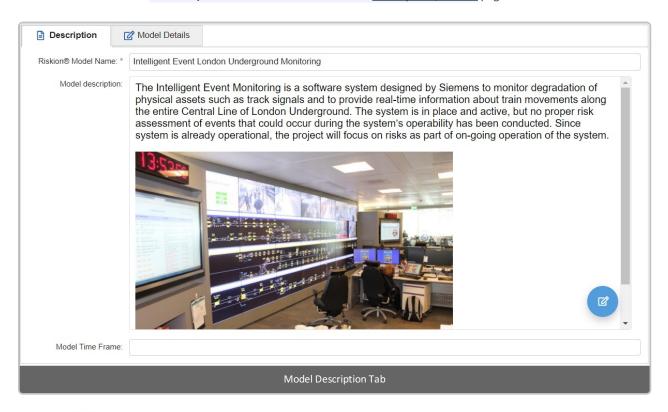
Model Properties

Edit Model Name and Model Description

The **Description** tab allows you to edit the Model Name and the Model Description.

This can be found on the IDENTIFY/STRUCTURE > DEFINE MODEL > Description/Details page.



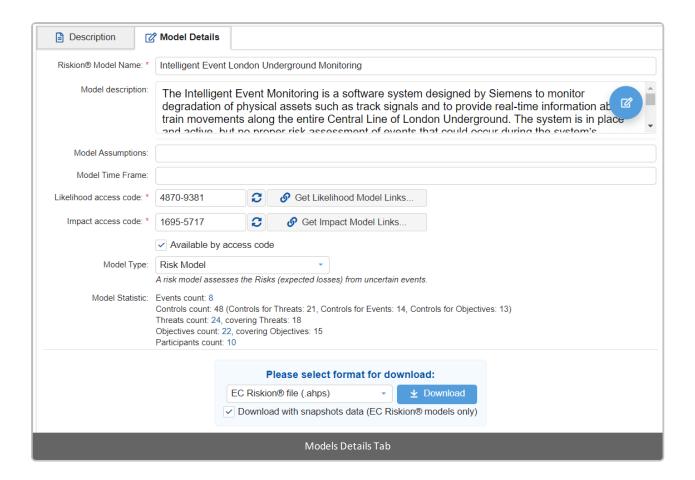


to edit the model description. A rich text editor will be opened where you can add rich texts, images,

Model Details (Access Code, Get Links, Model Statistic)

The **Model Details** shows the same information as in the Description tab with more details and project settings: Model Access Code, Links, Model Statistic, and Download.

This can be found on the IDENTIFY/STRUCTURE> DEFINE MODEL > <u>Description/Details</u> page.



Model Access Code

The **model** access code is a unique code useful when the evaluators may be unknown beforehand (for example, in a model where participants are not known during the creation of the model) or if the Project Manager does not know the email address of one or more the evaluators. In such cases, the Project Manager can enable the use of an access code using the "Available by Access Code" checkbox.

Riskion has two models: Likelihood and Impact -- both have unique access codes.



When "Available by Access code" is disabled, new users will not be able to join the evaluation using the access code.

You can generate a new access code by clicking 2. You can also modify the access code from the text box. Creating a new access code is helpful if in case you want to save a copy of your model and would like to continue collecting input on a new model using the same evaluation link(s) of the original model.

To copy the model link with access code to your clipboard, simply click the "Get Model Link" button.

How to use the access code:

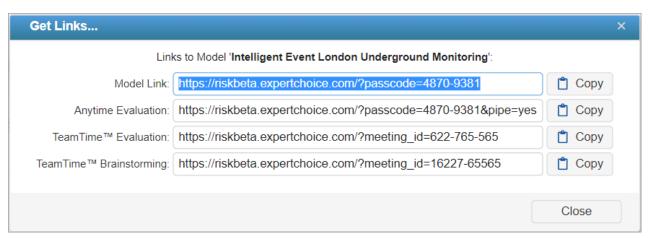
From the Riskion login page, specify email, password and then enter the access code and click "Log in" (the access code is auto-filled when the Model link is used). Evaluators will be taken directly to evaluation screens where they can begin their evaluation. Project Managers will also open a specific model when using the access code during login.

expert Choice riskion	
E-mail: *	j.doe@eci.com
Password:	•••••
Access Code:	4870-9381
	Remember me
	Log in
	— OR —
Joi	in TeamTime™ Session
? I forgot my pa	assword

Get Links

For the Likelihood or Impact model, clicking the Get Links button will open a modal where you can copy Anytime evaluation, TeamTime meeting, and brainstorming links.





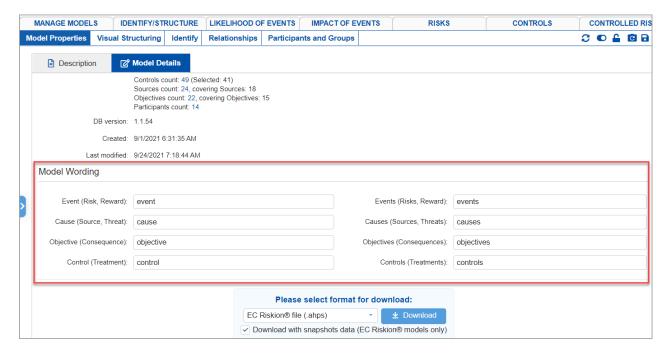
Model Statistics

The **Model** Statistics displays the number of events, sources, objectives, controls, and participants with judgments of the model.

Model Wording

Model Wording

The model's wording or terminologies are defined from the model's **IDENTIFY/STRUCTURE > Model Properties > Model Details** page, scroll down the page to see the "Model Wording" section as shown below:



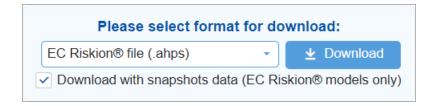
Here you can define the terminologies for Riskion elements: **Events, Causes, Objectives,** and **Controls** -- both singular and plural.

The default element names are displayed above, inside the parenthesis are some alternative names you can use. You can change the element names to those familiar to your organization.

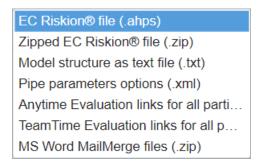
The specified terminologies on this page will be applied throughout your model. The plural names are in sync with what's on the **MEASURE > SET MEASUREMENT OPTIONS > Judgment Options** page.

Download Model

The Download option is available at the bottom of the IDENTIFY/STRUCTURE > DEFINE MODEL > Description/Details > Model Details tab:



Here you can download the model and specific model information:



You can also download one or more models from the Models list page.

Advanced Mode: Model Timeline

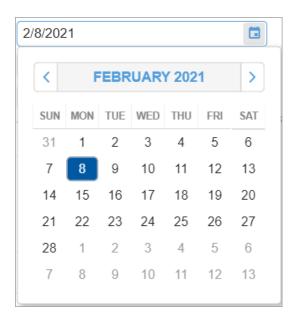
When Advanced mode is ON in the IDENTIFY/STRUCTURE > DEFINE MODEL > Description/Details > Model Details tab, you will see the advanced option:

• Model Timeline

The Model Timeline is the evaluation period set by the Project Manager.



Click the calendar icon to open the date picker and to select the begin and end date:



Alternatively, you can enter the date in the text box in mm/dd/yyyy format.

Participants can do their evaluation only on the dates covered by the evaluation period, otherwise, a message that the model is already expired and will no longer accept judgments will be shown on the evaluation page.

Even if a model is online, participants can do their evaluation only on the dates covered by the evaluation period.

If the Project Manager did not set the model timeline, participants can do their evaluation without any date constraints.