	М	0	0	0	0	0	0	0									
Narcotics	ŀ	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
ion - Other - Dangerous	М	0	0	0	0	0	0	0									
Nonnarcotic Drugs	F	0	0	0	0	0	0	0	0	0	0	0	0	0	0		

- For Drug Offenses Work from bottom up
- POSSESSION Lines 18g thru 18e will total (automatically) in Line 185 (Possession Subtotal)



18 - Drug Abuse	141	•	•			•	•								
Violations - Grand Tot	F	0	0	0	1	0	0	1	1	0	0	0	0	0	1
180 - (1) Sale/Manufacturing	М	0	0	0	0	0	0	0							
Subtotal	F	0	0	0	1	0	0	1	1	0	0	0	0	0	1
18a - Opium/Cocaine	М	0	0	0	0	0	0	0							
Tou - Opium/cocume	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0
18b - Marijuana	М	0	0	0	0	0	0	0							
100 - Marijaana	F	0	0	0	1	0	0	1	1	0	0	0	0	0	1
18c - Synthetic	М	0	0	0	0	0	0	0							
Narcotics	F	0	0	0	0	0	0	0	0	0	0	0	0	0	0
18d - Other - Danger	М	0	0	0	0	0	0	0							
Nonnarcotic Drugs	F	0	0	0	0	0	0	0	0	0	0	0	0	0	0
185 - (2) Possession -	М	0	0	0	0	0	0	0							
Subtotal	F	0	0	0	0	0	0	0	0	0	0	0	0	0	0

- Sales/Manufacturing Lines 18d thru 18a will add to give total in Line 180 (Sales/Manufacturing Subtotal)
- Line 185 and Line 180 auto total to Line 18 (Drug Abuse Violations – Grand Total)



37. 3EHVICE - FILO															
CLASSIFICATION OF OFFENSES		Under 10	10-12	13-14	15	16	17	Total	White	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Hispanic or Latino	Not Hispanic or Lat
26 - All Other Offenses (Except Traffic)	М		0	0	0	0		0				_			
(Except Harry)	F	0	0	0	0	0	0	0	0	0	0	0	0	0	0
27 - Suspicion	М	0	0	0	0	0	0	0							
27 - Suspicion	F	0	0	0	0	0	0	0	0	0	0	0	0	0	0
28 - Curfew and	М	0	0	0	0	0	0	0							
Loitering Law Violations	F	0	0	0	0	0	0	0	0	0	0	0	0	0	0
29 - Runaway	М	0	0	0	0	0	0	0							
25 - Kullaway	F	0	0	0	0	0	0	0	0	0	0	0	0	0	0
30 - Human Trafficking/Commercial	М	0	0	0	0	0	0	0							
Sex Acts	F	0	0	0	0	0	0	0	0	0	0	0	0	0	0
31 - Human Trafficking/Involuntary	М	0	0	0	0	0	0	0							
Servitude	F	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grand Total		0	0	0	1	0	1	2	2	0	0	0	0	1	1



- Remember: offenders booked on multiple charges - show only MOST serious offense
- Show only arrests for your jurisdiction
- Any (arrestable) offense that does NOT meet one of the listed categories can be counted in Line 26 – All Other Offenses (Except Traffic) 27



## Arson Report

Ars	on Offenses Known to Law Enforcement												
	1 PROPERTY CLASSIFICATION	Repo Known (In	enses orted or to Police clude nded and empts)	False	3 Inded, i.e., or Baseless nplaints	Offens 2 Minu (II	4 er of Actual es (Column s Column 3) nclude empts)	Cleare or Ex Mean	5 Offenses d by Arrest ceptional s (Include lumn 6)	6 Number of Clearances Involving Only Persons Under 18 Years of Age	Str Unir Aban not N	7 ses Where uctures habited, doned, or ormally in Use	8 Estimated Value of Property Damage
	A. Single Occupancy Residential: Houses, Townhouses, Duplexes, etc.	0		0		0		0		0	0		0
c	B. Other Residential: Apartments, Tenements, Flats, Hotels, Motels, Inns, Dormitories, Boarding Houses, etc.	0		0		0		0		0	0		0
T	C. Storage: Barns, Garages, Warehouses, etc.	1		0		1		0		0	0		30000
U	D. Industrial/Manufacturing	0		0		0		0		0	0		0
U	E. Other Commercial: Stores, Restaurants, Offices, etc.	0		0		0		0		0	0		0
A	F. Community/Public: Churches, Jails, Schools, Colleges, Hospitals, etc.	0		0		0		0		0	0		0
	G. All Other Structure: Out Buildings, Monuments, Buildings Under Construction, etc.	0		0		0		0		0	0		0
	TOTAL STRUCTURE	1		0		1		0		0	0		30000

- 3 categorical sections: Structural, Mobile and Other
- Counts numbers of offenses and arrests
- Counts Estimated Dollar Value of Property Damage



## Arson Report

U C T U R A		2 Offenses Reported or Known to Police (Include Unfounded and Attempts)	3 Unfounded, i.e., False or Baseless Complaints	4 Number of Actual Offenses (Column 2 Minus Column 3) (Include Attempts)		6 Number of Clearances Involving Only Persons Under 18 Years of Age	7 Offenses Where Structures Uninhabited, Abandoned, or not Normally in Use	8 Estimated Value of Property Damage
L	Churches, Jails, Schools, Colleges, Hospitals, etc.							
	G. All Other Structure: Out Buildings, Monuments, Buildings Under Construction, etc.	0	0	0	0	0	0	0
	TOTAL STRUCTURE	1	0	1	0	0	0	30000
M O B I L E O T H E	H. Motor Vehicles: Automobiles, Trucks, Buses, Motorcycles, etc.: UCR Definition	1	0	1	0	0		3000
	l. Other Mobile Property: Trailers, Recreational Vehicles, Airplanes, Boats, etc.	0	0	0	0	0		0
	TOTAL MOBILE	1	0	1	0	0		3000
	J. TOTAL OTHER Crops, Timber, Fences, Signs, etc.	0	0	0	0	0		0
	GRAND TOTAL	2	0	2	0	0	0	33000

<b>≪</b> Return	Save Arson

- Includes Attempted Arson
- Auto-totals columns and rows
- LEAs may use any sound methodology for determining value of property



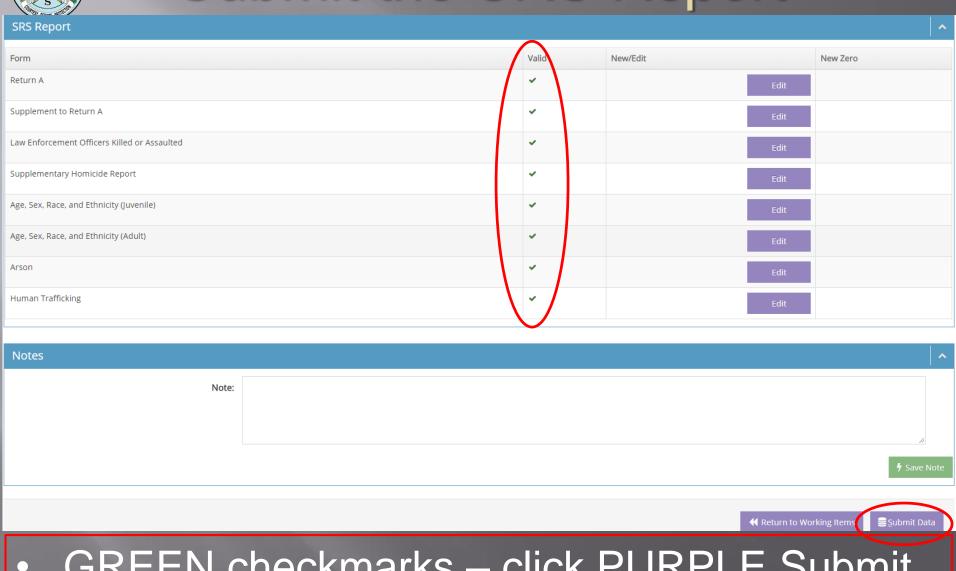
## Human Trafficking

1 Human Trafficking Classification	2 Offenses Reported	3 Unfounded	4 Number of Actual Offenses	5 Total Offenses Cleared by Arrest or Exceptional Means	6 Number of Clearances Involving Only Persons Under 18 Years of Age
A. Commercial Sex Acts	1	0	1	0	0
B. Involuntary Servitude	0	0	0	0	0
GRAND TOTAL	1	0	1	0	0

- Two categories: Commercial Sex Acts and Involuntary Servitude
- Columns auto total
- Click GREEN Save Button and then PURPLE Return Button



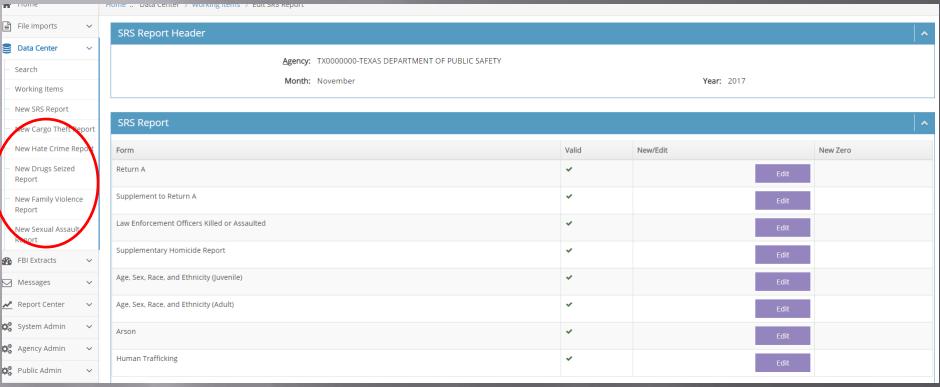
## Submit the SRS Report



 GREEN checkmarks – click PURPLE Submit **Data Button** 



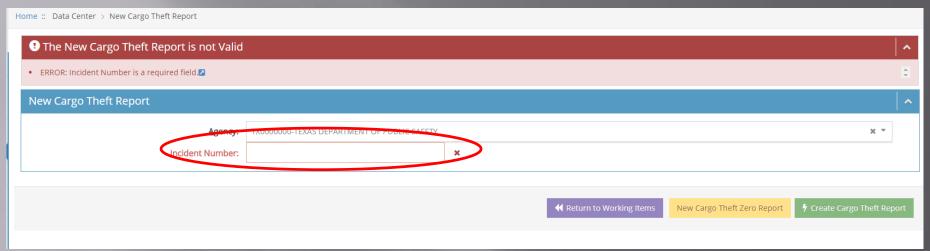
## Texas Centric Reports



- Cargo Theft, Hate Crime, Drugs Seized,
   Family Violence and Sexual Assault Reports
- Submit either actual data OR a Zero Report



## Cargo Theft



 If no report data for submission month – click GREEN Create Cargo Theft Zero Report Button



## Cargo Theft – Zero Report



 If no report data for submission month – click GREEN Create Cargo Theft Zero Report Button



## Cargo Theft – Report

Cargo Theft Report			^						
Administrative Information									
<u>Agency:</u>	ncy: TX0000000-TEXAS DEPARTMENT OF PUBLIC SAFETY								
Incident No.:	1								
Date of Incident:	11/10/2017	Incident Hour:	09:00 ▼						
Clossed exceptionally.	NO								
Report Date Indicator:	(III) NO								
Offense(s)	Offense(s)								
Offense:	23F = Theft From Motor Vehicle								
Offense:	*								
Offense:	*								
Offense:	¥								
Offense:	¥								
Location									
Offense Location:	17 = Liquor Store ▼								

- One report per incident; incidents numbered sequentially
- Date and time of incident (if *UNKNOWN*, leave blank and toggle on Report Date Indicator)



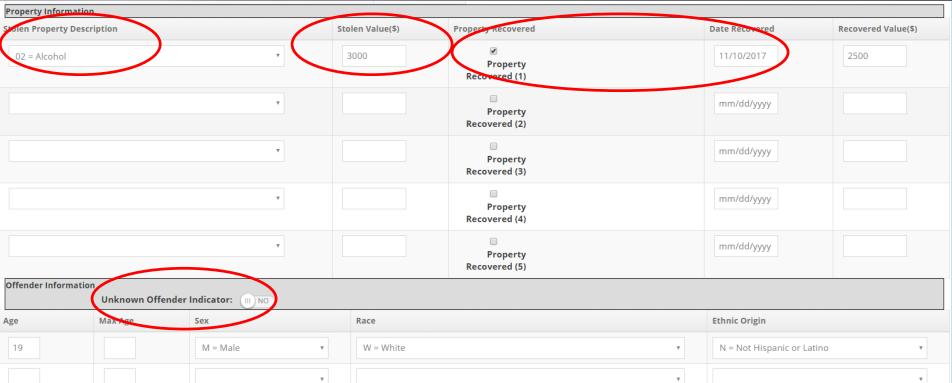
## Cargo Theft – Report

Location			
Offense Location: 17 = Liquor Store			
Weapons (Mark Up to 3)	(√)	Victim Type	(√)
Firearm:		Individual:	
Automatic Firearm:		Business:	€
Handgun:		Financial Institution:	
Automatic Handgun:		Government:	
Rifle:		Religious Organization:	
Automatic Rifle:		Society/Public:	
Shotgun:		Law Enforcement Officer:	
Automatic Shotgun:		Other:	
Other Firearm:		Unknown:	
Automatic Other:			
Knife/Cutting Instrument:			
Blunt Object:			
Motor Vehicle:			
Personal Weapons:			
Poison:			
Explosives:			
Fire/Incendiary Device:			
Drugs/Narcotics/Sleeping Pills:			
Asphyxiation:			
Other:			
Unknown:			

Select best location that reflects the incident's location



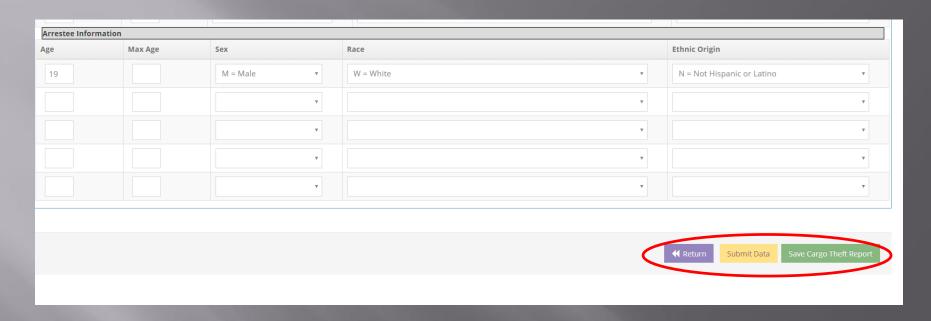
# Cargo Theft – Report



- Enter value of stolen cargo and date if recovered
- Enter offender data if known; if unknown, toggle Unknown Offender Indicator



# Cargo Theft – Report



- Enter Arrestee Information if known
- Click the GREEN Save Cargo Theft Report button then YELLOW Submit Data Button



## Hate Crime - Zero Report

New Hate Crime Zero Report Criteria				•
Agency:	TX0000000-TEXAS DEPARTMENT OF PUBLIC SAFETY		X v	
Month:	January •	Year:	2017	
		<b>≪</b> Retu	urn to Working Iten s	port

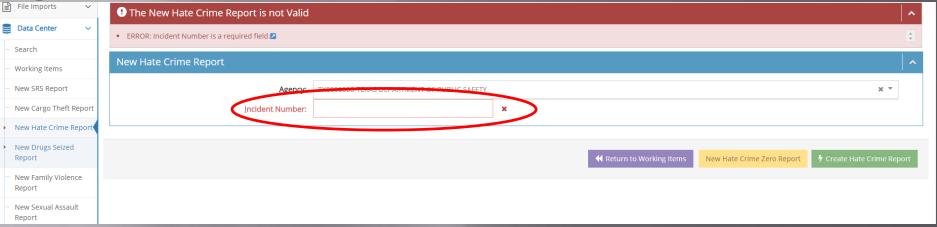
 Use Zero Report if there are no Hate Crimes to report for the month – click the GREEN Create Hate Crime Zero Report Button



Click YELLOW Submit Data Button

T S SENS. WITH SENS. W

# Hate Crime Report



 Enter Incident Number according to LEA naming convention, click GREEN Create Hate Crime Report Button



# Hate Crime – Monthly Report

Hate Crime Report	_
Agency: TX0000000-TEXAS DEPARTMENT OF PUBLIC SAFETY	
Incident No.: 1	
<b>Date of Incident:</b> 11/10/2017	
Victim Information Indicate the number of individuals (persons) who were victims in the incident.	
Total number of victims under 18:	0
Total number of victims 18 and over:	2
Total number of victims:	2
Offender Information Indicate the number of Individuals (persons) who were offenders in the incident.	
Total number of offenders under 18. If unknown, enter 00:	0
Total number of offenders 18 and over. If unknown, enter 00:	0
Total number of offenders. If unknown, enter 00:	00
Race and Ethnic Origin of Offender or Offender Group Check one care and one ethnic origin.	
Race:	Unknown
Ethnic Origin:	Unknown

Enter Incident date, Victim Information,
 Offender Information and Race/Ethnic information of Offender



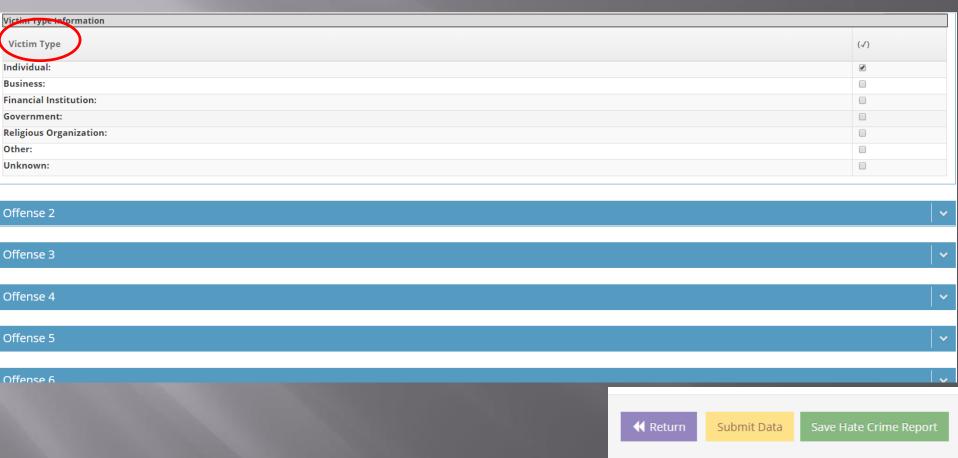
# Hate Crime – Monthly Report

Offense 1					^
Offense Information					
Enter an offense code and the number of victims for each	hias metivated of	<del>ffense.</del>			
Offense:	08 = Arson	Ÿ			
Number of Victims:	2				
Location Information					
Offense <u>L</u> ocation:	20 = Residen	ice/Home			
Choose one location for offense.					
Bias Motivation Information Check up to five bias mot	ivations for Offe	ense.			
Bias Motivation Information					(√)
Race /Ethnicity/Ancestry	(√)	Sexual Orientation	(√)	Religion	(√)
Anti-White:		Anti-Gay (Male):	•	Anti-Jewish:	
Anti-Black or African American:	•	Anti-Lesbian (Female):		Anti-Catholic:	
American Indian or Alaska Native:		Anti-Lesbian, Gay, Bisexual, or Transgender (Mixed		Anti-Protestant:	
Anti-Asian:		Group): Anti-Heterosexual:		Anti-Islamic (Muslim):	
Anti-Multiple Races, Group:		Anti-neterosexual: Anti-Bisexual:		Anti-Other Religion:	
Anti-Native Hawaiian or Other Pacific Islander:		Anti-Bisexuai:		Anti-Multiple Religions, Group:	
Anti-Arab:				Anti-Atheism/Agnosticism:	
Anti-Hispanic or Latino:		Gender	(√)	Anti-Mormon:	
Anti-Other Race/Ethnicity/Ancestry:		Anti-Male:		Anti-Jehovah's Witness:	
		Anti-Female:		Anti-Eastern Orthodox (Russian, Greek, Other):	
Disability	(√)			Anti-Other Christian:	
Anti-Physical Disability:		Gender Identity	(√)	Anti-Buddhist:	
Anti-Mental Disability:		Anti-Transgender:		Anti-Hindu:	
,		Anti-Gender Non-Conforming:		Anti-Sikh:	

- Enter Offense Code, Location Information
- Enter Bias Motivation Information (up to 5)



# Hate Crime – Monthly Report



Enter Victim Type Information, click GREEN
Save Hate Crime Report Button, then
YELLOW Submit Data Button



## Drugs Seized Report



- Select either New Drug Seized Zero Report or Create Drugs Seized Report
- Not an individual incident report; rather a monthly total



# Drugs Seized - Zero Report

New Drugs Seized Zero Report Criteria			^
Agency:	TX0000000-TEXAS DEPARTMENT OF PUBLIC SAFETY		x v
Zero Report Month:	October •	Zero Report Year:	2017
		<b>≪</b> Retur	rn to Working Items

If no data for the month, click GREEN Create
 Drug Seized Zero Report Button



Click YELLOW Submit Data Button



43. Codeine

# Drugs Seized Report

#### Type and Quantity of Drugs Seized (Monthly Report) **Drug Type** Solid Pounds Solid Ounces Solid Grams **Liquid Ounces** Dose Units Items A. Marijuana 11. Packaged 0 12. Plants 0 B. Marijuana Fields and Gardens 21. Gardens 22. Wild Fields 23. Cultivated Fields 24. Greenhouses C. Hashish 31. Liquid, Oil 32. Solids 0 0 D. Opiates 41. Morphine 0 42. Heroin

Whole units of measure by weight, volume or dose units (rounding is OK)

0

 Type of Drugs Manufactured by Clandestine Labs

0



## Drugs Seized Report

#### Type and Quantity of Drugs Seized (Monthly Report)

Drug Type	Solid Pounds	Solid Ounces	Solid Grams	Liquid Ounces	Dose Units	Items
65. Designer Drugs	0	0	0	0	0	
H. Precursor Chemicals Seized						
71. Precursor Chemicals Seized	0	0	0	0		
I. Other Drugs						
81. Barbiturates				0	0	
82. Amphetamines	0	0	0	0	0	
83. Methamphetamines	0	0	0	0	0	
84. Tranquilizers				0	0	
85. Synthetic Narcotics				0	0	
G. Clandestine Labs						
90. Clandestine Labs (Type of Drug Manufactured By Each Lab)						0
		Туре	Number		Туре	Number
	Lab 91:	•	0	Lab 92:	•	0
	Lab 93:	•	0	Lab 94:	•	0
	Lab 95:	•	0	Lab 96:	•	0

<b>≪</b> Return	Submit Data	Save Drugs Seized

 Does not auto – total, user must know total amounts by type



VARIOTY SERVICE PROPERTY.				
New Family Violence Report				^
Agency:	TX0000000-TEXAS DEPARTMENT OF PUBLIC SAFETY			××
Incident Number:		×		
		<b>€</b> Ret	turn to Working Items New Family Violence Zero Report	7 Create Family Violence Report

- Enter Incident Number according to LEA naming convention
- If no reports for the month, select the YELLOW Family Violence Zero Report Button
- To create Family Violence Report, click GREEN create Family Violence Report Button



# Family Violence Zero Report



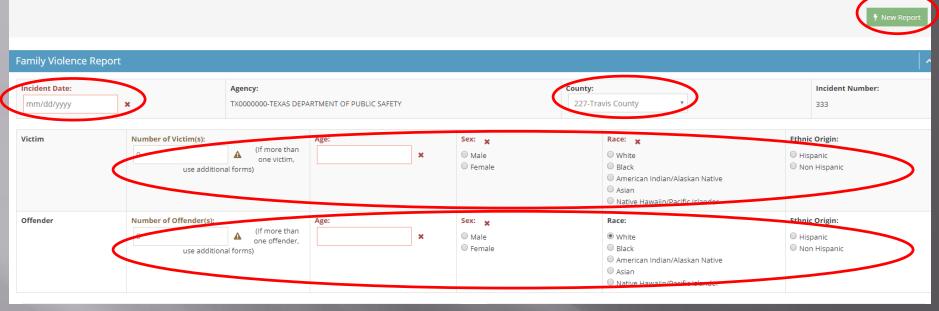
- If no data for the month; create a Zero Report
   click GREEN Create Zero Report Button
- Agency: TX0000000 TEXAS DEPARTMENT OF PUBLIC SAFETY

  Zero Report Month: November

  Zero Report Year: 2017

Then click YELLOW Submit Data Button





- Complete Incident Date, Victim information and Offender information
- If MORE than one Victim or Offender, click GREEN New Report Button to add new information to incident



Relationship Victim to Offender (Mark 1)	(√)	Injury (Mark Up to 5) 🗶	(√)
Spouse:		None:	
Common-Law Spouse:		Apparent Broken Bones:	
Parent:		Possible Internal Injury:	
Sibling:		Severe Laceration:	
Child:		Apparent Minor Injury:	
Grandparent:		Other Major Injury:	
Grandchild:		Loss of Teeth:	
In-Law:		Uncorectiousness:	
Stepparent:			
Stepchild:		Offenses (Mark Up to 7) 🗶	(√)
Stepsibling:		Assault Offenses	
Other Family Member:		Aggravated Assault:	
Roommate:		Simple Assault:	
Foster Parent:		Intimidation:	
Foster Child:		Homicide Offenses	
Ex-spouse:		Murder and Nonnegligent Manslaughter:	
Homosexual:			
		Negligent Manslaughter:	
		HISTITIANIO MOMISIAN	

Complete Relationship Victim to Offender,
 Injury (up to 5) and Offense (up to 7)



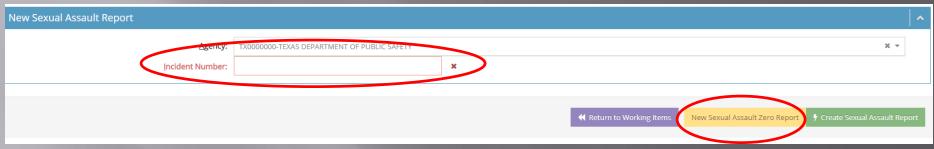
Stepparent:		
Stepchild:		Offenses (Mark Up to 7) 🗶
Stepsibling:		Assault Offenses
Other Family Member:		Aggravated Assault:
Roommate:		Simple Assault:
oster Parent:		Intimidation:
oster Child:		
Ex-spouse:		Homicide Offenses
lomosexual:		Murder and Nonnegligent Manslaughter:
		Negligent Manslaughter:
		Justifiable Homicide:
Weapons (Mark Up to 3) 🗶	(√)	Kidnapping/Abduction:
None:		Robbery:
Firearm:		Sex Offenses
Handgun:		Rape:
Rifle:		Sodomy:
Shotgun:		Sexual Assault with an Object:
Other Firearm:		Fondling:
Knife/Cutting Instrument:		Incest:
Blunt Object(club, baseball bat, pan, etc.):		Statutory Rape:
Motor Vehicle:		
Personal Weapons (hands, feet, teeth, etc.):		Were there any Officers Assaulted?:
Poison:		
Explosives:		○ Yes
Fire/Incendiary Device:		If yes, how many?:
Drugs/Narcotics/Sleeping Pills:		
Other:		
Unknown:		

Complete Weapons (up to 3) and Officers Assaulted; click GREEN Save Button, then YELLOW Submit Data Button

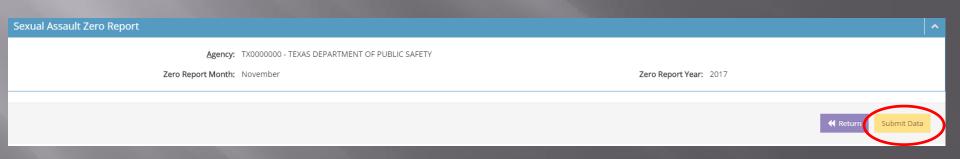
(1)



## Sexual Assault Report



 Enter either an Incident Number or click YELLOW New Zero Report Button



 If Zero Report, click YELLOW Submit Data Button



# Sexual Assault Report

Sequence Number		Victim Descript	ion		Offe	ender Description		Valid	Delete	View
1								×		
Sexual Assault Incident									7	New Report
Sexual Assault Incluent										^
Incident Date:  mm/dd/yyyyy  x		Agency: TX00000000-TEXAS DEPA	RTMENT OF PUBLIC SA	AFETY			Incident Hour:	Incident Nu 333	ımber:	
Victim	Number of Victim(s):  0  Number of Offender(s):	(If more than 1 use	Age:		Sex: x  Male Female Unknown  Sex: x  Male Female	Race: X  White Black American Indian/A Asian Native Hawaiian/Pa Unknown  Race: X  White Black		Ethnic Origin:   Hispanic/Latino Non-Hispanic/Lat Unknown  Ethnic Origin:  Hispanic/Latino Non-Hispanic/Latino		
					Unknown	American Indian/A     Asian     Native Hawaiian/Pa     Unknown		Unknown	ino	
Victim to Offender Relationship	(Mark 1) 🗶			(√)	Offenses (Select a					(√)
Spouse:						exual Abuse of Young Ch				
Common-Law Spouse:				ncy with a Child by Conta ncy with a Child by Expos						
Parent: Sibling:			22.011 - Sexual Assa		uic.					
Child:					22.021 - Aggravated					
Grandparent:					43.25 - Sexual Perfo					

 Complete Incident Date, Hour, Victim, Offender, Relationship information



## Sexual Assault Report

стрюуее.			
Otherwise Known:		Parking Lot/Garage:	
Stranger:		Residence/Home:	
Unknown:		School/College:	
		Other/Unknown:	
Weapons (Mark Up to 3) 🗶	(√)		
Firearm:		Offender under the Influence of (Mark up to 2) X	(√)
Knife/Cutting Instrument:		None:	
Blunt Object:		Alcohol:	
Personal Weapons:		Drugs:	
Drugs/Narcotics/Sleeping Pills:			
Asphyxiation:			
Other:			
Other:			
Physical Injury (Mark 1) X	(√)		
None:			
Apparent Minor Injury:			
Apparent Major Injury:			
		<b>≪</b> Return Submit Data Save Sexual A	ssault Report

 Complete Weapons, Physical Injury and Offender Under the Influence sections, click GREEN Save Button, then YELLOW Submit Button



## SRS TTPs

- Use Google Chrome as Internet Browser
- Use Auto Save and Error Display toggles
- Common errors are commonly due to required fields not completed
- Sometimes you just need to start over...delete form causing error and begin again
- Be aware that the system checks some reports against each other (cross check)...if you change one, you may have to change another
- When in doubt...call 512.424.2091



 Know the difference between a Warning and Error...

#### ! The SRS Supplement Return A is not Valid



- WARNING: Stolen (Column 2) for Locally Stolen Motor Vehicles (Row D) value greater than Stolen value for 7. MOTOR VEHICLE THEFT (Include Alleged Joy Ride)
- ERROR: Stolen (Column 2) for TOTAL (Row Total) must equal GRAND TOTAL ALL ITEMS for the Monetary Value of Property Stolen in Property Stolen by Classification
- ERROR: The value in Column 2 Row 2 of the Supplemental form must equal the value in Row 2 Col 4 for Return AZ
- WARNING: Stolen (Column 2) for LARCENY \$50 TO \$199 (Row 6b) field average dollar amount not in between \$50-\$199
- ERROR: The value in Column 2 Row Grand Total of the Supplemental form must equal the value in Row 7 Col 4 for Return A
- ERROR: Row Grand Total-ALL ITEMS of Column Monetary Value of Property Stolen in the Property Stolen by Classification table should match TOTAL of Column 2- Stolen in Property by Type and Value Table.
- ERROR: Number of Actual Offenses in TOTAL LARCENIES (Same as Item 6) must equal Number of Actual Offenses in TOTAL LARCENY (Same as Item 6x)
- ERROR: Monetary Value of Property Stolen in TOTAL LARCENIES (Same as Item 6) must equal Monetary Value of Property Stolen in TOTAL LARCENY (Same as Item 6x)
- ERROR: The value in Column 2 Row Total Larceny of the Supplemental form must equal the value in Row 6 Col 4 for Return A
- A Warning Icon will appear in the report indicating that data does not fit parameters
- A Text Box will appear explaining details
- Warnings will not preclude report from being valid, nor will prevent report from being submitted; serves as a reminder to check data



Know the difference between a Warning and Error...



#### 1 The SRS Supplement Return A is not Valid

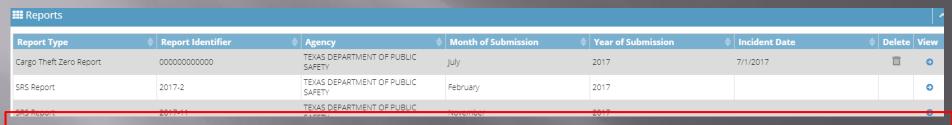
- WARNING: Stolen (Column 2) for Locally Stolen Motor Vehicles (Row D) value greater than Stolen value for 7. MOTOR VEHICLE THEFT (Include Alleged Joy Ride)
- ERROR: Stolen (Column 2) for TOTAL (Row Total) must equal GRAND TOTAL ALL ITEMS for the Monetary Value of Property Stolen in Property Stolen by Classification
- ERROR: The value in Column 2 Row 2 of the Supplemental form must equal the value in Row 2 Col 4 for Return AZ
- WARNING: Stolen (Column 2) for LARCENY \$50 TO \$199 (Row 6b) field average dollar amount not in between \$50-\$199 🖸
- ERROR: The value in Column 2 Row Grand Total of the Supplemental form must equal the value in Row 7 Col 4 for Return 🔼
- ERROR: Row Grand Total-ALL ITEMS of Column Monetary Value of Property Stolen in the Property Stolen by Classification table should match TOTAL of Column 2- Stolen in Property by Type and Value Table.
- . ERROR: Number of Actual Offenses in TOTAL LARCENIES (Same as Item 6) must equal Number of Actual Offenses in TOTAL LARCENY (Same as Item 6x)
- ERROR: Monetary Value of Property Stolen in TOTAL LARCENIES (Same as Item 6) must equal Monetary Value of Property Stolen in TOTAL LARCENY (Same as Item 6x)
- . ERROR: The value in Column 2 Row Total Larceny of the Supplemental form must equal the value in Row 6 Col 4 for Return A
- A Error Icon will appear in the report indicating that data fails logic check
  - A Text Box will appear explaining details
  - Errors will preclude report from being valid,
     and will prevent report from being submitted entry must be corrected to submit report



Delete a report…



Delete Icon



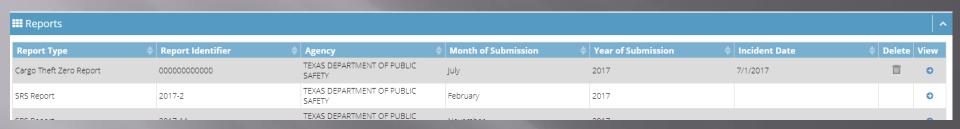
- Sometimes, you just need to start over...
- From Search in the Data Center, find your list of reports, locate Delete Icon and click

Confirm your action





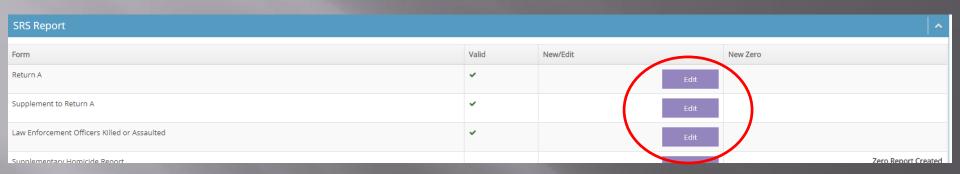
Add updated data to a completed report…



 From SEARCH in Data Center; find your list of reports. Click BLUE View Button , open report and scroll to bottom. Locate GREEN Edit SRS Report and click



Add updated data to a completed report...



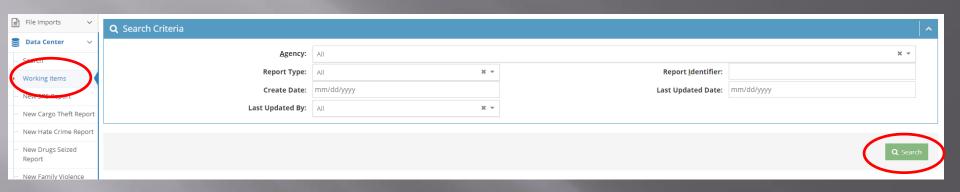
- Select report type to be edited, click PURPLE Edit Button; make edits and click GREEN Save Button
- Click PURPLE Return Button

Save Return A

Return



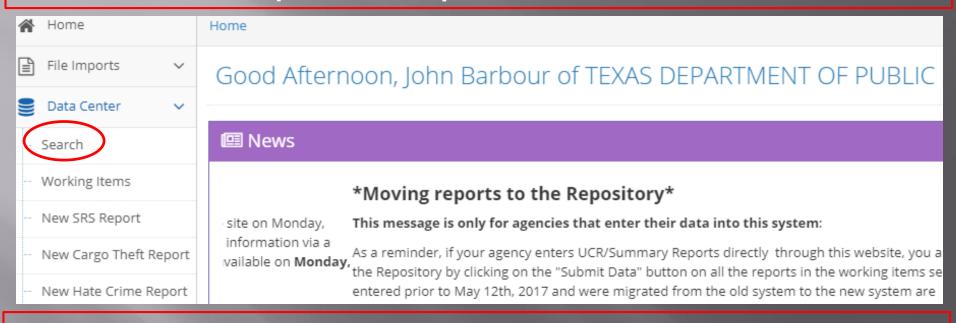
Find a report I was working on....



- Reports not yet submitted will remain in Working Items
- Go to Working Items, select report by Type,
   Date or Last Updated By criteria, click GREEN
   Search Button



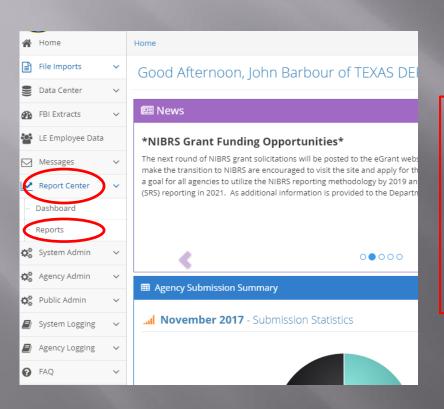
Find a completed report…



- Go to Data Center, select Search this is the Repository for completed reports
- Find your report listed by Type, Identifier,
   Month of Submission, Year of Submission or Incident Date



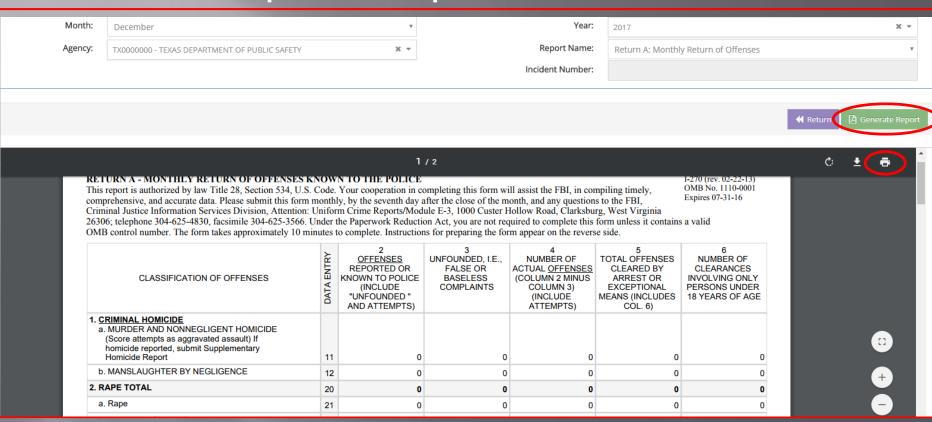
Print a completed report...



- Go to Report Center on left column of homepage
- Go to Reports



Print a completed report...



- Find your report(s) by Month, Year and Report Name, click GREEN Generate Button
- Click PRINT Icon



## Where to Get Help

- DPS UCR Reporting System Homepage: https://texas.nibrs.com
  - UCR Email Inbox: <u>UCR@dps.texas.gov</u>
  - When in doubt...call 512.424.2091