

It's time to set your team up for success with SpatialKey's underwriting application. As a site administrator, you can use this guide to coordinate the rollout of the Underwriting app to underwriting teams throughout your organization. This guide discusses settings that are only accessible to site administrators, and some tips for getting your underwriters up and running so they have an optimal experience using the underwriting application. We value your feedback. Reach out to your account manager with questions or email [support@spatialkey.com](mailto:support@spatialkey.com).

## Contents

<b>Global Settings for Site Administrators</b> .....	<b>2</b>
Select default measurement and reference datasets	
<b>User-Specific Analysis Options for Underwriters</b> .....	<b>3</b>
Select report options and an in-force portfolio	
<b>User-Specific Visualization Options</b> .....	<b>4</b>
Configure map layer and base map adjustments	

Reference our [Underwriting Quick Start Guide](#) for a comprehensive overview of all the features available in our underwriting application.

## More Quick Start Guides

[SpatialKey 101](#) | [Analyst](#) | [Accumulations](#) | [Event Response](#) | [Underwriting](#) | [APIs](#)

## Global Settings for Site Administrators

Admin options are configured by a site administrator and **apply globally** to anyone accessing the underwriting applications.

1. To **access admin settings**, click the hamburger menu when you first launch the Underwriting application and click "Admin Options".
2. Review the **accumulation scenario(s)** parameters if you elected to have accumulation scenarios enabled for your organization. If any adjustments are required, contact your account manager or [support@spatialkey.com](mailto:support@spatialkey.com).
3. The **enable reports selection** checkbox enables underwriters to customize the report options (hazards and models) run for each analysis.
4. Configure the **default measurement** for all dashboards and reports.
5. Add any **secondary datasets** that would be beneficial for underwriters to reference for all underwriting analyses. You must identify both a primary label and secondary label for each selected dataset. This label will be visible when hovering over the reference dataset points in the dashboard.

The screenshot shows the SpatialKey Underwriting Admin interface. A sidebar on the left contains a hamburger menu (1) and an 'Admin Options' button. A modal window (2) is open, displaying the following settings:

- Accumulation Scenario** (2): Radius: 250 meters, Threshold: \$1,000,000
- Enable Reports Selection** (3):
- Default Measurement** (4): Meters
- Secondary Datasets** (5): Includes a table with columns for Name, Visibility, Primary Label, and Secondary Label, and a 'Save' button.

Name	Visibility	Primary Label	Secondary Label
Sample Reference Dataset ...	On	City	Statecode

## User-Specific Analysis Options for Underwriters

The options discussed in this section need to be **configured by each individual underwriter**.

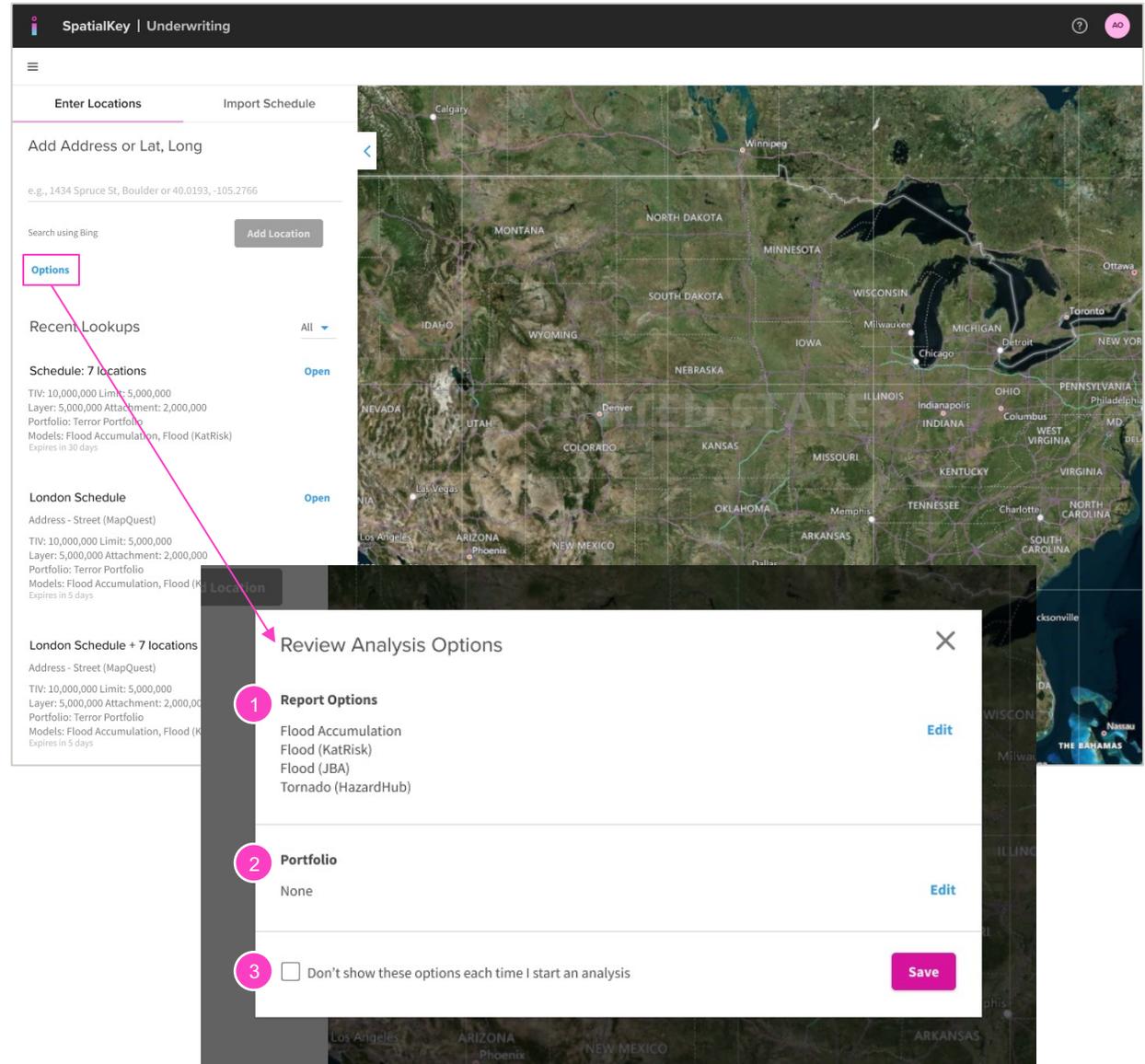
1. Hazards and models listed in the **report options** section will be run with the analysis. Customization of these options is likely done once initially and then on an as-needed basis going forward. Click “edit” to select and deselect hazards and models.

This option allows underwriting teams to focus on what matters for their analysis (e.g. terror underwriters vs. Florida homeowner underwriters). It can also save your organization money for models that are transactional based, allowing underwriters to turn them on only when needed.

2. Select an **in-force portfolio** and peril to be used in any accumulation analyses enabled for your organization. Accumulation analyses at the point of underwriting allow underwriters to perform aggregate checks before quoting or binding a policy.

When an in-force portfolio is identified, it will be used for all ground up, gross and net calculations within each accumulation analysis result. Portfolios are configurable by individual underwriters to provide flexibility within an organization where different business units manage to a different in-force portfolio.

3. If an underwriter doesn't anticipate changing report options or the selected in-force portfolio between analyses, they can check the **“Don't show these options each time I start an analysis”** box to bypass this screen for following analyses.



**TIP!** Build a complete view of risk, spanning multiple hazards—like flood, wildfire, hurricane, and more—with data from dozens of providers.

[View all providers here](#)

## User-Specific Visualization Options

The visualization settings discussed in this section need to be **configured by each individual underwriter**.

1. Based on underwriter preference or consistency desired across your organization, the visualization of various datasets and hazard layers can be customized. Within each layer in the **layers** panel, underwriters can adjust the opacity or click on "advanced" to adjust color, shape, and size. Customizations will be saved for following analyses.
2. Based on underwriter preference or consistency desired across your organization, the visualization of the **map layer** can be customized. Underwriters can adjust the opacity, map provider (if multiple options are available for your site), and the map type. Customizations will be saved for following analyses.

