

Introduction to Social Network

The **Social Network** is an eco-gram for the selected child or young person - a pictorial representation of the person's family and social network, including contacts added to EMS.

Each person in the **Social Network** is represented by a **coloured box** which displays the **person's name**.

Pink = Adults or people on the ICS database without a date of birth recorded

Green = Child or young person under the age of 16

Blue = adult with parental responsibility – added in EMS

Name, gender, age, address, and associations will display when the box is activated

Associations must be added and will display as the **association type**

An Eco-gram

By default – anyone listed on ICS as living at the **same address** will be displayed

Lead Professional is displayed if added in **Panel 9 of Person Details**

Hover mouse over box to reveal:

Kyle Ball
 (Male) Age : 9 years 6 months
 51 Button Lane,
 Bearsted,
 Maidstone,
 Kent,
 ME15 8DW
 Sibling
 Sibling

Association Between (Subject)	Association Type	Parental Responsibility	Association Between (Associated Person)	Start Date	End Date	End
Emily Ball 51 Button Lane, Bearsted, Maidstone, Kent, ME15 8DW	Sibling Of		Kyle Ball 51 Button Lane, Bearsted, Maidstone, Kent, ME15 8DW	03/12/2010 09:12:54		

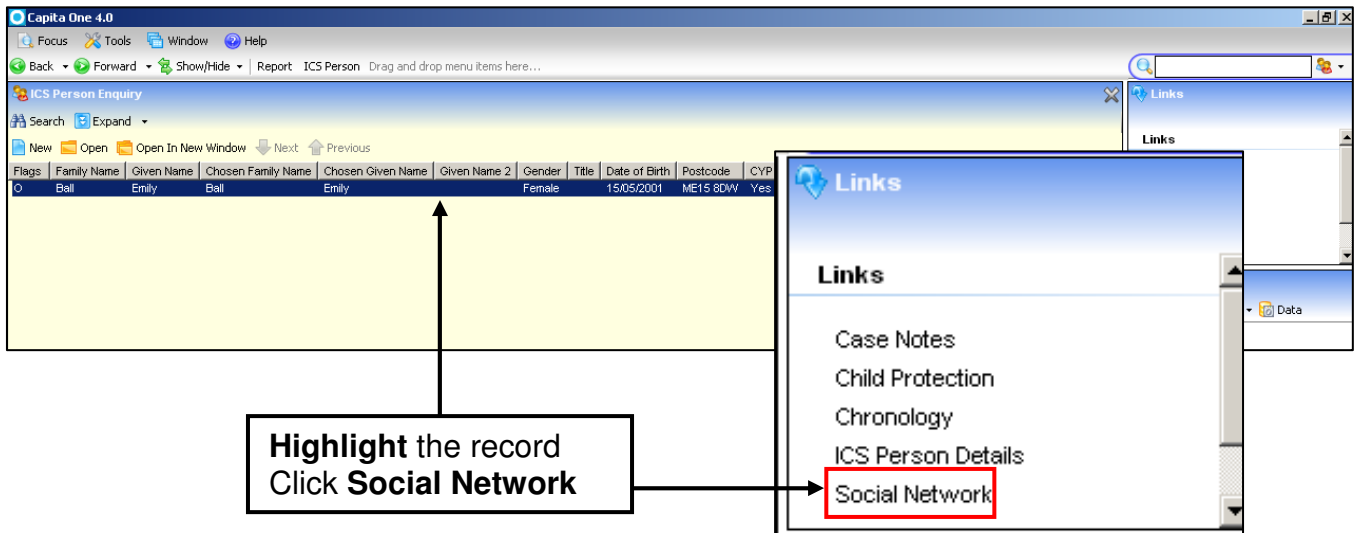
Association Details – any associations added to the selected person will display in this panel

Important – Same Address - there is an issue with open ended addresses where people who have previously lived at the same address as the lead child/young person or adult, which has not been ended in the **Address Details - Panel 3** in **ICS Person Details**, will display in the Social Network. People who display in the Social Network as Same Address can be hidden by clicking the **Same Address** button.

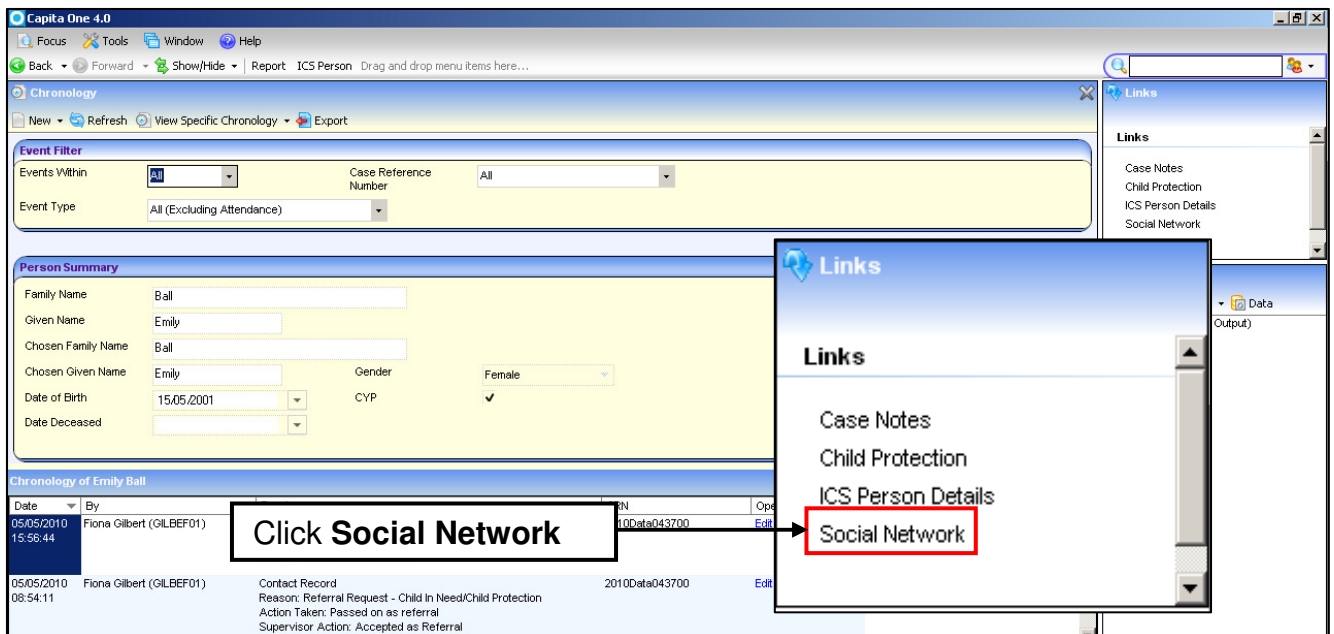
To Access the Social Network

1 Social Network from ICS Person Enquiry

Carrying out an **ICS Person** or an **Advanced Person Search** - the **Social Network** option displays in the **Links** panel for the person selected



2 Social Network from Chronology



Changing the Layout of the Social Network

Click the **Filter** buttons to change the diagram to view different data

Centre | Layout | Key | Child | Adult | Associations | CSS LA Professionals | Contacts | Other Organisations | Same Address | Parent/Carer | Current

If the diagram is larger than the available screen size the **Centre** button will centre the diagram

Click on the **Filter** options to change the display - **Associations, CSS LA Professionals, EMS Contacts, Same Address, Parents or Current/Previous/All**

Association Details

Association Between (Subject)	Association Type	Parental Responsibility	Association Between (Associated Person)	Start Date	End Date	End
Emily Ball 51 Button Lane, Bearsted, Maidstone, Kent, ME15 8DW	Sibling Of		Kyle Ball 51 Button Lane, Bearsted, Maidstone, Kent, ME15 8DW	03/12/2010 09:12:54		

Centre | **Layout** | Key | Child | Adult | Associations | CSS LA Professionals | Contacts | Other Organisations | Same Address | Parent/Carer | All

If the diagram layout has been changed, click on the **Layout** button to return diagram to its original layout

Each box can be moved on screen to change the layout – click on and drag the box to required position – release mouse button

Association Details

Association Between (Subject)	Association Type	Parental Responsibility	Association Between (Associated Person)	Start Date	End Date	End
Emily Ball 51 Button Lane, Bearsted, Maidstone, Kent, ME15 8DW	Sibling Of		Kyle Ball 51 Button Lane, Bearsted, Maidstone, Kent, ME15 8DW	03/12/2010 09:12:54		

Navigate to associated people displayed in Social Network

It is possible to access the ICS record of any person displayed in the **Social Network** screen

The screenshot shows the 'Social Network' interface for 'Emily Ball 51 Button Lane, Bearsted, Maidstone, Kent, ME15 8DW'. A 'Links' panel on the right contains a red box around the 'ICS Person Details' hyperlink. A table at the bottom shows an association between Kyle Ball and Emily Ball.

1 Click in the box of associated person to make box active

2 Click on **ICS Person Details** hyperlink in **Links** panel to open associated person's **ICS Person Details** in a new window

The **Social Network** can be printed from **Quick Reports**

Association Between (Subject)	Association Type	Parental Responsibility	Association Between (Associated Person)	Start Date
Kyle Ball 51 Button Lane, Bearsted, Maidstone, Kent, ME15 8DW	Sibling Of		Emily Ball 51 Button Lane, Bearsted, Maidstone, Kent, ME15 8DW	03/12/2010 0...

The screenshot shows the 'Window' menu with several open records listed. A text box explains that users can navigate between these records.

It is possible to navigate around the open records from the **Window** menu - click any item listed

Open records in the Window menu:

- ICS Person Details [Kyle Ball 51 Button Lane, Bearsted, Maidstone, Kent, ME15 8DW Flags - O Case Owner - Janet Bolton Key Worker - MsJanet Bolton]
- Social Network : Emily Ball 51 Button Lane, Bearsted, Maidstone, Kent, ME15 8DW
- ICS Person Enquiry
- My Home Page

01. Person's Details

01. Person's Details

Title

Family Name Ball

Given Name Kyle

Chosen Family Name Ball

Chosen Given Name Kyle