I'm having difficulty entering dates into the Incident Data worksheet and an error box keeps appearing. What am I doing wrong?

This could be due to one of two reasons:

1. You are not entering the date in the correct format. All dates should always be entered in the following format: dd-Mmm-yyyy (25-Jun-2005). If any dates are entered incorrectly an INCORRET DATE FORMAT box will appear on your screen. Should this appear, read the text and the example provided in the box, click 'Retry' and input date correctly.
2. You are trying to enter a date that could not possibly be accurate. The same error box will appear if a date has been entered that cannot be correct. For example, if you enter an interview date that comes *before* the date of the incident, the error box will appear (it is impossible for the incident to be reported before it has taken place). In such a case, click 'Retry' and enter a correct date.