

Back Office Administrator's Guide



version 3.12



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Introduction

This manual provides data entry instructions and technical reference information for users of *AlertVU Back Office*, the companion software for the AlertVU license plate reader sold by L3 Mobile-Vision, Inc. AlertVU is used to capture digital images of license plates using either an in-car (mobile) or stationary (fixed) camera system.

This guide is geared primarily towards *administrative* users and other supervisory users.

AlertVU Back Office allows you to search for and view the plate reads or *events* that AlertVU captures via its camera system. You can also use the application to create or import "hotlists." A hotlist is a list of wanted license plates. Once you have a hotlist, you can push that list out to all your AlertVU units.

AlertVU Back Office was designed to run on server-class hardware. It is a web-based application, meaning that you access the software via a standard web browser. You can use either *Internet Explorer* or *Mozilla Firefox* to access AlertVU.

For more information, see:

- □ User Roles, next page
- □ User Groups, next page
- Permissions, next page
- □ Logging into the System, page 3
- □ Changing Your Password, page 5
- □ AlertVU Home Page, page 6
- □ Definitions, page 7
- □ Software Navigation, page 10
- □ Content Summary, page 13.



User Roles

In AlertVU, users are granted access to various system functions by assigning them a *user role*. A user role is simply a group of permissions. Whenever a user logs into AlertVU, the system will grant him access to various system functions according to the user role that's associated with his User ID. As System Administrator, you are responsible for assigning permissions to each user role.

There are two types of user roles: system-defined and custom, as described below.

System-Defined User Roles

System-defined user roles are pre-defined user groups that come standard with AlertVU Back Office. They include:

- □ Administrator
- □ Officer
- □ Supervisor
- □ View Only–Event.

These roles are customizable. You can add or remove permissions from them as desired. However, the names of these roles cannot be changed, nor can they be deleted from the system.

Custom User Roles

Custom user roles are user-defined user groups that you can create and then assign any number of permissions to. You can add, change, or delete custom user roles as desired.

User Groups

AlertVU includes a "user groups" option that enables you to group like users together (such as users that share the same role or are in the same department) and assign hotlists to those groups. This feature allows you to assign hotlists to multiple users at the same time.

Permissions

As System Administrator, you need to determine which options you want each *user role* to have access to. If an officer's assigned user role allows him to perform a particular task, he will have access to that function. Otherwise he will *not* have access to that function.

To view the system tasks that are permission-driven, see "Permissions-Driven Tasks" in chapter 7.



his

Logging into the System

This section describes how to login to the AlertVU Back Office application. During installation, your Systems Implementation Specialist (SIS) will provide you with the following login information:

- □ URL needed to access your AlertVU server
- □ User ID
- $\Box \quad \text{AlertVU User Password (if needed)}^*$
- **1** Double-click on the AlertVU desktop icon.

– OR –

Copy the AlertVU URL into your web browser.

The AlertVU Login screen displays.

Mobile-Vision, Inc.	
	Password: Domain: mvi-qa
	© L-3 Mobile-Vision, Inc. • info.mvi@L-3com.com • Toll Free: 1-800-336-8475 USA Unauthorized Attempts to Access This Site Will Be Prosecuted

If your organization is using the Active Directory Interface, a field labeled *Domain* will also display beneath the *Password* field.

- 2 Enter your user name in the *User Name* field.
- **3** Enter your security password in the *Password* field.

^{*} If your organization is using the Active Directory Integration feature, you will not need a new password for AlertVU, as the application will be integrated with your existing Windows Active Directory or Novell eDirectory.





- ⇒ If your organization is using the Active Directory Integration feature, this is the same password that you use to login to your regular Windows network or Novell eDirectory.
- ⇒ If your organization is *not* using the Active Directory Integration feature, this is the initial password that your Systems Installation Specialist (SIS) provided you with.

Passwords are case-sensitive.

- **4** If the *Domain* field appears on your screen, proceed to the next step. Otherwise skip to step 6.
- **5** Go to the *Domain* field and select the correct domain name from the drop-down list.

AlertVU™Login		
User Name: Password: Domain:	Local Server mvi-qa	

- 6 Click the Login button *or* press Enter.
- \Rightarrow If the AlertVU Home Page displays (pictured on the next page), **End of Procedure**.

Two-factor authentication

 \Rightarrow If the Authentication Code popup displays (pictured below), it indicates that your agency is using the two-factor authentication feature. This feature requires that you enter an additional code whenever you log into AlertVU Back Office. As soon as you click the **Login** button, the system automatically generates an Authentication Code and sends it to the email address saved in your user record. *Proceed to the next step.*

Authentication Code			
Authentication code sent, check your email			
Authentication Code:			
Submit Cancel			

If your Authentication Code expires before you have a chance to click **Submit**, click here to have a new code emailed to you

- 7 Check your email for a message with the subject line "User Notification." Highlight the Authentication Code contained in this email message, then copy it to your clipboard (**Ctrl** + **C**).
- 8 Position your cursor in the *Authentication Code* field, then press Ctrl + V.
- 9 Click Submit. The AlertVU Home Page displays.



Mobile-Vision,	Inc.		Vour last login w as on: 01/16/2017 08:05:44 mvadmin is logged i	n. <u>Loqout</u>
▼ Home Menu	Message Board			
Home			Inbox Messages	
Search Events	CMy Messages @			
Remote Search	Date	State	Message Text	Actions
ind Associates	Date	Sidle		ALIUTIS
Personal Hotlists	01/16/2017 15:12	Failed	Warning the ALPR server cannot connect to the Backup PC 'Archives'. The server will continue to attempt connecting and this message will automatically be deleted once it has successfully	×
Aanual Synch	01/10/2017 15.12	Falleu	connected	↑
hange Password				
leports	01/16/2017 02:00	Queued	There is an update available for your Server, click the arrow to the right to download the update.	🔁 🗙
Jser Help Administration	12/16/2016 08:05	Completed	Server Update to build number 3.8-3725 was successfully completed.	×
Action				
uick Alert Hotlist				
aunch Client				

For a detailed description of this page, see "AlertVU Home Page" on page 6.

Changing Your Password

Unless your agency is using the Active Directory Integration feature, you should change your password the first time you login to AlertVU, as described below.

Please note that passwords are case-sensitive.

1 Go to V Home Menu and click **Change Password**. The Enter New Password page displays.

	ENTER NEW PASSWORD	
Mobile-Vision, Inc	п	nvadmin is logged in. Logo
▼ Home Menu	Password	
Home	User Password:	
Search Events	User Password:	
Remote Search	Repeat User Password:	
Find Associates		
Personal Hotlists		
Manual Synch		
Change Password		
Reports		
User Help		
Administration		
Action		
Clear		
Save		

2 Enter your new password in the *User Password* field. For security reasons, your password will not display as you type it.



- **3** Re-enter your new password in the *Repeat User Password* field.
- 4 Go to the Action column and click **Save**. A confirmation message displays at the top of the page.



AlertVU Home Page

The Home Page is divided into two components: a Main Menu and a Message Board.



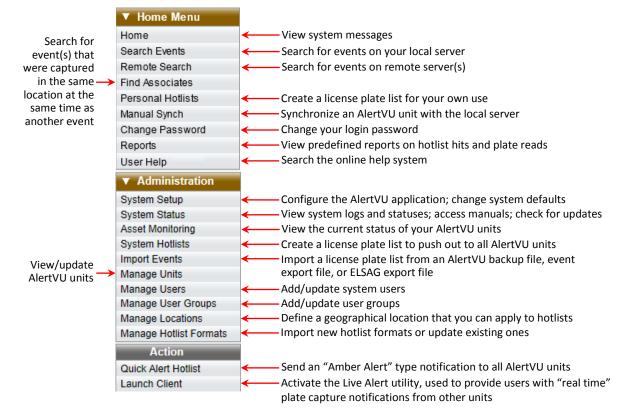
Message Board

Whenever you login to AlertVU, the Message Board displays. As an administrative user, you will see messages related to system problems and administrative functions.

By default, the system displays the messages that the system sent to *you*. To view all messages for all users, click the *All Messages* radio button.



Main Menu



Definitions

This section describes some of the key terms and concepts that are central to the AlertVU Back Office application.

Software Concepts

Event

An event is the file that's created when an AlertVU unit captures the digital image of a license plate. Because the same license plate can be read multiple times, some license plate numbers have more than one event record associated with them.

Hotlist

A hotlist is a list of wanted license plates, such as BOLOs, Amber Alerts, persons of interest, etc. There are two types of hotlists in AlertVU: a *personal* hotlist and a *system* hotlist. For more on these hotlist types and how they are used, see "Creating Hotlists" in chapter 3.



Alert

An alert is a notification that the system sends you any time an AlertVU unit receives a possible hit on a license plate that's on either one of your personal hotlists *or* a system hotlist for which you have Notification rights. For more on this topic, see "Alerts" in chapter 3.

Associate

An associate is an event that was captured in the same region and within the same timeframe as another event. The Associates search function allows you to link a suspect with other possible suspects or associates who happened to be in the same region at the same time as your suspect. For more information, see "Searching for Associates" in chapter 3.

User Group

A container that allows you to combine like users for the purpose of assigning hotlists to them.

In-Unit PC Applications

In addition to AlertVU Back Office, your AlertVU LPR system comes with several PC applications that run on the mobile data computers or laptops that are connected to your AlertVU units. Most of these applications run "behind the scenes" to facilitate the capture and transmission of events. Other applications allow you to perform various tasks in the field, as described below.

PC Application	Primary Function
L3 AlertVU Mobile (mobile units only)	Enables officers to monitor plate read activity within their vehicles.
AlertVU Proxy	Enables officers to manually synchronize their unit with the server. This involves transferring events from the unit to the server and transferring hotlists from the server to the unit. Because data transmission typically occurs <i>automatically</i> without any action on your part, you only need to use this application when a unit has lost its wireless signal for a prolonged period of time. For more on this topic, see "Manually Synchronizing Your Unit with the Server" in chapter 4.

Page 8



Hardware Components

This user guide focuses on the back office software component of the AlertVU LPR system. However, AlertVU has several *hardware* components as well. These components interface with AlertVU back office, so it's important to understand what each hardware component is and how it relates to the AlertVU system as a whole.

Server

The server is the network computer that hosts the AlertVU back office application and stores all of your event and hotlist data.

AlertVU Unit

An AlertVU unit is the license plate reader that's installed either in a vehicle, such as a patrol car (mobile unit), or on a stationary device, such as a pole (fixed unit). The AlertVU cameras capture digital license plate images and transfer those files to a storage server over a wireless network.

Mobile Data Computer (MDC) or Laptop

Every AlertVU unit is connected to a PC of some kind. AlertVU *mobile* units connect to a mobile data computer. AlertVU *fixed* units connect to a laptop. These PCs control and transmit plate reads to the server via the AlertVU PC applications.

Backup PC

A Backup PC is a computer used to process DVD burn requests. AlertVU comes with an optional backup facility that automatically sends backup burn requests to a *robotic DVD burner*. The resulting archive discs, termed *Certified Backup Discs*, contain system events and hotlists. Because the process of burning DVDs is resourceintensive, one PC is dedicated to this task.

If you are using a *Bravo* robotic DVD burner, then the backup PC is a separate computer workstation connected to the disc burner. If you are using a *Rimage* DVD/Blu-Ray burner that combines a disc burner with a computer, the Backup PC refers to the computer component of the Rimage.

Robotic DVD Burner

A robotic DVD burner is a disc duplicator that burns and labels your *Certified Backup Discs* (see definition below). L3 Mobile-Vision sells two types of burners: the *Bravo*, a stand-alone unit, and the *Rimage*, a combination disc burner/computer. If you have a Rimage, you do not need a separate Backup PC.

Rimage units can burn CDs, DVDs, and Blu-Ray discs. Most Bravo units can burn CDs and DVDs. The higher-end Bravos can burn Blu-Ray discs as well.

EAR



Certified Backup Disc (CBD)

A Certified Backup Disc or "CBD" for short is an archive disc. When the archive function is enabled, the system automatically sends CBD burn requests to the Backup PC without any action on your part. These discs contain the event records and hotlists that were previously stored on the server.

Software Navigation

When you first login to AlertVU, you will see two main menus on the far left of your screen: *Home Menu* and *Administration*. These menus are the starting point for all AlertVU functions. By default, the Home Menu is *maximized* (open) upon login and the Administration menu is *minimized* (closed).

Minimizing/Maximizing Menus

When you click on one of the menu buttons on the left side of your screen, you can toggle back and forth between a minimized (closed) and maximized (open) view.

	▼ Home Menu	
	Home	
	Search Events	
	Find Associates	
	Personal Hotlists	
	Manual Synch	
	Change Password	
	Reports	
	User Help	
Minimized menu	Administration	When the arrow points RIGHT, the menu options are hidden
	- 11 - 11	
	Home Menu	
	Home	
	Search Events	
	Find Associates	
	Personal Hotlists	
	Manual Synch	
	Change Password	
	Reports	
	User Help	
Maximized menu	▼ Administration	When the arrow points DOWN, the menu options are visible
	System Setup	
	System Status	
	Asset Monitoring	
	System Hotlists	
	Import Events	
	Manage Units	
	Manage Users	
	Manage User Groups	
	Manage Locations	
	Manage Hotlist Formats	



Scrolling Through Multiple Records

Whenever you search for records in the application (events, hotlists, units, etc.), your search results may yield a large number of records. The following navigation buttons are used to advance forward or backward through a results list.

Button	Description
> <	Next Page/Previous Page. Used to scroll through the search results one page at a time.
>> <<	Fast forward/fast rewind. Used to scroll through the search results ten pages at a time.
KX	First Page/Last Page. Used to advance to the first page or last page of the search results, respectively.

Sorting Multiple Records

Whenever you display a list of records, you have the option of changing the manner in which those records are sorted. For example, by default, the Event Search Results Basic View page is sorted by *Event Date*. However, you can change the sort value to *Plate* or *Unit*, as described on the next page.

Mobile-Vision, Inc	B.				n	wadmin is logged in. Logout
Home Menu	Basic V	iew Count View	v Map View In	dexView		
ome				Events - List Vi	ew	
earch Events emote Search	Total S	elected: 0	K K Pa	ge 1 of 277 (2770 total rec		
nd Associates	Info	Plate	Details	Overview	Unit	Event Date 🔻
ersonal Hotlists	into	Fidte	Details	Overview	Offic	Event Date V
anual Synch	1	985XEU	THE XEU	and the second s	Ford Exp	03/26/2014 14:47:25 EDT
nange Password						
eports		746WCW	THE POR	and the second se	Ford Exp	03/26/2014 14:47:23 EDT
er Help	~		I HU HUH			
Administration	•	BHP514	BNP 514	THE COM	Ford Exp	03/26/2014 14:47:20 EDT
Action	-	BHF314	RIVE DITE		Fold Exp	03/20/2014 14.47.20 ED1
w Search	(A)		AD THE REAL	10 million		
lit		A92MTM	492 MIM		Ford Exp	03/26/2014 14:47:20 EDT
now Detail						
tend	•	D246GG	D24 666	22	Ford Exp	03/26/2014 14:47:16 EDT
ogle Earth Export						
port to Zip	i	780PLT	780 PLT	655	Ford Exp	03/26/2014 14:47:15 EDT
port to CSV			- DRANGE -			
port to Pdf		H023QY	YOF COM	8000	Ford Exp	03/26/2014 14:47:15 EDT
eate Hotlist			CONTRACTOR OF	a	1010 200	00.2012011111110 201
d to Hotlist ear Selected		DDDD	PROBIDA COM	1.654	E est E es	00000044444740 507
ply Filter	1	DDE6N	BULCON UNITED		Ford Exp	03/26/2014 14:47:13 EDT
ear Filter			Contraction of the second	40		
	1	AAUT06	AAU		Ford Exp	03/26/2014 14:47:12 EDT
			CO. CO.			
	i	M224EK	1433 4EK	and the second	Ford Exp	03/26/2014 14:47:11 EDT



Chapter 1: Introduction Software Navigation

Plate 🛦

Plate 🔻

To sort a list in *ascending* order—that is, from lowest value to highest value—click *once* on the new column header you wish to sort by. An *up* arrow displays.

– OR –

To sort a list in *descending* order—that is, from highest value to lowest value—click *twice* on the new column header you wish to sort by. A *down* arrow displays.

Right-clicking on a Row

If you right-click on a row that is editable, the system will display a "shortcut" popup similar to this one:

Edit Menu Edit Delete

You can also select these same options from the Action column on the left of your screen.

			Systi	ем Но	TLISTS		
Mobile-Vision	, Inc.					mva	dmin is logged in. Loqout
▼ Home Menu			Sys	stem Hotlist	s		
Home		K << <	Page	1 of 1 (7 total recor	ds) 📏 📏	K	
Search Events	Record Name 🔺	Туре	Status	Frequency	State	Severity	Last Updated
Remote Search	fort bad 10	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.009
Find Associates	fort_bad_2	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.71
Personal Hotlists Manual Synch							
Change Password	Osceola Gang List	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.971
Reports	passwd-test	FTP	Enabled		Completed	Medium	2016-11-08 11:30:06.306
User Help	Sample_Mar232015	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:06.62
Administration	sample_Mar24-tdets	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:07.927
Action	Suspended Licenses	SYSTEM	Disabled		Completed	Medium	2015-03-18 11:10:03.711
Create							
Quick Alert							
Edit							
∕iew Data							
View Log							
Alert Units							
Update Now							
Export							
Delete							
Refresh Page							



Content Summary

Chapter	Description
1: Introduction	Provides an overview of the <i>AlertVU Back Office</i> application and describes key system concepts
2: Events	Describes how to search for, view, report on, and correct event records
3: Hotlists	Describes how to create and update hotlists, hotlist formats, and hotlist locations
4: Units	Describes how to view and update AlertVU units
5: Backups	Describes how to: • Turn the auto-backup feature on/off • Create and update Backup PC records • Customize archive disc labels
6: Utilities	Describes how to perform system maintenance procedures
7: Security	Describes how to: Create and assign user roles Define login password parameters Change the security log settings
8: Users	Describes how to create and update user records and user groups

The manual also includes a glossary and topical index.

Events

This chapter describes how to search for and view event records. An event is a *plate read*. Every time an AlertVU unit captures a plate image via an AlertVU camera, that image becomes an event record in the application. Because the same license plate can be read multiple times, some license plate numbers may have more than one event record associated with them.

Each of your AlertVU units has a wireless connection to the AlertVU server. Whenever an in-car or stationary AlertVU unit captures an event, the system transfers that data to the server over a wireless network. This process occurs automatically without any action on your part. Once an event resides on the server, you can access it by logging into the AlertVU Back Office application from your PC workstation.

If you are using AlertVU Mobile, the transmission process may occasionally be delayed when a vehicle moves outside the signal range of the wireless network. As soon as the vehicle comes back within signal range, however, the data will transmit to the server.

For more information, see:

- □ Searching for Events, below
- □ Viewing Event Search Results, page 35
- □ Displaying Event Details, page 51
- □ Viewing/Exporting an Event Report, page 54
- □ Correcting a License Plate Read Error, page 65
- □ Changing Events' Days Online, page 67
- □ Exporting Events, page 69
- □ Importing Events, page 82
- □ Deleting Imported Events, page 84
- □ Extending the Life of an Event, page 86
- □ Canceling an Event Extension, page 88.

Searching for Events

The AlertVU search facility includes several unique features. For example, you can:

- \Box Enter more than one set of search criteria.
- □ Limit your search to those events that are included on a specific Hotlist.
- □ Incorporate wildcard characters into your search criteria.
- Employ a "fuzzy" search, which enables you to search for characters that appear similar to other characters, such as Q and O (for more on fuzzy searches, see page 19).
- □ Search for *associates*—events that were captured in the same region during the same time period as another event.



You have the ability to search for events that reside on your agency's local server *or* on a remote server or servers.

For specific instructions, see:

- □ Searching for Events on Your Local Server, below
- □ Searching for Events on Remote Servers, page 25
- □ Searching for Associates, page 32.

Searching for Events on Your Local Server

This section describes how to search for an event that resides on your agency's AlertVU server. For an overview of the AlertVU search function, see the previous section.

To search for events that are stored on other agencies' servers, see "Searching for Events on Remote Servers" on page 25 instead.

1 Go to **V** Home Menu and click **Search Events**. The Search Events page displays.

	Search Events
Mobile-Vision, Ir	c. mvadmin is logged in. Logoul $\phi_{a,b}^{a,b}$
▼ Home Menu Home Search Events Remote Search Find Associates Personal Hollists Manual Synch Change Password Reports User Help	Event Search After Date: Im @ License Plate: Im @ Unit: Im @ Search Type: Standard Im @ Wildcards: Im @ GPS Location(s): Im @
Administration Action Search Add Criteria Add Hotlist Criteria Clear Clear All	

This page is used to enter search criteria, as described in the following table.



	Event Search
Search Field	Description
After Date	Limits your search to those events that were captured after this date and time. <i>Select a date from the calendar popup</i> <i>OR enter a date/time directly in mm/dd/yyyy hh:mm:ss</i> <i>format.</i> Once you enter this field, the system will automati- cally populate the <i>Before Date</i> field with a date/time that is equal to the <i>After Date</i> 's end of day (i.e., 23:59:59). That's because the <i>After Date</i> and <i>Before Date</i> fields are typically used in tandem to search for all events that were captured on a particular day. If you prefer an open ended search, simply delete the value in the <i>Before Date</i> field.
Before Date	Limits your search to those events that were captured before this date and time.
	If you entered a value in the <i>After Date</i> field, the system will automatically populate this field with a date/time that is equal to the <i>After Date</i> 's end of day (i.e., 23:59:59). To search for all events that were captured within this time period, leave the <i>Before Date</i> value as is. To search for a time range that is longer/shorter than this time period, <i>select a new date from the calendar popup OR enter a</i> <i>new date/time directly in mm/dd/yyyy hh:mm:ss format.</i> If you did not enter a value in the <i>After Date</i> field, <i>select</i> <i>a date from the calendar popup OR enter directly in</i> <i>mm/dd/yyyy hh:mm:ss format.</i>
License Plate	Limits your search to those events that match this license plate number. If the <i>Wildcards</i> checkbox is also selected, the value you enter here may include the asterisk (*) and/ or question mark (?) wildcard characters. For more infor- mation, see <i>Wildcards</i> on the next page.
Frequency	Limits your search to those events that were captured a minimum of X times. For example, if you enter 2 in this field, the system will search for all plates that your Alert-VU units have captured two or more times.
Unit	Limits your search to those events that were captured by a specific AlertVU unit. <i>Select this value from the drop-</i> <i>down list provided</i> .
Event ID	Limits your search to the event that matches this Event ID. An Event ID is a unique identification number that the system automatically assigns to each event.

(Continued)



	Event Search (cont'd)
Search Field	Description
Search Type	 The type of search you wish to perform: <i>Standard</i> (default). A fuzzy "starts with" search that allows for wildcard entries. For more on fuzzy searches, see "What is a 'fuzzy' search?" on page 19. <i>Exact</i>. An exact "starts with" search that allows for wildcard entries. <i>Any order</i>. An exact search that allows you to search for characters in any position (i.e., out of sequential order). For example, if a witness reported seeing a license plate that starts with either PV7 or P7V, you might perform this type of search. <i>Mismatch</i>. A search that allows for a certain number of mismatched characters, as specified in the <i># Wrong</i> field. <i>Select this value from the drop-down list provided</i>.
# Wrong	Used in conjunction with the "mismatch" <i>Search Type</i> to specify the number of mismatched characters you wish to allow in a search. If the value of the <i>Search Type</i> field is something other than Mismatch , this field will be disabled (i.e., "grayed-out").
Wildcards (<i>Standard</i> or <i>Exact</i> search only)	A checkbox used to enable the use of the asterisk (*) and/or question mark (?) wildcards when performing a <i>Standard</i> or <i>Exact</i> search (see <i>Search Type</i> definitions above). Wild- cards let you substitute a character in your search for any other character or range of characters: ? Match <i>one</i> of any character, e.g., L62?9N = L6249N * Match <i>one or more</i> of any character, e.g., L62* = L6249N
GPS Location(s)	Limits your search to a specific geographical location. Select this location by clicking the \bigcirc icon and drawing a box on a map, as described in steps $4 - 5$.



	Available Actions			
Action	Description			
Search	Execute your search.			
Add Criteria	Add entered search fields to your list of search criteria. This function allows you to include more than one set of search criteria in your search.			
Add Hotlist Criteria	Search within a selected Hotlist only. This type of search will only return events that meet <i>all</i> the criteria sets included in your search.			
Clear	Remove all entries and selections from the Event Search form.			
Clear All	Remove all entries, selections, and added criteria from the Event Search form.			

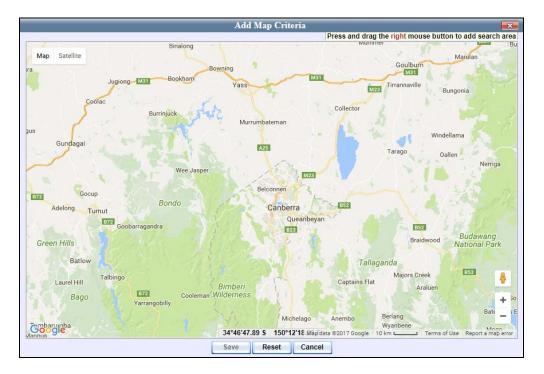
If you enter/select a value in one or more of the search fields, it will narrow your search results. If you leave all fields blank, the system will display all event files that are currently stored on your local server.

What is a 'fuzzy' search? A fuzzy search is one that looks for characters that are similar looking to other characters. This type of search addresses the problem of misreads from the capture device. For example, to the AlertVU capture device, a 6 might look like a G, a Q might look like an O, a Z might look like an 2, etc. If, for instance, there's an event in the system with a plate of R6Q2KZY, then fuzzy search results would include not only the exact match to that plate but RGO2KZY, RGO2KZY, R6O2KZY, R6O2KZY, R6O2KZY, R6O2KZY, etc.

- 2 Enter/select the field values you wish to search on, as described in the previous table.
- **3** To include a geographical location in your search, proceed to the next step. Otherwise skip to step 10.
- **4** Go to the *GPS Location(s)* field and click the S icon. The Add Map Criteria popup displays.

(Continued)

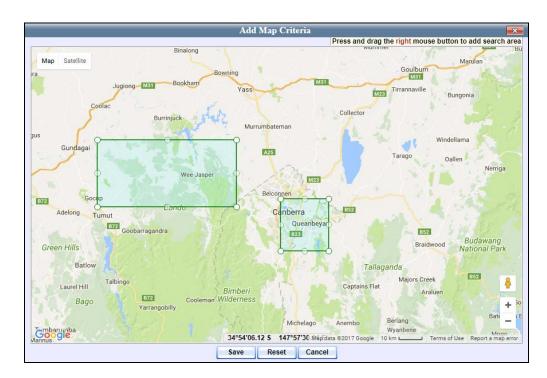




This map defaults to the location of your local precinct.

- **5** To reposition the map, proceed to the next step. Otherwise skip to step 7.
- **6** Left-click your mouse, then drag the map to the desired position.
- 7 To zoom in/out on the map, use the plus and minus arrows in the lower right corner of the page. Otherwise proceed to the next step.
- **8** Press and drag the right mouse button over the area you wish to search in. A shaded box appears in that area. If desired, you may draw more than one box.





- **9** Click **Save**. The latitudinal and longitudinal coordinates for the area(s) you selected display in the *GPS Location(s)* field.
- **10** To enter another set of search criteria, proceed to the next step. Otherwise skip to step 15.
- **11** Go to the Action column and click **Add Criteria**.

The set of search criteria you just entered displays on your Search Criteria list.

	S	EARCH	EVENTS		
Mobile-Vision, Inc.				Office	er Martin is logo
Home Menu	Event Search				
ome earch Events	After Date:		Before Date:		
emote Search	License Plate:	0	Frequency:	0	
id Associates					
sonal Hotlists	Unit: 🕑 🥝		Event ID:	0	
nual Synch	Search Type: Standard 🔽 🤡		# Wrong: 0	0	
inge Password	Search Type. Otandald		# Wrong.		
ty Reports	Wildcards: 🗌 🧭		GPS Location(s):		S 0
r Help					
Administration		Search	Criteria		
Action		Description			Delete
1094000040055	Find all plates for Unit 'L3-02' in an	vlocation before 03	09/2015 23:59:59		×
arch d Criteria					
Hotlist Criteria					
ar					
lear Al					



- **12** Enter/select the next set of field values you wish to search on.
- **13** Go to the Action column and click **Add Criteria**. The set of search criteria you just entered displays at the bottom of the page.
- **14** To add another set of search criteria to your search, repeat steps 12 and 13. Otherwise proceed to the next step.
- **15** To limit your search to those events that are included on a specific Hotlist, proceed to the next step. Otherwise skip to step 20.
- **16** Go to the Action column and click **Add Hotlist Criteria**. The Add Hotlist Criteria popup displays.

Add Hotlist Criteria	
Hotlist: Missing Persons ▼ Exact Match: □	0
Save Cancel	

- **17** Select a hotlist from the drop-down list provided.

To perform an *exact match* search, select the *Exact Match* checkbox.

19 Click Save to close the popup. The Hotlist displays on your Search Criteria list.

	SEARC	h Events		
Mobile-Vision, Inc.			Officer Mar	rtin is logged in. <u>Logo</u>
▼ Home Menu	Event Search			
Home	After Date:	Before Date:		
Search Events Remote Search				
Find Associates	License Plate:	Frequency:	0	
Personal Hotlists	Unit: 🔍 🥥	Event ID:	0	
Aanual Synch				
Change Password	Search Type: Standard 🔽 🕜	# Wrong: 0	0	
Activity Reports	Wildcards: 🗌 🤣	GPS Location(s):		0 2
Jser Help				
Administration	Searc	ch Criteria		
	Descrip	otion		Delete
Action	Find all plates for Unit 'L3-02' in any location before	03/09/2015 23:59:59		×
Search				
Add Criteria	Only return results matching this hotlist: Missing Pe	sons		×
Add Hotlist Criteria				
Clear				

20 Go to the Action column and click **Search**. All events that match your search criteria display on the Events page in either Basic View (typical) or Count View (if you searched on a Hotlist).



Mobile-Vision, Inc.	EVENTS mvadmin is logged in. Logout						
▼ Home Menu	Basic V	iew Count Vi	ew Map View	Index View			
Home							
Search Events				Events - List V	iew		
Remote Search	Total Se	elected: 0	14 44 4 F	Page 1 of 3 (21 total reco	rds) 🔰 💓 🔰	Q,	
Find Associates	Info	Plate	Details	Overview	Unit	Event Date 🔻	
Personal Hotlists			DODICI				
Manual Synch	i)	P291SUA	P2915U	4	TERRY-PC	11/30/2015 14:48:37 ES	
Change Password			Manager and the state of the second				
Reports	6	9HYT	9 UVT		TERRY-PC	11/30/2015 14:48:35 ES	
Jser Help		51111	JULI		TERRIT-I O	11/00/2010 14.40.00 E0	
Administration			Soula TU	1 642			
Action	i	JGM8IV	I I M COLV	A Text	TERRY-PC	11/30/2015 14:48:34 ES	
New Search			Contraction of the second	16			
Edit	i	J6MXV	ICM TV		TERRY-PC	11/30/2015 14:48:33 ES	
Show Detail		John V	JUNE	1	i Liuti i o	11/00/2010 11:10:00 20	
Extend			A COMPACT				
Jnextend	i	K99AGG	K996 4G	G State	TERRY-PC	11/30/2015 14:48:31 ES	
Google Earth Export							
Export to Zip	G	N529ULS	N52011	S Same	TERRY-PC	11/30/2015 14:48:30 ES	
Export to CSV		1020020	HUES UL		i Linti i O		
Export to Pdf			March Constant				
Create Hotlist	i	K401GH	K40 11	M	TERRY-PC	11/30/2015 14:48:29 ES	
Add to Hotlist							
Clear Selected Apply Filter	i	KAO816H	KADA 1G	H	TERRY-PC	11/30/2015 14:48:28 ES	
Apply Filter Clear Filter	-		-SEMINOLE-		i ciuri i u		
			The Aller and Aller				
	1	J973SKH	J97-5		TERRY-PC	11/30/2015 14:48:28 ES	
			Billing and and				
	i	P291SUA	P29ICIL	A	TERRY-PC	11/30/2015 14:48:28 ES	
	9	1201004	1 201301	H		1100.2010 14.40.20 20	

For a detailed description of the components on this page, see "Viewing Event Search Results" on page 35.

If you entered multiple lines of search criteria, then what the system selects will depend in part on whether or not you included a hotlist in your search. When you enter multiple sets of search criteria *that do not include a hotlist*, the system will select those events that meet any of your criteria sets. When you enter multiple sets of search criteria *that include a hotlist*, the system will first select those events that meet any of your criteria sets. When you enter multiple sets of search criteria *that include a hotlist*, the system will first select those events that meet any of your criteria sets, then it will compare those results to your Hotlist. If there are any complete matches (i.e., a UUU90D plate on the preliminary search results list and a UUU90D plate on the Hotlist), your final results will include those plates only.

- **21** By default, events are sorted chronologically by event date. To sort the results differently, proceed to the next step. Otherwise skip to step 23.
- **22** Go to the column heading you wish to sort by. For example, if you are in Basic View, go to the *Plate* column.

To sort in *ascending* order—that is, from lowest value to highest value—click the column header *once*. An *up* arrow displays: _____Plate A____.

– OR –

To sort in *descending* order—that is, from highest value to lowest value—click the column header *twice*. A *down* arrow displays: Plate .



23 If your search yielded more than one page of results (i.e., Page 1 of 6), use the navigation buttons at the top of the page to scroll through the results list.

К « < > >> Я

1 To view an event's details, first make sure the **Basic View** tab is selected. Next, hover your mouse over the *Info* icon to the left of the event.

– OR –

Click on the event record to select it, then go to the Action column and click **Show Detail** (see **HINT** below).



HINT: If you clicked on an event record but the **Show Detail** option is grayed-out, it indicates that you have more than one record selected. Click **Clear Selected**, then reselect the single event you wish to view.

The Event Detail popup displays.

	CHE	Detail	
Original License Plate:	CMQJ21	Officer:	*1 USER@01:03:39
License Plate:	CMQJ21	GPS Lat/Long:	0°0'00.0 S / 0°0'00.0 W
Event Time:	03/26/2014 14:46:22	Event ID:	3202
Eligible Purge Date:	03/26/2015	Archive Status:	In-Progress
Unit	Ford Exp	Lane:	test3
		Or .	

For a detailed description of the components on this popup, see the table beginning on page 52.



Searching for Events on Remote Servers

This section describes how to search for an event that resides on other agencies' server(s). You can remotely search both AlertVU databases *and* non-AlertVU databases that conform to NIJ (National Institute of Justice) standards.

To use the remote search function, specific configurations are required on both your local server and the remote servers. For more information, see "Configuring the System to Perform Remote Searches" in chapter 6.

To search for events that are stored on your *local* AlertVU server, see "Searching for Events on Your Local Server" on page 16 instead.

For an overview of the AlertVU search function, see "Searching for Events" on page 15.

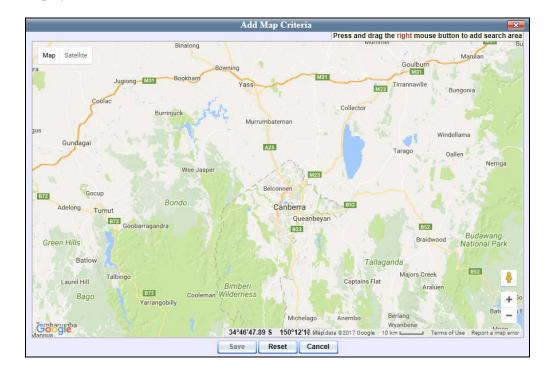
- **REMOTE SEARCH** mvadmin is logged in. Logout obile-Vision, Inc Home . Before Date: Search Events Remote Search Frequency: License Plate: 0 0 Find Associates Search Type: Standard V # Wrong. 2 Personal Hotlists Manual Synch 30 Wildcards: GPS Location(s): Change Password Reports User Help Administrat Action Search Add Criteria Add Hotlist Criteria Add/Remove Agencies Clear Clear Al
- **1** Go to **V** Home Menu and click **Remote Search**. The Remote Search page displays.

This page is used to enter search criteria. For a description of the components on this page, see the table on page 17.

If you enter/select a value in one or more of these fields, it will narrow your search results. If you leave all fields blank, the system will display all event files that are currently stored on the selected server(s).

- 2 Enter/select the field values you wish to search on, as described in the table on page 17.
- **3** To include a geographical location in your search, proceed to the next step. Otherwise skip to step 10.



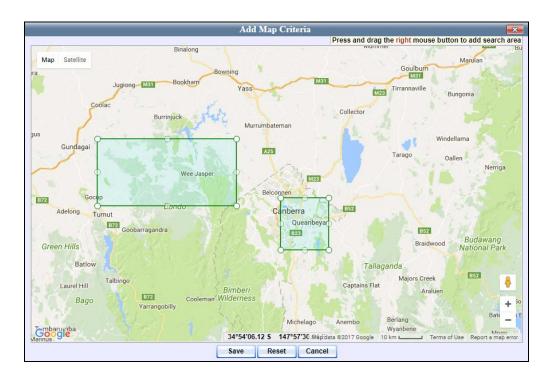


4 Go to the *GPS Location(s)* field and click the S icon. The Add Map Criteria popup displays.

This view defaults to the location of your local precinct.

- **5** To reposition the map, proceed to the next step. Otherwise skip to step 7.
- **6** Left-click your mouse, then drag the map to the desired position.
- 7 To zoom in/out on the map, use the plus and minus arrows in the lower right corner of the page. Otherwise proceed to the next step.
- 8 Press and drag the right mouse button over the area you wish to search in. A shaded box appears in that area. If desired, you may draw more than one box.





- **9** Click **Save**. The latitudinal and longitudinal coordinates for the area(s) you selected display in the *GPS Location(s)* field.
- **10** To enter another set of search criteria, proceed to the next step. Otherwise skip to step 15.
- **11** Go to the Action column and click Add Criteria. The set of search criteria you just entered display on your Search Criteria list.

	R emote S earch				
Mobile-Vision, Inc.			mvadmin is logged in. Logo		
Home Menu	Event Search				
me	After Date:	Before Date:			
rch Events					
note Search	License Plate:	Frequency:			
d Associates	Search Type: Standard 🗸 🤪	# Wrong: 0 🥥			
sonal Hotlists					
ual Synch	Wildcards: 🗌 🤣	GPS Location(s):	0		
nge Password					
ports		Search Criteria			
er Help		Description			
Administration	Find all plates in any location between	Find all plates in any location between 11/29/2015 00:00:00 and 12/01/2015 23:59:59			
Action					
arch					
d Criteria					
I Hotlist Criteria					
/Remove Agencies					
ar					
ear All					



- **12** Enter/select the next set of field values you wish to search on.
- **13** Go to the Action column and click Add Criteria. The set of search criteria you just entered displays at the bottom of the page.
- **14** To add another set of search criteria to your search, repeat steps 12 and 13. Otherwise proceed to the next step.
- **15** To limit your search to those events that are included on a specific Hotlist, proceed to the next step. Otherwise skip to step 20.
- **16** Go to the Action column and click **Add Hotlist Criteria**. The Add Hotlist Criteria popup displays.

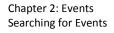
Add I	Iotlist Criteria	
Hotlist: Exact Match:	Missing Persons ▼	0
Sav	re Cancel	

- **17** Select a hotlist from the drop-down list provided.

To perform an *exact match* search, select the *Exact Match* checkbox.

19 Click **Save** to close the popup. The Hotlist displays on your Search Criteria list.

	R emote S earch					
Mobile-Vision, Inc.					mvadmin is logged	l in. <u>Loqout</u>
▼ Home Menu	Event Search					
Home	After Date:		Before Date:			
Search Events						
temote Search	License Plate:	0	Frequency:	0		
ind Associates	Search Type: Standard 🗸 🤪		# Wrong: 0	0		
Personal Hotlists		-				
Ianual Synch	Wildcards: 🗌 🥑	G	PS Location(s):		S 0	
change Password						
teports		Search C	riteria			
ser Help		Description			Delete	
 Administration 	Find all plates in any location between	Find all plates in any location between 11/29/2015 00:00:00 and 12/01/2015 23:59:59				
Action	Only return results matching this hotlis	Only return results matching this hotlist: Missing Persons				
dd Criteria						
dd Hotlist Criteria						
dd/Remove Agencies						
lear						





20 Go to the Action column and click **Add/Remove Agencies**. The Agencies popup displays.

Unselected				Selected		
Search:	Case		Search:			Case
K K 1 of 1 (2) total	> >> >1		K << <	1 of 1 (0) total	5 >>	>1
MVI-Leslie-Documentation						
Remote Precinct #1						
		\geq				
		<u>>></u>				
		<				

- **21** Go to the left column (Unselected) and click on each of the agencies you wish to add. If an agency you're looking for does not appear onscreen, use the navigation arrows at the top of the column to scroll through the agency list.
- 22 Once you've highlighted the desired agency(ies), click the ≥ icon located between the two columns. The selected agency(ies) display in the right column (Selected).

Selected arch: Case I of 1 (1) total Image: Selected mote Precinct #1 Image: Selected
K K 1 of 1 (1) total >>>>
note Precinct #1

23 Click Save. The selected agency(ies) display on your Search Criteria list.



Mobile-Vision, Inc.		emote Sea		mvadmin is logged in.	Loc
▼ Home Menu	Event Search				
Home	After Date:	📧 🥢 🛛 Before 🛛)ate:		
Search Events					
Remote Search	License Plate:	Freque	ncy:		
Find Associates	Search Type: Standard 🗸 🤪	# Wr	ong: 0 🛛 👔		
Personal Hotlists					
Manual Synch	Wildcards: 🗌 🥥	GPS Locatio	n(s):	0	
Change Password	-				
Reports User Help		Search Criteria			
		Description		Delete	
 Administration 	Find all plates in any location between	11/29/2015 00:00:00 and 12/0	1/2015 23:59:59	×	
Action	Only return results matching this hotli	t Durroff burg suspect		×	
Search					
Add Criteria	Only return results from these agencie	es: Remote Precinct #1		×	
Add Hotlist Criteria					
Add/Remove Agencies					
Clear					
Clear All					

24 Go to the Action column and click **Search**. All events that match your search criteria display on the Events page in either Basic View (typical) or Count View (if you searched on a Hotlist).

•	Events						
Mobile-Vision, Inc.					mv	vadmin is logged in. Logout	
Home Menu	Basic View	Count Vie	ew Map View	Index View			
lome	-	-					
Search Events			1912	vents - List Vio	1997		
lemote Search	Total Selec	ted: 0	K K Page	1 of 3 (21 total record	is) 🔰 💓 🔰	Q	
ind Associates	Info	Plate	Details	Overview	Unit	Event Date 🔻	
ersonal Hotlists			DODIOUL	and the second s			
Ianual Synch	1	P291SUA	PESISUA	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	TERRY-PC	11/30/2015 14:48:37 ES	
hange Password			TO BE STORE BOARD	Francisco Contractor			
leports	i	9HYT	G HVT	6-3122E	TERRY-PC	11/30/2015 14:48:35 ES	
ser Help	-		<u>, , , , , , , , , , , , , , , , , , , </u>	The second s			
 Administration Action 		JGM8IV	IGM TV		TERRY-PC	11/30/2015 14:48:34 ES	
lew Search			JUII I HIMITE				
dit		J6MXV	TV TV		TERRY-PC	11/30/2015 14:48:33 ES	
how Detail	i)	JOWIXV	JUME	7	TERRI-PC	11/30/2015 14.48.33 ES	
xtend			Section of the sectio				
Inextend	i	K99AGG	K996 466		TERRY-PC	11/30/2015 14:48:31 ES	
oogle Earth Export			- TEHINGLE -				
xport to Zip		N529ULS	NECOLUC	CALIFORNIA CONTRACTOR	TERRY-PC	44/00/0045 44:40:00 55	
xport to CSV	1	N5290L5	NOCO ULO		TERRY-PC	11/30/2015 14:48:30 ES	
xport to Pdf			W. COLUMN TAXANT INC.				
Create Hotlist	i	K401GH	K40 1GH		TERRY-PC	11/30/2015 14:48:29 ES	
dd to Hotlist			A CENTREMAN -	2.00			
lear Selected		KAODAGU	WATE 1GH	the second		11/20/2015 11/40/20 55	
pply Filter	i	KAO816H	N4U LUII		TERRY-PC	11/30/2015 14:48:28 ES	
lear Filter							
	i)	J973SKH	J97 5KH	Contraction of the second	TERRY-PC	11/30/2015 14:48:28 ES	
	-	P291SUA	P29ISIJA		TERRY-PC	11/30/2015 14:48:28 ES	

For a detailed description of the components on the Events page, see "Viewing Event Search Results" on page 35.



If you entered multiple lines of search criteria, what the system selects will depend in part on whether or not you included a hotlist in your search. When you enter multiple sets of search criteria *that do not include a hotlist*, the system will select those events that meet any of your criteria sets. When you enter multiple sets of search criteria *that include a hotlist*, the system will first select those events that meet any of your criteria sets, then it will compare those results to your Hotlist. If there are any complete matches (i.e., a UUU90D plate on the preliminary search results list and a UUU90D plate on the Hotlist), your final results will include those plates only.

- **25** By default, events are sorted chronologically by event date. To sort the results differently, proceed to the next step. Otherwise skip to step 27.
- **26** Go to the column heading you wish to sort by. For example, if you are in Basic View, go to the *Plate* column.

To sort in *ascending* order—that is, from lowest value to highest value—click the column header *once*. An *up* arrow displays: Plate A.

– OR –

To sort in *descending* order—that is, from highest value to lowest value—click the column header *twice*. A *down* arrow displays: Plate .

27 If your search yielded more than one page of results (i.e., Page 1 of 6), use the navigation buttons at the top of the page to scroll through the results list.

К « < > >> Я

28 To view an event's details, first make sure the **Basic View** tab is selected. Next, hover your mouse over the Info icon to the left of the event.

- OR -

Click on the event record, then go to the Action column and click **Show Detail** (see **HINT** below).



HINT: If you clicked on an event record but the **Show Detail** option is grayed-out, it indicates that you have more than one record selected. Click **Clear Selected**, then reselect the single event you wish to view.

The Event Detail popup displays.



Ciginal License Plate: CMQJ21 Officer: 1 USERQ04:03:39 License Plate: CMQJ21 CFS LatU.org: 00:00.05 / 00:00.00 Event Time: 03/26/2014 14:46:22 Ligible Purge Date: 03/26/2015 Line: Text3 Unit: Ford Exp Corview		Event D	etail	
License Plate: CMQJ21 GPS Lat/Long: 0°0°00.0 S / 0°0°00.0 W Event Time: 03/26/2014 14:46:22 Event ID: 3202 Eligible Purge Date: 03/26/2015 Archive Status: In-Progress Unit: Ford Exp Lane: test3 Overview		CHO		
Event Time: 03/26/2014 14:46:22 Event I/D: 3202 Eligible Purge Date: 03/26/2015 Archive Status: In-Progress Unit: Ford Exp Lane: test3	Original License Plate:	CMQJ21	Officer:	*1 USER@01:03:39
Eligible Purge Date: 03/26/2015 Archive Status: In-Progress Unit: Ford Exp Lane: test3	License Plate:	CMQJ21	GPS Lat/Long:	0°0'00.0 S / 0°0'00.0 W
Unit Ford Exp Lane: test3 Overview	Event Time:	03/26/2014 14:46:22	Event ID:	3202
Overview	Eligible Purge Date:	03/26/2015	Archive Status:	In-Progress
	Unit:	Ford Exp	Lane:	test3
	Overview			
	Overview			
	The sub-			1、12、13、13、13、13、13、13、13、13、13、13、13、13、13、
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	Section 1998			

For a detailed description of the components on the Event Details popup, see the table beginning on page 52.

Searching for Associates

Occasionally, you may be interested in knowing if an accomplice or associate was in the same region at the same general time as a suspect. AlertVU can help you search for this type of data using the Associates feature. An associate is an event that is associated with another event based on the following criteria:

- \Box The event was captured during the same time period as the other event.
- \square The event was captured within a 25-yard radius of the other event.
- **1** Go to **V** Home Menu and click **Find Associates**. The Find Associates page displays.



	FIND ASSOCIATES	
Mobile-Vision, Ind	m	vadmin is logged in. Loqout
▼ Home Menu	Event Search	
Home		
Search Events	License Plate: Time Range (+/-): 2 minutes @	
Remote Search	Agency: Local 🗸 🥑	
Find Associates		
Personal Hotlists		
Manual Synch		
Change Password		
Reports		
User Help		
► Administration		
Action		
Search		
Clear		

- **2** Go to the *License Plate* field and enter the **complete** license plate number that you wish to try and match to possible associates/accomplices.
- **3** Go to the *Time Range* field and enter the time range, in minutes, that you wish to search within. For example, if you're interested in knowing which events were captured within a half hour range of the captured license plate, enter **30** in the *Time Range* field.
- **4** To search for events stored on your local agency's server (default), proceed to the next step.

– OR –

To search for events stored on an outside agency's server, select an agency from the *Agency* drop-down list.

5 Go to the Action column and click **Search**. All events that match your search criteria (if any) display in Count View.



Mobile-Vision, Ir	c.	mvadmin is logged in. Logout
▼ Home Menu	Basic View Count View Map View	Index View
Home		
Search Events		Events - Count View
Remote Search	Total Selected: 0 12 33 4	Page 1 of 1 (15 total records)
Find Associates	Plate	Frequency
Personal Hotlists Manual Synch	P291SUA	3
Change Password	9НҮТ	3
Reports		
User Help	N529ULS	3
 Administration 	J6MXV	1
Action	KAO416H	1
New Search	JGM8IV	1
Show Detail	195VTN	1
Export to Zip		
Export to CSV	KAO816H	1
Export to Pdf	296TTT	1
Create Hotlist	J973SKH	1
Add to Hotlist	K192ZJ	1
Clear Selected	- Charles - Char	
Apply Filter Clear Filter	N51BPS	1
	K401GH	1
	K99AGG	1
	K40PI1GH	1

For more information on Count View as well as the other available event views, see the next section, "Viewing Event Search Results."



Viewing Event Search Results

After you execute a search, the Events page will display. Note the heading at the top of the events list. This information tells you how many pages are included in your results (e.g., **3**), as well as the total number of event records (e.g., **21**).

Mobile-Vision, Inc.				EVENTS		vadmin is logged in. Logout
Home Menu	Basic V	iew Count V	iew Map View	Index View		
lome						
earch Events			Set of the	vents - List Vi		
lemote Search	Total S	elected: 0	K K Page	e 1 of 3 (21 total recor	ds) 🔉 🔉 🔰	Q,
ind Associates	Info	Plate	Details	Overview	Unit	Event Date 🔻
Personal Hotlists	100		DODICILL	arctical de la		
Ianual Synch	1	P291SUA	PESISUA		TERRY-PC	11/30/2015 14:48:37 ES
Change Password Reports			and the second second second	France or the low of the low		
constraintly and	1	9HYT	9 HVT	6-17121	TERRY-PC	11/30/2015 14:48:35 ES
lser Help	-		<u>, , , , , , , , , , , , , , , , , , , </u>			
 Administration 			ICUS TV			
Action	1	JGM8IV	JUMELY	18 Cart	TERRY-PC	11/30/2015 14:48:34 ES
lew Search						
dit	1	J6MXV	TCMZETV	A STOR	TERRY-PC	11/30/2015 14:48:33 ES
Show Detail			JUNE	1000		
Extend	1		VOD UN			
Inextend	i	K99AGG	K996 4GG	are	TERRY-PC	11/30/2015 14:48:31 ES
Boogle Earth Export						
xport to Zip	i	N529ULS	N529 11 S	cause ().	TERRY-PC	11/30/2015 14:48:30 ES
xport to CSV			HOLO OLO			
xport to Pdf	1		CONTRACTOR OF			
Create Hotlist Add to Hotlist	1	K401GH	KAU LUN	the second second	TERRY-PC	11/30/2015 14:48:29 ES
Clear Selected			-1010			
Apply Filter	1	KAO816H	KAT 1GH	a contra	TERRY-PC	11/30/2015 14:48:28 ES
Jear Filter	-		-SEMINOLE-			
	•	J973SKH	J97 5KH	HI-TT	TERRY-PC	11/30/2015 14:48:28 ES
			BURGERS			
	4	P291SUA	D20ICILA	11×11×1	TERRY-PC	11/30/2015 14:48:28 ES

To scroll through a multi-page results list, use the navigation buttons at the top of the form.

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If your search results yield ten or less events, these buttons will be grayed out.

There are four available views for the Events page: *Basic*, *Count*, *Map*, and *Index*. Each of these views offers different advantages and features, as described in the next four sections. In addition, you have the option of viewing your search results in Google Earth.

For more information, see:

- □ Viewing Event Search Results in Basic View, next page
- □ Viewing Event Search Results in Count View, page 38
- □ Viewing Event Search Results in Map View, page 41
- □ Viewing Event Search Results in Index View, page 47
- □ Viewing Event Search Results in Google Earth, page 50.



Viewing Event Search Results in Basic View

This section describes how to view a search results list in *Basic* view. This view consists of a table with information about each event.

1 Search for and display the events you wish to view. (If necessary, review "Searching for Events" on page 15.) The Events page displays.

				EVENTS		
Mobile-Vision, Inc.					mv	vadmin is logged in. Logout
Home Menu	Basic Vie	w Count View	w Map View	Index View		
Home						
Search Events				Events - List View	192	
Remote Search	Total Sel	ected: 0	K KK Pag	ge 1 of 3 (21 total records	s) >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	Q.
Find Associates	Info	Plate	Details	Overview	Unit	Event Date 🔻
Personal Hotlists Manual Synch		P291SUA	P29ISUA	ar tua	TERRY-PC	11/30/2015 14:48:37 EST
Change Password Reports User Help	1	9HYT	9 HYT	e Trans	TERRY-PC	11/30/2015 14:48:35 ES
 Administration Action 		JGM8IV	JGMCIV		TERRY-PC	11/30/2015 14:48:34 ES
New Search Edit Show Detail	1	J6MXV	JENCIV		TERRY-PC	11/30/2015 14:48:33 ES
Extend Jnextend Google Earth Export		K99AGG	K99 466		TERRY-PC	11/30/2015 14:48:31 ES
Export to Zip Export to CSV	•	N529ULS	N529 ULS		TERRY-PC	11/30/2015 14:48:30 ES
Export to Pdf Create Hotlist Add to Hotlist		K401GH	K40 10		TERRY-PC	11/30/2015 14:48:29 ES
Clear Selected Apply Filter Clear Filter	•	KAO816H	K4D 1GH		TERRY-PC	11/30/2015 14:48:28 ES
Jear Filler	•	J973SKH	J97* 5KH		TERRY-PC	11/30/2015 14:48:28 ES
	1	P291SUA	P29ISUA	an caus	TERRY-PC	11/30/2015 14:48:28 ES

2 If your search yielded more than one page of results (i.e., Page 1 of 6), use the navigation buttons at the top of the page to scroll through the entire plate list.

к « < > > >

The components of the Events page in Basic View are described in the following table.



	Event Information
Column	Description
Info	The View Event Detail icon. Hover your mouse over this icon to display the Event Detail page.
Plate	The license plate number. If you need to correct this number due to a read error, see "Correcting a License Plate Read Error" on page 65, beginning with step 2.
Details	A close-up image of the license plate.
Overview	A broad angle image of the front or back of the vehicle from which AlertVU captured this license plate.
Unit	The name of the AlertVU unit that captured this license plate.
Event Date	The date and time at which the AlertVU unit captured this license plate. Displays in mm/dd/yyyy hh:mm:ss format.
	Available Actions
	ed out" (i.e., unavailable), it indicates that you must select one ds first before you can perform that action.
Action	Description
New Search	Return to the Search Events page in order to perform a new search. For instructions, see "Searching for Events on Your Local Server" on page 16 or "Searching for Events on Remote Servers" on page 25, beginning with step 2.
Edit	Change the license plate number for a selected event record on this search results list. For instructions, see "Correcting a License Plate Read Error" on page 65, beginning with step 2.
Show Detail	Display the Event Detail page for a selected event record. (Select one record only.)
Google Earth Export	Download a KLM file in order to display event search results in a stand-alone version of Google Earth. For instructions, see "Viewing Event Search Results in Google Earth" on page 50, beginning with step 2.
Export to Zip	Export selected events to a zip file. For instructions, see "Exporting Event Search Results to a Zip File" on page 70, beginning with step 2.
Export to CSV	Export selected events to a CSV spreadsheet file. For instructions, see "Exporting Event Search Results to a CSV File" on page 74, beginning with step 2.
Export to Pdf	Export selected events to a PDF file. For instructions, see "Exporting Event Search Results to a Pdf File" on page 76, beginning with step 2.



	Available Actions (cont'd)
Action	Description
Create Hotlist	Create a new personal Hotlist from selected events. For instructions, see "Creating a Personal Hotlist from Existing Events" in chapter 3, beginning with step 2.
Add to Hotlist	Add selected events to an existing Hotlist. For instructions, see "Adding Events to an Existing Hotlist" in chapter 3, beginning with step 2.
Clear Selected	Deselect all event records that are currently selected.
Apply Filter	Display only those license plate records that are currently selected (i.e., highlighted).
Clear Filter	Undo "Apply Filter" action (i.e., redisplay all events that met the original search criteria).

3 To view an event's details, hover your mouse over the Info icon to the left of the event.

– OR –

Click on the event record, then go to the Action column and click **Show Detail** (see **HINT** below).



HINT: If you clicked on an event record but the **Show Detail** option is grayed-out, it indicates that you have more than one record selected. Click **Clear Selected**, then reselect the single event you wish to view.

The Event Detail popup displays. For a detailed description of the components on this popup, see the table beginning on page 52.

Viewing Event Search Results in Count View

This section describes how to view a search results list in *Count* view. This view groups multiple reads of one license plate under one record, thus reducing the number of records you have to scroll through.

1 Search for and display the events you wish to view. (If necessary, review "Searching for Events" on page 15.)



Mobile-Vision, Inc.				Events	m	vadmin is logged in. Logout
▼ Home Menu	Basic Vi	ew Count Vi	ew Map View	Index View		
Home		out of the second se				
Search Events				Events - List View	V	
Remote Search	Total Se	lected: 0	K KK P	age 1 of 3 (21 total records)	> >> >1	0,
-ind Associates	Info	Plate	Details	Overview	Unit	Event Date 🔻
Personal Hotlists Manual Synch Change Password	•	P291SUA	P29ISUA	acchief	TERRY-PC	11/30/2015 14:48:37 EST
Reports Jser Help	1	9HYT	9 HYT		TERRY-PC	11/30/2015 14:48:35 EST
 Administration Action 		JGM8IV	JGMAIV		TERRY-PC	11/30/2015 14:48:34 EST
New Search Edit Show Detail	1	J6MXV	JGN IV		TERRY-PC	11/30/2015 14:48:33 EST
Extend Jnextend Google Earth Export		K99AGG	K996 460		TERRY-PC	11/30/2015 14:48:31 ES
Export to Zip Export to CSV	•	N529ULS	N529 ULS		TERRY-PC	11/30/2015 14:48:30 EST
xport to Pdf Create Hotlist dd to Hotlist		K401GH	K40 10		TERRY-PC	11/30/2015 14:48:29 EST
lear Selected	1	KAO816H	K4001G		TERRY-PC	11/30/2015 14:48:28 EST
Clear Filter	•	J973SKH	J97 5K		TERRY-PC	11/30/2015 14:48:28 EST
	-	P291SUA	P29ISUA		TERRY-PC	11/30/2015 14:48:28 EST

2 Click the **Count View** tab. The license plates display in Count View.

Mobile-Vision, Ir						mvadmin is logged in. Log	out	
▼ Home Menu	Basic View	Count View	Map View	Index View				
Home				Description	s - Count View		_	
Search Events								
Remote Search	Total Selected:	and the second sec	<u> </u>	Page 1 of	1 (15 total records)	<u>> > </u>		
Find Associates Personal Hotlists		Plate	9			Frequency		
Manual Synch		P291S	UA			3		
Change Password		9HY	Г			3		
Reports		N529U	8°		3			
User Help								
Administration		J6MXV				1		
		KAO41	6H			1		
Action		JGM8	IV			1		
New Search Show Detail		100000						
Export to Zip	-	195/1	N			1		
Export to CSV		KAO81	6H			1		
Export to Pdf		296TT	т		1			
Create Hotlist		J973SI	КН		1			
Add to Hotlist		1893/8	17-0-					
Clear Selected		K1922	ZJ			1		
Apply Filter		N51BF	PS		1			
Clear Filter		K4010	ЭН		1			
		K99AC	G			1		
		K40PI1	сu			1		



3 If your search yielded more than one page of results (i.e., Page 1 of 6), use the navigation buttons at the top of the page to scroll through the entire plate list.

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The components of the Events page in Count View are described below.

	Count View
Column	Description
Plate	The license plate number. If you need to correct this number due to a read error, see "Correcting a License Plate Read Error" on page 65, beginning with step 2.
Frequency	The total number of reads for this license plate that match the search criteria.
	Available Actions
	l out" (i.e., unavailable), it indicates that you must select one records first before you can perform that action.
Action	Description
New Search	Return to the Search Events page in order to perform a new search. For instructions, see "Searching for Events on Your Local Server" on page 16 or "Searching for Events on Remote Servers" on page 25, beginning with step 2.
Show Detail	Display all the event records associated with a particular license plate. (Select one record only.)
Export to CSV	Export selected plates to a CSV spreadsheet file. For instructions, see "Exporting Search Results to a CSV File" on page 74, beginning with step 2.
Export to Pdf	Export selected events to a PDF file. For instructions, see "Exporting Event Search Results to a Pdf File" on page 76, beginning with step 2.
Create Hotlist	Create a new personal Hotlist from selected plates. For instructions, see "Creating a Personal Hotlist from Existing Events" in chapter 3, beginning with step 2.
Add to Hotlist	Add selected plates to an existing Hotlist. For instructions, see "Adding Events to an Existing Hotlist" in chapter 3, beginning with step 2.
Clear Selected	Deselect all plate records that are currently selected.
Apply Filter	Display only those plate records that are currently selected (i.e., highlighted).
Clear Filter	Undo the "Apply Filter" action (i.e., redisplay all license plates that met the original search criteria).



4 To view all the event records for a particular license plate, click on that plate's record, then go to the Action column and click **Show Detail**. The Tag popup displays.

Tag: 395TXJ							
Total Se	elected: 1	K (()	Page 1 of 1 (2 total records)	> [>]			
Info	Plate	Details	Overview	Unit	Event Date 🔻		
i	395TXJ	395 TXJ		L3-02	10/22/2010 17:55:49 GMT		
i	395TXJ	395 TXJ	1000	L3-02	10/22/2010 17:55:46 GM		

5 To view additional information on one of the events, hover your mouse over the *Info* icon. Otherwise click et to close the popup.

Viewing Event Search Results in Map View

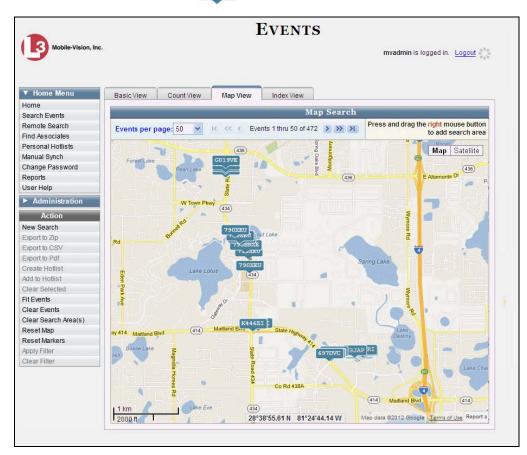
This section describes how to view a search results list on a map. This view allows you to perform a "search within a search" by selecting an additional geographic area to search within.

1 Search for and display the events you wish to view. (If necessary, review "Searching for Events" on page 15.)

				EVENTS	S	
Mobile-Vision, Inc.					mv	vadmin is logged in. Logout
▼ Home Menu	Basic V	liew Count Vi	ew Map View	Index View		
Home						
Search Events				Events - List Vi	ew	
Remote Search	Total S	elected: 0	K K K Pa	ge 1 of 3 (21 total reco	rds) >>>>	Q
Find Associates	Info	Plate	Details	Overview	Unit	Event Date V
Personal Hotlists			Door state	1		
Manual Synch	i	P291SUA	P2915114	increase and incre	TERRY-PC	11/30/2015 14:48:37 ES
Change Password			ALCON AND ADDRESS			
Reports		OLD CT.	QUVT	No. Contraction	TERRY DO	44000045 44 40 05 50
User Help	1	9HYT	JHI		TERRY-PC	11/30/2015 14:48:35 ES
Administration			AND PROPERTY AND A			
Action	•	JGM8IV	JGMCLV	A CON	TERRY-PC	11/30/2015 14:48:34 ES
New Search			The second strength			
Edit	i	J6MXV	ICM/ TV		TERRY-PC	11/30/2015 14:48:33 ES
Show Detail		USINITY	JUNE	1	retart ro	11/00/2010 11:10:00 20
Extend	1.00		The Party of the Party of the			
Unextend	i	K99AGG	K997 4GG		TERRY-PC	11/30/2015 14:48:31 ES
Google Earth Export			- #EH NOLE -			
Export to Zip		N529ULS	NEOQ III C	10000	TERRY-PC	11/30/2015 14:48:30 ES
Export to CSV	1	N0290L5	NOCO OLO		IERRI-FC	11/30/2013 14.40.30 E3
Export to Pdf			W. COLONINATION COL			
Create Hotlist	i 1	K401GH	K40 1GH		TERRY-PC	11/30/2015 14:48:29 ES
Add to Hotlist			and in the second se	2.0.5		
Clear Selected	0		VADE 1CU	4-1-1-1-1	TERRY OF	
Apply Filter	i	KAO816H	N4U LUN		TERRY-PC	11/30/2015 14:48:28 ES
Clear Filter			The American State			
	•	J973SKH	J97 5KH		TERRY-PC	11/30/2015 14:48:28 ES
	•	P291SUA	P29ISUA	11111	TERRY-PC	11/30/2015 14:48:28 ES



2 Click the **Map View** tab. The events display in map view. Each event is represented by a blue "event marker" icon: **K44621**



The available actions in Map View are described in the following table.



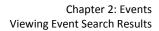
	Available Actions					
Action	Description					
New Search	Return to the Search Events page in order to perform a new search. For instructions, see "Searching for Events on Your Local Server" on page 16 or "Searching for Events on Remote Servers" on page 25, beginning with step 2.					
Fit Events	Zoom the map in or out to fit all matching results within the map view. To zoom <i>in</i> , double-click using the <i>left</i> mouse button. To zoom <i>out</i> , double-click using the <i>right</i> mouse button.					
Clear Events	Remove all event markers from the map.					
Clear Search Area(s)	Remove all search boxes from the map (i.e., any boxes that you drew by right-clicking and dragging the mouse).					
Reset Map	Reset the map to its original position before you scrolled it up, down, left, or right.					
Reset Markers	Reset all markers to their original position.					

- **3** By default, the system displays 50 events per map. To change this number, select a new value from the *Events per page* drop-down list. Otherwise proceed to the next step.
- **4** If your search yielded more than one page of results (i.e., Page 1 of 6), use the navigation icons at the top of the page to scroll through the results list.

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- **5** To view details for an individual event, proceed to the next step. Otherwise skip to step 9.
- **6** Locate and click on the event marker you wish to view. If the event appears to be hidden by other markers, simply drag those markers to another part of the map. This will reveal those tags that are stacked behind it. Later you can restore the markers to their original positions by clicking on the **Reset Markers** link in the Action column.

Once you click on an event marker, the details popup will display.







The event detail fields are described below.

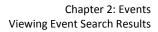
Event Details				
Field	Description			
License Plate	The license plate number. If you or another AlertVU user previously corrected a license plate read error, the updated value will display here.			
Unit	The name of the AlertVU unit that captured this license plate.			
Event Time	The date and time at which the AlertVU unit captured this license plate.			
Officer*	The officer who was logged into the AlertVU unit at the time this license plate was captured.			
GPS Latitude*	The latitudinal reading for the location at which AlertVU captured this license plate.			

Mobile units only

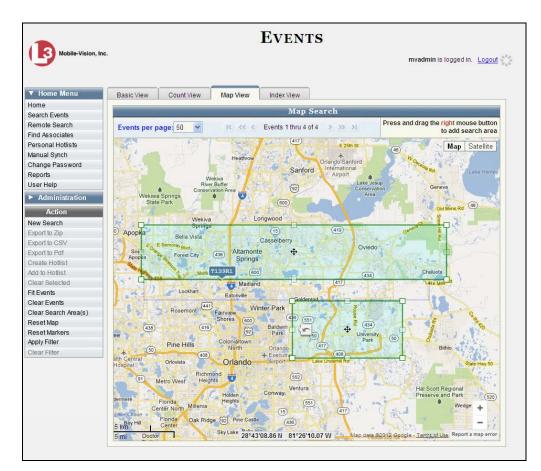


Event Details (cont'd)					
Field	Description				
GPS Longitude*	The longitudinal reading for the location at which AlertVU captured this license plate.				
Event ID	The numeric identification code that AlertVU assigned this plate read.				

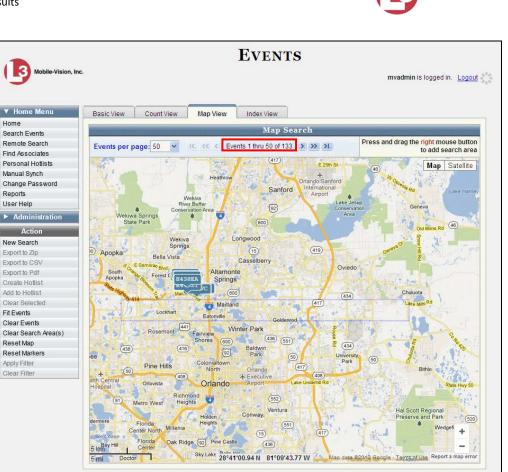
- 7 To view a digital image of the area from which AlertVU captured the license plate (i.e., *front* or *rear* of vehicle), click the **ANPR** or **Overview** tab. Otherwise proceed to the next step.
- 8 To view any metadata associated with this plate (if available), click the **MetaData** tab. Otherwise proceed to the next step.
- **9** When you're finished viewing the event details, click the \boxtimes in the upper right corner of the popup to close it.
- **10** To reposition the map, proceed to the next step. Otherwise skip to step 12.
- **11** Left-click your mouse, then drag the map to the desired position.
- **12** To zoom in/out on the map, use the plus and minus arrows in the lower right corner of the page. Otherwise proceed to the next step.
- **13** To further narrow your search results by geographic location, proceed to the next step. Otherwise skip to step 16.
- **14** Press and drag the right mouse button over the area you wish to search in. A shaded box appears in that area. If desired, you may draw more than one box.







15 Go to the Action column and click **Apply Filter**. The system searches for and selects any events that meet your original search criteria **and** were captured within the highlighted area(s). If you look at the Events total, you will see the total events that meet your new search criteria.



In the example above, the total number of events increased from **4** pages of 50 (200 events) to **133** pages of 50 (6,650 events) after the search area was enlarged.

- **16** To display this map in satellite view, click the **Satellite** button in the upper right corner of the page.
- **17** To return to map view, click the **Map** button.

Viewing Event Search Results in Index View

This section describes how to view a search results list in *Index* view. This view displays a digital image of the area from which AlertVU captured each license plate (i.e., *front* or *rear* of vehicle). The advantage of this view is that it allows you to select all of the records in your search results without having to click on each record.

1 Search for and display the events you wish to view. (If necessary, review "Searching for Events" on page 15.)

(Continued)

Mobile-Vision, Inc.



Mobile-Vision, Inc.					EVEN		nvadmin is logged in. <u>Logout</u>
Home Menu	Basic V	iew	Count View	Map View	Index View		
Home		_			Events - List	N77	
Search Events			-		and the second s	an a	
Remote Search	Total Se	elected:	0 14	<< <	Page 1 of 3 (21 total		
Find Associates Personal Hotlists	Info	Plat	e	Details	Overview	Unit	Event Date 🔻
Personal Hotilists Manual Synch Change Password	:	P291S	UA	P2915L	A	TERRY-PC	11/30/2015 14:48:37 EST
Reports Jser Help	•	9HY	т	9 HYT		TERRY-PC	11/30/2015 14:48:35 EST
 Administration Action 		JGM8	IIV I	JGM I		TERRY-PC	11/30/2015 14:48:34 EST
New Search Edit Show Detail	•	J6MX	ov I	JGNA-I		TERRY-PC	11/30/2015 14:48:33 EST
Extend Unextend Google Earth Export	•	K99A	GG	K996 4i	GG 😹	TERRY-PC	11/30/2015 14:48:31 EST
Export to Zip Export to CSV	•	N529L	ils	1529 UI	S	TERRY-PC	11/30/2015 14:48:30 EST
Export to Pdf Create Hotlist Add to Hotlist	i	K4010	зн	K40-1		TERRY-PC	11/30/2015 14:48:29 EST
Clear Selected Apply Filter Clear Filter	•	KAO81	16Н	K40 1	GH 😥	TERRY-PC	11/30/2015 14:48:28 EST
STAM FIRM	•	J973S	кн	J97	KA 💒	TERRY-PC	11/30/2015 14:48:28 EST
	i)	P291S	UA	P291 SL	A	TERRY-PC	11/30/2015 14:48:28 EST

2 Click the **Index View** tab. The events display in index view.





3 If your search yielded more than one page of results (i.e., Page 1 of 6), use the navigation buttons at the top of the page to scroll through the entire events list.

K << < > >> >

4 If you wish to perform an action on some or all of these events (e.g., export events, add events to a hotlist, etc.) proceed to the next step.

– OR –

If you do *not* wish to perform an action on some or all of these events, **End of Procedure**.

5 Select the events you wish to work with:

To select *all* events, go to top of the page and click **Select All**. The system selects all events in your search results, including those that are not currently displayed.

– OR –

To select *some* events, click the checkbox in the upper left corner of the appropriate event(s). If necessary, use the navigation arrows at the top of the page to scroll through the complete list.

6	Go to the Action	column and click on the appropriate action, as described below.	

Available Actions					
Action	Description				
New Search	Return to the Search Events page in order to perform a new search. For instructions, see "Searching for Events on Your Local Server" on page 16 or "Searching for Events on Remote Servers" on page 25, beginning with step 2.				
Create Hotlist	Create a new personal Hotlist using selected events. For instructions, see "Creating a Personal Hotlist from Existing Events" in chapter 3, beginning with step 2.				
Add to Hotlist	Add selected events to an existing Hotlist. For instruc- tions, see "Adding Events to an Existing Hotlist" in chap- ter 3, beginning with step 2.				
Apply Filter	Display only those event records that are currently selected (i.e., checked).				
Clear Filter	Undo the geographical filter which you previously applied while in Map View. This will display only those events that met your original search criteria.				



Viewing Event Search Results in Google Earth

This section describes how to use the Google Earth application to display an aerial view of search results. To accomplish this, the system downloads GPS data into a KML file format that can be read by Google Earth.

You can download and install Google Earth from the internet by going to: www.google.com/earth

1 Search for and display the events you wish to view. (If necessary, review "Searching for Events" on page 15.)

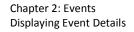
Mobile-Vision, Inc.				Event		
					m	vadmin is logged in. Logout
▼ Home Menu	Basic Vie	w Count Vie	ew Map View	Index View		
Home						
Search Events				Events - List V	liew	
Remote Search	Total Se	lected: 0	1< << <	Page 1 of 3 (21 total rec	ords) 🔰 💓 🔰	Q,
Find Associates	Info	Plate	Details	Overview	Unit	Event Date 🔻
Personal Hotlists			DODIOU			
Manual Synch	i)	P291SUA	P29 50	4	TERRY-PC	11/30/2015 14:48:37 EST
Change Password			ALC: NO ADDRESS OF A ROOM			
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New Search			The second states		-	
Edit	i	J6MXV	ICM TV		TERRY-PC	11/30/2015 14:48:33 ES
Show Detail		USANY (JUNE	1	i Elitti i O	11/00/2010 11:10:00 20
Extend	-		11000			
Unextend	i	K99AGG	K996-4G	G State	TERRY-PC	11/30/2015 14:48:31 ES
Google Earth Export						
Export to Zip	i	N529ULS	NE2011	C C	TERRY-PC	11/30/2015 14:48:30 ES
Export to CSV			NULS UL	0		110012010 11.10.00 20
Export to Pdf			March Constant			
Create Hotlist	i	K401GH	K4D L	JH F	TERRY-PC	11/30/2015 14:48:29 ES
Add to Hotlist			2015			
Clear Selected Apply Filter	i	KAO816H	KADA 1G	H CON	TERRY-PC	11/30/2015 14:48:28 ES
Apply Filter Clear Filter		101001011	REMINOLE-		. Entre 4 o	1.100.2010 11.10.20 20
orear ritter			The Alexandree	MA HETE		
	1	J973SKH	J97 5	(H)	TERRY-PC	11/30/2015 14:48:28 EST
			BURELING			
	i	P291SUA	P291911	A mean	TERRY-PC	11/30/2015 14:48:28 ES
	-		ALL OF ALL DO			

- 2 Make sure the **Basic View** tab is selected, as pictured above.
- **3** Go to the Action column and click **Google Earth Export**. The following popup displays.

Tags to Map: 29	×
Download KML File	

4 Click the Download KML File button. A Windows message displays.

The second s		2			
Do you want to open or save exportKML_1436803062673.kml from 65.104.193.170?	Open	Save	-	Cancel	×





- 5 Click Open. An aerial view of the events displays in Google Earth.

- **6** To reposition the map and/or zoom in or out, use the Google Earth controls located in the upper right portion of the screen. For information on Google Earth functions and features, refer to the Google Earth user manual and/or online help.
- 7 When you are ready to exit Google Earth, click the ⊠ in the upper right corner of the window, then click **Discard**.

Displaying Event Details

This section describes how to view the Details page for a selected event.

- **1** Search for the event you wish to view, as described in "Searching for Events" on page 15. The Events page displays, as pictured on the previous page.
- **i 2** Hover your mouse over the *Info* icon to the left of the event you wish to view.

– OR –

Click on the event record, then go to the Action column and click **Show Detail** (see **HINT** below).



HINT: If you clicked on an event record but the **Show Detail** option is grayed-out, it indicates that you have more than one record selected. Click **Clear Selected**, then reselect the single event you wish to view.

The Event Details popup displays.



Original License Plate:	-		No User	
License Plate:	NA56ZLM		20°0'00.0 N / 21°0'00.0 W	
Event Time:	12/03/2015 12:00:40		10507596 Never	
Eligible Purge Date:	05/31/2016	Archive Status:		
Unit:	TERRY-PC	Lane:	Northbound I-4	
and the second s				



NOTE: If you imported this event from a spreadsheet, this popup will not include any digital images.

The information on the Event Detail popup is described below.

	Event Details
Field	Description
Original License Plate	The license plate number that was captured by AlertVU in the field. Depending on the capture device's ability to clearly read the license plate (influenced by such factors as lighting, camera angles, condition of plate, weather, etc.), this number may or may not be identical to the value in the <i>License Plate</i> field.
License Plate	The actual license plate number. By default, this value is equal to the value in the <i>Original License Plate</i> field. However, you have the ability to change/update this field as needed. For example, if you look at the license photo and observe that what the capture device inter- preted as an O is actually a C , you can manually correct the license plate number. For more information, see "Correcting a License Plate Read Error" on page 65.
Event Time	The date and time at which the AlertVU capture device read the license plate. <i>Displays in mm/dd/yyyy hh:mm:ss format.</i>
Eligible Purge Date	The earliest date on which the system may purge this record from the AlertVU server.



	Event Details (cont'd)
Field	Description
Eligible Purge Date (cont'd)	This date is determined by the system backup/purge settings selected by your System Administrator.
Unit	The name of the AlertVU unit that captured this license plate. If this event was imported from a spreadsheet, the words AlertVU Importer will display here.
Officer (<i>Mobile Units only</i>)	The display name of the officer who was logged into the AlertVU unit at the time the license plate was captured.
GPS Lat/Long (Mobile units only)	The latitudinal and longitudinal coordinates of the vehi- cle at the time the license plate was captured.
Event ID	The event identification number that the system auto- matically assigned to this record.
Archive Status	The current backup status of this event:
	 Archived. Event has already been burned to a backup disc In-Progress. Event is in the process of being burned to a backup disc Restored. Event was restored (i.e., copied) from a backup disc to the server. Never. The system has not assigned this record to a backup job yet, for one of two reasons: 1) either the event just transmitted to the server (in which case the system will soon assign the event to a backup job) or the system's backup feature is currently disabled (in which case the system will never assign the event to a backup job). Unknown. The current backup status of this event is unknown, as the record resides on a remote server.
Lane	The camera lane from which this event was captured.
Extend Reason	The reason provided by the user who extended this event's online life. This is typically the agency case number that the event is associated with.
	This field will display in place of the <i>Lane</i> field for extended event records.

3 To close the Event Details popup, either click the \boxtimes in the upper right corner of the popup (if applicable), or move your cursor off of the *Info* icon.



Viewing/Exporting an Event Report

AlertVU comes with several predefined reports. The *Summary* report lists the total number of events captured for all units within the last 24 hours, 7 days, and 30 days. The *Hotlist Hits* report shows the total number of hits for a selected unit, hotlist, and timeframe. And finally, the *Plate Reads* report lists the total number of events captured for a selected unit and timeframe.

For more information, see:

- □ Viewing/Exporting the Summary Report, below
- □ Viewing/Exporting the Hotlist Hits Report, page 58
- □ Viewing/Exporting the Plate Reads Report, page 61.

Viewing/Exporting the Summary Report

The Summary report shows the total number of events that your AlertVU units have captured and transmitted to the server within the last 24 hours, 7 days, and 30 days.

1 Go to V Home Menu and click **Reports**. The Reports page displays.

	-	REPORTS											
 Home Menu 		User Activity											
lome	······································												
Search Events	Unit Type: All 🗸 🧭												
Remote Search Find Associates		Plate reads for All Units Ta											
Personal Hotlists	Unit Name 🛦	I < << Page 1 of 3 (33 total records)	> >> >I										
Manual Synch	E Doubletree / N Scottsdale Rd	Last 24 nours	Last 7 days										
Change Password													
Reports Jser Help	E Doubletree Ranch / Tatum												
 Administration 	E Lincoln / N 36th - EB Lincoln												
Action	E Lincoln / N 36th - SB 36th												
Export to Pdf	E Lincoln / Scottsdale Rd												
Export to CSV	E Stanford / N 32nd												
	E Stanford / N 40th												
	ESTANFORDATN40T												
	McDonald / Scottsdale												
	N 40th - South of Stanford_Old												
	N 40th S of Stanford												
	N 64th / Camelback												
	Total	21	21										
	Average	0.68	0.68										



2 To generate a report for all types of AlertVU units (*stationary*, *in-car*, and *trailer-mounted*), proceed to the next step.

– OR –

To generate a report for *stationary*^{*} AlertVU units only, select **Fixed** from the *Unit Type* drop-down list.

– OR –

To generate a report for *in-car* AlertVU units only, select **Mobile** from the *Unit Type* drop-down list.

– OR –

To generate a report for *trailer-mounted* AlertVU units only, select **Portable** from the *Unit Type* drop-down list.

3 If you wish to export this report, proceed to the next step.

– OR –

If you do *not* wish to export this report, End of Procedure.

4 To export this report to a *pdf* file, go to the Action column and click **Export to pdf**. - OR -

To export this report to a *csv* spreadsheet file, go to the Action column and click **Export to CSV**.

A Windows message displays. The appearance of this message may vary slightly depending on the version of Windows that you have.

PDF		Do you want to open or save report-1448999380696.pdf from 166.20.101.93?	Open	Save	Cancel	×
Download Messages)[12 report-150153386pdf				
CSV Download Messages		Do you want to open or save report-1448999409287.csv (205 bytes) from 166.20.101.93? Preport-150153411csv	Open	Save .	Cancel	×

5 Click Open.

– OR –

Double-click on the Windows download tab.

^{*} Units that are permanently mounted to a pole or other apparatus



PDF file in

 \Rightarrow If you selected the **Export to pdf** option, the report displays in Adobe Reader.

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	P		Plate Reads Summary							
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		E Doubletree Ranch / Tatum			54999					
	16.4%.	E Lincoln / N 36th - EB Lincoln			146521					
		E Lincoln / N 36th - SB 36th			7465					
		E Lincoln / Scottsdale Rd			114770					
		ESTANFORDATN40T								
		E Stanford / N 32nd			15015					
		E Stanford / N 40th								
		McDonald / Scottsdale			41140					
		N 40th S of Stanford			33414					
		N 40th - South of Stanford_Old								
		N 64th / Camelback			52090					
obat		Old Unit 45								
UDat		Old Unit 46								
		Old Unit 48								
		Old Unit 49								
		Old Unit 49								
		Old Unit 53								
		Old Unit 53								
		Tatum / McDonald EB McDonald								
		Tatum / McDonald - NB Tatum			132903					
		Tatum / Shea			161561					
		TERRY-PC	21	21	21					
		Unit 45			350					
		Unit 46			4623					
		Unit 48								
		Unit 49			18838					
		Unit 50			5956					
		Unit 51			5743					
		Unit 52			6154					
		Unit 53			7056					
		Unit 54			1155					
		Unit 55								
		Total Average	21 0.68	21	843989 27225.45					



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	21 Tatum 22 Tatum		0	0	132903											
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	24 TERRY 25 Unit 45		0	0	350											
	26 Unit 4		0	0	4623											
	28 Unit 48		0	0	4625											
	28 Unit 49		0	0	18838											
	29 Unit 50		0	0	5956											
	30 Unit 5:		0	0	5743											
	31 Unit 52		0	0	6154											
	32 Unit 53		0	0	7056											
	33 Unit 54		0	0	1155											
	34 Unit 55		0	0	0											
	35 Total		21	21	843989											
	36 Averag	ze .	0.68		7225.45											
											4		100			•
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 \Rightarrow If you selected the **Export to CSV** option, the report displays in Microsoft Excel.

6 When you're finished viewing/printing the report, click the \boxtimes in the upper right corner of the report to exit Acrobat or Excel.



Viewing/Exporting the Hotlist Hits Report

A "hit" occurs when an AlertVU unit reads a plate that matches a plate number found on a system or personal hotlist. The Hotlist Hits report shows the total number of events captured by a selected unit (or all units) that hit on a selected hotlist (or hotlists) within a particular timeframe.

1 Go to **V** Home Menu and click **Reports**. The Reports page displays.

Mobile-Vision, In	. R EPORTS											
▼ Home Menu Home		er Activity										
Search Events	Unit Type: All 🔽 🥝											
Remote Search Find Associates		Plate reads for All Units T										
Personal Hotlists		IS SEA Page 1 of 3 (33 total records)	<u>> >> > </u>									
lanual Synch	Unit Name E Doubletree / N Scottsdale Rd	Last 24 hours	Last 7 days									
Change Password Reports												
kepons Iser Help	E Doubletree Ranch / Tatum											
Administration	E Lincoln / N 36th - EB Lincoln											
Action	E Lincoln / N 36th - SB 36th											
export to Pdf	E Lincoln / Scottsdale Rd											
Export to CSV	E Stanford / N 32nd											
	E Stanford / N 40th											
	ESTANFORDATN40T											
	McDonald / Scottsdale											
	N 40th - South of Stanford_Old											
	N 40th S of Stanford											
	N 64th / Camelback											
	Total	21	21									
	Average	0.68	0.68									

2 Click the Hotlist Hit tab.

					_						
▼ Home Menu	Summary H	lotlist Hit	Plate Reads	User Activity							
Home Search Events Remote Search	Start Date: 09/0	1/2015 🔳	🕜 # Weeks: 3	View By:	Days in Week 🔽 🕜 Hotlist: NCIC			V 🕢 Unit: All			
Find Associates	NCIC Hotlist T	able NO	CIC Hotlist Bar	1							
Personal Hotlists Manual Synch	Hits for NCIC Hotlist										
Change Password	Week 🛦	St	ın	Mon	Tue	V	Ved	Thu			
leports	08/30/2015	5	24	47		59	69	48			
ser Help	09/06/2015	5	28	16		55	49	66			
Administration	09/13/2015	5	48	60		91	68	69			
Action	Tota	il i	100	123		205	186	183			
xport to Pdf xport to CSV lear Selection	Average	e	33.33	41	6	3.33	62	61			

3 Go to the *Start Date* field and enter or select a start date for this report. Observe *mm/dd/yyyy* format. System defaults to today's date.



- 4 Go to the # Weeks field and select the total number of weeks you wish to report on (1 12) from the start date. System defaults to 6.
- **5** Go to the *View By* field and select the manner in which you wish to display report totals: by *hours in day, days in week, days in month,* or *months in year.*
- **6** To report on *all* hotlist hits (default), proceed to the next step.

– OR –

To report on only *one* hotlist, select that hotlist from the *Hotlist* drop-down list.

7 To report on *all* AlertVU units (default), proceed to the next step. – OR –

To report on only one AlertVU unit, select that unit from the Unit drop-down list.

- 8 To export this report, proceed to the next step. Otherwise skip to step 12.
- **9** To export this report to a *pdf* file, go to the Action column and click **Export to pdf**. - OR -

To export this report to a *csv* spreadsheet file, go to the Action column and click **Export to CSV**.

A Windows message displays. The appearance of this message may vary slightly depending on the version of Windows that you have.

PDF Download Messages		Do you want to open or save report-1448999380696.pdf from 166.20.101.93? Treport-150153386pdf	Open	Save	▼ Cancel	×
CSV Download Messages	ſ	Do you want to open or save report-1448999409287.csv (205 bytes) from 166.20.101.93 ?	Open	Save	▼ Cancel	×
1	LO	Click Open .				

– OR –

Double-click on the Windows download tab.

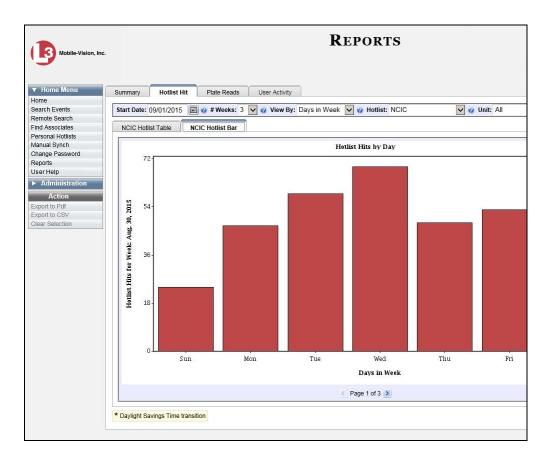


- Deport-1449004539418.pdf -OX Edit View Window Hel * 🗁 Open 🛛 🔁 Create 🔻 | 🖹 🏟 🖨 🖹 🖂 | 🏶 🦻 🐶 🕼 🖓 🔁 Customize 💌 1 / 1 💽 🖑 😑 🛨 108% -Tools Fill & Sign Comment (41) ſ Hotlist Hit: Days in Week Tue Wed Fri Wee Thu Sat PDF file in Acrobat 08/30/2015 48 24 47 16 66 69 09/06/2015 28 48 49 85 48 09/13/2015 60 91 68 90 51 183 123 186 136 Total 100 205 228 Average 33 33 41 68.33 62 61 76 45.33
- \Rightarrow If you selected the **Export to pdf** option, the report displays in Adobe Reader.

 \Rightarrow If you selected the **Export to CSV** option, the report displays in Microsoft Excel.

	9	-	· (* ·) •	•			repor	t-144900456	4178.csv - Mic	rosoft Ex	cel					- =
		Home	Insert	Page La	yout Fo	rmulas	Data Re	view Vi	ew Devel	oper	Acrobat) _ #
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me m excer	2	<i>nununun</i>	24	47	59	6	9 48	53	37							
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	4	****	48	60	91	6	8 69	90	51							
	5	Total	100	123	205	18	6 183	228	136							
	6	Average	33.33	41	68.33	6	2 61	76	45.33							
	7															
	8															
	9															
						-										
	10 // (↓ →)/ report-1449004554178 / 2															>

- **11** When you're finished viewing/printing the report, click the \boxtimes in the upper right corner of the report to exit Acrobat or Excel.
- **12** By default, the system displays this report in table format. To view the same data on a bar chart, click the **...Hotlist Bar** tab.



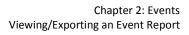
Viewing/Exporting the Plate Reads Report

The Plate Reads report shows the total number of events that a selected AlertVU unit (or all units) captured and transmitted to the server within a particular timeframe.

1 Go to **V** Home Menu and click **Reports**. The Reports page displays.

(Continued)

Mobile-Vision, Inc.





6	REPORTS												
B Mobile-Vision, Ir		er Activity											
ome	· · · · · · · · · · · · · · · · · · ·												
Search Events	Unit Type: All 🔽 🥑												
Remote Search		Plate reads for All Units Tab	ole										
Find Associates Personal Hotlists	IC KK K Page 1 of 3 (33 total records)												
Manual Synch	Unit Name 🛦	Last 24 hours	Last 7 days										
Change Password	E Doubletree / N Scottsdale Rd												
Reports	E Doubletree Ranch / Tatum												
Jser Help	E Lincoln / N 36th - EB Lincoln												
 Administration 	E Lincoln / N 36th - SB 36th												
Action	E Lincoln / Scottsdale Rd												
Export to Pdf Export to CSV	E Stanford / N 32nd												
	E Stanford / N 40th												
	ESTANFORDATN40T												
	McDonald / Scottsdale												
	N 40th - South of Stanford_Old												
	N 40th S of Stanford												
	N 64th / Camelback												
	Total	21	21										
	Average	0.68	0.68										

2 Click the **Plate Reads** tab.

▼ Home Menu Home	Summary Hotlist	Hit Plate Reads	User Activity				
Search Events	Start Date: 09/01/201	5 💽 🥑 🛛 # Week	s: 6 🔽 🥑 View By	: Days in Week 🔽	Onit Type: Fixe	ed 🔽 🥝 Unit: N	0th S c
Remote Search Find Associates	Fixed Plate Reads	able Fixed Plate	Reads Bar				
Personal Hotlists		d Plate Read					
vlanual Synch Change Password	Week A	Sun	Mon	Tue	Wed	Thu	F
teports	08/30/2015	Gui	1522	2232	2183	2236	
ser Help	09/06/2015	878	908	2202	2392	2168	
 Administration 	09/13/2015	1074	2158	2202	2352	2100	
Action	09/20/2015	1170	2056	2299	2342	2171	
xport to Pdf							
xport to CSV lear Selection	09/27/2015	1078	2179	2233	1501	1143	
ieal Selection	10/04/2015			904	2401	2363	
	Total	4200	8823	12211	13100	12294	
	Average	700	1470.5	2035.17	2183.33	2049	

- **3** Go to the *Start Date* field and enter or select a start date for this report. Observe *mm/dd/yyyy* format. System defaults to today's date.
- 4 Go to the # Weeks field and select the total number of weeks you wish to report on (1 12) from the start date. System defaults to 6.



- **5** Go to the *View By* field and select the manner in which you wish to display report totals: by *hours in day, days in week, days in month,* or *months in year.*
- **6** To generate a report for all types of AlertVU units (*stationary*, *in-car*, and *trailer-mounted*), proceed to the next step.

- OR -

To generate a report for *stationary*^{*} AlertVU units only, select **Fixed** from the *Unit Type* drop-down list.

– OR –

To generate a report for *in-car* AlertVU units only, select **Mobile** from the *Unit Type* drop-down list.

– OR –

To generate a report for *trailer-mounted* AlertVU units only, select **Portable** from the *Unit Type* drop-down list.

7 To report on *all* AlertVU units (default), proceed to the next step.

– OR –

To report on only one AlertVU unit, select that unit from the Unit drop-down list.

- 8 To export this report, proceed to the next step. Otherwise skip to step 12.
- **9** To export this report to a *pdf* file, go to the Action column and click **Export to pdf**. - OR -

To export this report to a *csv* spreadsheet file, go to the Action column and click **Export to CSV**.

A Windows message displays. The appearance of this message may vary slightly depending on the version of Windows that you have.

PDF Download Messages	Do you want to open or save report-1448999380696.pdf from 166.20.101.93? The report-150153386pdf	Open	Save	Cancel	×
CSV Download Messages	Do you want to open or save report-1448999409287.csv (205 bytes) from 166.20.101.93? Image: Propert-150153411csv	Open	Save	▼ Cancel	×

^{*} Units that are permanently mounted to a pole or other apparatus



10 Click Open.

– OR –

Double-click on the Windows download tab.

 \Rightarrow If you selected the **Export to pdf** option, the report displays in Adobe Reader.

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			Fiale	neaus. I	Jaysin	veen		
17	Week	Sun	Mon	Tue	Wed	Thu	Fri	Sat
<i>y</i>	08/30/2015		1522	2232	2183	2236	2002	1040
<i>3</i> 4	09/06/2015	878	908	2202	2392	2168	2153	1272
2°-	09/13/2015	1074	2158	2341	2281	2213	2100	1244
	09/20/2015	1170	2056	2299	2342	2171	2624	1915
	09/27/2015	1078	2179	2233	1501	1143	10	
	10/04/2015			904	2401	2363	2258	1249
	Tota1	4200	8823	12211	13100	12294	11147	6720
		700	1470.5	2035.17	2183.33	2049	1857.83	1120

PDF file in Acrobat

 \Rightarrow If you selected the **Export to CSV** option, the report displays in Microsoft Excel.

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	and the second second	*******	1074	2158	2341	2281	2213	2100	1244							
		********	1078	2036	2233	1501	1143	2624	1915							
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11 When you're finished viewing/printing the report, click the \boxtimes in the upper right corner of the report to exit Acrobat or Excel.



12 By default, the system displays this report in table format. To view the same data on a bar chart, click the ...**Plate Reads Bar** tab.



Correcting a License Plate Read Error

This section describes how to correct a license plate number when the system misinterprets one or more characters on a plate. For example, the system might misinterpret a 6 as a G, a Q as an O, a Z as a 2 etc. Whenever possible, compare a plate's actual photo to the value in the *Plate* column to check for accuracy.

1 Search for the event record you wish to correct. (If necessary, review "Searching for Events" on page 15.)



Mobile-Vision, Inc.					EVEN	NTS		
							'n	vadmin is logged in. Logout
▼ Home Menu	Basic V	/iew	Count View	Map View	Index View			
Home								
Search Events					Events - Li	st View		
Remote Search	Total S	elected:	0 1< <	(<	Page 1 of 3 (21 tot	al records)	> >> >	0,
ind Associates	Info	Plat	e	Details	Overvie	w	Unit	Event Date 🔻
ersonal Hotlists				201011				
Manual Synch	i	P291S	UA P	29150	A		TERRY-PC	11/30/2015 14:48:37 EST
Change Password				A PROPERTY AND				
Reports	1	9HY	т	AHAT	e-strate		TERRY-PC	11/30/2015 14:48:35 EST
Jser Help	-							
 Administration 			12 M	TI SUC		3		
Action	i	JGM8	BIV III	DMSEL	A CONT		TERRY-PC	11/30/2015 14:48:34 EST
New Search			1=	COLUMN TITLE				
Edit	i	J6MX	v 🛅	ALC IN		-	TERRY-PC	11/30/2015 14:48:33 EST
Show Detail					-			
Extend	1.00			00				
Jnextend	i	K99A0	GG 🕺	99 6 4G	G 🗾	1	TERRY-PC	11/30/2015 14:48:31 EST
Google Earth Export				THE REPORT				
Export to Zip	i	N529L	ILS N	520 11	S	8-	TERRY-PC	11/30/2015 14:48:30 EST
Export to CSV								
Export to Pdf				Marcal Distances		1		
Create Hotlist	1	K4010	ЗН	(40 <u>1</u>	UH C		TERRY-PC	11/30/2015 14:48:29 EST
Add to Hotlist				NOUT				
Clear Selected Apply Filter	1	KAO8	юн 🗰	10 10	H		TERRY-PC	11/30/2015 14:48:28 EST
Apply Filter Clear Filter	-	.0100	N	SEMINOLE.			121111110	1.100.2010 11.10.20 201
Jear Filler	•	J973S	кн	J97 5			TERRY-PC	11/30/2015 14:48:28 EST
	1	P291S		29150	A	<u>r</u>	TERRY-PC	11/30/2015 14:48:28 EST

- 2 Click on the event row to highlight it.
- **3** Go to the Action column and click **Edit**.

– OR –

Right-click on the record and select Edit Plate Name from the popup menu.

The Edit Plate Name popup displays.



- 4 Enter the correct plate number in the *Plate* field.
- 5 Click Save. The corrected plate number displays in the *Plate* column.



Changing Events' Days Online

This section describes how to change the settings that determine how long event files will remain on your local server.

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.

Mobile-Vision, Inc			5151	'EM SETU	P	
	•				mva	admin is logged in. <u>Loqout</u>
▼ Home Menu	Precinct	System Settings	Security Settings	Modules DVD		
Home Search Events	Precinct Info	1				
Remote Search	Precinct into	Logos				
Find Associates				Precinct		
Personal Hotlists			K K Page	1 of 1 (2 total records)	N N N	
Manual Synch	Drog	cinct Name 🔺	Phone Number	IP Address	Local Access	Last Comm Date
Change Password	MVI-Leslie-Do	No. of the second second second second	480-948-7418	Local	false	Local
Reports						
User Help	Remote Precin	ict #1	1231231234	192.168.110.73	false	11/30/2015 14:13
Administration						
System Setup						
System Status						
Asset Monitoring						
-						
System Hotlists						
System Hotlists Import Events						
System Hotlists Import Events						
System Hotlists Import Events Manage Units Manage Users						
System Hotlists Import Events Manage Units Manage Users						
System Hotlists import Events Manage Units Manage Users Manage User Groups						
System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations						
System Hotlists mport Events Manage Units Manage Users Manage User Groups Manage Locations						
System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats						

2 Click the System Settings tab.

Mobile-Vision, Inc			Sys'	TEM SETU	UP	mvadmin is logged in.	Logout
▼ Home Menu Home	Precinct System	Settings Securit	y Settings	Modules DVD			
Search Events	Storage Machines	System Options	Backup	Download Options	Event Exporter	Asset Monitoring	
Remote Search				NF 12			_
Find Associates				Storage Machines			
Personal Hotlists		al Path		External JPG URI		Status	
Manual Synch	/fbdata/01		/stream01			Enabled	
Change Password Reports							
User Help							
oberrieip							
• Administration							
▼ Administration							
System Setup							
System Setup System Status							
System Setup System Status Asset Monitoring							
System Setup System Status Asset Monitoring System Hotlists							
System Setup System Status Asset Monitoring System Hotlists Import Events							
System Setup System Status Asset Monitoring System Hotlists							
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units							
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users							
System Setup System Status Asset Monitoring System Hollists Import Events Manage Units Manage Users Manage User Groups							
System Setup System Status Asset Monitoring System Hotiists Import Events Manage Users Manage Users Manage Locations							
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats							



3 Click the **System Options** tab.

Mobile-Vision, Inc.			SY	STEM	SETU	J P		
							mvadmin is logged in	Logout
▼ Home Menu	Precinct Syst	em Settings	Security Settings	Module	DVD			
Home								
Search Events	Storage Machines	System Opt	tions Backu	Dowr	load Options	Event Exporter	Asset Monitoring	
Remote Search	-							
Find Associates		Minimum Days	Online: 191	0				
Personal Hotlists		winimum Days	Unime: 101					
Manual Synch		Enable Strict	Purger: 📝 🔮					
Change Password		Security Log	Level: All	V 0				
Reports								
Jser Help	Days	to Retain Security	/ Logs: 180	0				
 Administration 	Days t	o Retain User Mes	sages: 5	0				
System Setup	Enable	Live Alert Passive	Mode: 📝 🥝					
System Status		Enable Live Ale	rt Test: 🔲 🙆					
Asset Monitoring								
System Hotlists	Live Alert Test	Frequency (in sec	conds): 5	0				
mport Events	-							
Manage Units								
Manage Users								
Manage User Groups								
Manage Locations								
Manage Hotlist Formats								
Action								
Edit								

4 Go to the Action column and click Edit. The System Options popup displays.

	Minimum Days Online:	181	0
	Enable Strict Purger:	V 🕐	
	Security Log Level:	All	~
D	ays to Retain Security Logs:	180	
Da	ys to Retain User Messages:	5	
Ena	ble Live Alert Passive Mode:	V 🕐	
	Enable Live Alert Test:		
Live Alert T	est Frequency (in seconds):	5	

The first two fields on this popup will determine when the system will remove events from the server, as described in the following table.



Field	Description
Minimum Days Online	The minimum number of days that an event will remain online before it can be purged from the server.
Enable Strict Purger	 If this checkbox is selected, the system will move events offline as soon as 1) the event ages out and 2) the event has been archived (assuming backups are enabled). If this checkbox is <i>not</i> selected, the system will move aged-out events offline only when space is needed on the server. Until then, they will remain online.

- **5** Go to the *Minimum Days Online* field and enter the minimum number of days that you want an event to remain online before it can be purged from the server.
- 6 If you want an event to be removed from the server as soon as it ages out, select the *Enable Strict Purger* checkbox.

- OR -

If you want an event to remain on the server as long as possible, deselect the *Enable Strict Purger* checkbox.

7 Click Save.

Exporting Events

AlertVU allows you to export events in one of two ways. You can export events contained in a search results list, or you can export *all* events for use with another application.

For more information, see:

- □ Exporting Search Results, below
- □ Exporting Incoming Events, page 78.

Exporting Search Results

This section describes how to export a search results list of 1,000 events or less to one of three file types:

- □ Zip file that contains that contains the event image (JPEG) files and associated metadata
- CSV spreadsheet file, which can be viewed in Microsoft Excel
- □ Pdf file, which can be viewed in Adobe Reader.



For specific instructions, see:

- **D** Exporting Event Search Results to a Zip File, below
- □ Exporting Event Search Results to a CSV File, page 74
- □ Exporting Event Search Results to a Pdf File, page 76.

Exporting Event Search Results to a Zip File

This section describes how to export selected events to a zip file that contains the event image (JPEG) files and associated metadata. You can export up to 1,000 events at a time.

1 Search for the events you wish to export. (If necessary, review "Searching for Events" on page 15.)

Mobile-Vision, Inc.				Event		vadmin is logged in. Logout
▼ Home Menu	Basic Vi	ew Coun	t View Map View	/ Index View		
Home Search Events				Events - List V	iew	
Remote Search	Total Se	lected: 0	14 44 4	Page 1 of 3 (21 total reco	ords) >>>>	Q.
Find Associates	Info	Plate	Details	Overview	Unit	Event Date 🔻
Personal Hotlists Manual Synch Change Password	•	P291SUA	P29151	JA A	TERRY-PC	11/30/2015 14:48:37 ES
Reports User Help	1	9HYT	9 HY1		TERRY-PC	11/30/2015 14:48:35 ES
 Administration Action 	٢	JGM8IV	JGM		TERRY-PC	11/30/2015 14:48:34 ES
New Search Edit Show Detail	i	J6MXV	JGN		TERRY-PC	11/30/2015 14:48:33 ES
Extend Unextend Google Earth Export	1	K99AGG	K99 4	GG 💽	TERRY-PC	11/30/2015 14:48:31 ES
Export to Zip Export to CSV	•	N529ULS	N529 U	S	TERRY-PC	11/30/2015 14:48:30 ES
Export to Pdf Create Hotlist Add to Hotlist		K401GH	K40-1		TERRY-PC	11/30/2015 14:48:29 ES
Clear Selected Apply Filter Clear Filter	•	KAO816H	K40	GH	TERRY-PC	11/30/2015 14:48:28 ES
	•	J973SKH	J97	SKH 🚟	TERRY-PC	11/30/2015 14:48:28 ES
	1	P291SUA	P2915L	JA	TERRY-PC	11/30/2015 14:48:28 ES

2 Go to the Action column and click **Export to Zip**. The Export to Zip popup displays.

Export to Z	Cip 💽
Total rows to be exporte	ed: 21
Expor	t



3 Click **Export**. The system begins exporting the selected events. After a momentary delay, the following message displays at the top of the page.

The search results are being queued for export. Check your *Inbox* on the *Home* page for the status of your export. When the export is complete, a message will be sent to your *Inbox* with a clickable link allowing you to download the exported results.

- **4** Go to **▼** Home Menu and click **Home**.
- 5 Locate the export message on your *Inbox Messages* list.

Mobile-Vision, Inc			Vour last login was on: 12/01/2015 09:59:33	E mvadmin is logged in	. <u>Logout</u>
▼ Home Menu	Message Board				
Home			Inbox Messages		
Search Events	My Messages C All	Messages K		2 22 21	
Remote Search	Date	State	Message Te	Second Research Research	Actions
Find Associates		Olale	message re	Xt	
Personal Hotlists	12/01/2015 11:49	Queued	Queued the event export for processing.		×
Manual Synch					
Change Password Reports					
User Help					
 Administration 					
Action					
Quick Alert Hotlist					

Initially, the status of your export request will be "Queued". Once the system has finished processing your request (see **HINT** below), the value in the *State* column will change to "Completed."



HINT: To refresh your screen and update the value in the *State* column, go to Home Menu and click **Home**.

Mobile-Vision, Ir	nc.		Your last login was on: 12/01/2015 09:59:33	mvadmin is logged in. Logout
▼ Home Menu	Message Board			
Home			Inbox Messages	
Search Events Remote Search	My Messages C	All Messages	C < Page 1 of 1 (1 total records)	51
Find Associates	Date	State	Message Text	Actions
Personal Hotlists Manual Synch	12/01/2015 11:49	Completed Co	mpleted the creation of the event export package.	<mark>ی</mark> ×
Change Password	1			
Reports				
User Help				
 Administration 				
Action				
Quick Alert Hotlist				



6 Once the status of your export request is *Completed*, click the O icon to the right of that request. A Windows prompt displays.

Do you want to open or save export_1425417344251.csv from trinity?	Open	Save	-	Cancel	×
Do you want to open or save export_1425417344251.csv from trinity?	Open	Save	-	C	ancel

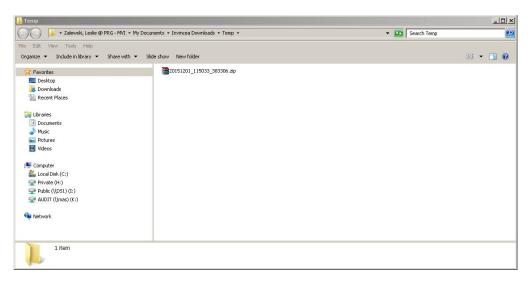
7 Select Save As from the Save drop-down list. The Save As popup displays.

🛃 Save As		×
🕥 🖟 🔹 Invincea Downloads 🔹 Export	 Search Export 	2
Organize 🔻 New folder	8≡ ▼ (0
★ Favorites ■ Desktop	Documents library Export Arrange by: Folder •	
Downloads	Name	
🔚 Libraries	No items match your search.	
Documents		
🎝 Music 📄 Pictures 🎦 Videos		
<u> </u>	<u> </u>	►
File name: 20150713_143033_856084.zi	P	-
Save as type: WinRAR ZIP archive (*.zip)		T
Hide Folders	Save Cancel	

8 Navigate to the directory where you wish to save the export file, then click **Save**. A download confirmation message displays.



9 Click **Open folder**. The events' .zip file displays in the selected directory.





10 Right-click on the .zip file, then select **Extract Here** from the popup menu. The contents of the Export folder display.

- My + Zalewski, Leslie @ PRG - Mv1 + My	Documents 🔹 Invincea Downloads 🔹 Temp 🔹	👻 🔛 Search Temp
ile Edit View Tools Help Organize ▼ 🦉Open ▼ Share with ▼ E-ma	all New folder	83 🕶 🗍 🔞
🙀 Favorites	320151201_115033_383306.csv	1448912901000_63888138-d9f5-4303-b65e-921dcc87b903_2_N529UL
🥅 Desktop	20151201_115033_383306.zip	1448912901000_63888138-d9f5-4303-b65e-921dcc87b903_2_N529UL
鷆 Downloads	1448912892000_63888138-d9f5-4303-b65e-921dcc87b903_1_N51BP5.event	1448912901000_63888138-d9f5-4303-b65e-921dcc87b903_2_N529UL
强 Recent Places	1448912892000_63888138-d9f5-4303-b65e-921dcc87b903_1_N51BP5_A.jpg	1448912902000_63888138-d9f5-4303-b65e-921dcc87b903_3_195VTN
	1448912892000_63888138-d9f5-4303-b65e-921dcc87b903_1_N51BP5_P.jpg	1448912902000_63888138-d9f5-4303-b65e-921dcc87b903_3_195VTN
a 词 Libraries	1448912892000_63888138-d9f5-4303-b65e-921dcc87b903_2_N529UL5.event	1448912902000_63888138-d9f5-4303-b65e-921dcc87b903_3_195VTN
Documents	1448912892000_63888138-d9f5-4303-b65e-921dcc87b903_2_N529UL5_A.jpg	
🗑 🌒 <u>Music</u>	1448912892000_63888138-d9f5-4303-b65e-921dcc87b903_2_N529UL5_P.jpg	1448912906000_63888138-d9f5-4303-b65e-921dcc87b903_2_9HYT_A
Fictures Fictures Holds	1448912897000_63888138-d9f5-4303-b65e-921dcc87b903_2_9HYT.event	W1448912906000_63888138-d9f5-4303-b65e-921dcc87b903_2_9HYT_P
	1448912897000_63888138-d9f5-4303-b65e-921dcc87b903_2_9HYT_A.jpg	1448912907000_63888138-d9f5-4303-b65e-921dcc87b903_3_K40PI10
Computer	1448912897000_63888138-d9f5-4303-b65e-921dcc87b903_2_9HYT_P.jpg	1448912907000_63888138-d9f5-4303-b65e-921dcc87b903_3_K40PI10
🗉 💒 Local Disk (C:)	1448912897000_63888138-d9f5-4303-b65e-921dcc87b903_3_K192Z3.event	
🗉 坖 Private (H:)	1448912897000_63888138-d9f5-4303-b65e-921dcc87b903_3_K192ZJ_A.jpg	
🗉 😪 Public (\\DS1) (I:)	1448912897000_63888138-d9f5-4303-b65e-921dcc87b903_3_K192ZJ_P.jpg	448912907000_63888138-d9f5-4303-b65e-921dcc87b903_3_KAO416
E 🕎 AUDIT (\\mas) (K:)	1448912899000_63888138-d9f5-4303-b65e-921dcc87b903_2_P2915UA.event	
	1448912899000_63888138-d9f5-4303-b65e-921dcc87b903_2_P2915UA_A.jpg	1448912907000_63888138-d9f5-4303-b65e-921dcc87b903_4_296TTT.
🗣 Network	1448912899000_63888138-d9f5-4303-b65e-921dcc87b903_2_P2915UA_P.jpg	1448912907000_63888138-d9f5-4303-b65e-921dcc87b903_4_296TTT
	4	

11 Double-click on the HTML Document, typically located at the bottom of the list.

Edit View Tools Help		
Edit View Tools Help ganize 🕶 🌲 Open 👻 Share with 💌	E-mail New folder	88 🕶 🛄 (
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12 If you are prompted with a security message, click the **Allow Blocked Content** button. Otherwise proceed to the next step.



The export data displays.

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Tag	Capture Time	TimeZone Offset	Unit Name	GPS Latitude	GPS Longitude	Patch Image	
KAO416H	11/30/2015 19:48:27	-5	TERRY-PC	20.0	-21.0	K40 1GH	
N529ULS	11/30/2015 19:48:12	-5	TERRY-PC	20.0	-21.0	N529 ULS	
N51BPS	11/30/2015 19:48:12	-5	TERRY-PC	20.0	-21.0	N51 BPS	
P291SUA	11/30/2015 19:48:37	-5	TERRY-PC	20.0	-21.0	P29ISUA	
K192ZJ	11/30/2015 19:48:17	-5	TERRY-PC	20.0	-21.0	K19 DZJ	
KAO816H	11/30/2015 19:48:28	-5	TERRY-PC	20.0	-21.0	K40 1GH	
J973SKH	11/30/2015 19:48:28	-5	TERRY-PC	20.0	-21.0	J97 5KH	
9НҮТ	11/30/2015 19:48:26	-5	TERRY-PC	20.0	-21.0	9 HYT :	
J6MXV	11/30/2015 19:48:33	5	TERRY-PC	20.0	-21.0	ICWA TV	

13 When you're finished viewing the export data, click the \boxtimes in the upper right corner of the browser to exit.

Exporting Event Search Results to a CSV File

This section describes how to export selected events to a CSV file, which can be viewed in Microsoft Excel. You can export up to 1,000 events at a time.

1 Search for the events you wish to export. (If necessary, review "Searching for Events" on page 15.)



Mobile-Vision, Inc.				Events		vadmin is logged in. Logout
▼ Home Menu	Basic View	Count View	Map View	Index View		
Home		o cum rion				
Search Events				Events - List Vie	w	
Remote Search	Total Selec	ted: 0	<i <<="" <i="" pa<="" td=""><td>ge 1 of 3 (21 total records</td><td>5) > >> > </td><td>Q.</td></i>	ge 1 of 3 (21 total records	5) > >> > 	Q.
Find Associates	Info	Plate	Details	Overview	Unit	Event Date 🔻
Personal Hotlists Manual Synch Change Password		P291SUA	P29ISUA	av Ales	TERRY-PC	11/30/2015 14:48:37 EST
Reports Jser Help	1)	9HYT	9 HYT		TERRY-PC	11/30/2015 14:48:35 EST
 Administration Action 		JGM8IV	JGMAIV		TERRY-PC	11/30/2015 14:48:34 ES
New Search Edit Show Detail	1	J6MXV	JGM IV		TERRY-PC	11/30/2015 14:48:33 ES
xtend Inextend Google Earth Export		K99AGG	K99 466		TERRY-PC	11/30/2015 14:48:31 ES
xport to Zip xport to CSV	•	N529ULS	N529 ULS		TERRY-PC	11/30/2015 14:48:30 ES
xport to Pdf reate Hotlist dd to Hotlist		K401GH	K40 10		TERRY-PC	11/30/2015 14:48:29 ES
lear Selected pply Filter lear Filter	•	KAO816H	K4D IGH		TERRY-PC	11/30/2015 14:48:28 ES
icai i liter	•	J973SKH	J97 5KH		TERRY-PC	11/30/2015 14:48:28 ES
	1	P291SUA	P29ISUA	av 10.5	TERRY-PC	11/30/2015 14:48:28 EST

2 Go to the Action column and click **Export to CSV**. The Export to CSV popup displays.



3 Click **Export**. A Windows prompt displays.



4 Click **Open**. The Event data displays in Microsoft Excel.



-	Home	Insert	Page Lay	out For	mulas l	Data Re	view	View	Developer		Acrobat					0	
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2	LZSWF84		E Doublet		-	*****											
3	LZSWF84	No User	Tatum / Sł	33.58172	-111.978												
4	LZSWF84		E Doublet	33.56822	-111.976	<i></i>											
5	LZSK847	No User	E Doublet	33.56831	-111.977												
5	LZS4W84	No User	Tatum / Sł	33.58172	-111.978	nnnnnnn											
7	LZS484T	No User	Tatum / Sł	33.58172	-111.978	nnnnnnn											
3	LZS4847	No User	E Doublet	33.56822	-111.976	nnnnnnn											
9	LZS1127	No User	McDonald	33.52411	-111.928	nnnnnnn											
0	LZLBRAT	No User	E Lincoln /	33.53181	-112.004	nnnnnnn											
1	LZL8KA1	No User	E Lincoln /	33.53181	-112.004	<i></i>											
2	LZ36872	No User	Tatum / N	33.52986	111.9822	nnnnnnn											
.3	LYAM942	No User	E Doublet	33.56822	-111.976	*****											
.4	LXFF168	No User	Tatum / Sł	33.58172	-111.978	*****											
5	LXF916	No User	Tatum / Sł	33.58172	-111.978	*****											
.6	LXF916	No User	E Lincoln /	33.53056	-111.913	<i></i>											
L7	LXDEB7	No User	E Lincoln /	33.53181	-112.004	<i></i>											
8	LW66925	No User	Tatum / N	33.52986	111.9822	<i></i>											
19	LVMYHOG	No User	E Lincoln /	33.53181	-112.004	<i></i>											
20	LVM4648	user	Unit 45	0	0	nnnnnnn											
21	LV2STCH	No User	E Lincoln /	33.53181	-112.004	unnnnnn											
22	LV029L	No User	E Lincoln /	33.53181	-112.004	nnnnnnn											
23	LUVPUGZ	No User	Tatum / Sł	33.58172	-111.978	<i></i>											
24	LUVBBO	No User	E Lincoln /	33.53181	-112.004	<i></i>											
25	LUV7648	No User	McDonald	33.52411	-111.928	nnnnnnn											

5 When you're finished viewing the report, click the \boxtimes in the upper right corner of the window to exit Excel.

Exporting Event Search Results to a Pdf File

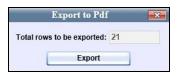
This section describes how to export selected events to a PDF file, which can be viewed in Adobe Acrobat or other PDF viewer software. You can export up to 1,000 events at a time.

1 Search for the events you wish to export. (If necessary, review "Searching for Events" on page 15.) The Events page displays.



Mobile-Vision, Inc.				Events		vadmin is logged in. Logout
▼ Home Menu	Basic View	Count View	Map View	Index View		
Home		o cum rion				
Search Events				Events - List Vie	w	
Remote Search	Total Selec	ted: 0	<i <<="" <i="" pa<="" td=""><td>ge 1 of 3 (21 total records</td><td>5) > >> > </td><td>Q.</td></i>	ge 1 of 3 (21 total records	5) > >> > 	Q.
Find Associates	Info	Plate	Details	Overview	Unit	Event Date 🔻
Personal Hotlists Manual Synch Change Password		P291SUA	P29ISUA	av Ales	TERRY-PC	11/30/2015 14:48:37 EST
Reports Jser Help	1)	9HYT	9 HYT		TERRY-PC	11/30/2015 14:48:35 EST
 Administration Action 		JGM8IV	JGMAIV		TERRY-PC	11/30/2015 14:48:34 ES
New Search Edit Show Detail	1	J6MXV	JGM IV		TERRY-PC	11/30/2015 14:48:33 ES
xtend Inextend Google Earth Export		K99AGG	K99 466		TERRY-PC	11/30/2015 14:48:31 ES
xport to Zip xport to CSV	•	N529ULS	N529 ULS		TERRY-PC	11/30/2015 14:48:30 ES
xport to Pdf reate Hotlist dd to Hotlist		K401GH	K40 10		TERRY-PC	11/30/2015 14:48:29 ES
lear Selected pply Filter lear Filter	•	KAO816H	K4D IGH		TERRY-PC	11/30/2015 14:48:28 ES
icai i liter	•	J973SKH	J97 5KH		TERRY-PC	11/30/2015 14:48:28 ES
	1	P291SUA	P29ISUA	av 10.5	TERRY-PC	11/30/2015 14:48:28 EST

2 Go to the Action column and click **Export to Pdf**. The Export to Pdf popup displays.



3 Click **Export**. A Windows prompt displays.



4 Click **Open**. The Event data displays in Adobe Acrobat.



Open	Create -	🛛 🖹 🌳 🖨 🛽	2 🖂 🕸	9 🔛 [à 🗟 🕹 🔂	Customize	- [
	1 / 31 💽 🦿	95.1% -				Tools Fill & Sign	Comme
			Search	Basic	View		1
2	Plate	Unit		Latitude	Event Time	Details	
	LZSWF84	E Doubletree Ranch / Tatum	-111.97683	33.56831	09/01/2015 08:18:47	Image Not Available	
2	Overview:	Image Not Available					
	Plate	Unit	Longitude	Latitude	Event Time	Details	
	LZSWF84	Tatum / Shea	-111.97803	33.58172	09/01/2015 14:54:20	Image Not Available	
	Overview:	Image Not Available					
	Plate	Unit	Longitude	Latitude	Event Time	Details	
	LZSWF84	E Doubletree Ranch /	-111.97636		09/01/2015 15:12:08	Image Not Available	
	Overview:	Tatum Image Not Available				Available	
	Plate	Unit	Longitude	Latitude	Event Time	Details	
	LZSK847	E Doubletree Ranch / Tatum	-111.97683	33.56831	09/01/2015 08:18:47	Image Not Available	
	Overview:	Image Not Available					

5 When you're finished viewing the report, click the ⊠ in the upper right corner of the window to exit Acrobat.

Exporting Incoming Events

This section describes how to activate the "event exporter" feature, which enables you to automatically copy your incoming event data into zip files on the /fbdata/00/ alpr/export-data directory, or other directory of your choice. This makes it possible for you to import your event data into other applications, such as other LPR systems.

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.



Mobile-Vision, Inc.		Sı	STEM SETU		
▼ Home Menu Home	Precinct System	Settings Security Settings	s Modules DVD	mva	dmin is logged in. Logout
Search Events	Precinct Info L	ogos			
Remote Search Find Associates			Precinct		
Personal Hotlists		K K K	Page 1 of 1 (2 total records)	X X X	
Manual Synch	Precinct Na	the second designed in second	-	Local Access	Last Comm Date
Change Password					and the second se
Reports	MVI-Leslie-Documenta			false	Local
User Help	Remote Precinct #1	1231231	1234 192.168.110.73	false	11/30/2015 14:13
▼ Administration	-				
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Users Manage Users Manage Users Manage Locations Manage Hotlist Formats Action New Refresh Page					

2 Click the **System Settings** tab.

Mobile-Vision, Inc.			Syst	гем S етu	JP	
						mvadmin is logged in. Loqout
▼ Home Menu	Precinct System	Settings Securit	y Settings	Modules DVD		
Home Search Events	Storage Machines	System Options	Backup	Download Options	Event Exporter	Asset Monitoring
Remote Search	storage machines	System Options	Dackup	Download Options	Event Exponer	Asset Monitoring
Find Associates			8	Storage Machines		
Personal Hotlists	Intern	al Path		External JPG URI		Status
Manual Synch	/fbdata/01		/stream01			Enabled
Change Password	/Ibudid/01		/Sucario			Ellabled
Reports						
User Help						
▼ Administration						
System Setup						
Administration System Setup System Status Asset Monitoring						
System Setup System Status Asset Monitoring						
System Setup System Status Asset Monitoring System Hotlists						
System Setup System Status						
System Setup System Status Asset Monitoring System Hotlists Import Events						
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units						
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups						
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations						
System Setup System Status Asset Monitoring System Hotlists mport Events Manage Users Manage User Groups Manage Locations						
System Setup System Status Asset Monitoring System Hotlists Manage Units Manage Users Manage User Groups Manage Hotist Formats						

3 Click the **Event Exporter** tab.



Mobile-Vision, Inc.		Ĩ	Syst	EM S	ETUI		mvadmin is logged in. Logout
▼ Home Menu	Precinct System	n Settings Securi	ty Settings	Modules	DVD		
Home Search Events	C	1		Υ	10.1		1
Remote Search	Storage Machines	System Options	Backup	Downloa	d Options	Event Exporter	Asset Monitoring
Find Associates	Event Export Det	aile:					
Personal Hotlists	1000	ort your incoming Event of	tata by onabli	a the Export	or Sonrico		
Manual Synch	 Export packa 	ges will be saved to the	packages fold	er under the E	Exporter Servi	ce's home directory.	
Change Password		ckage is a ZIP file contain				attaine ODO Lanattaine	Internet Cille Deservation
Reports	Ine CSV file	format: Tag, Capture Tin	ne, i imezone	Unset, Unit N	lame, GPS La	atitude, GPS Longitude	, image File Basename.
Jser Help		Home Direct	ory: /fbdata	01/alpr/exp	ort-data	0	
 Administration 	Delete P	ackages After (in minut	(ac): 120	0			
System Setup							
System Status	Create Packages	Starting From (in minut	es): 10	0			
Asset Monitoring		Enabled Exporter Serv	vice: 🗌 🕜				
System Hotlists							
mport Events							
Manage Units							
Manage Users							
Manage User Groups							
-							
Manage Locations Manage Hotlist Formats							
-							
Manage Hotlist Formats							

4 Go to the Action column and click **Edit**. The Edit Event Exporter Settings popup displays.

Edit Event	Exporte	r Settings	
Event Export Details:			
 You can export your incoming Event data Export packages will be saved to the export directory. An export package is a ZIP file containing The CSV file format Tag, Capture Time, T Longitude, Image File Basename. 	ort-data fo one CSV	Ider under the Exporter Service's home file and many image files.	
Home Directory:	/fbdata/0	0/alpr/export-data	0
Delete Packages After (in minutes):	120	0	
Create Packages Starting From (in minutes):	10	0	

The fields on this form are described in the following table.



	Edit Event Exporter Settings
Field	Description
Home Directory	The directory in which the Exporter Service will place export packages. An export package is a zip file that contains the following data:
	 Multiple image files (i.e., plate reads) A .csv file that contains the following data fields: <i>Tag, Capture Time, TimeZone Offset, Unit Name,</i> <i>GPS Latitude, GPS Longitude, Image File Basename.</i>
Delete Packages After (in minutes)	The time period, in minutes, from when the Exporter Service places a new package in the Home Directory to when the system is allowed to delete that package. For example, if this field is set to the default of 120 , then 120 minutes (2 hours) after the Exporter Service places a new package in the Home Directory, the system will delete that package. Maximum minutes allowed are 20,160 (2 weeks).
Create Packages Starting From (in minutes)	The time period, in minutes, for which the Exporter Service will group events in an event package. For example, if this field is set to the default of 10 , then events found in the system from the current time to 10 minutes prior will be placed in an event package. Max- imum minutes allowed are 1,440 (24 hours).
Enabled Exporter Service	 A checkbox used to indicate whether or not the Exporter Service is enabled (i.e., in use). ☑ The Exporter Service is enabled □ The Exporter Service is disabled



WARNING: Do not change the first three fields on this form unless instructed to do so by an L3 Mobile-Vision Technical Support Engineer (TSE) or other Support professional.

- **5** Make sure the *Enabled Exporter Service* checkbox is selected.
- 6 Click Save.



Importing Events

This section describes how to import events into the system. There are three types of imports:

- □ Archived AlertVU data. These are events that the system previously backed up to a system archive disc, also referred to as a *Certified Backup Disc*.
- Exported AlertVU data. These are events that you or another user previously exported to a .csv file using the system export function. For more information on this function, see "Exporting Search Results" on page 69.
- □ Exported ELSAG data. These are events that were previously exported from the ELSAG license plate reader.
- **1** Go to **V** Administration and click **Import Events**. The Import Events page displays.

Mobile-Vision, Inc.		Import I	11110	mvadmin is l	ogged in. Logout
▼ Home Menu	Description	Imports	Imported	User	Status
Home		Import Type			
Bearch Events	Morris County BOLO	Alert/U Import	07/09/2015 16:11	Officer Martin	Completed
temote Search ind Associates	Morris County BOLO	Alert//U Import	07/09/2015 16:17	Officer Martin	Completed
ersonal Hotlists	20150709_160809_854273	Alert√U Import	07/09/2015 16:23	Officer Martin	Completed
lanual Synch	FL BOLO	Alert/U Import	07/09/2015 16:25	Officer Martin	Completed
hange Password					•
eports	10 Most Wanted	AlertVU Import	07/09/2015 16:32	Officer Martin	Uploaded
ystem Setup ystem Status sett Monitoring ystem Hotlists pport Events anage Users anage User Groups anage Loser Groups anage Hotlist Formats Action pport leite					
efresh Page					

If you previously imported one or more files, they will display on this page, as described in the following table.



	Imports
Column	Description
Description	A description of the imported events list. This description is provided by the user who imported the list (see <i>User</i> field).
Import Type	The type of import:
	 AlertVU Archive. Events that the system previously backed up to a system archive disc. AlertVU Import. Events that you or another user previously exported to a .csv file using the system export function. ELSAG Import. Events that were previously exported from the ELSAG license plate reader.
Imported	The date and time at which this list was imported.
User	The User ID of the individual who imported this list.
Status	 The status of this event list's import: Uploaded. The system has finished uploading the events file. Processing. The system is in the process of importing the events file into the events database. Completed. The system has successfully imported the events file into the events database. Deleting. The system is in the process of removing all the events that were on this list from the events database. <i>Error</i>. A problem occurred that interfered with the successful importing of this events list. Contact L3 Mobile-Vision Support for assistance.

2 Go to the Action column and click **Import**. The Import Events popup displays.

	Import Events	- ×-
Import File:	Upload	Browse

- **3** Click **Browse**. The Choose File to Upload popup displays.
- 4 Search for and select the events file you wish to upload. This file must have an extension of **.csv**.
- 5 Click **Open**. The selected file name displays in the *Import File* field.



Import Events	×
Import File: C:\Users\leslie.zalewski\Documents\Invinc Upload	Browse

6 Click Upload. The Import Details popup displays.

	Import Details	
Description:		0
	Save Cancel	

- 7 Enter a description of this event list in the field provided.
- 8 Click Save. The new list displays on the Imports list.

Note that the list's *Status* is now **Uploaded**. That means that the system has uploaded the events file to AlertVU, but hasn't yet updated the database. When the update is complete, the word **Completed** will display in the *Status* column.

Deleting Imported Events

This section describes how to delete a list of events that was previously imported into the system using the *Import Events* function.

1 Go to **V** Administration and click **Import Events**. The Import Events page displays.

		IMPORT I	Events		
Mobile-Vision, Inc.				mvadmin is	logged in. <u>Loqout</u>
▼ Home Menu		Imports			
Home	Description	Import Type	Imported	User	Status
Search Events	Morris County BOLO	Alert√U Import	07/09/2015 16:11	Officer Martin	Completed
Remote Search		-	07/09/2015 16:17	Officer Martin	
Find Associates	Morris County BOLO	Alert/U Import			Completed
Personal Hotlists	20150709_160809_854273	AlertVU Import	07/09/2015 16:23	Officer Martin	Completed
Manual Synch	FL BOLO	Alert/U Import	07/09/2015 16:25	Officer Martin	Completed
Change Password Reports	10 Most Wanted	Alert/U Import	07/09/2015 16:32	Officer Martin	Uploaded
Jser Help					
Administration System Setup System Status saset Monitoring System Hollists mport Events Anage Users Anage Users Anage Users Anage Close Anage Hollist Formats					
Action nport elete					



- 2 Click on the import record you wish to delete.
- **3** Go to the Action column and click **Delete**. Note that the import's status is now *Deleting*.

		IMPORT I	Events		
Mobile-Vision, Inc.				mvadmin is	logged in. Loqout
▼ Home Menu		Imports			
Home	Description	Import Type	Imported	User	Status
Search Events	Morris County BOLO	Alert//U Import	07/09/2015 16:11	Officer Martin	Completed
Remote Search	Morris County BOLO	Alert/U Import	07/09/2015 16:17	Officer Martin	Completed
Find Associates	-	-	07/09/2015 16:23	Officer Martin	
Personal Hotlists Manual Synch	20150709_160809_854273	Alert√U Import			Deleting
Change Password	FL BOLO	AlertVU Import	07/09/2015 16:25	Officer Martin	Completed
Reports	10 Most Wanted	AlertVU Import	07/09/2015 16:32	Officer Martin	Uploaded
Online User Help					
System Setup System Status Asset Monitoring System Hotlists mport Events Vanage Units Vanage Users Vanage User Groups Vanage Locations Vanage Hotlist Formats					

4 To check on the progress of the deletion, go to the Action column and click **Refresh Page**. Once the import record disappears from the *Imports* list, it indicates that the system has finished deleting all events associated with that import record.



Extending the Life of an Event

This section describes how to prevent an event from being purged from the server on its scheduled purge date. When a case becomes very active, for example, you may want to extend the online life of any events that are associated with that case.

An event's purge date is determined by several system settings, including:

- □ *Minimum Days Online (see* System Setup→ System Settings→ System Options)
- □ *Enable Strict Purger* (*see* System Setup→ System Settings→ System Options)
- $\square Backup Mode (see System Setup \rightarrow Backup \rightarrow Backup Options)$
- □ *Maximum Days Between Archives (see* System Setup→ Backup→ Backup Options)

Once you extend an event's online life, it will remain online until you *unextend* that event, as described in the next section, "Canceling an Event Extension."

1 Search for and select the event you wish to extend. (If necessary, review "Searching for Events" on page 15.)

				Events		
Mobile-Vision, In	2.				mva	dmin is logged in. Logout
V Home Menu	Basic View	Count V	iew Map View Ir	ndex View		
lome	Euclie Field	oount n				
earch Events			E	vents - List View		
lemote Search	Total Selec	ted: 1	K K Page 1	of 277 (2770 total records) >>>> >> >>>>>>>>>>>>>>>>>>>>>>>>>>>>>	
ind Associates	Info	Plate	Details	Overview	Unit	Event Date 🔻
ersonal Hotlists			August and a second			
lanual Synch		985XEU		and the second	Ford Exp	03/26/2014 14:47:25 ED
hange Password			Constantine and Constantina and Constantina and Constantina and Constantina an			
leports	(i)	746WCW	THE MOUL	and the second s	Ford Exp	03/26/2014 14:47:23 ED
ser Help			1HU RUH			
 Administration 			- ALTERNATION - REE	-12		
Action		BHP514	BNP 514	and the second	Ford Exp	03/26/2014 14:47:20 ED
lew Search			Contraction Sector			
dit	i	A92MTM	492 MTM	Big of	Ford Exp	03/26/2014 14:47:20 ED
how Detail			- DRANDE -	Statements and		
xtend		D246GG	BOY BEE	A REAL PROPERTY AND A REAL	Ford Exp	03/26/2014 14:47:16 ED
nextend		D24666	124 400		Fold Exp	03/20/2014 14.47.10 ED
oogle Earth Export			Construction and and			
xport to Zip	i	780PLT	780 PL1	200	Ford Exp	03/26/2014 14:47:15 ED
xport to CSV			CRANCE			
xport to Pdf	a	H023QY	YOF COM	19690	Ford Exp	03/26/2014 14:47:15 ED
reate Hotlist			CONTRACT STATIO			
dd to Hotlist Iear Selected			C PLORIDA CAL	100		
pply Filter	i	DDE6N	UUEON		Ford Exp	03/26/2014 14:47:13 ED
lear Filter			increasing the second s			
		AAUT06	AALL TOB	10 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Ford Exp	03/26/2014 14:47:12 ED
			HAC			
		M224EK	CEL .		Ford Fun	03/26/2014 14:47:11 ED
		WZZ4EK	ALC STATU		Ford Exp	03/20/2014 14:47:11 ED

2 Go to the Action column and click **Extend**. The Extend Event popup displays.



Extend	Event
Reason:	
Extend	Cancel

- **3** Enter a case number in the *Reason* field (i.e., the agency case that is associated with this event).
- 4 Click **Extend**. Once an event is extended, the Extend Reason will display in the lower right corner of the event's record.

	Event D	etail	**
	CHE		
Original License Plate:	CMQJ21	Officer:	*1 USER@01:03:39
License Plate:	CMQJ21	GPS Lat/Long:	0°0'00.0 S / 0°0'00.0 W
Event Time:	03/26/2014 14:46:22	Event ID:	3202
Eligible Purge Date:	03/26/2015	Archive Status:	In-Progress
Unit:	Ford Exp	Extend Reason:	2017-00089
Overview			
SENT	TRA		



Canceling an Event Extension

This section describes how to release an extended event record. An *extended* event is one which has a "hold" on it, preventing it from being purged from the server. (For more on this topic, see the previous section, "Extending the Life of an Event.") Perform this procedure when the case associated with an extended event is no longer active, indicating that it is safe to remove that event from the server.

 Search for and select the extended event. (If necessary, review "Searching for Events" on page 15.)

Mobile-Vision, Inc.				Events		
5					m	vadmin is logged in. Logout
▼ Home Menu	Basic V	/iew Count Vi	ew Map View In	dex View		
Home			· · ·			
Search Events				vents - List View		
Remote Search	Total S	elected: 1	K K Page 1	of 277 (2770 total records)	> >> >> >> >> >> >> >> >> >> >>> >>>>>>	
Find Associates	Info	Plate	Details	Overview	Unit	Event Date 🔻
Personal Hotlists Manual Synch Change Password	i	985XEU	1995 XCU.		Ford Exp	03/26/2014 14:47:25 EDT
Reports Jser Help	•	746WCW	1146 NCKI		Ford Exp	03/26/2014 14:47:23 EDT
 Administration Action 	•	BHP514	BNP 514		Ford Exp	03/26/2014 14:47:20 EDT
New Search Edit Show Detail	•	A92MTM	492 MTM	No. 1	Ford Exp	03/26/2014 14:47:20 EDT
Extend Unextend	•	D246GG	D24 666		Ford Exp	03/26/2014 14:47:16 EDT
Google Earth Export Export to Zip Export to CSV	•	780PLT	780 PLT	200	Ford Exp	03/26/2014 14:47:15 EDT
Export to Pdf Create Hotlist	•	H023QY	YOE SOW	1990	Ford Exp	03/26/2014 14:47:15 EDT
Add to Hotlist Clear Selected Apply Filter	6	DDE6N	DDEGN		Ford Exp	03/26/2014 14:47:13 EDT
Clear Filter	•	AAUT06	AAU TOG	and a	Ford Exp	03/26/2014 14:47:12 EDT
	1	M224EK	MZZ JEK		Ford Exp	03/26/2014 14:47:11 EDT

2 Go to the Action column and click **Unextend**.

3 Hotlists

3

This chapter describes how to create and maintain hotlists. A hotlist is list of wanted license plates, such as BOLOs, Amber Alerts, persons of interest, etc. There are five ways to create hotlists in the system. You can:

- 1 Create a hotlist from existing event records. You can create this type of hotlist for your personal use or "promote" it to a system hotlist. System hotlists, in turn, can be pushed out to your AlertVU units.
- 2 Automatically import a hotlist from an agency server or website based on a set of predefined rules.
 - Manually import a hotlist from a file.
- 4 Create a one plate "Amber Alert" style hotlist by manually typing a license plate onto a popup screen. As with other system hotlists, the system will immediately push a Quick Alert hotlist out to your AlertVU units.
- 5 Create a hotlist from a subset of another, larger hotlist.

If you want to limit a hotlist to vehicles within a specific geographical area, you can apply one or more predefined *Locations* to that hotlist. For more on this feature, see "Maintaining Locations" on page 192.

If desired, you can have the system send you an alert any time an AlertVU unit receives a hit on a license plate that's on either one of your personal hotlists *or* a system hotlist for which you have Notification rights.

This chapter also describes how to define the hotlist formats that you will be using with AlertVU.

For more information, see:

- □ Alerts, next page
- □ Creating Hotlists, page 94
- □ Maintaining Hotlists, page 144
- □ Viewing a Hotlist's Plates, page 154
- Viewing the Locations Attached to a System Hotlist, page 155
- □ Exporting a Hotlist, page 157
- □ Deleting a Hotlist, page 158
- □ Enabling/Disabling a Hotlist, page 160
- □ Using the Live Alert Facility, page 161
- □ Maintaining Hotlist Formats, page 171
- □ Maintaining Locations, page 192.



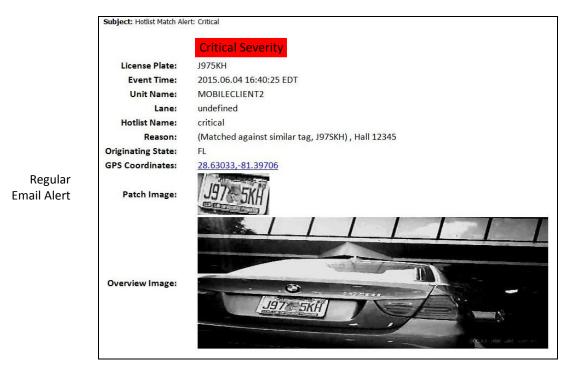
Alerts

An alert is a notification that the system sends you any time an AlertVU unit receives a possible hit on a license plate that's on either one of your personal hotlists *or* a system hotlist for which you have Notification rights.

You can receive alerts in several different ways:

- □ A message sent to your *Inbox Messages* list on the Home page (see sample on next page).
- ☐ A message sent to your regular email account (see sample below). In order to receive this type of alert, you must supply the system with information on your agency's SMTP mail server, as described in chapter 6, "Forwarding System Messages to Your Regular Mailbox."
- □ A real-time popup displayed on your PC desktop (see sample on next page). In order to receive this type of alert, you must select specific settings both in the car and on the server. For detailed instructions, refer to the "Live Alerts Setup Guide", available for download from the **Tools** tab. (For downloading instructions, see "Viewing/Printing Manuals" in chapter 6.) To use live alerts, you must also activate the Live Alert Utility on your PC whenever you login, as described in "Activating the Live Alert Utility" on page 161. Please note that real-time alerts are only available for *system* hotlists. If you wish to receive alerts on a *personal* hotlist, you will first have to promote that list, as described in "Promoting a Personal Hotlist to a System Hotlist" on page 130.

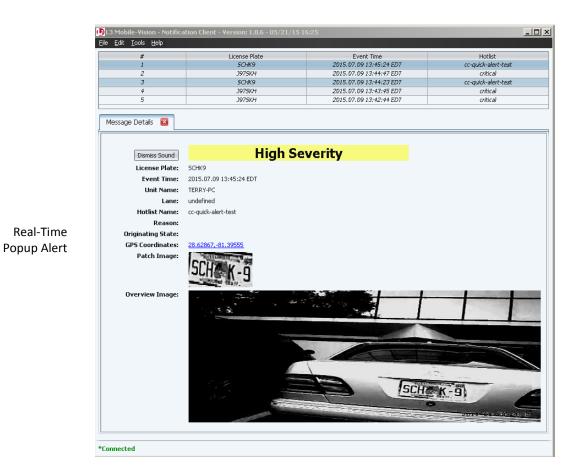
In order for alerts to work properly, they have to be set up **both** at the user level **and** at the hotlist level, as described on page 92.





Inbox Messages Alert

		Inbox Messages	
• My Messages (All Messages	Page 1 of 1 (5 total records)	
Date	State	Message Text	Action
07/10/2015 15:21	Completed	Incoming match detected on Hotlist 'quick-alert-test'. Plate 'J97SKH' spotted on 2015.07.10 15:21:21 EDT	Ð



For more information on real-time popup alerts, see "Using the Live Alert Facility" on page 161.



Setting Alerts at the User Level

To set an alert at the *user* level, first display that user's record, then select the appropriate notification type(s). For specific instructions, see "Changing a User" in chapter 8.

Edit User	×	
Details Permissions User Groups		
	0 0 0	Select the type of notifications you want a user to receive whe an AlertVU unit captures a plat
E-mail @ Live Alerts @		that's on either one of his person hotlists <i>or</i> a system hotlist for w he has Notification rights



WARNING: If you select the *Inbox* and/or *Email* notifications, please be aware that you may receive dozens or even hundreds of notifications per day. You will have to review and delete these notifications on a daily basis.

Setting Alerts at the Hotlist Level

To set an alert at the *hotlist* level, first right click on the hotlist and select "edit" from the drop down menu, then select the appropriate "notify" checkbox, as shown in examples 1-3. If the hotlist is a *system* hotlist (including Quick Alerts), you will also need to add the appropriate users to the hotlist's **Notifications** tab.

Example 1: Personal Hotlist

Name:	Morris C	countγ Jan 2017	Q
Format:	CSV	V 🥝	
Header:			
Footer:			
Notify Me:			





Name: NJSP BOLO 0 Type: POP3 **~** 0 Format: CSV 🗸 🕜 Header: 🗌 🕜 Example 2: Footer: 🗌 🕜 Status: Enabled V Regular GeoHotlist: 🔽 🥑 System Hotlist Use the Notifications tab to Start Time: 12 ∨ 00 ∨ AM ∨ @ add all the users that you want End Time: 12 V 00 V AM V 🕢 Auto Update: 📃 🥝 to be notified whenever there's Frequency: 1 time(s) per day 🖂 🕜 a hit on a system hotlist Stale Alert: 2 day(s) 🗸 🕜 Severity: Medium 🗸 🕜 Zip Password: 0 Update Units: Notify Users: 🗸 🕢 Save Cancel New Quick Alert Notifications Details Record Name: Missing Child 0 Tag: UUU90D 0 Description: Possible abduction 0 Example 3: Severity: Critical 🗸 🥑 **Quick Alert** Expiration: 2 days 🕜 System Hotlist Update Units: 🗹 🥝 Notifications: 🔽 🥝 Save Cancel

New Hotlist

Notifications

Details

Properties

×

For specific instructions on how to set up alerts for a hotlist, see "Changing the Attributes of a Personal Hotlist" on page 150 and/or "Changing the Attributes of a System Hotlist" on page 151.



Creating Hotlists

There are two types of hotlists, as described below.

Personal A *personal* hotlist is a list of license plates that only *you* have access to. If desired, you can have the system notify you whenever an AlertVU unit captures a license plate that is on one of your personal hotlists.

If you want to share a personal hotlist with other AlertVU users, you must first "promote" that list to a *system* hotlist, as described on page 130.

System A *system* hotlist is a list of license plates that you can share with other users and transmit to all your AlertVU units. If desired, you can have the system notify selected users whenever an AlertVU unit captures a license plate that's on a system hotlist.

System hotlists come in four types: automatic, manual, derivative, and quick alert:

- □ *Automatic*. As its name implies, the system automatically imports this type of hotlist from a specified source, such as an agency server or website. Such imports occur on a schedule, such as daily or weekly.
- □ *Manual*. If you have access to a hotlist file on your PC or agency network, you can manually import that hotlist into AlertVU.
- Derivative. If desired, you can create a hotlist that is a subset of another, larger, hotlist.
- □ *Quick Alert.* This is a one plate "Amber Alert" style hotlist that you can quickly transmit to all your AlertVU units.

If you want to limit an *Automatic*, *Manual*, or *Derivative* hotlist to vehicles within a specific geographical area, you can apply one or more predefined *Locations* to that hotlist. For more on this feature, see "Maintaining Locations" on page 192.

For more information, see:

- □ Creating a Personal Hotlist, below
- □ Creating a System Hotlist, page 99.

Creating a Personal Hotlist

This section describes how to create a personal hotlist. For a description of this type of hotlist and how it's used, see the previous section.

There are two ways in which you can create a new personal hotlist:

- □ Manually import an existing plate list from a file, as described in "Manually Importing a Personal Hotlist," on the next page
- □ Select event records that are currently in the system, as described in "Creating a Personal Hotlist from Existing Events," on page 98.



Manually Importing a Personal Hotlist

This section describes how to create a new personal hotlist by importing a list of license plates in a selected format.

1 Go to **V** Home Menu and click **Personal Hotlists**. The Personal Hotlists page displays.

PERSONAL HOTLISTS							
Mobile-Vision, Ir	ю.			mvadmin is logged in. Logout			
▼ Home Menu		Personal Hotlists					
Home	5 >> 51	Page 1 of 1 (4 total records)	> >> >1				
Search Events	Record Name 🛦	Туре	State	Last Updated			
Remote Search	Known Suspects	SYSTEM	Completed	2016-05-11 17:10:03.358			
Find Associates	Quick Check AR	SYSTEM					
Personal Hotlists			Completed	2014-06-05 09:20:18.882			
Manual Synch Change Password	Robbery Suspects	FILE-IMPORT	Completed	2014-03-21 15:02:30.818			
Reports	Willow Apt Complex	SYSTEM	Completed	2014-05-30 13:50:18.647			
User Help							
Administration							
Action							
Create Edit							
View Data							
Promote							
Update Now							
Export							
Delete							
	-1						

The columns on this page are described below.

Personal Hotlists				
Column Description				
Record Name	The name of this personal hotlist. This is how the hotlist will appear throughout the application.			
Туре	 The manner in which this hotlist was created: <i>FILE-IMPORT</i>. This hotlist was manually imported from a file. <i>SYSTEM</i>. This hotlist was created from a list of existing events. 			
State	 The current creation status of this hotlist: <i>Completed</i>. The system has successfully imported this hotlist <i>or</i> created it from an events list. <i>Queued</i>. The system is in the process of importing this hotlist from a file. 			



Personal Hotlists (cont'd)				
Column	Description			
State (cont'd)	 <i>Updating</i>. The system is in the process of reimporting this hotlist from a file. <i>Failed</i>. The system was unable to update this hotlist, possibly because the hotlist's format did not match the selected value in the <i>Format</i> field. 			
Last Updated	The date and time at which this hotlist was last updated.			
	Available Actions			
	d out" (i.e., unavailable), it indicates that you must select a you can perform that action.			
Action	Description			
Create	Create a new hotlist by manually importing a file containing a list of license plates.			
Edit	Change a hotlist's name or notification status.			
View Data	View a hotlist's license plates and metadata.			
Promote	Convert a <i>personal</i> hotlist to a <i>system</i> hotlist.			
Update Now	Reimport a hotlist's source file.			
Export	Copy a hotlist's license plates to a .csv spreadsheet file.			
Delete	Permanently remove a hotlist from the server.			
Refresh Page	Redisplay the current webpage to reflect any recent updates, such as a change in the value of the <i>State</i> column.			

2 Go to the Action column and click **Create**. The Import Manual Hotlist popup displays.

		Import Manual Hotlist	X
<u>Hotlist File:</u>	Upload		Browse

- **3** Click the **Browse** button. The Choose File to Upload popup displays.
- 4 Navigate to the disk drive location where the import file resides.
- **5** Double-click on the import file. The selected file name displays in the *Hotlist File* field.





6 Click **Upload**. After a momentary delay, the Hotlist Properties popup displays.

Hotlist Properties	
Name:	0
Format: CSV 🔽 🥝	
Header: 🔲 🥝	
Footer: 🗌 🥝	
Notify Me: 📃 🥝	
Save Cancel	

- 7 Enter a descriptive name for this hotlist in the *Name* field.
- 8 Select the import file's format from the *Format* drop-down list. This list includes some or all of the following formats, as well as any additional hotlist formats defined by your agency.

- **9** If the import file includes a header, select the *Header* checkbox. Otherwise proceed to the next step.
- **10** If the import file includes a footer, select the *Footer* checkbox. Otherwise proceed to the next step.
- **11** To receive a system alert whenever any AlertVU unit captures an event that matches a license plate on this hotlist, select the *Notify Me* checkbox. Otherwise proceed to the next step.
- 12 Click the Save button. A confirmation message displays.

The Hotlist named Morris County successfully saved and is queued for import. When import is complete, a message will be sent to your Inbox.



Creating a Personal Hotlist from Existing Events

This section describes how to create a new personal hotlist from event records that currently reside on either the local server or selected remote server(s).

For a definition of personal hotlists and how they're used, see "Creating Hotlists" on page 94.

1 Search for the events you wish to incorporate into your new hotlist. (If necessary, review "Searching for Events" in chapter 2.)

	Events						
Mobile-Vision, Inc.					m	vadmin is logged in. Logout	
▼ Home Menu	Basic Vie	w Count Vi	ew Map View	Index View			
Home							
Search Events			Ev	ents - List Vie	w		
Remote Search	Total Sel	ected: 0	K K K Page	1 of 3 (21 total records	s) > >> >1	Q,	
Find Associates	Info	Plate	Details	Overview	Unit	Event Date 🔻	
Personal Hotlists			DODIOUL				
Manual Synch	1	P291SUA	PESISUA	the second	TERRY-PC	11/30/2015 14:48:37 ES	
Change Password			A DE LES ADA ANA	Frances Local College			
Reports	1	9HYT	G HVT	6-1121	TERRY-PC	11/30/2015 14:48:35 ES	
Jser Help		ci i i	Juli,		i Liuti i o	1.100/2010 11.10.00 20	
 Administration 	1.1		SOUS TV				
Action	i	JGM8IV	JUMELY	Ty Cont	TERRY-PC	11/30/2015 14:48:34 ES	
New Search			The search of the second states and second state				
Edit	1	J6MXV	ICM ALTV	Carrow .	TERRY-PC	11/30/2015 14:48:33 ES	
Show Detail			JUNE	1 and a			
Extend			KOO AND				
Jnextend	1	K99AGG	K99 4GG		TERRY-PC	11/30/2015 14:48:31 ES	
Google Earth Export			The second second second				
Export to Zip	1	N529ULS	N520111 S	COMPANY OF	TERRY-PC	11/30/2015 14:48:30 ES	
xport to CSV	-		HOLD OLD				
Export to Pdf	1		ACCOUNTS OF THE				
Create Hotlist Add to Hotlist	1	K401GH	KAU		TERRY-PC	11/30/2015 14:48:29 ES	
Clear Selected		_	-01				
Apply Filter	1	KAO816H	KADE 1GH	a carre	TERRY-PC	11/30/2015 14:48:28 ES	
Clear Filter	-		-SEMINOLE-				
		J973SKH	J97 5KH		TERRY-PC	11/30/2015 14:48:28 ES	
		P291SUA	DODICILA		TERRY-PC	11/30/2015 14:48:28 ES	
	1	P2915UA	PESISUA		TERRY-PG	11/30/2015 14:48:28 ES	

2 Select the events you wish to incorporate into your new hotlist:

To select *all* events on your search results list, click the **Index View** tab, then click the **Select All** button at the top of the page.

– OR –

To select *some* events on your search results list, click on the appropriate event record(s) to highlight them. If necessary, use the navigation arrows at the top of the page to scroll through the full list.

К « < > >> Х

3 Once the desired event records are selected, go to the Action column and click **Create Hotlist**. The Create Hotlist popup displays.



Create Hotlist	×
Hotlist Name:	0
Notify Me: 🗌 🥝	
Save Cancel	

- 4 Enter a descriptive name for this hotlist in the *Hotlist Name* field.
- **5** To receive a system alert whenever any AlertVU unit captures an event that matches a license plate on this hotlist, select the *Notify Me* checkbox. Otherwise proceed to the next step.
- 6 Click Save. A confirmation message displays.

Hotlist Morris County successfully created.

Creating a System Hotlist

This section describes how to create a system hotlist. For a definition of system hotlists and how they're used, see "Creating Hotlists" on page 94.

There are five ways in which you can create a new system hotlist:

- □ Manually import an existing plate list from a file.
- □ Automatically import a hotlist from a specified source, such as an agency server or website. The system will automatically update this type of hotlist according to a set of predefined rules.
- Convert or "promote" a *personal* hotlist to a *system* hotlist
- □ Create a one plate "Amber Alert" style hotlist that you can immediately transmit to all your AlertVU units.
- □ Create a hotlist from a subset of another, larger, hotlist. This is referred to as a *derivative* hotlist.

For specific instructions, see:

- □ Manually Importing a System Hotlist, next page
- □ Automatically Importing a System Hotlist, page 109
- □ Promoting a Personal Hotlist to a System Hotlist, page 130
- □ Creating a Quick Alert Hotlist, page 132
- □ Creating a Derivative Hotlist, page 135.

Manually Importing a System Hotlist

This section describes how to manually import a system hotlist that's in a predefined format. For a definition of system hotlists and how they're used, see "Creating Hotlists" on page 94.

1 Go to **V** Administration and click **System Hotlists**. The System Hotlists page displays.

		System Hotlists						
Mobile-Vision, Inc.						mvadmin i	s logged in. Loqout	
▼ Home Menu	_		Sys	tem Hotlis	ts			
Home		K (((Page 1	of 1 (8 total reco	rds) 🔰 🔉	>]>I]		
earch Events	Record Name 🛦	Туре	Status	Frequency	State	Severity	Last Updated	
emote Search nd Associates	fort_bad_10	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.009	
nd Associates ersonal Hotlists	fort_bad_2	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.71	
anual Synch	Osceola Gang List	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.97	
nange Password	passwd-test	FTP	Enabled		Completed	Medium	2016-11-08 11:30:06.306	
eports	Sample Mar232015	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:06.62	
er Help					•			
Administration	sample_Mar24-blets	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:07.92	
stem Setup stem Status	Suspended Licenses	SYSTEM	Disabled		Completed	Medium	2015-03-18 11:10:03.71	
sset Monitoring	Willow Apt Complex	SYSTEM	Enabled		Completed	Medium	2017-01-17 10:20:04.67	
ystem Hotlists								
nport Events anage Units								
lanage Users								
lanage User Groups								
lanage Locations								
Ianage Hotlist Formats								
Action								
reate								
uick Alert								
dit ew Data								
ew Locations								
ew Log								
ert Units								
pdate Now								
xport								
)elete								

The components on this page are described in the following table.



	System Hotlists
Column	Description
Record Name	The name of this system hotlist.
Type	 The manner in which this hotlist was created: FILE-IMPORT. This hotlist was manually imported from a file. SYSTEM. This hotlist was promoted from a <i>personal</i> hotlist to a <i>system</i> hotlist. QUICK. This hotlist was manually input via the New Quick Alert screen. DERIVATIVE. This hotlist was manually created from a subset of another hotlist. POP3. This hotlist was automatically imported from a mail server. FTP. This hotlist was automatically imported from an FTP server. SFTP. This hotlist was automatically imported from a secure FTP server. HTTP. This hotlist was automatically imported from a web address. FILE-SHARE (PUBLIC). This hotlist was automatically imported from a public file share path.
Status	 TXLETS. This hotlist was automatically imported from the Texas Law Enforcement Telecommunication System. The current status of this hotlist: <i>Enabled.</i> This hotlist is <i>active</i>. It can receive automatic updates from the server, generate alerts for incoming hits, and appear on mobile units' list of active hotlists. <i>Disabled.</i> This hotlist is <i>inactive.</i> It <i>cannot</i> receive automatic updates from the server, generate alerts for incoming hits, or appear on mobile units' list of active hotlists.
Frequency (Auto-import hotlists only)	The number of times per day or week that the system will check for updates to this hotlist. This is an optional feature that applies to auto-import system hotlists only.
State	 The current creation status of this hotlist: <i>Completed</i>. The system has successfully created this hotlist either by importing it, converting it from a personal hotlist, or deriving (i.e., excerpting) it from an existing hotlist. <i>Queued</i>. The system is getting ready to import or update this hotlist. <i>Updating</i>. The system is in the process of reimporting this hotlist's source file.

(Continued)



	System Hotlists (cont'd)
Column	Description
State (cont'd)	• <i>Failed</i> . The system was unable to update this hotlist, possibly because the hotlist's format did not match the selected value in the <i>Format</i> field.
Severity	The importance of this hotlist: <i>critical</i> , <i>high</i> , <i>medium</i> (default), or <i>low</i> .
Last Updated	The date and time at which this hotlist was last updated.
	Available Actions
	ed out" (i.e., unavailable), it indicates that you must select a e you can perform that action.
Action	Description
Create	Define a new system hotlist.
Quick Alert	Create a one plate "Amber Alert" style hotlist by manually typing a license plate number onto a popup screen.
Edit	Change a hotlist's properties <i>or</i> add user(s) to a hotlist's <i>Notifications</i> list.
View Data	View a hotlist's license plates and metadata.
View Log	View the logs which document the success or failure of previous hotlist retrievals.
View Locations	View the predefined Locations that are currently linked to this hotlist.
Alert Units	Manually push all system hotlists out to all AlertVU units that need them. Any unit that is missing a particular hotlist or has an outdated version of a hotlist will receive the appro- priate update(s).
Update Now	Reimport a hotlist's source file.
Export	Copy a hotlist's license plates and metadata to a .csv spread-sheet file.
Delete	Permanently remove a hotlist from the server.
Refresh Page	Redisplay the current webpage to reflect any recent updates, such as a change in the value of the <i>State</i> column.

2 Go to the Action column and click **Create**. The New Hotlist popup displays.





3 Select Create Manual Hotlist.

4 Click **OK**. The Import Manual Hotlist popup displays.

	Import Manual Hotlist	— ×
Hotlist File: Upload		Browse

- 5 Click the **Browse** button. The Choose File to Upload popup displays.
- **6** Navigate to the disk drive location where the hotlist file resides.
- 7 Double-click on the hotlist file. The selected file name displays in the *Hotlist File* field.

Import Manual Hotlist	-X
Hotlist File: C:\Users\leslie.zalewski\Documents\Invincea Downlo	Browse
Upload	

8 Click **Upload**. After a delay of 10 – 20 seconds, the Hotlist Properties popup displays.

1	Hotlist Properties
Details Notific	ations Locations
Name:	
Format:	CSV 🗸 🕜
Header:	
Footer:	
Status:	Enabled V
GeoHotlist:	
Severity:	Medium V
Zip Password:	
Update Units:	
Notify Users:	
	Save Cancel



- 9 Enter a descriptive name for this hotlist in the *Name* field.
- **10** Select the import file's format from the *Format* drop-down list. This list includes some or all of the following formats, as well as any additional hotlist formats defined by your agency.

- **11** If the import file includes a header, select the *Header* checkbox. Otherwise proceed to the next step.
- **12** If the import file includes a footer, select the *Footer* checkbox. Otherwise proceed to the next step.
- **13** To limit this hotlist to a certain geographic region, such as a school zone, proceed to the next step. Otherwise skip to step 17.
- **14** Select the *GeoHotlist* checkbox.

	Hotlist Properties
Details	Notifications Locations
	Name: Rockaway Elementary
	Format: CSV 🗸 🥑
1	Header: 🔽 🥝
	Footer:
	Status: Enabled V
Geo	oHotlist: 🗹 🕜
Sta	ırt Time: 12 ✔ 00 ✔ AM ✔ @
En	nd Time: 12 🗸 00 🗸 AM 🗸 🥝
s	Severity: Medium 🗸 🧭
Zip Pa	ssword:
Updat	te Units: 🗌 🥝
Notify	y Users: 🗌 🕜
	Save Cancel

- **15** Using the *Start Time* drop-down lists, enter the beginning of the daily time range in which the Location parameter will be active for this hotlist. For example, if your Location is a school zone, you might specify a *Start Time* of 8:00 a.m.
- **16** Using the *End Time* drop-down lists, enter the end of the daily time range in which the Location parameter will be active for this hotlist. For example, if your Location is a school zone, you might specify an *End Time* of 3:30 p.m.



17 To set this hotlist's severity level to **Medium** (default), proceed to the next step.

– OR –

To assign a different severity level to this hotlist, select a new value from the *Severity* drop-down list.

- **18** If this hotlist will be transmitted to the AlertVU server via an encrypted zip file, enter the required password in the *Zip Password* field. Otherwise proceed to the next step.
- **19** If you want the system to automatically push an update out to all AlertVU units whenever a change is made to this hotlist, select the *Update Units* checkbox. Otherwise proceed to the next step.
- **20** If you want the system to send an alert to selected users whenever any AlertVU unit captures a license plate that's on this hotlist, proceed to the next step.

– OR –

If you do not want the system to send alerts to any users, skip to step 25.

21 Select the *Notify Users* checkbox.

Hotlist Properties
Details Notifications Locations
Name: Rockaway Elementary Format: CSV CSV Q Header: Image: Q Footer: Q Status: Enabled GeoHotlist: Image: Q Start Time: 12 Image: Dot Imag
Severity: Medium V V Zip Password: V Update Units: V Notify Users: V V Save Cancel

22 Click the Notifications tab. A list of system users displays.

(Continued)



Details Notifications	Hotlist Locations	Proj	perties		
Available				Assigned	
Search:	Case		Search:		Case
I< << < 1 of 2 (14) total	X XX		< << <	1 of 1 (0) total	> >> >
*1 No Name@01:01:59					
admin					
Lt. Williams		>			
mvadmin		>>			
Officer Anderson					
Officer Bennet		<			
Officer Conahey		<<			
Officer Jackson					
Officer Kehoe					
Officer Meyers Officer Ostrum					
Officer Schirmer					
Save Cancel					

23 Go to the left column (Available) and click on the users you wish to notify whenever an AlertVU unit captures a plate on this hotlist. If the user you're looking for does not appear onscreen, use the navigation arrows at the top of the column to scroll through the user list.

K << < > >> >

24 Once you've highlighted the desired users, click the ≥ icon located between the two columns. The selected users display in the right column (Assigned).

Hotlist Properties					
Details Notifications	Locations				
Available			Assigned		
Search:	Case		Search: Case		
I of 1 (9) total *1 No Name@01:01:59 admin Lt. Williams mvadmin Officer Anderson Officer Jackson Officer Zalewski Sergeant Fletcher	>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	> < <	Cofficer Bennet Officer Conahey Officer Kehoe Officer Meyers Officer Ostrum		
L	Save Cancel				

25 If the **Locations** tab is available, proceed to the next step.

– OR –

If the **Locations** tab is *not* available, skip to step 34.

26 Click the **Locations** tab.

Mobile-Vision, Inc.

etails Notifications Locations	
N Wymore Road Seminole State College	Assigned Search: Case I I I I I I I
Save	Cancel

27 To assign one or more *Locations* to this hotlist, proceed to the next step.

– OR –

To assign a Location Group to this hotlist, skip to step 31.

- **28** Go to the *Available* column and click on the Location(s) you wish to assign to this hotlist.
- **29** Click the **2** icon located between the two columns. The selected Location(s) display in the *Assigned* column.

	Properties			
Details Notifications Locations				
Locations Location Groups Available	Assigned			
Search: Case	Search: Case			
Lake Lucien Drive N Wymore Road Seminole State College	Id and Maitland Blvd L3Technologies Parking lot			
Save Cancel				

30 If you also wish to add a Location Group to this hotlist, proceed to the next step. Otherwise skip to step 34.



31 Click the **Location Groups** tab.

	Hotlist	Pro	perties		
Details Notifications L	ocations				
Locations Location Grou					
Available		1		Assigned	
Search:	Case	1	Search:		Case
K K I of 1 (2) total	$\rightarrow \gg \rightarrow$		K << <	1 of 1 (0) total	> >> >
I-4 Maitland Group					
Maitland Group		>			
		>>			
		<			
		<<			
	Save		Cancel		

- **32** Go to the *Available* column and click on the Location Group you wish to assign to this hotlist.
- **33** Click the ≥ icon located between the two columns. The selected Location Group displays in the *Assigned* column.

Hotlist	Properties
Details Notifications Locations	
Available	Assigned
Search: Case	Search: Case
K <<< 1 of 1 (1) total >>>>>	I I
Maitland Group	I-4 Maitland Group
Save	Cancel

34 Click Save. A confirmation message displays.





Automatically Importing a System Hotlist

This section describes how to create a new hotlist that the system will automatically import and update on a schedule. This is the "set it and forget it" approach to using hotlists.

For a definition of system hotlists and how they're used, see "Creating Hotlists" on page 94.

Part 1: Details

1 Go to ▼Administration and click **System Hotlists**. The System Hotlists page displays.

		S	YSTEN	и Нот	LISTS		
Mobile-Vision, Inc.						mvadmin i	s logged in. <u>Logout</u>
▼ Home Menu			Sys	tem Hotlis	ts		
Home		K << <	Page 1	of 1 (8 total reco	rds) >>	> >	
Bearch Events	Record Name 🛦	Туре	Status	Frequency	State	Severity	Last Updated
emote Search	fort bad 10	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.009
nd Associates		FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.71
ersonal Hotlists	fort_bad_2						
anual Synch hange Password	Osceola Gang List	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.97
eports	passwd-test	FTP	Enabled		Completed	Medium	2016-11-08 11:30:06.306
ser Help	Sample_Mar232015	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:06.62
Administration	sample_Mar24-txlets	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:07.92
stem Setup	Suspended Licenses	SYSTEM	Disabled		Completed	Medium	2015-03-18 11:10:03.71
stem Status	Willow Apt Complex	SYSTEM	Enabled		Completed	Medium	2017-01-17 10:20:04.67
sset Monitoring (stem Hotlists		0.012	2.1.4.0.10.0				
nport Events							
anage Units							
anage Users							
anage User Groups							
anage Locations							
lanage Hotlist Formats							
Action							
reate							
uick Alert							
dit							
ew Data							
ew Locations							
ew Log							
ert Units							
pdate Now							
kport							
elete							
GIGEG							

The components on this page are described in the table on page 101.

2 Go to the Action column and click Create. The New Hotlist popup displays.





3 Make sure **Create Automatic Hotlist** is selected, then click **OK**. The New Hotlist form displays.

	New Hotlist 📃
Details Prope	arties Notifications Locations
Name:	0
Type:	POP3 V
Format:	CSV 🗸 🥑
Header:	
Footer:	
	Enabled V
GeoHotlist:	
Auto Update:	
Frequency:	
Stale Alert:	
	Medium V
Zip Password:	@
Update Units:	
Notify Users:	
C	Save Cancel

The fields on this popup are described below.

New Hotlist			
Column	Description		
Name	The name of this system hotlist.		
Туре	 The retrieval method that the system will use to import this hotlist. Select this value from the drop-down list. POP3. Import the hotlist from an email attachment sent to you or another System Administrator. A specific word or word(s) in the subject line will identify the exact hotlist to the system. FTP. Import the hotlist from an FTP server. SFTP. Import the hotlist from a secure FTP server. HTTP. Import the hotlist from a web address. FILE SHARE (PUBLIC). Import the hotlist from a public file share path. FILE SHARE (PRIVATE). Import the hotlist from a password-secured file share path. TXLETS. Import the hotlist from the Texas Law 		
	Enforcement Telecommunication System.		
Format	The format for this hotlist, which includes some or all of the following formats, as well as any additional hotlist formats defined by your agency. (<i>Continued</i>)		



	New Hotlist (cont'd)	
Column	Description	
Format (cont'd)	 AR NLETS. Arkansas National Law Enforcement Telecommunication System CLEW SVS. California Law Enforcement Web Stolen Vehicle Systems CSV. Comma separated text file FCIC. Florida Crime Information Center MD MVA. Maryland Motor Vehicle Administration NCIC. National Crime Information Center TXLETS. Texas Law Enforcement Telecommunication System Select this value from the drop-down list. 	
Header	 A checkbox used to indicate whether or not the hotlist file contains a header. A header is the optional first line of text that contains column descriptions but doesn't contain any valid plate information. ☑ The file contains a header. □ The file does <i>not</i> contain a header. 	
Footer	 A checkbox used to indicate whether or not the hotlist file contains a footer. A footer is the optional last line of text that contains column descriptions but doesn't contain any valid plate information. ☑ The file contains a footer. □ The file does <i>not</i> contain a footer. 	
Status	 The current status of this hotlist: <i>Enabled</i>. This hotlist is <i>active</i>. It can receive automatic updates from the server, generate alerts for incoming hits, and appear on mobile units' list of active hotlists. <i>Disabled</i>. This hotlist is <i>inactive</i>. It <i>cannot</i> receive automatic updates from the server, generate alerts for incoming hits, or appear on mobile units' list of active hotlists. 	
GeoHotlist	 A checklist that enables you to limit this hotlist to a certain geographic region, such as a school zone. If you select this option, you will have an opportunity to add a predefined <i>Location</i> or <i>Location Group</i> to the Hotlist. For more information on this topic, see "Maintaining Locations" on page 192. ☑ Limit this hotlist to a specified geographic region □ Do <i>not</i> Limit this hotlist to a specified geographic region If you select this checkbox, you are required to enter an associated time range (see <i>Start Time</i> and <i>End Time</i> fields). 	

(Continued)



	New Hotlist (cont'd)
Column	Description
Start Time	The beginning of the daily time range in which the Location parameter will be active for this hotlist. For example, if your Location is a school zone, you might specify a <i>Start Time</i> of 8:00 a.m.
	Select a value from the drop-down lists provided.
End Time	The end of the daily time range in which the Location parameter will be active for this hotlist. For example, if your Location is a school zone, you might specify an <i>End</i> <i>Time</i> of 3:30 p.m.
	Select a value from the drop-down lists provided.
Auto Update	A checkbox used to indicate whether or not you want the system to automatically check for updates to this hotlist's source file. If the system finds that the hotlist's source file has changed since the last import, it will automatically reimport the file. This field must be used in combination with the <i>Frequency</i> field to specify the number of times per day or week that the system will check the source file for updates.
	 ☑ Automatically check hotlist source file for changes. □ Do <i>not</i> check hotlist source file for changes.
Frequency	The number of times per day or week that the system will check for changes to this hotlist's source file. Used in combination with the <i>Auto Update</i> field described above. System defaults to <i>one time per day</i> .
Stale Alert	An automatic alert for System Administrators. If you complete this field, then if the system is unable to update this hotlist in X number of hours, days, or weeks, it will automatically send an alert to the System Administrator's <i>Inbox Messages</i> list. System default is 2 days .
	Enter a number in the first field segment and select either hours(s) , day(s) , or week(s) from the second field segment.
	State Alert: 1 week(s) \checkmark \checkmark
	In the example above, if the system has been unable to update a hotlist for one full week, it will automatically send an alert message to the System Administrator's <i>Inbox</i> <i>Messages</i> list.
Severity	The importance of this list: <i>critical</i> , <i>high</i> , <i>medium</i> (default), or <i>low</i> . <i>Select this value from the drop-down list</i> .
Zip Password	The password for the encrypted zip file, if applicable. Some, but not all, hotlist uploads require a password.



New Hotlist (cont'd)				
Column	Description			
Update Units	 A checkbox used to indicate whether or not you want the system to automatically push an update out to all AlertVU units whenever a change is made to this hotlist. ☑ Automatically notify all AlertVU units whenever this hotlist changes. □ Do <i>not</i> automatically notify all AlertVU units whenever this hotlist changes. 			
Notify Users	A checkbox used to indicate whether or not you want the system to send an alert to all users on the hotlist's <i>Notifica-tions</i> list whenever an AlertVU unit captures a license plate that's on this hotlist.			
	 Send an alert to all users on the hotlist's <i>Notifications</i> list whenever any AlertVU unit receives a hit on this hotlist. Do <i>not</i> send an alert to all users on the hotlist's <i>Notifications</i> list whenever any AlertVU unit receives a hit on this hotlist. 			

- 4 Enter a unique name for this hotlist in the *Name* field.
- 5 Select a file retrieval method for this hotlist from the *Type* drop-down list.
- 6 Select a format for this hotlist from the *Format* drop-down list. This list includes some or all of the following formats, as well as any additional hotlist formats defined by your agency.

CLEW SVS California Law Enforcement Web Stolen Vehicle Systems CSV Comma separated text file

FCIC Florida Crime Information Center

MD MVA Maryland Motor Vehicle Administration

NCIC National Crime Information Center

TXLETS Texas Law Enforcement Telecommunication System

- 7 If the hotlist file includes a header, select the *Header* checkbox. Otherwise proceed to the next step.
- 8 If the hotlist file includes a footer, select the *Footer* checkbox. Otherwise proceed to the next step.
- **9** To limit this hotlist to a certain geographic region, such as a school zone, proceed to the next step. Otherwise skip to step 13.
- **10** Select the *GeoHotlist* checkbox.



	New	Hotlist	×
Details	Properties	Notifications	Locations
	Name: NJSP E	BOLO	0
	Type: POP3		✓ ⊘
	Format: CSV	 2 2 3 4 4	
	Header: 🔽 🕜		
	Footer:		
0.0	Status: Enable	d 🗸 🔇	
	oHotlist: 🔽 🕜 art Time: 12 🗸 🗍		
			0
		00 🗸 🗚 🗸 (0
	Update: 🗌 🍘	time(s) per day	
	ale Alert: 2	day(s) V	
	Severity: Mediun		
	issword:	•	0
	te Units: 🗌 🕢		
	y Users: 🗌 🕜		
	Save	Cancel	

- **11** Using the *Start Time* drop-down lists, enter the beginning of the daily time range in which the Location parameter will be active for this hotlist. For example, if your Location is a school zone, you might specify a *Start Time* of 8:00 a.m.
- **12** Using the *End Time* drop-down lists, enter the end of the daily time range in which the Location parameter will be active for this hotlist. For example, if your Location is a school zone, you might specify an *End Time* of 3:30 p.m.
- **13** If you want the system to automatically check for updates to the hotlist source file **X** number of times per day or week, select the *Auto Update* checkbox. Proceed to the next step.

– OR –

If you do *not* want the system to automatically reimport the hotlist source file \mathbf{X} number of times per day or week, skip to step 19.

- **14** Enter a number in the *Frequency* field to indicate how many times per day or week you want the system to automatically reimport the hotlist file.
- **15** Select a time interval (i.e., **day** or **week**) from the *time(s) per* drop-down list.
- **16** If you want the system to notify you if it's unable to reimport the hotlist file after **X** number of days or weeks, proceed to the next step. Otherwise skip to step 19.
- **17** Enter a number in the *Stale Alert* field to indicate how many days, weeks, or hours should go by without an update before the system notifies you.
- **18** Select an appropriate time interval—**hour(s)**, **day(s)**, or **week(s)**—from the *Stale Alert* drop-down list.



19 To set this hotlist's severity level to **Medium** (default), proceed to the next step.

– OR –

To assign a different severity level to this hotlist, select a new value from the *Severity* drop-down list.

- **20** If this hotlist will be transmitted to the AlertVU server via an encrypted zip file, enter the required password in the *Zip Password* field. Otherwise proceed to the next step.
- **21** If you want the system to automatically push an update out to all AlertVU units whenever a change is made to this hotlist, select the *Update Units* checkbox. Otherwise proceed to the next step.
- **22** If you want the system to send an alert to selected users whenever any AlertVU unit captures a license plate that's on this hotlist, select the *Notify Users* checkbox. Otherwise proceed to the next step.
- **23** Note the value in the *Type* field. Your next few steps will vary depending on this value.

Proceed to "Part II: Properties" below.

Part II: Properties

Proceed to the appropriate page for further instructions:

If you selected this Type	Proceed to this page
POP3	116
FTP	117
SFTP	119
НТТР	120
FILE SHARE (PUBLIC)	122
FILE SHARE (PRIVATE)	123
TXLETS	125



POP3

	Nev	v Hotlist	-
Details	Properties	Notifications	Locations
	Name: NJSP	BOLO	0
	Type: POP3		✓ ⊘
	Format: CSV	v 👩	
	Header: 🗌 🍘		
	Footer: 🗌 🕜		
	Status: Enable	ed 💙 🕜	
G	eoHotlist: 🗹 🕜		
S	tart Time: 12 🗸	00 🗸 AM 🗸 🤇	2
E	End Time: 12 🗸	00 🗸 AM 🗸 🤇)
Aut	o Update: 🗌 🕜		
Fr	equency: 1	time(s) per day	✓ Ø
S	tale Alert: 2	day(s) 🗸 🕜	
	Severity: Mediu	m 🗸 🥝	
Zip P	assword:		0
Upd	ate Units: 📃 🍘		_
Not	ify Users: ✔ 🕜		
	Save	Cancel	

1 Click the **Properties** tab.

	New	r Hotlist	×
Details	Properties	Notifications	Locations
	Host:		0
	Port:	110	0
	Username:		0
	Password:		0
	Subject:		0
Remove	After Retrieval:		
	Save	Cancel	

- *Host* 2 Enter the mail server host. This may be either a resolvable DNS name or an IP address.
- *Port* 3 To use port 110 to access this mail server (default), proceed to the next step. Otherwise enter a different value in the *Port* field.
- *Username* **4** Enter the username that the system should use to access this server.
- *Password* **5** Enter the password for the *Username* you just entered.



- 6 If the system will need to search for specific text in the subject line of the user's *Inbox*, proceed to the next step. Otherwise skip to step 8.
- *Subject* **7** Enter the subject line text to search for, as described in step 6.
- *Remove after Retrieval*8 If you want the system to delete the email message after its contents have been ingested into the hotlist, select the *Remove After Retrieval* checkbox. Otherwise proceed to the next step.
 - **9** If the **Notifications** tab is available, proceed to "Part III: Notifications" on page 126 for further instructions.

– OR –

If the Notifications tab is not available (i.e., grayed-out), proceed to the next step.

10 If the **Locations** tab is available, proceed to Part IV: Locations on page 128.

– OR –

If the Locations tab is not available (i.e., grayed-out), proceed to the next step.

11 click **Save**. A confirmation message displays.

The Hotlist named National BOLOs successfully saved and is queued for import. When import is complete, a message will be sent to your Inbox.

End of Procedure.

F		P

		New H	Iotlist	×
De	etails Prope	rties	Notifications	Locations
	Name:	NJSP BO	LO	0
	Type:	FTP		✔ 0
	Format:	csv 🗸	0	
	Header:	_		
	Footer:			
		Enabled		
	GeoHotlist: Start Time:			
	Auto Update:			•
	Frequency:		me(s) per day	
	Stale Alert:		iay(s) 🗸 🕜	
		Medium '		
	Zip Password:			
	Update Units:	0		
	Notify Users:			
	E	Save	Cancel	

1 Click the **Properties** tab.



	New	Hotlist		- X
Details Prop	erties	Notifications	Location	ns
Server:			0	
Username:			0	
Password:			0	
File Path:			0	
	Cause	Canaal		
l	Save	Cancel		

Server **2** Enter the name or IP address of the FTP server.

- *Username* **3** Enter the username that the system should use to access this server.
- *Password* **4** Enter the password for the *Username* above.
- *File Path* **5** Enter the path to the FTP file.
 - **6** If the **Notifications** tab is available, proceed to "Part III: Notifications" on page 126 for further instructions.

– OR –

If the Notifications tab is not available (i.e., grayed-out), proceed to the next step.

7 If the Locations tab is available, proceed to Part IV: Locations on page 128.
 - OR -

If the Locations tab is not available (i.e., grayed-out), proceed to the next step.

8 Click Save. A confirmation message displays.

The Hotlist named National BOLOs successfully saved and is queued for import. When import is complete, a message will be sent to your Inbox.

End of Procedure.



<u>SFTP</u>

	Nev	v Hotlist	— ×
Details	Properties	Notifications	Locations
	Name: NJSP	BOLO	0
	Type: SFTP		✓
	Format: CSV	✓ Ø	
	Header: 🗹 🕜		
	Footer: 🗌 🍘		
	Status: Enable	ed 🗸 🕜	
	eoHotlist: 🗹 🕜		
	tart Time: 12 🗸		2
	ind Time: 12 V	00 🗸 AM 🗸 🤇	
	o Update: 🗌 🍘	time (a) n as slave	
	equency: 1		
51		day(s) 🗸 🕜	
	Severity: Mediu	m 🗸 🧭	
	assword:		
	ate Units: 📃 🥑 fy Users: ✔ 🕢		
	.,		
	Save	Cancel	

1 Click the **Properties** tab.

	New Hotli	st	×
Details	perties Noti	fications	Locations
Server:			
Username:			
Password:			
File Path:			
	Save C	ancel	

- *Server* **2** Enter the name or IP address of the secure FTP server.
- *Username* **3** Enter the username that the system should use to access this server.
- *Password* **4** Enter the password for the *Username* above.
- *File Path* **5** Enter the path to the SFTP file.



6 If the **Notifications** tab is available, proceed to "Part III: Notifications" on page 126 for further instructions.

– OR –

If the Notifications tab is not available (i.e., grayed-out), proceed to the next step.

7 If the Locations tab is available, proceed to Part IV: Locations on page 128.
 – OR –

If the Locations tab is *not* available (i.e., grayed-out), proceed to the next step.

8 Click Save. A confirmation message displays.

The Hotlist named National BOLOs successfully saved and is queued for import. When import is complete, a message will be sent to your Inbox.

End of Procedure.

<u>HTTP</u>

	Nev	w Hotlist	-
Details	Properties	Notifications	Locations
	Name: NJSP	BOLO	0
	Type: HTTP		✓ ⊘
1	Format: CSV	✓	
	Header: 🔽 🍘		
	Footer: 🗌 🍘		
	Status: Enable	ed 🗸 🕜	
Geo	Hotlist: 🔽 🕜		
Sta	rt Time: 12 🗸	00 🗸 AM 🗸 🤇)
En	d Time: 12 🗸	00 🗸 AM 🗸 🦿	
Auto	Update: 🗌 🍘		
Fre	quency: 1	time(s) per day	✓
Sta	le Alert: 2	day(s) 🗸 🕜	
s	everity: Mediu	m 🗸 🥝	
Zip Pa	ssword:		0
	e Units: 🗌 🕢		
-	Users: 🗸 🧑		

1 Click the **Properties** tab.



	New	Hotlist	
Details	Properties	Notifications	Locations
URL:		0	
	Save	Cancel	

- 2 Enter the web address from which the hotlist file will be retrieved.
- **3** If the **Notifications** tab is available, proceed to "Part III: Notifications" on page 126 for further instructions.

– OR –

If the Notifications tab is not available (i.e., grayed-out), proceed to the next step.

4 If the Locations tab is available, proceed to Part IV: Locations on page 128.
 – OR –

If the Locations tab is not available (i.e., grayed-out), proceed to the next step.

5 Click **Save**. A confirmation message displays.

The Hotlist named National BOLOs successfully saved and is queued for import. When import is complete, a message will be sent to your Inbox.

End of Procedure.



FILE SHARE (PUBLIC)

	Nev	v Hotlist		X
Details Prope	erties	Notifications	Locations	
Name:	NJSP	BOLO	0	
Type:	FILE-S	HARE(PUBLIC)	✓ ⊘	
Format:	CSV	✓ Ø		
Header:	V 🕜			
Footer:				
		ed 🗸 🕜		
GeoHotlist:				
Start Time:)	
End Time:		00 🗸 🗚 🗸 🔇	•	
Auto Update:				
Frequency:		time(s) per day	<u>~</u> 🕜	
Stale Alert:		day(s) 🗸 🕜		
Severity:	Mediu	m 💙 🥝	_	
Zip Password:			0	
Update Units:				
Notify Users:	⊻ 🔇			
	Save	Cancel		

1 Click the **Properties** tab.

	New	v Hotlist	x
Details	Properties	Notifications	Locations
File S	Share Path: //		0
	Save	Cancel	

- 2 Enter the path to the shared file, including the name or IP address of the host server or Windows machine.
- **3** If the **Notifications** tab is available, proceed to "Part III: Notifications" on page 126 for further instructions.

– OR –

If the Notifications tab is not available (i.e., grayed-out), proceed to the next step.



4 If the Locations tab is available, proceed to Part IV: Locations on page 128.
- OR -

If the Locations tab is not available (i.e., grayed-out), proceed to the next step.

5 Click Save. A confirmation message displays.

The Hotlist named National BOLOs successfully saved and is queued for import. When import is complete, a message will be sent to your Inbox.

End of Procedure.

FILE SHARE (PRIVATE)

New Hotlist
Details Properties Notifications Locations
Name: NJSP BOLO
Type: FILE-SHARE(PRIVATE) V
Format: CSV V
Header: 🗹 🕜
Footer:
Status: Enabled V
GeoHotlist: 🗹 🧑
Start Time: 12 ∨ 00 ∨ AM ∨ @
End Time: 12 V 00 V AM V 🕢
Auto Update: 🗌 🧭
Frequency: 1 time(s) per day 🗹 🕜
Stale Alert: 2 day(s) 🗸 🕜
Severity: Medium 🗸 🕜
Zip Password:
Update Units: 🗌 🧭
Notify Users: 🗹 🕜
Save Cancel

1 Click the **Properties** tab.

(Continued)



Details Properties Domain: Username:	s	Notifications	Locations	
Username:				
			0	
Password:			0	
<u>Server:</u>			0	
File Share Path:			0	
Sa	ive	Cancel		

- *Domain* 2 Enter the domain of the user being authenticated, if applicable.
- *Username* **3** Enter the username that the system should use to access this server.
- *Password* **4** Enter the password for the *Username* above.
 - *Server* **5** Enter the name or IP address of the server/windows machine.
- *File Share Path* 6 Enter the path to the share file, omitting leading forward slashes (//).
 - 7 If the **Notifications** tab is available, proceed to "Part III: Notifications" on page 126 for further instructions.
 - OR –

If the Notifications tab is not available (i.e., grayed-out), proceed to the next step.

8 If the Locations tab is available, proceed to Part IV: Locations on page 128.
 – OR –

If the Locations tab is not available (i.e., grayed-out), proceed to the next step.

9 Click Save. A confirmation message displays.

The Hotlist named National BOLOs successfully saved and is queued for import. When import is complete, a message will be sent to your Inbox.

End of Procedure.



TXLETS

	Nev	v Hotlist	_
Details	Properties	Notifications	Locations
	Name: NJSP	BOLO	0
	Type: TXLE	rs	✓ ⊘
	Format: CSV	✓ 0	
	Header: 🗸 🕜		
	Footer: 🗌 🥝		
	Status: Enable	ed 🗸 🕜	
	eoHotlist: 🗹 🥝		
St	art Time: 12 🗸	00 V AM V (
E	nd Time: 12 🗸	00 🗸 AM 🗸 🤇)
Auto	o Update: 📃 🕜	_	
Fr	equency: 1	time(s) per day	✓ Ø
St	ale Alert: 2	day(s) 🗸 🕜	
	Severity: Mediu	m 🗸 🥝	
Zip P	assword:		0
Upda	ate Units: 🔲 🕜		
Noti	fy Users: ✔ 🕜		
	Save	Cancel	

1 Click the **Properties** tab.

	New	Hotlist	-	×
Details Pro	perties	Notifications	Locations	
URL:	http://www	v.txdps.state.tx.	0	
Username:			0	
Password:			0	
File Type:	Detailed		0	
	Save	Cancel		

- URL 2 Verify that the URL displayed at the top of this form points to the Texas Department of Public Safety's stolen license plate file.
- *Username* **3** Enter the username for the account that the system should use to access the Texas Department of Public Safety's website.
- *Password* **4** Enter the password for the *Username* above.



File Type

5 To retrieve a *Detailed* file type (default), proceed to the next step.

– OR –

To retrieve a *Standard* file type, enter **Standard** in the *File Type* field.

6 If the **Notifications** tab is available, proceed to "Part III: Notifications" below for further instructions.

– OR –

If the **Notifications** tab is *not* available (i.e., grayed-out), proceed to the next step.

7 If the Locations tab is available, proceed to Part IV: Locations on page 128.

– OR –

If the **Locations** tab is *not* available (i.e., grayed-out), proceed to the next step.

8 Click Save. A confirmation message displays.

The Hotlist named National BOLOs successfully saved and is queued for import. When import is complete, a message will be sent to your Inbox.

End of Procedure.

Part III: Notifications

1 Click the Notifications tab. A list of system users displays.

New	v Ho	tlist 🥏
Details Properties Notifications	L	ocations
Available	1	Assigned
Search: Case		Search: Case
I< << < 1 of 2 (14) total >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	1	I< << < 1 of 1 (0) total > >> >1
*1 No Name@01:01:59	1	
admin		
Lt. Williams	>	
mvadmin	>>	
Officer Anderson		
Officer Bennet	<	
Officer Conahey	<<	
Officer Jackson		
Officer Kehoe		
Officer Meyers Officer Ostrum		
Officer Schirmer		
Onicer Schimer		
<u> </u>	1	
Save		Cancel
0010		

2 Go to the left column (Available) and click on the users you wish to notify whenever an AlertVU unit captures a plate on this hotlist. If the user you're looking for does not appear onscreen, use the navigation arrows at the top of the column to scroll through the user list.

K << < > >> >



3 Once you've highlighted the desired users, click the ≥ icon located between the two columns. The selected users display in the right column (Assigned).

	New Hotlist 🧧
Details Properties Notification	ions Locations
Available	Assigned
Search:	Case Search: Case Officer Anderson Officer Anderson Officer Meyers Officer Ostrum
	Save Cancel

4 If the **Locations** tab is available, skip to "Part IV: Locations" on the next page. - OR -

If the **Locations** tab is *not* available (i.e., grayed-out), proceed to the next step.

5 Click **Save**. A confirmation message displays.



End of Procedure.



Part IV: Locations

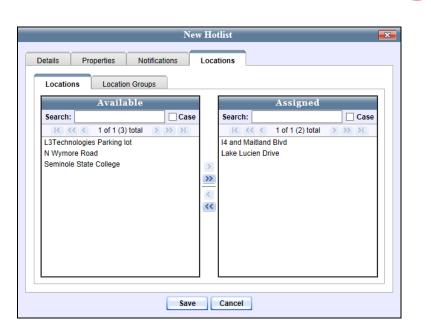
1 Click the **Locations** tab.

Nev	v Ho	tlist		
Details Properties Notifications	Loca	tions		
Locations Location Groups				
Available]		Assigned	
Search: Case		Search:		Case
K << < 1 of 1 (5) total >>>> >L	1	I< << <	1 of 1 (0) total	> >> >1
L3Technologies Parking lot Lake Lucien Drive N Wymore Road Seminole State College	> > < <			
Save		Cancel		

2 To assign one or more *Locations* to this hotlist, proceed to the next step. - OR -

To assign a *Location Group* to this hotlist, skip to step 6.

- **3** Go to the *Available* column and click on the Location(s) you wish to assign to this hotlist.
- 4 Click the ≥ icon located between the two columns. The selected Location(s) display in the *Assigned* column.



- 5 If you also wish to add a Location Group to this hotlist, proceed to the next step. Otherwise skip to step 9.
- 6 Click the Location Groups tab.

	Nev	7 Ho	tlist		
Details Properties No	tifications	Loca	tions		
Locations Location Grou	ups				
Available				Assigned	
Search:	Case		Search:		Case
K << < 1 of 1 (2) total	> >> >I		K ((1 of 1 (0) total	> >> >I
I-4 Maitland Group Maitland Group		> > < <			
	Save		Cancel		

- 7 Go to the *Available* column and click on the Location Group you wish to assign to this hotlist.
- 8 Click the **>** icon located between the two columns. The selected Location Group displays in the *Assigned* column.

This document consists of general capabilities information that is not defined as controlled technical data under ITAR part 120.10 or EAR



New	7 Hotlist
Details Properties Notifications	Locations
Available Search: Case I Case I I I I	Assigned Search: Case IC Case Maitland Group
Save	Cancel

9 Click Save. A confirmation message displays.

The Hotlist named National BOLOs successfully saved and is queued for import. When import is complete, a message will be sent to your Inbox.

Promoting a Personal Hotlist to a System Hotlist

This section describes how to create a new system hotlist by converting or "promoting" an existing *personal* hotlist to a *system* hotlist. After you do so, the hotlist can then be pushed out to your AlertVU units.

For a definition of personal vs. system hotlists, see "Creating Hotlists" on page 94.

1 Go to V Home Menu and click **Personal Hotlists**. The Personal Hotlists page displays.



	PERSONAL HOTLISTS								
Mobile-Vision, Ir	ю.		mva	dmin is logged in. Loqout					
▼ Home Menu		Personal Hotlists							
Home		Page 1 of 1 (3 total records)	্য] স্বা						
Search Events	Record Name 🛦	Type	State	Last Updated					
Remote Search									
Find Associates	Known Suspects	SYSTEM	Completed	2016-05-11 17:10:03.358					
Personal Hotlists	Morris County Jan 2017	FILE-IMPORT	Completed	2014-03-21 15:02:30.818					
Manual Synch	Quick Check AR	SYSTEM	Completed	2014-06-05 09:20:18.882					
Change Password			•						
Reports									
User Help									
Administration									
Action									
Create									
Edit									
View Data									
Promote									
Update Now									
Export									
Delete									
Refresh Page									

- 2 Click on the hotlist you wish to promote.
- **3** Go to the Action column and click **Promote**. The Promote Hotlist popup displays.



- **4** To change the hotlist's name, enter a new value in the *Name* field. Otherwise proceed to the next step.
- **5** To set this alert's severity level to **Medium** (default), proceed to the next step.

– OR –

To assign a different severity level to this hotlist, select a new value from the *Severity* drop-down list.

6 Click Save. A confirmation message displays.

The hotlist named Morris County Jan 2017 successfully saved.

Note that the word "**Promoting...**" displays in the *State* column. When the promotion process is complete, the value of this field will change to **Completed**.



Mobile-Vision, Inc.				A 11 A						
		nc. mvadmin is logged in. Logo								
	The Ho	tlist named Morris County Jan 201]							
▼ Home Menu										
Home	× × ×	Page 1 of 1 (3 total records)	> >> > >							
Search Events	Record Name 🛦	Туре	State	Last Updated						
Remote Search Know	wn Suspects	SYSTEM	Completed	2016-05-11 17:10:03.358						
Find Associates	•	FILE-IMPORT		2014-03-21 15:02:30.818						
	is County Jan 2017		Promoting							
	k Check AR	SYSTEM	Completed	2014-06-05 09:20:18.882						
Change Password Reports										
User Help										
 Administration 										
Action										
Create										
Edit										
View Data										
Promote										
Update Now Export										
Delete										
Refresh Page										
rtonoonr ago										

Creating a Quick Alert Hotlist

This section describes how to create a one plate "Amber Alert" style hotlist which you can immediately transmit to all your AlertVU units.

1 Go to ▼Administration and click System Hotlists. The System Hotlists page displays.

Page | 132



		Sy	YSTEN	1 Нот	LISTS		
Mobile-Vision, Inc.						mvadmin i	s logged in. Logout
▼ Home Menu			Sys	tem Hotlist	ts		
Home		× × ×	Page 1	of 1 (8 total reco	rds) 🔰 🔉	> > >	
Search Events	Record Name 🛦	Туре	Status	Frequency	State	Severity	Last Updated
Remote Search	fort_bad_10	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.009
Find Associates Personal Hotlists	fort bad 2	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.71
Personal Hotilsts Manual Synch					•		
Change Password	Osceola Gang List	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.971
Reports	passwd-test	FTP	Enabled		Completed	Medium	2016-11-08 11:30:06.306
User Help	Sample_Mar232015	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:06.62
▼ Administration	sample_Mar24-txlets	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:07.927
System Setup	Suspended Licenses	SYSTEM	Disabled		Completed	Medium	2015-03-18 11:10:03.711
System Status Asset Monitoring	Willow Apt Complex	SYSTEM	Enabled		Completed	Medium	2017-01-17 10:20:04.674
System Hotlists							
Import Events							
Manage Units							
Manage Users							
Manage User Groups							
Manage Locations							
Manage Hotlist Formats							
Action							
Create							
Quick Alert							
Edit							
View Data							
View Locations							
View Log							
Alert Units							
Update Now							
Export							
Delete							
Refresh Page							

The components on this page are described in the table on page 101.

2 Go to the Action column and click **Quick Alert**. The New Quick Alert popup displays.

	New Quick Alert
Details Notific	ations
	Critical V V days V
(Save Cancel



- **3** Enter a name for the Quick Alert in the *Record Name* field.
- 4 Enter the full license plate number in the *Tag* field.
- **5** Enter a brief description of this Quick Alert in the *Description* field (e.g., *Amber Alert*).
- **6** To set this hotlist's severity level to **Critical** (default), proceed to the next step.

– OR –

To assign a lower severity level to this hotlist, select a new value from the *Severity* drop-down list.

7 If you want this alert to remain in effect for two days (default), proceed to the next step.

– OR –

If you want this alert to remain in effect for more than or fewer than two days, go to the *Expiration* field and enter a number between 1 and 999.

8 If you want the system to automatically push an update out to all AlertVU units whenever a change is made to this hotlist (default), proceed to the next step.

– OR –

If you do *not* want the system to automatically push an update out to all AlertVU units whenever a change is made to this hotlist, deselect the *Update Units* checkbox.

9 If you want the system to send an alert to selected users whenever an AlertVU unit captures this license plate, proceed to the next step.

– OR –

If you do *not* want the system to send an alert to any users whenever an AlertVU unit captures this license plate, skip to step 14.

- **10** Select the *Notifications* checkbox.
- **11** Click the **Notifications** tab. A list of system users displays.

Mobile-Vision, Inc.

Details Notifications	Quick	Alert	
Available Search: Case I of 1 (5) total >>>> I No Name@01:11:34 I USER@02:11:10 idmin nvadmin Officer Zalewski	>>>	Search:	gned Case (0) total > >> >

12 Go to the left column (Available) and click on the users you wish to notify whenever an AlertVU unit captures this Quick Alert plate. If the user you're looking for does not appear onscreen, use the navigation arrows at the top of the column to scroll through the user list.

К « < > >> Х

- 13 Once you've highlighted the desired users, click the ≥ icon located between the two columns. The selected users display in the right column (Assigned).
- 14 Click Save. A confirmation message displays.

The Hotlist named Amber Alert successfully saved.

Note that the *Type* designation for the new hotlist is **QUICK**, indicating that it is a Quick Alert.

Creating a Derivative Hotlist

This section describes how to create a derivation hotlist, which is a subset of a larger hotlist.

1 Go to ▼Administration and click **System Hotlists**. The System Hotlists page displays.

(Continued)



	System Hotlists								
Mobile-Vision, Inc						mvadmin i	s logged in. Logout		
▼ Home Menu			Sys	tem Hotlis	ts				
Home		K ((()	Page 1	l of 1 (8 total reco	ords) 🔰 🕽	>]>I]			
Search Events	Record Name 🛦	Туре	Status	Frequency	State	Severity	Last Updated		
Remote Search	fort_bad_10	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.009		
Find Associates Personal Hotlists	fort_bad_2	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.71		
Manual Synch	Osceola Gang List	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.971		
Change Password	-								
Reports	passwd-test	FTP	Enabled		Completed	Medium	2016-11-08 11:30:06.306		
User Help	Sample_Mar232015	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:06.62		
▼ Administration	sample_Mar24-txlets	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:07.927		
System Setup	Suspended Licenses	SYSTEM	Disabled		Completed	Medium	2015-03-18 11:10:03.711		
System Status	Willow Apt Complex	SYSTEM	Enabled		Completed	Medium	2017-01-17 10:20:04.674		
Asset Monitoring System Hotlists	millow / proomplex	OTOTEM	Enabled		Completed	moulum	2011/01/11/10:20:04:014		
Import Events									
Manage Units									
Manage Users									
Manage User Groups									
Manage Locations									
Manage Hotlist Formats									
Action									
Create									
Quick Alert									
Edit									
View Data									
View Locations									
View Log									
Alert Units									
Update Now									
Export									
Delete									

2 Go to the Action column and click **Create**. The New Hotlist popup displays.



- **3** Select **Create Derivative Hotlist**.
- 4 Click **OK**. The New Derivative Hotlist popup displays.



New Derivative Hotlist 🛛 🗾
Details Filters Notifications Locations
Name: ? Type: DERIVATIVE V ? Status: Enabled V ? GeoHotlist: ? ? Start Time: 12 V 00 V AM V ? End Time: 12 V 00 V AM V ? Severity: Medium V ? ? Update Units: ? ? Notify Users: ? ? Derived From: manualList V ? ?
Save Cancel

The fields on this popup are described below.

New Derivative Hotlist				
Field	Description			
Name	The name of the derivative hotlist.			
Туре	The type of hotlist: DERIVATIVE. System-generated field.			
Status	The current status of this hotlist:			
	 <i>Enabled.</i> This hotlist is <i>active.</i> It can receive automatic updates from the server, generate alerts for incoming hits, and appear on mobile units' list of active hotlists. <i>Disabled.</i> This hotlist is <i>inactive.</i> It <i>cannot</i> receive automatic updates from the server, generate alerts for incoming hits, or appear on mobile units' list of active hotlists. 			
GeoHotlist	A checklist that enables you to limit this hotlist to a certain geographic region, such as a school zone. If you select this option, you will have an opportunity to add a predefined <i>Location</i> or <i>Location Group</i> to the Hotlist. For more information on this topic, see "Maintaining Locations" on page 192.			
	 ☑ Limit this hotlist to a specified geographic region □ Do <i>not</i> Limit this hotlist to a specified geographic region If you select this checkbox, you are required to enter an associated time range (see <i>Start Time</i> and <i>End Time</i> fields). 			
Start Time	The beginning of the daily time range in which the Location parameter will be active for this hotlist. For example, if your Location is a school zone, you might specify a <i>Start Time</i> of 8:00 a.m.			
	Select a value from the drop-down lists provided.			



	New Derivative Hotlist (cont'd)				
Field	Description				
End Time	The end of the daily time range in which the Location parame- ter will be active for this hotlist. For example, if your Location is a school zone, you might specify an <i>End Time</i> of 3:30 p.m. <i>Select a value from the drop-down lists provided</i> .				
Severity	The importance of this hotlist: <i>critical</i> , <i>high</i> , <i>medium</i> (default), or <i>low</i> .				
Update Units	A checkbox used to indicate whether or not you want the system to automatically push an update out to all AlertVU units whenever a change is made to this hotlist.				
	 Automatically notify all AlertVU units whenever this hotlist changes. Do <i>not</i> automatically notify all AlertVU units whenever this hotlist changes. 				
Notify Users	A checkbox used to indicate whether or not you want the system to send an alert to all users on the hotlist's <i>Notifica-tions</i> list whenever an AlertVU unit captures a license plate that's on this hotlist.				
	Send an alert to all users on the hotlist's <i>Notifications</i> list whenever any AlertVU unit receives a hit on this hotlist.				
	□ Do <i>not</i> send an alert to all users on the hotlist's <i>Notifica-tions</i> list whenever any AlertVU unit receives a hit on this hotlist.				
Derived From	The existing hotlist you wish to use to create the new hotlist, also referred to as the <i>source</i> hotlist.				
	Select a value from the drop-down lists provided.				

- 5 Enter a name for the new hotlist in the *Name* field.
- **6** To limit this hotlist to a certain geographic region, such as a school zone, proceed to the next step. Otherwise skip to step 10.
- 7 Select the *GeoHotlist* checkbox.



N	lew Derivative Hotlist
Details Filte	ers Notifications Locations
Nam	NJSP BOLO
Тур	e: DERIVATIVE 🔽 🕜
Statu	is: Enabled 🗸 🥝
GeoHotlis	st: 🔽 🕜
Start Tim	ne: 12 🗸 00 🗸 AM 🗸 🥝
End Tim	ne: 12 🗸 00 🗸 AM 🗸 🥝
Severit	ty: Medium 🗸 🕜
Update Unit	ts: 📃 🥝
Notify User	rs: 🗌 🥝
Derived From	m: manualList 🗸 🥝
	Save Cancel

- 8 Using the *Start Time* drop-down lists, enter the beginning of the daily time range in which the Location parameter will be active for this hotlist. For example, if your Location is a school zone, you might specify a *Start Time* of 8:00 a.m.
- **9** Using the *End Time* drop-down lists, enter the end of the daily time range in which the Location parameter will be active for this hotlist. For example, if your Location is a school zone, you might specify an *End Time* of 3:30 p.m.
- **10** To set this alert's severity level to **Medium** (default), proceed to the next step.

– OR –

To assign a different severity level to this hotlist, select a new value from the *Severity* drop-down list.

- **11** If you want the system to automatically push an update out to all AlertVU units whenever a change is made to this hotlist, select the *Update Units* checkbox. Otherwise proceed to the next step.
- **12** If you want the system to send an alert to selected users whenever any AlertVU unit captures a license plate that's on this hotlist, proceed to the next step.

– OR –

If you do not want the system to send alerts to any users, skip to step 17.

13 Select the *Notify Users* checkbox.



	New I)erivative Ho t	list	
Details	Filters	Notifications	Locations	
	Name: N	JSP BOLO	0	
	Type: D	ERIVATIVE 🔽 🤇	0	
	Status: Er	nabled 🗸 🕜		
Ge	oHotlist: 🔽	0		
Sta	art Time: 12	2 🗸 00 🗸 AN	I 🗸 🕜	
E	nd Time: 12	2 🗸 00 🗸 AN	I 🗸 🕜	
	Severity: M	edium 🗸 🕜		
Upda	te Units: 📃	0		
Notif	y Users: 🗸	0		
Derive	ed From: m	anualList 🗸 🕜		
	Sa	ve Cancel		

14 Click the **Notifications** tab. A list of system users displays.

		New Der	ivati	ve Hotlist	
Details	Filters Notif	fications	Locat	ions	
	Available			Assigned	
Search:		Case		Search:	Case
K <<	< 1 of 2 (14) total	> >> >I	1	K << < 1 of 1 (0) total	> $>$ $>$
*1 No Nam	ne@01:01:59				
admin					
Lt. William	s		>		
mvadmin			>>		
Officer And	derson		_		
Officer Ber			<		
Officer Cor	-		<<		
Officer Jac					
Officer Kel					
Officer Me					
Officer Ost					
Officer Sch	hirmer				
Save Cancel					
Save Calicel					

15 Go to the left column (Available) and click on the users you wish to notify whenever an AlertVU unit captures a plate on this hotlist. If the user you're looking for does not appear onscreen, use the navigation arrows at the top of the column to scroll through the user list.

К « < > >> Я

16 Once you've highlighted the desired users, click the ≥ icon located between the two columns. The selected users display in the right column (Assigned) then click on the "Details" tab.

Details Filters Notifications	Locations
Available	Assigned
Search: Case	Search: Case Cflicer Anderson Officer Bennet Officer Schirmer Cflicer Schirmer
Officer Zalewski Sergeant Fletcher	

- **17** Select a hotlist from the *Derived From* drop-down list.
- **18** Click the **Filters** tab.

ľ	lew Derivative Hotlist	×
Details Filt	ers Notifications Locations	
Plate: Metadata:		
	Save Cancel	

The current column headers for the source hotlist display.

- **19** Using the blank fields provided, enter the value(s) you wish to include in the new hotlist. To enter multiple values in one field, separate each value with a comma (no spaces). For example, if the source hotlist is a national BOLO and you want the new derivative hotlist to include NJ and NY plates only, enter **NJ**,**NY** in the *Plate* field.
- 20 If the Locations tab is available, proceed to the next step.

– OR –

If the Locations tab is not available (i.e., grayed-out), skip to step 29.

Mobile-Vision, Inc.



21 Click the **Locations** tab.

New Der	ivati	ve Hotlist			
Details Filters Notifications Lo	cation	s			
Locations Location Groups					
Available	1		Assigned		1
Search: Case		Search:		Case	
I< << < 1 of 1 (4) total > >> >I		K << <	1 of 1 (0) total	> $>$ $>$	
I4 and Maitland Blvd					
L3Technologies Parking lot Lake Lucien Drive					L
N Wymore Road	\geq				L
	>>				L
	<				L
	<<				L
					L
					L
					L
					L
					_
Save Cancel					

22 To assign one or more *Locations* to this hotlist, proceed to the next step. - OR -

To assign a *Location Group* to this hotlist, skip to step 26.

- **23** Go to the *Available* column and click on the Location(s) you wish to assign to this hotlist.
- 24 Click the ≥ icon located between the two columns. The selected Location(s) display in the *Assigned* column.

New Derivative Hotlist					
Details Filters Notifications Loo	Details Filters Notifications Locations				
Locations Location Groups					
Available	Assigned				
Search: Case	Search: Case				
K << < 1 of 1 (2) total > >> >L	K << < 1 of 1 (2) total >>>>>				
I4 and Maitland Blvd	Lake Lucien Drive				
L3Technologies Parking lot	N Wymore Road				
	>				
	»				
	~~				
Save Cancel					



25 If you also wish to add a Location Group to this hotlist, proceed to the next step. Otherwise skip to step 29.

	New Deri	vati	ve Hotlist	
Details Filters Notifica	ations	ation	s	
Locations Location Grou	ips			
Available			Assigned	
Search:	Case		Search:	Case
K << < 1 of 1 (2) total	> >> >		K K K K K K K K K K K K K K K K K K K	> >> >
I-4 Maitland Group				
Maitland Group				
		> </td <td></td> <td></td>		
		77		
		<		
		11		
Save Cancel				

26 Click the **Location Groups** tab.

- **27** Go to the *Available* column and click on the Location Group you wish to assign to this hotlist.
- **28** Click the ≥ icon located between the two columns. The selected Location Group displays in the *Assigned* column.

New Der	ivative Hotlist 🗾		
Details Filters Notifications Loc	cations		
Locations Location Groups			
Available	Assigned		
Search: Case	Search: Case		
K << < 1 of 1 (1) total > >> >L	K << 1 of 1 (1) total >>>>>		
I-4 Maitland Group	Maitland Group		
	>>		
	<		
	>>		
Save Cancel			



29 Click **Save**. A confirmation message displays.

The Hotlist named NJ BOLOs successfully saved and is queued for import. When import is complete, a message will be sent to your Inbox.

Maintaining Hotlists

This section describes how to update and maintain your personal and system hotlists. For specific instructions, see:

- □ Adding Events to an Existing Hotlist, below
- □ Adding Users to a System Hotlist's Notifications List, page 145
- □ Manually Reimporting a Hotlist, page 148
- □ Changing the Attributes of a Personal Hotlist, page 150
- □ Changing the Attributes of a System Hotlist, page 151
- Copying the Most Up-to-Date Hotlists to Your AlertVU Units, page 153.

Adding Events to an Existing Hotlist

This section describes how to add selected event records to an existing personal or system hotlist. The events can reside on either a local server or selected remote server(s).

1 Search for the events you wish to add to an existing hotlist. (If necessary, review "Searching for Events" in chapter 2.)

Mobile-Vision, Inc.				EVE	ENTS	mv	admin is logged in. Logout
Home Menu	Basic V	iew Coun	t View Map '	View Index Vie	w		
Home	Busier	ien ooun					
Search Events				Events -	List View		
Remote Search	Total S	elected: 0	14 44 4	Page 1 of 3 (21	total records)	> >> >1	Q,
Find Associates	Info	Plate	Deta	ails Over	view	Unit	Event Date 🔻
Personal Hotlists			Dool				
Manual Synch	i	P291SUA	P291	SUA	- 1	FERRY-PC	11/30/2015 14:48:37 ES
Change Password			TO DO NOT THE	Comes .			
Reports		9HYT	G LI	VT .	-	FERRY-PC	11/30/2015 14:48:35 ES
User Help	1	9811	, 3 H			IERRI-PC	11/30/2015 14.48.35 ES
Administration			17	111 1			
Action	i	JGM8IV	IGMC			FERRY-PC	11/30/2015 14:48:34 ES
New Search			001	AHATAE			
Edit	1 2.	J6MXV	TON A	TU		TERRY-PC	11/30/2015 14:48:33 ES
Show Detail	1	JOINIXV	JUM	7	2 (1000)	IERRI-PC	11/30/2010 14.48.33 ES
Extend							
Unextend	i	K99AGG	K99/	466		FERRY-PC	11/30/2015 14:48:31 ES
Google Earth Export			+ 9 5 14 14	ALE-	LL I		
Export to Zip			NEOO	III C			
Export to CSV	1	N529ULS	NOCA	ULS	- 1-	FERRY-PC	11/30/2015 14:48:30 ES
Export to Pdf			100 COLUMN				
Create Hotlist	i	K401GH	KAR	-IGH	-	FERRY-PC	11/30/2015 14:48:29 ES
Add to Hotlist	-		a contraction				
Clear Selected			W ALTER	104			
Apply Filter	i	KAO816H	K4U			FERRY-PC	11/30/2015 14:48:28 ES
Clear Filter					1.111		
	i	J973SKH	.19	725KL	-	FERRY-PC	11/30/2015 14:48:28 ES
			June 1		and a state		
	6	P291SUA	D201	CILA		FERRY-PC	11/30/2015 14:48:28 ES
	i	P2915UA	FLOI	JUA	and the second se	ERRI-PG	11/30/2015 14.48.28 E3



2 Select the events you wish to incorporate into the existing hotlist:

To select *all* events on your search results list, click the **Index View** tab, then click the **Select All** button at the top of the page.

– OR –

To select *some* events on your search results list, click on the appropriate event(s) to highlight them. If necessary, use the navigation arrows at the top of the page to scroll through the full list.

K << < > >> >

3 Once the desired event records are selected, go to the Action column and click Add to Hotlist. The Add to Hotlist popup displays.

A	dd to Ho	otlist	×
Hotlist:	10 Most	t Wanted	v 0
E	Save	Cancel]

- 4 Select a hotlist from the *Hotlist* drop-down list.
- 5 Click Save. A confirmation message displays.

Hotlist Morris County successfully updated. 4 plates added.

Adding Users to a System Hotlist's Notifications List

This section describes how to add user(s) to a system hotlist's *Notifications* list. Users on the *Notifications* list will receive an Inbox, email, or real-time "popup" alert whenever an AlertVU unit captures a plate that's on the system hotlist.

For more information on alerts and how they are used in the system, see "Alerts" on page 90.

1 Go to ▼Administration and click **System Hotlists**. The System Hotlists page displays.



		S	YSTEN	и Нот	LISTS		
Mobile-Vision, Inc						mvadmin i	s logged in. Loqout
▼ Home Menu			Sys	tem Hotlis	ts		
Home		× >> >	Page 1	of 1 (8 total reco	rds) >>	>] >[
Search Events	Record Name 🛦	Туре	Status	Frequency	State	Severity	Last Updated
Remote Search	fort_bad_10	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.009
Find Associates	fort_bad_2	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.71
Personal Hotlists Manual Synch					•		
Change Password	Osceola Gang List	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.971
Reports	passwd-test	FTP	Enabled		Completed	Medium	2016-11-08 11:30:06.306
User Help	Sample_Mar232015	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:06.62
▼ Administration	sample_Mar24-txlets	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:07.927
System Setup	Suspended Licenses	SYSTEM	Disabled		Completed	Medium	2015-03-18 11:10:03.711
System Status	Willow Apt Complex	SYSTEM	Enabled		Completed	Medium	2017-01-17 10:20:04.674
Asset Monitoring	willow Apt Complex	STOTEM	Enableu		Completed	Medium	2017-01-17 10.20.04.074
System Hotlists Import Events							
Manage Units							
Manage Users							
Manage User Groups							
Manage Locations							
Manage Hotlist Formats							
Action							
Create							
Quick Alert							
Edit							
View Data							
View Locations							
View Log							
Alert Units							
Update Now							
Export							
Delete							
Refresh Page							

The components on this page are described in the table on page 101.

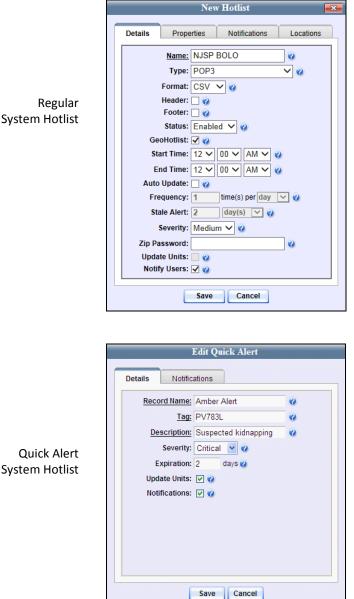
- 2 Click on the hotlist you wish to update.
- **3** Go to the Action column and click **Edit**.

– OR –

Right-click on the record and select Edit from the popup menu.

The Hotlist Properties popup displays. This screen may appear slightly different depending on whether this is a *regular* system hotlist or a *Quick Alert* system hotlist.





Quick Alert System Hotlist

> Click the **Notifications** tab. A list of system users displays. 4



NOTE: If the Notifications tab is unavailable (i.e., "grayed-out"), it indicates that the proper checkbox is not selected. Go to the bottom of the form and select either Notify Users (regular system hotlist) or Notifications (Quick Alert system hotlist).

Chapter 3: Hotlists

Maintaining Hotlists



Nev	v Ho	tlist		- ×
Details Properties Notifications	L	ocations		
Available			Assigned	
Search: Case		Search:		Case
K K I of 2 (14) total > >> >I		K << <	1 of 1 (0) total	> >> >1
*1 No Name@01:01:59				
admin				
Lt. Williams	>			
mvadmin				
Officer Anderson	>>			
Officer Bennet	<			
Officer Conahey	<<			
Officer Jackson				
Officer Kehoe				
Officer Meyers				
Officer Ostrum				
Officer Schirmer				
Save		Cancel		

5 Go to the left column (Available) and click on the users you wish to add. If the user you're looking for does not appear onscreen, use the navigation arrows at the top of the column to scroll through the user list.

K << < > >> >

- 6 Once you've highlighted the desired user(s), click the ≥ icon located between the two columns. The selected users display in the right column (Assigned).
- 7 Click Save. A confirmation message displays.

The Hotlist named National BOLO successfully saved.

Manually Reimporting a Hotlist

This section describes how to manually reimport a personal or system hotlist that you previously created using one of the manual import procedures. For more information on these procedures, see "Manually Importing a Personal Hotlist" on page 95 and/or "Manually Importing a System Hotlist" on page 100.

1 To reimport a *personal* hotlist, go to ▼ Home Menu and click **Personal Hotlists**. The Personal Hotlists page displays, as pictured on the next page.

- OR -

To reimport a *system* hotlist, go to **Administration** and click **System Hotlists**. The System Hotlists page displays (not pictured).



	Per	SONAL HO	TLISTS	
Mobile-Vision, I	nc.			mvadmin is logged in. Logout
▼ Home Menu		Personal Hotlists		
Home	5 55 51	Page 1 of 1 (4 total records)	> > >	
Search Events	Record Name 🛦	Туре	State	Last Updated
Remote Search	Known Suspects	SYSTEM	Completed	2016-05-11 17:10:03.358
Find Associates				
Personal Hotlists	Quick Check AR	SYSTEM	Completed	2014-06-05 09:20:18.882
Manual Synch	Robbery Suspects	FILE-IMPORT	Completed	2014-03-21 15:02:30.818
Change Password Reports	Willow Apt Complex	SYSTEM	Completed	2014-05-30 13:50:18.647
User Help				
 Administration Action Create 				
Edit				
View Data				
Promote				
Update Now				
Update Now Export Delete				

- 2 Click on the hotlist you wish to reimport. All files that were previously imported will have a *Type* value of **FILE-IMPORT**.
- **3** Go to the Action column and click **Update Now**. The Update Manual Hotlist popup displays.

		Update Manual Hotlist	**
Hotlist File:			Browse
	Upload		

- 4 Click the **Browse** button. The Choose File to Upload popup displays.
- **5** Navigate to the disk drive location where the import file resides.
- **6** Double-click on the import file. The selected file name displays in the *Hotlist File* field.

Update Manual Hotlist	-X -
Hotlist File: C:\Users\leslie.zalewski\Documents\Invincea Downlo;	Browse
Upload	

7 Click **Upload**. The system begins reimporting the selected file. While the update is in progress, the word **Updating** will display in the *State* column. When the update is complete, the word **Completed** will display.



Changing the Attributes of a Personal Hotlist

This section describes how to change the *name* or *notification status* of one of your personal hotlists.

1 Go to V Home Menu and click **Personal Hotlists**. The Personal Hotlists page displays.

	PE	RSONAL HO?	FLISTS	
Mobile-Vision,	ine.			mvadmin is logged in. Logout
▼ Home Menu		Personal Hotlists		
Home	3 3 3	Page 1 of 1 (4 total records)	> >> >1	
Search Events	Record Name 🛦	Туре	State	Last Updated
Remote Search Find Associates	Known Suspects	SYSTEM	Completed	2016-05-11 17:10:03.358
Personal Hotlists	Quick Check AR	SYSTEM	Completed	2014-06-05 09:20:18.882
Manual Synch	Robbery Suspects	FILE-IMPORT	Completed	2014-03-21 15:02:30.818
Change Password Reports	Willow Apt Complex	SYSTEM	Completed	2014-05-30 13:50:18.647
User Help				
 Administration 				
Action				
Create				
Edit				
View Data				
Promote				
Update Now				
Export				
Delete				
Refresh Page				

The columns on this page are described in the table on page 95.

- **2** Click on the hotlist you wish to update.
- **3** Go to the Action column and click **Edit**.

– OR –

Right-click on the record and select Edit from the popup menu.

The Hotlist Properties popup displays.

Hotlist Properties	
Name: Morris County Jan 2017 Header: Footer: Notify Me: Ø	
Save Cancel	

4 To change the hotlist's *name*, enter a new value in the *Name* field. Otherwise proceed to the next step.



- **5** To change the hotlist's *notification status*, proceed to the next step. Otherwise skip to step 7.
- 6 If you wish to receive a system alert whenever any AlertVU unit captures an event that matches a license plate on this hotlist, select the *Notify Me* checkbox.

– OR –

If you do *not* wish to receive any system alerts for this hotlist, deselect the *Notify Me* checkbox.

7 Click Save. A confirmation message displays.

The Hotlist Morris County Jan 2017 successfully saved.

Changing the Attributes of a System Hotlist

This section describes how to change the general attributes of a system hotlist (i.e., name, type, format, status, etc.) If you're only interested in updating a hotlist's *Notifications* list, see "Adding Users to a System Hotlist's Notifications List" on page 145 instead.

1 Go to **V** Administration and click **System Hotlists**. The System Hotlists page displays.

		S	STEN	и Нот	LISTS		
Mobile-Vision, Inc.						mvadmin i	s logged in. Logout
▼ Home Menu	_		Sys	tem Hotlis	ts		
Home		× × ×	Page 1	of 1 (8 total reco	rds)	> স	
Search Events	Record Name 🛦	Туре	Status	Frequency	State	Severity	Last Updated
Remote Search	fort_bad_10	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.009
Find Associates							
Personal Hotlists	fort_bad_2	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.71
Manual Synch	Osceola Gang List	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.971
Change Password Reports	passwd-test	FTP	Enabled		Completed	Medium	2016-11-08 11:30:06.306
User Help	Sample_Mar232015	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:06.62
Administration	sample_Mar24-blets	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:07.927
System Setup	Suspended Licenses	SYSTEM	Disabled		Completed	Medium	2015-03-18 11:10:03.711
System Status							
Asset Monitoring	Willow Apt Complex	SYSTEM	Enabled		Completed	Medium	2017-01-17 10:20:04.674
System Hotlists							
Import Events							
Manage Units Manage Users							
Manage User Groups							
Manage Locations							
Manage Hotlist Formats							
Action							
Create							
Quick Alert							
Edit							
View Data							
View Locations							
View Log							
Alert Units							
Update Now							
Export							
Delete							



The components on this page are described in the table on page 101.

- 2 Click on the hotlist you wish to update.
- **3** Go to the Action column and click **Edit**.

– OR –

Right-click on the record and select Edit from the popup menu.

The Hotlist Properties popup displays. This screen may appear slightly different depending on whether this is a *regular* system hotlist or a *Quick Alert* system hotlist.

	Name Hadded	522
	New Hotlist	x
	Details Properties Notifications Locations	1
	Name: NJSP BOLO	
	Type: POP3 🗸 🕜	
	Format: CSV 🗸 🕜	
	Header: 🗌 🥝	
- ·	Footer: 🗌 🧭	
Regular	Status: Enabled 🗸 🕜	
system hotlist	GeoHotlist: 🗹 🕜	
	Start Time: 12 V 00 V AM V 🕢	
	End Time: 12 V 00 V AM V 🕢	
	Auto Update:	
	Frequency: 1 time(s) per day 🗸 🕜	
	Stale Alert: 2 day(s) 🗸 🖓	
	Severity: Medium V	
	Zip Password:	
	Update Units:	
	Notify Users: 🗸 🥥	
		1
	Save Cancel	

Details	Notific	auons	
Reco		Missing Child	0
	Tag:	UUU90D	0
De	scription:	Possible abduction	0
	Severity:	Critical 🗸 🥑	
E	xpiration:	2 days 🧭	
Upd	late Units:	I	
Not	ifications:		

Quick Alert system hotlist



- **4** Enter/select your changes in the appropriate field(s). For a detailed description of these fields, see page 110.
- **5** Click **Save**. A confirmation message displays.

The Hotlist named NJ & FL BOLO successfully saved.

Copying the Most Up-to-Date Hotlists to Your AlertVU Units

This section describes how to manually push all system hotlists out to all AlertVU units. When you do so, any unit that is missing a particular hotlist or has an outdated version of a hotlist will receive the appropriate update(s).



NOTE: When a hotlist's *Update Units* checkbox is selected, the system will automatically push hotlist updates out to your AlertVU units without any action on your part. You only need to use this manual update procedure when the automatic update feature is not in effect for some or all of your hotlists.

1 Go to **Administration** and click **System Hotlists**. The System Hotlists page displays.

		S	STEN	и Нот	LISTS		
Mobile-Vision, Inc.						mvadmin i	s logged in. Logout
▼ Home Menu	_		Sys	tem Hotlis	ts		
Home		× × ×	Page 1	of 1 (8 total reco	rds) 🔰	>]>]	
Search Events	Record Name 🛦	Туре	Status	Frequency	State	Severity	Last Updated
Remote Search	fort_bad_10	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.009
Find Associates		FILE-IMPORT	Enabled			Medium	2016-11-08 11:30:05.71
Personal Hotlists	fort_bad_2				Completed		
Manual Synch Change Password	Osceola Gang List	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.971
Reports	passwd-test	FTP	Enabled		Completed	Medium	2016-11-08 11:30:06.306
User Help	Sample_Mar232015	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:06.62
Administration	sample_Mar24-bdets	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:07.927
System Setup	Suspended Licenses	SYSTEM	Disabled		Completed	Medium	2015-03-18 11:10:03.711
System Status	Willow Apt Complex	SYSTEM	Enabled		Completed	Medium	2017-01-17 10:20:04.674
Asset Monitoring	willow Apt Complex	STOTEM	Ellableu		Completed	Wealum	2017-01-17 10.20.04.074
System Hotlists							
Manage Units							
Manage Users							
Manage User Groups							
Manage Locations							
Manage Hotlist Formats							
Action							
Create							
Quick Alert							
Edit							
/iew Data							
/iew Locations							
/iew Log							
Vert Units							
Jpdate Now							
Export							
Delete							

The components on this page are described in the table on page 101.



2 Go to the Action column and click Alert Units. A confirmation message displays.

Successfully alerted all units of the hotlist update.

Viewing a Hotlist's Plates

This section describes how to view the license plates associated with a *personal* or *system* hotlist.

1 To view the plates for a *personal* hotlist, go to **▼** Home Menu and click **Personal Hotlists**. The Personal Hotlists page displays, as pictured below.

– OR –

To view the plates for a *system* hotlist, go to **Administration** and click **System Hotlists**. The System Hotlists page displays (not pictured).

_	PE	RSONAL HO'	TLISTS	
Mobile-Vision,	Inc.		mva	dmin is logged in. Logout
▼ Home Menu		Personal Hotlists		
Home	> >> >	Page 1 of 1 (3 total records)	> >> >1	
Search Events	Record Name	Туре	State	Last Updated
Remote Search Find Associates	Known Suspects	SYSTEM	Completed	2016-05-11 17:10:03.35
Personal Hotlists	Morris County Jan 2017	FILE-IMPORT	Completed	2014-03-21 15:02:30.81
Manual Synch	Quick Check AR	SYSTEM	Completed	2014-06-05 09:20:18.88
Change Password				
Reports				
User Help				
Administration				
Action				
Create				
Edit				
view Data				
Promote				
Update Now				
Export				
Delete				
Refresh Page				

- 2 Click on the hotlist you wish to view.
- **3** Go to the Action column and click **View Data**. The hotlist's license plates display.

Page | 154



	Hotlist Name: Morris County Jan 2017
	K K Page 1 of 15856 (158555 total records) D D D
Tag	Metadata
VAF MD	VAF MD SUSPENDED 2002 JEEP VAF
ATAP2 MD	ATAP2 MD MSP PICKUP 1999 GMC ATAP2
AXMEN MD	AXMEN MD SUSPENDED 2001 HARL AXMEN
KLUTZ MD	KLUTZ MD VEIP 2002 ACUR KLUTZ
ASPEED MD	ASPEED MD VEIP 2000 FORD A SPEED
AWAP3 MD	AWAP3 MD VEIP 2003 CHEV A WAP3
AAB85B MD	AAB85B MD VEIP 1989 FORD
AAC768 MD	AAC768 MD VEIP 2003 HOND
AAD020 MD	AAD020 MD VEIP 1996 CADI
AAE124 MD	AAE124 MD SUSPENDED 2004 CHEV

4 If necessary, use the navigation arrows at the top of the page to scroll through the full list.

К « < > >> >>

5 When you're finished viewing the plate list, click the [⊠] in the upper right corner of the popup.

Viewing the Locations Attached to a System Hotlist

This section describes how to view the predefined Locations that are currently linked to a System hotlist.

1 Go to ▼Administration and click **System Hotlists**. The System Hotlists page displays.

	System Hotlists								
Mobile-Vision, Inc.						mva	dmin is logged in. Logout		
▼ Home Menu			Sy	stem Hotlist	s				
Home		K << <	Page	1 of 1 (9 total recor	rds) 🔰 ≫	Ы			
Search Events	Record Name 🛦	Туре	Status	Frequency	State	Severity	Last Updated		
Remote Search Find Associates	fort_bad_10	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.009		
Personal Hotlists	fort_bad_2	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.71		
Manual Synch	Morris County Jan 2017	FILE-IMPORT	Enabled		Completed	Medium	2017-01-19 11:30:04.541		
Change Password Reports	Osceola Gang List	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.971		
User Help	passwd-test	FTP	Enabled		Completed	Medium	2016-11-08 11:30:06.306		
► Administration	Sample_Mar232015	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:06.62		
Action	sample_Mar24-txlets	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:07.927		
Create	Suspended Licenses	SYSTEM	Disabled		Completed	Medium	2015-03-18 11:10:03.711		
Quick Alert Edit	Willow Apt Complex	SYSTEM	Enabled		Completed	Medium	2017-01-17 10:20:04.674		
View Data	·····								
View Locations									
View Log									
Alert Units									
Update Now									
Export									
Delete									
Refresh Page									



- 2 Click on the hotlist record you wish to view.
- **3** Go to the Action column and click **View Locations**. The Hotlist Locations popup displays.

	Hotlist Locations	
	Rege 1 of 1 (2 total records)	N N
Мар	Location	
\$	L3Technologies Parking lot	
3	Walmark Parking lot	

- **4** To view the map associated with a location, click on the icon in the *Map* column.



5 To exit, click the \blacksquare in the upper right corner of the popup(s).



Exporting a Hotlist

This section describes how to export a personal or system hotlist to a .csv spreadsheet.

1 To export a *personal* hotlist, go to **▼** Home Menu and click **Personal Hotlists**. The Personal Hotlists page displays (not pictured).

-OR -

To export a *system* hotlist, go to **Administration** and click **System Hotlists**. The System Hotlists page displays.

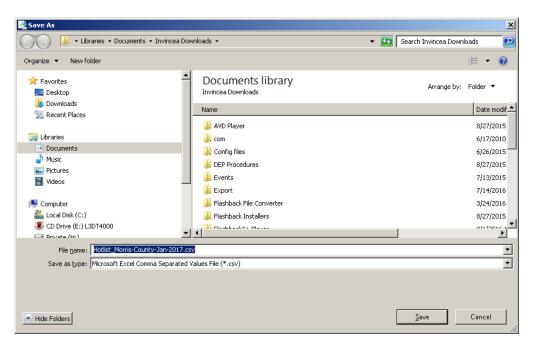
		S	YSTE	м Нот	LISTS			
Mobile-Vision, Inc.						mva	admin is logged in. Loqout	
▼ Home Menu			Sy	stem Hotlist	s			
Home		K << <	Page	1 of 1 (9 total recor	ds) 🔰 ≫	×		
Search Events	Record Name 🛦	Туре	Status	Frequency	State	Severity	Last Updated	
Remote Search Find Associates	fort_bad_10	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.009	
Personal Hotlists	fort_bad_2	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.71	
Manual Synch	Morris County Jan 2017	FILE-IMPORT	Enabled		Completed	Medium	2017-01-19 11:30:04.541	
Change Password Reports	Osceola Gang List	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.971	
User Help	passwd-test	FTP	Enabled		Completed	Medium	2016-11-08 11:30:06.306	
Administration	Sample_Mar232015	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:06.62	
Action	sample_Mar24-txlets	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:07.927	
Create	Suspended Licenses	SYSTEM	Disabled		Completed	Medium	2015-03-18 11:10:03.711	
Quick Alert Edit	Willow Apt Complex	SYSTEM	Enabled		Completed	Medium	2017-01-17 10:20:04.674	
View Data								
View Locations								
View Log								
Alert Units								
Update Now								
Export								
Delete								
Refresh Page								

- 2 Click on the hotlist you wish to export.
- **3** Go to the Action column and click **Export**. A Windows prompt displays.

Do you want to open or save Hotlist_Morris-County-Jan-2017.csv (32.6 KB) from 166	.20.101.61	.?		>	¢
	Open	Save	-	Cancel	

4 Select Save As from the *Save* drop-down list. The Save As popup displays.





- 5 Navigate to the disk drive location where you wish to save the .csv file.
- 6 Click Save. A confirmation message displays.

The Hotlist_Morris-County-Jan-2017.csv download has completed.	Open 🔻	Open folder	View downloads	×

7 To open the spreadsheet right now, click **Open**. Otherwise click \boxtimes .

Deleting a Hotlist

This section describes how to delete a personal or system hotlist. You can delete any *personal* hotlists that you created. You can delete *system* hotlists if you have the proper permissions to do so. For more on permissions, see chapter 7, Security.

1 To delete a *personal* hotlist, go to ▼ Home Menu and click **Personal Hotlists**. The Personal Hotlists page displays, as pictured on the next page.

– OR –

To delete a *system* hotlist, go to **Administration** and click **System Hotlists**. The System Hotlists page displays (not pictured).

2 Click on the hotlist you wish to delete.



	Рев	RSONAL HO	FLISTS	
Mobile-Vision, Inc	2.		mva	Imin is logged in. Loqout
▼ Home Menu		Personal Hotlists		
Home	> >	Page 1 of 1 (3 total records)	XXX	
Search Events	Record Name 🛦	Туре	State	Last Updated
Remote Search	Known Suspects	SYSTEM	Completed	2016-05-11 17:10:03.358
Find Associates				
Personal Hotlists	Morris County Jan 2017	FILE-IMPORT	Completed	2014-03-21 15:02:30.818
Manual Synch	Quick Check AR	SYSTEM	Completed	2014-06-05 09:20:18.882
Change Password				
Reports				
User Help				
 Administration 				
Action				
Create				
Edit				
View Data				
Promote				
Update Now				
Export				
Delete				

3 Go to the Action column and click **Delete**.

– OR –

Right-click on the record and select **Delete** from the popup menu.

A confirmation message displays.

Confirm Delete
Delete this hotlist? Morris County Jan 2017
Yes No

4 Click Yes. The selected hotlist is removed from the list.



Enabling/Disabling a Hotlist

This section describes how to enable or disable a system hotlist.

- □ When a hotlist is **Enabled**, it indicates that the hotlist is *active*. It can receive automatic updates from the server, generate alerts for incoming hits, and appear on mobile units' list of active hotlists.
- □ When a hotlist is **Disabled**, it indicates that the hotlist is *inactive*. It *cannot* receive automatic updates from the server, generate alerts for incoming hits, or appear on mobile units' list of active hotlists. A disabled hotlist can, however, be viewed, exported, and/or manually updated.
- **1** Go to **V** Administration and click **System Hotlists**. The System Hotlists page displays.

		S	YSTEN	и Нот	LISTS						
Mobile-Vision, Inc.						mvadmin i	s logged in. Loqout				
▼ Home Menu			Sys	tem Hotlis	ts						
Home		× >> >	Page 1	of 1 (8 total reco	rds) > >	> স					
Search Events	Record Name	Туре	Status	Frequency	State	Severity	Last Updated				
Remote Search	fort_bad_10	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.009				
Find Associates Personal Hotlists	fort_bad_2	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.71				
Manual Synch	Osceola Gang List	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:05.971				
Change Password	passwd-test	FTP	Enabled		Completed	Medium	2016-11-08 11:30:06.306				
Reports	Sample_Mar232015	FILE-IMPORT	Enabled		Completed	Medium	2016-11-08 11:30:06.62				
Vser Help Administration		FILE-IMPORT	Enabled								
System Setup	sample_Mar24-txlets				Completed	Medium	2016-11-08 11:30:07.927				
System Status	Suspended Licenses	SYSTEM	Disabled		Completed	Medium	2015-03-18 11:10:03.711				
Asset Monitoring	Willow Apt Complex	SYSTEM	Enabled		Completed	Medium	2017-01-17 10:20:04.674				
System Hotlists											
Import Events Manage Units											
Manage Users											
Manage User Groups											
Manage Locations											
Manage Hotlist Formats											
Action											
Create											
Quick Alert											
Edit											
View Data											
View Locations											
View Log											
Alert Units											
Update Now											
Export											
Delete											
Refresh Page											

The components on this page are described in the table on page 101.

- 2 Click on the hotlist you wish to update.
- **3** Go to the Action column and click **Edit**.

– OR –

Right-click on the record and select Edit from the popup menu.



The Hotlist Properties popup displays.

Details	Properties	Notifications	Locations
	Name: NJSF	P BOLO	0
	Type: POP3		
			• 9
	Format: CSV	✓ Ø	
	Header:		
	Footer:		
	Status: Enab	led 🗸 🕜	
	oHotlist: 🔽 🕜		
Sta	rt Time: 12 🗸	00 🗸 🗚 🗸 🤇	0
E	nd Time: 12 🗸	00 🗸 AM 🗸 🤇	0
Auto	Update: 🗌 🍘		
Fre	quency: 1	time(s) per day	✓ Ø
Sta	le Alert: 2	day(s) 🗸 🕜	
	Severity: Media	um 🗸 🕜	
Zin Pa	ssword:		0
	te Units: 🗌 🕢		
	y Users: 🗸 🕜		
Noui	y oscis. 🛛 🌒		

- 4 Go to the *Status* field and select **Enabled** or **Disabled** from the drop-down list.
- 5 Click Save. A confirmation message displays.

The Hotlist named Osceola Gang List successfully saved.

Using the Live Alert Facility

This section describes how to use the optional Live Alert facility, which allows you to display real-time alerts whenever an AlertVU unit receives a hit on a license plate that's on a system hotlist for which you have Notification rights. For more on this topic, see "Alerts" on page 90.

For more information, see:

- □ Activating Live Alert, next page
- □ Turning Live Alert Passive Mode On/Off, page 166
- □ Testing Live Alert, page 168.



Activating Live Alert

This section describes how to activate the Live Alert software, also referred to as "Notification Client". Perform this action whenever you login to the AlertVU Back Office application.

For more on Live Alerts, see "Alerts" on page 90.

1 Go to **V** Home Menu and click **Home**. The Home Page displays.

Mobile-Vision, I	nc.		Your last login was on: 01/16/2017 09:05:44 mvadmin is logged in	n. <u>Loqout</u>
▼ Home Menu	Message Board			
Home			Inbox Messages	
Search Events	OMy Messages O			
Remote Search				
Find Associates	Date	State	Message Text	Actions
Personal Hotlists Manual Synch	01/16/2017 15:12	Failed	Warning the ALPR server cannot connect to the Backup PC 'Archives'. The server will continue to attempt connecting and this message will automatically be deleted once it has successfully	×
Change Password			connected.	
Reports	01/16/2017 02:00	Queued	There is an update available for your Server, click the arrow to the right to download the update.	🗈 🗙
User Help	40/40/0040 00:05	O		~
Administration	12/16/2016 08:05	Completed	Server Update to build number 3.8-3725 was successfully completed.	×
Action				
Quick Alert Hotlist				

2 Go to the Action column and click Launch Client. A processing message displays, followed by the Login Information popup.

	License Plate	Event Time	Hotlist
ogin I	nformation		I
Si	Usernam Passwor milar Tag Matchin	d:	
	Connect	Cano	el
	Reasor Originating State GPS Coordinates	:	

3 Enter your AlertVU Back Office User ID in the *Username* field.



- 4 Enter your AlertVU Back Office password in the *Password* field.
- 5 If you wish to receive alerts on plate reads that are an exact match to plates on your AlertVU hotlists (default), proceed to the next step.

– OR –

If you wish to receive alerts on plate reads that are either an exact match OR similar but not identical to plates on your AlertVU hotlists, select the *Similar Tag Matching* checkbox.

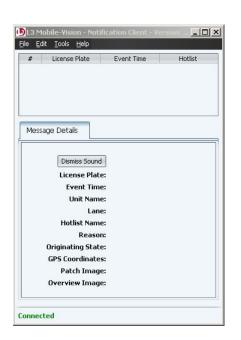
- 6 Click Connect.
- \Rightarrow If the word *Connected* displays in the lower left corner of the popup (see next page), it indicates that the Live Alert Utility is now activated. Skip to step 10.
- ⇒ If the Authentication Code popup displays (pictured below), it indicates that your agency is using the two-factor authentication feature. This feature requires that you enter an additional code whenever you log into AlertVU Back Office. As soon as you click the **Login** button, the system will automatically generate an Authentication Code and send it to the email address saved in your user record. *Proceed to the next step*.

Authentication Code	
Authentication code sent, check your email	
Authentication Code:	Resend
Submit Cancel	

If your Authentication Code expires before
you have a chance to click **Submit**, click here to have a new code emailed to you

- 7 Check your email for a message with the subject line "User Notification." Highlight the Authentication Code contained in this email message, then copy it to your clipboard (**Ctrl** + **C**).
- 8 Return to the AlertVU application. Position your cursor in the *Authentication Code* field, then press **Ctrl** + **V**.
- **9** Click **Submit**. the word *Connected* displays in the lower left corner of the popup, indicating that the Live Alert Utility is now activated.



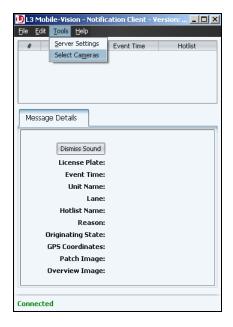


10 If you wish to receive live alerts on hits that come from *all* of your AlertVU cameras (default), skip to step 14.

– OR –

If you wish to receive live alerts on hits that come from *some*, but not all, of your AlertVU cameras, proceed to the next step.

11 Select **Tools→ Select Cameras** from the menubar.



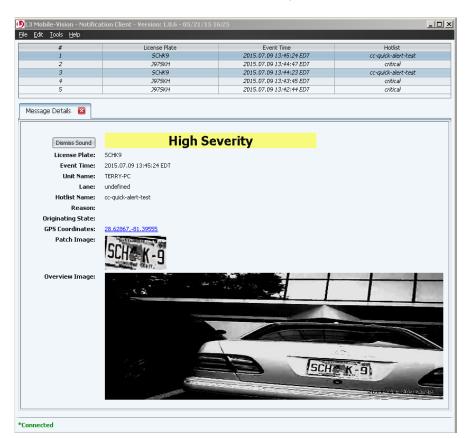
The Select Cameras popup displays.



🛒 Ford Exp - test1	
🗑 Ford Exp - test2	
🗹 Ford Exp - test3	
🗹 Ford Exp - test4	
🛒 L3-02 - South Bound	

- **12** Deselect those camera(s) for which you do not wish to receive alerts.
- 13 Click Save.
- **14** Click the **-** icon to minimize the popup.

Any time an AlertVU unit receives a hit on a license plate that's 1) on a system hotlist for which you have Notification rights and 2) was captured from a camera on your selection list, the Notification Client popup will automatically display with detailed information on the hit. If audio is activated on your PC, an alarm will sound as well.





Turning Live Alert Passive Mode On/Off

The Live Alert Passive Mode setting was added to AlertVU in release 3.1.4 to work around firewall issues that can arise when using the Live Alert feature. When *passive mode* is in effect (checkbox selected), it forces Live Alert Client to actively poll the server for live alert messages, thus eliminating the need to change firewall rules. Conversely, when *active mode* is in effect (checkbox deselected), the server pushes messages to Live Alert. The *advantage* of active mode is that it reduces network traffic. The *disadvantage* of active mode is that it may require you to change firewall rules.

The system defaults to passive mode (checkbox selected).

Only perform this task when instructed to do so by your agency Network Specialist or an L3 Mobile-Vision Support professional.

Mobile-Vision, Inc.			SYS	TEM	SETU	P	
						mva	idmin is logged in. Logout
▼ Home Menu							
Home	Precinct	System Settings	Security Settings	Modules	DVD		
Search Events	Destaute						
Remote Search	Precinct In	fo Logos					
Find Associates				Precin	et		
Personal Hotlists			IC CC Pa	age 1 of 1 (2 tot		> >> >1	
Manual Synch			The second diversion of the se	-			1
Change Password	P	recinct Name 🔺	Phone Number	er IP Ad	dress	Local Access	Last Comm Date
Reports	MVI-Leslie-I	Documentation	480-948-741	8 Lo	cal	false	Local
User Help	Remote Pre	cinct #1	1231231234	192.168	110 73	false	11/30/2015 14:13
 Administration 							
	-						
System Setup							
System Status							
Asset Monitoring							
System Hotlists							
Import Events							
Manage Units							
Manage Users							
Manage User Groups Manage Locations							
Manage Hotlist Formats							
Action							
New							
Refresh Page							

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.

2 Click the System Settings tab.



Mobile-Vision, Inc.			Sys	тем S	Setu	UP		
							mvadmin is logged in.	Logout
▼ Home Menu	Precinct Syst	em Settings Securit	ty Settings	Modules	DVD			
Home		-	Y	Y		Y	Ť.	1
Search Events	Storage Machine	s System Options	Backup	Download	Options	Event Exporter	Asset Monitoring	
Remote Search				Storage Mac	hinor			_
Find Associates Personal Hotlists	In	ernal Path		External JPG	ALCONDUCTION OF A		Status	
Manual Synch		ciliari aut		External of C	UNI			
Change Password	/fbdata/01		/stream01				Enabled	
onungen assword								
Reports								
User Help								
User Help Administration								
User Help Administration System Setup								
User Help Administration System Setup System Status								
User Help Administration System Setup System Status Asset Monitoring								
User Help Administration System Setup System Status Asset Monitoring System Hotlists								
User Help Administration System Setup System Status Asset Monitoring System Hotlists Import Events								
User Help Administration System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units								
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User Help Administration System Setup System Status Asset Monitoring System Hollists Import Events Manage Users Manage User Groups Manage User Groups Manage Locations								
User Help Administration System Setup System Status Asset Monitoring System Hotilists Import Events Manage Users Manage User Groups Manage User Groups								
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats								

3 Click the **System Options** tab.

				313	TEM	SETU	UΡ		
Mobile-Vision, Inc.								mvadmin is logged in.	Logout
▼ Home Menu	Precinct	System Settings	Securit	y Settings	Modules	DVD			
lome					~				
Bearch Events	Storage Mad	chines Syst	em Options	Backup	Down	load Options	Event Exporter	Asset Monitoring	
Remote Search	r	a la constante							
ind Associates		Minimum	Days Online:	191	2				
Personal Hotlists		Minimun	i Days Online.	101					
lanual Synch		Enable	Strict Purger:	V 🕐					
Change Password		Secu	rity Log Level:	All	0				
Reports									
Jser Help		Days to Retain	Security Logs:	180	0				
 Administration 	1	Days to Retain Us	ser Messages:	5	0				
System Setup	E	nable Live Alert I	Passive Mode						
System Status									
Asset Monitoring		Enable L	ive Alert Test:						
System Hotlists	Live Aler	t Test Frequency	(in seconds):	5	0				
mport Events									
Aanage Units									
Anage Users									
Anage User Groups									
Anage Locations									
Anage Hotlist Formats									
Action									
Edit									
un									

4 Go to the Action column and click **Edit**. The System Options popup displays.





5 To select Live Alert *passive* mode, select the *Enable Live Alert Passive Mode* checkbox.

– OR –

To select Live Alert *active* mode, deselect the *Enable Live Alert Passive Mode* checkbox.

6 Click Save.



WARNING: If you selected *active* mode, your agency's Network Specialist will have to reevaluate, and possibly change, your firewall rules.

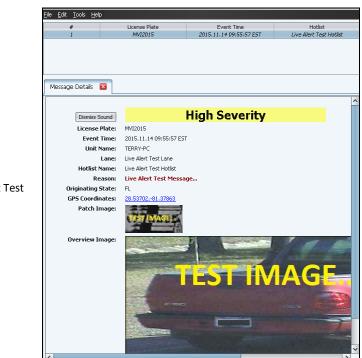
Testing Live Alert

This section describes how to perform a test of the Live Alert facility. This test will check to make sure that every AlertVU camera that's connected to the server is able to successfully transmit a Live Alert message. When you perform this test, all connected cameras will send a "dummy" Live Alert to all users who are logged into the notification client software. Perform this test when you are unsure if one or more of your AlertVU cameras are transmitting Live Alerts to the server.



HINT: Before you begin a Live Alert test, make a list of all your AlertVU units and associated cameras so that you can check each one off the list as their Live Alert Test popups display. That way you will be able to identify, by process of elimination, which cameras are having communication problems (if any).



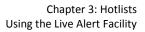


Live Alert Test

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.

		Syst	TEM SETU	P	
Mobile-Vision, Inc				mva	idmin is logged in. <u>Loqout</u>
▼ Home Menu	Precinct System Settings	Security Settings	Modules DVD		
Home	Treemet Option Counge	ootaniy ootango			
Search Events	Precinct Info Logos				
Remote Search					
Find Associates			Precinct		
Personal Hotlists		Reference Page	1 of 1 (2 total records)	> >> >I	
Manual Synch	Precinct Name 🔺	Phone Number	IP Address	Local Access	Last Comm Date
Change Password Reports	MVI-Leslie-Documentation	480-948-7418	Local	false	Local
User Help	Remote Precinct #1	1231231234	192,168,110,73	false	11/30/2015 14:13
 Administration 					
System Setup	8				
System Status					
Asset Monitoring					
System Hotlists					
Import Events					
Manage Units					
Manage Users					
Manage User Groups					
Manage Locations					
Manage Hotlist Formats					
Manage Hotlist Formats Action					
Manage Hotlist Formats Action New					

2 Click the **System Settings** tab.





-							mvadmin is logged in.	Logout
▼ Home Menu	Precinct System	Settings Securit	y Settings	Modules	DVD			
Home Search Events		1	Y	Y		r .	Y	h
Remote Search	Storage Machines	System Options	Backup	Downloa	d Options	Event Exporter	Asset Monitoring	
Find Associates				Storage Ma	chines			_
Pind Associates Personal Hotlists	Intern	al Path		External JP	Contracting of Acc		Status	
Manual Synch	/fbdata/01		/stream01				Enabled	
Change Password	/ibuata/01		/streamon				Enabled	
Reports								
User Help								
▼ Administration								
System Setup								
System Status								
System Status Asset Monitoring								
System Status Asset Monitoring System Hotlists								
System Status Asset Monitoring System Hotlists Import Events								
System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users								
System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups								
System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations								
System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations								
System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations								
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Users Manage User Groups Manage Locations Manage Hotlist Formats Action New								

3 Click the **System Options** tab.

V Horne Menu Home Search Events Remote Search Frid Associates Personal Holitists Manala Synch Change Password Reports User Help Variantistration System Setup System Status Asset Monitoring System Holitists Import Events Manage User Groups Manage User Groups <th></th> <th></th> <th></th> <th>Sys</th> <th>TEM</th> <th>SETU</th> <th>UP</th> <th></th> <th></th>				Sys	TEM	SETU	UP		
Home System Settings Setting Settin	Mobile-Vision, Inc.							mvadmin is logged in.	Logout
Search Events Remote Search Find Associates Personal Hollists Manual Synch Change Password Reports User Help V Administration System Setup System Setup System Setup System Hollists Import Events Manage Users Manage Users Manage Users Manage User Groups Manage User Groups Action		Precinct System	Settings Secu	rity Settings	Modules	DVD			
Remote Search Find Associates Personal Holtists Manual Synch Change Password Reports User Help V Administration System Setup System Status Asset Monitoring System Hotlists Import Events Manage User Manage User Manage User Manage User Manage User Groups Manage User Stroms Action		Storage Machines	System Options	Backup	Down	load Options	Event Exporter	Asset Monitoring	
Personal Hollists Manual Synch Change Password Reports User Help Days to Retain Security Log Level: All Y Administration System Setup System Setup System Status Saset Monitoring System Hollists Manage Users Manage Users Manage User Groups Manage User Groups Manage User Groups	te Search								_
Personal Hollists Manual Synch Change Password Reports User Help Days to Retain Security Logs: 180 Oays to Retain User Messages: 5 Cable Live Alert Passive Mode: 180 Cable Live Alert Test: 180 Cation	Associates			404	2				
Change Password Reports User Help Days to Retain Security Logs: 180 Oays to Retain Security Logs: 180 Oays to Retain Security Logs: 180 Oays to Retain User Messages: System Status Asset Monitoring System Hotlists Import Events Manage Users Manage Users Manage User Groups Manage User Sroups Manage Hotlist Formats	onal Hotlists		Minimum Days Onlin	e: 181					
Reports User Help	al Synch	-	Enable Strict Purge	er: 🔽 🕜					
Reports Jser Help Administration System Stup System Stus Asset Monitoring System Hotlists mport Events Anaage Users Anaage Users Anaage Users Anaage Users Anaage Hotlist Formats	ge Password		Security Log Low		7 0				
r Administration System Status Days to Retain User Messages: 5 System Status Enable Live Alert Passive Mode: ? Enable Live Alert Passive Mode: ? ? Enable Live Alert Test: ? ? Enable Live Alert Test: ? ? Live Alert Test Frequency (in seconds): 5 ? Manage Users Alanage User Groups ? ? Anage User Groups Anage Hotlist Formats ? ? Action * * ? ?	rts		Security Log Lett	en An					
System Setup System Status System Status System Montoring System Hotilists System Hotilists Anaage Users Anaage Users Anaage Users Anaage Hotilist Formats Action	Help	Days to	Retain Security Log	IS: 180	0				
System Status System Noticing System Hotilists Enable Live Alert Test Frequency (in seconds): 5 Charage Users Manage Users Manage Users Manage Hotist Formats Action	dministration	Days to I	Retain User Message	s: 5	0				
System Status System Hotlists Manage Users Manage Users Manage Users Manage Loser Groups Manage Hotlist Formats Action	m Setup	Enable Lin	ve Alert Passive Mod	le: 🖉 🙆					
Asser Monitoring System Hotlists Wanage Users Wanage Users Wanage Users Wanage Users Wanage Lotions Wanage Hotlist Formats Action	m Status								
Manage Users Manage Users Manage Users Manage Users Manage Loser Manage Loser Action	Monitoring		Enable Live Alert Tes	st: 🔟 🧭					
Manage Units Manage Users Manage User Groups Manage Hotlist Formats Action	m Hotlists	Live Alert Test Fi	equency (in seconds	s): 5	0				
Aanage Users Aanage User Groups Aanage Locations Action	t Events	-							
Anage User Groups Anage Locations Anage Hotlist Formats Action	ge Units								
Aanage Locations Manage Hotlist Formats Action	ge Users								
Aanage Hotlist Formats Action	ge User Groups								
Action	ge Locations								
	ge Hotlist Formats								
Edit	Action								

4 Go to the Action column and click **Edit**. The System Options popup displays.



Minimum Days Online:	181	0
Enable Strict Purger:	V 🕜	
Security Log Level:	All	~ (
Days to Retain Security Logs:	180	
Days to Retain User Messages:	5	
Enable Live Alert Passive Mode:	V ()	
Enable Live Alert Test:		
Live Alert Test Frequency (in seconds):	5	

- **5** Select the *Enable Live Alert Test* checkbox.
- 6 Click **Save**. The cameras will begin sending the Live Alert Test popups. Once the test is complete, proceed to the next step.
- 7 Go to the Action column and click **Edit**. The System Options popup redisplays.
- 8 Deselect the *Enable Live Alert Test* checkbox.
- 9 Click Save.

Maintaining Hotlist Formats

Because outside hotlists come from a variety of law enforcement agencies, they also come in many different formats. Each hotlist that you import into AlertVU must have a corresponding *hotlist format* record entered in the system. Hotlist format records contain the information that AlertVU needs to parse, or divide and analyze, the data that's contained in each hotlist type. For example, if the XYZ hotlist consists of five columns and the second column contains the license plate number, the system needs to know that.

In AlertVU, there are two types of hotlist formats: *system-defined* and *custom*, as described below.

- □ System-defined hotlist formats are the predefined formats that *cannot be changed*. These include CSV (Comma separated text file) and NCIC (National Crime Information Center).
- □ **Custom hotlist formats** are the *predefined* and *user-defined* formats that can be changed. If you are an existing customer, the *predefined* formats may include:

AR NLETS	Arkansas National Law Enforcement Telecommunication
CLEW SVS	California Law Enforcement Web Stolen Vehicle Systems
	Florida Crime Information Center System
MD MVA	Maryland Motor Vehicle Administration
TXLETS	Texas Law Enforcement Telecommunication System



User-defined custom hotlist formats are created by you, the user. Typically, your System Implementation Specialist (SIS) will assist you with this task at system startup. Thereafter, you only need to add a custom hotlist format when your agency plans to begin importing a new hotlist that does not have a corresponding hotlist format record in AlertVU.

For more information, see:

- □ Adding a Custom Hotlist Format, below
- □ Viewing a Hotlist Format, page 184
- □ Changing a Custom Hotlist Format, page 185
- Deleting a Custom Hotlist Format, page 190

Adding a Custom Hotlist Format

This section describes how to add a new custom hotlist format to AlertVU. For a definition of custom hotlist formats, see the previous section.

There are two custom hotlist formats: *delimited* and *fixed field*. See samples below and on the next page.

Because this procedure is somewhat technical, you may wish to enlist the assistance of an L3 Mobile-Vision Technical Support Engineer to walk you through it.

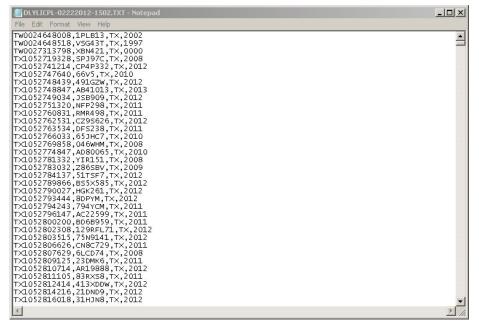


Figure 1: Sample hotlist in 'delimited' format, which separates each piece of data with a comma, semi-colon, or space



Header —		011	05:30			
	VAF	MD	SUSPENDED	2002	JEEP	VAF
	ATAP2	MD	MSP PICKUP	1999	GMC	ATAP2
	AXMEN	MD	SUSPENDED	2001	HARL	AXMEN
	KLUTZ	MD	VEIP	2002	ACUR	KLUTZ
	ASPEED	MD	VEIP	2000	FORD	A SPEED
	AWAP3	MD	VEIP	2003	CHEV	A WAP3
	AAB85B	MD	VEIP	1989	FORD	
	AAC768	MD	VEIP	2003	HOND	
	AAD020	MD	VEIP		CADI	
F : D C I	AAE124	MD	SUSPENDED	2004	CHEV	
Figure 2: Sample	AAE88B	MD	SUSPENDED	1988	CHEV	
hotlist in 'fixed	AAF22K	MD	VEIP	1986		
	AAF42G	MD	VEIP	2006	TOYT	
field' format, which	AAF97J	MD	VEIP	2004	MAZD	
lists each data	AAG17C	MD	VEIP	1991	JEEP	
element in a column	AAG92T	MD	VEIP	2006	CHRY	
	AAG974	MD	MSP PICKUP	2001	TOYT	
of a specific width	AAH82S	MD	VEIP		CHEV	
	AAH95T	MD	VEIP	1998	FORD	
	AAK54G	MD	VEIP	2001		
	AAL588	MD	VEIP	2006	HYUN	
	AAL824	MD	VEIP	2001	TOYT	
	AAM158	MD	VEIP	1999	CHEV	
	aam5 9w	MD	SUSPENDED	2000		
	AAM59Z	MD	VEIP	1984	CHEV	
	AANDSZ	MD	SUSPENDED			AANDS Z
	AAP56L	MD	VEIP		CHRY	
	AAR76C	MD	VEIP	2001	CHRY	
	AAR86J	MD	VEIP	2000	DODG	
	AATAF	MD	SUSPENDED	1997	HOND	
	AATO87	MD	SUSPENDED	2009	CHEV	



NOTE: When viewing a hotlist's text file, as in the examples above, it's recommended that you use WordPad rather than Notepad.

Before you begin creating a custom hotlist format, you will need a hotlist containing sample data. The source agency can provide you with this file. Once you obtain the sample hotlist file, open it in WordPad and either print the file or jot down the relevant information required to design your new hotlist format. Specifically, you'll need to be able to answer the following questions:

Hotlist format questions

- \Box Does the file have a header?
- □ Is the file in *delimiter* or *fixed field* format? (Review Figure 1 on the previous page and Figure 2 above.)
- □ If the file is in *delimiter* format, what character separates each data segment? (comma, semi-colon, etc.)
- □ If the file is in *fixed field* format, how many columns does it have? And how wide is each column, including the blank space(s) at the end of the column?
- □ What types of data are in the file? (e.g., tag number, state in which tag was issued, vehicle make, vehicle model, reason tag was captured, etc.). If you can't identify something, you will have to speak with someone from the source agency.

For specific instructions, see:

- □ Adding a 'Delimited' Hotlist Format, next page
- □ Adding a 'Fixed Field' Hotlist Format, page 179



Adding a 'Delimited' Hotlist Format

This section describes how to add a new custom hotlist format that is in *delimited* format. *Delimited* format separates each piece of data with a comma, semicolon, or space. To view a sample, see Figure 1 on page 172.

Before performing this procedure, review the previous section, "Adding a Custom Hotlist Format."

- 1 If you have not done so already, obtain answers to the *hotlist format questions* listed at the top of this page.
- **2** Go to **Administration** and click **Manage Hotlist Formats**. The Hotlist Formats page displays.

	Нот	LIST FORMATS	
Mobile-Vision, Inc.			mvadmin is logged in. Logout
▼ Home Menu		Hotlist Formats	
Home	Name	Status	Туре
Search Events	AR NLETS	Enabled	Custom
Remote Search	CCL2 BOLO	Enabled	Custom
Find Associates			
Personal Hotlists	CLEW SVS	Enabled	Custom
Manual Synch	CSV	Enabled	System-Defined
Change Password	FCIC	Enabled	Custom
Reports		Enabled	Custom
User Help	FL Exp Tags		
▼ Administration	MD MVA	Enabled	Custom
System Setup	NACP	Enabled	Custom
System Status Asset Monitoring	NCIC	Enabled	System-Defined
System Hotlists			
Import Events	TXLETS	Enabled	Custom
Manage Units			
Manage Users			
Manage User Groups			
Manage Locations			
Manage Hotlist Formats			
Action			
Create Format			
Edit			
Update Sample Data			
Delete			

3 Go to the Action column and click **Create Format**. The Import Sample Data popup displays.

	Import Sample Data	
Hotlist File:		Browse
	Upload	
	File contains header information	

- 4 Click Browse. The Choose File to Upload popup displays.
- **5** Navigate to the disk drive location where the hotlist is located (i.e, the sample hotlist provided by the source agency).

) 🕖 🕌 🗕 Invincea Downloads 🕇	Hotlist samples 🔹 😨 Search Hotlist samples
ganize 🔻 New folder	1= - 🔟 😧
E Desktop	▲ Documents library Hotlist samples Arrange by: Folder ▼
unioads (1) Downloads (1) Recent Places	Name
Libraries Libraries Libraries Libraries Computer Computer Concel Disk (C:) CD Drive (E:) L3DT4000	 DLYLICPL-02222012-1502.TXT MDMWA.txt
Private (H:) Public (\\ds1) (I:)	•
File name:	▼ All Files (*.*) ▼

6 Double-click on the appropriate hotlist file. The file name displays in the *Hotlist File* field.

	Import Sample Data	×
Hotlist File:	C:\Users\Leslie.Zalewski\Documents\Invincea Downlc	Browse
	Upload	
	File contains header information	

7 If this hotlist includes a header, check the *File contains header information* checkbox.

– OR –

If this hotlist does not include a header (default), proceed to the next step.

8 Click Upload. After a delay of 10 – 20 seconds, the Hotlist Format Properties screen displays.





		Name:		0				
		Enabled: 🔽 🥝						
	Record	d Format: Delimited	✓ Ø					
		Delimiter: Comma	V 0					
	Number of	Columns: 4 🕜						
Label:	0	Type: Metadat	a 🔽 🥝	Display:	v	Length:	0	Ø
Label:	0	Type: Metadat	a 🗸 🥝	Display:	V 🔮	Length:	0	0
Label:	0	Type: Metadat	a 🗸 🥝	Display:	V 🕜	Length:	0	0
Label:	0	Type: Metadat	a 🗸 🥝	Display:	v	Length:	0	0
	1	Generate	Preview 2		3		4	
Т	W0024648008		1PLB13		TX		2002	
	W0024648518		VSG43T		ΤХ		1997	
т	W0027313798		XBN421		ΤХ		0000	
			SPJ97C		ΤХ		2008	
Т	X1052719328							

The fields on this page are described below.

	Hotlist Format Properties
Field	Description
Name	The name of the hotlist format.
Enabled	 A checkbox used to activate (enable) or deactivate (disable) this hotlist format. ☑ Hotlist format is currently in use (enabled) □ Hotlist format is <i>not</i> currently in use (disabled). When a hotlist format is <i>disabled</i>, it will not appear on any drop-down lists in AlertVU.
Record Format	 The manner in which this hotlist format file is organized: <i>Delimited</i>. Each data element in the file is separated by a comma, semicolon, or space. <i>Fixed</i>. Each data element in the file is in a column of a specific width, such as 8 characters.
Delimiter	The type of character used to separate each data element in the file: comma, semi-colon, or space. <i>Applies to</i> <i>'delimited' hotlist formats only</i> .
Number of Columns	The total number of columns in this file. <i>Applies to 'fixed field' hotlist formats only</i> .
Label	The column heading. Enter one label for each column, beginning with column 1.

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	Hotlist Format Properties (cont'd)
Field	Description
Туре	 The type of data that displays in this column: <i>Metadata</i>. Any data that does not fall under the category of <i>plate</i>, <i>reason</i>, or <i>state</i>. <i>Plate</i>. The license plate number. <i>Reason</i>. The reason that the license plate is on this hotlist. <i>State</i>. The 2-position state code associated with the license plate.
Display	 Select a <i>Type</i> for each column, beginning with column 1. A checkbox used to determine whether or not you wish to include this column's value in your alert displays. ☑ Include this column's value in your alert displays □ Do <i>not</i> include this column's value in your alert displays Select a <i>Display</i> value for each column, beginning with column 1.
Length	The column length in characters, including the extra space(s) at the end of the column. Enter the length for each column, beginning with column 1. Set the last column to zero (0). <i>Applies to 'fixed field' hotlist formats only.</i>

- 9 Enter a unique name for this hotlist in the *Name* field.
- **10** If the delimiter (i.e., data separator) used in this file is a comma (default), proceed to the next step.

– OR –

If the delimiter used in this file is a semi-colon or space, select the appropriate value from the *Delimiter* drop-down list.

- **11** Proceed to the *Label* field and enter a descriptive name for this column.
- **12** Proceed to the *Type* field and select a data type for this column from the drop-down list:

If this column contains license plate numbers, select Plate.

- OR -

If this column contains state codes, select State.

– OR –



If this column contains reasons why a plate is wanted, select **Reason**.

– OR –

If this column contains information that does not fall under any of the previous categories, select **Metadata**.

13 Proceed to the *Display* checkbox:

If you wish to include this column's value in your alert displays (default), proceed to the next step.

– OR –

If you do *not* wish to include this column's value in your alert displays, deselect the *Display* checkbox.

- **14** Enter/select information for all the remaining columns, as described in steps 11 13.
- **15** When you're finished entering/selecting column data, click **Generate Preview**. All the labels you just entered will display at the bottom of the page.

			Name: NCMC	0	
			Enabled: 👽 🎱 rd Format: Delimited 🔍 🥝 Delimiter: Comma 🔍 🥝 Columns: 4 💡		
Label:	PD ID		Type: Metadata V	Display: 🔽 🔮	Length: 0 🥝
Label:	Tag	0	Type: Plate 🗸 🔮	Display: 🔽 🥝	Length: 0 🥑
Label:	Tag State	0	Type: State 🔽 🥝	Display: 🗹 🔮	Length: 0 🥥
Label:	Vehicle Year	0	Type: Metadata 🔽 🥝	Display: 🔽 🥝	Length: 0 🥥
			Generate Preview	v	
	PD ID		Tag	Tag State	Vehicle Year
	TW002464800	8	1PLB13	TX	2002
	TW002464851	8	VSG43T	ТХ	1997
	TW002731379	8	XBN421	TX	0000
	TX105271932	3	SPJ97C	TX	2008
	TX1052741214		CP4P332	TX	2012

16 Review the displayed information to make sure it's correct.

If the display is correct, proceed to the next step.

– OR –

If the display is *not* correct, make any necessary adjustments, then click **Generate Preview** again. Once the display is 100% correct, proceed to the next step.

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17 Click **Save**. A confirmation message displays.

The Hotlist Format named NCMC successfully saved.

Adding a 'Fixed Field' Hotlist Format

This section describes how to add a new custom hotlist format that is in *fixed field* format. *Fixed field* format means that each data element is in a column of a specific length, such as eight characters wide. To view a sample, see Figure 2 on page 172.

Before performing this procedure, review "Adding a Custom Hotlist Format" on page 172.

- 1 If you have not done so already, obtain answers to the *hotlist format questions* listed at the top of page 176.
- **2** Go to **Administration** and click **Manage Hotlist Formats**. The Hotlist Formats page displays.

Mobile-Vision, Inc.			mvadmin is logged in. Logout
▼ Home Menu		Hotlist Formats	
Home	Name	Status	Туре
Search Events	AR NLETS	Enabled	Custom
Remote Search	CCL2 BOLO	Enabled	Custom
Find Associates			
Personal Hotlists	CLEW SVS	Enabled	Custom
Manual Synch	CSV	Enabled	System-Defined
Change Password Reports	FCIC	Enabled	Custom
User Help	FL Exp Tags	Enabled	Custom
▼ Administration	MD MVA	Enabled	Custom
System Setup	NACP	Enabled	Custom
System Status	NCIC		
Asset Monitoring		Enabled	System-Defined
System Hotlists Import Events	TXLETS	Enabled	Custom
Manage Units			
Manage Users			
Manage User Groups			
Manage Locations			
Manage Hotlist Formats			
Action			
Create Format			
Edit			
Update Sample Data			
Delete			

3 Go to the Action column and click **Create Format**. The Import Sample Data popup displays.

	Import Sample Data	-
lotlist File:		Browse
	Upload	
	File contains header information	



- 4 Click **Browse**. The Choose File to Upload popup displays.
- **5** Navigate to the disk drive location where the hotlist is located (i.e., the sample hotlist provided by the source agency).

The American Downloads	Hotlist samples
rganize 🔻 New folder	III 👻 🗖 🌘
🖈 Favorites	▲ Documents library Hotlist samples Arrange by: Folder ▼
Downloads	Name
🖳 Recent Places	DLYLICPL-02222012-1502.TXT
🗐 Libraries	MDMVA.txt
Documents	- HEINBROK
J Music	
E Pictures	
😸 Videos	
🖳 Computer	
Local Disk (C:)	-
ID Drive (E:) L3DT4000	
CD Drive (E:) L3DT4000 Private (H:)	
	v 4

6 Double-click on the appropriate hotlist file. The file name displays in the *Hotlist Field* field.



7 If this hotlist includes a header, select the *File contains header information* checkbox.

– OR –

If this hotlist does not include a header (default), proceed to the next step.

8 Click Upload. After a delay of 10 – 20 seconds, the Hotlist Format Properties screen displays.



		Hotlist Format Propertie	2	
	Na	ame:	0	
	Enat	bled: 🗹 🥝		
	Record For	mat: Delimited 🔽 🥝		
	Delim	niter: Comma 🔽 🥝		
	Number of Colur	nns: 1 🕜		
Label:	0	Type: Metadata 🗸 🥑	Display: 🔽 🔮	Length: 0
		Generate Preview		
		Generate Preview		
	VAF	1	P VAF	
		1 05/27/2011 05:30		
	ATAP	1 05/27/2011 05:30 F MD SUSPENDED 2002 JEE	CATAP2	
	ATAP. AXMEN	1 05/27/2011 05:30 FMD SUSPENDED 2002 JEE 2 MD MSP PICKUP 1999 GM	L AXMEN	

The fields on this form are described on page 176.

- **9** Enter a unique name for this hotlist in the *Name* field.
- **10** Select **Fixed** from the *Record Format* drop-down list.
- **11** Proceed to the *Number of Columns* field and enter the total number of columns in this hotlist.
- **12** Press **Tab**. A blank field displays for each column.



		Name: PDHT	0		
		Enabled: 🔽 🥝			
	Record	d Format: Fixed 🔽 🥝			
	I	Delimiter: None 🗸 🕻	0		
	Number of	Columns: 5 🕜			
Label:	0	Type: Metadata 🗸 🔮	Display: 🔽 🔮	Length: 0	0
Label:	0	Type: Metadata 🔽 🥝	Display: 🗹 🔮	Length: 0	0
Label:	0	Type: Metadata 🔽 🥝	Display: 🔽 🥝	Length: 0	0
Label:	0	Type: Metadata 🔽 🥝	Display: 🔽 🥝	Length: 0	0
Label:	0	Type: Metadata 🔽 🥝	Display: 🔽 🕜	Length: 0	0
		Generate Preview	/		
		05/27/2011 05:30			
		VAF MD SUSPENDED 2002	JEEP VAF		
	,	ATAP2 MD MSP PICKUP 1999	GMC ATAP2		
	A	MEN MD SUSPENDED 2001	HARL AXMEN		
		KLUTZ MD VEIP 2002 ACU	R KLUTZ		
		ASPEED MD VEIP 2000 FOR	DASPEED		

- **13** Proceed to the *Label* field and enter a heading for this column.
- **14** Proceed to the *Type* field and select a data type for this column from the drop-down list:

If this column contains license plate numbers, select **Plate**.

– OR –

If this column contains state codes, select State.

– OR –

If this column contains reasons why a plate is wanted, select Reason.

– OR –

If this column contains other information that does not fall under any of the previous categories, select **Metadata**.

15 Proceed to the *Display* checkbox:

If you wish to include this column's value in your alert displays (default), proceed to the next step.

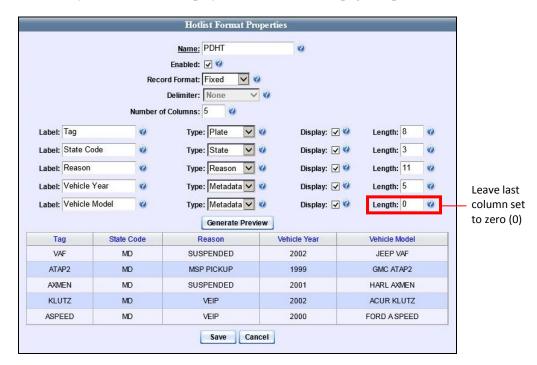
– OR –

If you do *not* wish to include this column's value in your alert displays, deselect the *Display* checkbox.

16 Proceed to the *Length* field and enter the width of this column. This is the number of characters in that column, including the blank space or spaces at the end of the column.



- 17 Enter/select information for all the remaining columns, as described in steps 13 16. Leave the length of the last column set to zero (0), as the system will automatically allocate the remaining space in the row to that column.
- **18** When you're finished entering/selecting column data, click **Generate Preview**. All the labels you entered will display at the bottom of the page, as pictured below.



19 Review the displayed information to make sure it's correct. If the hotlist file has more than five columns, use the scroll bar to scan all the rows.

If the display is correct, proceed to the next step.

– OR –

If the display is *not* correct, make any necessary adjustments, then click **Generate Preview** again. Once the display is 100% correct, proceed to the next step.

20 Click **Save**. A confirmation message displays.

The Hotlist Format named PDHT successfully saved.



Viewing a Hotlist Format

This section describes how to view a system-defined or custom hotlist format. For more on hotlist formats and how they are used in AlertVU, see "Maintaining Hotlist Formats" on page 168.

1 Go to Administration and click **Manage Hotlist Formats**. The Hotlist Formats page displays.

	Нот	list Formats	
Mobile-Vision, Inc.			mvadmin is logged in. Logout
▼ Home Menu		Hotlist Formats	
Home	Name	Status	Туре
Search Events	AR NLETS	Enabled	Custom
Remote Search	CCL2 BOLO	Enabled	Custom
Find Associates			
Personal Hotlists	CLEW SVS	Enabled	Custom
Manual Synch Change Password	CSV	Enabled	System-Defined
Reports	FCIC	Enabled	Custom
User Help	FL Exp Tags	Enabled	Custom
▼ Administration	MD MVA	Enabled	Custom
System Setup	NACP	Enabled	Custom
System Status	NCIC	Enabled	System-Defined
Asset Monitoring System Hotlists			
Import Events	TXLETS	Enabled	Custom
Manage Units			
Manage Users			
Manage User Groups			
Manage Locations			
Manage Hotlist Formats			
Action			
Create Format			
Edit			
Update Sample Data Delete			
Delete			

- 2 Click on the hotlist format you wish to view.
- **3** Go to the Action column and click **Edit** or **View**. The Hotlist Format Properties screen displays.

								Mobile-
			Hotli	st Format Propert	ies			
			Name:	NACP	0			
			Enabled: [√ 🥝				
		Reco	rd Format:	Delimited 🔽 🥝				
			Delimiter:	Comma 🔽 🥝				
		Number of	Columns:	1 0				
Label:	Lets #	0	Type:	Metadata 🔽 🥝	Display:	v 🕜	Length: 0	0
Label:	License	0	Type:	Plate 🔽 🥝	Display:	v 🎱	Length: 0	0
Label:	State	0	Type:	State 🔽 🥝	Display:	v	Length: 0	0
Label:	Vehicle Year	0	Type:	Metadata 🔽 🥝	Display:	v 🕜	Length: 0	0
			L	Generate Preview				
	Lets #			License	State		Vehicle Year	-
TW0024648008			1PLB13	TX		2002		
TW0024648518			VSG43T		TX 1997			
TW0027313798			XBN421	TX 0000				
	TX10527193	28		SPJ97C	ТХ		2008	
	TX10527412	14		CP4P332	TX		2012	

The fields on this form are described on page 176.

4 When you're finished viewing the hotlist format, click **Cancel** to exit.

Changing a Custom Hotlist Format

Periodically, you may need to update your custom hotlist formats. For example, if the source organization that supplies you with hotlist XYZ adds a column to that hotlist, you will have to update the associated hotlist format record in AlertVU. This procedure varies slightly depending on whether you are importing sample hotlist data or not. For example, some minor edits, such as changing a column name, do not require the use of sample hotlist data. Other more significant changes require that you import sample hotlist data, as you did when you first created the hotlist.

For specific instructions, see:

- □ Procedure 1: Updating a Hotlist Format with Sample Data, next page
- Dependence of the Procedure 2: Updating a Hotlist Format Without Sample Data, page 189.



Procedure 1: Updating a Hotlist Format with Sample Data

This section describes how to update a custom hotlist format when there is a sample data file available (i.e., a copy of the updated hotlist file that contains sample data). If there is no sample data file available, see "Procedure 2: Updating a Hotlist Format Without Sample Data" on page 189 instead.

1 Go to **Administration** and click **Manage Hotlist Formats**. The Hotlist Formats page displays.

	Нот	list Formats	
Mobile-Vision, Inc.			mvadmin is logged in. Loqout
▼ Home Menu		Hotlist Formats	
Home	Name	Status	Туре
Search Events	AR NLETS	Enabled	Custom
Remote Search	CCL2 BOLO	Enabled	Custom
Find Associates	CLEW SVS	Enabled	Custom
Personal Hotlists Manual Synch			
Change Password	CSV	Enabled	System-Defined
Reports	FCIC	Enabled	Custom
User Help	FL Exp Tags	Enabled	Custom
 Administration 	MD MVA	Enabled	Custom
System Setup	NACP	Enabled	Custom
System Status	NCIC	Enabled	System-Defined
Asset Monitoring System Hotlists			
Import Events	TXLETS	Enabled	Custom
Manage Units			
Manage Users			
Manage User Groups			
Manage Locations			
Manage Hotlist Formats			
Action			
Create Format			
Edit Update Sample Data			
Delete			
Delete			

- 2 Click on the hotlist format you wish to update.
- **3** Go to the Action column and click **Update Sample Data**. The Update Sample Data popup displays.

	Update Sample Data	
<u>Hotlist Fil</u>	<u>e:</u>	Browse
	Upload	
	File contains header information	

- 4 Click **Browse**. The Choose File to Upload popup displays.
- 5 Navigate to the disk drive location where the sample hotlist is located.

) 🌙 🕌 🔸 Invincea Downloads 🔸 H	lotlist samples 🔹 😴 Search Hotlist samples
ganize 🔻 New folder	III 👻 🗔 🔞
🗧 Favorites 🔜 Desktop	▲ Documents library Hotlist samples Arrange by: Folder ▼
Downloads	Name
Libraries	DLYLICPL-02222012-1502.TXT
Documents Music Pictures Videos	
📕 Computer 繿 Local Disk (C:)	-
CD Drive (E:) L3DT4000 Private (H:)	
坖 Public (\\ds1) (I:)	¥ 4
File name:	✓ All Files (*.*)

6 Double-click on the appropriate file. The file name displays in the *Hotlist File* field.

	Import Sample Data	
Hotlist File:	C:\Users\Leslie.Zalewski\Documents\Invincea Downlc	Browse
	Upload	
	File contains header information	

7 If this hotlist includes a header, select the *File contains header information* checkbox.

– OR –

If this hotlist does not include a header (default), proceed to the next step.

8 Click Upload. After a delay of 10 to 20 seconds, the Hotlist Format Properties screen displays.





			Name:	NACP	0		
		E	nabled:	v 🥝			
		Record	Format:	Delimited 🔽 🥝			
		De	limiter:	Comma 🔽 🥝			
		Number of Co	olumns:	4			
Label:	Lets #	0	Type:	Metadata 🔽 🥝	Display: 🔽 🔇	Length: 0	0
Label:	License	0	Type:	Plate 🔽 🥝	Display: 🔽 🤇	Length: 0	0
Label:	State	0	Type:	State 🔽 🥝	Display: 🔽 🤇	Length: 0	0
Label:	Vehicle Year	0	Type:	Metadata 🔽 🥝	Display: 🔽 🔇	Length: 0	0
			[Generate Preview			
	Lets #			License	State	Vehicle Year	
	TW002464800)8		1PLB13	TX	2002	
	TW002464851	18		VSG43T	TX	TX 1997	
	TW002731379	98	- 1	XBN421	TX	TX 0000	
TX1052719328				SPJ97C	тх	TX 2008	
	TX105274121			CP4P332	TX	2012	

The fields on the Hotlist Format Properties form are described on page 176.

- **9** Enter/select your changes in the appropriate fields.
 - □ If this hotlist is in *delimited* format, review steps 9 14 of "Adding a 'Delimited' Hotlist Format," beginning on page 177.
 - □ If this hotlist is in *fixed field* format, review steps 9 17 of "Adding a 'Fixed Field' Hotlist Format," beginning on page 181.
- **10** When you're finished entering/selecting data, click **Generate Preview**. Your changes will display at the bottom of the page.
- **11** Review the displayed information to make sure it's correct.

If the display is correct, proceed to the next step.

– OR –

If the display is *not* correct, make any necessary adjustments, then click **Generate Preview** again. Once the display is 100% correct, proceed to the next step.

12 Click **Save**. A confirmation message displays.

The Hotlist Format named NACP successfully saved.



Procedure 2: Updating a Hotlist Format Without Sample Data

This section describes how to update a custom hotlist format when one of the following circumstances applies:

- □ There is no sample data file available, or
- □ You are making a simple change that does not require the use of a sample data file.
- **1** Go to **Administration** and click **Manage Hotlist Formats**. The Hotlist Formats page displays.

V Home Menu Home Name Status Type Search Events AR NLETS Enabled Custom Remote Search CCL2 BOLO Enabled Custom Personal Hotlists CLEW SVS Enabled Custom Manual Synch CSV Enabled Custom Change Password FCIC Enabled Custom Keports FLEXP Tags Enabled Custom V Administration MO M/A Enabled Custom System Status NACP Enabled Custom System Status NACP Enabled Custom Manage User Groups TALETS Enabled Custom Manage User Groups NACP Enabled Custom Manage User Groups TALETS Enabled Custom Manage User Groups Manage User Groups Enabled Custom Manage User Groups Manage User Groups Enabled Custom Manage User Groups Enabled Custom Enabled Custom <th></th> <th>Hotli</th> <th>st Formats</th> <th></th>		Hotli	st Formats	
Home Name Status Type Search Events AR NLETS Enabled Custom Remote Search CCL2 BOLO Enabled Custom Personal Hollists CCL2 BOLO Enabled Custom Manual Synch CCLEW SVS Enabled Custom Change Password Reports Enabled Custom Keports FCIC Enabled Custom V Administration MD MA Enabled Custom System Status MD MA Enabled Custom System Status NACP Enabled Custom System Status NCIC Enabled Custom Manage User Groups TALETS Enabled Custom Manage User Groups Manage User Groups Manage User Groups Enabled Custom Manage User Groups Manage User Groups Enabled Custom Custom Manage User Groups Enabled Custom Enabled Custom Manage User Groups Enabled	Mobile-Vision, Inc.			mvadmin is logged in. Logout
Home Name Status Type Search Events AR NLETS Enabled Custom Remote Search CCL2 BOLO Enabled Custom Personal Hollists CCL2 BOLO Enabled Custom Manual Synch CCLEW SVS Enabled Custom Change Password Reports Enabled Custom Reports FCIC Enabled Custom V Administration MD M/A Enabled Custom System Statup System Statup System Statup System Statup System Statup NCIC Enabled Custom Manage User Groups TALETS Enabled Custom Manage User Groups TALETS Enabled Custom Manage User Groups Manage User Groups Enabled Custom Manage User Groups Manage User Groups Enabled Custom Manage User Groups Enabled Custom Enabled Custom Manage User Groups Enabled Custom Ena	▼ Home Menu	Hot	list Formats	
Remote Search Find Associates CCL2 BOLO Enabled Custom Personal Hottists CCL2 BOLO Enabled Custom Manual Synch CLEW SVS Enabled Custom Manual Synch CSV Enabled Custom Vange Password FCIC Enabled Custom Vert Help FLEXP Tags Enabled Custom System Setup NACP Enabled Custom System Status NACP Enabled Custom Asset Monitoring NACP Enabled Custom Manage User Groups Manage User Groups Enabled Custom Manage User Groups Enabled Custom Enabled Custom Manage User Groups Enabled Custom Enabled Custom Manage User Groups				Туре
Remote Search CCL2 BOLO Enabled Custom Find Associates CCLEW SVS Enabled Custom Personal Holizon CSV Enabled Custom Manual Synch CSV Enabled Custom Reports Enabled Custom Custom User Help FCIC Enabled Custom V Administration MD M/A Enabled Custom System Status AGOND M/A Enabled Custom System Status System TXLETS Enabled Custom Manage User Groups Manage User Groups Manage User Groups Custom Manage User Groups Fabled Custom Custom Manage User Groups Manage User Groups Enabled Custom Manage User Groups Manage User Groups Enabled Custom Manage User Groups Enabled Custom Enabled Custom Manage User Groups Enabled Custom Enabled Custom Manage User Groups Enabled <td>Search Events</td> <td>AR NLETS</td> <td>Enabled</td> <td>Custom</td>	Search Events	AR NLETS	Enabled	Custom
Find Associates Interface Interface Personal Hottists CLEW SVS Enabled Custom Manual Synch CSV Enabled Custom Reports Enabled FCIC Enabled Custom V Administration MD MVA Enabled Custom System Setup NACP Enabled Custom System Status Administration NCIC Enabled Custom System Hottists TXLETS Enabled Custom Manage User Grups Manage User Grups Kartion Create Format Edit Update Sample Data Enabled Format	Remote Search			
Manual Synch CSV Enabled System-Defit Change Password FCIC Enabled Custom V Administration FLExp Tags Enabled Custom V Administration MD MVA Enabled Custom System Status Administration MD MVA Enabled Custom System Status Administration NACP Enabled Custom System Hotlists NCIC Enabled System-Defit Manage User Groups Manage User Groups Enabled Custom Manage User Groups Enabled Custom Enabled Custom Manage User Groups Enabled Custom Enabled Enabled Enabled Enabled Enabled Enabled				
Change Password Choice Control Choice Control Reports FCIC Enabled Custom User Help FL Exp Tags Enabled Custom System Setup MD M/A Enabled Custom System Setup NACP Enabled Custom System Status NACP Enabled Custom System Hotists NCIC Enabled System-Defi Umport Events Manage User Groups Custom Custom Manage User Groups Manage User Groups Karion Create Format Edit Update Sample Data Custom System Sample Data		CLEW SVS	Enabled	Custom
Reports Image Help Enabled Custom User Help FLE bp Tags Enabled Custom V Administration MD MVA Enabled Custom System Status MD MVA Enabled Custom System Status NACP Enabled Custom System Status NCIC Enabled System-Defl System Holits TALETS Enabled Custom Manage User Groups Manage User Groups Fuller Fuller Manage User Groups Fuller Fuller Fuller Fuller Action Create Format Edit Fuller Fuller Fuller		CSV	Enabled	System-Defined
User Help Enabled Custom 		FCIC	Enabled	Custom
System Setup System Status NACP Enabled Custom Asset Monitoring System Hotists NCIC Enabled System-Defit Import Events Manage Users TXLETS Enabled Custom Manage Users Groups Manage User Groups Manage User Groups Ferabled Custom Create Format Edit Edit Ferabled Ferabled Ferabled		FL Exp Tags	Enabled	Custom
System Status Individual Constraint Asset Montoring NCIC Enabled System-Defil System Hotists TXLETS Enabled Custom Manage User Groups Manage User Groups Kernations Kernations Manage User Groups Create Format Enabled Custom Action Create Format Enabled Format Edit Update Sample Data Custom Format	Administration	MD MVA	Enabled	Custom
Asset Monitoring CNCIC Enabled System-Defit System Hottists TXLETS Enabled Custom Manage Users Manage Users Groups Manage User Groups Vertical State Sta		NACP	Enabled	Custom
Action TXLETS Enabled Custom Import Events Manage Units Custom Manage User Structure Custom Manage User Groups Manage User Groups Manage User Groups Ferabled Custom Manage User Groups Manage User Groups Custom Ferabled Ferabled Ferabled Action Create Format Edit Update Sample Data Ferabled Ferabled<		NCIC	Enabled	Sustem Defined
Import Events Manage Units Manage Users Manage Users Manage Locations Manage Hotlist Formats Create Format Edit Update Sample Data				
Manage Users Manage Users Manage User Groups Manage Locations Manage Hotlist Formats Create Format Edit Update Sample Data		TXLETS	Enabled	Custom
Manage Users Manage User Groups Manage Locations Manage Hotlist Formats Action Create Format Edit Update Sample Data				
Manage Locations Manage Hottist Formats Action Create Format Edit Update Sample Data				
Manage Hotlist Formats Action Create Format Edit Update Sample Data				
Action Create Format Edit Update Sample Data				
Create Format Edit Update Sample Data	-			
Edit Update Sample Data				
Update Sample Data				
Dalata				
Delete	Jelete			

- 2 Click on the hotlist format you wish to update.
- **3** Go to the Action column and click **Edit**. The Hotlist Format Properties screen displays.



			Name: N/	ACP	0			
		I	Enabled: 🔽 d Format: De Delimiter: Co Columns: 4	elimited 🔽 🥝				
Label:	Lets #	0	Type:	Metadata 🔽 🥝	Displa	ay: 🔽 🥝	Length: 0	0
Label:	License	0	Type:	Plate 🔽 🥝	Displa	ay: 🔽 🥝	Length: 0	0
Label:	State	0	Type:	State 🔽 🥝	Displa	ay: 🔽 🥝	Length: 0	0
Label:	Vehicle Year	0	Type:	Metadata 🔽 🥝	Displa	ay: 🔽 🥝	Length: 0	0
			G	ienerate Previev				
	Lets #			License	State		Vehicle Year	
	TW00246480	08		1PLB13	TX		2002	
	TW00246485	18		VSG43T	TX		1997	
	TW00273137	98		XBN421	ТХ	X II	0000	
	TX105271932	28		SPJ97C	TX		2008	
	TX10527412	14		CP4P332	TX		2012	

The fields on this form are described on page 176.

- 4 Enter/select your changes in the appropriate fields.
- 5 Click Save. A confirmation message displays.

The Hotlist Format named NACP successfully saved.

Deleting a Custom Hotlist Format

This section describes how to delete a custom hotlist format.

1 Go to **Administration** and click **Manage Hotlist Formats**. The Hotlist Formats page displays.



	Ηοτι	list Formats	
Mobile-Vision, Inc.			mvadmin is logged in. Logout
▼ Home Menu		Iotlist Formats	
Home	Name	Status	Туре
Search Events	AR NLETS	Enabled	Custom
Remote Search	CCL2 BOLO	Enabled	Custom
Find Associates Personal Hotlists	CLEW SVS	Enabled	Custom
Manual Synch			
Change Password	CSV	Enabled	System-Defined
Reports	FCIC	Enabled	Custom
User Help	FL Exp Tags	Enabled	Custom
▼ Administration	MD MVA	Enabled	Custom
System Setup	NACP	Enabled	Custom
System Status	NCIC	Enabled	System-Defined
Asset Monitoring System Hotlists			
Import Events	TXLETS	Enabled	Custom
Manage Units			
Manage Users			
Manage User Groups			
Manage Locations			
Manage Hotlist Formats			
Action			
Create Format			
Edit Update Sample Data			
Delete			
001010			

- 2 Click on the hotlist format you wish to delete. Keep in mind that you *cannot* delete the CSV or NCIC formats, as they are system-defined.
- **3** Go to the Action column and click **Delete**. A confirmation message displays.



4 Click Yes. The selected hotlist format is removed from the Hotlist Formats list.





Maintaining Locations

Locations	A Location is a predefined geographic region that you can apply to a system hotlist. When you assign a Location to a system hotlist, it narrows that hotlist's criteria to plates that are scanned within the Location's region.				
Location Groups	In addition to Location records, there is also another, similar, feature in AlertVU called <i>Location Groups</i> . This type of record simply combines multiple Locations into one group, making it easier to apply multiple locations to a hotlist at the same time.				
	For more information, see:				
	□ Adding a Location, below				
	□ Changing a Location, page 196				
	Deleting a Location page 108				

- Deleting a Location, page 198
 Adding a Location Group, page 24
- □ Adding a Location Group, page 200
- □ Changing a Location Group, page 202
- □ Deleting a Location Group, page 205.

Adding a Location

This section describes how to create a new Location, which you can, in turn, apply to a new or existing hotlist. For more on Locations and how they are used in AlertVU, see the previous section, "Maintaining Locations."

The Location Management permission is required to perform this task.

1 Go to Administration and click **Manage Locations**. The Manage Locations page displays.

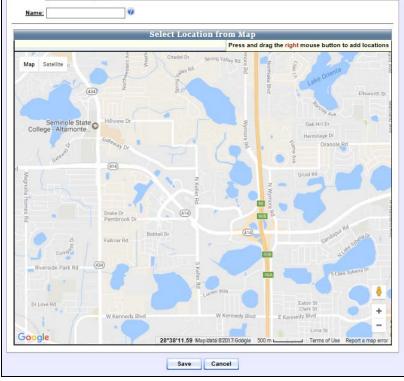
	MANAG	E LOCATIONS
Mobile-Vision, Inc.		mvadmin is logged in. Logout
▼ Home Menu Home	Location Groups	
Search Events		Locations
Find Associates	K K Pag	e 1 of 1 (4 total records) > >> >>
Personal Hotlists	Name 🛦	Coordinates
Manual Synch	I4 and Maitland Blvd	(28°37'51.79" N 81°23'16.90" W) -> (28°37'54.36" N 81°23'14.58" W)
Change Password		
Reports	L3Technologies Parking lot	(28°37'43.24" N 81°23'57.72" W) -> (28°37'51.48" N 81°23'49.50" W)
User Help	Lake Lucien Drive	(28°37'48.97" N 81°23'49.30" W) -> (28°37'51.35" N 81°23'45.13" W)
▼ Administration	N Wymore Road	(28°37'44.93" N 81°23'36.65" W) -> (28°38'16.57" N 81°22'30.39" W)
System Setup		
System Status		
Asset Monitoring		
System Hotlists		
Import Events		
Manage Units		
Manage Users		
Manage User Groups		
Manage Locations		
Manage Hotlist Formats		
Action		
Create		

Details

Location Groups



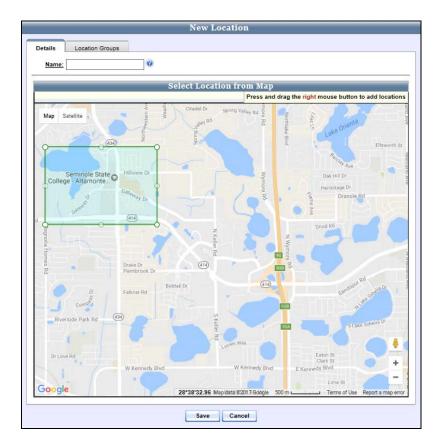
2 Go to the Action column and click Create. The New Location page displays.



This map defaults to your main precinct location. To update this location, see "Updating Precinct Information" in chapter 6.

- Enter a unique name for this Location in the Name field at the top of the page. 3
- 4 Manually reposition the map so that the desired location is visible. To do so, click on the map and drag it into the correct position. If necessary, use the plus (+) or minus (-) icons to zoom the map image in or out, respectively.
- Click and drag the right mouse button over the desired location. A green box displays 5 in the selected area.





6 If you are satisfied with the box's parameters, skip to step 8.

- OR -

If you are *not* satisfied with the box's parameters, proceed to the next step.

- 7 Using the small circle icons that surround the box, adjust the box's parameters. To do so, click on one circle at a time and drag that segment of the box in/out, right/left, or up/down. Once you're satisfied with the parameters of your box, proceed to the next step.
- **8** To add this Location to an existing Location Group(s), proceed to the next step. Otherwise skip to step 12.
- **9** Click the **Location Groups** tab. A list of your existing Location Groups displays in the *Available* column.

Mobile-Vision, Inc.

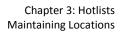
New Location							
Details Location Groups							
Available		Assigned					
Search: Case		Search: Case					
K << < 1 of 1 (2) total >>>>		K K 1 of 1 (0) total > >> >I					
I-4 Maitland Group							
Maitland Group							
	$\sim \approx <$						
	<						
	11						
		l					
Save		Cancel					

If the *Available* column is blank, it indicates that your agency has not created any Location Groups yet. For more information, see "Adding a Location Group" on page 200.

- **10** Go to the *Available* column and click on the Location Group(s) you wish to add the new Location to.
- 11 Click the ≥ icon located between the two columns. The selected Location Group(s) display in the *Assigned* column.

New Location								
Details Location Groups								
Available	Assigned							
Search: Case	Search: Case							
Save	Cancel							

12 Click Save. The new Location displays on the Locations list.





			MAN	NAGE L	OCATIONS		
Mobile-Vision, Inc.						mvadmin is logged ir	n. <u>Loqout</u>
▼ Home Menu	Locations	Location Groups					
Home				Locat			
Search Events							
Find Associates			K << <	Page 1 of 1 (5			
Personal Hotlists		Name	A		Coo	rdinates	
Manual Synch		14 and Mait	and Blvd		(28°37'51.79" N 81°23'16.90" W) -> (28°37'54.36" N 81°23'	14.58" W)
Change Password Reports		L3Technologie	s Parking lot		(28°37'43.24" N 81°23'57.72" W) -> (28°37'51.48" N 81°23'49.50" W)		
User Help		Lake Lucie	n Drive		(28°37'48.97" N 81°23'49.30" W) -> (28°37'51.35" N 81°23'45.13" W)		
▼ Administration		N Wymore			(28°37'44.93" N 81°23'36.65" W) -> (28°38'16.57" N 81°22'30.39" W)		
System Setup		Seminole			(28°38'26.36" N 81°25'42.36" W		
System Status		Seminole	oluto		(20 00 20:00 11 01 20 42:00 11) - (20 00 10.00 11 01 24	40.00 117
Asset Monitoring							
System Hotlists							
Import Events							
Manage Units							
Manage Users							
Manage User Groups							
Manage Locations							
Manage Hotlist Formats							
Action							
Create							

Changing a Location

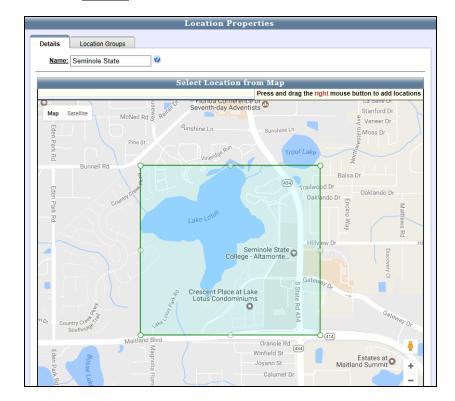
This section describes how to update an existing Location record. For more on Locations and how they are used in AlertVU, see "Maintaining Locations" on page 192.

The Location Management permission is required to perform this task.

- **1** Go to **Administration** and click **Manage Locations**. The Manage Locations page displays, as pictured above.
- **2** Click on the Location you wish to update.

	Manage I	LOCATIONS		
Mobile-Vision, Inc.		mvadmin is logged in. Loqout		
▼ Home Menu Home	Location Groups			
Search Events	Loca	tions		
Find Associates	K K Page 1 of 1 (5	5 total records) > >> >1		
Personal Hotlists	Name 🛦	Coordinates		
Manual Synch	14 and Maitland Blvd	(28°37'51.79" N 81°23'16.90" W) -> (28°37'54.36" N 81°23'14.58" W)		
Change Password				
Reports	L3Technologies Parking lot	(28°37'43.24" N 81°23'57.72" W) -> (28°37'51.48" N 81°23'49.50" W)		
User Help	Lake Lucien Drive	(28°37'48.97" N 81°23'49.30" W) -> (28°37'51.35" N 81°23'45.13" W)		
Administration	N Wymore Road	(28°37'44.93" N 81°23'36.65" W) -> (28°38'16.57" N 81°22'30.39" W)		
System Setup	Seminole State	(28°38'43.99" N 81°24'43.34" W) -> (28°39'00.26" N 81°24'27.89" W)		
System Status	Gennitole Glate	(20 30 43.35 N 01 24 43.34 W) ~ (20 35 00.20 N 01 24 21.05 W)		
Asset Monitoring				
System Hotlists				
Import Events				
Manage Units				
Manage Users				
Manage User Groups				
Manage Locations				
Manage Hotlist Formats				
Action				
Create				
Edit				
Delete				





3 Go to the Action column and click **Edit**. The Location Properties page displays.

- **4** To change the name of this Location, enter a new value in the *Name* field. Otherwise proceed to the next step.
- **5** To change the geographic parameters of this Location, proceed to the next step. Otherwise skip to step 7.
- **6** Use the circle icons that surround the box to adjust its parameters. To do so, click on the circles one at a time and drag that segment of the box in/out, right/left, or up/down. Once you are satisfied with the parameters of your box, proceed to the next step.
- 7 To assign this Location to a new Location Group *or* unassign this Location from its current Location Group(s), proceed to the next step. Otherwise skip to step 15.
- 8 Click the Location Groups tab. Your existing Location Group assignment(s) display in the *Assigned* column.



Location (Group Properties						
Name: Maitland Group							
Available	Assigned						
Search: Case	e Search: Case I and Maitland Bivd L3Technologies Parking lot Lake Lucien Drive Seminole State						
Save Cancel							

- **9** To add this Location to a new Location Group, proceed to the next step. Otherwise skip to step 12.
- **10** Go to the *Available* column and click on the Location Group(s) you wish to add this Location to.
- 11 Click the ≥ icon located between the two columns. The selected Location Group(s) display in the *Assigned* column.
- **12** To remove this Location from an assigned Location Group(s), proceed to the next step. Otherwise skip to step 15.
- **13** Go to the *Assigned* column and click on the Location Group(s) you wish to remove this Location from.
- **14** Click the sicon located between the two columns. The selected Location Group(s) display in the *Available* column.
- 15 Click Save.

Deleting a Location

This section describes how to delete a Location. For more on Locations and how they are used in AlertVU, see "Maintaining Locations" on page 192.

The Location Management permission is required to perform this task.

1 Go to **V** Administration and click **Manage Locations**. The Manage Locations page displays.



	MANAGE LOCATIONS					
Mobile-Vision, Inc.				mvadmin is logged in. Logout		
▼ Home Menu						
Home	Locations	Location Groups				
Search Events			Loca	tions		
Find Associates				total records)		
Personal Hotlists		Name		Coordinates		
Manual Synch						
Change Password		I4 and Maitla	nd Blvd	(28°37′51.79" N 81°23′16.90" W) → (28°37′54.36" N 81°23′14.58" W)		
Reports		L3Technologies	Parking lot	(28°37'43.24" N 81°23'57.72" W) -> (28°37'51.48" N 81°23'49.50" W)		
User Help		Lake Lucier	n Drive	(28°37'48.97" N 81°23'49.30" W) -> (28°37'51.35" N 81°23'45.13" W)		
▼ Administration		N Wymore	Road	(28°37'44.93" N 81°23'36.65" W) -> (28°38'16.57" N 81°22'30.39" W)		
System Setup		Seminole	State	(28°38'26.36" N 81°25'42.36" W) -> (28°39'10.56" N 81°24'48.90" W)		
System Status						
Asset Monitoring						
System Hotlists						
Import Events						
Manage Units						
Manage Users						
Manage User Groups						
Manage Locations						
Manage Hotlist Formats						
Action						
Create						

2 Click on the Location you wish to delete.

MANAGE LOCATIONS								
Mobile-Vision, Inc.		mvadmin is logged in. Logout						
▼ Home Menu	Location Groups							
Home	L'annual annual a							
Search Events	Loc	cations						
Find Associates	K 🔣 Page 1 of 1	I (5 total records) >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>						
Personal Hotlists	Name 🔺	Coordinates						
Manual Synch	I4 and Maitland Blvd	(28°37'51.79" N 81°23'16.90" W) -> (28°37'54.36" N 81°23'14.58" W)						
Change Password	L3Technologies Parking lot							
Reports		(28°37'43.24" N 81°23'57.72" W) -> (28°37'51.48" N 81°23'49.50" W)						
User Help	Lake Lucien Drive	(28°37'48.97" N 81°23'49.30" W) -> (28°37'51.35" N 81°23'45.13" W)						
 Administration 	N Wymore Road	(28°37'44.93" N 81°23'36.65" W) -> (28°38'16.57" N 81°22'30.39" W)						
System Setup	Seminole State	(28°38'43.99" N 81°24'43.34" W) -> (28°39'00.26" N 81°24'27.89" W)						
System Status	Seminole State	(20 30 43.55 N 01 24 43.54 W) -> (20 35 00.20 N 01 24 21.05 W)						
Asset Monitoring								
System Hotlists								
Import Events								
Manage Units								
Manage Users								
Manage User Groups								
Manage Locations								
Manage Hotlist Formats								
Action								
Create								
Edit								
Delete								

3 Go to the Action column and click **Delete**. A verification message displays.



4 Click **Delete**. A confirmation message displays.

The Location named Seminole State was successfully deleted.



Adding a Location Group

This section describes how to add a new Location Group, which you can, in turn, apply to a new or existing hotlist. A Location Group is simply a record that contains multiple Locations. For more on Location Groups and how they are used in AlertVU, see "Maintaining Locations" on page 192.

The Location Management permission is required to perform this task.



NOTE: In order to enter a Location Group, you must first have some Locations. If you haven't created any Location records yet, see "Adding a Location" on page 192.

1 Go to Administration and click **Manage Locations**. The Manage Locations page displays.

	MANAGE LOCATIONS					
Mobile-Vision, Inc.				mvadmin is logged in. Logout		
▼ Home Menu	Locations	Location Groups				
Home						
Search Events			Loca	tions		
Find Associates			K << < Page 1 of 1 (5	i total records) >>>> >1		
Personal Hotlists		Name	A	Coordinates		
Manual Synch		I4 and Maitl	and Blvd	(28°37'51.79" N 81°23'16.90" W) -> (28°37'54.36" N 81°23'14.58" W)		
Change Password		L3Technologies	Desking lat	, , , , ,		
Reports		-	-	(28°37'43.24" N 81°23'57.72" W) -> (28°37'51.48" N 81°23'49.50" W)		
User Help	Lake Lucien Drive			(28°37'48.97" N 81°23'49.30" W) -> (28°37'51.35" N 81°23'45.13" W)		
 Administration 	N Wymore Road		Road	(28°37'44.93" N 81°23'36.65" W) -> (28°38'16.57" N 81°22'30.39" W)		
System Setup		Seminole	State	(28°38'26.36" N 81°25'42.36" W) → (28°39'10.56" N 81°24'48.90" W)		
System Status				(
Asset Monitoring						
System Hotlists						
Import Events						
Manage Units						
Manage Users						
Manage User Groups						
Manage Locations						
Manage Hotlist Formats						
Action						
Create						

2 Click the Location Groups tab. A list of existing Location Groups displays (if any).



	MANAGE LOCATIONS							
Mobile-Vision, Inc.					mvadmin is logged in. Loqout			
▼ Home Menu	Locations Location Groups							
Home	Location or oups							
Search Events			Location Groups					
Find Associates		× >> >>	Page 1 of 1 (2 total records)	> >> >>				
Personal Hotlists			Name 🛦					
Manual Synch			I-4 Maitland Group					
Change Password								
Reports			Maitland Group					
User Help								
▼ Administration								
System Setup								
System Status								
Asset Monitoring								
System Hotlists								
Import Events								
Manage Units								
Manage Users								
Manage User Groups								
Manage Locations								
Manage Hotlist Formats								
Action								
Create								

3 Go to the Action column and click **Create**. The New Location Group form displays.

	New Loo	atio	n Group		
Name:	0				
Available				Assigned	
Search:	Case		Search:		Case
K << 1 of 1 (5) total	> >> >I		K << <	1 of 1 (0) total	> >> >1
14 and Maitland Blvd					
L3Technologies Parking lot Lake Lucien Drive					
N Wymore Road					
Seminole State		>>			
		<<			
L					
	Save		Cancel		

- 4 Enter a unique name for this Location Group in the *Name* field.
- **5** Go to the *Available* column and click on the Locations you wish to add to the new Location Group.
- 6 Click the ≥ icon located between the two columns. The selected Locations display in the *Assigned* column.

Chapter 3: Hotlists

Maintaining Locations



New Lo	ocation Group
Name: Orlando	
Available	Assigned
Search: Case I Case	Search: Case
L3Technologies Parking lot N Wymore Road	I4 and Maitland Bivd Lake Lucien Drive Seminole State
Save	Cancel

7 Click **Save**. The new Location Group displays on the Location Groups list.

	MANAGE LOCATIONS						
Mobile-Vision, Inc.						mvadmin is logged in. Loqout	
 Home Menu Home 	Locations	Location Groups					
Search Events				Location Groups			
Find Associates			x xx x	Page 1 of 1 (2 total records)	×××		
Personal Hotlists				Name			
Manual Synch							
Change Password				I-4 Maitland Group			
Reports				Maitland Group			
User Help				Orlando			
▼ Administration				Chando			
System Setup							
System Status							
Asset Monitoring							
System Hotlists							
Import Events							
Manage Units							
Manage Users							
Manage User Groups							
Manage Locations							
Manage Hotlist Formats							
Action							
Create							
oroato							

Changing a Location Group

This section describes how to update an existing Location Group. For more on Location Groups and how they are used in AlertVU, see "Maintaining Locations" on page 192.

The Location Management permission is required to perform this task.

1 Go to **Administration** and click **Manage Locations**. The Manage Locations page displays.



	MANAGE LOCATIONS						
Mobile-Vision, Inc.					mvadmin is logge	ed in. <u>Loqout</u>	
▼ Home Menu Home	Locations	Location Groups					
Search Events			Lo	ations			
Find Associates			K K Page 1 of 1	(4 total records)	>> >I		
Personal Hotlists		Name	-		Coordinates		
Manual Synch		I4 and Mait	land Blvd	(28°37'51 70" N 81°2	3'16.90" W) -> (28°37'54.36" N 81°	23'14 58" W)	
Change Password							
Reports		L3Technologie	s Parking lot	(28°37'43.24" N 81°2	3'57.72" W) -> (28°37'51.48" N 81°	23'49.50" W)	
User Help		Lake Luci	en Drive	(28°37'48.97" N 81°2	3'49.30" W) -> (28°37'51.35" N 81°	'23'45.13" W)	
▼ Administration		N Wymore Road			3'36.65" W) -> (28°38'16.57" N 81°	'22'30.39" W)	
System Setup							
System Status							
Asset Monitoring							
System Hotlists							
Import Events							
Manage Units							
Manage Users							
Manage User Groups							
Manage Locations							
Manage Hotlist Formats							
Action							
Crodio							

- 2 Click the **Location Groups** tab. A list of existing Location Groups displays, as pictured on the previous page.
- **3** Click on the Location Group you wish to update.

			MA	NAGE LOCATIONS	
Mobile-Vision, Inc.					mvadmin is logged in. Loqout
▼ Home Menu Home	Locations	Location Groups			
Home Search Events				Location Groups	
Find Associates				-	
Personal Hotlists			K << <	/	
Manual Synch				Name 🔺	
Change Password				I-4 Maitland Group	
Reports				Maitland Group	
User Help				Orlando	
▼ Administration				Chando	
System Setup					
System Status					
Asset Monitoring					
System Hotlists					
Import Events					
Manage Units					
Manage Users					
Manage User Groups					
Manage Locations					
Manage Hotlist Formats					
Action					
Create					
Edit					
Delete					

4 Go to the Action column and click **Edit**. The Location Group Properties form displays.

Chapter 3: Hotlists

Maintaining Locations



Location Group Properties								
Name: Orlando	0							
Available				Assigned				
Search: 1 of 1 (2) total	Case		Search:	 1 of 1 (3) total 	Case			
L3Technologies Parking lot N Wymore Road		>	14 and Mait Lake Lucier Seminole S	n Drive				
		X <						
		<<						
	Save		Cancel					

- **5** To change the name of this Location Group, enter a new value in the *Name* field. Otherwise proceed to the next step.
- **6** To add a new Location to this Location Group, proceed to the next step. Otherwise skip to step 9.
- **7** Go to the *Available* column and click on the Location(s) you wish to add to this Location Group.
- 8 Click the **N** icon located between the two columns. The selected Location(s) display in the *Assigned* column.
- **9** To remove an existing Location from this Location Group, proceed to the next step. Otherwise skip to step 12.
- **10** Go to the *Assigned* column and click on the Location(s) you wish to remove from this Location Group.
- 11 Click the sicon located between the two columns. The selected Location(s) display in the *Available* column.
- 12 Click Save.



Deleting a Location Group

This section describes how to delete a Location Group. For more on Location Groups and how they are used in AlertVU, see "Maintaining Locations" on page 192.

The Location Management permission is required to perform this task.

1 Go to Administration and click Manage Locations. The Manage Locations page displays.

	MANAGE LOCATIONS						
Mobile-Vision, Inc.		mvadmin is logged in. Logout					
▼ Home Menu	Location Groups						
Home							
Search Events		Locations					
Find Associates	K K Pag	e 1 of 1 (4 total records) >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>					
Personal Hotlists	Name 🛦	Coordinates					
Manual Synch	I4 and Maitland Blvd	(28°37'51.79" N 81°23'16.90" W) -> (28°37'54.36" N 81°23'14.58" W)					
Change Password	1 OT sharks a size Deriving lat	(28°37'43.24" N 81°23'57.72" W) -> (28°37'51.48" N 81°23'49.50" W)					
Reports	L3Technologies Parking lot						
User Help	Lake Lucien Drive	(28°37'48.97" N 81°23'49.30" W) -> (28°37'51.35" N 81°23'45.13" W)					
Administration	N Wymore Road	(28*37'44.93" N 81*23'36.65" W) -> (28*38'16.57" N 81*22'30.39" W)					
System Setup							
System Status							
Asset Monitoring							
System Hotlists							
Import Events							
Manage Units							
Manage Users							
Manage User Groups							
Manage Locations							
Manage Hotlist Formats							
Action							
Create							

2 Click the Location Groups tab. A list of existing Location Groups displays.

		MANAGE LOCATIONS						
Mobile-Vision, Inc.						mvadmin is logged in. Logout		
▼ Home Menu	Locations	Location Groups						
Home								
Search Events				Location Groups				
Find Associates			K << <	Page 1 of 1 (2 total records)	X XX X			
Personal Hotlists				Name 🛦				
Manual Synch				I-4 Maitland Group				
Change Password								
Reports				Maitland Group				
User Help				Orlando				
▼ Administration								
System Setup								
System Status								
Asset Monitoring								
System Hotlists								
Import Events								
Manage Units								
Manage Users								
Manage User Groups								
Manage Locations								
Manage Hotlist Formats								
Action								
Create								



3 Click on the Location Group you wish to delete.

			MA	NAGE LOCATI	ONS		
Mobile-Vision, Inc.						mvadmin is logged in.	Logout
▼ Home Menu	Locations	Location Groups	1				
Home		-					
Search Events				Location Groups			
Find Associates			× × ×	Page 1 of 1 (3 total records)	> >> >>		
Personal Hotlists				Name 🛦			
Manual Synch				I-4 Maitland Group			
Change Password							
Reports				Maitland Group			
User Help				Orlando			
 Administration 							
System Setup							
System Status							
Asset Monitoring							
System Hotlists							
Import Events							
Manage Units							
Manage Users							
Manage User Groups							
Manage Locations							
Manage Hotlist Formats							
Action							
Create							
Edit							
Delete							

4 Go to the Action column and click **Delete**. A verification message displays.



5 Click **Delete**. A confirmation message displays.

The Location Group named Orlando successfully deleted.

4

Units

There are two types of AlertVU units: *mobile* and *fixed*. Mobile units are installed in a vehicle, such as a patrol car. Fixed units are installed on a stationary device, such as a pole, traffic light, street sign, or even a towable trailer. Both varieties connect to a PC of some kind. Mobile units connect to a mobile data computer, and fixed units connect to a laptop. These PCs control and transmit plate reads to the server via the AlertVU PC applications. For more information on these applications, see "In-Unit PC Applications" in chapter 1.

Each of your AlertVU units has a corresponding record entered in AlertVU Back Office. These records store all the information required for successful communication between your AlertVU units and the server. They are created automatically by the system whenever it discovers a new (i.e., unknown) device on the network. There are two discovery methods available:

- □ *TCP Ping*. By default, a TCP "ping" command is used to test whether a specific unit is reachable across the network. This method requires that you specify a range or ranges of IP addresses that the AlertVU server should search. For more information, see "Maintaining IP Address Ranges" on page 228.
- □ UDP Broadcast. This method instructs the server to listen for UDP Unicast "hello" messages sent by the AlertVU Mobile unit on a specified UDP Listen Port. By default, AlertVU Mobile units send out this UDP Unicast message to the server's IP address every five seconds.

If neither of these discovery methods works for your particular network configuration, you can use an alternate form of unit-to-server communication called *Passive Download Mode*. With *Passive Download Mode*, the in-car or fixed *AlertVU unit*, rather than the *AlertVU server*, initiates communication. Simply put, the AlertVU unit *pushes* plate capture data out to the server and *pulls* updated hotlists down from the server.

Your AlertVU units typically communicate with the server via a wireless connection. If, for some reason, you lose your wireless connection for a prolonged period of time, you can also transmit events to the server using a manual procedure. For more on this topic, see "Manually Synchronizing Your Unit with the Server" on page 215.

For more information, see:

- □ Searching for a Unit, next page
- □ Changing a Unit, page 210
- Deleting a Unit, page 213
- □ Manually Synchronizing Your Unit with the Server, page 215
- □ Download options, page 221
- □ Maintaining IP Address Ranges, page 228 (Continued)



- □ Viewing Your Units' Status, page 234
- □ Customizing the Asset Monitoring Page, page 235.

Searching for a Unit

This section describes how to search for an existing AlertVU unit record by one or more of the following fields: *Unit Name*, *Last known IP*, *Serial Number*, *Status*, and/or *Version*.

1 Go to **V** Administration and click **Manage Units**. The Unit Search Results page displays.

B Mobile-Vision, Ir	ic.			admin is logge	ed in. <u>Loqout</u>
▼ Home Menu			Units		
Home		K << < P	Page 1 of 2 (24 total records)]Q	
Search Events	Unit Name 🛦	Last Known IP	Serial Number	Status	Version
Remote Search Find Associates	0	0	0	Enabled 🗸 🥜	× (
Personal Hotlists Manual Synch	E Doubletree / N Scottsdale Rd	166.241.188.115	4475c678-eb8b-45ab-b056-3be89dce1fe0	Enabled	3.1.3
Change Password	E Doubletree Ranch / Tatum	166.241.188.123	c9fd1f8e-d32a-475f-a9c1-56bc080b9fc6	Enabled	3.1.3
Reports User Help	E Lincoln / N 36th - EB Lincoln	166.241.188.118	91ba04b8-c89e-4994-a175-ea5b279edb5e	Enabled	3.1.3
▼ Administration	E Lincoln / N 36th - SB 36th	166.241.188.121	0021cc3b-edc8-47a5-ba5b-254a47292546	Enabled	3.1.3
System Setup	E Lincoln / Scottsdale Rd	166.241.188.116	d4507921-aa36-4847-89d3-83c23cb53131	Enabled	3.1.3
System Status Asset Monitoring	ESTANFORDATN40T	166.241.171.215	5f93a29a-65fa-400f-99cc-7e17abace346	Enabled	3.1.3
System Hotlists	E Stanford / N 32nd	166.241.188.120	4a4c5824-69b0-425c-8042-d3370d44aebf	Enabled	3.1.3
Import Events Manage Units	E Stanford / N 40th	166.241.171.215	7f6dab9e-2070-4058-8fcd-80236f0516bc	Enabled	3.1.3
Manage Users	McDonald / Scottsdale	166.241.188.113	0a5d2f9f-01e8-422d-b3a4-877ac5b8dd3b	Enabled	3.1.3
Manage User Groups	N 40th S of Stanford	166.241.188.122	96556f31-7861-4a18-b313-00e356549421	Enabled	3.1.3
Manage Locations Manage Hotlist Formats	N 64th / Camelback	166.241.171.214	51a9cf99-dbeb-4d01-8cd3-53c095fd102f	Enabled	3.1.3
Action Manage IP Addresses	Tatum / McDonald EB McDonald	166.241.171.213	ebf44d6e-744d-4d4b-aaa4-87dc3799ae12	Enabled	3.1.3
Reassign Unit Data	Tatum / McDonald - NB Tatum	166.241.188.114	e71a53bf-38d3-4650-a289-6878fc1551b4	Enabled	3.1.3
	Tatum / Shea	166.241.188.117	2c431277-4ac0-40c7-bfd4-8dfbec7b25a6	Enabled	3.1.3
	Unit 45	10.5.45.100	c0206805-5709-4407-8f79-e74fca6ecb45	Enabled	3.1.3
	Unit 46	10.5.46.100	6b065529-b430-45e4-a0ac-d1e7e1e2062e	Enabled	3.1.3
	Unit 48	10.5.48.100	f54adbde-4cfe-4d43-b764-759d6fe72164	Enabled	3.1.3
	Unit 49	10.5.49.101	4749f478-d59d-4038-ac40-018e26da94fa	Enabled	3.1.3
	Unit 50	10.5.50.102	767c2fde-373c-415d-972d-07eb50718709	Enabled	3.1.3
	Unit 51	10.5.51.100	c9c73822-4717-4126-b42b-6d9d15085769	Enabled	3.1.3

2 Enter/select the field values you wish to search on, as described in the following table.

Search Field	Description
Unit Name	Limits your search to the AlertVU unit that has this name.
Last Known IP	Limits your search to the AlertVU unit that last used this IP address.
Serial Number	Limits your search to the AlertVU unit that has this internal software serial number. Note : This is the <i>software</i> serial number, <i>not</i> the hardware serial number found on the outside of the AlertVU unit.
Status	Limits your search to those AlertVU units that have a status of either Enabled (in use) or Disabled (not in use). <i>Select a status from the drop-down list provided</i> .
Version	Limits your search to those AlertVU units that have this software version. <i>Select a version number from the drop-down list provided</i> .

After you enter a search value, the system will automatically display those records that match your search criteria.

				admin is logge	ed in. <u>Loqout</u>
▼ Home Menu			Units		
Home		K << <	Page 1 of 1 (7 total records)		
Search Events	Unit Name 🛦	Last Known IP	Serial Number	Status	Version
Remote Search Find Associates	E	0	0	Enabled 🗸 🥝	V 0
Personal Hotlists Manual Synch	E Doubletree / N Scottsdale Rd	166.241.188.115	4475c678-eb8b-45ab-b056-3be89dce1fe0	Enabled	3.1.3
Change Password	E Doubletree Ranch / Tatum	166.241.188.123	c9fd1f8e-d32a-475f-a9c1-56bc080b9fc6	Enabled	3.1.3
Reports User Help	E Lincoln / N 36th - EB Lincoln	166.241.188.118	91ba04b8-c89e-4994-a175-ea5b279edb5e	Enabled	3.1.3
▼ Administration	E Lincoln / N 36th - SB 36th	166.241.188.121	0021cc3b-edc8-47a5-ba5b-254a47292546	Enabled	3.1.3
System Setup	E Lincoln / Scottsdale Rd	166.241.188.116	d4507921-aa36-4847-89d3-83c23cb53131	Enabled	3.1.3
System Status Asset Monitoring	E Stanford / N 32nd	166.241.188.120	4a4c5824-69b0-425c-8042-d3370d44aebf	Enabled	3.1.3
System Hotlists Import Events	E Stanford / N 40th	166.241.171.215	7f6dab9e-2070-4058-8fcd-80236f0516bc	Enabled	3.1.3
Manage Units					
Manage Users					
Manage User Groups					
Manage Locations Manage Hotlist Formats					
Action					
Manage IP Addresses					
Reassign Unit Data					





Changing a Unit

This section describes how to update an existing unit record. Perform this task when you need to:

- □ Change a unit's name
- □ Disable a unit that is no longer in service
- □ Change a unit's *type* (i.e., *mobile* vs. *fixed*)
- \Box Add a camera to a unit.
- **1** Search for and select the unit you wish to update. (If necessary, review "Searching for a Unit" on page 208.)
- 2 Click on the unit record to highlight it.

				admin is logg	ed in. <u>Loqout</u>
▼ Home Menu			Units		
Home		K << <	Page 1 of 1 (7 total records)	21 0	
Search Events	Unit Name 🛦	Last Known IP	Serial Number	Status	Version
Remote Search Find Associates	E 🔮	166	0 0	Enabled 🗸 🥝	V 0
Personal Hotlists Manual Synch	E Doubletree / N Scottsdale Rd	166.241.188.115	4475c678-eb8b-45ab-b056-3be89dce1fe0	Enabled	3.1.3
Change Password	E Doubletree Ranch / Tatum	166.241.188.123	c9fd1f8e-d32a-475f-a9c1-56bc080b9fc6	Enabled	3.1.3
Reports User Help	E Lincoln / N 36th - EB Lincoln	166.241.188.118	91ba04b8-c89e-4994-a175-ea5b279edb5e	Enabled	3.1.3
▼ Administration	E Lincoln / N 36th - SB 36th	166.241.188.121	0021cc3b-edc8-47a5-ba5b-254a47292546	Enabled	3.1.3
System Setup	E Lincoln / Scottsdale Rd	166.241.188.116	d4507921-aa36-4847-89d3-83c23cb53131	Enabled	3.1.3
System Status Asset Monitoring	E Stanford / N 32nd	166.241.188.120	4a4c5824-69b0-425c-8042-d3370d44aebf	Enabled	3.1.3
System Hotlists	E Stanford / N 40th	166 241 171 215	7f6dab9e-2070-4058-8fcd-80236f0516bc	Enabled	313
Import Events		100.211.111.210		Lindbiod	0.1.0
Manage Units					
Manage Users					
Manage User Groups					
Manage Locations					
Manage Hotlist Formats					
Action					
Manage IP Addresses	1				
Reassign Unit Data					
Reset Hotlist					
Edit					
Delete	-				

3 Go to the Action column and click **Edit**.

– OR –

Right-click on the record, then select **Edit** from the popup menu. The Edit Unit popup displays.



	511 I. IN 1991	0
Unit Name:	E Lincoln / N 36th - SB 3€	v
Last Known IP:	166.241.188.121	0
Version:	3.1.3	0
Status:	Enabled 🗸 🥝	
Unit Type:	Fixed 🗸 🥝	
Add Camera]	
Camera 1		
Lane ID: 1	Label: Lincoln - 36th -	×
		-

The fields on this form are described below.

	Edit Unit
Field	Description
Unit Name	The name used throughout the AlertVU Back Office application to reference this unit (e.g., Unit 146).
Last Known IP	The unit's current IP address. This number identifies the unit to the server. <i>Display only field</i> .
Version	The version of the L3 Mobile-Vision transmission software that is installed on this unit. Note : If this is a mobile unit, this version is for L3 Mobile-Vision's transmission software, <i>not</i> the AlertVU Mobile applica- tion. <i>Display only field</i> .
Status	 A system setting that determines whether or not wireless data transmissions are allowed for this unit: <i>Enabled</i> (default). The system will automatically transfer data to and from this unit. <i>Disabled</i>. The system will <i>not</i> transfer data to and from this unit. <i>Select this value from the drop-down list provided</i>.
Unit Type	 The type of unit this is: <i>Mobile</i>. A unit that is installed inside a vehicle, such as a police cruiser. <i>Fixed</i>. A unit that is mounted to a stationary device, such as a pole. Select this value from the drop-down list provided.

- **4** To change the unit's name, enter a new value in the *Unit Name* field. Otherwise proceed to the next step.
- **5** To change the unit's status (i.e., *enabled* vs. *disabled*), proceed to the next step. Otherwise skip to step 7.



6 Go to the *Status* drop-down list:

To *enable* the unit so that it will automatically transfer data to/from the server, select **Enabled**.

– OR –

To *disable* the unit so that it will *not* automatically transfer data to/from the server, select **Disabled**.

- 7 To change the unit's type (i.e., *mobile* vs. *fixed*), proceed to the next step. Otherwise skip to step 9.
- **8** Go to the *Unit Type* drop-down list:

If this unit is installed in a vehicle, such as a police cruiser, select Mobile.

– OR –

If this unit is attached to a stationary device, such as a pole, select Fixed.

- **9** To add a camera to this unit, proceed to the next step. Otherwise skip to step 13.
- Adding a Camera 10 Click Add Camera. A new camera row displays. The required *Lane ID* and *Label* values can be found in the L3 AlertVU Mobile Administration application, which is installed on the unit's mobile data computer.

Came La	ra 1 ne ID:	Label		×			
₹.	Lai	nes S	etup				×
St	ation Name	STA	TION				
Ca	mera Mode	Mot	ile Camera	~	1		
Cou	ntry or State	New	/ Jersey	~]		
Lane 1 Lane 2	Lane 3	Lane	e 4				
Lane Video Input	Yuan Card						~
Lane Description	Front Color						
ALPR Camera	TW6802 PC	I, Ana	log Capture (#03	3)@4	~	NTSC	~
Overview Camera	None				~		¥
Min. Confidence	50 %	-	Plate Area I	Min.		800	-
			Plate Area M	Nax.	1	10000	-
			Traffic Spe	ed	N	lormal	~
			 OI 	ĸ	3	X Can	cel

To display the Lanes Setup screen pictured here, first proceed to the AlertVU unit and login to AlertVU Mobile as an Admin user. Next, click the **ALPR** button at the top of the page.



- **11** Enter the camera's lane number in the *Lane ID* field (1 4).
- **12** Enter the camera's lane description in the *Label* field.
- 13 Click Save.



Deleting a Unit

This section describes how to permanently remove a unit record from the server. You can only delete a unit that does not have any event records associated with it.

1 Go to **V** Administration and click **Manage Units**. The Unit Search Results page displays.

				admin is logg	ed in. <u>Loqout</u>
▼ Home Menu	1 k		Units		
Home		K K K P	age 1 of 2 (24 total records)] Q	
Search Events	Unit Name 🛦	Last Known IP	Serial Number	Status	Version
Remote Search Find Associates	0	0	0	Enabled 🗸 🥜	✓ Ø
Personal Hotlists Manual Synch	E Doubletree / N Scottsdale Rd	166.241.188.115	4475c678-eb8b-45ab-b056-3be89dce1fe0	Enabled	3.1.3
Change Password	E Doubletree Ranch / Tatum	166.241.188.123	c9fd1f8e-d32a-475f-a9c1-56bc080b9fc6	Enabled	3.1.3
Reports User Help	E Lincoln / N 36th - EB Lincoln	166.241.188.118	91ba04b8-c89e-4994-a175-ea5b279edb5e	Enabled	3.1.3
 Administration 	E Lincoln / N 36th - SB 36th	166.241.188.121	0021cc3b-edc8-47a5-ba5b-254a47292546	Enabled	3.1.3
System Setup System Status	E Lincoln / Scottsdale Rd	166.241.188.116	d4507921-aa36-4847-89d3-83c23cb53131	Enabled	3.1.3
Asset Monitoring	ESTANFORDATN40T	166.241.171.215	5f93a29a-65fa-400f-99cc-7e17abace346	Enabled	3.1.3
System Hotlists	E Stanford / N 32nd	166.241.188.120	4a4c5824-69b0-425c-8042-d3370d44aebf	Enabled	3.1.3
Import Events Manage Units	E Stanford / N 40th	166.241.171.215	7f6dab9e-2070-4058-8fcd-80236f0516bc	Enabled	3.1.3
Manage Users	McDonald / Scottsdale	166.241.188.113	0a5d2f9f-01e8-422d-b3a4-877ac5b8dd3b	Enabled	3.1.3
Manage User Groups	N 40th S of Stanford	166.241.188.122	96556f31-7861-4a18-b313-00e356549421	Enabled	3.1.3
Manage Locations Manage Hotlist Formats	N 64th / Camelback	166.241.171.214	51a9cf99-dbeb-4d01-8cd3-53c095fd102f	Enabled	3.1.3
Action Manage IP Addresses	Tatum / McDonald EB McDonald	166.241.171.213	ebf44d6e-744d-4d4b-aaa4-87dc3799ae12	Enabled	3.1.3
Reassign Unit Data	Tatum / McDonald - NB Tatum	166.241.188.114	e71a53bf-38d3-4650-a289-6878fc1551b4	Enabled	3.1.3
	Tatum / Shea	166.241.188.117	2c431277-4ac0-40c7-bfd4-8dfbec7b25a6	Enabled	3.1.3
	Unit 45	10.5.45.100	c0206805-5709-4407-8f79-e74fca6ecb45	Enabled	3.1.3
	Unit 46	10.5.46.100	6b065529-b430-45e4-a0ac-d1e7e1e2062e	Enabled	3.1.3
	Unit 48	10.5.48.100	f54adbde-4cfe-4d43-b764-759d6fe72164	Enabled	3.1.3
	Unit 49	10.5.49.101	4749f478-d59d-4038-ac40-018e26da94fa	Enabled	3.1.3
	Unit 50	10.5.50.102	767c2fde-373c-415d-972d-07eb50718709	Enabled	3.1.3
	Unit 51	10.5.51.100	c9c73822-4717-4126-b42b-6d9d15085769	Enabled	3.1.3

- **2** Locate the unit record you wish to delete. If you have a large number of records to scan through, see "Searching for a Unit" on page 208.
- **3** Click on the unit record to highlight it.





Mobile-Vision, Ir	ю.			admin is logg	ed in. <u>Loqout</u>
▼ Home Menu			Units		
Home		K << <	Page 1 of 1 (7 total records)	T Q	
Search Events	Unit Name 🛦	Last Known IP	Serial Number	Status	Version
Remote Search Find Associates	EØ	166	0	Enabled 🗸 🥥	
Pino Associates Personal Hotlists Manual Synch	E Doubletree / N Scottsdale Rd	166.241.188.115	4475c678-eb8b-45ab-b056-3be89dce1fe0	Enabled	3.1.3
Change Password	E Doubletree Ranch / Tatum	166.241.188.123	c9fd1f8e-d32a-475f-a9c1-56bc080b9fc6	Enabled	3.1.3
Reports	E Lincoln / N 36th - EB				
User Help	Lincoln	166.241.188.118	91ba04b8-c89e-4994-a175-ea5b279edb5e	Enabled	3.1.3
Administration	E Lincoln / N 36th - SB 36th	166.241.188.121	0021cc3b-edc8-47a5-ba5b-254a47292546	Enabled	3.1.3
System Setup	E Lincoln / Scottsdale Rd	166.241.188.116	d4507921-aa36-4847-89d3-83c23cb53131	Enabled	3.1.3
System Status	E Stanford / N 32nd	166.241.188.120	4a4c5824-69b0-425c-8042-d3370d44aebf	Enabled	3.1.3
Asset Monitoring System Hotlists					Contraction of the second s
Import Events	E Stanford / N 40th	166.241.171.215	7f6dab9e-2070-4058-8fcd-80236f0516bc	Enabled	3.1.3
Manage Units					
Manage Users					
Manage User Groups					
Manage Locations					
Manage Hotlist Formats					
Action					
Manage IP Addresses					
Reassign Unit Data					
Reset Hotlist					
Edit					
Delete					

4 Go to the Action column and click **Delete**.

– OR –

Right-click on the record, then select **Delete** from the popup menu.

A confirmation message displays.



5 Click **Delete**. The system removes the selected record from the unit list.



Manually Synchronizing Your Unit with the Server

Mobile units only As long as a unit is within signal range of the wireless network, all newly captured event records will automatically transmit to the server without any action on your part. Similarly, the system will automatically push updated hotlists out to the unit, assuming that the required system settings are selected. However, in the event that a unit loses its wireless signal for a prolonged period of time, you may need to manually transfer data to/from the server, as described in this section.

1 Go to **V** Home Menu and click **Manual Sync**. The Manual Sync page displays.

	MANUAL SYNCH		
Mobile-Vision, Inc.		mvadmin is logged	in. <u>Loqout</u>
Home Menu Home Search Events Remote Search	To synch hotlists and events via your media, please complete the following steps: Connect the media to this computer (USB stick, card reader, etc.). Wait about 15 seconds for the computer to recognize the device. Click the 'Synch Hotlists & Events' button below.		
Find Associates			
Personal Hotlists	Filename	Status	
Manual Synch			
Change Password			
Reports			
User Help			
Action Cancel			
	Synch Hotlists & Events Push 'Synch Hotlists & Events' to begin file transfer		

2 If this is your first manual sync, insert a blank, formatted USB drive into a free USB port on your PC.

– OR –

If this is *not* your first manual sync, insert the USB drive that you used for your last manual sync into a free USB port on your PC.

Wait 15 seconds, then proceed to the next step.

3 Click the **Sync Hotlists & Events** button. The system searches the application for updated hotlists that are flagged for unit updates (i.e., hotlists in which the *Update Units* checkbox is selected).



One of two messages display:

	Select an Option	
Message 1	No formatted device found. Would you li Yes No	ke to format an attached device now?
Message 2	No Files Found X i No event packages found for transfer.	

- \Rightarrow If *Message 1* displays, proceed to the next step.
- \Rightarrow If *Message 2* displays, skip to step 6.
- 4 Click Yes. A drop-down list displays.

D:\	D: \

5 Select your USB drive from the drop-down list, then click **OK**. The following message displays.

No Files Found	
i No event packages found for tr	ansfer.
ОК	

6 Click OK. The system copies the hotlist files to your USB drive.



	MANUAL S	YNCH
Mobile-Vision, Inc.		mvadmin is logged in. Logout
Home Menu Home Search Events Remote Search	To synch hotlists and events via your media, please complete Connect the media to this computer (USB stick, card re- Wait about 15 seconds for the computer to recognize the Click the Synch Hotlists & Events' button below.	ader, etc.).
Find Associates		Chatha
Personal Hotlists	Filename	Status
lanual Synch	135420656_3_true_10-Most-Wanted.zip 135421504 3 true National-BOFO.zip	Complete
hange Password eports	135421564_5_Bude_National-BOPO.zip	Complete
Action ancel		
	Synch Hotlists & Eve	nts
	Ready	

- **7** Remove the USB drive from your PC.
- **8** Proceed to the AlertVU unit.
- **9** Insert the USB drive into a free USB port on the mobile data computer or laptop.
- **10** Navigate to the **mobile_alpr** folder and double-click on it.



 ★ Favorites ■ Desktop ▲ Downloads ③ Recent Places ➢ Libraries ③ Documents ④ Music ■ Pictures ■ Videos ✔ Homegroup 	Name AxNve.bt Uninstall.exe ANPR ProgramData ProgramData ProgramFiles Windows DPIDriver fb	Date created: 9/29/20 Size: 91.3 MB Folders: inistall4, 3rdf Files: uninstall.exe	Date modified 8/16/2012 10:18 AM 12/16/2011 4:13 PM 12/13/2012 11:06 12/3/2012 3:43 PM 12/3/2012 3:42 PM 11 10:46 AM Party, bin, certs, conf, lib	Type Text Document Application File folder File folder File folder	Size 1 KB 145 KB	
Downloads Elbraries Libraries Occuments Music Elprictures El Videos	 winistall.exe ANPR ProgramData mobile_alpr Program Files Windows DPIDriver fb 	Size: 91.3 MB Folders: .install4j, 3rdF	12/16/2011 4:13 PM 12/13/2012 11:06 12/3/2012 3:43 PM 12/3/2012 3:42 PM 11 10:46 AM	Application File folder File folder File folder r		
 Recent Places Libraries Documents Music Pictures Videos 	ANPR ProgramData ProgramData Program Files Windows DPIDriver	Size: 91.3 MB Folders: .install4j, 3rdF	12/13/2012 11:06 12/3/2012 3:43 PM 12/3/2012 3:42 PM 11 10:46 AM	File folder File folder File folder	145 KB	
 ↓ Libraries ☐ Documents ↓ Music ☐ Pictures ☐ Videos 	ProgramData mobile_alpr Program Files Windows DPIDriver fb	Size: 91.3 MB Folders: .install4j, 3rdF	12/3/2012 3:43 PM 12/3/2012 3:42 PM 11 10:46 AM	File folder File folder Fr		
Documents Music Pictures Videos	 mobile_alpr Program Files Windows DPIIDriver fb 	Size: 91.3 MB Folders: .install4j, 3rdF	12/3/2012 3:42 PM 11 10:46 AM	File folder		
Documents Music Pictures Videos	 Program Files Windows DPIIDriver fb 	Size: 91.3 MB Folders: .install4j, 3rdF	11 10:46 AM)er er		
Music Fictures Videos	Windows DPIDriver b	Size: 91.3 MB Folders: .install4j, 3rdF		er er		
Videos	🍌 fb		arcy, bin, cero, com, ne			
		And a second sec		er er		
🐉 Homegroup			12/20/2011 4:02 AM	File tolder		
8 Homegroup	🅌 .install4j		12/19/2011 5:10 PM	File folder		
	🍶 fbinstall		12/19/2011 5:08 PM	File folder		
	🎍 Users		12/19/2011 5:07 PM	File folder		
U Computer	퉲 var		12/19/2011 5:04 PM	File folder		
🕌 Local Disk (C:)	퉲 jre		12/19/2011 4:52 PM	File folder		
	🍌 bupc		9/21/2011 11:54 AM	File folder		
Network	🍌 PTBurnJobs		8/9/2011 1:20 PM	File folder		
	🍌 Intel		7/27/2011 3:12 PM	File folder		
	🍌 Drivers		7/27/2011 3:10 PM	File folder		
	🍌 PerfLogs		7/13/2009 10:37 PM	File folder		

11 Double-click on the **bin** folder.

Organize 👻 🔚 Open 🛛 Include in library 🔻	Share with 🔻	New folder				800	*	?
🔆 Favorites	Name	~	Date modified	Туре	Size			
C Desktop	🍶 .install4j		12/3/2012 3:44 PM	File folder				
Downloads	3rdParty		12/3/2012 3:42 PM	File folder				
📃 Recent Places	🔒 bin		12/13/2012 11:06	File folder				
Libraries Documents Music Pictures Videos Homegroup Computer Local Disk (C:) Network	 certs conf lib logs synch transfers uninstall.exe 	Date created: 9/29/2011 1 Size: 190 kg Files: alpr_env.bat, alpr-m		g.bat, ler File folder File folder File folder Application	145	KB		

12 Double-click on the **manualSync.bat** file.

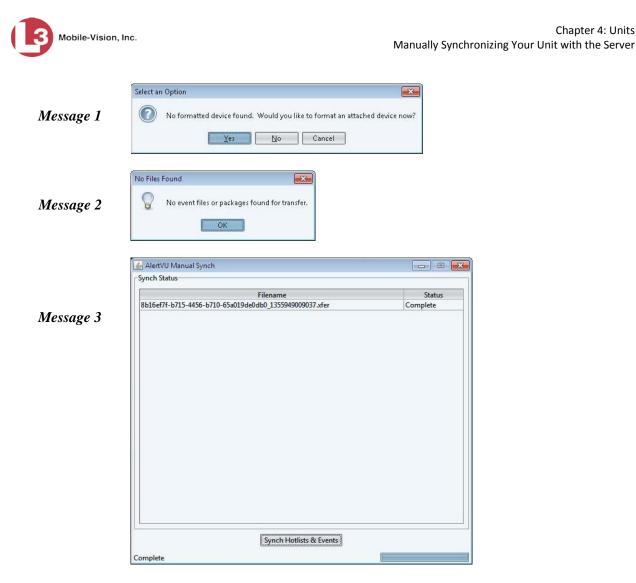


Organize 🔻 🛅 Open Print I	New folder			8	• •	
👉 Favorites	Name	Date modified	Туре	Size		
Nesktop	🚳 alpr_env.bat	11/15/2012 4:49 PM	Windows Batch File	1 KB		
\rm Downloads	🔜 alpr-mobile-service.exe	11/15/2012 4:49 PM	Application	137 KB		
📃 Recent Places	🚳 config.bat	11/15/2012 4:49 PM	Windows Batch File	1 KB		
	igetAlertVuUser.bat	11/15/2012 4:49 PM	Windows Batch File	1 KB		
a Libraries	🚳 manualSynch.bat	11/15/2012 4:49 PM	Windows Batch File	1 KB		
📑 Documents	🚳 runAlprAsApp.bat	11/15/2012 4:49 PM	Windows Batch File	1 KB		
👍 Music		: Windows Batch File 284 bytes	Application	52 KB		
E Pictures		modified: 11/15/2012 4:49 PM				
😸 Videos	Nananakana					
💐 Homegroup						
Computer						
Computer						
Computer						

13 Click the **Synch Hotlists & Events** button.

Status		
	Filename	Statu
	Synch Hotlists & Events	

Next, you will see one of three messages.



- \Rightarrow If *Message 1* displays, proceed to the next step.
- \Rightarrow If *Message 2* displays, skip to step 16.
- \Rightarrow If *Message 3* displays, skip to step 17.
- 14 Click Yes. A drop-down list displays.
- **15** Select your USB drive from the drop-down list, then click **OK**.
- \Rightarrow If *Message 2* displays, proceed to the next step.
- \Rightarrow If *Message 3* displays, skip to step 17.

16 Click **OK**. **End of Procedure**.

- **17** Remove the USB drive from the mobile data computer or laptop.
- **18** Return to your precinct and login to the AlertVU Back Office application again.
- **19** Go to **V** Home Menu and click **Manual Sync**. The Manual Sync page displays.



	MANUAL SYNCH	
Mobile-Vision, Inc.		mvadmin is logged in. Loqout
V Home Menu Home Search Events Remote Search Find Associates Personal Hotlists Manual Synch Change Password Reports User Help Administration Action Cancel	To synch hotlists and events via your media, please complete the following steps: Connect the media to this computer (USB stick, card reader, etc.). Wait about 15 seconds for the computer to recognize the device. Click the 'Synch Hotlists & Events' button below.	Status
	Synch Hotlists & Events Push 'Synch Hotlists & Events' to begin file transfer	

- **20** Insert the USB drive into an available USB port on your PC. Wait 15 seconds, then proceed to the next step.
- **21** Click the **Sync Hotlists & Events** button. The system copies the event files to the server.
- **22** Remove the USB drive from the PC.

Download Options

A "download" is the process by which event records are transferred from your Alert-VU units to the server. At system start-up, your System Implementation Specialist (SIS) will help you select the download settings that are appropriate for your agency. After that, you need only change these settings on an "as needed" basis.

For specific instructions, see:

- □ Changing Download Options, next page
- □ Resetting Download Options, page 225
- □ Updating Hotlists in a Unit, page 227.



Changing Download Options

This section describes how to change download options as needed. For more on AlertVU's download feature, see the previous section.

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.

Mobile-Vision, Inc		Syst	EM SETU		
				inva	dmin is logged in. Logout
▼ Home Menu	Precinct System Settings	Security Settings	Iodules DVD		
Home					
Search Events	Precinct Info Logos				
Remote Search			Precinct		
Find Associates		Contraction -			
Personal Hotlists Manual Synch		The second diversion of the se	of 1 (2 total records)	<u>></u> >> >1	
Change Password	Precinct Name 🔺	Phone Number	IP Address	Local Access	Last Comm Date
Reports	MVI-Leslie-Documentation	480-948-7418	Local	false	Local
User Help	Remote Precinct #1	1231231234	192.168.110.73	false	11/30/2015 14:13
 Administration 					
System Setup					
System Status					
Asset Monitoring					
System Hotlists					
Import Events					
Manage Units					
Manage Users					
Manage User Groups					
Manage User Groups Manage Locations					
Manage User Groups Manage Locations					
Manage User Groups Manage Locations Manage Hotlist Formats					

2 Click the **System Settings** tab.

Mobile-Vision, Inc				ТЕМ		-	mvadmin is logged in.	Logout
▼ Home Menu	Precinct System	Settings Securit	y Settings	Modules	DVD			
Home	4							
Search Events	Storage Machines	System Options	Backup	Downloa	d Options	Event Exporter	Asset Monitoring	
Remote Search								-
Find Associates				Storage Ma				
Personal Hotlists	Interr	ial Path		External JP	'G URI		Status	
Manual Synch	/fbdata/01		/stream01				Enabled	
Change Password								
Reports								
User Help								
▼ Administration								
System Setup								
System Status								
Asset Monitoring								
System Hotlists								
Import Events								
Manage Units								
Manage Users Manage User Groups								
Manage User Groups Manage Locations								
Manage User Groups Manage Locations								
Manage User Groups Manage Locations Manage Hotlist Formats								



3 Click the **Download Options** tab.

Mobile-Vision, Inc	nc. mvadmin is logged in. Logout	6 ² .0 7 10
Home Menu Home Search Events Remote Search Find Associates Personal Hotlists Manual Synch Change Password Reports User Help Administration System Status Asset Monitoring System Hotlists Import Events Manage Users Manage Users Manage Locations Manage Locations Astein Edit Restore Defaults	Precinct System Settings Security Settings Modules DVD Storage Machines System Options Backup Download Options Event Exporter Aeset Monitoring Passive Download Mode: @ Discover Mode: Ping V Options Create Unit Automatically: @ Maximum Number of Downloads: 5 @ Yeb Service Port: 8443 @ UDP Listen Port: 9003 @ Batch Download Timeout: 5 @	

4 Go to the Action column and click Edit. The Download Options popup displays.

Passive Download Mode: Discover Mode:		0
Create Unit Automatically:	•	
Maximum Number of Downloads:	5	0
Web Service Port:	8443	6
UDP Listen Port:	9003	G
Batch Download Timeout:	5	0

The Download options are described in the table on the next page.



	Download Options
Passive Download Mode	An alternate form of unit-to-server communication in which the in-car or fixed <i>AlertVU unit</i> , rather than the <i>AlertVU server</i> , initiates communication. With this type of communication, the AlertVU unit <i>pushes</i> plate capture data out to the server and <i>pulls</i> updated hotlists down from the server.
Discovery Mode	The discovery method that your server will use to initiate event downloads from AlertVU units. There are two dis- covery methods: <i>TCP ping</i> (default) and <i>UDP Broadcast</i> . For a description of these methods, see page 207. WARNING: Do not change this setting unless instructed to
	do by your agency's Network Administrator or by an L3 Mobile-Vision Support Representative.
Create Unit Automatically	 A checkbox used to indicate whether or not you want the system to automatically create a new unit record whenever it discovers a new AlertVU unit on the network. ☑ Create a new unit record whenever the system discovers a new AlertVU unit □ Do <i>not</i> create a new unit record whenever the system discovers a new AlertVU unit
Maximum Number of Downloads	The total number of AlertVU units that the server is allowed to download from at the same time.
Web Service Port	The port that the downloader service uses to communicate with the AlertVU units.
UDP Listen Port (UDP Discovery Method only)	The port that the downloader service will listen to for incoming UDP announcements from AlertVU units when using UDP Discovery.
Batch Download Timeout	The number of minutes that must elapse before the down- loader will disconnect and try downloading an events file again. By limiting this time period, you prevent the system from "hanging" for a long period of time after a failed download attempt. You also prevent the system from downloading a file when there is a connectivity issue between the AlertVU server and the LPR client.

- **5** Enter/select your desired changes.
- 6 Click Save.



- 7 If you selected *Passive Download Mode*, you will also need to:
 - Restart your AlertVU server. If you are not familiar with this procedure, contact L3 Mobile-Vision Support for assistance.
 - □ Change the Communication Settings for each of your AlertVU units. See **NOTE** below.



NOTE: Whenever you change the download method to *Passive Download Mode*, you have to reconfigure all of your AlertVU units, as described in "Method 2: Passive Download Mode" in the *AlertVU Mobile Administrator's Guide*. Begin with step 2, "Configure the MDC."

Resetting Download Options

This section describes how to reset your download options to the system defaults. For more on AlertVU's download feature, see "Download Options" on page 221.

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.

					mva	idmin is logged in. <u>Loqou</u>
▼ Home Menu	Precinct	System Settings	Security Settings	Nodules DVD		
Home						
Search Events	Precinct Info	Logos				
Remote Search				Precinct		
Find Associates				- Andrew State Sta		
Personal Hotlists		- It	CIXXIX Page 1	of 1 (2 total records)	> >> >1	
Manual Synch	Pre	cinct Name 🔺	Phone Number	IP Address	Local Access	Last Comm Date
Change Password Reports	MVI-Leslie-Do	cumentation	480-948-7418	Local	false	Local
Kepons User Help	Remote Preci	aat #1	1231231234	192,168,110,73	false	11/30/2015 14:13
	Remote Frech	101 #1	1231231234	192.100.110.75	Idise	11/30/2013 14.13
 Administration 						
System Setup						
System Status						
Asset Monitoring						
System Hotlists						
Import Events						
Manage Units						
Manage Users						
Manage User Groups						
Manage Locations						
Manage Hotlist Formats						
Action						
Action New						

2 Click the System Settings tab.



Mobile-Vision, Inc.			i	Sys	тем а	SETU	JP		
								mvadmin is logged in.	Logout
▼ Home Menu	Precinct	System Settings	Security S	ettings	Modules	DVD			
Home					Y		-	Ŷ	n .
Search Events	Storage Mach	hines System	Options	Backup	Download	d Options	Event Exporter	Asset Monitoring	
Remote Search					Storage Ma	chinor			_
Find Associates Personal Hotlists	-	Internal Path			External JP	Contracting of Processing	4	Status	
Manual Synch		internari aut			External of	0 OIM			
Change Password	/fbdata/01		1	/stream01				Enabled	
Reports									
User Help Administration 									
Vser Help Administration System Setup									
User Help Administration System Setup System Status									
User Help Administration System Setup System Status Asset Monitoring									
User Help Administration System Setup System Status Asset Monitoring System Hotlists Import Events									
User Help Administration System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units									
User Help Administration System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users									
User Help Administration System Setup System Status Asset Monitoring System Hollists Import Events Manage Users Manage Users Manage User Groups									
User Help Administration System Setup System Status Asset Monitoring System Hollists Import Events Manage Users Manage User Groups Manage Locations									
User Help Administration System Setup System Status Asset Monitoring System Hotlists Import Events Manage Users Manage User Groups Manage User Groups Manage Locations									
User Help Administration System Setup System Status Asset Monitoring System Hollists Import Events Manage Users Manage User Groups Manage Locations									
User Help Administration System Setup System Status Asset Monitoring System Hollists Import Events Manage Units Manage Users Manage Users Manage User Groups Manage Hotist Formats									

3 Click the **Download Options** tab.

	System Setup	
Mobile-Vision, Inc.		mvadmin is logged in. Loqout
▼ Home Menu	Precinct System Settings Security Settings Modules DVD	
Home		
Search Events	Storage Machines System Options Backup Download Options Event Exporter	Asset Monitoring
Remote Search		
Find Associates	Passive Download Mode:	
Personal Hotlists	<u> </u>	
Manual Synch	Discover Mode: Ping 🗸 🕜	
Change Password	Create Unit Automatically: 📝 😧	
Reports		
User Help	Maximum Number of Downloads: 5	
 Administration 	Web Service Port: 8443	
System Setup		
System Status	UDP Listen Port: 9003	
Asset Monitoring	Batch Download Timeout: 5	
System Hotlists		
Import Events		
Manage Units		
Manage Users		
Manage User Groups		
Manage Locations		
Manage Hotlist Formats		
Action		
Edit		
Restore Defaults		

These options are described in the table on page 224.

4 Go to the Action column and click **Restore Defaults**. A confirmation message displays.

Download options have been reset to factory defaults.



Updating Hotlists in a Unit

This section describes how to retransmit the most recent set of system hotlists from the server to a unit. If the selected unit is within signal range of the wireless network (typical), the update will occur immediately. If the unit is a mobile AlertVU that's currently outside the signal range, the transmission will occur as soon as the unit reenters signal range.

1 Search for the unit you wish to update. (If necessary, review "Searching for a Unit" on page 208.)

				admin is logg	ed in. Loqout
▼ Home Menu			Units		
Home		K << <	Page 1 of 1 (7 total records)	<u> </u> @	
Search Events	Unit Name 🛦	Last Known IP	Serial Number	Status	Version
Remote Search Find Associates	EØ	166	0	Enabled 🗸 🤪	V (
Personal Hotlists Manual Synch	E Doubletree / N Scottsdale Rd	166.241.188.115	4475c678-eb8b-45ab-b056-3be89dce1fe0	Enabled	3.1.3
Change Password	E Doubletree Ranch / Tatum	166.241.188.123	c9fd1f8e-d32a-475f-a9c1-56bc080b9fc6	Enabled	3.1.3
Reports User Help	E Lincoln / N 36th - EB Lincoln	166.241.188.118	91ba04b8-c89e-4994-a175-ea5b279edb5e	Enabled	3.1.3
▼ Administration	E Lincoln / N 36th - SB 36th	166.241.188.121	0021cc3b-edc8-47a5-ba5b-254a47292546	Enabled	3.1.3
System Setup	E Lincoln / Scottsdale Rd	166.241.188.116	d4507921-aa36-4847-89d3-83c23cb53131	Enabled	3.1.3
System Status Asset Monitoring	E Stanford / N 32nd	166.241.188.120	4a4c5824-69b0-425c-8042-d3370d44aebf	Enabled	3.1.3
System Hotlists	E Stanford / N 40th	166.241.171.215	7f6dab9e-2070-4058-8fcd-80236f0516bc	Enabled	3.1.3
Import Events					
Manage Units Manage Users					
Manage User Groups					
Manage Locations					
Manage Hotlist Formats					
Action					
Manage IP Addresses					
Reassign Unit Data					
Reset Hotlist					
Edit					
Delete	-				

2 Click on the unit record to highlight it.

3 Go to the Action column and click **Reset Hotlist**. The following confirmation message displays.

C	onfirm Res	et Hotlist'	? 💌
Elinos	In / N 36th - S	D 36th are	
E LINCO	m / n Jour - J	b Jour, are	you sure?

4 Click **Yes**. As soon as this unit is within signal range of the wireless network, the server will retransmit all enabled system hotlists.



Maintaining IP Address Ranges

The system automatically creates a new unit record whenever it discovers a new (i.e., unknown) device on the network. If you selected the **TCP "ping"** discovery method, the system will search for new units within a user-defined range or ranges of IP addresses. This section describes how to maintain these range records.

For specific instructions, see:

- □ Adding an IP Address Range, below
- □ Changing an IP Address Range, 230
- □ Deleting an IP Address Range, page 232.

Adding an IP Address Range

This section describes how to add a new IP address range. These ranges are used in conjunction with the TCP "ping" discovery method, as described in the previous section.

If you prefer to update an *existing* IP address range, see "Changing an IP Address Range" on page 230.

1 Go to **V** Administration and click **Manage Units**. The Unit Search Results page displays.

Mobile-Vision, In	с.	UNITE	SEARCH RESULTS		ed in. <u>Loqout</u> :
▼ Home Menu			Units		
Home		K K K P	rage 1 of 2 (24 total records)]Q	
Search Events Remote Search	Unit Name 🛦	Last Known IP	Serial Number	Status	Version
Find Associates	0	0	0	Enabled 🗸 🕜	✓
Personal Hotlists Manual Synch	E Doubletree / N Scottsdale Rd	166.241.188.115	4475c678-eb8b-45ab-b056-3be89dce1fe0	Enabled	3.1.3
Change Password	E Doubletree Ranch / Tatum	166.241.188.123	c9fd1f8e-d32a-475f-a9c1-56bc080b9fc6	Enabled	3.1.3
Reports User Help	E Lincoln / N 36th - EB Lincoln	166.241.188.118	91ba04b8-c89e-4994-a175-ea5b279edb5e	Enabled	3.1.3
 Administration 	E Lincoln / N 36th - SB 36th	166.241.188.121	0021cc3b-edc8-47a5-ba5b-254a47292546	Enabled	3.1.3
System Setup System Status	E Lincoln / Scottsdale Rd	166.241.188.116	d4507921-aa36-4847-89d3-83c23cb53131	Enabled	3.1.3
Asset Monitoring	ESTANFORDATN40T	166.241.171.215	5f93a29a-65fa-400f-99cc-7e17abace346	Enabled	3.1.3
System Hotlists	E Stanford / N 32nd	166.241.188.120	4a4c5824-69b0-425c-8042-d3370d44aebf	Enabled	3.1.3
mport Events Manage Units	E Stanford / N 40th	166.241.171.215	7f6dab9e-2070-4058-8fcd-80236f0516bc	Enabled	3.1.3
Manage Users	McDonald / Scottsdale	166.241.188.113	0a5d2f9f-01e8-422d-b3a4-877ac5b8dd3b	Enabled	3.1.3
Manage User Groups	N 40th S of Stanford	166.241.188.122	96556f31-7861-4a18-b313-00e356549421	Enabled	3.1.3
Manage Locations Manage Hotlist Formats	N 64th / Camelback	166.241.171.214	51a9cf99-dbeb-4d01-8cd3-53c095fd102f	Enabled	3.1.3
Action Manage IP Addresses	Tatum / McDonald EB McDonald	166.241.171.213	ebf44d6e-744d-4d4b-aaa4-87dc3799ae12	Enabled	3.1.3
Reassign Unit Data	Tatum / McDonald - NB Tatum	166.241.188.114	e71a53bf-38d3-4650-a289-6878fc1551b4	Enabled	3.1.3
	Tatum / Shea	166.241.188.117	2c431277-4ac0-40c7-bfd4-8dfbec7b25a6	Enabled	3.1.3
	Unit 45	10.5.45.100	c0206805-5709-4407-8f79-e74fca6ecb45	Enabled	3.1.3
	Unit 46	10.5.46.100	6b065529-b430-45e4-a0ac-d1e7e1e2062e	Enabled	3.1.3
	Unit 48	10.5.48.100	f54adbde-4cfe-4d43-b764-759d6fe72164	Enabled	3.1.3
	Unit 49	10.5.49.101	4749f478-d59d-4038-ac40-018e26da94fa	Enabled	3.1.3
	Unit 50	10.5.50.102	767c2fde-373c-415d-972d-07eb50718709	Enabled	3.1.3
	Unit 51	10.5.51.100	c9c73822-4717-4126-b42b-6d9d15085769	Enabled	3.1.3



2 Go to the Action column and click **Manage IP** Addresses. The Manage IP Addresses page displays.

	MANAGE I	P Addresses
Mobile-Vision, Inc.		mvadmin is logged in. Logout
▼ Home Menu	Discover units in t	he following IP ranges
Home	K K Page 1 of 1	(0 total records)
Search Events	First IP Address 🛦	Last IP Address
Remote Search	192.168.110.102	192.168.110.102
Find Associates		
Personal Hotlists	196.168.11.1	196.168.11.9
Manual Synch		
Change Password		
Reports		
User Help		
▼ Administration		
System Setup		
System Status		
Asset Monitoring		
System Hotlists		
Import Events		
Manage Units		
Manage Users		
Manage User Groups		
Manage Locations		
Manage Hotlist Formats		
Action		
New		

3 Go to the Action column and click **New**. The New IP Range popup displays.



- 4 Enter the first address of your IP range in the *First IP Address* field.
- **5** Enter the last address of your IP range in the *Last IP Address* field. You only have to enter the last segment of this address, as the system will automatically populate the first three segments.



NOTE: Each IP range is limited to a maximum of 256 addresses in the last segment, numbered 0 through 255.

6 Click Save.



Changing an IP Address Range

This section describes how to change an existing IP address range. These ranges are used in conjunction with the TCP "ping" discovery method, as described in "Maintaining IP Address Ranges" on page 228.

To create an entirely *new* IP address range instead, see "Adding an IP Address Range" on page 228.

1 Go to **V** Administration and click **Manage Units**. The Unit Search Results page displays.

Mobile-Vision, In	c.			admin is logge	ed in. <u>Loqout</u>
▼ Home Menu			Units		
Home Search Events			age 1 of 2 (24 total records)		
Remote Search	Unit Name 🛦	Last Known IP	Serial Number	Status	Version
Find Associates	0	0	2	Enabled 🗸 🍘	~ (
Personal Hotlists Manual Synch	E Doubletree / N Scottsdale Rd	166.241.188.115	4475c678-eb8b-45ab-b056-3be89dce1fe0	Enabled	3.1.3
Change Password	E Doubletree Ranch / Tatum	166.241.188.123	c9fd1f8e-d32a-475f-a9c1-56bc080b9fc6	Enabled	3.1.3
Reports Jser Help	E Lincoln / N 36th - EB Lincoln	166.241.188.118	91ba04b8-c89e-4994-a175-ea5b279edb5e	Enabled	3.1.3
 Administration 	E Lincoln / N 36th - SB 36th	166.241.188.121	0021cc3b-edc8-47a5-ba5b-254a47292546	Enabled	3.1.3
System Setup	E Lincoln / Scottsdale Rd	166.241.188.116	d4507921-aa36-4847-89d3-83c23cb53131	Enabled	3.1.3
system Status Asset Monitoring	ESTANFORDATN40T	166.241.171.215	5f93a29a-65fa-400f-99cc-7e17abace346	Enabled	3.1.3
System Hotlists	E Stanford / N 32nd	166.241.188.120	4a4c5824-69b0-425c-8042-d3370d44aebf	Enabled	3.1.3
nport Events Ianage Units	E Stanford / N 40th	166.241.171.215	7f6dab9e-2070-4058-8fcd-80236f0516bc	Enabled	3.1.3
Aanage Users	McDonald / Scottsdale	166.241.188.113	0a5d2f9f-01e8-422d-b3a4-877ac5b8dd3b	Enabled	3.1.3
Nanage User Groups	N 40th S of Stanford	166.241.188.122	96556f31-7861-4a18-b313-00e356549421	Enabled	3.1.3
Anage Locations Aanage Hotlist Formats	N 64th / Camelback	166.241.171.214	51a9cf99-dbeb-4d01-8cd3-53c095fd102f	Enabled	3.1.3
Action lanage IP Addresses	Tatum / McDonald EB McDonald	166.241.171.213	ebf44d6e-744d-4d4b-aaa4-87dc3799ae12	Enabled	3.1.3
teassign Unit Data	Tatum / McDonald - NB Tatum	166.241.188.114	e71a53bf-38d3-4650-a289-6878fc1551b4	Enabled	3.1.3
	Tatum / Shea	166.241.188.117	2c431277-4ac0-40c7-bfd4-8dfbec7b25a6	Enabled	3.1.3
	Unit 45	10.5.45.100	c0206805-5709-4407-8f79-e74fca6ecb45	Enabled	3.1.3
	Unit 46	10.5.46.100	6b065529-b430-45e4-a0ac-d1e7e1e2062e	Enabled	3.1.3
	Unit 48	10.5.48.100	f54adbde-4cfe-4d43-b764-759d6fe72164	Enabled	3.1.3
	Unit 49	10.5.49.101	4749f478-d59d-4038-ac40-018e26da94fa	Enabled	3.1.3
	Unit 50	10.5.50.102	767c2fde-373c-415d-972d-07eb50718709	Enabled	3.1.3
	Unit 51	10.5.51.100	c9c73822-4717-4126-b42b-6d9d15085769	Enabled	313

2 Go to the Action column and click Manage IP Addresses. The Manage IP Addresses page displays.



	MANAGE	IP ADDRESSES
Mobile-Vision, Inc.		mvadmin is logged in. Logout
▼ Home Menu	Discover units in	the following IP ranges
Home	K K Page 1 of	1 (0 total records)
Search Events	First IP Address 🛦	Last IP Address
Remote Search	192.168.110.102	192.168.110.102
Find Associates		
Personal Hotlists	196.168.11.1	196.168.11.9
Manual Synch		
Change Password		
Reports		
User Help		
▼ Administration		
System Setup		
System Status		
Asset Monitoring		
System Hotlists		
Import Events		
Manage Units		
Manage Users		
Manage User Groups		
Manage Locations		
Manage Hotlist Formats		
Action		
New		

3 Click on the record you wish to update.

	mvadmin is logged in. Logout
Discover units in th	ne following IP ranges
R K K Page 1 of 1	(2 total records)
	Last IP Address
192.168.110.102	192.168.110.102
196.168.11.1	196.168.11.9
	IC Page 1 of 1 First IP Address 192.168.110.102

4 Go to the Action column and click **Edit**. The Edit IP Range popup displays.





- **5** Enter your changes in the appropriate field(s).
- 6 Click Save.

Deleting an IP Address Range

This section describes how to delete an existing IP address range. You can only perform this procedure if there are no unit records that have an IP address within the selected range.

1 Go to ▼Administration and click Manage Units. The Unit Search Results page displays.

▼ Home Menu			Units		
Home		K KK P	age 1 of 2 (24 total records)		
Search Events	Unit Name 🛦	Last Known IP	Serial Number	Status	Version
Remote Search Find Associates	0	0	0	Enabled 🗸 🤣	
Personal Hotlists Manual Synch	E Doubletree / N Scottsdale Rd	166.241.188.115	4475c678-eb8b-45ab-b056-3be89dce1fe0	Enabled	3.1.3
Change Password	E Doubletree Ranch / Tatum	166.241.188.123	c9fd1f8e-d32a-475f-a9c1-56bc080b9fc6	Enabled	3.1.3
Reports Jser Help	E Lincoln / N 36th - EB Lincoln	166.241.188.118	91ba04b8-c89e-4994-a175-ea5b279edb5e	Enabled	3.1.3
 Administration 	E Lincoln / N 36th - SB 36th	166.241.188.121	0021cc3b-edc8-47a5-ba5b-254a47292546	Enabled	3.1.3
System Setup System Status	E Lincoln / Scottsdale Rd	166.241.188.116	d4507921-aa36-4847-89d3-83c23cb53131	Enabled	3.1.3
Asset Monitoring	ESTANFORDATN40T	166.241.171.215	5f93a29a-65fa-400f-99cc-7e17abace346	Enabled	3.1.3
System Hotlists	E Stanford / N 32nd	166.241.188.120	4a4c5824-69b0-425c-8042-d3370d44aebf	Enabled	3.1.3
mport Events Aanage Units	E Stanford / N 40th	166.241.171.215	7f6dab9e-2070-4058-8fcd-80236f0516bc	Enabled	3.1.3
Aanage Users	McDonald / Scottsdale	166.241.188.113	0a5d2f9f-01e8-422d-b3a4-877ac5b8dd3b	Enabled	3.1.3
Anage User Groups	N 40th S of Stanford	166.241.188.122	96556f31-7861-4a18-b313-00e356549421	Enabled	3.1.3
Aanage Locations Aanage Hotlist Formats	N 64th / Camelback	166.241.171.214	51a9cf99-dbeb-4d01-8cd3-53c095fd102f	Enabled	3.1.3
Action Action	Tatum / McDonald EB McDonald	166.241.171.213	ebf44d6e-744d-4d4b-aaa4-87dc3799ae12	Enabled	3.1.3
Reassign Unit Data	Tatum / McDonald - NB Tatum	166.241.188.114	e71a53bf-38d3-4650-a289-6878fc1551b4	Enabled	3.1.3
	Tatum / Shea	166.241.188.117	2c431277-4ac0-40c7-bfd4-8dfbec7b25a6	Enabled	3.1.3
	Unit 45	10.5.45.100	c0206805-5709-4407-8f79-e74fca6ecb45	Enabled	3.1.3
	Unit 46	10.5.46.100	6b065529-b430-45e4-a0ac-d1e7e1e2062e	Enabled	3.1.3
	Unit 48	10.5.48.100	f54adbde-4cfe-4d43-b764-759d6fe72164	Enabled	3.1.3
	Unit 49	10.5.49.101	4749f478-d59d-4038-ac40-018e26da94fa	Enabled	3.1.3
	Unit 50	10.5.50.102	767c2fde-373c-415d-972d-07eb50718709	Enabled	3.1.3
	Unit 51	10.5.51.100	c9c73822-4717-4126-b42b-6d9d15085769	Enabled	3.1.3

2 Go to the Action column and click Manage IP Addresses. The Manage IP Addresses page displays.



	Manage I	P Addresses
Mobile-Vision, Inc.		mvadmin is logged in. Logout
▼ Home Menu	Discover units in tl	he following IP ranges
Home	R C Page 1 of 1	(0 total records)
Search Events	First IP Address 🔺	Last IP Address
Remote Search	192.168.110.102	192.168.110.102
Find Associates		
Personal Hotlists	196.168.11.1	196.168.11.9
Manual Synch		
Change Password		
Reports		
User Help		
▼ Administration		
System Setup		
System Status		
Asset Monitoring		
System Hotlists		
Import Events		
Manage Units		
Manage Users		
Manage User Groups		
Manage Locations		
Manage Hotlist Formats		
Action		
New		

3 Click on the record you wish to delete.

	MANAGE I	P Addresses
Mobile-Vision, Inc.		mvadmin is logged in. Logout
▼ Home Menu	Discover units in th	ne following IP ranges
Home	K << < Page 1 of 1 ((2 total records)
Search Events	First IP Address 🛦	Last IP Address
Remote Search	192.168.110.102	192.168.110.102
Find Associates		
Personal Hotlists	196.168.11.1	196.168.11.9
Manual Synch		
Change Password		
Reports		
User Help		
 Administration 		
System Setup		
System Status		
Asset Monitoring		
System Hotlists		
Import Events		
Manage Units		
Manage Users		
Manage User Groups		
Manage Locations Manage Hotlist Formats		
-		
Action		
Edit Delete		

4 Go to the Action column and click **Delete**. The selected record is removed from the list of IP ranges.



Viewing Your Units' Status

This section describes to view up-to-date information on your AlertVU units, including:

- 1 The date and time at which each unit last communicated with the AlertVU server. See *Last Communicated* column.
- 2 The date and time at which each unit last captured an event record. See *Last Event Captured* column.
- The GPS coordinates for each unit's last known location. See *Last GPS Location* column.
- The total number of events captured by each unit in the last 24 hours, 7 days, and 30 days.

You must have the Asset Monitoring permission to perform this task.

 \Rightarrow Go to \checkmark Administration and click Asset Monitoring. The Asset Monitoring page displays.

			Asset	Μονιτο	RING			
B						mvadmin	is logged in	Logout
▼ Home Menu	Status Map						4	
Home Search Events	1							
Remote Search			1 Pa	2 I records)	3	_	\nearrow	
Find Associates	Unit Name	Unit Type		Last Event Captured	Last GPS Location	Last 24	Last 7	Last 30
Personal Hotlists Manual Synch	Unit Name	Unit Type	Last Communicated 🛦	Last Event Gaptureu	Last GFS Location	Hours	Days	Days
Change Password	Old Unit 53	Mobile	11/30/2014 14:53:31	Never		0	0	0
Reports	Old Unit 45	Mobile	02/24/2015 08:39:44	Never		0	0	0
Jser Help	Old Unit 46	Mobile	06/23/2015 16:48:55	06/24/2015 09:01:24	33.53067, -111.94057	0	0	0
 Administration 	Old Unit 48	Mobile	06/24/2015 14:39:54	06/14/2015 17:42:15	33.52985, -111.94127	0	0	0
system Setup	Old Unit 49	Mobile	06/29/2015 13:16:53	06/29/2015 12:44:06	33.53059, -111.94079	0	0	0
System Status Asset Monitoring	N 40th - South of Stanford_Old	Fixed	08/31/2015 10:00:02	Never		0	0	0
System Hotlists	E Stanford / N 40th	Fixed	10/14/2015 10:50:24	10/13/2015 16:11:04	33.51733, -111.99553	0	0	0
mport Events	Unit 49	Mobile	11/10/2015 21:19:38	11/10/2015 18:13:08	33.53049, -111.94070	0	0	1471
Manage Units Manage Users	Unit 48	Mobile	11/13/2015 23:58:01	08/14/2015 12:43:21	33.53061111.97141	0	0	0
Aanage User Groups	Unit 52	Mobile	11/15/2015 17:54:28	11/13/2015 23:07:28	-0.000000.00000	0	0	5927
Manage Locations	Unit 46	Mobile	11/15/2015 17:55:26	11/14/2015 17:54:10	33.53028, -111.94077	0	0	4623
Nanage Hotlist Formats	Unit 50	Mobile	11/15/2015 20:28:42	11/15/2015 18:16:04	-0.000000.00000	0	0	5764
Action Refresh Page	Unit 53	Mobile	11/16/2015 20:28:42	11/15/2015 19:33:05	-0.00000, -0.00000	0	0	5/04
PDF Report					a construction of the second second			197397
	E Doubletree Ranch / Tatum	Fixed	11/16/2015 01:51:53	11/16/2015 01:54:02	33.56822, -111.97636	0	0	49132
	Unit 51	Mobile	11/16/2015 01:52:10	11/16/2015 01:45:47	33.53056, -111.94080	0	0	5743
	Tatum / McDonald EB McDonald	Fixed	11/16/2015 01:52:14	10/30/2015 13:39:39	33.52906, 111.98222	0	0	0
	N 40th S of Stanford	Fixed	11/16/2015 01:52:35	11/16/2015 01:28:06	33.51400, -111.99519	0	0	2939
	ESTANFORDATN40T		11/16/2015 01:53:23	Never		0	0	0
	E Lincoln / Scottsdale Rd	Fixed	11/16/2015 01:54:02	11/16/2015 01:44:45	33.53056, -111.91255	0	0	10196
	Unit 45	Mobile	11/16/2015 01:54:37	11/14/2015 15:17:23	-0.00000, -0.00000	0	0	350

By default, the color of the *Last Communicated* and *Last Event Captured* fields change from black to yellow after three hours have elapsed since the displayed date/time. After 24 hours, they change from yellow to red. These settings are the same for both Mobile and Fixed units, but you can customize this display option if desired. For more information, see the next section, "Customizing the Asset Monitoring Page."



Customizing the Asset Monitoring Page

This section describes how to change the number of hours that must elapse before the text color for the date/time fields on the Asset Monitoring page change from black to yellow or red. There are two date/time fields:

- □ *Last Communicated*. Displays the date and time at which the unit last communicated with the AlertVU server
- □ *Last Event Captured.* Displays the date and time at which the unit last captured an event record
- **1** Go to **V** Administration and click **System Setup**. The System Setup page displays.

Mobile-Vision, Inc.		Syst	EM SETU	P	
				mva	dmin is logged in. Logout
Home Menu Home Search Events	Precinct System Settings Precinct Info Logos	Security Settings	1odules DVD		
Remote Search	Logio				
Find Associates			Precinct	1000 MIC - 10	
Personal Hotlists		IC << < Page 1	of 1 (2 total records)	N >> N	
Manual Synch	Precinct Name 🔺	Phone Number	IP Address	Local Access	Last Comm Date
Change Password Reports	MVI-Leslie-Documentation	480-948-7418	Local	false	Local
Jser Help	Remote Precinct #1	1231231234	192.168.110.73	false	11/30/2015 14:13
 Administration 			1	11112000	
System Setup					
System Status					
Asset Monitoring					
System Hotlists					
mport Events					
Manage Units					
Manage Users					
Manage User Groups					
Manage Locations					
Manage Hotlist Formats					
Manage Hotlist Formats Action					
-					

2 Click the System Settings tab.



						mvadmin is logged in.	Logout
▼ Home Menu	Precinct System	Settings Securit	y Settings	Modules DVI	D		
Home		·	·	¥		Y	5
Search Events	Storage Machines	System Options	Backup	Download Option	s Event Exporter	Asset Monitoring	
Remote Search				Storage Machines			_
Find Associates	Intern	al Path		External JPG URI		Status	
Personal Hotlists		ai Fatil		External JPG URI		100.000 (0.000.000	
Manual Synch Change Password	/fbdata/01		/stream01			Enabled	
Sector and the sector of the s							
Reports User Help							
 Administration 							
System Setup							
System Status							
Asset Monitoring							
System Hotlists							
System Hotlists Import Events							
System Hotlists Import Events Manage Units							
System Hotlists Import Events Manage Units Manage Users							
System Hotlists Import Events Manage Units Manage Users Manage User Groups							
System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations							
System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations							
System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations							
System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats							

3 Click the **Asset Monitoring** tab. The Asset Monitoring page displays.

	System Setup	
Mobile-Vision, Inc.		mvadmin is logged in. Loqout
▼ Home Menu	Precinct System Settings Security Settings Modules DVD	
Home		
Search Events	Storage Machines System Options Backup Download Options Event Exporter	Asset Monitoring
Remote Search		
Find Associates	Enable Alerting: 🔲 🥝	
Personal Hotlists	Fixed Unit Last Comm Red Indicator (in hours): 24	
Manual Synch	Fixed Unit Last Comm Red Indicator (in nours): 24	
Change Password	Fixed Unit Last Comm Yellow Indicator (in hours): 3	
Reports	Fixed Unit Last Event Red Indicator (in hours): 24	
User Help	Fixed Unit Last Event Red Indicator (in hours): 24	
 Administration 	Fixed Unit Last Event Yellow Indicator (in hours): 3	
System Setup	Mobile Unit Last Comm Red Indicator (in hours): 24	
System Status		
Asset Monitoring	Mobile Unit Last Comm Yellow Indicator (in hours): 3	
System Hotlists	Mobile Unit Last Event Red Indicator (in hours): 24	
Import Events		
Manage Units	Mobile Unit Last Event Yellow Indicator (in hours): 3	
Manage Users		
Manage User Groups		
Manage Locations		
Manage Hotlist Formats		
Action		
Edit		
Refresh Page		

4 Go to the Action column and click **Edit**. The Edit Asset Monitoring Setting form displays.



		Cashla Alextina		
		Enable Alerting:		
Fixed Unit Last Com	m Red India	ator (in hours):	24	
Fixed Unit Last Comm	Yellow India	ator (in hours):	3	C
Fixed Unit Last Eve	nt Red India	ator (in hours):	24	¢
Fixed Unit Last Event	Yellow India	ator (in hours):	3	6
Mobile Unit Last Com	m Red India	ator (in hours):	24	G
Mobile Unit Last Comm '	Yellow India	ator (in hours):	3	G
Mobile Unit Last Eve	nt Red India	ator (in hours):	24	G
Mobile Unit Last Event	Yellow India	ator (in hours):	3	G

The settings on this form are described in the following table.

Edit	Asset Monitoring Settings
Setting	Description
Enable Alerting	If a user has the <i>Asset Monitoring</i> permission, then when this checkbox is selected, the system will send an alert to their <i>Inbox Messages</i> list and regular email [*] whenever a unit's <i>Last Communi-</i> <i>cated</i> field value turns red. For example:
	There has been no communication between the AlertVu server and unit, Unit 54, in the last 24 hour(s)
Fixed Unit Last Comm Red Indicator (in hours)	For all AlertVU fixed units, change the color of the text in the <i>Last Communicated</i> field from yellow to red after X number of hours have elapsed since the displayed date/time.
Fixed Unit Last Comm Yellow Indicator (in hours)	For all AlertVU fixed units, change the color of the text in the <i>Last Communicated</i> field from black to yellow after X number of hours have elapsed since the displayed date/time.
Fixed Unit Last Event Red Indicator (in hours)	For all AlertVU fixed units, change the color of the text in the <i>Last Event Captured</i> field from yellow to red after X number of hours have elapsed since the displayed date/time.
Fixed Unit Last Event Yellow Indicator	For all AlertVU fixed units, change the color of the text in the <i>Last Event Captured</i> field from black to yellow after X number of hours have elapsed since the displayed date/time.

^{*} If you previously configured the system to forward system messages to your regular mailbox



Edit Ass	et Monitoring Settings (cont'd)
Setting	Description
Mobile Unit Last Comm Red Indicator (in hours)	For all AlertVU mobile units, change the color of the text in the <i>Last Communicated</i> field from yellow to red after X number of hours have elapsed since the displayed date/time.
Mobile Unit Last Comm Yellow Indicator (in hours)	For all AlertVU mobile units, change the color of the text in the <i>Last Communicated</i> field from black to yellow after X number of hours have elapsed since the displayed date/time.
Mobile Unit Last Event Red Indicator (in hours)	For all AlertVU mobile units, change the color of the text in the <i>Last Event Captured</i> field from yellow to red after X number of hours have elapsed since the displayed date/time.
Mobile Unit Last Event Yellow Indicator (in hours)	For all AlertVU mobile units, change the color of the text in the <i>Last Event Captured</i> field from black to yellow after X number of hours have elapsed since the displayed date/time.

- **5** To send alert messages to the *Inbox Messages* list and regular email^{*} of all users who have the *Asset Monitoring* permission (see *Enable Alerting* on the previous page), select the *Enable Alerting* checkbox. Otherwise proceed to the next step.
- **6** To increase or decrease the number of hours that must elapse before the date/time fields change color (see descriptions in the previous table), enter your changes in the appropriate fields.
- 7 Click Save.

If you previously configured the system to forward system messages to your regular mailbox

5

Backups

Your AlertVU Back Office software interfaces with a robotic disc burner. L3 Mobile-Vision sells two types of burners: the *Bravo*, a stand-alone unit, and the *Rimage*, a combination disc burner/computer. Rimage units can burn CDs, DVDs, and Blu-Ray discs. Most Bravo units can burn CDs and DVDs. A few higher-end Bravos can burn Blu-Ray discs as well.

If archiving is enabled, the system uses your disc burner to create periodic backup discs (i.e., archives) that contain your event and hotlist records. This process occurs automatically without any action on your part. The automatic archive discs that the disc burner generates are called *Certified Backup Discs*. Because the process of burning DVDs is resource-intensive, one computer is dedicated to this task. This computer is referred to as a *Backup PC*. If you are using a *Bravo* burner, then the backup PC is a separate computer workstation connected to the disc burner. If you are using a *Rimage* burner, the Backup PC refers to the computer component of the Rimage.

If your agency has more than one storage server, you can connect those servers to a single Backup PC. However, if your agency has more than one Bravo DVD burner, you must connect each DVD burner to a separate Backup PC. Any time you add a new Backup PC/DVD Burner to your setup, you will have to enter a new backup PC record, as described on the next page.

Your System Implementation Specialist (SIS) will initially install and configure your DVD burner(s) and Backup PC(s) during implementation. However, you may occasionally need to perform tasks related to this device, such as viewing the Backup PC Status page, which logs any Backup PC errors that may occur.

For more information, see:

- □ Adding a Backup PC, next page
- □ Changing a Backup PC, page 243
- □ Deleting a Backup PC, page 245
- □ Viewing the Backup PC Status Page, page 247
- □ Turning the Backup Feature On/Off, page 249
- □ Changing the Maximum Number of Days Between Backups, page 252
- □ Customizing Disc Labels, page 254
- □ Viewing the Certified Backup Discs List, page 256.



Adding a Backup PC

This section describes how to enter a new record for a Backup PC. This information will be used to control your robotic DVD burner. For more on Backup PCs and how they are used in AlertVU, see the previous section.

Every Bravo DVD burner has one or two *input* bins and one *output* bin. The *input* bin is where the blank DVDs go. The *output* bin is where the robotic DVD burner places the completed DVDs.

Regarding Bravo units There are two modes used to configure a Bravo DVD burner: *regular* mode and *kiosk* mode. In *regular* mode, the DVD burner's right and left bins are used as the *input* and *output* bins, respectively. In *kiosk* mode, both the left and right bins are used as *input* bins, and a center "catch" tray is used as the *output* bin. If you prefer to configure your DVD burner in *kiosk* mode, ask an L3 Mobile-Vision Technical Support Engineer to assist you.

- 1 Contact L3 Mobile-Vision Service at 800-336-8475 (when prompted, select the phone option for "Service", then "Back Office"). A Technical Support Engineer will assist you with the preliminary setup tasks required to add a new burning station. This step is sometimes referred to as "pre-staging."
- 2 Obtain an IP address for the new Backup PC. If the Backup PC will be connected to the Mobile-Vision network, your TSE will provide you with this address. If the Backup PC will be connected to your agency's network, your agency's Network Specialist will provide you with this address.
- **3** Go to **V** Administration and click **System Setup**. The System Setup page displays.

		Syst	ем Setu	Р	
Mobile-Vision, Inc				mva	dmin is logged in. Logout
▼ Home Menu	Precinct System Settings	Security Settings	Nodules DVD		
Home					
Search Events	Precinct Info Logos				
Remote Search Find Associates			Precinct		
Personal Hotlists		IC C Page 1			
Manual Synch		and the second s	of 1 (2 total records)	N N N	
Change Password	Precinct Name 🔺	Phone Number	IP Address	Local Access	Last Comm Date
Reports	MVI-Leslie-Documentation	480-948-7418	Local	false	Local
Jser Help	Remote Precinct #1	1231231234	192,168,110,73	false	11/30/2015 14:13
 Administration 					
System Setup					
System Status					
Asset Monitoring					
System Hotlists					
import Events					
import Events Manage Units Manage Users					
Import Events Manage Units Manage Users Manage User Groups					
Import Events Manage Units Manage Users Manage User Groups Manage Locations					
Import Events Manage Units Manage Users Manage User Groups Manage Locations					
mport Events Manage Units Manage Users Manage User Groups Manage Locations					
Import Events Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats					



4 Click the System Settings tab.

Mobile-Vision, Inc			542	ТЕМ	SETU	JP	mvadmin is logged in.	Logout
▼ Home Menu	Precinct System	Settings Securi	ty Settings	Modules	DVD			
Home	Treemer System	Settings Occum	ly octango	modules	0,0			
Search Events	Storage Machines	System Options	Backup	Downloa	d Options	Event Exporter	Asset Monitoring	
Remote Search				1				
Find Associates				Storage Ma	chines			
Personal Hotlists	Intern	al Path		External JP	G URI		Status	
Manual Synch	/fbdata/01		/stream01				Enabled	
Change Password			routounior				Lindbiod	
Reports								
User Help								
 Administration 								
System Setup								
System Status								
Asset Monitoring								
System Hotlists								
Import Events Manage Units								
Import Events Manage Units								
Import Events Manage Units Manage Users								
Import Events Manage Units Manage Users Manage User Groups								
Import Events Manage Units Manage Users Manage User Groups Manage Locations								
Import Events Manage Units Manage Users Manage User Groups Manage Locations								
Import Events Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats								

5 Click the **Backup** tab.

v Home Menu Home Search Events Search Events Storage Machines Remote Search Storage Machines Find Associates Personal Hotlists Manual Synch Backup PC Change Password IP Reports 166 20.100.70 System Status System Status Asset Monitoring System Status Age Units Manage Units Manage User Groups Home	<u>Loqout</u>
Personal Hotlists Manual Synch Change Password Reports User Help V Administration System Status System Status System Status System Status Manage Units Manage User Groups	
Backup PC Name Backup PC Change Password IP Disk Type Reports Archives 166.20.100.70 DVDR V Administration System Setup System Setus Asset Monitoring System Hotilists Import Events Manage Units Manage User Sroups Backup PC	
Name IP Disk Type Reports Juser Help Archives 166.20.100.70 DVDR V Administration System Status Asset Monitoring System Status System Status Import Events Manage Units Manage User Groups Manage User Groups	
Archives 166.20.100.70 DVDR V Administration System Status System Status Asset Monitoring System Status Import Events Manage Units Manage User Groups Import Events	
User Help	
User Help V Administration System Status Asset Monitoring System Hotlists Import Events Manage Users Manage User Groups	
System Setup System Status Asset Monitoring System Holtists Import Events Manage Units Manage User Groups	
System Status System Status Asset Monitoring System Hollists Import Events Manage Users Manage User Groups	
System Status Asset Monitoring System Hollists Import Events Manage Units Manage User Groups	
Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups	
System Hotlists Import Events Manage Units Manage Users Manage User Groups	
Import Events Manage Units Manage Users Manage User Groups	
Manage Units Manage Users Manage User Groups	
Manage Users Manage User Groups	
Manage User Groups	
Manage Locations	
Manage Hotlist Formats	
Action	
New	

6 Make sure that the **Backup PC** tab is selected, as pictured above. The columns on this form are described in the table on the next page.



	Backup PC				
Column	Description				
Name	The name of this Backup PC.				
IP	The IP address of this Backup PC.				
Disk Type	The type of disc that will be used to create your backups: DVDR				

7 Go to the Action column and click **New**. The New Backup PC popup displays.

Ne	ew Backup	PC		
Name:				0
IP Address:				0
Left bin (bin2):	OUTPUT	~	0	
Right bin (bin1):	OUTPUT	~	0	
Archive:		*	0	
S	ave Ca	ncel		

- 8 Enter a descriptive name for this backup PC in the *Name* field.
- **9** Enter the IP Address for this backup PC in the *IP Address* field.
- **10** If this record is for a *Bravo* burner, proceed to the next step.

– OR –

If this record is for a *Rimage* burner, skip to step 12.

11 If you plan to use the DVD burner in *kiosk* mode (see description on page 240), proceed to the next step.

– OR –

If you plan to use the DVD burner in *regular* mode (see description on page 240), keep the *Left bin (bin 2)* field set to **OUTPUT**, then skip to step 13.

Requires a Blu-ray burner



12 Go to the *Left bin (bin 2)* field and select the type of disc that you plan to place in the DVD burner's *left* bin (Bravo units) or bin 2 (Rimage units):

DVDR...... DVD single layer discs DVDRDL DVD dual layer discs BD Blu-ray single layer discs BDDL Blu-ray dual layer discs

13 Go to the *Right bin (bin 1)* field and select the type of disc that you plan to place in the DVD burner's *right* bin (Bravo units) or bin 1 (Rimage units), as listed in step 12 above.

After you select a value from the drop-down list, the system will automatically populate the *Archive* field.

14 Click Save. The new Backup PC record displays on the Backup PC list.

Changing a Backup PC

This section describes how to update an existing backup PC record. If, for example, you decide to switch from using *single* layer DVDs to *dual* layer DVDs, you'd need to update the associated backup PC record.

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.

					mva	idmin is logged in. Logout
▼ Home Menu	Precinct S	ystem Settings	Security Settings	Modules DVD		
Home Search Events	Precinct Info	Logos				
Remote Search	Precinct mio	Logos				
Find Associates				Precinct		
Personal Hotlists			K K Pag	e 1 of 1 (2 total records)	× × ×	
Manual Synch	Droci	nct Namo A	Phone Number		Local Access	Last Comm Date
Change Password		Precinct Name				
Reports	MVI-Leslie-Doci	MVI-Leslie-Documentation		Local	false	Local
User Help	Remote Precinct #1		1231231234	192.168.110.73	false	11/30/2015 14:13
▼ Administration						
System Setup						
System Status						
Asset Monitoring						
System Hotlists						
Import Events						
Import Events						
Manage Units						
Manage Units Manage Users						
Manage Units Manage Users Manage User Groups						
Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats						
Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats						
Manage Units Manage Users Manage User Groups Manage Locations						

2 Click the System Settings tab.



	System Setup							
Mobile-Vision, Inc							mvadmin is logged in.	Logout
▼ Home Menu	Precinct System	Settings Securit	y Settings	Modules	DVD			
Home Search Events		Quality Only and	Basters) Developed of		-	A	1
Remote Search	Storage Machines	System Options	Backup	Download C	ptions	Event Exporter	Asset Monitoring	_
Find Associates				Storage Mach	ines			
Personal Hotlists	Intern	al Path		External JPG	10000		Status	
Manual Synch	/fbdata/01		/stream01				Enabled	
Change Password	noutaron	/ibdata/J1					Enabled	
Reports								
User Help								
 Administration 								
System Setup System Status								
System Setup System Status Asset Monitoring								
System Setup System Status Asset Monitoring System Hotlists								
System Setup System Status Asset Monitoring System Hotlists Import Events								
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units								
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users								
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage Users								
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations								
System Setup System Status Asset Moniforing System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats								
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Users Manage Users Manage User Groups Manage Hotlist Formats Action								
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats								

3 Click the **Backup** tab.

V Home Home Security Settings Search Storage Machines Find Associates Precinct Backup PC Backup Options Backup PC Backup Options Backup PC Backup PC Name IP Oisk Type Archives 166 20.100.70 System Status Asset Monitoring		System Setup								
Home Search Events Remote Search Find Associates Personal Hotists Manual Synch Change Password Reports User Help ▼ Administration System Status Asset Monitoring System Status Asset Monitoring System Status	Mobile-Vision, Inc.					mvadmin is logged in. Loqout				
Home Search Events Remote Search Find Associates Personal Hotlists Manual Synch Change Password Reports User Help Y Administration System Status Asset Monitoring System Status Asset Moni	Home Menu	Precinct System S	ettinas Securit	v Settinas Modules	DVD					
Personal Hotiists Backup PC Manual Synch Change Password IP Disk Type Reports IP Disk Type Varchives 166 20.100.70 DVDR	rch Events note Search			Backup Download (Options Event Exporter	Asset Monitoring				
Manual Synch Backup PC Change Password IP Disk Type Reports Archives 166 20.100.70 DVDR		васкир РС ва	ICKUP Options							
Name IP Disk Type Reports Archives 166.20.100.70 DVDR Vser Help Vorters System Status System Status Asset Monitoring System Holitists				Backup	PC					
Archives 166 20.100.70 DVDR V Administration System Setup System Status Asset Monitoring System Hotlists						Disk Type				
User Help Totalion X Administration System Status Asset Monitoring System Hollists		Archivoc		166 20 100 70						
Administration System Setup System Status Asset Monitoring System Holitist		Actilites	DVDR							
System Setup System Status Asset Monitoring System Holitist		1								
System Status System Hotits										
Asset Monitoring System Hotlists										
System Hotlists										
Manage Units										
Manage Users										
Manage User Groups										
Manage Locations										
Manage Hotlist Formats										
Action	-									

- **4** Make sure that the **Backup PC** tab is selected, as pictured above. For a description of the columns on this form, see the table on page 242.
- **5** Click on the record you wish to update.



6 Go to the Action column and click **Edit**.

– OR –

Right-click on the record, then select **Edit** from the popup menu.

The Edit Backup PC popup displays.

Edit Backup PC	
Name: Archives	0
IP Address: 166.20.100.70	0
Left bin (bin2): DVDR 🔽 🕜	
Right bin (bin1): DVDR 🔽 🕜	
Archive: DVDR 🗸 🕜	
Save Cancel	

7 Enter/select your changes in the appropriate field(s), then click **Save**.

Deleting a Backup PC

This section describes how to delete an existing backup PC record. Perform this task *after* a backup PC/DVD burner has been decommissioned, or as directed by an L3 Mobile-Vision Technical Support Engineer.

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.

Mobile-Vision, Inc			3151	em Setu	P	
9					mva	dmin is logged in. Logout
▼ Home Menu	Precinct S	stem Settings	Security Settings	fodules DVD		
Home						
Search Events	Precinct Info	Logos				
Remote Search						
Find Associates				Precinct		
Personal Hotlists			C C Page 1	of 1 (2 total records)	$\mathbf{K} \ll \mathbf{C}$	
Manual Synch	Preci	nct Name 🔺	Phone Number	IP Address	Local Access	Last Comm Date
Change Password	MVI-Leslie-Docu	mentation	480-948-7418	Local	false	Local
Reports			1231231234			
User Help	Remote Precinct	Remote Precinct #1		192.168.110.73	false	11/30/2015 14:13
Administration						
System Setup						
System Status						
Asset Monitoring						
System Hotlists						
Import Events						
Manage Units						
Manage Users						
Manage User Groups						
Manage Locations						
Manage Hotlist Formats						
-						
Action						
-						



2 Click the **System Settings** tab.

Mobile-Vision, Inc			SYS	TEM	SETU	JP	mvadmin is logged in. Logout
▼ Home Menu	Precinct System	Settings Security	/ Settings	Modules	DVD		
Home	Treemer System	Settings Decomp	octango	modules	0,0	7.4	
Search Events	Storage Machines	System Options	Backup	Downloa	d Options	Event Exporter	Asset Monitoring
Remote Search							
Find Associates				Storage Ma	chines		
Personal Hotlists	Interna	al Path		External JF	'G URI		Status
Manual Synch	/fbdata/01		/stream01				Enabled
Change Password							
Reports	-						
User Help							
 Administration 							
System Setup							
System Status							
Asset Monitoring							
System Hotlists							
Import Events							
Manage Units							
Manage Users							
wanaye users							
Manage User Groups							
Manage User Groups Manage Locations Manage Hotlist Formats							
Manage User Groups Manage Locations Manage Hotlist Formats Action							
Manage User Groups Manage Locations Manage Hotlist Formats							

3 Click the **Backup** tab.

		Sy	STEM SE	TUP	
Mobile-Vision, Ir	с.				mvadmin is logged in. L
▼ Home Menu	Precinct System Settings	Security Settings	Modules DVD		
Home Search Events					
	Storage Machines System	em Options Backup	Download Options	Event Exporter	Asset Monitoring
Remote Search					
Find Associates	Backup PC Backup C	puons			
Personal Hotlists			Backup PC		
Manual Synch	Marrie		*		Disk Tree
Change Password	Name	IP			Disk Type
Reports	Archives	166.20.100.70			DVDR
User Help					
Administration					
System Setup					
System Status					
Asset Monitoring					
System Hotlists					
mport Events					
Aanage Units					
Manage Users					
Aanage User Groups					
Manage Locations					
Manage Hotlist Formats					
Action					

- 4 Make sure that the **Backup PC** tab is selected, as pictured above.
- **5** Click on the record you wish to delete.



6 Go to the Action column and click **Delete**.

– OR –

Right-click on the record, then select **Delete** from the popup menu.

A confirmation message displays.

Confirm Delete							
Delete this backup pc? Archives							
Yes	No						

7 Click Yes. The selected record is removed from the system.

Viewing the Backup PC Status Page

This section describes how to view the current status of a backup PC workstation.

1 Go to ▼Administration and click **System Status**. The System Status page displays.

Mobile-Vision, Inc.			mvadmin is logged in. Logout
▼ Home Menu	System Logs DVD	Tools Update	Messages Local Queue Backup PC
Home			
Search Events	Storage Capacity:	132.9 GB 🛛 🕜	Active Users:
Find Associates	Available Disk Space:	105.4 GB 🛛 🕢	 mvadmin From 24.187.221.146 Since 08/02/2017 14:22
Personal Hotlists	Enabled Units:	0 🕢	
Manual Synch	Disabled Units:	2 🕡	
Change Password	Total Event Count:	691 🥡	
Reports	Non-archived Event Count:	691 0	
Jser Help	Last 24 Hours Events Ingested:	0 0	
Administration	-		
System Setup	Last 7 Days Events Ingested:	- •	
System Status	Last 30 Days Events Ingested:	0 🕜	
Asset Monitoring	Number of Backup DVDs:	0 🕜	
System Hotlists	Downloader Errored Out:	false 🕜	
mport Events	Backup Scheme:	none 🕜	
Manage Units	Version:	trunk 🕜	
Manage Users			
Manage User Groups			
Manage Locations			
Manage Hotlist Formats			
Action			
Refresh Page			

2 Click the **Backup PC** tab. The current status of your backup PC displays. If there are any error messages, they will display here.



					S	YSTEN	и Вта	TUS		
Mobile-Vision, Inc									mvadmin is logge	ed in. <u>Loqout</u>
▼ Home Menu	System	Logs	DVD	Tools	Update	Messages	Local Queu	e Backup PC		
Home	-,			1						
Search Events				_		Curren	t Status			
Remote Search		Name		State	Error	Message	Discs	Ribbon Count	Black/Color %	Version
Find Associates		Rimage		READY	No	Errors	9/5	341	-/-	8.7.56.0
Personal Hotlists		-								
Manual Synch										
Change Password										
Reports										
User Help										
▼ Administration										
System Setup										
System Status										
Asset Monitoring										
System Hotlists										
Import Events										
Manage Units										
Manage Users										
Manage User Groups										
Manage Locations										
Manage Hotlist Formats										
Action										
Refresh Page										
2.										

The columns on the Backup PC page are described below.

	Backup PC
Column	Description
Name	The name of this Backup PC
State	 The current state of this Backup PC: READY. Backup PC is up and running; DVD burner is ready to burn ERROR. A problem has occurred that is preventing the Backup PC from processing burn request(s). OFFLINE. The Backup PC and/or robotic DVD burner is turned off.
Error Message	A description of the error that has occurred, if applicable. You can fix many of these problems yourself (for example, <i>The color cartridge is in the black cartridge holder</i> , or <i>The</i> <i>cover on the unit has been open for an extended period of</i> <i>time</i>).
Discs	The number of discs that are left in the DVD burner's input bin. When this number gets low, you need to add more discs to the input tray.
Ribbon Count (Rimage units only)	The exact number of disc labels that can still be printed using the Rimage's heat transfer printing mechanism.
Black Color % (Bravo units only)	The percentage of remaining ink left in the Bravo's ink jet cartridges.
Version	This field is used by L3 Mobile-Vision employees only.



Turning the Backup Feature On/Off

This section describes how to enable or disable the backup feature. If this feature is *enabled*, the system will automatically burn an archive disc (i.e., *Certified Backup Disc*) whenever there are enough event files to fill a disc *or* whenever a certain number of days has elapsed^{*}, whichever comes first.

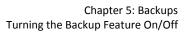
If the Backup feature is *disabled*, the system will not archive any events prior to removing them from the server.

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.

Mobile-Vision, Inc			Syst	'ем Setu		dmin is logged in. Logout
▼ Home Menu	Precinct	System Settings	Security Settings	Modules DVD		
Home	Precinct	System Settings	Security Settings	Modules DVD		
Search Events	Precinct I	nfo Logos				
Remote Search						
Find Associates				Precinct		
Personal Hotlists			K K Page	1 of 1 (2 total records)	> >> >I	
Manual Synch	1	Precinct Name	Phone Number	IP Address	Local Access	Last Comm Date
Change Password	MVI-Leslie	Documentation	480-948-7418	Local	false	Local
Reports						
User Help	Remote Pr	ecinct #1	1231231234	192.168.110.73	false	11/30/2015 14:13
Administration						
System Setup						
System Status						
Asset Monitoring						
System Hotlists						
oystern notists						
Import Events						
Import Events Manage Units Manage Users						
Import Events Manage Units						
mport Events Manage Units Manage Users Manage User Groups						
Import Events Manage Units Manage Users Manage User Groups Manage Locations						
Import Events Manage Units Manage Users Manage User Groups Manage Locations						
Import Events Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats						

2 Click the System Settings tab.

According to the preset *Maximum Days Between Archives*. See next section for more information on this setting.





							mvadmin is logged in.	<u>Logou</u>
▼ Home Menu	Precinct System	Settings Securit	y Settings	Modules	DVD			
Home Search Events	(1	Y	Y		Y	Y	1
Search Events Remote Search	Storage Machines	System Options	Backup	Download	Options	Event Exporter	Asset Monitoring	
Find Associates				Storage Macl	hines			
Personal Hotlists	Intern	al Path		External JPG			Status	
Manual Synch	/fbdata/01		/stream01	2.1.0.1.0.01 0			Enabled	_
Change Password	/fbdata/U1		/stream01				Enabled	
Reports								
User Help								
▼ Administration								
System Setup								
System Status								
Asset Monitoring								
Asset Monitoring System Hotlists								
System Status Asset Monitoring System Hotlists Import Events Manage Units								
Asset Monitoring System Hotlists Import Events Manage Units Manage Users								
Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups								
Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations								
Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations								
Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations								
Asset Monitoring System Hotlists Import Events Manage Users Manage Users Manage Locations Manage Locations Manage Hotlist Formats								

3 Click the **Backup** tab.

		System Se	TUP
Mobile-Vision, Inc			mvadmin is logged in. Logout
▼ Home Menu	Precinct System Setting	s Security Settings Modules DVD	
Home Search Events Remote Search	Storage Machines Sys	tem Options Backup Download Options	Event Exporter Asset Monitoring
Find Associates	Backup PC Backup	Options	
Personal Hotlists		Backup PC	
Manual Synch	News		DiskTee
Change Password	Name	IP	Disk Type
Reports	Archives	166.20.100.70	DVDR
User Help			
 Administration 			
System Setup			
System Status			
Asset Monitoring			
System Hotlists			
Import Events			
Manage Units			
Manage Users			
Manage User Groups			
Manage Locations			
Manage Hotlist Formats			
Action			

4 Click the **Backup Options** tab.



				System S	SETUP		
Mobile-Vision, Inc						mvadmii	n is logged in. Loqout
▼ Home Menu	Precinct	System Settings	Security Settings	Modules DVD			
Home		, ,		· · · · · · · · · · · · · · · · · · ·	·		
Search Events	Storage N	lachines System	Options Backup	Download Options	Event Exporter	Asset Monitoring	
Remote Search							
Find Associates	Backup	PC Backup Opti	ions				
Personal Hotlists							
Manual Synch		Backup	Mode: ALL 🗸 🕜				
Change Password	Maxim	um Days Between Arc	hives: 30				
Reports	Maxim	uni Days Between Arc					
Online User Help							
▼ Administration							
System Setup							
System Status							
Asset Monitoring							
System Hotlists							
Import Events							
Manage Units Manage Users							
Manage Users Manage User Groups							
Manage Locations							
Manage Hotlist Formats							
Action							
Edit							
Luit							

5 Go to the Action column and click **Edit**. The Edit Backup Options popup displays.

	Back	up Mode:	NONE 🗸	C
Maximum D	ays Between	Archives:	30	G

- 6 Go to the *Backup Mode* drop-down list and select a backup setting: **ALL** (perform backups) or **NONE** (do *not* perform backups).
- 7 Click Save.



Changing the Maximum Number of Days Between Backups

This section describes how to change the maximum number of days that you wish to elapse between automatic archives. The system default is 30 days.

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.

Mobile-Vision, Inc			515	тем Se		
						mvadmin is logged in. Logout
▼ Home Menu	Precinct	System Settings	Security Settings	Modules DVI	D	
Home	-					
Search Events	Precinct I	nfo Logos				
Remote Search				Precinct		
Find Associates Personal Hotlists			K K Pa	- Andrew States of Contract Contract		
Personal Hotilists Manual Synch				ge 1 of 1 (2 total recor	Contract Contract Contract	
Change Password		Precinct Name 🔺	Phone Numbe	r IP Address	Local Access	Last Comm Date
Reports	MVI-Leslie	MVI-Leslie-Documentation		480-948-7418 Local		Local
User Help	Remote Precinct #1		1231231234	192,168,110,73	false	11/30/2015 14:13
Administration						
System Setup						
System Status						
o jotom otatao						
Asset Monitoring						
Asset Monitoring System Hotlists						
System Hotlists						
System Hotlists mport Events						
System Hotlists mport Events Manage Units						
System Hotlists Import Events Manage Units Manage Users						
-						
System Hotlists Import Events Manage Units Manage Users Manage User Groups						
System Hotlists import Events Manage Units Manage Users Manage User Groups Manage Locations						
System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats						

2 Click the System Settings tab.

						mvadmin is logged in. Logout	
▼ Home Menu	Precinct System	Settings Securit	y Settings	Modules DVD			
Home		·	·	γ	·	Y	
Search Events	Storage Machines	System Options	Backup	Download Options	Event Exporter	Asset Monitoring	
Remote Search				Storage Machines			
Find Associates	Intern	al Daile				Obstan	
Personal Hotlists		al Path		External JPG URI		Status	
Manual Synch	/fbdata/01		/stream01			Enabled	
Change Password							
Reports	L						
User Help							
 Administration 							
System Setup							
System Setup							
System Status							
System Status Asset Monitoring							
System Status Asset Monitoring System Hotlists							
System Status Asset Monitoring System Hotlists Import Events							
System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users							
System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users							
System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations							
System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations							
System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations							
System Status Asset Monitoring System Hotlists Import Events Manage Users Manage User Groups Manage Locations Manage Hotlist Formats							



3 Click the **Backup** tab.

		S	ystem Se	TUP			
Mobile-Vision, Inc					mvadmin is logged in. Logout		
V Home Menu	Precinct System Setting	Js Security Settings	Modules DVD				
Home Search Events	Storage Machines Sy	stem Options Backup	Download Options	Event Exporter	Asset Monitoring		
Remote Search	Storage Machines Sy	Backup	Download Options	Event Exponer	Asset Monitoring		
ind Associates	Backup PC Backup	Options					
ersonal Hotlists	Buonapiro	opuono					
anual Synch		Backup PC					
nange Password	Name		IP		Disk Type		
eports	Archives		166.20.100.70		DVDR		
ser Help		100.20.100.70			2.2.1		
Administration							
/stem Setup							
ystem Status							
sset Monitoring							
stem Hotlists							
port Events							
anage Units							
anage Users							
anage User Groups							
anage Locations							
anage Hotlist Formats							
Action							
ew							

4 Click the **Backup Options** tab.

	System Setup					
Mobile-Vision, In	c. mvadmin is logged in. Logout					
▼ Home Menu	Precinct System Settings Security Settings Modules DVD					
Home						
Search Events	Storage Machines System Options Backup Download Options Event Exporter Asset Monitoring					
Remote Search						
Find Associates	Backup PC Backup Options					
Personal Hotlists						
Manual Synch Change Password	Backup Mode: ALL 🗸 🍪					
Reports	Maximum Days Between Archives: 30					
Online User Help						
 Administration 						
System Setup						
System Status Asset Monitoring						
System Hotlists						
Import Events						
Manage Units						
Manage Users						
Manage User Groups						
Manage Locations						
Manage Hotlist Formats						
Action						
Edit						

5 Go to the Action column and click **Edit**.



The Edit Backup Options popup displays.

	Bac	kup Mode:	NONE 🗸	0
Maximum (Days Betweer	n Archives:	30	0

- 6 Enter a new number in the *Maximum Days Between Archives* field.
- 7 Click Save.

Customizing Disc Labels

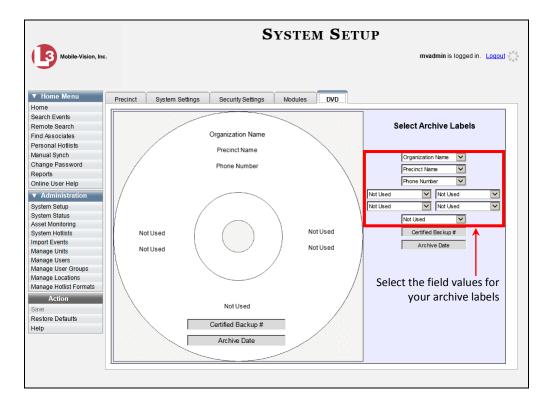
This section describes how to customize the labels for your system-generated archive discs, also referred to as *Certified Backup Discs*.

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.

				mva	dmin is logged in. Logout	
▼ Home Menu Home Search Events	Precinct System Settings Precinct Info Logos	Security Settings N	1odules DVD			
Remote Search Find Associates						
Personal Hotlists	IK IK	liccic Page 1	× × ×			
Manual Synch			IP Address	Local Access	Last Comm Date	
Change Password	MVI-Leslie-Documentation	Phone Number 480-948-7418	Local	false	Local	
Reports			The second s			
User Help	Remote Precinct #1	1231231234	192.168.110.73	false	11/30/2015 14:13	
▼ Administration						
System Setup						
System Status						
Asset Monitoring						
System Hotlists						
Import Events						
Manage Units						
Manage Users						
Manage User Groups						
Manage Locations						
-						
-						
Manage Hotlist Formats						

2 Click the **DVD** tab. A mock-up of the DVD label displays.





3 Using the drop-down lists in the *Select Archive Labels* column, select or enter values for each section of the DVD label. Note that the drop-down lists are in the exact same order and layout as the label itself.

To enter a *custom* field, select **Administrator Static** from a drop-down list, then enter a field value in the space provided (e.g., *For Internal Use Only*).

S	elect Arcł	nive Labels
	Organization	Name 🗸
	Precinct Nam	ne 🗸
	Phone Number	Organization Name
Not Used	\checkmark	Precinct Name Phone Number
Not Used	\checkmark	Administrator Static
	Not Used	Not Used
	Certified 8	Backup #
	Archiv	e Date



NOTE: Two fields on the label—*Certified Backup* # and *Archive Date*—are generated automatically by the system.

4 Once you've finished customizing the label, go to the Action column and click **Save**.



Viewing the Certified Backup Discs List

This section describes how to view a list of the following:

- □ All of the Certified Backup Discs that the system has ever burned.
- □ All of the pending burn jobs for Certified Backup Discs. These are the archive discs that are *waiting* to be burned.
- **1** Go to **V** Administration and click **System Status**. The System Status page displays.

Mobile-Vision, Inc.								mvadn	nin is logged in. Logout
▼ Home Menu	System	Logs	DVD	Tools	Update	Messages	Local Queue	Backup PC	
Home									
Search Events	Storage Capacity: Available Disk Space:		132.9	GB 🕜					
Find Associates			105.4	GB 🕜		 mvadmin From 2 	4.187.221.146 Sin	ce 08/02/2017 14:22	
Personal Hotlists	Enabled U	nits:		0	0				
Manual Synch	Disabled U	Inits:		2	0				
Change Password	Total Even	t Count:		691	õ				
Reports	Non-archiv	ed Event C	ount:	691	õ				
User Help		urs Events		0	ŏ				
 Administration 		s Events In		0					
System Setup	-		-	0	0				
System Status		ys Events I	-	-	0				
Asset Monitoring		Backup DV		0	0				
System Hotlists		er Errored C	Out:	false	0				
Import Events	Backup Sc	heme:		none	0				
Manage Units	Version:			trunk	0				
Manage Users									
Manage User Groups									
Manage Locations									
Manage Hotlist Formats									
Action									
Refresh Page									

2 Click the **DVD** tab. If the backup function is enabled, a list of completed and pending backup discs will display.



		mvadmin is logged in. Logout		
▼ Home Menu	System Logs DVD Tools Update Messages Lo	cal Queue Backup PC		
Home	DVD			
Search Events				
Remote Search	K K Page 1 of 1 (3 total record			
Find Associates	Label	Completion Time 🛦		
Personal Hotlists	Certified Backup #1	01/16/2017 16:24		
Manual Synch	Certified Backup #2	01/16/2017 16:24		
Change Password				
Reports Online User Help	Certified Backup #3	Pending		
System Setup System Status Asset Monitoring System Hotlists				
Import Events Manage Units				
Manage Users				
Manage User Groups				
Manage Locations				
Manage Locations Manage Hotlist Formats Action				

The columns on the DVD Backups list are described in the following table.

Column	Description				
Label	The number of the Certified Backup Disc. Disc numbers are assigned automatically by the system in sequential order, beginning with no. 1. The highest number on this list is the most recent disc burned.				
Completion Time	The date and time at which the robotic DVD burner finished burning the Certified Backup Disc. If a disc has not been burned yet, the word Pending will display here.				

6

This chapter describes how to perform those system maintenance procedures that are not covered in any other part of this guide. Perform these procedures as needed in response to agency needs, user requests, and/or inbox messages received.

For more information, see:

Utilities

- Viewing the System Logs, below
- □ Viewing the System Status Page, page 262
- □ Updating Precinct Information, page 264
- □ Configuring the System to Perform Remote Searches, page 267
- □ Forwarding System Messages to Your Regular Mailbox, page 270
- □ Changing the Application Display Logo, page 273
- □ Maintaining Storage Devices, page 275
- □ Accessing Product Manuals & Training Videos, page 282
- □ Updating Software, page 285
- □ Changing the Session Timeout Setting, page 293
- □ Changing the Application's Color Scheme, page 296
- □ Downloading the Support Logs, page 298
- □ Viewing System Messages from the 'Messages' Tab, page 299
- □ Changing the Days Online Setting for Messages, page 301
- Downloading the Java Runtime Environment (JRE) Application, page 303.

Viewing the System Logs

This section describes how to view the system logs. These logs track:

- □ User activities, such as plate searches and hotlist edits.
- □ System activities, such as hotlist alert notifications.
- 1 Go to ▼Administration and click **System Status**. The System Status page displays.



	System Status					
Mobile-Vision, Inc.				mvadmin is logged in. Logout		
▼ Home Menu Home	System Logs DVD	Tools Up	date	Messages Local Queue Backup PC		
Search Events	Storage Capacity:	132.9 GB	0	Active Users:		
Find Associates	Available Disk Space:	105.4 GB	õ	 mvadmin From 24.187.221.146 Since 08/02/2017 14:22 		
Personal Hotlists	Enabled Units:	0	õ			
Manual Synch	Disabled Units:	2	ŏ			
Change Password	Total Event Count:	691	ŏ			
Reports	Non-archived Event Count:	691				
Jser Help			0			
 Administration 	Last 24 Hours Events Ingested:	0	0			
System Setup	Last 7 Days Events Ingested:	0	0			
System Status	Last 30 Days Events Ingested:	0	0			
Asset Monitoring	Number of Backup DVDs:	0	0			
System Hotlists	Downloader Errored Out:	false	0			
mport Events	Backup Scheme:	none	0			
Janage Units	Version:	trunk	0			
Manage Users			-			
lanage User Groups						
lanage Locations						
Manage Hotlist Formats						
Action						
Refresh Page						

2 Click the Logs tab. The system logs display.

			S	STEM STA	ATUS
Mobile-Vision, In	2.				mvadmin is logged in. Logout
▼ Home Menu	System	Logs DVD To	ols Update	Messages Local	I Queue Backup PC
Home	Oystern	2093 272 10	opuale	Mc33agc3 E0ta	adede Backup 10
Search Events				System Logs	
Remote Search		K	KK K Pa	ge 5 of 5 (45 total records)	> >> >1 @
Find Associates	Date 🛦	User	IP Address	Event	Details
Personal Hotlists			1		
Manual Synch		. <u> </u>	1		
Change Password	01/16/2017	an in day in	400 00 400 400	Dist. Os sub	Plate search performed using the following parameters:
Reports	16:24	mvadmin	166.20.100.160	Plate Search	Unit=L3-02;After Date=Sun Jan 01 00:00:00 CST 2017;Before Date=Sun Jan 01 23:59:59 CST 2017;
User Help					
Administration	01/16/2017	mvadmin	166.20.100.160	Plate Search	Plate search performed using the following parameters: Unit=L3-02:After Date=Tue Nov 01 00:00:00 CDT
System Setup	16:24	mvaumm	100.20.100.100	riate dealch	2016;Before Date=Sun Jan 01 23:59:59 CST 2017;
System Status	01/16/2017				Distance with a softward union the following environment
Asset Monitoring	16:25	mvadmin	166.20.100.160	Plate Search	Plate search performed using the following parameters: Plate=L:Search Type=Standard:Unit=L3-02:
System Hotlists	10.20				
Import Events	01/16/2017	mvadmin	166.20.100.160	Plate Search	Plate search performed using the following parameters: Plate=L*;Search Type=Standard;Wildcard=true;Unit=L3-
Manage Units	16:25	mvaumm	100.20.100.100	Flate Search	02:
Manage Users	04//7/00/7				
Manage User Groups Manage Locations	01/17/2017 10:16	mvadmin	166.20.100.160	Hotlist Edit	Hotlist 'Willow Apt Complex' edited
Manage Locations Manage Hotlist Formats	10.10				
-					
Action					
Refresh Page					

The columns on this form are described in the following table.



	System Logs				
Column	Description				
Date	The date and time at which this activity occurred.				
User	The User ID of the individual who either performed this activity <i>or</i> was involved in this activity, such as a user who received an alert notification.				
IP Address	The IP address of the machine on which this activity occurred. If this log is associated with a system activity, such as an alert notification, this field will be blank.				
Event	The type of activity that occurred.				
Details	A detailed description of the activity.				

- **3** To narrow the logs list to those activities associated with a specific user, select a user name from the *User* drop-down list.
- **4** To narrow the logs list to those activities whose description contains specific text (such as a plate number), enter that text in the *Details* field.



HINT: To display all activities that involve the creation of new records, enter the word **created** in the *Details* field. To display all activities that involve changes to existing records, enter the word **edited** in the *Details* field.



Viewing the System Status Page

This section describes how to view the system status messages. This page provides important information and statistics on events, units, and users. It also indicates what version of AlertVU Back Office you are running.

1 Go to **V** Administration and click **System Status**. The System Status page displays.

Mobile-Vision, Inc.								mvadr	nin is logged in. Loqout
▼ Home Menu	System	Logs	DVD	Tools	Update	Messages	Local Queue	Backup PC	1
Home	_						-		
Search Events	Storage Ca	pacity:		132.9	9 GB 🕜		Active Users:		
Find Associates	Available D	isk Space:		105.4	4 GB 🛛 🕜		 mvadmin From 24.187.221.146 Since 08/02/2017 14:3 		ce 08/02/2017 14:22
Personal Hotlists	Enabled Ur	its:		0	0				
Manual Synch	Disabled U	nits:		2	0				
Change Password	Total Event	Count:		691	õ				
Reports	Non-archiv	ed Event C	ount	691	ŏ				
User Help	Last 24 Hor			0					
 Administration 			-	-	0				
System Setup	Last 7 Days		-	0	0				
System Status	Last 30 Day		-	0					
Asset Monitoring	Number of			0	0				
System Hotlists	Downloade	r Errored C)ut:	false					
Import Events	Backup Sc	neme:		none	0				
Manage Units	Version:			trunk	. 0				
Manage Users									
Manage User Groups									
Manage Locations									
Manage Hotlist Formats									
Action									
Refresh Page									

2 If it is not already selected, click the **System** tab, as pictured above. The statuses on this page are described below.

System Status Settings				
Field	Description			
Storage Capacity	The total amount of usable space allotted for storing events and hotlists on the server.			
Available Disk Space	The amount of storage space that is currently available to store events and hotlists.			
Enabled Units	The number of active AlertVU units. Active units have a status of <i>Enabled</i> .*			
Disabled Units	The number of disabled AlertVU units. Disabled units have a status of <i>Disabled</i> .*			
Total Event Count	The total number of searchable events on the server.			

^{*} To view a particular unit's status, go to **▼Administration** and click Manage Units.



	System Status Settings (cont'd)
Field	Description
Non-archived Event Count	The number of events on the server that have not been burned to backup disc yet.
Last 24 Hours Event Count	The number of events that have been downloaded from AlertVU units to the server in the last 24 hours.
Last 7 Days Event Count	The number of events that have been downloaded from AlertVU units to the server in the last seven days.
Last 30 Days Event Count	The number of events that have been downloaded from AlertVU units to the server in the last 30 days.
Number of Backup DVDs	The total number of archive discs (i.e., <i>Certified Backup Discs</i>) that the system has burned since AlertVU Back Office was installed.
Downloader Errored Out	 A true/false display that indicates whether or not there is currently a problem with the transmission of event files from units to server: <i>True</i>. There is an event transmission problem. <i>False</i>. There is no event transmission problem.
Backup Scheme	The current backup scheme:<i>all</i>. Backup everything<i>none</i>. Backup nothing
Version	The version of AlertVU Back Office that you currently have installed. This field also includes a link to the technical Release Notes. Whenever you call L3 Mobile-Vision Technical Support, please have the current version number on hand.
Active Users (right column)	 Information on all users who are currently logged into AlertVU Back Office: User ID IP address of the PC used to log into the application Date and time at which the user last logged in.
	Action
Action	Description
Refresh Page	Redisplay the System Status page so that you can see any changes that have occurred since you first displayed the page. The system updates screen information every 15 minutes.



Updating Precinct Information

During installation, your System Implementation Specialist (SIS) will enter your Precinct information into AlertVU Back Office. By default, the system prints some of this information on your archive discs, including your home precinct's name and phone number. This section describes how to update this information as needed.

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.

Mobile-Vision, Inc			Syst	EM SETU		
					mva	idmin is logged in. Logout
▼ Home Menu	Precinct Sys	tem Settings	Security Settings	Vodules DVD		
Home Search Events						
Remote Search	Precinct Info	Logos				
Find Associates				Precinct		
Personal Hotlists		18	K K Page	1 of 1 (2 total records)	× × ×	
Manual Synch	Precin	t Name 🔺	Phone Number	IP Address	Local Access	Last Comm Date
Change Password	MVI-Leslie-Docun		480-948-7418	Local	false	Local
Reports						
User Help	Remote Precinct #	^{‡1}	1231231234	192.168.110.73	false	11/30/2015 14:13
 Administration 				in in		
System Setup						
System Status						
Asset Monitoring						
System Hotlists						
Import Events						
Manage Units						
Manage Users						
Manage User Groups						
Manage Locations						
Manage Hotlist Formats						
Action						
-						

- 2 If it is not already selected, click the **Precinct** tab.
- **3** If it is not already selected, click the **Precinct Info** tab. Your precinct record(s) display, as pictured above.
- 4 Click on the precinct record you wish to update.



This

			Syst	EM SETU	P	
Mobile-Vision, Inc					mva	idmin is logged in. <u>Loqout</u>
▼ Home Menu	Precinct	System Settings	Security Settings	1odules DVD		
Home		oystem octangs	occurry octango in			
Search Events	Precinct Inf	fo Logos				
Remote Search	riccinctin	Logos				
Find Associates				Precinct		
Personal Hotlists			R R R R R R R R R R R R R R R R R R R	of 1 (3 total records)	> >> >1	
Manual Synch	D	recinct Name 🔺	Phone Number	IP Address	Local Access	Last Comm Date
Change Password						
Reports	MVI-Leslie-L	Documentation	480-948-7418	Local	false	Local
User Help	Remote Pred	cinct #1	1231231234	192.168.110.73	false	11/30/2015 14:13
oserrieip	Ttemote i ret					
 Administration 	Kemole Free			1		
 Administration 						
 Administration System Setup 						
Administration System Setup System Status Asset Monitoring						
Administration System Setup System Status Asset Monitoring System Hotlists						
Administration System Setup System Status Asset Monitoring System Hotlists Import Events						
Administration System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users						
Administration System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups						
Administration System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations						
Administration System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups						<u>.</u>
Administration System Setup System Status Asset Monitoring System Hotlists mport Events Manage Users Manage User Groups Manage Locations						
Administration System Setup System Status System Hotlists Wanage Units Wanage Users Wanage User Groups Wanage Locations Wanage Locations Action						<u>.</u>
Administration System Setup System Status Asset Monitoring System Hotlists mport Events Vanage Units Wanage Users Vanage Users Vanage Locations Vanage Hotlist Formats Action New						
Administration System Setup System Status System Status System Hotlists mport Events Manage Users Manage User Groups Manage User Groups Manage Hotlist Formats Action New Edit						
Administration System Setup System Status Asset Monitoring System Hollists Import Events Manage Units Manage Users Manage User Groups Manage Hotlist Formats						

5 Go to the Action column and click **Edit**.

– OR –

Right-click on the record, then select **Edit** from the popup menu.

The Edit Precinct popup displays. This popup will be slightly different depending on whether this is the *home* precinct or a *remote* precinct.





document consists of general capabilities information that is not defined as controlled technical data under ITAR part 120.10 or EAR



		Edit Pre	cinct				
	Precinct Data						
	Organization Name:	Remote Precinct	: #1		0		
	Precinct Name:	Remote Precinct	: #1		0		
	Address:	123 MVI Drive				0	
	Phone Number:	1231231234	0				
	IP Address:	192.168.110.73		0			
mote Precinct	Grant Local Access: Enable SSL:						
	Max Concurrent Searches:	2 🔮					
	Search Type:	L3 Mobile Visio	n 🗸 🥝				
	API Port:	80 🔮					
	API Context: /alertvu/services/LPRHandlerService						
	Last Comm Date:	11/30/2015 14:1	3	0			

The Precinct Data fields for the home precinct are described below. The data fields for the remote precinct(s) are described on page 268.

	Home Precinct Data
Field	Description
Organization Name	The name of your agency. By default, the system will print this field on your backup discs.
Precinct Name	The name of the precinct that this AlertVU server is installed at, if applicable. By default, the system will print this field on your backup discs. If you don't need this field to specify precinct information, you can use it to enter default text that you wish to print on backup discs, such as "For Official Use Only."
Address	Your precinct's mailing address.
Phone Number	Your precinct's phone number. By default, the system will print this field on your backup discs.
Registration Key	Your AlertVU product identification code. <i>Display-only field</i> .
Support Expiration	The date on which your service contract with L3 Mobile- Vision expires. <i>Display-only field</i> .

For information on the Mail Server function, see "Forwarding System Messages to Your Regular Mailbox" on page 270.

- **6** Enter your changes in the appropriate field(s).
- 7 Click Save.



Configuring the System to Perform Remote Searches

The optional Enterprise AlertVU Administration module allows your organization to perform event searches on other precincts' databases. You can remotely search both AlertVU databases *and* non-AlertVU databases that conform to NIJ (National Institute of Justice) standards.

To configure the system for remote searches, you will need to add a precinct record for each remote precinct you wish to search. If your agency will be searching remote *AlertVU* servers, you will also need to contact the System Administrator at each remote precinct and ask him to add *your* precinct record to *their* database, taking care to select the *Grant Local Access* checkbox on the precinct record.

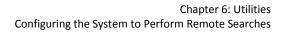


WARNING: The following procedure should only be performed with the assistance of your L3 Mobile-Vision Technical Support Engineer (TSE) or System Implementation Specialist (SIS).

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.

· ·					mva	dmin is logged in. <u>Loqou</u>
▼ Home Menu	Precinct St	stem Settings	Security Settings	Modules DVD		
Home			iotaniy ootango			
Search Events	Precinct Info	Logos				
Remote Search	-					
Find Associates			1	Precinct		
Personal Hotlists		K	Contract Page 1	1 of 1 (2 total records)	> >> >I	
Manual Synch	Preci	nct Name 🔺	Phone Number	IP Address	Local Access	Last Comm Date
Change Password	MVI-Leslie-Docu	mentation	480-948-7418	Local	false	Local
Reports User Help	Remote Precinct		1231231234	192,168,110,73	false	11/30/2015 14:13
	Remote Precinci	.#1	1231231234	192.108.110.73	laise	11/30/2015 14.13
Administration						
System Setup						
System Status						
Asset Monitoring						
System Hotlists						
Import Events						
Manage Units						
Manage User Groups						
Manage Users Manage User Groups Manage Locations Manage Hotlist Formats						
Manage User Groups Manage Locations						
Manage User Groups Manage Locations Manage Hotlist Formats						

- 2 If it is not already selected, click the **Precinct** tab.
- **3** If it is not already selected, click the **Precinct Info** tab.
- 4 Go to the Action column and click New. The New Precinct popup displays.





	New Precinct		
Precinct Data			
Organization Name:		0	
Precinct Name:		0	
Address:			0
Phone Number:	0		
IP Address:	0		
Grant Local Access:			
Enable SSL:			
Max Concurrent Searches:	2 🕜		
Search Type:	L3 Mobile Vision 🗸 🕜		
API Port:	80 🕜		
API Context:	/alertvu/services/LPRHandler	Service	
Last Comm Date:	Never 🕜		
	Save Cancel		

The fields on this screen are described below.

	Remote Precinct Data
Field	Description
Organization Name	The name of the remote agency.
Precinct Name	The name of the remote precinct which houses the server that will be searched.
Address	The remote precinct's mailing address.
Phone Number	The remote precinct's phone number.
IP Address	The network address of the remote precinct's server.
Grant Local Access	A checkbox used to grant the remote precinct access to local data when a user on the remote server is performing a remote search.
Enable SSL	A checkbox used to enable encrypted communication between servers when performing remote searches.
Max Concurrent Searches	The number of remote searches that can be executed at the same time on the remote precinct.
Search Type	 The search method that this remote precinct will be using: L3 Mobile Vision. The proprietary L3 Mobile Vision search method. External NIJ. The non-proprietary National Institute of
	Justice search method. Only select this option if the remote precinct is a non-AlertVU third party system that conforms to NIJ standards.
	Select this value from the drop-down list provided.



	Remote Precinct Data (cont'd)
Field	Description
API Port	The number of the network port that will be used for communication between precinct servers. If the <i>Enable</i> <i>SSL</i> checkbox is selected, this field defaults to 443 . Oth- erwise the field defaults to 80 . You cannot change this field unless the selected <i>Search</i>
	<i>Type</i> is External NIJ .
API Context	The internal server path to the service that will be used to facilitate Enterprise AlertVU communication.
	You cannot change this field unless the selected <i>Search Type</i> is External NIJ .
Last Comm Date	The date that the remote precinct server last communi- cated with the local server. <i>Display-only field</i> .

- 5 Enter the remote agency's name in the *Organization Name* field.
- 6 Enter the remote precinct's name in the *Precinct Name* field.
- 7 Enter the remote precinct's mailing address in the *Address* field.
- 8 Enter the remote precinct's phone number in the *Phone Number* field.
- **9** Enter the network address of the remote precinct's server in the *IP Address* field.
- **10** If you want the remote precinct to be able to search your local server as well, select the *Grant Local Access* checkbox. Otherwise proceed to the next step.

New Precinct	
Precinct Data	
Organization Name: L3 Mobile-Vision	0
Precinct Name: Maitland, FL	0
Address: 2600 Lake Lucien Drive	0
Phone Number: 800-336-8475 🕜	
IP Address: 172.16.0.1	
Grant Local Access: 🗹 🥝	
Enable SSL: 🗌 🕜	
Max Concurrent Searches: 5	
Search Type: L3 Mobile Vision 🔽 🕜	
API Port: 80	
API Context: /alertvu/services/LPRHandlerSe	rvice 🕜
Last Comm Date: Never 🕜	
Save Cancel	





- **11** To enable encrypted communication between servers when performing remote searches, select the *Enable SSL* checkbox. Otherwise proceed to the next step.
- **12** If you selected the *Grant Local Access* checkbox, proceed to the next step. Otherwise skip to step 17.
- **13** To allow two concurrent searches on the remote server (default), proceed to the next step. Otherwise enter a different value in the *Max Concurrent Searches* field.
- **14** If the remote precinct you are configuring has an *AlertVU* server (default), skip to step 17.

– OR –

If the remote precinct you are configuring has a *non-AlertVU* server, select **External NIJ** from the drop-down list. Proceed to the next step.

- **15** Enter the number of the network port that will be used for communication between precinct servers in the *API Port* field.
- **16** If your L3 Mobile Vision Technical Support Engineer (TSE) instructed you to change the value of the *API Context* field, enter that value. Otherwise proceed to the next step.
- 17 Click Save. The new record displays on the Precinct list.
- **18** To enter another remote precinct, repeat steps 4 17.

Forwarding System Messages to Your Regular Mailbox

By default, AlertVU system messages display in the *Inbox Messages* section of the Message Board, located on the AlertVU Home Page. However, if your precinct has its own SMTP mail server, you can configure the system so that users' *Inbox* messages, including hotlist alerts, are copied to their regular email accounts as well.

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.



Mobile-Vision, Inc.			Syst	EM SETU	P	
					mva	idmin is logged in. <u>Loqou</u>
▼ Home Menu	Precinct Sv	stem Settings	Security Settings	Adules DVD		
Home						
Search Events	Precinct Info	Logos				
Remote Search		Stan in the				
Find Associates				Precinct		
Personal Hotlists			K K Page 1	of 1 (2 total records)	> >> >1	
Manual Synch	Precin	ct Name 🔺	Phone Number	IP Address	Local Access	Last Comm Date
Change Password	MVI-Leslie-Docur	mentation	480-948-7418	Local	false	Local
Reports						
User Help	Remote Precinct	#1	1231231234	192.168.110.73	false	11/30/2015 14:13
Administration						
System Setup						
System Status						
Asset Monitoring						
System Hotlists						
Import Events						
Manage Units Manage Users						
Manage Units Manage Users						
Manage Units Manage Users Manage User Groups Manage Locations						
Import Events Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats						
Manage Units Manage Users Manage User Groups Manage Locations						
Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats						

- 2 If it is not already selected, click the **Precinct** tab.
- **3** If it is not already selected, click the **Precinct Info** tab.
- 4 Click on the precinct record to highlight it.

				mva	dmin is logged in. Loqout
▼ Home Menu	Precinct System Settings	Security Settings	vodules DVD		
Home					
Search Events	Precinct Info Logos				
Remote Search					
Find Associates			Precinct		
Personal Hotlists	IX.	Page 1	I of 1 (3 total records)	> >> >1	
Manual Synch	Precinct Name	Phone Number	IP Address	Local Access	Last Comm Date
Change Password	MVI-Leslie-Documentation	480-948-7418	Local	false	Local
Reports					
User Help	Remote Precinct #1	1231231234	192.168.110.73	false	11/30/2015 14:13
 Administration 			la de la		
System Setup					
System Setup System Status					
System Status					
System Status Asset Monitoring System Hotlists					
System Status Asset Monitoring					
System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users					
System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups					
System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations					
System Status Asset Monitoring System Hotlists Import Events					
System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations					
System Status Asset Monitoring System Hollists Import Events Manage Users Manage Users Manage Locations Anage Hollist Formats Action					
System Status Asset Monitoring System Hollists Import Events Manage Users Manage User Groups Manage Locations Manage Locations Manage Hotlist Formats Action New					
System Status Asset Monitoring System Hotlists Import Events Manage Users Manage User Groups Manage Locations Manage Hotlist Formats Action New Edit					
System Status Asset Monitoring System Hotlists Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats					



5 Go to the Action column and click **Edit**.

– OR –

Right-click on the record, then select **Edit** from the popup menu. The Edit Precinct popup displays.

Organization Name:	MVI-Leslie-Doc	umontati	00		0	
					0	
	MVI-Leslie-Doc				12	
Address:	6433 E. Lincolr	Dr., Par	adise Va	alley, AZ		0
Phone Number:	480-948-7418	0				
Registration Key:	1515A6B43DA00	050568A7	76B	0		
Support Expiration:	11/30/2016	0				
Mail Server)			
Mail Server Login:			0			
Mail Server Password:			0			
From Address:			0	- Mai	Serv	ver data
SMTP Host:			0			
SMTP Port:	0	0	J			
			_			

The Mail Server fields are described below.

Mail Server				
Field	Description			
Mail Server Login	A User ID that has send-mail privileges within your mail system.			
Mail Server Password	The security password for the Mail Server Login above.			
From Address	The email address that will display in the <i>From Address</i> field of the forwarded emails (e.g., System_Admin@L3com.com).			
SMTP Host	The SMTP email host.			
SMTP Port	The SMTP email port.			

For a description of the *Precinct Data* fields, see the table on page 266.

- 6 Position your cursor in the *Mail Server Login* field. Enter a User ID with send-mail privileges, then press **Tab**.
- 7 Enter the security password for the *Mail Server Login*, then press **Tab**.



- 8 Enter the email address that will display in the *From Address* field of the forwarded emails, then press **Tab**.
- 9 Enter the name of the SMTP email host, then press **Tab**.
- **10** Enter the number of your SMTP email port.
- 11 Click Save.

Changing the Application Display Logo

This section describes how to change the graphics file that displays in the upper left corner of the AlertVU application. You may, for example, want to replace the default logo with your agency's logo.

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.

		Syst	ем Ѕети	P	
Mobile-Vision, Inc.				mva	dmin is logged in. Logou
▼ Home Menu	Precinct System Settings	Security Settings	Aodules DVD		
Home					
Search Events	Precinct Info Logos				
Remote Search					
Find Associates			Precinct	10000 - MR - A	
Personal Hotlists		K K Page 1	of 1 (2 total records)	> >> >I	
Manual Synch	Precinct Name	Phone Number	IP Address	Local Access	Last Comm Date
Change Password	MVI-Leslie-Documentation	480-948-7418	Local	false	Local
Reports					
User Help	Remote Precinct #1	1231231234	192.168.110.73	false	11/30/2015 14:13
Administration					
System Setup					
System Status					
Asset Monitoring					
System Hotlists					
Import Events					
Manage Units					
Manage Users					
Manage User Groups					
Manage Locations					
Manage Hotlist Formats					
-					
Action					
Action New Refresh Page					

- 2 If it is not already selected, click the **Precinct** tab. Your precinct record(s) display, as pictured above.
- **3** Click the **Logos** tab.



Mobile-Vision, In	c. mvadmin is logged in. Logout
▼ Home Menu Home	Precinct System Settings Security Settings Modules DVD
Search Events	Precinct Info Logos
Remote Search	
Find Associates	
Personal Hotlists	
Manual Synch	MASSACHUSETT??
Change Password	
Reports	
User Help	
Administration	
System Setup	
System Status	
Asset Monitoring	· · · · · · · · · · · · · · · · · · ·
System Hotlists	
Import Events	Logo File: Browse Select Color scheme: Blue
Manage Units	
Manage Users	
Manage User Groups	
Manage Locations	
Manage Hotlist Formats	
Action	
Refresh Page	

If you previously uploaded any graphics files to AlertVU, a thumbnail image of those file(s) will display on-screen. Otherwise just the L3 Mobile-Vision logo will display.

- **4** If the desired graphic already displays on-screen, skip to step 8. Otherwise proceed to the next step.
- 5 Click the **Browse** button to the right of the *Logo File* field. The Choose File to Upload popup displays.
- **6** Navigate to the disk drive location where the graphics file is located.
- 7 Double-click on the graphics file you wish to upload. A thumbnail image of the graphic displays in the space above the *Logo File* field.
- **8** Click on the thumbnail image of the graphic you wish to display. That graphic will appear in the upper left corner of the AlertVU application.

Please note that the graphic you select here will display on *every* page of the AlertVU Back Office application, not just on the Home page.



Maintaining Storage Devices

The **Storage Machines** tab lists the settings that AlertVU uses to determine where data is stored on the server and how to interact with client workstations. These Storage Machines may be located on internal or external storage devices, such as a RAID unit. RAID is an acronym for *Redundant Array of Independent Disks*—a storage device that contains multiple disk drive components.

Storage server data is configured by your System Implementation Specialist (SIS) during installation. You do not need to modify this data unless the disk resources available to the server have changed.



WARNING: Do not modify any of the field values on a Storage Device record without the assistance of your agency's network specialist OR an L3 Mobile-Vision Technical Support Engineer. Entering incorrect data could have dire consequences. Some of your events could become inaccessible, wireless transmission could fail, and/or data could be permanently lost.

For specific instructions, see:

- □ Adding a Storage Device, below
- □ Viewing/Changing a Storage Device, page 278
- □ Deleting a Storage Device, page 280.

Adding a Storage Device

This section describes how to set up a new storage device on AlertVU Back Office. Your System Implementation Specialist (SIS) or Technical Support Engineer (TSE) will perform this task when your agency acquires a new RAID storage unit. For more on RAIDs, see the previous section.

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.



			Syst	ем S етu	Р	
	6.				mva	dmin is logged in. Logout
▼ Home Menu	Precinct Sv	stem Settings	Security Settings	Nodules DVD		
Home		· · · · · · · · · · · · · · · · · · ·				
Search Events	Precinct Info	Logos				
Remote Search						
Find Associates				Precinct		
Personal Hotlists		. I	C K Page 1	of 1 (2 total records)	X XX XI	
Manual Synch	Precin	ict Name 🔺	Phone Number	IP Address	Local Access	Last Comm Date
Change Password	MVI-Leslie-Docu	mentation	480-948-7418	Local	false	Local
Reports						
User Help	Remote Precinct	#1	1231231234	192.168.110.73	false	11/30/2015 14:13
 Administration 						
System Setup						
System Status						
Asset Monitoring						
System Hotlists						
Import Events						
import Eronito						
Manage Units						
Manage Units Manage Users						
Manage Units Manage Users Manage User Groups						
Manage Units Manage Users Manage User Groups Manage Locations						
Manage Units Manage Users Manage User Groups Manage Locations						
Manage Units Manage Users Manage User Groups Manage Locations						
Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats						

2 Click the System Settings tab.

set Monitoring
set Monitoring
set Monitoring
1
Status
Enabled

- **3** If it is not already selected, click the **Storage Machines** tab, as pictured above.
- **4** Go to the Action column and click **New**. The New Storage popup displays.



New Storage	
Internal Path: External JPG URI: Status: Enabled V	0
Save Cancel	

The fields on the New Storage popup are described below.

New Storage			
Field	Description		
Internal Path	The server path to the new storage machine, such as /fbdata/00.		
External JPG URI	The path by which data will be served through the web application (e.g., /stream00/).		
Status	 The current status of this storage device: <i>Enabled.</i> This storage device is available to receive events and hotlists. <i>Disabled.</i> This storage device is <i>not</i> available to receive events and hotlists. 		



NOTE: The values entered on this form *must* match the actual configuration of the storage server.

- **5** Enter the top level path to data storage (e.g., /fbdata/00) in the *Internal Path* field.
- 6 Enter the path by which data will be served through the web application (e.g., /stream00/) in the *External JPG URI* field.
- 7 If you want this storage device to be immediately available to receive events (default), proceed to the next step.

– OR –

If you do *not* want this storage device to be immediately available to receive events, select **Disabled** from the *Status* drop-down list.

8 Click Save. A confirmation message displays at the top of your page.

Storage save successful



Viewing/Changing a Storage Device

This section describes how to view and/or update a storage machine record. These records contain the settings that AlertVU uses to determine where data is stored on the server and how to interact with client workstations.

Because storage server data is configured by your System Implementation Specialist (SIS) during implementation, you do not need to modify this data unless the disk resources available to the server have changed.

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.

3 Mobile-Vision, Inc		System Setup							
					mva	dmin is logged in. Logout			
▼ Home Menu	Precinct	System Settings	Security Settings	Iodules DVD					
Home									
Search Events	Precinct In	nfo Logos							
Remote Search Find Associates				Precinct					
Personal Hotlists			K K Page 1	of 1 (2 total records)	১ ১১ স				
Manual Synch			and the second particular second						
Change Password		Precinct Name 🔺	Phone Number	IP Address	Local Access	Last Comm Date			
Reports	MVI-Leslie-	-Documentation	480-948-7418	Local	false	Local			
User Help	Remote Pr	ecinct #1	1231231234	192.168.110.73	false	11/30/2015 14:13			
 Administration 					10000000				
System Setup									
System Status									
Asset Monitoring									
System Hotlists									
System Hotlists Import Events									
System Hotlists Import Events									
System Hotlists Import Events Manage Units Manage Users									
System Hotlists Import Events Manage Units Manage Users									
System Hotlists Import Events Manage Units Manage Users Manage User Groups									
System Hotlists									
System Hotlists import Events Manage Units Manage Users Manage User Groups Manage Locations									
System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats									

2 Click the System Settings tab.



	System Setup							
Mobile-Vision, Inc.							mvadmin is logged in.	Logout
▼ Home Menu	Precinct System	n Settings Securit	ty Settings	Modules	DVD			
Home	-	-	y	~		/	Y	5
Search Events	Storage Machines	System Options	Backup	Download	Options	Event Exporter	Asset Monitoring	
Remote Search				Storage Mac	hines			
Find Associates	Inter	rnal Path		External JP			Status	
Personal Hotlists Manual Synch		mai Pain		External JPG	3 URI			
Change Password	/fbdata/01		/stream01	/stream01			Enabled	
Reports								
Liser Help								
User Help								
▼ Administration								
Administration System Setup								
Administration System Setup System Status								
Administration System Setup System Status Asset Monitoring								
Administration System Setup System Status Asset Monitoring System Hotlists								
Administration System Setup System Status Asset Monitoring System Hotlists Import Events								
Administration System Setup System Status Asset Monitoring System Hollists Import Events Manage Units								
Administration System Setup System Status Asset Monitoring System Hollists Import Events Manage Units Manage Users								
Administration System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups								
Administration System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations								
Administration System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Hotlist Formats								
Administration System Setup System Status Asset Monitoring System Hotlists Import Events Manage Users Manage Users Manage Users Manage Locations Manage Hotlist Formats Action								
Administration System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Hotlist Formats								

- **3** If it is not already selected, click the **Storage Machines** tab, as pictured above.
- 4 Click on the storage device record you wish to view/edit.

	System Setup						
Mobile-Vision, Inc						mvadmin is logged in. Logout	
▼ Home Menu	Precinct System	Settings Security	Settings	Modules DVD			
Home Search Events Remote Search	Storage Machines	System Options	Backup	Download Options	Event Exporter	Asset Monitoring	
Find Associates				Storage Machines			
Personal Hotlists	Inter	nal Path		External JPG URI		Status	
Manual Synch Change Password	/fbdata/01		/stream01			Enabled	
Reports User Help							
▼ Administration							
System Setup							
System Status							
Asset Monitoring							
System Hotlists							
Import Events							
Manage Units							
Manage Users							
Manage User Groups							
Manage Locations							
Manage Hotlist Formats							
Action							
New							
New Edit							
Action New Edit Delete Refresh Page							







5 Go to the Action column and click **Edit**.

– OR –

Right-click on the record, then select **Edit** from the popup menu.

The Edit Storage popup displays.

Internal Path:	lfb.data/04	6
internal Patri:	Induata/01	U
External JPG URI:	/stream01	0
Status:	Enabled 🗸	

For a description of the fields on this form, see the table on page 277.

6 To change your storage configuration, proceed to the next step. Otherwise click **Cancel** to close the popup.



WARNING: Do not modify any of the field values on this popup without the assistance of your agency's network specialist OR an L3 Mobile-Vision Technical Support Engineer.

- 7 Enter/select your changes in the appropriate field(s).
- 8 Click Save. A confirmation message displays at the top of the page.

Storage save successful

Deleting a Storage Device

This section describes how to delete an existing storage device record. Only perform this procedure when instructed to do so by an L3 Mobile-Vision Technical Support Engineer.

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.



			Syst	em Setu	P	
Mobile-Vision, Inc					mva	admin is logged in. <u>Loqou</u>
▼ Home Menu	Precinct Sv	stem Settings	Security Settings	Adules DVD		
Home						
Search Events	Precinct Info	Logos				
Remote Search						
Find Associates				Precinct		
Personal Hotlists			K K Page 1	of 1 (2 total records)	> >> >I	
Manual Synch	Precir	ict Name 🔺	Phone Number	IP Address	Local Access	Last Comm Date
Change Password	MVI-Leslie-Docu	mentation	480-948-7418	Local	false	Local
Reports	Remote Precinct	#4	4004004004	192.168.110.73	false	11/30/2015 14:13
User Help	Remote Precinct	#1	1231231234	192.168.110.73	taise	11/30/2015 14:13
Administration						
System Setup						
System Status Asset Monitoring						
System Setup System Status Asset Monitoring System Hotlists						
System Status Asset Monitoring System Hotlists Import Events						
System Status Asset Monitoring System Hotlists Import Events Manage Units						
System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users						
System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage Users						
System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations						
System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations						
System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations						
System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats						

2 Click the **System Settings** tab.

Mobile-Vision, Inc			010	ГЕМ 8	OLIV		mvadmin is logged in. Logout	
▼ Home Menu	Precinct System	Settings Securit	y Settings	Modules	DVD			
Home	/	·						
Search Events	Storage Machines	System Options	Backup	Download	d Options	Event Exporter	Asset Monitoring	
Remote Search								
Find Associates				Storage Ma	and a state of the		and the second se	
Personal Hotlists	Interr	nal Path		External JP	G URI		Status	
Manual Synch	/fbdata/01		/stream01				Enabled	
Change Password								
Reports								
User Help								
 Administration 								
System Setup								
System Status								
Asset Monitoring								
System Hotlists Import Events								
System Hotlists Import Events								
System Hotlists Import Events Manage Units								
System Hotlists Import Events Manage Units Manage Users								
System Hotlists								
System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations								
System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations								
System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats								

- **3** Make sure that the **Storage Machines** tab is selected, as pictured above.
- 4 Click on the storage device you wish to delete.

(Continued)

AlertVU Back Office Administrator's Guide

L3 Mobile-Vision • 8.7.2017



			Sys	тем Sет	UP	
Mobile-Vision, Inc						mvadmin is logged in. Loqout
▼ Home Menu	Precinct System	Settings Security	/ Settings	Modules DVD		
Home	-	· · · · · · · · · · · · · · · · · · ·		· · · · · · · · · · · · · · · · · · ·	/	~
Search Events	Storage Machines	System Options	Backup	Download Options	Event Exporter	Asset Monitoring
Remote Search				DI 37 11		
ind Associates				Storage Machines		
Personal Hotlists		nal Path		External JPG URI		Status
lanual Synch	/fbdata/01		/stream01			Enabled
Change Password						
Reports						
User Help						
Administration						
System Setup						
System Status						
Asset Monitoring						
System Hotlists						
mport Events						
Aanage Units						
Manage Users						
Nanage User Groups						
Manage Locations						
Aanage Hotlist Formats						
Action						
Jew.						
17.00 C						
New Edit Delete						

5 Go to the Action column and click **Delete**.

– OR –

Right-click on the record, then select **Delete** from the popup menu.

A confirmation message displays.

Confirm	n Delete	
Delete this storag	e path? /fbdat	a/01
Yes	No	

6 Click Yes. The selected storage device is removed from the Storage Machines list.

Accessing Product Manuals & Training Videos

This section describes how to access L3 Mobile-Vision's product manuals and training videos via links to our Online Support Center.

This procedure requires that you have Adobe Reader or other .pdf reader software installed on your PC.

1 Go to **V** Administration and click **System Status**. The System Status page displays.



	System Status								
Mobile-Vision, Inc.				mvadmin is logged in. Locout					
▼ Home Menu Home	System Logs DVD	Tools U	pdate	Messages Local Queue Backup PC					
Search Events	Storage Capacity:	132.9 GB	0	Active Users:					
Find Associates	Available Disk Space:	105.4 GB	ŏ	 mvadmin From 24.187.221.146 Since 08/02/2017 14:22 					
Personal Hotlists	Enabled Units:	0	ŏ						
Manual Synch	Disabled Units:	2	ŏ						
Change Password	Total Event Count:	691							
Reports	Non-archived Event Count:		0						
Jser Help		691	0						
 Administration 	Last 24 Hours Events Ingested:	0	0						
System Setup	Last 7 Days Events Ingested:	0	0						
System Status	Last 30 Days Events Ingested:	0							
Asset Monitoring	Number of Backup DVDs:	0	0						
Bystem Hotlists	Downloader Errored Out:	false	0						
mport Events	Backup Scheme:	none	0						
Manage Units	Version:	trunk	0						
Manage Users									
Manage User Groups									
Manage Locations									
Manage Hotlist Formats									
Action									
Refresh Page									
tonoon rago									

2 Click the **Tools** tab. The video and documentation links are listed on the right side of the page.

					S	STEM	STATU	S		
Mobile-Vision, Inc								п	n vadmin is logged in.	Logout
▼ Home Menu	System	Logs	DVD	Tools	Update	Messages	Local Queue	Backup PC	1	
Home	oystem	Logo	010	10013	opulate	messages	Local Gacac	Backapiro		
Search Events		Δr	plicatio	ns			System	Documenta	tion	
Remote Search		P	prioutic				oystem	Bootamenta	uom	
Find Associates		Java R	untime Envi	ronment			Onlin	e Training Videos		
Personal Hotlists		_								
Manual Synch		Bac	kup PC Up	dater			Online Prod	luct Documentatio	on List	
Change Password		AlertVU M	obile Instal	ler/Updater	1					
Reports										
User Help		Down	load Suppo	rt Logs						
▼ Administration										
System Setup										
System Status										
Asset Monitoring										
System Hotlists										
Import Events										
Manage Units										
Manage Users										
Manage User Groups										
Manage Locations										
Manage Hotlist Formats										
Action										

3 Click on the appropriate button:

To view a list of training videos, click **Online Training Videos**.

– OR –

To view a list of manuals and quick reference guides, click **Online Product Documentation List**.



A Windows prompt displays.

Do you want to open or save Documentation CD.pdf (109 KB) from s6.parature.com?	Open	Save	-	Cancel	×

4 Click **Open**. A PDF file displays.

View Document	Tools Window Help		
- 🕄 🔶	👆 1 / 3 😑 🖲 79.1% -		Find -
¥ - : •			
	L 3 Mobile	Vicion	Product Documentation = 9.23.2016
		g and pa	sting the URL directly into your web browser. For assistance with any other problems,
	wski at <u>leslie.zalewski@1-3com.com</u> .		
Product	Document	Pgs	URL
AlertVU	AlertVU Mobile Installation Guide 4.0	40	http://s6.parature.com/FileManagement/Download/2f916ebe500c4756bd1bec721916b9af
AlertVU	AlertVU Mobile Administrator's Guide 4.0	112	http://s6.parature.com/FileManagement/Download/3fe10a563edc40189ab0f56ff4ce3df6
AlertVU	AlertVU Mobile User's Guide 4.0	40	http://s6.parature.com/FileManagement/Download/97522897679046a7beb1e92ad036a6d8
AlertVU	AlertVU Mobile Live Alert Quick Ref Guide	2	http://s6.parature.com/FileManagement/Download/029bef0f9a43435793729e6489ef133b
AlertVU	AlertVU Back Office Officer's Guide	115	http://s6.parature.com/FileManagement/Download/e1b326af376f4e08aa3d41f10d2634db
AlertVU	AlertVU Back Office Administrator's Guide	362	http://s6.parature.com/FileManagement/Download/bbea527dc8c54008a77b4803e19e0714
AlertVU	AlertVU Back Office Quick Reference Guide	2	http://s6.parature.com/FileManagement/Download/e205fb5895d64f90ac2db5f8b3fe3733
AlertVU	AlertVU Fixed Hardware Installation Guide	10	http://s6.parature.com/FileManagement/Download/5fd00d44f0c947e4abbb7a6ea771d26d
Basic Viewer	Basic Viewer Standard 3.0	57	http://s6.parature.com/FileManagement/Download/5d1c01f5f8ab4bfaa2d0cdd750f749a6
Basic Viewer	Basic Viewer Interview Room Forwarder 3.0	41	http://s6.parature.com/FileManagement/Download/4c87deb01af74c7eaa080b85ddc23705
Basic Viewer	Basic Viewer Mobile 3.0	34	http://s6.parature.com/FileManagement/Download/5af0f75dce204c55b809a6a58a5304c5
Basic Viewer	Installing Basic Viewer	1	http://s6.parature.com/FileManagement/Download/014eddde94cc43f48a401ec78a2deb41
BodyVISION	BodyVISION R3 User's Guide	37	http://s6.parature.com/FileManagement/Download/cb071515dc8f4051874a6522f8466c8c
BodyVISION	BodyVISION R3 Quick Reference Card	2	http://s6.parature.com/FileManagement/Download/67aed0124f4847278323d2f57fa6c443
BodyVISION	BodyVISION XV User's Guide	40	http://s6.parature.com/FileManagement/Download/0be11479e6ad46bbb5e3213bc110b625
CycleVision	CycleVision Installation Guide	26	http://s6.parature.com/FileManagement/Download/3c7b2b38465a4d6aa0749c2f661a5ab7
CycleVision	CycleVision User's Guide	240	http://s6.parature.com/FileManagement/Download/7fff03b1d5c04988b92b9a1219ef9bdf
DEA	DEA Agency Officer's Guide	220	http://s6.parature.com/FileManagement/Download/35a2a8070c6646c3939ea19421db120c
DEA	DEA Agency Administrator's Guide	518	http://s6.parature.com/FileManagement/Download/a9827063c6cf4670a7818eb83b792953
DEA	DEA Precinct Officer's Guide	242	http://s6.parature.com/FileManagement/Download/a241f1828e1545bfadbd66d51ae80a95
DEA	DEA Precinct Administrator's Guide	651	http://s6.parature.com/FileManagement/Download/26931ddd6e264842aac71a89b88a555d
DEF	DEF Officer's Guide	86	http://s6.parature.com/FileManagement/Download/0fa7884fa68a4d3695131b07993d531f
DEF	DEF Administrator's Guide	406	http://s6.parature.com/FileManagement/Download/1b00d89ab1694bb68133f1a30ce47336
DEP	DEP Officer's Guide	253	http://s6.parature.com/FileManagement/Download/06aab5956218443f831f68f4a90f95f4
DEP	DEP Administrator's Guide	779	http://s6.parature.com/FileManagement/Download/17763fbf88ae47e98ef08dc3459d7552
DEP (NJSP edition)	DEP NJSP Officer's Guide	237	http://s6.parature.com/FileManagement/Download/f58d9371332c4f44b4301643e81a199e

5 Click on the desired documentation or video link. If you selected the Product Documentation List (pictured above), the AlertVU documentation that pertains to your agency is listed below.

Document	Audience
AlertVU Mobile Installation Guide	AlertVU Mobile installers
AlertVU Mobile Administrator's Guide	 AlertVU Mobile installers AlertVU Mobile system administrators and supervisory users
AlertVU Mobile User's Guide	AlertVU Mobile non-supervisory users
AlertVU Back Office Officer's Guide	AlertVU Back Office non-supervisory users
AlertVU Back Office Administrator's Guide	AlertVU Back Office system adminis- trators and supervisory users



Document	Audience
AlertVU Back Office Quick Reference Guide	All AlertVU Back Office users
AlertVU Fixed Hardware Installation Guide	AlertVU Fixed installers

6 Follow the Windows prompts to view the selected document. If you selected the training video document, please note that the AlertVU videos are on the *last page* of that file.

Updating Software

This section describes how to update those server and PC applications that are a part of the AlertVU system, including:

- □ Server application (AlertVU Back Office). Your server is typically installed in an agency building, such as the computer room in your local precinct.
- PC transmission software. The PC transmission software is installed on the mobile data computers and/or laptops that are located at each AlertVU unit site.

For specific instructions, see:

- □ Updating the Server Application, below
- □ Updating the PC Transmission Software, page 289.

Updating the Server Application

If your agency has an up-to-date Extended Maintenance Agreement (EMA) and your hardware/software configuration meets our system requirements, you qualify for software upgrades whenever one is available. This section describes how to update the AlertVU Back Office application after you receive an upgrade notification in your in-box (*"There is an update available for your Server..."*).

Mobile-Vision, In	ю.		Your last login w as on: 07/14/2015 14:39:39 EDT Officer Martin is logged i	n. <u>Logout</u>
▼ Home Menu	Message Board			
Home			Inbox Messages	
Search Events Remote Search	• My Messages C.	All Message:	s K K Page 1 of 1 (6 total records) S S S	
Find Associates	Date	State	Message Text	Actions
Personal Hotlists	07/14/2015 02:00	Queued	There is an update available for your Server, click the arrow to the right to download the update.	
Manual Synch Change Password	07/13/2015 16:07	Completed	Completed the creation of the event export package.	. ► ×
Reports User Help	07/13/2015 15:38	Completed	Completed the creation of the event export package.	⊛ ×
► Administration	07/13/2015 14:29	Completed	Completed the creation of the event export package.	⊛ ×
Action Quick Alert Hotlist	07/13/2015 14:23	Completed	Server Update to build number trunk-2478 was successfully completed.	×
Launch Client	07/13/2015 09:48	Completed	Completed the creation of the event export package.	×



Chapter 6: Utilities Updating Software

The following procedure requires that your AlertVU server have internet access to our Auto Update server. If you do *not* have direct access to our update server *or* your agency does not *allow* direct access to our server for security reasons, please contact L3 Mobile-Vision Service at 973-263-1090. A Technical Support Engineer will provide you with an alternate method for upgrading your software.

Before you begin an update, make sure that your user type has a *Session Timeout* setting of at least 60 minutes to prevent you from being logged out during the update process.

Edit	User	Role	
Name: Administrator		0	Make sure that
Session Timeout (minutes); 60 Available	0	Assigned	this field is set to 60 or higher
Search: Case	> <<	Case Case Case Case Case Admin Messages Asset Monitoring Edit Events Export Hotlist Import Events Manage Units Mape Vents Notification Client Personal Hotlist Status Menu System Hotlist	

For instructions on changing this setting, see "Changing the Session Timeout Setting" on page 293.

Depending on the size of the update and speed of the network connection, the update process may take up to an hour.

Make sure the Home page displays. (If necessary, go to ▼Home Menu and click Home.)



Mobile-Vision, I	Inc.	WELCOME HOME Your last login w as on: 07/14/2015 14:39:39 EDT Officer Martin is logged in.					
▼ Home Menu	Message Board	ĺ.					
Home			Inbox Messages				
Search Events	• My Messages C	All Messages	Page 1 of 1 (6 total records)				
Remote Search	Date	State	Message Text	Actions			
Find Associates Personal Hotlists							
Personal Hotilsts Manual Synch	07/14/2015 02:00	Queued	There is an update available for your Server, click the arrow to the right to download the update.				
Change Password	07/13/2015 16:07	Completed	Completed the creation of the event export package.	X			
Reports							
User Help	07/13/2015 15:38	Completed	Completed the creation of the event export package.				
Administration	07/13/2015 14:29	Completed	Completed the creation of the event export package.	► ×			
Action Quick Alert Hotlist	07/13/2015 14:23	Completed	Server Update to build number trunk-2478 was successfully completed.	×			
Launch Client	07/13/2015 09:48	Completed	Completed the creation of the event export package.	► ×			

Solution Content in the state of the state o

The Update tab displays.

	Sy	STEM STATUS	s
Mobile-Vision, Inc.			mvadmin is logged in. Logout
▼ Home Menu System Logs D\	D Tools Update	Messages Local Queue	Backup PC
Home			
Search Events			
Remote Search Find Associates			
Fiedse tollow the instruction			
		e your PC must have an internet conn	ection.
	ead the release notes below.		
	update, click the new button lat	eled 'Continue'.	
Administration The status label and p	rogress bar will keep you inforn	ied of your progress.	
System Setup			
System Status *Max Est. Duration: Unk	0940		
Asset Monitoring			
System Hotlists Status: Initia	lized		
Import Events 0%			
Manage Units			
Manage Users Check For	Update		
Manage User Groups * Not Including Update I	Download Time		
Manage Locations			
Manage Hotlist Formats			
Action			
Cancel			

3 Click the **Check for Update** button. The system searches for the new update.

Once the system locates the update, the words "Update Found" will display in the *Status* field and the technical release notes for the update will display at the bottom of the page.

(Continued)



	System Status
Mobile-Vision, In	e. mvadmin is logged in. Loqout
V Home Menu	System Logs DVD Tools Update Messages Local Queue Backup PC
lome	
earch Events	
emote Search	
nd Associates	
rsonal Hotlists	Please follow the instructions below:
nual Synch	 If you have an update CD, place it in your PC, otherwise your PC must have an internet connection.
ange Password	Click the button labeled 'Check For Update'.
ports	If an update is found, read the release notes below.
line User Help	 If you wish to apply the update, click the new button labeled 'Continue'. The status label and progress bar will keep you informed of your progress.
Administration	
stem Setup	
stem Status	Max Est. Duration: 10 (Minutes)
set Monitoring	
stem Hotlists	Status: Update Found
port Events	0%
inage Units	Continue
inage Users	
anage User Groups anage Locations	* Not Including Update Download Time
inage Locations	
Action	
	AlertVu 3.11 06/13/2017
ncel	ID Type Release Notes
	AL- Bug Downloader not resolving Unit breaking downloading with the unit.
	279 Fixed an issue where the Downloader would fail to find unit that was already added to the
	system.
	AL- Story Null Characters in CSV System Hotlist failed to complete.
	277 Fixed an issue where there are hidden Nulls padding each character in the hotlist.
	AL- Bug Event searching by GPS Location not functioning.
	271 Fixed issue when trying to search for events by GPS Location would not allow user to select area
	on the map.

4 Click Continue. The system begins installing the update.

_	Continue
status.	100%
Statuo	Installing
Max Est. Duration:	10 (Minutes)

When the update is complete, a confirmation message displays.



- 5 Click OK.
- **6** Restart your browser.
- 7 Log into AlertVU Back Office again.



Updating the PC Transmission Software

This section describes how to update the L3 Mobile-Vision transmission software that's installed on the mobile data computers and/or laptops located at each AlertVU unit site. Perform this task whenever you receive the following notification in your in-box (*"The software on mobile unit XYZ does not match the server version..."*).

Mobile-Vision, I	nc.		Vour last login w as on: 07/14/2015 14:39:39 EDT Officer Martin is logged in. Logout					
▼ Home Menu	Message Board							
Home			Inbox Messages					
Search Events	My Messages C ■	All Messages	Page 1 of 1 (6 total records)					
Remote Search Find Associates	Date	State	Message Text	Actions				
Personal Hotlists	07/14/2015 02:00	Queued	There is an update available for your Server, click the arrow to the right to download the update.	D ×				
Manual Synch Change Password	07/13/2015 16:07	Completed	Completed the creation of the event export package.	► ×				
Reports User Help	07/13/2015 15:38	Completed	Completed the creation of the event export package.					
► Administration	07/13/2015 14:29	Completed	Completed the creation of the event export package.	► ×				
Action Quick Alert Hotlist	07/13/2015 14:23	Completed	The software on mobile unit, I-4 Downtown, does not match the server version.	×				
Launch Client	07/13/2015 09:48	Completed	Completed the creation of the event export package.					



NOTE: The following procedure is performed from the *server*, not from the mobile data computer.

1 Go to **V** Administration and click **System Status**. The System Status page displays.

Mobile-Vision, Inc.		System Status								
				mvadmin is logged i	n. <u>Loqout</u>					
Home Menu	System Logs DVD	Tools L	lpdate	Messages Local Queue Backup PC						
earch Events	Storage Capacity:	132.9 GB	0	Active Users:						
ind Associates	Available Disk Space:	105.4 GB	2	 mvadmin From 24 187 221 146 Since 08/02/2017 	1/-22					
ersonal Hotlists	Enabled Units:	0	~							
anual Synch	Disabled Units:	2	0							
hange Password		-	0							
eports	Total Event Count:	691	0							
ser Help	Non-archived Event Count:	691	0							
Administration	Last 24 Hours Events Ingested:	0	0							
	Last 7 Days Events Ingested:	0								
ystem Setup	Last 30 Days Events Ingested:	0	0							
ystem Status sset Monitoring	Number of Backup DVDs:	0	0							
ystem Hotlists	Downloader Errored Out:	false	0							
nport Events	Backup Scheme:	none	0							
anage Units	Version:	trunk	õ							
anage Users										
anage User Groups										
anage Locations										
anage Hotlist Formats										
Action										
efresh Page										
on our rago										

(Continued)



2 Click the **Tools** tab.

V Hone Menu Home Search Find Associates Personal Hotlists Manual Synch Change Password Repoits System Status Asset Montoring Manage Users		System Status							
Home System Logs D/U Tools Opdate Messages Local Cueue Backup PC Search Events Remote Search Import Search System Documentation Find Associates Java Runtime Environment Online Training Videos Personal Hotlists Backup PC Updater Online Product Documentation List Change Password AlertVU Mobile Installer/Updater Online Product Documentation List V Administration System Status System Status Asset Monitoring System Status Manage User Groups Manage User Groups Manage User Groups Manage User Groups Manage User Groups Manage Hotlist Formats Manage Local Cons	Mobile-Vision, In	nc. mvadmin is logged in. Logout							
Search Events Applications System Documentation Remote Search Java Runtime Environment Online Training Videos Personal Hottists Backup PC Updater Online Product Documentation List Change Password AlertVU Mobile Installer/Updater Online Product Documentation List V Administration System Status System Status Asset Montoring System Visits Manage User Groups Manage User Groups Manage User Groups Manage Hotlist Formats		System Logs DVD Tools Update Messages Local Queue Backup PC							
Remote Search System Functions Find Associates Java Runtime Environment Personal Hotists Backup PC Updater Anage Password AlertVU Mobile installer/Updater Deer Help Download Support Logs V Administration System Status System Status Asset Monitoring System Hotilsts Import Events Manage Users Manage Users Manage Users Manage User Groups									
Find Associates Java Runtime Environment Online Training Videos Personal Hotlitists Backup PC Updater Online Product Documentation List AlertVU Mobile Installer/Updater Download Support Logs Online Product Documentation List V Administration System Status Download Support Logs Vertical Status System Status Asset Monitoring Vertical Status Vertical Status Manage Unitists Manage User Groups Vertical Status Vertical Status Manage User Groups Manage User Groups Vertical Status Vertical Status Manage User Groups Manage User Groups Vertical Status Vertical Status Manage User Groups Manage User Groups Vertical Status Vertical Status Manage User Groups Manage User Groups Vertical Status Vertical Status Manage User Groups Manage User Groups Vertical Status Vertical Status Manage User Groups Vertical Status Vertical Status Vertical Status Manage User Groups Vertical Status Vertical Status Vertical Status Manage User Groups Vertical Status Vertical Status Vertical Status <td></td> <td>Applications System Documentation</td>		Applications System Documentation							
Personal HollisIS Adanual Synch Change Password Reports Jser Help									
Wanual Synch Backup PC Updater Online Product Documentation List Change Password AlertVU Mobile Installer/Updater Download Support Logs V Administration Download Support Logs Download Support Logs V Administration System Setup System Setup System Hotlists Manage Units Download Support Logs		Java Runtime Environment Online Training Videos							
Alange Pasword Reports Jser Heip V Administration System Status Asset Monitoring System Status Manage Users Manage Users Manage Users Manage Hotlist Formats	Personal Hotlists	Packup DC Hedater Online Draduct Desumantation List							
Reports Download Support Logs ystem Help Download Support Logs ystem Status System Status sset Monitoring System Status ystem Helpits Manage Lost Manage User S Manage User S Manage User Stotus Manage Lost Manage Heltist Formats Manage Lost	Manual Synch	Backup PC opdater							
Seports Download Support Logs Jser Help Download Support Logs Pystem Setup Download Support Logs System Setup Download Support Logs System Setup Download Support Logs	Change Password	AlertVU Mobile Installer/Updater							
Administration System Status Sestem Monitoring System Hotlists mport Events Manage Users Manage Users Manage Users Manage Hotlist Formats	Reports								
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Users Manage Users Manage User Groups Manage Hotlist Formats	User Help	Download Support Logs							
System Status Asset Monitoring System Hollists Import Events Manage User Manage User Manage User Manage Lear Manage Hotlist Formats	 Administration 								
Asset Monitoring System Hollits Import Events Manage Users Manage Users Manage User Groups Manage Lotits Formats	System Setup								
System Hotlists mport Events Manage Units Manage Users Manage User Groups Manage Locatons Manage Hotlist Formats									
Import Events Manage Users Manage Users Manage Locations Manage Hotiist Formats	Asset Monitoring								
Manage Users Manage Users Manage Loser Groups Manage Hotlist Formats	System Hotlists								
Nanage Users Manage User Groups Manage Locations Manage Hotlist Formats	mport Events								
Manage User Groups Manage Locations Manage Hotlist Formats									
Aanage Locations Aanage Hotiist Formats									
Aanage Hotlist Formats									
Action	Manage Hotlist Formats								
	Action								
		3							

3 Click on the **AlertVu Mobile Installer/Updater** button. A Windows message displays.

	Do you want to run or save MobileALPR_2_3.exe (93.6 MB) from 192.168.250.150?	<u>R</u> un <u>S</u> ave
4	Click Run . A warning message displays.	
	Internet Explorer - Security Warning	
	software?	
Example 1	Name: MobileALPR_2_3.exe Publisher: Unknown Publisher	
	Run Don't Run	
	This file does not have a valid digital signature that verifies its publisher. You should only run software from publishers you trust. <u>How can I decide what software to run?</u>	
Example 2	8 MobileALPR_2_3.exe is not commonly downloaded and could harm your computer.	Delete Actions View downloads ×

If your popup includes a **Run** button (as in *Example 1* above), click on it. Next, skip to step 8 for further instructions.

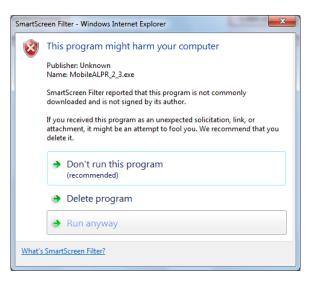
– OR –

If your popup does *not* include a **Run** button (i.e., it looks more like *Example 2* above), proceed to the next step.

5 Click the **Actions** button. The following popup displays.

SmartSci	een Filter - Windows Internet Explorer
	This program might harm your computer
	Publisher: Unknown Name: MobileALPR_2_3.exe
	SmartScreen Filter reported that this program is not commonly downloaded and is not signed by its author.
	If you received this program as an unexpected solicitation, link, or attachment, it might be an attempt to fool you. We recommend that you delete it.
	➔ Don't run this program
	Delete program
N	lore Options
<u>What's</u>	SmartScreen Filter?

6 Click More Options. The following popup displays.



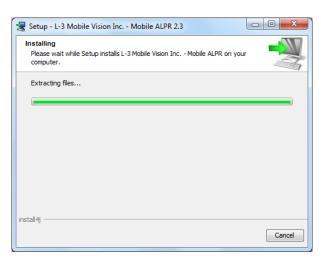
7 Click **Run anyway**. The Mobile ALPR Setup Wizard displays.



Mobile-Vision, Inc.



8 Click Next. The system begins installing the application.



Once the installation is complete, a confirmation screen displays.



9 Click **Finish**. The system prompts you to restart your computer.



10 Click **Yes**. The system reboots. Once the reboot is complete, login to AlertVU Back Office again.



Changing the Session Timeout Setting

The Session Timeout Setting refers to the number of minutes of inactivity the system will allow before automatically logging a particular user type off AlertVU Back Office. If a user type will be performing time-intensive tasks, such as installing software updates, it's recommended that you set their session timeout to a *minimum* of 60 minutes.

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.

	System Setup							
Mobile-Vision, Inc					mva	idmin is logged in. Logou		
▼ Home Menu	Precinct	System Settings	Security Settings	Modules DVD				
Home								
Search Events	Precinct I	Info Logos						
Remote Search				Precinct				
Find Associates Personal Hotlists								
Manual Synch			The second se	1 of 1 (2 total records)	X X X			
Change Password		Precinct Name 🛦	Phone Number	IP Address	Local Access	Last Comm Date		
Reports	MVI-Leslie	e-Documentation	480-948-7418	Local	false	Local		
User Help	Remote Pr	recinct #1	1231231234	192,168,110,73	false	11/30/2015 14:13		
 Administration 				10 ²				
System Setup	6							
System Status								
Asset Monitoring								
System Hotlists								
System Hotlists Import Events								
Import Events								
Import Events Manage Units								
Import Events Manage Units Manage Users Manage User Groups								
Import Events Manage Units Manage Users Manage User Groups Manage Locations								
Import Events Manage Units Manage Users Manage User Groups Manage Locations								
Import Events Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats								

2 Click the Security Settings tab.

(Continued)



	System Setup	
		mvadmin is logged in. Logout
Home Menu	Precinct System Settings Security Settings Modules	
Search Events	Security Policy User Roles Active Directory Settings	
ind Associates	Security Folicy Security Security Security	
Personal Hotlists	Verify password has a numeric character:	
fanual Synch	Verify password has an alpha character:	
hange Password		
leports	Verify password has an uppercase character: 📃 🕜	
Iser Help	Verify password has a special character: 📃 🕜	
Administration	Verify password is not a commonly used password:	
ystem Setup	Disable account on the 3rd failed login attempt:	
system Status	Enable disabling of account if no logins for # days:	
sset Monitoring		
system Hotlists	Disable account if no logins for # days: 180	
mport Events	Verify password has not been used recently:	
lanage Units	The number of passwords to save in history per user: 3	
lanage Users lanage User Groups	The number of passwords to save in history per user. 5	
lanage Locations	Verify password length: 📃 🕜	
Ianage Hotlist Formats	Required number of characters for password: 1	
Action	Enable two factor authentication:	
dit	Numeric or Alphanumeric auth codes: Numeric V	
	Code expiration time: 15	
	Auth code length: 6	

3 Click the **User Roles** tab. A list of system users displays.

Mobile-Vision, Inc	Inc. SYSTEM SETUP							
	**							
▼ Home Menu	Precinct Sv	stem Settings	Security Settings	Modules	DVD			
Home								
Search Events	Security Policy	User Role	s Active Directory Se	ettings				
Remote Search								
Find Associates				User Roles				
Personal Hotlists			K K Page	1 of 1 (5 total re	cords)			
Manual Synch	Display I	lame 🛦	AD Group Nar	ne	Session Timeout (minutes)	System Defined		
Change Password	Administrator		L3MM ALPR ADMIN		60	true		
Reports								
User Help	Officer		L3MM_ALPR_OFFICER		45	true		
 Administration 	Sergeant		L3MM_ALPR_SERGEANT		45	false		
System Setup	Supervisor		L3MM_ALPR_SUPERVISOR		60	true		
System Status	View Only - Ever	,t	L3MM ALPR VIEW VIDEO		60	true		
Asset Monitoring	view Only - Lver			20	60	uue		
System Hotlists								
Import Events								
Manage Units								
Manage Users Manage User Groups								
Manage Locations								
Manage Hotlist Formats								
Action								
New								

4 Click on the user role to highlight it.



-		System	SETUP	
Mobile-Vision, Inc.			mvadn	in is logged in. Logout
▼ Home Menu Home Search Events	Precinct System Settings	Security Settings Modules	DVD	
Search Events Remote Search	Security Policy User Role	es Active Directory Settings		
Find Associates		User Role	S	
Personal Hotlists		Page 1 of 1 (5 total n		
Manual Synch	Display Name 🛦	AD Group Name	Session Timeout (minutes)	System Defined
Change Password	Administrator	L3MM ALPR ADMIN	60	true
Reports				
User Help	Officer	L3MM_ALPR_OFFICER	45	true
 Administration 	Sergeant	L3MM_ALPR_SERGEANT	45	false
System Setup	Supervisor	L3MM_ALPR_SUPERVISOR	60	true
System Status	View Only - Event	L3MM_ALPR_MEW_MDEO	60	true
Asset Monitoring				
System Hotlists Import Events				
Manage Units				
Manage Users				
Manage User Groups				
Manage Locations				
Manage Hotlist Formats				
Action				
New				
Edit				

5 Go to the Action column and click **Edit**.

– OR –

Right-click on the record, then select **Edit** from the popup menu. The Edit User Role popup displays.

Edit	User Role	
Name: Officer Session Timeout (minutes): 45	0	
Available Search: Case Case Case Case Admin Messages Asset Monitoring Edit Events Export Hotlist Import Events Location Management Manage Units Manage Users Manual Synch Notification Client Promote Hotlist	Assigned Search: Cas Rearch: Cas Map Events Personal Hotlist	
Save	Cancel	

6 Go to the *Session Timeouts (minutes)* field and enter the number of minutes you wish to elapse before this user type is automatically logged off the system.



7 Click Save. A confirmation message displays:

User Role Officer successfully saved.

Changing the Application's Color Scheme

This section describes how to change the application's color scheme from the current color to *blue*, *brown*, *green*, *orange*, or *red*.

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.

			Sys	TEM	SETU	J P	
Mobile-Vision, Inc.						mv	admin is logged in. <u>Loqout</u>
▼ Home Menu	Precinct	System Settings	Security Settings	Modules	DVD		
Home	_						
Search Events	Precinct	nfo Logos					
Remote Search		al de la companya de					
Find Associates				Precir	ict	10 000 UK 0	
Personal Hotlists			IK KK K Pa	age 1 of 1 (2 to	tal records)	× >> >1	
Manual Synch		Precinct Name	Phone Numbe	er IP Ad	ddress	Local Access	Last Comm Date
Change Password	M\/LLoslie	Documentation	480-948-741	8 10	ocal	false	Local
Reports							
User Help	Remote P	recinct #1	1231231234	192.16	8.110.73	false	11/30/2015 14:13
Administration							
System Setup							
System Status							
Asset Monitoring							
System Hotlists							
Import Events							
Manage Units							
Manage Users							
Manage User Groups							
Manage Locations							
Manage Hotlist Formats							
Action							
New							

- 2 If it is not already selected, click the **Precinct** tab.
- **3** Click the **Logos** tab.



	System Setup	
Mobile-Vision, Inc	e. mvadmin is logged in. Logo	<u>ut</u>
▼ Home Menu	Precinct System Settings Security Settings Modules DVD	
Home		
Search Events	Precinct Info Logos	
Remote Search		
Find Associates		
Personal Hotlists		
Manual Synch	INSSACHUSET	
Change Password		
Reports		
User Help		
▼ Administration		
System Setup		
System Status		
Asset Monitoring		
System Hotlists	Logo File: Browse Select Color scheme: Blue 🗸	
Import Events Manage Units		
Manage Users		
Manage User Groups		
Manage Locations		
Manage Hotlist Formats		
Action		
Refresh Page		

4 Select a new color scheme from the *Select Color scheme* drop-down list.

System Setup
Mobile-Vision, Inc. mvadmin is logged in. Logout
v Home Bearch Remote Bearch Remote Bearch Remote Bearch Personal Hotlists Manual Synch Change Password Change Password Repots User Høip Import System Status System Hotlists Import Events Manage Users Berowse Manage Users Select Color schemeter Manage Users Browse Ma

The system will prompt you to login to the application again, at which point the new color scheme will take effect.



Downloading the Support Logs

This section describes how to download the logs that are occasionally used by L3 Mobile-Vision's Technical Support Engineers to troubleshoot technical problems. This procedure is only used by those customers who have no remote access whatsoever (i.e., your agency is unable or unwilling to allow remote access to its AlertVU server). Perform this task when instructed to do so by a Technical Support Engineer.

1 Go to **V** Administration and click **System Status**. The System Status page displays.

		Sy	STE	m Status	
Mobile-Vision, Inc.					mvadmin is logged in. Logout
▼ Home Menu	System Loas D	VD Tools I	Jodate	Messages Local Queue	Backup PC
Home					
Search Events	Storage Capacity:	132.9 GB		Active Users:	
Find Associates	Available Disk Space:	105.4 GB		 mvadmin From 	1 24.187.221.146 Since 08/02/2017 14:22
Personal Hotlists	Enabled Units:	0	0		
lanual Synch	Disabled Units:	2	õ		
Change Password	Total Event Count:	691	õ		
Reports	Non-archived Event Count:	691	ö		
Jser Help	Last 24 Hours Events Inges				
Administration	-		0		
System Setup	Last 7 Days Events Ingester		0		
Bystem Status	Last 30 Days Events Ingeste		0		
Asset Monitoring	Number of Backup DVDs:	0			
System Hotlists	Downloader Errored Out:	false			
mport Events	Backup Scheme:	none	0		
Manage Units	Version:	trunk	0		
Manage Users					
Manage User Groups					
Manage Locations					
Manage Hotlist Formats					
Action					
Refresh Page					

2 Click the **Tools** tab.

					Sy	STEM	STATUS	5		
Mobile-Vision, In	c.							m	nvadmin is logged in.	Logout
									_	
▼ Home Menu	System	Logs	DVD	Tools	Update	Messages	Local Queue	Backup PC		
Home										_
Search Events		Ар	olicatio	ns			System I	Documenta	tion	
Remote Search		C								
Find Associates		Java Ru	ntime Envir	onment			Online	Training Videos		
Personal Hotlists		Back	up PC Upd	ater			Online Produ	ict Documentatio	on List	
Manual Synch										
Change Password		AlertVU Mo	bile Install	er/Updater						
Reports		Dennet								
User Help		Downie	oad Suppor	t Logs						
 Administration 										
System Setup										
System Status										
Asset Monitoring										
System Hotlists										
Import Events										
Manage Units										
Manage Users Manage User Groups										
Manage Locations										
Manage Hotlist Formats										
Action										
Action										



3 Go to the *Applications* column and click the **Download Support Logs** button. The following message displays.

Compressing logs. Please wait

After a delay of a few seconds to a few minutes, a Windows message displays.

Do you want to open or save logs.mvl (199 MB) from trinity?	Open	Save	-	Cancel	×
					-

- 4 Select Save As from the Save drop-down list. The Save As popup displays.
- 5 Navigate to the disk drive location where you wish to temporarily save the log file. (You will be uploading this file to L3 Mobile-Vision.)
- 6 Click Save. The system copies the log file to the selected location.

When the process is complete, a confirmation message will display.

The logs.myl download has completed.	Open	-	Open folder	View dowoloads	1.
nio loganni donnioda no completedi	Open		opennoidei	VICW downloads	^

- 7 Click **Open Folder** to display the file.
- **8** Upload the file to L3 Mobile-Vision as per your Technical Service Engineer's instructions.

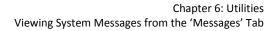
Viewing System Messages from the 'Messages' Tab

Occasionally, the system may send notification messages to users with the Administrator role, informing you of a possible problem or error that may require some action on your part. These messages show up in two places: on your Home page's Inbox Messages list, and on the Messages tab. The difference between viewing messages on the Inbox Messages list and viewing them on the Messages tab is that the messages on the Messages tab are grouped by *type*, whereas the messages on the Inbox list are listed *individually*. Also, the messages on the Home page may be mixed in with other non-urgent messages, such as a server update confirmation.

As System Administrator, you may want to review the combined system messages on the Messages tab first, as described in this section, and then review individual messages on the Home page if more information is required.

1 Go to **V** Administration and click **System Status**. The System Status page displays.

(Continued)





	System Status							
Mobile-Vision, Inc.			mvadmin is logged in. Looout					
▼ Home Menu	System Logs DVD	Tools Upo	date Messages Local Queue Backup PC					
Home								
Search Events	Storage Capacity:	132.9 GB	Active Users:					
Find Associates	Available Disk Space:	105.4 GB	 mvadmin From 24.187.221.146 Since 08/02/2017 14:22 					
Personal Hotlists	Enabled Units:	0	0					
Manual Synch	Disabled Units:	2	õ					
Change Password	Total Event Count:		õ					
Reports	Non-archived Event Count:		Ö.					
User Help	Last 24 Hours Events Ingested:							
Administration		-	0					
System Setup	Last 7 Days Events Ingested:		0					
System Status	Last 30 Days Events Ingested:		0					
Asset Monitoring	Number of Backup DVDs:	0						
System Hotlists	Downloader Errored Out:	false	0					
Import Events	Backup Scheme:	none	0					
Manage Units	Version:	trunk	0					
Manage Users			-					
Manage User Groups								
Manage Locations								
Manage Hotlist Formats								
Action								
Refresh Page								
Reliesti Fage								

2 Click the **Messages** tab. Any notification messages for Administrators display.

					Sy	STEM	STATUS	1	
Mobile-Vision, In	c .							mvadmin is logged in.	<u>Loqout</u>
▼ Home Menu Home	System	Logs	DVD	Tools	Update	Messages	Local Queue	Backup PC	
Search Events					Noti	fy Admin Type	Messages		
Remote Search	Quantity	State		_			age Type		Action
Find Associates	1		The Links		1	ed to a System Ho			×
Personal Hotlists	1	Completed				•			<u> </u>
Manual Synch	1	Failed					<pre>up PC "{0}". The serve it has successfully co</pre>	r will continue to attempt connecting nnected.	×
Change Password Reports	1	Completed	Server Upd	erver Update to build number {0} was successfully completed.					
User Help	1	Queued	There is an	update av	ailable for you	Server, click the	arrow to the right to de	ownload the update.	×
▼ Administration			1						
System Setup									
System Status									
Asset Monitoring									
System Hotlists									
Import Events									
Manage Units									
Manage Users									
Manage User Groups									
Manage Locations									
Manage Hotlist Formats									
Action									

The columns on this tab are described in the following table.



Messages Tab						
Column	Description					
Quantity	The number of messages related to the issue described in the <i>Message Type</i> column.					
State	The current status of the issue described in the <i>Message Type</i> column.					
Message Type	A description of the system issue. Because system messages are grouped by <i>type</i> , any information that is specific to an individual message is replaced by {0 }. If you want to review the specific message content, you will have to view the message from your <i>Inbox Messages</i> list on the Home Page.					
Action	An icon used to delete all messages related to the issue described in the <i>Message Type</i> column.					

3 After you have resolved the issue associated with a notification message, click the x to the right of that message to delete all messages related to that issue.

Changing the Days Online Setting for Messages

By default, each of your Home page messages will remain online for a minimum of 45 days. Once a message reaches that age, it may be purged by the system. The following procedure describes how to increase or decrease this setting.

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.

Mobile-Vision, Inc			Syst	гем S етu	P	
					mva	admin is logged in. Logout
▼ Home Menu	Precinct	System Settings	Security Settings	Modules DVD		
Home						
Search Events	Precinct I	nfo Logos				
Remote Search						
Find Associates				Precinct	10000 - WE - 10	
Personal Hotlists			K K K Pag	e 1 of 1 (2 total records)	> >> >I	
Manual Synch		Precinct Name 🔺	Phone Number	IP Address	Local Access	Last Comm Date
Change Password		-Documentation	480-948-7418	Local	false	Local
Reports						
User Help	Remote Pr	ecinct #1	1231231234	192.168.110.73	false	11/30/2015 14:13
▼ Administration						
System Setup						
System Status						
Asset Monitoring						
System Hotlists						
Import Events						
Manage Units						
Manage Users						
Manage User Groups						
Manage Locations						
Manage Hotlist Formats						
-						
Action						
Action New						



2 Click the **System Settings** tab.

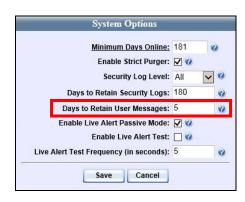
Mobile-Vision, Inc			512	ТЕМ	SETU		mvadmin is logged in. Logout
▼ Home Menu	Precinct System	Settings Security	Settings	Modules	DVD		
Home	T Technici System	settings _ Security	oeunga	WOULIES			
Search Events	Storage Machines	System Options	Backup	Downloa	d Options	Event Exporter	Asset Monitoring
Remote Search							
Find Associates				Storage Ma	chines		
Personal Hotlists	Intern	al Path		External JP	G URI		Status
Manual Synch	/fpdata/01		/stream01				Enabled
Change Password							
Reports							
User Help							
 Administration 							
System Setup							
System Status							
Asset Monitoring							
Asset Monitoring System Hotlists							
Asset Monitoring System Hotlists Import Events							
Asset Monitoring System Hotlists Import Events Manage Units							
Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage Users							
Asset Monitoring System Hotlists Import Events Manage Units Manage Users							
Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations							
Asset Monitoring System Hotlists mport Events Vanage Units Wanage Users Wanage User Groups Vanage Locations							
Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats							

3 Click the **System Options** tab.

			Syst	гем Set	UP		
Mobile-Vision, Inc.						mvadmin is logged in.	Logout
▼ Home Menu Home	Precinct System	Settings Securit	y Settings	Modules DVD]		
Search Events	Storage Machines	System Options	Backup	Download Options	Event Exporter	Asset Monitoring	i I
Remote Search	otorage machines	_ system options	Dackap	Download Options	E ront Exponen	/ user wormening	
Find Associates			181				
Personal Hotlists		Minimum Days Online:	181				
Manual Synch		Enable Strict Purger:	V 🕐				
Change Password		Security Log Level:		0			
Reports		Security Log Level.	An				
User Help	Days to	Retain Security Logs:	180	0			
▼ Administration	Days to I	Retain User Messages:	5	0			
System Setup	Enable Lin	e Alert Passive Mode:					
System Status	Constant Constant Constant	Enable Live Alert Test:					
Asset Monitoring		Enable Live Alert Test:					
System Hotlists	Live Alert Test Fi	equency (in seconds):	5	0			
Import Events							
Manage Units							
Manage Users							
Manage User Groups							
Manage Locations							
Manage Hotlist Formats							
Action							
Edit							

4 Go to the Action column and click **Edit**. The System Options popup displays.





- 5 Enter a new value in the Days to Retain User Messages field.
- 6 Click Save.

Downloading the Java Runtime Environment (JRE) Application

The Java Runtime Environment (JRE) application is required on workstations to perform certain functions, such as performing system updates. A download of this application is provided within AlertVU Back Office as a convenience.

- **1** Save and close any open PC files/applications other than AlertVU Back Office.
- **2** Go to **V** Administration and click **System Status**. The System Status page displays.

System Logs DVD Tools Update Messages Local Queue Backup PC Home Search Events System Logs DVD Tools Update Messages Local Queue Backup PC Search Events Find Associates Personal Hotlists 0 Q Active Users: • mixadmin From 24.187.221.146 Since D8/02/2017 14:22 Anaual Synch Change Password Reports 2 Q • mixadmin From 24.187.221.146 Since D8/02/2017 14:22 Vanaual Synch Disabled Units: 2 Q • mixadmin From 24.187.221.146 Since D8/02/2017 14:22 Vanaual Synch Disabled Units: 2 Q • mixadmin From 24.187.221.146 Since D8/02/2017 14:22 Vanaue Synch Last 24 Hours Events Ingested: 0 Q • Non-archived Event Count: 691 Q • • System Status Number of Backup DVDs: 0 Q • Manage Units none Q Q • • Manage User Stores none Q Version: • • Manage User Stores <t< th=""><th>V Home Menu System Logs DVD Tools Update Messages Local Queue Backup PC Home Search Events Storage Capacity: 132.9 GB Active Users: Available Disk Space: 105.4 GB • mvadmin From 24.187.221.146 Since 08/02 Personal Hotlists D Ø Disabled Units: 0 Ø Change Password Reports Coll Ø Ø Non-archived Event Count: 691 Ø O Last 24 Hours Events Ingested: D Ø Ø System Status Number of Backup DVDs: D Ø Ø Asset Montoring Downloader Errored Out: false Ø Ø</th><th></th></t<>	V Home Menu System Logs DVD Tools Update Messages Local Queue Backup PC Home Search Events Storage Capacity: 132.9 GB Active Users: Available Disk Space: 105.4 GB • mvadmin From 24.187.221.146 Since 08/02 Personal Hotlists D Ø Disabled Units: 0 Ø Change Password Reports Coll Ø Ø Non-archived Event Count: 691 Ø O Last 24 Hours Events Ingested: D Ø Ø System Status Number of Backup DVDs: D Ø Ø Asset Montoring Downloader Errored Out: false Ø Ø	
System Logs DVD Jobs Optate Messages Local Cubul Backup PC Search Events Find Associates Storage Capacity: 132.9.6B Active Users: • mvadmin From 24.187.221.146 Since D8/02/2017 14:22 Personal Holtists 0 0 • mvadmin From 24.187.221.146 Since D8/02/2017 14:22 Personal Holtists 0 0 • mvadmin From 24.187.221.146 Since D8/02/2017 14:22 Personal Holtists 2 0 • mvadmin From 24.187.221.146 Since D8/02/2017 14:22 Personal Holtists 0 0 • mvadmin From 24.187.221.146 Since D8/02/2017 14:22 Personal Holtists 2 0 • mvadmin From 24.187.221.146 Since D8/02/2017 14:22 Personal Holtists 2 0 • mvadmin From 24.187.221.146 Since D8/02/2017 14:22 Personal Holtists 2 0 • • mvadmin From 24.187.221.146 Since D8/02/2017 14:22 Variational System Status Saset Monitoring • System Status • 0 • System Status Saset Monitoring • 0 • • System Status Saset Monitoring • • • Manage User Groups Manage User Groups <t< th=""><th>Nome System Logs D/D roots Opdate Messages Local duebe Backdp PC Search Events Storage Capacity: 132.9 GB Active Users: Active Users: Find Associates Personal Hollists 0 • mixadmin From 24.187.221.146 Since 08/02. Personal Hollists 0 0 • Manual Synch Disabled Units: 2 0 Total Event Count: 691 0 User Help Last 24 Hours Events Ingested: 0 0 System Setup System Status Asset Monitoring 0 System Otitists Downloader Errored Out: false 0</th><th>ged in. Logout</th></t<>	Nome System Logs D/D roots Opdate Messages Local duebe Backdp PC Search Events Storage Capacity: 132.9 GB Active Users: Active Users: Find Associates Personal Hollists 0 • mixadmin From 24.187.221.146 Since 08/02. Personal Hollists 0 0 • Manual Synch Disabled Units: 2 0 Total Event Count: 691 0 User Help Last 24 Hours Events Ingested: 0 0 System Setup System Status Asset Monitoring 0 System Otitists Downloader Errored Out: false 0	ged in. Logout
Search Events Storage Capacity: 132.9 GB Active Users: Find Associates Personal Hottists 0 • mvadmin From 24.187.221.146 Since 08/02/2017 14.22 Manual Synch O 0 • mvadmin From 24.187.221.146 Since 08/02/2017 14.22 Change Password Reports 0 0 • User Heip 0 0 • • V Administration System Setup 0 0 • System Setup System Status 0 0 • Asset Monitoring System Status 0 • • Manage Users Nonaer Of Users 0 • • Manage Users Nanage User Groups Nanage User Groups • • Manage User Groups Manage User Groups • • • Manage User Groups Manage User Groups • • • • Manage User Groups Manage User Groups • • • • • • • • • • • • • • • • <td< th=""><th>Search Events Storage Capacity: 132.9 GB Active Users: Find Associates Available Disk Space: 105.4 GB • mvadmin From 24.187.221.146 Since Ds/D2 Personal Hottists 0 • Manual Synch Disabled Units: 2 • Change Password Total Event Count: 691 • Non-archived Event Sugested: 0 • System Setup System Status 0 • Asset Monitoring Downloader Errored Out: 618 • Downloader Errored Out: false • •</th><th></th></td<>	Search Events Storage Capacity: 132.9 GB Active Users: Find Associates Available Disk Space: 105.4 GB • mvadmin From 24.187.221.146 Since Ds/D2 Personal Hottists 0 • Manual Synch Disabled Units: 2 • Change Password Total Event Count: 691 • Non-archived Event Sugested: 0 • System Setup System Status 0 • Asset Monitoring Downloader Errored Out: 618 • Downloader Errored Out: false • •	
Find Associates Avaitable Disk Space: 105.4 GB • mvadmin From 24.187.221.146 Since 08/02/2017 14.22 Personal Hotilists 0 • • mvadmin From 24.187.221.146 Since 08/02/2017 14.22 Manual Synch 0 • • Change Password 2 • • Reports 2 • • User Help • • • V Administration System Setup 0 • System Setup 0 • • System Status 0 • • Asset Monitoring 0 • • System Hotilsts 0 • • Manage User Groups • • • Manage User Groups Manage User Groups • • Manage User Groups • • • Manage User Groups •<	Find Associates Available Disk Space: 105.4 GB • mvadmin From 24.187.221.146 Since 08/02. Personal Hotlists 0 • Manual Synch 0 • Manual Synch 0 • Change Password 0 • Reports 0 • User Help • • System Setup 0 • System Status 0 • Asset Monitoring Downloader Errored Out: false	
Personal Holists Humble Dan Optic: 10:3 CD Manual Synch Change Password Reports Disabled Units: 2 User Help Disabled Vent Count: 691 v Administration System Satus System Status System Status 0 System Holists 0 Import Events 0 Manage Users 0 Manage Users None Manage Hotlist Formats Version:	Personal Hotilits Humbol Disk spect. 100.400 W Manual Synch Disabled Units: 0 0 Disabled Units: 2 0 Total Event Count: 691 0 Wanual Synch Non-archived Event Count: 691 0 User Help Non-archived Event Count: 691 0 V Administration Last 24 Hours Events Ingested: 0 0 System Status Asset Monitoring 0 0 System Holtists Downloader Errored Out: false 0	
Manual Synch D Change Password Disabled Units: 2 Change Password 691 Q Reports Disabled Units: 691 User Help Change Events Ingested: 0 V Administration System Setup Change Events Ingested: 0 System Setup Change Events Ingested: 0 Q Last 30 Days Events Ingested: 0 Q Manage Users 0 Q Manage User Groups 0 Q Manage User Groups Hotlist Formats Q	Manual Synch Disabled Units: 2 Change Password Total Event Count: 691 Reports Non-archived Event Count: 691 V Administration Last 24 Hours Events Ingested: 0 System Setup Last 7 Days Events Ingested: 0 System Status Number of Backup DVDs: 0 Downloader Errored Out: false	2017 14:22
Change Password Reports User Heip Administration System Setup System Status Asset Monitoring System Hotists Import Events Manage Users Manage Users Manage Users Manage Hotist Formats	Change Password Disable Units. 2 Reports 0 User Help Non-archived Event Count: 691 V Administration Last 24 Hours Events Ingested: 0 System Setup Last 7 Days Events Ingested: 0 System Status Number of Backup DVDs: 0 System Holtists Downloader Errored Out: false	
Reports Option Option User Heip Non-archived Event Count: 691 V Administration System Status System Status 0 Asset Monitoring Osminoader Errored Out: false System Hotists Backup Scheme: none Manage Users trunk Wersion:	Reports India Event Count: 691 2 User Help Non-archived Event Count: 691 2 v Administration Last 24 Hours Events Ingested: 0 2 System Setup Last 30 Days Events Ingested: 0 2 System Status Number of Backup DVDs: 0 2 System Hotists Downloader Errored Out: false 2	
Reports 691 User Help 0 Vadministration Last 24 Hours Events Ingested: 0 System Setup Last 7 Days Events Ingested: 0 System Status Last 30 Days Events Ingested: 0 Asset Montring 0 0 System Hotlists 0 0 Import Events 0 0 Wanage Users 0 0 Manage Users none 0 Manage User Groups trunk 0 Manage Hotlist Formats 0 0	Reports Non-archived Event Count: 691 Q User Help Last 24 Hours Events Ingested: 0 Q System Setup Last 7 Days Events Ingested: 0 Q Last 30 Days Events Ingested: 0 Q System Status Number of Backup DVDs: 0 Q Downloader Errored Out: faise Q	
User Freip Last 24 Hours Events Ingested: 0 0 V Administration System Stup 0 0 System Status Last 7 Days Events Ingested: 0 0 Asset Monitoring Downloader Errored Out: false 0 System Hotlists Downloader Errored Out: false 0 Manage Users Version: trunk 0 Manage User Groups Manage User Groups Trunk 0	User Freip Last 24 Hours Events Ingested: 0 2 V Administration Last 7 Days Events Ingested: 0 2 System Setup Last 30 Days Events Ingested: 0 2 System Status Number of Backup DVDs: 0 2 System Hotlists Downloader Errored Out: false 2	
▼ Administration System Status System Status Asset Monitoring System Notitists Import Events Manage Users Variange Users Manage Users Manage Hotlist Formats	V Administration Last 7 Days Events Ingested: 0 0 System Setup Last 30 Days Events Ingested: 0 0 System Status Number of Backup DVDs: 0 0 System Hotlists Downloader Errored Out: false 0	
System Setup Last 30 Days Events Ingested: 0 System Status Asset Monitoring System Notitists Downloader Errored Out: false Banage Units Number: none Wanage Users Version: trunk Wanage User Groups Kunkis Formats	System Setup Last 30 Days Events Ingested: 0 0 System Status Number of Backup DVDs: 0 0 System Hotlists Downloader Errored Out: false 0	
System Status System Status System Atalus Days Events ingested. 0 0 System Hotilists Mumber of Backup DVDs: 0 Downloader Errored Out: false 0 Downloader Errored Out: false 0 Downloader Errored Out: trunk Backup Scheme: none 0 Version: trunk Manage Users Manage Users Manage Lostons Manage Hotilist Formats	System Status Number of Backup DVDs: 0 0 Asset Monitoring Downloader Errored Out: false 0 System Hotlists Downloader Errored Out: false 0	
Asset Monitoring System Hotiists Import Events Manage Users Manage Hotiist Formats	Asset Monitoring Downloader Errored Out: false @	
System Hotlists Import Events Manage Users Manage Users Manage User Groups Manage Hotlist Formats	System Hotlists Downloader Errored Out: false @	
Backup Scheme: none Wanage Users trunk Wanage User Groups Manage Locations Manage Hotlist Formats		
Manage Users Manage Locations Manage Hotist Formats	Import Events	
Manage Users Manage User Groups Manage Lost International Manage Lost International Manage Hotilist Formats	Manage Units Version: trunk @	
Manage Locations Manage Hotlist Formats		
Manage Hotlist Formats	Manage User Groups	
-	Manage Locations	
Action	Manage Hotlist Formats	
	Action	
Refresh Page		



3 Click the **Tools** tab.

	System Status
Mobile-Vision, In	c. mvadmin is logged in. Logout
▼ Home Menu	System Logs DVD Tools Update Messages Local Queue Backup PC
Home	
Search Events	Applications System Documentation
Remote Search	
Find Associates	Java Runtime Environment Online Training Videos
Personal Hotlists	Backup PC Updater Online Product Documentation List
Manual Synch	
Change Password	AlertVU Mobile Installer/Updater
Reports	
User Help	Download Support Logs
Administration	
System Setup	
System Status	
Asset Monitoring	
System Hotlists	
mport Events	
Manage Units	
Manage Users	
Manage User Groups	
Manage Locations	
Manage Hotlist Formats	
Action	

4 Go to the *Applications* column and click the **Java Runtime Environment** button. A Windows download message displays.

Do you want to run or save jre-8u:45-windows-i586.exe (35.5 MB) from trinity?			×
It is type of file could harm your computer.	Run	Save 💌	Cancel

- 5 Click Run.
- 6 If you receive a security warning, click **Run** again. Otherwise proceed to the next step.

ළ Java [®]	ORACL
Welco	me to Java
From business solutions to helpfu	cess to the world of amazing Java content I utilities and entertainment, Java makes perience come to life.
	s gathered as part of our install process. rmation on what we do collect.
Click Install to accept the lice	ense agreement and install Java now.

7 Click Install.



- **8** Follow the Java system prompts. At the end of the installation process, a confirmation message will display.
- 9 Click Close.
- **10** Exit AlertVU.
- **11** Reboot your PC.



Security

- *User Roles* AlertVU includes a security feature called *user roles*. A user role is simply a group of permissions that you can assign to one or more users. When a user logs in to AlertVU Back Office, the system will grant him access to the various system functions according to his assigned user role. If desired, you may also grant certain users access to additional permissions above and beyond what is included in their assigned user role.
- Password
RulesTo further enhance your application security, AlertVU also allows you to define
the rules that apply to a user password. These include password length, password
complexity, and the number of logon attempts allowed before the system disables a
password.

For more information, see:

- □ Assigning Permissions, below
- Defining Password Policies, page 330
- □ Changing Security Log Settings, page 336.

Assigning Permissions

As previously discussed, users are granted access to various system functions by assigning them a *user role*. There are two types of user roles: *system-defined* and *custom*.

For more information, see:

- Permissions-Driven Tasks, below
- □ System-Defined User Roles, 309
- □ Custom User Roles, page 316
- □ Assigning Permissions to a User, page 327.

Permissions-Driven Tasks

The following table describes all the system functions that are permissions-driven. These are the tasks that you can link to a *user role*, thus granting access to all users who are assigned that role.



	Permissions for User Roles						
Permission Name	Allows the User to						
Admin Messages	Send administrator messages to the user's <i>Inbox Messages</i> list on the Home page						
Asset Monitoring	Access the Asset Monitoring menu						
Edit Events	Correct license plate misreads						
Export Events	Copy an events search results list to a .csv spreadsheet file						
Export Hotlist	Copy a hotlist to a .csv spreadsheet file						
Import Events	Import event records that were previously archived or exported from either AlertVU or the ELSAG license plate reader						
Location Management	Add, change, or delete Location records and/or Location Group records						
Manage Units	Access the Manage Units menu						
Manage Users	Access the Manage Users menu						
Manual Sync	Manually synchronize a unit with the server so that an AlertVU unit that has been without a wireless connection for a prolonged period of time can 1) receive updated hotlists from the server, and 2) transfer new event records to the server.						
Map Events	View an events search results list in Map View						
Notification Client	Activate the Live Alert utility, which allows you to display real-time alerts whenever an AlertVU unit receives a hit on a license plate that's on a system hotlist for which you have Notification rights						
Personal Hotlist	Create a hotlist for your personal use						
Promote Hotlist	Upgrade a personal hotlist to a system-level hotlist						
Quick Alert Hotlist	Create a one-plate "Amber Alert" style hotlist that you can immediately push out to all AlertVU units						
Remote Search	Search for event records on a remote agency's server						
Search Map	Search for events within a specified geographical location						
Setup Menu	Access the System Setup menu						
Status Menu	Access the System Status menu						
System Hotlist	Create a system-level hotlist that you can push out to all AlertVU units						
View Reports	View the predefined activity reports						



System-Defined User Roles

System-Defined User Roles are pre-defined user groups that come standard with AlertVU. These include:

- □ Administrator
- □ Officer
- □ Supervisor
- □ View Only Event.

These roles are customizable. You can add or remove permissions from them as desired. However, the names of these roles cannot be changed, nor can they be deleted from the system.

For a description of system permissions, see the table on the previous page.

For more information, see:

- Default Permissions for System-Defined User Roles, below
- □ Changing the Settings for a System-Defined User Role, next page
- **D** Restoring a System-Defined User Role to its Default Settings, page 314.

Default Permissions for System-Defined User Roles

The following table lists the default permissions for the system-defined user roles that come standard with AlertVU. For more on user roles, refer to this chapter's introduction and/or "System-Defined User Roles" above.

Administrator				
Officer				
Supervisor				
View Only – Events				
Admin Messages		✓		✓
Asset Monitoring				1
Edit Events		✓		✓
Export Events		✓		✓
Export Hotlist		✓		✓
Import Events				✓
Location Management				✓
Manage Units		✓		✓
Manage Users		✓		✓
Manual Sync		✓		✓
Map Events	✓	✓	✓	✓
Notification Client				✓

(Continued)



Administrator			
Officer			
Supervisor			
View Only – Events			
Personal Hotlist	✓	✓	√
Promote Hotlist	✓		✓
Quick Alert Hotlist	✓		✓
Remote Search	✓		√
Search Map	✓		✓
Setup Menu			✓
Status Menu	✓		✓
System Hotlist			✓
View Reports			✓

Changing the Settings for a System-Defined User Role

This section describes how to change the default settings for one of the predefined user roles that come with AlertVU:

- □ Administrator
- □ Officer
- □ Supervisor
- □ View Only–Event.

You can change a user role's *session timeout setting* and/or its *permissions*, as described below.

- □ *Session Timeout*. The *session timeout* setting is the number of idle-time minutes that must pass before the system automatically logs a user off the system.
- Permissions. A user role's permissions determine what system functions a user will or will not be able to access. You can add/remove any number of permissions to/from a selected user role. For a list of permissions, see "Permissions for User Roles" in the table on page 308.

Please note that you cannot change the *name* of a system-defined user role. If the predefined names (*Administrator*, *Officer*, *Supervisor*, and *View Only–Event*) do not meet your agency's needs, see "Adding a Custom User Role" on page 316 instead.

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.



			Syst	EM SETU	Р	
Mobile-Vision, Inc					mva	dmin is logged in. Logout
▼ Home Menu	Precinct Svs	tem Settings Se	curity Settings	Vodules DVD		
Home						
Search Events	Precinct Info	Logos				
Remote Search						
Find Associates				Precinct		
Personal Hotlists		14	K Page 1	1 of 1 (2 total records)	× >> >1	
Manual Synch	Precin	ct Name 🔺	Phone Number	IP Address	Local Access	Last Comm Date
Change Password	MVI-Leslie-Docun	Contraction of the second second	480-948-7418	Local	false	Local
Reports						
User Help	Remote Precinct #	#1	1231231234	192.168.110.73	false	11/30/2015 14:13
▼ Administration						
System Setup						
System Status						
Asset Monitoring						
System Hotlists						
Import Events						
Manage Units						
Manage Users						
Manage User Groups						
Manage User Groups Manage Locations						
Manage Locations Manage Hotlist Formats						
Manage Locations Manage Hotlist Formats Action						
Manage Locations Manage Hotlist Formats						

2 Click the **Security Settings** tab.

	System Setup	
Mobile-Visic		mvadmin is logged in. Logout
▼ Home Menu	Precinct System Settings Security Settings Modules	
Home		
Search Events	Security Policy User Roles Active Directory Settings	
Find Associates Personal Hotlists		
Manual Synch	Verify password has a numeric character: 📃 🕜	
Change Password	Verify password has an alpha character: 📃 🕜	
Reports	Verify password has an uppercase character:	
User Help	Verify password has a special character:	
▼ Administration	Verify password is not a commonly used password:	
System Setup System Status	Disable account on the 3rd failed login attempt: 📃 🕜	
Asset Monitoring	Enable disabling of account if no logins for # days: 📃 🕜	
System Hotlists	Disable account if no logins for # days: 180	
Import Events		
Manage Units	Verify password has not been used recently: 🦳 🎯	
Manage Users	The number of passwords to save in history per user: 3	
Manage User Groups	Verify password length:	
Manage Locations		
Manage Hotlist Formats	Required number of characters for password: 1	
Action	Enable two factor authentication: 🛑 😮	
Edit	Numeric or Alphanumeric auth codes: Numeric 🔻 🕜	
	Code expiration time: 15	
	Auth code length: 6	

3 Click the **User Roles** tab. A list of User Roles displays.



	Sy	STEM SETUP	
Mobile-Vision, Inc.			mvadmin is logged in. Logout
▼ Home Menu	Precinct System Settings Security Settings	Modules	
Search Events	Security Policy User Roles Active Director	v Settings	
Find Associates		y octango	
Personal Hotlists		User Roles	
Manual Synch	K K K	Page 1 of 1 (4 total records)	
Change Password	Display Name 🛦	Session Timeout (minutes)	System Defined
Reports	Administrator	60	-
User Help	Administrator	60	true
 Administration 	Officer	45	true
System Setup	Supervisor	60	true
System Status	View Only - Event	60	true
Asset Monitoring			
System Hotlists			
Import Events			
Manage Units			
Manage Users			
Manage User Groups			
Manage Locations			
Manage Hotlist Formats			
Action			
New			

4 Click on the user role you wish to update.

	System Setup				
Mobile-Vision, Inc.			mvadmin is logged in. Loqout		
▼ Home Menu Home	Precinct System Settings Security Settings	Modules			
Search Events	Security Policy User Roles Active Director	v Settings			
Find Associates		tonom from the			
Personal Hotlists		User Roles			
Manual Synch	K (K (Page 1 of 1 (4 total records) > >> >I			
Change Password	Display Name 🛦	Session Timeout (minutes)	System Defined		
Reports	Administrator	60			
User Help			true		
▼ Administration	Officer	45	true		
System Setup	Supervisor	60	true		
System Status	View Only - Event	60	true		
Asset Monitoring					
System Hotlists					
Import Events					
Manage Units					
Manage Users					
Manage User Groups					
Manage Locations					
Manage Hotlist Formats					
Action					
New					
Edit					
Restore Defaults					

5 Go to the Action column and click **Edit**.

– OR –

Right-click on the record, then select **Edit** from the popup menu.

The Edit User Role popup displays.

Mobile-Vision, Inc.

Edit User Role			
Name: Officer Session Timeout (minutes): 45	0		
Available Search: Case Case Admin Messages Asset Monitoring Edit Events Export Hotlist Import Events Location Management Manage Units Manage Units Manage Users Manual Synch Notification Client Promote Hotlist	> < <	Assigned Search: Case K << 1 of 1 (2) total >>>> Map Events Personal Hottist	
Save Cancel			

- 6 To change the *Session Timeout* setting^{*} for this user role, proceed to the next step. Otherwise skip to step 8.
- 7 Enter a new value in the Session Timeout (minutes) field.
- **8** To *add* a permission to this user role, proceed to the next step. Otherwise skip to step 11.
- **9** Go to the left column (Available) and click on each of the permissions you wish to add. If a permission you're looking for does not appear on-screen, use the navigation arrows at the top of the column to scroll through the permissions list.
- 10 Once you've highlighted the desired permissions, click the ≥ icon located between the two columns. The selected permissions display in the right column (Assigned).
- **11** To *remove* a permission from this user role, proceed to the next step. Otherwise skip to step 14.
- **12** Go to the right column (Assigned) and click on each of the permissions you wish to remove.
- **13** Once you've highlighted the desired permissions, click the ≤ icon located between the two columns. The selected permissions are removed from the *Assigned* list.
- **14** Click **Save**. The system analyzes your selections to make sure that they are logical. If there are any problems, the system will prompt you to make another selection.

^{*} The number of idle-time minutes that must pass before the system automatically logs a user off the system.



Once you've saved the user role without any errors, a confirmation message displays.

User Role Officer successfully saved.

Restoring a System-Defined User Role to its Default Settings

This section describes how to restore a system-defined user role to its original factory settings. Perform this task if you previously changed the settings for a system-defined user role and you now wish to restore that user role to its original settings.

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.

Mobile-Vision, Inc		Syst	EM SETU		
Home Menu Home Search Events Remote Search Find Associates Personal Hotlists	Precinct System Settings Precinct Info Logos		Addules DVD Precinct of 1 (2 total records)	ww × ≫ ×	dmin is logged in. Logout
Manual Synch	Precinct Name	Phone Number	IP Address	Local Access	Last Comm Date
Change Password	MVI-Leslie-Documentation	480-948-7418	Local	false	Local
Reports					
User Help	Remote Precinct #1	1231231234	192.168.110.73	false	11/30/2015 14:13
Administration					
System Setup					
System Setup System Status					
System Setup System Status Asset Monitoring					
System Setup System Status Asset Monitoring System Hotlists					
System Setup System Status Asset Monitoring System Hotlists Import Events					
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units					
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users					
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage Users Manage User Groups					
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations					
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats					
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations					

2 Click the Security Settings tab.



	System Setup	
Mobile-Visic		mvadmin is logged in. Logout
▼ Home Menu	Precinct System Settings Security Settings Modules	
Home		
Bearch Events	Security Policy User Roles Active Directory Settings	
ind Associates		
Personal Hotlists	Verify password has a numeric character:	
lanual Synch		
Change Password	Verify password has an alpha character: 📃 🥝	
Reports	Verify password has an uppercase character: 📃 🕜	
Jser Help	Verify password has a special character: 📃 🕜	
 Administration 	Verify password is not a commonly used password:	
System Setup	Disable account on the 3rd failed login attempt:	
System Status	Enable disabling of account if no logins for # days:	
Asset Monitoring	Enable disabiling of account in no logins for # days.	
System Hotlists	Disable account if no logins for # days: 180	
mport Events	Verify password has not been used recently:	
Manage Units		
lanage Users	The number of passwords to save in history per user: 3	
Manage User Groups	Verify password length:	
Manage Locations	Required number of characters for password:	
Anage Hotlist Formats		
Action	Enable two factor authentication: 📃 🕜	
dit	Numeric or Alphanumeric auth codes: Numeric 🔻 🕜	
	Code expiration time: 15	
	Auth code length: 6	
L		

3 Click the **User Roles** tab. A list of User Roles displays.

	System Setup				
Mobile-Vision, Inc.				mvadmin is logged in. Logout	
▼ Home Menu	Precinct System Setting	s Security Settings	Modules		
Home					
Search Events	Security Policy User F	Roles Active Director	y Settings		
Find Associates					
Personal Hotlists			User Roles		
Manual Synch		K << <	Page 1 of 1 (4 total records)		
Change Password	Display N	ame 🛦	Session Timeout (minutes)	System Defined	
Reports	Administrator		60	true	
User Help					
▼ Administration	Officer		45	true	
System Setup	Supervisor		60	true	
System Status	View Only - Event		60	true	
Asset Monitoring					
System Hotlists	<u> </u>				
Import Events					
Manage Units					
Manage Users					
Manage User Groups					
Manage Locations					
Manage Hotlist Formats					
Action					
New					

4 Click on the user role that you wish to restore.

(Continued)



	Sy	STEM SETUP	
Mobile-Vision, Inc.			mvadmin is logged in. Logout
▼ Home Menu Home	Precinct System Settings Security Settings	Modules	
Search Events	Security Policy User Roles Active Director	a Cottingo	
Find Associates	Security Folicy User Roles Active Director	y Settings	
Personal Hotlists		User Roles	
Manual Synch	5 25 31	Page 1 of 1 (4 total records)	
Change Password	Display Name 🛦	Session Timeout (minutes)	System Defined
Reports	Administrator	60	true
User Help			urue
▼ Administration	Officer	45	true
System Setup	Supervisor	60	true
System Status	View Only - Event	60	true
Asset Monitoring			
System Hotlists			
Import Events			
Manage Units			
Manage Users			
Manage User Groups			
Manage Locations			
Manage Hotlist Formats			
Action			
New			
Edit			
Restore Defaults			

5 Go to the Action column and click **Restore Defaults**. A confirmation message displays.

User Role Officer successfully saved.

Custom User Roles

A *custom* user role is a group of permissions that has a unique name, that is, a name which differs from the four default names^{*}. As with system-defined user roles, you can add or remove permissions from custom user roles as desired. For a list of permissions, see "Permissions for User Roles" in the table on page 308.

For specific instructions, see:

- □ Adding a Custom User Role, below
- □ Changing a Custom User Role, page 320
- □ Deleting a Custom User Role, page 324.

Adding a Custom User Role

This section describes how to create a new user role. For more on user roles, refer to this chapter's introduction and/or "Custom User Roles" above.

Perform this task when you wish to create a user role that has a *unique name*. Otherwise you can simply customize the system-defined user roles that come with AlertVU, as described in "Changing the Settings for a System-Defined User Role" on page 310.

Administrator, Officer, Supervisor, and View Only-Event



1 Go to **Administration** and click **System Setup**. The System Setup page displays.

Mobile-Vision, Inc		Syst	ем Setu	P	
				mva	dmin is logged in. Loqout
▼ Home Menu	Precinct System Settings	Security Settings	fodules DVD		
Home Search Events	Precinct Info Logos				
Remote Search	Precinct into Logos				
Find Associates			Precinct		
Personal Hotlists	IK IK	K Page 1	of 1 (2 total records)	XXXX	
Manual Synch	Precinct Name	Phone Number	IP Address	Local Access	Last Comm Date
Change Password	MVI-Leslie-Documentation	480-948-7418	Local	false	Local
Reports User Help	Remote Precinct #1	1231231234	192 168 110 73	false	11/30/2015 14:13
	Nemole Frechick#1	1231231234	132.100.110.75	laise	11/30/2013 14.13
 Administration 	L				
System Setup					
System Status					
Asset Monitoring					
System Hotlists					
Import Events					
Manage Units Manage Users					
Manage User Groups					
Manage User Groups Manage Locations					
Manage User Groups Manage Locations Manage Hotlist Formats					
Manage User Groups Manage Locations Manage Hotlist Formats Action					
Manage User Groups Manage Locations Manage Hotlist Formats					

2 Click the **Security Settings** tab.

v Home Menu Precinct System Settings Modules Home Security Policy User Roles Active Directory Settings Find Associates Personal Holitits Verify password has a numeric character: Image Holitits Manual Synch Verify password has an uppercase character: Image Holitits Image Holitits Verify password is not a commonly used password: Image Holitits Image Holitits System Status Security Policy User Holitits System Status Security password is not a commonly used password: Image Holitits System Status Security password has a nupercase character: Image Holitits Manage Users Disable account on the 3rd failed login attempt: Image Holitits Manage Users Werify password has not been used recently: Image Holitits Manage Users Werify password is not attentication: Image Holitits Manage Users Werify password is save in history per user: Image Holitits Manage Users Menuber of characters for password: Image Holitits Manage Users Menuber of characters for password: Image Holitits Manage Users Menuber of characters for password: Image H	Mobile-Visic		mvadmin is logged in. Logout
Adme Precinct System Settings Modules Search Events Precinct System Settings Modules Find Associates Verify password has a numeric character: Verify password has an alpha character: Verify password has an alpha character: Verify password has an uppercase character: Verify password has an uppercase character: Verify password is not a commonly used password: Verify password has a special character: Verify password is not a commonly used password: Verify password has an uppercase character: Verify password has an uppercase character: Verify password is not a commonly used password: Verify password is not a commonly used password: Verify password is not a commonly used password: Verify password has an uppercase character: Verify password has an uppercase character: Verify password is not a commonly used password: Verify password has an uppercase character: Verify password has an uppercase			
dome bearch Events ind Associates Personal Hotlists danual Synch bhange Password begorts Jser Help Verify password has an uppercase character: Verify password is not a commonly used password: Verify password is not a commonly used password: Vystem Status seset Montoring pystem Hotlists mont Events Manage Users Manage Users Manage Users Manage Users Manage Users Manage Users Required number of characters for password: Verify password bas on the used recently: Verify password has not been used recently: Verify password length: Verify pasofter cor alphanumeric auth codes:	Home Menu	Precinct System Settings Security Settings Modules	
ind Associates occurrences Action ind Associates occurrences Action ind Associates occurrences Action ind Associates occurrences Action ind Associates verify password has a numeric character: Image ind Associates Verify password has a numeric character: Image ind Associates Verify password has an alpha character: Image Image Verify password is not a commonly used password: Image Verify password is not a commonly used password: Image Image Verify password is not a commonly used password: Image Image Verify password is not a commonly used password: Image Image Verify password is not a commonly used password: Image Image Verify password is not acount if no logins for # days: Image Image Verify password has not been used recently: Image Image Verify password length: Image Image Image Verify password has not been used recently: Image Image Image Image Image Image Image Image Image I	lome		
ersonal Hotlists Verify password has a numeric character: ? anual Synch Verify password has an alpha character: ? hange Password Verify password has an alpha character: ? eports Verify password has an uppercase character: ? ser Help Verify password has a special character: ? Verify password is not a commonly used password: ? ? ystem Satus Sest Monitoring Disable account on the 3rd failed login attempt: ? ystem Hotlists Disable account if no logins for # days: ? ? anage Users Disable account if no logins for # days: ? ? anage Users Nerify password length: ? ? anage Users Required number of characters for password ? ? anage Lostions Required number of characters for password ? ? att Numeric or Alphanumeric auth codes: Numeric ? Numeric or Alphanumeric auth codes: Numeric ? ?	earch Events	Security Policy User Roles Active Directory Settings	
anual Synch Verify password has an uniferic character: Verify password has an uppercase character: Verify password has an uppercase character: eports Verify password has a special character: Verify password has a special character: Verify password has a special character: Administration Verify password has a special character: Verify password has a special character: Verify password has a special character: Administration Verify password is not a commonly used password: Verify password has a special character: Verify password has a special character: ystem Status Set Montoring Disable account on the 3rd failed login attempt: Verify password has not been used recently: Verify password has not been used recently: waage Users Verify password bas not been used recently: Verify password length: Verify password length: anage User Groups Verify password length: Verify password length: Verify password length: anage User Groups Required number of characters for password: Verify password length: Verify password length: Action Code expiration time: 15 Verify password: Verify password:	nd Associates		
hange Password Verify password has an alpha character: Verify password has an uppercase character	ersonal Hotlists	Verify password has a numeric character:	
hange Password Verify password has an uppercase character: ? Administration Verify password has a special character: ? Administration Verify password is not a commonly used password: ? Ystem Setup Disable account on the 3rd failed login attempt: ? ystem Status Enable disabling of account if no logins for # days: ? set Monitoring Disable account if no logins for # days: ? ystem Hollists Disable account if no logins for # days: ? anage Users Verify password has not been used recently: ? anage Users The number of passwords to save in history per user: ? anage Users Required number of characters for password: ? anage Hotist Formats Enable two factor authentication: ? dit Numeric or Alphanumeric auth codes: Numeric ? Code expiration time: 15 ?	anual Synch	Vorify password has an alpha character:	
Ser Heip Verify password has a special character: ? Administration Verify password is not a commonly used password: ? ystem Status Disable account on the 3rd failed login attempt: ? ystem Status Enable disabiling of account if no logins for # days: ? set Montoring Disable account if no logins for # days: ? ystem Hotlists Disable account if no logins for # days: ? nanage Users The number of password has not been used recently: ? lanage Users The number of password length: ? lanage User Groups Required number of characters for password: ? lanage User Groups Enable two factor authentication: ? dit Numeric or Alphanumeric auth codes: Numeric ?	hange Password		
Administration Verify password is not a commonly used password: Image Verify password is not a commonly used password: Image Verify password is not a commonly used password: Image Verify password is not a commonly used password: Image Verify password is not a commonly used password: Image Verify password is not a commonly used password: Image Verify password is not a commonly used password: Image Verify password is not a commonly used password: Image Verify password length: Image Verify password: Image Verify Passw		Verify password has an uppercase character:	
system Setup Disable account on the 3rd failed login attempt: ? system Status Enable disabiling of account if no logins for # days: ? sext Monitoring Disable account if no logins for # days: ? pystem Hotitis Disable account if no logins for # days: ? pystem Hotitis Disable account if no logins for # days: ? pystem Hotitis Verify password has not been used recently: ? tanage Users The number of passwords to save in history per user: 3 ? tanage Locations Verify password length: ? ? tanage Hotitis Formats Required number of characters for password: 1 ? Action Enable two factor authentication: ? ? dit Numeric or Alphanumeric auth codes: Numeric v ? Code expiration time: 15 ?	Iser Help	Verify password has a special character: 📃 🕜	
vstem Status Disade decourt of the of table of gains for # days: Image Court of the of table of gains for # days: Image Court of the of table of gains for # days: Image Court of the of table of gains for # days: Image Court of the of table of gains for # days: Image Court of the of table of gains for # days: Image Court of the of table of table of table of table of table of the of table of table of table of the of table	Administration	Verify password is not a commonly used password:	
set Monitoring Enable disabiling of account if no logins for # days: Image Count if no logins for # day	ystem Setup	Disable account on the 3rd failed login attempt: 📃 🕜	
seet Monitoring Disable account if no logins for # days: 180 0 mooff Events Verify password has not been used recently: 0 tanage Users The number of passwords to save in history per user: 3 0 tanage Users The number of passwords to save in history per user: 3 0 tanage Locations Verify password length: 0 tanage Hottist Formats Required number of characters for password: 1 0 Action Enable two factor authentication: 0 0 idit Numeric or Alphanumeric auth codes: Numeric v 0 Code expiration time: 15 0 0	system Status	Enable disabling of account if no logins for # days:	
mort Events Verify password has not been used recently: ? Ianage Units The number of passwords to save in history per user: 3 ? Ianage Users The number of passwords to save in history per user: 3 ? Ianage Locations Verify password length: ? ? Ianage Hottist Formats Required number of characters for password: 1 ? Action Enable two factor authentication: ? ? idit Numeric or Alphanumeric auth codes: Numeric ? Code expiration time: 15 ?	sset Monitoring		
tanage Units Verify password has not been used recently: Verify password has not been used recently: tanage Users The number of passwords to save in history per user: 3 Verify password length: tanage Locitons Verify password length: Verify password length: Verify password length: tanage Hotlist Formats Required number of characters for password: 1 Verify password: Action Enable two factor authentication: Verify password: Verify password: dit Numeric or Alphanumeric auth codes: Numeric Verify password:		Disable account if no logins for # days: 180	
Ianage Units The number of passwords to save in history per user: 3 2 Ianage Users Ianage Users 3 2 Ianage Users Verify password length: 2 Ianage Hotlist Formats Required number of characters for password: 1 2 Action Enable two factor authentication: 2 Idit Numeric or Alphanumeric auth codes: Numeric 2 Code expiration time: 15 2		Verify password has not been used recently:	
Atanage User Groups Verify password length: ? Atanage Locations Required number of characters for password: 1 Action Enable two factor authentication: ? Idit Numeric or Alphanumeric auth codes: Numeric v Code expiration time: 15 ?	-		
tanage Locations Verify password length: V		The number of passwords to save in history per user: 3	
Ianage Hollist Formats Required number of characters for password: 1 Action Enable two factor authentication: 0 idit Numeric or Alphanumeric auth codes: Numeric v Code expiration time: 15		Verify password length: 📃 🕜	
Action Enable two factor authentication: Action Code expiration time: Code expiration time:		Bequired number of characters for passwords 1	
idit Numeric or Alphanumeric auth codes: Numeric V V Code expiration time: 15 V	-		
Code expiration time: 15		Enable two factor authentication:	
	dit	Numeric or Alphanumeric auth codes: Numeric 🔻 🕜	
		Code expiration time: 15	
Auth code length: 6			
		Auth code length: 6	



3 Click the **User Roles** tab. A list of User Roles displays.

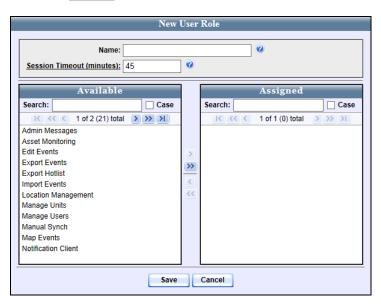
	Sy	STEM SETUP	
Mobile-Vision, Inc.			mvadmin is logged in. Logout
▼ Home Menu	Precinct System Settings Security Settings	Modules	
Home		· · · · · · · · · · · · · · · · · · ·	
Search Events	Security Policy User Roles Active Director	y Settings	
Find Associates			
Personal Hotlists		User Roles	
Manual Synch	К « «	Page 1 of 1 (4 total records)	
Change Password	Display Name 🛦	Session Timeout (minutes)	System Defined
Reports	Administrator	60	true
Jser Help			
 Administration 	Officer	45	true
System Setup	Supervisor	60	true
System Status	View Only - Event	60	true
Asset Monitoring	non only Lion		
System Hotlists			· · · · · · · · · · · · · · · · · · ·
mport Events			
Manage Units			
Manage Users			
Manage User Groups			
Manage Locations			
Manage Hotlist Formats			
Action			
New			

The columns on this form are described below.

User Roles				
Column	Description			
Display Name	The name of this user role. The <i>system-defined</i> user role names never change. They are:			
	 Administrator Officer Supervisor View Only–Event 			
AD Group Name (Active Directory users only)	The Active Directory Group that this user role belongs to, if applicable. This field will only display if your agency is using the Active Directory Integration feature, which links AlertVU to your agency's existing internal network.			
Session Timeout (minutes)	The number of idle-time minutes that must pass before the system automatically logs a user with this user role off the system.			
System Defined	A true/false indicator that denotes whether or not this user role is system-defined:			
	True The user role is system-defined False The user role is <i>not</i> system-defined (i.e., it is user-defined)			



4 Go to the Action column and click **New**. The New User Role form displays.



- **5** Go to the *Name* field and enter the name you wish to give this custom user role.
- **6** If your agency is using the Active Directory Integration feature, go to the *AD Group Name* field and select the Active Directory group that is associated with this user role.

– OR –

If your agency is *not* using the Active Directory Integration feature, proceed to the next step.

7 If you want to keep the Session Timeout setting^{*} at 45 minutes (default), proceed to the next step.

– OR –

If you want to increase/decrease the Session Timeout setting^{*}, go to the *Session Timeout (minutes)* field and enter a new value.

8 Go to the left column (Available) and click on each of the permissions you wish to assign to this user role. If a permission you're looking for does not appear on-screen, use the navigation arrows at the top of the column to scroll through the permissions list.

For a detailed description of permissions, see "Permissions for User Roles" in the table on page 308.

The number of idle-time minutes that must pass before the system automatically logs a user off the system.



9 Once you've highlighted the desired permissions, click the ≥ icon located between the two columns. The selected permissions display in the right column (Assigned).

New	User	Role
Name: Sergeant Session Timeout (minutes): 45] 0	
Available Search: Case		Assigned Search: Case
Admin Messages Edit Events Export Events Export Hotlist Import Events Location Management Manage Users Manual Synch Map Events Personal Hotlist Promote Hotlist	> <<	Asset Monitoring Notification Client Remote Search Status Menu View Reports
Save][Cancel

10 Click **Save**. The system analyzes your selections to make sure that they are logical. If there are any problems, the system will prompt you to make another selection.

Once you've saved the user role without any errors, a confirmation message displays.

User Role Sergeant successfully saved.

Changing a Custom User Role

This section describes how to change some or all of the following information for a custom user role:

- □ User Role Name
- □ Session Timeout Minutes.*
- Permissions. A user role's permissions determine what system functions a user will or will not be able to access. You can add/remove any number of permissions to/from a selected user role. For a list of permissions, see "Permissions for User Roles" in the table on page 308.

For more on user roles, refer to this chapter's introduction and/or "Custom User Roles" on page 316.

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.



			Syst	ем Ѕети	JP	
Mobile-Vision, Inc					mva	idmin is logged in. Logout
▼ Home Menu	Precinct Sv	stem Settings	Security Settings	Modules DVD		
Home						
Search Events	Precinct Info	Logos				
Remote Search						
Find Associates				Precinct		
Personal Hotlists			K K Page	1 of 1 (2 total records)	× >> >1	
Manual Synch	Precin	nct Name 🔺	Phone Number	IP Address	Local Access	Last Comm Date
Change Password	MVI-Leslie-Docu	mentation	480-948-7418	Local	false	Local
Reports						
User Help	Remote Precinct	#1	1231231234	192.168.110.73	false	11/30/2015 14:13
▼ Administration						
 Administration System Setup 						
System Setup						
System Setup System Status						
System Setup System Status Asset Monitoring	2					
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units						
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System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations						
System Setup System Status Asset Monitoring System Hotilists Import Events Manage Units Manage Users Manage Users						
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations						
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats						

2 Click the **Security Settings** tab.

torie Menu torie Menu torie t	P	S ystem	
Home Precificit System Seturity Settings Notices Search Events Find Associates Personal Hotlists Verify password has a numeric character: Import Events Import Events Verify password has a nupercase character: Import Events Verify password has a special character: Import Events Verify password has a nuppercase character: Import Events Verify password has a special character: Import Events Manage Users Disable account if no logins for # days: Manage Users Verify password has not been used recently: Manage Users Verify password to save in history per user: Manage Users Required number of characters for password: Manage User Groups Required number of characters for password: Manage User Groups Numeric or Alphanumeric auth codes: Mumeric or Alphanumeric auth codes: Numeric v	mvadmin is logged in. Logout		Mobile-Visic
Search Events Security Policy User Roles Active Directory Settings Find Associates Verify password has a numeric character: @ Manual Synch Verify password has a nupercase character: @ Change Password Verify password has a nupercase character: @ Verify password has a special character: @ System Setup Disable account on the 3rd failed login attempt: @ System Hotlists Disable account if no logins for # days: @ Manage Users Verify password has not been used recently: @ Manage User Groups Verify password to save in history per user: 3 @ Manage User Groups Verify password score in the number of characters for password: 1 @ Manage User Groups Enable two factor authentication: @ @ Manage User Groups Enable two factor authentication: @ @ @		Precinct System Settings Security Settings	
Find Associates Personal Hotlists Wanual Synch Change Password Reports User Heip Verify password has an alpha character: Ø Administration System Stup System Stup System Stup System Stup System Hotlists Manage Users Manage Users Wanage Users Wanage Users Wanage Hotlist Formats Action Edit			
Personal Hotlists Verify password has a numeric character: ? Adnual Synch Verify password has an alpha character: ? Change Password Verify password has an uppercase character: ? Sper Help Verify password has a special character: ? Verify password is not a commonly used password: ? ? System Status Verify password in not a commonly used password: ? System Status Enable disabling of account if no logins for # days: ? System Hotlists Disable account if no logins for # days: ? Manage Users Verify password has not been used recently: ? Manage Users Verify password bens to save in history per user: 3 ? Manage Users Required number of characters for password: ? ? Action Enable two factor authentication: ? ? Reduired number of characters for password: ? ? ? Manage Users Code expiration time: ? ? Manage Users Enable two factor authentication: ? ? Manage Users Code expiration time: ? ?		Security Policy User Roles Active Directory Sett	
Ianual Synch Verify password has a numeric crafacter: Verify password has an alpha character: Verify password has a special character: Verify password has a full oligin attempt: Verify password has a full oligin attempt: Verify password has an to logins for # days: Verify password has not been used recently: Verify password has not been used recently: Verify password has not been used recently: Verify password length: Verify password is password: Verify password length: Verify passw			
thange Password Verify password has an alpha character: Verify password has an uppercase character: Verify password has not be uppercase character: Verify password has not been used recently: Verify password has n		Verify password has a numeric character:	
eports Verify password has an uppercase character: Verify password has a special character: Verify password has a special character: Administration Verify password is not a commonly used password: Verify password has a special character: Verify password has a special character: Ystem Status Disable account on the 3rd failed login attempt: Verify password has not password: Verify password has not password: Set Monitoring Disable account on the 3rd failed login attempt: Verify password has not password: Verify password has not password: pont Events Disable account if no logins for # days: Verify password has not been used recently: Verify password has not been used recently: Verify password has not been used recently: Verify password length: panage Users Inte number of passwords to save in history per user: 3 Verify password length: Verify password length: panage Users Required number of characters for password: Verify password length:		Verify password has an alpha character:	
Ser Heip Verify password has a special character: ? Administration Verify password is not a commonly used password: ? ystem Status Disable account on the 3rd failed login attempt: ? set Montoring Disable account if no logins for # days: ? set Montoring Disable account if no logins for # days: ? set Montoring Disable account if no logins for # days: ? naage Units Disable account if no logins for # days: ? lanage Users The number of password bas not been used recently: ? lanage Users The number of password length: ? lanage Users Required number of characters for password: ? dit Numeric or Alphanumeric auth codes: Numeric ? Code expiration time: 15 ?		Verify password has an uppercase character:	-
Administration Verify password is not a commonly used password: Image Verify password is not a commonly used password: Image Verify password is not a commonly used password: Image Verify password is not a commonly used password: Image Verify password is not a commonly used password: Image Verify password is not a commonly used password: Image Verify password is not a commonly used password: Image Verify password is not a commonly used password: Image Verify password password: Image Verify Password: Imag			
ystem Setup ystem Status Set Monitoring ystem Hotists Disable account on the 3rd failed login attempt: Enable disabiling of account if no logins for # days: Disable account if no logins for # days: Code expiration time: Disable account of no logins for # days: Code expiration time: Disable account of no logins for # days: Code expiration time: Disable account of no logins for # days: Code expiration time: Disable account of no logins for # days: Code expiration time: Disable account of no logins for # days: Code expiration time: Disable account if no logins for # days: Code expiration time: Disable account if no logins for # days: Code expiration time: Disable account if no logins for # days: Code expiration time: Disable account if no logins for # days: Code expiration time: Disable account if no logins for # days: Code expiration time: Disable account if no logins for # days: Code expiration time: Disable account if no logins for # days: Code expiration time: Disable account if no logins for # days: Code expiration time: Disable account if no logins for # days: Code expiration time: Disable account if no logins for # days: Code expiration time: Disable account if no logins for # days: Code expiration time: Disable account if no logins for # days: Code expiration time: Disable account if no logins for # days: Code expiration time: Disable account if no logins for # days: Disable account if no logins for # days: Code expiration time: Disable account if no logins for # days: Disable account if no logins for # da			
ystem Status Enable disabling of account if no logins for # days: Image Count of no count if no logins for # days: Sext Monitoring ystem Hotlists Image Count if no logins for # days: Image Count if no logins for # days: port Events Disable account if no logins for # days: Image Count if no logins for # days: Image Cou			
sset Monitoring Linable disabling of account if no logins for # days: Image Count if no logins for # days:		Disable account on the 3rd failed login attempt:	
ystem Hotlists Disable account if no logins for # days: 180		Enable disabling of account if no logins for # days:	
anage Units Verify password has not been used recently: ? lanage Units The number of passwords to save in history per user: 3 ? lanage Locations Verify password length: ? lanage Hotlist Formats Required number of characters for password: 1 ? Action Enable two factor authentication: ? ? Idt Numeric or Alphanumeric auth codes: Numeric v ? Code expiration time: 15 ?		Disable account if no loging for # days	-
lanage Units Verify password has not been used recently: Verify password has not been used recent		Disable account in no logins for # days.	
Ianage Users The number of passwords to save in history per user: 3 Image User Groups Ianage User Groups Verify password length: 0 Image Locations Ianage Locations Required number of characters for password: 1 Image Locations Action Enable two factor authentication: 0 Image Locations Idit Numeric or Alphanumeric auth codes: Numeric v Code expiration time: 15 Image Location		Verify password has not been used recently:	
lanage User Groups Verify password length: ? lanage Locations Required number of characters for password: 1 ? Action Enable two factor authentication: ? ? dit Numeric or Alphanumeric auth codes: Numeric • ? Code expiration time: 15 ?		The number of passwords to save in history per user:	-
lanage Locations Verify password length: V			-
Ianage Hotlist Formats Required number of characters for password: 1 V Action Enable two factor authentication: V V dit Numeric or Alphanumeric auth codes: Numeric V V Code expiration time: 15 V		Verify password length:	
dit Numeric or Alphanumeric auth codes: Numeric V V Code expiration time: 15 V		s Required number of characters for password:	
Code expiration time: 15		Enable two factor authentication:	Action
Code expiration time: 15	-	Numeria or Alphanumaria auth codeau	dit
		Numeric of Alphanumeric autricodes.	
Auth code length: 6		Code expiration time:	
		Auth code length:	

3 Click the **User Roles** tab. A list of User Roles displays.



	Sy	STEM SETUP	
Mobile-Vision, Inc.			mvadmin is logged in. Logout
▼ Home Menu	Precinct System Settings Security Settings	Modules	
Home			
Search Events	Security Policy User Roles Active Directory	/ Settings	
Find Associates		Heer Delee	
Personal Hotlists		User Roles	
Manual Synch	> >> >>	Page 1 of 1 (5 total records)	
Change Password	Display Name 🔺	Session Timeout (minutes)	System Defined
Reports	Administrator	60	true
User Help			
▼ Administration	Officer	45	true
System Setup	Sergeant	45	false
System Status	Supervisor	60	true
Asset Monitoring			
System Hotlists	View Only - Event	60	true
Import Events			
Manage Units			
Manage Users			
Manage User Groups			
Manage Locations			
Manage Hotlist Formats			
Action			

For a description of the columns on this form, see the table on page 318.

4 Click on the custom user role you wish to update.

	Sy	STEM SETUP	
Mobile-Vision, Inc.			mvadmin is logged in. Logout
▼ Home Menu Home	Precinct System Settings Security Settings	Modules	
Search Events	Security Policy User Roles Active Director	ry Settings	
Find Associates			
Personal Hotlists		User Roles	
Manual Synch	× × ×	Page 1 of 1 (5 total records)	
Change Password	Display Name 🔺	Session Timeout (minutes)	System Defined
Reports User Help	Administrator	60	true
▼ Administration	Officer	45	true
System Setup	Sergeant	45	false
System Status	Supervisor	60	true
Asset Monitoring	View Only - Event	60	true
System Hotlists	View Only - Event	00	uue
Import Events			
Manage Units			
Manage Users Manage User Groups			
Manage Locations			
Manage Hotlist Formats			
-			
Action			
New Edit			
Delete			
Delete			

5 Go to the Action column and click **Edit**.

– OR –

Right-click on the record, then select **Edit** from the popup menu.



The Edit User Role popup displays.

Edit	ser Role		
Name: Sergeant Session Timeout (minutes): 45	0	0	
Available Search: Case Case Admin Messages Edit Events Export Events Export Hotlist Import Events Location Management Manage Units Manage Users Manual Synch Map Events Personal Hotlist Promote Hotlist	Asset M Notificat	tion Client Search Wenu	Case
Save	Cancel		

- 6 To change the name of this custom user role, enter a new value in the *Name* field. Otherwise proceed to the next step.
- 7 If your agency is using the Active Directory Integration feature, proceed to the next step. Otherwise skip to step 9.
- **8** To change the Active Directory group that is associated with this user role, select a new value from the *AD Group Name*. Otherwise proceed to the next step.
- **9** To change the Session Timeout setting^{*} for this user role, proceed to the next step. Otherwise skip to step 11.
- **10** Enter a new value in the Session Timeout (minutes) field.
- **11** To add a permission to this user role, proceed to the next step. Otherwise skip to step 14.
- **12** Go to the left column (Available) and click on each of the permissions you wish to add. If a permission you're looking for does not appear on-screen, use the navigation arrows at the top of the column to scroll through the permissions list.
- 13 Once you've highlighted the desired permissions, click the ≥ icon located between the two columns. The selected permissions display in the right column (Assigned).
- **14** To *remove* permission(s) from this user role, proceed to the next step. Otherwise skip to step 17.

^{*} The number of idle-time minutes that must pass before the system automatically logs a user off the system.



- **15** Go to the right column (Assigned) and click on each of the permissions you wish to remove.
- 16 Once you've highlighted the desired permissions, click the ≤ icon located between the two columns. The selected permissions are removed from the *Assigned* list.
- **17** Click **Save**. The system analyzes your selections to make sure that they are logical. If there are any problems, the system will prompt you to make another selection.

Once you've saved the user role without any errors, a confirmation message displays.

User Role Sergeant successfully saved.

Deleting a Custom User Role

This section describes how to delete a custom user role that is not currently assigned to any users. If the user role you wish to delete *is* currently assigned to one or more users, you will have to change each user's role assignment first before you can perform this procedure, as described in chapter 8, "Changing a User."

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.

-				mva	dmin is logged in. Logout
▼ Home Menu Home Search Events	Precinct System Settings :	Security Settings	fodules DVD		
Remote Search					
Find Associates			Precinct		
Personal Hotlists	14	Contract Con	of 1 (2 total records)	XXX	
Manual Synch	Precinct Name	Phone Number	IP Address	Local Access	Last Comm Date
Change Password	MVI-Leslie-Documentation	480-948-7418	Local	false	Local
Reports					
User Help	Remote Precinct #1	1231231234	192.168.110.73	false	11/30/2015 14:13
 Administration 					
System Setup					
System Status					
Asset Monitoring					
System Hotlists					
Import Events					
Manage Units					
Manage Users					
-					
Manage User Groups					
Manage User Groups Manage Locations					
Manage Locations					
Manage Locations Manage Hotlist Formats					

2 Click the Security Settings tab.



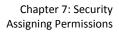
	System Setup	
Mobile-Visic		mvadmin is logged in. Logout
V Home Menu	Precinct System Settings Security Settings Modules	
lome	Precinct System Settings Security Settings Modules	
Search Events	Security Policy User Roles Active Directory Settings	
ind Associates	accurity rolley osci roles reare bilectory octaings	
Personal Hotlists	Verify password has a numeric character:	
fanual Synch	Verify password has an alpha character:	
Change Password		
Reports	Verify password has an uppercase character: 📃 🕜	
Jser Help	Verify password has a special character: 📃 🕜	
Administration	Verify password is not a commonly used password:	
ystem Setup	Disable account on the 3rd failed login attempt:	
system Status	Enable disabling of account if no logins for # days:	
sset Monitoring		
system Hotlists	Disable account if no logins for # days: 180	
mport Events	Verify password has not been used recently:	
lanage Units		
lanage Users	The number of passwords to save in history per user: 3	
lanage User Groups	Verify password length: 📃 🥑	
lanage Locations lanage Hotlist Formats	Required number of characters for password: 1	
Action	Enable two factor authentication:	
	Enable two factor authentication:	
dit	Numeric or Alphanumeric auth codes: Numeric 🔻 🕜	
	Code expiration time: 15	
	Auth code length: 6	
	Auth code length: 6	

3 Click the **User Roles** tab. A list of User Roles displays.

3 Mobile-Vision, Inc.			
			mvadmin is logged in. Loqout
▼ Home Menu			
Home	Precinct System Settings Security	Settings Modules	
Search Events	Security Policy User Roles Activ	- Diserter Orthon	
Find Associates	Security Policy User Roles Activ	ve Directory Settings	
Personal Hotlists		User Roles	
Manual Synch	IC (()	Page 1 of 1 (5 total records) >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	
Change Password		Session Timeout (minutes)	System Defined
Reports	Display Name 🛦		
Jser Help	Administrator	60	true
 Administration 	Officer	45	true
System Setup	Sergeant	45	false
System Status	Supervisor	60	true
Asset Monitoring			
System Hotlists	View Only - Event	60	true
Import Events			
Manage Units			
Manage Users			
Manage User Groups			
Manage Locations			
Manage Hotlist Formats			
Action			
New			

4 Click on the custom user role you wish to delete.

(Continued)





Mobile-Vision, Inc.	Sy	STEM SETUP	
B Mobile-Vision, Inc.			mvadmin is logged in. Loqout
▼ Home Menu	Precinct System Settings Security Settings	Modules	
Home Search Events	Security Policy User Roles Active Director		
Find Associates	Security Policy User Roles Active Director	y Settings	
Personal Hotlists		User Roles	
Manual Synch	X X X	Page 1 of 1 (5 total records)	
Change Password	Display Name 🛦	Session Timeout (minutes)	System Defined
Reports	Administrator	60	
User Help			true
▼ Administration	Officer	45	true
System Setup	Sergeant	45	false
System Status	Supervisor	60	true
Asset Monitoring			
System Hotlists	View Only - Event	60	true
Import Events			
Manage Units			
Manage Users			
Manage User Groups			
Manage Locations			
Manage Hotlist Formats			
Action			
New			
Edit			
Delete			

5 Go to the Action column and click **Delete**.

– OR –

Right-click on the record, then select **Delete** from the popup menu.

A confirmation message displays.

6 Click Yes. A confirmation message displays.

The User Role Dispatch was successfully deleted.



Assigning Permissions to a User

There are two ways in which you can assign permissions to a user. First, you can assign permissions at the same time you create a user. This method is described in chapter 8, "Adding a User." Second, you can assign permissions by changing an existing user's *role* and/or granting additional permissions to a user on an ad-hoc basis, as described in this section.

1 Go to Administration and click Manage Users. The User Search Results page displays.

Mobile-Vision, Inc.				mva	dmin is logged in. <u>Loqou</u>
▼ Home Menu			Users		
Home		R R Page 1 of 3	(42 total records) >>>>	Q.	
Search Events	Display Name 🛦	User Login	User Role	Status	Last Login
Remote Search Find Associates	0	0	∨ ⊘	Enabled 🔽 🥝	
Personal Hotlists	admin	admin	Administrator	Enabled	12/03/2015 13:51:41
Manual Synch	Alan Lepper	Alepper	Supervisor	Enabled	
Change Password Reports	Andrea Capella	acapella	Administrator	Enabled	11/12/2015 16:33:40
User Help	Anna Grakowski	agrakowski	Administrator	Enabled	
▼ Administration	Blake Brewton	bbrewton	Detectives	Enabled	10/26/2015 13:35:39
System Setup	Bryan Murry	bmurry	Officer	Enabled	10/24/2015 03:44:58
System Status Asset Monitoring	Chris Harrington	charrington	Supervisor	Enabled	09/26/2015 02:03:08
System Hotlists	Dan Peterson	dpeterson	Supervisor	Enabled	09/17/2014 10:26:04
Import Events	Derek Huntington	dhuntington	Detectives	Enabled	11/02/2015 11:26:26
Manage Units Manage Users	Donald Blake	Dblake	Supervisor	Enabled	11/05/2015 09:00:09
Manage User Groups	Don Perkins	dperkins	Detectives	Enabled	11/10/2015 14:34:11
Manage Locations	Felix Arturo	farturo	Administrator	Enabled	11/13/2015 08:38:50
Manage Hotlist Formats Action	Freeman Cantical	fcantical	Supervisor	Enabled	02/26/2015 10:15:32
Create User	Gregg Silverton	Gsilverton	Supervisor	Enabled	09/09/2015 22:26:12
Add Active Directory User	James Barry	ibarry	Officer	Enabled	00/00/2010 22:20:12
	James Greene	Jareene	Officer	Enabled	11/15/2015 02:08:21
	Joseph Davidson	idavidson	Supervisor	Enabled	10/10/2015 10:56:23
	and the second	-	(10) (10) (10) (10) (10) (10) (10) (10)		
	Joseph Freeman	jfreeman	Officer	Enabled	04/22/2015 14:35:26
	Kevin Able	Kable	Administrator	Enabled	07/23/2015 08:37:08
	Kevin Vian	kvian	Officer	Enabled	

2 If the user record you wish to update appears in the *Display Name* column, skip to step 4.

– OR –

If the user record you wish to update does *not* appear in the *Display Name* column, proceed to the next step.

3 Use the navigation arrows at the top of the form to scroll through the user list.

– OR –

Enter/select search criteria in the search field(s) provided. For detailed instructions, see "Searching for a User" in chapter 8.

Display Name 🛦	User Login	User Role	Status
0	0	✓ Ø	v 0



4 Once the desired record appears in the *Display Name* column, click on it to select it.

Mobile-Vision, In	c.	USER			2000		Imin is logged in. Logout
▼ Home Menu			User	-			
Home		IC (C C	Page 1 of 1 (2 tota		> >> >	r'e	
Search Events	Display Name 🛦	User Login	1 age 1 01 1 (2 101a	User Role		Status	Last Login
Remote Search				User Rule		Enabled V @	Last Login
Find Associates	don		0		v Ø		
Personal Hotlists	Donald Blake	Dblake		Supervisor		Enabled	11/05/2015 09:00:09
Manual Synch	Don Perkins	dperkins		Detectives		Enabled	11/10/2015 14:34:11
Change Password		ap of the total		0,0100,0100		Concession of the second secon	
Reports							
User Help							
▼ Administration							
System Setup							
System Status							
Asset Monitoring							
System Hotlists							
Import Events							
Manage Units							
Manage Users							
Manage User Groups							
Manage Locations							
Manage Hotlist Formats							
Action							
Create User							
Edit							
Delete							

5 Go to the Action column and click **Edit**.

– OR –

Right-click on the record, then select **Edit** from the popup menu.

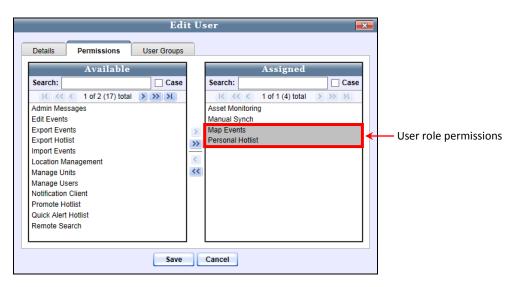
The Edit User popup displays.

	Edit User	×
Details	Permissions User Groups	
	Display Name: Officer Martin	0
	User Name: zmartin	0
	Email Address: zack.martin@L3T.com	0
<u>U</u>	ser Password:	0
Repeat U	ser Password:	0
	Status: Enabled 🔽 🕜	
	User Role: Officer 🗸 🔮	
Notifi	cations:	
	Inbox 🗸 🕜	
	E-mail 🗹 🥝 Live Alerts 🔽 🕜	
-	Save Cancel	

6 To change this user's *user role*, select a new role from the *User Role* drop-down list. Otherwise proceed to the next step.



7 Click the **Permissions** tab. A list of permissions displays.



Please note that you cannot remove any of the permissions highlighted in gray. These are the permissions associated with the user's assigned *role*.

8 Review the current list of permissions for this user (highlighted in gray).

If you want to assign *additional* permissions to this user, proceed to the next step.

– OR –

If you do *not* want to assign additional permissions to this user (i.e., the default permissions are sufficient), skip to step 11.

- **9** Go to the left column (Available) and click on the additional permissions you wish to assign. If a permission you're looking for does not appear on-screen, use the navigation arrows at the top of the column to scroll through the permissions list.
- 10 Once you've highlighted the desired permissions, click the ≥ icon located between the two columns. The selected permissions display in the right column (Assigned).
- **11** Click **Save**. A confirmation message displays.

User dperkins successfully saved.



Defining Password Policies

This section describes how to define the rules that apply to a user password. These include password length, password complexity, and the number of login attempts allowed before the system disables a password.

1 Go to **Administration** and click **System Setup**. The System Setup page displays.

Mobile-Vision, Inc			Syst	ем S етu	J P	
					mva	dmin is logged in. Logout
▼ Home Menu	Precinct	System Settings	Security Settings	fodules DVD		
Home						
Search Events Remote Search	Precinct In	Ifo Logos				
Find Associates				Precinct		
Personal Hotlists			IC CC Page 1	of 1 (2 total records)	× × ×	
Manual Synch		Precinct Name	Phone Number	IP Address	Local Access	Last Comm Date
Change Password						
Reports	MVI-Leslie-	Documentation	480-948-7418	Local	false	Local
User Help	Remote Pre	ecinct #1	1231231234	192.168.110.73	false	11/30/2015 14:13
▼ Administration						
System Setup						
System Status						
Asset Monitoring						
System Hotlists						
Import Events						
Manage Units						
Manage Users Manage User Groups						
Manage Locations						
Manage Hotlist Formats						
-						
Action						
Action New Refresh Page						

2 Click the **Security Settings** tab.



	System Setup	
Mobile-Visic		mvadmin is logged in. Logout
▼ Home Menu	Precinct System Settings Security Settings Modules	
-lome	Theoret System Setungs Security Setungs Modules	
Search Events	Security Policy User Roles Active Directory Settings	
Find Associates	booling railey bool noise should be been younge	
Personal Hotlists	Verify password has a numeric character:	
fanual Synch		
Change Password	Verify password has an alpha character: 📃 🕜	
Reports	Verify password has an uppercase character: 📃 🕜	
Jser Help	Verify password has a special character: 📃 🕜	
Administration	Verify password is not a commonly used password:	
System Setup	Disable account on the 3rd failed login attempt:	
System Status	Enable disabling of account if no logins for # days:	
sset Monitoring		
System Hotlists	Disable account if no logins for # days: 180	
mport Events	Verify password has not been used recently:	
Aanage Units		
lanage Users	The number of passwords to save in history per user: 3	
lanage User Groups	Verify password length: 🔲 🕜	
lanage Locations	Required number of characters for password: 1	
lanage Hotlist Formats		
Action	Enable two factor authentication: 📃 🕜	
dit	Numeric or Alphanumeric auth codes: Numeric 🔻 🥝	
	Code expiration time: 15	
	Auth code length: 6	

- **3** Make sure that the **Security Policy** tab is selected.
- 4 Go to the Action column and click **Edit**. The Edit Security Policy popup displays.

Edit Security Policy	
Verify password has a numeric character:	
Verify password has an alpha character:	
Verify password has an uppercase character:	
Verify password has a special character:	
Verify password is not a commonly used password:	
Disable account on the 3rd failed login attempt:	
Enable disabling of account if no logins for # days:	
Disable account if no logins for # days:	180
Verify password has not been used recently:	
The number of passwords to save in history per user:	3
Verify password length:	
Required number of characters for password:	1
Enable two factor authentication:	
Numeric or Alphanumeric auth codes:	Numeric 🔻 🕜
Code expiration time:	15 🕜
Auth code length:	6
Save Cancel	

The security options on this form are described in the table on the next page.

L3 Mobile-Vision • 8.7.2017



	Edit Security Policy
Security Option	Description
Verify password has a numeric character	When you select this checkbox, the system will check to make sure all new passwords contain at least one numeric character (e.g., $1 - 9$).
Verify password has an alpha character	When you select this checkbox, the system will check to make sure all new passwords contain at least one alpha character (e.g., $a - z$).
Verify password has an uppercase character	When you select this checkbox, the system will check to make sure all new passwords contain at least one uppercase character (e.g., $A - Z$).
Verify password has a special character	When you select this checkbox, the system will check to make sure all new passwords contain at least one special character (e.g., ! @ # \$ % &, etc.)
Verify password is not a commonly used password	When you select this checkbox, the system will check to make sure all new passwords do not match any of the passwords on the "common passwords" list. A copy of this list is found in the /fb/conf/word_list.txt file on the server. You can add more passwords to this file, if desired.
Disable account on the 3 rd failed login attempt	When you select this checkbox, the system will lock a user out of the system after he has tried to login to the system three consecutive times using invalid User ID(s) and/or password(s).
Enable disabling of account if no logins for # days	This password function works in conjunction with the <i>Disable account if no logins for # days</i> field. It will disable a user's password if a user has not logged into AlertVU Back Office for X number of days, with X being the number entered in the <i>Disable account if no logins for # days</i> field.
Disable account if no logins for # days	This password function works in conjunction with the <i>Enable disabling of account if no logins for X days</i> . It indicates how many days of inactivity (i.e., no logins) must elapse before a user is locked out of the system.
Verify password has not been used recently	This password function works in conjunction with the <i>number of passwords to save in history per user</i> field. When you select this checkbox, the system will check to make sure that a password has not been used in X number of times, with X being the number entered in the <i>number of passwords to save in history per user</i> field.

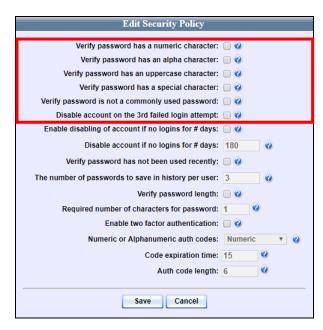


	Edit Security Policy (cont'd)
Security Option	Description
The number of passwords to save in history per user	This password function works in conjunction with the <i>Verify password has not been used recently</i> field. It indicates the number of passwords to save in history per user. When a user is required to change their password, they will not be able to reuse any of the same passwords they have used since the last X number of times their password was changed.
Verify password length	This password function works in conjunction with the <i>Required number of characters for password</i> field. When you select this checkbox, the system will check to make sure that a password is X number of characters in length, with X being the number entered in the <i>Required number of characters for password</i> field.
Required number of characters for password	This password function works in conjunction with the <i>Verify password length</i> field. It indicates the required minimum length for each password. When you enter a number in this field, it means that all passwords must be a minimum of X characters in length.
Enable password expiration	When you select this checkbox, the system will prompt each user to reset their password X number of days after they last changed it, where X equals the number of days entered in the <i>Password expiration time</i> field. <i>To enable the Password Expiration feature, select this</i> <i>checkbox. To disable the Password Expiration feature,</i> <i>deselect this checkbox.</i>
Password expiration time	The number of days following a password change that a given password will expire. For example, if you enter 30 here, then every 30 days after a user changes his password, the system will prompt him to change it again. If he fails to do so, he will be locked out of the system. <i>Enter a number in the field provided</i> .
Enable two factor authentication	The <i>two factor authentication</i> feature prompts users to enter an Authentication Code each time they attempt to login to AlertVU Back Office. This Authentication Code is automatically generated by the system and sent to the email address associated with the officer's User ID. For this reason, agencies who use this feature <i>must</i> ensure that all user records include an email address. If one or more user records are <i>missing</i> an email address, the system will prevent those users from logging in. To implement two-factor authentication logins, first select this checkbox, then enter/select a value in the following fields: (<i>Continued</i>)



	Edit Security Policy (cont'd)
Security Option	Description
Enable two factor authentication (cont'd)	Numeric or Alphanumeric auth codesCode expiration timeAuth code length
	For specific instructions on logging into the system using the two-factor authentication feature, see "Log- ging into the System" in chapter 1`.
	To <u>enable</u> Two Factor Authentication, select this checkbox. To <u>disable</u> Two Factor Authentication, deselect this checkbox.
Numeric or Alphanumeric auth codes	The type of characters you wish to use for your Au- thentication Codes: <i>Numeric</i> (numbers only), or <i>Alpha-</i> <i>numeric</i> (numbers and letters). <i>Select a value from the</i> <i>drop-down list</i> .
Code expiration time	The number of minutes that an Authentication Code will expire after the system has emailed it to a user. Once a code expires, a user can no longer use it to login. In that instance, the user must click the Resend button on the Authentication Code popup to generate a new code. <i>Enter a number in the field provided</i> .
Auth code length	The number of characters for your Authentication Code. System default is 6 characters. <i>Enter a number</i> <i>in the field provided</i> .

5 Review the first six security options and check those security features you wish to use.





- 6 If you want a user's account to be disabled after that user has not logged into the system for a certain number of days, proceed to the next step. Otherwise skip to step 9.
- 7 Select the *Enable disabling of account if no logins for # days* checkbox.
- 8 Proceed to the *Disable account if no logins for # days* field and enter the number of days of inactivity (i.e., no logins) that must elapse before a user is locked out of the system.
- **9** If you don't want your users to be able to re-use recent passwords, proceed to the next step. Otherwise skip to step 12.
- **10** Select the *Verify password has not been used recently* checkbox.
- **11** Proceed to the *number of passwords to save in history per user* field and enter the number of unique passwords that each user must save in history.
- **12** To set a minimum required length for passwords, proceed to the next step. Otherwise skip to step 15.
- **13** Select the *Verify password length* checkbox.
- **14** Proceed to the *Required number of characters for password* field and enter the minimum number of characters that your passwords must have.
- **15** If you wish to enable the Password Expiration feature, select the *Enable password expiration* checkbox (see *Enable password expiration* field on page 333). Proceed to the next step.

– OR –

If you do not wish to enable the Password Expiration feature, skip to step 17.

- **16** Proceed to the *Password expiration time* field and enter the frequency, in days, with which you want the system to prompt users to reset their passwords (e.g., **60** for *every 60 days*).
- **17** If you wish to enable the *two factor authentication* feature (see *Enable two factor authentication* field on page 333), select the *Enable two factor authentication* checkbox. Proceed to the next step.

– OR –

If you do not wish to enable the two factor authentication feature, skip to step 20.



WARNING: If you selected the *Enable two factor authentication* checkbox, you **must** have a valid email address saved to each officer's user record. Any user that does *not* have a valid email address will be locked out of the application. For more information, see "Changing a User" in chapter 8.



18 If you want your Authentication Codes to be comprised of numbers only (default), proceed to the next step.

– OR –

If you want your Authentication Codes to be comprised of numbers and letters, select **Alphanumeric** from the *Numeric or Alphanumeric auth codes* drop-down list.

- **19** Enter the number of minutes that an Authentication Code will expire after the system has emailed it to a user.
- 20 Click Save.

Changing Security Log Settings

Security logs are records that document various activities on the server, such as hotlist creation and event searches. These records tell you *what* activities were performed, *who* performed them, and *when* they were performed.

This section describes how to change the settings related to the capture and retention of security logs, including:

- □ The type of security logs that AlertVU will track (i.e., *system level* or *system level* + *user level*)
- □ The number of days that AlertVU will keep security logs on the server.
- **1** Go to **V** Administration and click **System Setup**. The System Setup page displays.

					mva	admin is logged in. Logout
▼ Home Menu	Precinct	stem Settings	Security Settings	Modules DVD		
Home	Precifict Sy	stem settings	Security Settings	Modules DVD		
Search Events	Precinct Info	Logos				
Remote Search						
Find Associates				Precinct		
Personal Hotlists			K K Page	1 of 1 (2 total records)	X XX XI	
Manual Synch	Precir	nct Name 🔺	Phone Number	IP Address	Local Access	Last Comm Date
Change Password	MVI-Leslie-Docu	and the second	480-948-7418	Local	false	Local
Reports			480-948-7418			
User Help	Remote Precinct	#1	1231231234	192.168.110.73	false	11/30/2015 14:13
Administration	-					
System Setup	2					
System Status						
Asset Monitoring						
System Hotlists						
Import Events						
Manage Units						
Manage Users						
Manage User Groups						
Manage Locations						
Manage Hotlist Formats						
6						
Action						
Action						
Action New Refresh Page						



2 Click the **System Settings** tab.

Mobile-Vision, Inc			015	TEM	DEIX		mvadmin is logged in.	Logout
▼ Home Menu	Precinct	n Settings	Security Settings	Modules	DVD			
Home	- Treemer - Oferer	, counge ,	ootaniy ootango	moduloo		7.6		
Search Events	Storage Machines	System Op	tions Backup	Downloa	d Options	Event Exporter	Asset Monitoring	1
Remote Search								-
Find Associates				Storage Ma	chines			
Personal Hotlists	Inte	rnal Path		External JP	GURI		Status	
Manual Synch	/fbdata/01		/stream01				Enabled	
Change Password			/ou camo r				LINDIOU	
Reports								
User Help								
 Administration 								
System Setup								
System Status								
Asset Monitoring								
System Hotlists								
System Hotlists Import Events								
System Hotlists Import Events Manage Units								
Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups								
System Hotlists Import Events Manage Units Manage Users Manage User Groups								
System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations								
System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations								
System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats								

3 Click the **System Options** tab.

		Sys	БТЕМ SET	UP		
Mobile-Vision, Inc.					mvadmin is logged in.	Logout
▼ Home Menu	Precinct System Settings	Security Settings	Modules DVD			
Search Events	Storage Machines System	n Options Backup	Download Options	Event Exporter	Asset Monitoring	1
Remote Search	otorago macrimos ofotor	- Duono	Demindud Optione	E forte Exporter	, accertmonitoring	
Find Associates		0 P	0			
Personal Hotlists	Minimum L	Days Online: 181	U .			
Manual Synch	Enable S	trict Purger: 📝 🕜				
Change Password	Securit	Log Level: All	20			
Reports						
User Help	Days to Retain Se	curity Logs: 180	0			
▼ Administration	Days to Retain Use	Messages: 5	0			
System Setup	Enable Live Alert Pa	ssive Mode: 🔽 🙆				
System Status						
Asset Monitoring	Enable Liv	e Alert Test: 🔲 🥝				
System Hotlists	Live Alert Test Frequency (i	n seconds): 5	0			
Import Events						
Manage Units						
Manage Users						
Manage User Groups						
Manage Locations						
Manage Hotlist Formats						
Action						
Edit						

4 Go to the Action column and click Edit. The System Options popup displays.

(Continued)





- **5** To change the security log level, proceed to the next step. Otherwise skip to step 7.
- 6 Select a new value from the *Security Log Level* drop-down list:

All.....Log system-level activity *and* user-level activity System......Log system-level activity only

- 7 To change the number of days that you wish to keep security logs on the server, enter a new value in the *Days to Retain Security Logs* field. Otherwise proceed to the next step.
- 8 Click Save.

Users

There are two methods for entering and maintaining user records in AlertVU: *directly*, as described in "Maintaining Users in AlertVU" on page 341, or through your agency's existing internal network, as described in "Using the Active Directory Integration Feature" on page 365.

The Active Directory Integration feature enables you to integrate AlertVU with your agency's existing Windows Active Directory or Novell eDirectory. This feature allows for a single password authentication with your agency's internal network, eliminating the need to maintain two sets of User IDs and passwords. It also allows you to import existing network users into the system. If you choose to use this feature, your Systems Installation Specialist (SIS) will assist you in setting up your Active Directory. After that, you only have to update the user list periodically as needed.

AlertVU also includes a "user groups" option that enables you to group like users together (such as users that share the same role or are in the same department) and assign hotlists to those groups. This allows you to assign hotlists to multiple users at the same time.

For more information, see:

- □ Searching for a User, below
- □ Maintaining Users in AlertVU, page 341
- □ Managing User Groups, page 354
- □ Using the Active Directory Integration Feature, page 365
- Generating the User Activity Report, page 374.

Searching for a User

This section describes how to search for an existing user record by one or more of the following fields: *Display Name*, *User Login*, *User Role*, and/or *Status*.

1 Go to **V** Administration and click **Manage Users**. The User Search Results page displays.

(Continued)



Mobile-Vision, Inc.				mvad	Imin is logged in. Logout
▼ Home Menu			Users		
Home		R K K Page 1 of 3	(42 total records) >>>	Q	-
Search Events Remote Search	Display Name 🛦	User Login	User Role	Status	Last Login
Find Associates	0	0		Enabled 🔽 🥝	
Personal Hotlists	admin	admin	Administrator	Enabled	12/03/2015 13:51:41
Manual Synch	Alan Lepper	Alepper	Supervisor	Enabled	
Change Password Reports	Andrea Capella	acapella	Administrator	Enabled	11/12/2015 16:33:40
User Help	Anna Grakowski	agrakowski	Administrator	Enabled	
▼ Administration	Blake Brewton	bbrewton	Detectives	Enabled	10/26/2015 13:35:39
System Setup	Bryan Murry	bmurry	Officer	Enabled	10/24/2015 03:44:58
System Status Asset Monitoring	Chris Harrington	charrington	Supervisor	Enabled	09/26/2015 02:03:08
System Hotlists	Dan Peterson	dpeterson	Supervisor	Enabled	09/17/2014 10:26:04
Import Events	Derek Huntington	dhuntington	Detectives	Enabled	11/02/2015 11:26:26
Manage Units Manage Users	Donald Blake	Dblake	Supervisor	Enabled	11/05/2015 09:00:09
Manage User Groups	Don Perkins	dperkins	Detectives	Enabled	11/10/2015 14:34:11
Manage Locations	Felix Arturo	farturo	Administrator	Enabled	11/13/2015 08:38:50
Manage Hotlist Formats Action	Freeman Cantical	fcantical	Supervisor	Enabled	02/26/2015 10:15:32
Create User	Gregg Silverton	Gsilverton	Supervisor	Enabled	09/09/2015 22:26:12
Add Active Directory User	James Barry	ibarry	Officer	Enabled	09/09/2013 22:20:12
	James Greene	Jareene	Officer	Enabled	11/15/2015 02:08:21
		-		Enabled	10/10/2015 10:56:23
	Joseph Davidson	jdavidson	Supervisor		
	Joseph Freeman	jfreeman	Officer	Enabled	04/22/2015 14:35:26
	Kevin Able	Kable	Administrator	Enabled	07/23/2015 08:37:08
	Kevin Vian	kvian	Officer	Enabled	

Note the search fields at the top of the page.

2 Enter/select the field values you wish to search on, as described below.

Search Field	Description
Display Name	Limits your search to those users who have this text in their display name.
User Login	Limits your search to those users who have this text in their User ID.
User Role	Limits your search to those users who are assigned this user role. For more on user roles, see chapter 7. <i>Select the appropriate user role from the drop-down list.</i>
Status	Limits your search to those users who have a status of either Enabled or Disabled . Select the appropriate status from the drop-down list.

After you enter a search value, the system will automatically display those records that match your search criteria.



Mobile-Vision, Inc	c.	USER SEARC	CH RESULTS		Imin is logged in. Logout
▼ Home Menu		Use	ers		
Home		K K Page 1 of 1 (2 to	tal records)	(Q	
Search Events	Display Name 🛦	User Login	User Role	Status	Last Login
Remote Search	Don	0	V 0	Enabled V	
Find Associates					
Personal Hotlists	Donald Blake	Dblake	Supervisor	Enabled	11/05/2015 09:00:09
Manual Synch	Don Perkins	dperkins	Detectives	Enabled	11/10/2015 14:34:11
Change Password					
Reports					
User Help	4				
 Administration 					
System Setup					
System Status					
Asset Monitoring					
System Hotlists					
Import Events					
Manage Units					
Manage Users					
Manage User Groups					
Manage Locations					
Manage Hotlist Formats					
Action					
Action Create User	1				

3 If your search results are more than one page long, use the navigation buttons at the top of the user list to scan through the remaining search results.

Maintaining Users in AlertVU

This section describes how to add, change, and/or delete user records in AlertVU. These procedures only apply to those users who are *not* using the Active Directory Integration feature, which integrates AlertVU with your agency's existing internal network. If your agency *is* using the Active Directory Integration feature, see "Maintaining Users in Active Directory" on page 365 instead.

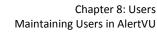
For specific instructions, see:

- □ Adding a User, below
- □ Changing a User, page 347
- □ Deleting a User, page 351.

Adding a User

This section describes how to enter a new user record in AlertVU. If your agency is using the Active Directory Integration feature, see "Maintaining Users in Active Directory" on page 365 instead.

Before you add users for the first time, it's important to define your user roles. For more information, see "User Roles" in chapter 7.







WARNING: If your agency is using the two factor authentication login feature, you **must** enter a valid email address for each user. Any user that does *not* have a valid email address saved to their user record will be locked out of the application.

1 Go to Administration and click Manage Users. The User Search Results page displays.

Mobile-Vision, Inc.				mvad	dmin is logged in. Logou
▼ Home Menu		Us	ers		
Home		K K Page 1 of 3 (42 1	total records)		
Search Events Remote Search	Display Name 🛦	User Login	User Role	Status	Last Login
Find Associates	0	0	✓ Ø	Enabled 🗸 🕜	
Personal Hotlists	admin	admin	Administrator	Enabled	12/03/2015 13:51:41
Vanual Synch	Alan Lepper	Alepper	Supervisor	Enabled	
Change Password Reports	Andrea Capella	acapella	Administrator	Enabled	11/12/2015 16:33:40
User Help	Anna Grakowski	agrakowski	Administrator	Enabled	
 Administration 	Blake Brewton	bbrewton	Detectives	Enabled	10/26/2015 13:35:39
System Setup	Bryan Murry	bmurry	Officer	Enabled	10/24/2015 03:44:58
System Status Asset Monitoring	Chris Harrington	charrington	Supervisor	Enabled	09/26/2015 02:03:08
System Hotlists	Dan Peterson	dpeterson	Supervisor	Enabled	09/17/2014 10:26:04
Import Events	Derek Huntington	dhuntington	Detectives	Enabled	11/02/2015 11:26:26
Manage Units Manage Users	Donald Blake	Dblake	Supervisor	Enabled	11/05/2015 09:00:09
Manage User Groups	Don Perkins	dperkins	Detectives	Enabled	11/10/2015 14:34:11
Manage Locations	Felix Arturo	farturo	Administrator	Enabled	11/13/2015 08:38:50
Manage Hotlist Formats Action	Freeman Cantical	fcantical	Supervisor	Enabled	02/26/2015 10:15:32
Create User	Gregg Silverton	Gsilverton	Supervisor	Enabled	09/09/2015 22:26:12
Add Active Directory User	James Barry	ibarry	Officer	Enabled	03/03/2013 22:20.12
	James Greene	Jareene	Officer	Enabled	11/15/2015 02:08:21
	Joseph Davidson	idavidson	Supervisor	Enabled	10/10/2015 10:56:23
		-	Officer	Enabled	04/22/2015 14:35:26
	Joseph Freeman	jfreeman			
	Kevin Able	Kable	Administrator	Enabled	07/23/2015 08:37:08
	Kevin Vian	kvian	Officer	Enabled	

2 Go to the Action column and click Create User. The New User popup displays.

Details	Permissions	User Groups	
	Display Name:		G
	User Name:		0
I	Email Address:		0
<u>U</u>	ser Password:		Ø
Repeat U	ser Password:		0
	Status: Ena	abled 🔽 🥝	
	User Role:		0
Notifie	cations:		
	Inbox 🗌	0	
	E-mail	0	
	Live Alerts	0	



	New User Form
Field	Description
Display Name	The name used to represent this user throughout the AlertVU application. This name will appear on application pages, reports, etc.
User Name	The user's login ID. This is the text that the user enters in the <i>User Name</i> field to login to the application.
Email Address	The user's email address. If your agency is using the two- factor authentication login feature, this field is required.
User Password	The user's login password. This is the text that the user enters in the <i>Password</i> field to login to the application. For security reasons, this value does not display on the screen as you type it.
	Note : After a new user logs into the application for the first time, he should change his user password, as described in chapter 1, "Changing Your Password."
Repeat User Password	Same as <i>User Password</i> above. The system requires that you type the password a second time to verify your entry.
Status	 The current status of this user: <i>Enabled</i>. The user is allowed to login to the application. <i>Disabled</i>. The user is <i>not</i> allowed to login to the application.
User Role	The name of the permissions group that is assigned to this user. This designation determines what system features the user will or will not be able to access. For more on user roles, see "User Roles" in chapter 7.
Notifications	 The type(s) of notifications that this user will receive when an AlertVU unit receives a hit on a license plate that's on either one of the user's personal hotlists <i>or</i> a system hotlist for which the user has Notification rights. You may select more than one notification type. <i>Inbox</i>. A message sent to the user's <i>Inbox Messages</i> list on the Home page. <i>E-mail</i>. A message sent to the user's regular email account. In order to receive this type of alert, you must supply the system with information on your agency's SMTP mail server, as described in chapter 6, "Forwarding System Messages to Your Regular Mailbox." (<i>Continued</i>)



	New User Form (cont'd)
Field	Description
Notifications (cont'd)	• <i>Real Time Alerts</i> (system alerts only). A real-time popup which displays on the user's PC desktop. In order to receive this type of notification, the user must activate the Live Alert Utility on his PC whenever he logs in, as described in "Activating the Live Alert Utility" in chapter 3.
	For more on alerts and how they are set up at the hotlist level, see "Alerts" in chapter 3.
	WARNING: If you select the <i>Inbox</i> and/or <i>Email</i> notifications, please be aware that you may receive dozens or even hundreds of notifications per day. You will have to review and delete these notifications daily.

- **3** Enter an officer display name in the *Display Name* field. This is the name that will display throughout the application.
- 4 Enter a user login ID in the *User Name* field.
- 5 Enter the user's email address in the *Email Address* field.
- 6 Enter the user's initial login password in the *User Password* field. This is password that the user will use to login to the application for the first time.
- 7 Re-enter the user's initial login password in the *Repeat User Password* field.
- **8** If you want this user to be able to login to the application immediately (default), proceed to the next step.

– OR –

If you do *not* want this user to be able to login to the application immediately, select **Disabled** from the *Status* drop-down list. If you do so, remember that the account must be enabled before the user will be allowed to login.

- **9** Select a user role from the *User Role* drop-down list. For more information on user roles and how they are created/modified, see chapter 7.
- **10** Go to the *Notifications* column and select the type(s) of system alerts that this user will receive. For a description of these alerts, see *Notifications* on page 343.
- **11** Click the **Permissions** tab. A list of grayed-out permissions displays in the right column. These are the permissions associated with the user's assigned *user role*. (i.e., the role you just selected from the *User Role* drop-down list). You cannot remove any of these permissions. However, you *can* assign additional permissions to the user.

Mobile-Vision, Inc.

Details Permissions User Groups Available Search: Case I 1 of 2 (19) total >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	Assigne Search: K K K 1 of 1 (2) to Map Events Personal Hotlist	tal > >> >>
---	---	-------------

12 Review the current list of permissions for the new user (highlighted in gray).

If you wish to assign *additional* permissions to this user, proceed to the next step.

– OR –

If you do *not* wish to assign additional permissions to this user (i.e., the permissions displayed in the right column are sufficient), skip to step 15.

- **13** Go to the left column (Available) and click on the additional permissions you wish to assign. If you don't see a permission you're looking for, use the navigation arrows at the top of the column to scroll through the list.
- 14 Once you've highlighted the desired permissions, click the ≥ icon located between the two columns. The selected permissions display in the right column (Assigned).

	Nev	v U:	ser 🧧
Details Permissions	User Groups		
Available			Assigned
Search:	Case		Search: Case
K << 1 of 2 (17) total	> >> >I		I< <t<< td=""> 1 of 1 (4) total >>>></t<<>
Admin Messages			Manual Synch
Asset Monitoring			Map Events
Edit Events		>	Personal Hotlist
Export Events		>>	Quick Alert Hotlist
Export Hotlist		_	
Import Events		<	
Location Management		<<	
Manage Units			
Manage Users			
Notification Client			
Promote Hotlist			
Remote Search			
	Save		Cancel

15 To assign this user to a predefined user group, proceed to the next step. Otherwise skip to step 19.



16 Click the **User Groups** tab.

		New	User		
Details	Permissions	User Groups	1		
	Available			Assigned	
Search:		Case	Search:		Case
I< <<	1 of 1 (3) total	> >> >1	1< << <	1 of 1 (0) total	> >> >1
Traffic Patr					
		Save	Cancel		

- **17** Go to the left column (Available) and click on the user group that you wish to assign this user to.
- **18** Click the **≥** icon located between the two columns. The selected user group displays in the right column (Assigned).

		New	v U	ser		
Details	Permissions	User Groups				
	Available				Assigned	
Search:		Case		Search:		Case
1< <<	1 of 1 (2) total	> >> >1		1< << <	1 of 1 (1) total	>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>
Traffic Patr	10		>			
		Save)[Cancel		

19 Click **Save**. A confirmation message displays.

User Officer McDonnell successfully saved.



Changing a User

This section describes how to change an existing user record in AlertVU. If your agency is using the Active Directory Integration feature, see "Maintaining Users in Active Directory" on page 365 instead.

1 Go to **Administration** and click **Manage Users**. The User Search Results page displays.

Mobile-Vision, Inc.				mva	dmin is logged in. <u>Loqou</u>
▼ Home Menu		Us	ers		
Home		K K Page 1 of 3 (42 1	total records) 🔰 💓 刘	Q	
Search Events	Display Name 🛦	User Login	User Role	Status	Last Login
Remote Search Find Associates	0	0	V 0	Enabled 🗸 🥝	
Personal Hotlists	admin	admin	Administrator	Enabled	12/03/2015 13:51:41
Manual Synch	Alan Lepper	Alepper	Supervisor	Enabled	
Change Password Reports	Andrea Capella	acapella	Administrator	Enabled	11/12/2015 16:33:40
User Help	Anna Grakowski	agrakowski	Administrator	Enabled	
 Administration 	Blake Brewton	bbrewton	Detectives	Enabled	10/26/2015 13:35:39
System Setup	Bryan Murry	bmurry	Officer	Enabled	10/24/2015 03:44:58
System Status Asset Monitoring	Chris Harrington	charrington	Supervisor	Enabled	09/26/2015 02:03:08
System Hotlists	Dan Peterson	dpeterson	Supervisor	Enabled	09/17/2014 10:26:04
Import Events	Derek Huntington	dhuntington	Detectives	Enabled	11/02/2015 11:26:26
Manage Units Manage Users	Donald Blake	Dblake	Supervisor	Enabled	11/05/2015 09:00:09
Manage User Groups	Don Perkins	dperkins	Detectives	Enabled	11/10/2015 14:34:11
Manage Locations Manage Hotlist Formats	Felix Arturo	farturo	Administrator	Enabled	11/13/2015 08:38:50
Action	Freeman Cantical	fcantical	Supervisor	Enabled	02/26/2015 10:15:32
Create User	Gregg Silverton	Gsilverton	Supervisor	Enabled	09/09/2015 22:26:12
Add Active Directory User	James Barry	jbarry	Officer	Enabled	
	James Greene	Jgreene	Officer	Enabled	11/15/2015 02:08:21
	Joseph Davidson	jdavidson	Supervisor	Enabled	10/10/2015 10:56:23
	Joseph Freeman	jfreeman	Officer	Enabled	04/22/2015 14:35:26
	Kevin Able	Kable	Administrator	Enabled	07/23/2015 08:37:08
	Kevin Vian	kvian	Officer	Enabled	

2 If the user record you wish to update appears in the *Display Name* column, skip to step 4.

– OR –

If the user record you wish to update does *not* appear in the *Display Name* column, proceed to the next step.

3 Use the navigation arrows at the top of the form to scroll through the user list.

– OR –

Enter/select search criteria in the search field(s) provided. For detailed instructions, see "Searching for a User" on page 339.



4 Once the desired record appears in the Display Name column, click on it to select it.



				mvadmin is logged in.	Logout
▼ Home Menu		Us	ers		
Home		K K Page 1 of 1 (2	total records)	1]@.	
Search Events	Display Name 🛦	User Login	User Role	Status Last Lo	gin
Remote Search Find Associates	don	0	V 0	Enabled 🗸 🕜	
Personal Hotlists	Donald Blake	Dblake	Supervisor	Enabled 11/05/2015 09:00	-09
Manual Synch					
Change Password	Don Perkins	dperkins	Detectives	Enabled 11/10/2015 14:34	:11
Reports					
User Help					
 Administration 					
System Setup					
System Status					
Asset Monitoring					
System Hotlists					
Import Events					
Manage Units					
Manage Users					
Manage User Groups					
Manage Locations					
Manage Hotlist Formats					
Action					
CONTRACTOR AND A CONTRACT					
Create User					
Action Create User Edit Delete					

5 Go to the Action column and click **Edit**.

– OR –

Right-click on the record, then select **Edit** from the popup menu.

The Edit User form displays.

Details Permissions	User Groups	
Display Name:	Don Perkins	Ø
User Name:	dperkins	•
Email Address:	dperkins@paradisevalley	Q
User Password:	••••••	C
Repeat User Password:		0
Status:	Enabled 🗸 🥝	
	Detectives 🗸 🥝	
Notifications:		
Inbox		
E-mail		
Live Alerts		

The fields on the Edit User form are described in the table on page 343.



6 Enter/select your changes in the appropriate field(s).



WARNING: If you select the *Inbox* and/or *Email* notifications, please be aware that you may receive dozens or even hundreds of notifications per day. You will have to review and delete these notifications on a daily basis.

- 7 To assign additional permissions to this user, proceed to the next step. Otherwise skip to step 11.
- 8 Click the **Permissions** tab. A list of permissions displays.

	Edi	t U	ser	2
Details Permissions	User Groups			
Available Search:	Case		Assigned Search: Case	
Search:	> >> >>		K << 1 of 1 (2) total > >> >	-
Admin Messages			Map Events	1
Asset Monitoring			Personal Hotlist	
Edit Events		>		
Export Events		>>	1 T	
Export Hotlist				
Import Events		<	User role permissions	
Location Management		<<		
Manage Units				
Manage Users				
Manual Synch				
Notification Client				
Promote Hotlist				
				-
	Save		Cancel	

Please note that you cannot remove any of the permissions highlighted in gray. These are the permissions associated with the user's assigned *user role*.

- **9** Go to the left column (Available) and click on the new permissions you wish to assign. If a permission you're looking for does not appear on-screen, use the navigation arrows at the top of the column to scroll through the permissions list.
- 10 Once you've highlighted the desired permissions, click the ≥ icon located between the two columns. The selected permissions display in the right column (Assigned).

(Continued)



		Edi	t U	ser		
Details	Permissions	User Groups				
	Available				Assigned	
Search:		Case		Search:		Case
K (((1 of 2 (17) total	K « <		I< <	1 of 1 (4) total	> >> >I
Admin Mes	sages			Asset Mo	nitoring	
Edit Events	•			Manual S	ynch	
Export Eve	nts		>	Map Ever	nts	
Export Hot	ist		>>	Personal	Hotlist	
Import Eve	nts		=			
Location M	anagement		<			
Manage Ur	nits		<<			
Manage Us	sers					
Notification	Client					
Promote H	otlist					
Quick Alert	Hotlist					
Remote Se	arch					
		Save		Cancel		

- **11** To assign this user to a predefined user group, proceed to the next step. Otherwise skip to step 15.
- **12** Click the **User Groups** tab.

Details	Permissions	User Groups			
	Available			Assigned	
Search:		Case	Search:		Case
I< <<	1 of 1 (3) total	> >> >1	1< << <	1 of 1 (0) total	>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>
		100 million			

- **13** Go to the left column (Available) and click on the user group that you wish to assign this user to.
- 14 Click the ≥ icon located between the two columns. The selected user group displays in the right column (Assigned).

Details	Permissions	User Groups		
	Available		Assiį	gned
Search:		Case	Search:	Case
1< <<	1 of 1 (2) total	> >> >1	K K 1 of 1 (1) total 🔰 🚿 🔊
		83 		

15 Click **Save**. A confirmation message displays.

User Marcus Welby successfully saved.

Deleting a User

This section describes how to delete an existing user record in AlertVU. If your agency is using the Active Directory Integration feature, see "Maintaining Users in Active Directory" on page 365 instead.



NOTE: For security purposes, if a user has any logged activity, they cannot be deleted.

1 Go to ▼Administration and click **Manage Users**. The User Search Results page displays.

(Continued)





Mobile-Vision, Inc.				mva	dmin is logged in. <u>Loqou</u>
▼ Home Menu	Users				
Home	R C C Page 1 of 3 (42 total records)				
Search Events Remote Search	Display Name 🛦	User Login	User Role	Status	Last Login
Find Associates	0	0	V 0	Enabled 🗸 🥝	(
Personal Hotlists Manual Synch Change Password	admin	admin	Administrator	Enabled	12/03/2015 13:51:41
	Alan Lepper	Alepper	Supervisor	Enabled	
Reports	Andrea Capella	acapella	Administrator	Enabled	11/12/2015 16:33:40
User Help	Anna Grakowski	agrakowski	Administrator	Enabled	
 Administration 	Blake Brewton	bbrewton	Detectives	Enabled	10/26/2015 13:35:39
System Setup	Bryan Murry	bmurry	Officer	Enabled	10/24/2015 03:44:58
System Status Asset Monitoring	Chris Harrington	charrington	Supervisor	Enabled	09/26/2015 02:03:08
System Hotlists	Dan Peterson	dpeterson	Supervisor	Enabled	09/17/2014 10:26:04
Import Events Manage Units	Derek Huntington	dhuntington	Detectives	Enabled	11/02/2015 11:26:26
Manage Users	Donald Blake	Dblake	Supervisor	Enabled	11/05/2015 09:00:09
Manage User Groups	Don Perkins	dperkins	Detectives	Enabled	11/10/2015 14:34:11
Manage Locations Manage Hotlist Formats	Felix Arturo	farturo	Administrator	Enabled	11/13/2015 08:38:50
Action	Freeman Cantical	fcantical	Supervisor	Enabled	02/26/2015 10:15:32
Create User Add Active Directory User	Gregg Silverton	Gsilverton	Supervisor	Enabled	09/09/2015 22:26:12
	James Barry	jbarry	Officer	Enabled	
	James Greene	Jgreene	Officer	Enabled	11/15/2015 02:08:21
	Joseph Davidson	jdavidson	Supervisor	Enabled	10/10/2015 10:56:23
	Joseph Freeman	jfreeman	Officer	Enabled	04/22/2015 14:35:26
	Kevin Able	Kable	Administrator	Enabled	07/23/2015 08:37:08
	Kevin Vian	kvian	Officer	Enabled	

2 If the user record you wish to delete appears in the *Display Name* column, skip to step 4.

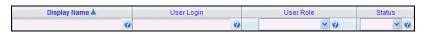
– OR –

If the user record you wish to delete does *not* appear in the *Display Name* column, proceed to the next step.

3 Use the navigation arrows at the top of the form to scroll through the user list.

– OR –

Enter/select search criteria in the search field(s) provided. For a description of these fields, see the table on page 343.



4 Once the desired record displays in the *Display Name* column, click on that record to select it.



-					myar	Imin is logged in. Logout
▼ Home Menu			Users			
Home		10 40 4	Page 1 of 1 (2 total rec	ords)		
Search Events	Display Name 🛦	User Login	and the second se	User Role	Status	Last Login
Remote Search do		0	0		Enabled V	and any starting in
Find Associates	0001	H Sector				
Personal Hotlists	Donald Blake	Dblake		Supervisor	Enabled	11/05/2015 09:00:09
Manual Synch	Don Perkins	dperkins		Detectives	Enabled	11/10/2015 14:34:11
Change Password Reports						
User Help						
▼ Administration						
System Setup						
System Status Asset Monitoring						
System Hotlists						
Import Events						
Manage Units						
Manage Users						
Manage User Groups						
Manage Locations						
Manage Hotlist Formats						
Action						
Create User						
Edit						
Delete						
Add Active Directory User						

5 Go to the Action column and click **Delete**.

– OR –

Right-click on the record, then select **Delete** from the popup menu.

A confirmation message displays.

	Delete	User	×
Do you	wish to delete	this user? Dor	Perkins
	Delete	Cancel	

6 Click **Delete**. The selected user record is removed from the system.



Managing User Groups

The *user groups* feature allows you to combine like users for the purpose of assigning hotlists to them. For example, you might create a "Patrol Officer" group, then assign three hotlists to that group. The advantage of using user groups is that they enable you to assign hotlists to multiple users at the same time. To narrow the hotlist hit pool, you can also assign unit(s) to a user group. That will enable a user group's assignees to receive hotlist hits on *some*, but not *all* units For example, if user group "Patrol Officer" is assigned hotlist "ABC" and unit "XYZ", then the users assigned to that group will only receive hotlist alerts for hits on hotlist "ABC" that are captured from unit "XYZ."

For more information, see:

- □ Adding a User Group, below
- □ Changing a User Group, page 359
- □ Deleting a User Group, page 364.

Adding a User Group

This section describes how to enter a new user group. For more on user groups and how they are used in AlertVU, see the previous section, "Managing User Groups."

1 Go to ▼Administration and click Manage User Groups. The User Group Search Results page displays.

▼ Home Menu User Groups Home I <iiiiiiiiiiiiiiiiiiiiiiiiiiiiiiiiii< th=""><th>Name User Groups Events Page 1 of 1 (3 total records) Search Day Patrol 12/16/2016 07:54:14 3 al Hotlists SouthSide Synch Traffic Patrol of Passord 07/14/2015 10:22:30</th><th>Name 🔺 Day Patrol</th><th>Page 1 of 1 (3 total records) >>>>>>>>>>>>>>>>>>>>>>>>>>>></th><th>Number Of Users</th><th></th></iiiiiiiiiiiiiiiiiiiiiiiiiiiiiiiiii<>	Name User Groups Events Page 1 of 1 (3 total records) Search Day Patrol 12/16/2016 07:54:14 3 al Hotlists SouthSide Synch Traffic Patrol of Passord 07/14/2015 10:22:30	Name 🔺 Day Patrol	Page 1 of 1 (3 total records) >>>>>>>>>>>>>>>>>>>>>>>>>>>>	Number Of Users	
Home Image Leart Page 1 of 1 (3 total records) Image Leart Number Of Users Search Events Name A Last Modified Date Number Of Users Image Leart Im	Name Last Modified Date Number Of Users Status ISearch Day Patrol 12/16/2016 07:54:14 3 Enable ail Hotlists SouthSide 12/16/2016 07:54:30 0 Enable synch Traffic Patrol 07/14/2015 10:22:30 3 Enable	Name 🔺 Day Patrol	Page 1 of 1 (3 total records) >>>>>>>>>>>>>>>>>>>>>>>>>>>>	Number Of Users	
Search Events Name A Last Modified Date Number Of Users Remote Search Day Patrol 12/16/2016 07.54:14 3 6 Personal Hotists SouthSide 12/16/2016 07.54:30 0 6 Manual Synch Traffic Patrol 07/14/2015 10.22:30 3 6 Change Password Reports 9 9 9 Varier Help Varier Mathematica 07/14/2015 10.22:30 3 6 System Setup System Setup System Setup 9 9 System Setup System Setup 9 9 9 System Setup System Setup 9 9 9 Manage User Groups Manage User Groups 9 9 9 Manage User Groups Manage User Groups 9 9 9	Name Last Modified Date Number Of Users Status Search Day Patrol 12/16/2016 07:54:14 3 Enable al Hottists SouthSide 12/16/2016 07:54:30 0 Enable synch Traffic Patrol 07/14/2015 10:22:30 3 Enable	Name 🔺 Day Patrol	Last Modified Date 12/16/2016 07:54:14	Number Of Users	
Search Events Name A Last Modified Date Number Of Users Remote Search Day Patrol 12/16/2016 07.54:14 3 6 Personal Hotists SouthSide 12/16/2016 07.54:30 0 6 Manual Synch Traffic Patrol 07/14/2015 10.22:30 3 6 Change Password Reports 9 9 9 Varier Help Varier Mathematica 07/14/2015 10.22:30 3 6 System Setup System Setup System Setup 9 9 System Setup System Setup 9 9 9 System Setup System Setup 9 9 9 Manage User Groups Manage User Groups 9 9 9 Manage User Groups Manage User Groups 9 9 9	Name Last Modified Date Number Of Users Status Search Day Patrol 12/16/2016 07:54:14 3 Enable al Hottists SouthSide 12/16/2016 07:54:30 0 Enable synch Traffic Patrol 07/14/2015 10:22:30 3 Enable	Name 🔺 Day Patrol	Last Modified Date 12/16/2016 07:54:14	Number Of Users	
Remote Search Day Patrol 12/16/2016 07:54:14 3 6 Find Associates SouthSide 12/16/2016 07:54:14 3 0 0 6 Personal Hollists Manual Synch Traffic Patrol 07/14/2015 10:22:30 3 6 Reports User Help V Administration System Status System Status System Status System Values System Values System Status System Hotlists System Hotlists	Search Day Patrol 12/16/2016 07:54:14 3 Enable sociates SouthSide 12/16/2016 07:54:30 0 Enable synch Traffic Patrol 07/14/2015 10:22:30 3 Enable	Day Patrol	12/16/2016 07:54:14		Status
Find Associates SouthSide 12/16/2016 07:54:30 0 E Personal Hottists SouthSide 12/16/2016 07:54:30 0 0 E Manual Synch Traffic Patrol 07/14/2015 10:22:30 3 E V Administration System Setup System Status Asset Monitoring System Hotlists Import Events Manage User Groups Manage User Groups Manage User Groups Manage User Groups	sociales al Hotilstis Synch Password elpp				
Valuation 07/14/2015 10:22:30 3 8 Reports 05/11/1/2015 10:22:30 3 8 User Help 05/11/1/2015 10:22:30 3 8 Valuation System Status System Status 5	Synch Traffic Patrol 07/14/2015 10:22:30 3 Enable	SouthSide		3	Enabled
Change Password Reports User Help	Password state and state a		12/16/2016 07:54:30	0	Enabled
Change Password Reports User Help	Password And And And And And And And And And An	Traffic Patrol	07/14/2015 10:22:30	3	Enabled
User Help Administration System Setup System Status Asset Monitoring System Hollists Import Events Manage Users Manage Users Manage User Groups Manage Hotlist Formats	alp			-	
Y Administration System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Grups Manage Hotlist Formats					
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage User Groups Manage Hotlist Formats					
System Setup System Status Asset Monitoring System Hotlists Import Events Manage Units Manage Users Manage User Groups Manage User Groups Manage Hotlist Formats	11115/18/01				
System Status Asset Monitoring System Hotlists Manage Users Manage Users Manage Users Groups Manage Hotlist Formats					
Asset Monitoring System Hotlists Import Events Manage Users Manage Users Manage Users Manage Losetons Manage Hotlist Formats					
Import Events Manage Users Manage Users Manage User Groups Manage Locations Manage Hotlist Formats					
Manage Users Manage User Groups Manage Loser Groups Manage Hotlist Formats	Hotlists				
Manage Users Manage User Groups Manage Locations Manage Hotlist Formats					
Manage User Groups Manage Locations Manage Hotlist Formats					
Manage Locations Manage Hotlist Formats					
Vanage Hotlist Formats					
Action					
	ction				
Create					

This page lists your existing user groups, if applicable.



2 Go to the Action column and click **Create**. The New User Group form displays.

		New	User	Group
 Add H 	e a User Group otlists to the gro	by assigning users oup to add users to p to filter email alert	the 'who	to notify lists for those hotlists
Enabled:	7 🙆			
Users	Hotlists	Units		
	Availa	hle		Assigned
Search:			e	Search: Case
IK <<	< 1 of 1 (11)	total > >> >1	_	K << < 1 of 1 (0) total > >> >
*1 No Nan	ne@08:05:30		-	
*1 USER@	01:03:39			
admin			>	
Chris Willi	ams		>>	
Frank				
kurt			<	
mvadmin			<<	
Officer Ma				
Officer Zal	ewski			
rb				
Rick				
				<u> </u>
		- C		Connect
		Sa	le l	Cancel

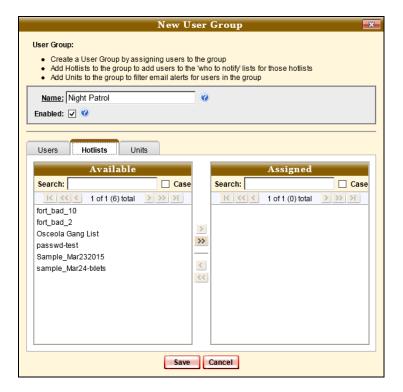
- **3** Enter a name for the new user group in the *Name* field.
- **4** Go to the left column (Available) and click on each of the users you wish to assign to this group. If a user you're looking for does not appear onscreen, use the *Search* field and/or navigation arrows at the top of the column to scroll through the user list.
- 5 Once you've highlighted the desired users, click the ≥ icon located between the two columns. The selected users display in the right column (Assigned).



New U	ser Group 📉
User Group: • Create a User Group by assigning users to • Add Hotlists to the group to add users to th • Add Units to the group to filter email alerts to	e 'who to notify' lists for those hotlists
Name: Night Patrol Enabled: 🗹 🔮	0
Users Hotlists Units	
Available Search: Case Case Case Case Case Case Case Case	Assigned Search: Case K << 1 of 1 (2) total >>>> Officer Martin
*1 USER@01:03:39 admin Chris Williams Frank kurt	Officer Zalewski
mvadmin rb Rick	×
Save	Cancel

Next, you need to assign hotlists to the new user group.

6 Click the **Hotlists** tab. A list of all system hotlists displays in the left column (Available).





- 7 Go to the left column (Available) and click on each of the hotlists you wish to assign to this user group. If a hotlist you're looking for does not appear onscreen, use the *Search* field and/or navigation arrows at the top of the column to scroll through the list.
- 8 Once you've highlighted the desired hotlists, click the ≥ icon located between the two columns. The selected hotlists display in the right column (Assigned).

New User Group				
User Group: Create a User Group by assigning users to the group Add Hotlists to the group to add users to the who to notify lists for those hotlists Add Units to the group to filter email alerts for users in the group Name: Night Patrol				
Enabled: 🗸 🔮				
Users Hotlists Units				
Available Assigned				
Search: Case K 1 of 1 (5) total K 1 of 1 (1) total				
fort_bad_10 Osceola Gang List				
fort_bad_2 passwd-test				
Sample_Mar232015				
sample_Mar24-txlets				
×				
Save Cancel				

9 If you want this user group's assignees to receive hotlist hits on all units, skip to step 13.

– OR –

If you want this user group's assignees to receive hotlist hits on *some*, but not *all* units, proceed to the next step.

10 Click the **Units** tab. A list of all active AlertVU units displays in the left column (Available).



New U	ser Group				
User Group: Create a User Group by assigning users to the group Add Hotlists to the group to add users to the 'who to notify' lists for those hotlists Add Units to the group to filter email alerts for users in the group Name: Night Patrol					
Enabled: 🗹 🥝					
Users Hotlists Units					
Available Search: Case	Assigned Search: Case				
Save	Cancel				

- **11** Go to the left column (Available) and click on each of the units you wish to assign to this user group. If a unit you're looking for does not appear onscreen, use the *Search* field and/or navigation arrows at the top of the column to scroll through the list.
- 12 Once you've highlighted the desired units, click the ≥ icon located between the two columns. The selected units display in the right column (Assigned).



New Us	ser Group 💌
User Group: • Create a User Group by assigning users to th • Add Hotlists to the group to add users to the • Add Units to the group to filter email alerts fo	who to notify lists for those hotlists or users in the group
Name: Night Patrol Enabled: 🗸 😧	ø
Users Hotlists Units	
-	Assigned Search: Case K << 1 of 1 (1) total >>>> Ford Exp
Save	Cancel

13 Click **Save**. A confirmation message displays.

User Group Night Patrol successfully saved.

Changing a User Group

This section describes how to update an existing user group. For more on user groups and how they are used in AlertVU, see "Managing User Groups" on page 354.

Specifically, this section describes how to:

- \Box Add a user to a user group
- \Box Remove a user from a user group
- \Box Add a hotlist to a user group
- \Box Remove a hotlist from a user group
- 1 Go to ▼Administration and click Manage User Groups. The User Group Search Results page displays.

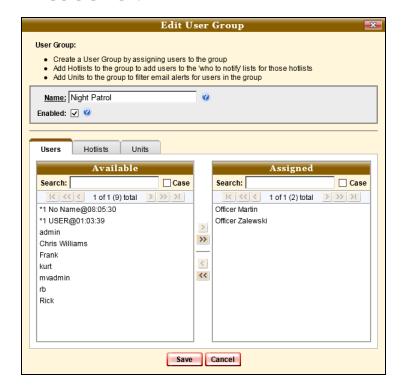


Mobile-Vision, Inc.			mvadmin is log	gged in. Loqout
•				
▼ Home Menu		User Groups		
Home	K << <	Page 1 of 1 (3 total records)	>> > >	
Search Events	Name 🔺	Last Modified Date	Number Of Users	Status
Remote Search	Day Patrol	12/16/2016 07:54:14	3	Enabled
Find Associates				
Personal Hotlists	SouthSide	12/16/2016 07:54:30	0	Enabled
Manual Synch	Traffic Patrol	07/14/2015 10:22:30	3	Enabled
Change Password				
Reports				
User Help				
▼ Administration				
System Setup				
System Status				
Asset Monitoring				
System Hotlists				
Import Events				
Manage Units				
Manage Users				
Manage User Groups				
Manage Locations				
Manage Hotlist Formats				
Action				

- 2 Click on the user group you wish to update.
- **3** Go to the Action column and click **Edit**.

– OR –

Right-click on the record, then select **Edit** from the popup menu. The Edit User Group popup displays.





- **4** To add or remove users from this user group, proceed to the next step. Otherwise skip to step 11.
- 5 To *add* one or more users to this user group, proceed to the next step.

– OR –

To remove one or more users from this group, skip to step 9.

- 6 Go to the left column (Available) and click on each of the users you wish to add to this user group. If a user you're looking for does not appear onscreen, use the *Search* field and/or navigation arrows at the top of the column to scroll through the user list.
- 7 Once you've highlighted the desired users, click the ≥ icon located between the two columns. The selected users display in the right column (Assigned).
- **8** To *remove* one or more users from this group, proceed to the next step. Otherwise skip to step 11.
- **9** Go to the right column (Assigned) and click on each of the users you wish to remove from this user group. If a user you're looking for does not appear onscreen, use the *Search* field and/or navigation arrows at the top of the column to scroll through the user list.
- **10** Once you've highlighted the desired users, click the ≤ icon located between the two columns. The selected users are removed from the *Assigned* list.
- **11** To add or remove hotlists from this user group, proceed to the next step. Otherwise skip to step 19.
- **12** Click the **Hotlists** tab.



Edit User Group
User Group: Create a User Group by assigning users to the group Add Hotlists to the group to add users to the Who to notify lists for those hotlists Add Units to the group to filter email alerts for users in the group Name: Night Patrol Enabled: V
Users Hottists Units Available Search: Case fort_bad_10 fort_bad_2 passwd-test Sample_Mar232015 sample_Mar24-txdets Image: Case of the second sec
Save Cancel

13 To *add* one or more hotlists to this user group, proceed to the next step.

– OR –

To remove one or more hotlists from this group, skip to step 17.

- **14** Go to the left column (Available) and click on each of the hotlists you wish to add to this user group. If a hotlist you're looking for does not appear onscreen, use the *Search* field and/or navigation arrows at the top of the column to scroll through the list.
- 15 Once you've highlighted the desired hotlist(s), click the ≥ icon located between the two columns. The selected hotlist(s) display in the right column (Assigned).
- **16** To *remove* one or more hotlists from this group, proceed to the next step. Otherwise skip to step 19.
- **17** Go to the right column (Assigned) and click on each of the hotlists you wish to remove from this user group. If the hotlist you're looking for does not appear onscreen, use the *Search* field and/or navigation arrows at the top of the column to scroll through the list.
- **18** Once you've highlighted the desired hotlist(s), click the ≤ icon located between the two columns. The selected hotlist(s) are removed from the *Assigned* list.
- **19** To add or remove units from this user group, proceed to the next step. Otherwise skip to step 27.



20 Click the **Units** tab.

Edit U	ser	Group 💌
User Group: • Create a User Group by assigning users to • Add Hotlists to the group to add users to th • Add Units to the group to filter email alerts Name: Night Patrol	e 'who	to notify lists for those hotlists
Enabled: 🗹 🔮		
Users Hotlists Units		
Available		Assigned
Search: Case		Search: Case
L3-02	>	
	<	
	<<	
]	
Save		Cancel

21 To *add* one or more units to this user group, proceed to the next step.

– OR –

To remove one or more units from this group, skip to step 25.

- **22** Go to the left column (Available) and click on each of the units you wish to add to this user group. If a unit you're looking for does not appear onscreen, use the *Search* field and/or navigation arrows at the top of the column to scroll through the list.
- 23 Once you've highlighted the desired unit(s), click the ≥ icon located between the two columns. The selected unit(s) display in the right column (Assigned).
- **24** To *remove* one or more units from this group, proceed to the next step. Otherwise skip to step 27.
- **25** Go to the right column (Assigned) and click on each of the units you wish to remove from this user group. If the unit you're looking for does not appear onscreen, use the *Search* field and/or navigation arrows at the top of the column to scroll through the list.
- 26 Once you've highlighted the desired unit(s), click the ≤ icon located between the two columns. The selected unit(s) are removed from the *Assigned* list.
- **27** Click **Save**. A confirmation message displays.

User Group Night Patrol successfully saved.

Slu



Deleting a User Group

This section describes how to delete an existing user group. For more on user groups and how they are used in AlertVU, see "Managing User Groups" on page 354.

1 Go to ▼Administration and click Manage User Groups. The User Group Search Results page displays.

Mobile-Vision, Inc.			mvadmin is lo	gged in. Loqout
▼ Home Menu		User Groups		
Home	× >> >	Page 1 of 1 (3 total records)	>> >I	
Search Events	Name 🔺	Last Modified Date	Number Of Users	Status
Remote Search	Day Patrol	12/16/2016 07:54:14	3	Enabled
Find Associates				
Personal Hotlists	SouthSide	12/16/2016 07:54:30	0	Enabled
Manual Synch	Traffic Patrol	07/14/2015 10:22:30	3	Enabled
Change Password				
Reports				
User Help				
Administration				
System Setup				
System Status				
Asset Monitoring				
System Hotlists				
Import Events				
Manage Units				
Manage Users				
Manage User Groups				
Manage Locations				
Manage Hotlist Formats				
Action				

- 2 Click on the user group you wish to delete.
- **3** Go to the Action column and click **Delete**.

– OR –

Right-click on the record, then select **Delete** from the popup menu.

A confirmation message displays.

Delete User Group 🛛 💌
Do you wish to delete this user group? Night Patrol
Delete Cancel

4 Click **Delete**. The selected user group is removed from the User Groups list.



Using the Active Directory Integration Feature

If desired, you can link AlertVU to your agency's existing Windows Active Directory or Novell eDirectory. This feature, called *Active Directory Integration*, allows for a single password authentication with your agency's internal network, eliminating the need to maintain two sets of User IDs and passwords. This feature also allows you to import existing network users.

Your Systems Installation Specialist (SIS) will assist you in setting up your Active Directory for the first time. After that, you need only update the user list as needed.

For specific procedures used to integrate your Active Directory with AlertVU, see Appendix A.

For more information, see:

- □ Maintaining Users in Active Directory, below
- □ Updating the Active Directory Settings, page 371.

Maintaining Users in Active Directory

There are two methods for updating the Active Directory user list:

- Method 1: Auto-Create Users Upon Login. This method will automatically create a new user record in AlertVU whenever a new user logs into AlertVU Back Office for the first time. This method is fully automated. It is the "set it and forget it" option.
- □ *Method 2: Manually Add Users En Mass.* This method is used to manually update your user list on a periodic basis.

For specific instructions, see:

- □ Method 1: Auto-Creating Active Directory Users Upon Login, below
- □ Method 2: Manually Adding Active Directory Users En Mass, page 368.

Method 1: Auto-Creating Active Directory Users Upon Login

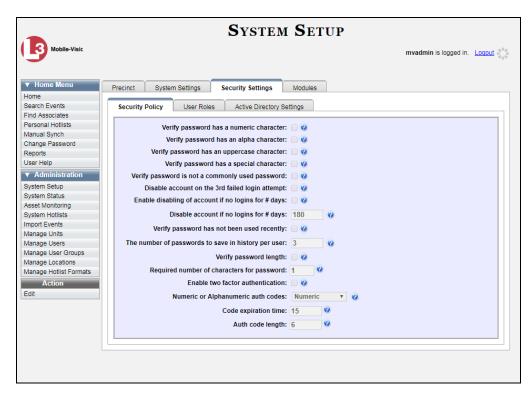
This section describes how to set up the system so that it automatically creates a new user record in AlertVU whenever a new user logs in for the first time. This procedure only applies to those customers who are using the Active Directory Integration feature.

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.



			Syst	ем S етu	Р	
					mva	dmin is logged in. Logout
▼ Home Menu	Precinct Sv	stem Settings	Security Settings	Adules DVD		
Home						
Search Events	Precinct Info	Logos				
Remote Search						
Find Associates				Precinct		
Personal Hotlists			C C Page 1	of 1 (2 total records)	X XX XI	
Manual Synch	Precin	ct Name 🔺	Phone Number	IP Address	Local Access	Last Comm Date
Change Password	MVI-Leslie-Docu	mentation	480-948-7418	Local	false	Local
Reports						
User Help	Remote Precinct	#1	1231231234	192.168.110.73	false	11/30/2015 14:13
Administration						
System Setup						
System Status						
Asset Monitoring						
System Hotlists						
System Hotlists Import Events						
Import Events						
Import Events Manage Units						
Import Events Manage Units Manage Users						
Import Events Manage Units Manage Users Manage User Groups						
Import Events Manage Units Manage Users Manage User Groups Manage Locations						
Import Events Manage Units Manage Users Manage User Groups Manage Locations Manage Hotlist Formats						

2 Click the Security Settings tab.



3 Click the Active Directory Settings tab. The Active Directory form displays.



			Syst	гем	SETUP	
Mobile-Vision, Inc.						mvadmin is logged in. Logout
▼ Home Menu	Precinct Syste	em Settings	Security Settings	Modules	DVD	
Home Search Events Remote Search	Security Policy	User Roles	Active Directory Sett	ings		
Find Associates Personal Hotlists	H	lost: 172.16.1.	1		0	
Manual Synch Change Password		Port: 389	0	0		
Reports User Help		ame: DC=town Jser: CN=L3 Co	orpv,DC=com omm,OU=User Accol			
▼ Administration System Setup	Passw	vord: ••••••	••••			
System Status Asset Monitoring	Encryp Auto Create Us	tion: None	0			
System Hotlists Import Events	Auto Create 0	sers: 🔟 🕜				
Manage Units Manage Users						
Manage User Groups						
Manage Locations Manage Hotlist Formats						
Action Edit						

4 Go to the Action column and click **Edit**. The Edit LDAP Active Directory Settings popup displays.

Host:	172.16.	1.1		0
Port:	389	0		
LDAP Base Name:	DC=tow	nofpv,DC=com	0	
User:	CN=L3	Comm,OU=User Acc	:0 🥝	
Password:	•••••	•••••		
Encryption:	None	/ 0		
Auto Create Users:				

The fields on this popup are described in the table on page 373.

- **5** Select the *Auto Create Users* checkbox.
- 6 Click Save.



Method 2: Manually Adding Active Directory Users En Mass

This section describes how to manually update your user list on a periodic basis. This procedure only applies to those customers who are using the Active Directory Integration feature.

1 Go to ▼Administration and click **Manage Users**. The User Search Results page displays.

Mobile-Vision, Inc.				mva	dmin is logged in. Logout
▼ Home Menu			Users		
Home		R R Page 1 of 3	(42 total records) >>> >1	Q.	
Search Events	Display Name 🛦	User Login	User Role	Status	Last Login
Remote Search Find Associates	0	0	✓ Ø	Enabled 🗸 🥝	
Personal Hotlists	admin	admin	Administrator	Enabled	12/03/2015 13:51:41
Vanual Synch	Alan Lepper	Alepper	Supervisor	Enabled	
Change Password Reports	Andrea Capella	acapella	Administrator	Enabled	11/12/2015 16:33:40
User Help	Anna Grakowski	agrakowski	Administrator	Enabled	
 Administration 	Blake Brewton	bbrewton	Detectives	Enabled	10/26/2015 13:35:39
System Setup	Bryan Murry	bmurry	Officer	Enabled	10/24/2015 03:44:58
System Status	Chris Harrington	charrington	Supervisor	Enabled	09/26/2015 02:03:08
Asset Monitoring System Hotlists	Dan Peterson	dpeterson	Supervisor	Enabled	09/17/2014 10:26:04
Import Events	Derek Huntington	dhuntington	Detectives	Enabled	11/02/2015 11:26:26
Manage Units	Donald Blake				
Manage Users Manage User Groups		Dblake	Supervisor	Enabled	11/05/2015 09:00:09
Manage Oser Groups	Don Perkins	dperkins	Detectives	Enabled	11/10/2015 14:34:11
Manage Hotlist Formats	Felix Arturo	farturo	Administrator	Enabled	11/13/2015 08:38:50
Action	Freeman Cantical	fcantical	Supervisor	Enabled	02/26/2015 10:15:32
Create User	Gregg Silverton	Gsilverton	Supervisor	Enabled	09/09/2015 22:26:12
Add Active Directory User	James Barry	jbarry	Officer	Enabled	
	James Greene	Jgreene	Officer	Enabled	11/15/2015 02:08:21
	Joseph Davidson	jdavidson	Supervisor	Enabled	10/10/2015 10:56:23
	Joseph Freeman	jfreeman	Officer	Enabled	04/22/2015 14:35:26
	Kevin Able	Kable	Administrator	Enabled	07/23/2015 08:37:08
	Kevin Vian	kvian	Officer	Enabled	

2 Go to the Action column and click Add Active Directory User. The Active Directory Users page displays.



	Аст	IVE DIRECT	ORY USERS	5
Mobile-Vision, Inc.				mvadmin is logged in. Loqout
Home Menu Home Search Events	Active Directory Users	Search by: Last Nam	ne 🗸 =	0
Remote Search				
Find Associates	2. 1			
Personal Hotlists				
Manual Synch				
Change Password				
Reports				
User Help				
▼ Administration				
System Setup				
System Status				
Asset Monitoring				
System Hotlists				
Import Events				
Manage Units				
Manage Users				
Manage User Groups				
Manage Locations				
Manage Hotlist Formats				
Action				
Search				
Select All				
Select All on Page				
Add Selected				
Reset				
Cancel				

Use the Active Directory Users page to search for and select the active directory users that you wish to add to the system, as described below.

- **3** Go to the *Top Level OU* drop-down list and select the organization unit in which you wish to search for users.
- 4 Go to the *Search by* drop-down list and select the field name wish to search by.

Search by:	Last Name	-
	First Name	1
	Common Name	
	Login Name	
	Department	1
	LDAP Query	

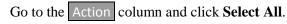
- 5 Go to the blank field to the right of *Search by* field and enter the field value you wish to search by. This value should correspond to the selected *Search by* value. For example, if you entered **Department** in the *Search by* field, you might enter **Information Services** in the search field.
- 6 Go to the Action column and click Search.

The system displays all user records that match your selection criteria.



Mobile-Vision, Inc.		ACTIV	VE DIRECTO	ORY USE	RS mvadmin is logged	in. <u>Logout</u>
▼ Home Menu	Active Dir	ectory Users				
Home						-
Search Events	Top Level	I OU: All	Search by:	.ogin Name 💙 =	ad	4
Remote Search		Active Dir	ectory Users that are unde	fined in the DES Syste		
Find Associates						
Personal Hotlists	No.	IK (K K		and the second se		
Manual Synch	Add	Common Name 🛦	Login Name	Department	User T	/pe
Change Password		ad_admin	ad_admin		Officer	~
Reports User Help		ad_la	ad_ia		Officer	~
		ad_officer1	ad_officer1		Officer	~
 Administration 		ad_officer2	ad_officer2		Officer	
System Setup						
System Status		ad_superv1	ad_superv1		Officer	V
Asset Monitoring System Hotlists		ad_superv2	ad_superv2		Officer	V
mport Events		Administrator	Administrator		Officer	~
Manage Units		adminmail	adminmail		Officer	~
Manage Users						lunui.
Manage User Groups						
Manage Hotlist Formats						
Action						
Search						
Select All						
Select All on Page						
Add Selected						
Reset						
Cancel						
Generate Key						

7 Select all of the users you wish to add:



– OR –

Go to the Action column and click Select All on Page.

– OR –

Go to the *Add* column and manually select the appropriate checkboxes. If necessary, use the navigation arrows at the top of the page to scroll through the full user list.

- **8** Go to the *User Type* column and select a role for each user from the drop-down list provided.
- **9** Once the correct users are selected, go to the Action column and click **Add Selected**. A confirmation message displays.

9 user(s) successfully saved.

The selected users are added to your AlertVU users list.



Updating the Active Directory Settings

This section describes how to update your Active Directory settings.

1 Go to **V** Administration and click **System Setup**. The System Setup page displays.

Mobile-Vision, Inc.			Syst	EM SETU	J P	
					mva	admin is logged in. <u>Loqout</u>
▼ Home Menu	Precinct	System Settings	Security Settings N	fodules DVD		
Home Search Events						
Search Events Remote Search	Precinct Info	Logos				
Find Associates				Precinct		
Personal Hotlists		R	cikkiki Page 1	of 1 (2 total records)	2 2 2	
Manual Synch			Phone Number			Last Comm Date
Change Password		ecinct Name 🔺		IP Address	Local Access	
Reports	MVI-Leslie-Do	cumentation	480-948-7418	Local	false	Local
User Help	Remote Precir	nct #1	1231231234	192.168.110.73	false	11/30/2015 14:13
 Administration 				1	1/2//3/200-0	
System Setup						
System Status						
Asset Monitoring						
System Hotlists						
Import Events						
Manage Units						
Manage Users						
Manage User Groups						
Manage Locations						
Manage Hotlist Formats						
Manage Hotlist Formats						

2 Click the **Security Settings** tab.

Y Home Menu Precinct System Settings Modules Nome Search Events Find Associates Personal Holitists Frind Associates Security Policy User Roles Active Directory Settings Personal Holitists Verify password has a numeric character: @ Nanage Password Reports Verify password has a special character: @ System Status System Status Solable account on the 3rd failed login atempt: @ System Status Disable account on the 3rd failed login atempt: @ @ Manage Users Manage Users Disable account on the logins for # days: 10 @ Manage Locations Manage Locations Verify password to save in history per user: 3 @ Manage Users Required number of characters for password: 1 @ Menies (Code expiration time: 5 @ Ent Numeric or Alphanumeric auth codes: Numeric ? Code expiration time: 5 @ 2 Code expiration time: 5 @ 2 2 Auth code length: 6 ? 2 2 2 2 2 2	V Home Menu Precinct System Settings Modules Home Security Policy User Roles Active Directory Settings Find Associates Personal Hotlists Verify password has a numeric character: ? Manual Synch Verify password has an uppercase character: ? ? Change Password Verify password has a special character: ? ? System Setup Verify password has a special character: ? ? Verify password has a special character: ? ? ? Verify password has a nuppercase character: ? ? ? System Setup System Setup Securit Policy User Adaited login attempt: ? System Hotlists Disable account of the 3rd failed login attempt: ? ? ? Inport Events Manage Users Manage User Groups Werify password has not been used recently: ? ? Manage User Groups Manage Hotlist Formats Required number of characters for password: ? ? ? Action Enable two factor authentication: ? ? ? ? ? ? ? ?<		System Setup	
Home Precificit Statings Security Settings Search Events Find Associates Personal Hottists Manual Synch Change Password has a numeric character: @ Change Password Verify password has a numeric character: @ Verify password has a numeric character: @ Verify password has a numeric character: @ Verify password has a numeric character: @ Verify password has a numeric character: @ Verify password has a numeric character: @ Verify password has a numeric character: @ Verify password has a special character: @ Verify password has a special character: @ System Status Saset Montoing Disable account on the 3rd failed login attempt: @ Disable account if no logins for # days: @ Manage Users Manage Users B0 @ @ Werify password las not been used recently: @ Manage Users Wanage Locations Verify password to save in history per user: 3 @ @ Manage Users Required number of characters for password: 1 @ @ @ @ @ @ @ @ @	Home Precinit System Settings Modules Search Events Find Associates Active Directory Settings Find Associates Verify password has a numeric character: Verify password has a numeric character: Verify password has a nupercase character: Verify password has a nupercase character: Verify password has a special character: Verify password has a commonly used password: Verify password has a commonly used password: Verify password has not a commonly used password: Verify password has not been used recently: Verify password length: Verify password length: Verify password length: Verify password length: Verify password: Verify password: <th>Mobile-Visic</th> <th></th> <th>mvadmin is logged in. Logout</th>	Mobile-Visic		mvadmin is logged in. Logout
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Personal Hotlists Verify password has a numeric character:	Personal Hollists Verify password has a numeric character: @ Vanual Synch Verify password has an alpha character: @ Change Password Verify password has an uppercase character: @ System Status Verify password is not a commonly used password: @ System Status Disable account on the 3rd failed login attempt: @ System Status Disable account if no logins for # days: @ System Status Verify password has not been used recently: @ Wanage Users Verify password to save in history per user: 3 @ Wanage Users Required number of characters for password: @ # Action Enable two factor authentication: @ # Edit Numeric or Alphanumeric auth codes: Numeric ? Marcel Eophratic to mine the factor authentication: ? ?	Search Events	Security Policy User Roles Active Directory Settings	
Wanual Synch Verify password has a hultifier character: Change Password Verify password has an uppercase character: Reports Verify password has a nupercase character: V Administration Verify password has a special character: V Administration Verify password has a special character: System Setup Disable account on the 3rd failed login attempt: System Status Saset Montoring System Hotlists Disable account if no logins for # days: Manage Users Uerify password has not been used recently: Wanage Users Verify password has not been used recently: Wanage Users Verify password log thas a thirtheric auth codes: Wanage User Groups Verify password log thas a thirtheric auth codes: Wanage User Groups Verify password log thas a thirtheric auth codes: Wanage User Groups Verify password log thas a thirtheric auth codes: Wanage User Groups Verify password log thas a thirtheric auth codes: Wanage User Groups Verify password log thas a thirtheric auth codes: Wanage User Groups Verify password log thas a thirtheric auth codes: Wanage User Groups Verify password log thas a thirtheric auth codes: Verify password log thas a that the passw	Wanual Synch Verify password has an lutheric character: Image Password Change Password Verify password has an uppercase character: Image Password Verify password has an uppercase character: Image Password Image Password Varify password has an uppercase character: Image Password Image Password Varify password has a special character: Image Password Image Password Varify password is not a commonly used password: Image Password Image Password System Status Saset Montoring Image Password Image Password System Variage Users Disable account if no logins for # days: Image Password Image Password Wanage Users Verify password to save in history per user: Image Password Image Password Image Password Wanage User Groups Verify password length: Image Password Image Password Image Password Wanage User Groups Verify password length: Image Password Image	Find Associates		
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System Status Enable disabiling of account if no logins for # days: System Hotlists Enable disabiling of account if no logins for # days: Bystem Hotlists Disable account if no logins for # days: Manage Users Verify password has not been used recently: Vanage Users The number of passwords to save in history per user: Anage Users Verify password length: Vanage Users Verify password length: Aanage Locations Verify password length: Action Enable two factor authentication: Edit Numeric or Alphanumeric auth codes: Numeric 15	System Status Enable disabling of account if no logins for # days: Image Count of the form of t	Administration	Verify password is not a commonly used password: 📃 🥝	
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Manage Units Verify password has not been used recently: Verify password has not been used recently: Manage Users The number of passwords to save in history per user: 3 Vanage User Groups Verify password length: Verify password length: Manage Hotlist Formats Required number of characters for password: 1 Action Enable two factor authentication: Verify password: Edit Numeric or Alphanumeric auth codes: Numeric Code expiration time: 15 Verify Password:	Manage Units Verify password has not been used recently: Verify password has not been used recently: Manage Users The number of passwords to save in history per user: 3 Vanage User Groups Verify password length: 0 Manage Hotlist Formats Required number of characters for password: 1 Action Enable two factor authentication: 0 Edit Numeric or Alphanumeric auth codes: Numeric Code expiration time: 15 0	System Hotlists	Disable account if no logins for # days: 180 🕜	
Wanage Units The number of passwords to save in history per user: 3 2 Wanage Users Verify password length: 2 Wanage Locations Required number of characters for password! 1 2 Action Enable two factor authentication: 2 Edit Numeric or Alphanumeric auth codes: Numeric 7 Code expiration time: 15 2	Wanage Units The number of passwords to save in history per user: 3 2 Wanage Users Verify password length: 2 Wanage Locations Verify password length: 2 Action Enable two factor authentication: 2 Edit Numeric or Alphanumeric auth codes: Numeric 7 Code expiration time: 15 2	mport Events	Varify password has not been used recently:	
Manage User Groups Verify password length: Manage Locations Required number of characters for password: Action Enable two factor authentication: Cidit Numeric or Alphanumeric auth codes: Numeric To Code expiration time:	Manage User Groups Verify password length:	Manage Units		
Wanage Locations Verify password length: Verify password length: Verify password length: Manage Hotlist Formats Required number of characters for password: 1 Verify password: Action Enable two factor authentication: Verify password: Verify password: Edit Numeric or Alphanumeric auth codes: Numeric Verify password: Code expiration time: 15 Verify password: Verify password:	Wanage Locations Verify password length: Verify password length: Verify password length: Manage Hotlist Formats Required number of characters for password: 1 Action Enable two factor authentication: Verify password: Edit Numeric or Alphanumeric auth codes: Numeric Code expiration time: 15 Verify password:		The number of passwords to save in history per user: 3	
Manage Locations Required number of characters for password: 1 0 Action Enable two factor authentication: 0 Cidit Numeric or Alphanumeric auth codes: Numeric 0 Code expiration time: 15 0	Manage Locations Required number of characters for password: 1 ? Action Enable two factor authentication: ? Idit Numeric or Alphanumeric auth codes: Numeric ? Code expiration time: 15 ?		Verify password length:	
Action Enable two factor authentication: Action Code expiration time: 15	Action Enable two factor authentication: Code expiration time: 15	-		
Edit Numeric or Alphanumeric auth codes: Numeric V V	Edit Numeric or Alphanumeric auth codes: Numeric v 😵 Code expiration time: 15	Aanage Hotlist Formats	Required number of characters for password: 1	
Code expiration time: 15	Code expiration time: 15	Action	Enable two factor authentication: 📒 😮	
		Edit	Numeric or Alphanumeric auth codes: Numeric 🔻 🕜	
			Code expiration time: 15	
Auth code length: 6	Auth code length: 6			
			Auth code length: 6	



3 Click the **Active Directory Settings** tab. The Active Directory form displays.

Mobile-Vision, Inc.				54	STEM	SETUP	mvadmin is logged in. Logout
▼ Home Menu					·		
Home	Precinct	System Se	ettings	Security Settings	Modules	DVD	
Search Events Remote Search	Security F	Policy U	ser Roles	Active Directory	Settings		
Find Associates Personal Hotlists		Host:	172.16.1.	1		0	
Anual Synch		Port:	389	0			
Change Password Reports	LDAP	Base Name:	DC=town	nofpv,DC=com	0		
Jser Help		User:	CN=L3 C	omm,OU=User Acco	or 🥝		
Administration		Password:		••••			
system Setup		Encryption:	None	0			
system Status sset Monitoring	Autor	Create Users:					E
system Hotlists	Auto	Jeale Users:					
mport Events							
Ianage Units							
lanage Users							
lanage User Groups							
lanage Locations							
lanage Hotlist Formats							
Action							
Edit							

4 Go to the Action column and click **Edit**. The Edit LDAP Active Directory Settings popup displays.

Host:	172.16.1.1		6
Port:	389 🕜		
LDAP Base Name:	DC=townofpv,DC=com		0
User:	CN=L3 Comm,OU=User Ad	co 🥝	
Password:	••••••		
Encryption:	None 🗸 🥝		
Auto Create Users:	0		

The fields on this popup are described in the following table.



	Edit LDAP Active Directory Settings			
Field	Description			
Host	The address of the host active directory server.			
Port	The port to use when connecting to the Active Directory server. Default values are: • No encryption – 389 • SSL encryption – 636			
LDAP Base Name	The LDAP string which represents the base distinguished name of the Active Directory server. This is usually a fu distinguished name path, such as: DC=MVI,DC=MyCompany,DC=com			
User	The name of the user to connect to the Active Directory server. If you use our setup instructions to create the user (recommended), you may use the user's name, such as "Mark Jones." Otherwise you MUST use a full distin- guished name, such as: CN=JasonSkipper,OU=Florida,DC=MVI,DC= MyCompany,DC=com			
Password	The security password that matches the <i>User</i> name above.			
Encryption	The type of encryption used on the Active Directory server: None or SSL . <i>Select this value from the drop-down list provided</i> .			
Auto Create Users	A checkbox used to indicate whether or not the system will automatically create users. If this box is selected, the system will automatically create users at login time if the user's credentials authenticate against the Active Direc- tory server.			

- **5** Enter or select your changes in the appropriate field(s).
- 6 Click Save.



Generating the User Activity Report

This section describes how to export all your user activity to a spreadsheet or PDF file. This is referred to as the *User Activity* report. It includes information such as which user records have been added, changed, and/or deleted, and by whom. The system automatically updates this report once every day.

The User Activity report includes all user activity from the time your agency upgraded to AlertVU Back Office version 3.12 to the present.

1 Go to V Home Menu and click **Reports**. The Reports page displays.

		REPOR	TS	
Mobile-Vision, Inc.				mvadmin is logged in. Logout
V Home Menu	Summary Hotlist Hit Plat	te Reads User Activity		
earch Events	Unit Type: All 🔻 🕢			
ind Associates		Plate reads for All Unit	s Table	
ersonal Hotlists	Unit Name 🔺	Last 24 hours	Last 7 days	Last 30 days
lanual Synch				
hange Password	QA-R62-PC	244	1753	7328
eports	QA-R620-PC	387	2709	11610
ser Help	Total	631	4462	18938
 Administration 	Average	315	2231	9469
Action	, norago	513	2231	5405
xport to Pdf				
xport to CSV				

2 Click the User Activity tab.

			Rei	PORTS
Mobile-Vision, Inc.				mvadmin is logged in. Logout
▼ Home Menu	Summary Hot	list Hit Plate Reads	User Activity	
Home Search Events				User Activity
Find Associates				Page 1 of 2 (18 total records) >>>> >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>
Personal Hotlists	Date 🔻	User	IP Address	Details
Manual Synch		-		
Change Password Reports	07/20/2017 12:14	mvadmin	166.20.101.126	User has been 'enabled'
User Help				
Administration	07/20/2017 12:14	mvadmin	166.20.101.126	User has been 'disabled'.
Action	07/20/2017 12:14	mvadmin	166.20.101.126	User 'Officer4' 'Email Enabled' has changed from 'true' to 'false'.
Export to Pdf	07/20/2017 12:14	mvadmin	166.20.101.126	User 'Officer4' 'Login Name' has changed from 'Officer4' to 'Farva'.
Export to CSV	07/20/2017 12:14	Officer4	166.20.101.126	User 'Officer4' has changed their password.
	07/20/2017 12:06	mvadmin	166.20.101.126	User 'Officer4' 'Notifications Enabled' has changed from 'true' to 'false'.
	07/20/2017 12:06	mvadmin	166.20.101.126	User 'Officer2' has been deleted.
	07/20/2017 12:06	mvadmin	166.20.101.126	User 'Officer4' has been created.
	07/18/2017 13:42	Officer3		User account 'Officer3' disabled due to inactivity. User 'Officer3' has not logged in for 61 days. Accounts are configured to be disabled after 30 days of inactivity.
	07/18/2017 13:41	mvadmin	166.20.101.126	Two factor authentication was turned 'off.



3 To report on *all* users (default), proceed to the next step.

– OR –

To report on only one user, select that user from the User drop-down list.

- 4 To narrow your report criteria to those activities that contain a particular word or phrase (for example—*password*, *created*, *deleted*, *changed*, *supervisor*, *administrator*, *officer*, *two factor authentication*, etc.), enter that word or phrase in the *Details* box. Otherwise proceed to the next step.
- **5** To export this report to a *pdf* file, go to the Action column and click **Export to pdf**. - OR -

To export this report to a *csv* spreadsheet file, go to the Action column and click **Export to CSV**.

A Windows download message displays. The appearance of this message may vary slightly depending on the version of Windows that you have.

PDF	ſ	Do you want to open or save report-1448999380696.pdf from 166.20.101.93?	Open	Save	 +	Cancel	×
Download Messages	Ĵ	12 report-150153386pdf					
CSV Download Messages		Do you want to open or save report-1448999409287.csv (205 bytes) from 166.20.101.93? Image: style="text-align: center;">Image: style="text-align: center;"/>Image: style="text-align: center;"///>Image: style="text-align: center;"/>Image: style="t	Open	Save	 •	Cancel	×
	6	Click Open .					

– OR –

Double-click on the download tab.



	User Activity				
	Date	User	IP Address	Details	
0	7/20/2017 12:14	mvadmin	166.20.101.126	User has been 'enabled'	
0	7/20/2017 12:14	mvadmin	166.20.101.126	User has been 'disabled	
o	7/20/2017 12:14	mvadmin	166.20.101.126	User 'Officer4' 'Email Enabled' ha changed from 'true' to 'false	
0	7/20/2017 12:14	mvadmin	166.20.101.126	User 'Officer4' 'Login Name' ha changed from 'Officer4' to 'Farva	
o	7/20/2017 12:14	Officer4	166.20.101.126	User 'Officer4' has changed their password	
0	7/20/2017 12:06	mvadmin	166.20.101.126	User 'Officer4' 'Notifications Enabled has changed from 'true' to 'false	
bat 🛛	7/20/2017 12:06	mvadmin	166.20.101.126	User 'Officer2' has been deleted	
	7/20/2017 12:06	mvadmin	166.20.101.126	User 'Officer4' has been created	
0	7/18/2017 13:42	Officer3		User account 'Officer3' disabled du to inactivity. User 'Officer3' has ne logged in for 61 days. Accounts a configured to be disabled after 3 days of inactivity	
0	7/18/2017 13:41	mvadmin	166.20.101.126	Two factor authentication was turne 'off	
0	7/18/2017 13:37	Officer3		User account 'Officer3' has has i password expired. User 'Officer3' ha not changed their password in for 3 days. Passwords are configured 1 expire after 30 day	
0	7/18/2017 12:47			User account 'Officer3' disabled du to inactivity. User 'Officer3' has no logged in for 35 days. Accounts an configured to be disabled after 3 days of inactivit	

\Rightarrow If you selected the **Export to pdf** option, the report displays in Adobe Reader.

PDF file in Acrobat

CSV file in Excel

\Rightarrow If you selected the **Export to CSV** option, the report displays in Microsoft Excel.

Date	User	IP Address	Details
7/20/2017 12:14	mvadmin	166.20.101.126	User has been 'enabled'.
7/20/2017 12:14	mvadmin	166.20.101.126	User has been 'disabled'.
7/20/2017 12:14	mvadmin	166.20.101.126	User 'Officer4' 'Email Enabled' has changed from 'true' to 'false'.
7/20/2017 12:14	mvadmin	166.20.101.126	User 'Officer4' 'Login Name' has changed from 'Officer4' to 'Farva'.
7/20/2017 12:14	Officer4	166.20.101.126	User 'Officer4' has changed their password.
7/20/2017 12:06	mvadmin	166.20.101.126	User 'Officer4' 'Notifications Enabled' has changed from 'true' to 'false'.
7/20/2017 12:06	mvadmin	166.20.101.126	User 'Officer2' has been deleted.
7/20/2017 12:06	mvadmin	166.20.101.126	User 'Officer4' has been created.
7/18/2017 13:42	Officer3	null	User account 'Officer3' disabled due to inactivity. User 'Officer3' has not logged in for 61 days. Accounts are configured to be disabled after 30 days of inactivity.
7/18/2017 13:41	mvadmin	166.20.101.126	Two factor authentication was turned 'off'.
7/18/2017 13:37	Officer3	null	User account 'Officer3' has has its password expired. User 'Officer3' has not changed their password in for 35 days. Passwords are configured to expire after 30 days.
7/18/2017 12:47	0	null	User account 'Officer3' disabled due to inactivity. User 'Officer3' has not logged in for 35 days. Accounts are configured to be disabled after 30 days of inactivity.
7/18/2017 12:46	0	null	User account 'Officer3' disabled due to inactivity. User 'Officer3' has not logged in for 35 days. Accounts are configured to be disabled after 30 days of inactivity.
7/14/2017 12:41	0	null	User account 'Officer3' disabled due to inactivity. User 'Officer3' has not logged in for 31 days. Accounts are configured to be disabled after 30 days of inactivity.
7/14/2017 12:38	0	null	User account 'Officer3' disabled due to inactivity. User 'Officer3' has not logged in for 31 days. Accounts are configured to be disabled after 30 days of inactivity.
7/14/2017 11:06	0	null	User account 'Officer3' disabled due to inactivity. User 'Officer3' has not logged in for 30 days. Accounts are configured to be disabled after 30 days of inactivity.
7/14/2017 11:05	0	null	User account 'Officer3' disabled due to inactivity. User 'Officer3' has not logged in for 30 days. Accounts are configured to be disabled after 30 days of inactivity.
7/14/2017 10:55	0	null	Two factor authentication was turned 'off'.

7 When you're finished viewing/printing the report, click the ⊠ in the upper right corner of the report to exit Acrobat or Excel.



Glossary

Alert

A notification that the system sends you any time an AlertVU <u>unit</u> receives a possible hit on a license plate that's on either one of your <u>personal hotlists</u> or a <u>system hotlist</u> for which you have notification rights.

Associate

An <u>event</u> that was captured in the same region and within the same time frame as another event. The Associates search function allows you to link a suspect with other possible suspects or associates who happened to be in the same region at the same time as your suspect.

Backup PC

A computer used to process DVD burn requests. AlertVU comes with an optional backup facility that automatically sends backup burn requests to a <u>robotic DVD</u> <u>burner</u>. The resulting archive discs, termed <u>Certified Backup Discs</u>, contain system <u>events</u> and <u>hotlists</u>. Because the process of burning DVDs is resource-intensive, one PC is dedicated to this task. If you are using a Bravo robotic DVD burner, then the backup PC is a separate computer workstation connected to the disc burner. If you are using a Rimage DVD/Blu-Ray burner that combines a disc burner with a computer, the Backup PC refers to the computer component of the Rimage.

Certified Backup Disc (CBD)

An archive disc. When the archive function is enabled, the system automatically sends CBD burn requests to the <u>Backup PC</u> without any action on your part. These discs contain the <u>event</u> records and <u>hotlists</u> that were previously stored on the <u>server</u>.

Custom Hotlist Format

The predefined and user-defined formats that can be changed. The predefined formats include: Florida Crime Information Center (FCIC), Arkansas National Law Enforcement Telecommunication System (AR NLETS), Maryland Motor Vehicle Administration (MD MVA), Texas Law Enforcement Telecommunication System (TXLETS), and California Law Enforcement Web Stolen Vehicle Systems (CLEW SVS).

Delimited Hotlist Format

A type of file format that separates each piece of data with a comma, semicolon, or space.



Derivative Hotlist

A hotlist that is a subset of another, larger, hotlist.

Event

The file that's created when an AlertVU <u>unit</u> captures the digital image of a license plate. Because the same license plate can be read multiple times, some license plate numbers have more than one event record associated with them.

Event Exporter

A system feature that enables you to automatically copy your incoming <u>event</u> data into zip files or "packages" and place them in the Packages folder of the Event Exporter's Home Directory. This makes it possible for you to import your event data into third-party applications, such as another license plate reader system.

Fixed Field Hotlist Format

A type of file format where each data element is in a column of a specific length, such as eight characters wide.

Fuzzy Search

A search that looks for characters that are similar looking to other characters. This type of search addresses the problem of misreads from the capture device. For example, to the AlertVU capture device, a 3 might look like an 8, a 4 might look like an A, a C might look like an O, etc. If, for instance, there's an <u>event</u> in the system with a plate of R342KCY, then fuzzy search results would include not only the exact match to that plate but R842KCY, R8A2KCY, R8A7KCY, R8A7KCY, R8A7KOY, etc.

GeoHotlist

A type of Hotlist that is defined in part by a predefined geographic region. GeoHotlists only issue Alerts on hits that occur within their assigned <u>Location</u> or <u>Location</u> <u>Group</u>.

Hotlist

A list of wanted license plates, such as BOLOs, Amber Alerts, persons of interest, etc.

Hotlist Format

A record that stores the information that AlertVU needs to parse, or divide and analyze, the data that's contained in each hotlist type. For example, if the XYZ hotlist consists of five columns and the second column contains the license plate number, the system needs to know that.





Location

A predefined geographic region that you can apply to a <u>personal hotlist</u> or <u>system</u> <u>hotlist</u>. When you assign a Location to a hotlist, it narrows that hotlist's criteria to plates that are scanned within the Location's geographic region.

Location Group

A record that combines multiple <u>Locations</u> into one group, making it easier to apply multiple locations to a hotlist at the same time.

MDC

Mobile Data Computer

Mobile Unit

An AlertVU license plate reader that is installed in a vehicle, such as a patrol car. The AlertVU connects to a Mobile Data Computer, which controls and transmits plate reads to the <u>server</u> via the AlertVU PC applications. Each AlertVU mobile unit has a corresponding record entered in AlertVU Back Office. These records store all the information required for successful communication between your AlertVU mobile units and the server. They are created automatically by the system whenever it discovers a new (i.e., unknown) device on the network.

Notifications List

A list of users who will receive an Inbox, email, or real-time "popup" <u>alert</u> whenever an AlertVU <u>unit</u> captures a plate that's on a <u>system hotlist</u>.

Personal Hotlist

A list of license plates that only you have access to. If desired, you can have the system notify you whenever an AlertVU <u>unit</u> captures a license plate that is on one of your personal hotlists.

Quick Alert

A one plate "Amber Alert" style hotlist that you can transmit to all your AlertVU <u>units</u>.

RAID

Redundant Array of Independent Disks—a storage device that contains multiple disk drive components.

Robotic DVD Burner

A disc duplicator that burns and labels your <u>Certified Backup Discs</u>. L3 Mobile-Vision sells two types of burners: the Bravo, a stand-alone unit, and the Rimage, a combination disc burner/computer. If you have a Rimage, you do not need a separate <u>Backup PC</u>. Rimage units can burn CDs, DVDs, and Blu-Ray discs. Most Bravo



Glossary

units can burn CDs and DVDs. The higher-end Bravos can burn Blu-Ray discs as well.

Server

The network computer that hosts the AlertVU Back Office application and stores all of your <u>event</u> and <u>hotlist</u> data.

Session Timeout Setting

The number of idle-time minutes that must pass before the system automatically logs a user off the system.

System Hotlist

A list of license plates that you can share with other users and transmit to all your AlertVU <u>units</u>. If desired, you can have the system notify selected users whenever an AlertVU unit captures a license plate that's on a system hotlist.

System-defined Hotlist Format

The predefined formats that cannot be changed. These include CSV (Comma separated text file) and NCIC (National Crime Information Center).

Unit

The license plate reader that's installed either in a vehicle, such as a patrol car (mobile unit), or on a stationary device, such as a pole (fixed unit). The AlertVU cameras capture digital license plate images and transfer those files to a storage <u>server</u> over a wireless network.

User Group

A container that allows you to combine like users for the purpose of assigning hotlists to them.

User Role

A group of permissions that you can assign to one or more users.

Α

Appendix: End-User License Agreement

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Termination

- Following termination of this Agreement for any reason, the LICENSEE shall pay LICENSOR all amounts due to LICENSOR within 15 days. Any amounts due LICENSOR which are not paid within this period shall accrue the highest applicable rates allowed by law up to 2% per month. LICENSEE SHALL BE SOLELY RESPONSIBLE TO REIMBURSE TO LICENSOR ALL FEES, INCLUDING, BUT NOT LIMITED TO, COLLECTION AGENCY, LICENSOR TIME AND EXPENSE, AND REASONABLE ATTORNEY FEES AND EXPENSES INCURRED BY LICENSOR IN THE COLLECTION OF ANY AMOUNTS NOT PAID TO LICENSOR UNDER THIS AGREEMENT.
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