

Course Profile Anti Social Behaviour module course

Duration	2 days
Prerequisites	Delegates wishing to attend this course should have attended the following training : <ul style="list-style-type: none">▪ Introduction to UNI-<i>form</i> with Spatial
Target Audience	End Users and/or System Supervisors
Objectives	Upon successful completion of this course delegates will be able to: <ul style="list-style-type: none">▪ Use UNI-<i>form</i> to record and process information on subjects behaving in an anti social manner.▪ Correctly Record incidents of anti social behaviour.▪ Successfully use UNI-<i>form</i> functionality to process anti social behaviour cases
Contents	<ul style="list-style-type: none">- Record a subjects personnel details including photographs- Record contact and address information for related persons- Record details concerning association membership- View a summary of all Anti Social Behaviour activity for a subject- Record representations made against a subject- Record a legal action against a subject including appeals- Record Details of Contracts and Letters sent to a subject- Produce letters and contracts with the use of print templates- Serve notices (ASBOs) against a subject including conditions- Record Breaches of a notice condition- Record details of an Anti Social Behaviour incident- Link an Anti Social Behaviour case to UNI-<i>form</i> service requests- Link an Anti Social Behaviour incident to multiple subjects- Record witness details and statements against an incident- Record details of evidence gathered for an incident- Record details of inspections visits and actions for an incident- Record consultee comments made against an incident- Record spatially the location of an incident.- Create incident hotspots and monitor incident trends spatially
