

# Digital Evidence Forwarder Administrator's Guide

version 4.0.10



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## 1

# Introduction

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This manual provides data entry instructions and technical reference information for users of Digital Evidence Forwarder (DEF). DEF is a companion software application for Flashback, an in-car digital video recorder sold by L3 Mobile-Vision, Inc.

DEF allows you to search for and view the video files recorded by your Flashback and Body Worn cameras.

## ***'F' is for Forwarder***

DEF is designed to forward videos to a main DEP server, also referred to as the “parent” server. Agencies that choose this software/server configuration typically run DEP at one central location and run DEF on multiple servers at different precinct locations.

Aside from the video forwarding capability, DEF and DEP are completely separate, stand-alone applications. The only major functional difference between these two applications is that DEP includes the *case* and *exporting* functionality, whereas DEF does not. **Cases** are a type of record used to store videos and other data that pertains to an incident, such as a motor vehicle accident. **Exporting** is a system process used to copy video files, case files, and/or *BodyVISION* snapshots for the purpose of burning them to disc or downloading them to your PC.

As with DEP, DEF is 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 DEF.

This user guide is geared towards DEF *Administrator* users and other supervisory users. If you are a DEF *Officer* user or other non-supervisory user, refer to the *DEF Officer's Guide* instead.

For brevity, this user guide refers to all non-supervisory users as *Officers* and all supervisory users as *System Administrators*.

Any differences between Flashback, *BodyVISION*, BWX-100, and VIEVU DVRs are clearly noted in this documentation. For additional information on your particular DVR, refer to that DVR's User Guide, which is available for download from our Online Support Center (see *Online Support* link under *Bookmarks* menu option).

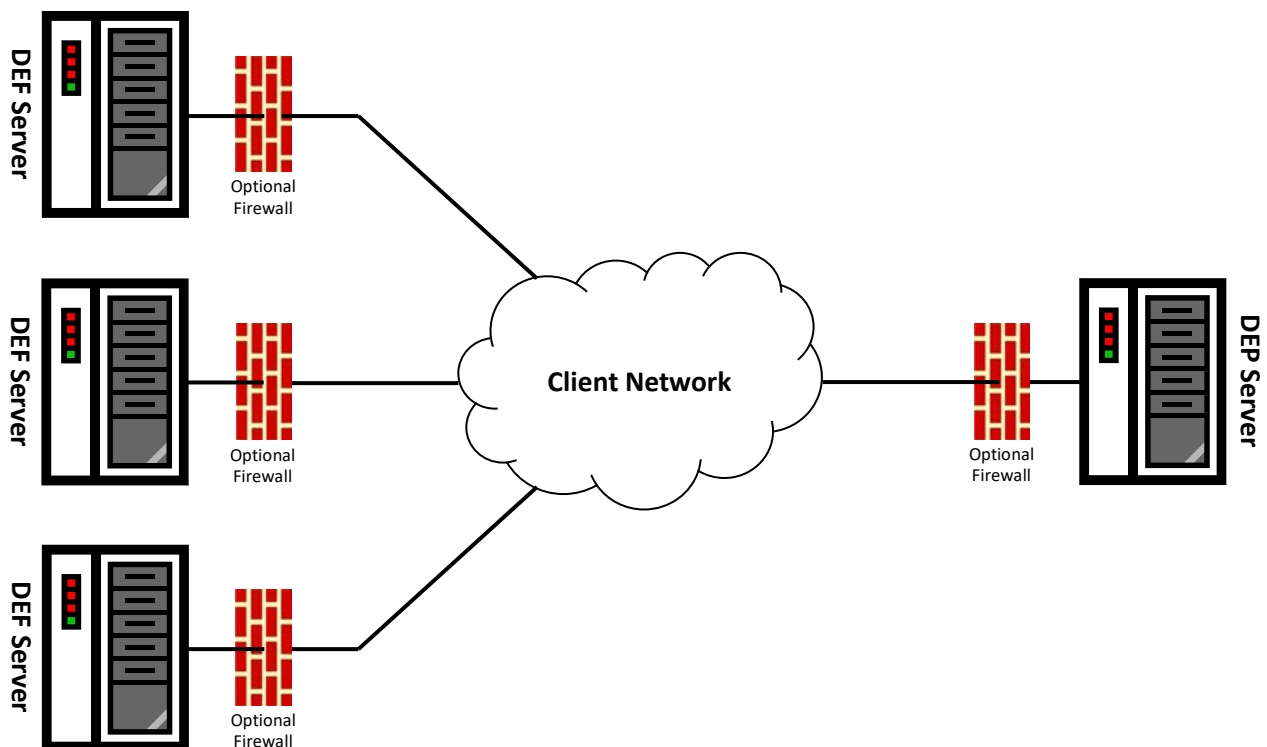
For more information, see:

- Forwarding Videos to DEP, below
- User Roles, next page
- Logging into the System for the First Time, next page
- Changing Your Password, page 5
- DEF Home Page, page 6
- Definitions, page 8
- Software Navigation, page 10
- Interview Room, page 12
- Using the Online Help System, page 13.

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## Forwarding Videos to DEP

During night processing, DEF automatically forwards all newly ingested videos to the DEP server. This process does not require any action on your part. A copy of these videos will remain on your DEF server until those videos “age out”. The exact lifecycle for a video is determined by several factors, including the video’s category and your Online Life-Cycle settings. For more information, see “Changing Video Categories” in chapter 2 and/or “Viewing/Changing the Online Lifecycle Settings” in chapter 4.



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## User Roles

In DEF, 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 DEF, the system will grant him access to various system functions according to the user role that's assigned to 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 DEF. They include:

- Officer
- Display-only Video
- Supervisor Lvl 1
- Supervisor Lvl 2
- Administrator.

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.

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## Logging into the System for the First Time

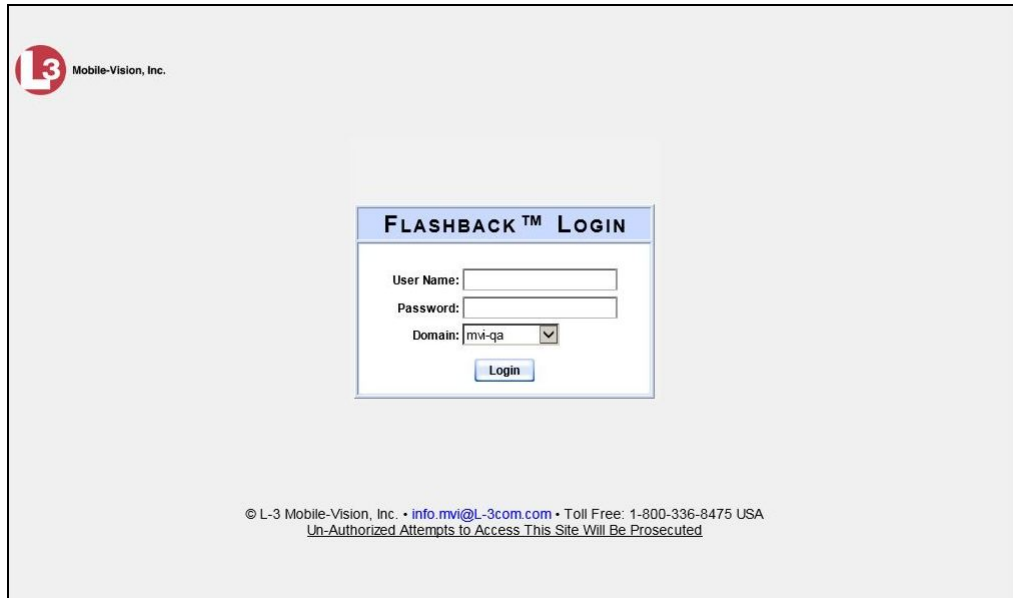
This section describes how to login to the Flashback application. During installation, your System Implementation Specialist (SIS) will provide you with the following login information:

- URL needed to access your DEF server
- User ID
- DEF User Password (if needed)\*

- 1 Double-click on the Mobile-Vision desktop icon. The Flashback Login screen displays.

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

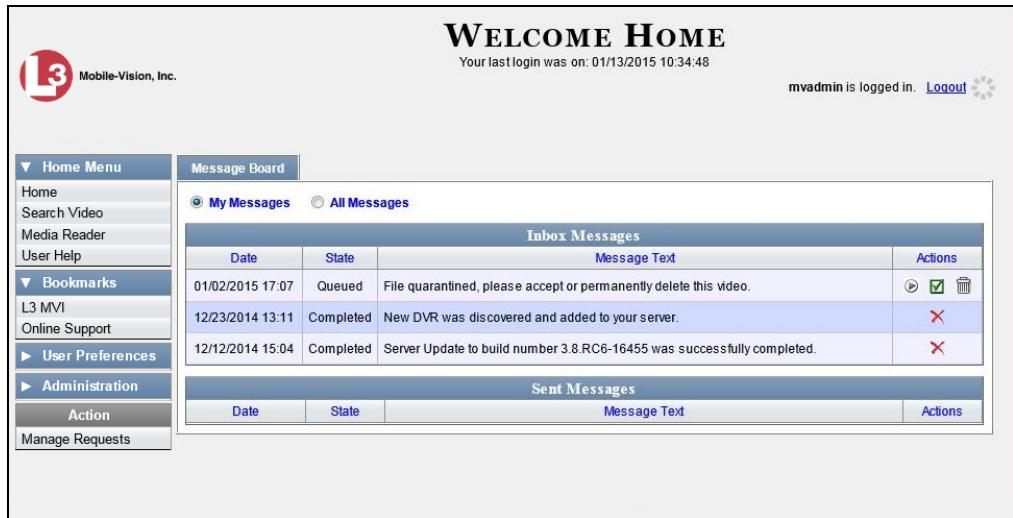


If your organization is using the Active Directory Interface, a field labeled *Domain* will also display beneath the *Password* field.

- 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 Interface, 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 Interface, this is the initial password that your System Implementation Specialist (SIS) provided you with.
- 4 If the *Domain* field appears on your screen, proceed to the next step. Otherwise skip to step 6.
- 5 Select the correct domain name from the *Domain* drop-down list.



- 6 Click the **Login** button *or* press **Enter**. The DEF Home Page displays.



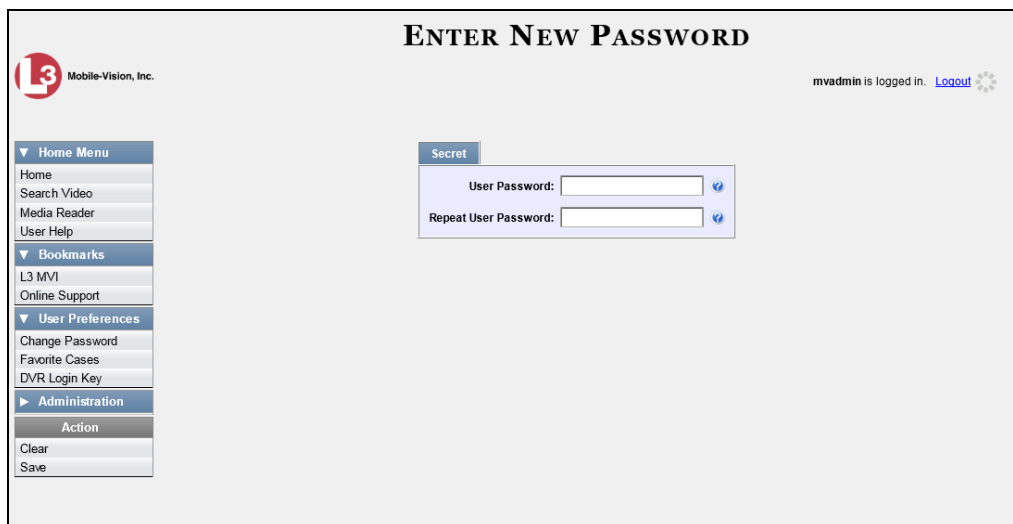
For a detailed description of this page, see “DEF Home Page” on page 6.

## Changing Your Password

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

Please note that passwords are case-sensitive.

- 1 Go to **▼ User Preferences** and click **Change Password**. The Enter New Password page displays.



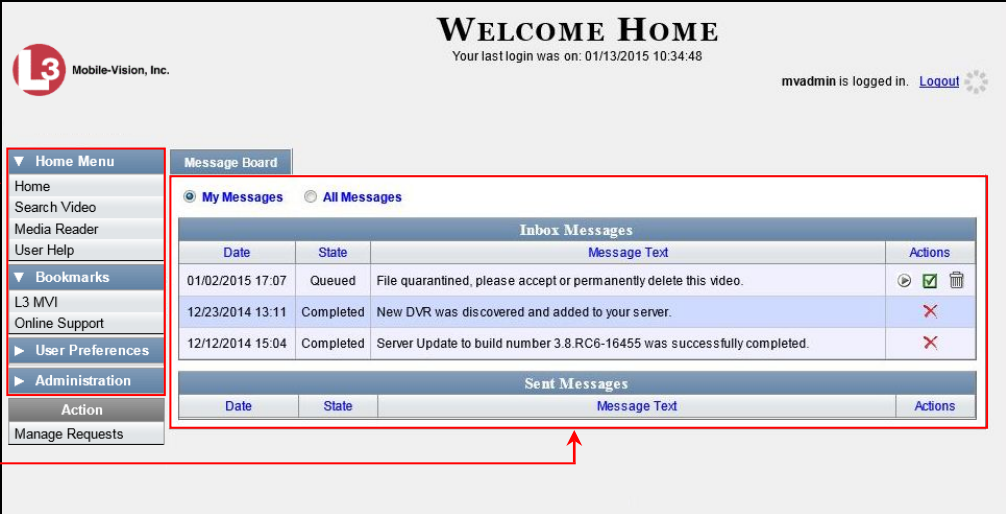
- 2 Enter your new password in the *User Password* field. For security reasons, your password will not display as you type it.

- 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.

Password has been updated

## DEF Home Page

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



The Main Menu is the starting point for all system tasks, such as searching for a video


The Message Board contains system messages

| Inbox Messages   |           |   |         |
|------------------|-----------|---|---------|
| Date             | State     | Message Text  | Actions |
| 01/02/2015 17:07 | Queued    | File quarantined, please accept or permanently delete this video.       |         |
| 12/23/2014 13:11 | Completed | New DVR was discovered and added to your server.                        |         |
| 12/12/2014 15:04 | Completed | Server Update to build number 3.8.RC6-16455 was successfully completed. |         |

## Message Board









Whenever you login to DEF, the Message Board displays. The Message Board displays system messages. As an administrative user, you will see messages related to system problems and administrative functions. If you select the *All Messages* radio button, you will also see all messages that the system sent to other DEF users.

Note the value in the *State* column. This is the message's current status. There are four status types:

- Queued*. The system has placed the job in a queue, which is a waiting list of system jobs.
- Working*. The system is processing the job.
- Completed*. The system has processed the job.
- Failed*. The job could not be processed. Click on the  icon to retry the job.



To the right of some of your messages, you will see icons. Click these icons to perform various actions, as described below.

| Icon  | Description                              |
|---|--|
|  | Play quarantined video                   |
|  | Delete a system message                  |
|  | Deny request                             |
|  | View video details                       |
|  | Accept quarantined video into the system |
|  | Reject (i.e., delete) quarantined video  |
|  | View DVR troubleshooting materials       |
|  | Resolve a DVR naming conflict            |

## Main Menu

|                           |  |
|---------------------------|--|
| <b>▼ Home Menu</b>        |  |
| Home                      | ← View system messages   |
| Search Video              | ← Search for video; play video   |
| Media Reader              | ← Transfer video from a storage card or other external device to DEF                   |
| User Help                 | ← Search the online help system  |
| <b>▼ Bookmarks</b>        |  |
| L3 MVI                    | ← Advance to Mobile-Vision's regular website   |
| Online Support            | ← Advance to Mobile-Vision's Online Support Center                                     |
| <b>▼ User Preferences</b> |  |
| Change Password           | ← Change your login password   |
| Favorite Cases            | ← View a list of favorite cases  |
| DVR Login Key             | ← Copy your Flashback login information to a USB flash drive                           |
| <b>▼ Administration</b>   |  |
| System Setup              | ← Configure the DEF application; change system defaults                                |
| System Status             | ← View system logs and statuses; access manuals and training videos; check for updates |
| Assign Videos             | ← Reassign video to a different officer or DVR   |
| Manage DVRs               | ← Add/update DVR records and/or DVR groups   |
| Mobile Devices            | ← Assign Body Worn DVRs to officers; configure new Body Worn DVRs                      |
| Manage Users              | ← Add/update system users  |

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## Definitions

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

### Hardware Components

This user guide focuses on the *software* component of the Mobile-Vision Digital Evidence System. However, our evidence collection system has several *hardware* components as well. These components interface with the DEF software, so it's important to understand what each hardware component is and how it relates to the evidence collection system as a whole.

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#### DEF Server

The DEF server is the network computer that hosts the DEF application and stores all of your video data.

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#### DEP Server

The DEP server is the “parent” server to which DEF forwards videos after they are ingested by DEF. Unlike DEF, DEP has the case management feature and disc burning capabilities.

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#### Flashback DVRs

Flashback DVRs are the digital video recorders that are installed inside your precinct's patrol cars and/or interview room(s). These recorders collect video evidence and store it temporarily on a storage card until the video can be transmitted to the DEF server. For more information on the Flashback, refer to your Flashback User's Guide.

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#### BodyVISION DVRs

The *BodyVISION* is a small, wearable digital video recorder sold by Mobile-Vision. This device allows you to capture both high definition videos and JPG “snapshot” images, then upload them to the DEF server via a *BodyVISION* docking station. Videos recorded using this device are assigned the category of **Body Worn**.

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#### BWX-100 DVRs

The BWX-100 is a small, wearable digital video recorder sold by Mobile-Vision. This device allows you to capture both full high definition videos and JPG “snapshot” images, then upload them to the server via a BWX-100 docking station. Videos recorded using this device are assigned the category of **Body Worn**.

---

## Access Point

An access point is a device used to transmit Flashback videos from your in-car DVRs to the DEF server. This device is connected to a wireless network antenna mounted on the outside of the building that houses your DEF server.

Some smaller agencies do not use Access Points, as they download all their videos manually.

See also “Transmission” below.

## Transmission

Transmission refers to the process of transferring Flashback video files from your in-car DVR to the DEF server. This transmission can occur either *automatically* (typical) or *manually*:

- ❑ *Automatic transmission.* Whenever a vehicle comes within approximately 300 feet of an access point, it triggers an automatic transmission. During this transmission, all videos that are currently stored on the DVR will wirelessly transfer to the DEF server via the access point.
- ❑ *Manual transmission.* Each Flashback DVR holds a temporary storage device called an *SD card* (Flashback3/FlashbackHD) or *CF card* (Flashback2). This card is used to temporarily store an officer’s videos until they can be transferred to the DEF server. If necessary, an officer can use this card to *manually* transfer videos to their PC, assuming he has the proper permissions. An officer would typically use this procedure if he can’t wait for an automatic file transfer to occur, or a problem has occurred that interfered with the wireless file transfer. For more information, see “Manually Uploading New Videos” in chapter 2.

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## Software Concepts

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### User Metadata (UMD)

User Metadata or “UMD” refers to custom data fields that you can link to a video. You define these fields through DEF. Their purpose is to allow officers to annotate their videos with custom data, such as a subject description. If an officer has a mobile data computer with the UMD Editor installed on it, he has the option of attaching UMD to a video immediately after it is finished recording. Otherwise, he can attach UMD back at the precinct when he connects to the DEF server. For more information, see “Adding Predefined User Metadata to a Video” in chapter 2.

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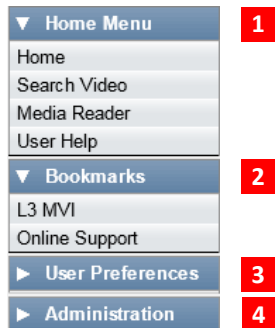
### Offline Files

If the status of a video is “offline,” it indicates that some, but not all, of that video’s data or functions are available on the DEF server.

If a *video* is offline, you will be able to view that video’s thumbnail image and statistics (category, duration, record reason, etc.), but not the video itself.

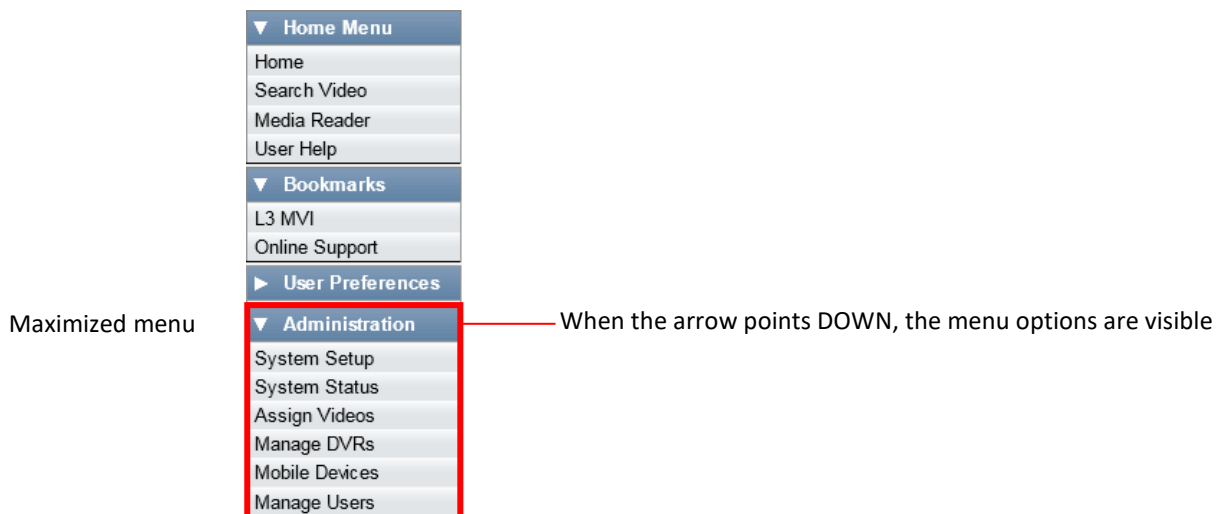
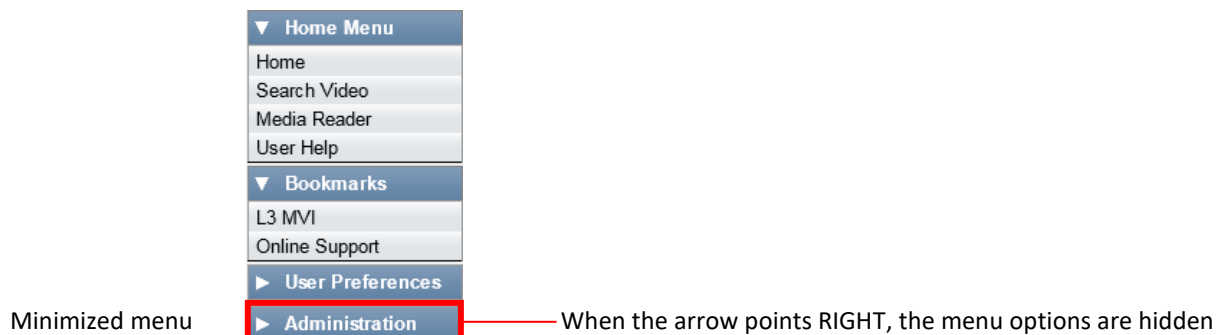
## Software Navigation

When you first login to DEF, you will see four main menus on the far left of your screen: *Home Menu*, *Bookmarks*, *User Preferences*, and *Administration*. These menus are the starting point for all DEF functions. By default, the Home Menu (1) and Bookmarks menus (2) are *maximized* (open) upon login and the User Preferences (3) and Administration (4) menus are *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.



## Scrolling Through Multiple Records

Whenever you search for records in the application (videos, users, 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.                  |
|  | 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 Video Search Results page is sorted by *Video Start*. However, you can change that sort value to *Owner*, *DVR Name*, or *Category*, as described here.

VIDEO SEARCH RESULTS


mvadmin is logged in. [Logout](#)

|   | Videos  |   |                        |                        |          |          |                         |                  |   |
|---|---|---|------------------------|------------------------|----------|----------|-------------------------|------------------|---|
|   | Page 1 of 2 (8 total records)   |  |                        |                        |          |          |                         |                  |   |
|   | Details   | Play  | Owner                  | DVR Name               | DVR Type | Duration | Category                | Video Start      | Notes   |
|  |  |   | *1 ON<br>FBHD@21:00:01 | *1 UN<br>FBHD@21:11:01 | Vehicle  | 19 min   | 00-Unclassified-90 Days | 03/08/2016 16:54 |  |
|  |  |   | *1 ON<br>FBHD@21:00:01 | *1 UN<br>FBHD@21:11:01 | Vehicle  | 22 min   | 00-Unclassified-90 Days | 03/08/2016 16:32 |  |
|  |  |   | *1 ON<br>FBHD@21:00:01 | *1 UN<br>FBHD@21:11:01 | Vehicle  | 22 min   | 00-Unclassified-90 Days | 03/08/2016 16:10 |  |
|  |  |   | *1 ON<br>FBHD@21:00:01 | *1 UN<br>FBHD@21:11:01 | Vehicle  | 22 min   | 00-Unclassified-90 Days | 03/08/2016 15:48 |  |
|  |  |   | *1 ON<br>FBHD@21:00:01 | *1 UN<br>FBHD@21:11:01 | Vehicle  | 22 min   | 00-Unclassified-90 Days | 03/08/2016 15:25 |  |
|  |  |   | *1 ON<br>FBHD@21:00:01 | *1 UN<br>FBHD@21:11:01 | Vehicle  | 3 min    | 00-Unclassified-90 Days | 01/11/2016 17:56 |  |

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:



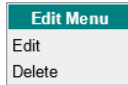
– OR –

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:



You can also select these same options from the **Action** column.




---

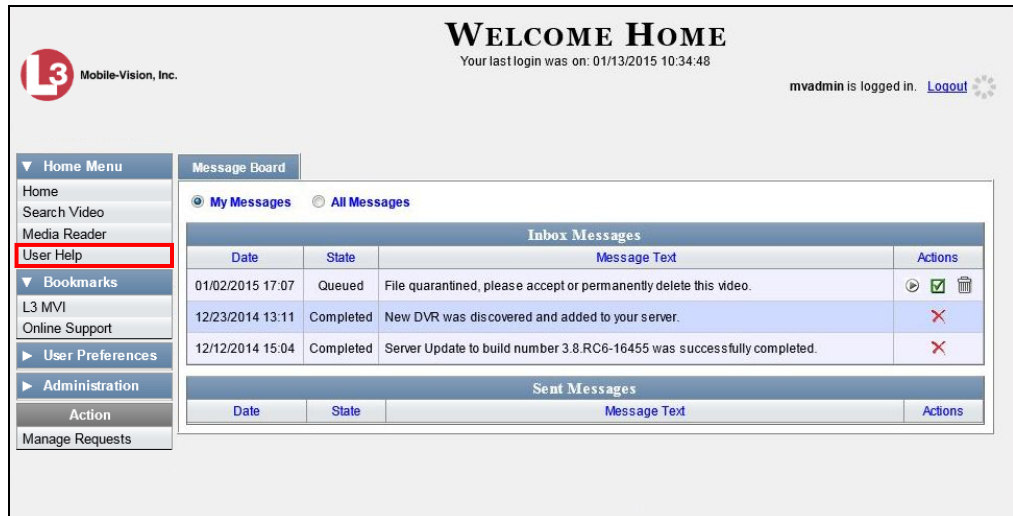
## Interview Room

*Interview Room* is an optional module that is used to record officer/subject interviews at your precinct. If your agency chose to purchase this module, you will have one or more Flashback cameras set up in your agency’s interview room(s). All of the DEF features and functions for videos generated by these DVRs are the same as they are for videos generated by in-car units, with minor exceptions that are noted in the product documentation.

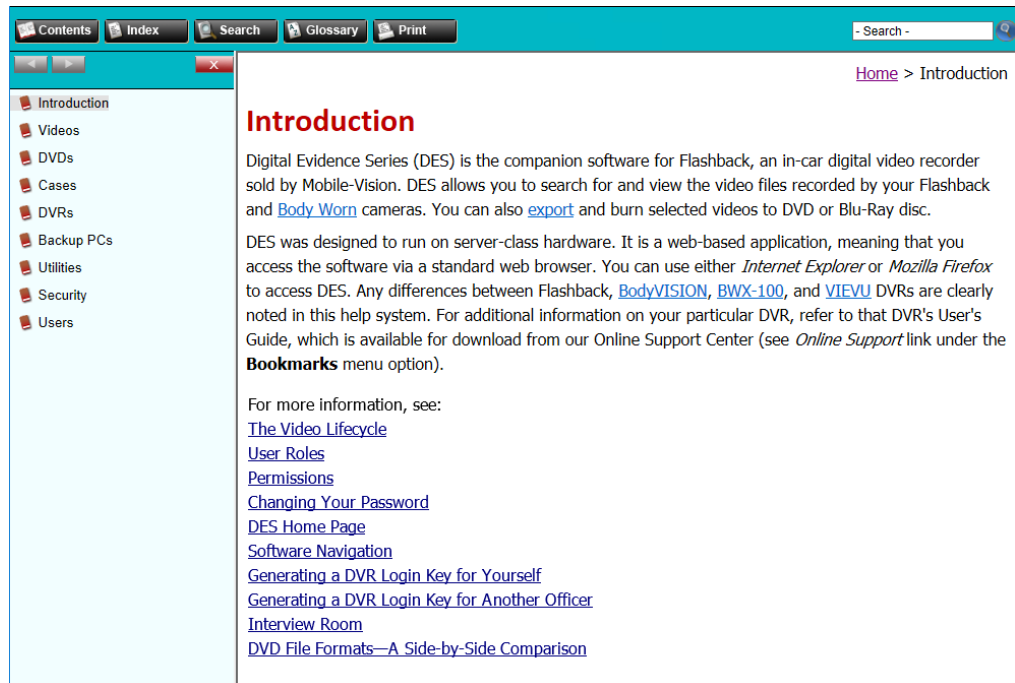
If your agency is interested in the Interview Room module, contact Mobile-Vision Sales at 1-800-336-8475.

## Using the Online Help System

DEF comes with a searchable online help system that provides you with the same how-to steps and definitions that are covered in this manual. To access Help, go to  and click **User Help**.



The Help Contents page displays.



To search the topical index, click the **Index** tab.





## 2 Videos

This chapter describes how to search for, display, and view Flashback videos, Body Worn\* videos, and Body Worn still images or “snapshots”. It also describes how to update and maintain those system settings that relate to videos, such as video categories and notations.

The Flashback videos that an officer captures during each shift are automatically transmitted to the DEF server whenever his patrol car comes within range of an *access point* (see Glossary for definition). Body Worn videos and snapshots, on the other hand, upload to the server after an officer places the Body Worn camera in a docking station that’s connected to the server.

Once a video or snapshot file resides on the server, you can access it by logging into the DEF application from your PC workstation.

Video viewing privileges are associated with User IDs. When you create a User ID for an officer, you set his viewing privileges to either *private* or *public*. If his viewing privileges are *private*, the only users who can view and/or notate his videos are he and users with *edit* permissions. If his viewing privileges are *public*, any DEF user can *view* his videos, but only he and users with *edit* permissions can *notate* them.

Unless otherwise noted, all procedures described in this chapter apply to both videos and Body Worn snapshots. For brevity, the term “video” is used to apply to both file types.

For more information, see:

- Searching for Videos, next page
- Viewing Video Search Results, page 25
- Displaying a Video, page 28
- Displaying a Snapshot, page 44
- Playing a Video, page 49
- Exporting a Video Frame, page 58
- Changing a Video’s Category, page 60
- Adding Predefined User Metadata to a Media File, page 62
- Adding Predefined Video Notations to a Media File, page 63
- Tagging, page 64
- Generating a Chain of Custody Report for a Media File, page 66
- Manually Uploading Flashback Videos, page 68
- Viewing a Video’s Logs, page 77
- Viewing a Video’s Snapshots, page 79
- Reassigning Video to a Different Officer, page 83

(Continued)

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\* Includes BodyVISION and BWX-100 cameras

- Reassigning Video to a Different DVR, page 87
- Maintaining User Metadata, page 89
- Video Notations, page 96
- Updating Viewing Options, page 107
- Video Categories, page 113
- Installing the UMD Editor on an Officer's Mobile Data Computer, page 118
- Accepting/Rejecting Quarantined Video, page 121
- Exporting Video Activity to a Spreadsheet, page 123
- Flashback File Converter, page 125
- Installing the Windows Codec Utility for Flashback1 Videos, page 132
- Manually Installing the VIEVU Drivers, page 135
- Manually Installing the Flashback Player, page 137
- Body Worn Viewing Requests, page 141
- Keeping Offline Video Records on the Server, page 160
- Generating the Purged Videos Report, page 162
- Customizing the Video Search Results Page, page 164.

## Searching for Videos

You can search for videos by a number of different criteria. DEF provides you with two search methods: *basic* and *advanced*.

| Search Method | Used to search for video by some or all of this criteria...  |
|---------------|--|
| Basic         | <ul style="list-style-type: none"> <li>▪ Date</li> <li>▪ DVR</li> <li>▪ System ID</li> <li>▪ Owner</li> <li>▪ Category</li> </ul>  |
| Advanced      | <ul style="list-style-type: none"> <li>▪ After Date</li> <li>▪ Before Date</li> <li>▪ DVR</li> <li>▪ DVR Type</li> <li>▪ System ID</li> <li>▪ Body Worn Mode</li> <li>▪ Owner</li> <li>▪ Category</li> <li>▪ Tagged</li> <li>▪ Status</li> <li>▪ Record Trigger</li> <li>▪ Latitude</li> <li>▪ Longitude</li> <li>▪ Speed Greater Than</li> <li>▪ UMD</li> <li>▪ Incident #</li> </ul> |

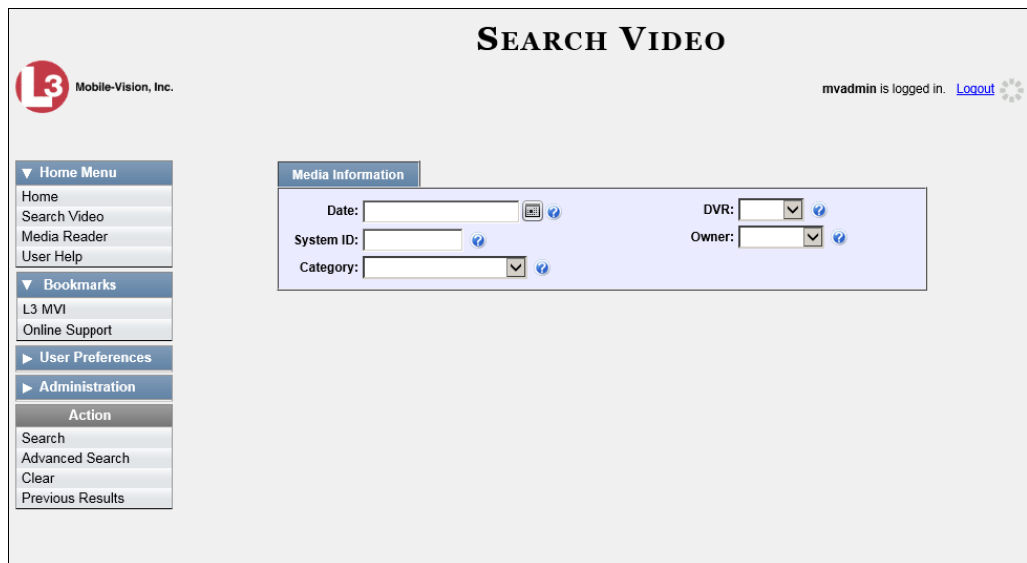
For specific instructions, see:

- Performing a Basic Video Search, below
- Performing an Advanced Video Search, page 20.

## Performing a Basic Video Search

This section describes how to search for a video by the following criteria: *date*, *DVR*, *System ID*, *owner*, and/or *category*.

- Go to **Home Menu** and click **Search Video**. The Search Video page displays.



- Look under the **Action** column. If the **Basic Search** option displays, click on it. Otherwise proceed to the next step.
- Enter/select the field values you wish to search on, as described below.

| Basic Search Form |  |
|-------------------|--|
| Search Field      | Description  |
| Date              | Limits your search to those videos that began recording on this date. <i>Select this date from the calendar popup OR enter directly in mm/dd/yyyy format.</i>                                |
| DVR               | Limits your search to those videos that were captured by this DVR unit. For more information, see <i>DVR Name</i> in the table on page 30. <i>Select this value from the drop-down list.</i> |
| System ID         | Limits your search to a video in which the System ID is equal to this value. For more information, see <i>System ID</i> in the table on page 29.   |

(Continued)

| Basic Search Form (cont'd)       |   |
|----------------------------------|---|
| Search Field                     | Description   |
| Owner                            | Limits your search to those videos that are owned by this officer. For more information, see <i>Owner</i> in the table on page 29. <i>Select this value from the drop-down list.</i>    |
| Category                         | Limits your search to those videos that fall within this category. For more information, see <i>Category</i> in the table on page 30. <i>Select this value from the drop-down list.</i> |
| Available Actions                |   |
| Action                           | Description   |
| Search                           | Execute your search.  |
| Advanced Search/<br>Basic Search | Toggle back and forth between the Basic Search form and the Advanced Search form. For more information, see “Performing an Advanced Video Search” on page 20.                           |
| Clear                            | Remove all entries and selections from the Search form.   |
| Previous Results                 | Return to the Video Search Results page, if applicable. If you have not performed a search since you logged on, this action will not display.   |
| Back to Video                    | Display the Video Details of the last video you viewed or played, if applicable. If you have not viewed or played a video since you logged on, this action will not display.            |

- Go to the **Action** column and click **Search**. All videos that match your selection criteria display on the Video Search Results page.



## VIDEO SEARCH RESULTS

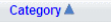
Sergeant Zalewski is logged in. [Logout](#) 

|   | Videos  |   |                     |                         |          |          |                  |   |
|---|---|---|---------------------|-------------------------|----------|----------|------------------|---|
|   | Page 1 of 2 (7 total records)  |   |                     |                         |          |          |                  |   |
|   | Details   | Play  | Owner               | DVR Name                | Duration | Category | Video Start      | Notes   |
|  |                                  |  | Officer Baker       | *1 MVI-Wooster@14:08:46 | 1 min    | Arrest   | 08/09/2016 14:57 |  |
|  |                                  |  | Officer Baker       | *1 MVI-Wooster@14:08:46 | 0 min    | Arrest   | 06/16/2016 14:30 |  |
|  |                                  |  | Officer Baker       | *1 MVI-Wooster@14:08:46 | 0 min    | Arrest   | 06/16/2016 14:29 |  |
|  |                                  |  | *1 Wooster@20:22:32 | *1 Prodman2@20:08:39    | 3 min    | Arrest   | 10/16/2015 20:01 |  |
|  |                                  |  | *1 Wooster@20:22:32 | *1 Prodman2@20:08:39    | 1 min    | Arrest   | 10/16/2015 20:00 |  |
|  |                                  |  | *1 Wooster@20:22:32 | Unit 1                  | 4 min    | Arrest   | 10/05/2015 12:15 |  |


The example on the previous page shows the default columns for the Video Search Results page. If desired, your agency can customize the Video Search Results screen, as described in “Customizing the Video Search Results Page” on page 160.

By default, videos are sorted chronologically by the video’s start date/time. To sort the results differently, proceed to the next step. Otherwise skip to step 6.

- Go to the column heading you wish to sort by\*:

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

– OR –

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

- If necessary, use the navigation buttons at the top of the video list to scroll through the search results.









- To further narrow your selection results, proceed to the next step. Otherwise skip to step 10.



- Click the Quick Search icon at the top of the Video list. A row of search fields displays.

### VIDEO SEARCH RESULTS


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| Home Menu   |  | Videos                        |                         |          |          |                  |             |       |
|---|--|-------------------------------|-------------------------|----------|----------|------------------|-------------|-------|
| <ul style="list-style-type: none"> <li>Home</li> <li>Search Video</li> <li>Media Reader</li> <li>User Help</li> </ul> | <ul style="list-style-type: none"> <li>Bookmarks</li> <li>L3 MVI</li> <li>Online Support</li> <li>User Preferences</li> <li>Administration</li> <li>Action</li> <li>New Search</li> <li>Back to Video</li> </ul> | Page 1 of 2 (7 total records) | Owner                   | DVR Name | Duration | Category         | Video Start | Notes |
| i   |   | Officer Baker                 | *1 MVI-Wooster@14:08:46 | 1 min    | Arrest   | 08/09/2016 14:57 | ▶▶          |       |
| i   |   | Officer Baker                 | *1 MVI-Wooster@14:08:46 | 0 min    | Arrest   | 06/16/2016 14:30 | ▶▶          |       |
| i   |   | Officer Baker                 | *1 MVI-Wooster@14:08:46 | 0 min    | Arrest   | 06/16/2016 14:29 | ▶▶          |       |
| i   |   | *1 Wooster@20:22:32           | *1 Prozman2@20:08:39    | 3 min    | Arrest   | 10/16/2015 20:01 | ▶▶          |       |
| i   |   | *1 Wooster@20:22:32           | *1 Prozman2@20:08:39    | 1 min    | Arrest   | 10/16/2015 20:00 | ▶▶          |       |
| i   |   | *1 Wooster@20:22:32           | Unit 1                  | 4 min    | Arrest   | 10/05/2015 12:15 | ▶▶          |       |

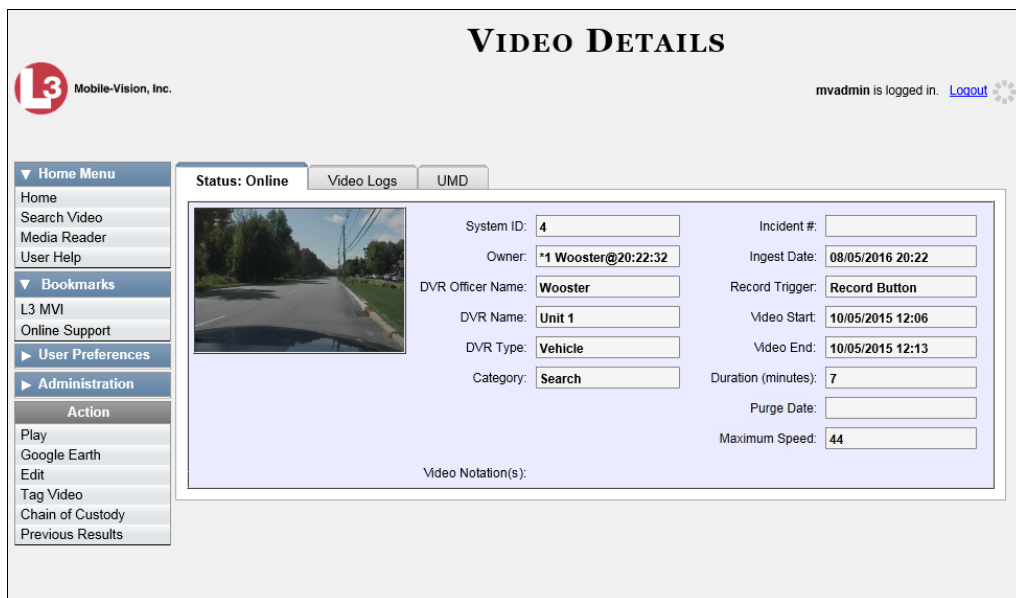
These fields are described in the table on page 26.

\* You can sort on all columns except *Duration*, *Notes*, and *Incident #*

- Using the search fields provided, select additional search criteria. The system automatically narrows the video list to those videos that match your newly entered criteria.

For a detailed description of the components on the Video Search Results page, see “Viewing Video Search Results” on page 25.

- To view a video’s details, click the Details icon to the left of the video. The Video Details page displays.



For a detailed description of the components on this page, see the table beginning on page 29.

## Performing an Advanced Video Search

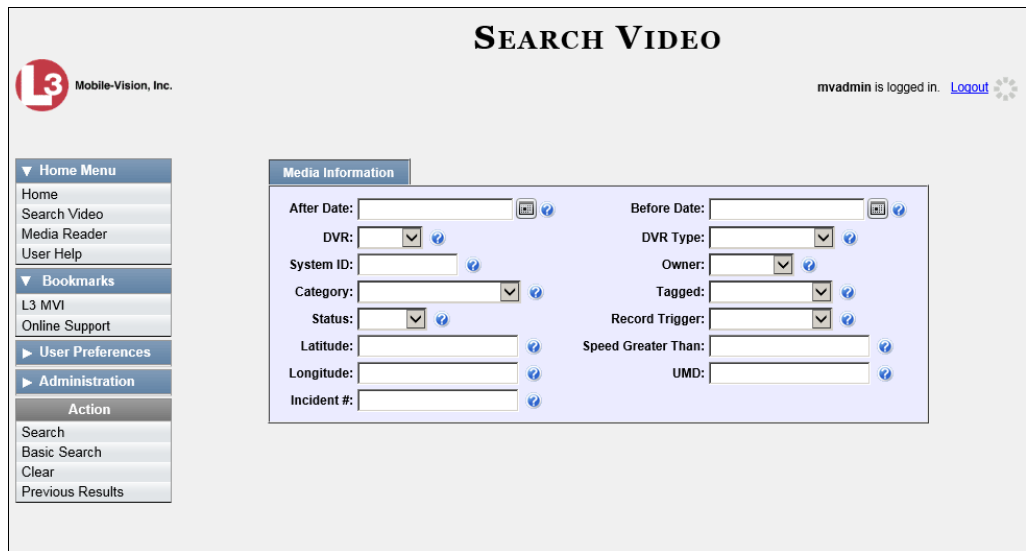
This section describes how to search for a video by one or more of the following criteria:

- After Date
- Before Date
- DVR
- DVR Type
- Body Worn Mode\*
- System ID
- Owner
- Category
- Tagged
- Status
- Record Trigger
- Latitude
- Longitude
- Speed Greater Than
- UMD
- Incident #

- Go to **Home Menu** and click **Search Video**. The Search Video page displays.

\* Only displays if you select a *DVR Type* value of **Body Worn**

- Look under the **Action** column. If the **Advanced Search** option displays, click on it. Otherwise proceed to the next step.



- Enter/select the field values you wish to search on, as described below.

| Advanced Search Form |  |
|----------------------|--|
| Search Field         | Description  |
| After Date           | Limits your search to those videos that began recording <i>after</i> this date. To search for a date <i>range</i> , use this field in combination with the <i>Before Date</i> field. <i>Select this date from the calendar popup OR enter directly in mm/dd/yyyy format.</i> |
| Incident #           | The agency incident number associated with this snapshot.  |
| Before Date          | Limits your search to those videos that began recording <i>before</i> this date. To search for a date <i>range</i> , use this field in combination with the <i>After Date</i> field. <i>Select this date from the calendar popup OR enter directly in mm/dd/yyyy format.</i> |
| Incident #           | Limits your search to those videos in which the Incident number contains these digits.   |
| DVR                  | Limits your search to those videos that were captured by this DVR unit. For more information, see <i>DVR Name</i> in the table on page 30. <i>Select this value from the drop-down list.</i>   |
| DVR Type             | Limits your search to those videos that were captured by one of these DVR types: <ul style="list-style-type: none"> <li><i>Vehicle</i>. A DVR that is installed inside a vehicle, such as a police cruiser.</li> </ul> <i>(Continued)</i>                                    |


| Advanced Search Form (cont'd) |  |
|-------------------------------|--|
| Search Field                  | Description  |
| DVR Type (cont'd)             | <ul style="list-style-type: none"> <li>▪ <i>Body Worn.</i> A <i>BodyVISION</i> or BWX-100 Body Worn camera.</li> <li>▪ <i>VieVu.</i> A VIEVU Body Worn camera.</li> </ul> <p><i>Select this value from the drop-down list.</i></p>   |
| Body Worn Mode                | Limits your search to <i>BodyVISION</i> and BWX-100 videos, snapshots, or both. This field will only display if you select a <i>DVR Type</i> of <b>Body Worn</b> . <i>Select this value from the drop-down list.</i>   |
| System ID                     | Limits your search to a video in which the System ID is equal to this value. For more information, see <i>System ID</i> in the table on page 29.   |
| Owner                         | Limits your search to those videos that are owned by this officer. For more information, see <i>Owner</i> in the table on page 29. <i>Select this value from the drop-down list.</i>   |
| Category                      | Limits your search to those videos that fall within this category. For more on video categories, see <i>Category</i> in the table on page 30. <i>Select this value from the drop-down list.</i>  |
| Tagged                        | Limits your search to those videos that are either tagged or not tagged. For more information, see “Tagging” on page 64. <i>Select this value from the drop-down list.</i>   |
| Status                        | Limits your search to those videos with a status of <i>online</i> or <i>offline</i> . If a video is <i>online</i> , it means that it is still stored on the DEF server and you can play it directly off of the server. If a video is <i>offline</i> , it means that it has been purged from DEF due to its age, category, and/or other system settings. You may still be able to view <i>some</i> of an offline video’s information (owner, category, duration, etc.), but not the video itself. <i>Select this value from the drop-down list.</i> |
| Record Trigger                | Limits your search to those videos with this record trigger. For a list of record triggers, see <i>Record Trigger</i> in the table on page 32. <i>Select this value from the drop-down list.</i>   |
| Latitude                      | Limits your search to those videos in which the latitudinal coordinate contains this text. <i>Must be used in conjunction with the ‘Longitude’ field.</i> The <i>Player Display GPS</i> permission is required to search on this field.  |
| Longitude                     | Limits your search to those videos in which the longitudinal coordinate contains this text. <i>Must be used in conjunction with the ‘Latitude’ field.</i> The <i>Player Display GPS</i> permission is required to search on this field.  |








| Advanced Search Form (cont'd)    |   |
|----------------------------------|---|
| Search Field                     | Description   |
| Speed Greater Than               | Limits your search to those videos whose recorded maximum vehicle speed during a recording was greater than this value. The <i>Player Display Speed</i> permission is required to search on this field. |
| UMD                              | Limits your search to videos that contain this user metadata. For more on User Metadata, see “Maintaining User Metadata” on page 89.  |
| Available Actions                |   |
| Action                           | Description   |
| Search                           | Execute your search.  |
| Basic Search/<br>Advanced Search | Toggle back and forth between the Advanced Search form and the Basic Search form. For more information, see “Performing a Basic Video Search” on page 17.   |
| Clear                            | Remove all entries and selections from the Search form.   |
| Previous Results                 | Return to the previous Video Search Results page, if applicable. If you have not performed a search since you logged on, this action will not display.  |
| Back to Video                    | Display the Video Details page for the last video you viewed or played, if applicable. If you have not viewed or played a video since you logged on, this action will not display.                      |

- Go to the **Action** column and click **Search**. All videos that match your selection criteria display on the Video Search Results page.



Sergeant Zalewski is logged in. [Logout](#) 

## VIDEO SEARCH RESULTS


| Videos  |   |                     |                         |          |          |                  |   |
|---|---|---------------------|-------------------------|----------|----------|------------------|---|
| Page 1 of 2 (7 total records)   |   |                     |                         |          |          |                  |   |
| Details   | Play  | Owner               | DVR Name                | Duration | Category | Video Start      | Notes   |
|  |  | Officer Baker       | *1 MVI-Wooster@14:08:46 | 1 min    | Arrest   | 08/09/2016 14:57 |  |
|  |  | Officer Baker       | *1 MVI-Wooster@14:08:46 | 0 min    | Arrest   | 06/16/2016 14:30 |  |
|  |  | Officer Baker       | *1 MVI-Wooster@14:08:46 | 0 min    | Arrest   | 06/16/2016 14:29 |  |
|  |  | *1 Wooster@20:22:32 | *1 Prodman2@20:08:39    | 3 min    | Arrest   | 10/16/2015 20:01 |  |
|  |  | *1 Wooster@20:22:32 | *1 Prodman2@20:08:39    | 1 min    | Arrest   | 10/16/2015 20:00 |  |
|  |  | *1 Wooster@20:22:32 | Unit 1                  | 4 min    | Arrest   | 10/05/2015 12:15 |  |

The previous example shows the default columns for the Video Search Results page. If desired, your agency can customize this screen, as described in “Customizing the Video Search Results Page” on page 160.


For a detailed description of the components on this page, see the next section, “Viewing Video Search Results.”

By default, videos are sorted chronologically by the video’s start date/time. To sort the results differently, proceed to the next step. Otherwise skip to step 6.

- Go to the column heading you wish to sort by\*:

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

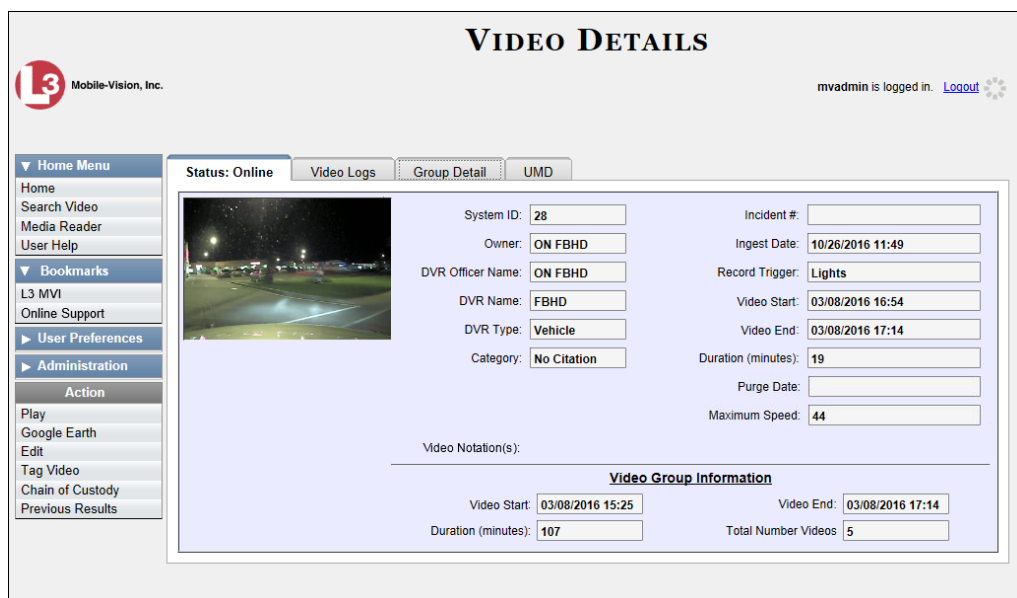
– OR –

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

- If necessary, use the navigation buttons at the top of the video list to scroll through the search results.



- To view a video’s details, click the Details icon to the left of that video. The Video Details page displays.



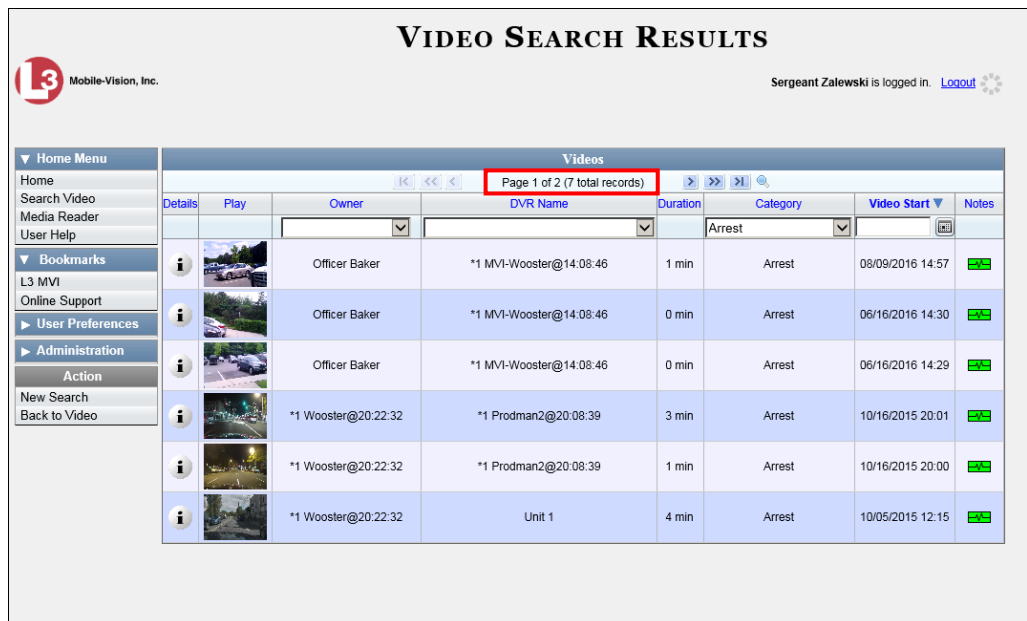
For a detailed description of the components on this page, see the table beginning on page 29.

\* You can sort on all columns except *Duration*, *Notes*, and *Incident #*

## Viewing Video Search Results

This section describes the various components on the Video Search Results page. This page displays after you execute a search, as described in “Performing a Basic Video Search” on page 17 and “Performing an Advanced Video Search” on page 20.




The Video Search Results page consists of a table with information about each video. The total number of videos included in your search results displays at the top of the results list.




| Details | Play | Owner               | DVR Name                | Duration | Category | Video Start      | Notes |
|---------|------|---------------------|-------------------------|----------|----------|------------------|-------|
|         |      | Officer Baker       | *1 MVI-Wooster@14:08:46 | 1 min    | Arrest   | 08/09/2016 14:57 |       |
|         |      | Officer Baker       | *1 MVI-Wooster@14:08:46 | 0 min    | Arrest   | 06/16/2016 14:30 |       |
|         |      | Officer Baker       | *1 MVI-Wooster@14:08:46 | 0 min    | Arrest   | 06/16/2016 14:29 |       |
|         |      | *1 Wooster@20:22:32 | *1 Prozman2@20:08:39    | 3 min    | Arrest   | 10/16/2015 20:01 |       |
|         |      | *1 Wooster@20:22:32 | *1 Prozman2@20:08:39    | 1 min    | Arrest   | 10/16/2015 20:00 |       |
|         |      | *1 Wooster@20:22:32 | Unit 1                  | 4 min    | Arrest   | 10/05/2015 12:15 |       |

The example above shows the default columns for the Video Search Results page. If desired, your agency can customize this screen, as described in “Customizing the Video Search Results Page” on page 160.





The other components of the Video Search Results page are described in the table below and on the next page.

| Navigation Buttons  |   |
|---|---|
| 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.                  |
|  | First Page/Last Page. Used to advance to the first page or last page of the search results, respectively. |

If the navigation buttons are grayed out, it indicates that there is only one page of search results.

| Quick Search Icon*  |  |
|---|--|
|  | <p>A toggle switch used to display or collapse a row of search fields. You can use these fields to narrow your search results even further (i.e., perform a “search within a search”). See <i>Quick Search Fields</i> below.</p> <p>This icon only displays after you perform a <i>Basic</i> search.</p> |
| Quick Search Fields*  |  |
| Search Field  | Description  |
| Owner   | Limits your search to those videos that are owned by a particular officer. For more information, see <i>Owner</i> in the table on page 29. <i>Select this value from the drop-down list.</i>   |
| DVR Name  | Limits your search to those videos that were recorded by a specific DVR unit. For more information, see <i>DVR Name</i> in the table on page 30. <i>Select this value from the drop-down list.</i>   |
| Category  | Limits your search to those videos that fall within a selected category. For more information, see <i>Category</i> in the table on page 30. <i>Select this value from the drop-down list.</i>  |
| Video Start   | Limits your search to those videos that began recording on a specified date. <i>Select this date from the calendar popup OR enter directly in mm/dd/yyyy format.</i>   |
| Default Video Information   |  |
| Column  | Description  |
| Details   | The View Video Details icon. Used to open the Video Details page.  |
| Play  | A thumbnail image of the video. Used to launch the Flashback Player and watch the video (online videos only) or display a larger view of the Body Worn snapshot.   |
| Owner   | The name of the officer who owns this video. For more information, see <i>Owner</i> in the table on page 29.   |
| DVR Name  | The name of the DVR unit on which this video was recorded. For more information, see <i>DVR Name</i> in the table on page 30.  |
| Duration  | The video’s length, in minutes. If the word “Image” displays in this field rather than a number, it indicates that this record is a <i>BodyVISION</i> or <i>BWX-100</i> snapshot.  |
| Category  | The category assigned to this video. For more information, see <i>Category</i> in the table on page 30.  |

\* Basic Search only.

| Default Video Information (cont'd)  |  |
|---|--|
| Column  | Description  |
| Video Start   | The date and time at which this video began recording. Displays in mm/dd/yyyy hh:mm time format.   |
| Notes   | <p>Status icons used to provide details on each video.</p> <p> The video file has been tagged by a user. For more information, see “Tagging” on page 44.</p> <p> The video file is <i>online</i>. This means that all of the file’s information is currently available for viewing on the DEF server. If this icon does <i>not</i> display, it indicates that the video is offline.</p> <p> The video file belongs to a video group. For more information, see “Viewing a Video’s Group Information” on page 36.</p> <p> The video record includes one or more snapshot still images. <i>Applies to Body Worn videos only.</i></p> |
| Custom Video Information  |  |
| If your agency has chosen to customize the Video list, some of the following columns may also appear. |  |
| Column  | Description  |
| System ID   | The unique identification number that the system assigned to this video.   |
| DVR Officer Name  | The name of the officer who was logged into the DVR at the time this video was recorded. This person may or may not be the same as the video <i>Owner</i> . If no one was logged into the DVR at the time of the recording, the system will assign a default DVR Officer Name of <b>*1 No name@[time at which default officer name was created]</b>  |
| DVR Type  | The type of DVR that captured this video: <ul style="list-style-type: none"> <li>▪ <i>Vehicle</i>. A Flashback DVR that is installed inside a vehicle, such as a police cruiser.</li> <li>▪ <i>Body Worn</i>. A BodyVISION or BWX-100 Body Worn camera.</li> <li>▪ <i>VieVu</i>. A VIEVU Body Worn camera.</li> </ul>  |
| Incident #  | The agency incident number associated with this video.   |
| Ingest Date   | The date and time at which this video file transmitted to the server from the DVR unit. Displays in mm/dd/yyyy hh:mm format.   |
| Record Trigger  | The event that caused your Flashback DVR to start recording. For a list of record triggers, see page 32.   |
| Video End   | The date and time at which this video stopped recording. Displays in mm/dd/yyyy hh:mm format.  |

| Available Actions |  |
|-------------------|--|
| Action            | Description  |
| New Search        | Return to the Search Video page and clear the search form.   |
| Back to Video     | Display the Video Details of the last video you viewed or played, if applicable. If you have not viewed or played a video since you logged on, this action will not display. |

## Displaying a Video

This section describes how to view the Details page for a selected video. Typically, you have access to *your* videos and any *public* videos. If you have the *Edit All Data* and/or *Edit Private Data* permissions, you will have access to other videos as well.

For instructions on displaying a *BodyVISION* or *BWX-100* snapshot file, see “Displaying a Snapshot” on page 44 instead.

- 1 Perform a basic or advanced search, as described in “Searching for Videos” on page 16.

The Video Search Results page displays.



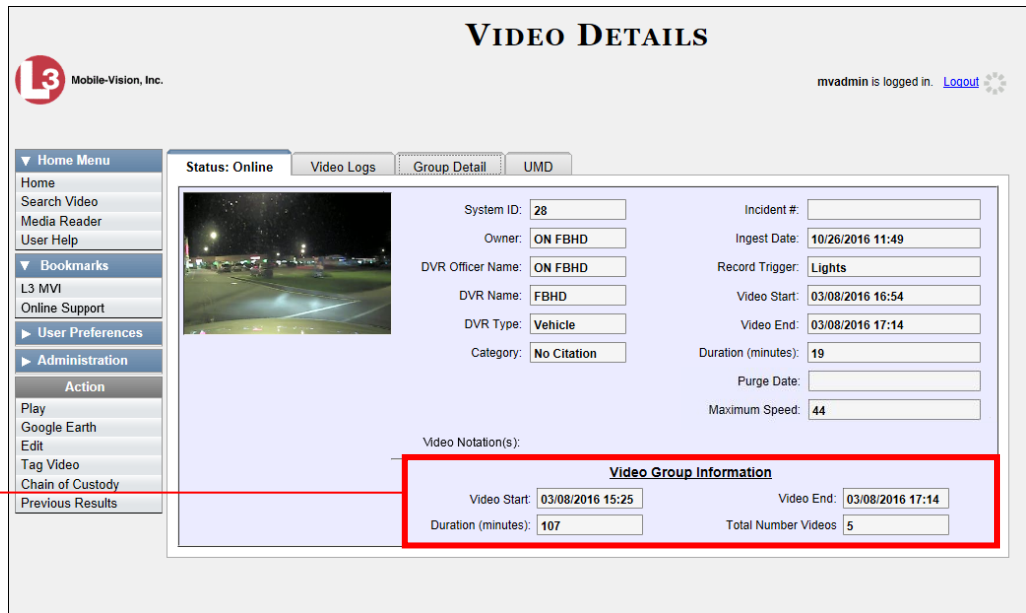
**VIDEO SEARCH RESULTS**

Mobile-Vision, Inc. Sergeant Zalewski is logged in. [Logout](#)

| Home Menu        |                                | Videos |                     |                                 |          |             |                  |       |
|------------------|--------------------------------|--------|---------------------|---------------------------------|----------|-------------|------------------|-------|
| Home             | Page 1 of 4 (20 total records) |        |                     |                                 |          |             |                  |       |
| Search Video     | Details                        | Play   | Owner               | DVR Name                        | Duration | Category    | Video Start      | Notes |
| Media Reader     |                                |        | *1 No Name@18:33:28 | *1 MVI-Wooster@14:08:46         | 1 min    | Body Worn   | 08/09/2016 14:57 |       |
| User Help        |                                |        | *1 Wooster@20:22:32 | Unit 1                          | 0 min    | No Citation | 07/25/2016 16:05 |       |
| Bookmarks        |                                |        | *1 No Name@18:33:28 | *1 MVI-Wooster@14:08:46         | 0 min    | Body Worn   | 06/16/2016 14:30 |       |
| L3 MVI           |                                |        | *1 No Name@18:33:28 | *1 MVI-Wooster@14:08:46         | 0 min    | Body Worn   | 06/16/2016 14:29 |       |
| Online Support   |                                |        | *1 Wooster@20:22:32 | Unit 1                          | 1 min    | No Citation | 04/13/2016 07:46 |       |
| User Preferences |                                |        | *1 No Name@18:33:28 | *1 *1 No Number@16:06:04@14:08: | 0 min    | Body Worn   | 02/17/2016 16:25 |       |
| Administration   |                                |        |                     |                                 |          |             |                  |       |
| Action           |                                |        |                     |                                 |          |             |                  |       |
| New Search       |                                |        |                     |                                 |          |             |                  |       |
| Back to Video    |                                |        |                     |                                 |          |             |                  |       |

- 2 Click the Details icon to the left of the video you wish to view. The Video Details page displays.

This section only displays for longer videos that the system subdivided into 2 or more files



**VIDEO DETAILS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

▼ Home Menu  
Home  
Search Video  
Media Reader  
User Help

▼ Bookmarks  
L3 MVI  
Online Support

► User Preferences

► Administration

Action

Play  
Google Earth  
Edit  
Tag Video  
Chain of Custody  
Previous Results

Status: Online | Video Logs | **Group Detail** | UMD

System ID: 28 | Incident #: |  
 Owner: ON FBHD | Ingest Date: 10/26/2016 11:49  
 DVR Officer Name: ON FBHD | Record Trigger: Lights  
 DVR Name: FBHD | Video Start: 03/08/2016 16:54  
 DVR Type: Vehicle | Video End: 03/08/2016 17:14  
 Category: No Citation | Duration (minutes): 19  
 Purge Date: | Maximum Speed: 44

Video Notation(s):

**Video Group Information**

Video Start: 03/08/2016 15:25 | Video End: 03/08/2016 17:14  
 Duration (minutes): 107 | Total Number Videos: 5

The information on the Video Details page is described below.

| Status Tab |  |
|------------|--|
| Field      | Description  |
| System ID  | The unique identification number that the system assigned to this video.   |
| Owner      | <p>The name of the officer who owns this video. By default, the owner of a video file is the officer who was logged into the DVR unit during the recording.</p> <p>If an owner name starts with <b>*1</b>, it means that it was auto-created by the system. There are two scenarios in which the system will auto-create an owner:</p> <ol style="list-style-type: none"> <li>1. An officer logs into a DVR using a User ID that does not reside on the server. After transmission occurs, the system recognizes that the User ID does not match any existing records in the database, and so it creates a new owner name using the following naming convention: <b>*1 [DVR login name] @ [date/time]</b>. This name will display in the video's <i>Owner</i> field. <b>Note:</b> When officers login to their DVRs using a DVR Login Key, it eliminates the possibility of typos, thus reducing the number of <b>*1</b> Owners that are auto-created by the system.</li> <li>2. The Record feature on the DVR is activated when no officer is logged into the DVR. In this instance, the system will assign a default owner of <b>*1 No Name@ [time at which default officer name was created]</b> to any videos that were recorded during that session.</li> </ol> <p><i>(Continued)</i></p> |

| Status Tab (cont'd) |  |
|---------------------|--|
| Field               | Description  |
| Owner (cont'd)      | If necessary, you can reassign a *1 video to its proper owner, as described in “Reassigning Video to a Different Officer” on page 83.  |
| DVR Officer Name    | The name of the officer who was logged into the DVR at the time this video was recorded. This person may or may not be the same as the video <i>Owner</i> . If no one was logged into the DVR at the time of the recording, the system will assign a default DVR Officer Name of <b>*1 No name@[time at which default officer name was created]</b> .  |
| DVR Name            | <p>The name of the DVR unit that recorded this video. Flashback DVRs are typically associated with a vehicle, such as a police cruiser (e.g., unit 146).</p> <p>If the DVR is a <i>Flashback</i>, <b>Vehicle</b> or <b>Interview Room</b> will display here. If the DVR is a <i>VIEVU</i>, <b>VieVu</b> will display. If the DVR is a <i>BodyVISION</i> or <i>BWX-100</i>, <b>Body Worn</b> will display.</p> <p>If the DVR is <i>newly discovered</i> * and has a name that is identical to an existing DVR on the server, the system will give the newly discovered DVR a suffix of <b>@[DVR serial number]</b>. When you see this naming convention, it means that there is a potential conflict between a new and existing DVR record. To resolve such a conflict, see “Resolving Naming Conflicts” in chapter 5.</p> <p>Some DVR records are entered by your SIS or System Administrator (typical), and some are created automatically by the system.</p> |
| DVR Type            | <p>The type of DVR that captured this video:</p> <ul style="list-style-type: none"> <li>▪ <i>Vehicle</i>. A DVR that is installed inside a vehicle.</li> <li>▪ <i>Body Worn</i>. A <i>BodyVISION</i> or <i>BWX-100</i> Body Worn camera.</li> <li>▪ <i>VieVu</i>. A <i>VIEVU</i> Body Worn camera.</li> </ul>  |
| Category            | <p>The category assigned to this video. A video’s category determines the order in which it transmits to the server. Videos will transmit in the order in which they are listed on the <b>Categories</b> tab, as pictured on the next page.</p> <p><i>(Continued)</i></p>  |


\* A DVR that has been in communication with the server for the first time



| Status Tab (cont'd)            |  |                  |                |          |  |  |                                |  |  |  |  |             |               |        |                |  |             |                 |         |      |          |          |                  |         |      |          |        |                 |         |      |         |        |                  |         |      |         |       |                 |         |      |         |
|--------------------------------|--|------------------|----------------|----------|--|--|--------------------------------|--|--|--|--|-------------|---------------|--------|----------------|--|-------------|-----------------|---------|------|----------|----------|------------------|---------|------|----------|--------|-----------------|---------|------|---------|--------|------------------|---------|------|---------|-------|-----------------|---------|------|---------|
| Field                          | Description  |                  |                |          |  |  |                                |  |  |  |  |             |               |        |                |  |             |                 |         |      |          |          |                  |         |      |          |        |                 |         |      |         |        |                  |         |      |         |       |                 |         |      |         |
| Category (cont'd)              | <div style="border: 1px solid gray; padding: 5px;"> <p style="text-align: center;">Precinct   System   Security   <b>Video</b>   Modules   DVR Firmware</p> <p>Videos</p> <p style="border: 2px solid red; display: inline-block; padding: 2px;">Categories</p>   Notations <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Video Categories</th> </tr> <tr> <th colspan="5" style="text-align: center;">Page 1 of 2 (21 total records)</th> </tr> <tr> <th>Description</th> <th>Day(s) Online</th> <th>In Use</th> <th colspan="2">Backup Enabled</th> </tr> </thead> <tbody> <tr> <td>No Citation</td> <td>transmits first</td> <td>30 days</td> <td>true</td> <td>Disabled</td> </tr> <tr> <td>Citation</td> <td>transmits second</td> <td>30 days</td> <td>true</td> <td>Disabled</td> </tr> <tr> <td>Search</td> <td>transmits third</td> <td>90 days</td> <td>true</td> <td>Enabled</td> </tr> <tr> <td>Arrest</td> <td>transmits fourth</td> <td>90 days</td> <td>true</td> <td>Enabled</td> </tr> <tr> <td>Other</td> <td>transmits fifth</td> <td>90 days</td> <td>true</td> <td>Enabled</td> </tr> </tbody> </table> </div> <p>A video's category also determines its <i>online life</i>. You can assign a number of online days to each category, as described in "Maintaining Video Categories" on page 113. If an option called <i>Strict Purger</i> is selected, then after a video reaches its category's predetermined age, the system will automatically purge that file from DEF. If the <i>Strict Purger</i> option is <i>not</i> selected, the system will purge a video from DEF after <b>two</b> conditions are met: 1) the video reaches its category's predetermined age, and 2) the server needs the extra disk space to store other, higher priority data. However, you can also assign categories back at the precinct after you've logged onto the server, as described in "Changing a Video's Category" on page 60. The default video categories that you can assign to a video are: <i>No Citation</i>, <i>Citation</i>, <i>Search</i>, <i>Arrest</i>, <i>Other 1 – 5</i>. You have the option of customizing these default category names to meet your agency's needs, as described in "Maintaining Video Categories" on page 113.</p> <p>The following categories are assigned automatically by DEF:</p> <ul style="list-style-type: none"> <li>▪ <i>Interrupted Recording</i>. A recording session was interrupted because the SD card (Flashback3/Flashback HD) or CF card (Flashback1/Flashback2) was full.</li> <li>▪ <i>Background Mode</i>. A recording session occurred when the background Mode option was set to ON. When Background Mode is on, it means that the DVR records continuously whenever the vehicle's ignition is on, and for X* number of minutes after the ignition is turned off.</li> <li>▪ <i>Power Failure</i>. A recording session was interrupted after a power failure occurred.</li> <li>▪ <i>Firmware Upgrade</i>. An officer requested a DVR firmware upgrade in the middle of a recording session (highly unlikely scenario).</li> </ul> <p>(Continued)</p> | Video Categories |                |          |  |  | Page 1 of 2 (21 total records) |  |  |  |  | Description | Day(s) Online | In Use | Backup Enabled |  | No Citation | transmits first | 30 days | true | Disabled | Citation | transmits second | 30 days | true | Disabled | Search | transmits third | 90 days | true | Enabled | Arrest | transmits fourth | 90 days | true | Enabled | Other | transmits fifth | 90 days | true | Enabled |
| Video Categories               |  |                  |                |          |  |  |                                |  |  |  |  |             |               |        |                |  |             |                 |         |      |          |          |                  |         |      |          |        |                 |         |      |         |        |                  |         |      |         |       |                 |         |      |         |
| Page 1 of 2 (21 total records) |  |                  |                |          |  |  |                                |  |  |  |  |             |               |        |                |  |             |                 |         |      |          |          |                  |         |      |          |        |                 |         |      |         |        |                  |         |      |         |       |                 |         |      |         |
| Description                    | Day(s) Online  | In Use           | Backup Enabled |          |  |  |                                |  |  |  |  |             |               |        |                |  |             |                 |         |      |          |          |                  |         |      |          |        |                 |         |      |         |        |                  |         |      |         |       |                 |         |      |         |
| No Citation                    | transmits first  | 30 days          | true           | Disabled |  |  |                                |  |  |  |  |             |               |        |                |  |             |                 |         |      |          |          |                  |         |      |          |        |                 |         |      |         |        |                  |         |      |         |       |                 |         |      |         |
| Citation                       | transmits second   | 30 days          | true           | Disabled |  |  |                                |  |  |  |  |             |               |        |                |  |             |                 |         |      |          |          |                  |         |      |          |        |                 |         |      |         |        |                  |         |      |         |       |                 |         |      |         |
| Search                         | transmits third  | 90 days          | true           | Enabled  |  |  |                                |  |  |  |  |             |               |        |                |  |             |                 |         |      |          |          |                  |         |      |          |        |                 |         |      |         |        |                  |         |      |         |       |                 |         |      |         |
| Arrest                         | transmits fourth   | 90 days          | true           | Enabled  |  |  |                                |  |  |  |  |             |               |        |                |  |             |                 |         |      |          |          |                  |         |      |          |        |                 |         |      |         |        |                  |         |      |         |       |                 |         |      |         |
| Other                          | transmits fifth  | 90 days          | true           | Enabled  |  |  |                                |  |  |  |  |             |               |        |                |  |             |                 |         |      |          |          |                  |         |      |          |        |                 |         |      |         |        |                  |         |      |         |       |                 |         |      |         |

\* Where X = the Ignition Timer setting. For more information, see "Programming the Ignition Timer" in your Flashback User's Guide.

| Status Tab (cont'd)  |   |
|----------------------|---|
| Field                | Description   |
| Category<br>(cont'd) | <ul style="list-style-type: none"> <li>▪ <i>Card Format.</i> An officer began formatting the DVR's SD card (Flashback3/FlashbackHD) or CF card (Flashback2) in the middle of a recording session (highly unlikely scenario).</li> <li>▪ <i>Corrupt QBX.</i> The system detected a possible file corruption in a Flashback2, Flashback3, FlashbackHD, or <i>BodyVISION</i> video (highly unlikely scenario).</li> <li>▪ <i>Crash Battery Died.</i> The CrashBat battery failed during a recording session. The CrashBat is an optional piece of hardware used to trigger the RECORD function after a car crash occurs.</li> <li>▪ <i>Aggressive Driving.</i> The optional "Aggressive Driving" add-on detected aggressive driving in the officer's vehicle during a recording session. The Aggressive Driving module includes both a hardware and firmware component. If you are interested in purchasing this product, please contact Mobile-Vision Sales at 1-800-336-8475.</li> <li>▪ <i>VieVu.</i> The video was captured using a VIEVU Body Worn camera.</li> <li>▪ <i>Body Worn.</i> The video was captured using a <i>BodyVISION</i> or BWX-100 Body Worn camera.</li> <li>▪ <i>Interview.</i> The video was captured using a Flashback installed in an Interview Room.</li> <li>▪ <i>Unknown.</i> A recording session was interrupted after an unrecognized event occurred, that is, an event that did not fall into any of the other system-assigned categories.</li> <li>▪ <i>Non Playable.</i> A problem occurred during the recording process or video ingestion process that rendered the video unplayable.</li> <li>▪ <i>Purged.</i> The system re-characterized a video as "restorable" after it reached the end of its online lifecycle. This occurs when the <i>Enable Re-categorization of Media on Delete</i> checkbox on the <b>Life-Cycle</b> tab is selected.</li> </ul> <p><b>Note:</b> System-assigned categories cannot be changed.</p> |
| Incident #           | The agency incident number associated with this video.  |
| Ingest Date          | The date and time at which this video file was transmitted to the server from the DVR unit. Displays in mm/dd/yyyy hh:mm format.  |
| Record Trigger       | <p>The event that caused your Flashback DVR to start recording. Record triggers include:</p> <ul style="list-style-type: none"> <li>▪ <i>Auxiliary 1.</i> The CrashBat crash detector or other device detected an event, such as a vehicle crash. Automatic trigger.</li> <li>▪ <i>Auxiliary 2.</i> A secondary device registered an event, such as the opening of a vehicle door. Automatic trigger.</li> </ul> <p><i>(Continued)</i></p>  |

| Status Tab (cont'd)      |   |
|--------------------------|---|
| Field                    | Description   |
| Record Trigger (cont'd)  | <ul style="list-style-type: none"> <li>▪ <i>Lights</i>. An officer turned the vehicle's emergency lights on. Automatic trigger.</li> <li>▪ <i>Microphone 1</i>. An officer activated the <i>Record</i> switch on the wireless mic that's plugged into the Flashback's VLP 1 port. Manual trigger.</li> <li>▪ <i>Microphone 2</i>. An officer activated the <i>Record</i> switch on the wireless mic that's plugged into the Flashback's VLP 2 port. Manual trigger.</li> <li>▪ <i>Record button</i>. An officer pressed the  button on the Flashback monitor, DVR, or Vehicle Viewer screen. Manual trigger.</li> <li>▪ <i>Siren</i>. An officer turned the vehicle's siren on. Automatic trigger.</li> <li>▪ <i>Speed</i>. The vehicle reached a pre-defined rate of speed. You set the rate of speed through the DVR menu, as described in "Turning the Speed Trigger On/Off" in your Flashback User's Guide.</li> </ul> |
| Video Start              | The date and time at which the DVR began recording this video. Displays in mm/dd/yyyy hh:mm format.   |
| Video End                | The date and time at which the DVR stopped recording this video. Displays in mm/dd/yyyy hh:mm format.   |
| Duration (minutes)       | The length of this video, rounded down to the nearest minute. If the word "Image" displays in this field, it indicates that this record is a <i>BodyVISION</i> or BWX-100 snapshot.   |
| Purge Date               | The date on which the video is scheduled to be removed (i.e., purged) from the DEF server.  |
| Maximum Speed            | The highest vehicle speed that was reached during this Flashback recording. If you do not have the <i>Display MAX Speed</i> permission, this field will not display. If the video was recorded by a Body Worn camera, this field will not display.  |
| Video Group Information* |   |
| Field                    | Description   |
| Video Start              | The date and time at which the DVR began recording the <i>first</i> video in this group. Displays in mm/dd/yyyy hh:mm format.   |
| Video End                | The date and time at which the DVR stopped recording the <i>last</i> video in this group. Displays in mm/dd/yyyy hh:mm format.  |

(Continued)

\* This section only displays if the video is part of a Video Group.

| Status Tab (cont'd)              |   |
|----------------------------------|---|
| Video Group Information (cont'd) |   |
| Field                            | Description   |
| Duration (minutes)               | The length of this group, in minutes (i.e., the sum of minutes for all the videos in the group).  |
| Total Number Videos              | The total number of video files in this group.  |
| Available Actions                |   |
| Action                           | Description   |
| Play                             | Play the video. For more information, see “Playing a Video” on page 49.   |
| Google Earth                     | If you have the Google Earth application installed on your PC, this option will display an aerial view of a video’s route and its tracepoints, if applicable.<br><br>If you do <i>not</i> have Google Earth installed on your PC, this action will not display. For more information, see “Viewing a Video in Google Earth” on page 38. |
| Edit                             | Change the category, user metadata, and/or video notations associated with this video. For more information, see “Changing a Video’s Category” on page 60, “Adding Predefined User Metadata to a Media File” on page 62, and/or “Adding Predefined Video Notations to a Media File” on page 63.   |
| Tag Video/<br>Untag Video        | <b>Tag:</b> Add extra days to the video’s on-line life. The specific number of days depends on your system settings. For more information, see “Tagging a Video” on page 64.<br><br><b>Untag:</b> Remove the “tagged” flag from a video. For more information, see “Untagging a Video” on page 65.                                      |
| Chain of Custody                 | Generate a Chain of Custody report for this video. For more information, see “Generating a Chain of Custody Report for a Media File” on page 66.  |
| Previous Results                 | Return to the previous Video Search Results page.   |
| Back to Video                    | Return to the last video that you viewed. If you have not viewed a video since you logged on, this action will not display.   |

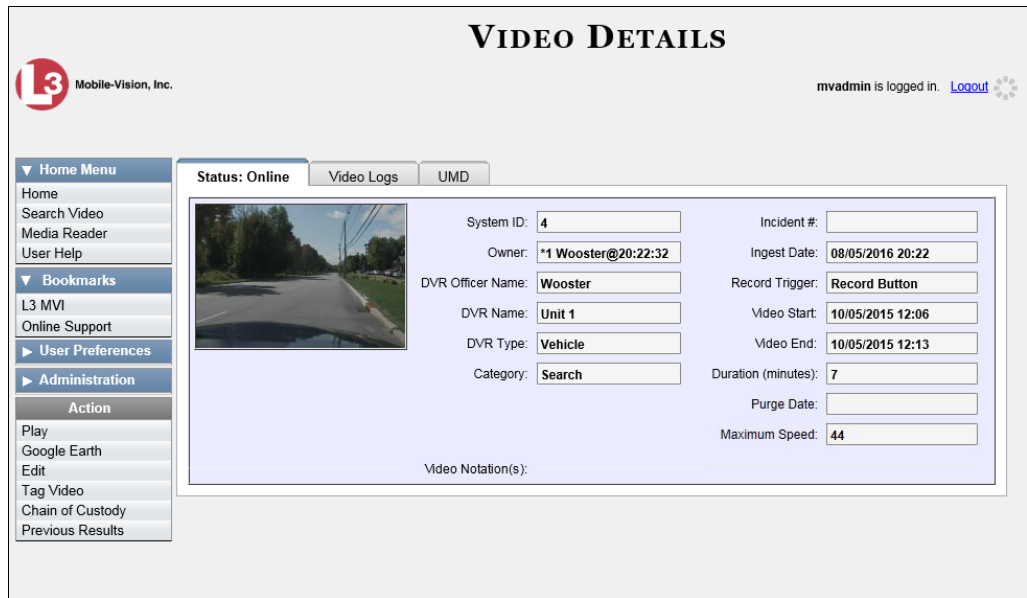
To view other information associated with this video, see:

- Viewing a Video’s Logs, page 77, beginning with step 2
- Viewing a Video’s User Metadata, next page, beginning with step 2
- Viewing a Video’s Group Information, page 36, beginning with step 2
- Viewing a Video in Google Earth, page 38, beginning with step 2
- Viewing a Video’s Snapshots, page 40, beginning with step 2.

## Viewing a Video's User Metadata

This section describes how to view the user metadata (UMD) that is saved as part of a video or snapshot's record. UMD refers to custom data fields that are used to notate a video or snapshot. For instructions on adding/updating UMD fields, see "Maintaining User Metadata" on page 89.

- 1 Search for and display the video you wish to view. (If necessary, review "Displaying a Video" on page 28.) The Video Details page displays.



**VIDEO DETAILS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

▼ Home Menu  
Home  
Search Video  
Media Reader  
User Help

▼ Bookmarks  
L3 MVI  
Online Support

► User Preferences

► Administration

Action  
Play  
Google Earth  
Edit  
Tag Video  
Chain of Custody  
Previous Results

Status: Online Video Logs UMD

System ID:  Incident #:

Owner:  Ingest Date:

DVR Officer Name:  Record Trigger:

DVR Name:  Video Start:

DVR Type:  Video End:

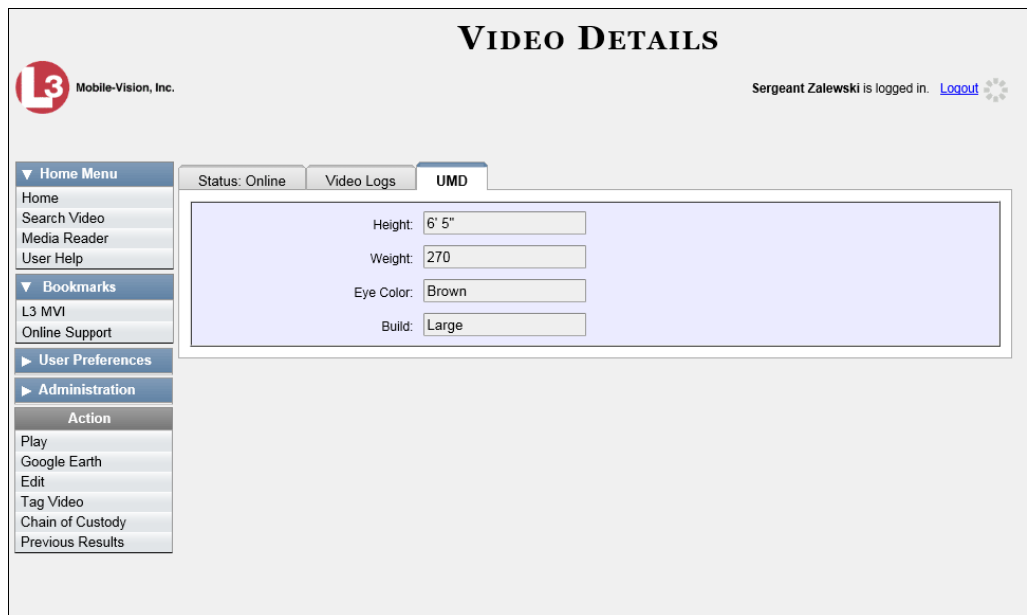
Category:  Duration (minutes):

Purge Date:

Maximum Speed:

Video Notation(s):

- 2 Click the **UMD** tab. The UMD form displays.



**VIDEO DETAILS**

Mobile-Vision, Inc. Sergeant Zalewski is logged in. [Logout](#)

▼ Home Menu  
Home  
Search Video  
Media Reader  
User Help

▼ Bookmarks  
L3 MVI  
Online Support

► User Preferences

► Administration

Action  
Play  
Google Earth  
Edit  
Tag Video  
Chain of Custody  
Previous Results

Status: Online Video Logs UMD

Height:

Weight:

Eye Color:

Build:

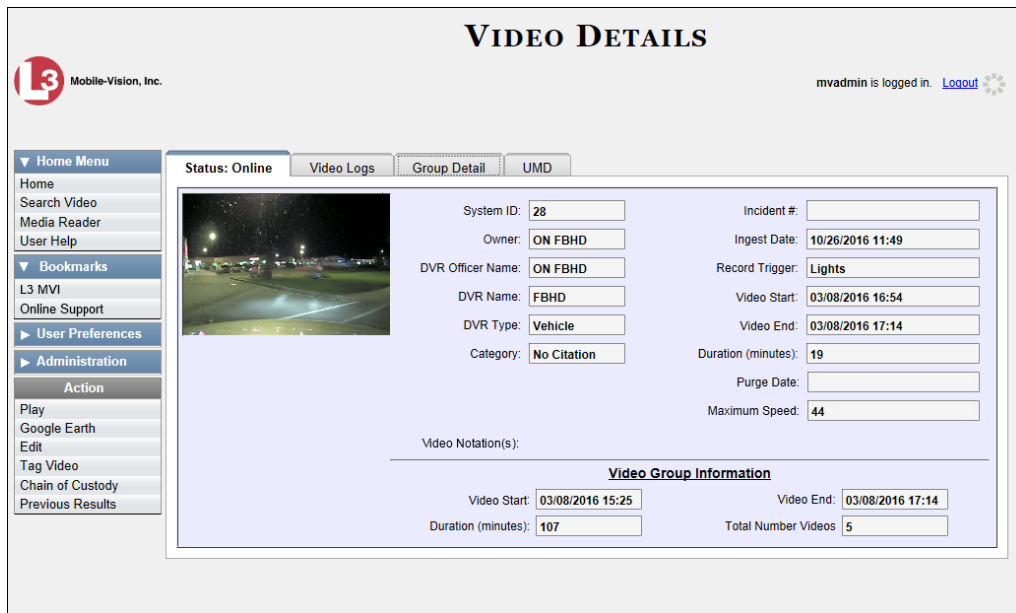
Because UMD data is custom-defined by each agency, your screen view may differ from the example on the previous page.

## Viewing a Video's Group Information

Flashback videos cannot be any larger than one gigabyte in size. If an original video is too big, the system will automatically subdivide it into multiple video files. If you see a **Group Detail** tab on the Video Details page, it indicates that the DVR divided the original video file into two or more files.

- 1 Search for and display the video you wish to view. (If necessary, review “Displaying a Video” on page 28.)

The Video Details page displays.



**VIDEO DETAILS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

▼ Home Menu  
Home  
Search Video  
Media Reader  
User Help

▼ Bookmarks  
L3 MVI  
Online Support

► User Preferences

► Administration

Action

Play  
Google Earth  
Edit  
Tag Video  
Chain of Custody  
Previous Results

Status: Online Video Logs **Group Detail** UMD

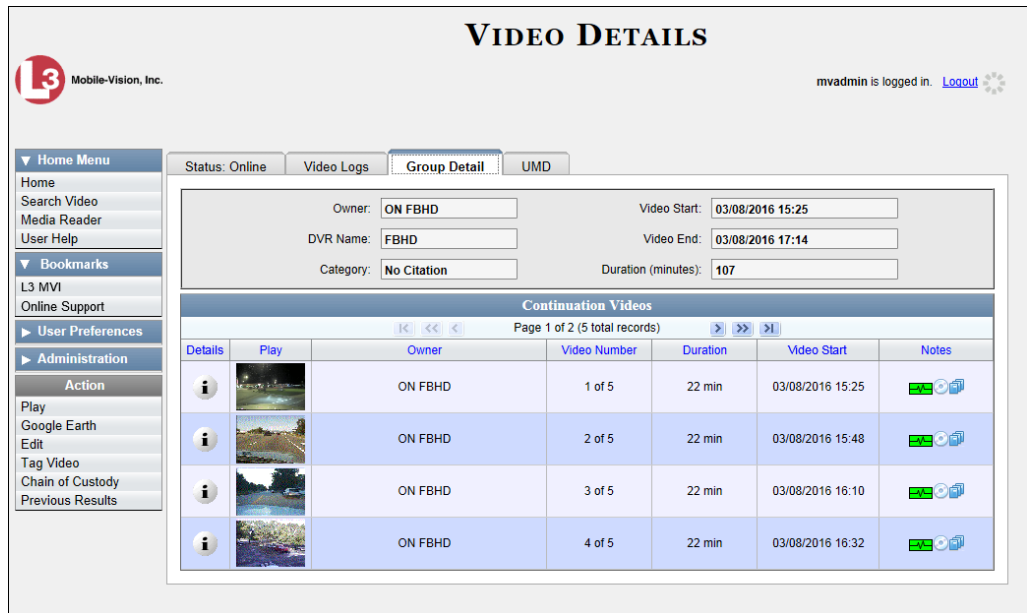
System ID: 28 Incident #:   
Owner: ON FBHD Ingest Date: 10/26/2016 11:49  
DVR Officer Name: ON FBHD Record Trigger: Lights  
DVR Name: FBHD Video Start: 03/08/2016 16:54  
DVR Type: Vehicle Video End: 03/08/2016 17:14  
Category: No Citation Duration (minutes): 19  
Purge Date:   
Maximum Speed: 44

Video Notation(s):

**Video Group Information**

Video Start: 03/08/2016 15:25 Video End: 03/08/2016 17:14  
Duration (minutes): 107 Total Number Videos: 5

- 2 Click the **Group Detail** tab. Details for the Video Group display.



**VIDEO DETAILS**

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Status: Online | Video Logs | **Group Detail** | UMD

Owner: ON FBHD | Video Start: 03/08/2016 15:25  
 DVR Name: FBHD | Video End: 03/08/2016 17:14  
 Category: No Citation | Duration (minutes): 107

**Continuation Videos**  
 Page 1 of 2 (5 total records)

| Details | Play | Owner   | Video Number | Duration | Video Start      | Notes |
|---------|------|---------|--------------|----------|------------------|-------|
|         |      | ON FBHD | 1 of 5       | 22 min   | 03/08/2016 15:25 |       |
|         |      | ON FBHD | 2 of 5       | 22 min   | 03/08/2016 15:48 |       |
|         |      | ON FBHD | 3 of 5       | 22 min   | 03/08/2016 16:10 |       |
|         |      | ON FBHD | 4 of 5       | 22 min   | 03/08/2016 16:32 |       |

The fields on the **Group Detail** tab are described below.

| Group Detail Tab   |   |
|--------------------|---|
| Field              | Description   |
| Owner              | The name of the officer who created the original full-length video. For more information, see <i>Owner</i> in the table on page 29. |
| DVR Name           | The name of the DVR that recorded the original full-length video. For more on DVRs, see <i>DVR Name</i> in the table on page 30.    |
| Category           | The video category assigned to the original full-length video. For a description of this field's values, see page 30.               |
| Video Start        | The date and time at which the DVR began recording the original full-length video. Displays in mm/dd/yyyy hh:mm format.             |
| Video End          | The date and time at which the DVR stopped recording the original full-length video. Displays in mm/dd/yyyy hh:mm format.           |
| Duration (minutes) | The length of the original video, in minutes. This is the sum of all minutes for all videos in the group.                           |

(Continued)

| Group Detail Tab (cont'd) |   |
|---------------------------|---|
| Column                    | Description   |
| Details                   | The Video Details icon. Used to open the Video Details page for this video segment.   |
| Play                      | A thumbnail image of the video segment. Used to launch the Flashback Player and watch this video segment.   |
| Owner                     | The name of the officer who owns this video. When the system divides the original video file into multiple files, it gives each file the same owner as the original file.   |
| Video Number              | The sequence of this video segment in the total group. For example, <b>2 of 6</b> means that this is the second video in a group of six.  |
| Duration                  | The length of this video segment, in minutes.   |
| Video Start               | The date and time at which this segment of the video began recording. Displays in mm/dd/yyyy hh:mm format.  |
| Notes                     | Status icons used to provide details on each video. When the system divides the original video file into multiple files, it gives each file the same status icons as the original. For a description of each icon, see page 27. |

## Viewing a Video in Google Earth


This section describes how to use the Google Earth application to display an aerial view of a video's route and its tracepoints, if applicable. 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:  
<http://www.google.com/earth/download/ge/agree.html>

- 1 Search for and display the video you wish to view in Google Earth. (If necessary, review "Displaying a Video" on page 28.)

The Video Details page displays.



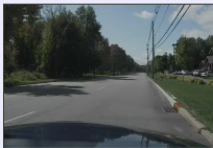


## VIDEO DETAILS

mvadmin is logged in. [Logout](#)

- ▼ Home Menu
- Home
- Search Video
- Media Reader
- User Help
- ▼ Bookmarks
- L3 MVI
- Online Support
- ▶ User Preferences
- ▶ Administration
- Action
- Play
- Google Earth
- Edit
- Tag Video
- Chain of Custody
- Previous Results

Status: Online
Video Logs
UMD



|   |  |
|---|--|
| System ID: <input type="text" value="4"/>               | Incident #: <input type="text"/>                             |
| Owner: <input type="text" value="*1 Wooster@20:22:32"/> | Ingest Date: <input type="text" value="08/05/2016 20:22"/>   |
| DVR Officer Name: <input type="text" value="Wooster"/>  | Record Trigger: <input type="button" value="Record Button"/> |
| DVR Name: <input type="text" value="Unit 1"/>           | Video Start: <input type="text" value="10/05/2015 12:06"/>   |
| DVR Type: <input type="text" value="Vehicle"/>          | Video End: <input type="text" value="10/05/2015 12:13"/>     |
| Category: <input type="text" value="Search"/>           | Duration (minutes): <input type="text" value="7"/>           |
|   | Purge Date: <input type="text"/>                             |
|   | Maximum Speed: <input type="text" value="44"/>               |


Video Notation(s):

2 Go to the **Action** column and click **Google Earth**.\*

⇒ If a popup message displays, proceed to the next step.

⇒ If an aerial view of the video's route displays in red, skip to step 4.

3 Click **Open**. After a pause of a few seconds to a few minutes, an aerial view of the video's route displays in red.




Note that the beginning and end of the video route are marked by a green and red thumbtack icon, respectively.

\* If Google Earth does not display, it indicates that you either lack the proper permissions to perform this task or you do not have the Google Earth application installed on your PC.

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Safe Fleet Mobile-Vision • 7.29.2019

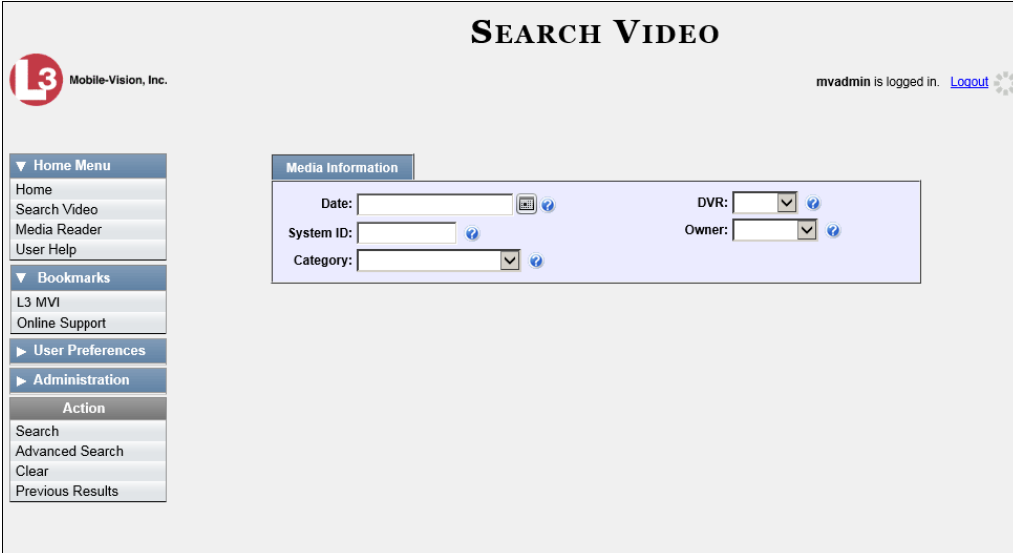
Page | 39


- 4 To reposition the map and/or zoom in or out, use the Google Earth controls provided. For information on other Google Earth functions and features, refer to the Google Earth documentation.
- 5 When you are ready to exit Google Earth, click the  in the upper right corner of the window, then click **Discard**.

## Viewing a Video's Snapshots


This section describes how to view the snapshot files that are associated with a particular *BodyVISION* or *BWX-100* record. If you wish to view the Details page for an individual snapshot, see “Displaying a Snapshot” on page 44 instead.

- 1 Go to  and click **Search Video**. The Search Video page displays.



- 2 Go to the  column and click **Advanced Search**.

### SEARCH VIDEO

 mvadmin is logged in. [Logout](#)

**Home Menu**

- Home
- Search Video
- Media Reader
- User Help

**Bookmarks**

- L3 MVI
- Online Support

**User Preferences**

**Administration**

**Action**

- Search
- Basic Search
- Clear
- Previous Results

Media Information

|                                  |  |
|----------------------------------|--|
| After Date: <input type="text"/> | Before Date: <input type="text"/>        |
| DVR: <input type="text"/>        | DVR Type: <input type="text"/>           |
| System ID: <input type="text"/>  | Owner: <input type="text"/>              |
| Category: <input type="text"/>   | Tagged: <input type="text"/>             |
| Status: <input type="text"/>     | Record Trigger: <input type="text"/>     |
| Latitude: <input type="text"/>   | Speed Greater Than: <input type="text"/> |
| Longitude: <input type="text"/>  | UMD: <input type="text"/>                |
| Incident #: <input type="text"/> |  |


- 3 Select **Body Worn** from the *DVR Type* drop-down list.
- 4 If desired, enter/select additional search criteria.
- 5 Go to the **Action** column and click **Search**. All *BodyVISION* and/or *BWX-100* videos that match your selection criteria display on the Video Search Results page.

### VIDEO SEARCH RESULTS

 Sergeant Zalewski is logged in. [Logout](#)

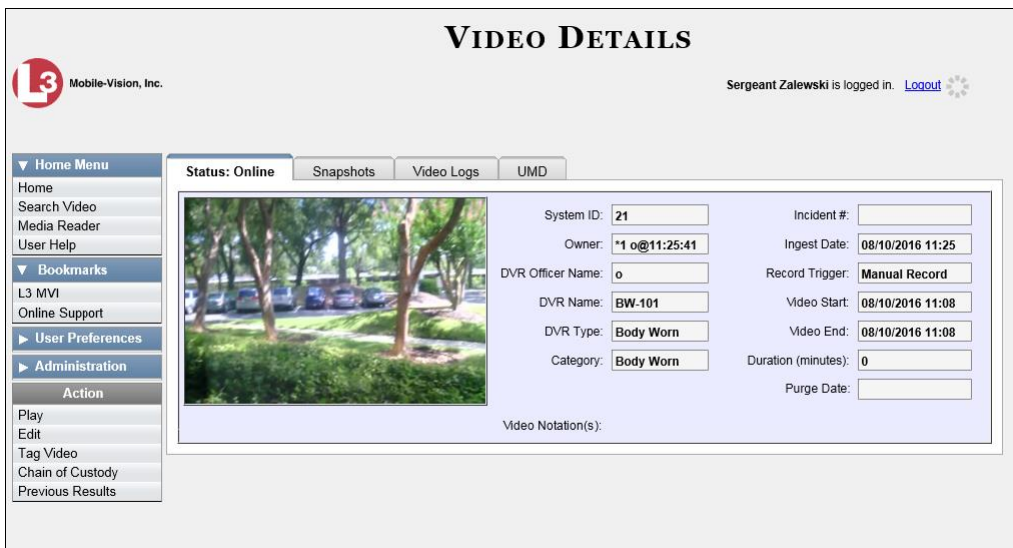
| Home Menu               |  | Videos  |   |               |                             |          |           |                     |   |
|-------------------------|--|---|---|---------------|-----------------------------|----------|-----------|---------------------|---|
| Home                    |  | Page 1 of 2 (9 total records)   |   |               |                             |          |           |                     |   |
| Search Video            |  | Details   | Play  | Owner         | DVR Name                    | Duration | Category  | Video Start         | Notes   |
| Media Reader            |  |  |  | *1 o@11:25:41 | BW-101                      | 1 min    | Body Worn | 08/10/2016<br>11:09 |   |
| User Help               |  |  |  | *1 o@11:25:41 | BW-101                      | 0 min    | Body Worn | 08/10/2016<br>11:08 |   |
| <b>Bookmarks</b>        |  |  |  | *1 o@11:25:41 | BW-101                      | 0 min    | Body Worn | 08/10/2016<br>11:07 |   |
| L3 MVI                  |  |  |  | Officer Baker | *1 MVI-<br>Wooster@14:08:46 | 0 min    | Body Worn | 08/09/2016<br>14:57 |    |
| Online Support          |  |  |  | Officer Baker | *1 MVI-<br>Wooster@14:08:46 | 1 min    | Body Worn | 06/16/2016<br>14:30 |    |
| <b>User Preferences</b> |  |  |  | Officer Baker | *1 MVI-<br>Wooster@14:08:46 | 0 min    | Body Worn | 06/16/2016<br>14:29 |    |
| <b>Administration</b>   |  |   |   |               |                             |          |           |                     |   |
| <b>Action</b>           |  |   |   |               |                             |          |           |                     |   |
| New Search              |  |   |   |               |                             |          |           |                     |   |





**HINT:** To determine if a Body Worn video includes any snapshots, look for the  image in the *Notes* column.

(Continued)

- 6 Click the Details icon to the left of the desired video. The Video Details page displays.



**VIDEO DETAILS**

 Mobile-Vision, Inc. Sergeant Zalewski is logged in. [Logout](#) 

▼ Home Menu  
Home  
Search Video  
Media Reader  
User Help

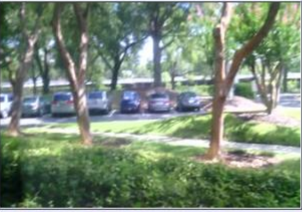
▼ Bookmarks  
L3 MVI  
Online Support

► User Preferences

► Administration

Action  
Play  
Edit  
Tag Video  
Chain of Custody  
Previous Results

Status: **Online** | Snapshots | Video Logs | UMD



|                             |                                      |
|-----------------------------|--------------------------------------|
| System ID: <b>21</b>        | Incident #: <input type="text"/>     |
| Owner: <b>*1 o@11:25:41</b> | Ingest Date: <b>08/10/2016 11:25</b> |
| DVR Officer Name: <b>o</b>  | Record Trigger: <b>Manual Record</b> |
| DVR Name: <b>BW-101</b>     | Video Start: <b>08/10/2016 11:08</b> |
| DVR Type: <b>Body Worn</b>  | Video End: <b>08/10/2016 11:08</b>   |
| Category: <b>Body Worn</b>  | Duration (minutes): <b>0</b>         |
|                             | Purge Date: <input type="text"/>     |

Video Notation(s):

- 7 Click the **Snapshots** tab. The snapshot(s) that were captured during this video display.



**VIDEO DETAILS**

 Mobile-Vision, Inc. Sergeant Zalewski is logged in. [Logout](#) 

▼ Home Menu  
Home  
Search Video  
Media Reader  
User Help

▼ Bookmarks  
L3 MVI  
Online Support

► User Preferences



► Administration

Action  
Play  
Edit  
Tag Video  
Chain of Custody  
Previous Results

Status: Online | **Snapshots** | Video Logs | UMD

**Snapshots**

Page 1 of 1 (2 total records)

| Play  | Owner         | DVR Name | Category  | Video Start ▼       | Notes   |
|---|---------------|----------|-----------|---------------------|---|
|  | *1 o@11:25:41 | BW-101   | Body Worn | 08/10/2016 11:08:42 |  |
|  | *1 o@11:25:41 | BW-101   | Body Worn | 08/10/2016 11:08:34 |  |

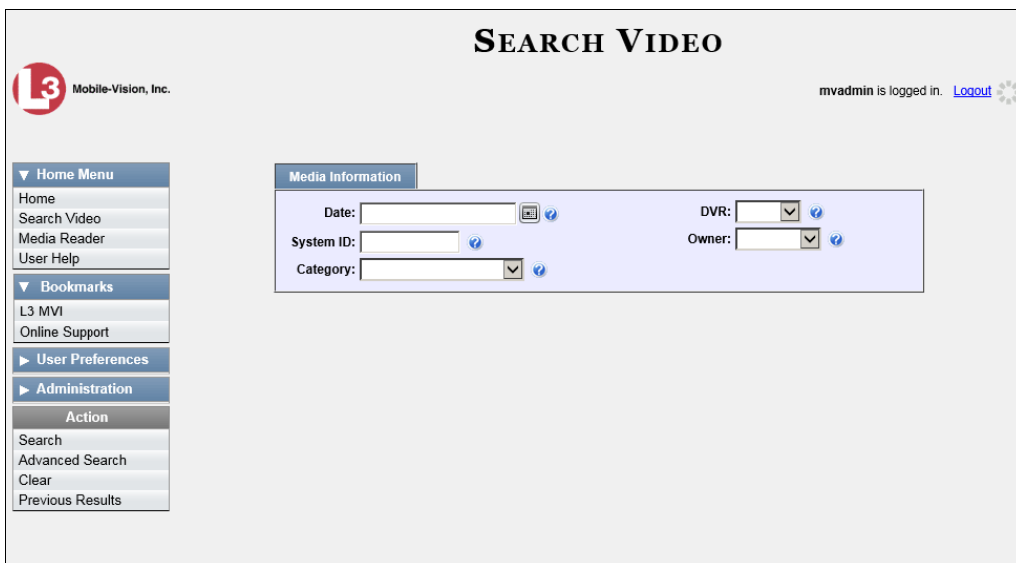
The columns on the **Snapshots** tab are described in the following table.

| Snapshots Tab |  |
|---------------|--|
| Column        | Description  |
| Play          | Thumbnail image of the snapshot. When you click on this image, the system will display the image in a larger format.   |
| Owner         | The name of the officer who owns this snapshot. By default, this is the officer to whom the associated <i>BodyVISION</i> or <i>BWX-100</i> device was assigned to at the time the snapshot was captured. For more information, see <i>Owner</i> in the table on page 29. |
| DVR Name      | The name of the <i>BodyVISION</i> or <i>BWX-100</i> device that captured this snapshot. For more on DVRs, see <i>DVR Name</i> in the table on page 30.   |
| Category      | The video category that is assigned to this snapshot. The system automatically assigns all <i>BodyVISION</i> and <i>BWX-100</i> snapshots a category of <i>Body Worn</i> .   |
| Video Start   | The date and time at which the associated <i>Body Worn</i> camera captured this snapshot image. Displays in mm/dd/yyyy hh:mm:ss format.  |
| Notes         | Status icons used to provide details on this snapshot. For a description of each icon, see page 27.  |

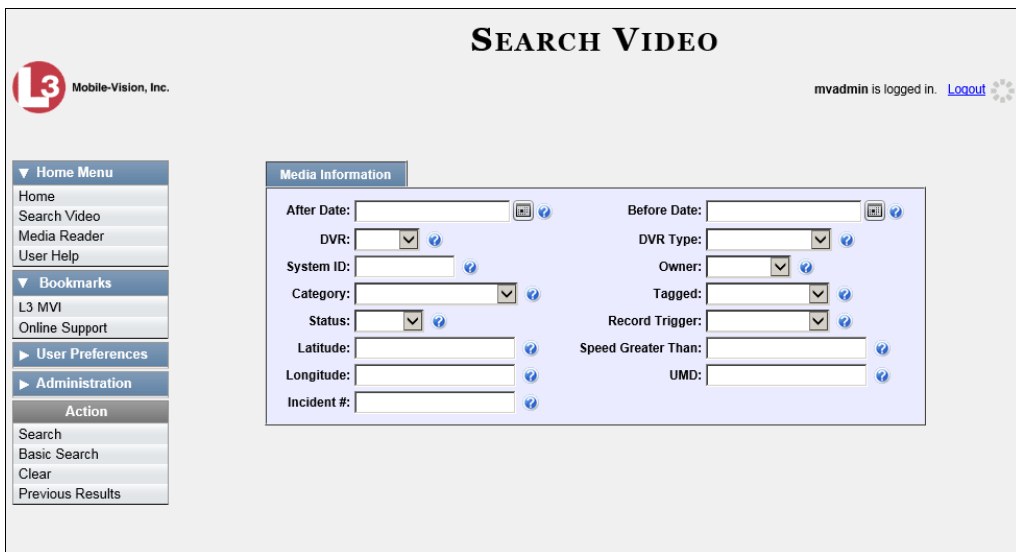
## Displaying a Snapshot

This section describes how to view the Details page for a *BodyVISION* or *BWX-100* still image, referred to as a *snapshot*.

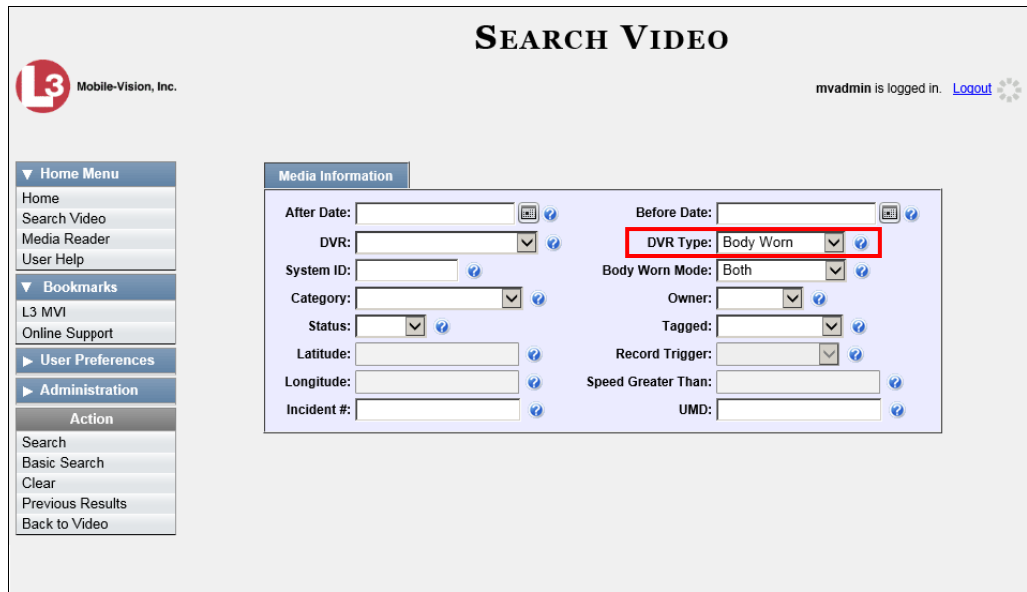
- 1 Go to **Home Menu** and click **Search Video**. The Search Video page displays.



- 2 Go to the **Action** column and click **Advanced Search**.



- 3 Select **Body Worn** from the *DVR Type* drop-down list. The *Body Worn Mode* field displays.



**SEARCH VIDEO**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

- ▼ Home Menu
  - Home
  - Search Video
  - Media Reader
  - User Help
- ▼ Bookmarks
  - L3 MVI
  - Online Support
- ▶ User Preferences
- ▶ Administration
- Action**
  - Search
  - Basic Search
  - Clear
  - Previous Results
  - Back to Video

**Media Information**

After Date:  Before Date:

DVR:  **DVR Type: Body Worn**

System ID:  Body Worn Mode: Both

Category:  Owner:

Status:  Tagged:

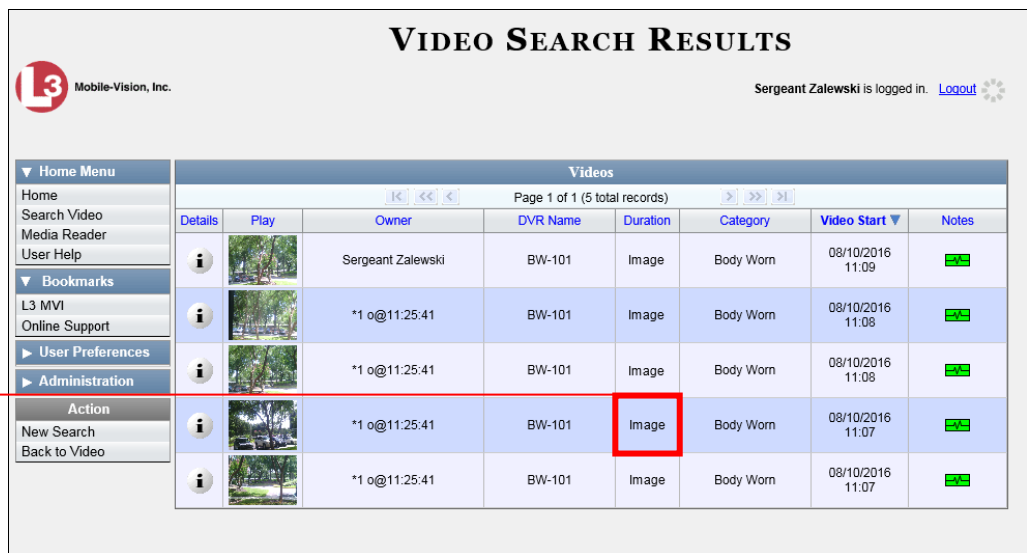
Latitude:  Record Trigger:

Longitude:  Speed Greater Than:

Incident #:  UMD:

- 4 Select **Snapshots Only** from the *Body Worn Mode* drop-down list.
- 5 If desired, enter/select additional search criteria.
- 6 Go to the **Action** column and click **Search**. All *BodyVISION* and/or BWX-100 snapshot files that match your selection criteria display on the Video Search Results page.

*BodyVISION* snapshots display the word "Image" in this column



**VIDEO SEARCH RESULTS**

Mobile-Vision, Inc. Sergeant Zalewski is logged in. [Logout](#)

▼ Home Menu

Home

Search Video

Media Reader

User Help

▼ Bookmarks

L3 MVI

Online Support

▶ User Preferences

▶ Administration

**Action**

New Search

Back to Video

| Videos                        |      |                   |          |          |           |                  |       |
|-------------------------------|------|-------------------|----------|----------|-----------|------------------|-------|
| Page 1 of 1 (5 total records) |      |                   |          |          |           |                  |       |
| Details                       | Play | Owner             | DVR Name | Duration | Category  | Video Start      | Notes |
|                               |      | Sergeant Zalewski | BW-101   | Image    | Body Worn | 08/10/2016 11:09 |       |
|                               |      | *1 o@11:25:41     | BW-101   | Image    | Body Worn | 08/10/2016 11:08 |       |
|                               |      | *1 o@11:25:41     | BW-101   | Image    | Body Worn | 08/10/2016 11:08 |       |
|                               |      | *1 o@11:25:41     | BW-101   | Image    | Body Worn | 08/10/2016 11:07 |       |
|                               |      | *1 o@11:25:41     | BW-101   | Image    | Body Worn | 08/10/2016 11:07 |       |

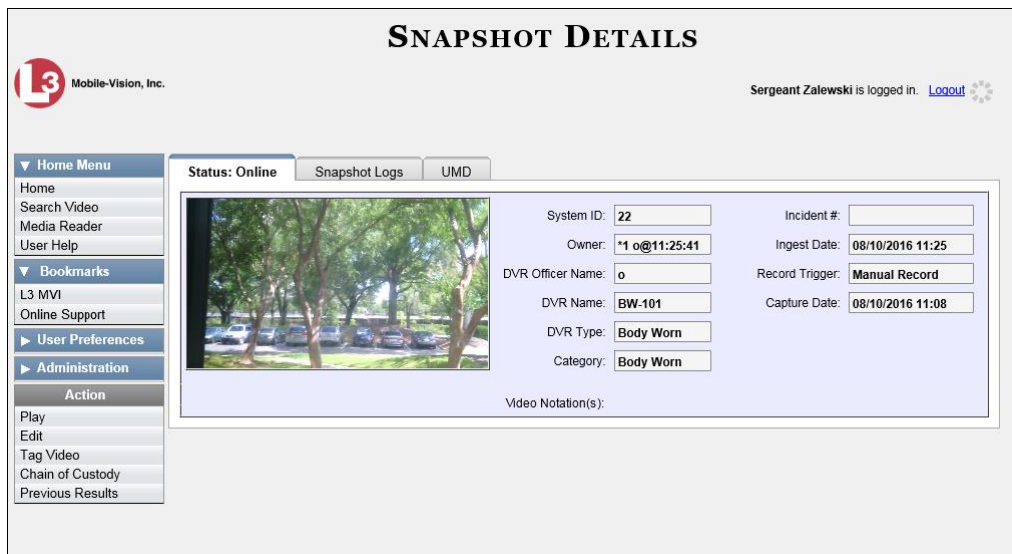
- 7 If the snapshot you're looking for displays on this page, proceed to the next step.

– OR –

If the snapshot you're looking for does *not* display on this page, use the navigation arrows to scroll through the results list.



- 8 Click on the snapshot's Details icon. The Snapshot Details page displays.



The fields on the Snapshot Details page are described below.

| Snapshot Details |  |
|------------------|--|
| Field            | Description  |
| System ID        | The unique identification number that the system assigned to this snapshot.  |
| Owner            | The name of the officer who owns this snapshot. For more information, see <i>Owner</i> on page 29.   |
| DVR Officer Name | The name of the officer to whom the associated Body Worn device was assigned to at the time this snapshot was captured.  |
| DVR Name         | The name of the Body Worn device from which this snapshot was captured.  |
| DVR Type         | The type of DVR that captured this snapshot. Because snapshot images are captured from Body Worn cameras, the default value of the field will always be <i>Body Worn</i> . |
| Category         | The video category that is assigned to this snapshot. The system assigns all <i>BodyVISION</i> and <i>BWX-100</i> snapshots a category of <i>Body Worn</i> .               |
| Incident #       | The agency incident number associated with this snapshot.  |
| Ingest Date      | The date and time at which this snapshot was uploaded to the DEF server. Displays in mm/dd/yyyy hh:mm format.  |




| Snapshot Details (cont'd) |  |
|---------------------------|--|
| Field                     | Description  |
| Record Trigger            | The manner in which this Body Worn snapshot was captured. A snapshot image is captured by manually pressing the Body Worn camera's Snapshot/Tracepoint button. Therefore the value of this field will always be <i>Manual Record</i> .   |
| Capture Date              | The date and time at which this snapshot was captured from a Body Worn device while a recording was in progress. Displays in mm/dd/yyyy hh:mm format.  |
| Video Notation(s)         | The name of any video notations that are assigned to this snapshot. Video notations are agency-defined checkboxes used to categorize video and snapshot files.   |
| Actions                   |  |
| Action                    | Description  |
| Play                      | Display the snapshot image in a larger format  |
| Edit                      | Change the category, user metadata, and/or video notations saved with this snapshot. For more information, see "Changing a Video's Category" on page 60, "Adding Predefined User Metadata to a Media File" on page 62, and/or "Adding Predefined Video Notations to a Media File" on page 63.      |
| Tag Video/<br>Untag Video | <b>Tag:</b> Add extra days to the snapshot's online life. The specific number of days depends on your system settings. For more information, see "Tagging a Video" on page 64.<br><b>Untag:</b> Remove the "tagged" flag from a snapshot. For more information, see "Untagging a Video" on page 65 |
| Chain of Custody          | Generate a Chain of Custody report for this snapshot. For more information, see "Generating a Chain of Custody Report for a Media File" on page 66.  |
| Previous Results          | Return to the previous Video Search Results page.  |

- To view logs of all the activities performed on this snapshot, click the **Snapshot Logs** tab. Otherwise proceed to the next step.

(Continued)

### SNAPSHOT DETAILS

Sergeant Zalewski is logged in. [Logout](#) 

- ▼ Home Menu
  - Home
  - Search Video
  - Media Reader
  - User Help
- ▼ Bookmarks
  - L3 MVI
  - Online Support
- ▶ User Preferences
- ▶ Administration
- Action
- Play
- Edit
- Tag Video
- Chain of Custody
- Previous Results

Status: Online
Snapshot Logs
UMD

Video Logs


Page 1 of 1 (4 total records)

| Date ▲           | User              | Action  | IP Address     |
|------------------|-------------------|---|----------------|
| 08/10/2016 11:25 | ---               | System Media #22 Uploaded from DVR (ID: 1111510573) | ---            |
| 08/10/2016 15:45 | Sergeant Zalewski | System Snapshot Viewed                              | 166.20.100.160 |
| 08/10/2016 15:48 | Sergeant Zalewski | System Snapshot Viewed                              | 166.20.100.160 |
| 08/15/2016 15:08 | mvadmin           | System Snapshot Viewed                              | 166.20.100.160 |

The columns on this tab are described in the table on page 82.

- 10 To view any user metadata associated with this snapshot, click the **UMD** tab.

### SNAPSHOT DETAILS

Sergeant Zalewski is logged in. [Logout](#) 

- ▼ Home Menu
  - Home
  - Search Video
  - Media Reader
  - User Help
- ▼ Bookmarks
  - L3 MVI Parature
- ▶ User Preferences
- ▶ Administration
- Action
- Play
- Edit
- Tag Video
- Chain of Custody
- Previous Results

Status: Online
Snapshot Logs
UMD

Height:

Weight:

Eye Color:

Build:

For more information on user metadata, see “Maintaining User Metadata” on page 89.

## Playing a Video

This section describes how to play an online video, that is, a video that is currently stored on your agency's DEF server.

- 1 Search for the video you wish to play. (If necessary, review "Searching for Videos" on page 16.)

The Video Search Results page displays.




| VIDEO SEARCH RESULTS  |   |  |                                 |          |             |                  |   |
|---|---|--|---------------------------------|----------|-------------|------------------|---|
|    |   | Sergeant Zalewski is logged in. <a href="#">Logout</a> |                                 |          |             |                  |   |
| Videos  |   |  |                                 |          |             |                  |   |
| Page 1 of 4 (20 total records)  |   |  |                                 |          |             |                  |   |
| Details   | Play  | Owner  | DVR Name                        | Duration | Category    | Video Start      | Notes   |
|    |    | *1 No Name@18:33:28                                    | *1 MVI-Wooster@14:08:46         | 1 min    | Body Worn   | 08/09/2016 14:57 |    |
|    |    | *1 Wooster@20:22:32                                    | Unit 1                          | 0 min    | No Citation | 07/25/2016 16:05 |    |
|    |    | *1 No Name@18:33:28                                    | *1 MVI-Wooster@14:08:46         | 0 min    | Body Worn   | 06/16/2016 14:30 |    |
|    |    | *1 No Name@18:33:28                                    | *1 MVI-Wooster@14:08:46         | 0 min    | Body Worn   | 06/16/2016 14:29 |    |
|   |   | *1 Wooster@20:22:32                                    | Unit 1                          | 1 min    | No Citation | 04/13/2016 07:46 |   |
|  |  | *1 No Name@18:33:28                                    | *1 *1 No Number@16:06:04@14:08: | 0 min    | Body Worn   | 02/17/2016 16:25 |  |


There are several ways to launch a video, as described below.

- 2 Go to the *Play* column and click on the video's thumbnail image.

– OR –

-  Click the Details icon to the left of the video, then click on the video's thumbnail image.

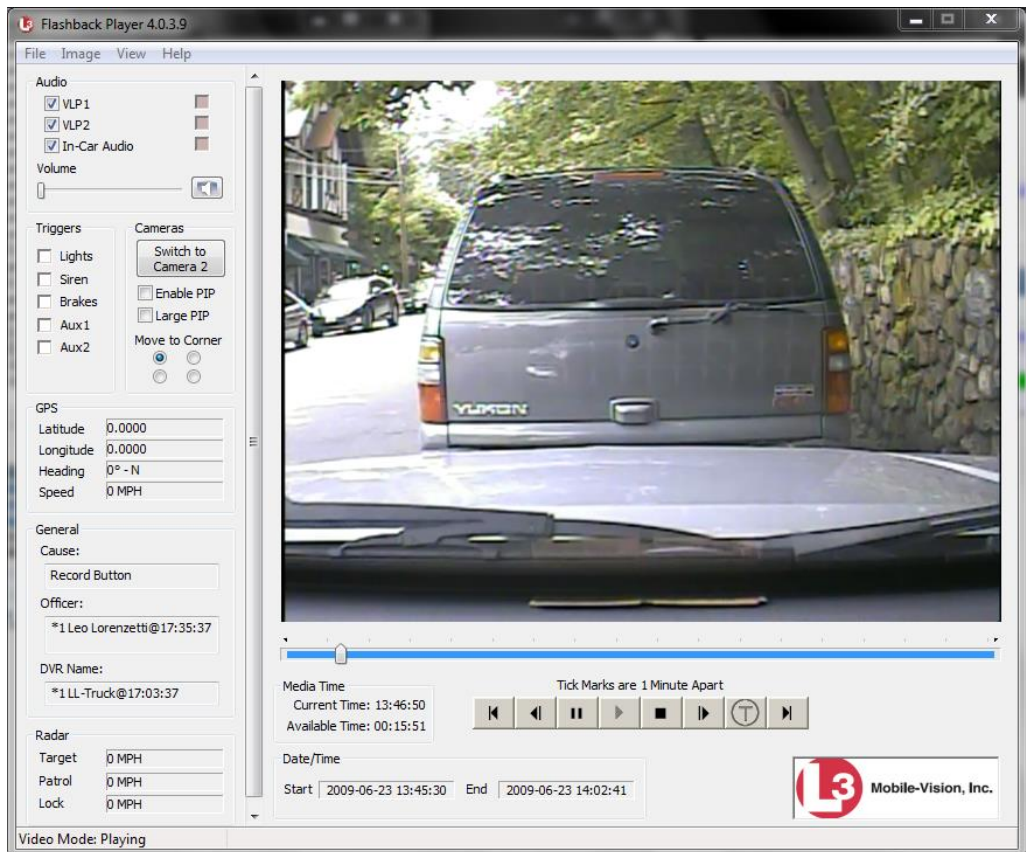
– OR –

-  Click the Details icon to the left of the video, then go to the **Action** column and click **Play**.

⇒ If the Flashback Player launches in a separate window (typical), proceed to the next step.


⇒ If a security popup displays, select the checkbox at the bottom of the popup, then click **Allow**. Next, select the checkbox at the bottom of the *second* popup, then click **Run**. The Flashback Player launches in a separate window.

(Continued)



- 3 Use the Flashback Player to play, pause, stop, rewind, change cameras, and/or move between tracepoints. You can also view important information captured by the DVR during the recording, such as the active video and audio feeds, brake activation, and record trigger.

The appearance and functionality of the Flashback Player will differ slightly depending on whether you are viewing an AVD file (Flashback1 only) or a QBX file (all other DVRs), as described in “Flashback1 Player” on page 55 and “Flashback2/3/HD/BV Player” on page 51.


- If the video does not launch automatically, click the  icon under the viewing window. Otherwise proceed to the next step.

**View video on full screen**

- To view the video in full-screen mode, press **Ctrl + F**. When you're ready to exit full-screen mode, press **Esc**.

– OR –

**Display video on a Google map**

To view the video's route on a Google map, press **Ctrl + M**. The *GPS Mapper* window displays. When you're finished viewing the map, click the  in the upper right corner of the GPS Mapper window to exit.


– OR –

**Export a Video Frame**





To save a selected video frame as a file, press **Ctrl + S**. The Snapshot popup displays. Select a file format and any other options, then click **OK**. For a more detailed description of this procedure, see "Exporting a Video Frame" on page 58.




- When you're finished viewing the video, select **File→Exit** from the menubar to close the Flashback Player.

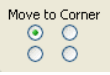

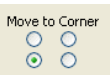
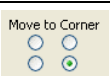
– OR –

Click the  in the upper right corner of the Flashback Player.

### Flashback2/3/HD/BV Player








| Flashback2/3/HD/BV Player   |  |
|---|--|
| Audio   |  |
| VLP1  | A checkbox used to mute ( <input type="checkbox"/> ) or un-mute ( <input checked="" type="checkbox"/> ) the audio from the wireless microphone that's connected to the Flashback's VLP 1 port. |
| VLP2  | A checkbox used to mute ( <input type="checkbox"/> ) or un-mute ( <input checked="" type="checkbox"/> ) the audio from the wireless microphone that's connected to the Flashback's VLP 2 port. |
| In-Car Audio  | A checkbox used to mute ( <input type="checkbox"/> ) or un-mute ( <input checked="" type="checkbox"/> ) the audio from the in-car microphone.  |
| Volume  | The volume control bar.  |
|  | <i>Audio On</i> indicator. To turn all audio <i>off</i> , click this button.   |
|  | <i>Audio Off</i> indicator. To turn all audio back <i>on</i> , click this button.  |
|  | <i>Audio Enabled</i> indicator. Indicates that the audio channel was enabled at the DVR.   |
|  | <i>Audio Disabled</i> indicator. Indicates that the audio channel was disabled at the DVR.   |

| Flashback2/3/HD/BV Player (cont'd)   |  |
|--|--|
| Audio (cont'd)   |  |
|   | <i>Audio Indeterminate</i> indicator. Indicates that the audio channel status at the DVR (enabled or disabled) is indeterminate.   |
| Triggers   |  |
| As you watch a video, some of the boxes in the <i>Triggers</i> column may turn red, indicating when a particular trigger or triggers were engaged. A trigger is the event that causes a DVR to start recording. For example, if the <i>siren</i> is one of your triggers and the <i>Siren</i> box remains red for the first five minutes of the video, it indicates that the driver had his siren on during that 5-minute time period. |  |
| Lights   | This box turns red when the vehicle's emergency lights were on during the course of the video.   |
| Siren  | This box turns red when the vehicle's siren was on during the course of the video.   |
| Brakes   | If brakes are one of your "triggers" (see <b>Note</b> below), this box turns red when the vehicle's breaks were activated during the course of the video.<br><b>Note:</b> Brakes are technically a display option rather than a trigger.   |
| Aux 1  | If the Auxiliary 1 device is one of your triggers (actual device may vary), this box turns red whenever the device is triggered. For example, if your Auxiliary 1 device is the CrashBat2 crash detector, this box will turn red at the point in the video when the CrashBat2's G-force meter detected a crash.<br>If the Auxiliary 1 device is <i>not</i> one of your triggers, this box will remain blank during the entire video regardless of whether the device was triggered or not. |
| Aux 2  | If the Auxiliary 2 device is one of your triggers (actual device may vary), this box turns red whenever the device is triggered. If the Auxiliary 2 device is <i>not</i> one of your triggers, this box will remain blank during the entire video regardless of whether the device was triggered or not.   |
| Cameras  |  |
|   | A control button used to switch to the viewpoint of Camera Channel <b>2</b> , which includes the Backseat camera and/or Bullet camera(s).  |
|   | A control button used to switch to the viewpoint of Camera Channel <b>1</b> —typically the forward facing zoom camera.   |

| <b>Flashback2/3/HD/BV Player (cont'd)</b>   |  |
|---|--|
| <b>Cameras (cont'd)</b>   |  |
| Enable PIP  | A checkbox used to display (☑) or hide (☐) a “picture in picture” (PIP). A PIP is a small video display for video captured from the opposite Camera Channel. |
| Large PIP   | A checkbox used to enlarge (☑) or reduce (☐) the size of the picture-in-picture (PIP) image.*  |
|    | Move the picture-in-picture (PIP) image to the upper left corner of the video display.*  |
|    | Move the picture-in-picture (PIP) image to the upper right corner of the video display.*   |
|    | Move the picture-in-picture (PIP) image to the lower left corner of the video display.*  |
|    | Move the picture-in-picture (PIP) image to the lower right corner of the video display.*   |
| <b>GPS</b>  |  |
| The GPS display indicates the exact speed and location of the vehicle during each segment of the video. The <i>Player Display Speed</i> permission is required to view the <i>Speed</i> field, and the <i>Player Display GPS</i> permission is required to view the <i>Latitude</i> , <i>Longitude</i> , and <i>Heading</i> fields. |  |
| Latitude  | The GPS latitude coordinate.   |
| Longitude   | The GPS longitude coordinate.  |
| Speed   | The vehicle’s speed, as determined by the GPS coordinates.   |
| Heading   | The direction in which the vehicle is moving.  |
| <b>General</b>  |  |
| Cause   | The trigger event that started the recording (lights, siren, etc.)   |
| Officer   | The name of the officer who was logged into the DVR at the time this video was recorded.   |
| DVR Name  | The name of the DVR that recorded this video.  |
| <b>Radar</b>  |  |
| If your department is using the Radar interface module, the following fields will be populated.   |  |
| Target  | The MPH or KPH reading that an officer obtained after the radar device was aimed at a speeding vehicle.  |

(Continued)




\* See *Enable PIP* above

| <b>Flashback2/3/HD/BV Player (cont'd)</b>   |  |
|---|--|
| <b>Radar (cont'd)</b>   |  |
| Patrol  | The MPH or KPH reading of the officer's patrol car at the time a radar reading was obtained.   |
| Lock  | The minimum MPH or KPH reading that the officer was looking for when the radar device was aimed at a speeding vehicle.   |
| <b>Media Time</b>   |  |
| Current Time  | The time at which the video was recorded. This display changes constantly during playback to indicate the exact time of day that each video frame was recorded. Displays in hh:mm:ss format. |
| Available Time  | The amount of time remaining on the video. Displays in hh:mm:ss format.  |
| <b>Date/Time</b>  |  |
| Start   | The date and time at which the video began recording. Displays in yyyy-mm-dd hh:mm:ss format.  |
| End   | The date and time at which the video stopped recording. Displays in yyyy-mm-dd hh:mm:ss format.  |
| <b>Play Controls</b>  |  |
|  | Go to beginning  |
|  | Pause/Unpause  |
|  | Play   |
|  | Stop   |
|  | Advance one frame at a time  |
|  | Advance to a tracepoint. A tracepoint is a placemaker that an officer can add to a video while it's recording.   |
|  | Go to end  |













## Flashback1 Player



| Flashback1 Player   |  |
|---|--|
| Video   |  |
| Camera 1  | A viewing window for Camera Channel 1—the Nite-Watch camera.   |
| Camera 2  | A viewing window for Camera Channel 2—the Backseat camera.   |
| Sound   |  |
|  | <i>Audio On</i> indicator. To turn all audio <i>off</i> , click this button.   |
|  | <i>Audio Off</i> indicator. To turn all audio <i>on</i> , click this button.   |
|  | The volume control bar   |
| VLP1  | A radio button used to select the audio track from the wireless microphone that's connected to the DVR's VLP 1 port. |
| VLP2  | A radio button used to select the audio track from the wireless microphone that's connected to the DVR's VLP 2 port. |

(Continued)

| Flashback1 Player (cont'd) |  |
|----------------------------|--|
| Sound (cont'd)             |  |
| In-Car Audio               | A radio button used to select the audio track from the in-car microphone.  |
| External Inputs/Trigger    |  |
| Emergency Lights           | This box turns red when the vehicle's emergency lights were on during the course of the video.   |
| Siren                      | This box turns red when the vehicle's siren was on during the course of the video.   |
| Brake                      | If brakes are one of your "triggers" (see <b>Note</b> below), this box turns red when the vehicle's brakes were activated during the course of the video.<br><b>Note:</b> Brakes are technically not a trigger, but you may choose to monitor brake use during a video.  |
| Auxiliary                  | If the <i>CrashBat</i> crash detector is one of your triggers, this box turns red at the point in the video when the CrashBat's G-force meter detected a crash. If the CrashBat crash detector is <i>not</i> one of your triggers, this checkbox will remain blank during the entire video regardless of whether there was a crash or not.   |
| Auxiliary2                 | If the <i>radar detector</i> is one of your triggers, this box turns red when the vehicle's radar detector registered a pre-defined rate of speed during the course of the video. You program the rate of speed through the DVR menu. If the radar detector is <i>not</i> one of your triggers, this checkbox will remain blank during the entire video regardless of whether the speeder reached the predetermined rate of speed. |
| MPH/KPH                    | If <i>miles-per-hour</i> or <i>kilometers-per-hour</i> is one of your triggers, this box turns red when the police vehicle reached a pre-defined rate of speed during the course of the video. You set the rate of speed through the DVR menu. If MPH/KPH is <i>not</i> one of your triggers, this checkbox will remain blank during the entire video regardless of whether the vehicle reached the predetermined rate of speed.   |
| Metadata                   |  |
| GPS Data                   | The vehicle's exact speed and latitudinal/longitudinal coordinates during each segment of the video.   |
| Officer Name               | The name of the officer who was logged into the DVR at the time this video was recorded.   |
| Car Number                 | The number of the patrol car in which this DVR was installed at the time of the recording.   |

| Flashback1 Player (cont'd)  |   |
|---|---|
| Metadata (cont'd)   |   |
| Target  | The MPH or KPH reading that an officer obtained after the radar device was aimed at a speeding vehicle.   |
| Patrol  | The MPH or KPH reading of the officer's patrol car at the time a radar reading was obtained.  |
| Lock  | The minimum MPH or KPH reading that an officer was looking for when the radar device was aimed at a speeding vehicle.   |
| Play  |   |
| Camera 1  | A viewing window for Camera Channel 1—the Nite-Watch camera.  |
| Playing Date Time   | <ul style="list-style-type: none"> <li>▪ <i>Date</i>. The date on which the video was recorded. If the video was recorded during the course of two days (from 11:50 p.m. to 12:05 a.m., for example), the date display will update at the appropriate place in the video. Displays in mm.dd.yyyy format.</li> <li>▪ <i>Time</i>. The video's time display. This indicator changes constantly during playback to indicate the exact time of day that each frame of the video was recorded. Displays in hh:mm:ss format.</li> </ul> |
| File Size   | The total size of this video file, in megabytes.  |
| Length  | The total play time for this video, in hh:mm:ss format.   |
|  | Go to beginning   |
|  | Fast rewind   |
|  | Go back one frame at a time   |
|  | Slow rewind   |
|  | Stop  |
|  | Play  |
|  | Advance one frame at a time   |
|  | Fast forward  |
|  | Go to end   |
|  | Advance to a tracepoint. A tracepoint is a placemaker that an officer can add to a video while it's recording.  |

## Exporting a Video Frame

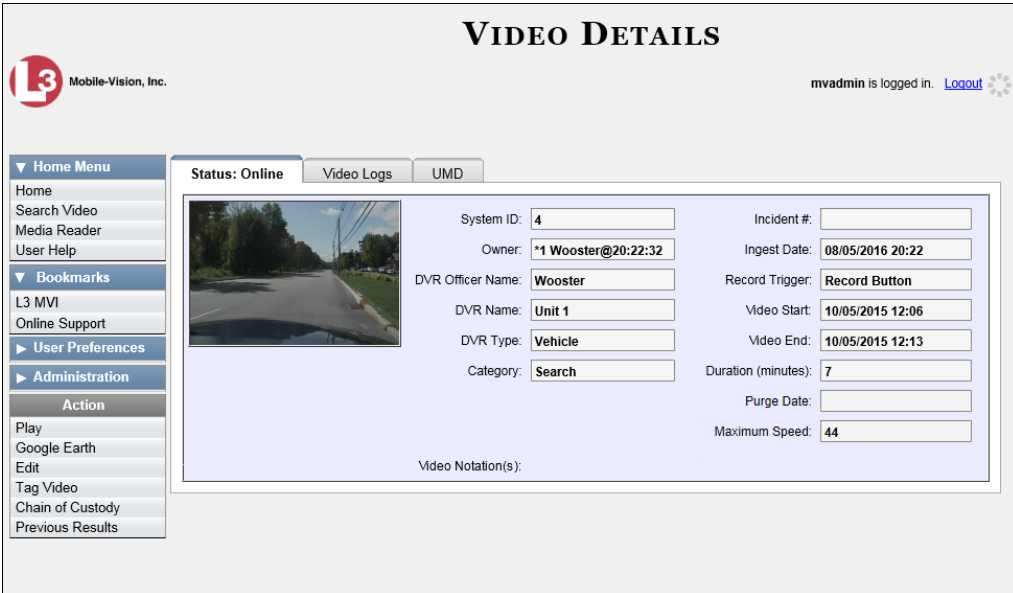
This section describes how to select a frame from a video that resides on the server and save it as a file. You may choose from one of the following file formats:

- JPEG
- GIF
- PNG
- TIF
- BMP

You have the option of attaching comments to the top or bottom of the frame.

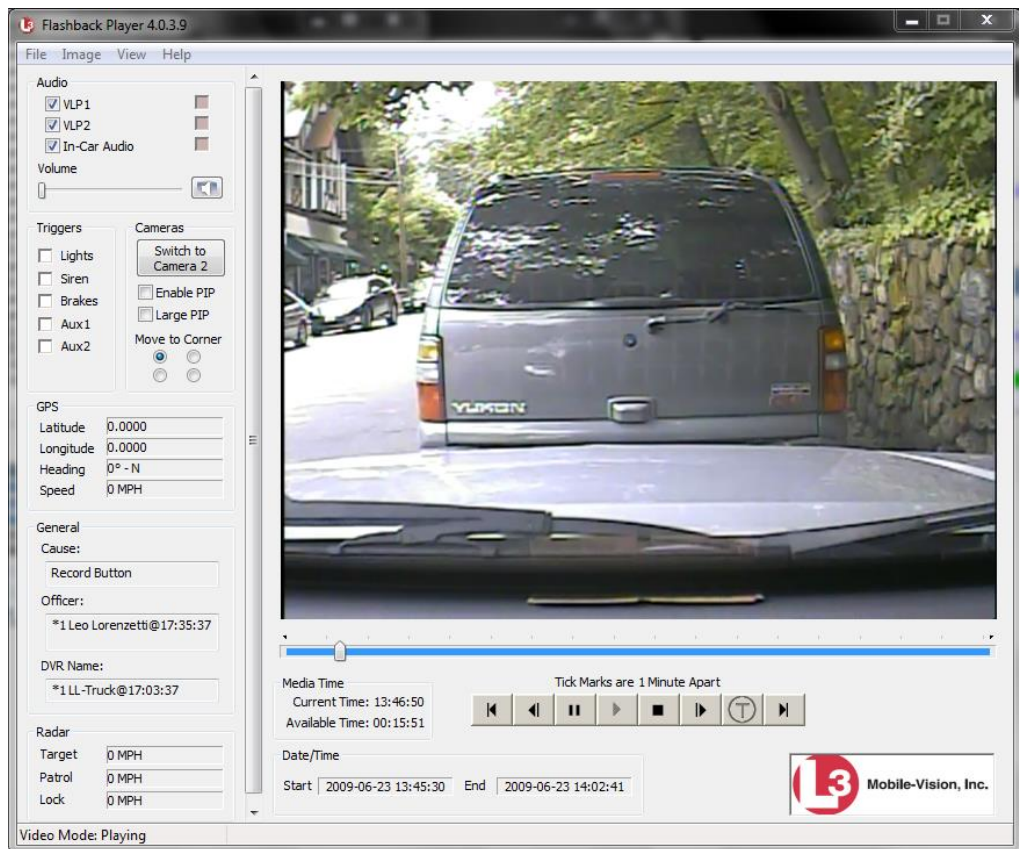
**What's the difference between a 'snapshot' and a 'video frame'?** *Snapshots* are still images that are captured from a *BodyVISION* or *BWX-100* camera while a recording is in progress. They upload to the server as separate files (that is, separate from the video from which they were captured). Snapshots are similar to videos in that they can be searched on, notated with video notations, assigned user metadata, and/or exported to DVD or other media. *Video frames* are also still images, but they are excerpted from a video *after* that video is already on the server. Unlike snapshots, video frames are not treated like videos in the system. They are stand-alone files that are separate and apart from DEF.

- 1 Search for and display the video from which you wish to export a frame. (If necessary, review “Displaying a Video” on page 28 or “Displaying a Snapshot” on page 44.) The Video Details page displays.

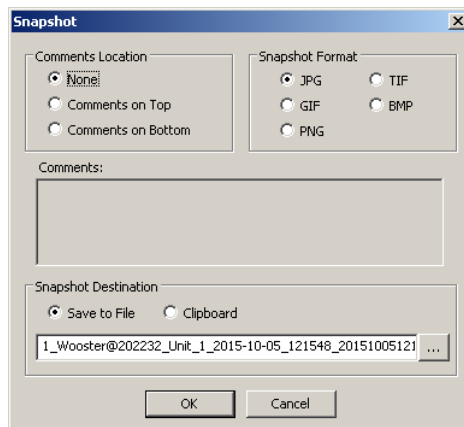


The screenshot shows the 'VIDEO DETAILS' page. At the top left is the L3 Mobile-Vision, Inc. logo. At the top right, it says 'mvadmin is logged in. Logout'. Below the logo is a navigation menu with categories: Home Menu, Bookmarks, User Preferences, Administration, and Action. The main content area has tabs for 'Status: Online', 'Video Logs', and 'UMD'. The 'Status: Online' tab is active, showing a video thumbnail of a road. To the right of the thumbnail is a form with the following fields: System ID (4), Owner (\*1 Wooster@20:22:32), Incident #, Ingest Date (08/05/2016 20:22), Record Trigger (Record Button), Video Start (10/05/2015 12:06), Video End (10/05/2015 12:13), Duration (minutes): 7, Purge Date, and Maximum Speed: 44. Below the form is a field for 'Video Notation(s):'.

- 2 Click on the video's thumbnail image. The video begins playing in the Flashback Player.

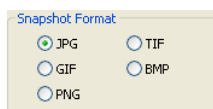


- 3 Using the navigation buttons, advance to the section of the video from which you wish to select a frame.
- 4 Once you reach the desired video segment, press **Ctrl + S**. The following popup displays.



- 5 To attach a comment to this frame, proceed to the next step. Otherwise skip to step 8.

- 6 To attach a comment to the *top* of this frame, select the *Comments on Top* radio button.  
– OR –  
To attach a comment to the *bottom* of this frame, select the *Comments on Bottom* radio button.
- 7 Enter your comment in the *Comments* box provided.
- 8 To capture this still frame as a JPG file (default), proceed to the next step. Otherwise select a different file format in the *Snapshot Format* box.



- 9 To save this frame to your *hard disk* (default), proceed to the next step.  
– OR –  
To save this frame to your PC's *clipboard*, select the *Clipboard* radio button. Next, skip to step 13.



- 10 Click on the ellipsis button. The QBX Snapshot File Save popup displays.
- 11 Navigate to the disk drive location where you wish to save this file.
- 12 To use the default file name, proceed to the next step. Otherwise enter a new file name in the *File name* field.
- 13 Click **Save**.
- 14 Click **OK**.

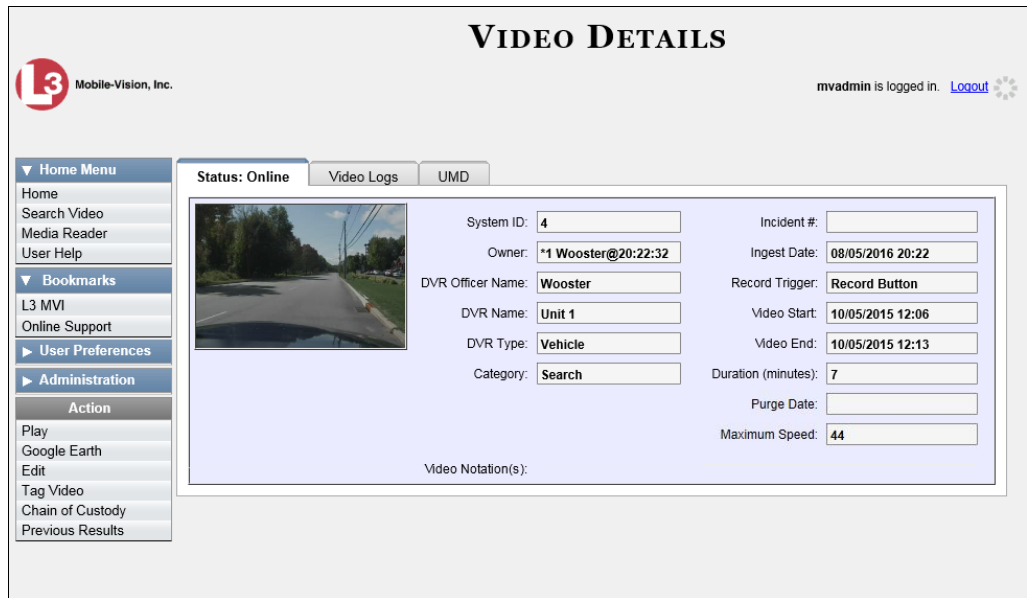
---

## Changing a Video's Category

This section describes how to change a video's category. For more information on video categories, see *Category* in the table on page 30.

- 1 Search for and display the video you wish to update. (If necessary, review "Displaying a Video" on page 28.)

The Video Details page displays.



**VIDEO DETAILS**

L3 Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

▼ Home Menu  
Home  
Search Video  
Media Reader  
User Help

▼ Bookmarks  
L3 MVI  
Online Support

► User Preferences

► Administration

Action

Play  
Google Earth  
Edit  
Tag Video  
Chain of Custody  
Previous Results

Status: **Online** | Video Logs | UMD

System ID:  Incident #:

Owner:  Ingest Date:

DVR Officer Name:  Record Trigger:

DVR Name:  Video Start:

DVR Type:  Video End:

Category:  Duration (minutes):

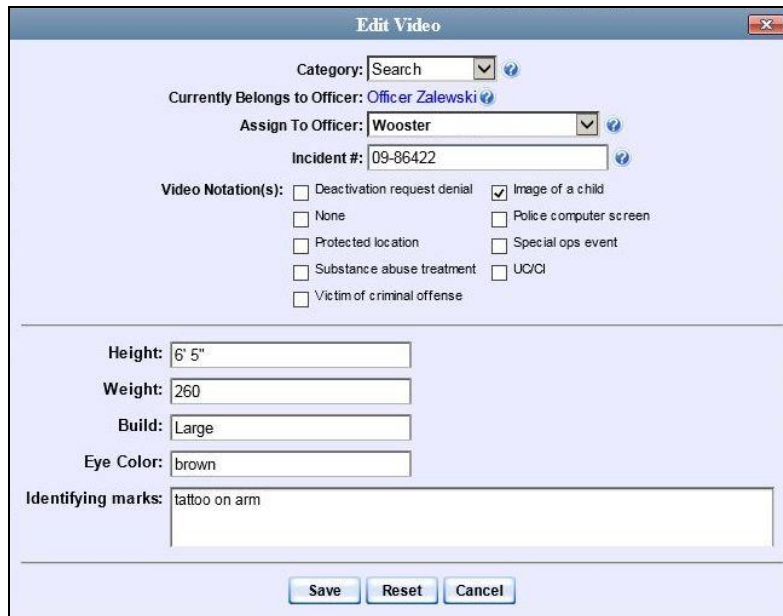
Purge Date:

Maximum Speed:


Video Notation(s):


For a description of the Video Details fields, see the table on page 29.


- Go to the **Action** column and click **Edit**. The Edit Video popup displays.




**Edit Video**

Category:  

Currently Belongs to Officer:  

Assign To Officer:  

Incident #:  

Video Notation(s):

Deactivation request denial  Image of a child

None  Police computer screen

Protected location  Special ops event

Substance abuse treatment  UO/CI

Victim of criminal offense

Height:

Weight:

Build:

Eye Color:

Identifying marks:

- Select a new value from the *Category* drop-down list at the top of the form.
- Click **Save**. The new value displays in the *Category* field on the Video Details page.

(Continued)

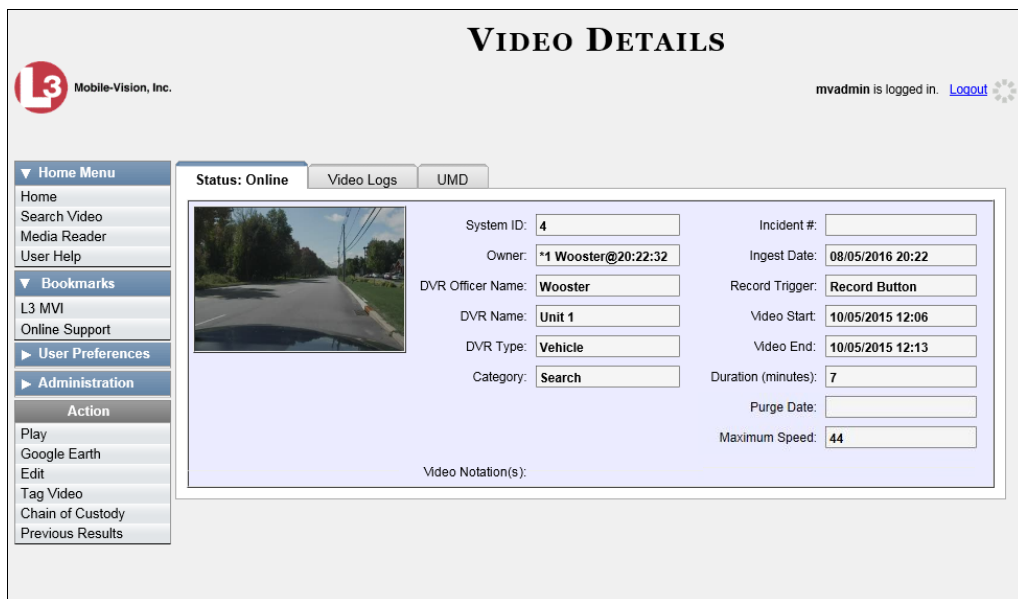
## Adding Predefined User Metadata to a Media File

This section describes how to use predefined user metadata (UMD) to notate a video or Body Worn snapshot with custom data, such as a subject description. For instructions on adding/updating these fields, see “Maintaining User Metadata” on page 89.

If you have a mobile data computer with the UMD Editor installed on it, you can attach UMD to a Flashback video immediately after it is finished recording. Otherwise you can use the following procedure to attach UMD back at the precinct.

- 1 Search for and display the video or snapshot you wish to add user metadata to. (If necessary, review “Displaying a Video” on page 28 or “Displaying a Snapshot” on page 44.)

The Video Details page displays.



**VIDEO DETAILS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

▼ Home Menu  
Home  
Search Video  
Media Reader  
User Help

▼ Bookmarks  
L3 MVI  
Online Support

► User Preferences

► Administration

Action

Play  
Google Earth  
Edit  
Tag Video  
Chain of Custody  
Previous Results

Status: Online Video Logs UMD

System ID:  Incident #:

Owner:  Ingest Date:

DVR Officer Name:  Record Trigger:

DVR Name:  Video Start:

DVR Type:  Video End:

Category:  Duration (minutes):


Purge Date:

Maximum Speed:

Video Notation(s):

- 2 Go to the **Action** column and click **Edit**. The Edit Video popup displays.





- 3 Enter your data in the appropriate fields. If you see a *Mask* field to the right of a data entry field, it indicates that your entry must adhere to a specific format. Alpha characters (a – z) are represented by an **A**, and numeric characters are represented by a pound sign (#). For example, if you see **##-A#####** next to a field labeled *Citation No.*, it indicates that you must enter a citation number that starts with two numbers, followed by a hyphen, followed by a letter, ending with four numbers (e.g., 22-L5600).
- 4 Click **Save**. Your entries are saved under the **UMD** tab.

## Adding Predefined Video Notations to a Media File

In addition to the agency-defined *user metadata* fields, you can also notate, or *tag*, videos and Body Worn snapshots using custom checkboxes that are stored in the video record. These checkboxes are referred to as *video notations*. For instructions on how to create video notations, see “Adding a Video Notation” on page 96.

- 1 Search for and display the video or snapshot you wish to notate. (If necessary, review “Displaying a Video” on page 28 or “Displaying a Snapshot” on page 44.) The Video Details page displays, as pictured on the previous page.
- 2 Go to the **Action** column and click **Edit**. The Edit Video popup displays, as pictured above.

If no checkboxes display on the Edit Video popup, it indicates one of two things:

- Your agency has not created any video notation records yet. For more information, see “Adding a Video Notation” on page 96.
- Your agency has created video notation records, but the feature is currently inactivated. For more information, see “Turning Video Notations On/Off” on page 103.

- 3 Select all checkboxes that apply.
- 4 Click **Save**.

---

## Tagging

Tagging is a procedure used to add extra days to a video's online life. By tagging a video, you extend the video's online life by a certain number of days. The exact number of days is determined by the *Days to extend the life of tagged video* field on the **Life-Cycle** tab. (For instructions on changing this setting, see "Viewing/Changing the Online Lifecycle Settings" in chapter 4.)

The system will archive a tagged video just as it archives other videos—according to your system settings.

For specific instructions, see:

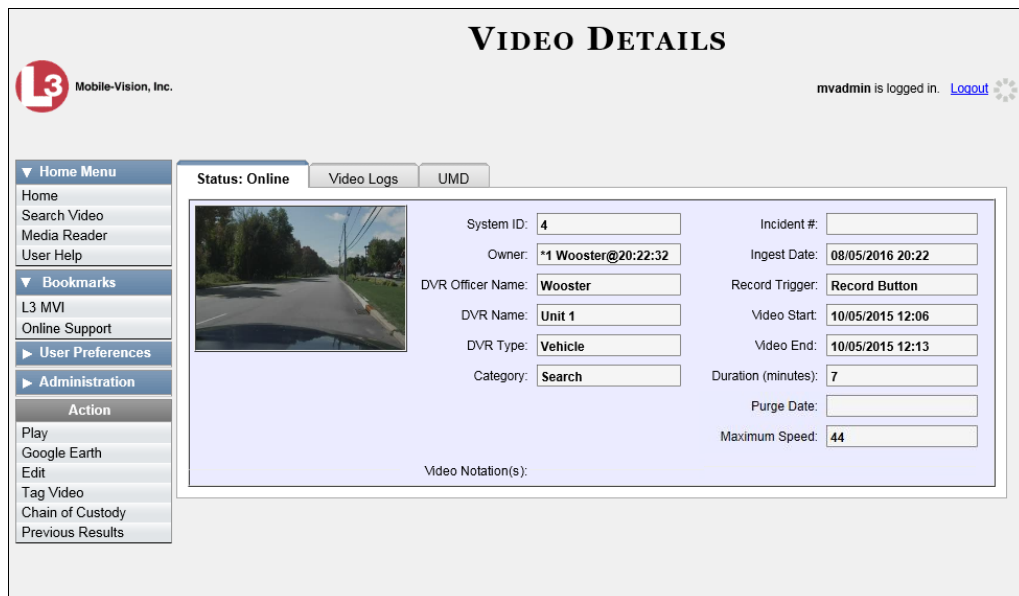
- Tagging a Video, below
- Untagging a Video, page 65.

### Tagging a Video


This section describes how to tag a video. For a definition of tagging, refer to the previous section.

- 1 Search for and display the video you wish to tag. (If necessary, review "Displaying a Video" on page 28.)

The Video Details page displays.



**VIDEO DETAILS**

 Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

**Home Menu**

- Home
- Search Video
- Media Reader
- User Help

**Bookmarks**

- L3 MVI
- Online Support

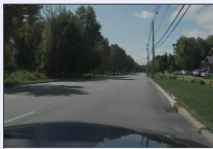
**User Preferences**

**Administration**

**Action**

- Play
- Google Earth
- Edit
- Tag Video
- Chain of Custody
- Previous Results

**Status: Online** | Video Logs | UMD



System ID:  Incident #:

Owner:  Ingest Date:

DVR Officer Name:  Record Trigger:

DVR Name:  Video Start:

DVR Type:  Video End:

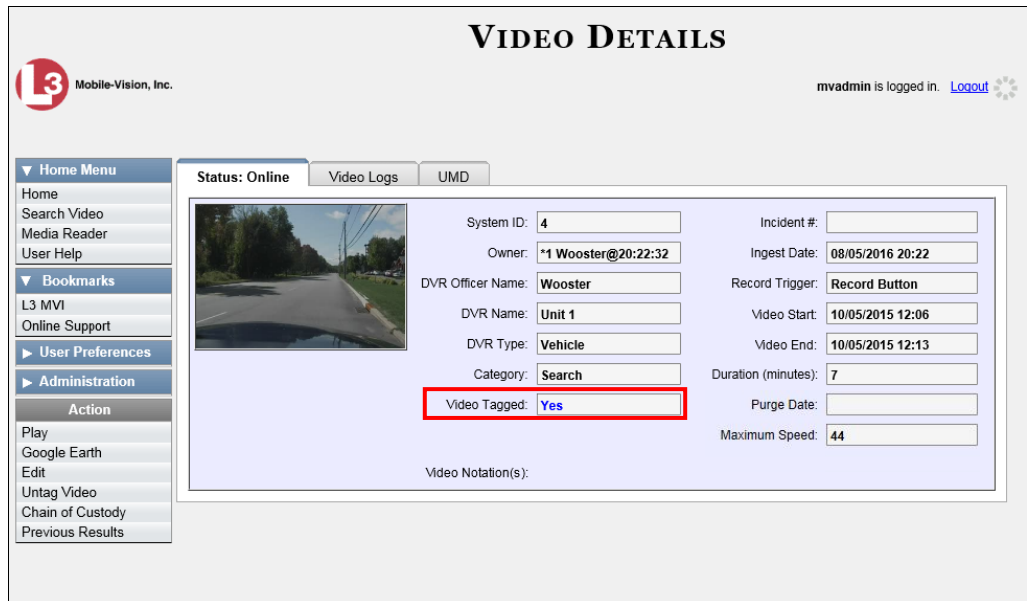
Category:  Duration (minutes):

Purge Date:

Maximum Speed:

Video Notation(s):

- Go to the **Action** column and click **Tag Video**. A new field displays on the **Status** tab, indicating that the video is now tagged.



**VIDEO DETAILS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

▼ Home Menu  
Home  
Search Video  
Media Reader  
User Help

▼ Bookmarks  
L3 MVI  
Online Support

► User Preferences

► Administration

**Action**

Play  
Google Earth  
Edit  
Untag Video  
Chain of Custody  
Previous Results

Status: Online | Video Logs | UMD

System ID:  Incident #:

Owner:  Ingest Date:

DVR Officer Name:  Record Trigger:

DVR Name:  Video Start:

DVR Type:  Video End:

Category:  Duration (minutes):

**Video Tagged:  Yes** Purge Date:

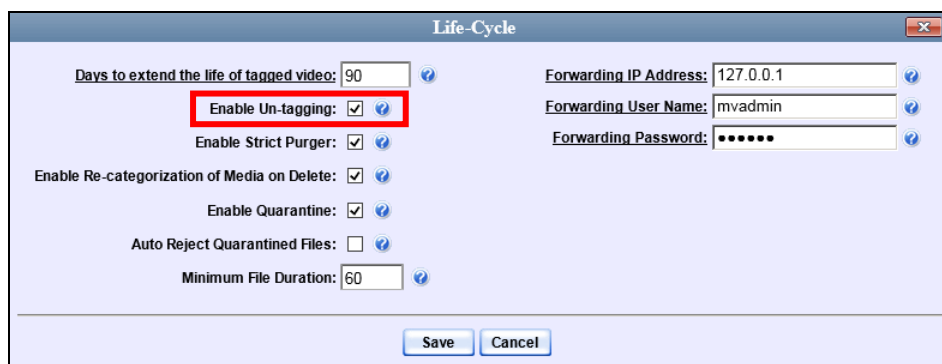
Maximum Speed:

Video Notation(s):

## Untagging a Video

This section describes how to remove the “tagged” flag from a video. For a definition of tagging, see “Tagging” on page 64.

In order to perform this task, the *Enable Un-tagging* function must be selected on the Life-Cycle form, as pictured below. For instructions on how to access this form, see “Viewing/Changing the Online Lifecycle Settings” in chapter 4.



**Life-Cycle**

Days to extend the life of tagged video:  ⓘ

**Enable Un-tagging:  ⓘ**

Enable Strict Purger:  ⓘ

Enable Re-categorization of Media on Delete:  ⓘ

Enable Quarantine:  ⓘ

Auto Reject Quarantined Files:  ⓘ

Minimum File Duration:  ⓘ

Forwarding IP Address:  ⓘ

Forwarding User Name:  ⓘ

Forwarding Password:  ⓘ

- Search for and display the video you wish to untag. (If necessary, review “Displaying a Video” on page 28.) The Video Details page displays, as pictured above.

The *Video Tagged* field indicates that the video is currently tagged.

- 2 Go to the **Action** column and click **Untag Video**. The *Video Tagged* field is removed from the Video Details page.

---

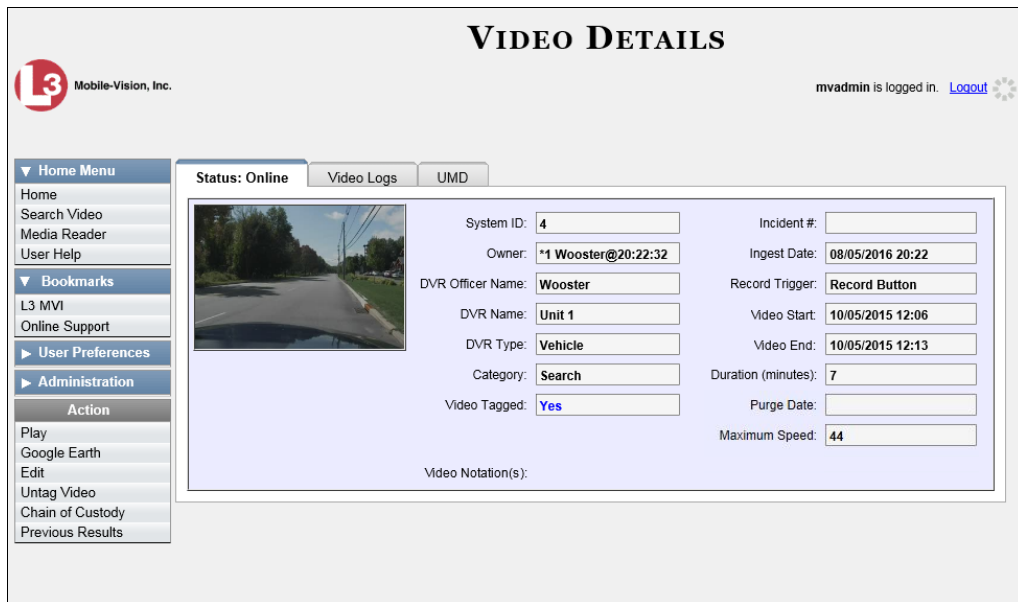
## Generating a Chain of Custody Report for a Media File

This section describes how to generate a Chain of Custody report for a selected video or *BodyVISION* snapshot. The Chain of Custody report contains a log of all operations that have been performed on a video or snapshot, such as the transfer of data from a vehicle to the DEF server (i.e., *System Media Uploaded from Unit*). It shows the date and time at which each activity occurred, as well as the User ID of the officer who performed the action, if applicable. If the *User* field is blank, it indicates that the action listed was performed automatically by the system.

To display this report, you must have the Adobe Reader installed on your PC.

- 1 Search for and display the video or snapshot you wish to generate a report for. (If necessary, review “Displaying a Video” on page 28 or “Displaying a Snapshot” on page 44.)

The Video Details page displays.



**VIDEO DETAILS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

▼ Home Menu  
Home  
Search Video  
Media Reader  
User Help

▼ Bookmarks  
L3 MVI  
Online Support

▶ User Preferences

▶ Administration

**Action**

Play  
Google Earth  
Edit  
Untag Video  
Chain of Custody  
Previous Results

Status: Online | Video Logs | UMD

System ID:  Incident #:

Owner:  Ingest Date:

DVR Officer Name:  Record Trigger:

DVR Name:  Video Start:

DVR Type:  Video End:

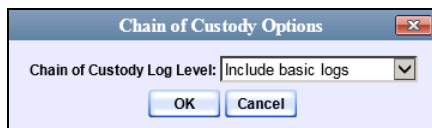
Category:  Duration (minutes):

Video Tagged:  Purge Date:

Maximum Speed:

Video Notation(s):

- 2 Go to the **Action** column and click **Chain of Custody**. The Chain of Custody Options popup displays.



Chain of Custody Options

Chain of Custody Log Level:  ▼

- If you'd like the Chain of Custody report to include basic logs only (default), proceed to the next step.

– OR –

If you'd like the Chain of Custody report to include basic logs *and* IACP\* logs, select **Include IACP logs** from the *Chain of Custody Log Level* drop-down list.

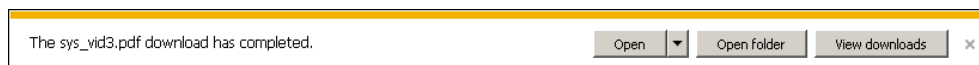
– OR –

If you'd like the Chain of Custody report to include all available logs, select **Include all available logs** from the *Chain of Custody Log Level* drop-down list.

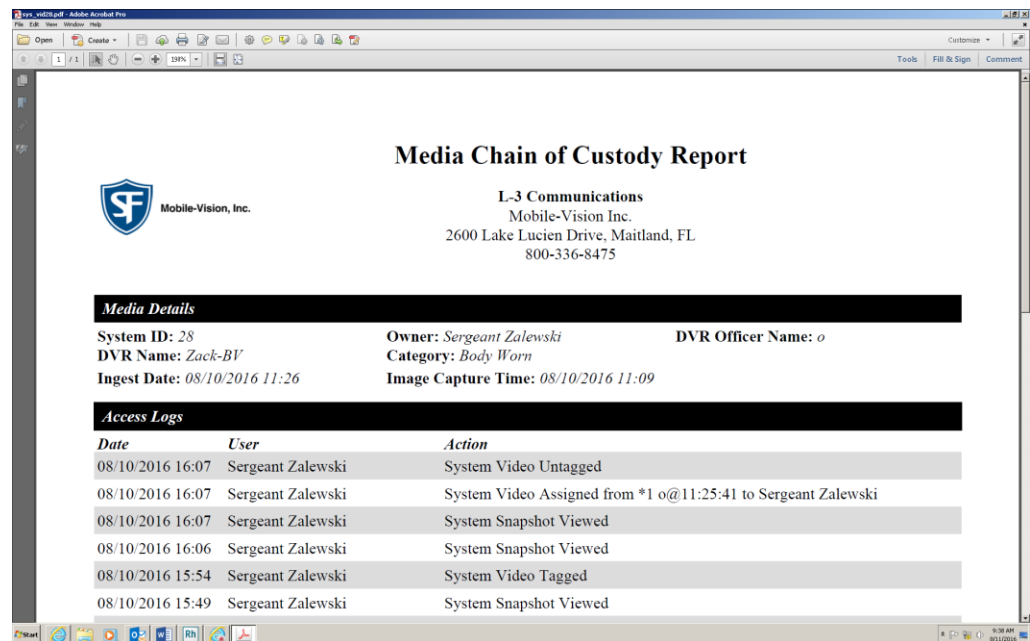
- Click **OK**. A Windows message displays.



- Click **Open**. Another Windows message displays.



- Click **Open** again. The Media Chain of Custody Report displays.

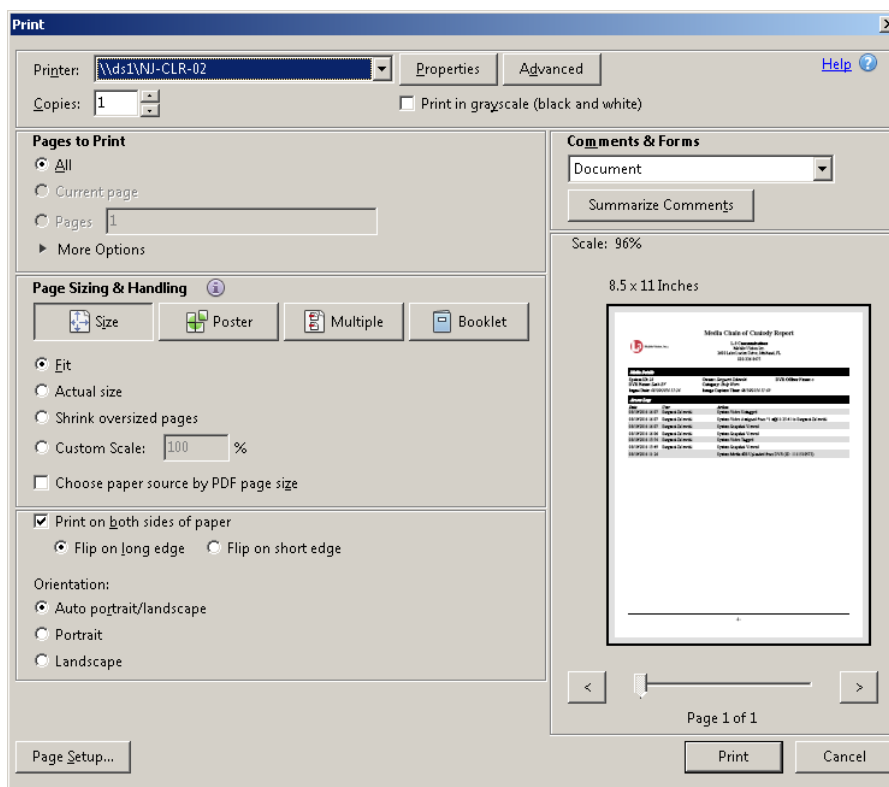



- To print this report, proceed to the next step. Otherwise skip to step 10.



- Go to the Acrobat menu bar and click the Printer icon. The Print popup displays.

\* International Association of Chiefs of Police




- 9 Select your desired printer settings, then click **OK** or **Print**. The report is directed to your active printer.
- 10 When you are finished viewing/printing the report, click the  in the upper right corner of the page to exit Adobe Reader.

## Manually Uploading Flashback Videos

Typically, video files are transmitted to the server automatically whenever your vehicle comes within about 300 feet of your precinct's access points. However, if you can't wait for the automatic file transfer to occur, or a problem has occurred that interfered with the wireless file transfer, you can manually upload videos yourself. Manual uploads are also used to transmit videos captured with a Body Worn camera, such as *BodyVISION*, *BWX-100*, or *VIEVU*.


For specific instructions, see:

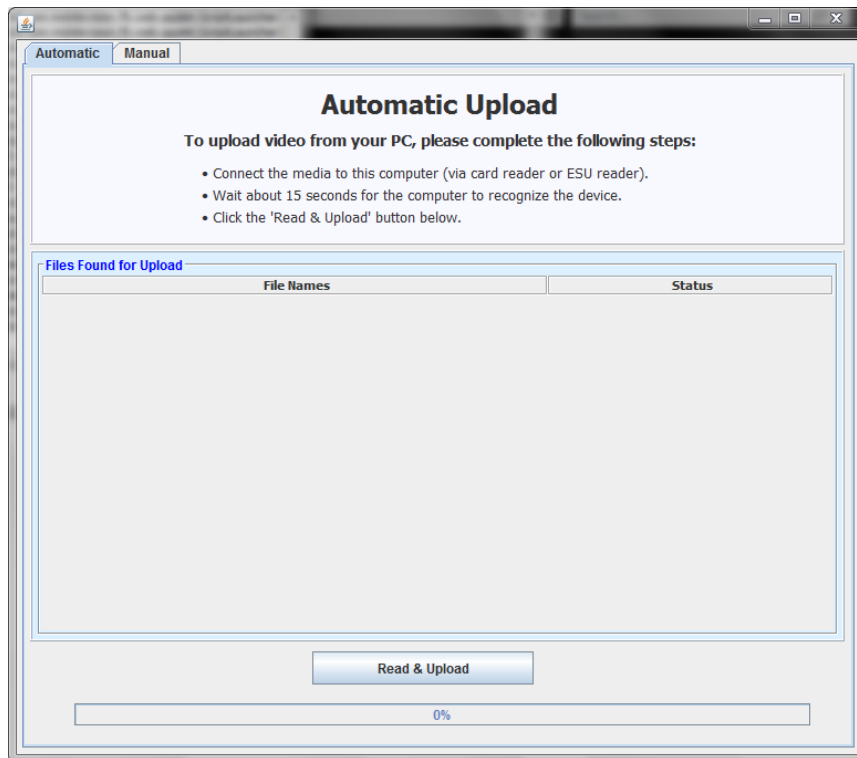
- Manually Uploading Flashback Videos, next page
- Manually Uploading *VIEVU* Videos, page 71
- Manually Uploading *BodyVISION* or *BWX-100* Videos. To upload these videos, simply place the Body Worn camera in your agency's Uplink Station, which consists of a group of docking stations connected to your storage server. For more information, see "Downloading Videos to DES or Basic Viewer HD" in the *BodyVISION User's Guide*, or "Uploading Videos to DES" in the *BWX-100*

*User's Guide.* These manuals are available for download from our Online Support Center. (To access, click the appropriate link under .)

## Manually Uploading Flashback Videos

This section describes how to manually upload new Flashback videos from an SD Card (Flashback3/FlashbackHD) or CF Card (Flashback2). For more information on when/why you might need to perform this procedure, see the previous section, “Manually Uploading Flashback Videos”.

- 1 Go to  and click **Media Reader**.
  - ⇒ If the Automatic Upload popup displays (typical), proceed to the next step.
  - ⇒ If a security popup displays, select the checkbox at the bottom of the popup, then click **Allow**. Next, select the checkbox at the bottom of the *second* popup, then click **Run**. The Automatic Upload popup displays.



- 2 If your PC has a built-in card reader (i.e., CF slot for Flashback2s or SD slot for Flashback3s/FlashbackHDs), proceed to the next step.

– OR –

If you are using a stand-alone card reader, make sure it's connected to your PC.

*(Continued)*

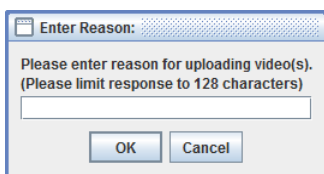


Sample CF/SD card reader

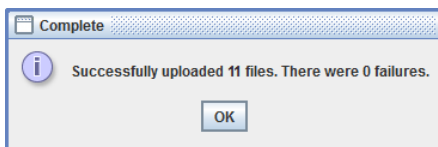
- 3 If you have not done so already, remove the memory card from the Flashback DVR.



- 4 Insert the memory card in your PC's CF/SD slot or an external card reader.
- 5 Click the **Read & Upload** button. The Enter Reason popup displays.



- 6 Enter the reason for this video upload in the blank field provided, then click **OK**. The system begins uploading your video files. This may take several seconds or several minutes, depending on the size of your files. When the transmission is complete, a confirmation message displays.



- 7 Click **OK**. You may now remove the memory card from the card reader and reinsert it in your Flashback DVR.



## Manually Uploading VIEVU Videos

This section describes how to upload new videos from a VIEVU— a small wearable DVR sold by Mobile-Vision. This procedure differs slightly depending on whether you have an LE2 or LE3 model VIEVU.

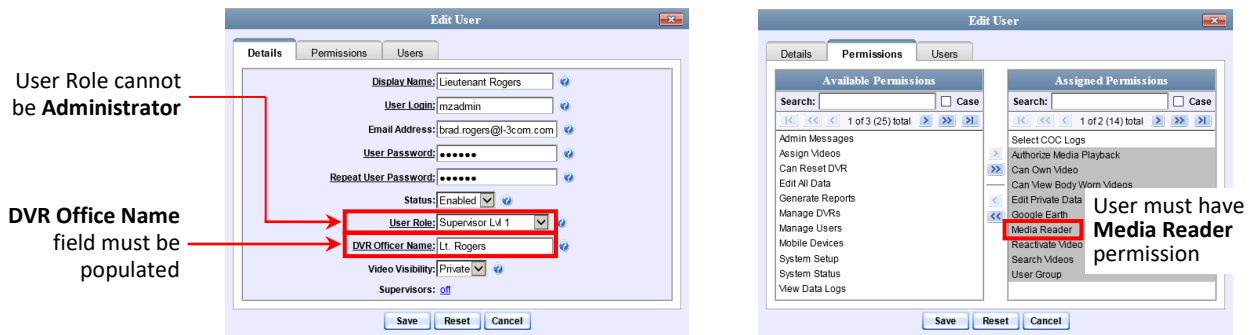
For specific instructions, see:

- Manually Uploading Videos from a VIEVU LE2, below
- Manually Uploading Videos from a VIEVU LE3, page 74.

---

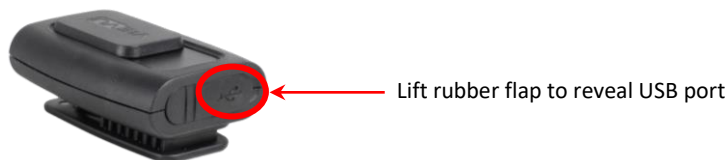
### Manually Uploading Videos from a VIEVU LE2

This section describes how to upload new videos from a VIEVU model LE2. This procedure must be performed by a *non-admin* user (typically a *Supervisor Lvl 1* or *Supervisor Lvl 2*) who has a *DVR Office Name* and is assigned the *Media Reader* permission. See illustration below.



For instructions on Viewing/Updating user records, see “Changing a User” in chapter 6.

- 1 Login to the DEF application as a non-admin user who has a *DVR Office Name* and is assigned the *Media Reader* permission. (See illustration above.)
- 2 Take out the USB cable that came in the box with your VIEVU LE2.
- 3 Insert the smaller USB plug into the VIEVU’s USB port, as pictured below.



- 4 Insert the remaining USB plugs into any two USB ports on the PC that you use to access DEF.

(Continued)

- 5 If this is the first time you've connected the VIEVU to this PC and you are prompted to download the VIEVU drivers, proceed to the next step.

– OR –

If this is the first time you've connected the VIEVU to this PC and you are *not* prompted to download the VIEVU drivers, you will have to manually download them before continuing. See “Manually Installing the VIEVU Drivers” on page 135 for instructions. Once the drivers are installed, proceed to step 12 for further instructions.

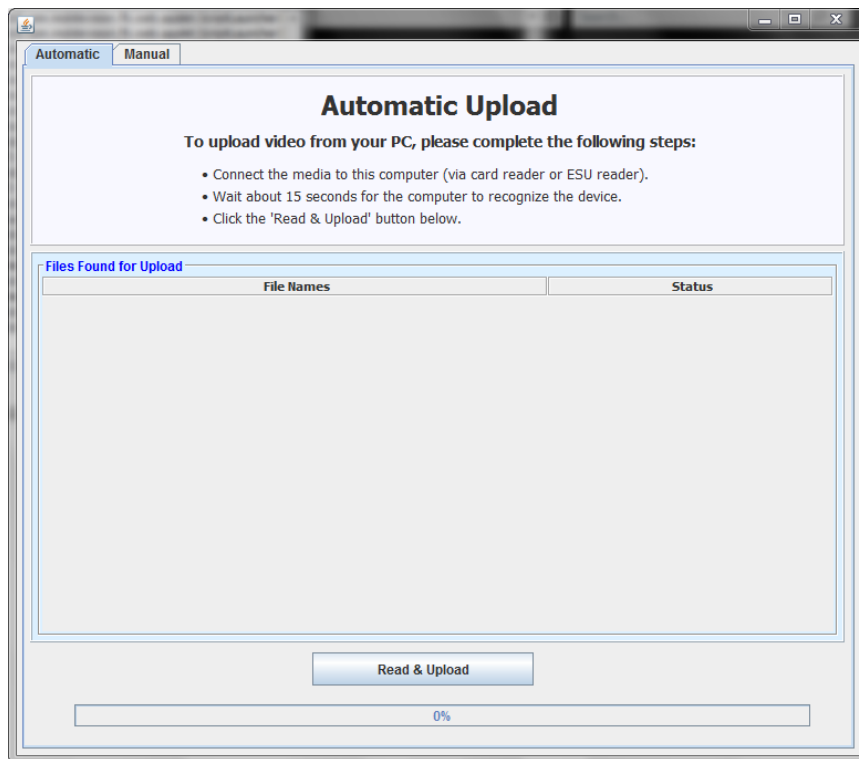
– OR –

If this is *not* the first time you've used this PC to upload videos to DEF (i.e., this PC already has the VIEVU drivers installed on it), skip to step 14.

- 6 Select the **Yes, this time only** button.
- 7 Click **Next**.
- 8 Click **Next** again.
- 9 Click **Finish**.
- 10 Repeat steps 6 – 9.
- 11 Disconnect the USB cables, then reboot your PC.
- 12 Plug the USB cables back in.
- 13 Log back into DEF as a non-admin user who has a *DVR Office Name* and is assigned the *Media Reader* permission.
- 14 Push the VIEVU's slide bar into the ON position, as pictured below.

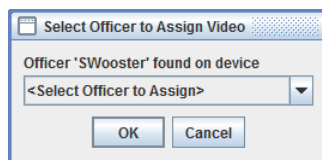


- 15 Go to  and click **Media Reader**.
  - ⇒ If the Automatic Upload popup displays (typical), proceed to the next step.
  - ⇒ If a security popup displays, select the checkbox at the bottom of the popup, then click **Allow**. Next, select the checkbox at the bottom of the *second* popup, then click **Run**. The Automatic Upload popup displays.

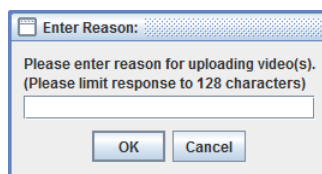


**WARNING:** If you are also using VIEVU’s Veripatrol software, make sure the Veripatrol application is **closed** before you proceed.

- 16 Click the **Read & Upload** button. The Select Officer to Assign Video popup displays.

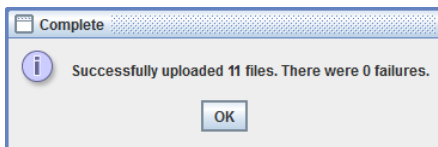


- 17 Select an officer name from the drop-down list, then click **OK**. The Enter Reason popup displays.



- 18 Type **VIEVU video upload** in the blank field provided, then click **OK**. Your entry displays for confirmation purposes.
- 19 Click **Yes**. The system begins uploading your video files. This may take several seconds or several minutes, depending on the size of your files.

When the transmission is complete, a confirmation message displays.



- 20 Click **OK**.

---

### Manually Uploading Videos from a VIEVU LE3

This section describes how to upload new videos from a VIEVU model LE3. This procedure must be performed by a user who has the *Media Reader* permission, such as an Administrator or Supervisor.

- 1 Take out the USB cable that came in the box with your VIEVU LE3.




**NOTE:** If you also have an LE2 model VIEVU, make sure you use the cable that came with the LE3, *not* the LE2.

- 2 Insert the smaller USB plug into the VIEVU's USB port.




Lift rubber flap to reveal USB port

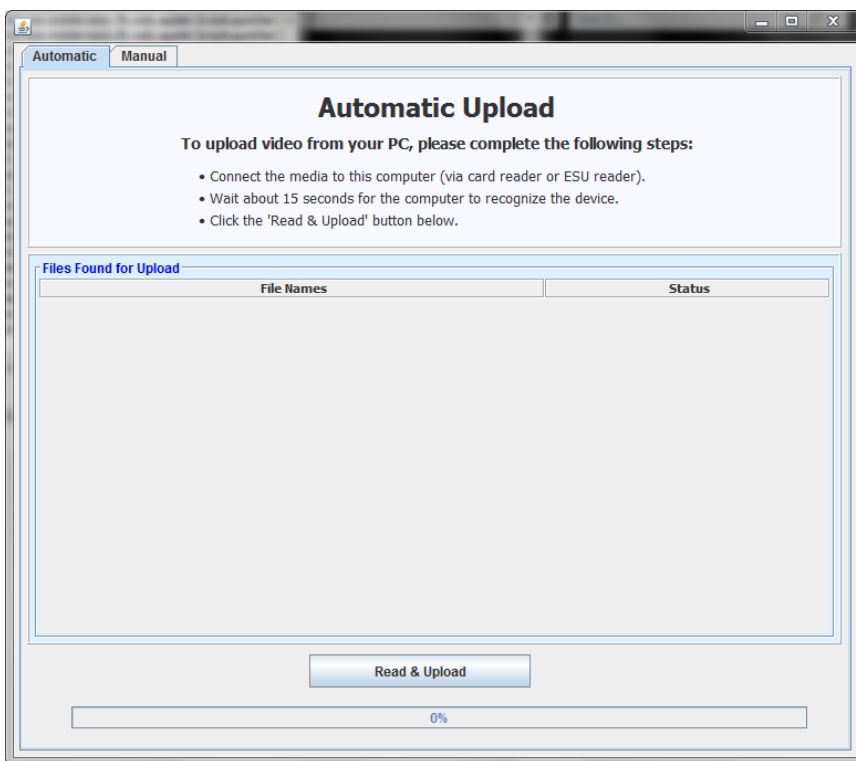
- 3 Insert the remaining USB plugs into two USB ports on the PC that you use to access DEF.
  - ⇒ If this is the **first time** you've connected the VIEVU to this PC, the system will automatically begin downloading the VIEVU drivers. Once the installation of the drivers is complete, click **Close** in response to the system prompt. Next, you need to set the VIEVU's COM port to COM9 or lower in Windows. Proceed to the next step.
  - ⇒ If this is *not* the first time you've connected the VIEVU to this PC (i.e., the VIEVU drivers are already installed on this PC), skip to step 15.
- 4 Click the Windows **Start** button or  icon in the lower left corner of your screen.
- 5 Right-click on the word **Computer**.
- 6 Click **Manage**.
- 7 Go to the left column and click **Device Manager**.
- 8 Double-click on **Ports (COM & LPT)**.
- 9 Double-click on **USB Serial Port**.

- 10 Click the **Port Settings** tab.
- 11 Click the **Advanced** button.
- 12 Select a new COM port from the *COM Port Number* drop-down list. You may select any unused port that is COM9 or lower.
- 13 Disconnect the USB cables, then restart your PC.
- 14 Plug the USB cables back in.
- 15 Push the VIEVU's slide bar into the ON position.



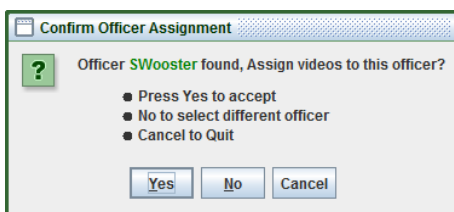
- 16 Login to DEF as an Administrator or Supervisor user.
- 17 Go to  and click **Media Reader**.
  - ⇒ If the Automatic Upload popup displays (typical), proceed to the next page.
  - ⇒ If a security popup displays, select the checkbox at the bottom of the popup, then click **Allow**. Next, select the checkbox at the bottom of the *second* popup, then click **Run**. The Automatic Upload popup displays.

*(Continued)*



**WARNING:** If you are also using VIEVU’s Veripatrol software, make sure the Veripatrol application is **closed** before you proceed.

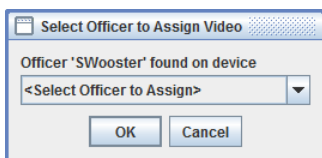
**18** Click the **Read & Upload** button. The Confirm Officer Assignment popup displays.



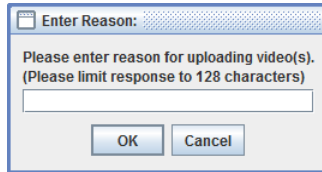
**19** If you wish to assign videos to the officer name displayed here, click **Yes**. The Enter Reason popup displays. Skip to step 21.

– OR –

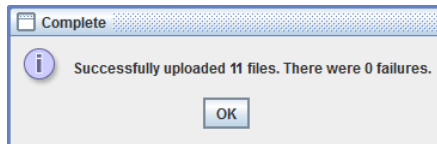
If you do *not* wish to assign videos to the officer displayed here, click **No**. The Select Officer to Assign Video popup displays.



- 20 Select an officer name from the drop-down list, then click **OK**. The Enter Reason popup displays.



- 21 Type **VIEVU video upload** in the blank field provided, then click **OK**. The system begins uploading your video files. This may take several seconds or several minutes, depending on the size of your files. When the transmission is complete, a confirmation message displays.



- 22 Click **OK**.

---

## Viewing a Video's Logs

This section describes how to view a video's logs. The video logs show *who* performed various actions on a video and *when*. In some instances, it also records the reason for an action, such as why a video was uploaded from a flashcard.

The video logs can, for example, answer these questions:

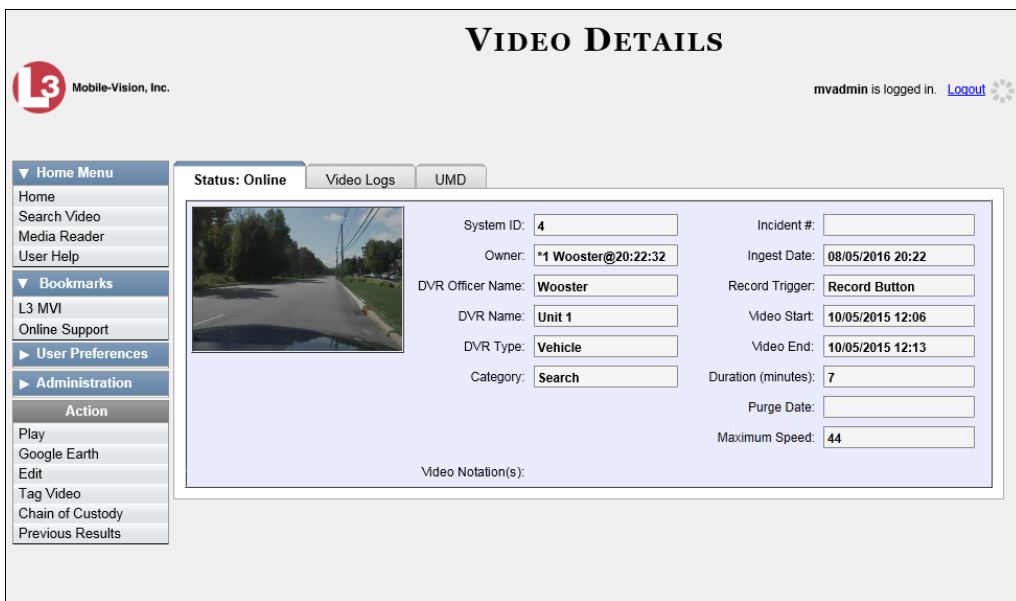
- Who played this video, and when?
- When was this video uploaded from the DVR unit?
- Who manually uploaded this video from a flashcard, when, and why?
- Who was this video reassigned to?
- Who made the reassignment, and when?

For instructions on viewing the logs for a *BodyVISION* or *BWX-100* snapshot, see the next section, "Viewing a Snapshot's Logs."


- 1 Search for and display the video you wish to view logs for. (If necessary, review "Displaying a Video" on page 28.)

The Video Details page displays.

*(Continued)*



**VIDEO DETAILS**

 Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

▼ Home Menu  
Home  
Search Video  
Media Reader  
User Help

▼ Bookmarks  
L3 MVI  
Online Support

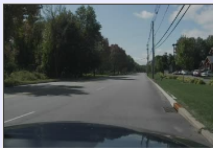
► User Preferences

► Administration

Action

Play  
Google Earth  
Edit  
Tag Video  
Chain of Custody  
Previous Results

Status: **Online** | Video Logs | UMD



System ID:  Incident #:

Owner:  Ingest Date:

DVR Officer Name:  Record Trigger:

DVR Name:  Video Start:

DVR Type:  Video End:

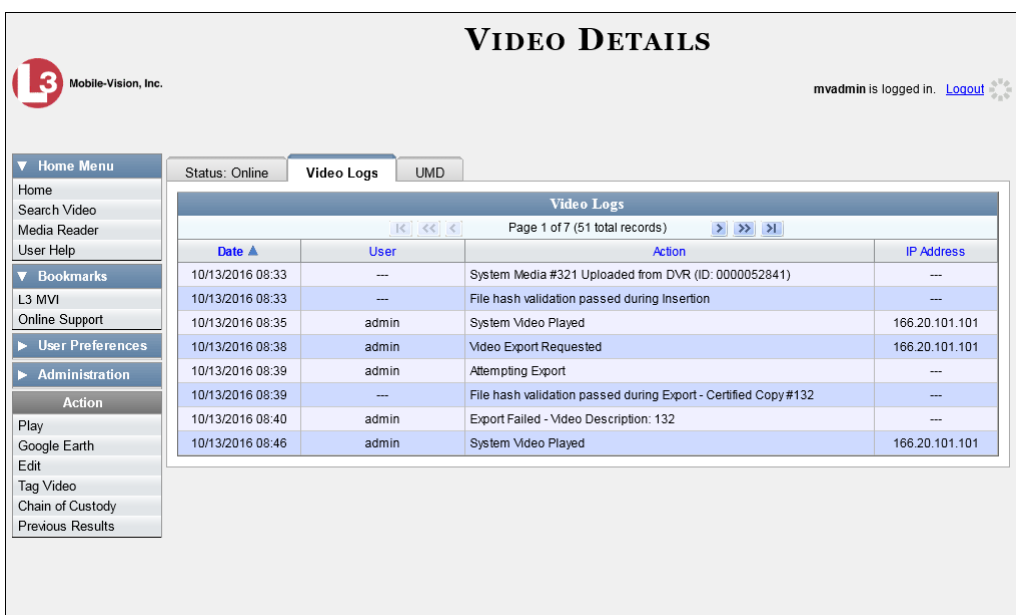
Category:  Duration (minutes):

Purge Date:


Maximum Speed:

Video Notation(s):

2 Click the **Video Logs** tab. The video's log records display.



**VIDEO DETAILS**

 Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

▼ Home Menu  
Home  
Search Video  
Media Reader  
User Help

▼ Bookmarks  
L3 MVI  
Online Support

► User Preferences

► Administration

Action

Play  
Google Earth  
Edit  
Tag Video  
Chain of Custody  
Previous Results

Status: Online | **Video Logs** | UMD

**Video Logs**

Page 1 of 7 (51 total records)

| Date ▲           | User  | Action   | IP Address     |
|------------------|-------|--|----------------|
| 10/13/2016 08:33 | ---   | System Media #321 Uploaded from DVR (ID: 0000052841)           | ---            |
| 10/13/2016 08:33 | ---   | File hash validation passed during insertion                   | ---            |
| 10/13/2016 08:35 | admin | System Video Played  | 166.20.101.101 |
| 10/13/2016 08:38 | admin | Video Export Requested   | 166.20.101.101 |
| 10/13/2016 08:39 | admin | Attempting Export  | ---            |
| 10/13/2016 08:39 | ---   | File hash validation passed during Export - Certified Copy#132 | ---            |
| 10/13/2016 08:40 | admin | Export Failed - Video Description: 132                         | ---            |
| 10/13/2016 08:46 | admin | System Video Played  | 166.20.101.101 |

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



The columns on the **Video Logs** tab are described in the following table.



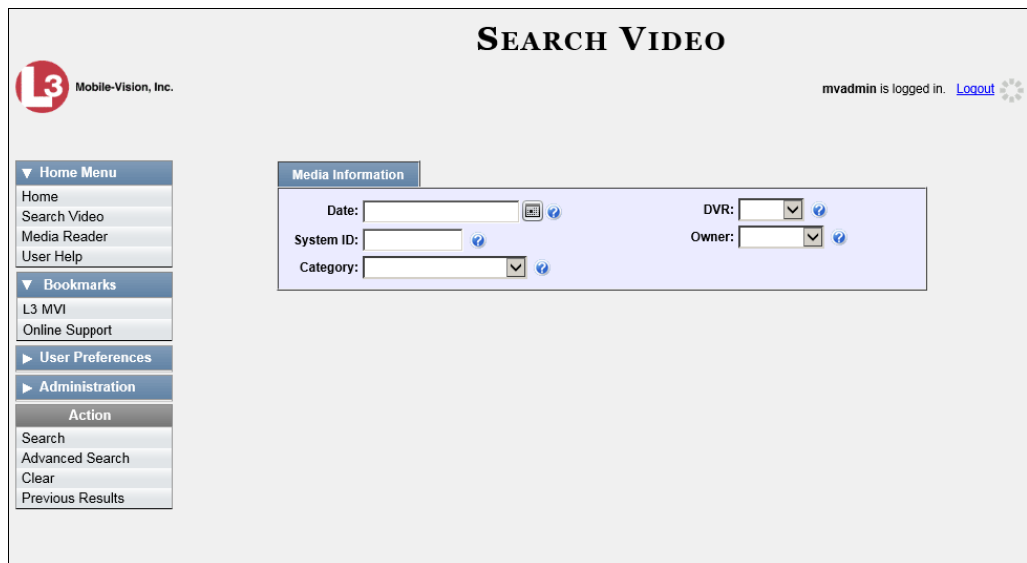
| Video Logs |   |
|------------|---|
| Column     | Description   |
| Date       | The date and time at which the action was performed on this video. Displays in mm/dd/yyyy hh:mm format.   |
| User       | The name of the user who performed the action. If this column is blank, it indicates that the <i>system</i> performed this action.  |
| Action     | A description of the action performed on this video.  |
| IP Address | The IP address of the device from which the activity was executed. For example, if an officer played the video on a PC with an IP address of 192.168.250.10, that number will display here. |

## Viewing a Snapshot's Logs

This section describes how to view the activity logs for a *BodyVISION* or *BWX-100* still image, referred to as a *snapshot*. The snapshot log lists the following information:

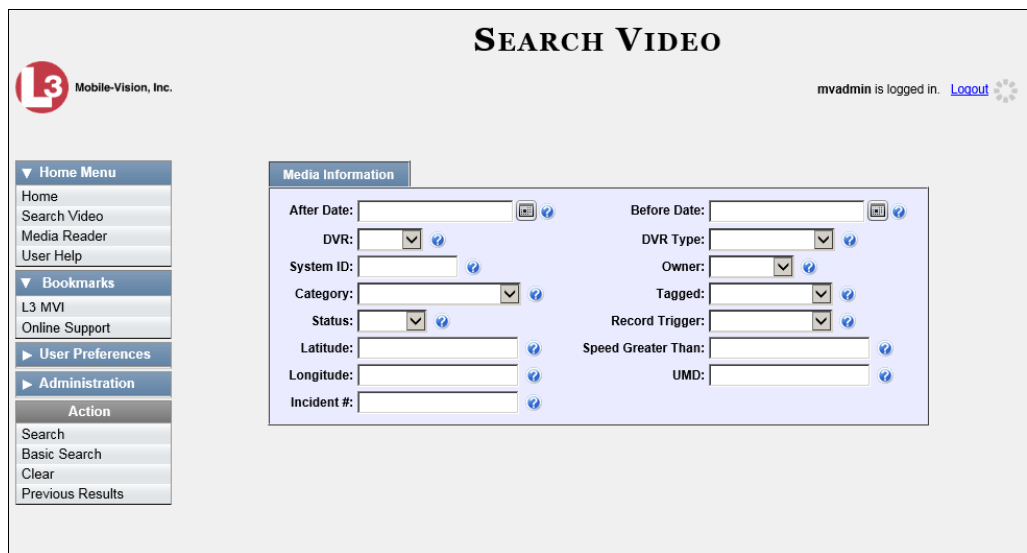
- The date/time at which the snapshot was uploaded to the server
- The users who have viewed the source video (i.e., the video from which the snapshot was excerpted), and the date/time at which they did so.

- 1 Go to [▼ Home Menu](#) and click **Search Video**. The Search Video page displays.



- 2 Go to the [Action](#) column and click **Advanced Search**.

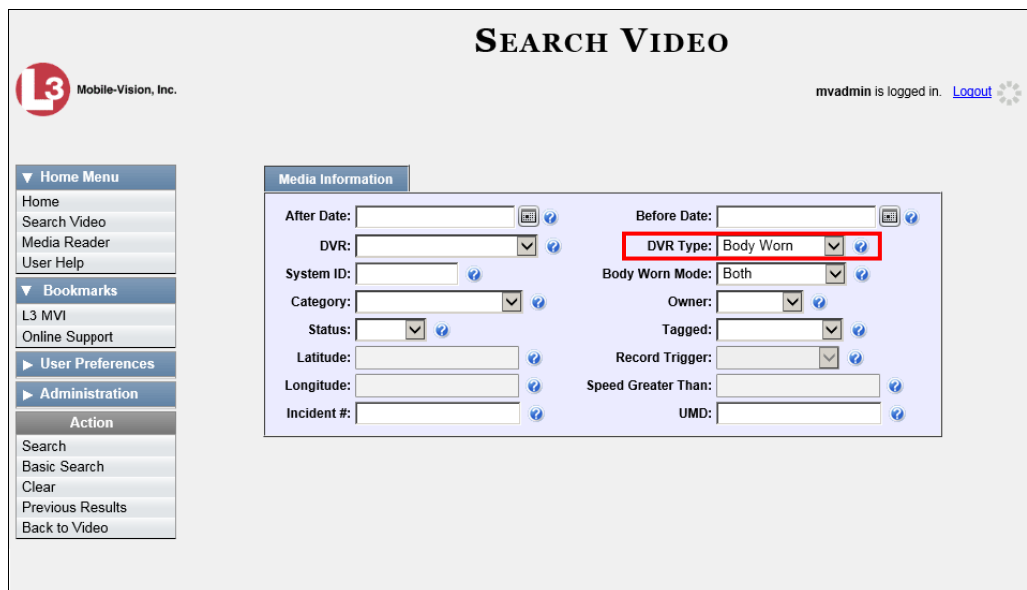
(Continued)



The screenshot shows the 'SEARCH VIDEO' interface. At the top left is the L3 Mobile-Vision, Inc. logo. At the top right, it says 'mvadmin is logged in. Logout'. On the left is a navigation menu with sections: Home Menu (Home, Search Video, Media Reader, User Help), Bookmarks (L3 MVI, Online Support), User Preferences, Administration, and an Action column (Search, Basic Search, Clear, Previous Results). The main area is titled 'Media Information' and contains a search form with the following fields:

- After Date: [text input]
- Before Date: [text input]
- DVR: [dropdown menu]
- DVR Type: [dropdown menu]
- System ID: [text input]
- Owner: [dropdown menu]
- Category: [dropdown menu]
- Tagged: [dropdown menu]
- Status: [dropdown menu]
- Record Trigger: [dropdown menu]
- Latitude: [text input]
- Speed Greater Than: [text input]
- Longitude: [text input]
- UMD: [text input]
- Incident #: [text input]

- 3 Select **Body Worn** from the *DVR Type* drop-down list. The *Body Worn Mode* field displays.



This screenshot is identical to the previous one, but the 'DVR Type' dropdown menu is highlighted with a red box and shows 'Body Worn' as the selected option. Additionally, the 'Body Worn Mode' dropdown menu is now visible and set to 'Both'.














- 4 Select **Snapshots Only** from the *Body Worn Mode* drop-down list.
- 5 If desired, enter/select additional search criteria.
- 6 Go to the **Action** column and click **Search**.

All *BodyVISION* or BWX-100 snapshot files that match your selection criteria display on the Video Search Results page.

BodyVISION snapshots display the word "Image" in this column

### VIDEO SEARCH RESULTS

Sergeant Zalewski is logged in. [Logout](#)


| Home Menu        |  | Videos  |   |                   |          |          |           |                  |   |
|------------------|--|---|---|-------------------|----------|----------|-----------|------------------|---|
| Home             |  | Page 1 of 1 (5 total records)   |   |                   |          |          |           |                  |   |
| Search Video     |  | Details   | Play  | Owner             | DVR Name | Duration | Category  | Video Start      | Notes   |
| Media Reader     |  |  |  | Sergeant Zalewski | BW-101   | Image    | Body Worn | 08/10/2016 11:09 |  |
| User Help        |  |  |  | *1 o@11:25:41     | BW-101   | Image    | Body Worn | 08/10/2016 11:08 |  |
| Bookmarks        |  |  |  | *1 o@11:25:41     | BW-101   | Image    | Body Worn | 08/10/2016 11:08 |  |
| L3 MVI           |  |  |  | *1 o@11:25:41     | BW-101   | Image    | Body Worn | 08/10/2016 11:07 |  |
| Online Support   |  |  |  | *1 o@11:25:41     | BW-101   | Image    | Body Worn | 08/10/2016 11:07 |  |
| User Preferences |  |   |   |                   |          |          |           |                  |   |
| Administration   |  |   |   |                   |          |          |           |                  |   |
| Action           |  |   |   |                   |          |          |           |                  |   |
| New Search       |  |   |   |                   |          |          |           |                  |   |
| Back to Video    |  |   |   |                   |          |          |           |                  |   |

7 If the snapshot you wish to export displays on this page, proceed to the next step.

– OR –


If the snapshot you wish to export does *not* display on this page, use the navigation arrows to scroll through the results list.



 8 Click on the snapshot's Details icon. The Snapshot Details page displays.

### SNAPSHOT DETAILS


Sergeant Zalewski is logged in. [Logout](#)

| Home Menu        |  | Status: Online   |  | Snapshot Logs | UMD |
|------------------|--|--|--|---------------|-----|
| Home             |  | <div style="display: flex;"> <div style="flex: 1;">  </div> <div style="flex: 2;"> <p>System ID: <input type="text" value="22"/></p> <p>Owner: <input type="text" value="*1 o@11:25:41"/></p> <p>DVR Officer Name: <input type="text" value="o"/></p> <p>DVR Name: <input type="text" value="BW-101"/></p> <p>DVR Type: <input type="text" value="Body Worn"/></p> <p>Category: <input type="text" value="Body Worn"/></p> <p>Video Notation(s):</p> </div> <div style="flex: 1;"> <p>Incident #: <input type="text"/></p> <p>Ingest Date: <input type="text" value="08/10/2016 11:25"/></p> <p>Record Trigger: <input type="text" value="Manual Record"/></p> <p>Capture Date: <input type="text" value="08/10/2016 11:08"/></p> </div> </div> |  |               |     |
| Search Video     |  |  |  |               |     |
| Media Reader     |  |  |  |               |     |
| User Help        |  |  |  |               |     |
| Bookmarks        |  |  |  |               |     |
| L3 MVI           |  |  |  |               |     |
| Online Support   |  |  |  |               |     |
| User Preferences |  |  |  |               |     |
| Administration   |  |  |  |               |     |
| Action           |  |  |  |               |     |
| Play             |  |  |  |               |     |
| Edit             |  |  |  |               |     |
| Tag Video        |  |  |  |               |     |
| Chain of Custody |  |  |  |               |     |
| Previous Results |  |  |  |               |     |

9 Click the **Snapshot Logs** tab. The snapshot's log records display.

(Continued)

## SNAPSHOT DETAILS


Sergeant Zalewski is logged in. [Logout](#)

- ▼ Home Menu
- Home
- Search Video
- Media Reader
- User Help
- ▼ Bookmarks
- L3 MVI
- Online Support
- User Preferences
- Administration
- Action
- Play
- Edit
- Tag Video
- Chain of Custody
- Previous Results

Status: Online
**Snapshot Logs**
UMD

Video Logs

Page 1 of 1 (4 total records)

| Date ▲           | User              | Action  | IP Address     |
|------------------|-------------------|---|----------------|
| 08/10/2016 11:25 | ---               | System Media #22 Uploaded from DVR (ID: 1111510573) | ---            |
| 08/10/2016 15:45 | Sergeant Zalewski | System Snapshot Viewed                              | 166.20.100.160 |
| 08/10/2016 15:48 | Sergeant Zalewski | System Snapshot Viewed                              | 166.20.100.160 |
| 08/15/2016 15:08 | mvadmin           | System Snapshot Viewed                              | 166.20.100.160 |

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

The columns on the **Snapshot Logs** tab are described below.

| Snapshot Logs |  |
|---------------|--|
| Column        | Description  |
| Date          | The date and time at which the action was performed on this snapshot file. Displays in mm/dd/yyyy hh:mm format   |
| User          | The name of the user who performed the action. If this column is blank, it indicates that the <i>system</i> performed this action.   |
| Action        | A description of the action performed on this snapshot file.   |
| IP Address    | The IP address of the device from which the activity was executed. For example, if an officer viewed the snapshot on a PC with an IP address of 192.168.250.10, that number will display here. |

## Reassigning Video to a Different Officer

Periodically, you may need to reassign a video to a different officer. The procedures for reassigning single vs. multiple videos are slightly different. Proceed to the appropriate section for further instructions:

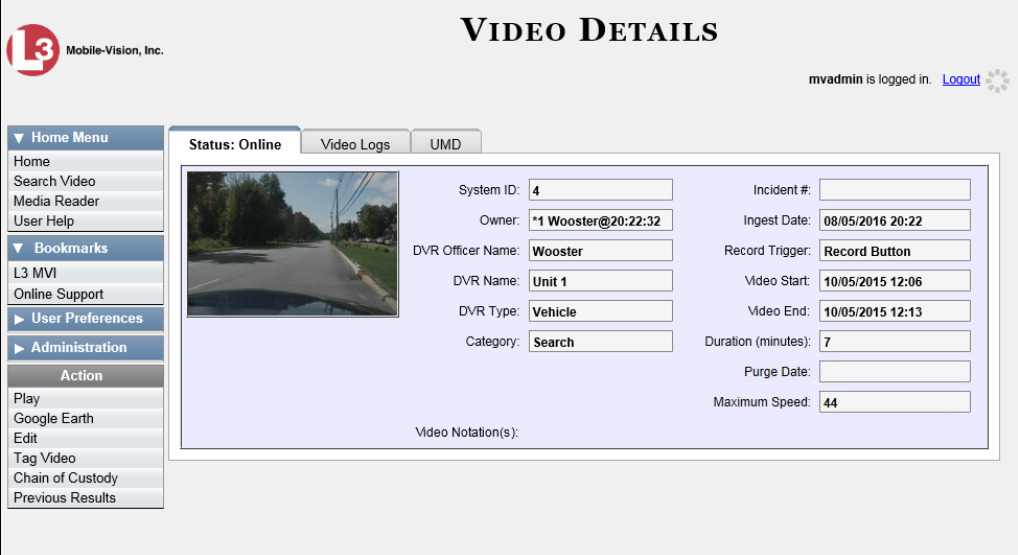
- Reassigning One Video to a Different Officer, below
- Reassigning Multiple Videos to a Different Officer, page 84.

### Reassigning One Video to a Different Officer

This section describes how to reassign a single video to a different officer.

- 1 Search for and display the video you wish to reassign. (If necessary, review “Displaying a Video” on page 28.)

The Video Details page displays.



The screenshot shows the 'VIDEO DETAILS' page. On the left is a navigation menu with sections: Home Menu (Home, Search Video, Media Reader, User Help), Bookmarks (L3 MVI, Online Support), User Preferences, Administration, and Action (Play, Google Earth, Edit, Tag Video, Chain of Custody, Previous Results). The main content area has tabs for 'Status: Online', 'Video Logs', and 'UMD'. Below the tabs is a video thumbnail showing a road scene. To the right of the thumbnail is a form with the following fields: System ID (4), Incident # (empty), Owner (\*1 Wooster@20:22:32), Ingest Date (08/05/2016 20:22), DVR Officer Name (Wooster), Record Trigger (Record Button), DVR Name (Unit 1), Video Start (10/05/2015 12:06), DVR Type (Vehicle), Video End (10/05/2015 12:13), Category (Search), Duration (minutes) (7), Purge Date (empty), and Maximum Speed (44). At the bottom of the form is a label 'Video Notation(s):'.

For a description of the fields on this screen, see the table on page 29.

- 2 Go to the **Action** column and click **Edit**. The Edit Video popup displays.

*(Continued)*



**Edit Video**

Category: Search

Currently Belongs to Officer: Officer Zalewski

Assign To Officer: Wooster

Incident #: 09-86422

Video Notation(s):

- Deactivation request denial
- Image of a child
- None
- Police computer screen
- Protected location
- Special ops event
- Substance abuse treatment
- UQ/CI
- Victim of criminal offense

Height: 6' 5"

Weight: 260

Build: Large

Eye Color: brown

Identifying marks: tattoo on arm

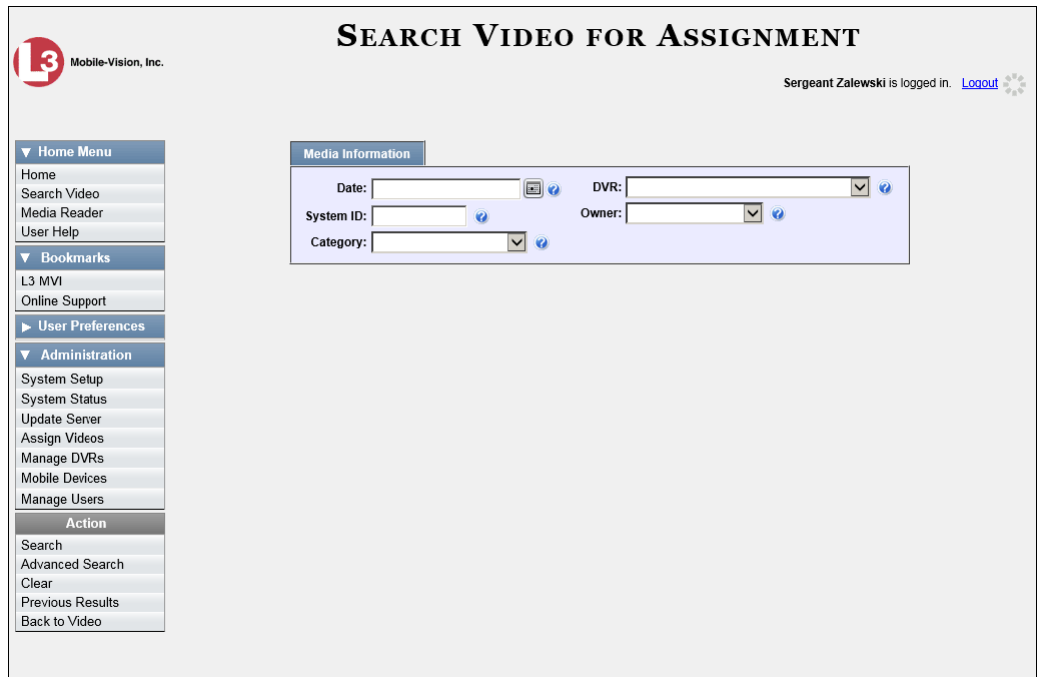
Save Reset Cancel

- 3 Select a new name from the *Assign To Officer* drop-down list.
- 4 Click **Save**.

### Reassigning Multiple Videos to a Different Officer

This section describes how to reassign multiple videos to a different officer. For example, if an officer forgets to login to his DVR one day, you can use this procedure to link that day's videos to the correct officer. Once an officer owns a video, he has permission to view, notate, or tag that video.

- 1 Go to **Administration** and click **Assign Videos**. The Search Video for Assignment page displays.



Next, search for the video(s) you wish to reassign.

- 2 To search for videos using the Basic Search form (default), proceed to the next step.  
– OR –

To search for videos using the Advanced Search form, go to the **Action** column and click **Advanced Search**.

- 3 Enter or select your search criteria in the search fields provided.
- 4 Go to the **Action** column and click **Search**. The Assign Videos page displays.

*(Continued)*



## ASSIGN VIDEOS

mvadmin is logged in. [Logout](#)

- Home Menu
- Home
- Search Video
- Media Reader
- User Help
- Bookmarks
- L3 MVI
- Online Support
- User Preferences
- Administration
  - System Setup
  - System Status
  - Update Sener
  - Assign Videos
  - Manage DVRs
  - Mobile Devices
  - Manage Users
- Action
  - Select All On Page
  - Assign Selected
  - Assign All 236 Videos
  - Deselect

**Assignment Information**

Assign To Officer:

Assign To DVR:

| Videos  |                     |                  |           |                     |                  |          |
|---|---------------------|------------------|-----------|---------------------|------------------|----------|
| Video   | Owner               | Category         | DVR Type  | DVR Name            | Video Start      | Duration |
|  | *1 No Name@12:49:33 | Body Worn        | Body Worn | *1 Unit@13:33:27    | 02/24/2017 16:36 | 6 min    |
|  | *1 No Name@12:49:33 | Body Worn        | Body Worn | *1 Unit@13:33:27    | 02/24/2017 15:53 | 42 min   |
|  | chris               | Arrest           | Vehicle   | *1 CW_FBHD@11:01:43 | 01/14/2017 15:36 | 0 min    |
|  | *1 ofr169@08:37:38  | Traffic Citation | Vehicle   | *1 No Name@08:01:41 | 01/12/2017 07:41 | 0 min    |
|  | *1 ofr169@08:37:38  | Traffic Citation | Vehicle   | *1 No Name@08:01:41 | 01/12/2017 07:40 | 1 min    |
|  | *1 dvr169@08:07:39  | Traffic Citation | Vehicle   | *1 No Name@08:01:41 | 01/12/2017 07:20 | 1 min    |

The components on this page are described below.

| Video Information |  |
|-------------------|--|
| Column            | Description  |
| Video             | A thumbnail image of the video.  |
| Owner             | The name of the officer who currently owns this video. For more information, see <i>Owner</i> in the table on page 29.   |
| Category          | The category assigned to this video. For more on video categories, see <i>Category</i> in the table on page 30.  |
| DVR Type          | The type of DVR that captured this video: <ul style="list-style-type: none"> <li>▪ <i>Vehicle</i>. A DVR that is installed inside a vehicle, such as a police cruiser.</li> <li>▪ <i>Interview Room</i>. A DVR that is installed inside an interview room. This type of DVR is used in conjunction with the optional <i>Interview Room</i> module.</li> <li>▪ <i>Body Worn</i>. A <i>BodyVISION</i> or BWX-100 Body Worn camera.</li> <li>▪ <i>VieVu</i>. A VIEVU Body Worn camera.</li> </ul> |
| DVR Name          | The name of the DVR that captured this video. For more information, see <i>DVR Name</i> in the table on page 30.   |
| Video Start       | The date and time at which this video began recording. Displays in mm/dd/yyyy hh:mm:ss format.   |
| Duration          | The video's length, in minutes. If the word "Image" displays in this field, it indicates that this record is a <i>BodyVISION</i> or BWX-100 still image.   |



| Available Actions   |  |
|---------------------|--|
| Action              | Description  |
| Select All on Page  | Highlight the videos that are currently displayed on-screen.   |
| Assign Selected     | Assign all selected (i.e., highlighted) videos to the officer shown in the <i>Assign to Officer</i> field. |
| Assign All # Videos | Assign all the videos in your search results to the officer shown in the <i>Assign to Officer</i> field.   |
| Deselect            | Deselect all videos that are currently selected. You can also click on a video to deselect it.             |

- Go to the *Assign to Officer* field at the top of the page and select a new officer from the drop-down list.



**WARNING:** Video assignments cannot be undone. Before you proceed, make sure you are reassigning the videos to the correct officer.

- To reassign *all* of the videos in your search results, go to the **Action** column and click **Assign All ## Videos**. Click **Yes** in response to the confirmation message. **End of procedure.**

– OR –

To reassign *some* of the videos in your search results, either click on the videos you wish to reassign *or* go to the **Action** column and click **Select All on Page**.

- Go to the **Action** column and click **Assign Selected**. A confirmation message displays.

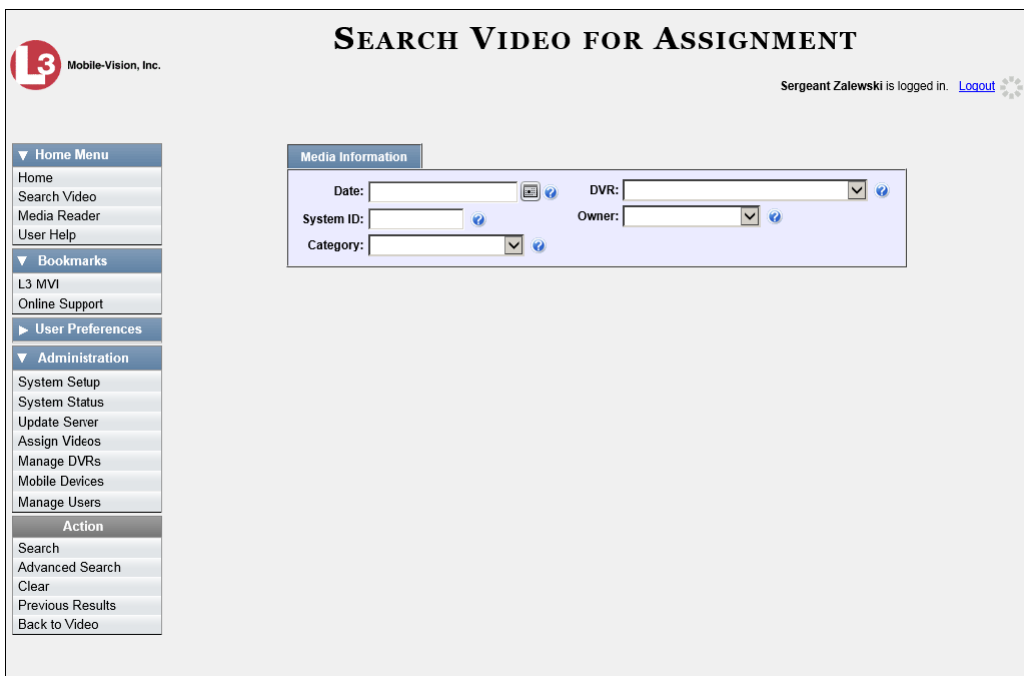
18 video(s) successfully assigned to James Ward

## Reassigning Video to a Different DVR

This section describes how to reassign selected video(s) to a different DVR.

- Go to **Administration** and click **Assign Videos**. The Search Video for Assignment page displays.

*(Continued)*



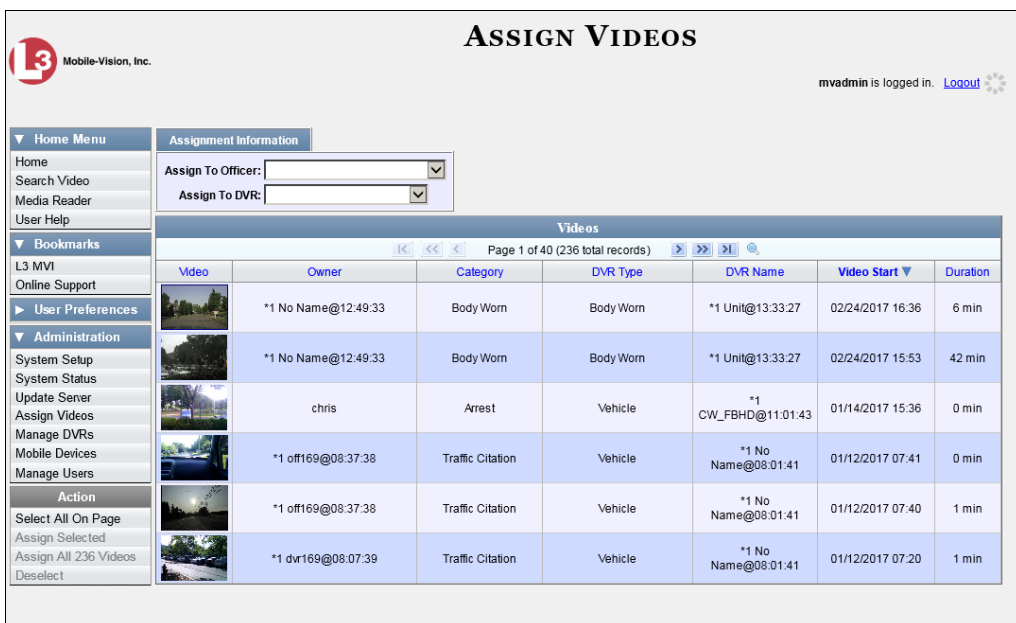
2 To search for videos using the Basic Search form (default), proceed to the next step.







– OR –

To search for videos using the Advanced Search form, go to the **Action** column and click **Advanced Search**.

3 Enter or select your search criteria in the search fields provided.

4 Go to the **Action** column and click **Search**. The Assign Videos page displays.



| Video   | Owner               | Category         | DVR Type  | DVR Name            | Video Start      | Duration |
|---|---------------------|------------------|-----------|---------------------|------------------|----------|
|  | *1 No Name@12:49:33 | Body Worn        | Body Worn | *1 Unit@13:33:27    | 02/24/2017 16:36 | 6 min    |
|  | *1 No Name@12:49:33 | Body Worn        | Body Worn | *1 Unit@13:33:27    | 02/24/2017 15:53 | 42 min   |
|  | chris               | Arrest           | Vehicle   | *1 CW_FBHD@11:01:43 | 01/14/2017 15:36 | 0 min    |
|  | *1 off169@08:37:38  | Traffic Citation | Vehicle   | *1 No Name@08:01:41 | 01/12/2017 07:41 | 0 min    |
|  | *1 off169@08:37:38  | Traffic Citation | Vehicle   | *1 No Name@08:01:41 | 01/12/2017 07:40 | 1 min    |
|  | *1 dvr169@08:07:39  | Traffic Citation | Vehicle   | *1 No Name@08:01:41 | 01/12/2017 07:20 | 1 min    |

The columns and available actions on the Assign Videos page are described in the table on page 86.

- 5 Go to the *Assign to DVR* field at the top of the page and select a new DVR from the drop-down list.



**WARNING:** Video assignments cannot be undone. Before you proceed, make sure you are reassigning the videos to the correct DVR.

- 6 To reassign *all* of the videos in your search results, go to the **Action** column and click **Assign All ## Videos**. Click **Yes** in response to the confirmation message. **End of procedure.**

– OR –

To reassign *some* of the videos in your search results, either click on the videos you wish to reassign *or* go to the **Action** column and click **Select All on Page**.

- 7 Go to the **Action** column and click **Assign Selected**. A confirmation message displays.

18 video(s) successfully assigned to Unit 146

---

## Maintaining User Metadata

As a System Administrator, you have the ability to add, change, and/or delete user metadata fields at any time. These fields allow officers to notate their videos with custom data, such as a citation number or subject description. If an officer has a mobile data computer with the UMD editor installed on it, he can attach UMD to a video immediately after it is finished recording. Otherwise he can attach UMD back at the precinct when he logs onto the DEF Server.

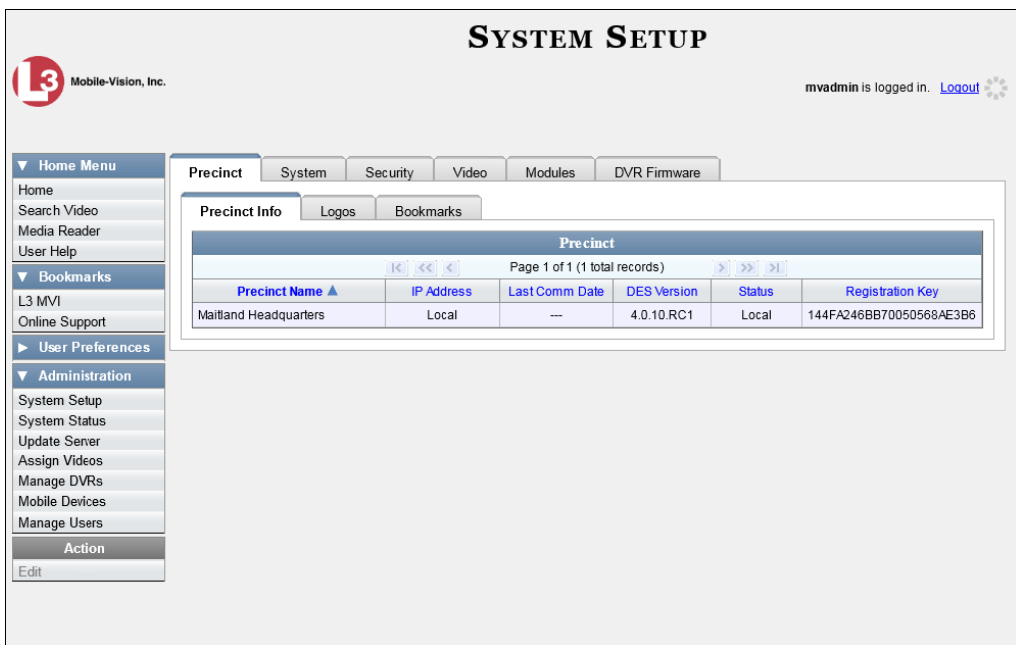
For further instructions, see:

- Displaying the UMD Types List, below
- Adding a User Metadata Field, page 91
- Changing a User Metadata Field, page 94
- Deleting a User Metadata Field, page 95
- Changing the User Metadata Display Order, page 95.

### Displaying the UMD Types List

This section describes how to display the UMD Types list. This is the first step towards adding, changing, or deleting a UMD record.

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



**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Home Menu: Home, Search Video, Media Reader, User Help

Bookmarks: L3 MVI, Online Support

User Preferences

Administration: System Setup, System Status, Update Server, Assign Videos, Manage DVRs, Mobile Devices, Manage Users

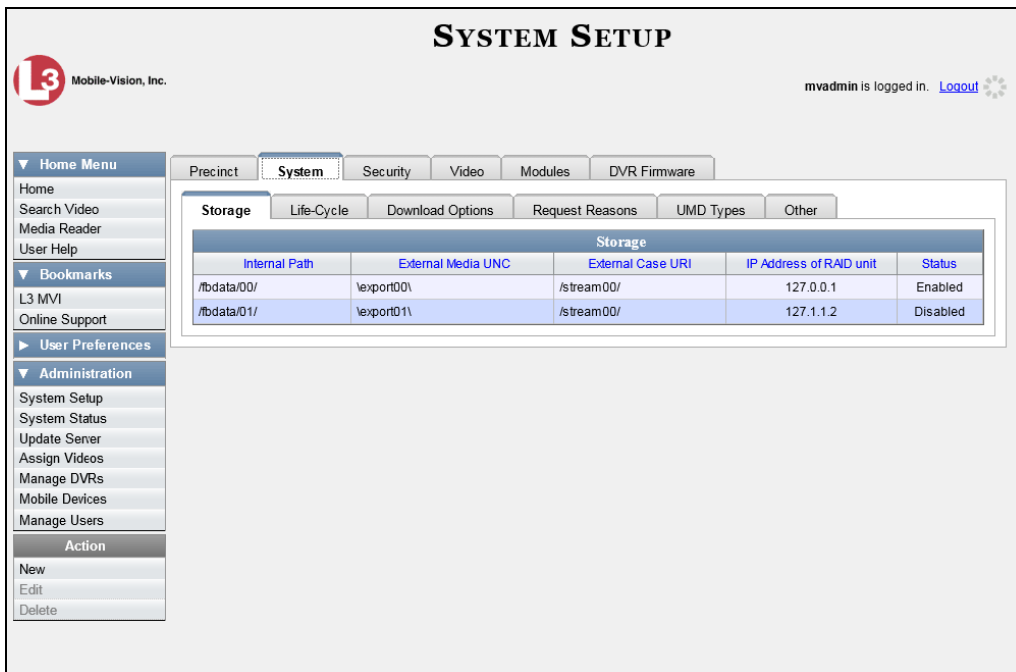
Action: Edit

System Setup Tabs: Precinct, System, Security, Video, Modules, DVR Firmware

Precinct Info Sub-Tabs: Precinct Info, Logos, Bookmarks

| Precinct              |            |                |             |        |                         |
|-----------------------|------------|----------------|-------------|--------|-------------------------|
| Precinct Name ▲       | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

2 Click the **System** tab.



**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Home Menu: Home, Search Video, Media Reader, User Help

Bookmarks: L3 MVI, Online Support

User Preferences

Administration: System Setup, System Status, Update Server, Assign Videos, Manage DVRs, Mobile Devices, Manage Users

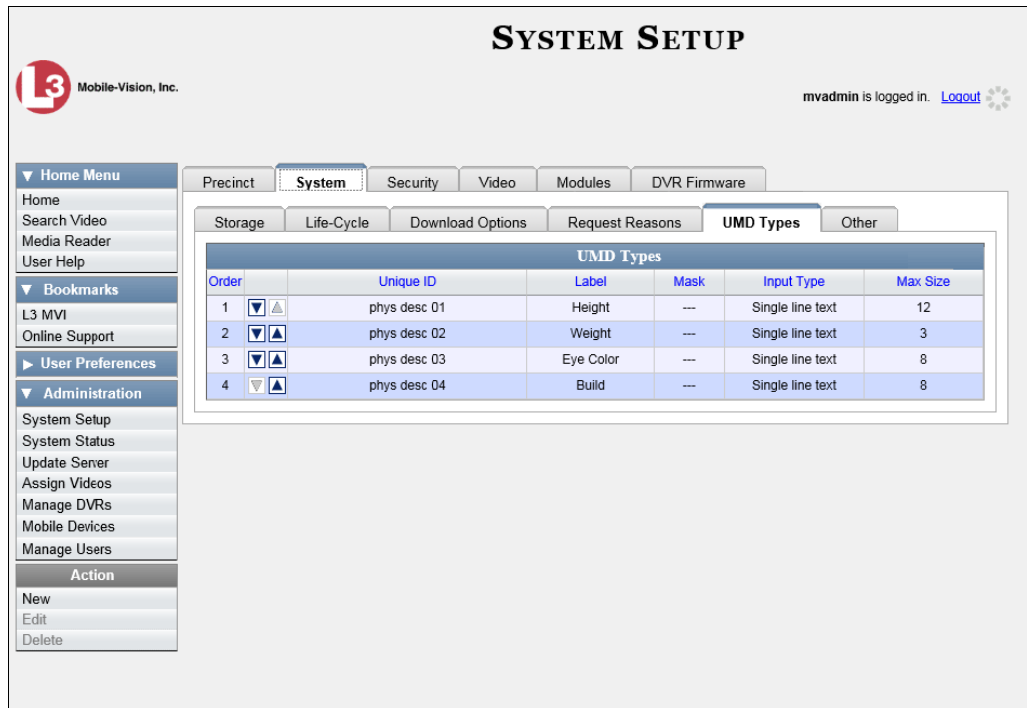
Action: New, Edit, Delete

System Setup Tabs: Precinct, **System**, Security, Video, Modules, DVR Firmware

Storage Sub-Tabs: Storage, Life-Cycle, Download Options, Request Reasons, UMD Types, Other

| Internal Path | External Media UNC | External Case URI | IP Address of RAID unit | Status   |
|---------------|--------------------|-------------------|-------------------------|----------|
| /bdata/00/    | \\export00\        | /stream00/        | 127.0.0.1               | Enabled  |
| /bdata/01/    | \\export01\        | /stream00/        | 127.1.1.2               | Disabled |

3 Click the **UMD Types** tab. A list of existing UMD records (if any) displays.



For further instructions, see:

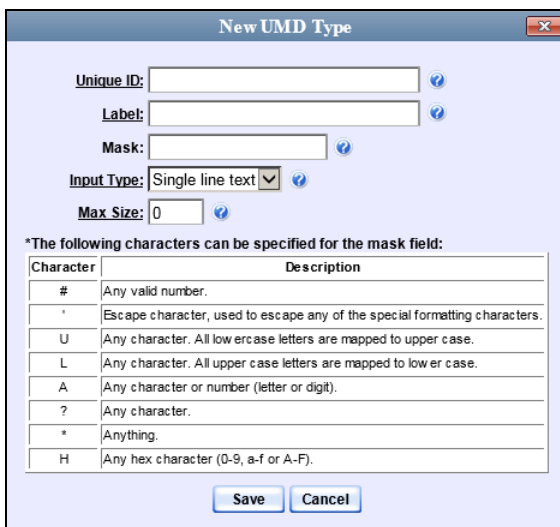
- Adding a User Metadata Field, below, beginning with step 2
- Changing a User Metadata Field, page 94, beginning with step 2
- Deleting a User Metadata Field, page 95, beginning with step 2
- Changing the User Metadata Display Order, page 95, beginning with step 2.

### Adding a User Metadata Field

This section describes how to add a new user metadata field to DEF. Once defined, the user metadata field will display under the **UMD** tab on the Video Details page. For more on this topic, see “Maintaining User Metadata” on page 89.

- 1 Display the UMD Types List, as pictured above. (If necessary, see the previous section, “Displaying the UMD Types List.”)
- 2 Go to the **Action** column and click **New**. The New UMD Type form displays.

*(Continued)*



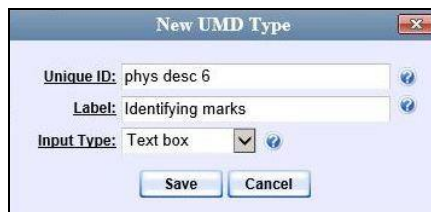
The fields on the New UMD Type form are described below.

| New UMD Type |   |           |             |   |                   |   |  |   |  |   |   |   |  |   |                |   |           |   |                                      |
|--------------|---|-----------|-------------|---|-------------------|---|--|---|--|---|---|---|--|---|----------------|---|-----------|---|--------------------------------------|
| Field        | Description   |           |             |   |                   |   |  |   |  |   |   |   |  |   |                |   |           |   |                                      |
| Unique ID    | The internal identification code for this field. This code does not display on the videos' <b>UMD</b> tab. It is used for system tracking purposes only.  |           |             |   |                   |   |  |   |  |   |   |   |  |   |                |   |           |   |                                      |
| Label        | The field name that will display on the videos' <b>UMD</b> tab.   |           |             |   |                   |   |  |   |  |   |   |   |  |   |                |   |           |   |                                      |
| Mask         | <p>The allowable entry for each character of the UMD field, as defined in the on-screen character descriptions. A mask allows the system to perform checks, or edits, on a particular field to make sure that the user enters the field in a predefined format. For example, you might use a mask of ##-##-#### for a date field.</p> <table border="1"> <thead> <tr> <th>Character</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>#</td> <td>Any valid number.</td> </tr> <tr> <td>\</td> <td>Escape character, used to escape any of the special formatting characters.</td> </tr> <tr> <td>U</td> <td>Any character. All lowercase letters are mapped to upper case.</td> </tr> <tr> <td>L</td> <td>Any character. All upper case letters are mapped to lower case.</td> </tr> <tr> <td>A</td> <td>Any character or number (letter or digit).</td> </tr> <tr> <td>?</td> <td>Any character.</td> </tr> <tr> <td>*</td> <td>Anything.</td> </tr> <tr> <td>H</td> <td>Any hex character (0-9, a-f or A-F).</td> </tr> </tbody> </table> | Character | Description | # | Any valid number. | \ | Escape character, used to escape any of the special formatting characters. | U | Any character. All lowercase letters are mapped to upper case. | L | Any character. All upper case letters are mapped to lower case. | A | Any character or number (letter or digit). | ? | Any character. | * | Anything. | H | Any hex character (0-9, a-f or A-F). |
| Character    | Description   |           |             |   |                   |   |  |   |  |   |   |   |  |   |                |   |           |   |                                      |
| #            | Any valid number.   |           |             |   |                   |   |  |   |  |   |   |   |  |   |                |   |           |   |                                      |
| \            | Escape character, used to escape any of the special formatting characters.  |           |             |   |                   |   |  |   |  |   |   |   |  |   |                |   |           |   |                                      |
| U            | Any character. All lowercase letters are mapped to upper case.  |           |             |   |                   |   |  |   |  |   |   |   |  |   |                |   |           |   |                                      |
| L            | Any character. All upper case letters are mapped to lower case.   |           |             |   |                   |   |  |   |  |   |   |   |  |   |                |   |           |   |                                      |
| A            | Any character or number (letter or digit).  |           |             |   |                   |   |  |   |  |   |   |   |  |   |                |   |           |   |                                      |
| ?            | Any character.  |           |             |   |                   |   |  |   |  |   |   |   |  |   |                |   |           |   |                                      |
| *            | Anything.   |           |             |   |                   |   |  |   |  |   |   |   |  |   |                |   |           |   |                                      |
| H            | Any hex character (0-9, a-f or A-F).  |           |             |   |                   |   |  |   |  |   |   |   |  |   |                |   |           |   |                                      |
| Input Type   | The input type for this field: <i>Single line text</i> (default) or <i>Text box</i> . <i>Select this value from the drop-down list.</i>   |           |             |   |                   |   |  |   |  |   |   |   |  |   |                |   |           |   |                                      |
| Max size     | The maximum number of characters that the user is allowed to enter in a single line text field. If you are using a mask, leave this field blank.  |           |             |   |                   |   |  |   |  |   |   |   |  |   |                |   |           |   |                                      |


- 3 Enter an ID code for this UMD in the *Unique ID* field.
- 4 Enter the name of the UMD in the *Label* field. This is how the UMD field will appear on the actual data entry form.
- 5 To apply a mask to this UMD (see description on the previous page), proceed to the next step. Otherwise skip to step 7.
- 6 Using the appropriate characters (see onscreen list), enter a UMD mask in the *Mask* field.
- 7 If this UMD will be a *single line text field* (default), proceed to the next step.

– OR –

If this UMD will be a *text box*, select **Text box** from the *Input Type* drop-down list. The New UMD Type popup displays.



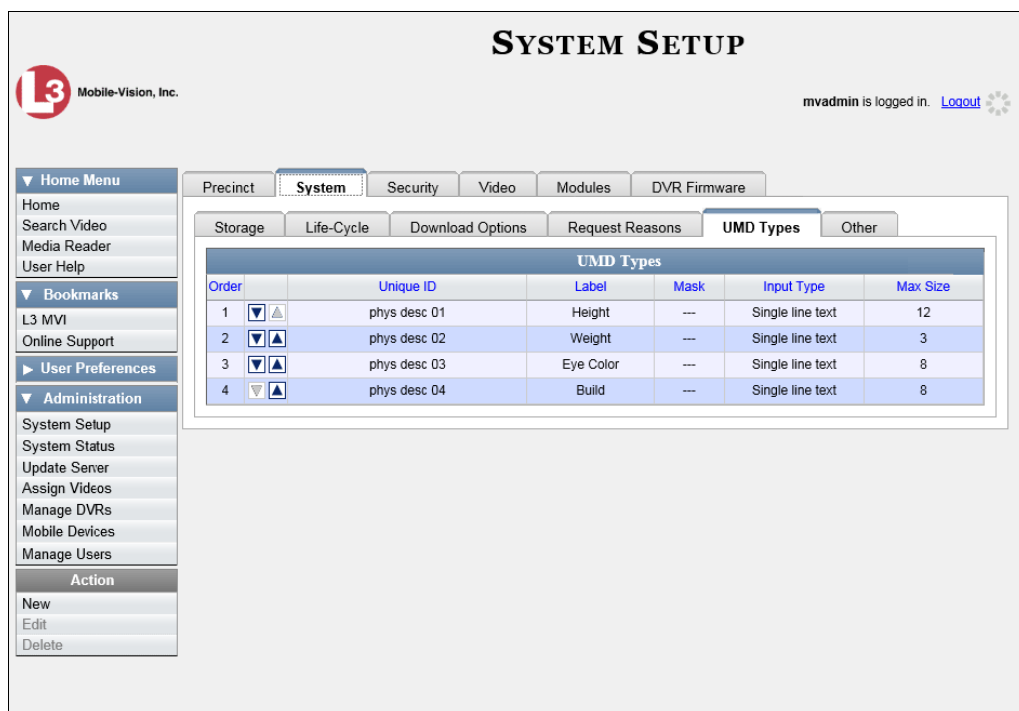
Skip to step 9.

- 8 If you entered a value in the *Mask* field, proceed to the next step.  
– OR –  
If you did *not* enter a value in the *Mask* field, enter the maximum length for this UMD in the *Max Size* field.
- 9 Click the **Save** button. The UMD Types List redisplay. Notice that the new record displays at the bottom of the list. Unless you move the record up or down, this is the order in which the new data field will appear on the video record.
-  10 To move the new data field up the list, click the up arrow to the left of that record. Each mouse click will move the record *up* one row.

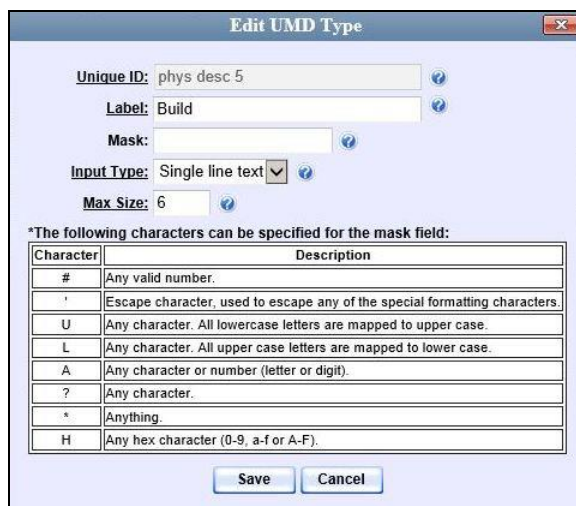
## Changing a User Metadata Field

This section describes how to change an existing user metadata field in DEF. For more on this topic, see “Maintaining User Metadata” on page 89.

- 1 Display the UMD Types List. (If necessary, review “Displaying the UMD Types List” on page 89.)



- 2 Right-click on the record you wish to change, then select **Edit** from the popup menu. The Edit UMD Type popup displays.



For a description of the fields on this popup, see the table on page 92.



- 3 Enter/select your new field value(s).
- 4 Click **Save**.

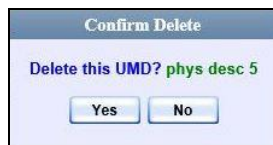
## Deleting a User Metadata Field

This section describes how to delete a user metadata field in DEF. For more on this topic, see “Maintaining User Metadata” on page 89.



**WARNING:** If you delete a UMD field that is currently attached to one or more videos, the system will permanently remove that UMD field from those videos.

- 1 Display the UMD Types List, as pictured on the previous page. (If necessary, review “Displaying the UMD Types List” on page 89.)
- 2 Right-click on the record you wish to delete, then select **Delete** from the popup menu. A confirmation message displays.



- 3 Click **Yes**. The system removes the selected record from the UMD list and from any videos that it is currently attached to.

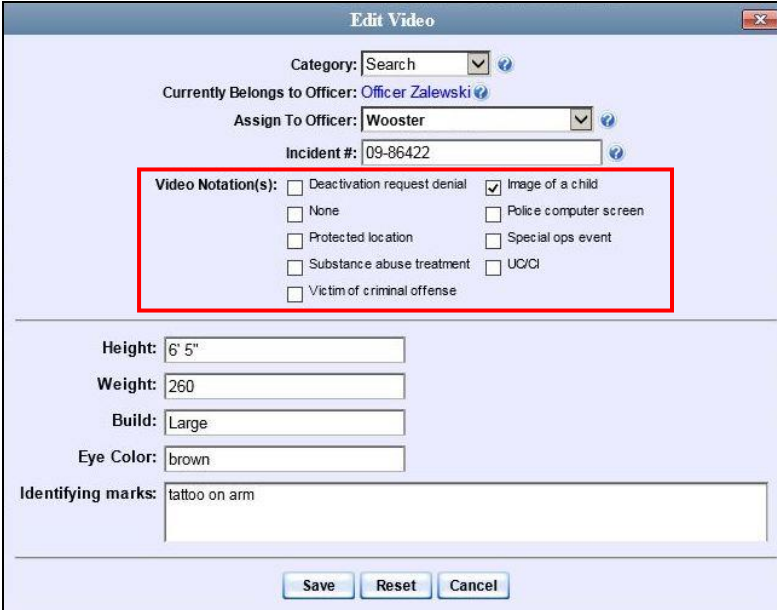
## Changing the User Metadata Display Order

This section describes how to change the display order for your custom user metadata fields. For more on this topic, see “Maintaining User Metadata” on page 89.

- 1 Display the UMD Types List, as pictured on the previous page. (If necessary, review “Displaying the UMD Types List” on page 89.) The UMD records display in the order in which they appear on the UMD form.
- 2 Use the arrow icons to move record(s) up or down the list:
  - ▾ To move a record *down* the list, click the *down* arrow to the left of that record. Each mouse click will move the record *down* one row.
  - ▴ To move a record *up* the list, click the *up* arrow to the left of that record. Each mouse click will move the record *up* one row.

## Video Notations

Video notations are custom checkboxes that you can use to classify and organize videos. Once the Video Notation feature is activated (see “Turning Video Notations On/Off” on page 103), any video notations you create will display on the Edit Video form.



**Edit Video**

Category: Search

Currently Belongs to Officer: Officer Zalewski

Assign To Officer: Wooster

Incident #: 09-86422

**Video Notation(s):**

- Deactivation request denial
- Image of a child
- None
- Protected location
- Substance abuse treatment
- Victim of criminal offense
- Police computer screen
- Special ops event
- UC/CI

Height: 6' 5"

Weight: 260

Build: Large

Eye Color: brown

Identifying marks: tattoo on arm

Save Reset Cancel

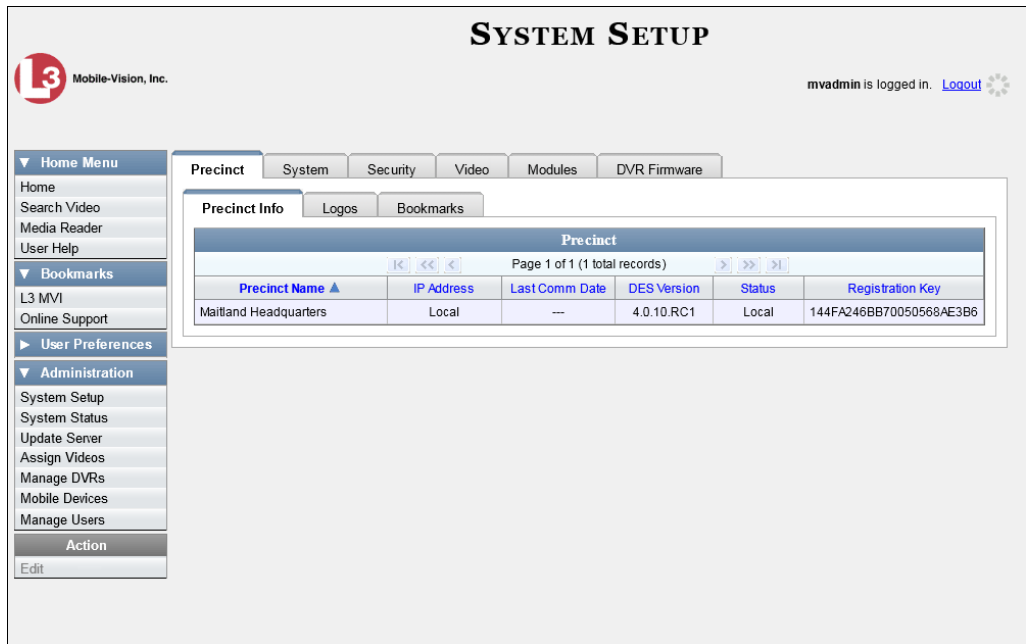
For more information, see:

- Adding a Video Notation, below
- Changing a Video Notation, page 99
- Deleting a Video Notation, page 101
- Turning Video Notations On/Off, page 103
- Exporting Video Notations Activity to a Spreadsheet, page 105.

### Adding a Video Notation

This section describes how to add a new video notation to the Video Details page. For more on video notations and how they are used in DEF, see the previous section, “Video Notations.”

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



**SYSTEM SETUP**

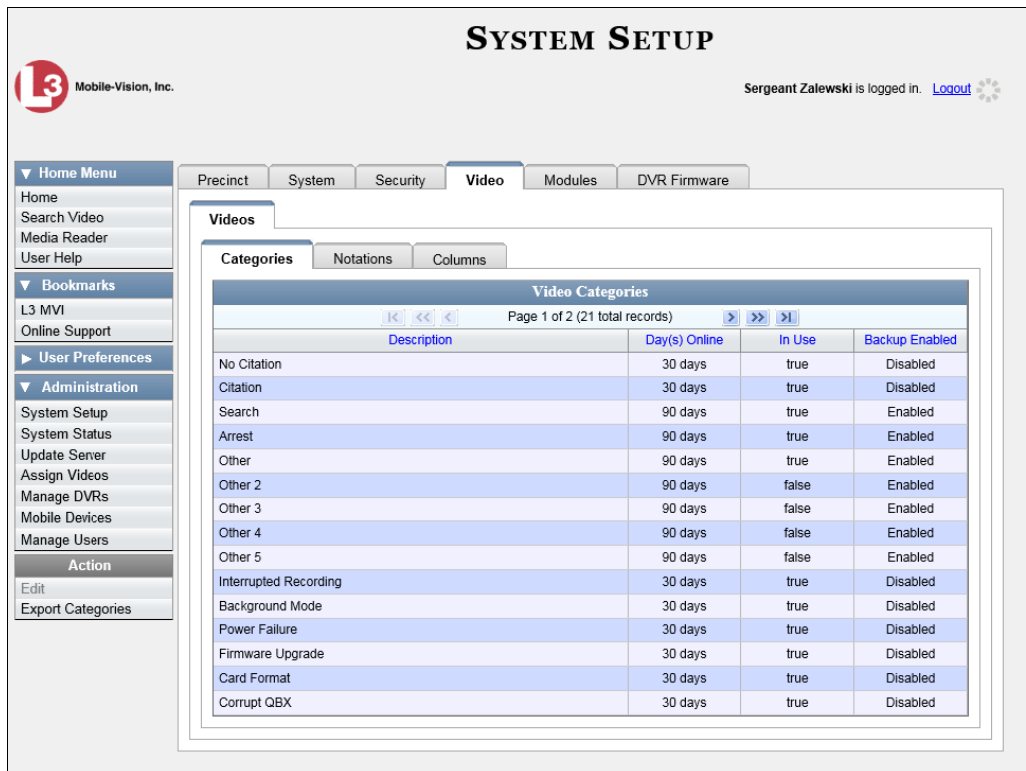
Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Precinct | System | Security | Video | Modules | DVR Firmware

Precinct Info | Logos | Bookmarks

| Precinct                      |            |                |             |        |                         |
|-------------------------------|------------|----------------|-------------|--------|-------------------------|
| Page 1 of 1 (1 total records) |            |                |             |        |                         |
| Precinct Name ▲               | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters         | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

2 Click the **Video** tab.



**SYSTEM SETUP**

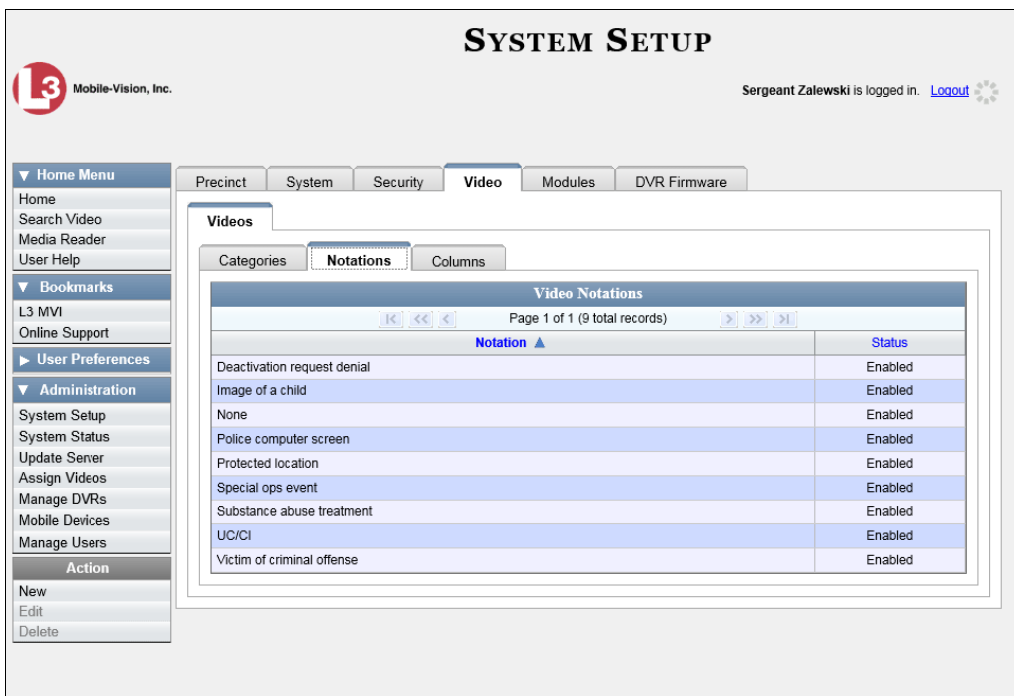
Mobile-Vision, Inc. Sergeant Zalewski is logged in. [Logout](#)

Precinct | System | Security | Video | Modules | DVR Firmware

Videos | Categories | Notations | Columns

| Video Categories               |               |        |                |
|--------------------------------|---------------|--------|----------------|
| Page 1 of 2 (21 total records) |               |        |                |
| Description                    | Day(s) Online | In Use | Backup Enabled |
| No Citation                    | 30 days       | true   | Disabled       |
| Citation                       | 30 days       | true   | Disabled       |
| Search                         | 90 days       | true   | Enabled        |
| Arrest                         | 90 days       | true   | Enabled        |
| Other                          | 90 days       | true   | Enabled        |
| Other 2                        | 90 days       | false  | Enabled        |
| Other 3                        | 90 days       | false  | Enabled        |
| Other 4                        | 90 days       | false  | Enabled        |
| Other 5                        | 90 days       | false  | Enabled        |
| Interrupted Recording          | 30 days       | true   | Disabled       |
| Background Mode                | 30 days       | true   | Disabled       |
| Power Failure                  | 30 days       | true   | Disabled       |
| Firmware Upgrade               | 30 days       | true   | Disabled       |
| Card Format                    | 30 days       | true   | Disabled       |
| Corrupt QBX                    | 30 days       | true   | Disabled       |

3 Click the **Notations** tab.



- Go to the **Action** column and click **New**. The New Video Notation form displays.

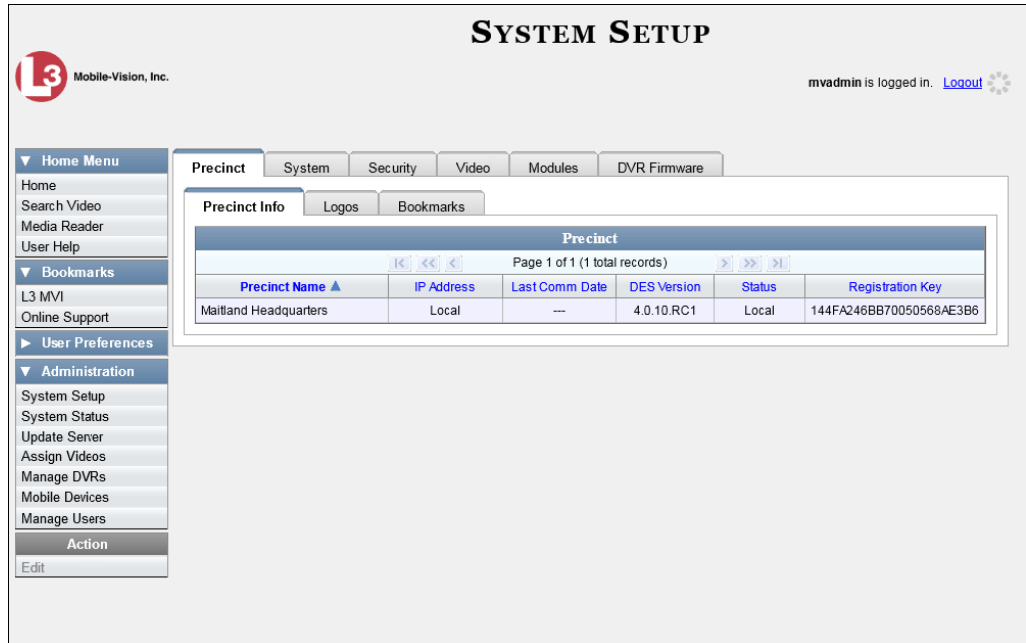


- Enter a name for the new video notation in the *Notation* field.
- Click **Save**. The new notation is added to the Video Notations list.

## Changing a Video Notation

This section describes how to update an existing video notation. For more on video notations and how they are used in DEF, see “Video Notations” on page 96.

- 1 Go to **Administration** and click **System Setup**.



The screenshot shows the 'SYSTEM SETUP' interface for Mobile-Vision, Inc. The user 'mvadmin' is logged in. The 'Administration' menu is expanded, and 'System Setup' is selected. The 'Precinct' tab is active, displaying a table with the following data:

| Precinct Name ▲       | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
|-----------------------|------------|----------------|-------------|--------|-------------------------|
| Maitland Headquarters | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

- 2 Click the **Video** tab.

*(Continued)*

### SYSTEM SETUP

Mobile-Vision, Inc. Sergeant Zalewski is logged in. [Logout](#)

- ▼ Home Menu
- Home
- Search Video
- Media Reader
- User Help
- ▼ Bookmarks
- L3 MVI
- Online Support
- User Preferences
- ▼ Administration
- System Setup
- System Status
- Update Sener
- Assign Videos
- Manage DVRs
- Mobile Devices
- Manage Users
- Action
- Edit
- Export Categories

Precinct System Security **Video** Modules DVR Firmware

**Videos**

Categories Notations Columns

Video Categories

Page 1 of 2 (21 total records)

| Description           | Day(s) Online | In Use | Backup Enabled |
|-----------------------|---------------|--------|----------------|
| No Citation           | 30 days       | true   | Disabled       |
| Citation              | 30 days       | true   | Disabled       |
| Search                | 90 days       | true   | Enabled        |
| Arrest                | 90 days       | true   | Enabled        |
| Other                 | 90 days       | true   | Enabled        |
| Other 2               | 90 days       | false  | Enabled        |
| Other 3               | 90 days       | false  | Enabled        |
| Other 4               | 90 days       | false  | Enabled        |
| Other 5               | 90 days       | false  | Enabled        |
| Interrupted Recording | 30 days       | true   | Disabled       |
| Background Mode       | 30 days       | true   | Disabled       |
| Power Failure         | 30 days       | true   | Disabled       |
| Firmware Upgrade      | 30 days       | true   | Disabled       |
| Card Format           | 30 days       | true   | Disabled       |
| Corrupt QBX           | 30 days       | true   | Disabled       |

3 Click the **Notations** tab.

### SYSTEM SETUP

Mobile-Vision, Inc. Sergeant Zalewski is logged in. [Logout](#)

- ▼ Home Menu
- Home
- Search Video
- Media Reader
- User Help
- ▼ Bookmarks
- L3 MVI
- Online Support
- User Preferences
- ▼ Administration
- System Setup
- System Status
- Update Sener
- Assign Videos
- Manage DVRs
- Mobile Devices
- Manage Users
- Action
- New
- Edit
- Delete

Precinct System Security **Video** Modules DVR Firmware

**Videos**

Categories **Notations** Columns

Video Notations

Page 1 of 1 (9 total records)

| Notation ▲                  | Status  |
|-----------------------------|---------|
| Deactivation request denial | Enabled |
| Image of a child            | Enabled |
| None                        | Enabled |
| Police computer screen      | Enabled |
| Protected location          | Enabled |
| Special ops event           | Enabled |
| Substance abuse treatment   | Enabled |
| UC/CI                       | Enabled |
| Victim of criminal offense  | Enabled |

- Right-click on the record you wish to update, then select **Edit** from the popup menu. The Edit Video Notation popup displays.

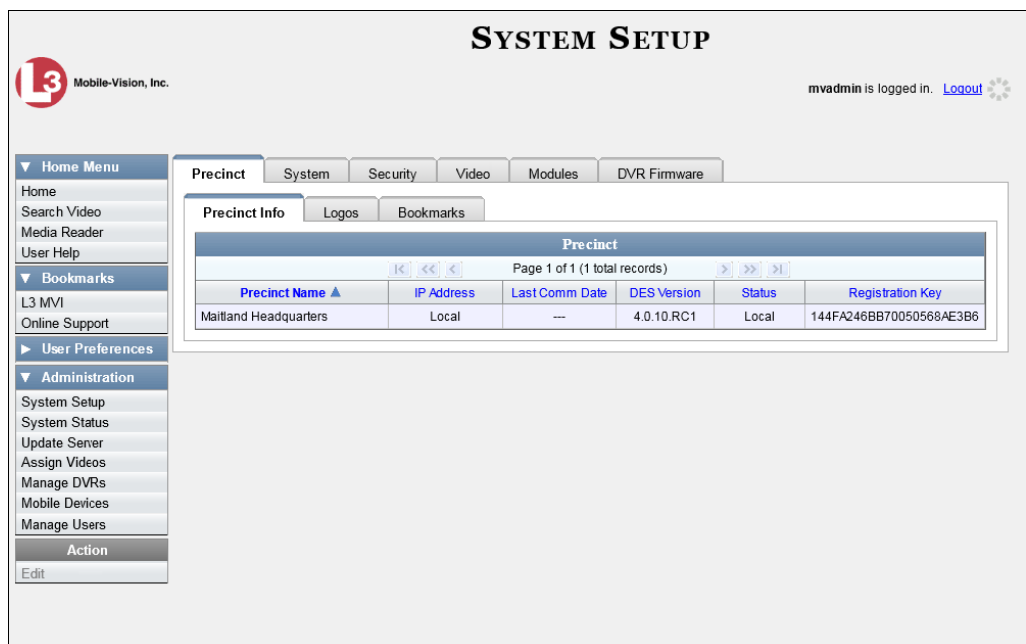


- To change the name of this video notation, enter a new value in the *Notation* field. Otherwise proceed to the next field.
- To change this video notation's status (i.e., *active* vs. *inactive*), proceed to the next step. Otherwise skip to step 8.
- To *inactivate* this video notation, select **DISABLED** from the *Status* drop-down list. – OR –  
To *activate* this video notation, select **ENABLED** from the *Status* drop-down list.
- Click **Save**.

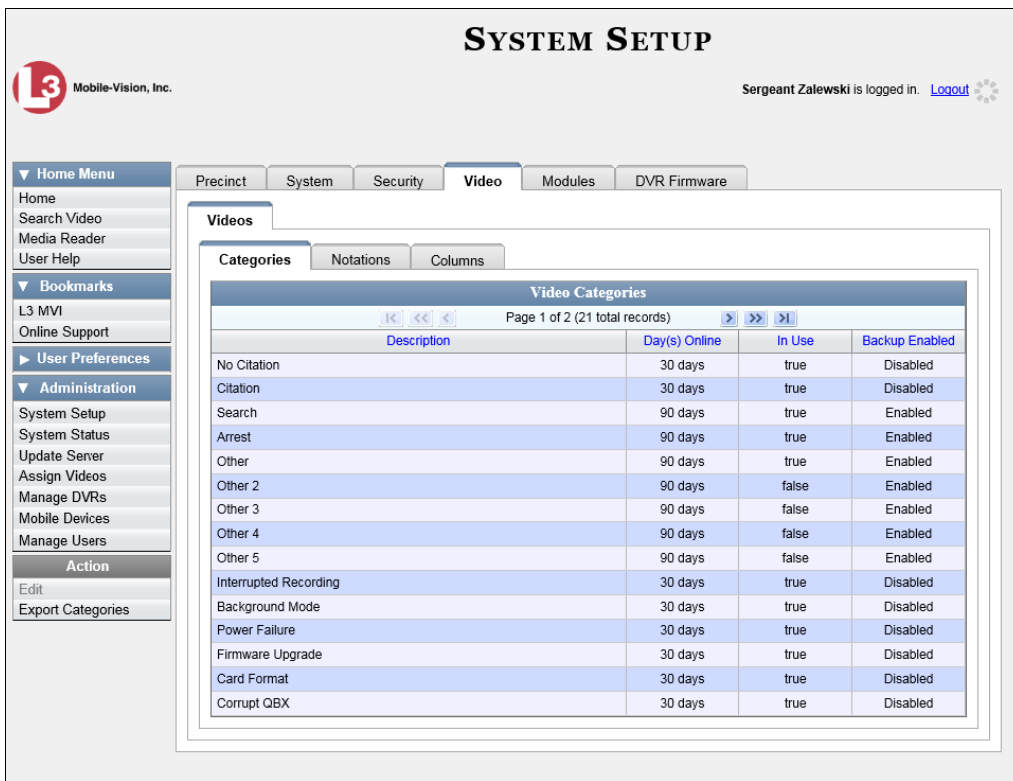
## Deleting a Video Notation

This section describes how to delete a video notation record that was previously created by you or another user.

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



2 Click the **Video** tab.



**SYSTEM SETUP**

Mobile-Vision, Inc. Sergeant Zalewski is logged in. [Logout](#)

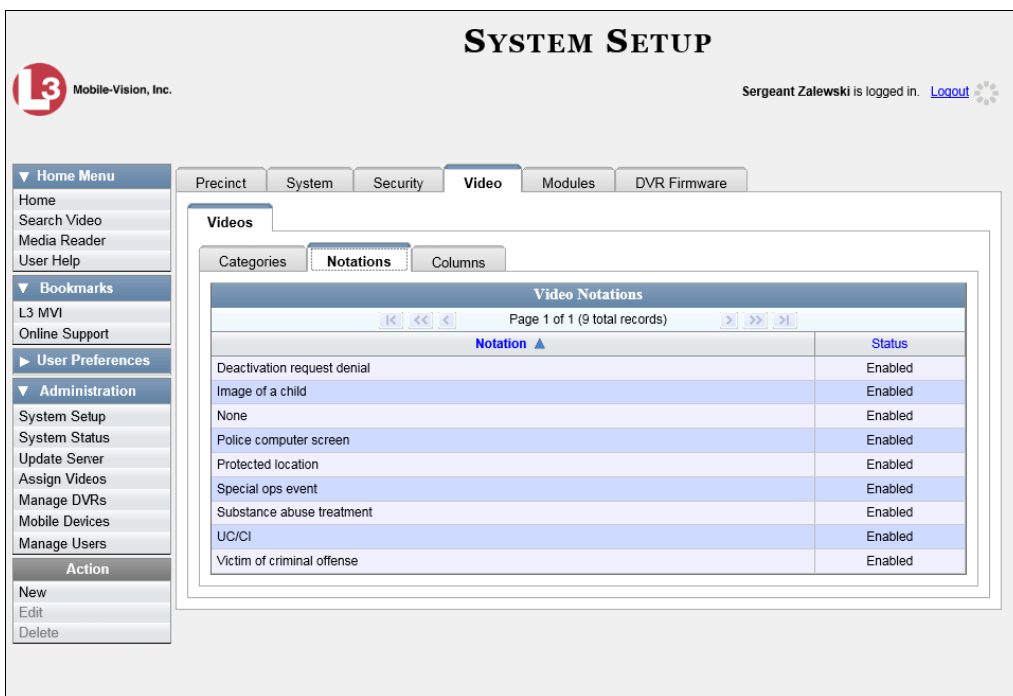
Precinct System Security **Video** Modules DVR Firmware

Videos

Categories Notations Columns

| Video Categories               |               |        |                |
|--------------------------------|---------------|--------|----------------|
| Page 1 of 2 (21 total records) |               |        |                |
| Description                    | Day(s) Online | In Use | Backup Enabled |
| No Citation                    | 30 days       | true   | Disabled       |
| Citation                       | 30 days       | true   | Disabled       |
| Search                         | 90 days       | true   | Enabled        |
| Arrest                         | 90 days       | true   | Enabled        |
| Other                          | 90 days       | true   | Enabled        |
| Other 2                        | 90 days       | false  | Enabled        |
| Other 3                        | 90 days       | false  | Enabled        |
| Other 4                        | 90 days       | false  | Enabled        |
| Other 5                        | 90 days       | false  | Enabled        |
| Interrupted Recording          | 30 days       | true   | Disabled       |
| Background Mode                | 30 days       | true   | Disabled       |
| Power Failure                  | 30 days       | true   | Disabled       |
| Firmware Upgrade               | 30 days       | true   | Disabled       |
| Card Format                    | 30 days       | true   | Disabled       |
| Corrupt QBX                    | 30 days       | true   | Disabled       |

3 Click the **Notations** tab.



**SYSTEM SETUP**

Mobile-Vision, Inc. Sergeant Zalewski is logged in. [Logout](#)

Precinct System Security **Video** Modules DVR Firmware

Videos

Categories **Notations** Columns

| Video Notations               |         |
|-------------------------------|---------|
| Page 1 of 1 (9 total records) |         |
| Notation                      | Status  |
| Deactivation request denial   | Enabled |
| Image of a child              | Enabled |
| None                          | Enabled |
| Police computer screen        | Enabled |
| Protected location            | Enabled |
| Special ops event             | Enabled |
| Substance abuse treatment     | Enabled |
| UC/CI                         | Enabled |
| Victim of criminal offense    | Enabled |



- Right-click on the record you wish to delete, then select **Delete** from the popup menu. A confirmation message displays.



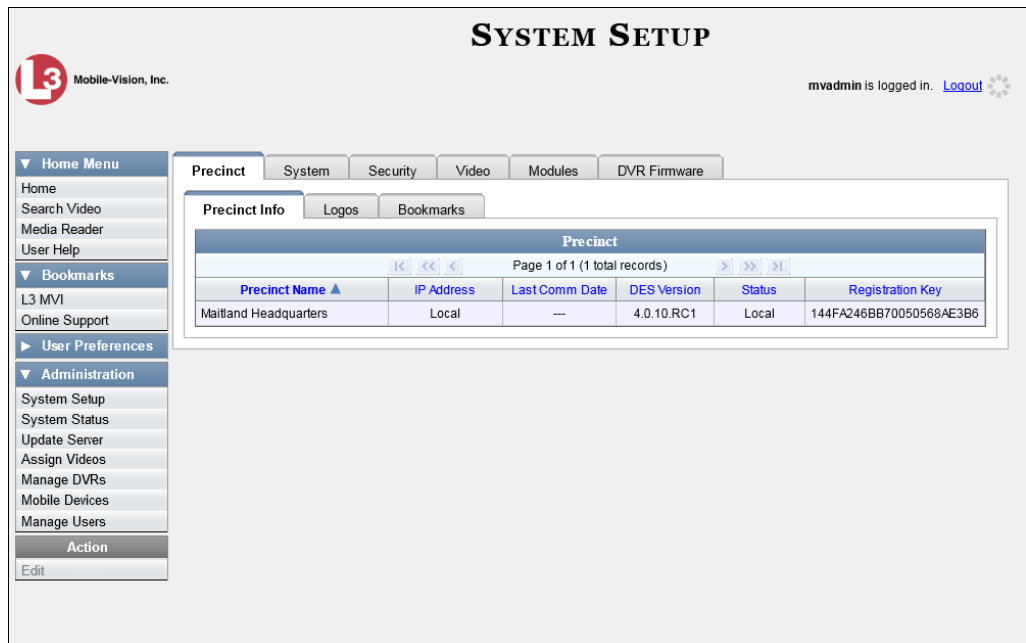
- Click **Yes**. The selected record is removed from the Video Notations list.

## Turning Video Notations On/Off

This section describes how to turn the video notations feature *on* or *off*. When this feature is ON, all predefined video notations will display on the Edit Video form. When this feature is OFF, *no* video notations will display on the Edit Video form.

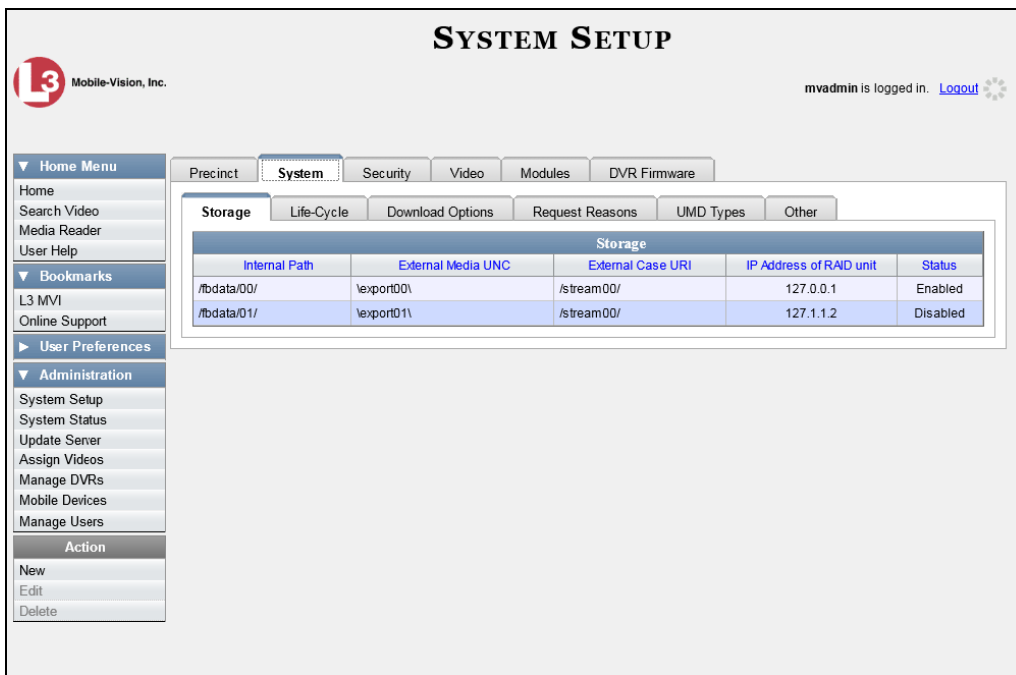
For more on video notations and how they are used in DEF, see “Video Notations” on page 96.

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

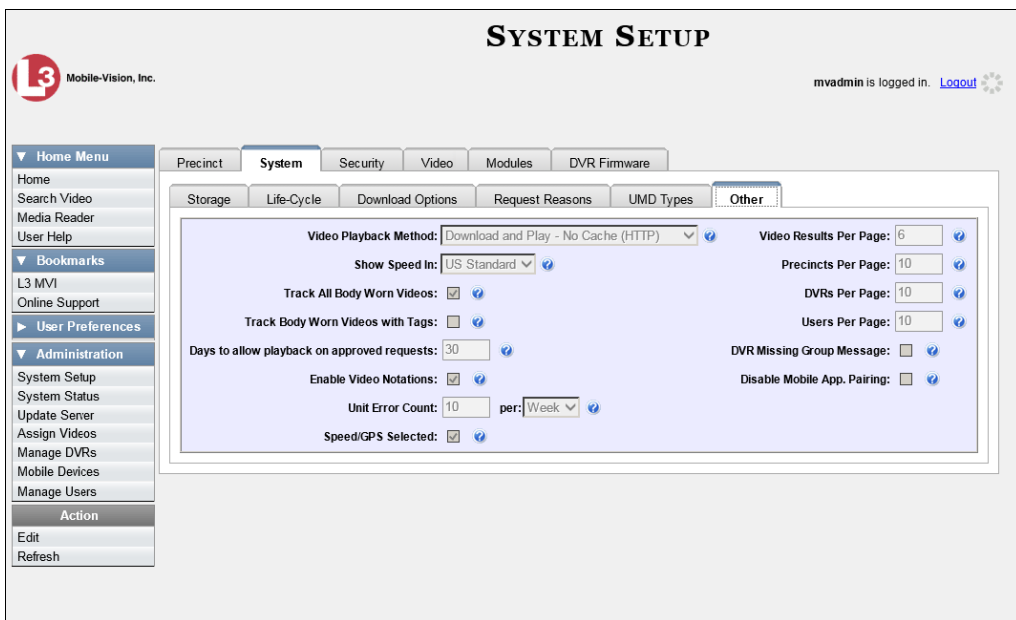


- Click the **System** tab.

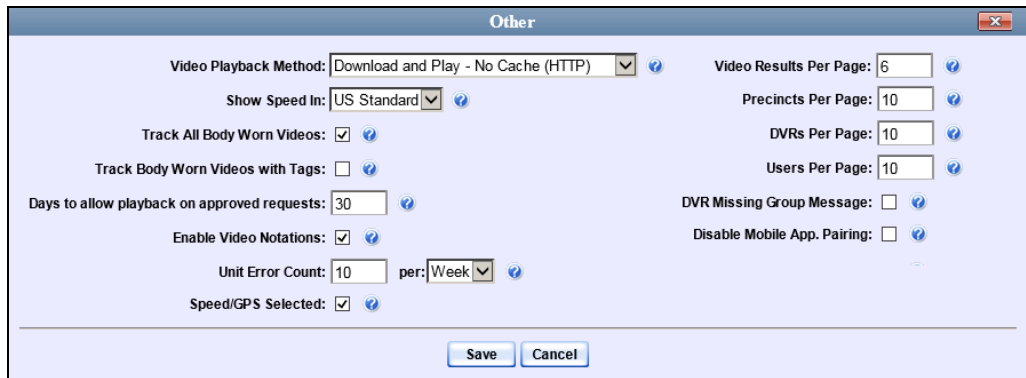
*(Continued)*



3 Click the **Other** tab.



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



- To turn the Video Notations feature *on*, select the *Enable Video Notations* checkbox.  
– OR –

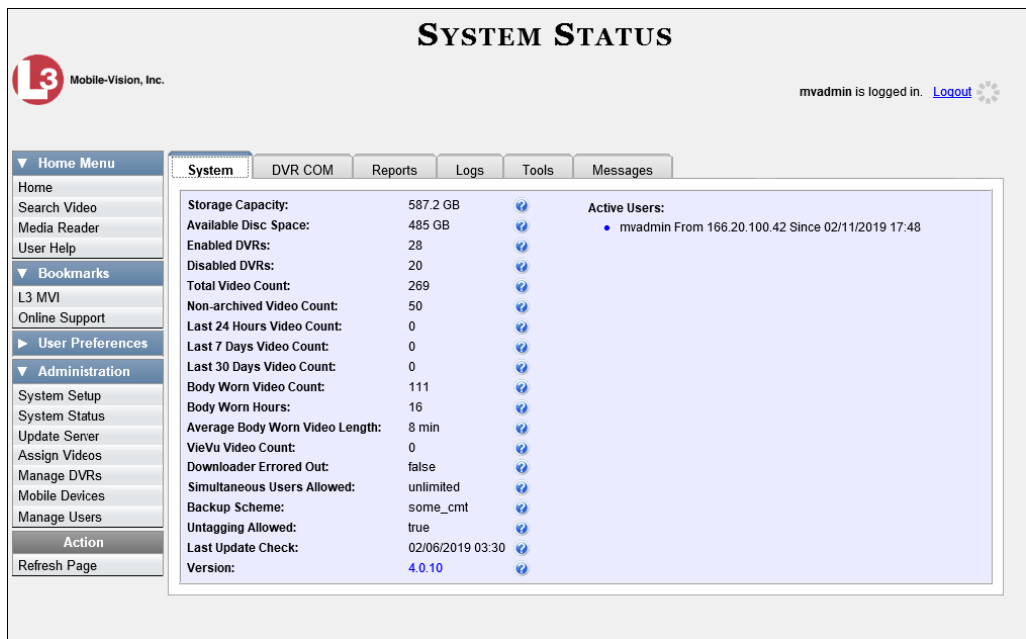
To turn the Video Notations feature *off*, deselect the *Enable Video Notations* checkbox.

- Click **Save**.

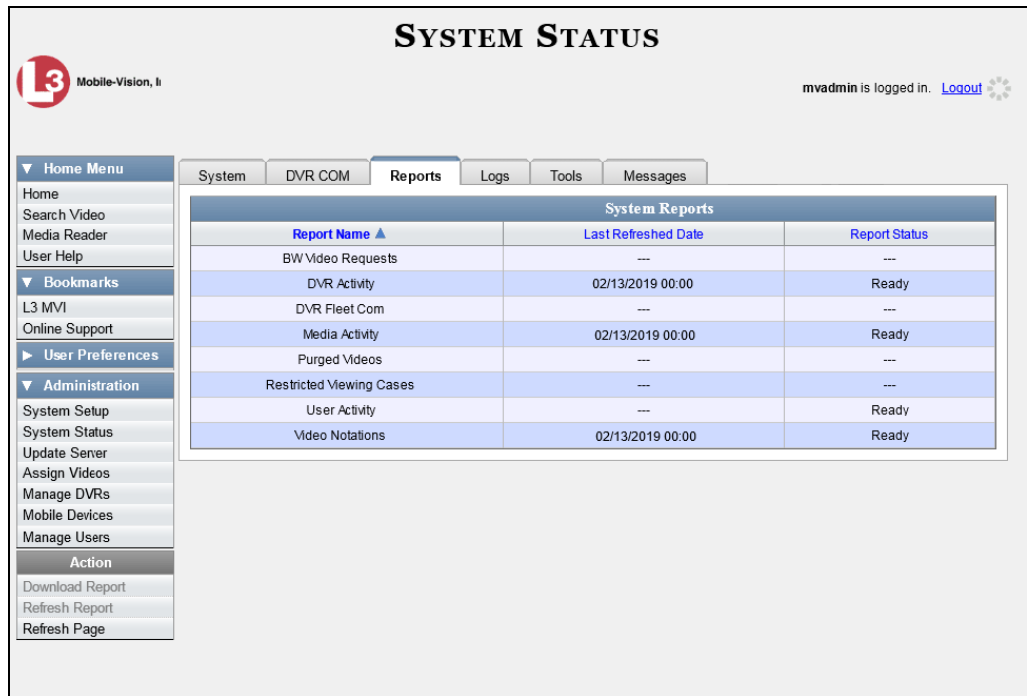
## Exporting Video Notations Activity to a Spreadsheet

This section describes how to export video notations activity to a spreadsheet for use with another application, such as a custom reporting tool. The export includes a list of all video notations that have been added or removed from a video or snapshot file during a selected time period.

- Go to **Administration** and click **System Status**. The System Status page displays.



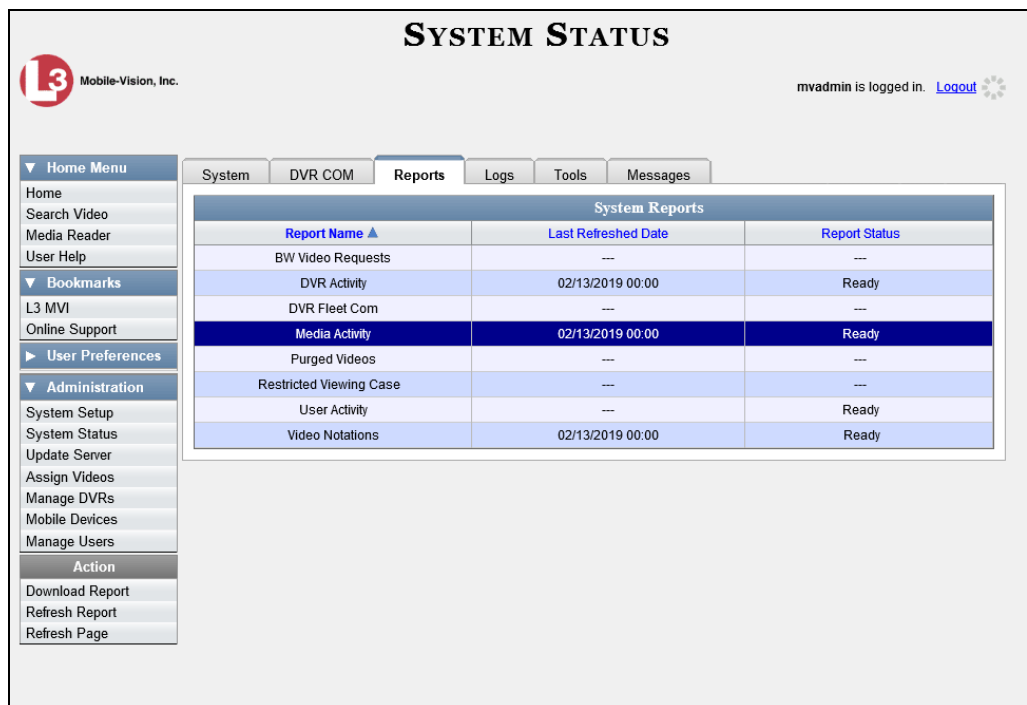
2 Click the **Reports** tab.



The screenshot shows the 'SYSTEM STATUS' page. At the top, it says 'L3 Mobile-Vision, Inc.' and 'mvadmin is logged in. Logout'. Below the title are tabs for 'System', 'DVR COM', 'Reports', 'Logs', 'Tools', and 'Messages'. The 'Reports' tab is selected. On the left is a navigation menu with sections: Home Menu, Bookmarks, User Preferences, Administration, and Action. The main content area displays a table titled 'System Reports'.

| Report Name ▲            | Last Refreshed Date | Report Status |
|--------------------------|---------------------|---------------|
| BW Video Requests        | ---                 | ---           |
| DVR Activity             | 02/13/2019 00:00    | Ready         |
| DVR Fleet Com            | ---                 | ---           |
| Media Activity           | 02/13/2019 00:00    | Ready         |
| Purged Videos            | ---                 | ---           |
| Restricted Viewing Cases | ---                 | ---           |
| User Activity            | ---                 | Ready         |
| Video Notations          | 02/13/2019 00:00    | Ready         |

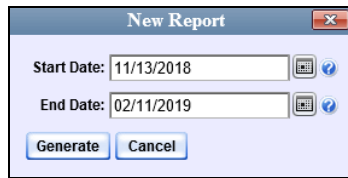
3 Click on the **Video Notations** report to highlight it.



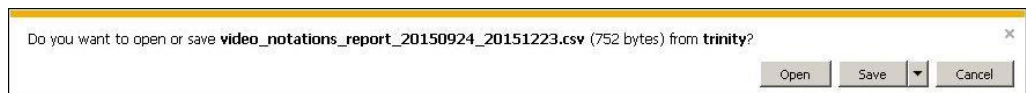
This screenshot is identical to the previous one, but the 'Video Notations' row in the 'System Reports' table is highlighted in a darker blue color, indicating it has been selected.

| Report Name ▲           | Last Refreshed Date     | Report Status |
|-------------------------|-------------------------|---------------|
| BW Video Requests       | ---                     | ---           |
| DVR Activity            | 02/13/2019 00:00        | Ready         |
| DVR Fleet Com           | ---                     | ---           |
| <b>Media Activity</b>   | <b>02/13/2019 00:00</b> | <b>Ready</b>  |
| Purged Videos           | ---                     | ---           |
| Restricted Viewing Case | ---                     | ---           |
| User Activity           | ---                     | Ready         |
| Video Notations         | 02/13/2019 00:00        | Ready         |

- 4 Go to the **Action** column and click **Generate Report**. The New Report popup displays.



- 5 Proceed to the *Start Date* field. Using the calendar icon, select the beginning of the date range for this report.
- 6 Proceed to the *End Date* field. Using the calendar icon, select the end of the date range for this report.
- 7 Click **Generate**. A Windows message displays.



- 8 Click **Open**. The report displays in your default spreadsheet application, such as Microsoft Excel.

---

## Updating Viewing Options

There are two viewing options that you can change:

- Video Playback Method*. You can select the manner in which the system delivers videos to DEF users for viewing purposes. For example, you can choose to download and play videos on a PC, or stream the videos directly from the DEF server.
- Metric Display*. You have the option of displaying vehicle speeds in either *miles-per-hour* or *kilometers-per-hour*.

For further instructions, see:

- Changing the Video Playback Method, below
- Turning the Metric Display On or Off, page 111.

### Changing the Video Playback Method

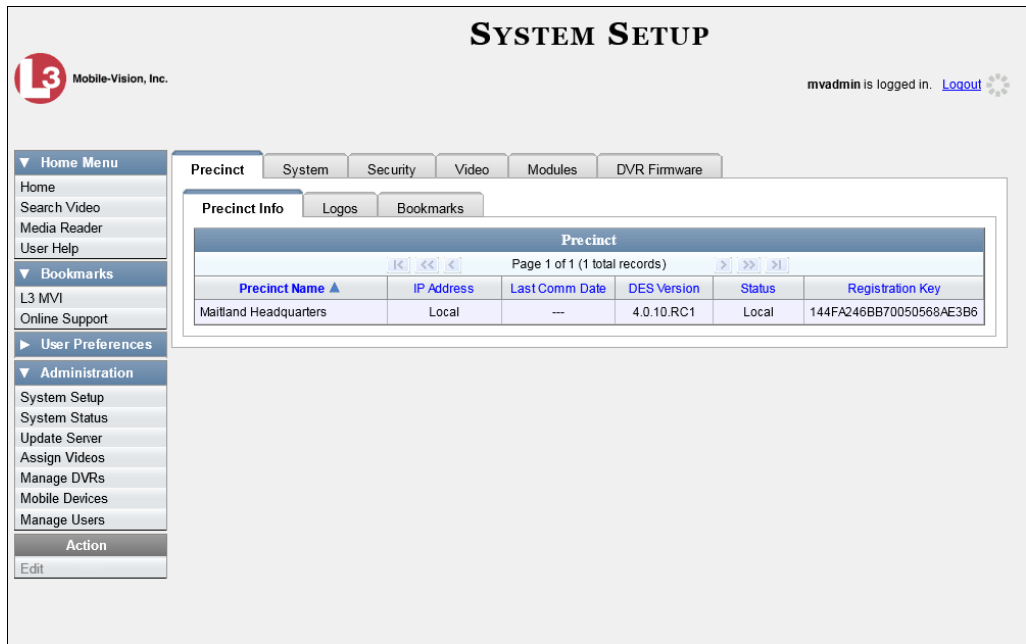
This section describes how to change the manner in which the system delivers videos to DEF users for viewing purposes. The optimal playback method for your agency will depend on your networking environment and available bandwidth. If the default playback method, *Stream-No Cache (SMB)*, isn't working for you, consult with your agency's IT specialist to determine which playback method might be preferable.

The available playback methods are described in the table on the next page.

| Video Playback Methods                |   |
|---------------------------------------|---|
| Method                                | Description   |
| Download and Play – No Cache (SMB)    | Download the video file to the user’s PC via the SMB internet protocol. Once the user exits the Flashback Player, the system will remove the video file from the user’s PC.   |
| Download and Play – No Cache (HTTP)   | Download the video file to the user’s PC via the HTTP internet protocol. Once the user exits the Flashback Player, the system will remove the video file from the user’s PC.  |
| Download and Play – No Cache (FTP)    | Download the video file to the user’s PC via the FTP internet protocol. Once the user exits the Flashback Player, the system will remove the video file from the user’s PC.   |
| Download and Play – With Cache (SMB)  | Download the video file to the user’s PC via the SMB internet protocol. Once the user exits the Flashback Player, the system will leave the video file on the user’s PC for immediate playback later.   |
| Download and Play – With Cache (HTTP) | Download the video file to the user’s PC via the HTTP internet protocol. Once the user exits the Flashback Player, the system will leave the video file on the user’s PC for immediate playback later.  |
| Download and Play – With Cache (FTP)  | Download the video file to the user’s PC via the FTP internet protocol. Once the user exits the Flashback Player, the system will leave the video file on the user’s PC for immediate playback later.   |
| Stream – No Cache (SMB)               | Play the video file directly from the DEF server via the SMB internet protocol. In this option, the video file is not stored temporarily or permanently on the user’s PC. This method requires approximately 6mb of network bandwidth to provide smooth playback.<br><i>System default.</i> |

One advantage of the “download and play” methods is that you don’t have to wait for the entire video to download before you can begin viewing it. The system starts playing the video immediately after it buffers a small amount of video data.

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



**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Home Menu: Home, Search Video, Media Reader, User Help

Bookmarks: L3 MVI, Online Support

User Preferences

Administration: System Setup, System Status, Update Server, Assign Videos, Manage DVRs, Mobile Devices, Manage Users

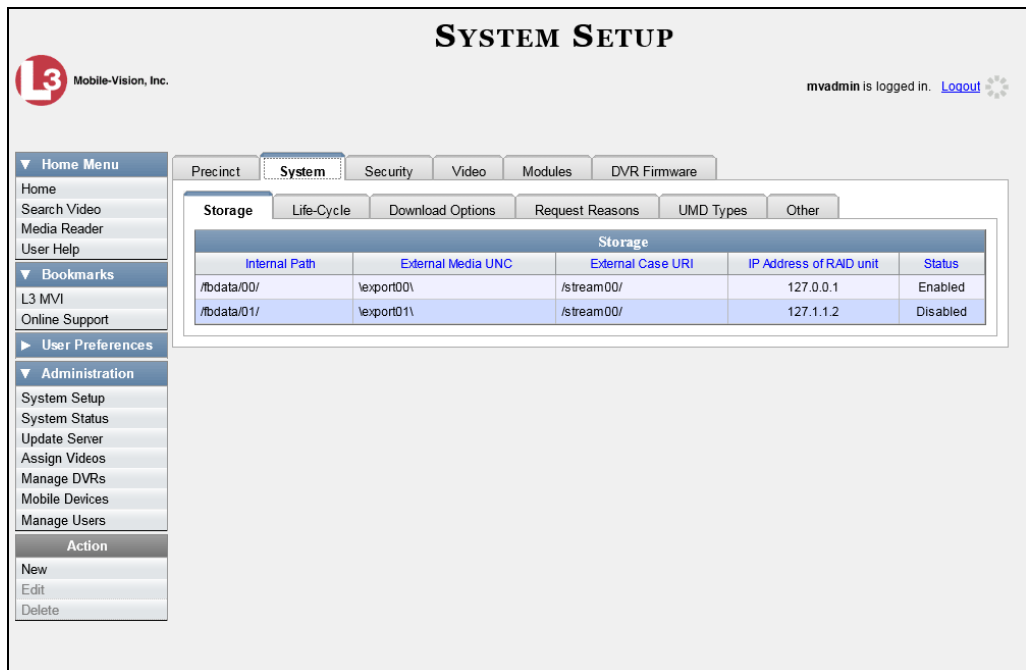
Action: Edit

System Setup Tabs: Precinct, System, Security, Video, Modules, DVR Firmware

Precinct Info: Logos, Bookmarks

| Precinct              |            |                |             |        |                         |
|-----------------------|------------|----------------|-------------|--------|-------------------------|
| Precinct Name ▲       | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

2 Click the **System** tab.



**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Home Menu: Home, Search Video, Media Reader, User Help

Bookmarks: L3 MVI, Online Support

User Preferences

Administration: System Setup, System Status, Update Server, Assign Videos, Manage DVRs, Mobile Devices, Manage Users

Action: New, Edit, Delete

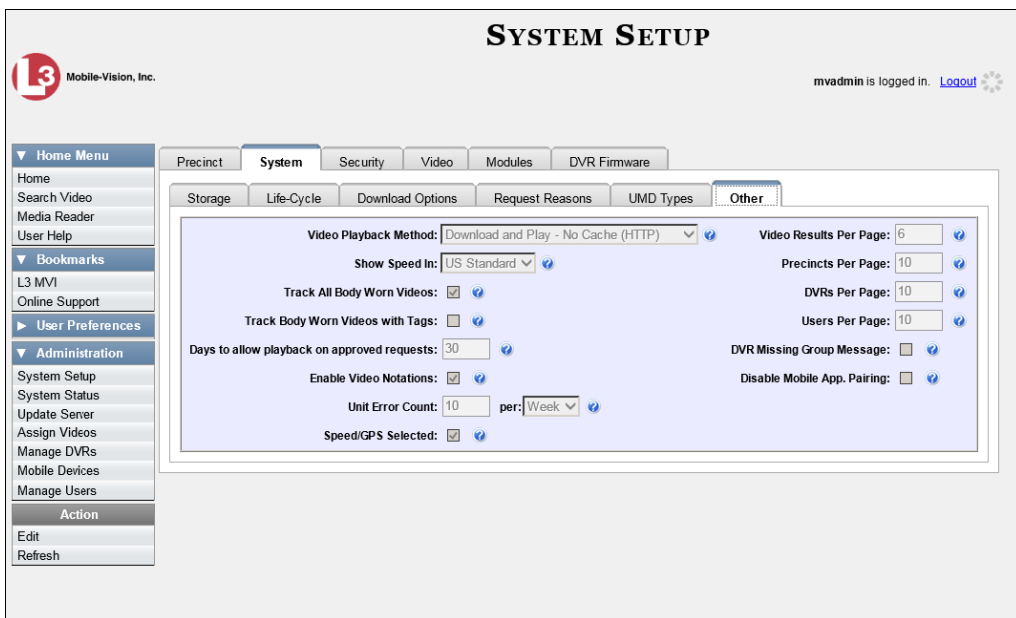
System Setup Tabs: Precinct, **System**, Security, Video, Modules, DVR Firmware

Storage Tabs: Storage, Life-Cycle, Download Options, Request Reasons, UMD Types, Other

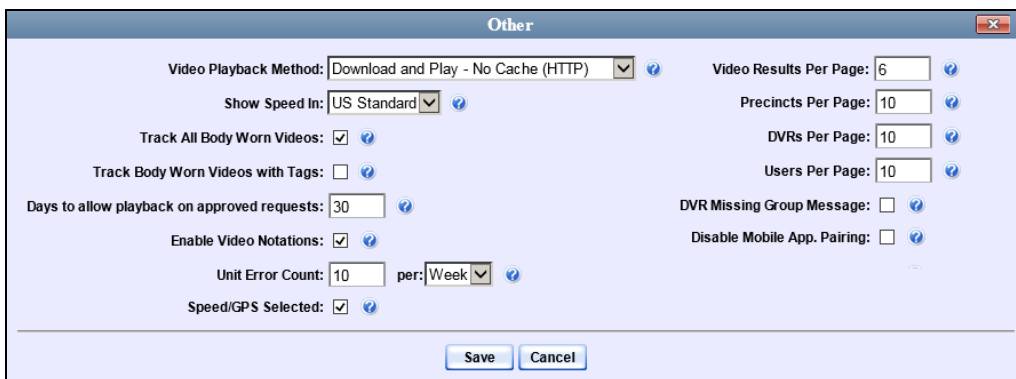
| Internal Path | External Media UNC | External Case URI | IP Address of RAID unit | Status   |
|---------------|--------------------|-------------------|-------------------------|----------|
| /bdata/00/    | \\export00\        | /stream00/        | 127.0.0.1               | Enabled  |
| /bdata/01/    | \\export01\        | /stream00/        | 127.1.1.2               | Disabled |

3 Click the **Other** tab.

*(Continued)*



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



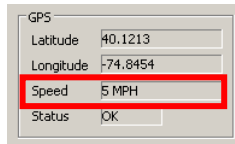
5 Go to the *Video Playback Method* field and select a new value from the drop-down list. The various playback methods are described in detail in the table on page 108.

6 Click **Save**.



## Turning the Metric Display On/Off

This section describes how to change the GPS speed display on the Flashback Player and Video Details page. You can display a vehicle's speed in either miles-per-hour (default) or kilometers-per-hour.



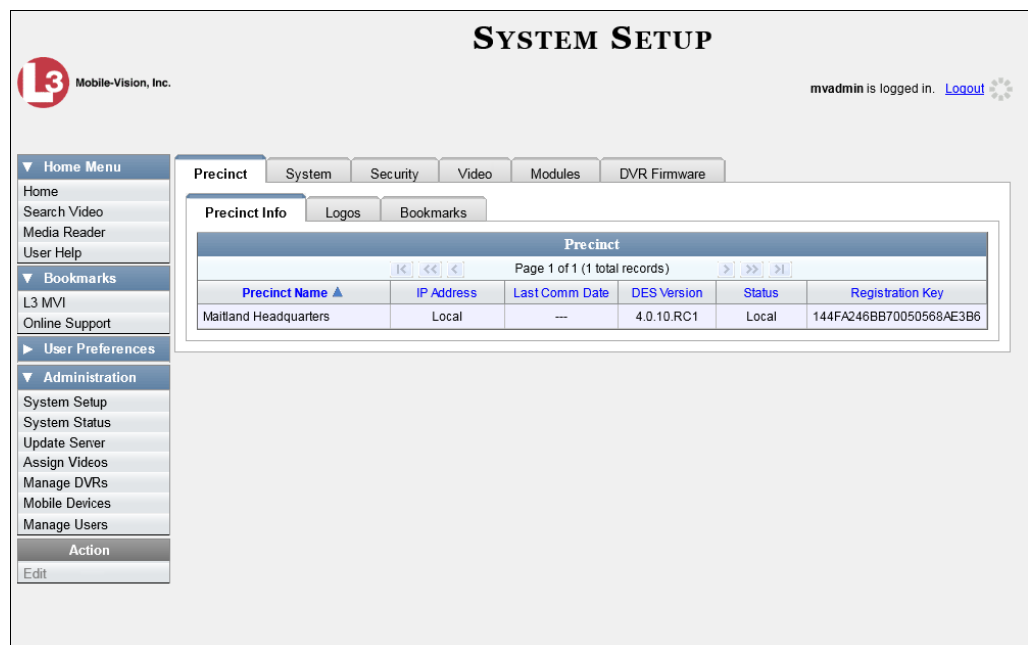
GPS  
Latitude 40.1213  
Longitude -74.8454  
**Speed 5 MPH**  
Status OK

Speed field as it may appear on the Flashback Player



**NOTE:** The *Display MAX Speed* permission is required to view speed information on the Video Details page; the *Player Display Speed* permission is required to view speed information on the Flashback Player while online (i.e., from the server); and the *Export Display Speed* permission is required to view speed information on the Flashback Player while offline (i.e., from an export disc or file). For more information on this topic, see chapter 8, Security.

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



**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Precinct System Security Video Modules DVR Firmware

Precinct Info Logos Bookmarks

| Precinct              |            |                |             |        |                         |
|-----------------------|------------|----------------|-------------|--------|-------------------------|
| Precinct Name ▲       | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

Home Menu  
Home  
Search Video  
Media Reader  
User Help

Bookmarks  
L3 MVI  
Online Support

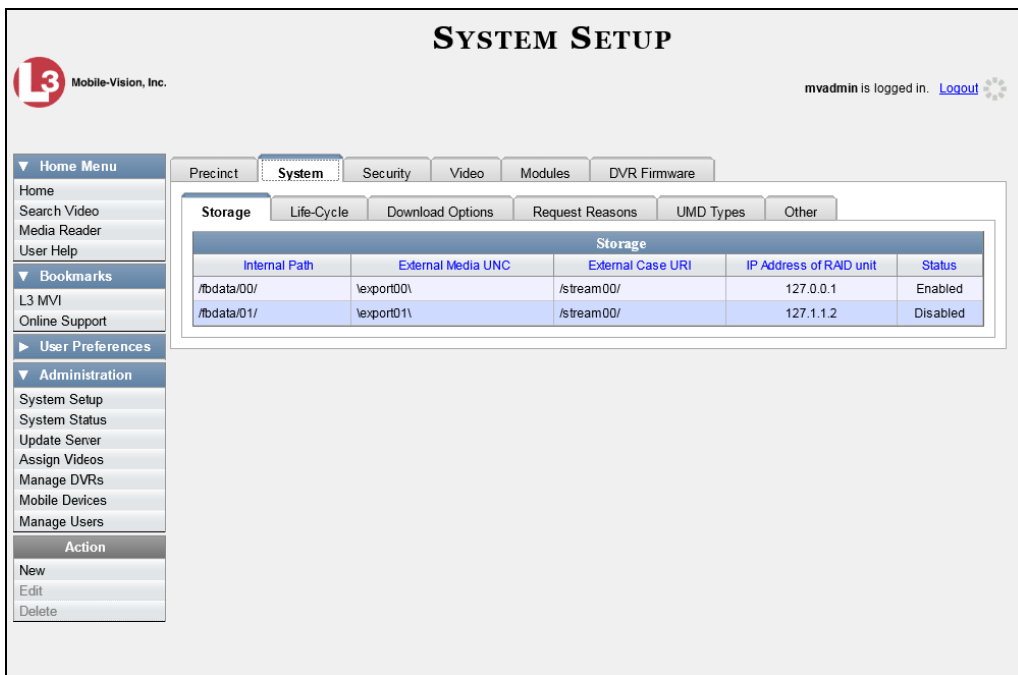
User Preferences

Administration  
System Setup  
System Status  
Update Sener  
Assign Videos  
Manage DVRs  
Mobile Devices  
Manage Users

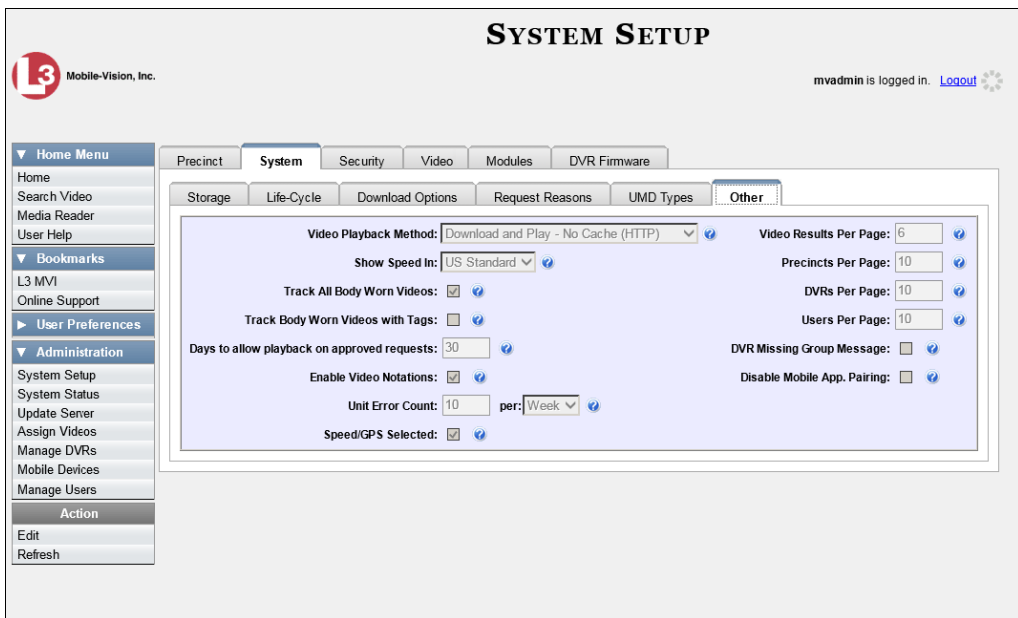
Action  
Edit

- 2 Click the **System** tab.

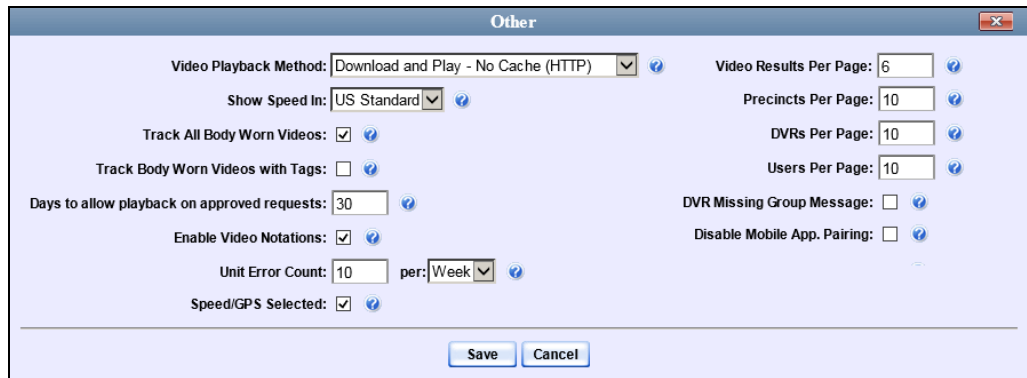
(Continued)



3 Click the **Other** tab.



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



- 5 Go to the *Show Speed In* field and select a new value from the drop-down list: **US Standard** (for *miles per hour*) or **Metric** (for *kilometers per hour*).
- 6 Click **Save**.

## Video Categories

This section describes how to change and/or export the information associated with video categories. For a detailed description of video categories and how they are used in DEF, see *Category* in the table on page 30.

For specific instructions, see:

- Maintaining Video Categories, below
- Manually Exporting Video Categories, page 116.

### Maintaining Video Categories

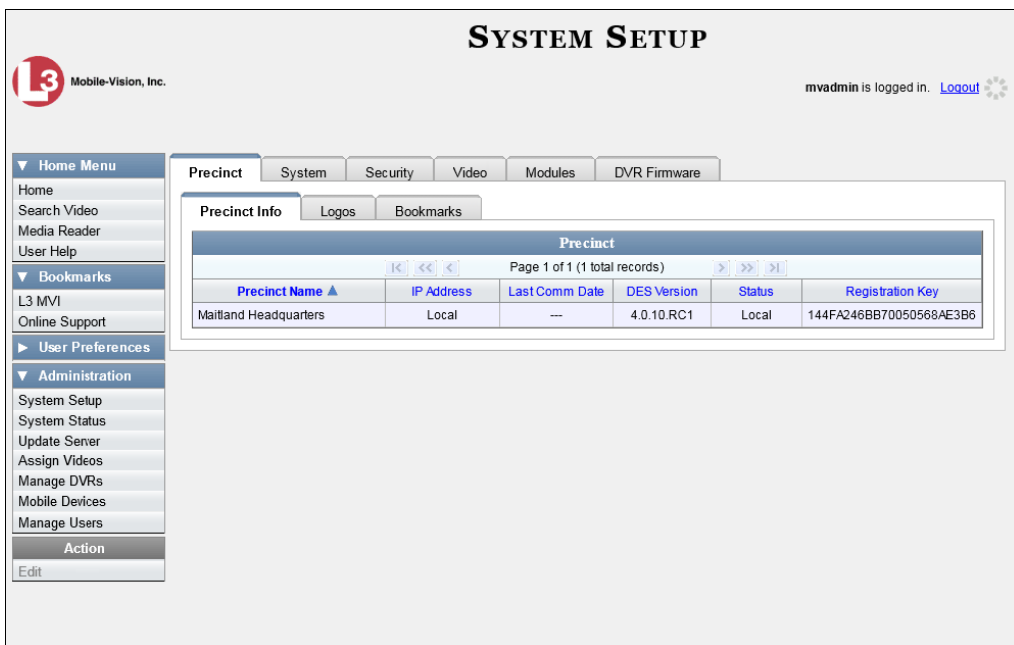
This section describes how to change the following information for a video category:

- Download Priority. This setting will determine the order in which videos will download to the DEF server.
- Category name.
- Days online setting. This setting will determine the number of days a video of a certain category will remain online before it can be purged from the DEF server.
- Category usage status (*in-use* vs. *disabled*).

For more information on video categories, see *Category* in the table on page 30.

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

*(Continued)*



**SYSTEM SETUP**

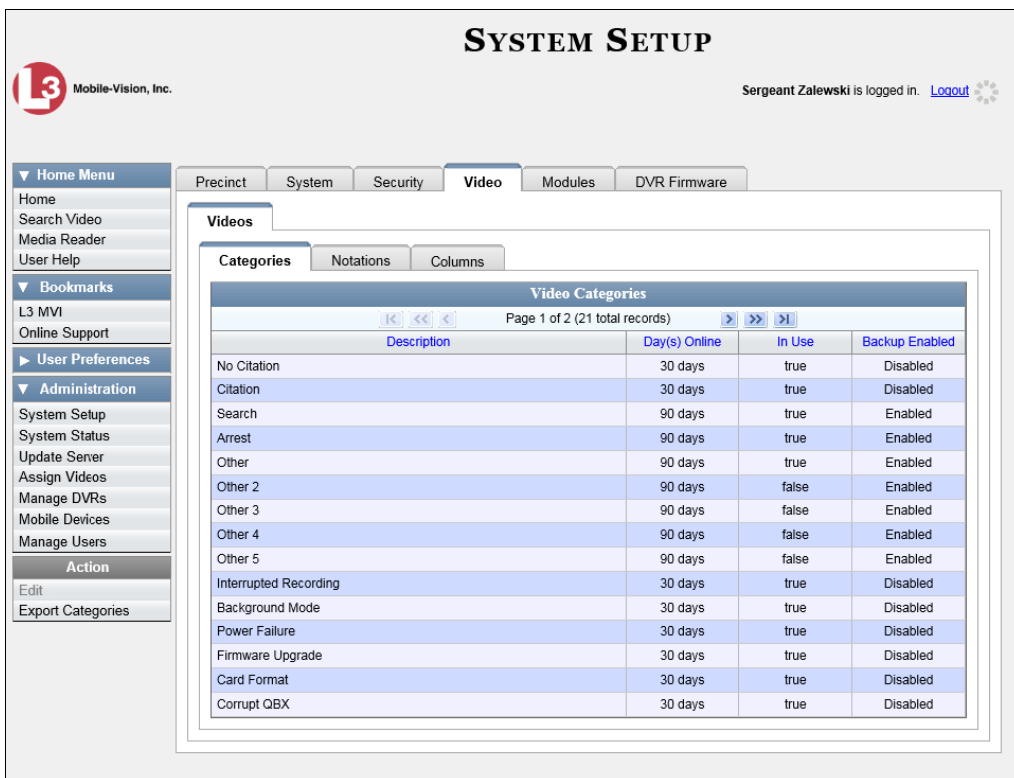
Mobile-Vision, Inc. madmin is logged in. [Logout](#)

Navigation: Precinct | System | Security | Video | Modules | DVR Firmware

Sub-navigation: Precinct Info | Logos | Bookmarks

| Precinct                      |            |                |             |        |                         |
|-------------------------------|------------|----------------|-------------|--------|-------------------------|
| Page 1 of 1 (1 total records) |            |                |             |        |                         |
| Precinct Name ▲               | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters         | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

2 Click the **Video** tab.



**SYSTEM SETUP**

Mobile-Vision, Inc. Sergeant Zalewski is logged in. [Logout](#)

Navigation: Precinct | System | Security | Video | Modules | DVR Firmware

Sub-navigation: Videos

Sub-sub-navigation: Categories | Notations | Columns

| Video Categories               |               |        |                |
|--------------------------------|---------------|--------|----------------|
| Page 1 of 2 (21 total records) |               |        |                |
| Description                    | Day(s) Online | In Use | Backup Enabled |
| No Citation                    | 30 days       | true   | Disabled       |
| Citation                       | 30 days       | true   | Disabled       |
| Search                         | 90 days       | true   | Enabled        |
| Arrest                         | 90 days       | true   | Enabled        |
| Other                          | 90 days       | true   | Enabled        |
| Other 2                        | 90 days       | false  | Enabled        |
| Other 3                        | 90 days       | false  | Enabled        |
| Other 4                        | 90 days       | false  | Enabled        |
| Other 5                        | 90 days       | false  | Enabled        |
| Interrupted Recording          | 30 days       | true   | Disabled       |
| Background Mode                | 30 days       | true   | Disabled       |
| Power Failure                  | 30 days       | true   | Disabled       |
| Firmware Upgrade               | 30 days       | true   | Disabled       |
| Card Format                    | 30 days       | true   | Disabled       |
| Corrupt QBX                    | 30 days       | true   | Disabled       |

3 Make sure the **Categories** tab is selected, as pictured above.

- Right-click on the category you wish to change, then select **Edit** from the popup menu. The Video Categories popup displays.



The fields on this popup are described below.

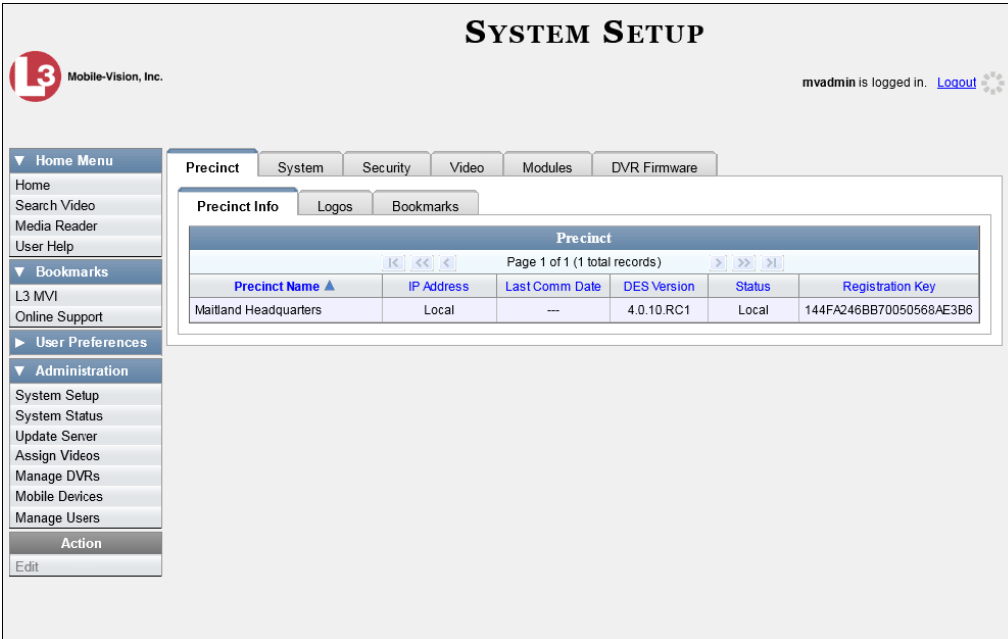
| Video Categories |   |                    |
|------------------|---|--------------------|
| Field            | Description   | Affected Server(s) |
| Priority         | A system-defined number that determines the order in which a video with this category will be transmitted from your DVRs to the DEF server. Videos will transmit in the order in which they are listed on the <b>Categories</b> tab.  | DEF                |
| Description      | A descriptive name for this category. <i>Only change this field value in coordination with the DEP System Administrator. Field values should match on both servers.</i>   | DEF & DEP          |
| Day(s) Online    | The number of days that a video with this category will remain online before it can be purged (i.e., moved offline) from the DEF server. <b>Note:</b> Just because a video <i>can</i> be purged after a certain number of days doesn't necessarily mean that it <i>will</i> be purged at that time. The exact purge date depends on other factors, such as the amount of storage space available on your server, and/or whether or not the <i>Strict Purger</i> setting is selected. For more information, see "Viewing/Changing the Online Lifecycle Settings" in chapter 4. | DEF                |
| Backup Enabled   | <i>Do not change this field value unless instructed to do so by the DEF System Administrator.</i>   | DEF only           |
| In Use           | A system indicator that determines whether or not this category is currently being used.<br><b>Yes</b> ..... This category is currently in use and can be assigned to a video from the DVR or server.<br><b>No</b> ..... This category is <i>not</i> currently in use (i.e., it's <i>disabled</i> ) and <i>cannot</i> be assigned to a video.<br><i>Only change this field value in coordination with the DEP System Administrator. Field values should match on both servers.</i>  | DEF & DEP          |

- To change the name of this category, enter a new name in the *Description* field. Otherwise proceed to the next step.
- To change the number of days that a video with this category will remain online before it can be purged, enter a new number in the *Day(s) Online* field. Otherwise proceed to the next step.
- To change the *In Use* status for this category (see description on the previous page), select a new value from the *In Use* drop-down list. Otherwise proceed to the next step.
- Click **Save**.
- To update another category, repeat steps 4 – 8.

## Manually Exporting Video Categories

Normally, when you change video categories on the server, that information is automatically transmitted to each DVR during the next server-to-DVR transmission. However, if your department does not use the wireless downloading feature, you can manually copy updated video categories from the server to a Flashback2 DVR, as described below.

- Insert a USB drive in a USB port on your PC.
- Go to **Administration** and click **System Setup**. The System Setup page displays.



**SYSTEM SETUP**

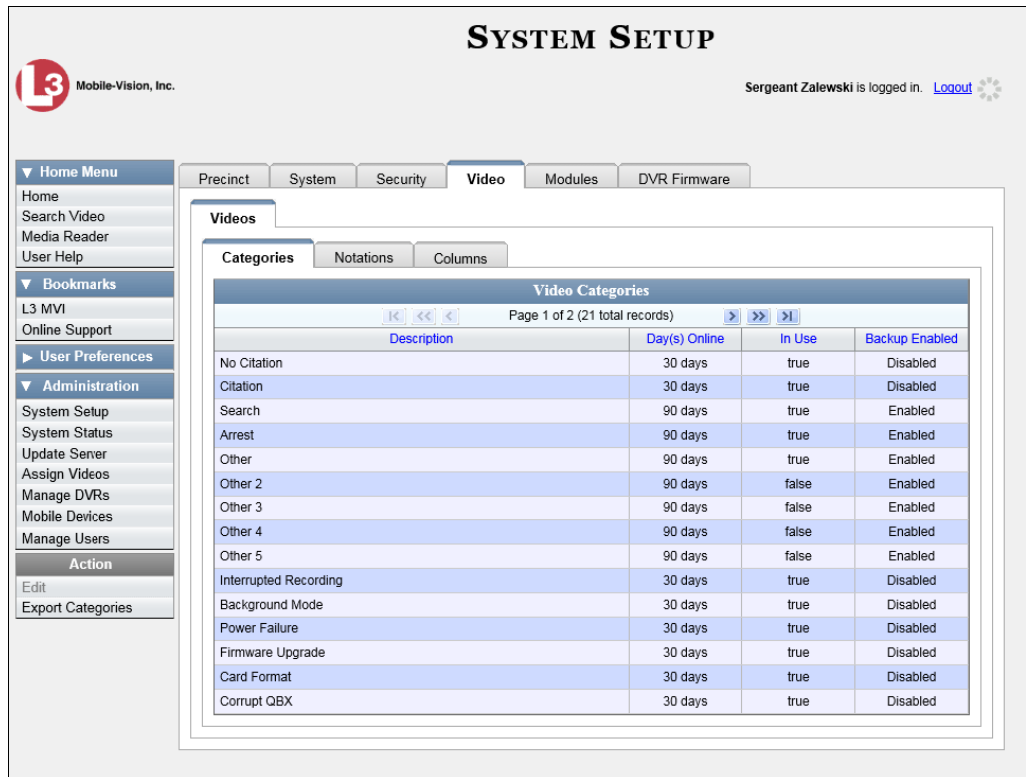
Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Precinct System Security Video Modules DVR Firmware

Precinct Info Logos Bookmarks

| Precinct                      |            |                |             |        |                         |
|-------------------------------|------------|----------------|-------------|--------|-------------------------|
| Page 1 of 1 (1 total records) |            |                |             |        |                         |
| Precinct Name ▲               | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters         | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

- Click the **Video** tab.



- 4 Make sure the **Categories** tab is selected, as pictured above.
- 5 Go to the **Action** column and click **Export Categories**. A download message displays.



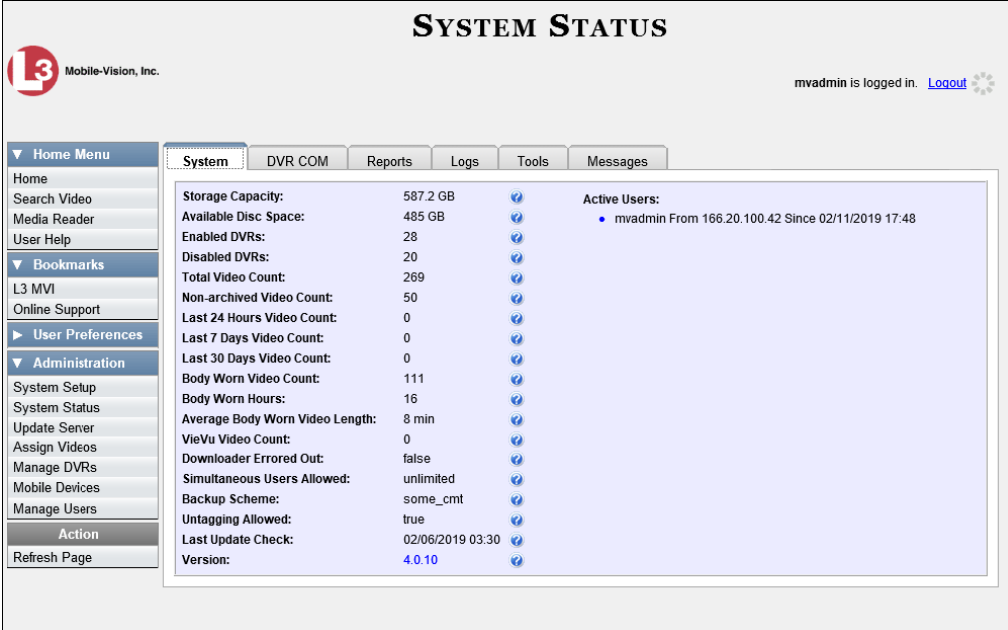
- 6 Select **Save As** from the *Save* drop-down list.
- 7 Navigate to your USB drive.
- 8 Click **Save**. If a confirmation message displays, click **Close**.
- 9 Take the USB drive and use it to load the config.xml file onto the Flashback2, as described in "Copying the config.xml File from a USB Drive to Your DVR" in your Flashback User's Guide.

## Installing the UMD Editor on an Officer's Mobile Data Computer

If your vehicles are equipped with mobile data computers (MDCs), officers have the option of assigning user metadata to their Flashback videos immediately after they are finished recording. However, this option requires that you install an application called the *UMD Editor* on your mobile data computers. You will also need to configure your MDCs for Ethernet.

If your agency is using *Vehicle Viewer* or *Vehicle Viewer Live*, the UMD Editor is already included with those applications.

- 1 If you have not done so already, configure each of your MDCs as an Ethernet network, as described in “Configuring a Flashback DVR for Use With Vehicle Viewer, Vehicle Viewer Live, or the UMD Editor” in chapter 5—DVRs. (**Note:** Using an Ethernet connection in the vehicle will not interfere with your wireless video transmission.)
- 2 Insert a USB flash drive into a USB port on your PC (i.e., the PC you use to connect to the DEF application).
- 3 Go to **Administration** and click **System Status**. The System Status page displays.



**SYSTEM STATUS**

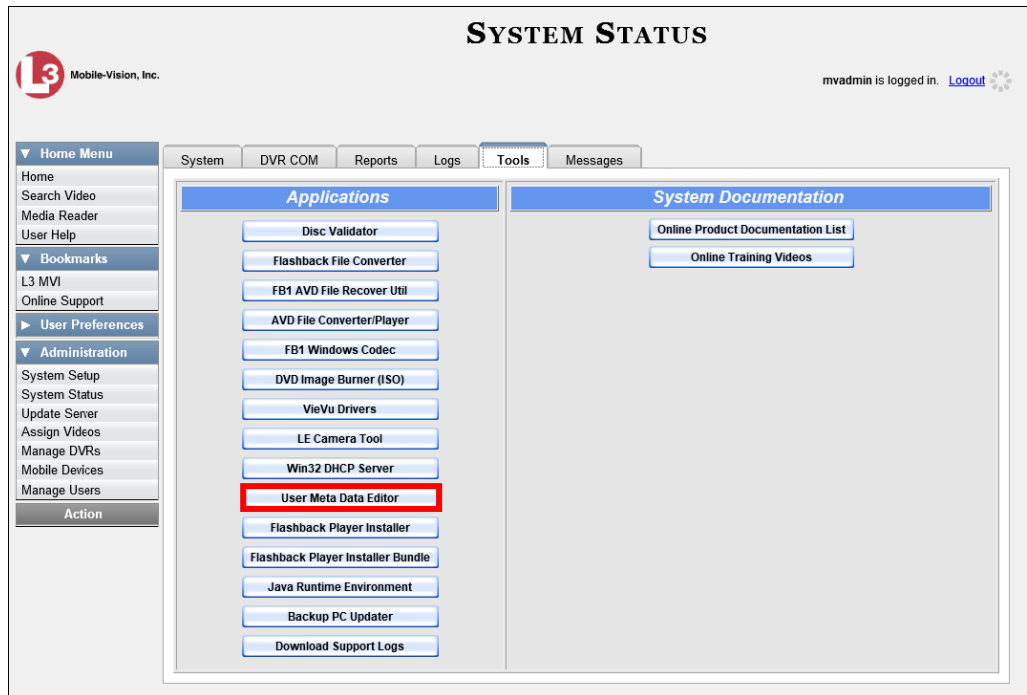
Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System | DVR COM | Reports | Logs | Tools | Messages

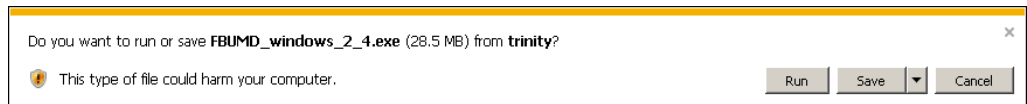
|                                 |                  |   |   |
|---------------------------------|------------------|---|---|
| Storage Capacity:               | 587.2 GB         | 🔍 | Active Users:                                       |
| Available Disc Space:           | 485 GB           | 🔍 | • mvadmin From 166.20.100.42 Since 02/11/2019 17:48 |
| Enabled DVRs:                   | 28               | 🔍 |   |
| Disabled DVRs:                  | 20               | 🔍 |   |
| Total Video Count:              | 269              | 🔍 |   |
| Non-archived Video Count:       | 50               | 🔍 |   |
| Last 24 Hours Video Count:      | 0                | 🔍 |   |
| Last 7 Days Video Count:        | 0                | 🔍 |   |
| Last 30 Days Video Count:       | 0                | 🔍 |   |
| Body Worn Video Count:          | 111              | 🔍 |   |
| Body Worn Hours:                | 16               | 🔍 |   |
| Average Body Worn Video Length: | 8 min            | 🔍 |   |
| VieVu Video Count:              | 0                | 🔍 |   |
| Downloader Errored Out:         | false            | 🔍 |   |
| Simultaneous Users Allowed:     | unlimited        | 🔍 |   |
| Backup Scheme:                  | some_cmt         | 🔍 |   |
| Untagging Allowed:              | true             | 🔍 |   |
| Last Update Check:              | 02/06/2019 03:30 | 🔍 |   |
| Version:                        | 4.0.10           | 🔍 |   |

- 4 Click the **Tools** tab.

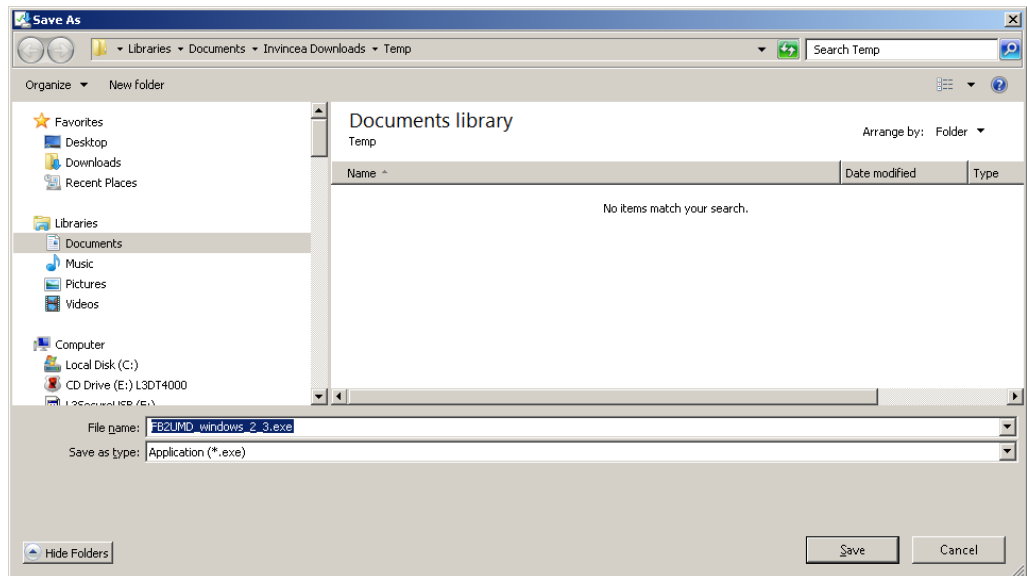




- 5 Go to the *Applications* column and click the **User Meta Data Editor** button. A Windows message displays.



- 6 Select **Save As** from the *Save* drop-down list. The Save As window displays.



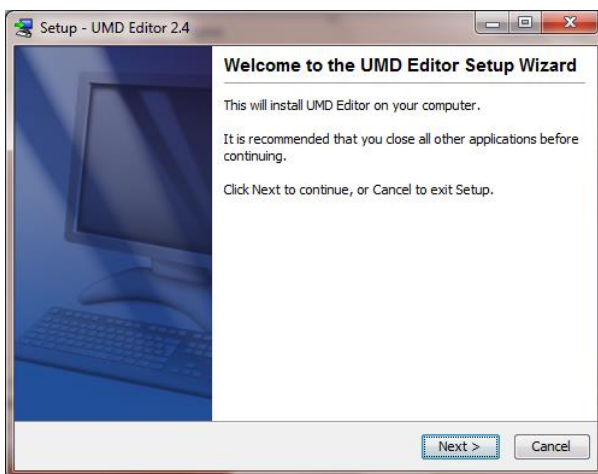
- 7 Navigate to your USB drive, then click **Save**. A confirmation message displays.



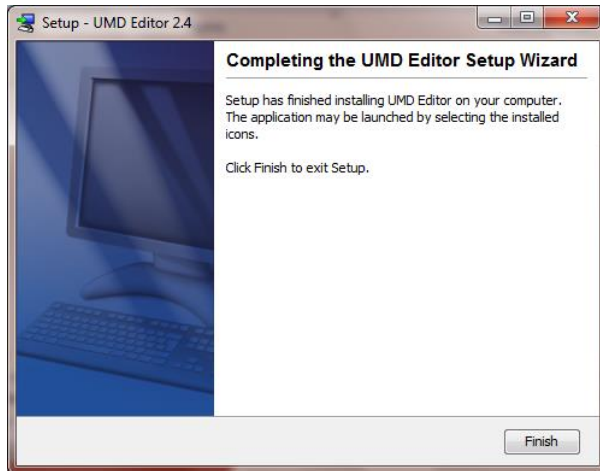
- 8 Remove the USB drive from your PC.

Next, you need to install the UMD editor application on each mobile data computer, as described below.

- 9 Insert the USB drive into a USB port on the in-car mobile data computer.
- 10 Login to the mobile data computer.
- 11 Navigate to the USB drive.
- 12 Click on the **FBUMD\_windows\_2\_4.exe** file, then press **Ctrl + C** to copy it to your clipboard.
- 13 Navigate to the directory on your mobile data computer where you wish to install the UMD editor.
- 14 Press **Ctrl + V** to copy the .exe file to the selected directory.
- 15 Double-click on the **FBUMD\_windows\_2\_4.exe** file. After a momentary delay, the Install Wizard displays.



- 16 Click **Next**. The system begins installing the application on the mobile data computer. When the installation is complete, a confirmation message displays.



- 17 Click **Finish**.
- 18 Remove the USB stick from the USB port.
- 19 Repeat steps 9 – 18 for all of the vehicles in your fleet.



**NOTE:** The first time you use the UMD Editor you will be prompted to enter the DVR's IP address. If you don't know the IP address, you can find it in the DVR's record. For more information, see "Searching for a DVR" in chapter 5.

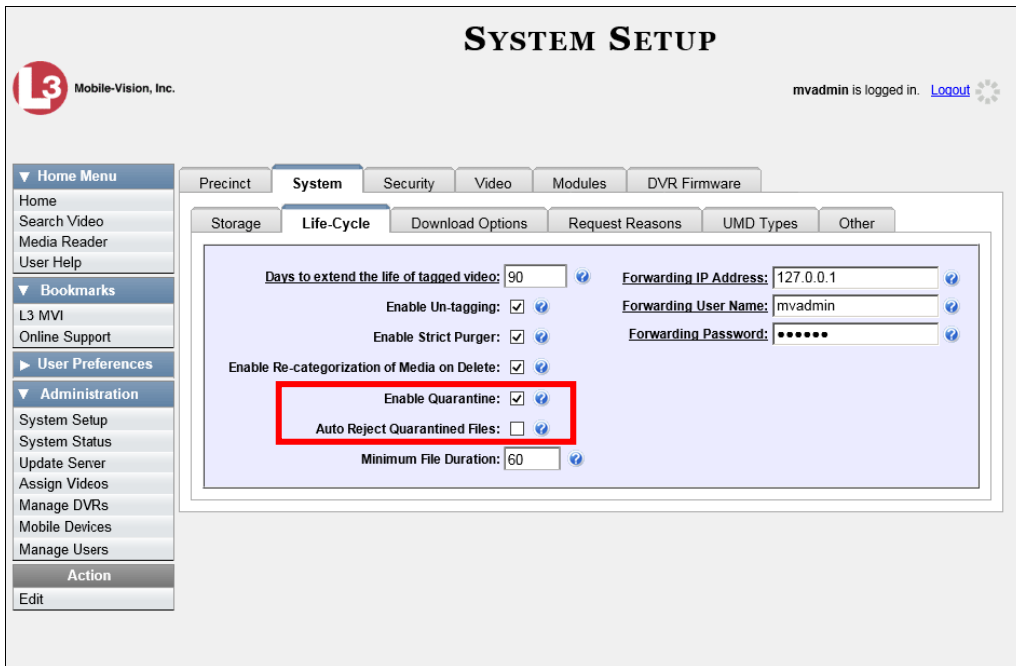
---

## Accepting/Rejecting Quarantined Video

A quarantined file is a video that is shorter than the *Minimum File Duration* value entered on the **Life-Cycle** tab. Typically, a quarantine file is a small "test" video that an officer makes at the beginning of each shift to test his equipment before going out into the field. The system automatically marks these short videos for review or disposal, depending on your system settings.

If you selected the quarantine settings pictured on the next page (*Enable Quarantine* checkbox selected; *Auto Reject Quarantined* files checkbox deselected), then all quarantine videos will display on your Home Page. You will need to periodically review each of the quarantined videos and either accept or reject them, as described in this section.

*(Continued)*



### SYSTEM SETUP

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System

Life-Cycle

Days to extend the life of tagged video: 90

Enable Un-tagging:

Enable Strict Purger:

Enable Re-categorization of Media on Delete:

Enable Quarantine:  (highlighted)

Auto Reject Quarantined Files:

Minimum File Duration: 60

Forwarding IP Address: 127.0.0.1

Forwarding User Name: mvadmin

Forwarding Password: \*\*\*\*\*

For more information on quarantine settings, see “Viewing/Changing the Online Lifecycle Settings” in chapter 4.

- 1 Make sure the Home page displays. (If necessary, go to **Home Menu** and click **Home**.)
- 2 Locate the quarantined files on your *Inbox Messages* list.



### WELCOME HOME

Your last login was on: 01/13/2015 10:34:48 mvadmin is logged in. [Logout](#)

Message Board

My Messages All Messages

| Inbox Messages   |           |   |         |
|------------------|-----------|---|---------|
| Date             | State     | Message Text  | Actions |
| 01/02/2015 17:07 | Queued    | File quarantined, please accept or permanently delete this video.       |         |
| 12/23/2014 13:11 | Completed | New DVR was discovered and added to your server.                        |         |
| 12/12/2014 15:04 | Completed | Server Update to build number 3.8.RC6-16455 was successfully completed. |         |

Sent Messages

| Date | State | Message Text | Actions |
|------|-------|--------------|---------|
|------|-------|--------------|---------|

- 3 Proceed to the first file you wish to review and click the icon to the right of that record. The Flashback Player launches and the selected video plays.
- 4 When you are finished reviewing the video, click the in the upper right corner of the Flashback Player to close it.

- 5 If you wish to accept the new video into DEF, proceed to the next step.  
– OR –

If you do *not* wish to accept the new video into DEF, skip to step 8.


- 6 Click the  icon to the right of that record. The following popup displays.



- 7 Click **Yes**. A confirmation message displays:



### End of Procedure.

- 8 Click the  icon to the right of that record. The following popup displays.



- 9 Click **Yes**. The video is permanently removed from DEF.

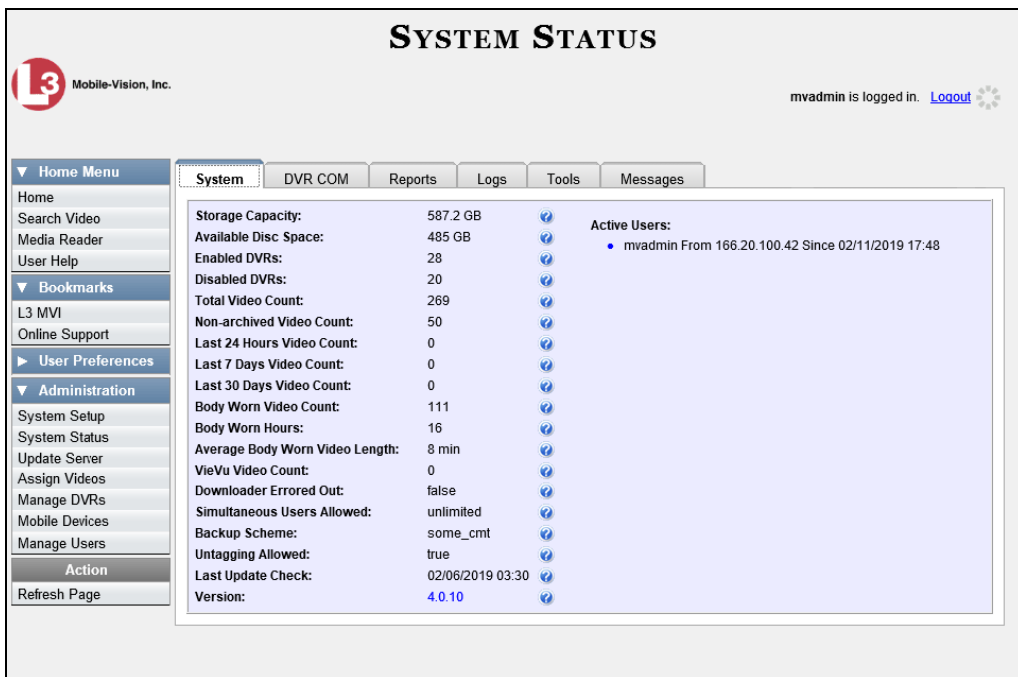
---

## Exporting Video Activity to a Spreadsheet

This section describes how to export information on your video activity to a spreadsheet for use with another application, such as a custom reporting tool. This is referred to as the *Media Activity* report. It includes information such as the date and time of automatic video transmissions, the name of users who performed manual uploads, and video backup status. The system automatically updates this report once every day.

- 1 Go to  and click **System Status**. The System Status page displays.

*(Continued)*



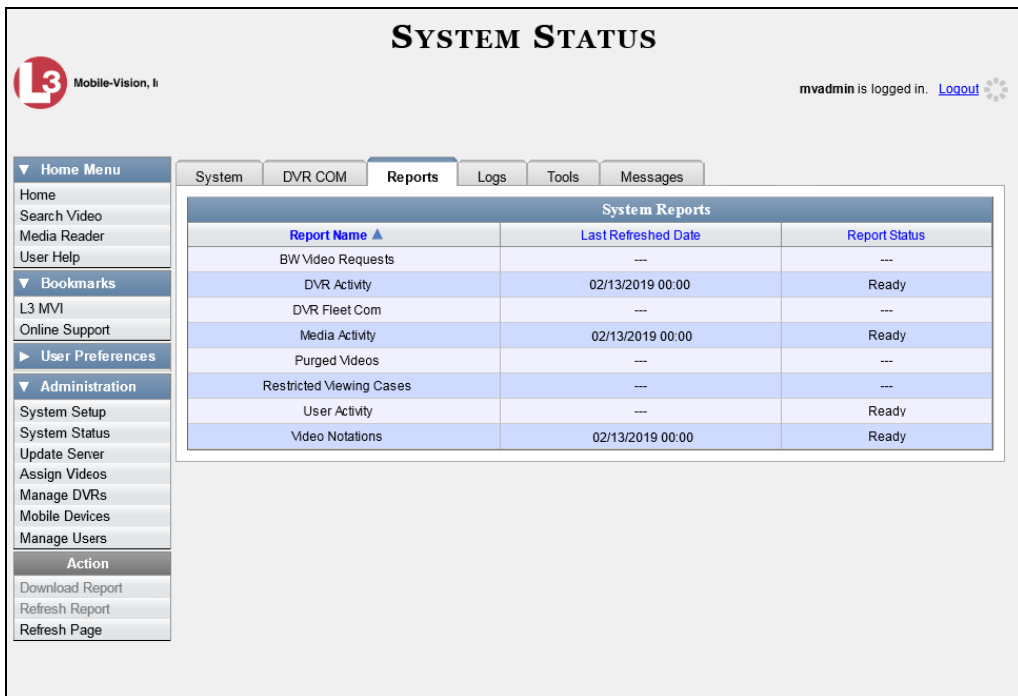
**SYSTEM STATUS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System | DVR COM | Reports | Logs | Tools | Messages

|                                 |                  |  |   |
|---------------------------------|------------------|--|---|
| Storage Capacity:               | 587.2 GB         |  | <b>Active Users:</b>                                |
| Available Disc Space:           | 485 GB           |  | • mvadmin From 166.20.100.42 Since 02/11/2019 17:48 |
| Enabled DVRs:                   | 28               |  |   |
| Disabled DVRs:                  | 20               |  |   |
| Total Video Count:              | 269              |  |   |
| Non-archived Video Count:       | 50               |  |   |
| Last 24 Hours Video Count:      | 0                |  |   |
| Last 7 Days Video Count:        | 0                |  |   |
| Last 30 Days Video Count:       | 0                |  |   |
| Body Worn Video Count:          | 111              |  |   |
| Body Worn Hours:                | 16               |  |   |
| Average Body Worn Video Length: | 8 min            |  |   |
| VieVu Video Count:              | 0                |  |   |
| Downloader Errored Out:         | false            |  |   |
| Simultaneous Users Allowed:     | unlimited        |  |   |
| Backup Scheme:                  | some_cmt         |  |   |
| Untagging Allowed:              | true             |  |   |
| Last Update Check:              | 02/06/2019 03:30 |  |   |
| Version:                        | 4.0.10           |  |   |

2 Click the **Reports** tab.



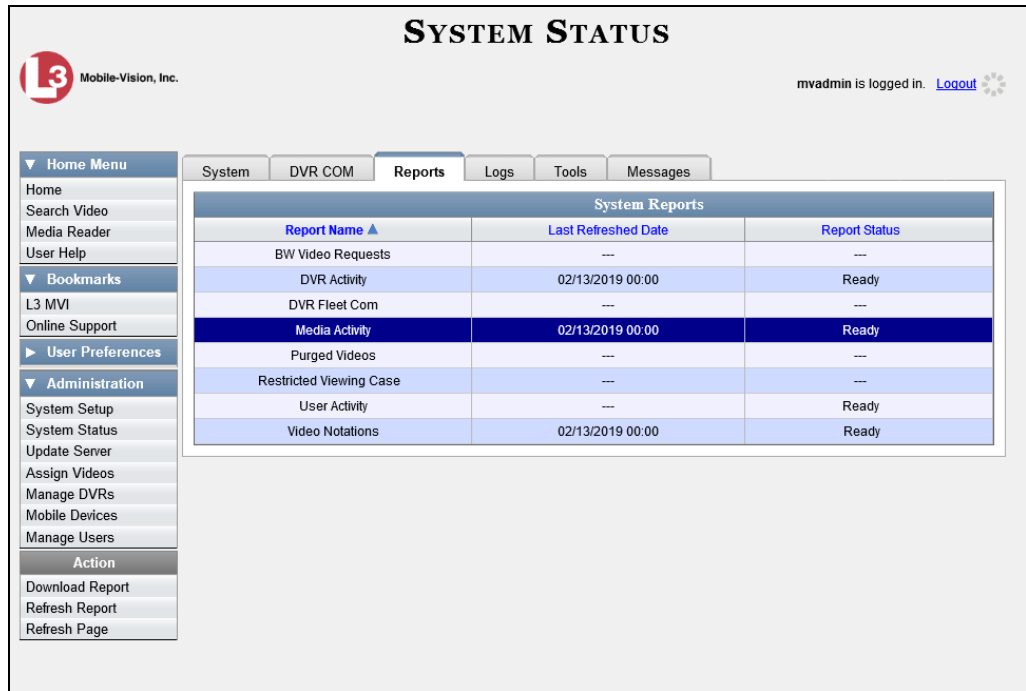
**SYSTEM STATUS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System | DVR COM | Reports | Logs | Tools | Messages

| System Reports           |                     |               |
|--------------------------|---------------------|---------------|
| Report Name ▲            | Last Refreshed Date | Report Status |
| BW Video Requests        | ---                 | ---           |
| DVR Activity             | 02/13/2019 00:00    | Ready         |
| DVR Fleet Com            | ---                 | ---           |
| Media Activity           | 02/13/2019 00:00    | Ready         |
| Purged Videos            | ---                 | ---           |
| Restricted Viewing Cases | ---                 | ---           |
| User Activity            | ---                 | Ready         |
| Video Notations          | 02/13/2019 00:00    | Ready         |

3 Click on the **Media Activity** report to highlight it.



**SYSTEM STATUS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System | DVR COM | **Reports** | Logs | Tools | Messages

| System Reports          |                         |               |
|-------------------------|-------------------------|---------------|
| Report Name ▲           | Last Refreshed Date     | Report Status |
| BW Video Requests       | ---                     | ---           |
| DVR Activity            | 02/13/2019 00:00        | Ready         |
| DVR Fleet Com           | ---                     | ---           |
| <b>Media Activity</b>   | <b>02/13/2019 00:00</b> | <b>Ready</b>  |
| Purged Videos           | ---                     | ---           |
| Restricted Viewing Case | ---                     | ---           |
| User Activity           | ---                     | Ready         |
| Video Notations         | 02/13/2019 00:00        | Ready         |

Note the date in the *Last Refreshed Date* column. The Media report you are about to download will contain all system video activity up to this date/time. If you prefer to report on all video activity up to the *current* time, go to the **Action** column and click **Refresh Report** first before proceeding.

- Go to the **Action** column and click **Download Report**. A download message displays.



- Click **Open**. The report displays in your default spreadsheet application, such as Microsoft Excel.

## Flashback File Converter

The Flashback File Converter utility allows you to convert selected video files into a format that can be used with third party software. Specifically, you can convert:

- AVD files into AVI files (VIEVUs)
- QBX files into MP4 files (Flashback2, Flashback3, and FlashbackHD videos).

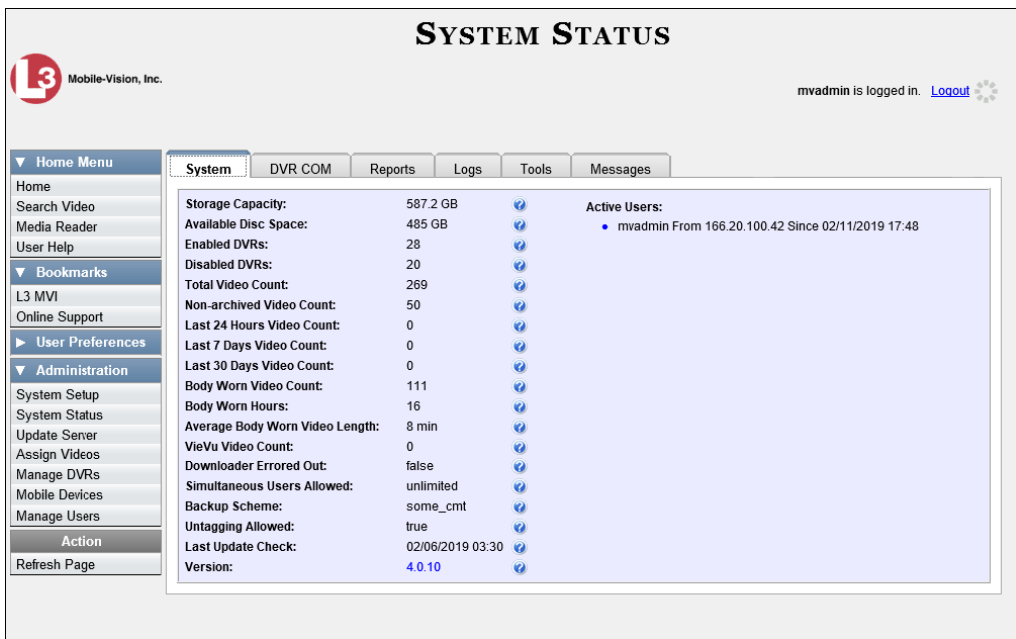
For specific instructions, see:

- Installing the Flashback File Converter, next page
- Using the Flashback File Converter, page 129.

## Installing the Flashback File Converter

This procedure describes how to install the Flashback File Converter utility on your PC. For more information on this utility, see the previous section.

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



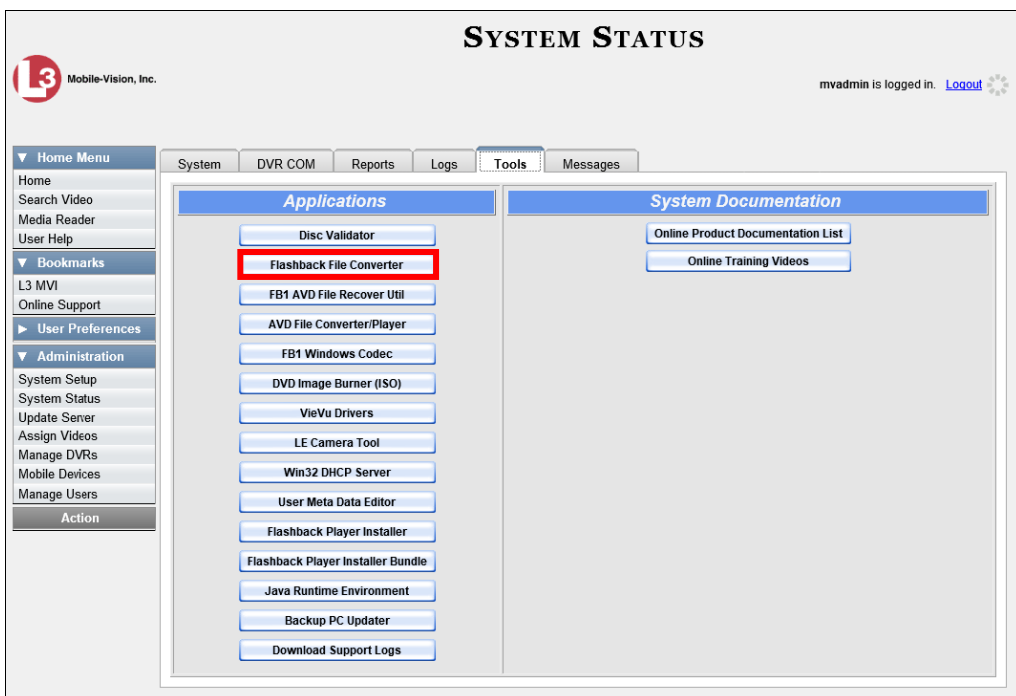
**SYSTEM STATUS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System | DVR COM | Reports | Logs | Tools | Messages

|                                 |                  |               |   |
|---------------------------------|------------------|---------------|---|
| Storage Capacity:               | 587.2 GB         | Active Users: |   |
| Available Disc Space:           | 485 GB           |               | • mvadmin From 166.20.100.42 Since 02/11/2019 17:48 |
| Enabled DVRs:                   | 28               |               |   |
| Disabled DVRs:                  | 20               |               |   |
| Total Video Count:              | 269              |               |   |
| Non-archived Video Count:       | 50               |               |   |
| Last 24 Hours Video Count:      | 0                |               |   |
| Last 7 Days Video Count:        | 0                |               |   |
| Last 30 Days Video Count:       | 0                |               |   |
| Body Worn Video Count:          | 111              |               |   |
| Body Worn Hours:                | 16               |               |   |
| Average Body Worn Video Length: | 8 min            |               |   |
| VieVu Video Count:              | 0                |               |   |
| Downloader Errored Out:         | false            |               |   |
| Simultaneous Users Allowed:     | unlimited        |               |   |
| Backup Scheme:                  | some_cmt         |               |   |
| Untagging Allowed:              | true             |               |   |
| Last Update Check:              | 02/06/2019 03:30 |               |   |
| Version:                        | 4.0.10           |               |   |

- 2 Click the **Tools** tab.



**SYSTEM STATUS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System | DVR COM | Reports | Logs | Tools | Messages

**Applications**

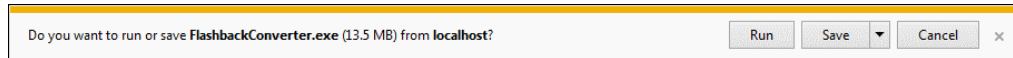
- Disc Validator
- Flashback File Converter**
- FB1 AVD File Recover Util
- AVD File Converter/Player
- FB1 Windows Codec
- DVD Image Burner (ISO)
- VieVu Drivers
- LE Camera Tool
- Win32 DHCP Server
- User Meta Data Editor
- Flashback Player Installer
- Flashback Player Installer Bundle
- Java Runtime Environment
- Backup PC Updater
- Download Support Logs

**System Documentation**

- Online Product Documentation List
- Online Training Videos



- 3 Go to the *Applications* column and click the **Flashback File Converter** button. A Windows message displays.

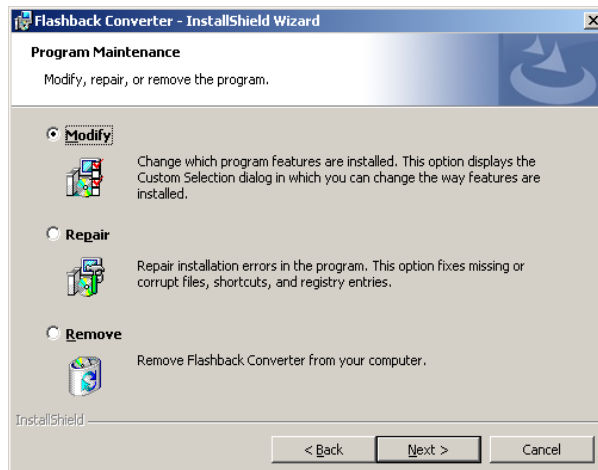


- 4 Click **Run**. If a security message displays, click **Run** again. Otherwise proceed to the next step.

The Flashback Converter InstallShield Wizard displays.

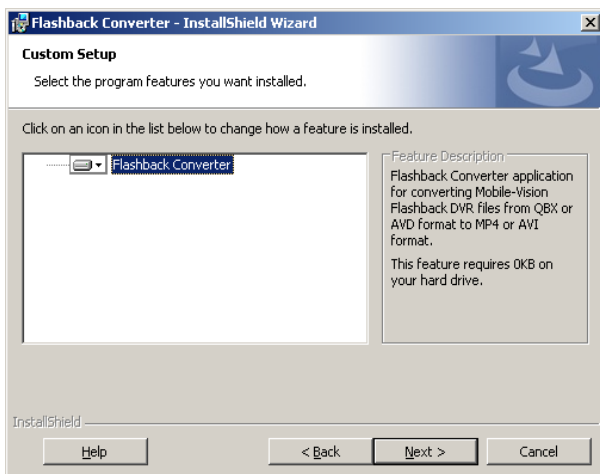


- 5 Click **Next**.

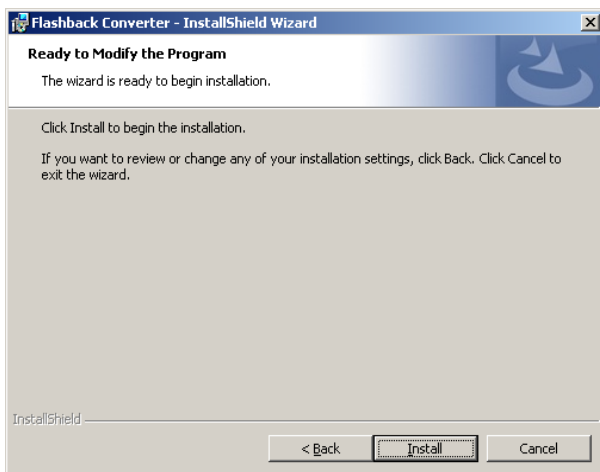


- 6 Click **Next** again.

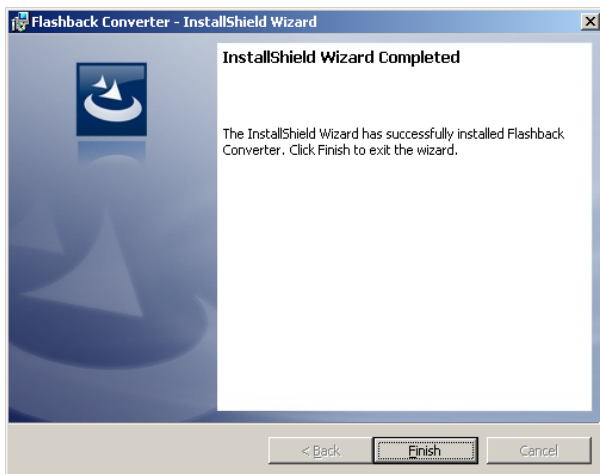
*(Continued)*



- 7 Click **Next** again. The system prompts you to begin the installation.



- 8 Click **Install**. The system begins installing the application. After the installation is complete, a confirmation message displays.



**9 Click Finish.**

For instructions on how to use the Flashback File Converter, see the next section, “Using the Flashback File Converter.”

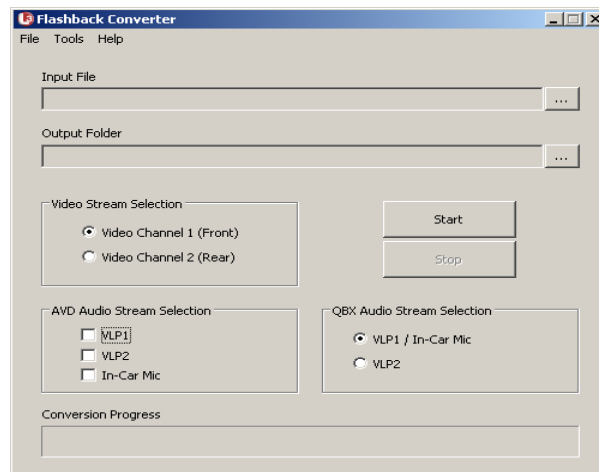
## Using the Flashback File Converter

This section describes how to use the Flashback File Converter utility to convert selected video files into a format that can be used with redaction software. Specifically, you can convert AVD files into AVI files (Flashback1s and VIEVUs) and QBX files into MP4 files (all other DVRs).

- 1 If you have not done so already, install the Flashback File Converter on your PC, as described in “Installing the Flashback File Converter” on page 126.

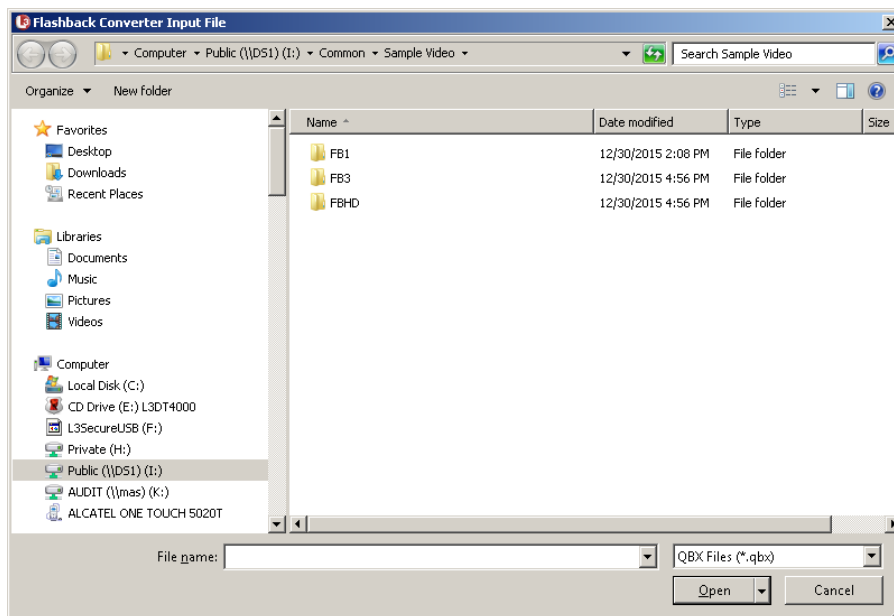



- 2 Go to your desktop and double-click on the Flashback Converter icon. The Flashback Converter application opens.

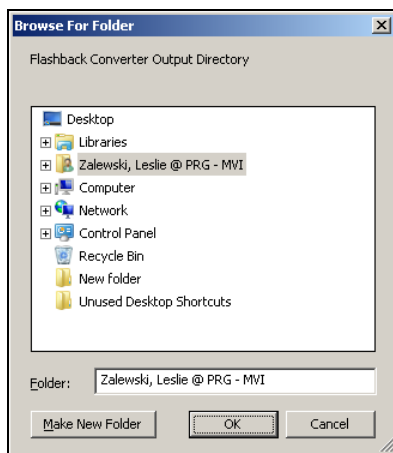


- 3 Click on the ellipsis icon to the right of the *Input File* field. The Flashback Converter Input File screen displays.

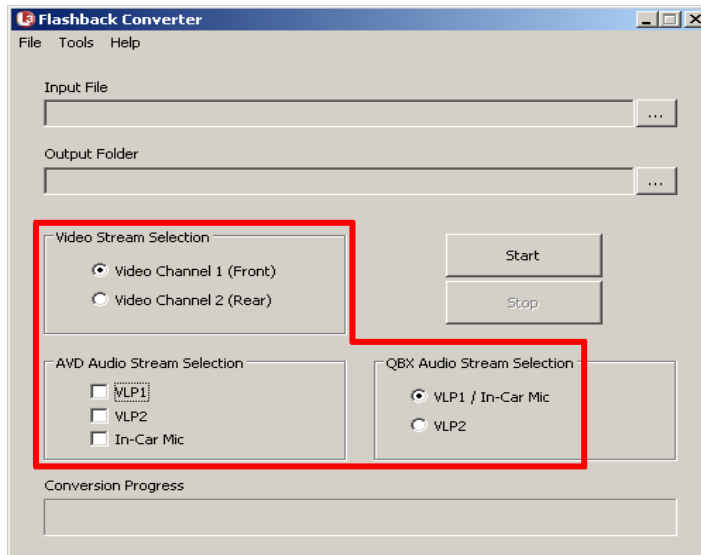
*(Continued)*



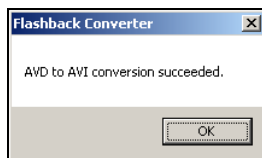
- 4 Navigate to the disk drive location where the file you wish to convert is located.
- 5 If you are converting a Flashback1 or VIEVU AVD file to AVI, select AVD from the Files of type drop down list. Otherwise proceed to the next step.
- 6 Click on the file you wish to convert.
- 7 To change the file's name, enter a new name in the *File name* field. Otherwise proceed to the next step.
- 8 Click **Open**. The selected file name displays in the *Input File* field.
- 9  Click on the ellipsis icon to the right of the *Output Folder* field. The Browse For Folder popup displays.



- 10 Navigate to the folder in which you wish to save the converted file, then click on that folder to highlight it.
- 11 Click **OK**. The selected disc drive location displays in the *Output Folder* field.
- 12 If you wish to change any of the default video/audio settings, click the appropriate radio button or checkbox. Otherwise proceed to the next step.



- 13 Click the **Start** button. The conversion begins. When the process is complete, a confirmation message displays.

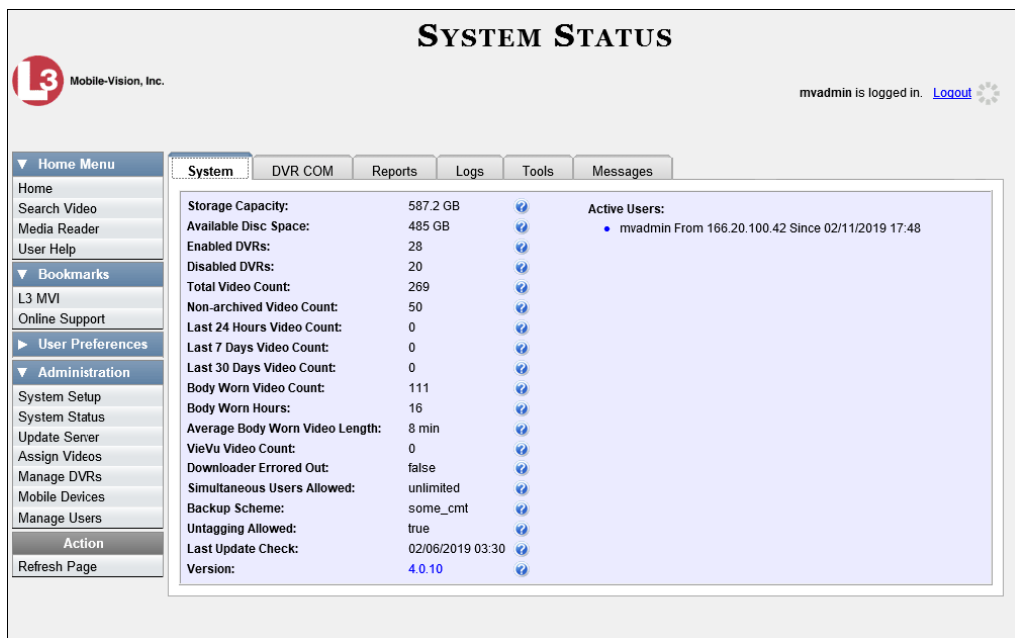


- 14 Click **OK**. When you're ready to import the file into a third-party application, you will find it in your selected output folder.
- 15 To convert another file, repeat steps 3 – 14. Otherwise select **File**→ **Exit** from the menubar to exit the application.

## Installing the Windows Codec Utility for AVI Videos

Occasionally, customers who have purchased a new PC *or* reimaged an existing PC may have difficulty playing VIEVU videos on their PC. In this circumstance, we recommend that you install a utility called a “codec,” which restores the files that are necessary to play AVI files on a Windows PC. If this procedure does not solve your problem, please contact Mobile-Vision Support for assistance.

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



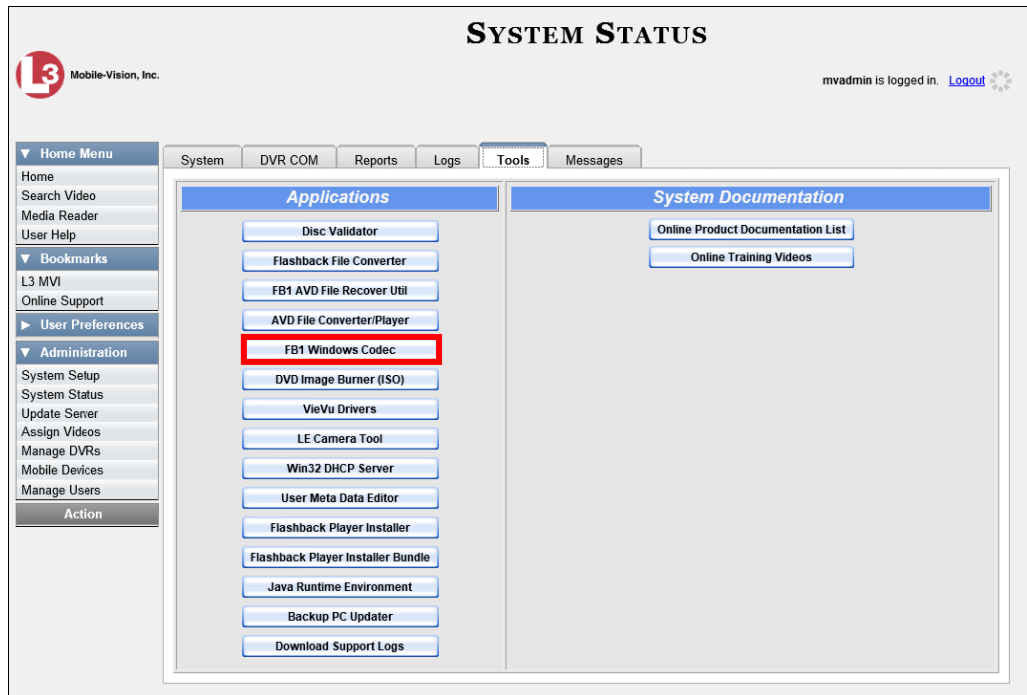
**SYSTEM STATUS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

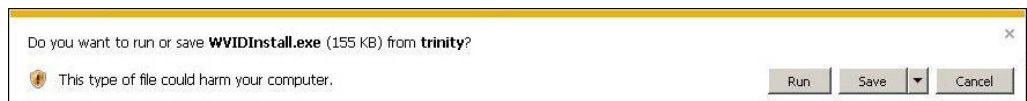
System | DVR COM | Reports | Logs | Tools | Messages

|                                 |                  |   |   |
|---------------------------------|------------------|---|---|
| Storage Capacity:               | 587.2 GB         | 🔍 | <b>Active Users:</b>                                |
| Available Disc Space:           | 485 GB           | 🔍 | • mvadmin From 166.20.100.42 Since 02/11/2019 17:48 |
| Enabled DVRs:                   | 28               | 🔍 |   |
| Disabled DVRs:                  | 20               | 🔍 |   |
| Total Video Count:              | 269              | 🔍 |   |
| Non-archived Video Count:       | 50               | 🔍 |   |
| Last 24 Hours Video Count:      | 0                | 🔍 |   |
| Last 7 Days Video Count:        | 0                | 🔍 |   |
| Last 30 Days Video Count:       | 0                | 🔍 |   |
| Body Worn Video Count:          | 111              | 🔍 |   |
| Body Worn Hours:                | 16               | 🔍 |   |
| Average Body Worn Video Length: | 8 min            | 🔍 |   |
| VieVu Video Count:              | 0                | 🔍 |   |
| Downloader Errored Out:         | false            | 🔍 |   |
| Simultaneous Users Allowed:     | unlimited        | 🔍 |   |
| Backup Scheme:                  | some_cmt         | 🔍 |   |
| Untagging Allowed:              | true             | 🔍 |   |
| Last Update Check:              | 02/06/2019 03:30 | 🔍 |   |
| Version:                        | 4.0.10           | 🔍 |   |

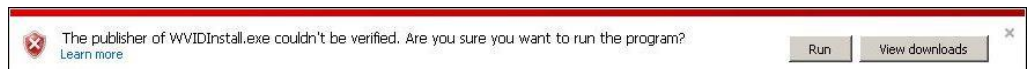
- 2 Click the **Tools** tab. A list of downloadable applications displays in the left column.



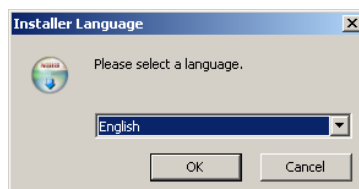
- 3 Click the **FB1 Windows Codec** button. A Windows message displays.



- 4 Click **Run**. A security warning displays.

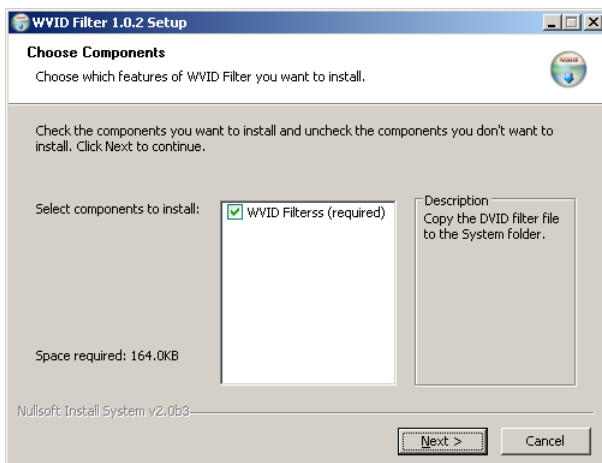


- 5 Click **Run** again. The Installer Language popup displays.

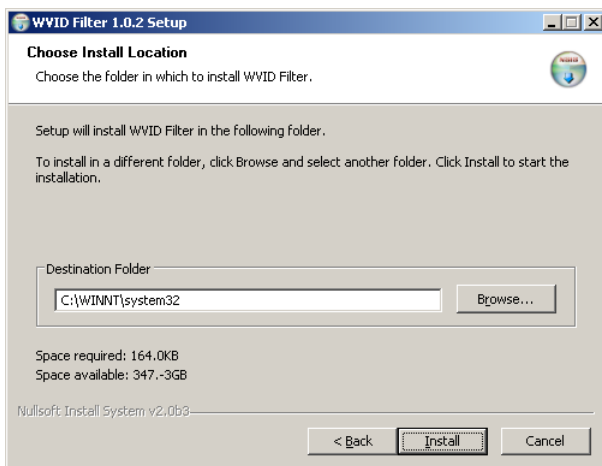


- 6 Click **OK**. The WVID Filter popup displays.

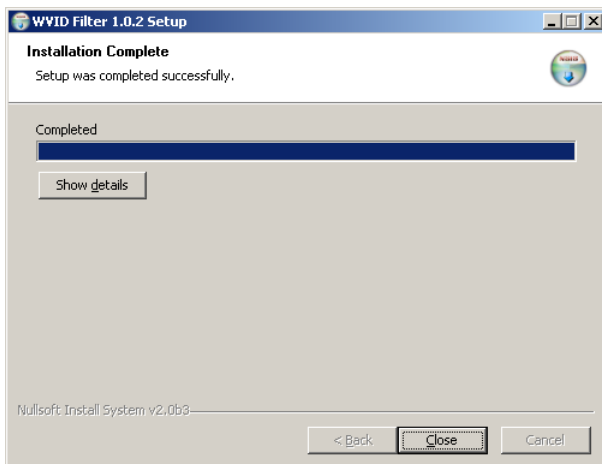
*(Continued)*



**7 Click Next.**



**8 Click Install.**



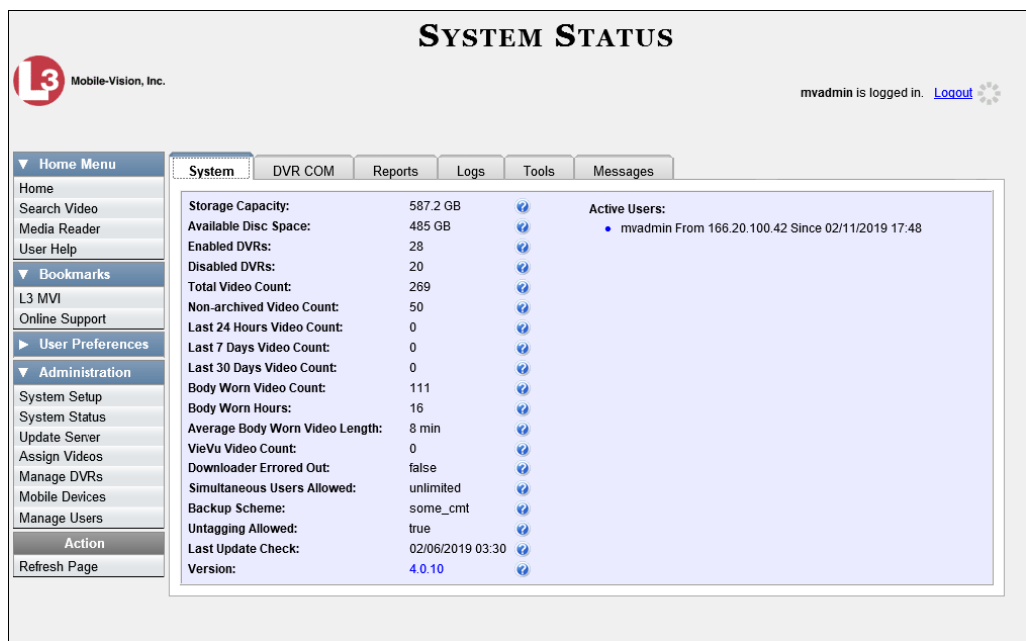
**9 Click Close.**



## Manually Installing the VIEVU Drivers

The VIEVU is a small, wearable DVR previously sold by Mobile-Vision. The first time you connect your VIEVU to your PC, you will typically be prompted to download two drivers that are required to operate the VIEVU. However, if your computer does not recognize the VIEVU cable or cannot automatically locate the drivers, you can *manually* download these drivers from the **Tools** tab in the DEF application, as described here.

- 1 If the VIEVU is currently connected to your PC, disconnect the two USB cables.
- 2 Go to **Administration** and click **System Status**. The System Status page displays.



**SYSTEM STATUS**

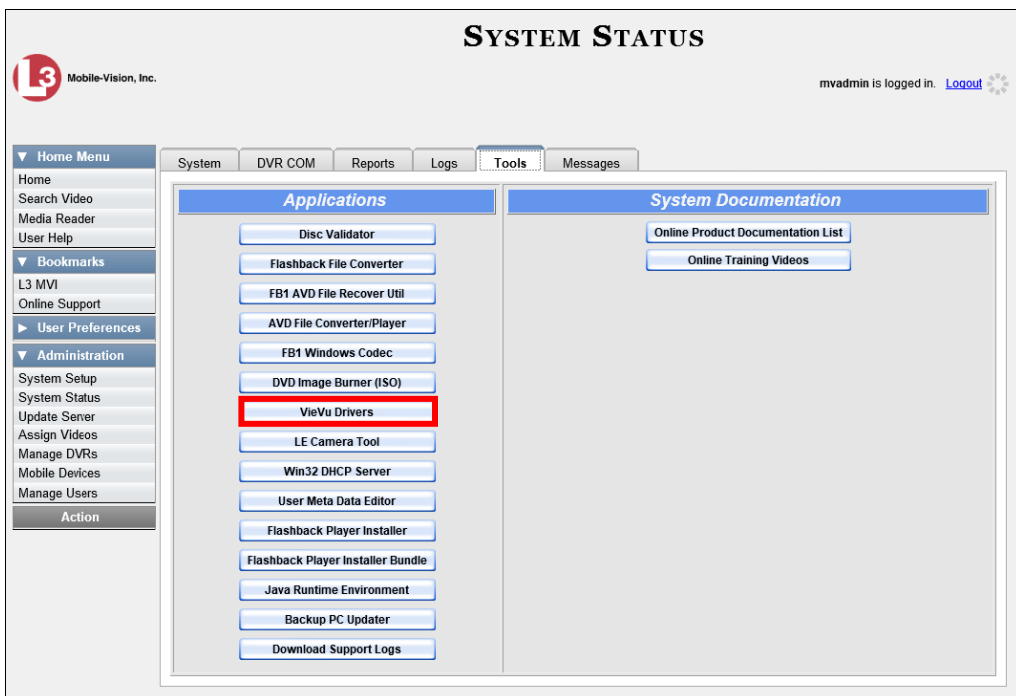
Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System | DVR COM | Reports | Logs | Tools | Messages

|                                 |                  |   |   |
|---------------------------------|------------------|---|---|
| Storage Capacity:               | 587.2 GB         | ? | Active Users:                                       |
| Available Disc Space:           | 485 GB           | ? | • mvadmin From 166.20.100.42 Since 02/11/2019 17:48 |
| Enabled DVRs:                   | 28               | ? |   |
| Disabled DVRs:                  | 20               | ? |   |
| Total Video Count:              | 269              | ? |   |
| Non-archived Video Count:       | 50               | ? |   |
| Last 24 Hours Video Count:      | 0                | ? |   |
| Last 7 Days Video Count:        | 0                | ? |   |
| Last 30 Days Video Count:       | 0                | ? |   |
| Body Worn Video Count:          | 111              | ? |   |
| Body Worn Hours:                | 16               | ? |   |
| Average Body Worn Video Length: | 8 min            | ? |   |
| VieVu Video Count:              | 0                | ? |   |
| Downloader Errored Out:         | false            | ? |   |
| Simultaneous Users Allowed:     | unlimited        | ? |   |
| Backup Scheme:                  | some_cmt         | ? |   |
| Untagging Allowed:              | true             | ? |   |
| Last Update Check:              | 02/06/2019 03:30 | ? |   |
| Version:                        | 4.0.10           | ? |   |

- 3 Click the **Tools** tab.

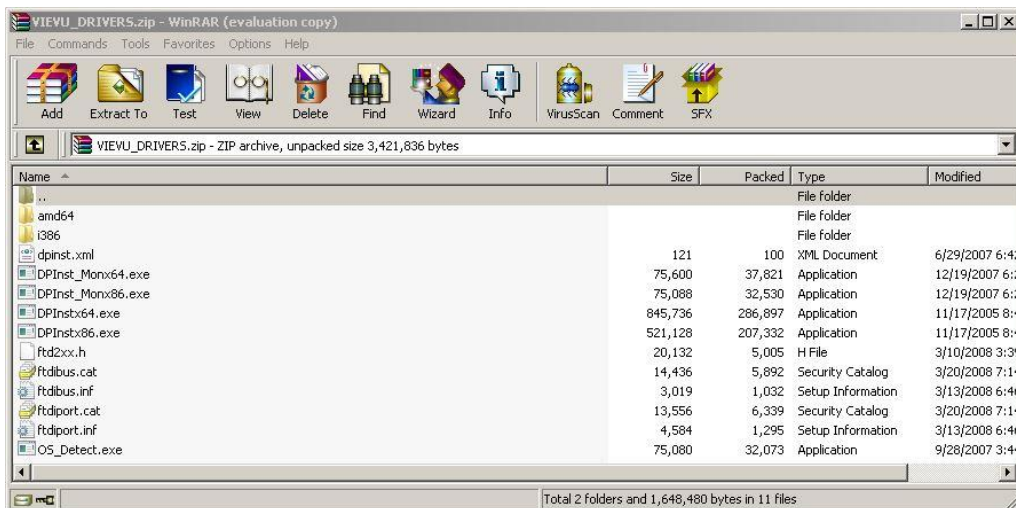
*(Continued)*



- 4 Go to the *Applications* column and click the **VieVu Drivers** button. A Windows message displays.



- 5 Select **Save As** from the *Save* drop-down list.
- 6 Navigate to an empty folder, then select the “extract to [name] folder” option.
- 7 Click **Open**. The contents of the VIEVU\_DRIVERS.zip file display.



- 8 If your PC has a 64-bit operating system, double-click on **DPInstx64.exe**  
– OR –

If your PC has a 32-bit operating system, double-click on **DPInst\_Mon86.exe**



**HINT:** If you aren't sure what type of operating system you have, double-click on either **DPInstx64.exe** or **DPInst\_Mon86.exe**. If you get an error message, you'll know that you selected the *wrong* file.

Once you double-click on the appropriate file, a DOS screen will briefly flash on-screen, indicating that the drivers have been installed.

- 9 Go to the upper right corner of the page and click **Logout** to exit DEP.
- 10 Click the  in the upper right corner of the page to close your browser.
- 11 Reboot your PC.
- 12 Log back into DEF.
- 13 If you plan to upload VIEVU videos right now, plug the VIEVU's USB cables back into your PC, then proceed to the appropriate topic:
  - Manually Uploading Videos from a VIEVU LE2, page 71, beginning with step 13, or
  - Manually Uploading Videos from a VIEVU LE3, page 74, beginning with step 4.

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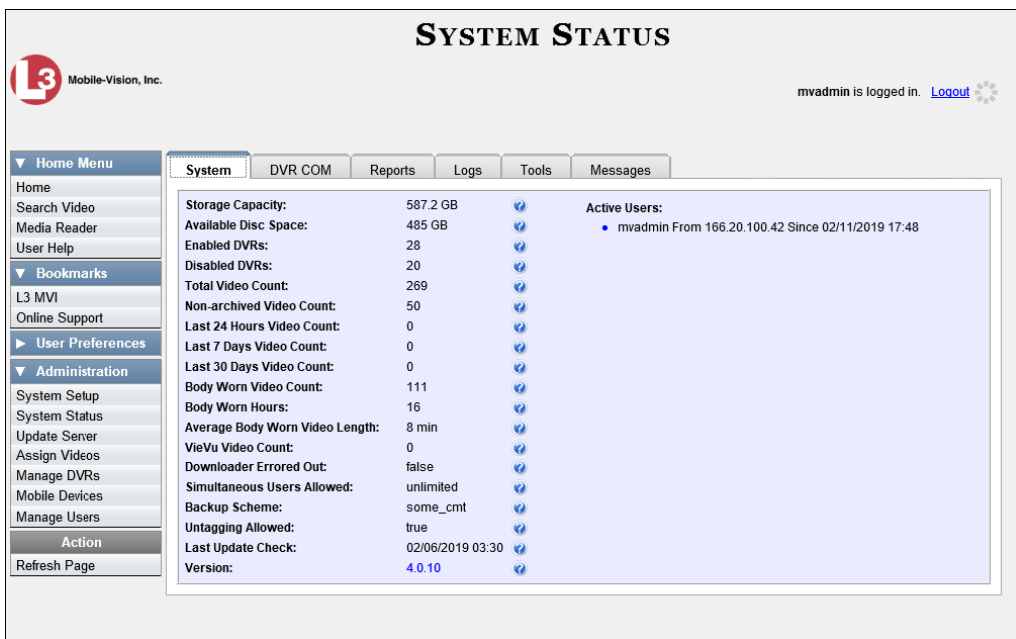
## Manually Installing the Flashback Player

Typically, the Flashback Player launches automatically when you attempt to play a Flashback or *BodyVISION* video from the DEF server. However, if your agency prohibits the running of .exe files from the browser's "temp" folder, you can manually download the Flashback Player from the **Tools** tab. The Flashback Player is installed like any other Windows 32-bit application—in the Windows Program Files folder.

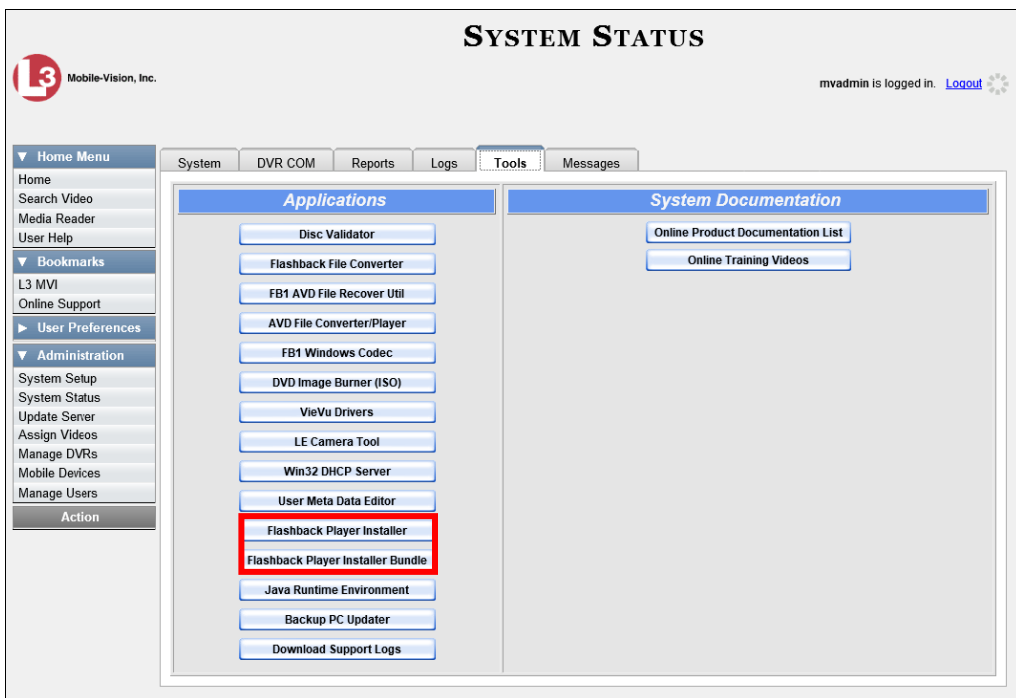
There are two file options available for installing the Flashback Player: .exe file (**Flashback Player Installer** button) or .zip file (**Flashback Player Installer Bundle** button). Both require Windows administrative privileges on the client workstation to install. Select the bundle option if you are an IT Administrator and you plan to install the Flashback Player through a Microsoft System Management Server (SMS) or a Microsoft System Center Configuration Manager (ConfigMgr). The bundled scripts will allow IT Administrators to install the Flashback Player silently.

- 1 Go to  and click **System Status**. The System Status page displays.

(Continued)



2 Click the **Tools** tab.



3 To install the Flashback Player on your local PC, click the **Flashback Player Installer** button.

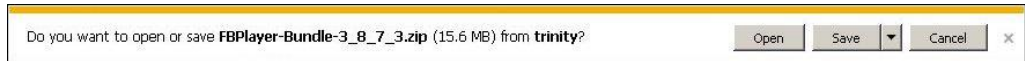
– OR –

To install the Flashback Player through SMS or ConfigMgr (also referred to as a *silent* installation or update), click the **Flashback Player Installer Bundle** button.

A Windows message displays. This message will differ slightly depending on whether or not you are performing a *silent* or *PC* installation.

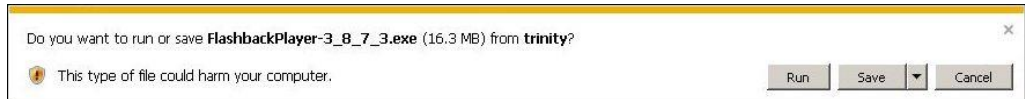
#### Silent Installation

Flashback Player Installer Bundle



#### PC Installation

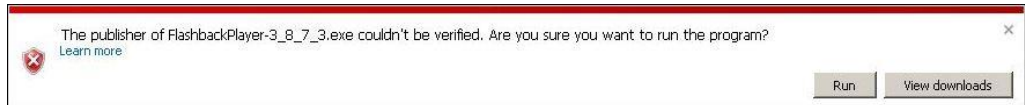
Flashback Player Installer



- 4 If you are performing a *silent* installation, click **Open**. From this point on, the installation procedure will vary depending on your particular network configuration. If you are not sure how to proceed, speak with your agency's IT network specialist *or* Mobile-Vision Support professional for assistance. **End of Procedure**.

– OR –

If you are performing a *PC* installation, click **Run**.



- 5 If a security message like the one pictured above displays, click **Run** again. Otherwise proceed to the next step.

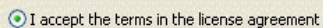


- 6 Once the Install Wizard displays, click **Next**. A License Agreement displays.

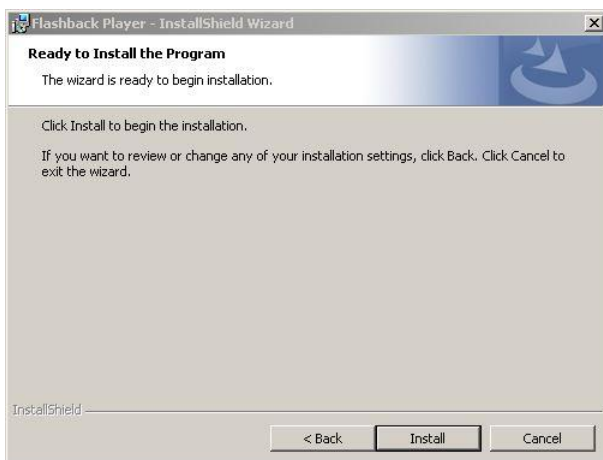
*(Continued)*



- 7 Review the on-screen license agreement. If you agree with the terms, click the “I accept...” radio button.



- 8 Click **Next**. The system prompts you to begin the installation.



- 9 Click **Install**. Once the installation is complete, a confirmation message displays.



- 10 Click **Finish**.
- 11 Go to the upper right corner of the page and click **Logout** to exit the application.
- 12 Click the  in the upper right corner of the page to close your browser.
- 13 Open your browser again and log back into DEF.

---

## Body Worn Viewing Requests

If desired, your agency can limit access to *BodyVISION* and BWX-100 videos by activating one of two Body Worn Tracking functions:

- Track All Body Worn Videos*. When this feature is on, DEF will restrict the viewing of all *BodyVISION* and BWX-100 videos unless a user has the *Authorize Media Playback* or *Can View Body Worn Videos* permission. Users who lack the required permissions will have to submit a *viewing request* to their supervisor. The supervisor, in turn, will subsequently approve or deny their subordinate's viewing request as described in "Approving/Denying a Viewing Request" on page 144.
- Track All Body Worn Videos with Tags*. When this feature is on, DEF will restrict the viewing of *BodyVISION* and BWX-100 videos that have a trace point or video notation attached to them. The only exception is for users that have the *Authorize Media Playback* or *Can View Body Worn Videos* permission. Such users will be able to view all Body Worn videos, regardless of whether a video has an embedded trace point or video notation. Users who *lack* the required permissions will have to submit a *viewing request* to their supervisor.

For more information, see:

- Tracking Body Worn Videos, next page
- Approving/Denying a Viewing Request, page 144
- Displaying Your Active Viewing Requests, page 147
- Revoking an Active Viewing Request, page 149
- Changing the Expiration Date for Viewing Approvals, page 150

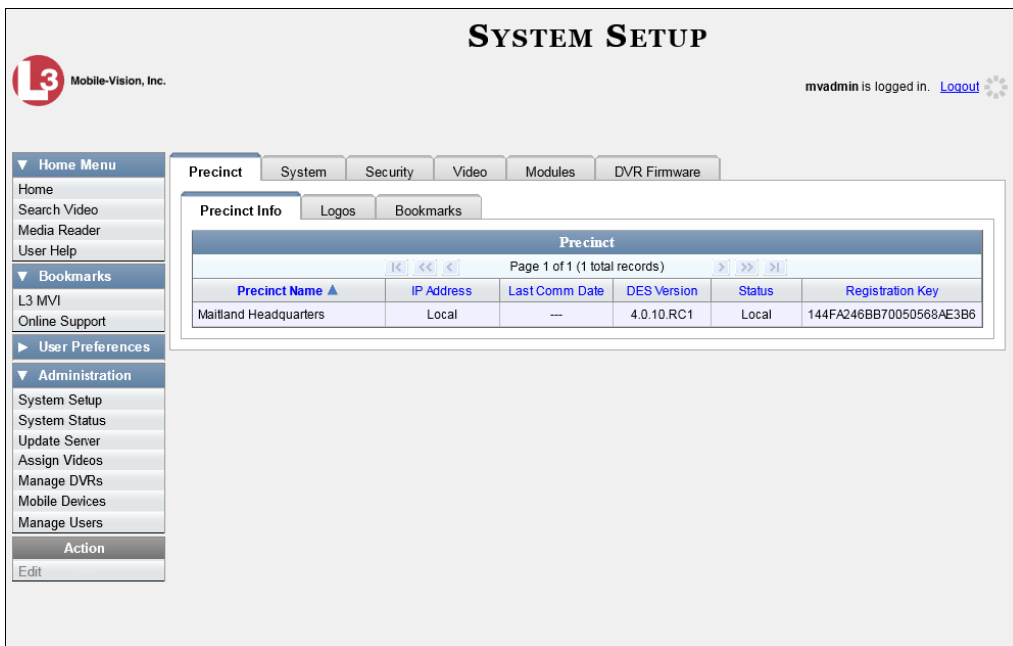
- Exporting Viewing Request Activity to a Spreadsheet, page 153
- Maintaining Viewing Request Reasons, page 155.

## Tracking Body Worn Videos

This section describes how to activate (turn on) one of the two functions used to limit user access to *BodyVISION* and BWX-100 Body Worn videos:

- Track All Body Worn Videos*. When this function is *on*, all users who lack the proper permissions\* will have to submit a viewing request to their supervisor in order to view any Body Worn video or its associated snapshots.
- Track All Body Worn Videos with Tags*. When this function is *on*, all un-permissioned users\* will have to submit a viewing request to their supervisor in order to view a Body Worn video that has an embedded *tracepoint* or *video notation*.

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



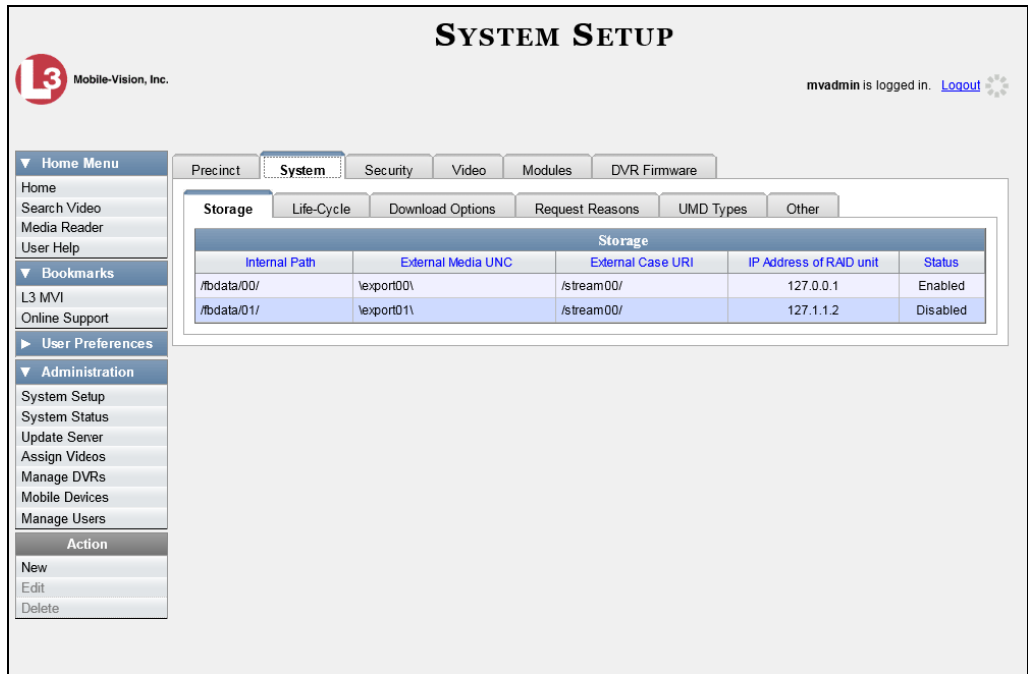
The screenshot shows the 'SYSTEM SETUP' page. The left sidebar has a menu with 'Administration' expanded to 'System Setup'. The main content area has tabs for 'Precinct', 'System', 'Security', 'Video', 'Modules', and 'DVR Firmware'. The 'Precinct' tab is active, showing a table of precinct information.

| Precinct                      |            |                |             |        |                         |
|-------------------------------|------------|----------------|-------------|--------|-------------------------|
| Page 1 of 1 (1 total records) |            |                |             |        |                         |
| Precinct Name ▲               | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maifland Headquarters         | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

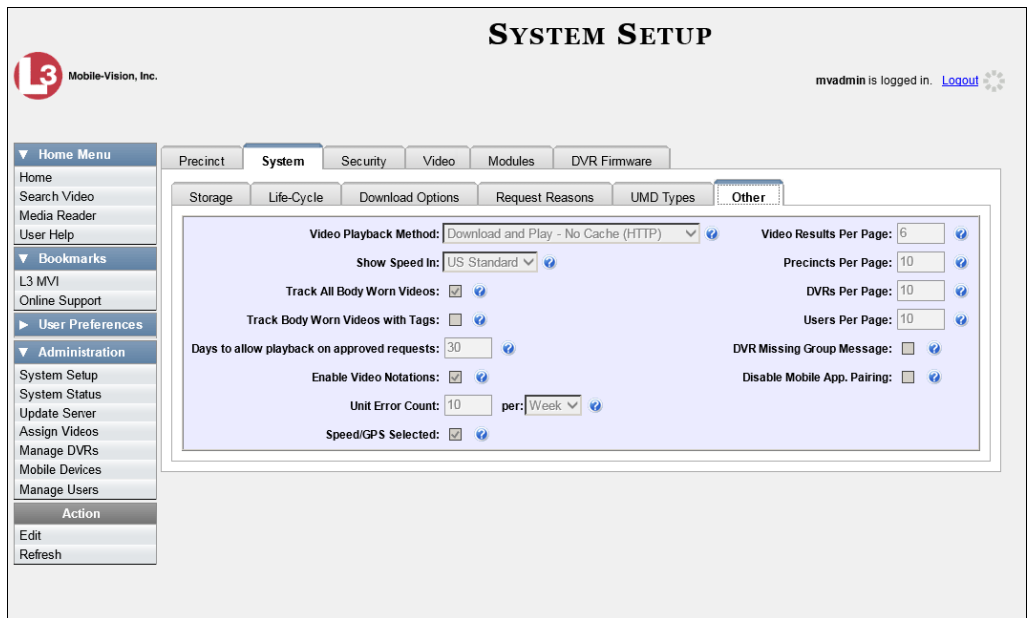
- 2 Click the **System** tab.

\* Authorize Media Playback and/or Can View Body Worn Videos



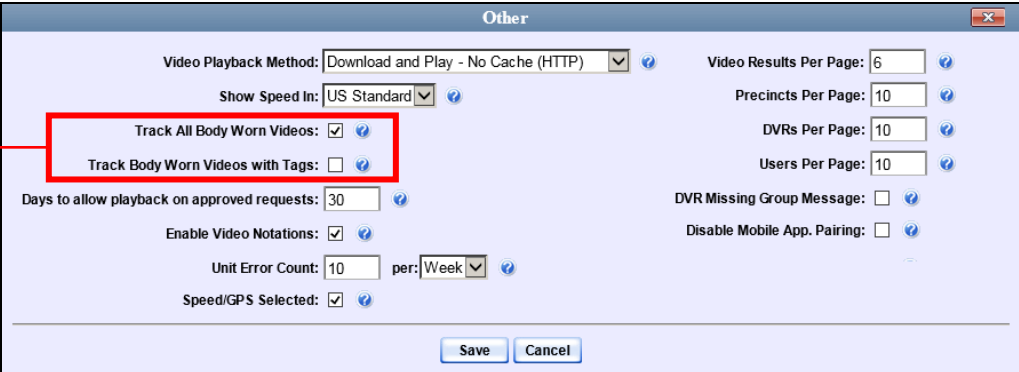


3 Click the **Other** tab.



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

(Continued)



Select one of these options

Video Playback Method: Download and Play - No Cache (HTTP)

Show Speed In: US Standard

Track All Body Worn Videos:

Track Body Worn Videos with Tags:

Days to allow playback on approved requests: 30

Enable Video Notations:

Unit Error Count: 10 per: Week

Speed/GPS Selected:

Video Results Per Page: 6

Precincts Per Page: 10

DVRs Per Page: 10

Users Per Page: 10

DVR Missing Group Message:

Disable Mobile App. Pairing:

Save Cancel

- 5 If you want all un-permissioned\* users to submit a viewing request to their supervisor in order to view any *BodyVISION* or BWX-100 video, select the *Track Body Worn Videos* checkbox.

– OR –

If you want all un-permissioned\* to submit a viewing request to their supervisor in order to view a *BodyVISION* or BWX-100 video that has an embedded *tracepoint* or *video notation*, select the *Track Body Worn Videos with Tags* checkbox.


- 6 Click **Save**.

## Approving/Denying a Viewing Request

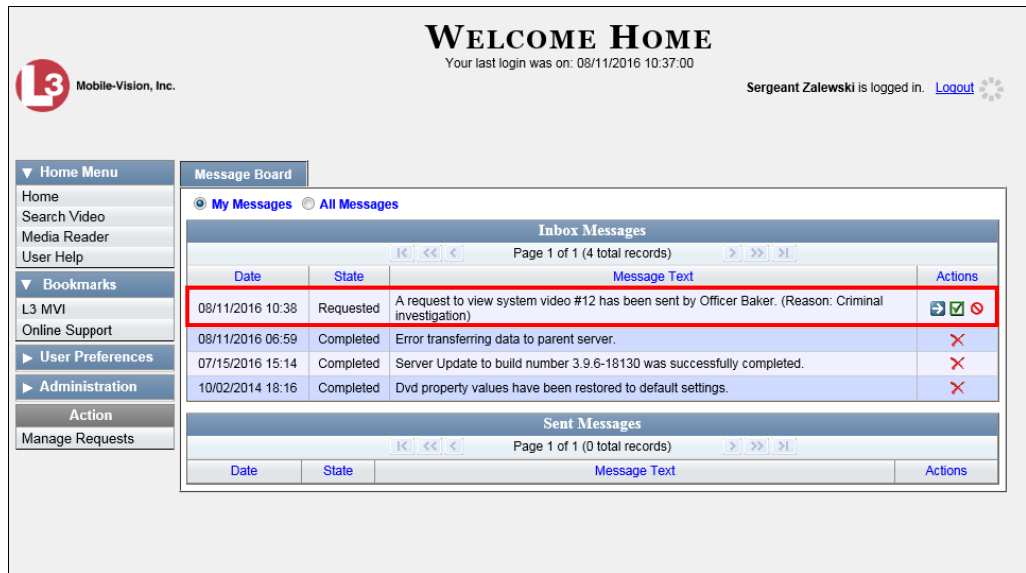
This section describes how to approve or deny a request to view a *BodyVISION* or BWX-100 video. A user submits such a request to his supervisor when he wants to view a particular Body Worn video or snapshot image, but lacks the required permission to do so (i.e., the *Can View Body Worn Videos* and/or *Authorize Media Playback* permission).


To approve/deny viewing requests, you must have the *Authorize Media Playback* permission.

For more information on *viewing requests* and how they are used in DEF, see “Body Worn Viewing Requests” on page 141.

- 1 Make sure the Home page displays. (If necessary, go to  and click **Home**.)
- 2 Locate the *viewing request* on your *Inbox Messages* list.

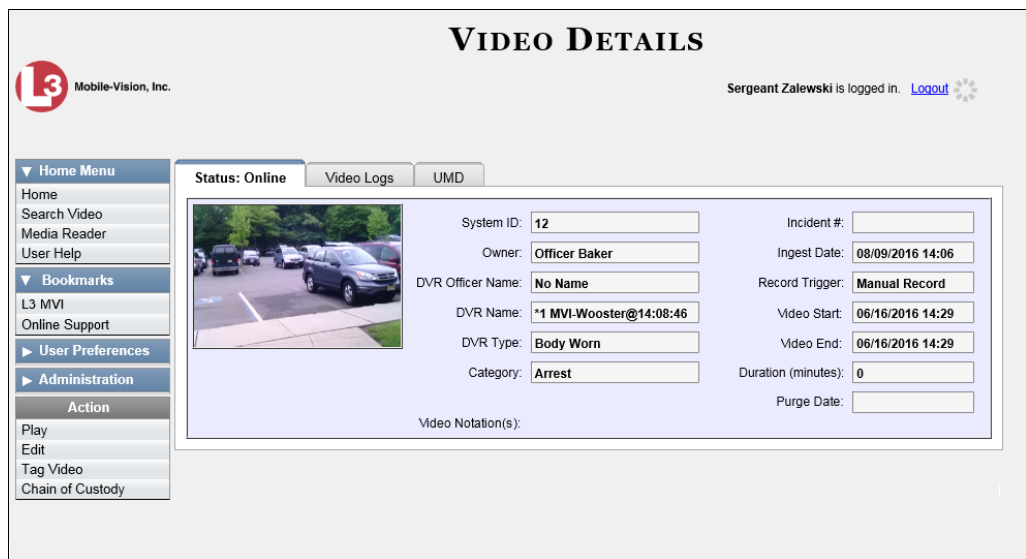
\* Users who do not have at least one of these permissions: *Authorize Media Playback* or *Can View Body Worn Videos*.





- If you need to view the video first to make a determination, click the  icon to the right of the request. The Video Details page displays. Proceed to the next step.

– OR –

If you do *not* need to view the video first to make a determination, skip to step 7.



- Click on the video's thumbnail image. The video launches in the Flashback Player.
- When you've finished viewing the video, click the  in the upper right corner of the window to close the Flashback Player.
- Go to  and click **Home**. The Home page redisplay.


- To *accept* the viewing request, click the  icon to the right of that request. A confirmation message displays at the top of the page: *Request Approved*. The system also sends an approval notice to the requestor's *Inbox Messages* list, as pictured on the Welcome Home page below. **End of Procedure.**

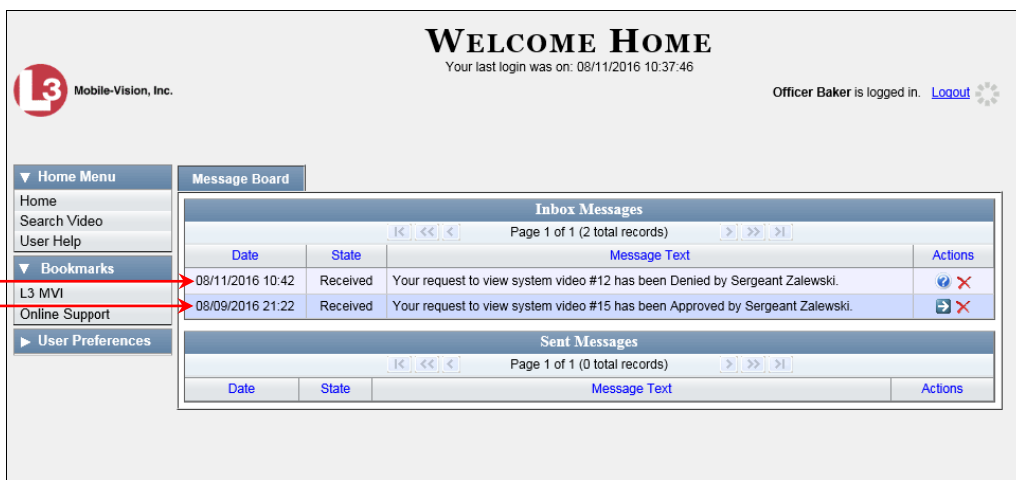
– OR –

To *deny* the viewing request, click the  icon to the right of that request. The Deny Request popup displays.







The image shows a 'Deny Request' dialog box. It has a title bar with 'Deny Request' and a close button. Inside, there is a text area with the prompt 'Enter a reason below:'. Below the text area are two buttons: 'Save' and 'Cancel'.

- Enter the reason why you are denying this *viewing request*.
- Click **Save**. The system sends a denial notice to the requestor's *Inbox Messages* list, as pictured below. That user will have an opportunity to view your denial reason by clicking the  icon.



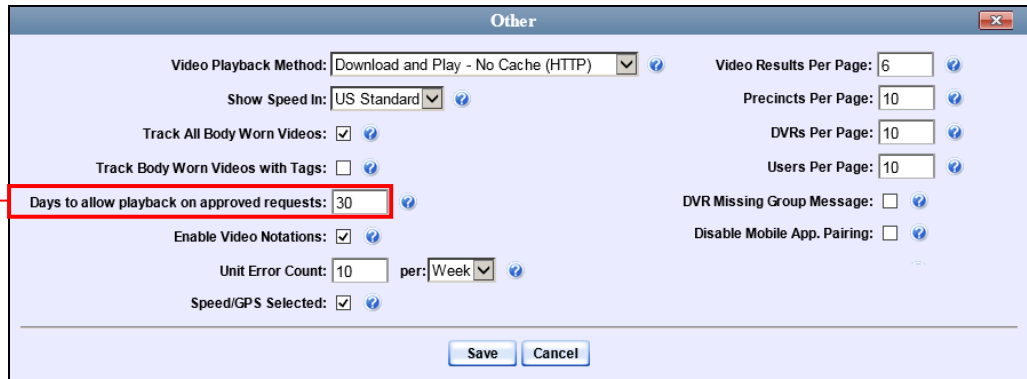
The screenshot shows the 'WELCOME HOME' page for Officer Baker. The page includes a navigation menu on the left with sections like 'Home Menu', 'Bookmarks', and 'User Preferences'. The main content area features a 'Message Board' with two sections: 'Inbox Messages' and 'Sent Messages'. The 'Inbox Messages' section contains a table with two rows of messages. Red arrows point from the text 'Sample denial' to the first row and 'Sample approval' to the second row.

| Date             | State    | Message Text  | Actions   |
|------------------|----------|---|---|
| 08/11/2016 10:42 | Received | Your request to view system video #12 has been Denied by Sergeant Zalewski.   |       |
| 08/09/2016 21:22 | Received | Your request to view system video #15 has been Approved by Sergeant Zalewski. |   |

## Displaying Your Active Viewing Requests

This section describes how to view all active *viewing requests* that you previously approved. Once you grant a *viewing request* to a user, that request remains active for X number of days, where X is equal to the value of the *Days to allow playback on approved requests* field on the Other form.

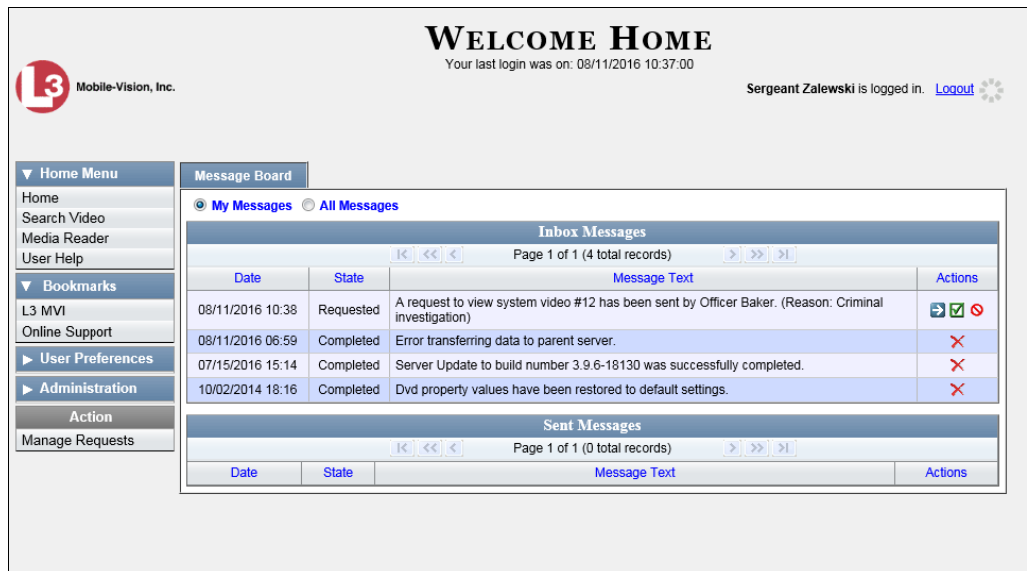
In this example, all viewing requests will remain in effect for 30 days after they are granted









The screenshot shows the 'Other' configuration window with various settings. The 'Days to allow playback on approved requests' field is highlighted with a red box and contains the value '30'. Other visible settings include 'Video Playback Method' set to 'Download and Play - No Cache (HTTP)', 'Show Speed In' set to 'US Standard', 'Track All Body Worn Videos' checked, 'Track Body Worn Videos with Tags' unchecked, 'Enable Video Notations' checked, 'Unit Error Count' set to '10' per 'Week', 'Speed/GPS Selected' checked, 'Video Results Per Page' set to '6', 'Precincts Per Page' set to '10', 'DVRs Per Page' set to '10', 'Users Per Page' set to '10', 'DVR Missing Group Message' unchecked, and 'Disable Mobile App. Pairing' unchecked. 'Save' and 'Cancel' buttons are at the bottom.

For more information on *viewing requests* and how they are used in DEF, see “Body Worn Viewing Requests” on page 141.

- 1 Make sure the Home page displays. (If necessary, go to **Home Menu** and click **Home**.)

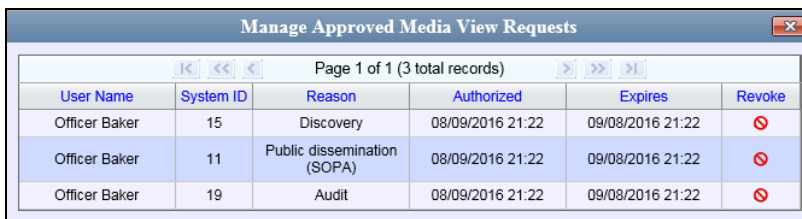





The screenshot shows the 'WELCOME HOME' dashboard. The top header includes the 'L3 Mobile-Vision, Inc.' logo, the user's last login time (08/11/2016 10:37:00), and the user's name (Sergeant Zalewski) with a 'Logout' link. The left sidebar contains a 'Home Menu' with 'Home', 'Search Video', 'Media Reader', and 'User Help'. Below that is a 'Bookmarks' section with 'L3 MVI' and 'Online Support'. The 'User Preferences' and 'Administration' sections are also visible. The 'Action' column is highlighted, and the 'Manage Requests' link is visible. The main content area shows a 'Message Board' with 'My Messages' and 'All Messages' tabs. The 'Inbox Messages' table has 4 records, and the 'Sent Messages' table has 0 records.

| Date             | State     | Message Text  | Actions   |
|------------------|-----------|---|---|
| 08/11/2016 10:38 | Requested | A request to view system video #12 has been sent by Officer Baker. (Reason: Criminal investigation) |    |
| 08/11/2016 06:59 | Completed | Error transferring data to parent server.   |    |
| 07/15/2016 15:14 | Completed | Server Update to build number 3.9.6-18130 was successfully completed.                               |    |
| 10/02/2014 18:16 | Completed | Dvd property values have been restored to default settings.   |    |

- 2 Go to the **Action** column and click **Manage Requests**. The Manage Approved Media View Requests popup displays.


(Continued)



| User Name     | System ID | Reason                      | Authorized       | Expires          | Revoke  |
|---------------|-----------|-----------------------------|------------------|------------------|---|
| Officer Baker | 15        | Discovery                   | 08/09/2016 21:22 | 09/08/2016 21:22 |  |
| Officer Baker | 11        | Public dissemination (SOPA) | 08/09/2016 21:22 | 09/08/2016 21:22 |  |
| Officer Baker | 19        | Audit                       | 08/09/2016 21:22 | 09/08/2016 21:22 |  |

The columns on this popup are described below.


| Manage Approved Media View Requests |   |
|-------------------------------------|---|
| Column                              | Description   |
| User Name                           | The name of the user who submitted this <i>viewing request</i> .  |
| System ID                           | The system identification number of the Body Worn video or snapshot file that the user requested to view.   |
| Reason                              | The reason that the user gave for wanting to view the video or snapshot file identified in the <i>System ID</i> column.   |
| Authorized                          | The date and time at which you approved the user's <i>viewing request</i> .   |
| Expires                             | The date and time at which the user's <i>viewing request</i> will expire. This date is determined by the value in the <i>Days to allow playback on approved requests</i> field on the Other form. |
| Revoke                              | An icon used to revoke the viewing permission that you previously granted the user identified in the <i>User Name</i> column.   |


- If you wish to revoke a user's viewing permission, click the  icon to the right of that request. The Deny Request popup displays, as pictured below. Proceed to the next step.

– OR –

If you do *not* wish to revoke a user's viewing permission, skip to step 6.




- Enter the reason why you are revoking this *viewing request*.
- Click **Save**. The system sends a denial notice to the requestor's *Inbox Messages* list, as pictured on page 146. That user will have an opportunity to view your denial reason by clicking the  icon.

- When you are finished viewing the active viewing requests, click the  in the upper right corner of the popup.

## Revoking an Active Viewing Request

This section describes how to revoke an active *viewing request*, which is an approval granted to an officer to view a Body Worn video or snapshot record within a predefined time period.

For more information on *viewing requests* and how they are used in DEF, see “Body Worn Viewing Requests” on page 141.

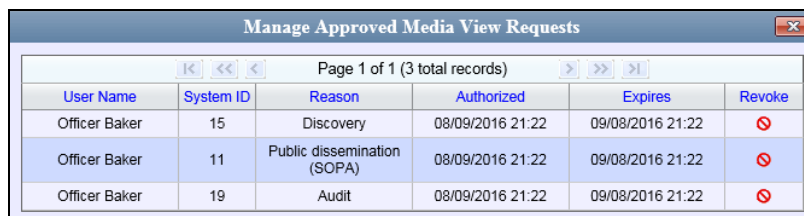
- Make sure the Home page displays. (If necessary, go to  and click **Home**.)






The screenshot shows a web interface titled "WELCOME HOME" with the user "mvadmin" logged in. On the left is a navigation menu with "Home Menu" expanded. The main content area is a "Message Board" with "My Messages" selected. It displays a table of "Inbox Messages" with columns for Date, State, Message Text, and Actions.

| Date             | State     | Message Text  | Actions  |
|------------------|-----------|---|--|
| 01/02/2015 17:07 | Queued    | File quarantined, please accept or permanently delete this video.       |    |
| 12/23/2014 13:11 | Completed | New DVR was discovered and added to your server.                        |   |
| 12/12/2014 15:04 | Completed | Server Update to build number 3.8.RC6-16455 was successfully completed. |   |


- Go to the  column and click **Manage Requests**. The Manage Approved Media View Requests popup displays.



The screenshot shows a popup window titled "Manage Approved Media View Requests" displaying a table of requests. The table has columns for User Name, System ID, Reason, Authorized, Expires, and Revoke.

| User Name     | System ID | Reason                      | Authorized       | Expires          | Revoke  |
|---------------|-----------|-----------------------------|------------------|------------------|---|
| Officer Baker | 15        | Discovery                   | 08/09/2016 21:22 | 09/08/2016 21:22 |  |
| Officer Baker | 11        | Public dissemination (SOPA) | 08/09/2016 21:22 | 09/08/2016 21:22 |  |
| Officer Baker | 19        | Audit                       | 08/09/2016 21:22 | 09/08/2016 21:22 |  |


The columns on this popup are described in the table on page 148.

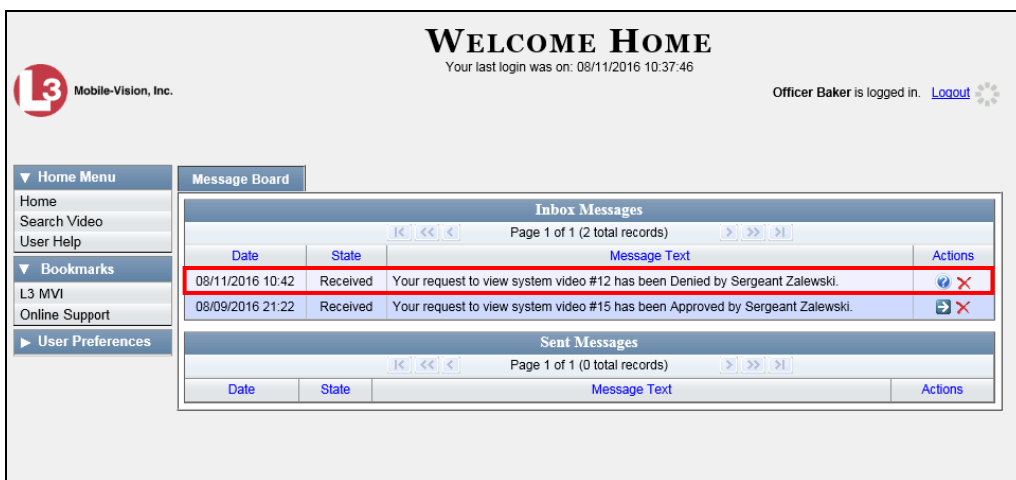
- Click the  icon to the right of the approved *viewing request* you wish to revoke. The Deny Request popup displays.

(Continued)







A dialog box titled "Deny Request" with a close button in the top right corner. It contains a text area with the prompt "Enter a reason below:" and two buttons at the bottom: "Save" and "Cancel".

- 4 Enter the reason why you are revoking this user's viewing approval.
- 5 Click **Save**. The system sends a denial notice to the requestor's *Inbox Messages* list, as pictured below. That user will have an opportunity to view your denial reason by clicking the  icon.



The screenshot shows the Mobile-Vision dashboard. At the top, it says "WELCOME HOME" and "Your last login was on: 08/11/2016 10:37:46". The user "Officer Baker" is logged in. On the left is a navigation menu with "Home Menu", "Bookmarks", and "User Preferences". The main content area shows a "Message Board" with "Inbox Messages" and "Sent Messages" sections. The "Inbox Messages" table has two rows, with the first row highlighted in red:

| Date             | State    | Message Text  | Actions   |
|------------------|----------|---|---|
| 08/11/2016 10:42 | Received | Your request to view system video #12 has been Denied by Sergeant Zalewski.   |     |
| 08/09/2016 21:22 | Received | Your request to view system video #15 has been Approved by Sergeant Zalewski. |   |

- 6 Click the  in the upper right corner of the popup to exit this function.

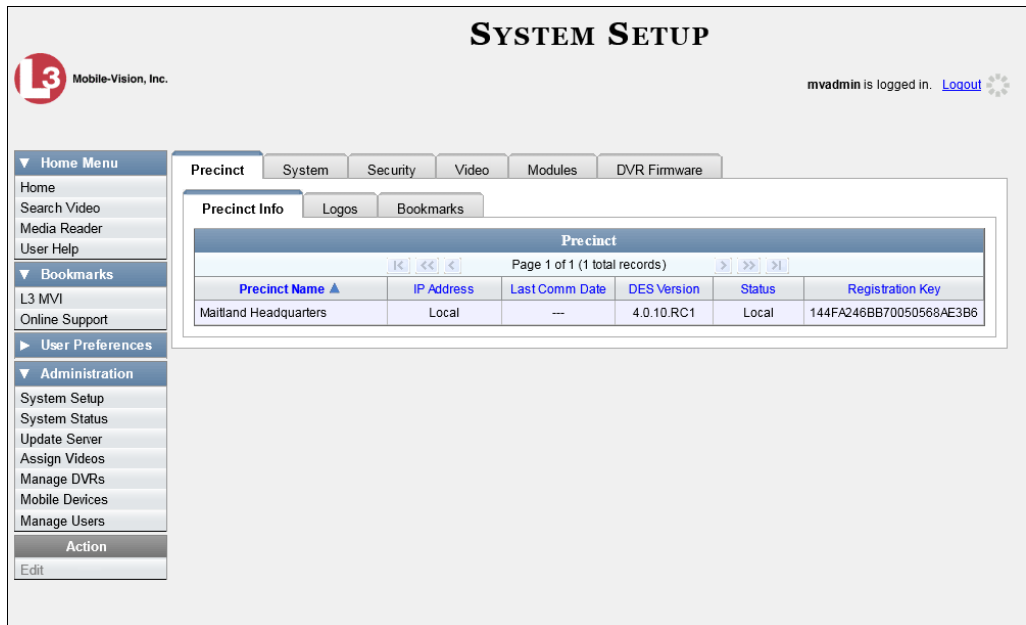
## Changing the Expiration Date for Viewing Approvals

By default, all viewing approvals that you grant your staff members will remain in effect for 30 days. However, you can increase or decrease this number to meet your agency's needs, as described in this section.

For more information on *viewing requests* and how they are used in DEF, see "Body Worn Viewing Requests" on page 141.

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





**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

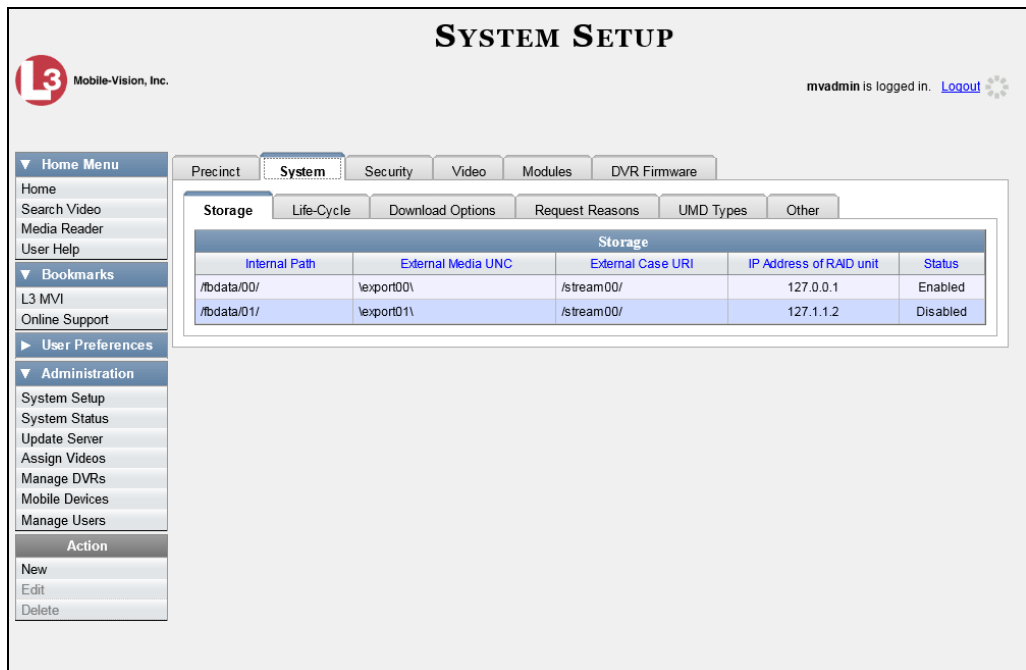
Navigation: Home Menu, Bookmarks, User Preferences, Administration (System Setup, System Status, Update Sener, Assign Videos, Manage DVRs, Mobile Devices, Manage Users), Action, Edit.

System Setup Tabs: Precinct, System, Security, Video, Modules, DVR Firmware

Precinct Info Sub-Tabs: Precinct Info, Logos, Bookmarks

| Precinct                      |            |                |             |        |                         |
|-------------------------------|------------|----------------|-------------|--------|-------------------------|
| Page 1 of 1 (1 total records) |            |                |             |        |                         |
| Precinct Name ▲               | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters         | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

2 Click the **System** tab.



**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Navigation: Home Menu, Bookmarks, User Preferences, Administration (System Setup, System Status, Update Sener, Assign Videos, Manage DVRs, Mobile Devices, Manage Users), Action, New, Edit, Delete.

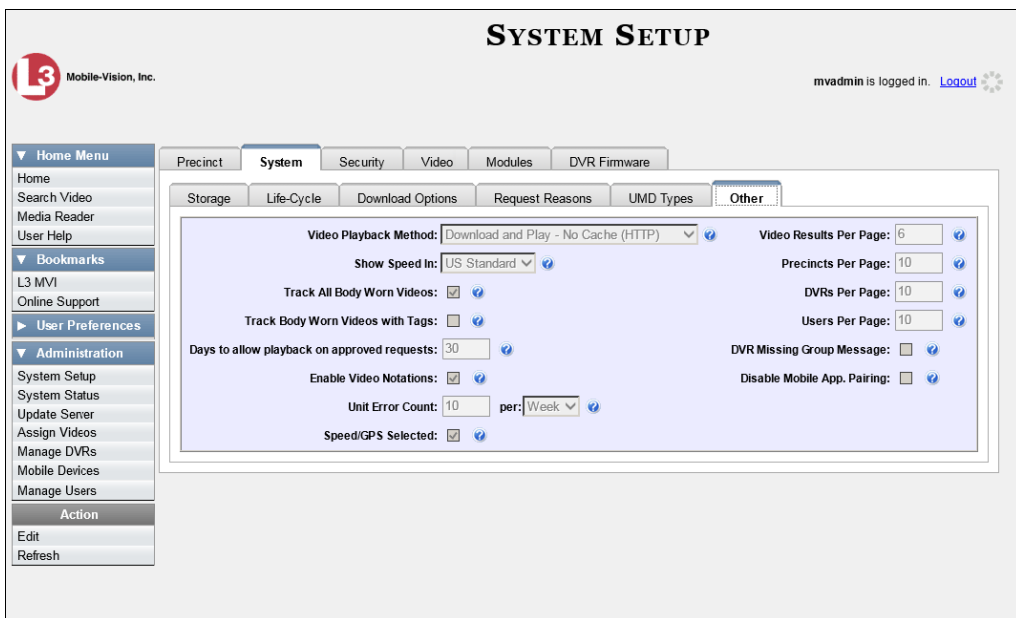
System Setup Tabs: Precinct, **System**, Security, Video, Modules, DVR Firmware

System Sub-Tabs: Storage, Life-Cycle, Download Options, Request Reasons, UMD Types, Other

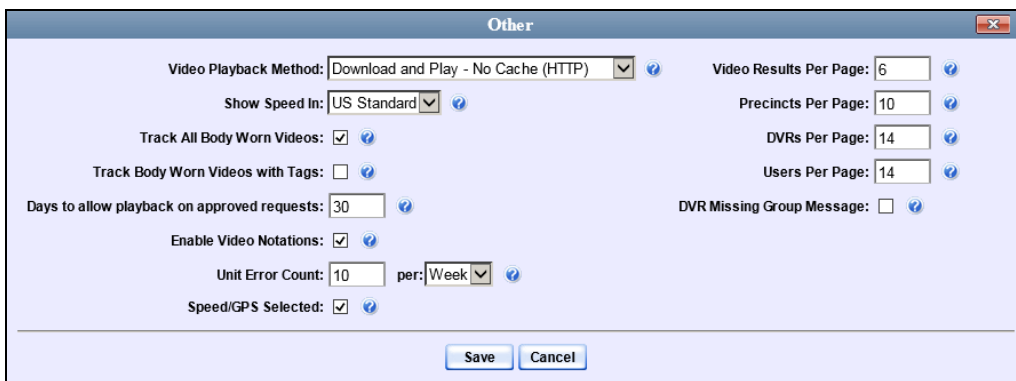
| Storage       |                    |                   |                         |          |
|---------------|--------------------|-------------------|-------------------------|----------|
| Internal Path | External Media UNC | External Case URI | IP Address of RAID unit | Status   |
| /bdata/00/    | \\export00\        | /stream00/        | 127.0.0.1               | Enabled  |
| /bdata/01/    | \\export01\        | /stream00/        | 127.1.1.2               | Disabled |

3 Click the **Other** tab.

*(Continued)*



- Go to the **Action** column and click **Edit**. The Other popup displays.

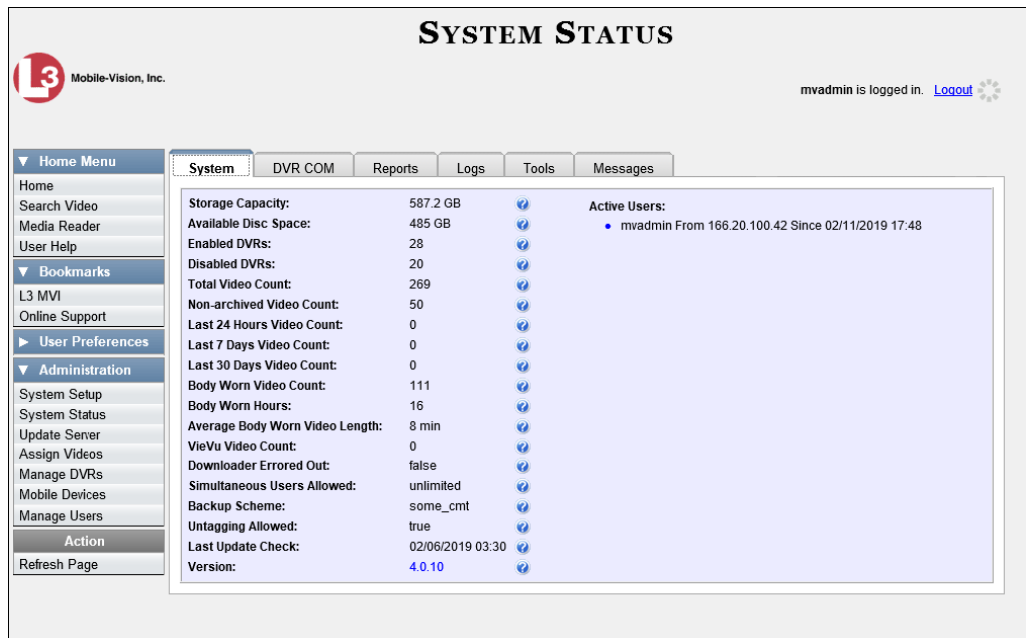


- Enter a new number in the *Days to allow playback on approved requests* field.
- Click **Save**.

## Exporting Viewing Request Activity to a Spreadsheet

This section describes how to export viewing request activity to a spreadsheet for use with another application, such as a custom reporting tool. This data includes a list of all Body Worn viewing requests that have been made during a selected time period.

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



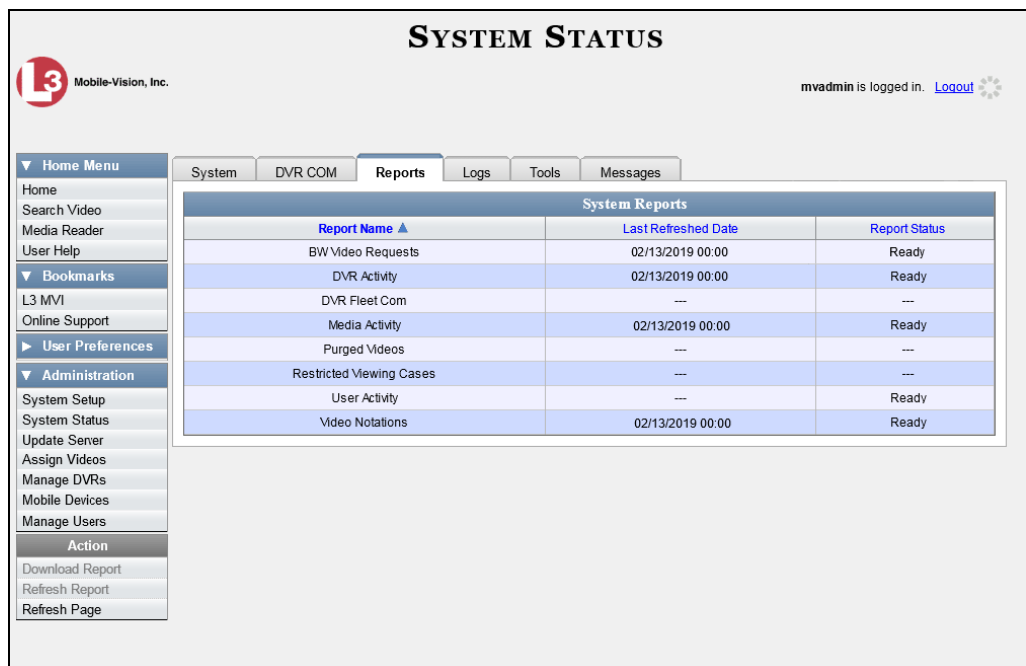
**SYSTEM STATUS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System | DVR COM | Reports | Logs | Tools | Messages

|  |                  |   |                      |   |
|--|------------------|---|----------------------|---|
| <b>Storage Capacity:</b>               | 587.2 GB         | ✓ | <b>Active Users:</b> |   |
| <b>Available Disc Space:</b>           | 485 GB           | ✓ |                      | • mvadmin From 166.20.100.42 Since 02/11/2019 17:48 |
| <b>Enabled DVRs:</b>                   | 28               | ✓ |                      |   |
| <b>Disabled DVRs:</b>                  | 20               | ✓ |                      |   |
| <b>Total Video Count:</b>              | 269              | ✓ |                      |   |
| <b>Non-archived Video Count:</b>       | 50               | ✓ |                      |   |
| <b>Last 24 Hours Video Count:</b>      | 0                | ✓ |                      |   |
| <b>Last 7 Days Video Count:</b>        | 0                | ✓ |                      |   |
| <b>Last 30 Days Video Count:</b>       | 0                | ✓ |                      |   |
| <b>Body Worn Video Count:</b>          | 111              | ✓ |                      |   |
| <b>Body Worn Hours:</b>                | 16               | ✓ |                      |   |
| <b>Average Body Worn Video Length:</b> | 8 min            | ✓ |                      |   |
| <b>VieVu Video Count:</b>              | 0                | ✓ |                      |   |
| <b>Downloader Errored Out:</b>         | false            | ✓ |                      |   |
| <b>Simultaneous Users Allowed:</b>     | unlimited        | ✓ |                      |   |
| <b>Backup Scheme:</b>                  | some_cmt         | ✓ |                      |   |
| <b>Untagging Allowed:</b>              | true             | ✓ |                      |   |
| <b>Last Update Check:</b>              | 02/06/2019 03:30 | ✓ |                      |   |
| <b>Version:</b>                        | 4.0.10           | ✓ |                      |   |

- 2 Click the **Reports** tab.



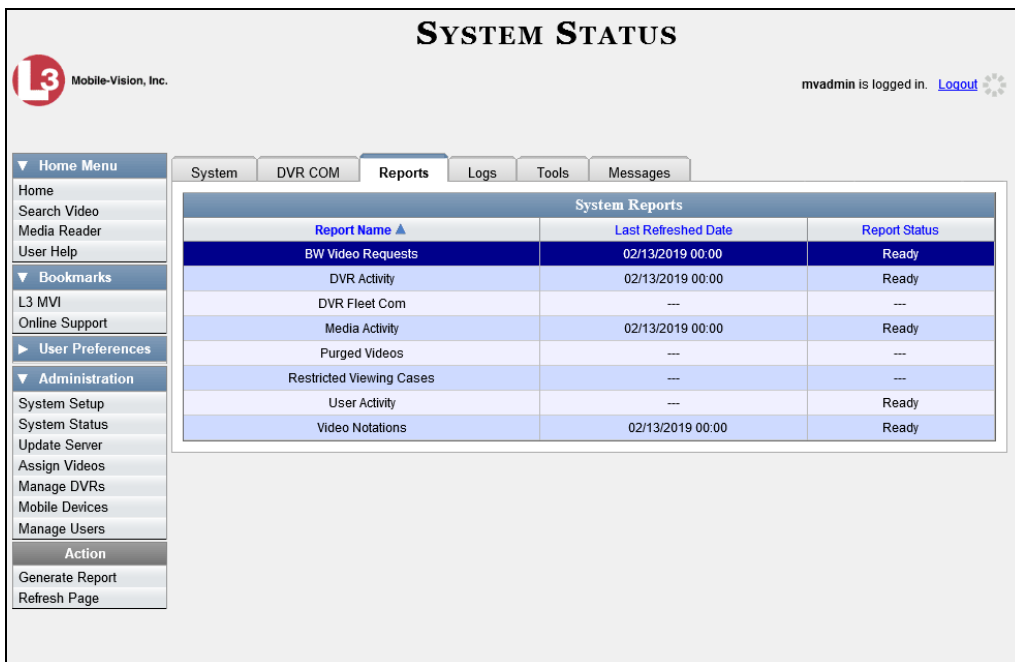
**SYSTEM STATUS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System | DVR COM | **Reports** | Logs | Tools | Messages

| System Reports           |                     |               |
|--------------------------|---------------------|---------------|
| Report Name ▲            | Last Refreshed Date | Report Status |
| BW Video Requests        | 02/13/2019 00:00    | Ready         |
| DVR Activity             | 02/13/2019 00:00    | Ready         |
| DVR Fleet Com            | ---                 | ---           |
| Media Activity           | 02/13/2019 00:00    | Ready         |
| Purged Videos            | ---                 | ---           |
| Restricted Viewing Cases | ---                 | ---           |
| User Activity            | ---                 | Ready         |
| Video Notations          | 02/13/2019 00:00    | Ready         |

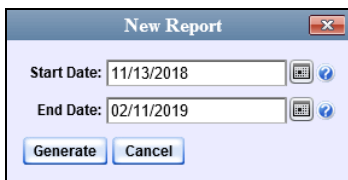
- 3 Click on the **BW Video Requests** report to highlight it.



The screenshot shows the 'SYSTEM STATUS' page for Mobile-Vision, Inc. The user 'mvadmin' is logged in. The 'Reports' tab is selected, displaying a table of 'System Reports'.

| Report Name ▲            | Last Refreshed Date | Report Status |
|--------------------------|---------------------|---------------|
| BW Video Requests        | 02/13/2019 00:00    | Ready         |
| DVR Activity             | 02/13/2019 00:00    | Ready         |
| DVR Fleet Com            | ---                 | ---           |
| Media Activity           | 02/13/2019 00:00    | Ready         |
| Purged Videos            | ---                 | ---           |
| Restricted Viewing Cases | ---                 | ---           |
| User Activity            | ---                 | Ready         |
| Video Notations          | 02/13/2019 00:00    | Ready         |

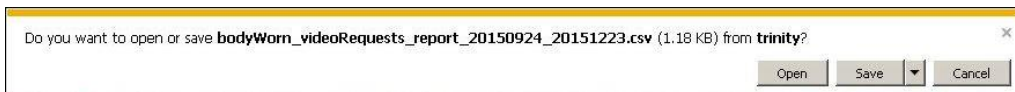
- 4 Go to the **Action** column and click **Generate Report**. The New Report popup displays.



The 'New Report' popup window contains the following fields and buttons:

- Start Date: 11/13/2018
- End Date: 02/11/2019
- Buttons: Generate, Cancel

- 5 Using the *Start Date* and *End Date* fields, select a date range for your report.
- 6 Click **Generate**. A Windows message displays.



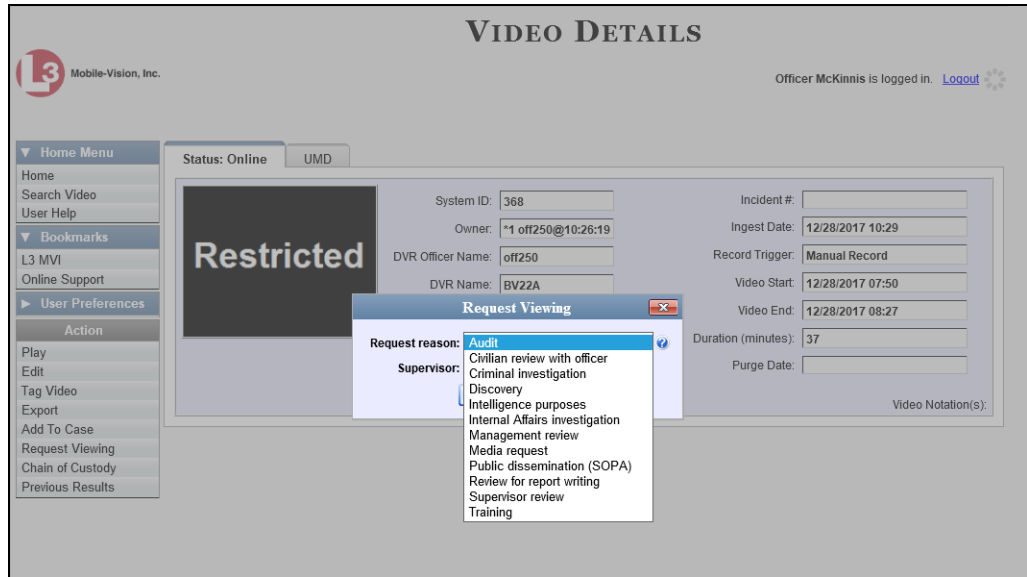
The Windows message dialog box asks: "Do you want to open or save **bodyWorn\_videoRequests\_report\_20150924\_20151223.csv** (1.18 KB) from trinity?"

Buttons: Open, Save, Cancel

- 7 Click **Open**. The report displays in your default spreadsheet application, such as Microsoft Excel.

## Maintaining Viewing Request Reasons

This section describes how to add, change, and/or delete *viewing request reasons*, which are used to populate the *Request Reason* drop-down list on the Request Viewing popup.



These agency-defined reasons are used to help create *viewing requests*, which an officer submits to his supervisor in order to obtain permission to view a Body Worn video or snapshot file. For more information on *viewing requests* and how they are used in DEF, see “Body Worn Viewing Requests” on page 141.

For specific instructions, see:

- Adding a Viewing Request Reason, below
- Changing a Viewing Request Reason, page 157
- Deleting a Viewing Request Reason, page 158.

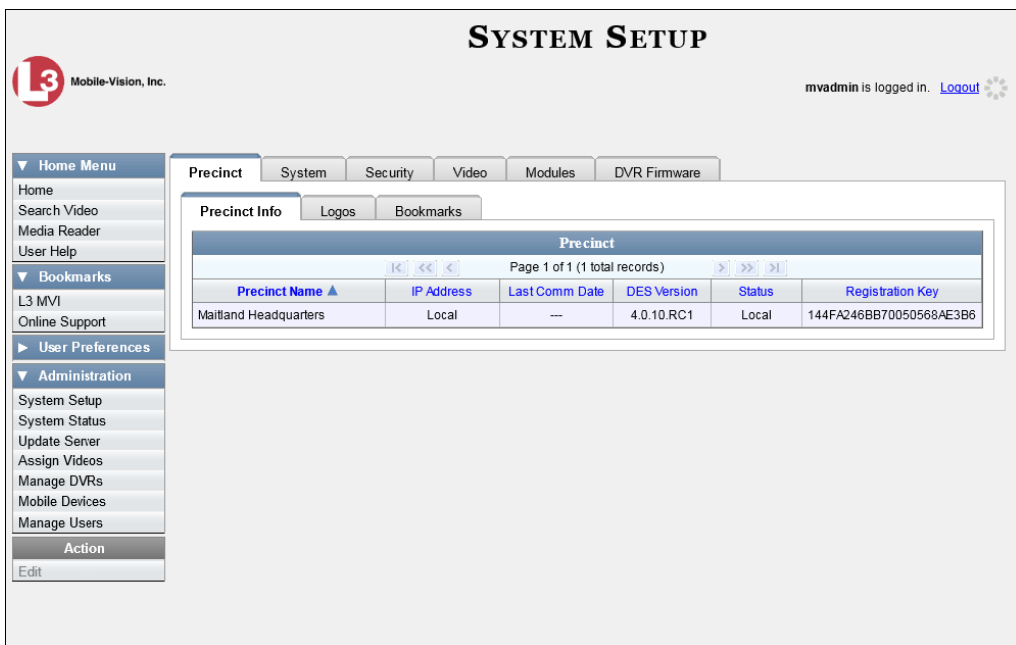
---

### Adding a Viewing Request Reason

This section describes how to add a new *viewing request reason*. For more on viewing request reasons and how they are used in DEF, see the previous section, “Maintaining Viewing Request Reasons.”

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

(Continued)



**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Home Menu: Home, Search Video, Media Reader, User Help

Bookmarks: L3 MVI, Online Support

User Preferences

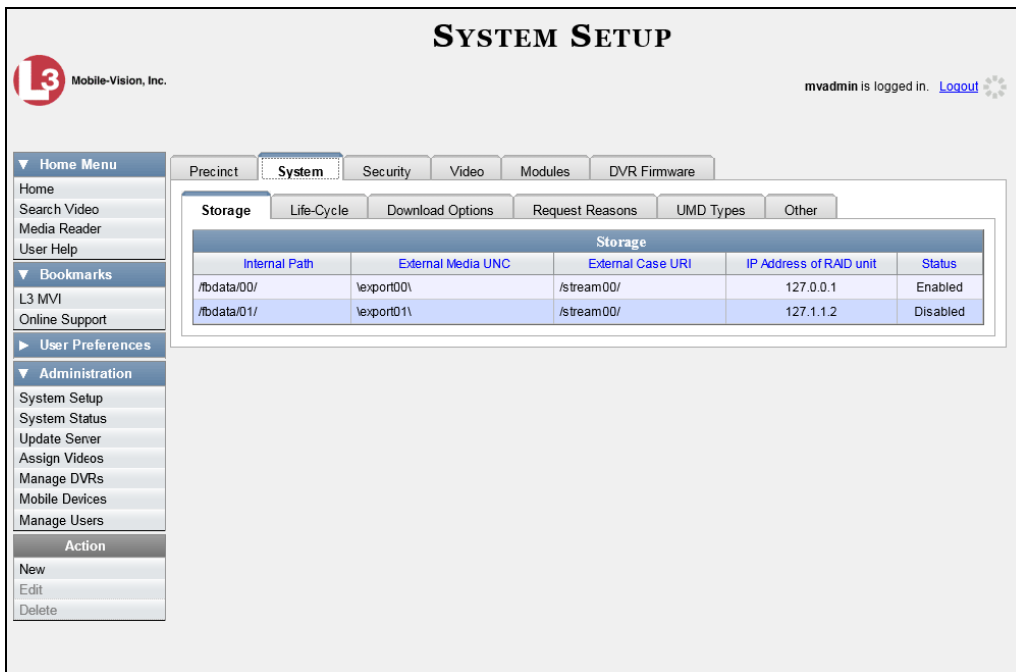
Administration: System Setup, System Status, Update Server, Assign Videos, Manage DVRs, Mobile Devices, Manage Users

Action: Edit

Precinct Info Logos Bookmarks

| Precinct              |            |                |             |        |                         |
|-----------------------|------------|----------------|-------------|--------|-------------------------|
| Precinct Name ▲       | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

2 Click the **System** tab.



**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Home Menu: Home, Search Video, Media Reader, User Help

Bookmarks: L3 MVI, Online Support

User Preferences

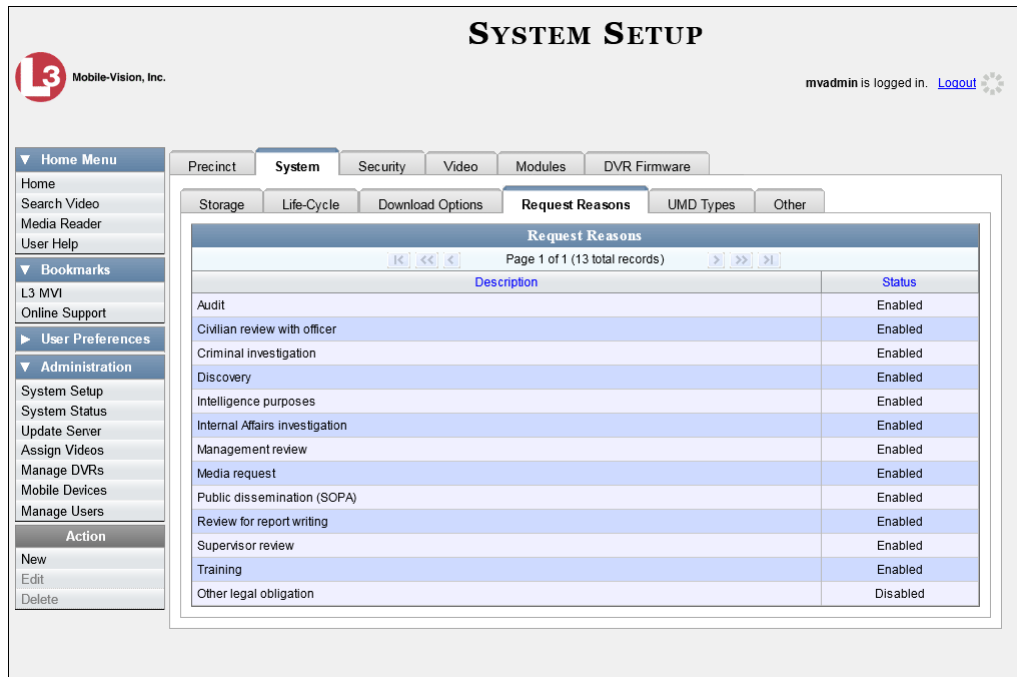
Administration: System Setup, System Status, Update Server, Assign Videos, Manage DVRs, Mobile Devices, Manage Users

Action: New, Edit, Delete

Storage Life-Cycle Download Options Request Reasons UMD Types Other

| Internal Path | External Media UNC | External Case URI | IP Address of RAID unit | Status   |
|---------------|--------------------|-------------------|-------------------------|----------|
| /bdata/00/    | \\export00\        | /stream00/        | 127.0.0.1               | Enabled  |
| /bdata/01/    | \\export01\        | /stream00/        | 127.1.1.2               | Disabled |

3 Click the **Request Reasons** tab. A list of all existing *viewing request reasons* display.



- Go to the **Action** column and click **New**. The New Request Reason popup displays.



- Enter a name for the *viewing request reason* in the *Description* field.
- Click **Save**. The new reason is added to the Reasons list.

### Changing a Viewing Request Reason

This section describes how to update an existing *viewing request reason* record. For more on viewing request reasons and how they are used in DEF, see “Maintaining Viewing Request Reasons” on page 155.

- Go to **Administration** and click **System Setup**. The System Setup page displays, as pictured on the previous page.
- Click the **System** tab, as pictured on the previous page.
- Click the **Request Reasons** tab, as pictured above.
- Right-click on the record you wish to update, then select **Edit** from the popup menu.

The Edit Request Reason popup displays.



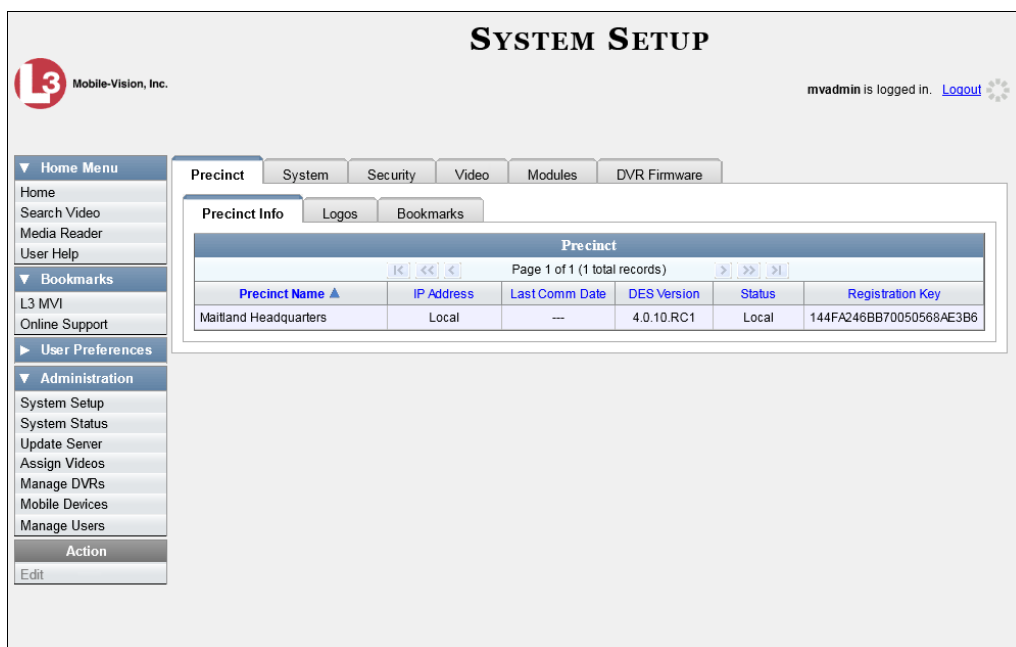
- 5 To change the name of this request reason, enter a new value in the *Description* field. Otherwise proceed to the next field.
- 6 To change the request reason's *status* (i.e., *disabled* vs. *enabled*), proceed to the next step. Otherwise skip to step 8.
- 7 To *inactivate* this request reason, select **Disabled** from the *Status* drop-down list.  
– OR –  
To *activate* this request reason, select **Enabled** from the *Status* drop-down list.
- 8 Click **Save**.

---

### Deleting a Viewing Request Reason

This section describes how to delete an existing *viewing request reason* record. For more on viewing request reasons and how they are used in DEF, see “Maintaining Viewing Request Reasons” on page 155.

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



**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

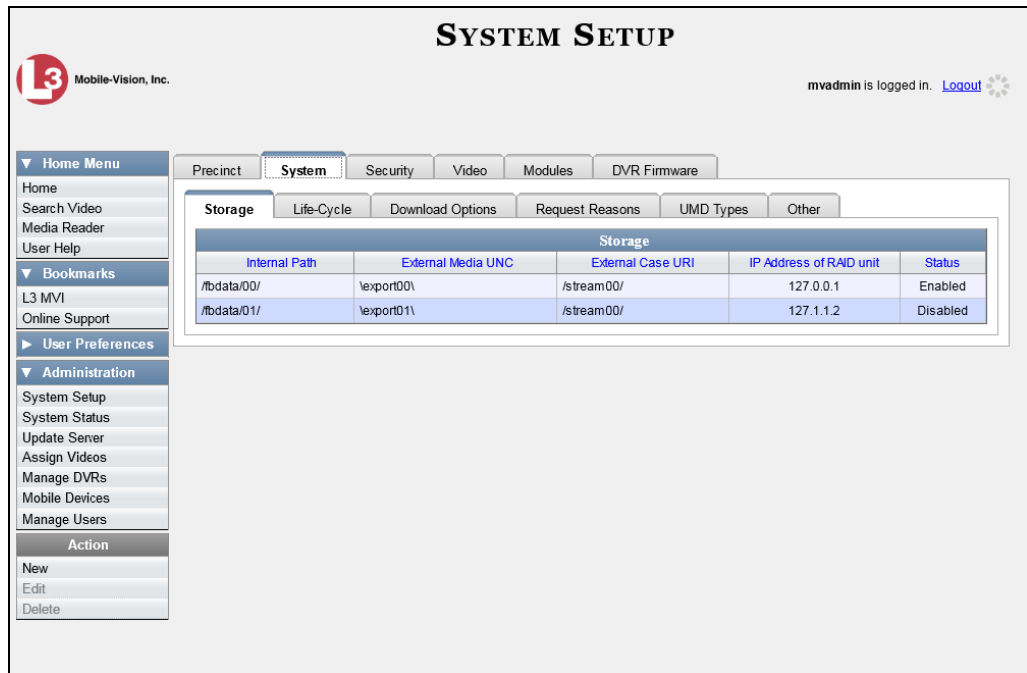
Precinct System Security Video Modules DVR Firmware

Precinct Info Logos Bookmarks

| Precinct                      |            |                |             |        |                         |
|-------------------------------|------------|----------------|-------------|--------|-------------------------|
| Page 1 of 1 (1 total records) |            |                |             |        |                         |
| Precinct Name ▲               | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters         | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |



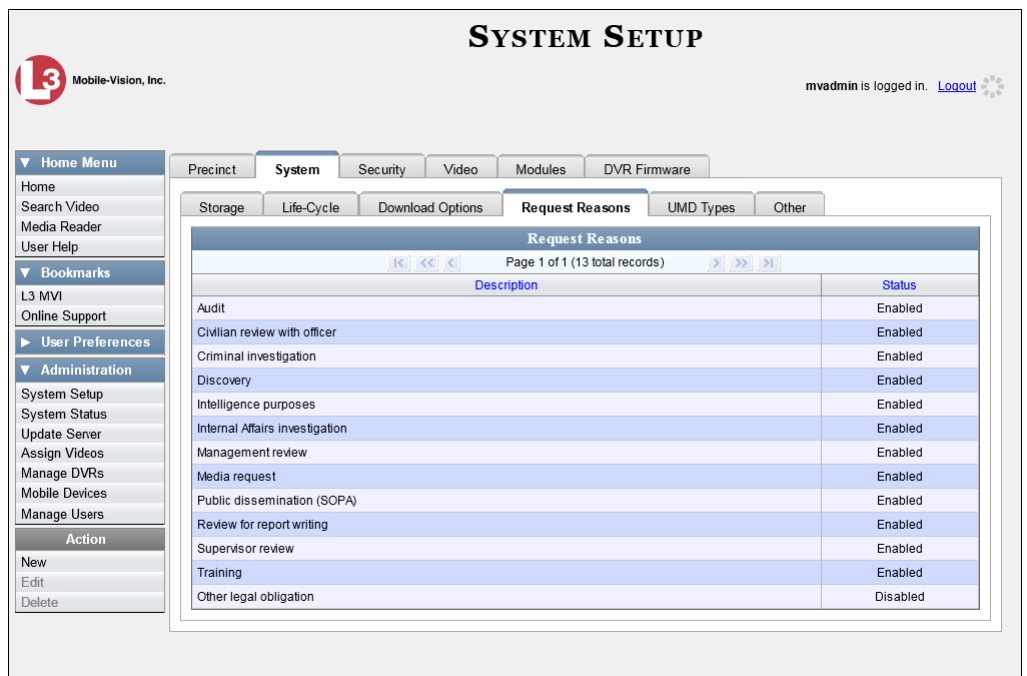
2 Click the **System** tab.



The screenshot shows the 'SYSTEM SETUP' page for Mobile-Vision, Inc. The user 'mvadmin' is logged in. The 'System' tab is selected in the top navigation bar. Below it, the 'Storage' sub-tab is active. A table displays storage configurations:

| Internal Path | External Media UNC | External Case URI | IP Address of RAID unit | Status   |
|---------------|--------------------|-------------------|-------------------------|----------|
| /bdata/00/    | \\export00\        | /stream00/        | 127.0.0.1               | Enabled  |
| /bdata/01/    | \\export01\        | /stream00/        | 127.1.1.2               | Disabled |

3 Click the **Request Reasons** tab.



The screenshot shows the 'SYSTEM SETUP' page with the 'Request Reasons' sub-tab selected. A table lists various request reasons and their status:

| Description                    | Status   |
|--------------------------------|----------|
| Audit                          | Enabled  |
| Civilian review with officer   | Enabled  |
| Criminal investigation         | Enabled  |
| Discovery                      | Enabled  |
| Intelligence purposes          | Enabled  |
| Internal Affairs investigation | Enabled  |
| Management review              | Enabled  |
| Media request                  | Enabled  |
| Public dissemination (SOPA)    | Enabled  |
| Review for report writing      | Enabled  |
| Supervisor review              | Enabled  |
| Training                       | Enabled  |
| Other legal obligation         | Disabled |

4 Right-click on the record you wish to delete, then select **Delete** from the popup menu. A confirmation message displays.



- 5 Click **Yes**. The selected record is removed from the Reasons list.

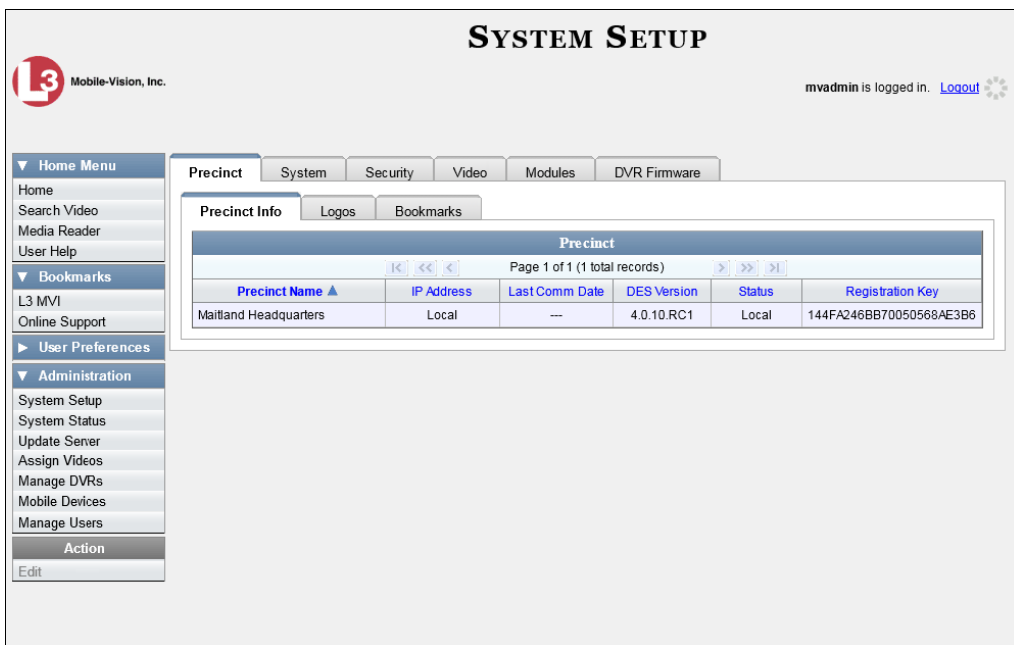
## Keeping Offline Video Records on the Server

Normally, when a video reaches the end of its online lifecycle, the system permanently removes its record from the DEF server. However, if desired, you can change a system setting that will cause expired<sup>1</sup> videos to remain in an offline<sup>2</sup> but restorable state indefinitely (see **NOTE** below). The system assigns such videos a category of “purged.” As with all offline videos, you will still be able to search for the video and view its Video Details page, but you won’t be able to play it or edit.



**NOTE:** You can only restore a video for which there is a backup file, such as on an archive or export disc.

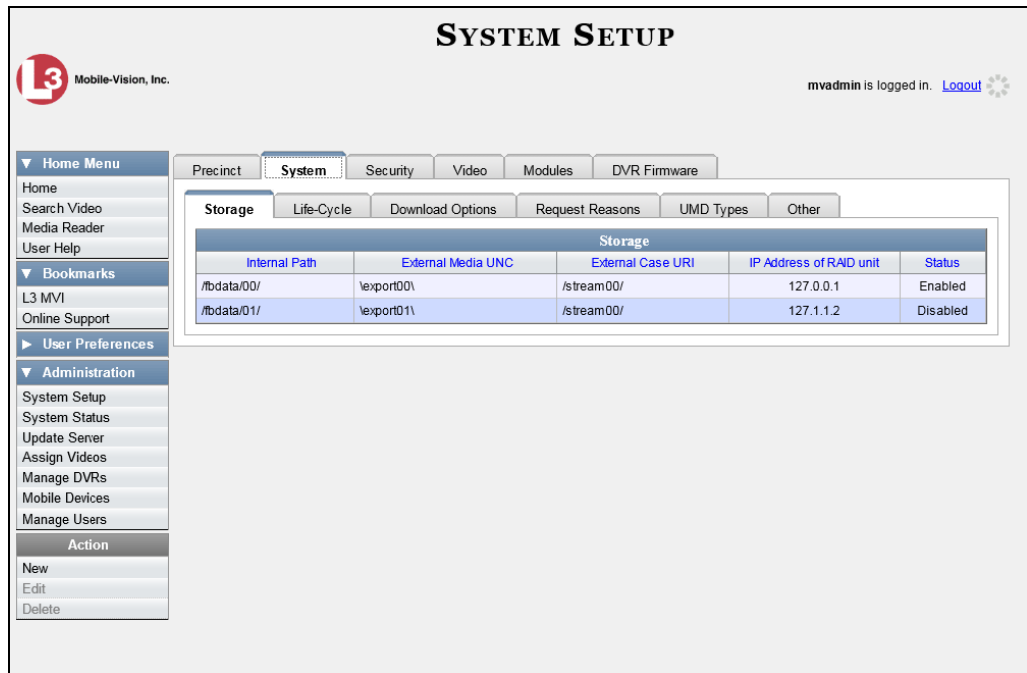
- 1 Go to **Administration** and click **System Setup**. The System Setup page displays.

A screenshot of the "SYSTEM SETUP" web interface. The page title is "SYSTEM SETUP" and the user "mvadmin" is logged in. The left sidebar contains a navigation menu with sections: Home Menu, Bookmarks, User Preferences, and Administration. The Administration section is expanded, showing options like System Setup, System Status, Update Server, Assign Videos, Manage DVRs, Mobile Devices, and Manage Users. The main content area shows a "Precinct" tab selected, with a sub-tab "Precinct Info" active. Below this is a table with the following data:

| Precinct                      |            |                |             |        |                         |
|-------------------------------|------------|----------------|-------------|--------|-------------------------|
| Page 1 of 1 (1 total records) |            |                |             |        |                         |
| Precinct Name ▲               | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters         | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

- <sup>1</sup> Media that is too old to be reactivated, based on the *Days to enable restore of backed up media* setting and other system settings
- <sup>2</sup> A video status which indicates that some, but not all, of that video’s data associated data is available on the server. If a video is offline, you will be able to view its thumbnail image and statistics (category, duration, record reason, etc.), but not the video itself. Also, you cannot [export](#) an offline video.

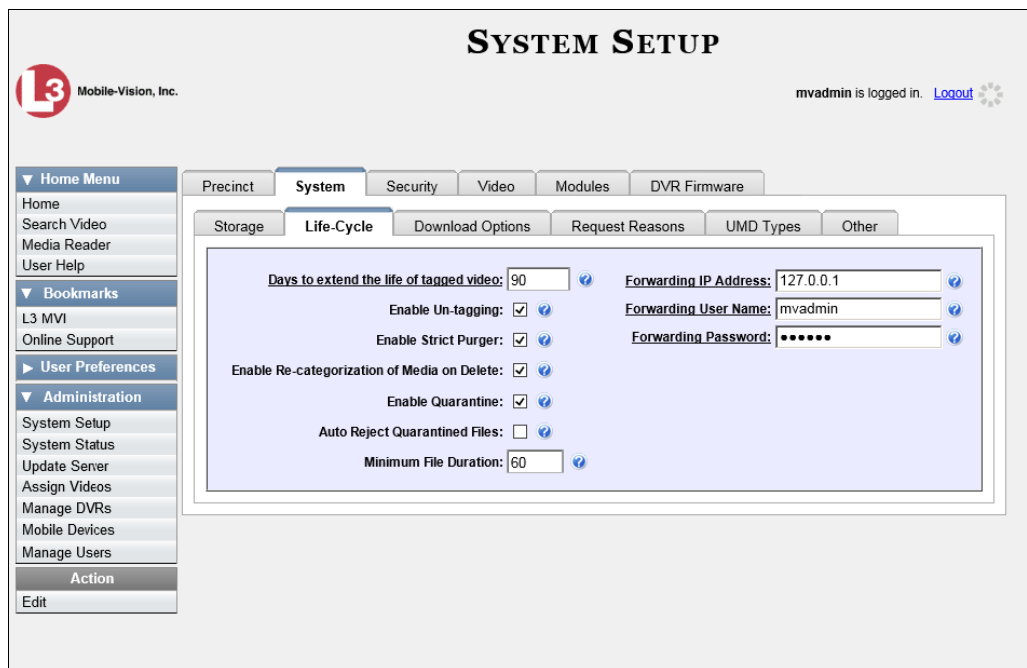
2 Click the **System** tab.



The screenshot shows the 'SYSTEM SETUP' page for Mobile-Vision, Inc. The user 'mvadmin' is logged in. The 'System' tab is selected in the top navigation bar. Below it, the 'Storage' sub-tab is active, displaying a table of storage configurations.

| Internal Path | External Media UNC | External Case URI | IP Address of RAID unit | Status   |
|---------------|--------------------|-------------------|-------------------------|----------|
| /bdata/00/    | \\export00\        | /stream00/        | 127.0.0.1               | Enabled  |
| /bdata/01/    | \\export01\        | /stream00/        | 127.1.1.2               | Disabled |

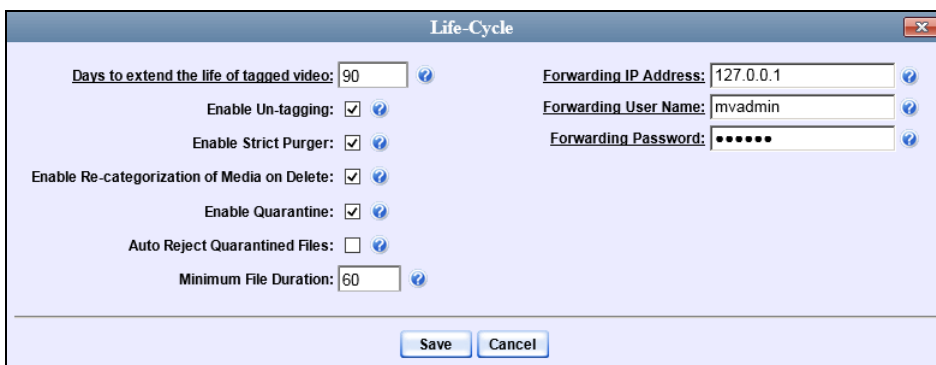
3 Click the **Life-Cycle** tab.



The screenshot shows the 'SYSTEM SETUP' page with the 'Life-Cycle' sub-tab selected. The configuration form includes the following fields and options:

- Days to extend the life of tagged video: 90
- Forwarding IP Address: 127.0.0.1
- Enable Un-tagging:
- Forwarding User Name: mvadmin
- Enable Strict Purger:
- Forwarding Password: [masked]
- Enable Re-categorization of Media on Delete:
- Enable Quarantine:
- Auto Reject Quarantined Files:
- Minimum File Duration: 60

4 Go to the **Action** column and click **Edit**. The Life-Cycle form displays.



The Life-Cycle configuration window contains the following settings:

|  |                                     |                        |           |
|--|-------------------------------------|------------------------|-----------|
| Days to extend the life of tagged video:     | 90                                  | Forwarding IP Address: | 127.0.0.1 |
| Enable Un-tagging:                           | <input checked="" type="checkbox"/> | Forwarding User Name:  | mvadmin   |
| Enable Strict Purger:                        | <input checked="" type="checkbox"/> | Forwarding Password:   | ••••••    |
| Enable Re-categorization of Media on Delete: | <input checked="" type="checkbox"/> |                        |           |
| Enable Quarantine:                           | <input checked="" type="checkbox"/> |                        |           |
| Auto Reject Quarantined Files:               | <input type="checkbox"/>            |                        |           |
| Minimum File Duration:                       | 60                                  |                        |           |

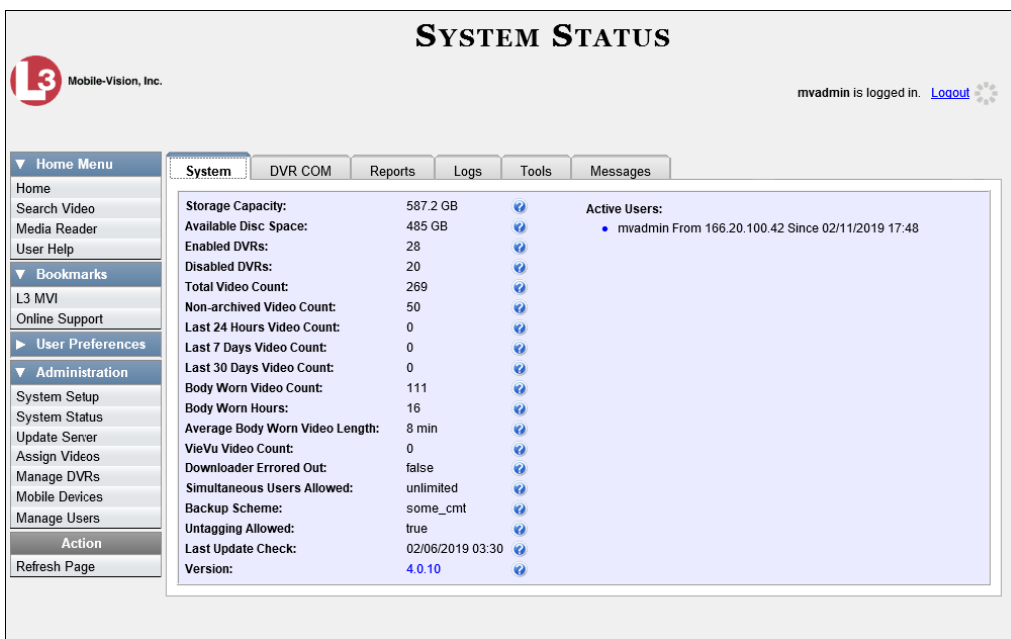
Buttons: Save, Cancel

- 5 Select the *Enable Re-categorization of Media on Delete* checkbox.
- 6 Click **Save**.

## Generating the Purged Videos Report

This section describes how to generate the Purged Videos Report, which lists all videos with a system-assigned category of “Purged.” This category indicates that an expired\* video was reclassified as “purged” in order to remain in an *offline* but *restorable* state on the server. This occurs when the *Enable Re-categorization of Media on Delete* checkbox on the **Life-Cycle** tab is selected.

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



**SYSTEM STATUS**

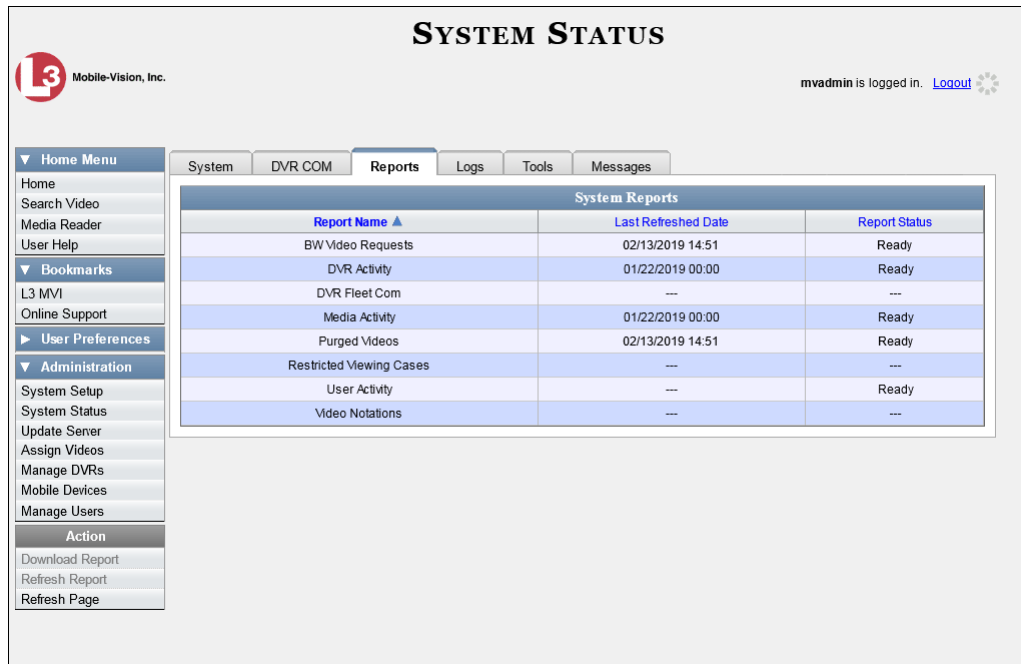
Mobile-Vision, Inc. mvadmin is logged in. Logout

System | DVR COM | Reports | Logs | Tools | Messages

|                                 |                  |   |
|---------------------------------|------------------|---|
| Storage Capacity:               | 587.2 GB         | Active Users:                                       |
| Available Disc Space:           | 485 GB           | • mvadmin From 166.20.100.42 Since 02/11/2019 17:48 |
| Enabled DVRs:                   | 28               |   |
| Disabled DVRs:                  | 20               |   |
| Total Video Count:              | 269              |   |
| Non-archived Video Count:       | 50               |   |
| Last 24 Hours Video Count:      | 0                |   |
| Last 7 Days Video Count:        | 0                |   |
| Last 30 Days Video Count:       | 0                |   |
| Body Worn Video Count:          | 111              |   |
| Body Worn Hours:                | 16               |   |
| Average Body Worn Video Length: | 8 min            |   |
| VieVu Video Count:              | 0                |   |
| Downloader Errored Out:         | false            |   |
| Simultaneous Users Allowed:     | unlimited        |   |
| Backup Scheme:                  | some_cmt         |   |
| Untagging Allowed:              | true             |   |
| Last Update Check:              | 02/06/2019 03:30 |   |
| Version:                        | 4.0.10           |   |

\* Media that is too old to be reactivated, based on the *Days to enable restore of backed up media* setting and other system settings.

2 Click the **Reports** tab.



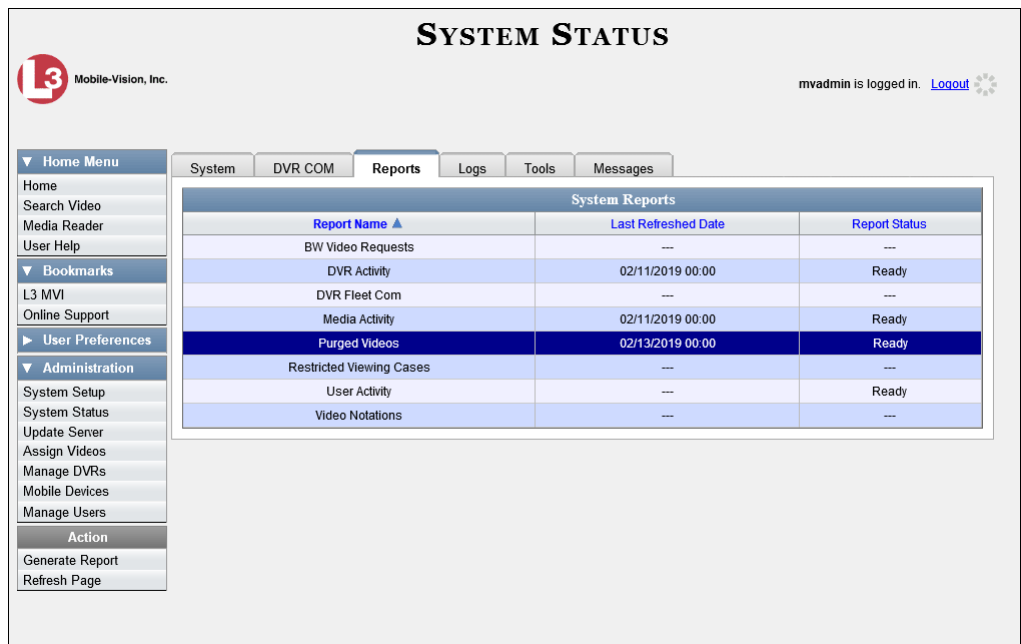
**SYSTEM STATUS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System | DVR COM | **Reports** | Logs | Tools | Messages

| System Reports           |                         |               |
|--------------------------|-------------------------|---------------|
| Report Name ▲            | Last Refreshed Date     | Report Status |
| BW Video Requests        | 02/13/2019 14:51        | Ready         |
| DVR Activity             | 01/22/2019 00:00        | Ready         |
| DVR Fleet Com            | ---                     | ---           |
| Media Activity           | 01/22/2019 00:00        | Ready         |
| <b>Purged Videos</b>     | <b>02/13/2019 14:51</b> | <b>Ready</b>  |
| Restricted Viewing Cases | ---                     | ---           |
| User Activity            | ---                     | Ready         |
| Video Notations          | ---                     | ---           |

3 Click on the **Purged Videos** report to highlight it.



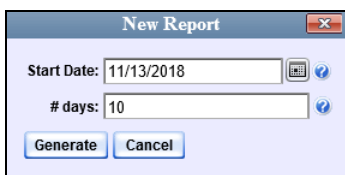
**SYSTEM STATUS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

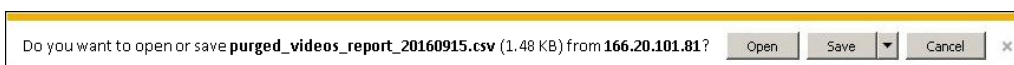
System | DVR COM | **Reports** | Logs | Tools | Messages

| System Reports           |                         |               |
|--------------------------|-------------------------|---------------|
| Report Name ▲            | Last Refreshed Date     | Report Status |
| BW Video Requests        | ---                     | ---           |
| DVR Activity             | 02/11/2019 00:00        | Ready         |
| DVR Fleet Com            | ---                     | ---           |
| Media Activity           | 02/11/2019 00:00        | Ready         |
| <b>Purged Videos</b>     | <b>02/13/2019 00:00</b> | <b>Ready</b>  |
| Restricted Viewing Cases | ---                     | ---           |
| User Activity            | ---                     | Ready         |
| Video Notations          | ---                     | ---           |

4 Go to the **Action** column and click **Generate Report**. The New Report popup displays.



- 5 Using the calendar popup, select a start date for the report.
- 6 Enter the number of days you wish to report on, starting from the date you just selected.
- 7 Click **Generate**. A Windows message displays.



- 8 Click **Open**. The report displays in your default spreadsheet application, such as Microsoft Excel.

---

## Customizing the Video Search Results Page

If desired, your agency can customize the Video Search Results page to display columns of your choosing.

By default, the system displays the following columns:

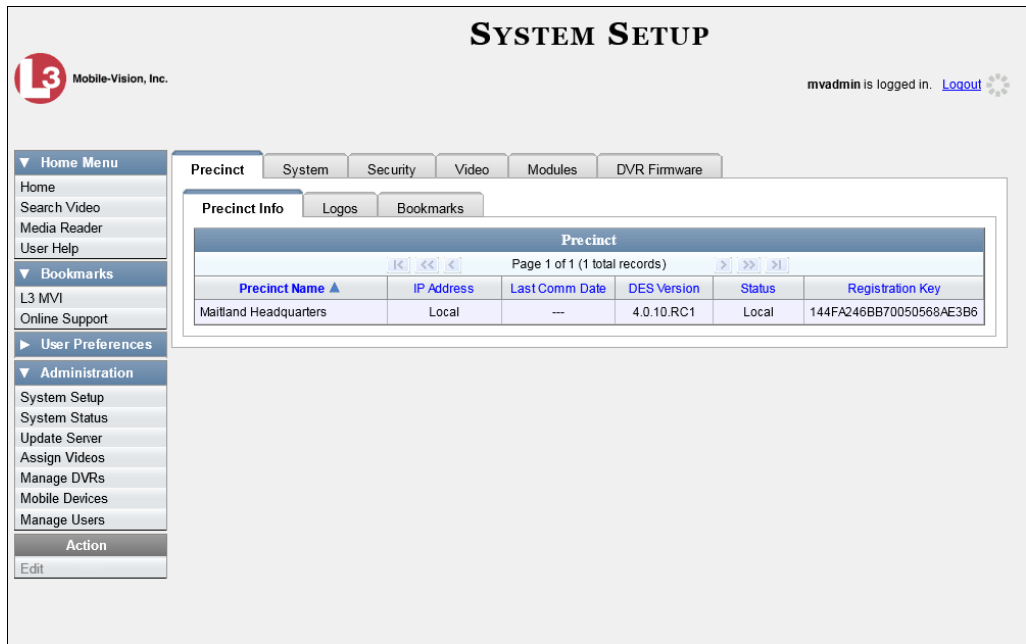
- Owner
- DVR Name
- Category
- Duration
- Video Start (Date)
- Notes

In addition, you may display some or all of the following columns:

- System ID
- DVR Officer Name
- Incident #
- Ingest Date
- Record Trigger
- Video End (Date)

You can sort on all columns except for the *Duration*, *Notes*, and *Incident #* columns.

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



**SYSTEM SETUP**

Mobile-Vision, Inc. madmin is logged in. [Logout](#)

Home Menu: Home, Search Video, Media Reader, User Help

Bookmarks: L3 MVI, Online Support

User Preferences

Administration: System Setup, System Status, Update Sener, Assign Videos, Manage DVRs, Mobile Devices, Manage Users

Action: Edit

Navigation: Precinct | System | Security | Video | Modules | DVR Firmware

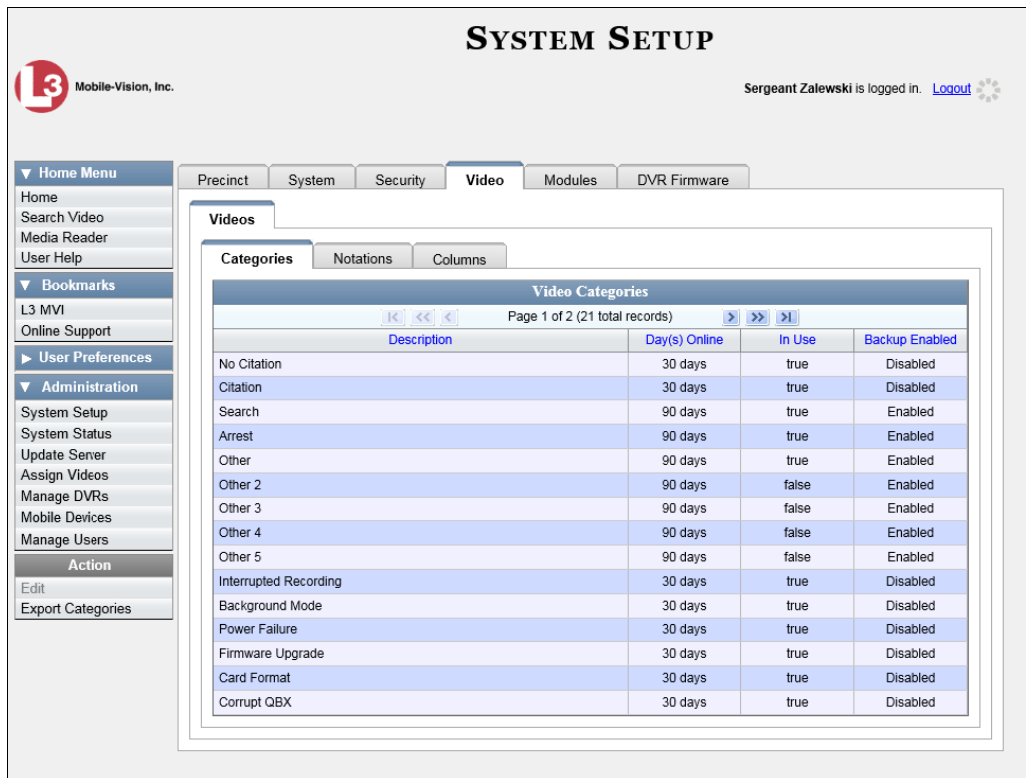
Sub-navigation: Precinct Info | Logos | Bookmarks

**Precinct**

Page 1 of 1 (1 total records)

| Precinct Name ▲       | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
|-----------------------|------------|----------------|-------------|--------|-------------------------|
| Maitland Headquarters | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

2 Click the **Video** tab.



**SYSTEM SETUP**

Mobile-Vision, Inc. Sergeant Zalewski is logged in. [Logout](#)

Home Menu: Home, Search Video, Media Reader, User Help

Bookmarks: L3 MVI, Online Support

User Preferences

Administration: System Setup, System Status, Update Sener, Assign Videos, Manage DVRs, Mobile Devices, Manage Users

Action: Edit, Export Categories

Navigation: Precinct | System | Security | **Video** | Modules | DVR Firmware

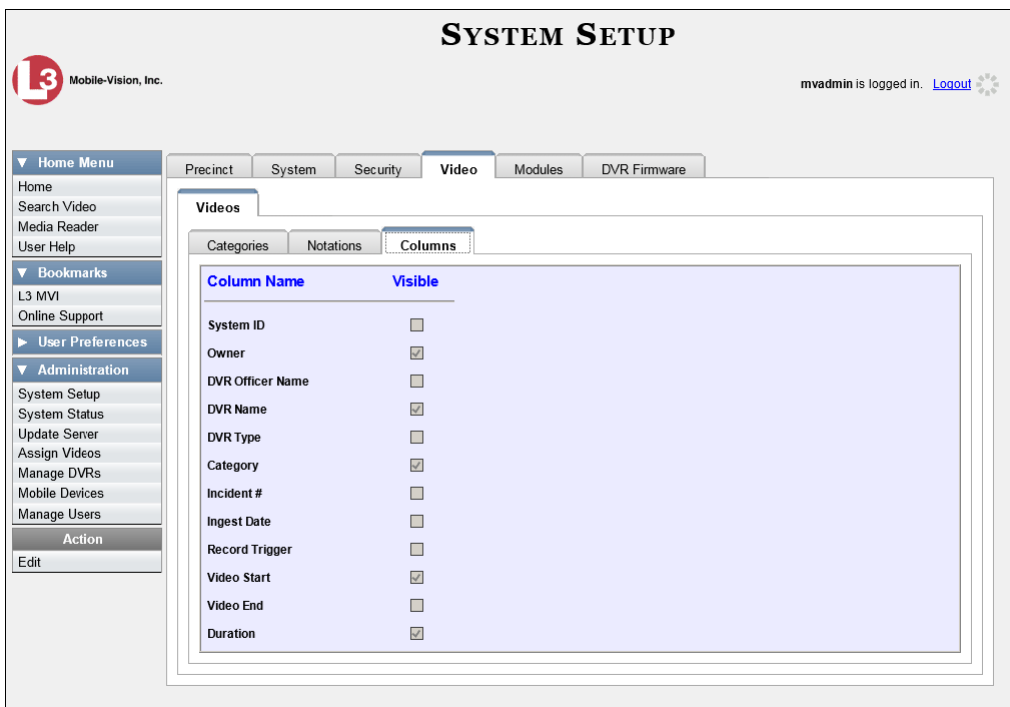
Sub-navigation: Videos | Categories | Notations | Columns

**Video Categories**

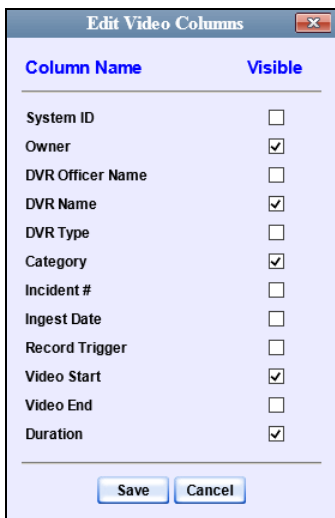
Page 1 of 2 (21 total records)

| Description           | Day(s) Online | In Use | Backup Enabled |
|-----------------------|---------------|--------|----------------|
| No Citation           | 30 days       | true   | Disabled       |
| Citation              | 30 days       | true   | Disabled       |
| Search                | 90 days       | true   | Enabled        |
| Arrest                | 90 days       | true   | Enabled        |
| Other                 | 90 days       | true   | Enabled        |
| Other 2               | 90 days       | false  | Enabled        |
| Other 3               | 90 days       | false  | Enabled        |
| Other 4               | 90 days       | false  | Enabled        |
| Other 5               | 90 days       | false  | Enabled        |
| Interrupted Recording | 30 days       | true   | Disabled       |
| Background Mode       | 30 days       | true   | Disabled       |
| Power Failure         | 30 days       | true   | Disabled       |
| Firmware Upgrade      | 30 days       | true   | Disabled       |
| Card Format           | 30 days       | true   | Disabled       |
| Corrupt QBX           | 30 days       | true   | Disabled       |

3 Click the **Columns** tab.



4 Go to the **Action** column and click **Edit**. The Edit Video Columns popup displays.



5 Proceed to the *Visible* column. Select all the column names you wish to *include* on the Video list and deselect all the column names you wish to *exclude* from the Video list.



**HINT:** Since there is a limited amount of space in which to display this data, it is not advisable to select *all* columns. Carefully evaluate which information is most helpful to your agency, then select the appropriate columns.

6 Click **Save**.



## 3 DVRs

This chapter describes the various procedures used to update and maintain your Flashback and Body Worn DVRs. If you have an Extended Maintenance Agreement with Mobile-Vision, you will occasionally receive DVR firmware updates via the DEF application. The procedure for updating the firmware is described later in this chapter.

For more information, see:

- DVR Units, below
- Fleet Management, page 267
- DVR Firmware, page 328
- Viewing the DVRs' Status List, page 341
- Turning the DVR Error Notification Feature On/Off, page 343
- Troubleshooting DVR Errors, page 346
- Viewing the DVR Downloader Log, page 351
- Generating a DVR Login Key for an Officer, page 355
- Exporting DVR Activity to a Spreadsheet, page 357.

### DVR Units

Each of your Flashback and Body Worn DVRs has a corresponding record entered in DEF. These records store all the information required for successful communication between your DVRs and the server.

At system start-up, your System Implementation Specialist (SIS) will assist you in getting your DVRs properly configured in DEF. After that, you will only have to make occasional changes to these records as needed. For example, when you add a new Flashback DVR to your fleet, you may need to enter a new DVR record in DEF.

Procedures that do not reference a particular DVR type apply to both Flashback and Body Worn DVRs.

For specific instructions, see:

- Searching for a DVR, next page
- Adding Flashback DVRs, page 170
- Changing a Flashback DVR When Fleet Management is Off, page 176
- Changing a Flashback DVR When Fleet Management is On, page 178
- Configuring a New 'Auto Insert' DVR Record, page 217
- Replacing a Flashback DVR, page 219
- Deleting a DVR, page 222
- Exporting DVR Information to a Spreadsheet, page 223
- BodyVISION DVRs, page 224
- BWX-100 DVRs, page 239

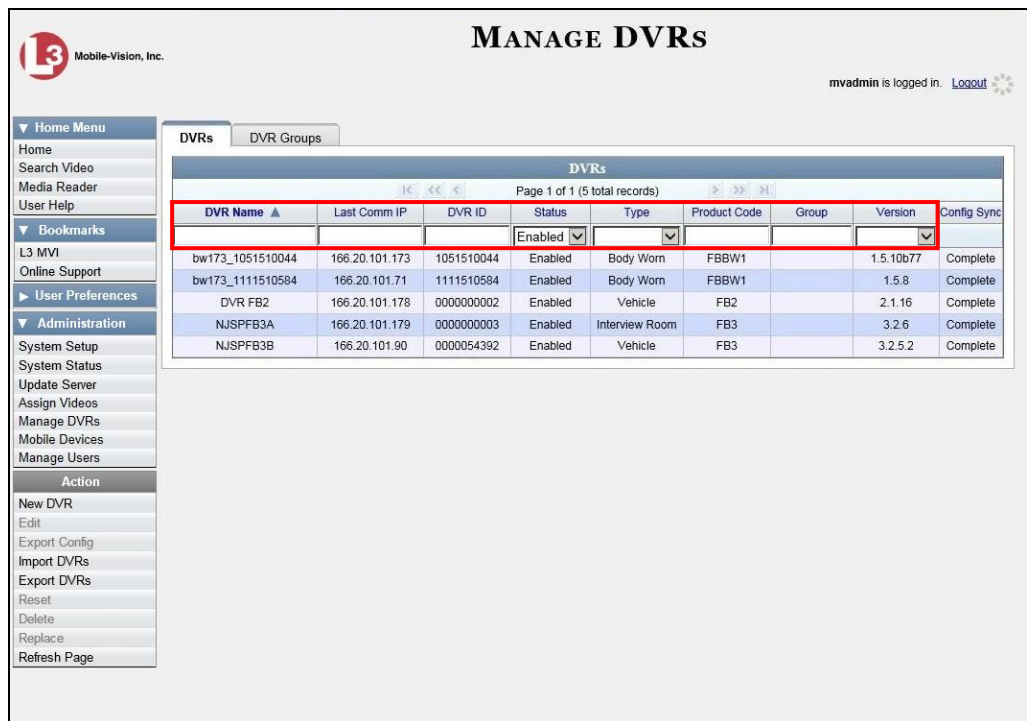
*(Continued)*

- Selecting the Download Options for a Body Worn DVR, page 256
- Viewing the Mobile Devices Page for a Body Worn DVR, page 258
- Replacing a Body Worn DVR, 261
- Resolving Naming Conflicts, page 261.

## Searching for a DVR

This section describes how to search for an existing DVR record by one or more of the following fields: *DVR Name*, *Last Comm IP*, *DVR ID*, *Status*, *Type*, *Product Code*, *Group*, and/or *Version*.

- Go to **Administration** and click **Manage DVRs**. The Manage DVRs page displays.



**MANAGE DVRs**

mvadmin is logged in. [Logout](#)

DVRs | DVR Groups

DVRs

Page 1 of 1 (5 total records)

| DVR Name ▲       | Last Comm IP   | DVR ID     | Status  | Type           | Product Code | Group | Version   | Config Sync |
|------------------|----------------|------------|---------|----------------|--------------|-------|-----------|-------------|
| bw173_1051510044 | 166.20.101.173 | 1051510044 | Enabled | Body Worn      | FBBW1        |       | 1.5.10b77 | Complete    |
| bw173_1111510584 | 166.20.101.71  | 1111510584 | Enabled | Body Worn      | FBBW1        |       | 1.5.8     | Complete    |
| DVR FB2          | 166.20.101.178 | 0000000002 | Enabled | Vehicle        | FB2          |       | 2.1.16    | Complete    |
| NJSPFB3A         | 166.20.101.179 | 0000000003 | Enabled | Interview Room | FB3          |       | 3.2.6     | Complete    |
| NJSPFB3B         | 166.20.101.90  | 0000054392 | Enabled | Vehicle        | FB3          |       | 3.2.5.2   | Complete    |

**Home Menu**

- Home
- Search Video
- Media Reader
- User Help

**Bookmarks**

- L3 MVI
- Online Support

**User Preferences**

**Administration**

- System Setup
- System Status
- Update Server
- Assign Videos
- Manage DVRs
- Mobile Devices
- Manage Users

**Action**

- New DVR
- Edit
- Export Config
- Import DVRs
- Export DVRs
- Reset
- Delete
- Replace
- Refresh Page

- Using the search fields at the top of the page, enter/select the field values you wish to search on, as described in the following table.

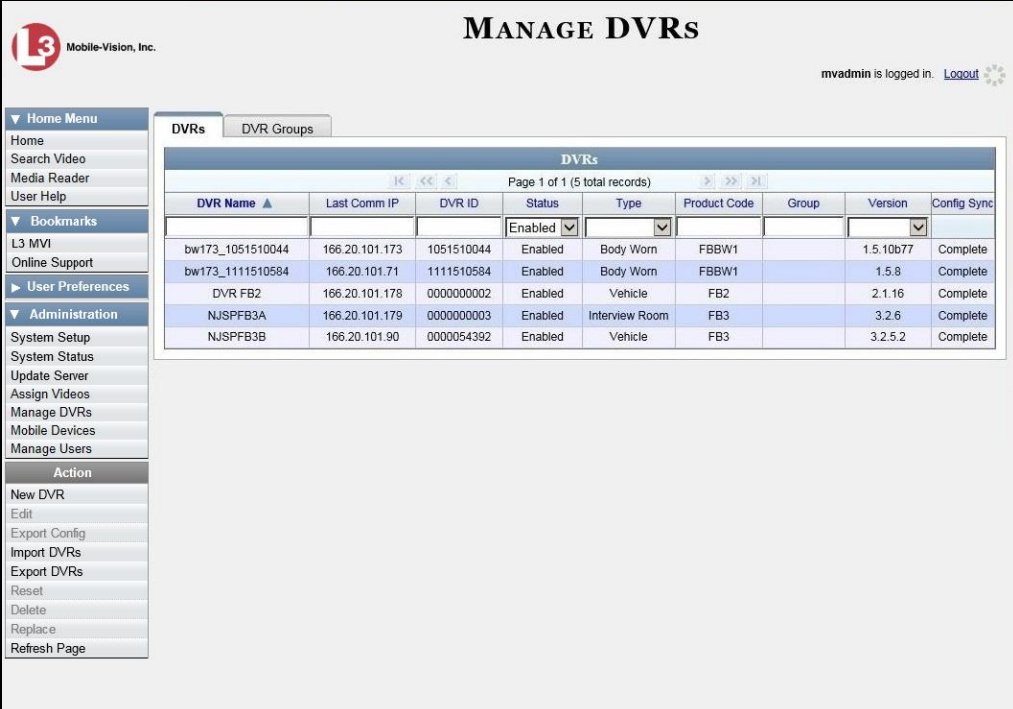
| DVR Search Fields |   |
|-------------------|---|
| Search Field      | Description   |
| DVR Name          | Limits your search to the DVR unit that has this name.  |
| Last Comm IP      | Limits your search to the DVR unit that last used this IP address.  |
| DVR ID            | Limits your search to the DVR unit that has this serial number. If you are searching for a Body Worn DVR, this is the external DVR <i>hardware</i> serial number. If you are searching for a Flashback DVR, this is the internal DVR <i>software</i> serial number.   |
| Status            | Limits your search to those DVR units that have a status of either <b>Enabled</b> or <b>Disabled</b> . <i>Select the appropriate status from the drop-down list.</i>  |
| Type              | Limits your search to those videos that were captured by one of these DVR types: <ul style="list-style-type: none"> <li>▪ <i>Vehicle</i>. A Flashback DVR that is installed inside a vehicle, such as a police cruiser.</li> <li>▪ <i>Interview Room</i>. A Flashback DVR that is installed inside an interview room.</li> <li>▪ <i>Body Worn</i>. A <i>BodyVISION</i> or BWX-100 Body Worn camera.</li> <li>▪ <i>VieVu</i>. A VIEVU Body Worn camera.</li> </ul> <i>Select the appropriate DVR Type from the drop-down list.</i> |
| Product Code      | Limits your search to those DVR units that have this Product Code (enter one):<br><b>FB1</b> ..... Flashback1<br><b>FB2</b> ..... Flashback2<br><b>FB3</b> ..... Flashback3<br><b>FBHD</b> ..... FlashbackHD<br><b>FBBW1</b> ..... <i>BodyVISION</i><br><b>BWX-100</b> ..... BWX-100  |
| Group             | Limits your search to those DVR units that are assigned to this DVR group.  |
| Version           | Limits your search to those DVR units that have this firmware version. <i>Select the appropriate version number from the drop-down list.</i>  |

After you enter a search value, the system will automatically display those records that match your search criteria.

### What is the 'Config Sync' field for?

The *Config Sync* field displays the DVR's configuration synchronicity for Flashback and Body Worn devices, as described here.

- Pending.** The system is in the process of synchronizing the *server's* DVR configuration with the actual *device's* DVR configuration. In other words, the server and DVR are not yet synchronized.
- Complete.** All previous changes to the server's DVR configuration have already been copied to the actual DVR. The server and DVR are fully synchronized.



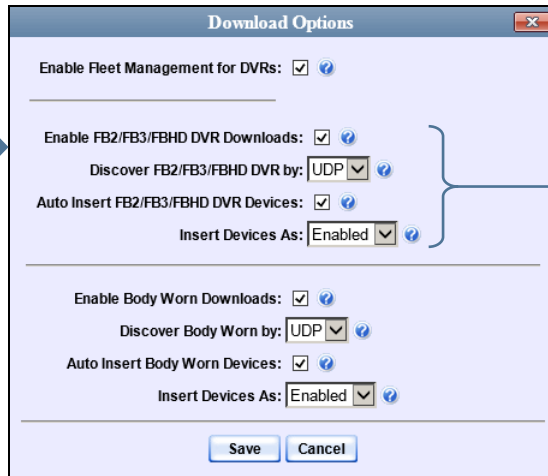
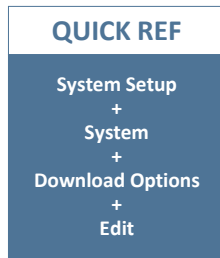
The screenshot shows the 'MANAGE DVRs' interface. On the left is a navigation menu with options like Home Menu, Bookmarks, Administration, and Action. The main area displays a table of DVRs. The table has columns for DVR Name, Last Comm IP, DVR ID, Status, Type, Product Code, Group, Version, and Config Sync. The table shows five records, all with a 'Complete' status in the Config Sync column.

| DVR Name         | Last Comm IP   | DVR ID     | Status  | Type           | Product Code | Group | Version   | Config Sync |
|------------------|----------------|------------|---------|----------------|--------------|-------|-----------|-------------|
| bw173_1051510044 | 166.20.101.173 | 1051510044 | Enabled | Body Worn      | FBBW1        |       | 1.5.10b77 | Complete    |
| bw173_1111510584 | 166.20.101.71  | 1111510584 | Enabled | Body Worn      | FBBW1        |       | 1.5.8     | Complete    |
| DVR FB2          | 166.20.101.178 | 000000002  | Enabled | Vehicle        | FB2          |       | 2.1.16    | Complete    |
| NJSPFB3A         | 166.20.101.179 | 000000003  | Enabled | Interview Room | FB3          |       | 3.2.6     | Complete    |
| NJSPFB3B         | 166.20.101.90  | 0000054392 | Enabled | Vehicle        | FB3          |       | 3.2.5.2   | Complete    |

## Adding Flashback DVRs

There are three methods for adding Flashback DVR records to DEF:

- Manually enter records one at a time, as described in “Manually Adding a Single Flashback DVR,” next page.
- Add multiple records “en mass” by importing the DVR information from a spreadsheet, as described in “Importing Multiple Flashback DVRs from a Spreadsheet” on page 174.
- Configure the system to automatically create a DVR record whenever it discovers a new DVR on the network (see example on the next page). If you choose this option, then you only have to review and update each auto-created record, as described in “Configuring a New ‘Auto Insert’ DVR Record” on page 217.



If these options are selected, the system will automatically insert new Flashback2, Flashback3, and/or FlashbackHD DVR records

## Manually Adding a Single Flashback DVR

This section describes how to manually enter a new Flashback DVR record.

Depending on your agency's selected download options, you may or may not need to perform this procedure:

- If your agency is using the default “ping” method of DVR discovery, perform this procedure whenever you add a new DVR to your fleet.
- If your agency is using the *UDP broadcast* discovery method and the applicable “Auto Insert X Device” checkbox on the **Download Options** tab is not selected, perform this procedure whenever you add a new DVR to your fleet.
- If your agency is using the *UDP broadcast* discovery method and the applicable “Auto Insert X Device” checkbox on the **Download Options** tab is selected (see illustration above), you don't need to perform this procedure, as the system will automatically create a DVR record for each new DVR that it discovers on the network. Instead, see “Configuring a New ‘Auto Insert’ DVR” on page 217 instead.



**NOTE:** If you need to add a large number of Flashback records at one time, you may prefer to import that data from a spreadsheet to save time. For more information, see “Importing Multiple Flashback DVRs from a Spreadsheet” on page 174.

- 1 Go to **Administration** and click **Manage DVRs**. The Manage DVRs page displays, as pictured on the previous page.
- 2 Go to the **Action** column and click **New DVR**. The New DVR form displays.

*(Continued)*

The fields on this form are described below.

| DVR Form  |  |
|---|--|
| Field   | Description  |
| DVR Name  | A unique name for the DVR. You may, for example, want to give the DVR the same name as the patrol car in which it is installed (e.g., Unit 146).   |
| DVR Officer Name<br>(for agencies that are <i>not</i> using USB Login Keys) | The default officer who will be associated with this DVR's video recordings. This value must match the value in the <i>Officer Name</i> field on the officer's user record. If your agency is using USB login keys, leave this field blank.  |
| IP Address  | The DVR's IP address. This number identifies the DVR to the server. If Fleet Management is <i>disabled</i> , this field will not display.  |
| Download Priority   | The download priority for the DVR's video transmissions: <i>low</i> , <i>medium</i> , or <i>high</i> . The system uses this setting to determine the order in which videos will transmit to the server in the event that multiple patrol cars come into transmission range at the same time. DVRs with a <b>high</b> Download Priority will transmit <i>first</i> ; DVRs with a <b>med</b> Download Priority will transmit <i>second</i> ; and DVRs with a <b>low</b> Download Priority will transmit <i>last</i> . System default is <b>Low</b> . <i>Select this value from the drop-down list.</i> |
| Status  | A system setting that determines whether or not <i>automatic</i> video transmissions are allowed for this DVR: <ul style="list-style-type: none"> <li>▪ <i>Enabled</i>. The system is allowed to automatically download video off of this DVR.</li> <li>▪ <i>Disabled</i>. The system is <i>not</i> allowed to automatically download video off of this DVR. However, users can still download video <i>manually</i>.</li> </ul> System defaults to <b>Enabled</b> . <i>Select this value from the drop-down list.</i>   |

| DVR Form (cont'd) |   |
|-------------------|---|
| Field             | Description   |
| DVR Type          | <p>The type of DVR this is:</p> <ul style="list-style-type: none"> <li>▪ <i>Vehicle</i>. A Flashback DVR that is installed inside a vehicle, such as a police cruiser.</li> <li>▪ <i>Interview Room</i>. A Flashback DVR that is installed inside an interview room. This type of DVR is used in conjunction with the Interview Room module.</li> <li>▪ <i>Body Worn</i>. A <i>BodyVISION</i> or <i>BWX-100</i> Body Worn camera.</li> </ul> <p>Select a value from the drop-down list.</p> |
| Group Name        | <p>The DVR group to which you wish to assign this DVR.<br/><i>Select this value from the drop-down list.</i></p>  |



**NOTE:** If Fleet Management is *disabled*, the *Group Name* field will not display. Enter a unique name for this DVR in the *DVR Name* field. For example, you may wish to give the DVR the same name as the patrol car in which it will be installed (e.g., Unit 146).

- 4 If your agency is using USB Login Keys, proceed to the next step.

– OR –

If your agency is *not* using USB Login Keys, enter a default officer name in the *Officer Name* field. Make sure this name is exactly the same as the *Officer Name* field on the officer's user record.

- 5 Enter this DVR's IP address in the *IP Address* field.

- 6 If you want to change this DVR's *download priority* setting (see description on the previous page), select **Med** or **High** from the *Download Priority* drop-down list. Otherwise proceed to the next step.

- 7 If you wish to activate this DVR *right now* so that it can begin transmitting videos to the server immediately (default), proceed to the next step.

– OR –

If you do *not* wish to activate this DVR at this time, select **Disabled** from the *Status* drop-down list.

- 8 If this Flashback is installed in a *vehicle* (default), proceed to the next step.

– OR –

If this Flashback is installed in an *interview room*, select **Interview Room** from the *DVR Type* drop-down list. *Only applies to customers who have purchased the 'Interview Room' module.*

- 9 If the *Group Name* field displays, proceed to the next step. Otherwise skip to step 11.
- 10 To assign this DVR to a *DVR group*, select a group from the *Group Name* drop-down list. Otherwise proceed to the next step.
- 11 Click **Save**. A confirmation message displays.


The DVR named **Unit 146** successfully saved.

### Importing Multiple Flashback DVRs from a Spreadsheet

At system start-up, your System Implementation Specialist (SIS) will provide you with a spreadsheet that contains all your basic Flashback DVR records. You can import this information to DEF to save data entry time. After that, you will typically add DVR records one at a time whenever you add a new vehicle/DVR to your fleet.\*

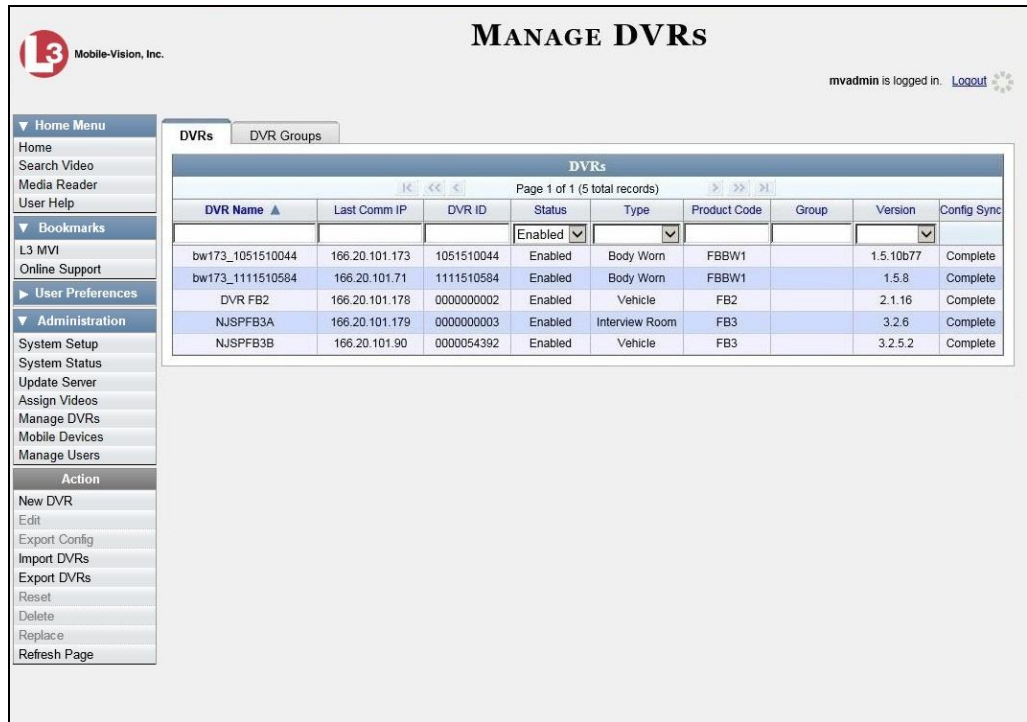
- 1 Using Microsoft Excel, open the DVR spreadsheet provided by your System Implementation Specialist (SIS).

|    | VEH # | IP             | FLASH CARD | ID    | SERIAL # | WLAN MAC          |
|----|-------|----------------|------------|-------|----------|-------------------|
| 24 |       |                |            |       |          |                   |
| 25 |       |                |            |       |          |                   |
| 26 | 4312  | 192.168.10.101 | 216785     | 13783 | 29446    | 00.80.48.6e.68.af |
| 27 | 4313  | 192.168.10.102 | 216628     | 13784 | 29447    | 00.80.48.6b.96.90 |
| 28 |       | 192.168.10.103 | 216629     | 13785 | 29448    | 00.80.48.6b.98.6f |
| 29 |       | 192.168.10.104 | 216630     | 13786 | 29449    | 00.80.48.6e.68.a0 |
| 30 |       | 192.168.10.105 | 216631     | 13787 | 29450    | 00.80.48.6b.98.6b |
| 31 |       | 192.168.10.106 | 216751     | 13788 | 29451    | 00.80.48.6e.68.b3 |
| 32 |       | 192.168.10.107 | 216752     | 13789 | 29452    | 00.80.48.6e.68.b5 |
| 33 | 4310  | 192.168.10.108 | 216753     | 13790 | 29453    | 00.80.48.6b.96.8f |
| 34 | 4321  | 192.168.10.109 | 216754     | 13791 | 29454    | 00.80.48.6f.6f.1a |
| 35 | 4315  | 192.168.10.110 | 216755     | 13792 | 29455    | 00.80.48.6f.75.0b |
| 36 | 4316  | 192.168.10.111 | 216756     | 13793 | 29456    | 00.80.48.6f.75.0e |
| 37 |       | 192.168.10.112 | 216757     | 13794 | 29457    | 00.80.48.6f.75.53 |
| 38 | 4328  | 192.168.10.113 | 216758     | 13795 | 29458    | 00.80.48.6f.75.42 |
| 39 | 4314  | 192.168.10.114 | 216759     | 13796 | 29459    | 00.80.48.6f.75.13 |
| 40 | 4311  | 192.168.10.115 | 216760     | 13797 | 29460    | 00.80.48.6f.75.11 |

- 2 Using the Excel “Save As” function, convert the spreadsheet from **XLS** to **CSV** format.
- 3 Go to  and click **Manage DVRs**. The Manage DVRs page displays.

\* Exception: If your agency is using the *UDP Broadcast* discovery method with the “Auto-Insert DVRs” feature, the system will automatically create new DVR records for you.





**MANAGE DVRs**

mvadmin is logged in. [Logout](#)

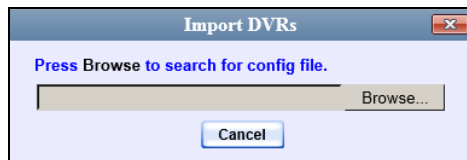
**DVRs** | DVR Groups

| DVR Name ▲       | Last Comm IP   | DVR ID     | Status  | Type           | Product Code | Group | Version   | Config Sync |
|------------------|----------------|------------|---------|----------------|--------------|-------|-----------|-------------|
| bw173_1051510044 | 166.20.101.173 | 1051510044 | Enabled | Body Worn      | FBBW1        |       | 1.5.10b77 | Complete    |
| bw173_1111510584 | 166.20.101.71  | 1111510584 | Enabled | Body Worn      | FBBW1        |       | 1.5.8     | Complete    |
| DVR FB2          | 166.20.101.178 | 000000002  | Enabled | Vehicle        | FB2          |       | 2.1.16    | Complete    |
| NJSPFB3A         | 166.20.101.179 | 000000003  | Enabled | Interview Room | FB3          |       | 3.2.6     | Complete    |
| NJSPFB3B         | 166.20.101.90  | 000054392  | Enabled | Vehicle        | FB3          |       | 3.2.5.2   | Complete    |

**Action**

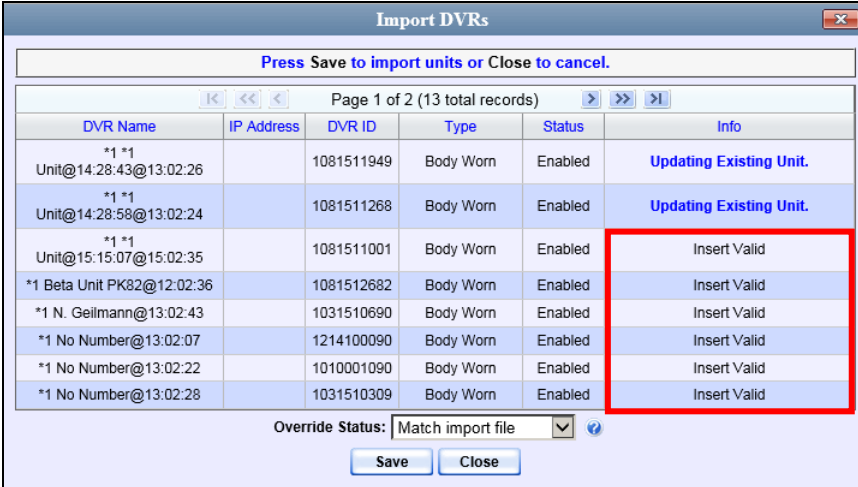
- New DVR
- Edit
- Export Config
- Import DVRs
- Export DVRs
- Reset
- Delete
- Replace
- Refresh Page

- Go to the **Action** column and click **Import DVRs**. The Import DVRs popup displays.



- Click **Browse**.
- Navigate to the spreadsheet that contains your DVR information (config\_units.csv).
- Double-click on the spreadsheet file. A list of DVR records displays.

*(Continued)*



| DVR Name                        | IP Address | DVR ID     | Type      | Status  | Info                    |
|---------------------------------|------------|------------|-----------|---------|-------------------------|
| *1 *1<br>Unit@14:28:43@13:02:26 |            | 1081511949 | Body Worn | Enabled | Updating Existing Unit. |
| *1 *1<br>Unit@14:28:58@13:02:24 |            | 1081511268 | Body Worn | Enabled | Updating Existing Unit. |
| *1 *1<br>Unit@15:15:07@15:02:35 |            | 1081511001 | Body Worn | Enabled | Insert Valid            |
| *1 Beta Unit PK82@12:02:36      |            | 1081512682 | Body Worn | Enabled | Insert Valid            |
| *1 N. Geilmann@13:02:43         |            | 1031510690 | Body Worn | Enabled | Insert Valid            |
| *1 No Number@13:02:07           |            | 1214100090 | Body Worn | Enabled | Insert Valid            |
| *1 No Number@13:02:22           |            | 1010001090 | Body Worn | Enabled | Insert Valid            |
| *1 No Number@13:02:28           |            | 1031510309 | Body Worn | Enabled | Insert Valid            |

Override Status: Match import file

Save Close

Look at the value in the *Info* column. All records that have a value of **Insert Valid** will import. All records that have a *different* value (such as *Updating Existing Unit*) will *not* import. You can try importing such “problem” records again later. If you are still unable to import them, contact Mobile-Vision Support for assistance.

- 8 Click **Save**. A confirmation message displays.

Config file `configunits.csv` successfully loaded. 10 unit(s) added.

The default status of your imported DVRs will be set to **Disabled**. When you’re ready to start using the DVRs, make sure you change their status to **Enabled**.

## Changing a Flashback DVR When Fleet Management is Off

This section describes how to change the following fields on a Flashback DVR record when Fleet Management is *disabled*:

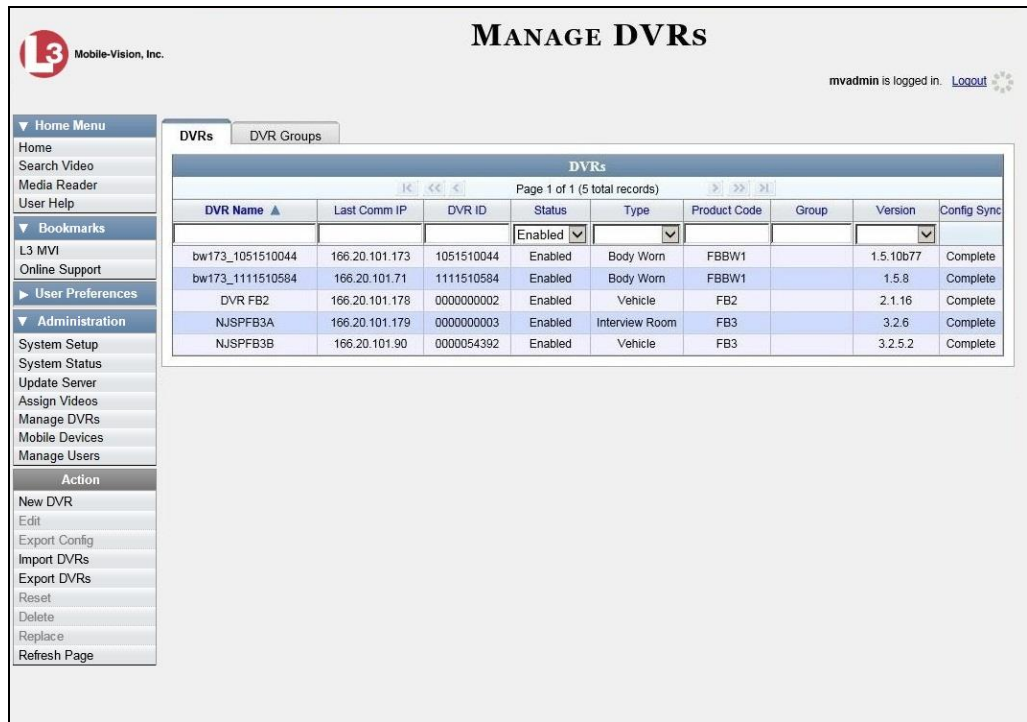
- DVR Name
- Officer Name
- IP Address
- Assigned Firmware
- Download Priority
- Status (*Enabled* vs. *Disabled*)
- DVR Type
- Recategorize Video (used to recategorize all video recorded from the DVR as *Interview Room*).

As long as Fleet Management is disabled, all other DVR settings (audio/video settings, display options, triggers, etc.) must be changed from the DVR itself, as described in your Flashback User’s Guide.



**NOTE:** DVR changes made from the server will always override any changes made from the DVR itself.

- 1 Go to **Administration** and click **Manage DVRs**. The Manage DVRs page displays.



- 2 Locate the DVR record you wish to update. If you have a large number of records to scan through, see “Searching for a DVR” on page 168, beginning with step 2.
- 3 Right-click on the DVR record you wish to update, then select **Edit** from the popup menu. The Edit DVR form displays.

This field will only be visible if this is an Interview Room Flashback

- 4 Enter/select your changes in the appropriate fields.
- 5 Click **Save**. A confirmation message displays:

**DVR ICV-50064 successfully saved.**

## Changing a Flashback DVR When Fleet Management is On

This section describes how to change the setting(s) for a single Flashback DVR record when Fleet Management is enabled.

If your agency is not using the Fleet Management feature, see the previous section, “Changing a Flashback DVR When Fleet Management is Off” instead.

To make global changes to a group of Flashback2 or Flashback3/HD DVRs, see “Changing a Flashback DVR Group” on page 288 instead.

To update a *BodyVISION* DVR, see “Changing a *BodyVISION* DVR” on page 226 instead.

To update a BWX-100 DVR, see “Changing a BWX-100 DVR” on page 241 instead.

For detailed instructions, see:

- Changing a Flashback DVR that is Not Assigned to a DVR Group, below
- Changing a Flashback DVR that is Assigned to a DVR Group, page 213.

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## Changing a Flashback DVR that is Not Assigned to a DVR Group

This section describes how to update a discovered Flashback2, Flashback3, or FlashbackHD DVR record that is not currently assigned to a DVR group.

To make global changes to a group of Flashback2 or Flashback3/HD DVRs, see “Changing a Flashback DVR Group” on page 288 instead.

To update a *BodyVISION* DVR, see “Changing a *BodyVISION* DVR” on page 226 instead.

To update a BWX-100 DVR, see “Changing a BWX-100 DVR” on page 241 instead.

If your agency is not using the Fleet Management Feature, see “Changing a Flashback DVR When Fleet Management is Off” on page 176 instead.

For a definition of *discovered* vs. *undiscovered* DVRs, see the box on page 180.

For specific instructions, see:

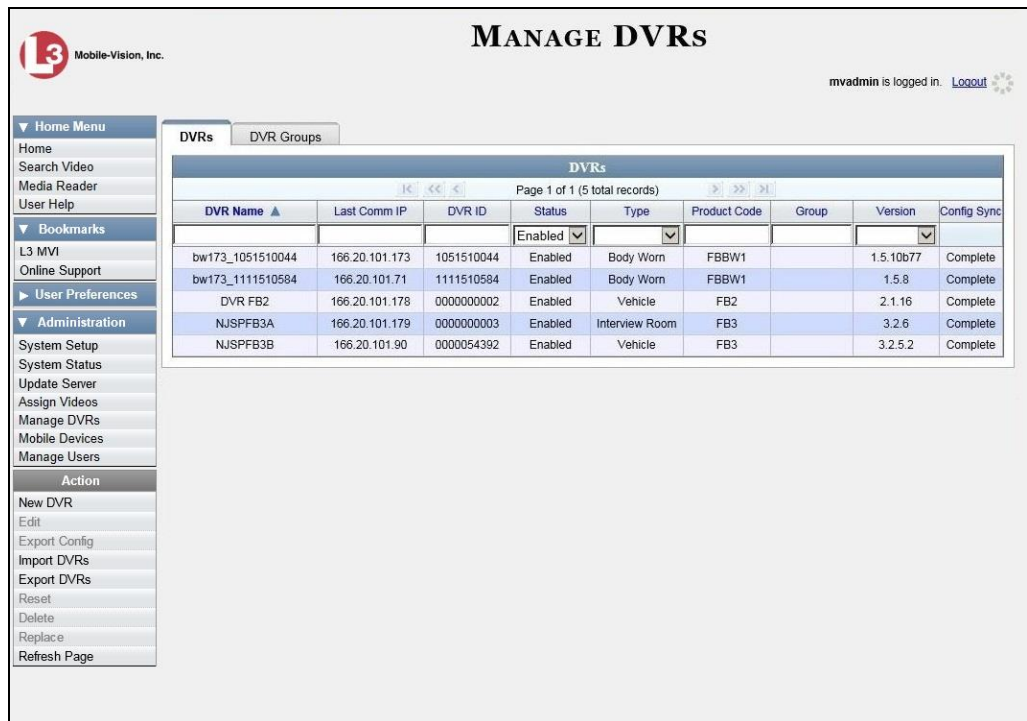
- Displaying the Edit DVR Popup, next page
- Changing the General DVR Settings for a Flashback DVR that is Not Assigned to a DVR Group, page 181
- Changing the IP Settings for a Flashback DVR that is Not Assigned to a DVR Group, page 185
- Changing the Audio Settings for a Flashback DVR that is Not Assigned to a DVR Group, page 196
- Changing the Video Settings for a Flashback DVR that is Not Assigned to a DVR Group, page 200.

- ❑ Changing the Triggers for a Flashback DVR that is Not Assigned to a DVR Group, page 205
- ❑ Changing the Display Options for a Flashback DVR that is Not Assigned to a DVR Group, page 208.

### Displaying the Edit DVR Popup

This section describes how to display the Edit DVR popup. This is the first step in updating a Flashback2, Flashback3, or FlashbackHD DVR record.

- 1 Go to **Administration** and click **Manage DVRs**. The Manage DVRs page displays.



The screenshot shows the 'MANAGE DVRs' page. At the top left is the L3 Mobile-Vision, Inc. logo. At the top right, it says 'mvadmin is logged in.' with a 'Logout' link. Below the logo is a navigation menu with categories like 'Home Menu', 'Bookmarks', 'User Preferences', 'Administration', and 'Action'. The 'Administration' menu is expanded, showing 'Manage DVRs' as the selected option. The main content area displays a table of DVRs. The table has a header row with columns: DVR Name, Last Comm IP, DVR ID, Status, Type, Product Code, Group, Version, and Config Sync. Below the header are five rows of data, each representing a different DVR record.

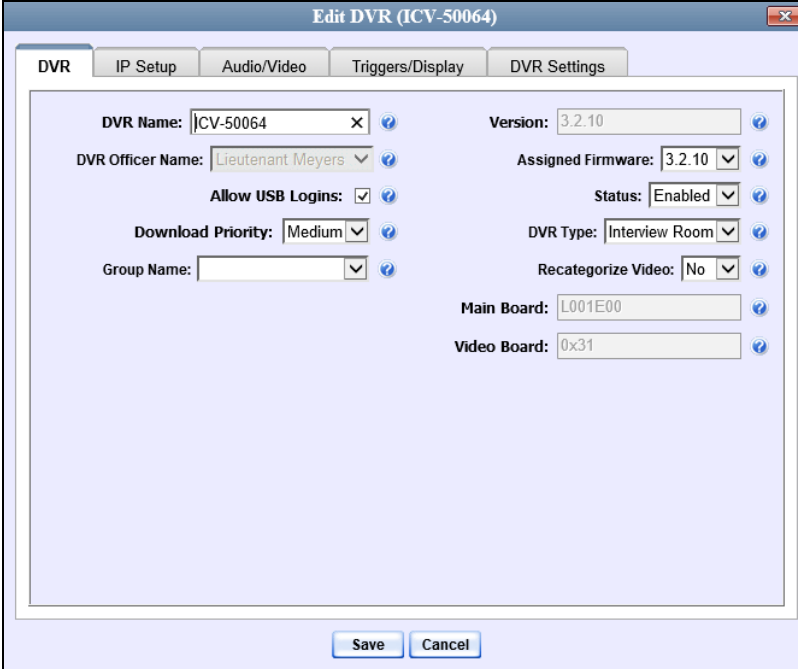
| DVR Name ▲       | Last Comm IP   | DVR ID     | Status  | Type           | Product Code | Group | Version   | Config Sync |
|------------------|----------------|------------|---------|----------------|--------------|-------|-----------|-------------|
| bw173_1051510044 | 166.20.101.173 | 1051510044 | Enabled | Body Worn      | FBBW1        |       | 1.5.10b77 | Complete    |
| bw173_1111510584 | 166.20.101.71  | 1111510584 | Enabled | Body Worn      | FBBW1        |       | 1.5.8     | Complete    |
| DVR FB2          | 166.20.101.178 | 0000000002 | Enabled | Vehicle        | FB2          |       | 2.1.16    | Complete    |
| NJSPFB3A         | 166.20.101.179 | 0000000003 | Enabled | Interview Room | FB3          |       | 3.2.6     | Complete    |
| NJSPFB3B         | 166.20.101.90  | 000054392  | Enabled | Vehicle        | FB3          |       | 3.2.5.2   | Complete    |

- 2 Locate the DVR record you wish to update. If you have a large number of records to scan through, see “Searching for a DVR” on page 168, beginning with step 2.
- 3 Right-click on the DVR record you wish to update, then select **Edit** from the popup menu. The Edit DVR form displays. This form may appear slightly different depending on whether the DVR is “discovered” or not. For a definition of *discovered* vs. *undiscovered* DVRs, see the box on the next page.

(Continued)

**Discovered vs. Undiscovered DVRs.** A *discovered* DVR is one that has been in communication with the server at least once. An *undiscovered* DVR is one that has not been in communication with the server yet (i.e., a DVR for which you just created a record or uploaded a record). To determine if a DVR has been discovered yet, go to the **Administration** menu and click **Manage DVRs**. Next, click the **DVR COM** tab. Look in the *Last COM Date* column. If a date and time display, the DVR has been discovered. If the word **Never** displays, the DVR has *not* been discovered.

Discovered DVR

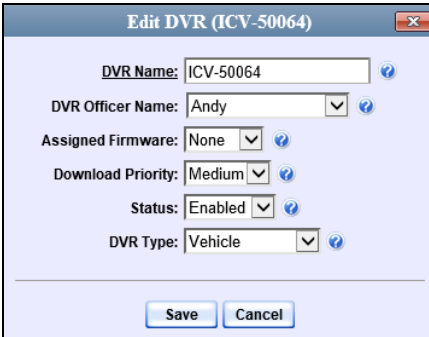


The screenshot shows the 'Edit DVR (ICV-50064)' window with the 'DVR Settings' tab selected. The configuration includes:

- DVR Name: ICV-50064
- DVR Officer Name: Lieutenant Meyers
- Allow USB Logins:
- Download Priority: Medium
- Group Name: (empty)
- Version: 3.2.10
- Assigned Firmware: 3.2.10
- Status: Enabled
- DVR Type: Interview Room
- Recategorize Video: No
- Main Board: L001E00
- Video Board: 0x31

Buttons for 'Save' and 'Cancel' are visible at the bottom.

Undiscovered DVR



The screenshot shows the 'Edit DVR (ICV-50064)' window with the 'DVR Settings' tab selected. The configuration includes:

- DVR Name: ICV-50064
- DVR Officer Name: Andy
- Assigned Firmware: None
- Download Priority: Medium
- Status: Enabled
- DVR Type: Vehicle

Buttons for 'Save' and 'Cancel' are visible at the bottom.

Proceed to one of the following sections for further instructions:

- Changing the General DVR Settings for a Flashback DVR that is Not Assigned to a DVR Group, next page, beginning with step 2
- Changing the IP Settings for a Flashback DVR that is Not Assigned to a DVR Group, page 185, beginning with step 2

- Changing the Audio Settings for a Flashback DVR that is Not Assigned to a DVR Group, page 196, beginning with step 2
- Changing the Video Settings for a Flashback DVR that is Not Assigned to a DVR Group, page 200, beginning with step 2
- Changing the Triggers for a Flashback DVR that is not Assigned to a DVR Group, page 205
- Changing the Display Options for a Flashback DVR that is Not Assigned to a DVR Group, page 208, beginning with step 2.

### Changing the General DVR Settings for a Flashback DVR that is Not Assigned to a DVR Group

This section describes how to change the following settings for a Flashback2, Flashback3, or FlashbackHD DVR record that is not currently assigned to a DVR group:

- DVR Name
- DVR Officer Name
- Allow USB Logins checkbox
- Download Priority setting
- Group Name
- Assigned Firmware
- Status (*Enabled vs. Disabled*)
- DVR Type
- Recategorize Video setting (used to recategorize all video recorded from the DVR as *Interview Room*)
- Admin Login Name
- Admin Login Password
- Time Zone
- Ignition Timer

To make global changes to a group of Flashback2 or Flashback3/HD DVRs, see “Changing the General DVR Settings for a Flashback DVR Group” on page 302 instead.

To perform this procedure, the DVR record must be *discovered*. For a definition of *discovered vs. undiscovered* DVRs, see the box on page 180.

- 1 Search for and display the Flashback record you wish to change, as pictured on the previous page. (If necessary, review “Displaying the Edit DVR Popup” on page 179.)

The fields on the **DVR** tab are described in the table on the next page.

*(Continued)*

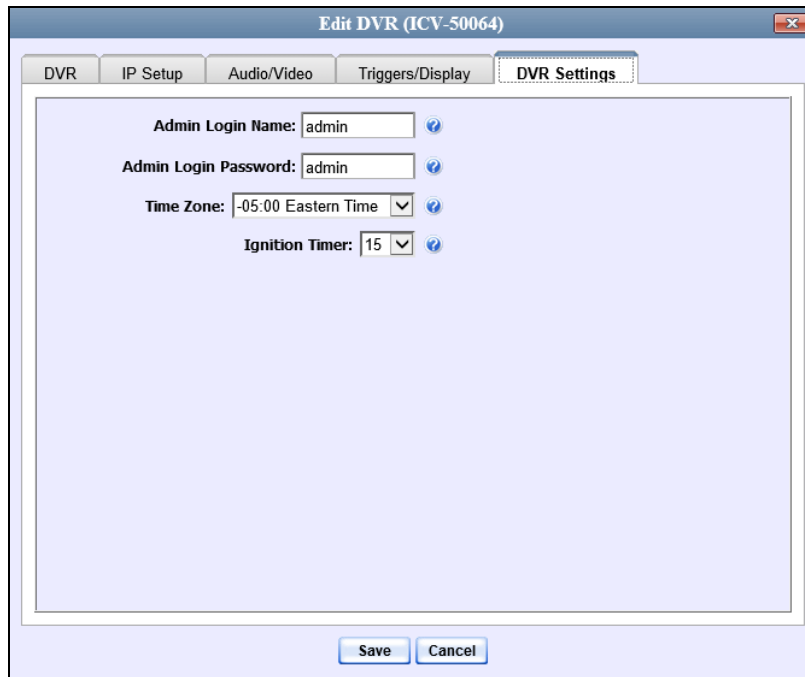
| DVR Tab           |  |
|-------------------|--|
| Field             | Description  |
| DVR Name          | A unique name for the DVR. You may, for example, want to give the DVR the same name as the patrol car in which it is installed (e.g., Unit 146). If this field is grayed out, it indicates that there is a naming conflict associated with the DVR. For more information, see “Resolving Naming Conflicts” on page 261.  |
| Version           | The firmware version that is currently loaded on this DVR. <i>System-generated field.</i>  |
| DVR Officer Name  | The default officer associated with this video. This is the officer to whom the videos recorded on this DVR will be linked. If the <i>Allow USB Logins</i> checkbox is selected, this field will be grayed out.  |
| Assigned Firmware | The new firmware version that you wish to assign to this DVR during the next DVR-to-server transmission. If the value of this field is <b>None</b> (default), the firmware version will remain the same as the value in the <i>Version</i> field. <i>Select this value from the drop-down list.</i>  |
| Allow USB Logins  | A checkbox used to indicate whether or not an officer will be able to use a USB login key to access this DVR.<br><input checked="" type="checkbox"/> Different officers will be able to log in and out of this DVR using a USB login key.<br><input type="checkbox"/> No officers will be able to log in and out of this DVR using a USB login key. Select this option if 1) this DVR is used by only one officer (i.e., the officer whose name appears in the <i>DVR Officer Name</i> field), or 2) your agency has chosen not to use USB Login Keys. |
| Status            | A system setting that determines whether or not automatic video transmissions are allowed for this DVR: <ul style="list-style-type: none"> <li>▪ <i>Enabled.</i> The system is allowed to automatically download video off of this DVR</li> <li>▪ <i>Disabled.</i> The system is <i>not</i> allowed to automatically download video off of this DVR.</li> </ul> System defaults to <b>Enabled</b> . <i>Select this value from the drop-down list.</i>  |
| Download Priority | The download priority for the DVR’s video transmissions: <i>low, medium, or high</i> . The system uses this setting to determine the order in which videos will be transmitted to the server in the event that multiple patrol cars come into transmission range at the same time. DVRs with a <i>(Continued)</i>  |



| DVR Tab (cont'd)           |  |
|----------------------------|--|
| Field                      | Description  |
| Download Priority (cont'd) | <p><i>Download Priority</i> of <b>High</b> will transmit <i>first</i>; DVRs with a <i>Download Priority</i> of <b>Medium</b> will transmit <i>second</i>; and DVRs with a <i>Download Priority</i> of <b>Low</b> (default) will transmit <i>last</i>.</p> <p><i>Select this value from the drop-down list.</i></p>   |
| DVR Type                   | <p>The type of DVR:</p> <ul style="list-style-type: none"> <li>▪ <i>Vehicle</i>. A Flashback DVR that is installed inside a vehicle, such as a police cruiser.</li> <li>▪ <i>Interview Room</i>. A Flashback DVR that is installed inside a precinct interview room.</li> <li>▪ <i>Body Worn</i>. A BodyVISION or BWX-100 Body Worn camera.</li> </ul> <p><i>Select a value from the drop-down list.</i></p>   |
| Group Name                 | A drop-down list used to assign this DVR to a DVR group.   |
| Recategorize Video         | <p>A checkbox used to recategorize all video recorded from this DVR as <i>Interview Room</i>.</p> <ul style="list-style-type: none"> <li>▪ <i>Yes</i>. Recategorize all existing videos recorded from this DVR as <i>Interview Room</i>. Select this option if this DVR is installed in an <i>interview room</i> rather than in a <i>vehicle</i>.</li> <li>▪ <i>No</i>. Do not recategorize all videos recorded from this DVR as <i>Interview Room</i> (default), as this DVR is installed in a vehicle.</li> </ul> <p>This field will only be visible if this is a Flashback3 or FlashbackHD <i>Interview Room</i> DVR.</p> <p><i>Select a value from the drop-down list.</i></p> |
| Main Board                 | The DVR's Main Board ID. <i>For internal use only</i> . Does not apply to Flashback2s.   |
| Video Board                | The DVR's Video Board ID. <i>For internal use only</i> . Does not apply to Flashback2s.  |

- 2 To change one or more settings on this tab, enter or select your changes in the appropriate field(s). Otherwise proceed to the next step.
- 3 If you wish to change additional DVR settings, click the **DVR Settings** tab. Otherwise, skip to step 5.

*(Continued)*



The fields on the **DVR Settings** tab are described below.

| DVR Settings Tab     |  |
|----------------------|--|
| Field                | Description  |
| Admin Login Name     | The Flashback User ID. The system uses this ID in combination with the <i>Admin Login Password</i> to<br>1) wirelessly transmit videos to the DEF server and<br>2) download configuration changes from the DEF server to the DVR. <i>Do not change this value unless instructed to do so by a Mobile-Vision Technical Support Engineer.</i>    |
| Admin Login Password | The Flashback login password. The system uses this ID in combination with the <i>Admin Login Name</i> to<br>1) wirelessly transmit videos to the DEF server and<br>2) download configuration changes from the DEF server to the DVR. <i>Do not change this value unless instructed to do so by a Mobile-Vision Technical Support Engineer.</i> |
| Time Zone            | The time zone in which this DVR will be recording. <i>Select this value from the drop-down list.</i>   |
| Ignition Timer       | A setting which determines how many minutes this DVR will remain on in <i>idle</i> mode after a vehicle's ignition has been turned off. <i>Select this value from the drop-down list.</i>  |

- 4 To change one or more settings on this tab, enter or select your changes in the appropriate field(s). Otherwise proceed to the next step.
- 5 Click **Save**. A confirmation message displays.

DVR ICV-50064 successfully saved.

#### **Changing the IP Settings for a Flashback DVR that is Not Assigned to a DVR Group**

This section describes how to change the IP settings for a discovered Flashback2, Flashback3, or FlashbackHD DVR that is not currently assigned to a DVR group.

To make global changes to a group of Flashback2 or Flashback3/HD DVRs, see “Changing the IP Settings for a Flashback DVR Group” on page 290 instead.

If your agency is not using the Fleet Management Feature, you will have to make these changes from the DVR itself. For instructions, refer to your Flashback User’s Guide.

Interview Room DVRs typically utilize an *Ethernet* connection, whereas in-car DVRs typically utilize a *wireless* connection. However, in-car units are still *Ethernet-enabled* to support Vehicle Viewer or Vehicle Viewer Live, which requires the use of the Ethernet port on the Flashback DVR. An Ethernet connection is also required if you have the UMD Editor installed on your mobile data computer.

- To change the *remote broadcast IP address*, *remote unicast IP address*, and/or *gateway type* for a Flashback DVR, see “Changing the General IP Settings for a Flashback DVR that is Not Assigned to a DVR Group” below.
- To configure a Flashback DVR for use with Interview Room, Vehicle Viewer, Vehicle Viewer Live, and/or the UMD Editor, see “Changing the Ethernet Settings for a Flashback DVR that is Not Assigned to a DVR Group” on page 187.
- To configure a Flashback DVR that does *not* interface with Vehicle Viewer, Vehicle Viewer Live, and/or the UMD Editor, see “Changing the Wireless Settings for a Flashback DVR that is Not Assigned to a DVR Group” on page 192.

For a definition of *discovered* vs. *undiscovered* DVRs, see the box on page 180.

#### **Changing the General IP Settings for a Flashback DVR that is Not Assigned to a DVR Group**

This section describes how to change the following IP settings for a selected Flashback2, Flashback3, or FlashbackHD DVR.

- Remote broadcast IP(s).*\* An IP address range across which the Flashback DVR announces its identity so the server can locate it. System default is **255.255.255.255**.
- Remote unicast IP(s).*\* A list of unique IP address(es) to which the Flashback DVR announces its identity so that the server can locate it.

(Continued)

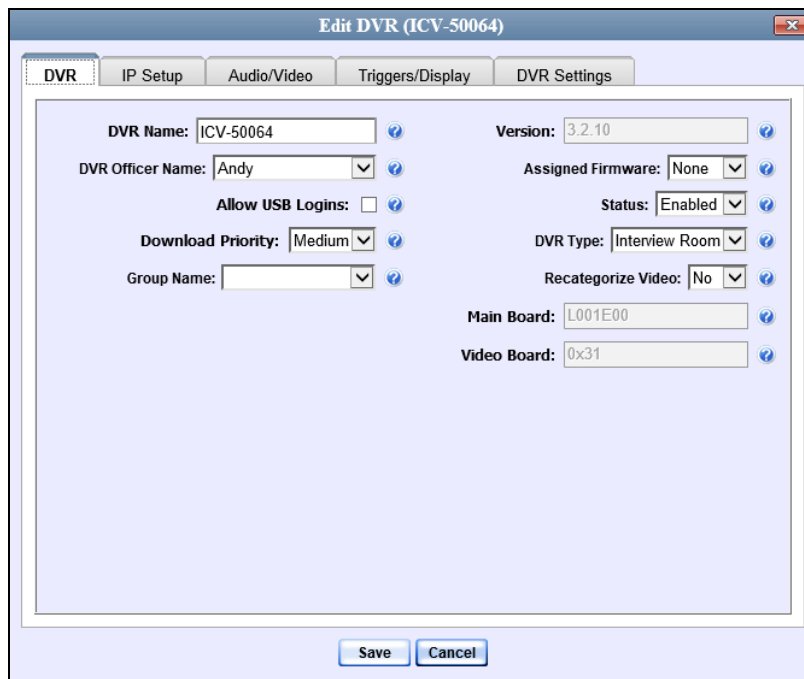
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\* Based on your department’s network setup and security requirements, you would enter **either** a *Remote broadcast IP address* (typical) **or** a *Remote unicast IP address*.

- ❑ *Gateway type*. The type of connection used to link this Flashback DVR to the server: *wireless* (for in-car DVRs that do not interface with Vehicle Viewer, Vehicle Viewer Live, or the UMD Editor), or *Ethernet* (for Interview Room DVRs and in-car DVRs that interface with Vehicle Viewer, Vehicle Viewer Live, and/or the UMD Editor).

To perform this procedure, the DVR record must be *discovered*. For a definition of *discovered* vs. *undiscovered* DVRs, see the box on page 180.

- 1 Search for and display the Flashback DVR record you wish to update. (If necessary, review “Displaying the Edit DVR Popup” on page 179.)

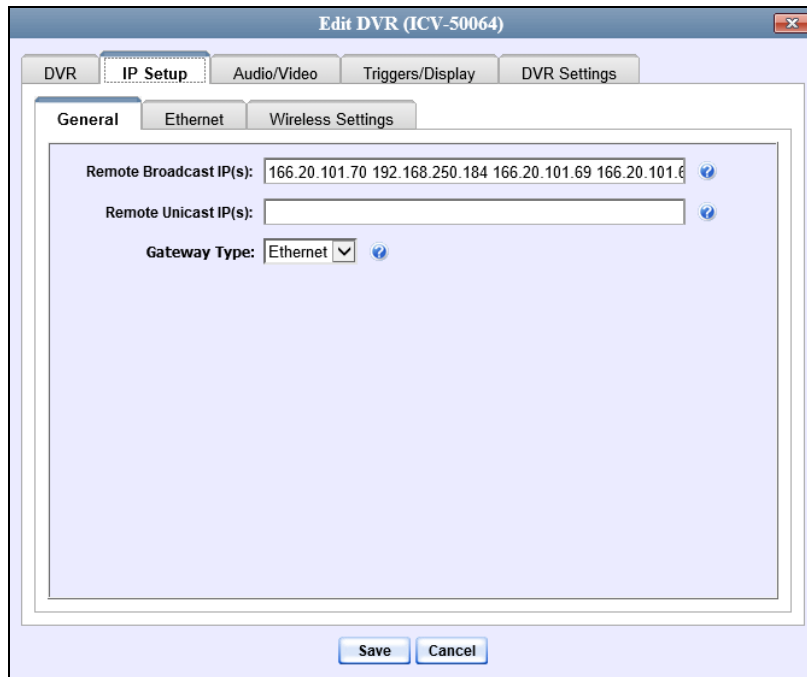


The screenshot shows the 'Edit DVR (ICV-50064)' window with the 'DVR Settings' tab selected. The window contains the following fields and controls:

- DVR Name:** ICV-50064
- DVR Officer Name:** Andy
- Allow USB Logins:**
- Download Priority:** Medium
- Group Name:** (empty)
- Version:** 3.2.10
- Assigned Firmware:** None
- Status:** Enabled
- DVR Type:** Interview Room
- Recategorize Video:** No
- Main Board:** L001E00
- Video Board:** 0x31

At the bottom of the window are 'Save' and 'Cancel' buttons.

- 2 If it is not already selected, click the **General** tab. The *Remote Broadcast IP*, *Remote Unicast IP*, and *Gateway Type* fields display.



- 3 To change the *remote broadcast IP address(es)*, enter the new IP address(es) in the *Remote Broadcast IP(s)* field, separating multiple addresses with a space. Otherwise proceed to the next step.
- 4 To change the *remote unicast IP address(es)*, enter the new IP address(es) in the *Remote Unicast IP(s)* field, separating multiple addresses with a space. Otherwise proceed to the next step.
- 5 To change the *gateway type*, select a new value from the *Gateway Type* drop-down list. Otherwise proceed to the next step.
- 6 Click **Save**. A confirmation message displays.

DVR ICV-50064 successfully saved.

**Changing the Ethernet Settings for a Flashback DVR that is Not Assigned to a DVR Group**

This section describes how to change the Ethernet settings for a discovered Flashback2, Flashback3, or FlashbackHD DVR that is not currently assigned to a DVR group. Ethernet settings are required for the following DVR configurations:

- DVRs that are installed in an Interview Room
- DVRs that are installed in a vehicle and interface with one of the following applications: Vehicle Viewer, Vehicle Viewer Live, and/or the UMD Editor.

For instructions, see:

- Configuring a Flashback DVR for Use with Interview Room, next page
- Configuring a Flashback DVR for Use with Vehicle Viewer, Vehicle Viewer Live, or the UMD Editor, page 190

### Configuring a Flashback DVR for Use with Interview Room

This section describes how to select the settings required to use a Flashback2, Flashback3, or FlashbackHD *Interview Room* DVR with your agency's Ethernet network.

If this DVR is currently assigned to a DVR group, you will have to make these changes at the group level. For instructions, see "Configuring a Flashback DVR Group for Use with Interview Room" on page 292.

If your agency is not using the Fleet Management feature, you will have to make these changes from the DVR itself. For instructions, refer to your Flashback User's Guide.

To perform this procedure, the DVR record must be *discovered*. For a definition of *discovered* vs. *undiscovered* DVRs, see the box on page 180.

This configuration is typically used in conjunction with the *UDP Broadcast* discovery method.

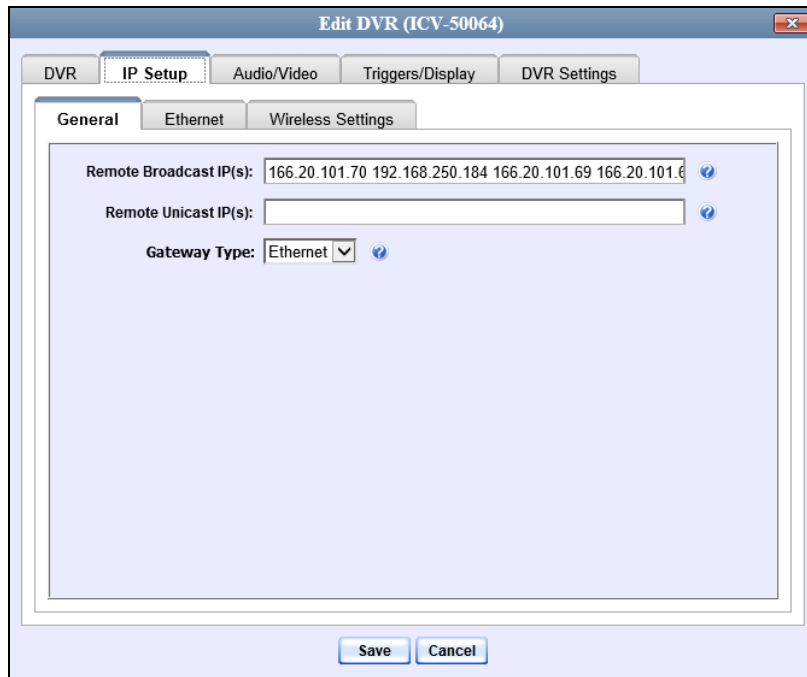


**WARNING:** Do not attempt the following procedure without the assistance of your agency's network specialist OR a Mobile-Vision Technical Support Engineer. Entering incorrect data could cause wireless transmission to fail.

- 1 Search for and display the Flashback record you wish to configure for Interview Room. (If necessary, review "Displaying the Edit DVR Popup" on page 179.)

| Field              | Value                    |
|--------------------|--------------------------|
| DVR Name           | ICV-50064                |
| Version            | 3.2.10                   |
| DVR Officer Name   | Andy                     |
| Assigned Firmware  | None                     |
| Allow USB Logins   | <input type="checkbox"/> |
| Status             | Enabled                  |
| Download Priority  | Medium                   |
| DVR Type           | Interview Room           |
| Group Name         |                          |
| Recategorize Video | No                       |
| Main Board         | L001E00                  |
| Video Board        | 0x31                     |

- 2 Click the **IP Setup** tab. The IP options display.

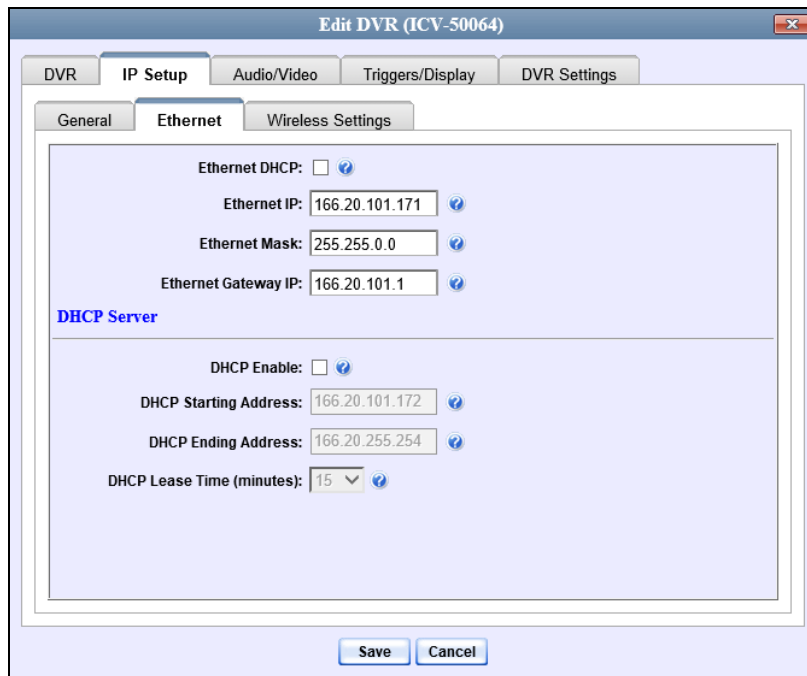


The screenshot shows the 'Edit DVR (ICV-50064)' window with the 'IP Setup' tab selected. Under the 'General' sub-tab, the following fields are visible:

- Remote Broadcast IP(s): 166.20.101.70 192.168.250.184 166.20.101.69 166.20.101.6
- Remote Unicast IP(s):
- Gateway Type: Ethernet

Buttons for 'Save' and 'Cancel' are located at the bottom of the window.

- 3 Click the **Ethernet** tab. The Ethernet form displays.



The screenshot shows the 'Edit DVR (ICV-50064)' window with the 'Ethernet' sub-tab selected. The following fields are visible:

- Ethernet DHCP:
- Ethernet IP: 166.20.101.171
- Ethernet Mask: 255.255.0.0
- Ethernet Gateway IP: 166.20.101.1
- DHCP Server**
- DHCP Enable:
- DHCP Starting Address: 166.20.101.172
- DHCP Ending Address: 166.20.255.254
- DHCP Lease Time (minutes): 15

Buttons for 'Save' and 'Cancel' are located at the bottom of the window.

(Continued)

- 4 If this Flashback will be installed on a *DHCP* network, check the *Ethernet DHCP* checkbox at the top of the form. The system grays out the *Ethernet IP*, *Ethernet Mask*, and *Ethernet Gateway IP* fields. Skip to step 8.

– OR –

If this Flashback will be installed on a non-*DHCP* network, make sure the *Ethernet DHCP* checkbox is deselected, then proceed to the next step.

- 5 Go to the *Ethernet IP* field and enter the Ethernet IP address that this DVR will use on your network.
- 6 Go to the *Ethernet Mask* field and enter the Ethernet Mask IP address that this DVR will use on your network.
- 7 Go to the *Ethernet Gateway IP* field and enter the Ethernet gateway IP address that this DVR will use on your network.
- 8 Click **Save**. A confirmation message displays.

DVR ICV-50064 successfully saved.

#### **Configuring a Flashback DVR for Use With Vehicle Viewer, Vehicle Viewer Live, or the UMD Editor**

This procedure describes how to configure a Flashback2, Flashback3, or FlashbackHD DVR to automatically assign IP addresses to a laptop or MDC that has Vehicle Viewer, Vehicle Viewer Live, or the UMD Editor installed on it.

To perform this procedure, the DVR record must be *discovered*. For a definition of *discovered* vs. *undiscovered* DVRs, see the box on page 180.

If this DVR is currently assigned to a DVR group, you will have to make these changes at the group level. For instructions, see “Configuring a Flashback DVR Group for Use with Vehicle Viewer, Vehicle Viewer Live, or the UMD Editor” on page 294 instead.

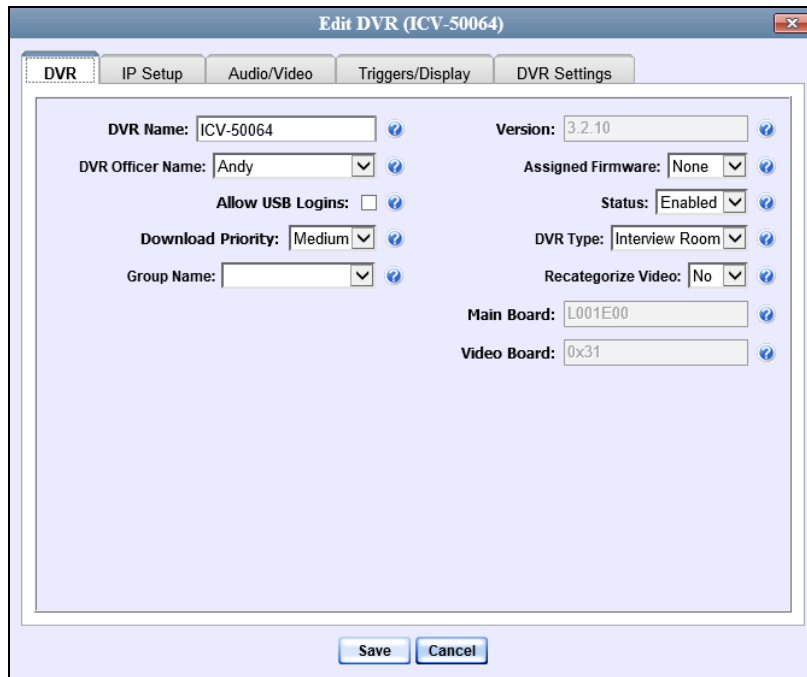
If your agency is not using the Fleet Management feature, you will have to make these changes from the DVR itself. For instructions, refer to your Flashback User’s Guide.



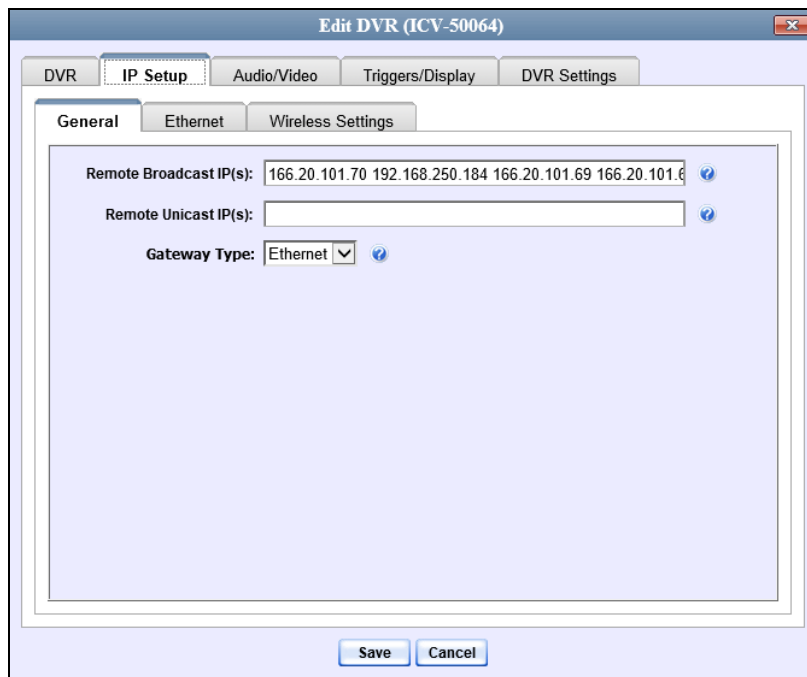
**WARNING:** Do not attempt the following procedure without the assistance of your agency’s network specialist OR a Mobile-Vision Technical Support Engineer. Entering incorrect data could cause wireless transmission to fail.

- 1 Search for and display the DVR you wish to configure. (If necessary, review “Displaying the Edit DVR Popup” on page 179.)



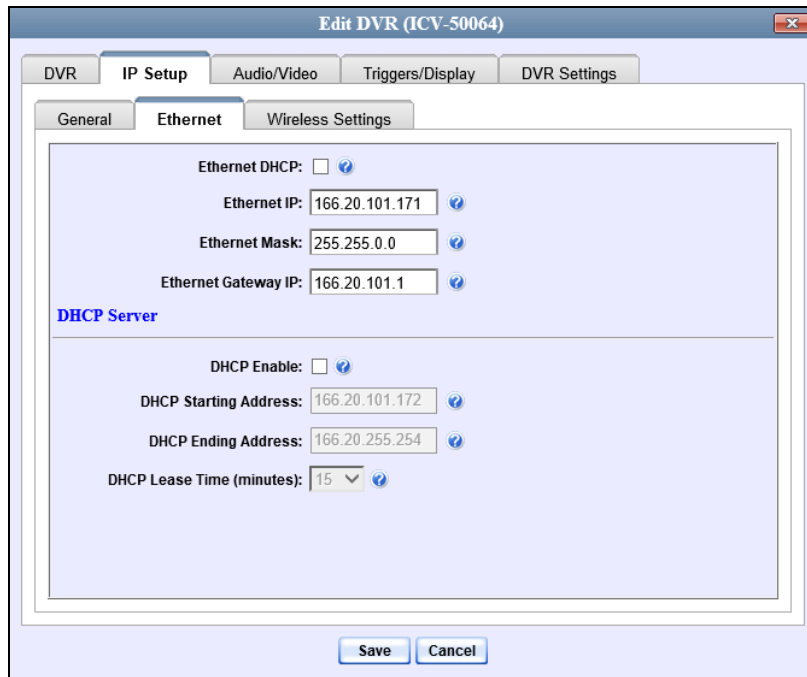


2 Click the **IP Setup** tab.



3 Click the **Ethernet** tab. The Ethernet form displays.

*(Continued)*



The DHCP Server options are located on the lower half of the screen.

- 4 Select the *DHCP Enable* checkbox.
- 5 Go to the *DHCP Starting Address* field and enter the first IP address that can be assigned to a device by the DVR DHCP server.
- 6 Go to the *DHCP Ending Address* field and enter the last IP address that can be assigned to a device by the DVR DHCP server.



**NOTE:** The IP range you specify in steps 5 and 6 must be outside the range of any existing DHCP servers.

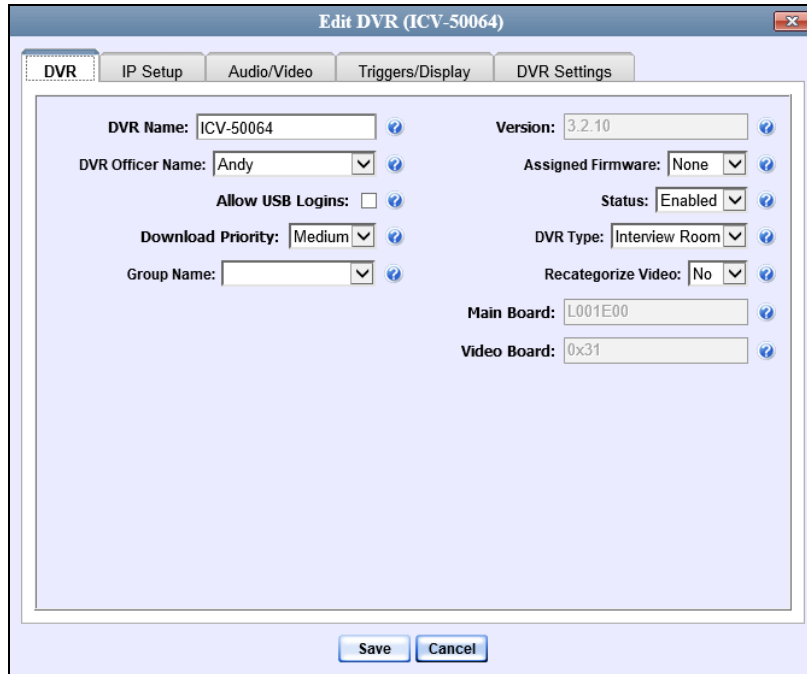
- 7 Go to the *DHCP Lease Time (minutes)* drop-down list and select a *lease time* for the IP Address. This is the amount of time that the DVR DHCP server will reserve the IP address it gives your device before it puts that address back onto the unused (i.e., available) list.
- 8 Click **Save**.

#### Changing the Wireless Settings for a Flashback DVR that is Not Assigned to a DVR Group

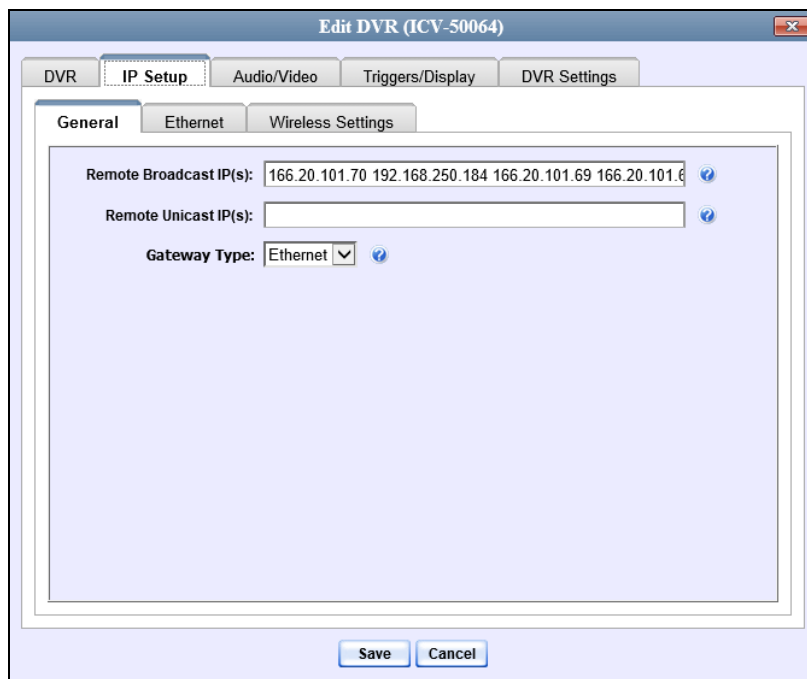
This section describes how to change the wireless settings for a Flashback2, Flashback3, or FlashbackHD DVR that is not currently assigned to a DVR group. This procedure is only necessary if you selected a wireless mode of **WPA-ENTERPRISE** or **WPA2-ENTERPRISE** on the *Wireless Settings* tab.

To perform this procedure, the DVR record must be *discovered*. For a definition of *discovered* vs. *undiscovered* DVRs, see the box on page 180.

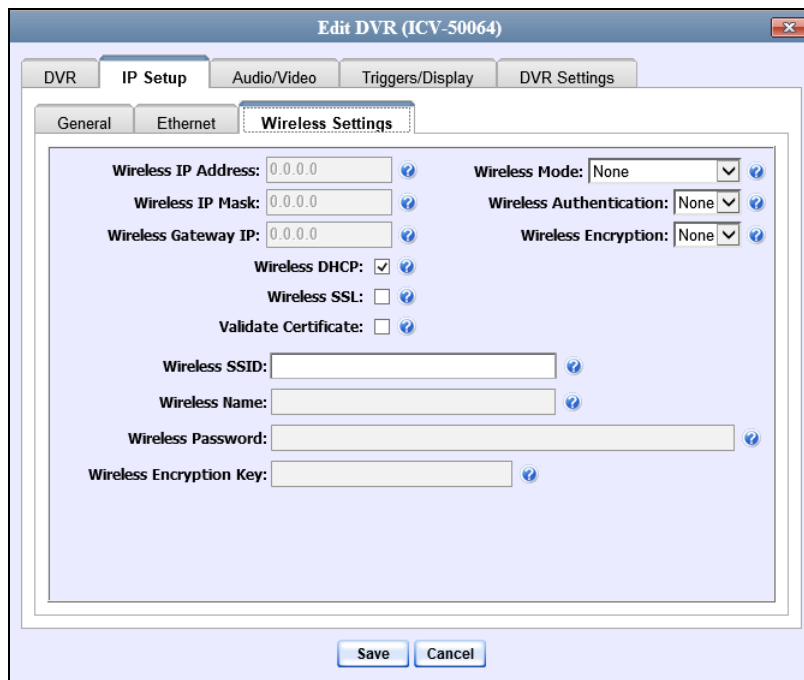
- 1 Search for and display the Flashback record you wish to change. (If necessary, review “Displaying the Edit DVR Popup” on page 179.)



- 2 Click the **IP Setup** tab. The IP options display.



- 3 Click the **Wireless Settings** tab. The Wireless settings display.



The fields on the **Wireless Settings** tab are described below.

| Wireless Settings Tab |   |
|-----------------------|---|
| Setting               | Description   |
| Wireless IP Address   | The IP address of the DVR’s wireless NIC.*  |
| Wireless IP Mask      | The wireless subnet mask address of the DVR’s wireless NIC.* Usually <b>255.255.255.0</b> if using the default 192.168.10.X network.                                    |
| Wireless Gateway IP   | The gateway address for the DVR’s wireless NIC.* Usually set to the IP of the server.   |
| Wireless Mode         | The wireless security mode that you wish to use. <i>Select this value from the drop-down list.</i>  |
| Wireless Auth         | The authentication type used by the wireless mode displayed in the <i>Wireless Mode</i> field: NONE, OPEN, or SHARED. <i>Select this value from the drop-down list.</i> |
| Wireless Encryption   | The wireless security type that you wish to use. <i>Select this value from the drop-down list.</i>  |
| Wireless Interface    | The 802.11 mode that you are using on your wireless network. <i>Select this value from the drop-down list.</i>  |

\* Network Interface Controller, sometimes referred to as a “network card”

| Wireless Settings Tab (cont'd)     |   |
|------------------------------------|---|
| Setting                            | Description   |
| Wireless DHCP                      | <p>A checkbox used to indicate whether or not you want your DHCP server to provide the wireless IP addresses to this DVR. When this checkbox is selected, the system will automatically override the values in the <i>Wireless IP Address</i> and <i>Wireless IP Mask</i> fields.</p> <p><b>Note:</b> If your agency does not have a DHCP server, leave this checkbox deselected.</p> <p><input checked="" type="checkbox"/> DHCP server automatically assigns an IP address to this DVR via the <i>Wireless IP Address</i> and <i>Wireless IP Mask</i> fields</p> <p><input type="checkbox"/> User manually assigns an IP address to this DVR</p>  |
| Wireless SSL (Secure Socket Layer) | <p>A checkbox used to indicate whether or not you are using the SSL (Secure Socket Layer) type encryption to authenticate on your wireless network.</p> <p><input checked="" type="checkbox"/> Using SSL</p> <p><input type="checkbox"/> Not using SSL</p>  |
| Validate Certificate               | <p>A checkbox used to indicate whether or not you are providing valid certificates for communication.</p> <p><input checked="" type="checkbox"/> Providing valid certificates for communication</p> <p><input type="checkbox"/> Not providing valid certificates for communication</p>  |
| Wireless SSID                      | <p>The name of your wireless network, also referred to as a <i>wireless service set identifier</i>.</p> <p><i>This field is required for all wireless modes.</i></p>  |
| Wireless Name                      | <p>Your wireless username. Used in combination with the <i>Wireless Password</i> field to login to the wireless network. This field is required for wireless modes <b>WPA-PSK</b> and <b>WPA2-PSK</b>.</p>  |
| Wireless Password                  | <p>Your wireless password. This field is used in combination with the <i>Wireless Name</i> field. This field is required for wireless modes <b>WPA-PSK</b> and <b>WPA2-PSK</b>.</p> <p>Your wireless password. This field is used in combination with the <i>Wireless Name</i> field. This field is required for wireless modes <b>WPA-PSK</b> and <b>WPA2-PSK</b>.</p> <p>Your password may contain any combination of the following characters:</p> <p style="text-align: center;"> <b>a b c d e f g h i j k l m</b><br/> <b>n o p q r s t u v w x y z</b><br/> <b>A B C D E F G H I J K L M</b><br/> <b>N O P Q R S T U V W X Y Z</b><br/> <b>0 1 2 3 4 5 6 7 8 9 ~ ! @</b><br/> <b># % ^ * ( ) _ + . ; : { }</b> </p> |

| Wireless Settings Tab (cont'd) |   |
|--------------------------------|---|
| Setting                        | Description   |
| Wireless Encryption Key        | Your wireless encryption password. Only enter this field if the <i>Wireless Mode</i> is <b>WEP-PSK</b> . Your encryption key can be either 10 digits long (64 bits/ascii) or 26 digits long (128 bits/hex). It may include any combination of the characters listed on the previous page. |



**WARNING:** In order for the automatic transmission process to work properly, the Wireless settings must match those on the Wireless Access Points. Do not change any of these settings unless instructed to do so by your agency's Network Administrator *or* a Mobile-Vision Technical Support Engineer.

- 4 Enter/select your changes in the appropriate field(s).
- 5 Click **Save**. A confirmation message displays.

DVR ICV-50064 successfully saved.

### Changing the Audio Settings for a Flashback DVR that is Not Assigned to a DVR Group

This section describes how to change the audio settings for a Flashback2, Flashback3, or FlashbackHD DVR that is not currently assigned to a DVR group.

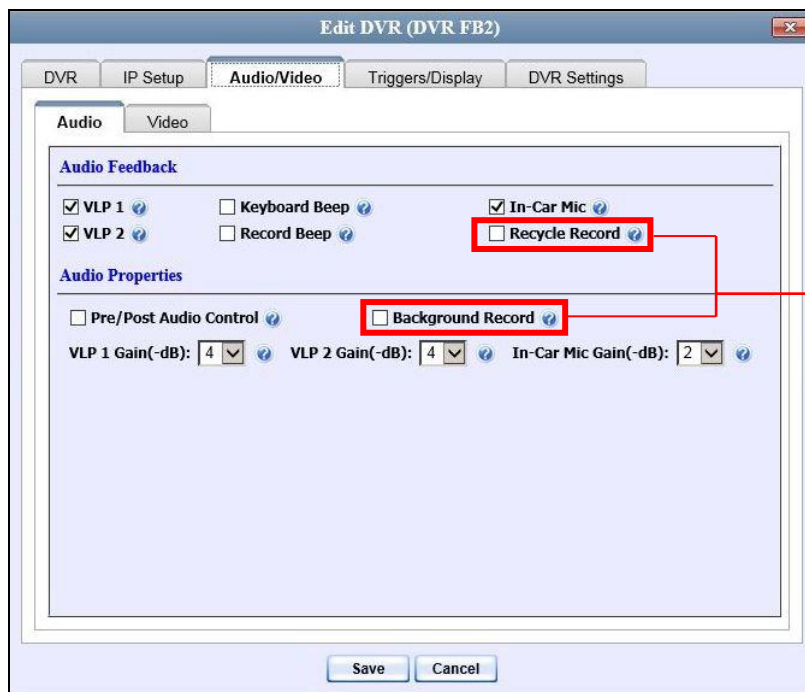
To make global changes to a group of Flashback2 or Flashback3/HD DVRs, see “Changing the Audio Settings for a Flashback DVR Group” on page 297 instead.

To perform this procedure, the DVR record must be *discovered*. For a definition of *discovered* vs. *undiscovered* DVRs, see the box on page 180.

- 1 Search for and display the Flashback record you wish to change. (If necessary, review “Displaying the Edit DVR Popup” on page 179.)



2 Click the **Audio/Video** tab. The Audio form displays.



Flashback2s only

The fields on the **Audio** tab are described in the table on the next page.

*(Continued)*

| Audio Tab                                 |  |
|---|--|
| Audio Feedback                            |  |
| Setting                                   | Description  |
| VLP1                                      | A checkbox used to indicate whether or not you wish to include the audio from the wireless microphone that's connected to the Flashback's VLP 1 port.<br><input checked="" type="checkbox"/> Include audio from the VLP 1 port microphone<br><input type="checkbox"/> Do <i>not</i> include audio from the VLP 1 port microphone   |
| VLP2                                      | A checkbox used to indicate whether or not you wish to include the audio from the wireless microphone that's connected to the Flashback's VLP 2 port, if applicable.<br><input checked="" type="checkbox"/> Include audio from the VLP 2 port microphone<br><input type="checkbox"/> Do <i>not</i> include audio from the VLP 2 port microphone  |
| Keyboard Beep                             | A checkbox used to indicate whether or not you want the DVR to beep every time you press one of the buttons on the DVR or DVR monitor.<br><input checked="" type="checkbox"/> Make DVR beep every time a button is pressed<br><input type="checkbox"/> Do <i>not</i> make DVR beep every time a button is pressed  |
| Record Beep                               | A checkbox used to indicate whether or not you want the DVR to beep every 30 seconds when the DVR is recording.<br><input checked="" type="checkbox"/> Make DVR beep every 30 seconds when recording<br><input type="checkbox"/> Do <i>not</i> make DVR beep every 30 seconds when recording   |
| In-Car Mic                                | A checkbox used to indicate whether or not you wish to include the audio from the in-car microphone.<br><input checked="" type="checkbox"/> Include audio from in-car microphone<br><input type="checkbox"/> Do <i>not</i> include audio from in-car microphone  |
| Recycle Record<br><i>Flashback2s only</i> | A checkbox used to indicate whether or not you wish to continue recording even after the space on your CF card is used up. When this feature is selected, the Flashback will record over existing files after the CF card is full, beginning with the oldest file. When this feature is <i>off</i> (default), the Flashback will automatically stop recording as soon as the CF card is full.<br><input checked="" type="checkbox"/> Continue recording after space on CF card is used up<br><input type="checkbox"/> Stop recording after space on CF card is used up |
| Audio Properties                          |  |
| Pre/Post Audio Control                    | A checkbox used to indicate whether or not you wish to include audio in your pre- and post- recordings. Including audio in these recordings will <i>increase</i> your file size; omitting audio from these recordings will <i>reduce</i> your file size.<br><i>(Continued)</i>   |



| Audio Tab (cont'd)                           |   |
|--|---|
| Audio Properties (cont'd)                    |   |
| Setting                                      | Description   |
| Pre/Post Audio Control (cont'd)              | <input checked="" type="checkbox"/> Include audio in pre- and post-recordings<br><input type="checkbox"/> Exclude audio from pre- and post-recordings   |
| Background Record<br><i>Flashback2s only</i> | <p>A checkbox used to indicate whether or not you wish to use your wireless microphone (see <b>Note</b> below) to capture audio for Background Record videos.</p> <input checked="" type="checkbox"/> Use wireless microphone to capture audio for Background Record videos.<br><input type="checkbox"/> Use wireless microphone to capture audio for regular (foreground) videos only. <p><b>Note:</b> If you have two wireless mics, only the one that's connected to the VLP 1 port on the back of your DVR will be used to capture Background Record audio.</p>   |
| VLP 1 Gain                                   | <p>The strength of the audio line level signal into the DVR for the wireless microphone that's connected to your Flashback's VLP 1 port. This signal has an effect on volume:</p> <ul style="list-style-type: none"> <li>▪ <i>Increasing</i> the numeric value of the <i>VLP1 Gain</i> field will result in <i>decreased</i> volume</li> <li>▪ <i>Decreasing</i> the numeric value of the <i>VLP1 Gain</i> field will result in <i>increased</i> volume.</li> </ul> <p><i>Select this value from the drop-down list. System default is 4.</i></p> <p><b>Note:</b> If you notice increased distortion after changing this setting, increase the value of this field.</p>         |
| VLP 2 Gain                                   | <p>The strength of the audio line level signal into the DVR for the wireless microphone that's connected to your Flashback's VLP 2 port. This signal has an effect on volume:</p> <ul style="list-style-type: none"> <li>▪ <i>Increasing</i> the numeric value of the <i>VLP2 Gain</i> field will result in <i>decreased</i> volume</li> <li>▪ <i>Decreasing</i> the numeric value of the <i>VLP2 Gain</i> field will result in <i>increased</i> volume.</li> </ul> <p><i>Select this value from the drop-down list. System default is 4.</i></p> <p><b>Note:</b> If you notice increased distortion after changing this setting, increase the numeric value of this field.</p> |

(Continued)

| Audio Tab (cont'd)        |  |
|---------------------------|--|
| Audio Properties (cont'd) |  |
| Setting                   | Description  |
| In-Car Mic Gain           | <p>The strength of the audio line level signal into the DVR for your in-car microphone. This signal has an effect on volume:</p> <ul style="list-style-type: none"> <li>▪ <i>Increasing</i> the numeric value of the <i>In-Car Mic Gain</i> field will result in <i>decreased</i> volume</li> <li>▪ <i>Decreasing</i> the numeric value of the <i>In-Car Mic Gain</i> field will result in <i>increased</i> volume.</li> </ul> <p><i>Select this value from the drop-down list. System default is 2.</i></p> <p><b>Note:</b> If you notice increased distortion after changing this setting, increase the numeric value of this field.</p> |

- 3 Enter/select your changes in the appropriate field(s).
- 4 Click **Save**. A confirmation message displays.

DVR FB2 successfully saved.

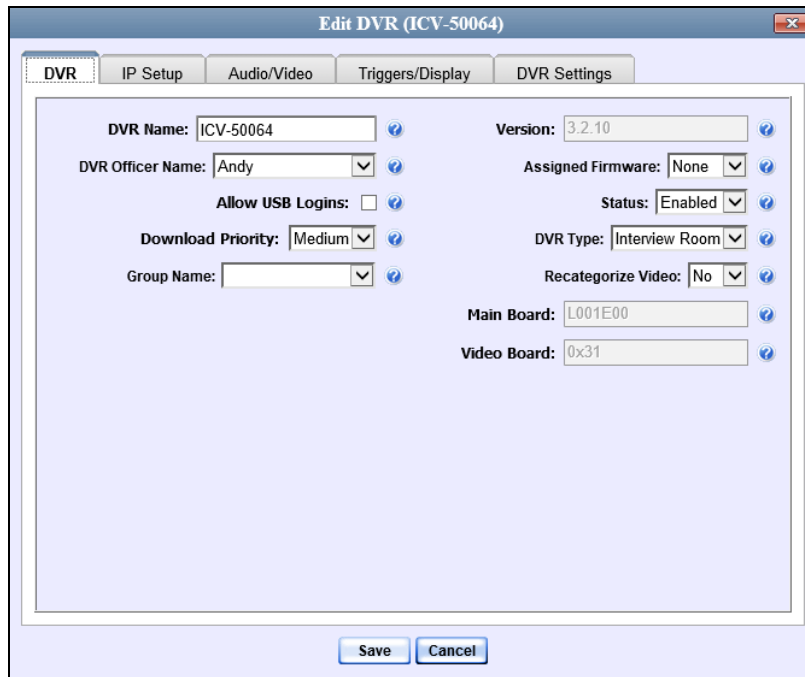
### Changing the Video Settings for a Flashback DVR that is Not Assigned to a DVR Group

This section describes how to change the video settings for a Flashback2, Flashback3, or FlashbackHD DVR that is not assigned to a DVR group.

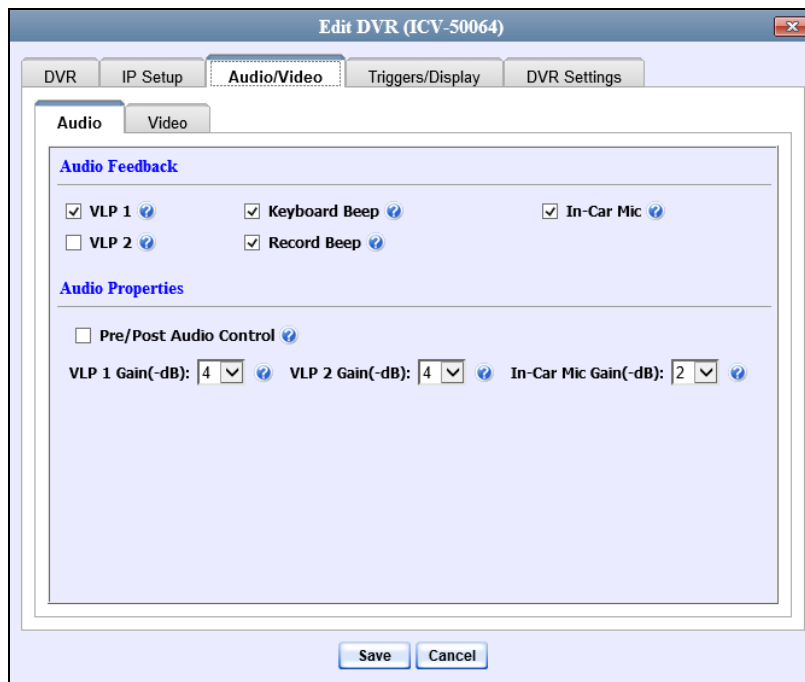
To make global changes to a group of Flashback2 or Flashback3/HD DVRs, see “Changing the Video Settings for a Flashback DVR Group” on page 298 instead.

To perform this procedure, the DVR record must be *discovered*. For a definition of *discovered* vs. *undiscovered* DVRs, see the box on page 180.

- 1 Search for and display the Flashback record you wish to change. (If necessary, review “Displaying the Edit DVR Popup” on page 179.)

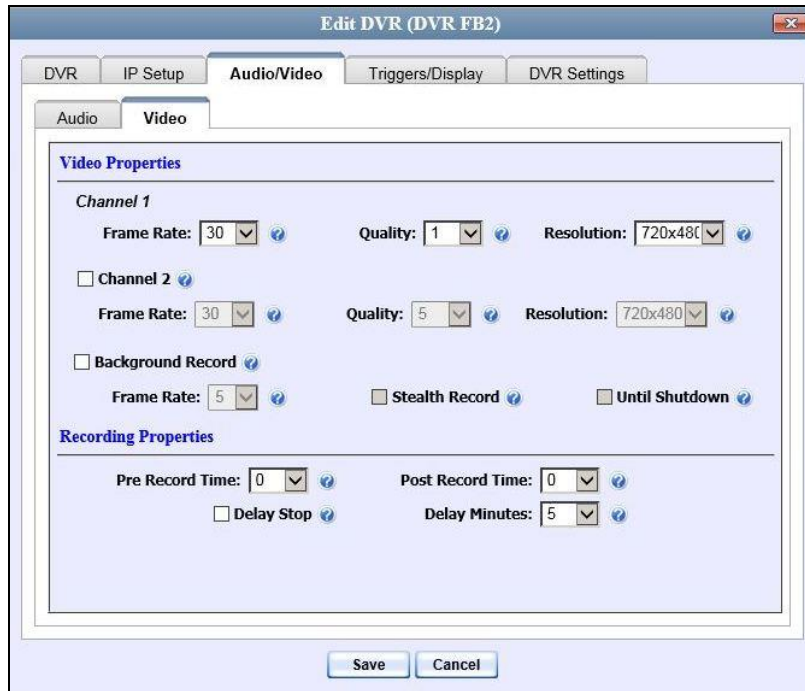


2 Click the **Audio/Video** tab. The Audio form displays.

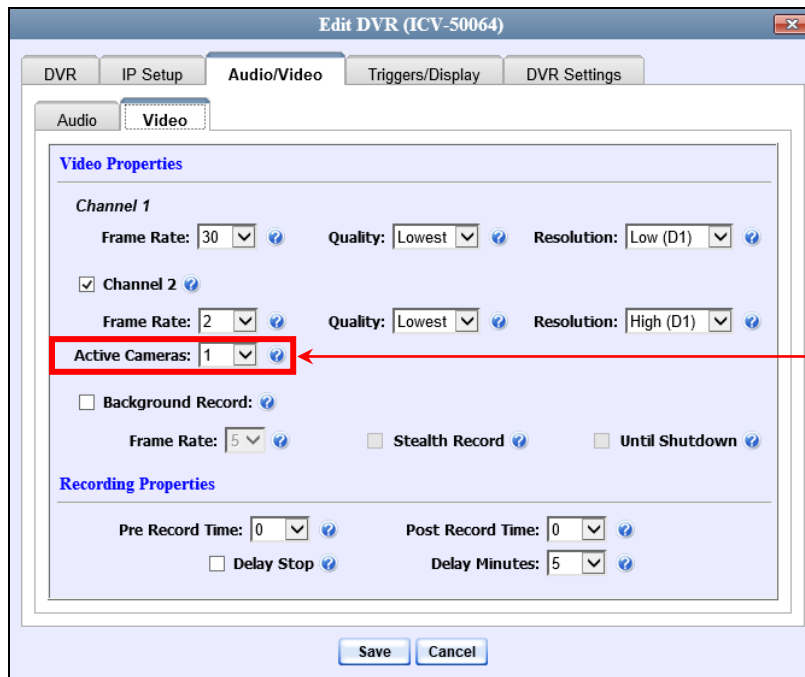


3 Click the **Video** tab. The Video form displays. This form will appear slightly different for Flashback2s vs. Flashback3/HDs.

Video tab:  
Flashback2  
version



Video tab:  
Flashback3/  
FlashbackHD  
version



Flashback3s &  
FlashbackHDs only

The fields on the **Audio/Video** tab are described in the following table.

| Video Tab              |  |
|------------------------|--|
| Video Properties       |  |
| Setting                | Description  |
| (Channel 1) Frame Rate | The frame rate for your forward facing zoom camera videos. This is the number of frames that will display every second. The higher the number, the smoother the video's picture <i>and</i> the larger the video's file size. <i>Select this value from the drop-down list.</i>   |
| (Channel 1) Quality    | A number that indicates how high the quality of your forward facing zoom camera videos will be. This setting denotes the video's bitrates in megabits-per-second (mbps). The higher the quality setting, the better the video quality <i>and</i> the larger the video's file size. <i>Select this value from the drop-down list.</i><br><br><div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p><u>Flashback2/3 Settings:</u></p> <p>1 ..... 1.5 mbps</p> <p>2 ..... 2.0 mbps</p> <p>3 ..... 2.5 mbps</p> </div> <div style="width: 45%;"> <p><u>FlashbackHD Settings:</u></p> <p>4 ..... 3.0 mbps</p> <p>6 ..... 4.0 mbps</p> <p>8 ..... 5.0 mbps</p> </div> </div> |
| (Channel 1) Resolution | The display resolution (pixels per inch) for your forward facing zoom camera videos. The higher the number, the clearer the video's picture <i>and</i> the larger the video's file size. <i>Select this value from the drop-down list.</i>   |
| Channel 2              | A checkbox used to indicate whether or not there is a Backseat camera and/or Bullet camera(s) installed on this DVR's second camera channel.<br><br><input checked="" type="checkbox"/> There is at least one camera installed on camera Channel 2<br><input type="checkbox"/> There are no cameras installed on camera Channel 2  |
| (Channel 2) Frame Rate | The frame rate for your Backseat camera videos and/or Bullet camera videos. This is the number of frames that will display every second. The higher the number, the smoother the video's picture <i>and</i> the larger the video's file size. <i>Select this value from the drop-down list.</i>  |
| (Channel 2) Quality    | A number that indicates how high the quality of your Backseat camera videos and/or Bullet camera videos will be. This setting denotes the video's bitrates in either kilobits-per-second (kbps) or megabits-per-second (mbps). The higher the quality setting, the better the video quality <i>and</i> the larger the video's file size. <i>Select this value from the drop-down list.</i><br><br><div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>1 ..... 250 kbps</p> <p>2 ..... 500 kbps</p> <p>3 ..... 750 kbps</p> </div> <div style="width: 45%;"> <p>4 ..... 1.0 mbps</p> <p>5 ..... 1.25 mbps</p> </div> </div>   |

| Video Tab (cont'd)   |   |
|--|---|
| Video Properties (cont'd)                                    |   |
| Setting  | Description   |
| (Channel 2) Resolution                                       | The display resolution (pixels per inch) for your Backseat camera videos and/or Bullet camera videos. The higher the number, the clearer the video's picture <i>and</i> the larger the video's file size. <i>Select this value from the drop-down list.</i>   |
| Active Cameras<br><i>Flashback3s &amp; FlashbackHDs only</i> | The number of cameras that will be recording on Channel 2. You can have up to four cameras recording on this channel: the <i>Backseat</i> camera and 1 – 3 <i>Bullet</i> cameras. If there will be <i>no</i> cameras recording on Channel 2, set the value of this field to <b>OFF</b> .<br><br>This field will only display on Flashback3 and FlashbackHD DVR records.   |
| Background Record  | A checkbox used to indicate whether or not you want the Flashback2, Flashback3, or FlashbackHD to record continuously whenever the vehicle's ignition is on. Keep in mind that the use of Background Record requires a lot of disc space.<br><br><input checked="" type="checkbox"/> Turn Background Record <i>on</i><br><input type="checkbox"/> Turn Background Record <i>off</i>   |
| (Background Record) Frame Rate                               | The frame rate for videos recorded when Background Record is <i>on</i> . This is the number of frames that will display every second. The higher the number, the smoother the video's picture <i>and</i> the larger the video's file size. <i>Select this value from the drop-down list.</i>  |
| Stealth Record   | A checkbox used to indicate whether or not you want the <i>Background Record</i> indicator (B) to be hidden from view when the DVR is in <i>Background Record</i> mode. By default, B displays on the Flashback monitor whenever <i>Background Record</i> is ON.<br><br><input checked="" type="checkbox"/> Hide B when <i>Background Record</i> mode is on<br><input type="checkbox"/> Show B when <i>Background Record</i> mode is on |
| Unit Shutdown  | A checkbox used to indicate whether or not you wish to continue recording <i>after</i> the vehicle's ignition is turned off but <i>before</i> the DVR automatically shuts down. The <i>Ignition Timer</i> setting will determine the exact length of this post-ignition recording. For more information on this feature, see "Programming the Ignition Timer" in your <i>Flashback User's Guide</i> .<br><br><i>(Continued)</i>         |

| Video Tab (cont'd)        |   |
|---------------------------|---|
| Video Properties (cont'd) |   |
| Setting                   | Description   |
| Unit Shutdown (cont'd)    | <input checked="" type="checkbox"/> Continue recording after the vehicle's ignition is turned off<br><input type="checkbox"/> Stop recording after the vehicle's ignition is turned off   |
| Recording Properties      |   |
| Pre Record Time           | The number of seconds of recording that you wish to capture <i>prior</i> to pressing the <b>Record</b> button on your DVR. <i>Select this value from the drop-down list.</i>  |
| Post Record Time          | The number of seconds of recording that you wish to capture <i>after</i> pressing the <b>Stop</b> button on your DVR. <i>Select this value from the drop-down list.</i><br><br><b>Note:</b> If you wish to continue recording for more than 60 seconds, use the <i>Delay Stop</i> feature instead, as described below.  |
| Delay Stop                | A checkbox used to indicate whether or not you wish to use the <i>Delay Stop</i> feature, which enables you to continue recording for a specified number of minutes <i>after</i> pressing the <b>Stop</b> button on your DVR. This feature is used in conjunction with the Aux2 trigger.<br><br><input checked="" type="checkbox"/> Use <i>Delay Stop</i> feature<br><input type="checkbox"/> Do <i>not</i> use <i>Delay Stop</i> feature<br><br>If you select this checkbox, you must enter a value in the <i>Delay Minutes</i> field. |
| Delay Minutes             | The number of minutes that you wish to continue recording <i>after</i> pressing the <b>Stop</b> button on your DVR. Used in conjunction with the <i>Delay Stop</i> field above. <i>Select this value from the drop-down list.</i>   |

- 4 Enter/select your changes in the appropriate field(s).
- 5 Click **Save**. A confirmation message displays.

DVR ICV-50064 successfully saved.

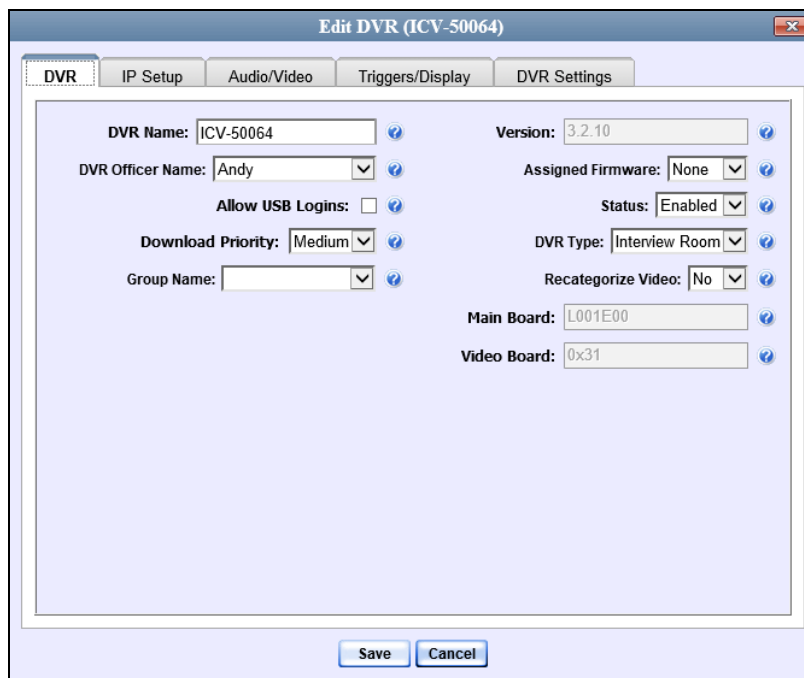
### Changing the Triggers for a Flashback DVR that is Not Assigned to a DVR Group

This section describes how to change the video record triggers for a Flashback2, Flashback3, or FlashbackHD that is not assigned to a DVR group.

To make global changes to a group of Flashback2 or Flashback3/HD DVRs, see “Changing the Triggers for a Flashback DVR Group” on page 300 instead.

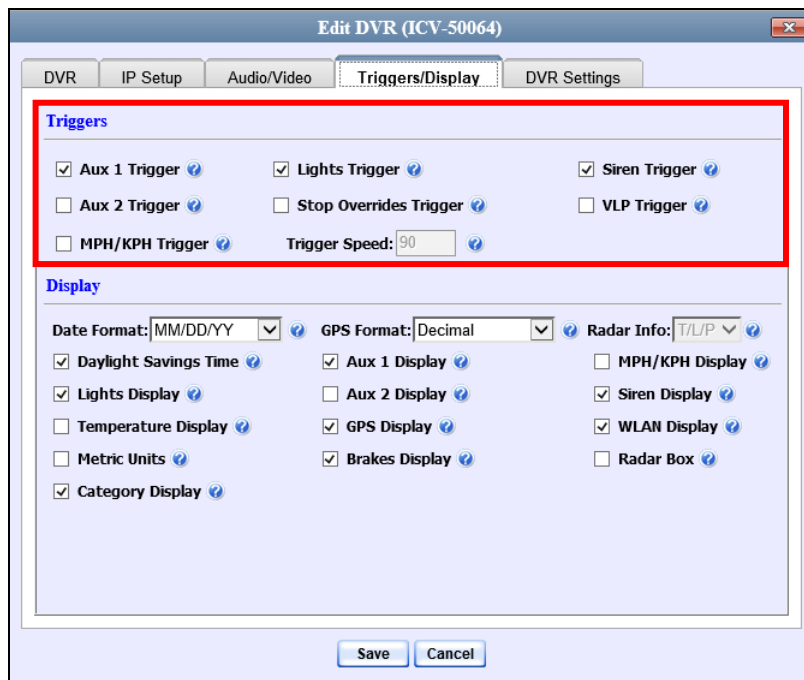
To perform this procedure, the DVR record must be *discovered*. For a definition of *discovered* vs. *undiscovered* DVRs, see the box on page 180.

- 1 Search for and display the Flashback record you wish to change. (If necessary, review “Displaying the Edit DVR Popup” on page 179.)



- 2 Click the **Triggers/Display** tab. A list of triggers displays at the top of the form.





The available triggers are described below.

| Triggers Tab    |   |
|-----------------|---|
| Trigger Name    | Description   |
| Aux 1 Trigger   | A checkbox used to indicate whether or not a recording will begin if the Auxiliary 1 device detects an event, such as a vehicle crash on vehicles equipped with the CrashBat2.<br><input checked="" type="checkbox"/> Start recording when Aux 1 device is engaged<br><input type="checkbox"/> Do <i>not</i> start recording when Aux 1 device is engaged               |
| Aux 2 Trigger   | A checkbox used to indicate whether or not a recording will begin if the Auxiliary 2 trigger device detects an event, such as the opening of a door or other triggering event.<br><input checked="" type="checkbox"/> Start recording when Aux 2 device is engaged<br><input type="checkbox"/> Do <i>not</i> start recording when Aux 2 device is engaged               |
| MPH/KPH Trigger | A checkbox used to indicate whether or not a recording will begin if the police vehicle reaches the speed entered in the <i>Trigger Speed</i> field.<br><input checked="" type="checkbox"/> Start recording when police vehicle reaches <i>Trigger Speed</i><br><input type="checkbox"/> Do <i>not</i> start recording when police vehicle reaches <i>Trigger Speed</i> |
| Lights Trigger  | A checkbox used to indicate whether or not a recording will begin if the vehicle's emergency lights go on.<br><input checked="" type="checkbox"/> Start recording when emergency lights go on<br><input type="checkbox"/> Do <i>not</i> start recording when emergency lights go on   |

| Triggers Tab (cont'd)  |   |
|------------------------|---|
| Trigger Name           | Description   |
| Stop Overrides Trigger | A checkbox used to indicate what will happen when the emergency lights are on and an officer tries to manually stop a lights-triggered recording. By default, officers are not allowed to stop a recording while the emergency lights are still on. If they press <input type="radio"/> , nothing will happen. However, you can override this default by checking the <i>Stop Overrides Trigger</i> checkbox.<br><input checked="" type="checkbox"/> Pressing the <input type="radio"/> button when the emergency lights are on will stop a lights-triggered recording<br><input type="checkbox"/> Pressing the <input type="radio"/> button when the emergency lights are on will <i>not</i> stop a lights-triggered recording |
| Trigger Speed          | The miles-per-hour <i>or</i> kilometers-per-hour speed that the vehicle must reach before a recording will begin. Used in conjunction with the <i>MPH/KPH Trigger</i> field.  |
| Siren Trigger          | A checkbox used to indicate whether or not a recording will begin if the vehicle's siren goes on.<br><input checked="" type="checkbox"/> Start recording when siren goes on<br><input type="checkbox"/> Do <i>not</i> start recording when siren goes on  |
| VLP Trigger            | A checkbox used to indicate whether or not a recording will begin if the officer presses the <i>record</i> button on his wireless microphone.<br><input checked="" type="checkbox"/> Start recording when wireless mic is engaged<br><input type="checkbox"/> Do <i>not</i> start recording when wireless mic is engaged  |

- 3 Enter/select your changes in the appropriate field(s).
- 4 Click **Save**. A confirmation message displays.

DVR ICV-50064 successfully saved.

### Changing the Display Options for a Flashback DVR that is Not Assigned to a DVR Group

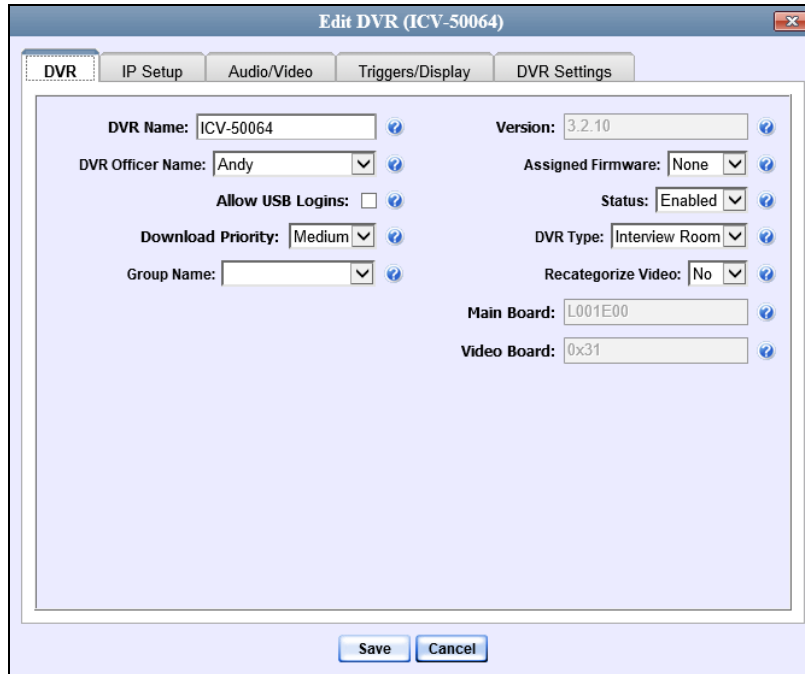
This section describes how to change the display options for a Flashback2, Flashback3, or FlashbackHD DVR that is not currently assigned to a DVR group. Display options are the status indicators that will display on the following:

- The Flashback monitor during a recording,
- The Vehicle Viewer or Vehicle Viewer Live application while the DVR is active
- The Flashback Player while you are viewing a video off the server.

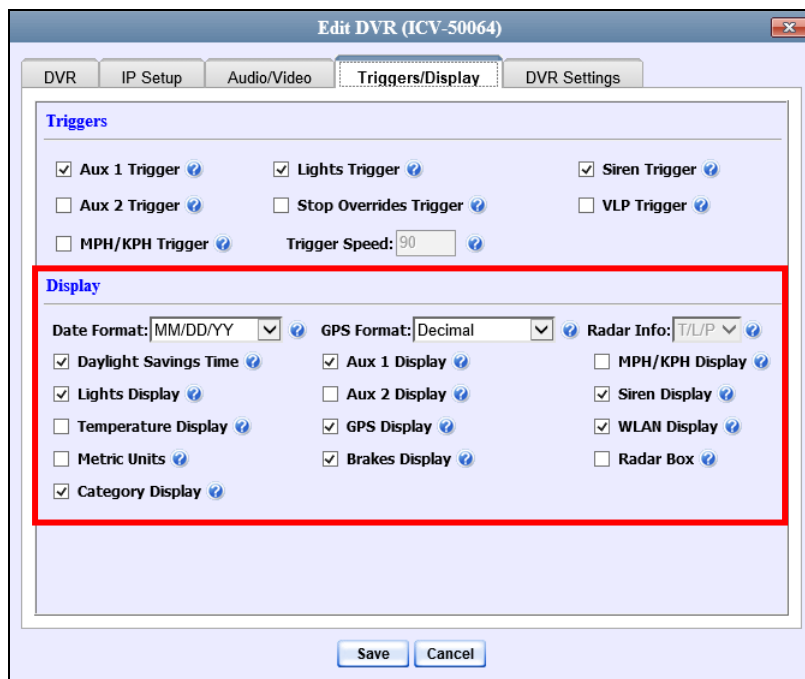
To make global changes to a group of Flashback2s or Flashback3/HDs, see “Changing the Display Options for a Flashback DVR Group” on page 301 instead.

To perform this procedure, the DVR record must be *discovered*. For a definition of *discovered vs. undiscovered* DVRs, see the box on page 180.



- 1 Search for and display the Flashback record you wish to change. (If necessary, review “Displaying the Edit DVR Popup” on page 179.)









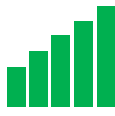
- 2 Click the **Triggers/Display** tab. Display options are listed at the bottom of the form.



The Display options are described in the table on the next page.

| Display Options   |  |
|---|--|
| Display Option  | Description  |
| Date Format   | The format in which the video's start date will display on the Flashback monitor, Flashback2/3/HD/BV Player, and Vehicle Viewer or Vehicle Viewer Live display. <i>Select this value from the drop-down list.</i>  |
| Daylight Savings Time   | A checkbox used to indicate whether or not this DVR will be recording in a region that observes Daylight Savings Time.<br><input checked="" type="checkbox"/> Daylight Savings Time is observed in this recording region<br><input type="checkbox"/> Daylight Savings Time is <i>not</i> observed in this recording region<br>When this checkbox is selected, the DVR will automatically adjust its videos' recording start/end times to reflect daylight savings time.  |
| Lights Display<br> | A checkbox used to indicate whether or not you want to show the <i>lights</i> display during videos (see sample pictured left). This display indicates when the vehicle's emergency lights are engaged.<br><input checked="" type="checkbox"/> Show Lights display<br><input type="checkbox"/> Do <i>not</i> show Lights display   |
| Temperature Display   | A checkbox used to indicate whether or not you want to show the Temperature Display during videos. This display indicates what the temperature was inside the DVR at each point in the video.<br><input checked="" type="checkbox"/> Show Temperature display<br><input type="checkbox"/> Do <i>not</i> show Temperature display   |
| Metric Units  | A checkbox used to indicate whether or not you want to display readings in metric units, such as <i>kilometers-per-hour</i> .<br><input checked="" type="checkbox"/> Use metric units for on-screen displays<br><input type="checkbox"/> Do <i>not</i> use metric units for on-screen displays   |
| Category Display<br><i>Flashback2s only</i>   | A checkbox used to indicate whether or not you want the Category Selection List to display after an officer presses the  button. If you choose to display this list, the officer will be able to assign a category to his videos immediately after stopping a recording. If you choose <i>not</i> to display this list, the officer will <i>not</i> be able to assign a category to his videos immediately after stopping a recording; instead, the <i>system</i> will automatically assign all videos the first category listed on the <b>Video Categories</b> tab, such as "No Citation."<br><br><i>(Continued)</i> |

| Display Options (cont'd)  |  |
|---|--|
| Display Option  | Description  |
| Category Display<br>(cont'd)  | <input checked="" type="checkbox"/> Display the Category Selection List after an officer presses the  button.<br><input type="checkbox"/> Do not display the Category Selection List after an officer presses the  button.   |
| GPS Format<br><i>Flashback2s only</i>   | The format in which the video's GPS coordinates will display on the Flashback2 monitor. This field will only display if you have the <i>Player Display GPS</i> permission. <i>Select this value from the drop-down list provided.</i>  |
| Aux 1 Display<br>    | A checkbox used to indicate whether or not you want to show the Aux 1 Display during a video (see sample pictured left). This display indicates when the Aux 1 Trigger device detected an event. For example, if your Aux 1 Trigger device is the Crashbat2 crash detector, then this display will indicate the precise time at which a vehicle crash occurred.<br><br><input checked="" type="checkbox"/> Show Aux 1 display<br><input type="checkbox"/> Do <i>not</i> show Aux 1 display |
| Aux 2 Display<br>  | A checkbox used to indicate whether or not you want to show the Aux 2 Display during a video (see sample pictured left). This display indicates when the Aux 2 Trigger device detected an event, such as the opening of a vehicle door.<br><br><input checked="" type="checkbox"/> Show Aux 2 display<br><input type="checkbox"/> Do <i>not</i> show Aux 2 display   |
| GPS Display   | A checkbox used to indicate whether or not you want to show the GPS Display during a video. This display indicates what the vehicle's longitudinal and latitudinal coordinates are at each point in the video.<br><br><input checked="" type="checkbox"/> Show GPS display<br><input type="checkbox"/> Do <i>not</i> show GPS display<br><br>To access this field, you must have the <i>Player Display GPS</i> permission.   |
| Brakes Display<br> | A checkbox used to indicate whether or not you want to show the Brakes Display during a video (see sample pictured left). This display indicates when the vehicle's brakes are engaged during a video.<br><br><input checked="" type="checkbox"/> Show Brakes display<br><input type="checkbox"/> Do <i>not</i> show Brakes display  |
| Radar Info  | The type of radar reading (target, lock, and/or patrol) that will display during a video. <i>Select this value from the drop-down list. (Continued)</i>  |

| Display Options (cont'd)  |  |
|---|--|
| Display Option  | Description  |
| Radar Info (cont'd)   | <p><b>T</b> .....Target speed<br/> <b>L</b> .....Lock speed<br/> <b>T/L</b>.....Target <i>and</i> lock speed<br/> <b>T/L/P</b> .....Target, lock, <i>and</i> patrol speed (default).<br/>                     This field is used in conjunction with the <i>Radar Box</i> field.</p>   |
| MPH/KPH Display   | <p>A checkbox used to indicate whether or not you want to show a vehicle's current speed during videos. The speed will display in either miles-per-hour (default) or kilometers-per-hour (if <i>Metric Units</i> checkbox is selected).</p> <p><input checked="" type="checkbox"/> Show MPH/KPH display<br/> <input type="checkbox"/> Do <i>not</i> show MPH/KPH display</p>   |
| Siren Display<br>  | <p>A checkbox used to indicate whether or not you want to show the Siren display during videos (see sample pictured left). This display indicates when a vehicle's siren is engaged.</p> <p><input checked="" type="checkbox"/> Show siren display<br/> <input type="checkbox"/> Do <i>not</i> show siren display</p>  |
| WLAN Display<br> | <p>A checkbox used to indicate whether or not you want to show the WLAN display during videos (see Flashback3/HD sample pictured left). This display indicates when a vehicle is within range of the wireless local area network (WLAN).</p> <p><input checked="" type="checkbox"/> Show WLAN display<br/> <input type="checkbox"/> Do <i>not</i> show WLAN display</p>  |
| Radar Box   | <p>A checkbox used to indicate whether or not your radar device's target, lock, and/or patrol speeds will display during a video. In order for this feature to work, your radar device must be wired to the radar trigger on your Flashback DVR.</p> <p><input checked="" type="checkbox"/> Show Radar display<br/> <input type="checkbox"/> Do <i>not</i> show Radar display</p> <p>This field is used in conjunction with the <i>Radar Info</i> field.</p> |

- 3 To change the format for your date display, select a new value from the *Date Format* drop-down list. Otherwise proceed to the next step.
- 4 To change the format for your GPS display (permissions required), select a new value from the *GPS Format* drop-down list. Otherwise proceed to the next step.

- 5 To change the type of radar reading (target, lock, and/or patrol) that will display during a video, select a new value from the *Radar Info* drop-down list. Otherwise proceed to the next step.
- 6 Using the checkboxes provided, select those items you wish to display on the Flashback monitor, Flashback Player screen, and Vehicle Viewer/Vehicle Viewer Live screen.
- 7 Click **Save**. A confirmation message displays.

DVR NJSPFB3A successfully saved.

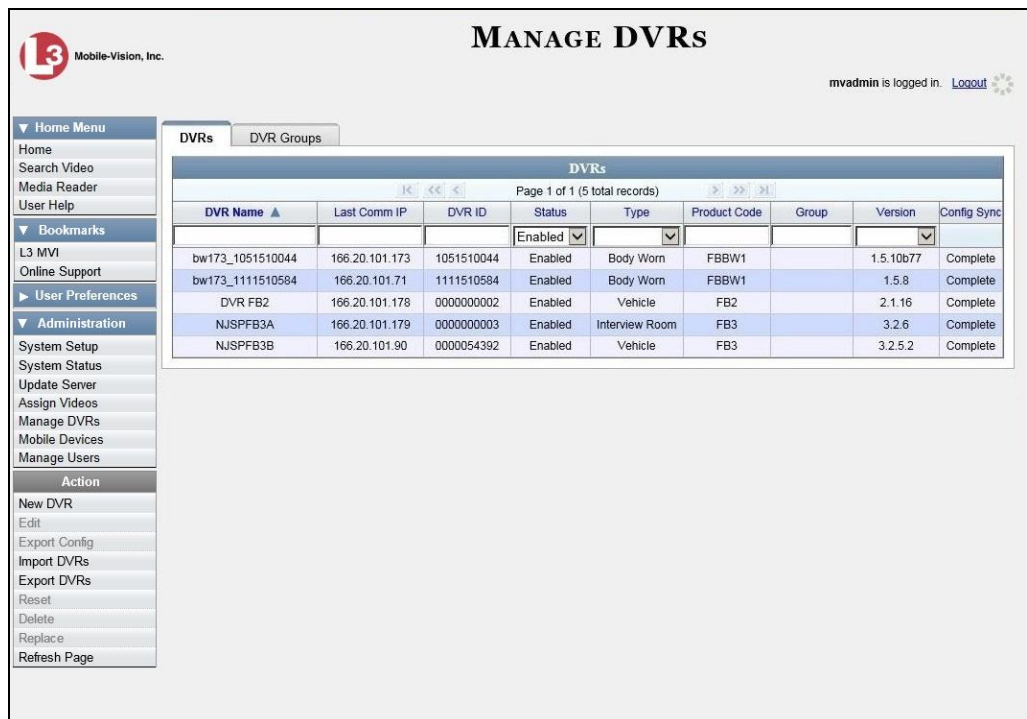
### Changing a Flashback DVR that is Assigned to a DVR Group

This section describes how to update a Flashback2, Flashback3, or FlashbackHD DVR record that is currently assigned to a DVR group.

To make global changes to a group of Flashback2 or Flashback3/HD DVRs, see “Changing a Flashback DVR Group” on page 288 instead.

To perform this procedure, the DVR record must be *discovered*. For a definition of *discovered* vs. *undiscovered* DVRs, see the box on page 180.

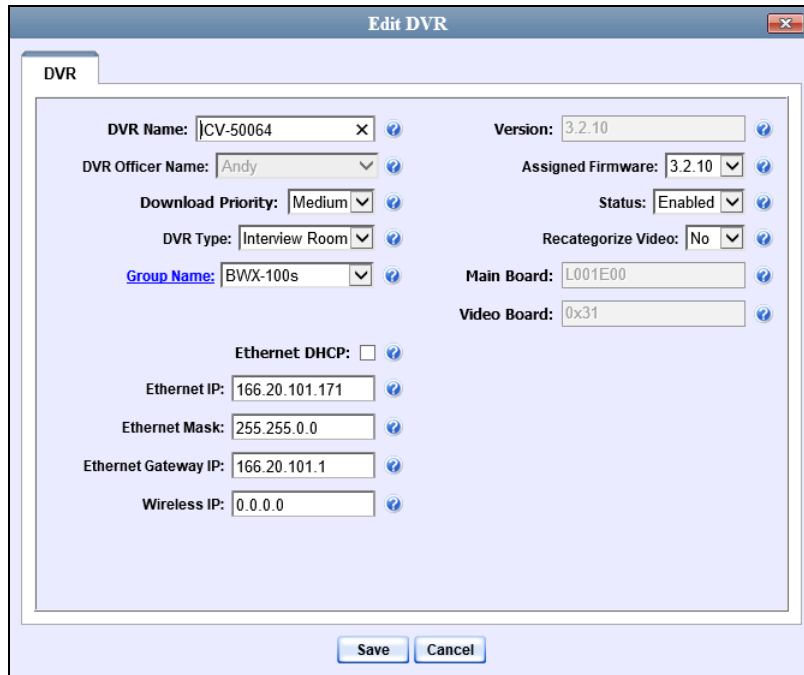
- 1 Go to Administration and click **Manage DVRs**.



The screenshot shows the 'MANAGE DVRs' interface. On the left is a navigation menu with 'Administration' selected. The main area displays a table of DVR records. The table has columns for DVR Name, Last Comm IP, DVR ID, Status, Type, Product Code, Group, Version, and Config Sync. There are four rows of data shown.

| DVR Name ▲       | Last Comm IP   | DVR ID     | Status  | Type           | Product Code | Group | Version   | Config Sync |
|------------------|----------------|------------|---------|----------------|--------------|-------|-----------|-------------|
| bw173_1051510044 | 166.20.101.173 | 1051510044 | Enabled | Body Worn      | FBBW1        |       | 1.5.10b77 | Complete    |
| bw173_1111510584 | 166.20.101.71  | 1111510584 | Enabled | Body Worn      | FBBW1        |       | 1.5.8     | Complete    |
| DVR FB2          | 166.20.101.178 | 0000000002 | Enabled | Vehicle        | FB2          |       | 2.1.16    | Complete    |
| NJSPFB3A         | 166.20.101.179 | 0000000003 | Enabled | Interview Room | FB3          |       | 3.2.6     | Complete    |
| NJSPFB3B         | 166.20.101.90  | 0000054392 | Enabled | Vehicle        | FB3          |       | 3.2.5.2   | Complete    |

- 2 Locate the DVR record you wish to update. If you have a large number of records to scan through, see “Searching for a DVR” on page 168, beginning with step 2.
- 3 Right-click on the DVR record you wish to update, then select **Edit** from the popup menu. The Edit DVR form displays.




If the *Group Managed Ethernet* checkbox is selected on the DVR’s **group** record, then the three ethernet fields will be grayed out here. To edit these fields at the group level, see “Changing the Ethernet Settings for a DVR Group” on page 292.

The fields on the Edit DVR screen are described below.

| DVR Tab           |  |
|-------------------|--|
| Field             | Description  |
| DVR Name          | The name of this DVR. If this field is grayed out, it indicates that there is a naming conflict associated with the DVR. For more information, see “Resolving Naming Conflicts” on page 261.                               |
| Officer Name      | The default officer who is associated with this DVR’s video recordings. This is the officer to whom the videos recorded on this DVR will be linked. If your agency is using USB Login Keys, this field will be grayed out. |
| Download Priority | The download priority for the DVR’s video transmissions: <i>low</i> , <i>medium</i> , or <i>high</i> . The system uses this setting to determine the order in which videos will be transmitted to<br>(Continued)           |



| DVR Tab (cont'd)           |   |
|----------------------------|---|
| Field                      | Description   |
| Download Priority (cont'd) | the server in the event that multiple patrol cars come into transmission range at the same time. DVRs with a <b>high Download Priority</b> will transmit <i>first</i> ; DVRs with a <b>med Download Priority</b> will transmit <i>second</i> ; and DVRs with a <b>low Download Priority</b> will transmit <i>last</i> . System default is <b>low</b> . <i>Select this value from the drop-down list.</i>  |
| DVR Type                   | <p>The type of DVR:</p> <ul style="list-style-type: none"> <li>▪ <i>Vehicle</i>. A Flashback DVR that is installed inside a vehicle, such as a police cruiser.</li> <li>▪ <i>Interview Room</i>. A Flashback DVR that is installed inside a precinct interview room. This type of DVR is used in conjunction with the optional Interview Room module.</li> <li>▪ <i>Body Worn</i>. A <i>BodyVISION</i> or BWX-100 Body Worn camera.</li> </ul> <p>This field will only be visible if your agency is using the Interview Room module.<br/><i>Select a value from the drop-down list.</i></p> |
| Group Name                 | A drop-down list used to assign this DVR to a DVR group.  |
| Version                    | The firmware version that is currently loaded on this DVR.<br><i>Display only field.</i>  |
| Assigned Firmware          | The new firmware version that you wish to assign to this DVR during the next DVR-to-server transmission. If the value of this field is <b>None</b> , the firmware version will remain the same. <i>Select this value from the drop-down list.</i>   |
| Status                     | <p>A system setting that determines whether or not video transmissions are allowed for this DVR:</p> <ul style="list-style-type: none"> <li>▪ <i>Enabled</i>. The system is allowed to download video off of this DVR</li> <li>▪ <i>Disabled</i>. The system is <i>not</i> allowed to download video off of this DVR.</li> </ul> <p>System defaults to <b>Enabled</b>. <i>Select this value from the drop-down list.</i></p>  |
| Recategorize Video         | <p>A checkbox used to recategorize all video recorded from this DVR as <i>Interview Room</i>.</p> <ul style="list-style-type: none"> <li>▪ <i>Yes</i>. Recategorize all existing videos recorded from this DVR as <i>Interview Room</i>. Select this option if this DVR is installed in an <i>interview room</i> rather than in a <i>vehicle</i>.</li> <li>▪ <i>No</i>. Do <i>not</i> categorize all videos recorded from this DVR as Interview Room (default).</li> </ul> <p><i>(Continued)</i></p>  |

| DVR Tab (cont'd)            |  |
|-----------------------------|--|
| Field                       | Description  |
| Recategorize Video (cont'd) | This field will only be visible if this is a Flashback3 or FlashbackHD <i>Interview Room</i> DVR.<br><i>Select a value from the drop-down list.</i>  |
| Main Board                  | The DVR's Main Board ID. For internal use only. Applies to Flashback3s and Flashback HDs.  |
| Video Board                 | The DVR's Video Board ID. For internal use only. Applies to Flashback3s and Flashback HDs.   |
| Ethernet DHCP               | A checkbox used to indicate whether or not a DHCP server will automatically provide the wireless IP address to this DVR.<br><input checked="" type="checkbox"/> DHCP server will automatically assign an IP address to the DVR<br><input type="checkbox"/> User will manually assign an IP address to the DVR<br>If your agency does not have a DHCP server, leave this checkbox deselected. |
| Ethernet IP                 | The same Ethernet IP address that you use on your private Ethernet network.  |
| Ethernet Mask               | The same Ethernet Mask address that you use on your private Ethernet network.  |
| Ethernet Gateway IP         | The same Ethernet gateway IP address that you use on your private Ethernet network.  |
| Wireless IP                 | The wireless IP address for this DVR.  |

- 4 Enter/select your changes in the appropriate fields (see **NOTE** below).
- 5 Click **Save**. A confirmation message displays.

DVR ICV-50064 successfully saved.

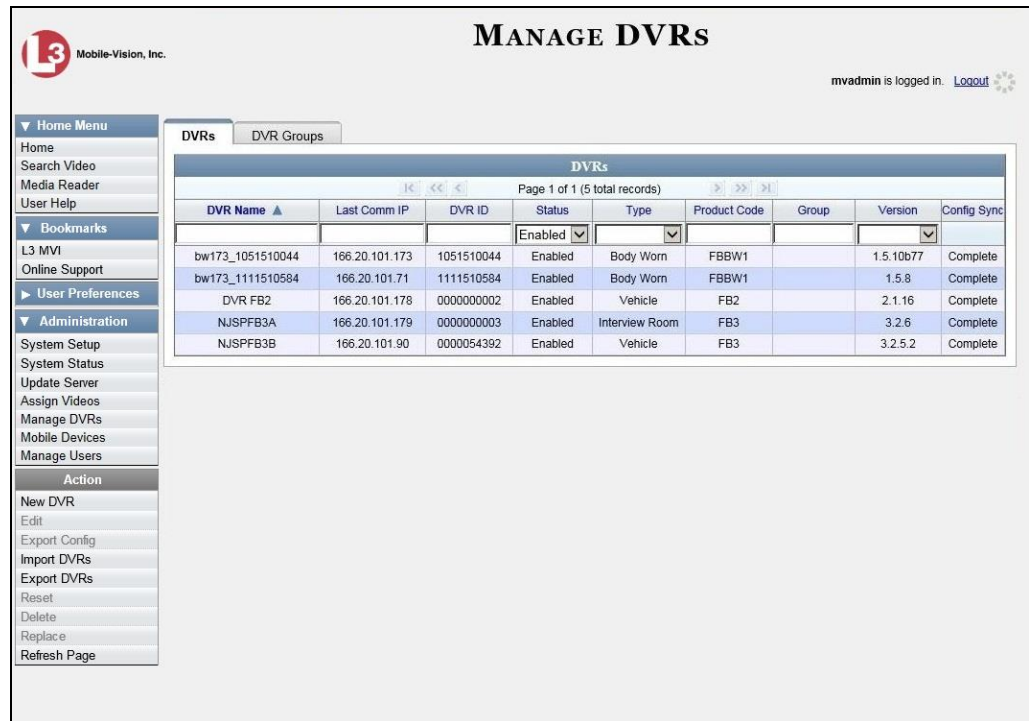


**NOTE:** Some changes can only be made at the group level. To change a DVR setting that does not appear on the Edit Group form, see “Changing a Flashback DVR Group” on page 288.

## Configuring a New 'Auto Insert' DVR Record

This section describes how to configure a new Flashback or Body Worn DVR record that was created automatically by the system.

- Go to **Administration** and click **Manage DVRs**. The Manage DVRs page displays.



- Search for the new DVR record:  
Enter the device's serial number in the *DVR ID* field. You can find this number on the silver sticker located on the inside door of Flashback DVR *or* on the back of the Body Worn device.

– OR –

Enter the DVR's Product Code in the *Product Code* field:

- FBHD**..... FlashbackHD
- FB3**..... Flashback3
- FB2**..... Flashback2
- FBBW1** ..... BodyVISION
- BWX-100** ..... BWX-100

Once the desired DVR record displays on-screen, proceed to the next step.

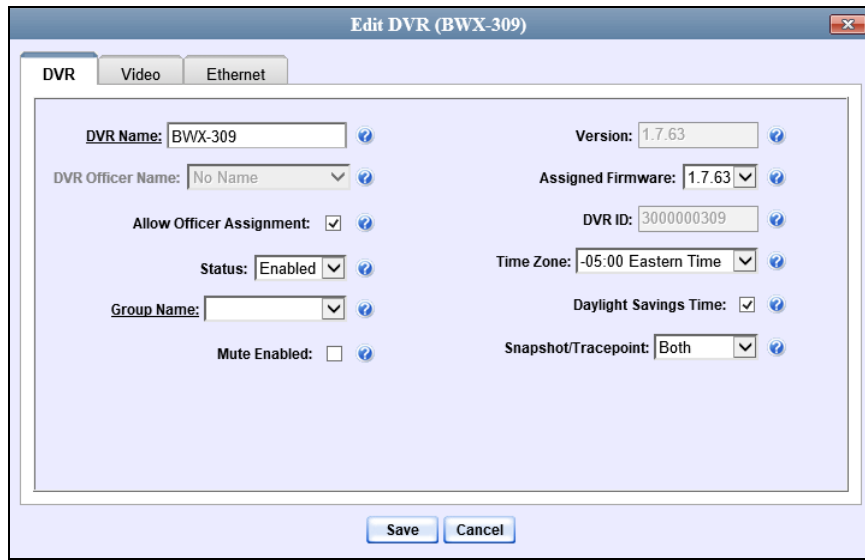
- Right-click on the new DVR record, then select **Edit** from the popup menu. The Edit DVR form displays.

(Continued)

Sample  
Flashback  
record

Sample  
BodyVISION  
record

Sample  
BWX-100 record



- 4 Using your agency's naming conventions, enter a new name for the DVR in the *DVR Name* field.
- 5 If your agency is using the Fleet Management feature, proceed to the next step. Otherwise skip to step 7.
- 6 Using the *Group Name* drop-down list, select the DVR Group to which you wish to assign this DVR.
- 7 Review the remaining field values. Enter/select any necessary changes.
- 8 Click **Save**.

## Replacing a Flashback DVR

Occasionally, you may need to replace a Flashback that is lost, stolen, or damaged beyond repair. If you have an older model Flashback, you may also wish to upgrade to a newer model, such as the FlashbackHD. This section describes how to perform a replacement procedure that will allow the *new* DVR record to assume the name and video assignments of the *old* DVR record.

This procedure differs slightly depending on whether or not your agency is using the Fleet Management feature.

For instructions, see:

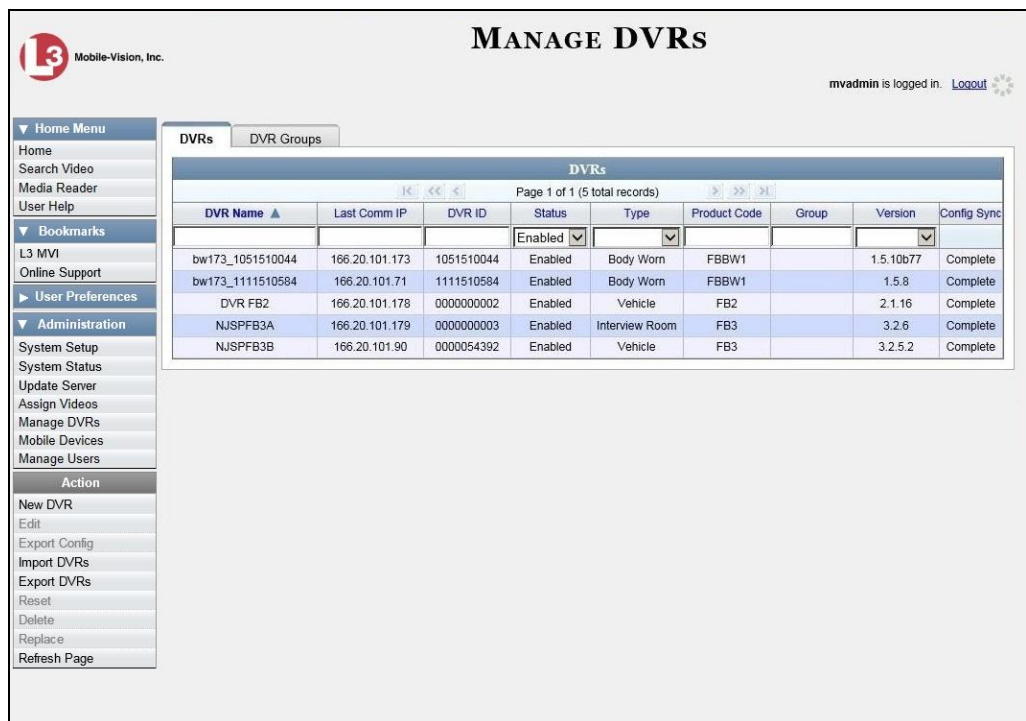
- Replacing a Flashback DVR When Fleet Management is On, next page
- Replacing a Flashback DVR When Fleet Management is Off, page 221.

## Replacing a Flashback DVR When Fleet Management is On

This section describes how to replace an existing Flashback DVR with a new unit when Fleet Management is *on*. If you're not sure if Fleet Management is on/off, see "Is Fleet Management On?" on page 241.

If Fleet Management is *off*, see "Replacing a Flashback DVR When Fleet Management is Off" on page 221 instead.

- 1 Write down the serial numbers for both the old Flashback and the new one. You can find this number on the inside door of the Flashback.
- 2 Install the new Flashback in the appropriate vehicle or Interview Room. If the unit is installed in a *vehicle*, make sure that the vehicle is within 300 feet of your agency's access point. This will enable the server to discover the device on the network.
- 3 Return to the precinct and login to DEF as an administrator.
- 4 Go to **Administration** and click **Manage DVRs**. The Manage DVRs page displays.



| DVR Name         | Last Comm IP   | DVR ID     | Status  | Type           | Product Code | Group | Version   | Config Sync |
|------------------|----------------|------------|---------|----------------|--------------|-------|-----------|-------------|
| bw173_1051510044 | 166.20.101.173 | 1051510044 | Enabled | Body Worn      | FBBW1        |       | 1.5.10b77 | Complete    |
| bw173_1111510584 | 166.20.101.71  | 1111510584 | Enabled | Body Worn      | FBBW1        |       | 1.5.8     | Complete    |
| DVR FB2          | 166.20.101.178 | 0000000002 | Enabled | Vehicle        | FB2          |       | 2.1.16    | Complete    |
| NJSPFB3A         | 166.20.101.179 | 0000000003 | Enabled | Interview Room | FB3          |       | 3.2.6     | Complete    |
| NJSPFB3B         | 166.20.101.90  | 0000054392 | Enabled | Vehicle        | FB3          |       | 3.2.5.2   | Complete    |

- 5 Enter the serial number for the *old* DVR record in the *DVR ID* field. The old DVR record displays.
- 6 Click on the old DVR record to highlight it.

- 7 Go to the **Action** column and click **Replace**. The Replace DVR popup displays.



- 8 Using the drop-down list provided, select the name of the *new* DVR. To identify the correct DVR, look for the DVR's Product Code (**FB2**, **FB3**, or **FBHD**) followed by its 10-digit serial number.
- 9 Click **Save**.

---

### Replacing a Flashback DVR When Fleet Management is Off

This section describes how to replace an existing Flashback DVR with a new unit when Fleet Management is *off*. If you're not sure if Fleet Management is on/off, see "Is Fleet Management On?" on page 241.

If Fleet Management is *on*, see "Replacing a Flashback DVR When Fleet Management is On" on page 220 instead.



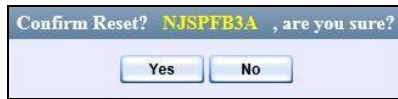
**NOTE:** By default, this feature is not accessible to any DEF users. In order to perform this function, you first need to add the **Can Reset DVR** permission to your user record, as described in Chapter 8, "Assigning Permissions to a User."

Perform this procedure *before* you swap out the existing DVR for a new one.

- 1 If the DVR is located in an *Interview Room*, proceed to the next step.  
– OR –  
If the DVR is located in a *vehicle*, make sure that the vehicle is within transmission distance of the server (i.e., approximately 300 feet or less from an access point.)
- 2 Proceed to the vehicle or Interview Room and disconnect the old DVR. Next, write down the unit's serial number, which is located on the inside door of the Flashback.
- 3 Return to the precinct and login to DEF as an administrator.
- 4 Go to **Administration** and click **Manage DVRs**. The Manage DVRs page displays, as pictured on the previous page.
- 5 Enter the serial number for the *old* DVR record in the *DVR ID* field. The old DVR record displays.
- 6 Click on the old DVR record to highlight it.

*(Continued)*

- Go to the **Action** column and click **Reset**. A verification message displays.



- Click **Yes**. A confirmation message displays.



- Wait ten minutes, then return to the vehicle or interview room and connect the new DVR.

## Deleting a DVR

This section describes how to permanently remove a DVR record from the server. You can only delete a DVR that does not currently have any videos assigned to it. If the DVR you wish to delete *does* have video(s) assigned to it, first reassign those videos to a different DVR, as described in “Reassigning Video to a Different DVR” in chapter 2.

- Go to **Administration** and click **Manage DVRs**. The Manage DVRs page displays.

| DVR Name         | Last Comm IP   | DVR ID     | Status  | Type           | Product Code | Group | Version   | Config Sync |
|------------------|----------------|------------|---------|----------------|--------------|-------|-----------|-------------|
| bw173_1051510044 | 166.20.101.173 | 1051510044 | Enabled | Body Worn      | FBBW1        |       | 1.5.10b77 | Complete    |
| bw173_1111510584 | 166.20.101.171 | 1111510584 | Enabled | Body Worn      | FBBW1        |       | 1.5.8     | Complete    |
| DVR FB2          | 166.20.101.178 | 0000000002 | Enabled | Vehicle        | FB2          |       | 2.1.16    | Complete    |
| NJSFPB3A         | 166.20.101.179 | 0000000003 | Enabled | Interview Room | FB3          |       | 3.2.6     | Complete    |
| NJSFPB3B         | 166.20.101.90  | 0000054382 | Enabled | Vehicle        | FB3          |       | 3.2.5.2   | Complete    |

- Locate the DVR record you wish to delete. If you have a large number of records to scan through, see “Searching for a DVR” on page 168, beginning with step 2.



- 3 Right-click on the DVR record you wish to delete, then select **Delete** from the popup menu. A confirmation message displays.



- 4 Click **Delete**. The system removes the selected record from the DVR list.

## Exporting DVR Information to a Spreadsheet

This procedure describes how to copy the basic DVR information for all of your DVRs to a text file. The text file will be in **CSV** format, which you can use with spreadsheet software such as Excel. If your agency has more than one DEF server, this procedure can be used to copy DVR information from one server to another.

This feature is only available when Fleet Management is *on*.

- 1 Go to **Administration** and click **Manage DVRs**. The Manage DVRs page displays, as pictured on the previous page.
- 2 Go to the **Action** column and click **Export Units**. A download message displays.



- 3 Select **Save As** from the *Save* drop-down list.
- 4 Navigate to the disk drive location where you wish to save the export file.
- 5 Click **Save**.
- 6 If a confirmation message displays, click **Close**.

If you wish to copy the Flashback DVR configurations to another server, first login to the second server as a System Administrator, then proceed to “Importing Multiple Flashback DVRs from a Spreadsheet” on page 174 for further instructions.

## **BodyVISION DVRs**

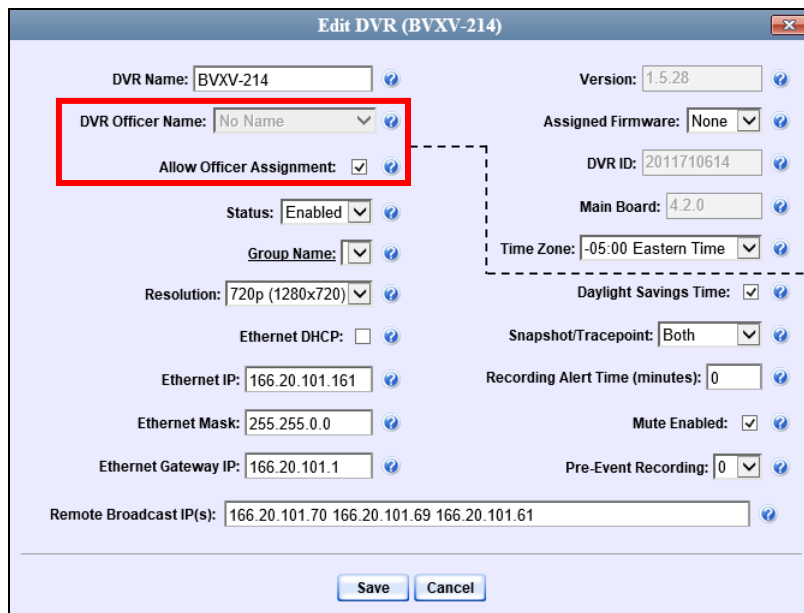
*BodyVISION* is a body worn digital video recorder that can be used to capture high definition video with audio. After recording video, you upload it to DEF by placing the device in a docking station connected to your DEF server.

### ***Officer Dispatch Feature***

As with Flashback videos, *BodyVISION* videos (and JPG files) are typically linked to a particular officer, that is, the officer who recorded the video or captured the snapshot. To create this link, DEF includes an *Officer Dispatch* feature that is somewhat similar to the *USB Login Key* feature used with Flashbacks. Specifically, the *Officer Dispatch* feature allows you to assign different *BodyVISION* devices to different officers each shift. This allows multiple officers working different shifts to share a limited number of *BodyVISION* devices. Once an officer completes his shift and places the *BodyVISION* back in its docking station, the system downloads that device's files and flags the device as "In" (i.e., available). You may then reassign that device to a different officer.

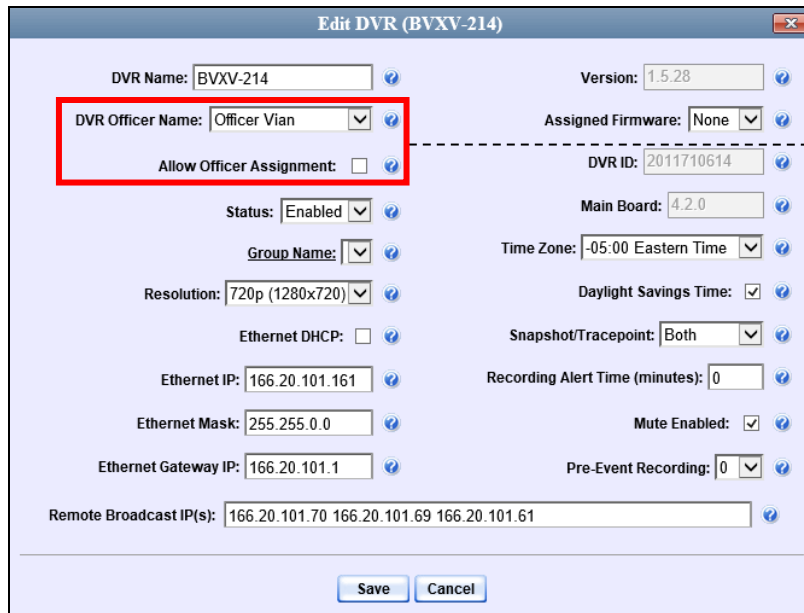
Alternately, some agencies may choose to assign one "take home" *BodyVISION* to each officer. This eliminates the need for the *Officer Dispatch* feature. Instead, you simply enter each officer's name on their *BodyVISION* record. All videos recorded on that device will then be linked to that officer.

Option 1:  
Assign different  
*BodyVISIONs* to  
different officers  
each shift



**NOTE:** If Fleet Management is OFF, these fields will appear in a slightly different order on your screen

Option 2:  
Permanently assign  
one *BodyVISION*  
to each officer



For more information, see:

- Configuring a New *BodyVISION* DVR, next page
- Changing a *BodyVISION* DVR, page 226
- Assigning a *BodyVISION* DVR to an Officer, page 236
- BodyVISION* Battery Status Indicators, page 238
- Checking the Record Time Left on Your *BodyVISION*, page 238
- Selecting the Download Options for a Body Worn DVR, page 256
- Viewing the Mobile Devices Page for a Body Worn DVR, page 258
- Replacing a Body Worn DVR, page 261.

All other DVR procedures, such as those that relate to Fleet Management and firmware, are the same for *BodyVISION* devices as they are for Flashbacks. For more information, refer to the relevant procedures in this chapter, as listed on page 167.

### Configuring a New *BodyVISION* DVR

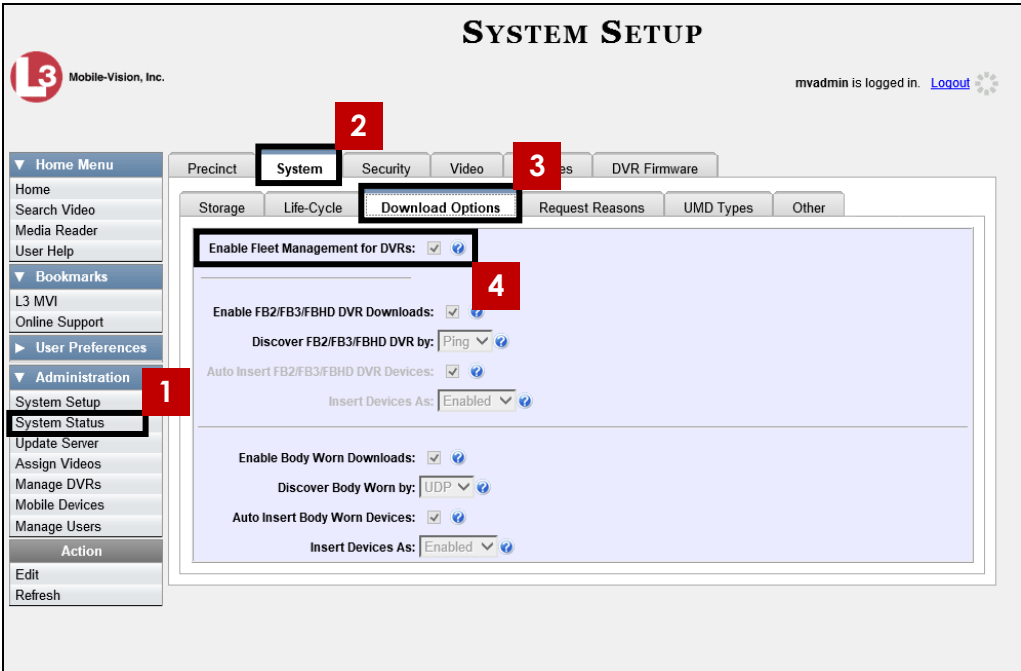
This section describes how to configure a new *BodyVISION* DVR. The configuration process consists of three steps:

- 1** Select the appropriate *BodyVISION* download options. Perform this step *after* you've purchased your first *BodyVISION* device(s) but *before* you begin using the device (s). For instructions, see “Selecting the Download Options for a Body Worn DVR” on page 256.
- 2** Place your *BodyVISION* in one of the docking stations in your Charging/Transmitting station\* so that the device can charge and the system can discover the new DVR on the network. Charging typically takes about two hours.
- 3** Configure the new *BodyVISION* record. For instructions, see “Changing a *BodyVISION* DVR” below.

### Changing a *BodyVISION* DVR

This section describes how to update a *BodyVISION* record. This procedure differs slightly depending on whether or not your agency has Fleet Management enabled.

*Is Fleet Management On?*



The screenshot shows the 'SYSTEM SETUP' interface for Mobile-Vision, Inc. The user 'mvadmin' is logged in. The interface is divided into several sections:

- Sidebar:** Contains navigation options like Home Menu, Bookmarks, User Preferences, and Administration. 'System Setup' is highlighted with a red box labeled '1'.
- Top Navigation:** Includes tabs for Precinct, System (highlighted with a red box labeled '2'), Security, Video, and DVR Firmware.
- Sub-Nav:** Under the 'System' tab, there are sub-tabs for Storage, Life-Cycle, Download Options (highlighted with a red box labeled '3'), Request Reasons, UMD Types, and Other.
- Main Content Area:** Displays configuration options for DVRs. A red box labeled '4' highlights the 'Enable Fleet Management for DVRs' checkbox, which is checked. Other options include 'Enable FB2/FB3/FBHD DVR Downloads', 'Discover FB2/FB3/FBHD DVR by' (set to Ping), 'Auto Insert FB2/FB3/FBHD DVR Devices', and 'Insert Devices As' (set to Enabled).

\* If you haven't set up a Charging/Transmitting station yet, please review the “Getting Started” section of your *BodyVISION* User's Guide.

For specific instructions, see:

- Changing a *BodyVISION* DVR When Fleet Management is On, below
- Changing a *BodyVISION* DVR When Fleet Management is Off, page 231.


### Changing a *BodyVISION* DVR When Fleet Management is On

This section describes how to update a *BodyVISION* record when the Fleet Management feature is enabled (on). If you're not sure if your agency is using Fleet Management, examine the *Enable Fleet Management for DVRs* checkbox on the **Download Options** tab, as pictured in **4** on the previous page. If the checkbox is *selected*, use this procedure. If the checkbox is *deselected*, see “Changing a *BodyVISION* DVR When Fleet Management is Off” on page 231 instead.



**NOTE:** If you are configuring a *BodyVISION* record **for the first time**, we recommend that you follow the “Changing a *BodyVISION* DVR When Fleet Management is On” procedure in your *BodyVISION* User’s Guide instead. The latter version guides you step-by-step through the initial configuration process.

- 1 Go to **Administration** and click **Manage DVRs**. The Manage DVRs page displays.



**MANAGE DVRs**

mvadmin is logged in. [Logout](#)

Home Menu  
Home  
Search Video  
Media Reader  
User Help

Bookmarks  
L3 MVI  
Online Support

User Preferences

Administration  
System Setup  
System Status  
Update Server  
Assign Videos  
Manage DVRs  
Mobile Devices  
Manage Users

Action  
New DVR  
Edit  
Export Config  
Import DVRs  
Export DVRs  
Reset  
Delete  
Replace  
Refresh Page

| DVRs             |                |            |         |                |              |       |           |             |
|------------------|----------------|------------|---------|----------------|--------------|-------|-----------|-------------|
| DVR Name ▲       | Last Comm IP   | DVR ID     | Status  | Type           | Product Code | Group | Version   | Config Sync |
| bw173_1051510044 | 166.20.101.173 | 1051510044 | Enabled | Body Worn      | FBBW1        |       | 1.5.10677 | Complete    |
| bw173_1111510584 | 166.20.101.71  | 1111510584 | Enabled | Body Worn      | FBBW1        |       | 1.5.8     | Complete    |
| DVR FB2          | 166.20.101.178 | 000000002  | Enabled | Vehicle        | FB2          |       | 2.1.16    | Complete    |
| NJSPFB3A         | 166.20.101.179 | 000000003  | Enabled | Interview Room | FB3          |       | 3.2.6     | Complete    |
| NJSPFB3B         | 166.20.101.90  | 0000054392 | Enabled | Vehicle        | FB3          |       | 3.2.5.2   | Complete    |

- 2 Locate the DVR record you wish to view. If you have a large number of records to scroll through, use the *Search* fields and/or navigation arrows at the top of the page to scroll through the list.



**HINT:** To display all *Body Worn* DVRs (including *BodyVISION*s), select **Body Worn** from the *Type* drop-down list.

- Right-click on the record you wish to view, then select **Edit** from the popup menu. The Edit DVR form displays.

The fields on the Edit DVR form are described below.

| Edit DVR                 |  |
|--------------------------|--|
| Column                   | Description  |
| DVR Name                 | The name of this <i>BodyVISION</i> device. By default, the system assigns the following name to a newly discovered device: [product code]_[serial number]. For example, if this is a <i>BodyVISION XV</i> , the DVR Name would begin with <b>FBBW1_</b> , followed by the device’s 10-digit serial number.<br><br>If this field is grayed out, it indicates that there is a naming conflict associated with the DVR. For more information, see “Resolving Naming Conflicts” on page 261. |
| DVR Officer Name         | The name of the officer to whom this <i>BodyVISION</i> is currently assigned, if applicable. If the <i>Allow Officer Assignment</i> checkbox is selected, this field will be grayed out.   |
| Allow Officer Assignment | A checkbox used to turn the <i>Officer Dispatch</i> feature on/off. For more information on this feature, see page 224.<br><br><input checked="" type="checkbox"/> Officer Dispatch feature is on (activated)<br><input type="checkbox"/> Officer Dispatch feature is off (deactivated)  |

| Edit DVR (cont'd)      |   |
|------------------------|---|
| Column                 | Description   |
| Status                 | <p>A system setting that determines whether or not video uploads are allowed for this DVR:</p> <ul style="list-style-type: none"> <li>▪ <i>Enabled.</i> The system is allowed to upload video from this <i>BodyVISION</i> when the device is connected to the server.</li> <li>▪ <i>Disabled.</i> The system is <i>not</i> allowed to upload video from this <i>BodyVISION</i> when the device is connected to the server. <b>Note:</b> If you select this option, disabled <i>BodyVISION</i> devices will <i>not</i> display on the Manage DVRs list unless you change the value of the <i>Status</i> search field to <b>Disabled</b>.</li> </ul> <p><i>Select this value from the drop-down list.</i></p> |
| Group Name             | <p>The name of the <i>BodyVISION</i> DVR group to which this DVR is currently assigned, if applicable. <i>Select this value from the drop-down list.</i></p>  |
| Resolution             | <p>The video resolution for this DVR's recordings. The system defaults to high definition (1280 x 720). <i>Select this value from the drop-down list.</i></p>   |
| Ethernet DHCP          | <p>A checkbox used to indicate whether or not a DHCP server will automatically provide the IP address to this <i>BodyVISION</i> DVR.</p> <p><input checked="" type="checkbox"/> DHCP server will automatically assign an IP address to this DVR</p> <p><input type="checkbox"/> User will manually assign an IP address to this DVR</p>   |
| Ethernet IP            | <p>The unique IP address that is assigned to this <i>BodyVISION</i>. This field is only required when the <i>Ethernet DHCP</i> checkbox is deselected.</p>  |
| Ethernet Mask          | <p>The same Ethernet mask address that you use on your private Ethernet network. This field is only required when the <i>Ethernet DHCP</i> checkbox is deselected.</p>  |
| Ethernet Gateway IP    | <p>The same Ethernet gateway IP address that you use on your private Ethernet network. This field is only required when the <i>Ethernet DHCP</i> checkbox is deselected.</p>  |
| Remote Broadcast IP(s) | <p>An IP address range across which the <i>BodyVISION</i> DVRs announce their identity so the server can locate them. System default is <b>255.255.255.255</b>. Separate multiple IP addresses with a space.</p>  |
| Version                | <p>The current firmware version loaded on this DVR. Display-only field.</p>   |

| Edit DVR (cont'd)               |  |
|---------------------------------|--|
| Column                          | Description  |
| Assigned Firmware               | The new firmware version that you wish to assign to this <i>BodyVISION</i> device. <i>Select this value from the drop-down list.</i>   |
| DVR ID                          | The <i>BodyVISION</i> 's 10-digit serial number. The system obtains this number from the device during the first DVR-to-server communication. <i>Display only field.</i>   |
| Main Board                      | The DVR's Main Board ID. <i>Display only field. For internal use only.</i>   |
| Time Zone                       | The time zone in which this <i>BodyVISION</i> device will be recording. System default is <i>Eastern Time</i> . <i>Select this value from the drop-down list.</i>  |
| Daylight Savings Time           | A checkbox used to indicate whether or not this device will be recording in a region that observes Daylight Savings Time. When this checkbox is selected, <i>BodyVISION</i> will automatically adjust its videos' recording start/end times to reflect daylight savings time.<br><input checked="" type="checkbox"/> Daylight Savings Time is observed in this device's recording region<br><input type="checkbox"/> Daylight Savings Time is <i>not</i> observed in this device's recording region  |
| Snapshot/Tracepoint             | A field used to program the <i>BodyVISION</i> to capture a JPG still image and/or insert a "Trace Point" placemaker in a video whenever a user presses the <i>Snapshot/Tracepoint</i> button on the top of the device while a recording is in progress. Select a value from the drop-down list:<br><ul style="list-style-type: none"> <li>▪ <i>Snapshot</i>. Capture a JPG still image</li> <li>▪ <i>Tracepoint</i>. Insert a "trace point" placemaker in a video</li> <li>▪ <i>Both</i> (default). Perform both actions—capture a JPG image <i>and</i> insert a "tracepoint" placemaker in a video.</li> <li>▪ <i>Off</i>. Do not perform either action.</li> </ul> |
| Recording Alert Time (minutes)* | Enable the <i>recording-in-progress</i> alert, which causes the <i>BodyVISION</i> to vibrate every X number of minutes after a recording is initiated. System defaults to <b>0</b> (alert feature disabled).<br><br><i>To <u>enable</u> recording alerts, enter a number between 1 and 30; to <u>disable</u> recording alerts, enter 0.</i>  |

\* For *BodyVISION*s with firmware version 1.5.2 and higher



| Edit DVR (cont'd)                                 |  |
|---|--|
| Column  | Description  |
| Mute enabled*                                     | <p>Enable/disable the recording mute button.</p> <p><input checked="" type="checkbox"/> User can mute audio on this device while a recording is in progress (default)</p> <p><input type="checkbox"/> User <i>cannot</i> mute audio on this device while a recording is in progress</p>  |
| Pre-Event Recording<br><i>BodyVISION XVs only</i> | <p>If you have a <i>BodyVISION XV</i>, you may capture 10, 30, 60, or 90 seconds of video <i>before</i> a recording session is initiated. The reason that the <i>BodyVISION</i> is able to capture video <i>before</i> a recording session even begins is because the device is, in fact, recording all the time—it just doesn't save all that data to the device's internal storage drive unless you choose to do so. Pre-event recordings are similar to the short-term memory on a computer. Before you ever click <b>Save</b> (or in this case, the <i>record</i> switch), there is still some data stored in the computer's short-term memory. <i>Select a value from the drop-down list:</i></p> <ul style="list-style-type: none"> <li><b>0</b> Omit pre-event recording</li> <li><b>10</b> Capture 10 seconds of pre-event recording</li> <li><b>30</b> Capture 30 seconds of pre-event recording</li> <li><b>60</b> Capture 60 seconds of pre-event recording</li> <li><b>90</b> Capture 90 seconds of pre-event recording</li> </ul> |

4 Enter/select your changes in the appropriate fields.

5 Click **Save**.

For more information, see:

- Assigning a *BodyVISION* DVR to an Officer, page 236
- Viewing the Mobile Devices page for a Body Worn DVR, page 258.

#### Changing a *BodyVISION* DVR When Fleet Management is Off

This section describes how to update a *BodyVISION* record when the Fleet Management feature is disabled (off). If you're not sure if your agency is using Fleet Management, examine the *Enable Fleet Management for DVRs* checkbox on the **Download Options** tab, as pictured on page 241. If the checkbox is *deselected*, use the procedure in this section. If the checkbox is *selected*, see "Changing a *BodyVISION* DVR When Fleet Management is On" on page 227 instead.

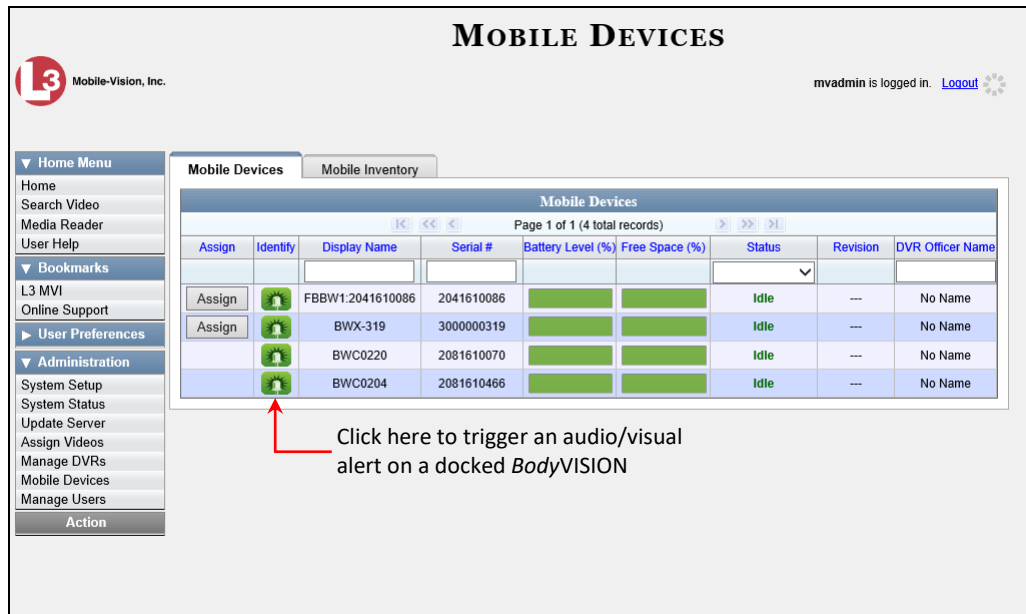
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\* For *BodyVISIONs* with firmware version 1.5.2 and higher



**NOTE:** If you are configuring a *BodyVISION* record **for the first time**, we recommend that you refer to the “Changing a *BodyVISION* DVR When Fleet Management is Off” procedure in your *BodyVISION* User’s Guide instead. The latter version guides you step-by-step through the initial configuration process.

- 1 Go to **Administration** and click **Mobile Devices**. The Mobile Devices page displays.



| Assign | Identify | Display Name     | Serial #   | Battery Level (%) | Free Space (%) | Status | Revision | DVR Officer Name |
|--------|----------|------------------|------------|-------------------|----------------|--------|----------|------------------|
| Assign |          | FBBW1.2041610086 | 2041610086 |                   |                | Idle   | ---      | No Name          |
| Assign |          | BWX-319          | 300000319  |                   |                | Idle   | ---      | No Name          |
| Assign |          | BWC0220          | 2081610070 |                   |                | Idle   | ---      | No Name          |
| Assign |          | BWC0204          | 2081610466 |                   |                | Idle   | ---      | No Name          |

- 2 If the *BodyVISION* record you wish to update displays on-screen, click on it. Skip to step 5.

– OR –

If the *BodyVISION* record you wish to update does *not* display on-screen, proceed to the next step.

- 3 Use the navigation arrows at the top of the page to scroll through the DVR records.

– OR –

Enter or select search criteria in the *Display Name*, *Serial #*, *Status*, and/or *DVR Officer Name* fields. The system automatically narrows the DVR list to those DVRs that match your newly entered criteria.

- 4 Once the desired record displays on-screen, click on it.
- 5 Go to the **Action** column and click **Edit Configuration**. The Edit Device popup displays.

The fields on the Edit Device popup are described below.

| Edit Device              |  |
|--------------------------|--|
| Column                   | Description  |
| DVR Name                 | The name of this <i>BodyVISION</i> device. By default, the system assigns the following name to a newly discovered device: <b>[product code]_[serial number]</b> . For example, if this is a <i>BodyVISION XV</i> , the DVR Name would begin with <b>FBBW1_</b> , followed by the device’s 10-digit serial number.<br><br>If this field is grayed out, it indicates that there is a naming conflict associated with the DVR. For more information, see “Resolving Naming Conflicts” on page 261. |
| Serial #                 | The <i>BodyVISION</i> device’s 10-digit serial number. <i>Display-only field</i> . The system obtains this number from the device during the first DVR-to-server communication.  |
| Allow Officer Assignment | A checkbox used to turn the <i>Officer Dispatch</i> feature on/off. For more information on this feature, see page 224.<br><br><input checked="" type="checkbox"/> Officer Dispatch feature is <i>on</i> (activated)<br><input type="checkbox"/> Officer Dispatch feature is <i>off</i> (deactivated)  |
| Snapshot/Tracepoint      | A field used to program the <i>BodyVISION</i> to capture a JPG still image and/or insert a “tracepoint” place-marker in a video whenever a user presses the Snapshot/Tracepoint button on the top of the device while a recording is in progress. <i>Select a value from the drop-down list: (Continued)</i>   |

| Edit Device (cont'd)         |   |
|------------------------------|---|
| Column                       | Description   |
| Snapshot/Tracepoint (cont'd) | <ul style="list-style-type: none"> <li>▪ <i>Snapshot</i>. Capture a JPG still image</li> <li>▪ <i>Tracepoint</i>. Insert a “tracepoint” placemaker in a video</li> <li>▪ Both (default). Perform both actions—capture a JPG still image and insert a “tracepoint” placemaker in a video.</li> <li>▪ Off. Do not perform either action.</li> </ul>   |
| Ethernet DHCP                | <p>A checkbox used to indicate whether or not a DHCP server will automatically provide the IP address to this <i>BodyVISION</i> DVR.</p> <p><input checked="" type="checkbox"/> DHCP server will automatically assign an IP address to this DVR</p> <p><input type="checkbox"/> User will manually assign an IP address to this DVR</p> <p>If you are not running DEF on a DHCP network, leave this checkbox deselected.</p>  |
| Ethernet IP                  | The unique IP address that is assigned to this <i>BodyVISION</i> . This field is only required when the <i>Ethernet DHCP</i> checkbox is deselected.  |
| Ethernet Mask                | The same <i>Ethernet Mask</i> address that you use on your private Ethernet network. This field is only required when the <i>Ethernet DHCP</i> checkbox is deselected.  |
| Ethernet Gateway IP          | The same Ethernet gateway IP address that you use on your private Ethernet network. This field is only required when the <i>Ethernet DHCP</i> checkbox is deselected.   |
| Remote Broadcast IP(s)       | An IP address range across which the <i>BodyVISION</i> DVRs announce their identity so the server can locate them. System default is <b>255.255.255.255</b> . Separate multiple IP addresses with a space.  |
| Daylight Savings Time        | <p>A checkbox used to indicate whether or not this <i>BodyVISION</i> will be recording in a region that observes Daylight Savings Time. When this checkbox is selected, <i>BodyVISION</i> will automatically adjust its videos’ recording start/end times to reflect daylight savings time.</p> <p><input checked="" type="checkbox"/> Daylight Savings Time is observed in this device’s recording region</p> <p><input type="checkbox"/> Daylight Savings Time is <i>not</i> observed in this device’s recording region</p> |
| Time Zone                    | The time zone in which this <i>BodyVISION</i> device will be recording. System default is <i>Eastern Time</i> . (Cont'd)  |

| Edit Device (cont'd)  |   |
|---|---|
| Column  | Description   |
| Time Zone (cont'd)  | Select this value from the drop-down list.  |
| DVR Officer Name  | The name of the officer to whom this device is currently assigned, if applicable. If the <i>Allow Officer Assignment</i> checkbox is selected, this field will be grayed out. Select this value from the drop-down list.  |
| Resolution  | The video resolution for this DVR's recordings. The system defaults to high definition (1280 x 720). Select this value from the drop-down list.   |
| Recording Alert Time (minutes)<br><i>Feature available for BodyVISIONs with firmware version 1.5.2 and higher</i> | Enable the <i>recording-in-progress</i> alert, which causes the <i>BodyVISION</i> device to vibrate every X number of minutes after a recording is initiated. System defaults to <b>0</b> (alert feature disabled). To enable recording alerts, enter a number between <b>1</b> and <b>30</b> ; to disable recording alerts, enter <b>0</b> .   |
| Mute enabled<br><i>Feature available for BodyVISIONs with firmware version 1.5.2 and higher</i>                   | Enable/disable the recording mute button.<br><input checked="" type="checkbox"/> User can mute audio on this device while a recording is in progress (default)<br><input type="checkbox"/> User <i>cannot</i> mute audio on this device while a recording is in progress  |
| Pre-Event Recording<br><i>BodyVISION XV's only</i>  | If you have a <i>BodyVISION XV</i> , you may capture 10, 30, 60, or 90 seconds of video <i>before</i> a recording session is initiated. The reason that the <i>BodyVISION</i> is able to capture video <i>before</i> a recording session even begins is because the device is, in fact, recording all the time—it just doesn't save all that data to the device's internal storage drive unless you choose to do so. Pre-event recordings are similar to the short-term memory on a computer. Before you ever click <b>Save</b> (or in this case, the <i>record</i> switch), there is still some data stored in the computer's short-term memory.<br>Select a value from the drop-down list:<br><b>0</b> Omit pre-event recording<br><b>10</b> Capture 10 seconds of pre-event recording<br><b>30</b> Capture 30 seconds of pre-event recording<br><b>60</b> Capture 60 seconds of pre-event recording<br><b>90</b> Capture 90 seconds of pre-event recording |

**6** Enter/select your changes in the appropriate fields.

**7** Click **Save**.

For more information, see:

- Assigning a *BodyVISION* DVR to an Officer, below
- Viewing the Mobile Devices page for a Body Worn DVR, page 258

### Assigning a *BodyVISION* DVR to an Officer

This section describes how to assign an available *BodyVISION* device to a selected officer. In order to perform this procedure, the *Officer Dispatch* feature must be activated, as described in step 1 below.

- 1 Check to make sure the *Allow Officer Assignment* checkbox on the DVR record *or* DVR group record is selected.

In order to assign *BodyVISIONs* to your officers, this checkbox must be selected on the DVR record (right) *or* DVR group record (below)

**Edit DVR (BVXV-214)**

DVR Name: BVXV-214      Version: 1.5.28

DVR Officer Name: No Name      Assigned Firmware: None

**Allow Officer Assignment:**

Status: Enabled

Group Name: [Dropdown]

Resolution: 720p (1280x720)

Ethernet DHCP:

Ethernet IP: 166.20.101.161

Ethernet Mask: 255.255.0.0

Ethernet Gateway IP: 166.20.101.1

Remote Broadcast IP(s): 166.20.101.70 166.20.101.69 166.20.101.61

DVR ID: 2011710614

Main Board: 4.2.0

Time Zone: -05:00 Eastern Time

Daylight Savings Time:

Snapshot/Tracepoint: Both

Recording Alert Time (minutes): 0

Mute Enabled:

Pre-Event Recording: 0

Save    Cancel

**NOTE:** If Fleet Management is OFF, this field will display beneath the *Serial #* field

**Edit Group**

Name: BodyVISION DVRs      Minimum Firmware: 1.5.28

Settings    DVRs

**Allow Officer Assignment:**

Ethernet DHCP:

Daylight Savings Time:

Time Zone: -05:00 Eastern Time

Resolution: 720p (1280x720)

Remote Broadcast IP(s): 166.20.101.70 166.20.101.69 166.20.101.61

Snapshot/Tracepoint: Both

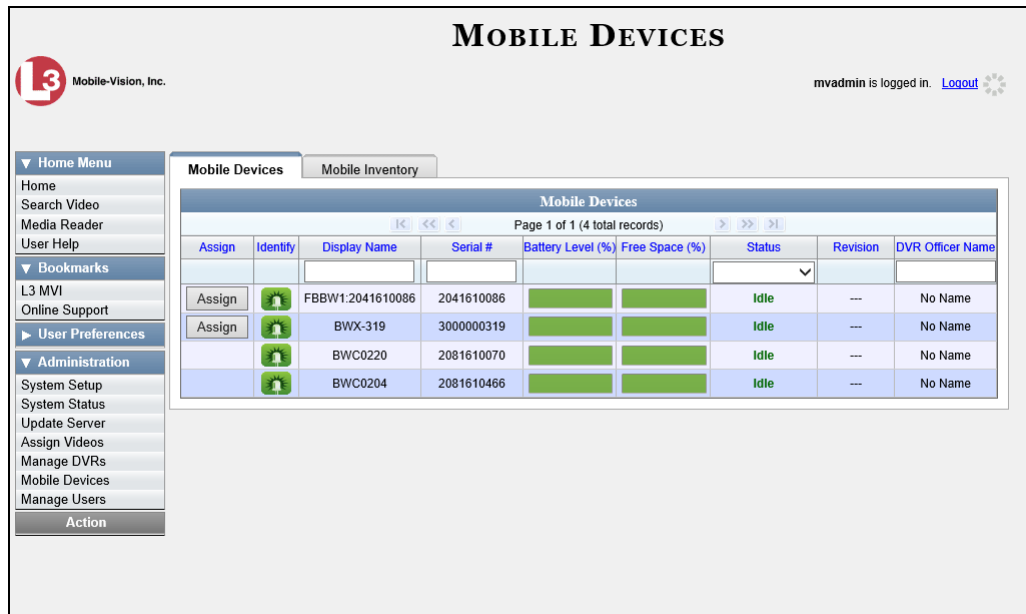
Recording Alert Time (minutes): 0

Mute Enabled:

Pre-Event Recording: 0

Save    Cancel

- Go to **Administration** and click **Mobile Devices**. The Mobile Devices page displays.



These are all the devices that are currently connected to the server. All DVRs that have an **Assign** button next to them are available for assignment.

For a description of the columns on this page, see the table on page 259.

- Click the **Assign** button to the left of the device you wish to assign. The Assign Officer popup displays.



- Select an officer from the *DVR Officer Name* drop-down list.
- Click **Save**. The officer you just selected now displays in the *DVR Officer Name* field. If that officer happens to be in close proximity to the *BodyVISION* Uplink station, you may wish to activate an audio/visual alert. This will make it easier for the officer to identify his *BodyVISION*. To activate this alert, click the green notification icon for that device. The device's alert will sound and the Status/Battery LED on the top of the device will flash yellow/red.



### BodyVISION Battery Status Indicators



| Battery Status       | Indicators  |
|----------------------|---|
| 50% – <100% capacity | <ul style="list-style-type: none"> <li>▪ If device is <i>idle</i>, battery LED flashes green every 5 seconds</li> <li>▪ If device is <i>recording</i>, battery LED flashes green every 2 seconds</li> </ul> |
| 15% – 50% capacity   | <ul style="list-style-type: none"> <li>▪ If device is <i>idle</i>, battery LED flashes yellow every 5 seconds</li> <li>▪ If device is <i>recording</i>, LED flashes yellow every 2 seconds</li> </ul>       |
| < 15% capacity       | Battery LED displays solid red <i>and</i> device vibrates twice every 5 minutes   |



**WARNING:** When possible, avoid letting the battery become completely depleted. If this does occur, you must connect the *BodyVISION* to your agency’s Uplink station before attempting to record again. This will synch the *BodyVISION* to your server, ensuring that the device’s date/time information is correct. Failure to connect to the Uplink Station right away could result in inaccurate date/time information.

### Checking the Record Time Left on Your *BodyVISION*

To determine how much record time you have left on your *BodyVISION*, make sure the device is in idle mode (i.e., not recording), then press and release the *Stealth/Record Time* button. An LED light will display. The color of this light will tell you how much time you have, as described in the table below.

To check your remaining record time, press and release this button



Color of Status LED tells you how much record time you have left; see table below

| Time Status Indicators                   | Recording Time Left        |
|--|----------------------------|
| Status LED is solid green for 5 seconds  | > 3 hours                  |
| Status LED is solid yellow for 5 seconds | > = 1 hour and < = 3 hours |
| Status LED is solid red for 5 seconds    | < 1 hour                   |



## BWX-100 DVRs

BWX-100 is a body worn digital video recorder that can be used to capture full high definition video with audio. After recording video, you upload it to DES by placing the device in a docking station connected to your DES server.

### *Officer Dispatch Feature*

As with Flashback videos, BWX-100 videos are typically linked to a particular officer, that is, the officer who recorded the video or captured the snapshot. To create this link, DES includes an *Officer Dispatch* feature that is somewhat similar to the *USB Login Key* feature used with Flashbacks. Specifically, the *Officer Dispatch* feature allows you to assign different BWX-100 devices to different officers each shift. This allows multiple officers working different shifts to share a limited number of BWX-100 devices. Once an officer completes his shift and places the BWX-100 back in its docking station, the system uploads that device's files and flags the device as "In" (i.e., available). You may then reassign that DVR to a different officer.

Alternately, some agencies may choose to assign one "take home" BWX-100 to each officer. This eliminates the need for the *Officer Dispatch* feature. Instead, you simply enter each officer's name on their BWX-100 record. In the future, all videos recorded on that device will then be linked to that officer.



**WARNING:** Under certain circumstances, your Mobile-Vision Support professional may provide you with a procedure used to reset the configuration file within your BWX-100 device. If you are familiar with this procedure, do *not* use it again unless instructed to do so by a Mobile-Vision Support professional! Doing so could interfere with DVR-to-server communication, making it impossible for you to upload your videos to the server.

*(Continued)*

Option 1:  
Assign different  
BW-100s to  
different officers  
each shift

Option 2:  
Permanently assign  
one BW-100  
to each officer

**NOTE:** If Fleet Management is OFF, these fields will appear in a slightly different order on your screen

For more information, see:

- Configuring a BW-100 DVR, next page
- Changing a BW-100 DVR, page 241
- Assigning a BW-100 DVR to an Officer, page 254
- Selecting the Download Options for a Body Worn DVR, page 256
- Viewing the Mobile Devices Page for a Body Worn DVR, page 258
- Replacing a Body Worn DVR, page 261.

All other DVR procedures, such as those that relate to Fleet Management and firmware, are the same for BW-100 devices as they are for Flashbacks. For more information, refer to the relevant procedures in this chapter, as listed on page 167.

## Configuring a BWX-100 DVR

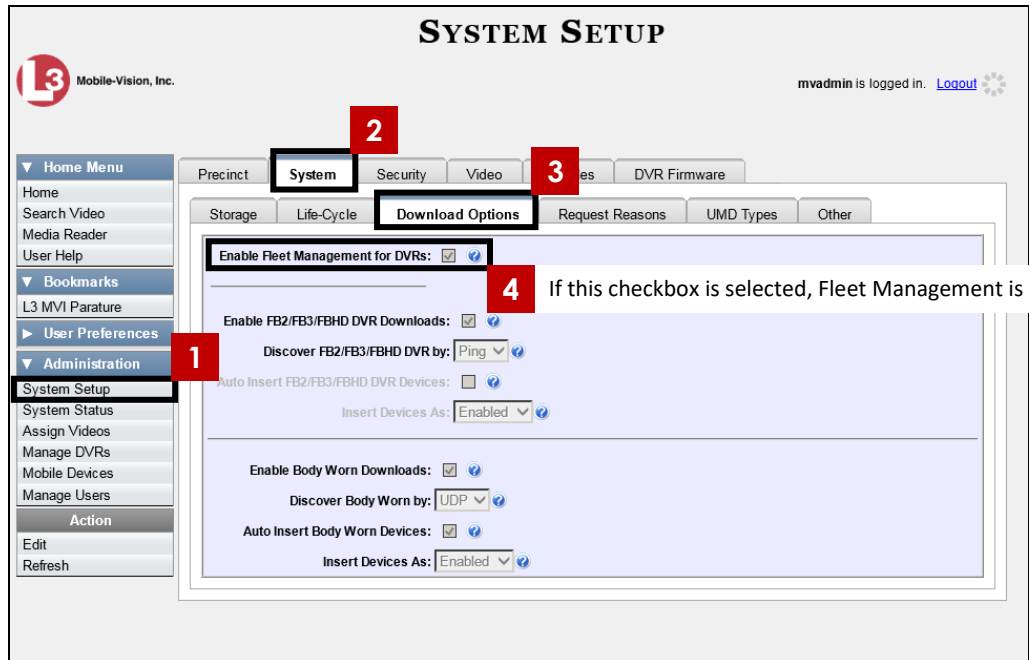
This section describes how to configure new BWX-100 DVRs. The configuration process consists of two steps:

- 1** Select the appropriate BWX-100 download options. Perform this step *after* you've purchased your first BWX-100 device(s) but *before* you begin using the device(s). For instructions, see "Selecting the Download Options for a Body Worn DVR" on page 256.
- 2** Update the new BWX-100 DVR record. For instructions, see "Changing a BWX-100 DVR" on page 241.

## Changing a BWX-100 DVR

This section describes how to update a BWX-100 record. This procedure differs slightly depending on whether or not your agency has Fleet Management enabled.

*Is Fleet Management On?*



For specific instructions, see:

- Changing a BWX-100 DVR When Fleet Management is On, next page
- Changing a BWX-100 DVR When Fleet Management is Off, page 248.

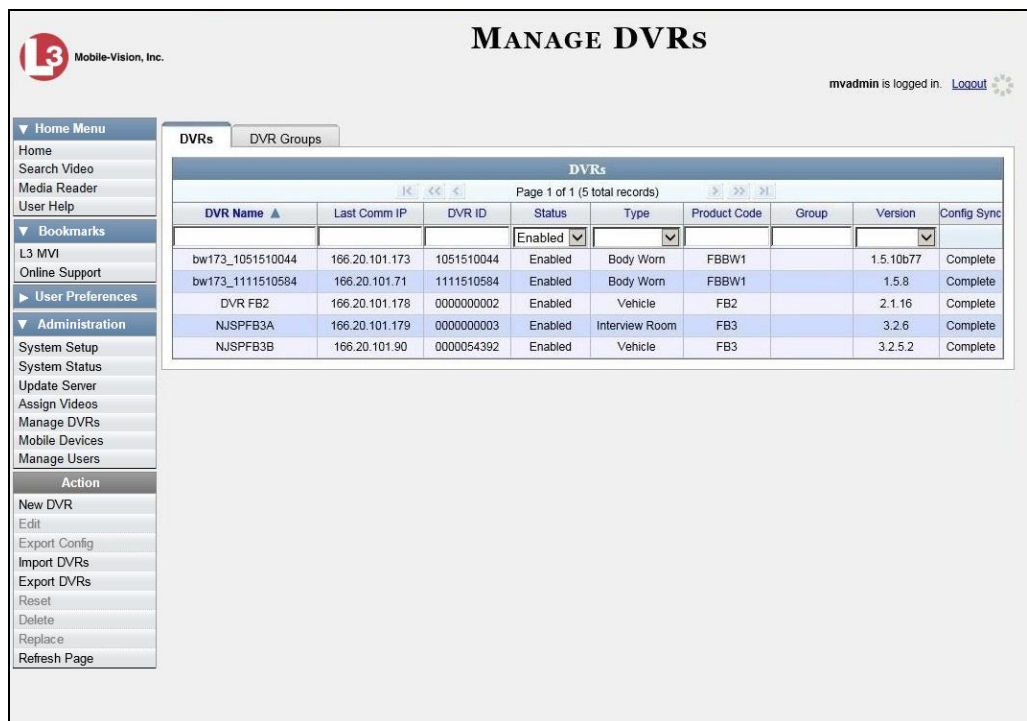
## Changing a BWX-100 DVR When Fleet Management is On

This section describes how to update a BWX-100 record when the Fleet Management feature is *enabled*. If you're not sure if your agency is using Fleet Management, examine the *Enable Fleet Management for DVRs* checkbox on the **Download Options** tab, as pictured on the previous page. If the checkbox is *selected*, use this procedure. If the checkbox is *deselected*, see “Changing a BWX-100 DVR When Fleet Management is Off” on page 248 instead.



**NOTE:** If you are configuring a BWX-100 record **for the first time**, we recommend that you refer to the “Changing a BWX-100 DVR When Fleet Management is On” procedure in your BWX-100 User’s Guide instead. The latter version guides you step-by-step through the initial configuration process.

- 1 Go to **Administration** and click **Manage DVRs**. The Manage DVRs page displays.



| DVRs                          |                |            |           |                |              |       |           |             |
|-------------------------------|----------------|------------|-----------|----------------|--------------|-------|-----------|-------------|
| Page 1 of 1 (5 total records) |                |            |           |                |              |       |           |             |
| DVR Name ▲                    | Last Comm IP   | DVR ID     | Status    | Type           | Product Code | Group | Version   | Config Sync |
|                               |                |            | Enabled ▾ |                |              |       |           |             |
| bw173_1051510044              | 166.20.101.173 | 1051510044 | Enabled   | Body Worn      | FBBW1        |       | 1.5.10677 | Complete    |
| bw173_1111510584              | 166.20.101.71  | 1111510584 | Enabled   | Body Worn      | FBBW1        |       | 1.5.8     | Complete    |
| DVR FB2                       | 166.20.101.178 | 0000000002 | Enabled   | Vehicle        | FB2          |       | 2.1.16    | Complete    |
| NJSPFB3A                      | 166.20.101.179 | 0000000003 | Enabled   | Interview Room | FB3          |       | 3.2.6     | Complete    |
| NJSPFB3B                      | 166.20.101.90  | 0000054392 | Enabled   | Vehicle        | FB3          |       | 3.2.5.2   | Complete    |

- 2 Locate the DVR record you wish to view. If you have a large number of records to scroll through, enter **BWX-100** in the *Product Code* field to display BWX-100 records only.
- 3 Right-click on the DVR record you wish to view, then select **Edit** from the popup menu. The BWX-100’s Edit DVR record displays.

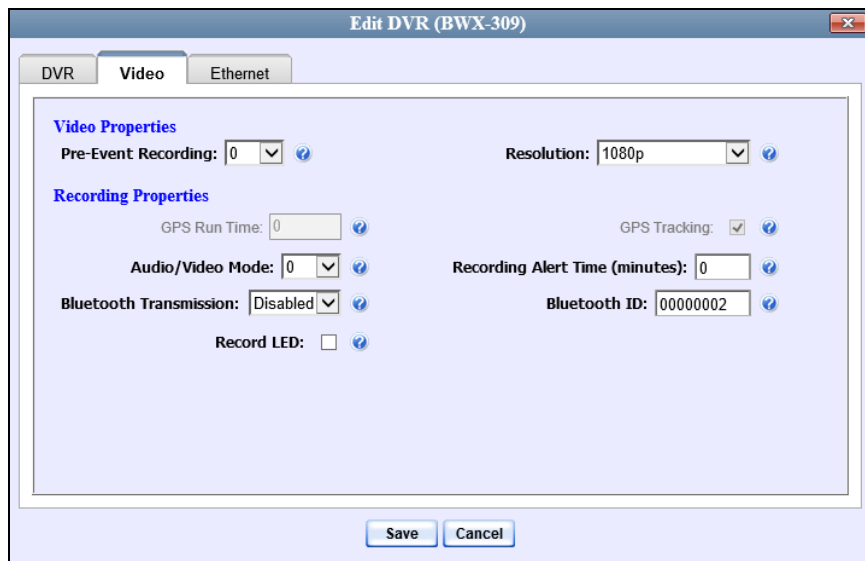
The fields on the **DVR** tab are described below.

| Edit DVR: DVR Tab        |  |
|--------------------------|--|
| Field                    | Description  |
| DVR Name                 | The name assigned to this BWX-100. By default, the system assigns the following name to a newly discovered device: <b>[product code]_[serial number]</b> . If this field is grayed out, it indicates that there is a naming conflict associated with the DVR. For more information, see “Resolving Naming Conflicts” on page 261.  |
| DVR Officer Name         | The name of the officer to whom this BWX-100 is currently assigned, if applicable. If the <i>Allow Officer Assignment</i> checkbox is selected, this field will be grayed out. <i>Select this value from the drop-down list.</i>   |
| Allow Officer Assignment | A checkbox used to turn the <i>Officer Dispatch</i> feature on/off. For more information on this feature, see page 239.<br><input checked="" type="checkbox"/> Officer Dispatch feature is <i>on</i> (activated)<br><input type="checkbox"/> Officer Dispatch feature is <i>off</i> (deactivated)  |
| Status                   | A system setting that determines whether or not video downloads are allowed for this DVR: <ul style="list-style-type: none"> <li>▪ <i>Enabled</i>. The system is allowed to upload video off of this BWX-100 when the device is connected to the server.</li> <li>▪ <i>Disabled</i>. The system is <i>not</i> allowed to upload video off of this BWX-100 when the device is connected to the server.</li> </ul> |

| Edit DVR: DVR Tab (cont'd) |   |
|----------------------------|---|
| Field                      | Description   |
| Status (cont'd)            | If you set the <i>Status</i> field to <i>Disabled</i> , disabled BWX-100 devices will <i>not</i> display on the Manage DVRs list unless you change the value of the <i>Status</i> search field to <b>Disabled</b> .   |
| Group Name                 | The name of the BWX-100 DVR group to which this DVR is currently assigned, if applicable. <i>Select this value from the drop-down list.</i>   |
| Mute Enabled               | A checkbox used to enable/disable the recording mute button.<br><input checked="" type="checkbox"/> Officer can mute audio while a recording is in progress (default)<br><input type="checkbox"/> Officer cannot mute audio while a recording is in progress  |
| Version                    | The current firmware version loaded on this DVR. Display-only field.  |
| Assigned Firmware          | The new firmware version that you wish to assign this BWX-100. <i>Select this value from the drop-down list.</i>  |
| DVR ID                     | The BWX-100's serial number. The system obtains this number from the device during the first DVR-to-server communication.   |
| Time Zone                  | The time zone in which this BWX-100 will be recording. System default is Eastern Time. <i>Select this value from the drop-down list.</i>  |
| Daylight Savings Time      | A checkbox used to indicate whether or not this device will be recording in a region that observes Daylight Savings Time. When this checkbox is selected, the BWX-100 will automatically adjust its videos' recording start/end times to reflect daylight savings time.<br><input checked="" type="checkbox"/> Daylight Savings Time is observed in this device's recording region (default)<br><input type="checkbox"/> Daylight Savings Time is <i>not</i> observed in this device's recording region |
| Snapshot/Tracepoint        | A field used to program the BWX-100 to capture a JPG still image and/or insert a "tracepoint" place-marker in a video whenever a user presses the <i>Snap/Trace</i> button on the side of the device while a recording is in progress. Select a value from the drop-down list:<br><br>(Continued)   |

| Edit DVR: DVR Tab (cont'd)   |  |
|------------------------------|--|
| Field                        | Description  |
| Snapshot/Tracepoint (cont'd) | <ul style="list-style-type: none"> <li>▪ <i>Snapshot</i>. Capture a JPG still image</li> <li>▪ <i>Tracepoint</i>. Insert a “tracepoint” placemaker</li> <li>▪ <i>Both</i> (default) Perform both actions—capture a JPG still image <i>and</i> insert a “tracepoint” placemaker</li> <li>▪ <i>Off</i>. Do not perform either action.</li> </ul> |

- 4 Enter/select any changes in the desired field(s).
- 5 Click the **Video** tab.



The fields on this tab are described below.

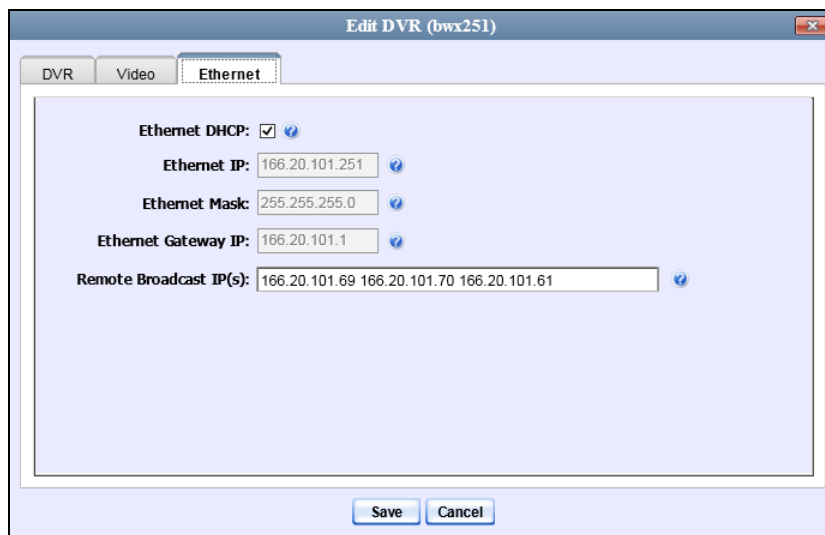
| Edit DVR: Video Tab |   |
|---------------------|---|
| Video Properties    |   |
| Field               | Description   |
| Pre-Event Recording | If desired, you may capture 10, 30, 60, or 90 seconds of video <i>before</i> a recording session is initiated. The reason that the BWX-100 is able to capture video <i>before</i> a recording session even begins is because the device is, in fact, recording all the time—it just doesn’t save all that data to the device’s internal storage drive unless you choose to do so. Pre-event recordings are similar to the short-term memory on a computer. Before you ever click <b>Save</b> (or in this case, the <i>record</i> button), there is still some data stored in the computer’s short-term memory. <i>(Continued)</i> |

| Edit DVR: Video Tab (cont'd)   |  |
|--------------------------------|--|
| Video Properties (cont'd)      |  |
| Field                          | Description  |
| Pre-Event Recording (cont'd)   | <p><i>Select a value from the drop-down list:</i></p> <ul style="list-style-type: none"> <li><b>0</b> Omit pre-event recording</li> <li><b>10</b> Capture 10 seconds of pre-event recording</li> <li><b>30</b> Capture 30 seconds of pre-event recording</li> <li><b>60</b> Capture 60 seconds of pre-event recording</li> <li><b>90</b> Capture 90 seconds of pre-event recording</li> </ul>  |
| Resolution                     | <p>The video resolution for this camera. <i>Select a value from the drop-down list:</i></p> <ul style="list-style-type: none"> <li>▪ 720 x 480 cropped. Standard definition video with a reduced field of view. Also referred to as “480p cropped.”</li> <li>▪ 1280 x 720 cropped. High definition video with a reduced field of view. Also referred to as “720p cropped.”</li> <li>▪ 1280 x 720. High definition video with a full field of view. Also referred to as “720p.”</li> <li>▪ 1920 x 1080 (default). Full high definition video with a full field of view. This is the highest resolution available for BWX-100 video and the most resource intensive. Also referred to as “1080p.”</li> </ul> |
| Recording Properties           |  |
| GPS Runtime                    | <i>This feature will be available in a future release.</i>   |
| GPS Tracking                   | <i>This feature will be available in a future release.</i>   |
| Audio/Video Mode               | <p>The type of data this BWX-100 will capture:</p> <ul style="list-style-type: none"> <li><b>0</b> Audio and video (default)</li> <li><b>1</b> Video only</li> <li><b>2</b> Audio only</li> </ul>  |
| Recording Alert Time (minutes) | <p>When a value higher of <b>1</b> or higher is entered in this field, it activates the <i>recording-in-progress</i> alert, which causes the BWX-100 to vibrate every X number of minutes after a recording is initiated. System default is <b>0</b> (alert feature disabled).</p> <p>To <i>enable</i> recording alerts, enter a number between <b>1</b> and <b>30</b>; to <i>disable</i> recording alerts, enter <b>0</b>.</p>  |
| Bluetooth Transmission         | <p>The BWX-100’s bluetooth transmission status:</p> <ul style="list-style-type: none"> <li>▪ <i>Enabled.</i> Automatically initiate a recording on remote device(s) whenever an officer manually</li> </ul> <p><i>(Continued)</i></p>  |



| Edit DVR: Video Tab (cont'd)    |   |
|---------------------------------|---|
| Recording Properties (cont'd)   |   |
| Field                           | Description   |
| Bluetooth Transmission (cont'd) | <p>starts a BWX-100 recording within line sight of in-range BWX-100(s)—assuming those device(s) are configured for bluetooth transmission.</p> <ul style="list-style-type: none"> <li>▪ <i>Disabled.</i> Do not broadcast or receive <i>bluetooth transmission</i> messages.</li> </ul> <p>For more on this feature, see “Remotely Starting a Recording” in the BWX-100 User’s Guide.</p> |
| Bluetooth ID                    | <p>A code used to identify a device <i>group</i>. When you assign a Bluetooth ID to a BWX-100, that camera will only communicate with devices that share the same Bluetooth ID.</p> <p><i>ID Requirements:</i> 1 - 12 characters, with a combination of numbers from 1 - 9 and/or letters from a - f.</p>   |
| Record LED                      | <p>A checkbox used to indicate whether or not you want the red LEDs on the front and top of the BWX-100 to illuminate whenever a recording is in progress.</p> <p><input checked="" type="checkbox"/> Enable LED recording-in-progress lights (default).<br/><input type="checkbox"/> Disable LED recording-in-progress lights.</p>   |

- 6 Enter/select any changes in the desired field(s).
- 7 Click the **Ethernet** tab.



The fields on this tab are described in the table on the next page.

| Edit DVR: Ethernet Tab |  |
|------------------------|--|
| Column                 | Description  |
| Ethernet DHCP          | A checkbox used to indicate whether or not a DHCP server will automatically provide the IP address to this BWX-100.<br><br><input checked="" type="checkbox"/> DHCP server will automatically assign an IP address to this device<br><input type="checkbox"/> User will manually assign an IP address to this device |
| Ethernet IP            | The unique IP address that is assigned to this BWX-100.*   |
| Ethernet Mask          | The same Ethernet mask address that you use on your private Ethernet network.*   |
| Ethernet Gateway IP    | The same Ethernet gateway IP address that you use on your private Ethernet network.*   |
| Remote Broadcast IP(s) | An IP address range across which the BWX-100 devices announce their identity so the server can locate them. System default is <b>255.255.255.255</b> . Separate multiple IP addresses with a space.  |

- 8 Enter/select any changes in the desired field(s).
- 9 Click **Save**.

For more information, see:

- Assigning a BWX-100 DVR to an Officer, page 254
- Viewing the Mobile Devices Page for a Body Worn DVR, page 258
- Replacing a Body Worn DVR, page 261.

#### Changing a BWX-100 DVR When Fleet Management is Off

This section describes how to update a BWX-100 record when the Fleet Management feature is *disabled*. If you're not sure if your agency is using Fleet Management, examine the *Enable Fleet Management for DVRs* checkbox on the **Download Options** tab, as pictured on page 241. If the checkbox is *deselected*, use this procedure. If the checkbox is *selected*, see "Changing a BWX-100 DVR When Fleet Management is On" on page 242 instead.

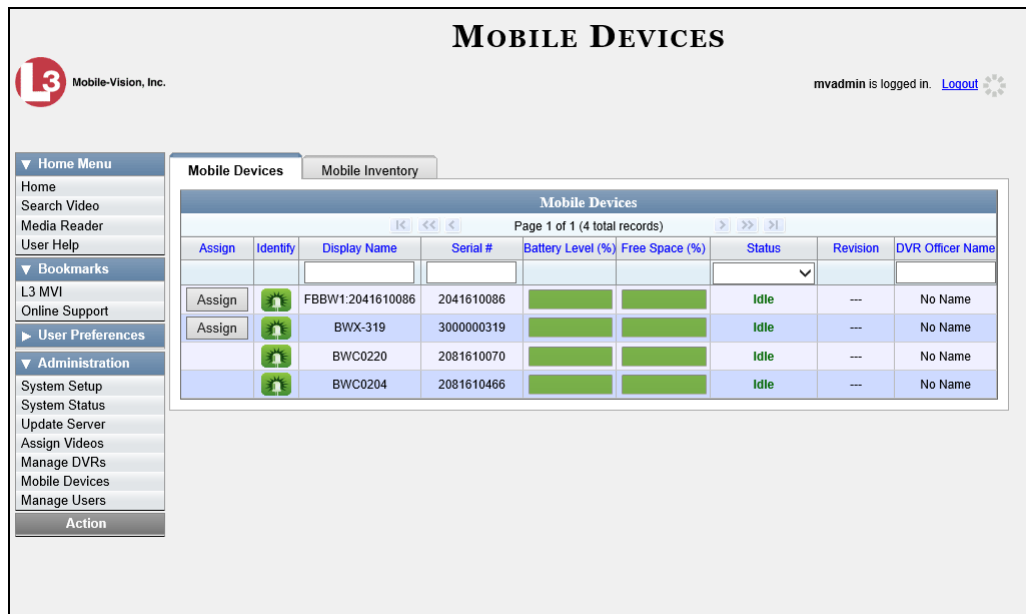
---

\* This field is only required when the *Ethernet DHCP* checkbox is *not* selected.



**NOTE:** If you are configuring a BWX-100 record **for the first time**, we recommend that you refer to the “Changing a BWX-100 DVR When Fleet Management is Off” procedure in your BWX-100 User’s Guide instead. The latter version guides you step-by-step through the initial configuration process.

- 1 Go to **Administration** and click **Mobile Devices**. The Mobile Devices page displays.



**MOBILE DEVICES**

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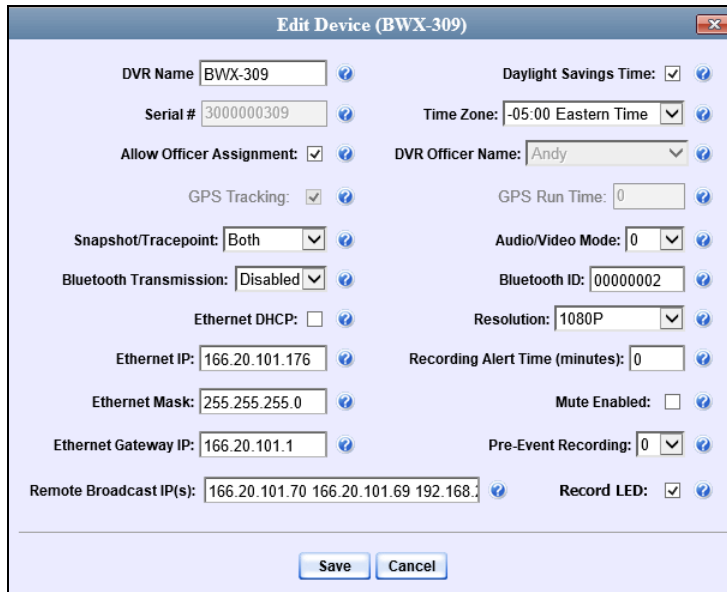
Mobile Devices Mobile Inventory

Mobile Devices Page 1 of 1 (4 total records)

| Assign | Identify | Display Name     | Serial #   | Battery Level (%) | Free Space (%) | Status | Revision | DVR Officer Name |
|--------|----------|------------------|------------|-------------------|----------------|--------|----------|------------------|
| Assign |          | FBBW1:2041610086 | 2041610086 |                   |                | Idle   | ---      | No Name          |
| Assign |          | BWX-319          | 3000000319 |                   |                | Idle   | ---      | No Name          |
|        |          | BWC0220          | 2081610070 |                   |                | Idle   | ---      | No Name          |
|        |          | BWC0204          | 2081610466 |                   |                | Idle   | ---      | No Name          |

- 2 If the BWX-100 record you wish to update displays on-screen, click on it. Skip to step 5.  
– OR –  
If the BWX-100 record you wish to update does *not* display on-screen, proceed to the next step.
- 3 Use the navigation arrows at the top of the page to scroll through the DVR records.  
– OR –  
Enter or select search criteria in the *Display Name*, *Serial #*, *Status*, and/or *DVR Officer Name* fields. The system automatically narrows the DVR list to those DVRs that match your newly entered criteria.
- 4 Once the desired record displays on-screen, click on it.
- 5 Go to the **Action** column and click **Edit Configuration**. The Edit Device popup displays.

(Continued)



The fields on this screen are described below.

| Edit Device              |   |
|--------------------------|---|
| Column                   | Description   |
| DVR Name                 | The name assigned to this BWX-100. If this field is grayed out, it indicates that there is a naming conflict associated with the DVR. For more information, see “Resolving Naming Conflicts” on page 261.   |
| Serial #                 | The BWX-100’s serial number. The system obtains this number from the device during the first DVR-to-server communication.   |
| Allow Officer Assignment | A checkbox used to turn the <i>Officer Dispatch</i> feature on/off. For more information on this feature, see page 239.<br><input checked="" type="checkbox"/> Officer Dispatch feature is <i>on</i> (activated)<br><input type="checkbox"/> Officer Dispatch feature is <i>off</i> (deactivated)   |
| GPS Tracking             | <i>This feature will be available in a future release.</i>  |
| Snapshot/Tracepoint      | A field used to program the BWX-100 to capture a JPG still image and/or insert a “tracepoint” placemaker in a video whenever a user presses the <i>Snap/Trace</i> button on the side of the device while a recording is in progress.<br>Select a value from the drop-down list:<br><ul style="list-style-type: none"> <li>▪ <i>Snapshot</i>. Capture a JPG still image</li> <li>▪ <i>Tracepoint</i>. Insert a “tracepoint” placemaker in a video</li> <li>▪ <i>Both</i> (default) Capture a JPG still <i>(Continued)</i></li> </ul> |

| Edit Device (cont'd)         |  |
|------------------------------|--|
| Column                       | Description  |
| Snapshot/Tracepoint (cont'd) | <p>image <i>and</i> insert a “tracepoint” placemaker in a video.</p> <ul style="list-style-type: none"> <li>▪ <i>Off</i>. Do not perform either action.</li> </ul>   |
| Bluetooth Transmission       | <p>The BWX-100’s bluetooth transmission status:</p> <ul style="list-style-type: none"> <li>▪ <i>Enabled</i>. Automatically trigger a recording on remote device(s) whenever an officer manually starts a BWX-100 recording within line sight of in-range BWX-100(s)—assuming those device(s) are configured for bluetooth transmission.</li> <li>▪ <i>Disabled</i>. Do not broadcast or receive <i>Bluetooth transmissions</i>.</li> </ul> <p>For more on this feature, see “Remotely Starting a Recording” in the BWX-100 User’s Guide.</p> |
| Ethernet DHCP                | <p>A checkbox used to indicate whether or not a DHCP server will automatically provide the IP address to this BWX-100.</p> <p><input checked="" type="checkbox"/> DHCP server will automatically assign an IP address to this device</p> <p><input type="checkbox"/> User will manually assign an IP address to this device</p>  |
| Ethernet IP                  | The unique IP address that is assigned to this BWX-100.*   |
| Ethernet Mask                | The same Ethernet mask address that you use on your private Ethernet network.*   |
| Ethernet Gateway IP          | The same Ethernet gateway IP address that you use on your private Ethernet network.*   |
| Remote Broadcast IP(s)       | An IP address range across which the BWX-100 devices announce their identity so the server can locate them. System default is 255.255.255.255. Separate multiple IP addresses with a space.  |
| Daylight Savings Time        | <p>A checkbox used to indicate whether or not this device will be recording in a region that observes Daylight Savings Time. When this checkbox is selected, the BWX-100 will automatically adjust its videos’ recording start/end times to reflect daylight savings time.</p> <p><input checked="" type="checkbox"/> Daylight Savings Time is observed in this device’s recording region—default <i>(Continued)</i></p>   |

\* This field is only required when the Ethernet DHCP checkbox is not selected.

| Edit Device (cont'd)           |   |
|--------------------------------|---|
| Column                         | Description   |
| Daylight Savings Time (cont'd) | <input type="checkbox"/> Daylight Savings Time is <i>not</i> observed in this device's recording region   |
| Time Zone                      | The time zone in which this BWX-100 will be recording. System default is EASTERN time. <i>Select this value from the drop-down list.</i>  |
| DVR Officer Name               | The name of the officer to whom this BWX-100 is currently assigned, if applicable. If the <i>Allow Officer Assignment</i> checkbox is selected, this field will be grayed out. <i>Select this value from the drop-down list.</i>  |
| GPS Runtime                    | <i>This feature will be available in a future release.</i>  |
| Audio/Video Mode               | The type of data this BWX-100 will capture:<br><b>0</b> Audio and video (default)<br><b>1</b> Video only<br><b>2</b> Audio only   |
| Bluetooth Id                   | A code used to identify a device <i>group</i> . When you assign a Bluetooth ID to a BWX-100, that camera will only communicate with devices that share the same Bluetooth ID.<br><br><i>ID Requirements:</i> 1 - 12 characters, with a combination of numbers from 1 - 9 and/or letters from a - f.   |
| Resolution                     | The video resolution for this camera. <i>Select a value from the drop-down list:</i> <ul style="list-style-type: none"> <li>▪ 720 x 480 cropped. Standard definition video with a reduced field of view. Also referred to as "480p cropped."</li> <li>▪ 1280 x 720 cropped. High definition video with a reduced field of view. Also referred to as "720p cropped."</li> <li>▪ 1280 x 720. High definition video with a full field of view. Also referred to as "720p."</li> <li>▪ 1920 x 1080 (default). Full high definition video with a full field of view. This is the highest resolution available for BWX-100 video and the most resource intensive. Also referred to as "1080p."</li> </ul> |
| Recording Alert Time (minutes) | When a value higher of <b>1</b> or higher is entered in this field, it activates the <i>recording-in-progress</i> alert, which causes the BWX-100 to vibrate every X number of minutes after a recording is initiated. System default is <b>0</b> (alert feature disabled).<br><br>To <i>enable</i> recording alerts, enter a number between <b>1</b> and <b>30</b> ; to <i>disable</i> recording alerts, enter <b>0</b> .  |

| Edit Device (cont'd) |   |
|----------------------|---|
| Column               | Description   |
| Mute Enabled         | <p>A checkbox used to enable/disable the recording mute button.</p> <p><input checked="" type="checkbox"/> Officer can mute audio while a recording is in progress (default)</p> <p><input type="checkbox"/> Officer cannot mute audio while a recording is in progress</p>   |
| Pre-Event Recording  | <p>If desired, you may capture 10, 30, 60, or 90 seconds of video <i>before</i> a recording session is initiated. The reason that the BWX-100 is able to capture video <i>before</i> a recording session even begins is because the device is, in fact, recording all the time—it just doesn't save all that data to the device's internal storage drive unless you choose to do so. Pre-event recordings are similar to the short-term memory on a computer. Before you ever click <b>Save</b> (or in this case, the <i>record</i> button), there is still some data stored in the computer's short-term memory.</p> <p><i>Select a value from the drop-down list:</i></p> <ul style="list-style-type: none"> <li><b>0</b> Omit pre-event recording</li> <li><b>10</b> Capture 10 seconds of pre-event recording</li> <li><b>30</b> Capture 30 seconds of pre-event recording</li> <li><b>60</b> Capture 60 seconds of pre-event recording</li> <li><b>90</b> Capture 90 seconds of pre-event recording</li> </ul> |
| Record LED           | <p>A checkbox used to indicate whether or not you want the red LEDs on the front and top of the BWX-100 to illuminate whenever a recording is in progress.</p> <p><input checked="" type="checkbox"/> Enable LED recording-in-progress lights (default).</p> <p><input type="checkbox"/> Disable LED recording-in-progress lights.</p>  |

- 6 Enter/select your changes in the appropriate field(s).
- 7 Click **Save**.

For more information, see:

- Assigning a BWX-100 DVR to an Officer, next page
- Viewing the Mobile Devices Page for a Body Worn DVR, page 258
- Replacing a Body Worn DVR, page 261.

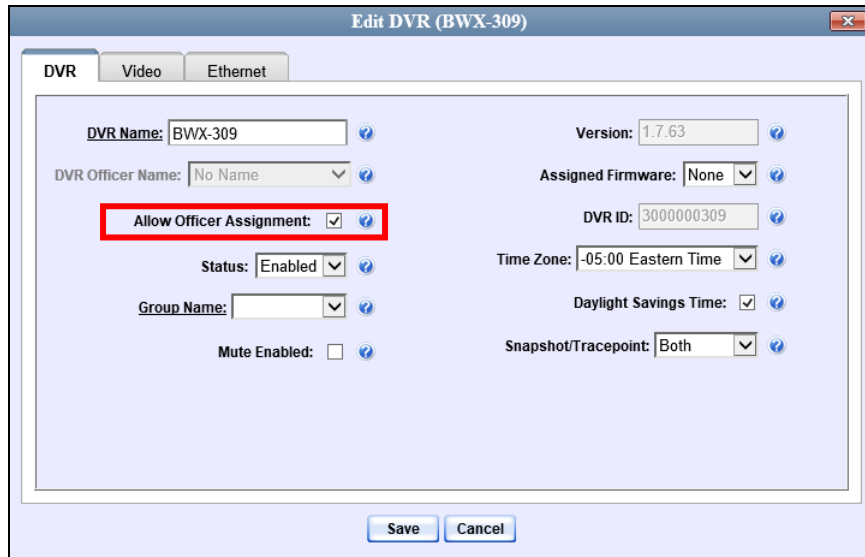
All other DVR procedures, such as those that relate to Fleet Management and firm-ware, are the same for BWX-100 devices as they are for Flashbacks. For more information, refer to the relevant procedures in this chapter, as listed on page 167.

### Assigning a BWX-100 DVR to an Officer

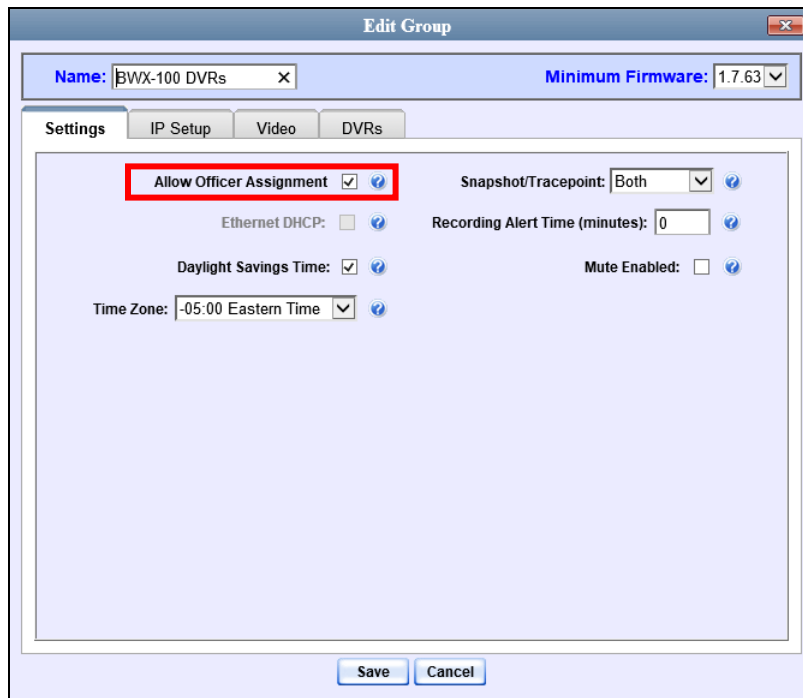
This section describes how to assign an available BWX-100 device to a selected officer. In order to perform this procedure, the *Officer Dispatch* feature must be activated, as described in step 1 below.

- 1 Check to make sure the *Allow Officer Assignment* checkbox on the DVR record or DVR group record is selected, as pictured here.

BWX-100  
DVR Record

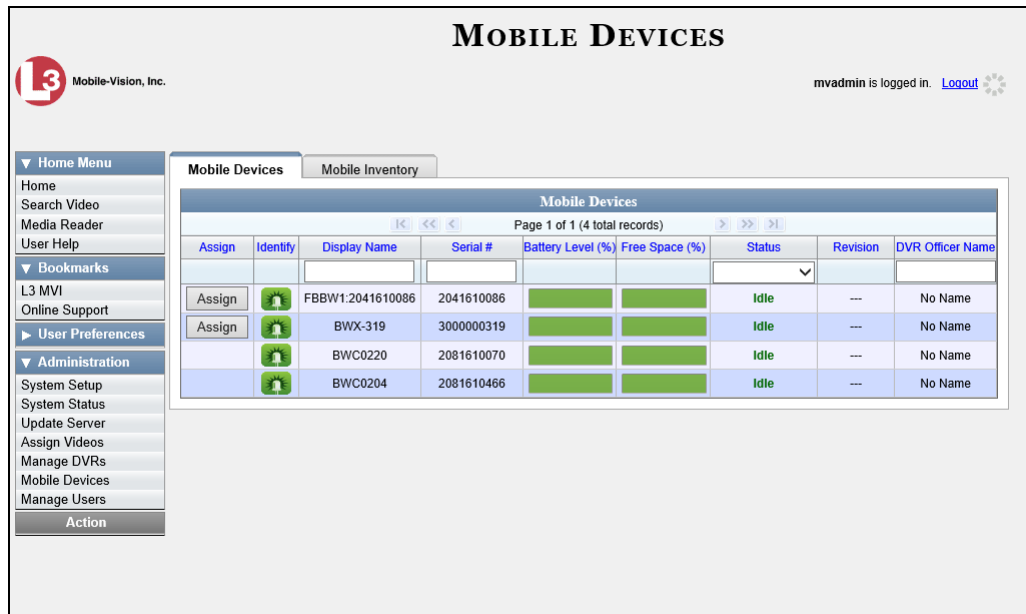


BWX-100  
DVR Group  
Record





- Go to **Administration** and click **Mobile Devices**. The Mobile Devices page displays.



This displays all the devices that are currently connected to the server. All DVRs that have an **Assign** button next to them are available for assignment.

For a description of the columns on this page, see the table on page 259.

- Click the **Assign** button to the left of the device you wish to assign. The Assign Officer popup displays.



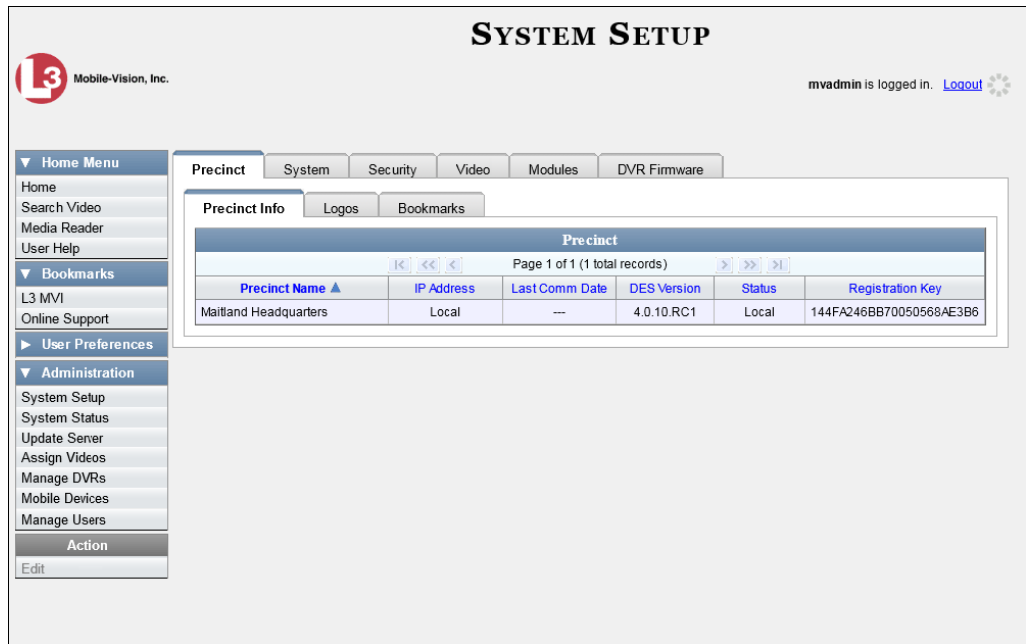
- Select an officer from the *DVR Officer Name* drop-down list.
- Click **Save**. The officer you just selected now displays in the *DVR Officer Name* field. If that officer happens to be in close proximity to the BWX-100 Uplink station, you may wish to activate an audio/visual alert. This will make it easier for the officer to identify his BWX-100. To activate this alert, click the green notification icon for that device. The BWX-100 will buzz/chirp for five seconds.



## Selecting the Download Options for a Body Worn DVR

This section describes how to select the download options that are required for a *Body-VISION* or *BWX-100* Body Worn camera. You only have to perform this task *once*.

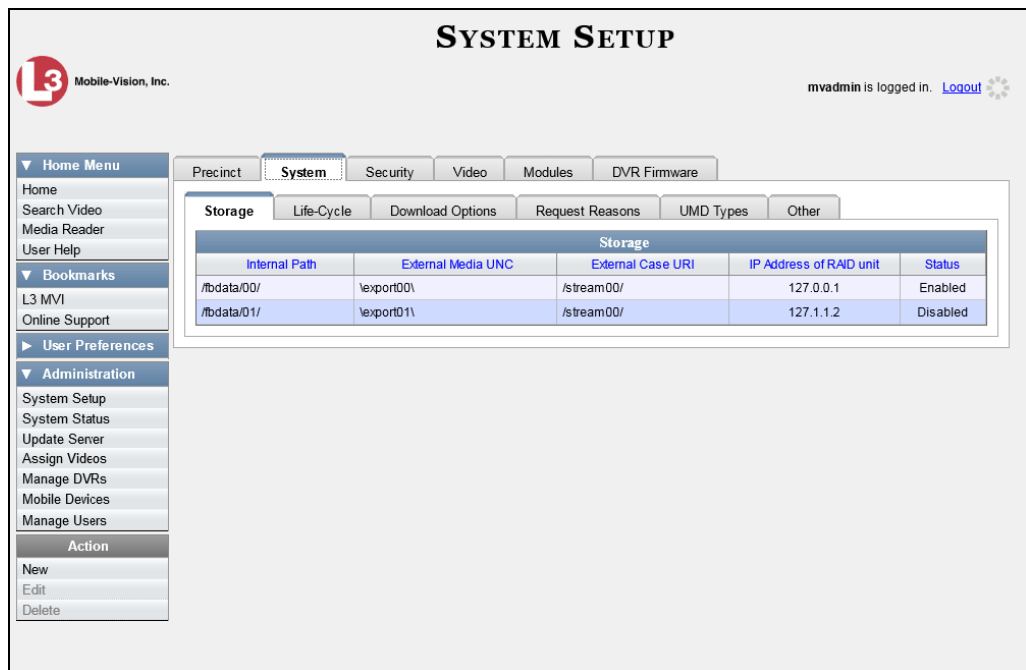
- 1 Go to **Administration** and click **System Setup**. The System Setup page displays.



The screenshot shows the 'SYSTEM SETUP' page with the 'Administration' menu expanded to 'System Setup'. The 'Precinct Info' tab is active, displaying a table with the following data:

| Precinct              |            |                |             |        |                         |
|-----------------------|------------|----------------|-------------|--------|-------------------------|
| Precinct Name ▲       | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Mailland Headquarters | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

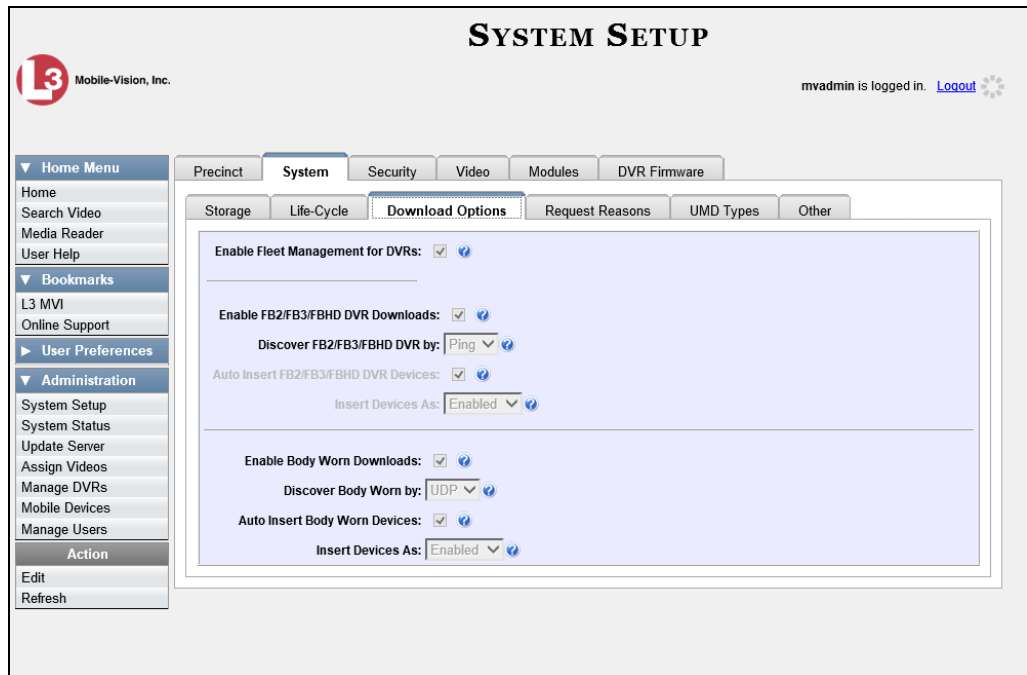
- 2 Click the **System** tab.



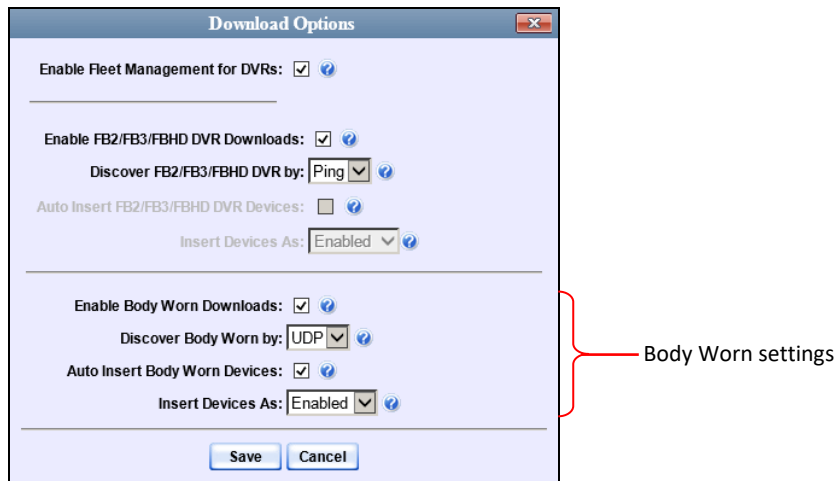
The screenshot shows the 'SYSTEM SETUP' page with the 'System' tab selected. The 'Storage' sub-tab is active, displaying a table with the following data:

| Internal Path | External Media UNC | External Case URI | IP Address of RAID unit | Status   |
|---------------|--------------------|-------------------|-------------------------|----------|
| #bdata/00/    | \\export00\        | /stream00/        | 127.0.0.1               | Enabled  |
| #bdata/01/    | \\export01\        | /stream00/        | 127.1.1.2               | Disabled |

- 3 Click the **Download Options** tab.



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



The settings for Body Worn DVRs are on the *bottom* of this popup.

- 4 Unless otherwise instructed by a Mobile-Vision Support representative, select the following Body Worn settings: (*Continued*)

| Field                         | Suggested Settings |
|-------------------------------|--------------------|
| Enable Body Worn Downloads    | Selected           |
| Discover Body Worn by         | UDP                |
| Auto Insert Body Worn Devices | Selected           |
| Insert Devices As             | Enabled            |

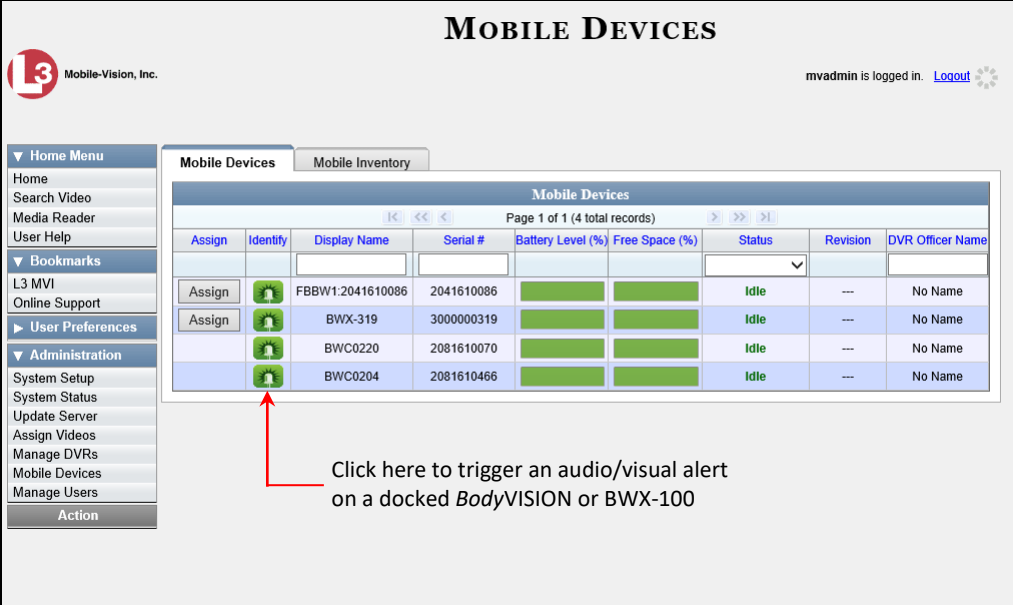
6 Click **Save**.

### Viewing the Mobile Devices Page for a Body Worn DVR

This section describes how to view the Mobile Devices page, which lists the following information:

- BodyVISION* and BWX-100 Body Worn cameras that are currently connected to the server
- BodyVISION* and BWX-100 Body Worn cameras that have been in communication with the server at least once.

1 Go to **Administration** and click **Mobile Devices**. The Mobile Devices page displays.



**MOBILE DEVICES**

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Home Menu: Home, Search Video, Media Reader, User Help

Bookmarks: L3 MVI, Online Support

User Preferences

Administration: System Setup, System Status, Update Server, Assign Videos, Manage DVRs, **Mobile Devices**, Manage Users

Action

| Assign | Identify | Display Name     | Serial #   | Battery Level (%) | Free Space (%) | Status | Revision | DVR Officer Name |
|--------|----------|------------------|------------|-------------------|----------------|--------|----------|------------------|
| Assign |          | FBBW1:2041610086 | 2041610086 |                   |                | Idle   | ---      | No Name          |
| Assign |          | BWX-319          | 3000000319 |                   |                | Idle   | ---      | No Name          |
|        |          | BWC0220          | 2081610070 |                   |                | Idle   | ---      | No Name          |
|        |          | BWC0204          | 2081610466 |                   |                | Idle   | ---      | No Name          |

Click here to trigger an audio/visual alert on a docked *BodyVISION* or BWX-100

The **Mobile Devices** tab displays all Body Worn devices that are currently connected to the server via a docking station. If necessary, use the navigation arrows and/or search fields at the top of the form to scan the full list.

The columns on the **Mobile Devices** tab are described in the following table.


| Mobile Devices Tab |   |
|--------------------|---|
| Column             | Description   |
| Assign             | A button used to assign this Body Worn camera to an officer. This button will only display when the following conditions apply: 1) the Allow Officer Assignment check-box is on the device's DVR record or DVR Group record is selected, and 2) the device is currently available for assignment. A device is considered "available" when it is connected to the server via a docking station, uploading/downloading is complete, and the device is not currently assigned to another officer.  |
| Identify           | An icon used to activate an audio/visual alert on the Body Worn camera, making it easy for an officer or evidence clerk to locate the device. This alert varies slightly depending on what model of Body Worn camera you have: <ul style="list-style-type: none"> <li>▪ <i>BodyVISIONs</i>. Device will beep and its Status/Battery LED on the top of the unit will flash yellow/red,</li> <li>▪ <i>BWX-100s</i>. Device will repeatedly buzz/chirp for five seconds.</li> </ul>  |
| Display Name       | The name of this Body Worn device, as displayed on its DVR record.  |
| Serial #           | The Body Worn device's 10-digit serial number. The system obtains this number from the device during the first DVR-to-server communication.   |
| Battery Level (%)  | The percentage of battery power remaining on this Body Worn device. <ul style="list-style-type: none"> <li>▪ If the <i>Battery Level</i> bar is solid green, it indicates that the device is fully charged.</li> <li>▪ If the <i>Battery Level</i> bar is partially yellow, it indicates that this device has 1 – 3 hours of recording time left.</li> <li>▪ If the <i>Battery Level</i> bar is partially red, it indicates that this device has less than one hour of recording time left. In this case, you should leave the device in the docking station until the Battery Level % is either solid green (preferred) or at least yellow.</li> </ul> |
| Free Space (%)     | The percentage of storage space remaining on this Body Worn device. <ul style="list-style-type: none"> <li>▪ If the <i>Free Space</i> bar is solid green, it indicates that there is 100% recording time available on this device</li> <li>▪ If the <i>Free Space</i> bar is partially red or yellow, it indicates that there is less than 100% recording time available on this device</li> </ul>  |

(Continued)

| Mobile Devices Tab (cont'd) |  |
|-----------------------------|--|
| Column                      | Description  |
| Status                      | The current status of this Body Worn camera:<br><ul style="list-style-type: none"> <li>▪ <i>Idle</i>. The device's media files (video and snapshots) have finished uploading to the server.</li> <li>▪ <i>Downloading</i>. The device is currently uploading media to the server</li> <li>▪ <i>Upgrading</i>. The server is currently downloading a firm-ware update to the device.</li> </ul> |
| Revision                    | The current firmware version loaded on this Body Worn device.  |
| DVR Officer Name            | The name of the officer to whom this Body Worn device is currently assigned. If <b>No Name</b> displays here, it indicates that this device is not assigned to anyone.   |

- To view *all* discovered Body Worn camera devices, including those devices that are not currently connected to the server, click the **Mobile Inventory** tab.

MOBILE DEVICES


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- ▼ Home Menu
- Home
- Search Video
- Media Reader
- User Help

Mobile Devices

Mobile Inventory

| Mobile Inventory              |                      |                      |                      |                      |                      |                      |
|-------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Page 1 of 1 (9 total records) |                      |                      |                      |                      |                      |                      |
| Display Name ▲                | Serial #             | Revision             | DVR Officer Name     | Last Comm Date       | In/Out               |                      |
| <input type="text"/>          | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| BVXV-214                      | 2011710614           | ---                  | No Name              | 04/22/2019           | Out                  |                      |
| BWC0204                       | 2081610466           | ---                  | No Name              | 04/22/2019           | In                   |                      |
| BWC0208                       | 2081610515           | ---                  | No Name              | 03/06/2019           | Out                  |                      |
| BWC0220                       | 2081610070           | ---                  | No Name              | 04/22/2019           | In                   |                      |
| bwv-251                       | 3000000307           | ---                  | No Name              | 03/19/2018           | Out                  |                      |
| BWX-319                       | 3000000319           | ---                  | No Name              | 04/22/2019           | In                   |                      |
| FBBW1.2041610086              | 2041610086           | ---                  | No Name              | 04/22/2019           | In                   |                      |
| FBBW2.3000000117              | 3000000117           | ---                  | No Name              | 04/22/2019           | Out                  |                      |
| Maitland BV Unit              | 1214100011           | ---                  | No Name              | 01/16/2017           | Out                  |                      |

These are all the Body Worn devices that have been in communication with the server at least once. If necessary, use the navigation arrows and/or search fields at the top of the form to scan the full list.

The columns on the **Mobile Inventory** tab are described in the following table.

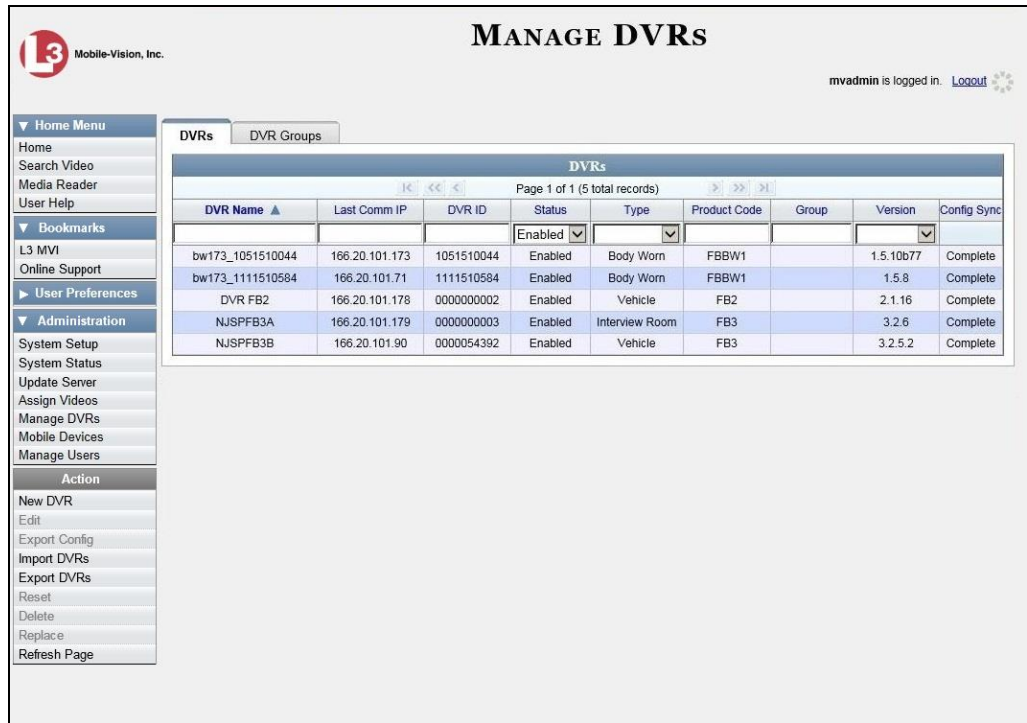
| Mobile Inventory Tab |  |
|----------------------|--|
| Column               | Description  |
| Display Name         | The name of this Body Worn device, as displayed on its DVR record.   |
| Serial #             | The Body Worn device's 10-digit serial number. The system obtains this number from the device during the first DVR-to-server communication.  |
| Revision             | The current firmware version loaded on this Body Worn device.  |
| DVR Officer Name     | The name of the officer to whom this Body Worn camera is currently assigned. If <b>No Name</b> displays here, it indicates that this Body Worn camera is not assigned to anyone.   |
| Last Comm Date       | The date and time of the most recent communication between this Body Worn camera and the server. Displays in mm/dd/yyyy hh:mm format.  |
| In/Out               | An indicator used to denote whether or not this Body Worn device is currently connected to the server via a docking station. <ul style="list-style-type: none"> <li>▪ <i>In</i>. The Body Worn device is connected to the server</li> <li>▪ <i>Out</i>. The Body Worn device is <i>not</i> connected to the server.</li> </ul> |

## Replacing a Body Worn DVR

This section describes how to replace an existing BWX-100 or *BodyVISION* with a new device in DEF. Specifically, this procedure will assign the old DVR record's settings and videos to the new DVR record, then remove the old DVR record from the system.

- 1 Write down the serial number for both the old Body Worn camera and the new one. You can find this number on the sticker located on the back of each device.
- 2 Place the new Body Worn camera in an available docking station at your agency's Uplink Station. Once the camera connects to the server, the system will be able to discover the device on the network.
- 3 Go to ▼ Administration and click **Manage DVRs**. The Manage DVRs page displays.

*(Continued)*



**MANAGE DVRs**

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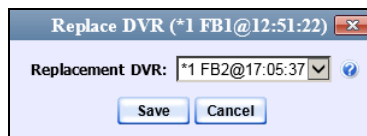
DVRs | DVR Groups

| DVRs             |                |            |         |                |              |       |           |             |
|------------------|----------------|------------|---------|----------------|--------------|-------|-----------|-------------|
| DVR Name ▲       | Last Comm IP   | DVR ID     | Status  | Type           | Product Code | Group | Version   | Config Sync |
| bw173_1051510044 | 166.20.101.173 | 1051510044 | Enabled | Body Worn      | FBBW1        |       | 1.5.10b77 | Complete    |
| bw173_1111510584 | 166.20.101.71  | 1111510584 | Enabled | Body Worn      | FBBW1        |       | 1.5.8     | Complete    |
| DVR FB2          | 166.20.101.178 | 000000002  | Enabled | Vehicle        | FB2          |       | 2.1.16    | Complete    |
| NJSPFB3A         | 166.20.101.179 | 000000003  | Enabled | Interview Room | FB3          |       | 3.2.6     | Complete    |
| NJSPFB3B         | 166.20.101.90  | 0000054392 | Enabled | Vehicle        | FB3          |       | 3.2.5.2   | Complete    |

**Action**

- New DVR
- Edit
- Export Config
- Import DVRs
- Export DVRs
- Reset
- Delete
- Replace
- Refresh Page

- Enter the serial number for the *old* DVR record in the *DVR ID* field. The associated DVR record displays.
- Click on the old DVR's record to highlight it.
- Go to the **Action** column and click **Replace**. The Replace DVR popup displays.

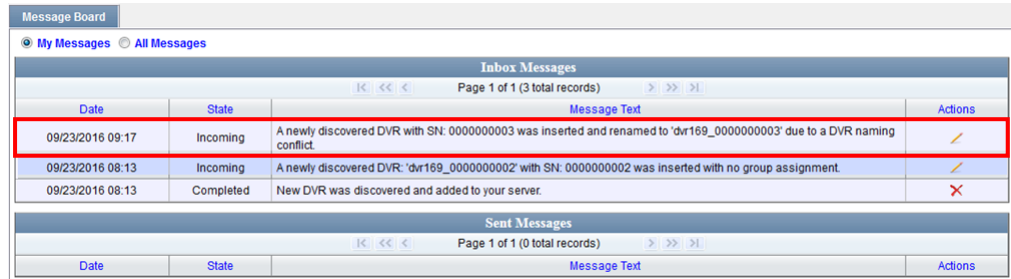





- Using the drop-down list provided, select the name of the *new* Body Worn camera. To identify this record, look for the letters **FBBW1** (for *BodyVISIONs*) or **BWX-100** (for *BWX-100s*), followed by the new device's serial number.
- Click **Save**. The system assigns the old DVR record's settings and videos to the new DVR record, then removes the old DVR record from the system.



## Resolving Naming Conflicts

Whenever a DVR transmits video to the server for the first time, the system checks all existing DVR records for possible duplicates. If it finds another DVR on the system that has the same exact name but a different serial number, it does two things. First, it gives the newly discovered DVR a suffix of @[DVR serial number]. Secondly, the system sends a message to the Administrators' *Inbox Messages* list, indicating that there is a potential naming conflict.





| Message Board    |           |  |   |
|------------------|-----------|--|---|
| Inbox Messages   |           |  |   |
| Date             | State     | Message Text   | Actions   |
| 09/23/2016 09:17 | Incoming  | A newly discovered DVR with SN: 0000000003 was inserted and renamed to 'dvr169_0000000003' due to a DVR naming conflict. |  |
| 09/23/2016 08:13 | Incoming  | A newly discovered DVR: 'dvr169_0000000002' with SN: 0000000002 was inserted with no group assignment.                   |  |
| 09/23/2016 08:13 | Completed | New DVR was discovered and added to your server.   |  |

When you see this message, follow the procedure described in this section to resolve the naming conflict.



**NOTE:** The *naming conflict* message does not necessarily mean that something is wrong. For example, any time you replace a damaged DVR or decommission an older DVR, it makes sense that you would assign the replacement DVR the same name as the old one (after all, it *is* going in the same vehicle). The system only prompts you with the *naming conflicts* message to *verify* that the duplicate DVR is, indeed, an intentional replacement for an existing DVR, rather than a naming error.

- 1 Make sure the **Home** page displays. (If necessary, go to  and click **Home**.)
- 2 Locate the DVR naming conflict message on your *Inbox Messages* list, as pictured above.
- 3 Click the  icon to the right of the naming conflict message. The Edit Duplicate DVR form displays.



**Edit Duplicate DVR**

**Existing DVR Details:**

DVR Name: 744      DVR Serial: 0000023691  
Discovery Date: 11/06/2014 16:10      Precinct: D-Block Div. Fwd

**New DVR Details:**

DVR Name: 744\_0000054936      DVR Serial: 0000054936  
Discovery Date: 05/15/2017 09:31      Precinct: Buena Vista

Replace Existing: 744

DVR Name: 744\_0000054936

Assign to Group:

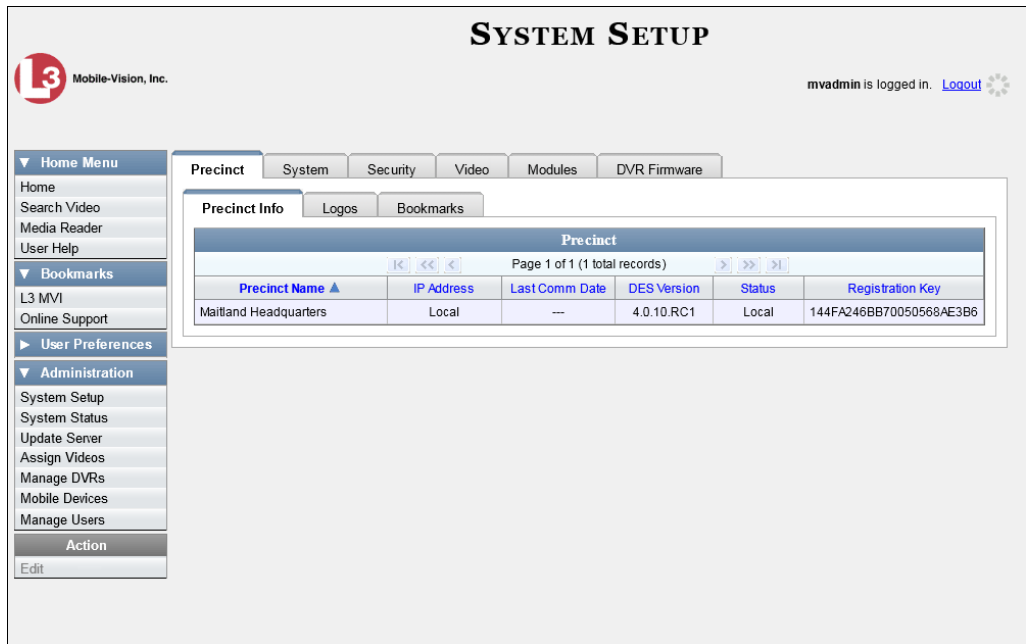
- 4 Determine whether or not the newly discovered DVR is a *replacement* for an existing DVR in the system. For example, if one of your DVRs was destroyed in a car accident (SCP 58) and you had to purchase a new DVR to put in that vehicle (SCP 58@00000016), that would be considered a *replacement*. Also, if you recently upgraded from a Flashback2 (DVR SCP 58) to a FlashbackHD (SCP 58@00000029), that would also be considered a *replacement*. However, if you purchased a DVR for a brand new vehicle but accidentally gave it the same name as an existing DVR, that would *not* be considered a replacement.
- 5 If the newly discovered DVR is a *replacement* for an existing DVR, select the *Replace Existing* radio button. Proceed to the next step.  
– OR –  
If the newly discovered DVR is *not* a replacement for an existing DVR (i.e., you gave the new DVR the same name as an existing DVR *in error*), enter a new name in the *DVR Name* field. Skip to step 8.
- 6 To assign the new or replacement DVR to an existing DVR Group, select a value from the *Assign to Group* drop-down list. Otherwise proceed to the next step.
- 7 Click **Save**. If you chose the *replacement* option, several actions will occur automatically:
  - All videos that were previously assigned to the original DVR will be reassigned to the replacement DVR
  - The auto-created DVR NAME@[DVR serial number] record will be deleted from the system
  - The naming conflict message will be removed from the Administrators' *Inbox Messages* list.

### Disabling/Enabling Mobile App Pairing for BWX-100s

There is a Mobile-Vision app called "LEC Mobile." This app is used to view BWX-100 videos from a smart phone or tablet in the field. This section describes how to disable or re-enable the pairing function between LEC Mobile and your BWX-100 cameras.

When the *Disable Mobile App Pairing* feature is *selected*, none of your agency's BWX-100 Body Worn cameras will have the ability to communicate with the LEC Mobile app. When the *Mobile App Pairing* feature is *deselected* (default), all of your agency's BWX-100 cameras will have the ability to communicate with LEC Mobile.

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



**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Home Menu: Home, Search Video, Media Reader, User Help

Bookmarks: L3 MVI, Online Support

User Preferences

Administration: System Setup, System Status, Update Server, Assign Videos, Manage DVRs, Mobile Devices, Manage Users

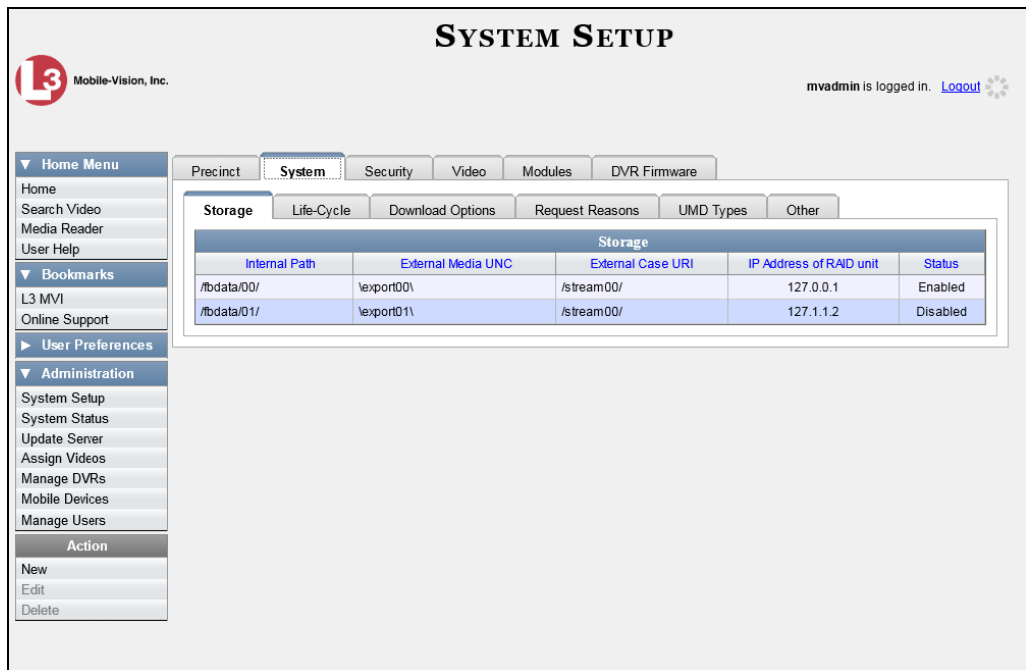
Action: Edit

System Setup Navigation: Precinct, System, Security, Video, Modules, DVR Firmware

Precinct Info: Logos, Bookmarks

| Precinct              |            |                |             |        |                         |
|-----------------------|------------|----------------|-------------|--------|-------------------------|
| Precinct Name ▲       | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

2 Click the **System** tab.



**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Home Menu: Home, Search Video, Media Reader, User Help

Bookmarks: L3 MVI, Online Support

User Preferences

Administration: System Setup, System Status, Update Server, Assign Videos, Manage DVRs, Mobile Devices, Manage Users

Action: New, Edit, Delete

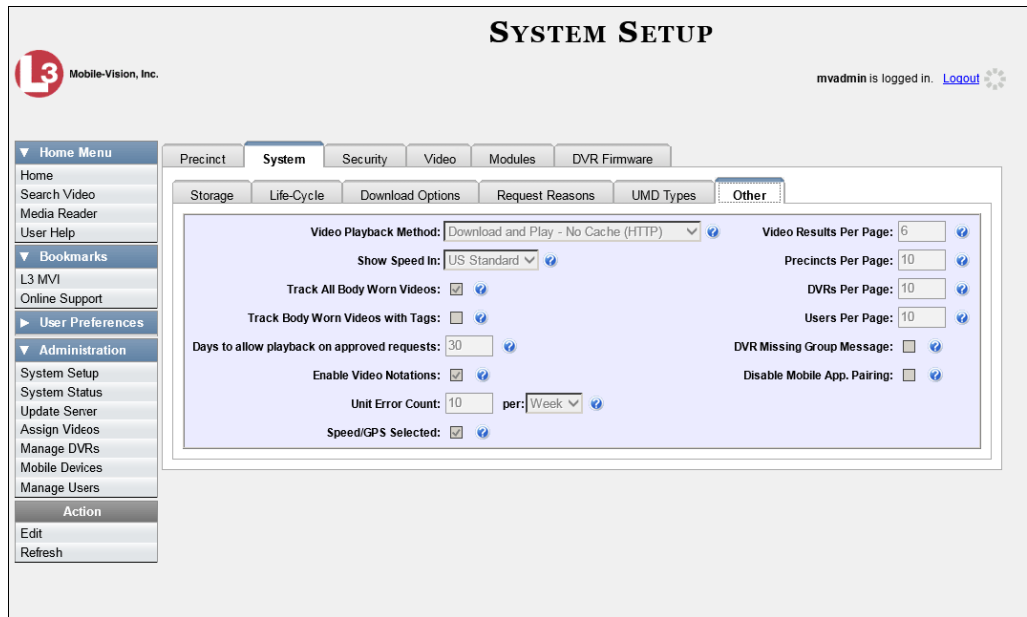
System Setup Navigation: Precinct, System, Security, Video, Modules, DVR Firmware

System Storage Navigation: Storage, Life-Cycle, Download Options, Request Reasons, UMD Types, Other

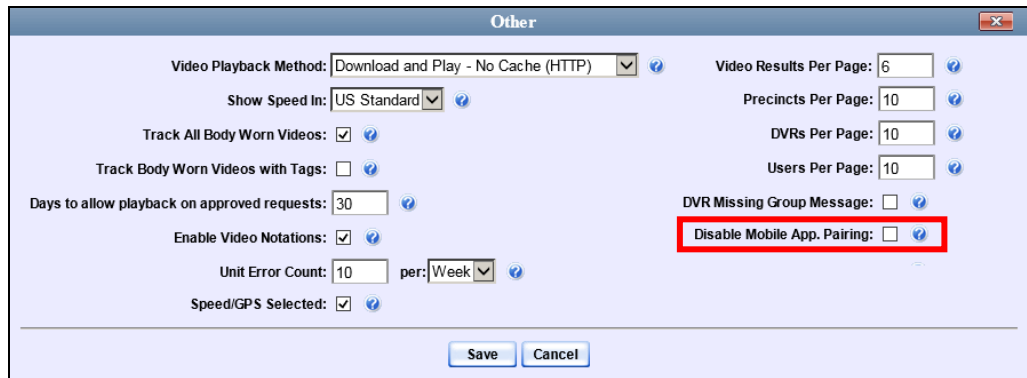
| Internal Path | External Media UNC | External Case URI | IP Address of RAID unit | Status   |
|---------------|--------------------|-------------------|-------------------------|----------|
| /bdata/00/    | \\export00\        | /stream00/        | 127.0.0.1               | Enabled  |
| /bdata/01/    | \\export01\        | /stream00/        | 127.1.1.2               | Disabled |

3 Click the **Other** tab.

*(Continued)*



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



5 To prevent your BWX-100 cameras from pairing with the LEC Mobile app, select the *DVR Missing Group Message* checkbox, located in the lower right corner of the popup.

– OR –

To allow your BWX-100 cameras to pair with the LEC Mobile app, deselect the *DVR Missing Group Message* checkbox.

6 Click **Save**.

---

## Fleet Management

Fleet Management is a system feature that grants you access to many of the same DVR functions that are found on your Flashback menus. Previously, you could only access the DVR functions via the Flashback menu, which required physical access to the DVR. Now you can access these options from the server back at your precinct.

If desired, you can also use the Fleet Management feature to make global changes across multiple Flashback and Body Worn DVRs. This is accomplished using a feature called *DVR groups*. A DVR group is simply a record that contains the same information found on an individual DVR record. After you create a DVR group and assign DVRs to it, you can update an entire fleet of DVRs at the same time from the server. If, for example, your agency adds an Aux 2 device, you could display the appropriate DVR group record and select the *Aux 2 Trigger* checkbox on the *Triggers/Display* tab. Each of the DVRs that were assigned to that group would, in turn, be updated during their next DVR-to-server transmission.

When Fleet Management is enabled, the DVR settings on the server always override the in-car settings. You can still change DVR settings from the DVR itself, but it's recommended that you select one method or the other: either use the Fleet Management feature to update your DVRs from the server, or use the Flashback menu to update DVRs from within the vehicles. Generally, the larger your vehicle/DVR fleet, the more sense it makes to use Fleet Management.

When you create DVR groups, always place similar DVRs together in the same DVR group. Flashback3s and FlashbackHDs may be placed in the same group, but all other DVRs must be in a group by themselves. See recommended groups below.

- Group 1: Flashback2s that are installed in a vehicle with Vehicle Viewer, Vehicle Viewer Live, or the UMD Editor
- Group 2: Flashback2s that are installed in a vehicle *without* Vehicle Viewer, Vehicle Viewer Live, or the UMD Editor
- Group 3: Flashback3s and/or FlashbackHDs that are installed in a vehicle with Vehicle Viewer, Vehicle Viewer Live, or the UMD Editor
- Group 4: Flashback3s and/or FlashbackHDs that are installed in a vehicle *without* Vehicle Viewer, Vehicle Viewer Live, or the UMD Editor
- Group 5: Flashback2s that are installed in an Interview Room
- Group 6: Flashback3s and/or FlashbackHDs that are installed in an Interview Room
- Group 7: *BodyVISION* DVRs
- Group 8: BWX-100 DVRs
- Group 9: CycleVision DVRs

For more information, see:

- Enabling/Disabling Fleet Management, next page
- Adding a DVR Group, page 270
- Exporting a DVR's config.xml File, page 286
- Changing a DVR Group, page 288

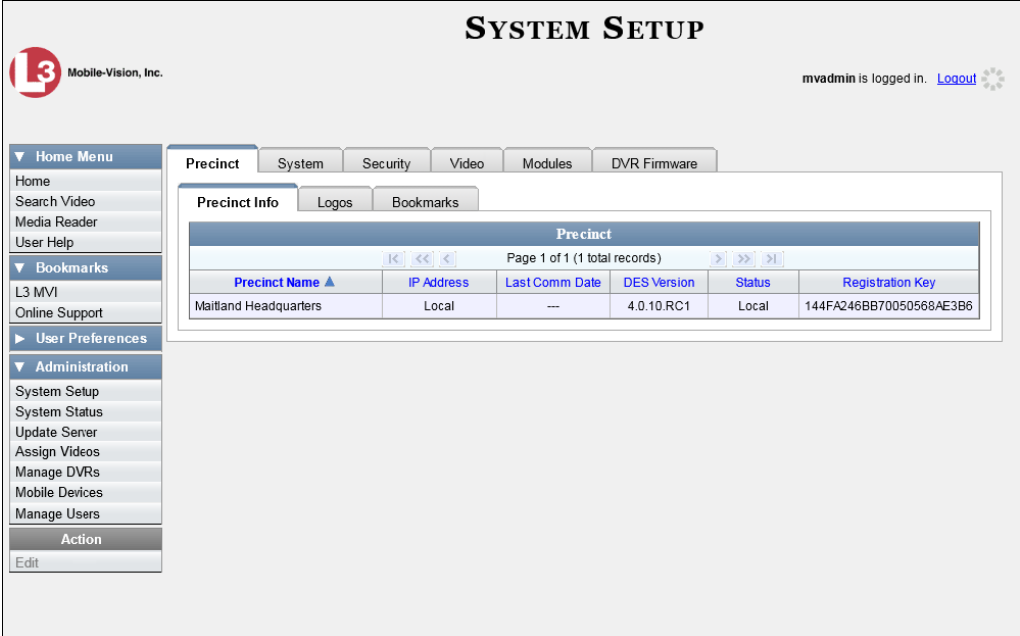
(Continued)

- Deleting a DVR Group, page 319
- Assigning a New DVR to a DVR Group, page 320
- Reassigning a DVR to a Different DVR Group, page 322
- Identifying DVRs that are Not Assigned to a DVR Group, page 325.

## Enabling/Disabling Fleet Management

This section describes how to enable (turn on) or disable (turn off) Fleet Management. For a detailed description of this feature, see “Fleet Management” on page 267.

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



**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

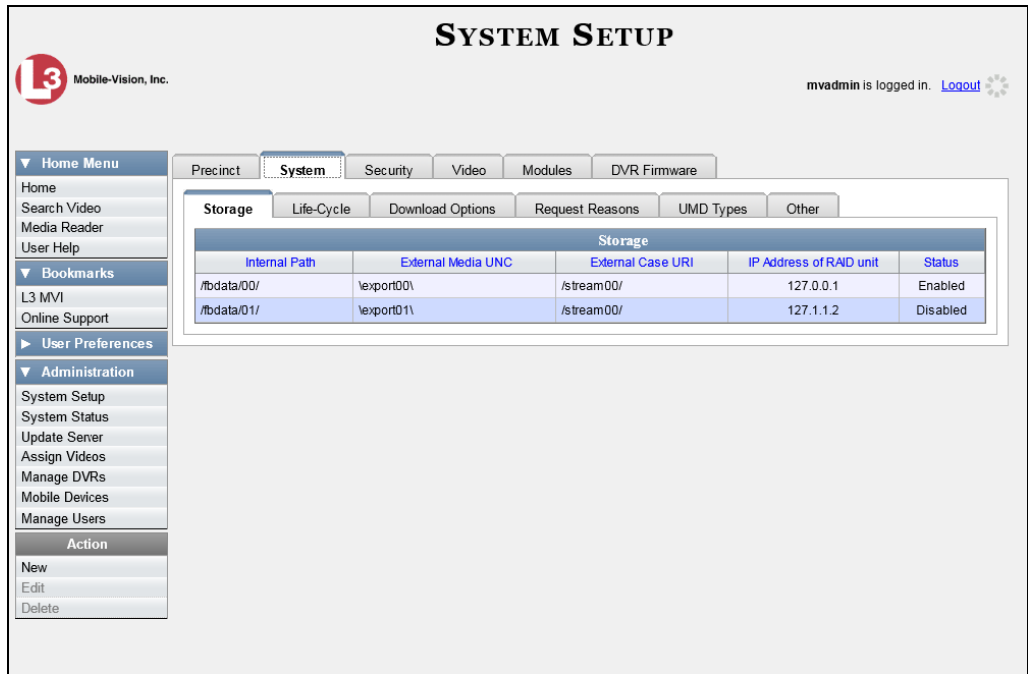
Navigation: Home Menu, Bookmarks, User Preferences, Administration, Action

System Setup Sub-tabs: Precinct, System, Security, Video, Modules, DVR Firmware

Precinct Info Sub-tabs: Precinct Info, Logos, Bookmarks

| Precinct                      |            |                |             |        |                         |
|-------------------------------|------------|----------------|-------------|--------|-------------------------|
| Page 1 of 1 (1 total records) |            |                |             |        |                         |
| Precinct Name ▲               | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters         | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

- 2 Click the **System** tab.



**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Home Menu: Home, Search Video, Media Reader, User Help

Bookmarks: L3 MVI, Online Support

User Preferences

Administration: System Setup, System Status, Update Server, Assign Videos, Manage DVRs, Mobile Devices, Manage Users

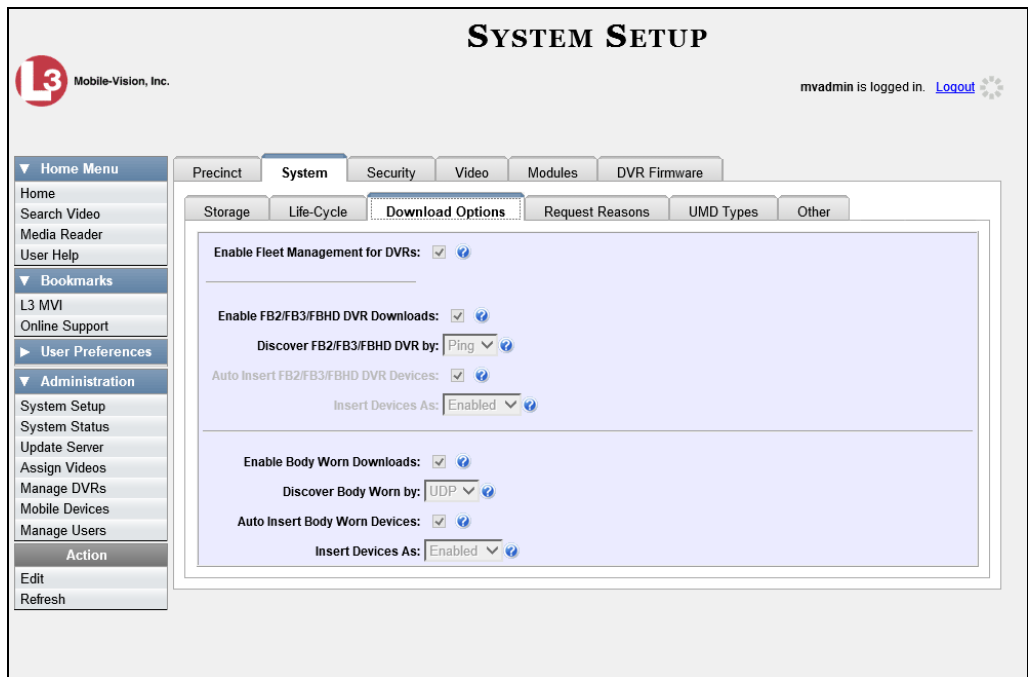
Action: New, Edit, Delete

System Setup: Precinct, **System**, Security, Video, Modules, DVR Firmware

Storage: **Storage**, Life-Cycle, Download Options, Request Reasons, UMD Types, Other

| Internal Path | External Media UNC | External Case URI | IP Address of RAID unit | Status   |
|---------------|--------------------|-------------------|-------------------------|----------|
| /bdata/00/    | \\export00\        | /stream00/        | 127.0.0.1               | Enabled  |
| /bdata/01/    | \\export01\        | /stream00/        | 127.1.1.2               | Disabled |

3 Click the **Download Options** tab.



**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Home Menu: Home, Search Video, Media Reader, User Help

Bookmarks: L3 MVI, Online Support


User Preferences


Administration: System Setup, System Status, Update Server, Assign Videos, Manage DVRs, Mobile Devices, Manage Users


Action: Edit, Refresh


System Setup: Precinct, System, Security, Video, Modules, DVR Firmware


Storage: Storage, Life-Cycle, **Download Options**, Request Reasons, UMD Types, Other


Enable Fleet Management for DVRs:  


Enable FB2/FB3/FBHD DVR Downloads:  


Discover FB2/FB3/FBHD DVR by: Ping 


Auto Insert FB2/FB3/FBHD DVR Devices:  

Insert Devices As: Enabled 

Enable Body Worn Downloads:  

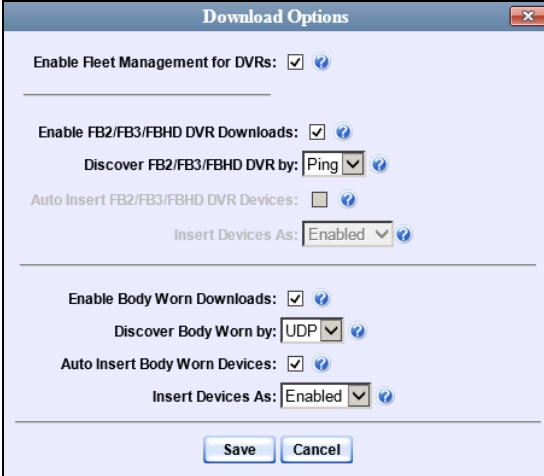
Discover Body Worn by: UDP 

Auto Insert Body Worn Devices:  

Insert Devices As: Enabled 

5 Go to the **Action** column and click **Edit**. The Download Options popup displays.

(Continued)



- 5 Go to the *Enable Fleet Management for DVRs* checkbox at the top of the form.

To *enable* the Fleet Management feature, select the *Enable Fleet Management for DVRs* checkbox.

– OR –

To *disable* the Fleet Management feature, deselect the *Enable Fleet Management for DVRs* checkbox.

- 6 Click **Save**.

## Adding a DVR Group

There are three methods for adding a new Flashback or Body Worn DVR group:

1. Create a group from an existing DVR group record
2. Create a group from an existing DVR record
3. Create a group from a DVR configuration file (config.xml).

If you have a mixed fleet of DVRs, please note that only Flashback3s and FlashbackHDs may share the same group. All other DVRs must be in a group by themselves. For a list of recommended groups, see page 267.

For specific instructions, see:

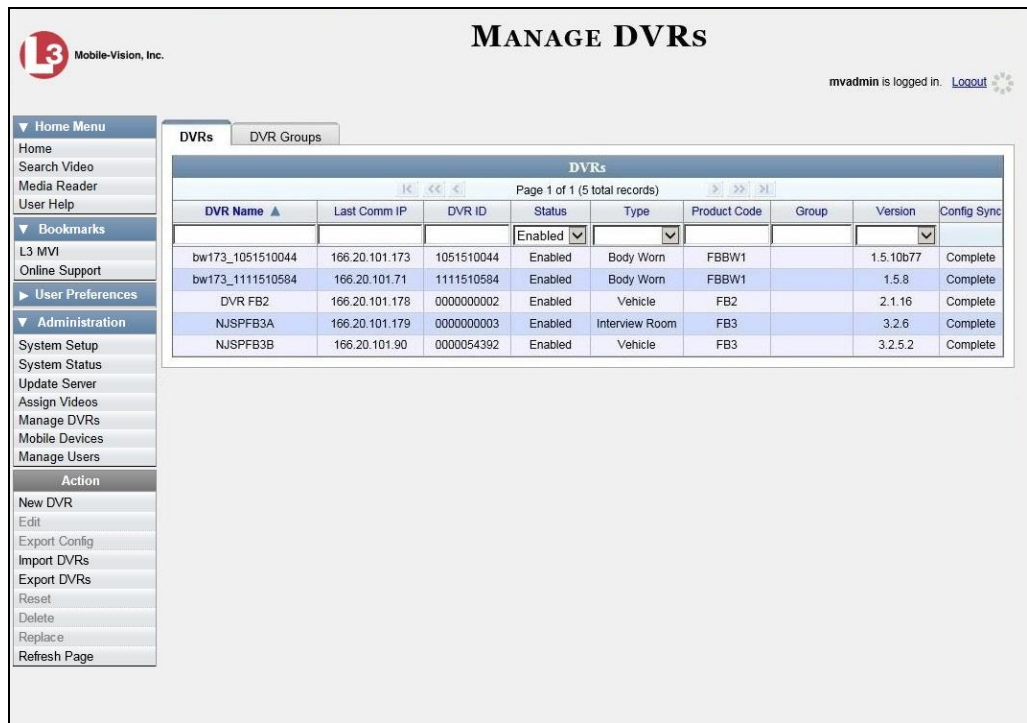
- Creating a DVR Group from an Existing DVR Group, next page
- Creating a DVR Group from an Existing DVR, page 276
- Creating a DVR Group from a DVR's config.xml File, page 280.



## Creating a DVR Group from an Existing DVR Group

This section describes how to create a new DVR group from an existing group. To do so, you simply copy the settings from an existing DVR group to a new group, then edit the new group as desired.

- 1 Go to **Administration** and click **Manage DVRs**. The Manage DVRs page displays.



**MANAGE DVRs**

mvadmin is logged in. [Logout](#)

**DVRs** | **DVR Groups**

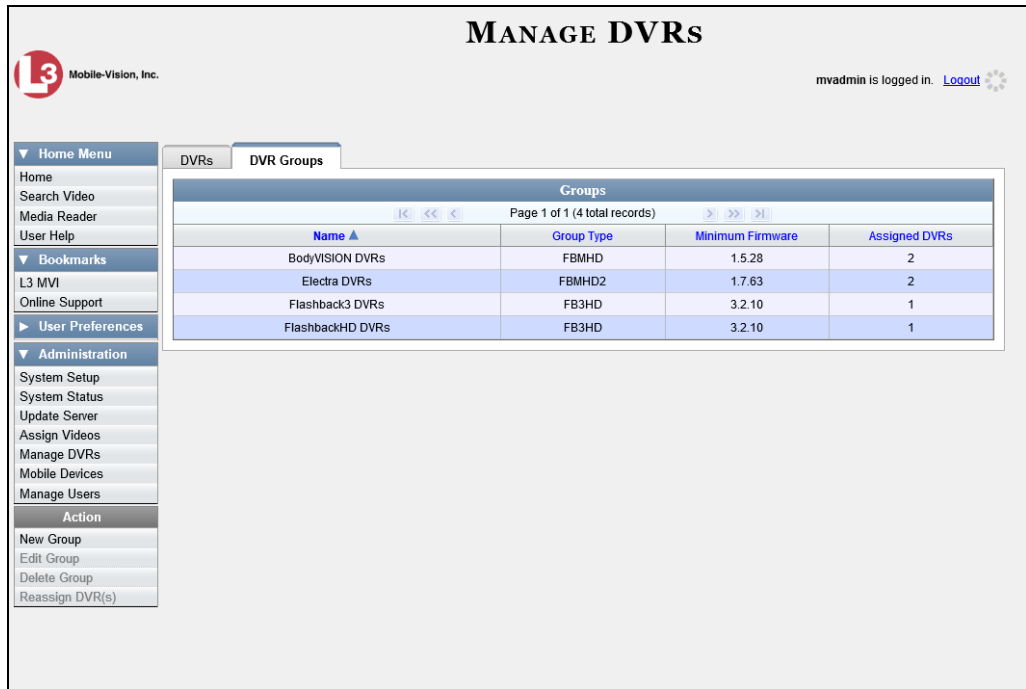
| DVRs             |                |            |         |                |              |       |           |             |
|------------------|----------------|------------|---------|----------------|--------------|-------|-----------|-------------|
| DVR Name ▲       | Last Comm IP   | DVR ID     | Status  | Type           | Product Code | Group | Version   | Config Sync |
| bw173_1051510044 | 166.20.101.173 | 1051510044 | Enabled | Body Worn      | FBBW1        |       | 1.5.10b77 | Complete    |
| bw173_1111510584 | 166.20.101.71  | 1111510584 | Enabled | Body Worn      | FBBW1        |       | 1.5.8     | Complete    |
| DVR FB2          | 166.20.101.178 | 000000002  | Enabled | Vehicle        | FB2          |       | 2.1.16    | Complete    |
| NJSF3A           | 166.20.101.179 | 000000003  | Enabled | Interview Room | FB3          |       | 3.2.6     | Complete    |
| NJSF3B           | 166.20.101.90  | 0000054392 | Enabled | Vehicle        | FB3          |       | 3.2.5.2   | Complete    |

- 2 Click the **DVR Groups** tab. A list of existing groups displays, as pictured on the next page.

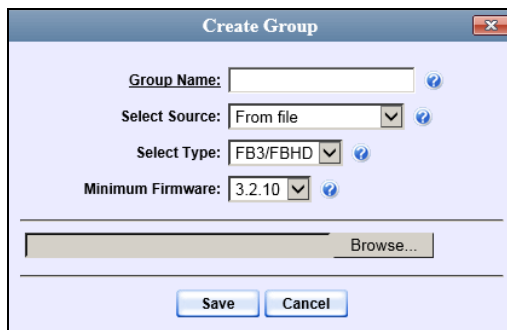


**NOTE:** If the **DVR Groups** tab does not display, it indicates that Fleet Management is currently disabled. For more information, see “Enabling/Disabling Fleet Management” on page 268.

*(Continued)*

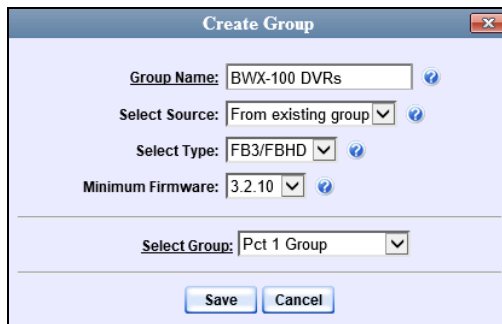


3 Go to the **Action** column and click **New Group**. The Create Group form displays.



4 Enter a unique name for this group in the *Group Name* field.

5 Go to the *Select Source* drop-down list and select **From existing group**.



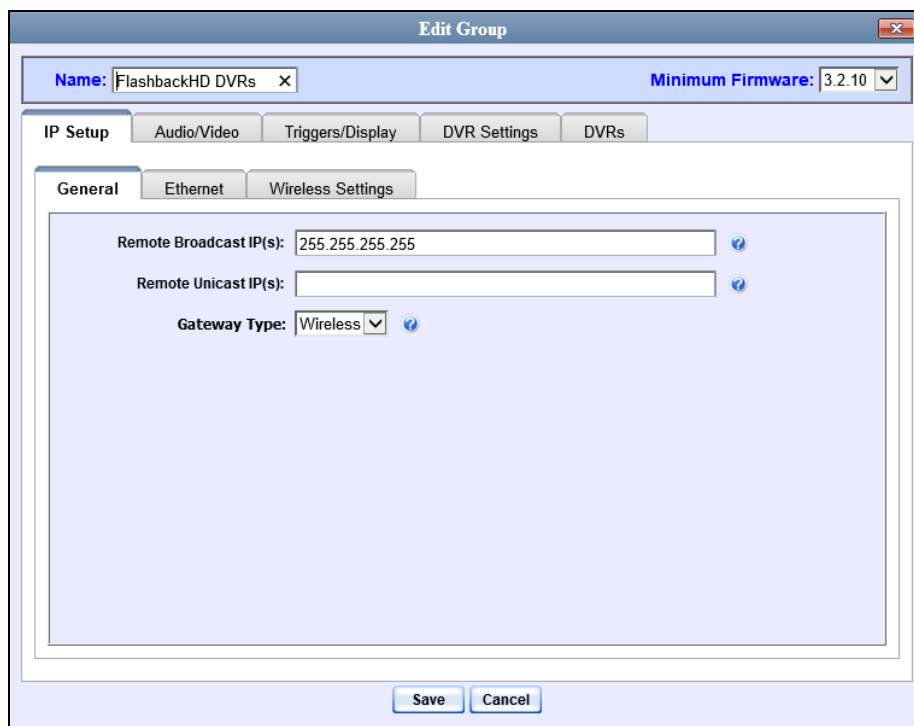
- 6 Go to the *Select Type* drop-down list and select the new group's type:
  - FB2*. This group will contain Flashback2 DVRs only
  - FB3/FBHD*. This group will contain Flashback3 and/or FlashbackHD DVRs
  - BodyVision*. This group will contain *BodyVISION* DVRs only
  - BWX-100*. This group will contain BWX-100 DVRs only.
- 7 Go to the *Select Group* drop-down list and select the DVR group that you wish to use as a template for your new group.
- 8 Click **Save**. A confirmation message displays.

Group BWX-100 DVRs successfully created.

Next, you need to assign DVRs to your new group.

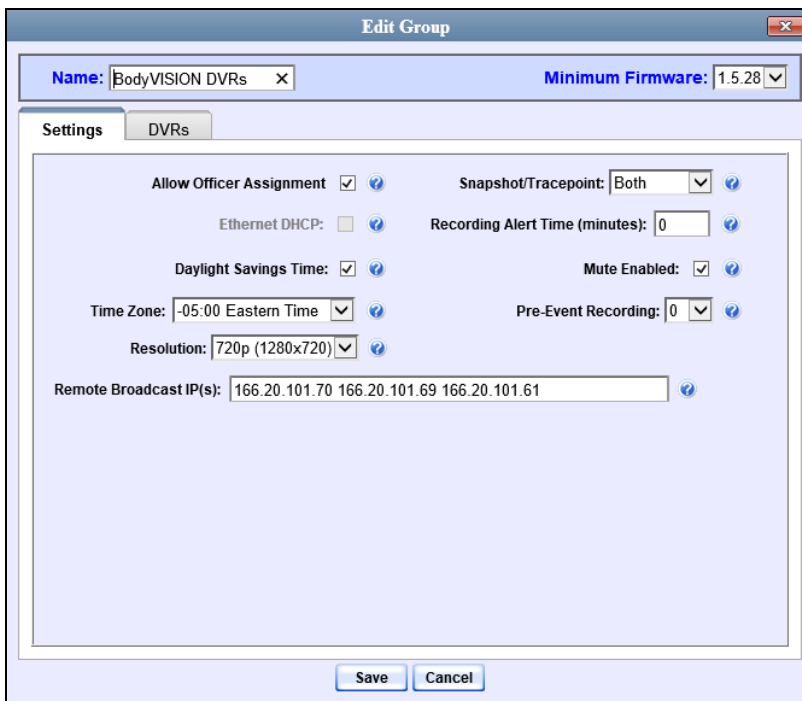
- 9 Right-click on the new group record you just created, then select **Edit** from the popup menu. The Edit Group record displays. This screen will look slightly different for Flashback records vs. Body Worn records.

Flashback version of  
Edit Group record



(Continued)



BodyVISION version of Edit Group record







**Edit Group**



Name: BodyVISION DVRs x Minimum Firmware: 1.5.28 v


**Settings** | DVRs


Allow Officer Assignment   Snapshot/Tracepoint: Both v 

Ethernet DHCP:   Recording Alert Time (minutes): 0 v 

Daylight Savings Time:   Mute Enabled:  

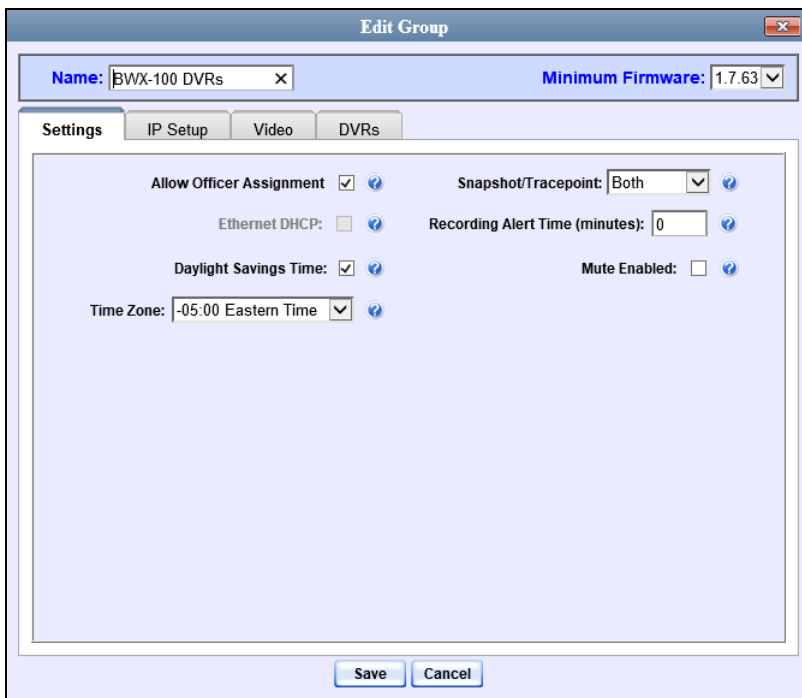
Time Zone: -05:00 Eastern Time v  Pre-Event Recording: 0 v 

Resolution: 720p (1280x720) v 

Remote Broadcast IP(s): 166.20.101.70 166.20.101.69 166.20.101.61 

Save Cancel



BWX-100 version of Edit Group record







**Edit Group**


Name: BWX-100 DVRs x Minimum Firmware: 1.7.63 v

**Settings** | IP Setup | Video | DVRs

Allow Officer Assignment   Snapshot/Tracepoint: Both v 

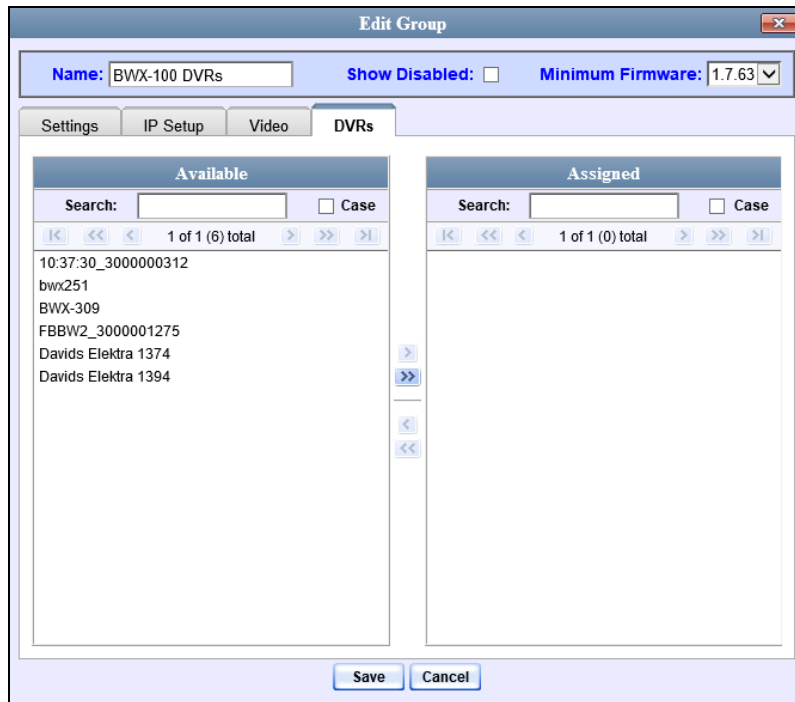
Ethernet DHCP:   Recording Alert Time (minutes): 0 v 

Daylight Savings Time:   Mute Enabled:  


Time Zone: -05:00 Eastern Time v 

Save Cancel

- 10 Click the **DVRs** tab. A list of available DVRs displays in the left column.



Any DVRs that are currently assigned to a different group will display that group's name in parentheses—e.g., *NJSPFBHD(Traffic Patrol)*.

- 11 Go to the left column (Available) and click on each of the DVRs you wish to assign to this DVR group. As you do so, keep in mind that only Flashback3s and FlashbackHDs may be in the same group. All other DVRs must be in a group by themselves.
- 12 Once you've highlighted the correct DVRs, click the  icon located between the two columns. The selected DVRs display in the right column (Assigned).
- 13 If you wish to further modify this record (i.e., change audio/video settings, display options, etc), click the appropriate tab, then enter/select your changes. More detailed instructions can be found in “Changing a Flashback DVR Group” on page 288, “Changing a *BodyVISION* DVR Group” on page 304, or “Changing a BWX-100 DVR Group” on page 309.

– OR –

If you do *not* wish to further modify this record right now, proceed to the next step.

- 14 Click **Save**. A confirmation message displays.

The group **BWX-100 DVRs** successfully saved.

## Creating a DVR Group from an Existing DVR

This section describes how to create a new DVR group from an existing Flashback or *BodyVISION* DVR. To do so, you simply copy the settings from an existing DVR to a new DVR group, then edit the new group as desired.

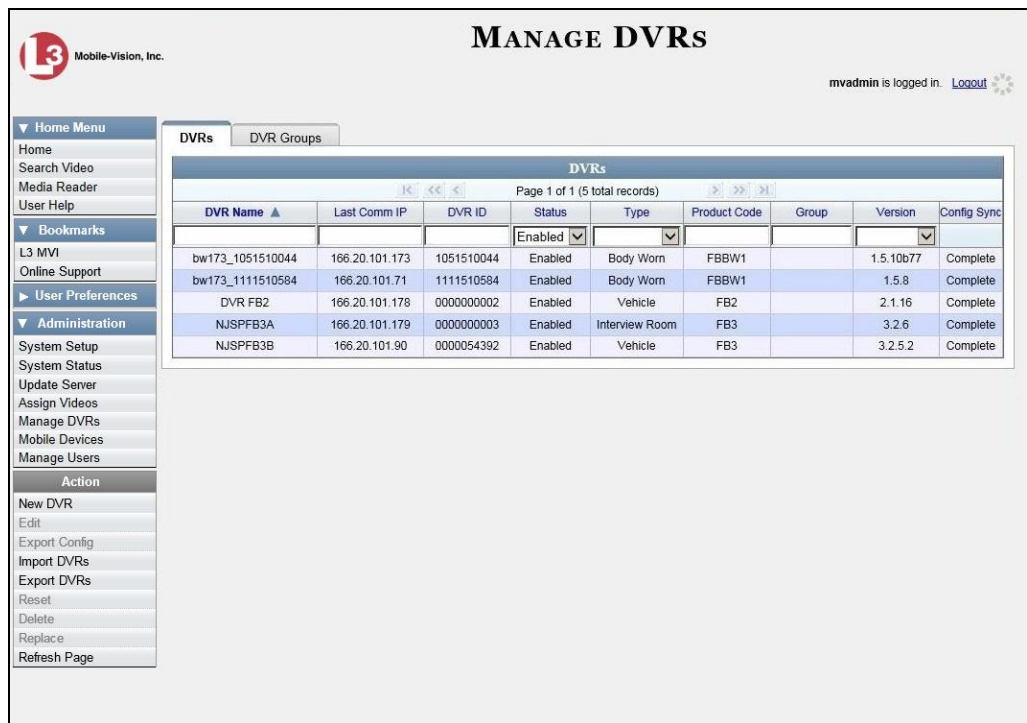


**NOTE:** You can only copy information from a DVR that has been “discovered,” that is, a DVR that has been in communication with the server at least once. If you are a new customer, some of your DVRs may not be recognized by the server yet. If such is the case, you can use the procedure titled “Creating a DVR Group from a DVR’s config.xml File” on page 280 instead.



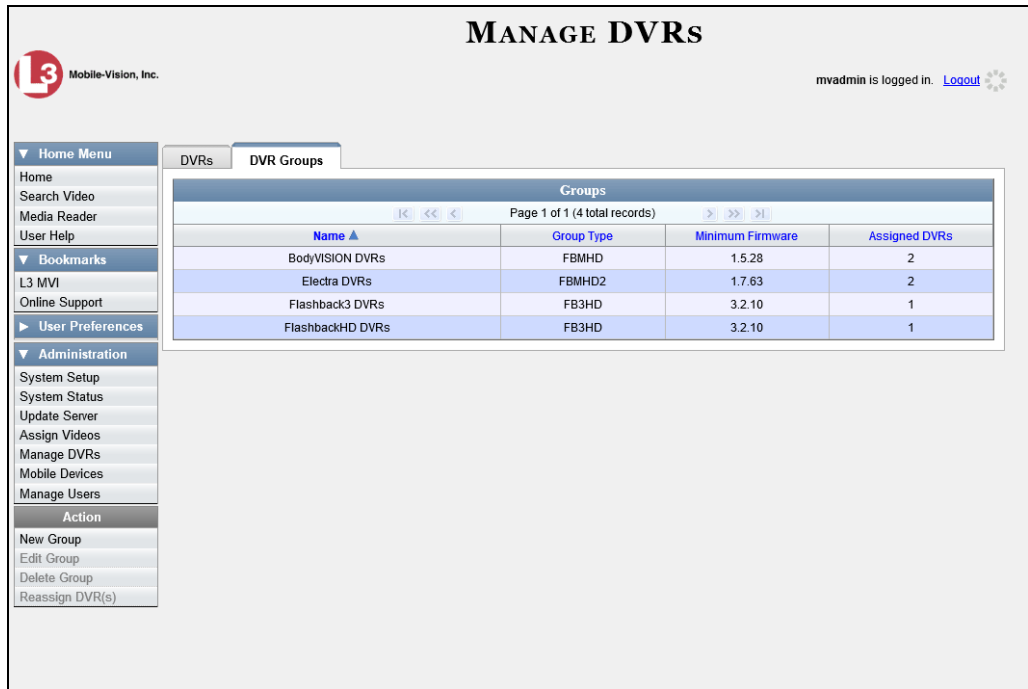
**HINT:** If your agency has more than one server and you wish to copy a DVR’s settings from one server to another, you will have to use a slightly different procedure. First, export the DVR’s config.xml file to a USB drive, as described in “Exporting a DVR’s config.xml File” on page 286. Next, upload the config.xml file to the other server, as described in “Creating a DVR Group from a DVR’s config.xml File” on page 280.

- 1 Go to **Administration** and click **Manage DVRs**. The Manage DVRs page displays.



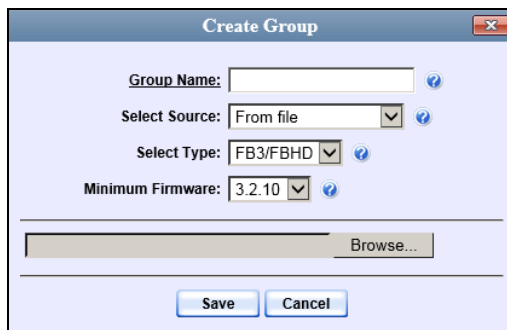
| DVR Name ▲       | Last Comm IP   | DVR ID     | Status  | Type           | Product Code | Group | Version   | Config Sync |
|------------------|----------------|------------|---------|----------------|--------------|-------|-----------|-------------|
| bw173_1051510044 | 166.20.101.173 | 1051510044 | Enabled | Body Worn      | FBBW1        |       | 1.5.10677 | Complete    |
| bw173_1111510584 | 166.20.101.71  | 1111510584 | Enabled | Body Worn      | FBBW1        |       | 1.5.8     | Complete    |
| DVR FB2          | 166.20.101.178 | 0000000002 | Enabled | Vehicle        | FB2          |       | 2.1.16    | Complete    |
| NJSPFB3A         | 166.20.101.179 | 0000000003 | Enabled | Interview Room | FB3          |       | 3.2.6     | Complete    |
| NJSPFB3B         | 166.20.101.90  | 0000054392 | Enabled | Vehicle        | FB3          |       | 3.2.5.2   | Complete    |

- 2 Click the **DVR Groups** tab. A list of existing groups displays, if any.

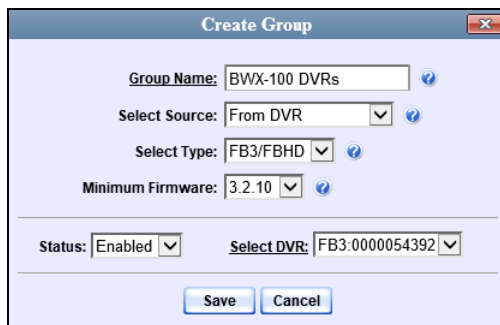


| Name ▲           | Group Type | Minimum Firmware | Assigned DVRs |
|------------------|------------|------------------|---------------|
| BodyVISION DVRs  | FBMHD      | 1.5.28           | 2             |
| Electra DVRs     | FBMHD2     | 1.7.63           | 2             |
| Flashback3 DVRs  | FB3HD      | 3.2.10           | 1             |
| FlashbackHD DVRs | FB3HD      | 3.2.10           | 1             |

- Go to the **Action** column and click **New Group**. The Create Group form displays.



- Enter a unique name for this group in the *Group Name* field.
- Go to the *Select Source* drop-down list and select **From DVR**.



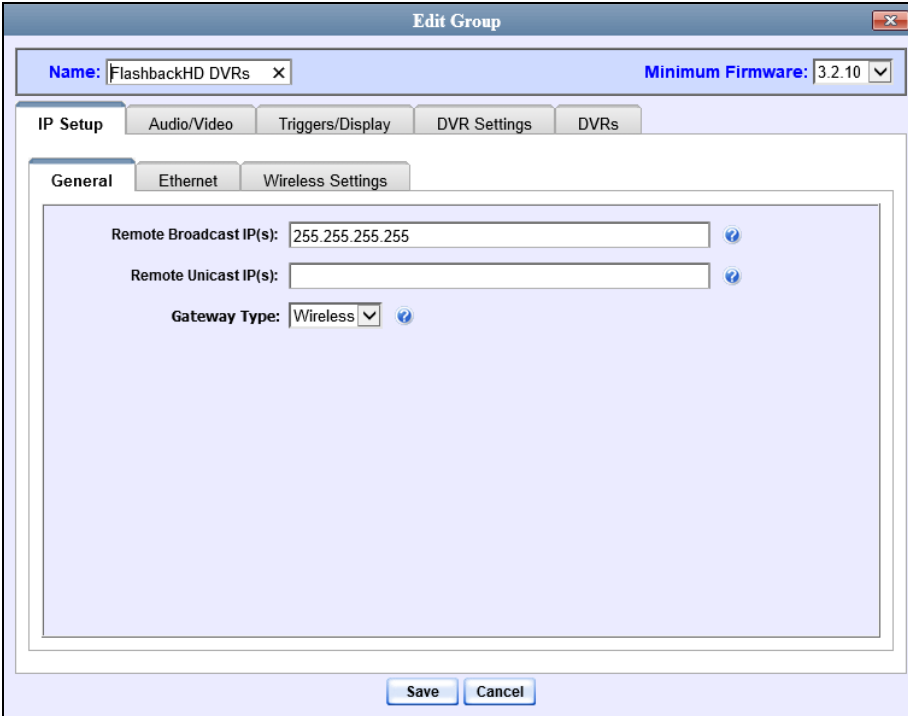
- 6 Go to the *Select Type* drop-down list and select the new group's type:
  - FB2*. This group will contain Flashback2 DVRs only
  - FB3/FBHD*. This group will contain Flashback3 and/or FlashbackHD DVRs
  - BodyVision*. This group will contain *BodyVISION* DVRs only
  - BWX-100*. This group will contain BWX-100 DVRs only.
- 7 Go to the *Select DVR* field and select a template DVR from the drop-down list.
- 8 Click **Save**. A confirmation message displays.

Group **BWX-100 DVRs** successfully created.

Next, you need to assign DVRs to your new group.

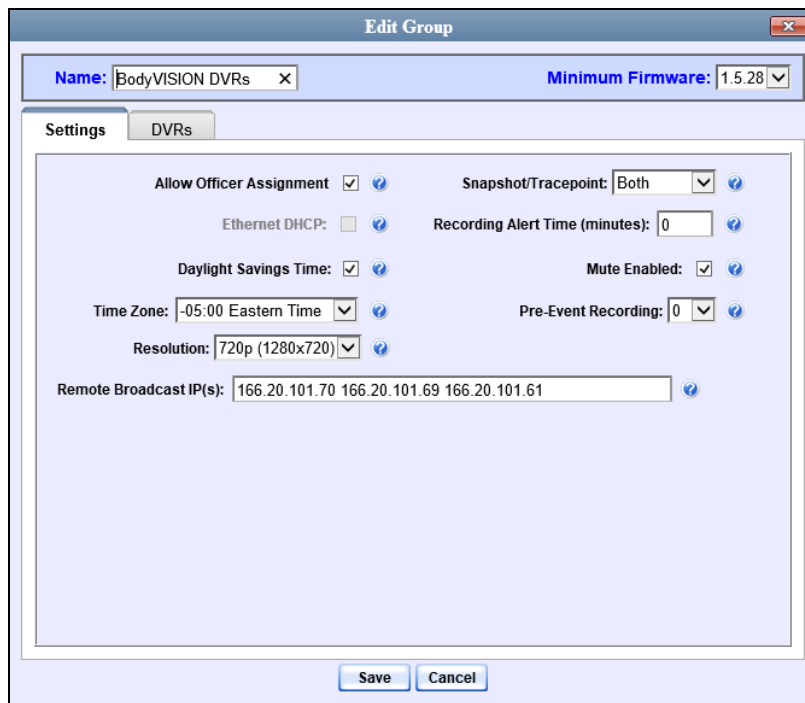
- 9 Right-click on the new group record you just created, then select **Edit** from the popup menu. The Edit Group record displays. This screen will look slightly different for Flashback records vs. Body Worn records.

Flashback version of  
Edit Group record

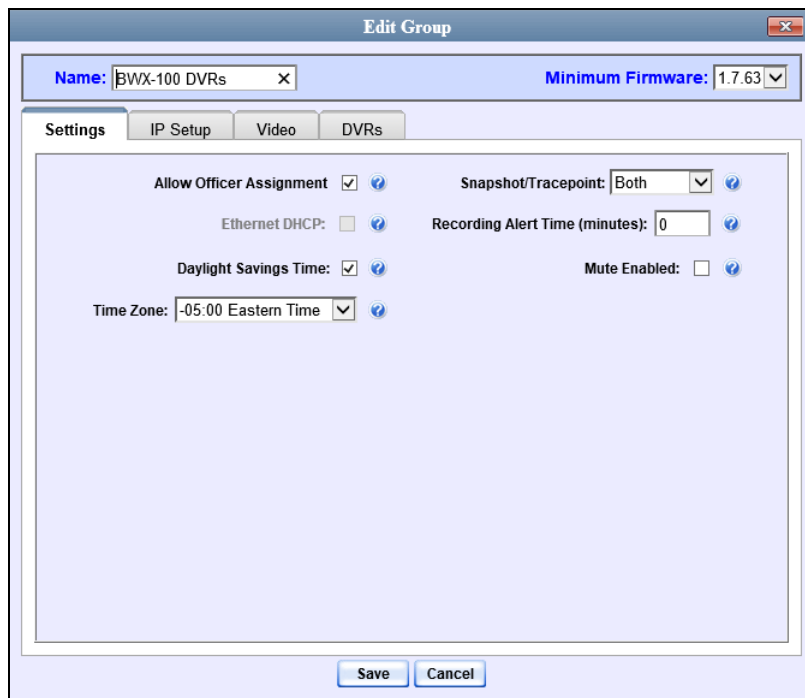




BodyVISION version  
of Edit Group record

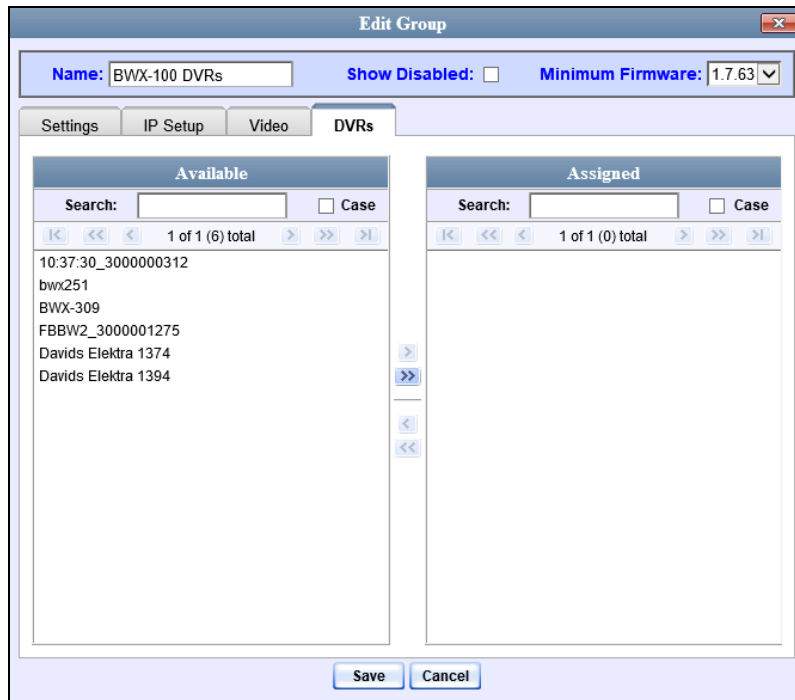


BWX-100 version of  
Edit Group record




- 10 Click the **DVRs** tab. A list of available DVRs displays in the left column.

*(Continued)*



Any DVRs that are currently assigned to a different group will display that group's name in parentheses—e.g., *NJSPFBHD(Traffic Patrol)*.

- 11 Go to the left column (Available) and click on each of the DVRs you wish to assign to this DVR group. As you do so, keep in mind that only Flashback3s and FlashbackHDs may be in the same group. All other DVRs must be in a group by themselves.
- 12 Once you've highlighted the correct DVRs, click the  icon located between the two columns. The selected DVRs display in the right column (Assigned).
- 13 If you wish to further modify this record (i.e., change audio/video settings, display options, etc), click the appropriate tab, then enter/select your changes. More detailed instructions can be found in “Changing a Flashback DVR Group” on page 288, “Changing a *BodyVISION* DVR Group” on page 304, or “Changing a BWX-100 DVR Group” on page 309.

– OR –

If you do *not* wish to further modify this record right now, proceed to the next step.

- 14 Click **Save**. A confirmation message displays.

The group **BWX-100 DVRs** successfully saved.

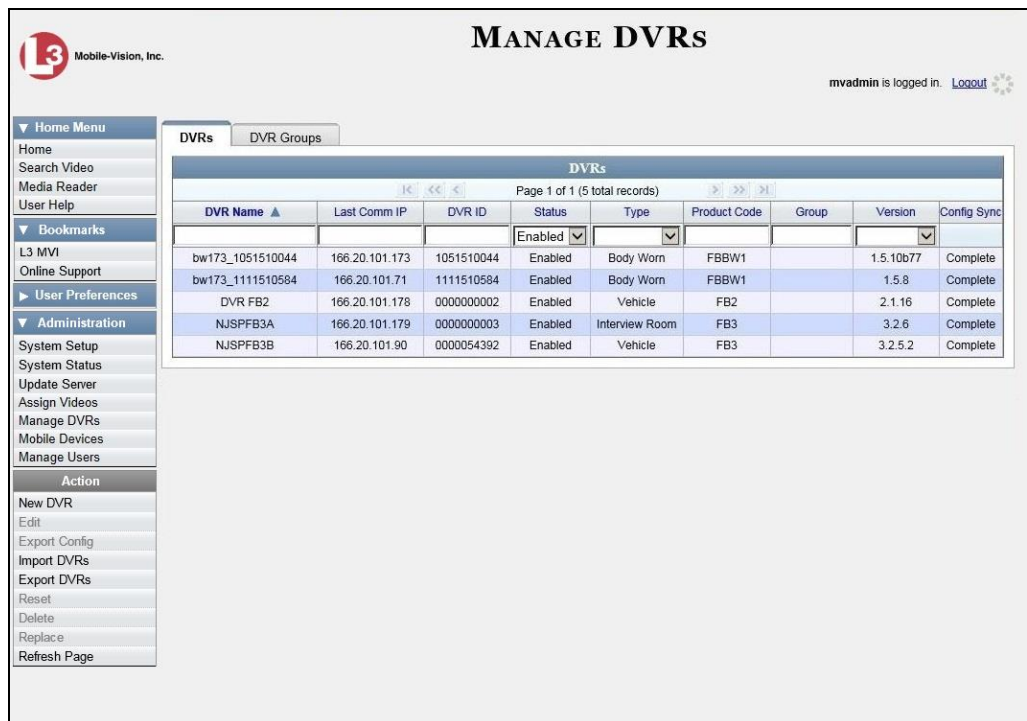
## Creating a DVR Group from a DVR's config.xml File

This section describes how to create a new DVR group from a config.xml file, which contains information on a Flashback or Body Worn DVR. There are two ways in which you can acquire this file:

- Your Mobile-Vision Technical Support Engineer can give it to you.
- You can copy the file from a Flashback DVR to a USB drive, as described in “Copying the config.xml File from Your DVR to a USB Drive” in your Flashback User’s Guide.

If your agency has more than one server and you wish to copy a DVR’s config.xml file from another server, you will first have to export that config.xml file to a USB drive, as described in “Exporting a DVR’s config.xml File” on page 286.

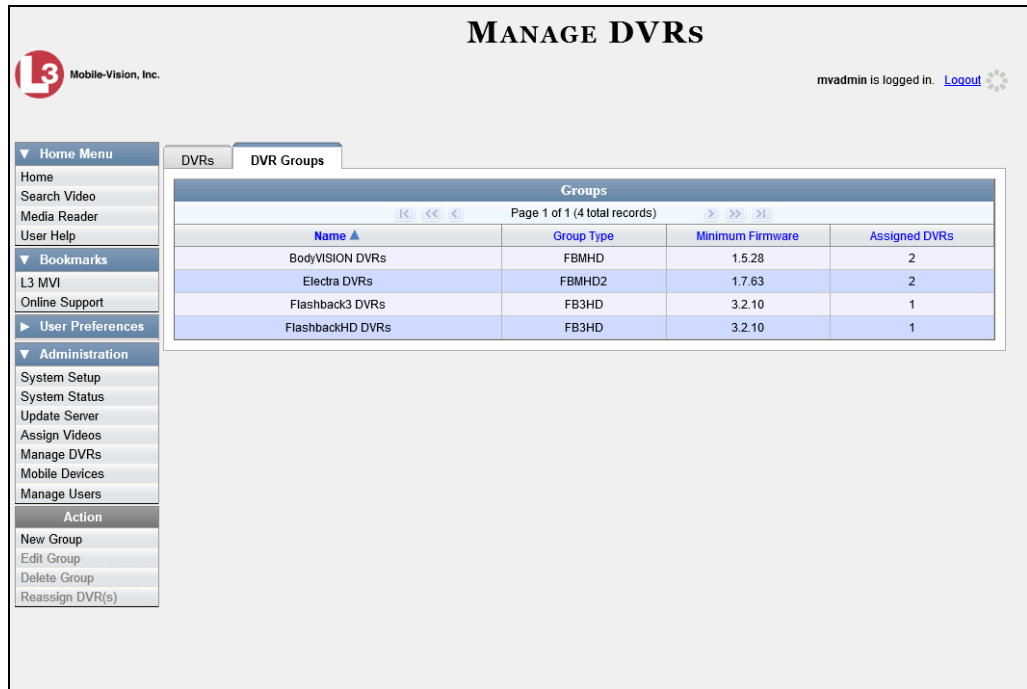
- 1 Go to **Administration** and click **Manage DVRs**. The Manage DVRs page displays.



| DVR Name ▲       | Last Comm IP   | DVR ID     | Status  | Type           | Product Code | Group | Version   | Config Sync |
|------------------|----------------|------------|---------|----------------|--------------|-------|-----------|-------------|
| bw173_1051510044 | 166.20.101.173 | 1051510044 | Enabled | Body Worn      | FBBW1        |       | 1.5.10677 | Complete    |
| bw173_1111510584 | 166.20.101.71  | 1111510584 | Enabled | Body Worn      | FBBW1        |       | 1.5.8     | Complete    |
| DVR FB2          | 166.20.101.178 | 0000000002 | Enabled | Vehicle        | FB2          |       | 2.1.16    | Complete    |
| NJSPFB3A         | 166.20.101.179 | 0000000003 | Enabled | Interview Room | FB3          |       | 3.2.6     | Complete    |
| NJSPFB3B         | 166.20.101.90  | 0000054392 | Enabled | Vehicle        | FB3          |       | 3.2.5.2   | Complete    |

- 2 Click the **DVR Groups** tab. A list of existing groups displays, if applicable.

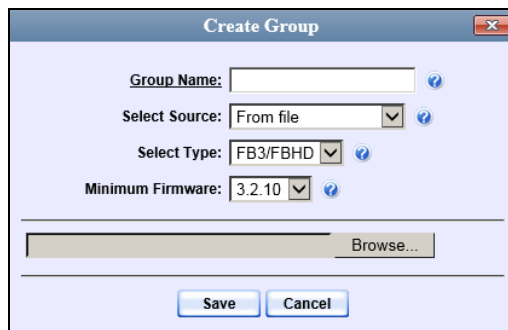
*(Continued)*



The screenshot shows the 'MANAGE DVRS' interface. At the top, it says 'Mobile-Vision, Inc.' and 'mvadmin is logged in. Logout'. The left sidebar contains a 'Home Menu' with options like Home, Search Video, Media Reader, and User Help. Below that is 'Bookmarks' with L3 MVI and Online Support. Then 'User Preferences' and 'Administration' with options like System Setup, System Status, Update Server, Assign Videos, Manage DVRs, Mobile Devices, and Manage Users. At the bottom of the sidebar is an 'Action' menu with 'New Group', 'Edit Group', 'Delete Group', and 'Reassign DVR(s)'. The main content area has tabs for 'DVRs' and 'DVR Groups'. The 'DVR Groups' tab is active, showing a table with the following data:

| Name ▲           | Group Type | Minimum Firmware | Assigned DVRs |
|------------------|------------|------------------|---------------|
| BodyVISION DVRs  | FBMHD      | 1.5.28           | 2             |
| Electra DVRs     | FBMHD2     | 1.7.63           | 2             |
| Flashback3 DVRs  | FB3HD      | 3.2.10           | 1             |
| FlashbackHD DVRs | FB3HD      | 3.2.10           | 1             |

- 3 Go to the **Action** column and click **New Group**. The Create Group form displays.

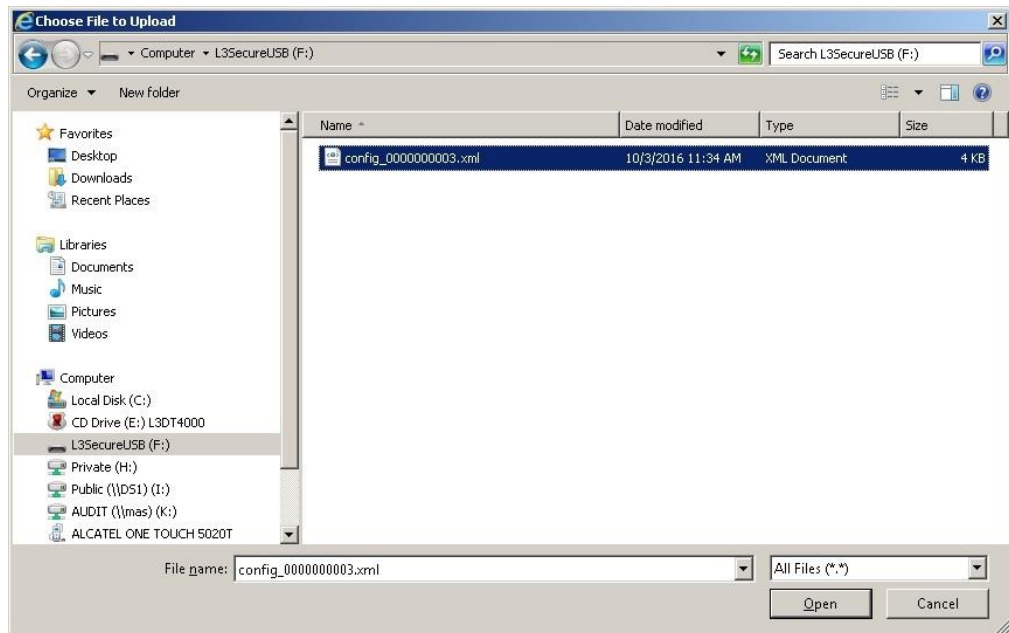


The 'Create Group' form has the following fields:

- Group Name:
- Select Source:
- Select Type:
- Minimum Firmware:
- Browse... button
- Save and Cancel buttons

- 4 Enter a unique name for this group in the *Group Name* field.
- 5 If you are copying a config.xml file from a USB drive, insert the USB stick into a USB port on your PC. Otherwise proceed to the next step.
- 6 Make sure the value of the *Select Source* field is **From file**.
- 7 Go to the *Select Type* drop-down list and select the new group's type:
  - FB2*. This group will contain Flashback2 DVRs only
  - FB3/FBHD*. This group will contain Flashback3 and/or FlashbackHD DVRs
  - BodyVision*. This group will contain *BodyVISION* DVRs only
  - BWX-100*. This group will contain *BWX-100* DVRs only.

- 8 Click **Browse**. The Choose File to Upload Popup displays.
- 9 Navigate to the disk drive location where the config.xml file is located.
- 10 Double-click on the config.xml file to select it.



- 11 Click **Save**. A confirmation message displays.

The group **BWX-100 DVRs** successfully saved.

Next, you need to assign DVRs to your new group.

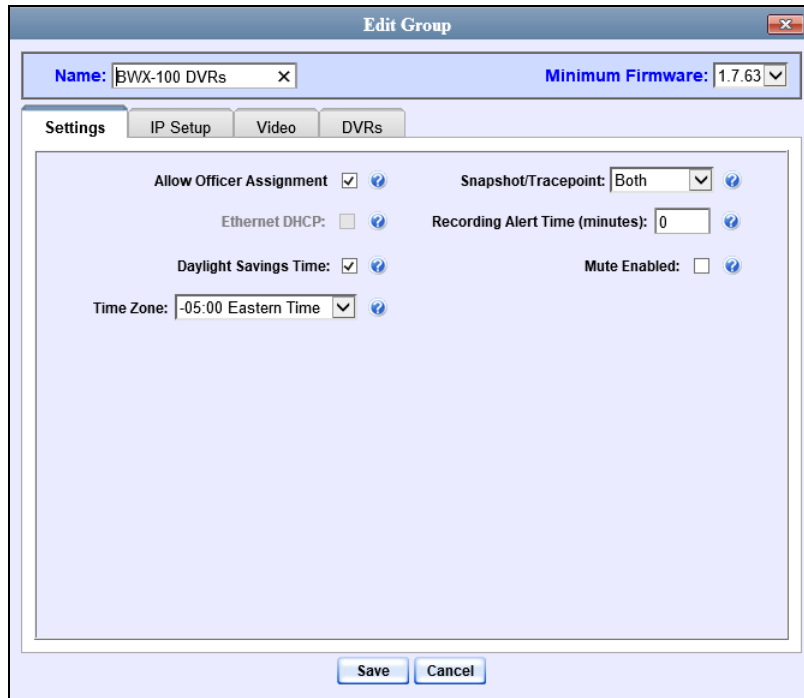
- 12 Right-click on the new group record you just created, then select **Edit** from the popup menu. The Edit Group record displays. This screen will look slightly different for Flashback records vs. Body Worn records.

*(Continued)*

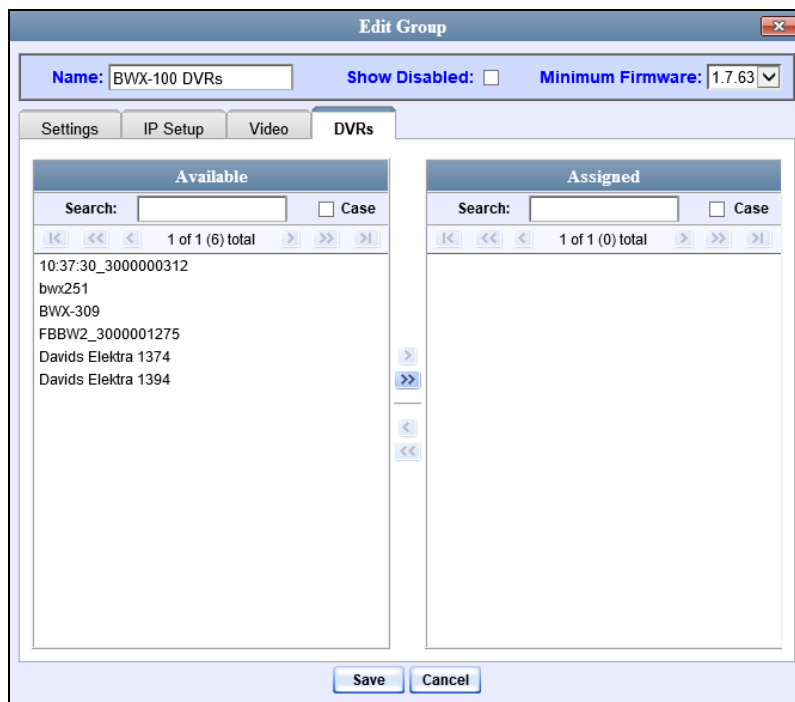
Flashback version of Edit Group record

BodyVISION version of Edit Group record


BWX-100 version of  
Edit Group record



13 Click the **DVRs** tab. A list of available DVRs displays in the left column.



Any DVRs that are currently assigned to a different group will display that group's name in parentheses—e.g., *NJSPFBHD(Traffic Patrol)*.

- 14 Go to the left column (Available) and click on each of the DVRs you wish to add to this DVR group. As you do so, keep in mind that only Flashback3s and FlashbackHDs may be in the same group. All other DVRs must be in a group by themselves.
- 15 Once you've highlighted the correct DVRs, click the  icon located between the two columns. The selected DVRs display in the right column (Assigned).
- 16 If you wish to further modify this record (i.e., change audio/video settings, display options, etc), click on the appropriate tab, then enter/select your changes. More detailed instructions can be found in “Changing a Flashback DVR Group” on page 288, “Changing a *BodyVISION* DVR Group” on page 304, or “Changing a BWX-100 DVR Group” on page 309.  
– OR –  
If you do *not* wish to further modify this record right now, proceed to the next step.
- 17 Click **Save**. A confirmation message displays.

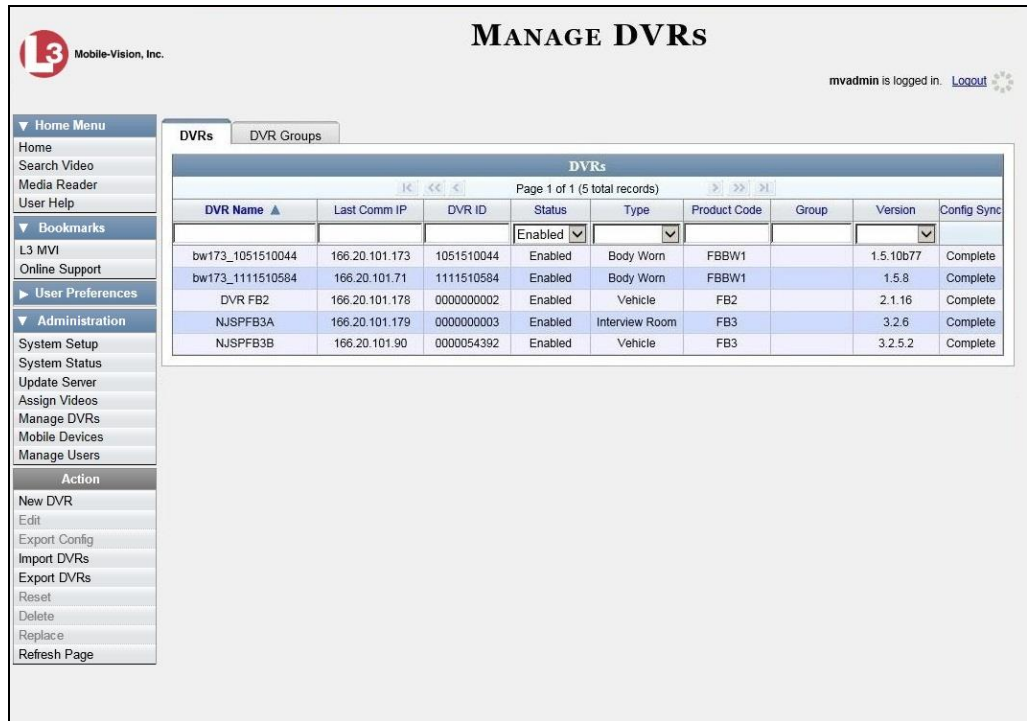
Group BWX-100 DVRs successfully saved.

## Exporting a DVR's config.xml File

This procedure describes how to export a DVR's config.xml file from the server to a USB drive. The config.xml file contains all of a DVR's settings. This procedure is typically performed by Mobile-Vision employees. However, if your agency has more than one server, there may be a circumstance where you wish to use a DVR record on *one* server as a template for creating a new DVR group on a *different* server. To do so, first perform this procedure to copy the config.xml file to a USB stick. Next, login to the other server and proceed to “Creating a DVR Group from a DVR's config.xml File” on page 280 for further instructions.

- 1 Go to  and click **Manage DVRs**. The Manage DVRs page displays.





**MANAGE DVRs**

mvadmin is logged in. [Logout](#)

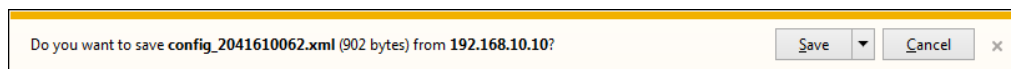
DVRs | DVR Groups

| DVR Name ▲       | Last Comm IP   | DVR ID     | Status  | Type           | Product Code | Group | Version   | Config Sync |
|------------------|----------------|------------|---------|----------------|--------------|-------|-----------|-------------|
| bw173_1051510044 | 166.20.101.173 | 1051510044 | Enabled | Body Worn      | FBBW1        |       | 1.5.10b77 | Complete    |
| bw173_1111510584 | 166.20.101.71  | 1111510584 | Enabled | Body Worn      | FBBW1        |       | 1.5.8     | Complete    |
| DVR FB2          | 166.20.101.178 | 0000000002 | Enabled | Vehicle        | FB2          |       | 2.1.16    | Complete    |
| NJSPFB3A         | 166.20.101.179 | 0000000003 | Enabled | Interview Room | FB3          |       | 3.2.6     | Complete    |
| NJSPFB3B         | 166.20.101.90  | 0000054392 | Enabled | Vehicle        | FB3          |       | 3.2.5.2   | Complete    |

**Action**

- New DVR
- Edit
- Export Config
- Import DVRs
- Export DVRs
- Reset
- Delete
- Replace
- Refresh Page

- Go to the DVRs list and click on the record you wish to export. If you have a large number of records to scan through, see “Searching for a DVR” on page 168, beginning with step 2.
- Go to the **Action** column and click **Export Config**. A Windows message displays.



- Select **Save As** from the *Save* drop-down list. The Save As window displays.
- Navigate to the USB drive where you wish to save the file, then click **Save**. A confirmation message displays.



- Click  to close the popup.

## Changing a DVR Group

This section describes how to change the attributes for a DVR Group. For more information, see:

- Changing a Flashback DVR Group, below
- Changing a BodyVISION DVR Group, page 304
- Changing a BWX-100 DVR Group, page 309.

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## Changing a Flashback DVR Group

This section describes how to change the attributes for a Flashback2 or Flashback3/HD group record. Any change you make to a Flashback group will automatically be applied to all of the DVRs that are assigned to that group during the next DVR-to-server transmission.

If you need to change the setting(s) for a *Body Worn* group, see “Changing a *Body- VISION* DVR Group” on page 304 or “Changing a BWX-100 DVR Group” on page 309 instead.

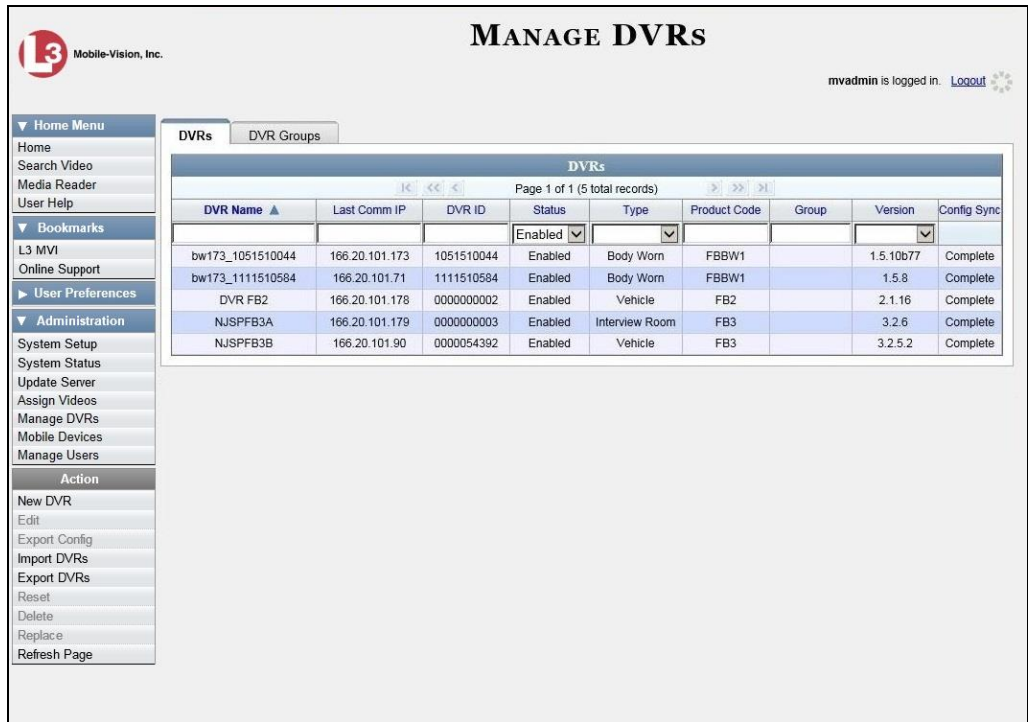
For specific instructions, see:

- Displaying the Edit Group Popup, below
- Changing the IP Settings for a Flashback DVR Group, page 290
- Changing the Audio Settings for a Flashback DVR Group, page 297
- Changing the Video Settings for a Flashback DVR Group, page 298
- Changing the Triggers for a Flashback DVR Group, page 300
- Changing the Display Options for a Flashback DVR Group, page 301
- Changing the General DVR Settings for a Flashback DVR Group, page 302.

## Displaying the Edit Group Popup

This section describes how to display the Edit Group popup for a Flashback2 or Flashback3/HD group. This is the first step in updating a Flashback DVR group.

- 1 Go to  **Administration** and click **Manage DVRs**. The Manage DVRs page displays.



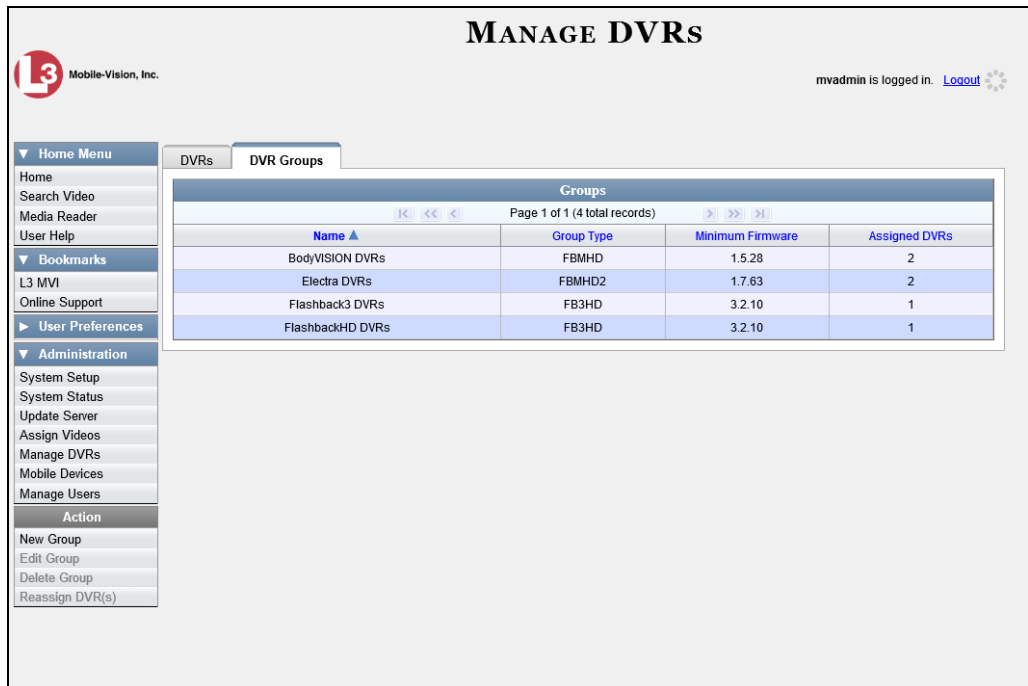
**MANAGE DVRs**

mvadmin is logged in. [Logout](#)

**DVRs** | DVR Groups

| DVRs                          |                |            |         |                |              |       |           |             |
|-------------------------------|----------------|------------|---------|----------------|--------------|-------|-----------|-------------|
| Page 1 of 1 (5 total records) |                |            |         |                |              |       |           |             |
| DVR Name ▲                    | Last Comm IP   | DVR ID     | Status  | Type           | Product Code | Group | Version   | Config Sync |
| bw173_1051510044              | 166.20.101.173 | 1051510044 | Enabled | Body Worn      | FBBW1        |       | 1.5.10b77 | Complete    |
| bw173_1111510584              | 166.20.101.71  | 1111510584 | Enabled | Body Worn      | FBBW1        |       | 1.5.8     | Complete    |
| DVR FB2                       | 166.20.101.178 | 000000002  | Enabled | Vehicle        | FB2          |       | 2.1.16    | Complete    |
| NJSPFB3A                      | 166.20.101.179 | 000000003  | Enabled | Interview Room | FB3          |       | 3.2.6     | Complete    |
| NJSPFB3B                      | 166.20.101.90  | 000054392  | Enabled | Vehicle        | FB3          |       | 3.2.5.2   | Complete    |

2 Click the **DVR Groups** tab. A list of existing groups displays.



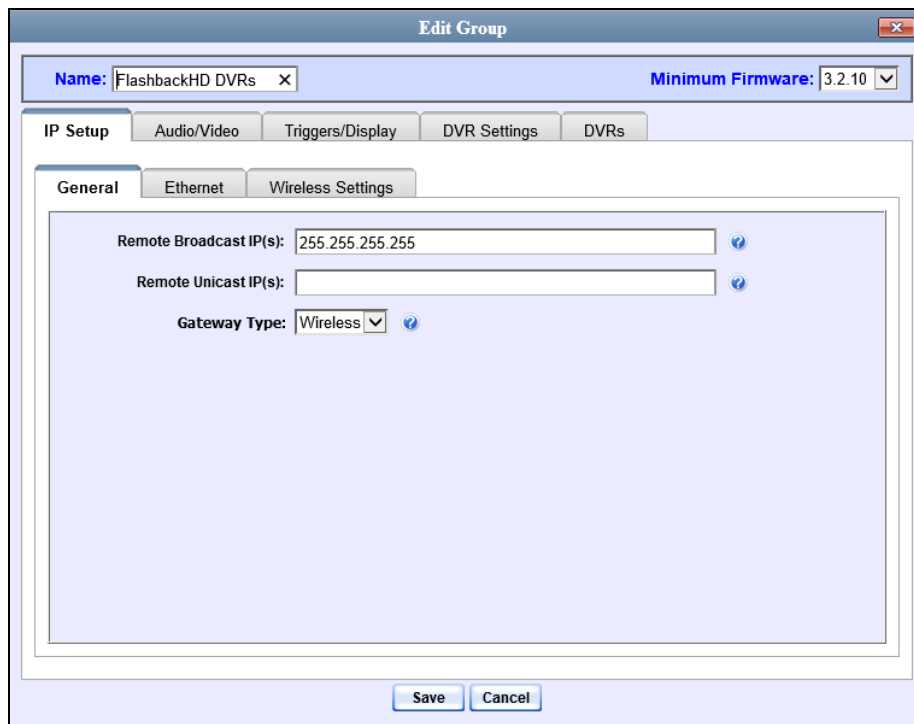
**MANAGE DVRs**

mvadmin is logged in. [Logout](#)

DVRs | **DVR Groups**

| Groups                        |            |                  |               |
|-------------------------------|------------|------------------|---------------|
| Page 1 of 1 (4 total records) |            |                  |               |
| Name ▲                        | Group Type | Minimum Firmware | Assigned DVRs |
| BodyVISION DVRs               | FBMHD      | 1.5.28           | 2             |
| Electra DVRs                  | FBMHD2     | 1.7.63           | 2             |
| Flashback3 DVRs               | FB3HD      | 3.2.10           | 1             |
| FlashbackHD DVRs              | FB3HD      | 3.2.10           | 1             |

3 Right-click on the group record you wish to update, then select **Edit** from the popup menu. The Edit Group record displays.



Proceed to the appropriate section:

- Changing the IP Settings for a Flashback DVR Group, below
- Changing the Audio Settings for a Flashback DVR Group, page 297
- Changing the Video Settings for a Flashback DVR Group, page 298
- Changing the Triggers for a Flashback DVR Group, page 300
- Changing the Display Options for a Flashback DVR Group, page 301
- Changing the General DVR Settings for a Flashback DVR Group, page 302.

### Changing the IP Settings for a Flashback DVR Group

This section describes how to change the IP settings for a Flashback2 or Flashback3/HD group.

Interview Room DVRs typically utilize an *Ethernet* connection, whereas in-car DVRs typically utilize a *wireless* connection. However, in-car units are still *Ethernet-enabled* to support Vehicle Viewer, Vehicle Viewer Live, and the UMD Editor, which require the use of the Ethernet port on the Flashback DVR.

- To change the *remote broadcast IP address*, *remote unicast IP address*, and/or *gateway type* for a Flashback DVR group, see “Changing the General IP Settings for a Flashback DVR Group,” next page.
- To configure a Flashback DVR group for use with Interview Room, Vehicle Viewer, Vehicle Viewer Live, and/or the UMD Editor, see “Changing the Ethernet Settings for a Flashback DVR Group” on page 292.
- To configure a Flashback DVR group that’s comprised of in-car DVRs that do *not* interface with Vehicle Viewer, Vehicle Viewer Live, and/or the UMD Editor, see “Changing the Wireless Settings for a Flashback DVR Group” on page 296.

### **Changing the General IP Settings for a Flashback DVR Group**

This section describes how to change the following IP settings for a selected Flashback2 or Flashback3/HD group.

- Remote broadcast IP address(es).*\* An IP address range across which the group's Flashback DVRs announce their identity so the server can locate them. System default is **255.255.255.255**.
- Remote unicast IP address(es).*\* A list of unique IP address(es) to which the group's Flashback DVRs announce their identity so that the server can locate them.
- Gateway type.* The type of connection used to link a group's Flashback DVRs to the server: *wireless* (for in-car DVRs that do not interface with Vehicle Viewer, Vehicle Viewer Live, or the UMD Editor), or *Ethernet* (for Interview Room DVRs and in-car DVRs that interface with Vehicle Viewer, Vehicle Viewer Live, and/or the UMD Editor).

- 1 Search for and display the Flashback DVR group record you wish to update. (If necessary, review "Displaying the Edit Group Popup" on page 288.)
- 2 If it is not already selected, click the **General** tab, as pictured on the previous page. The *Remote Broadcast IP(s)*, *Remote Unicast IP(s)*, and *Gateway Type* fields display.
- 3 To change the group's *remote broadcast IP address(es)*, enter the new IP address(es) in the *Remote Broadcast IP(s)* field, separating multiple addresses with a space. Otherwise proceed to the next step.
- 4 To change the group's *remote unicast IP address(es)*, enter the new IP address(es) in the *Remote Unicast IP(s)* field, separating multiple addresses with a space. Otherwise proceed to the next step.
- 5 To change the *gateway type*, select a new value from the *Gateway Type* drop-down list. Otherwise proceed to the next step.
- 6 Click **Save**. A confirmation message displays.

Group FlashbackHD DVRs successfully saved.

If you changed the gateway type, you may need to update your Ethernet or wireless settings. For more information, see:

- Changing the Ethernet Settings for a Flashback DVR Group, next page
- Changing the Wireless Settings for a Flashback DVR Group, page 296, beginning with step 2.

---

\* Based on your department's network setup and security requirements, you would enter **either** *Remote broadcast IP address(es)*—typical—**or** *Remote unicast IP address(es)*.

### **Changing the Ethernet Settings for a Flashback DVR Group**

There are four DVR groups that utilize Ethernet settings:

1. Flashback2s that are installed in an Interview Room
2. Flashback3s and/or FlashbackHDs that are installed in an Interview Room
3. Flashback2s that are installed in a vehicle that is using Vehicle Viewer, Vehicle Viewer Live, or the UMD Editor.
4. Flashback3s and/or FlashbackHDs that are installed in a vehicle that is using Vehicle Viewer, Vehicle Viewer Live, or the UMD Editor

For instructions, see:

- Configuring a Flashback DVR Group for Use with Interview Room, below
- Configuring a Flashback DVR Group for Use with Vehicle Viewer, Vehicle Viewer Live, or the UMD Editor, page 294.

### ***Configuring a Flashback DVR Group for Use with Interview Room***

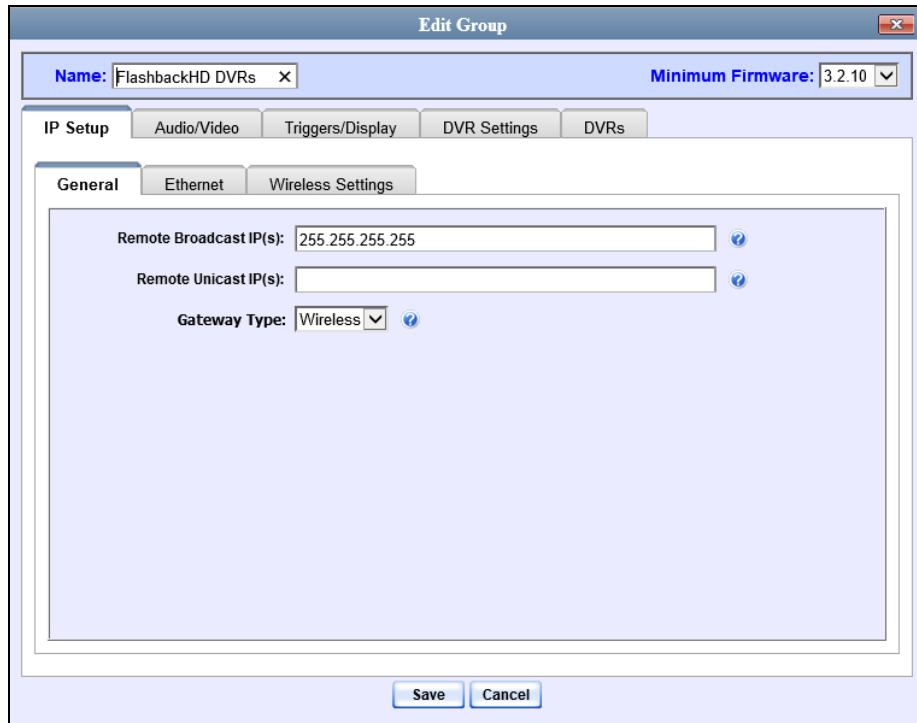
This section describes how to select the settings required to use a group of Interview Room Flashback2s or Flashback3/HDs with your agency's Ethernet network.

This configuration is typically used in conjunction with the *UDP Broadcast* discovery method.

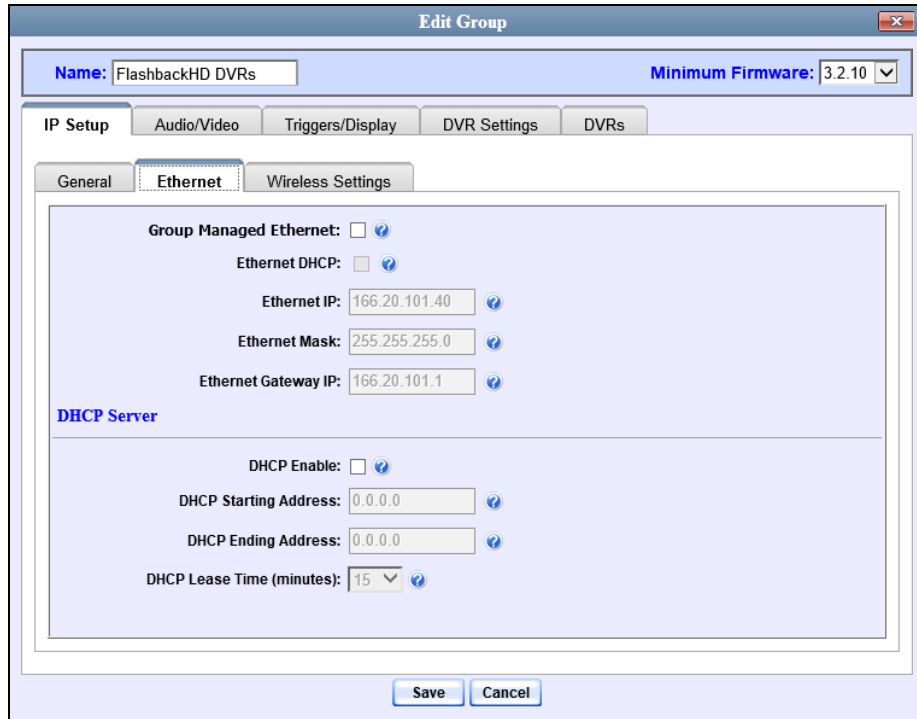


**WARNING:** When using this feature, exercise extreme caution. Any incorrect entries could cause transmission problems for a group's interview room cameras, and/or conflicts with in-car mobile data computers that have Vehicle Viewer, Vehicle Viewer Live, or the UMD Editor installed on them.

- 1 Search for and display the DVR group you wish to configure for Interview Room. (If necessary, review "Displaying the Edit Group Popup" on page 288.)



2 Click the **Ethernet** tab. The Ethernet fields display.



- 3 If the DVRs in this group will be installed on a DHCP network, check the *Group Managed Ethernet* and *Ethernet DHCP* checkboxes at the top of the form. Skip to step 7.  
– OR –  
If the DVRs in this group will *not* be installed on a DHCP network, make sure the *Group Managed Ethernet* and *Ethernet DHCP* checkboxes are deselected, then proceed to the next step.
- 4 Go to the *Ethernet IP* field and enter the Ethernet IP address that the DVRs in this group will use on their private Ethernet networks.
- 5 Go to the *Ethernet Mask* field and enter the Ethernet mask IP address that the DVRs in this group will use on their Ethernet network.
- 6 Go to the *Ethernet Gateway IP* field and enter the Ethernet gateway IP address that the DVRs in this group will use on their Ethernet network.
- 7 Click **Save**. A confirmation message displays.

Group FlashbackHD DVRs successfully saved.

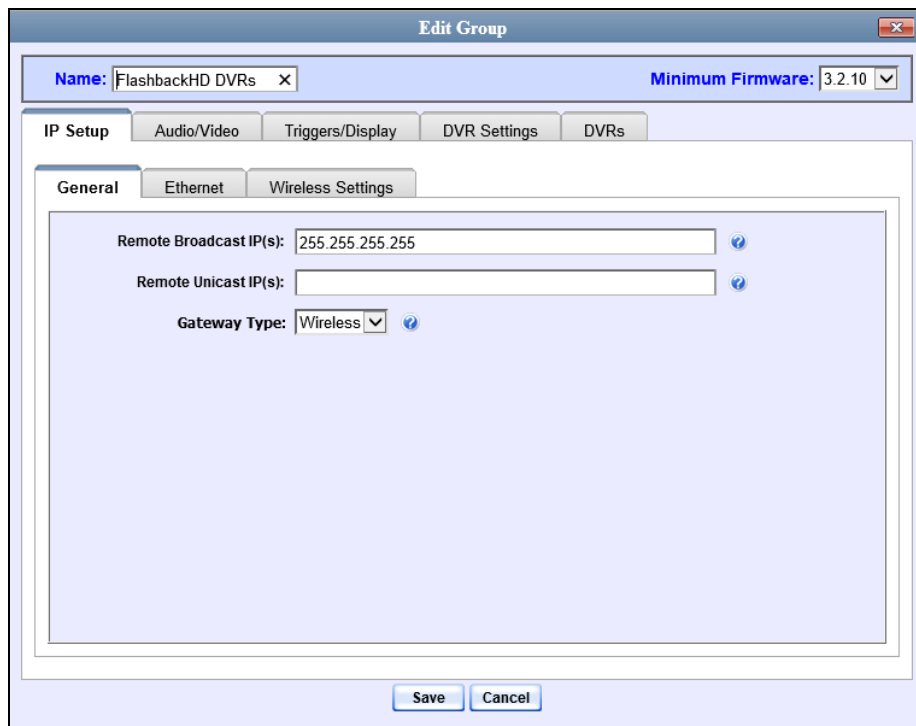
#### ***Configuring a Flashback DVR Group for Use with Vehicle Viewer, Vehicle Viewer Live, or the UMD Editor***

This procedure describes how to configure a group of in-car Flashback2s or Flashback3/HDs for use with one of the following applications: *Vehicle Viewer*, *Vehicle Viewer Live*, or the *UMD Editor*.

If you are using private network IPs in your vehicles, you may wish to assign the same Ethernet IPs to all of the vehicles in your DVR Group in order to avoid potential IP conflicts with the wireless IP settings.

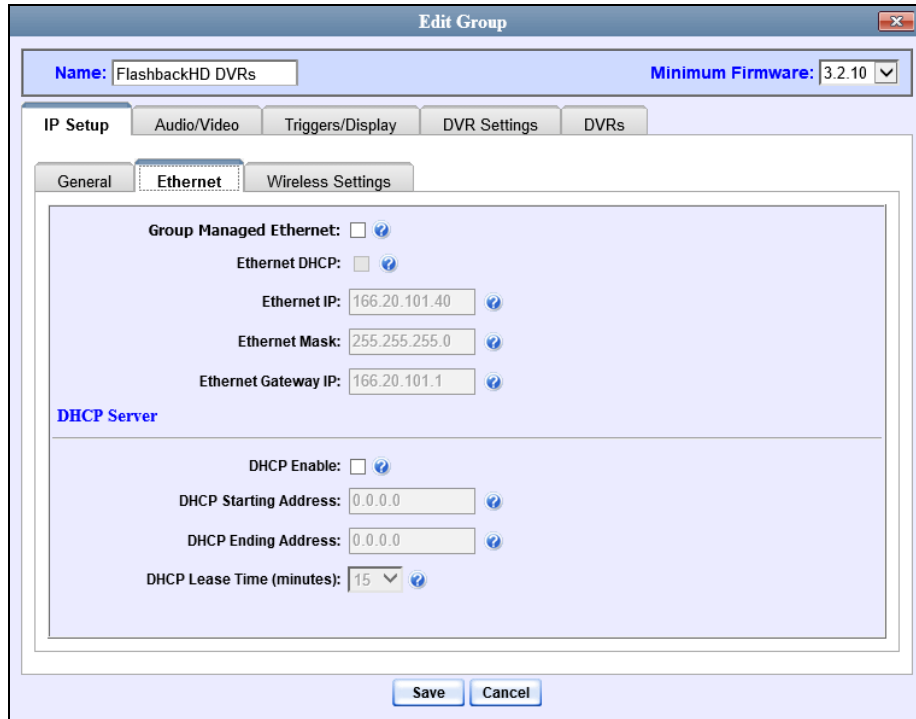
- 1 Search for and display the DVR group you wish to configure for use with *Vehicle Viewer*, *Vehicle Viewer Live*, or the *UMD Editor*. (If necessary, review “Displaying the Edit Group Popup” on page 288.)





The screenshot shows the 'Edit Group' window with the 'Wireless Settings' tab selected. The 'Name' field contains 'FlashbackHD DVRs' and the 'Minimum Firmware' dropdown is set to '3.2.10'. The 'Wireless Settings' section includes a 'Remote Broadcast IP(s)' field with the value '255.255.255.255', a 'Remote Unicast IP(s)' field which is empty, and a 'Gateway Type' dropdown menu set to 'Wireless'. There are 'Save' and 'Cancel' buttons at the bottom.

- 2 Click the **Ethernet** tab. The Ethernet fields display.



The screenshot shows the 'Edit Group' window with the 'Ethernet' tab selected. The 'Name' field contains 'FlashbackHD DVRs' and the 'Minimum Firmware' dropdown is set to '3.2.10'. The 'Ethernet' section includes checkboxes for 'Group Managed Ethernet' and 'Ethernet DHCP', both of which are unchecked. Below these are fields for 'Ethernet IP' (166.20.101.40), 'Ethernet Mask' (255.255.255.0), and 'Ethernet Gateway IP' (166.20.101.1). The 'DHCP Server' section includes a 'DHCP Enable' checkbox (unchecked), 'DHCP Starting Address' (0.0.0.0), 'DHCP Ending Address' (0.0.0.0), and 'DHCP Lease Time (minutes)' (15). There are 'Save' and 'Cancel' buttons at the bottom.

- 3 Go to the *DHCP Server* section at the bottom of the form and select the *DHCP Enable* checkbox.

- 4 Go to the *DHCP Starting Address* field and enter the first IP address that can be assigned to a device by the DVR DHCP server.
- 6 Go to the *DHCP Ending Address* field and enter the last IP address that can be assigned to a device by the DVR DHCP server.



**NOTE:** The IP range you specify in steps 4 and 5 must be outside the range of any existing DHCP servers.

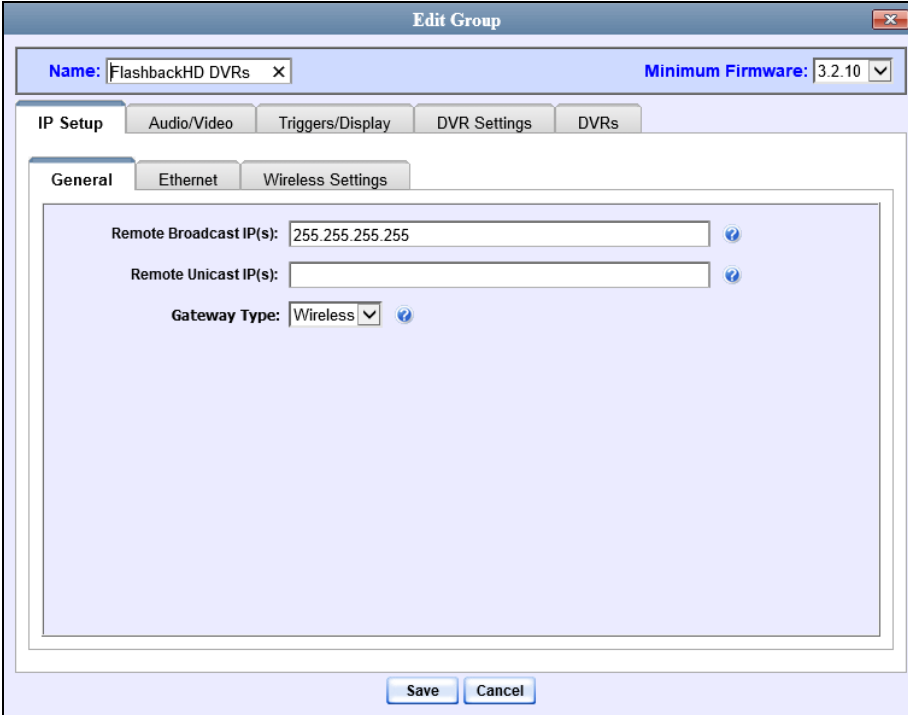
- 6 Go to the *DHCP Lease Time (minutes)* drop-down list and select a *lease time* for the device's IP Address. This is the amount of time that the DVR DHCP server will reserve the IP address it gives each device before it puts that address back onto the unused (i.e., available) list.
- 7 Click the **Save** button. A confirmation message displays.

Group FlashbackHD DVRs successfully saved.

### Changing the Wireless Settings for a Flashback DVR Group

This section describes how to change the wireless LAN settings for all the DVRs in a selected Flashback2 or Flashback3/HD group.

- 1 Search for and display the Flashback DVR group record you wish to update. (If necessary, review “Displaying the Edit Group Popup” on page 288.)

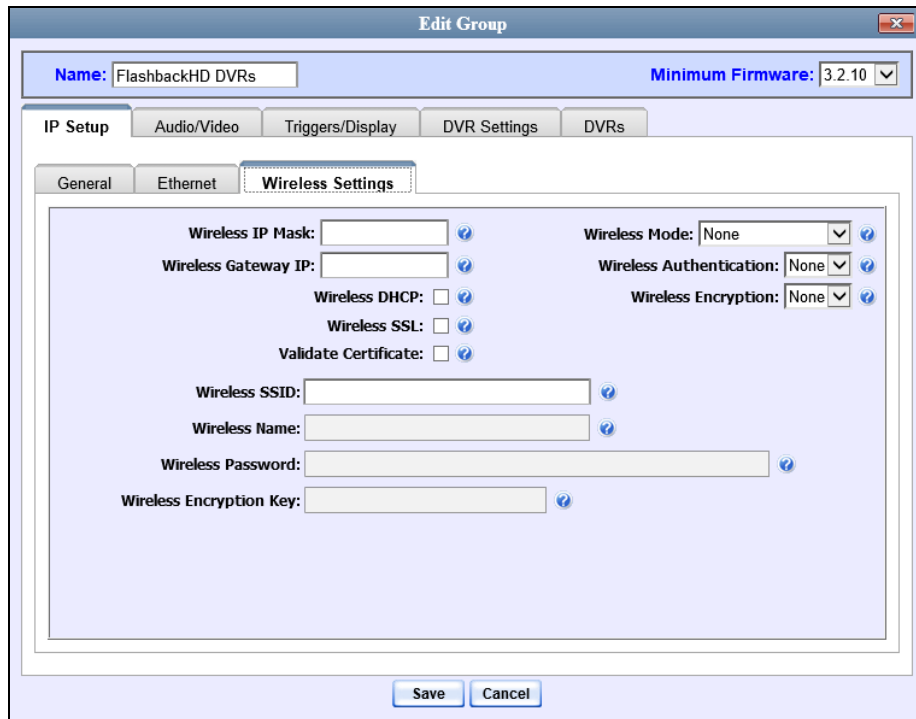


The screenshot shows the 'Edit Group' window for a group named 'FlashbackHD DVRs'. The 'Minimum Firmware' is set to 3.2.10. The 'IP Setup' tab is active, and the 'Wireless Settings' sub-tab is selected. The settings are as follows:

| Field                  | Value            |
|------------------------|------------------|
| Name                   | FlashbackHD DVRs |
| Minimum Firmware       | 3.2.10           |
| Remote Broadcast IP(s) | 255.255.255.255  |
| Remote Unicast IP(s)   |                  |
| Gateway Type           | Wireless         |

Buttons for 'Save' and 'Cancel' are visible at the bottom of the window.

- 2 Click the **Wireless Settings** tab. The following fields display.



For a description of the fields on the **Wireless Settings** tab, see the table beginning on page 194.

- 3 Enter/select your changes in the appropriate field(s). If you need to enter a wireless password or encryption key, be sure to review the password guidelines on page 194 first.
- 4 Click **Save**. A confirmation message displays.

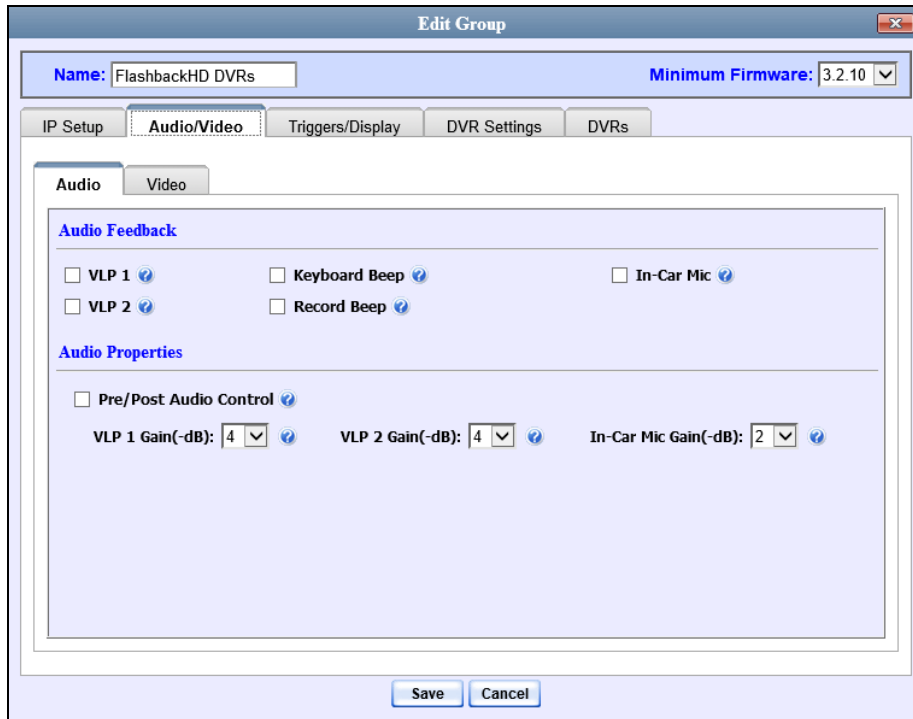
Group FlashbackHD DVRs successfully saved.

### Changing the Audio Settings for a Flashback DVR Group

This section describes how to change the audio settings for all the DVRs in a selected Flashback2 or Flashback3/HD group.

- 1 Search for and display the Flashback DVR group record you wish to update, as pictured on the previous page. (If necessary, review “Displaying the Edit Group Popup” on page 288.)
- 2 Click the **Audio/Video** tab. The available audio options display.

*(Continued)*



For a description of the fields on this tab, refer to the table on page 198.

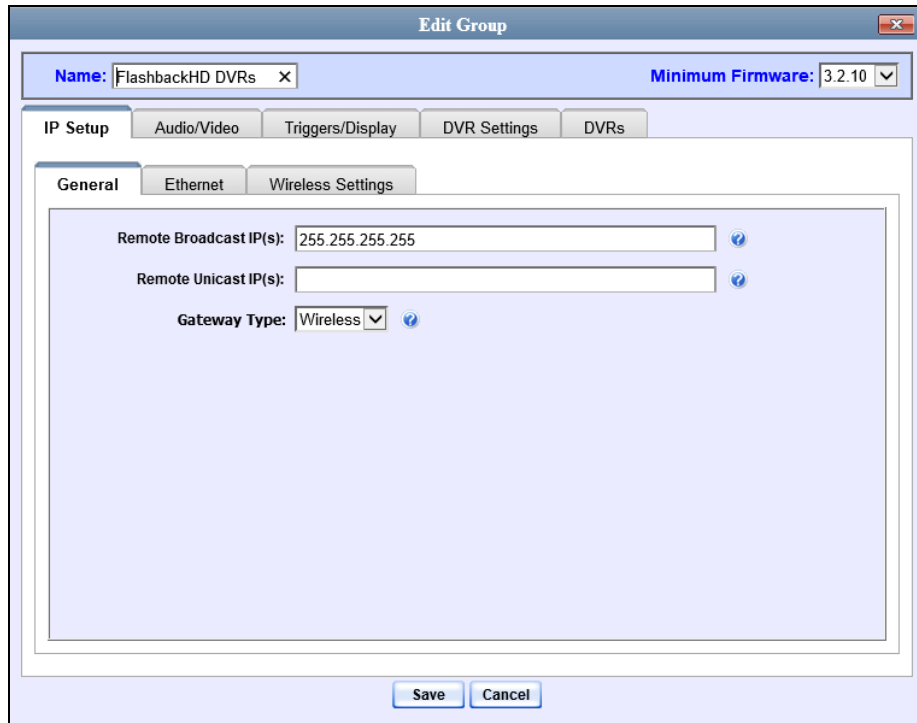
- 3 Enter/select your changes in the appropriate field(s).
- 4 Click **Save**. A confirmation message displays.

Group FlashbackHD DVRs successfully saved.

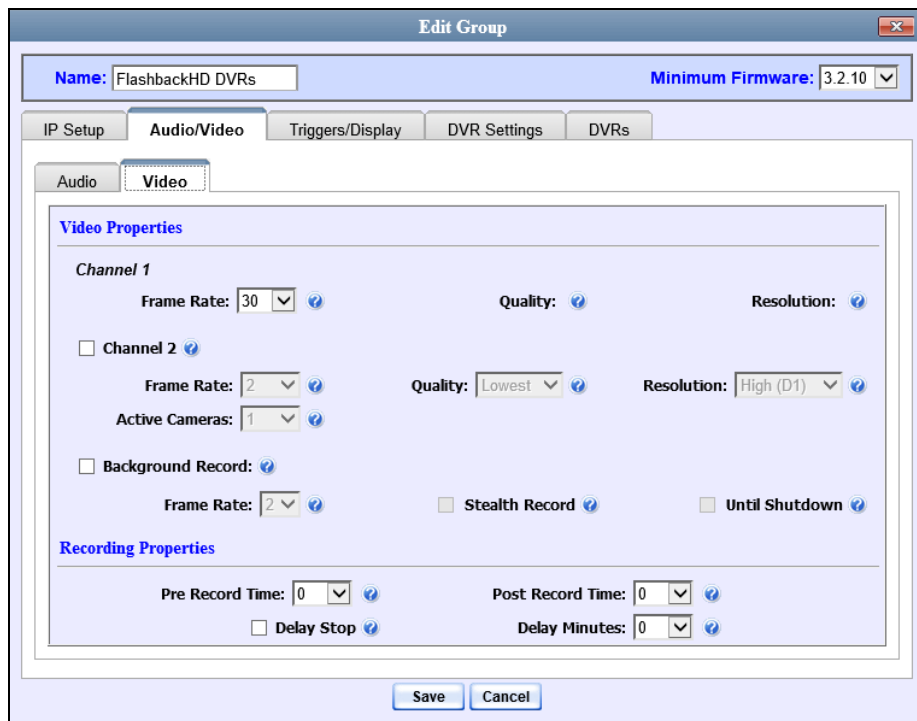
### Changing the Video Settings for a Flashback DVR Group

This section describes how to change the video settings for all the DVRs in a selected Flashback2 or Flashback3/HD group.

- 1 Search for and display the Flashback DVR group record you wish to update. (If necessary, review “Displaying the Edit Group Popup” on page 288.)



- 2 Click the **Audio/Video** tab. The Audio properties display, as pictured on the previous page.
- 3 Click the **Video** tab. The Video Properties display.



For a description of the fields on the **Video** tab, see the table on page 203.

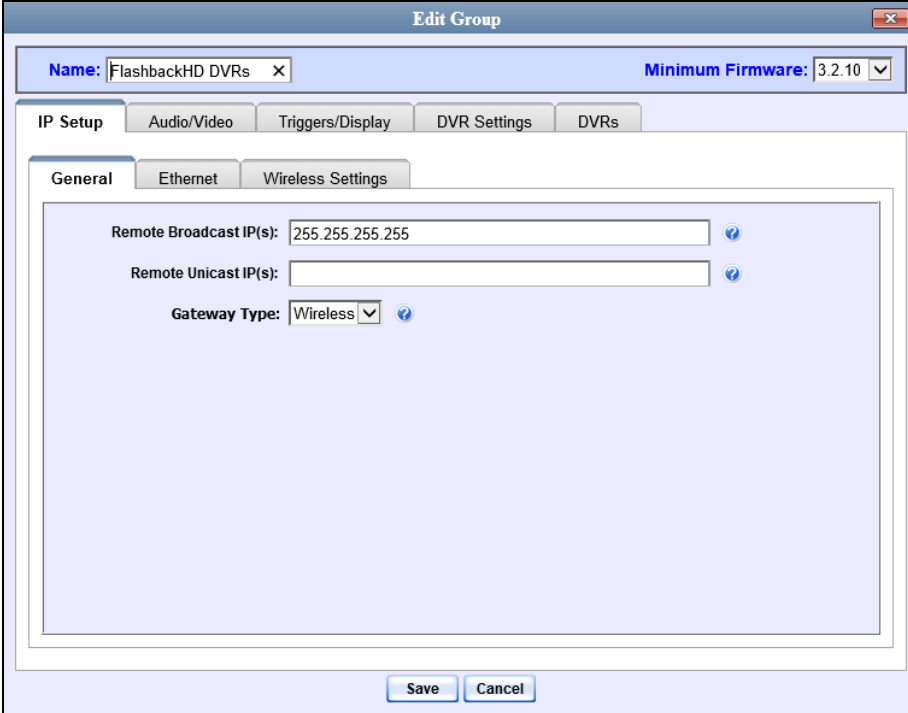
- 4 Enter/select your changes in the appropriate field(s).
- 5 Click **Save**. A confirmation message displays.

Group FlashbackHD DVRs successfully saved.

### Changing the Triggers for a Flashback DVR Group

This section describes how to change the trigger settings for all the DVRs in a selected Flashback2 or Flashback3/HD group. A *trigger* is the event that causes a DVR to automatically start recording.

- 1 Search for and display the Flashback DVR group record you wish to update. (If necessary, review “Displaying the Edit Group Popup” on page 288.)



- 2 Click the **Triggers/Display** tab. Your trigger options display at the top of the form.

For a detailed description of all the available triggers, see the table on page 207.

- 3 Enter/select your changes in the appropriate field(s).
- 4 Click **Save**. A confirmation message displays.

Group FlashbackHD DVRs successfully saved.

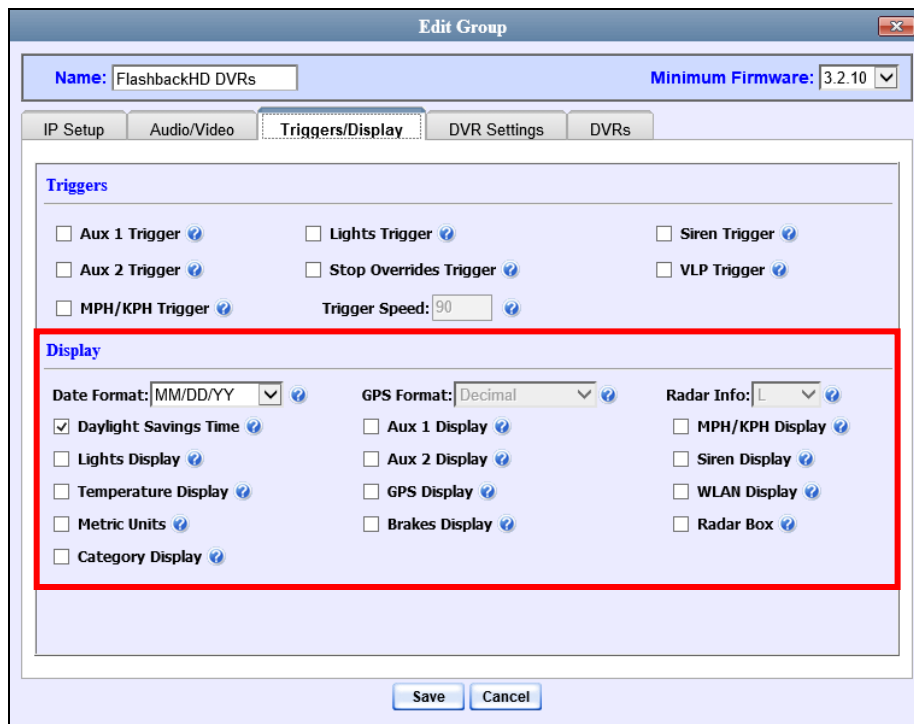
### Changing the Display Options for a Flashback DVR Group

This section describes how to change the display options for all the DVRs in a selected Flashback2 or Flashback3/HD group. Display options are the status indicators that will display on the following:

- The Flashback monitor during a recording
- The Vehicle Viewer or Vehicle Viewer Live application while the DVR is active
- The Flashback Player while you are viewing a video off the server.

- 1 Search for and display the Flashback DVR group record you wish to update, as pictured on the previous page. (If necessary, review “Displaying the Edit Group Popup” on page 288.)
- 2 Click the **Triggers/Display** tab. The display options are listed at the bottom of the form.

*(Continued)*



These fields are described in the table on page 210.

- 3 To change the format for your date display, select a new value from the *Date Format* drop-down list. Otherwise proceed to the next step.
- 4 To change the format for your GPS display, select a new value from the *GPS Format* drop-down list (see **NOTE** below). Otherwise proceed to the next step.



**NOTE:** If the *GPS Format* field does not display, it indicates that you lack the *Player Display GPS* permission required to display this field.

- 5 To change the type of radar reading\* that will display during a video, select a new value from the *Radar Info* drop-down list. Otherwise proceed to the next step.
- 6 Using the checkboxes provided, select those items you wish to display on your Flashback monitor, Flashback Player, and/or Vehicle Viewer/Vehicle Viewer Live screen.
- 7 Click **Save**. A confirmation message displays.

Group FlashbackHD DVRs successfully saved.

\* Target, lock, and/or patrol

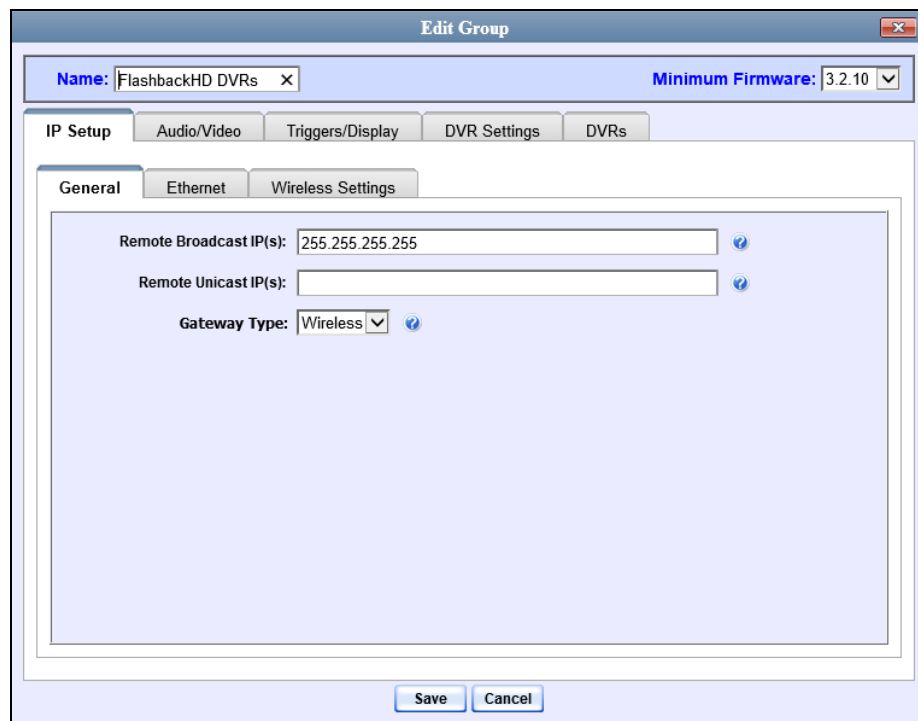


### Changing the General DVR Settings for a Flashback DVR Group

This section describes how to change the following settings for a selected Flashback2 or Flashback3/HD group:

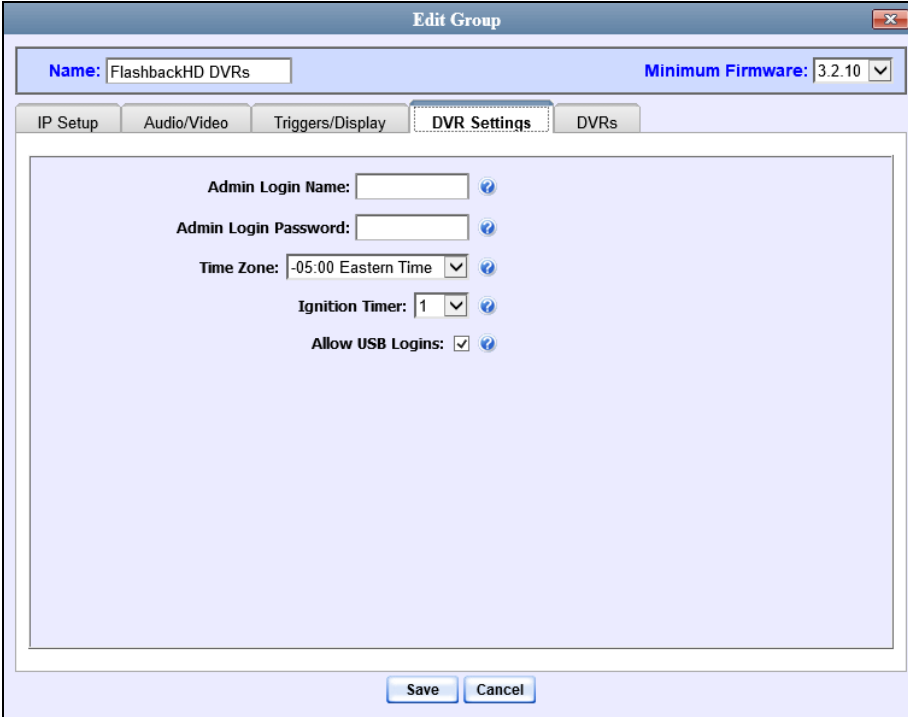
- Admin login name and password.* The Flashback User ID and password used by the system to 1) wirelessly transmit videos to the server and 2) download configuration changes from the server to the group's DVRs. *Do not change this value unless instructed to do so by a Mobile-Vision Technical Support Engineer.*
- Time zone.* The time zone in which the group's DVRs in a selected group will be recording.
- Ignition timer setting.* The number of minutes the group's DVRs will remain on in *idle* mode after a vehicle's ignition has been turned off.
- Allow USB Logins.* A checkbox used to indicate whether or not an officer will be able to use a USB login key to access the DVRs in this group. If this checkbox is selected, different officers will be able to log in and out of the group's DVRs using a USB login key. If this checkbox is *not* selected, *no* officers will be able to log in and out of the group's DVRs using a USB login key. Select the latter option if 1) each DVR in a group is used by only *one officer*, or 2) your agency has chosen not to use DVR Login Keys.

- 1 Search for and display the DVR group record you wish to update. (If necessary, review "Displaying the Edit Group Popup" on page 288.)



- 2 Click the **DVR Settings** tab.

(Continued)



**Edit Group**

Name: FlashbackHD DVRs Minimum Firmware: 3.2.10

IP Setup Audio/Video Triggers/Display **DVR Settings** DVRs

Admin Login Name:

Admin Login Password:

Time Zone: -05:00 Eastern Time

Ignition Timer: 1

Allow USB Logins:

Save Cancel

- 3 Enter/select your changes in the appropriate field(s).
- 4 Click **Save**. A confirmation message displays.

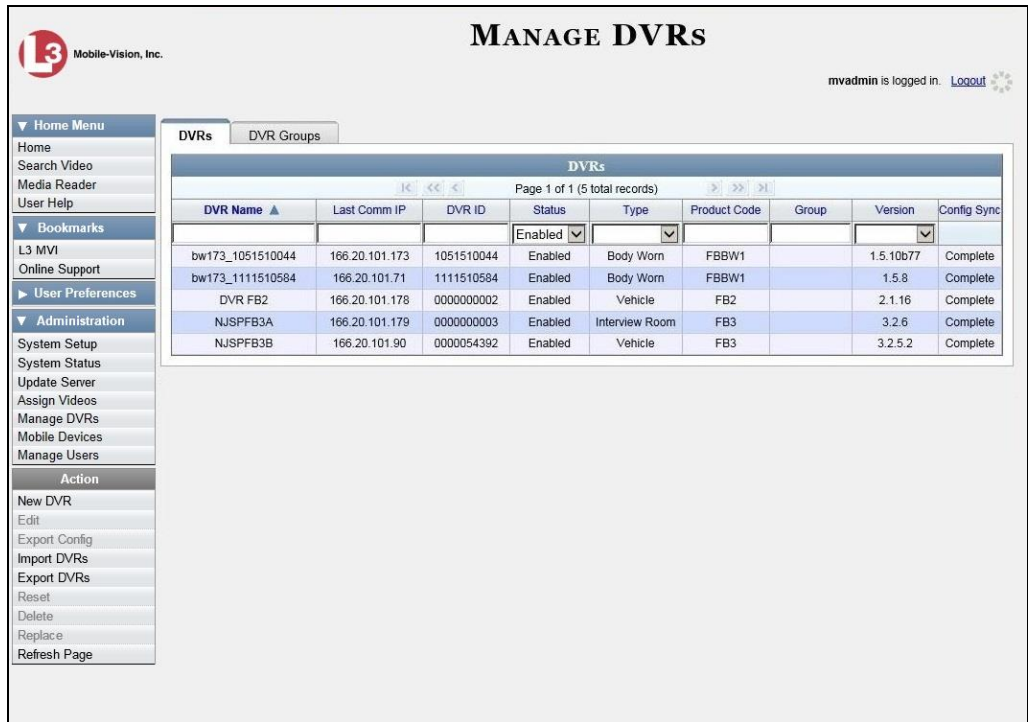
Group FlashbackHD DVRs successfully saved.

---

### Changing a *BodyVISION* DVR Group

This section describes how to change the attributes for a selected *BodyVISION* DVR group record. Any change you make to a *BodyVISION* group will automatically be applied to all of the *BodyVISION*s that are assigned to that group during each *BodyVISION*'s next DVR-to-server download.

- 1 Go to **Administration** and click **Manage DVRs**. The Manage DVRs page displays.



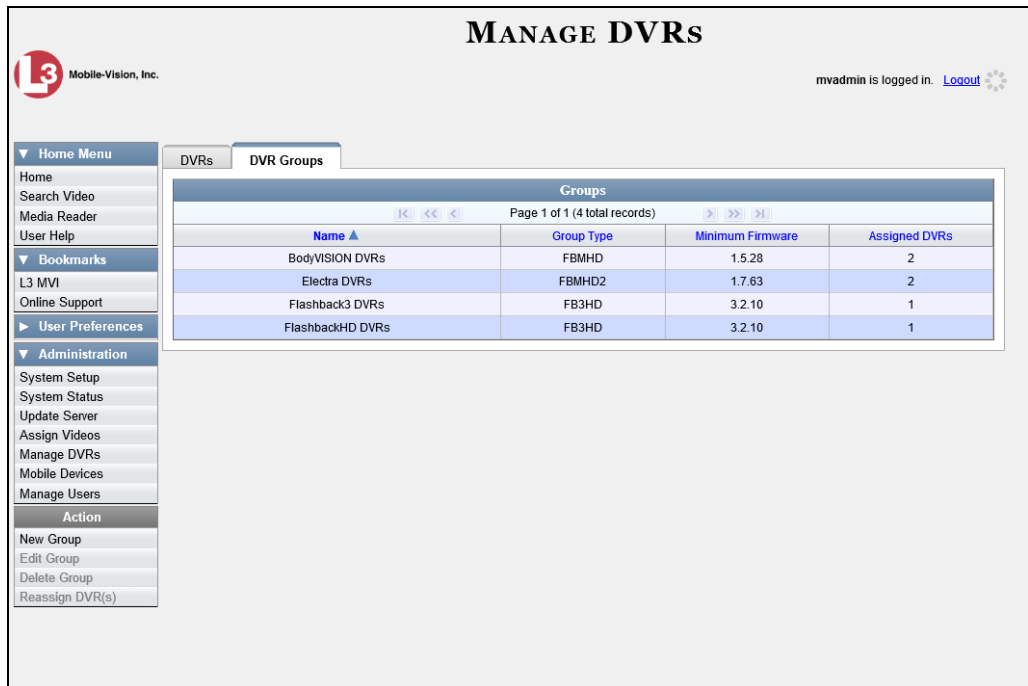
**MANAGE DVRs**

mvadmin is logged in. [Logout](#)

**DVRs** | DVR Groups

| DVRs                          |                |            |         |                |              |       |           |             |
|-------------------------------|----------------|------------|---------|----------------|--------------|-------|-----------|-------------|
| Page 1 of 1 (5 total records) |                |            |         |                |              |       |           |             |
| DVR Name ▲                    | Last Comm IP   | DVR ID     | Status  | Type           | Product Code | Group | Version   | Config Sync |
| bw173_1051510044              | 166.20.101.173 | 1051510044 | Enabled | Body Worn      | FBBW1        |       | 1.5.10b77 | Complete    |
| bw173_1111510584              | 166.20.101.71  | 1111510584 | Enabled | Body Worn      | FBBW1        |       | 1.5.8     | Complete    |
| DVR FB2                       | 166.20.101.178 | 000000002  | Enabled | Vehicle        | FB2          |       | 2.1.16    | Complete    |
| NJSPFB3A                      | 166.20.101.179 | 000000003  | Enabled | Interview Room | FB3          |       | 3.2.6     | Complete    |
| NJSPFB3B                      | 166.20.101.90  | 000054392  | Enabled | Vehicle        | FB3          |       | 3.2.5.2   | Complete    |

2 Click the **DVR Groups** tab. A list of existing groups displays.



**MANAGE DVRs**

mvadmin is logged in. [Logout](#)

DVRs | **DVR Groups**

| Groups                        |            |                  |               |
|-------------------------------|------------|------------------|---------------|
| Page 1 of 1 (4 total records) |            |                  |               |
| Name ▲                        | Group Type | Minimum Firmware | Assigned DVRs |
| BodyVISION DVRs               | FBMHD      | 1.5.28           | 2             |
| Electra DVRs                  | FBMHD2     | 1.7.63           | 2             |
| Flashback3 DVRs               | FB3HD      | 3.2.10           | 1             |
| FlashbackHD DVRs              | FB3HD      | 3.2.10           | 1             |

3 Locate the *BodyVISION* Group you wish to update. *BodyVISION* DVRs have a type of **FBWHD**.

- Right-click on the *BodyVISION* record, then select **Edit** from the popup menu. The Edit Group popup displays.

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

| Edit Group               |   |
|--------------------------|---|
| Field                    | Description   |
| Allow Officer Assignment | <p>A checkbox used to turn the <i>Officer Assignment</i> feature on/off.</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Users can assign the <i>BodyVISION</i>s in this group to different officers each shift</li> <li><input type="checkbox"/> Users <i>cannot</i> assign the <i>BodyVISION</i>s in this group to different officers each shift. Rather, you will assign one <i>BodyVISION</i> to each officer for his/her exclusive use.</li> </ul> <p>For more information on this feature, see page 224.</p> |
| Ethernet DHCP            | <p>A checkbox used to indicate whether or not a DHCP server will automatically provide IP addresses to the <i>BodyVISION</i>s in this group.</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> The DHCP server will automatically assign an IP address to each <i>BodyVISION</i> in this group</li> <li><input type="checkbox"/> User will manually assign an IP address to each <i>BodyVISION</i> in this group</li> </ul> <p>(Continued)</p>   |

| Edit Group (cont'd)             |  |
|---------------------------------|--|
| Field                           | Description  |
| Ethernet DHCP (cont'd)          | If your agency does not have a DHCP server, leave this checkbox deselected.  |
| Daylight Savings Time           | A checkbox used to indicate whether or not the <i>BodyVISIONs</i> in this group will be recording in a region that observes Daylight Savings Time. When this checkbox is selected, the <i>BodyVISIONs</i> in this group will automatically adjust their videos' recording start/ end time to reflect daylight savings time.<br><input checked="" type="checkbox"/> Daylight Savings Time is observed in this region<br><input type="checkbox"/> Daylight Savings Time is <i>not</i> observed in this region  |
| Time Zone                       | The time zone in which the <i>BodyVISIONs</i> in this group will be recording. <i>Select this value from the drop-down list.</i>   |
| Resolution                      | The video resolution for recordings made by <i>BodyVISIONs</i> in this group. By default, the system defaults to high definition (1280 x 720 pixels per inch). <i>Select this value from the drop-down list.</i>   |
| Remote Broadcast IP(s)          | An IP address range across which the group's <i>BodyVISIONs</i> announce their identity so the server can locate them. System default is <b>255.255.255.255</b> . Separate multiple IP addresses with a space.   |
| Snapshot/Tracepoint             | A field used to program the <i>BodyVISIONs</i> in this group to capture a JPG still image and/or insert a "Trace Point" placemaker in a video whenever a user presses the <i>Snapshot/Tracepoint</i> button on the top of a device while a recording is in progress.<br>Select a value from the drop-down list: <ul style="list-style-type: none"> <li>▪ <i>Snapshot</i>. Capture a JPG still image</li> <li>▪ <i>Tracepoint</i>. Insert a placemaker in a video</li> <li>▪ <i>Both</i>. Capture a JPG still image and insert a "trace point" placemaker in a video.</li> <li>▪ <i>Off</i>. Do not perform either action (default).</li> </ul> |
| Recording Alert Time (minutes)* | Enable the <i>recording-in-progress</i> alert, which causes the <i>BodyVISIONs</i> in this group to vibrate 1 – 30 minutes after a recording is initiated. System defaults to <b>0</b> (alert feature disabled).<br><br>This feature is only available for <i>BodyVISIONs</i> with firmware version 1.5.2 and higher. <i>(Continued)</i>   |

\* Feature available for *BodyVISIONs* with firmware version 1.5.2 and higher

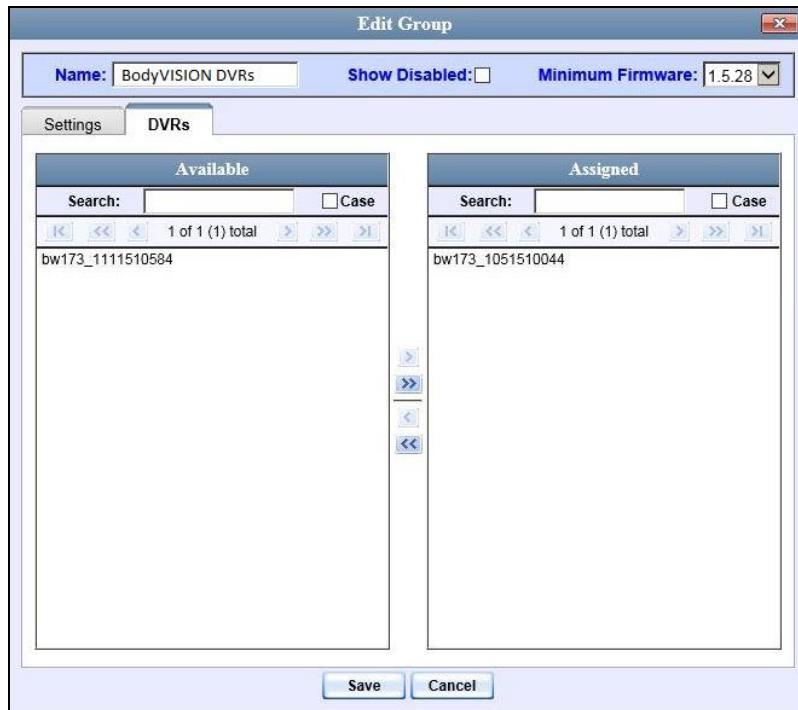
| Edit Group (cont'd)                                |  |
|--|--|
| Field  | Description  |
| Recording Alert Time Minutes (cont'd)              | To enable <i>recording alerts</i> , enter a number between 1 – 30; to disable <i>recording alerts</i> , enter 0.   |
| Mute Enabled*                                      | <p>A checkbox used to enable/disable the recording mute button for <i>BodyVISIONs</i> in this group.</p> <p>A checkbox used to enable/disable the recording mute button for <i>BodyVISIONs</i> in this group.</p> <p><input checked="" type="checkbox"/> Officer can mute audio while a recording is in progress (default)</p> <p><input type="checkbox"/> Officer <i>cannot</i> mute audio while a recording is in progress</p> <p>This feature is only available for <i>BodyVISIONs</i> with firmware version 1.5.2 and higher.</p>  |
| Pre-Event Recording*<br><i>BodyVISION XVs only</i> | <p>If you have any <i>BodyVISION XVs</i>, you may capture 10, 30, 60, or 90 seconds of video <i>before</i> a recording session is initiated. The reason that the <i>BodyVISION XV</i> is able to capture video <i>before</i> a recording session even begins is because the device is, in fact, recording all the time—it just doesn't save all that data to the <i>BodyVISION XV's</i> internal storage drive unless you choose to do so. Pre-event recordings are similar to the short-term memory on a computer. Before you ever click <b>Save</b> (or in this case, the <i>record</i> switch), there is still some data stored in the computer's short-term memory. <i>Select a value from the drop-down list:</i></p> <ul style="list-style-type: none"> <li><b>0</b> Omit pre-event recording for <i>BodyVISION XVs</i> in this group</li> <li><b>10</b> Capture 10 seconds of pre-event recording for <i>BodyVISION XVs</i> in this group</li> <li><b>30</b> Capture 30 seconds of pre-event recording for <i>BodyVISION XVs</i> in this group</li> <li><b>60</b> Capture 60 seconds of pre-event recording for <i>BodyVISION XVs</i> in this group</li> <li><b>90</b> Capture 90 seconds of pre-event recording for <i>BodyVISION XVs</i> in this group</li> </ul> |



- 5 Enter/select your changes in the appropriate field(s).
- 6 To add/remove *BodyVISIONs* from this group, proceed to the next step. Otherwise skip to step 14.

---

\* Feature available for *BodyVISIONs* with firmware version 1.5.2 and higher

- 7 Click the **DVRs** tab. A list of available *BodyVISIONs* displays in the left column.



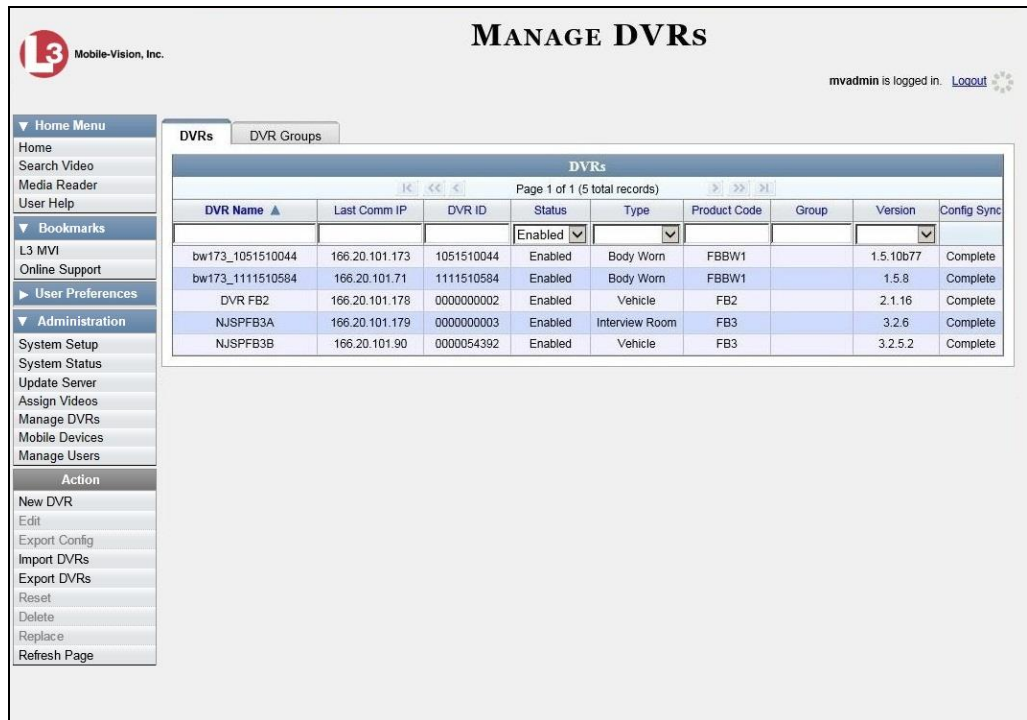
- 8 To *add* *BodyVISIONs* to this group, proceed to the next step. Otherwise skip to step 11.
- 9 Go to the left column (Available) and click on each of the *BodyVISIONs* you wish to assign to this DVR group.
- 10 Once you've highlighted the correct *BodyVISIONs*, click the  icon located between the two columns. The selected DVRs display in the right column (Assigned).
- 11 To *remove* *BodyVISIONs* from this group, proceed to the next step. Otherwise skip to step 14.
- 12 Go to the right column (Assigned) and click on each of the *BodyVISIONs* you wish to remove from this DVR group.
- 13 Once you've highlighted the correct *BodyVISIONs*, click the  icon located between the two columns. The selected *BodyVISIONs* are removed from the DVR group.
- 14 Click **Save**. A confirmation message displays.

The group **BodyVISION DVRs** successfully saved.

## Changing a BWX-100 DVR Group

This section describes how to change the attributes for a selected BWX-100 DVR group record. Any change you make to a BWX-100 group will automatically be applied to all of the BWX-100s that are assigned to that group during each BWX-100's next DVR-to-server download.

- 1 Go to **Administration** and click **Manage DVRs**. The Manage DVRs page displays.



**MANAGE DVRs**

mvadmin is logged in. [Logout](#)

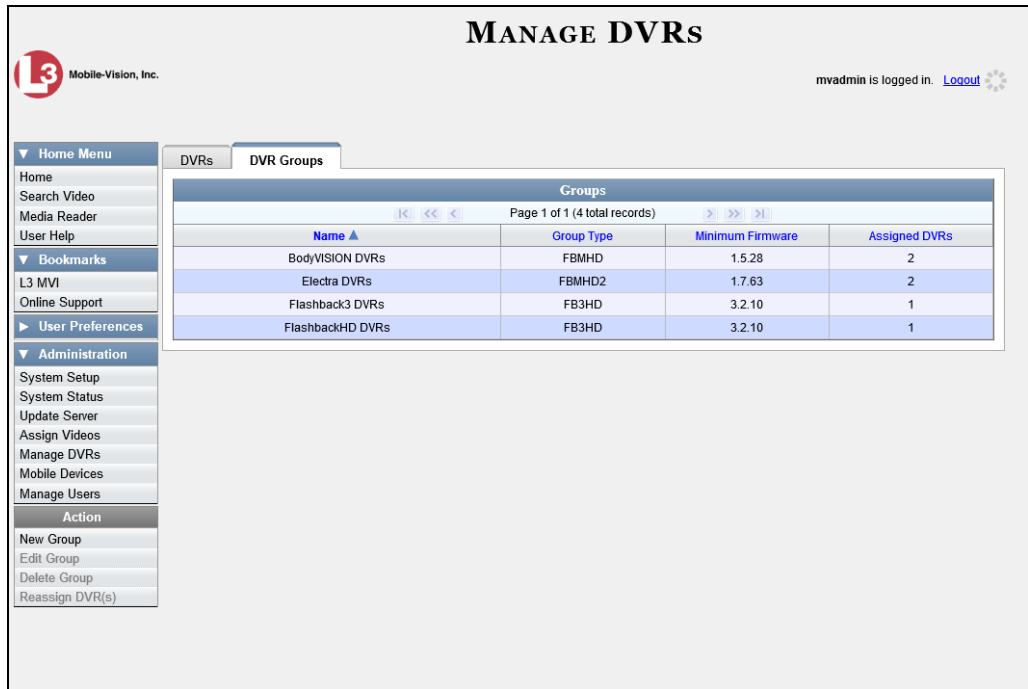
**DVRs** | **DVR Groups**

Page 1 of 1 (5 total records)

| DVR Name ▲       | Last Comm IP   | DVR ID     | Status  | Type           | Product Code | Group | Version   | Config Sync |
|------------------|----------------|------------|---------|----------------|--------------|-------|-----------|-------------|
| bw173_1051510044 | 166.20.101.173 | 1051510044 | Enabled | Body Worn      | FBBW1        |       | 1.5.10b77 | Complete    |
| bw173_1111510584 | 166.20.101.71  | 1111510584 | Enabled | Body Worn      | FBBW1        |       | 1.5.8     | Complete    |
| DVR FB2          | 166.20.101.178 | 000000002  | Enabled | Vehicle        | FB2          |       | 2.1.16    | Complete    |
| NJSPFB3A         | 166.20.101.179 | 000000003  | Enabled | Interview Room | FB3          |       | 3.2.6     | Complete    |
| NJSPFB3B         | 166.20.101.90  | 0000054392 | Enabled | Vehicle        | FB3          |       | 3.2.5.2   | Complete    |

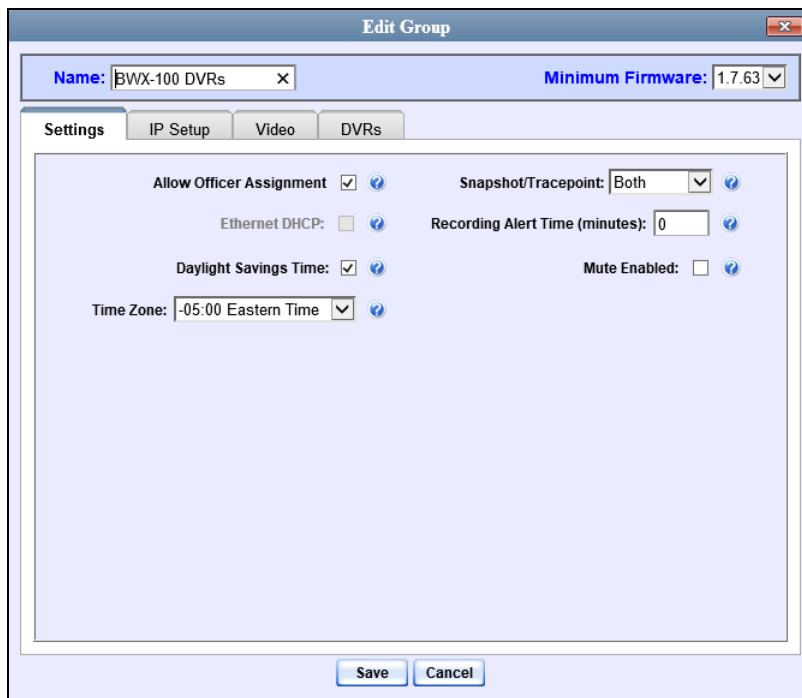
- 2 Click the **DVR Groups** tab. A list of existing groups displays.





| Name             | Group Type | Minimum Firmware | Assigned DVRs |
|------------------|------------|------------------|---------------|
| BodyVISION DVRs  | FBMHD      | 1.5.28           | 2             |
| Electra DVRs     | FBMHD2     | 1.7.63           | 2             |
| Flashback3 DVRs  | FB3HD      | 3.2.10           | 1             |
| FlashbackHD DVRs | FB3HD      | 3.2.10           | 1             |

- 3 Locate the BWX-100 Group you wish to update. BWX-100 DVRs have a *Group Type* of **FBMHD2**.
- 4 Right-click on the BWX-100 record, then select **Edit** from the popup menu. The Edit Group popup displays.



The fields on this popup are described below.

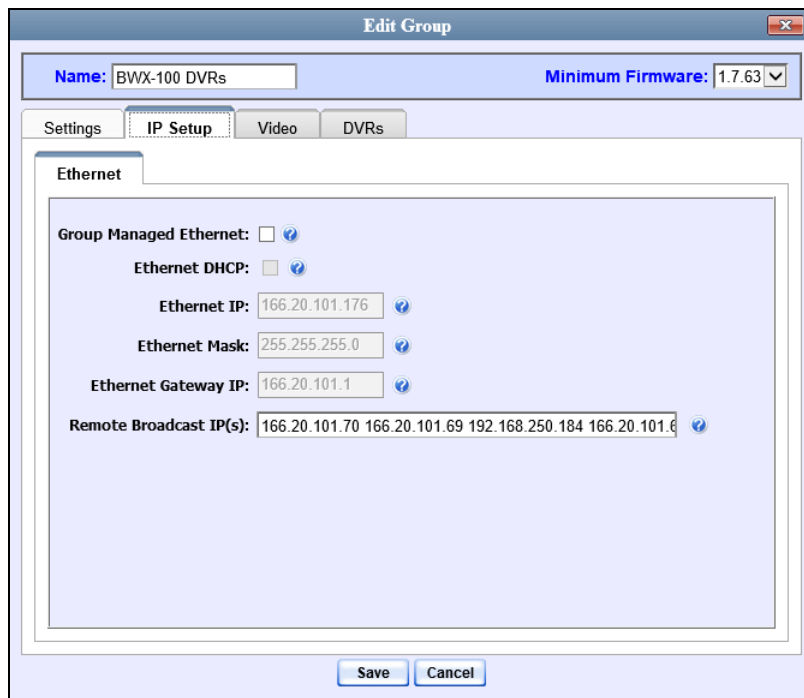
| Edit Group: Settings Tab |  |
|--------------------------|--|
| Field                    | Description  |
| Allow Officer Assignment | <p>A checkbox used to turn the <i>Officer Assignment</i> feature on/off.</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Users can assign the BWX-100 in this group to different officers each shift</li> <li><input type="checkbox"/> Users <i>cannot</i> assign the BWX-100s in this group to different officers each shift. Rather, you will assign one device to each officer for his/her exclusive use.</li> </ul> <p>For more information on this feature, see page 239.</p>  |
| Ethernet DHCP            | <p>A checkbox used to indicate whether or not a DHCP server will automatically provide IP addresses to the BWX-100s in this group.</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> The DHCP server will automatically assign an IP address to each BWX-100 in this group</li> <li><input type="checkbox"/> An <i>Admin</i> user will manually assign an IP address to each BWX-100 in this group</li> </ul> <p>If your agency does not have a DHCP server, leave this checkbox deselected.</p>  |
| Daylight Savings Time    | <p>A checkbox used to indicate whether or not the BWX-100s in this group will be recording in a region that observes Daylight Savings Time. When this checkbox is selected, the BWX-100s in this group will automatically adjust their videos' recording start/ end time to reflect daylight savings time.</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Daylight Savings Time is observed in this recording region</li> <li><input type="checkbox"/> Daylight Savings Time is <i>not</i> observed in this recording region</li> </ul>  |
| Time Zone                | <p>The time zone in which the BWX-100s in this group will be recording. <i>Select this value from the drop-down list.</i></p>  |
| Snapshot/Tracepoint      | <p>A field used to program the BWX-100s in this group to capture a JPG still image and/or insert a “tracepoint” placemaker in a video whenever a user presses the <i>Snap/Trace</i> button on the top of a device while a recording is in progress. Select a value from the drop-down list:</p> <ul style="list-style-type: none"> <li>▪ <i>Snapshot</i>. Capture a JPG still image</li> <li>▪ <i>Tracepoint</i>. Insert a placemaker in a video</li> <li>▪ <i>Both</i> (default) Capture a JPG still image and insert a “trace point” placemaker in a video.</li> <li>▪ <i>Off</i>. Do not perform either action.</li> </ul> <p><i>Select this value from the drop-down list.</i></p> |

| Edit Group: Settings Tab (cont'd) |  |
|-----------------------------------|--|
| Field                             | Description  |
| Recording Alert Time (minutes)    | Enable the <i>recording-in-progress</i> alert, which causes the BWX-100s in this group to vibrate 1 – 30 minutes after a recording is initiated. System defaults to <b>0</b> (alert feature disabled). <i>To enable recording alerts, enter a number between 1 – 30; to disable recording alerts, enter 0.</i> |
| Mute Enabled                      | A checkbox used to enable/disable the recording mute button for BWX-100s in this group.<br><input checked="" type="checkbox"/> Officer can mute audio while a recording is in progress (default)<br><input type="checkbox"/> Officer <i>cannot</i> mute audio while a recording is in progress                 |

- 5 Enter/select your changes in the appropriate field(s).
- 6 If you wish to change the Ethernet settings for this BWX-100 group, click the **IP Setup** tab. Proceed to the next step.

– OR –

If you do *not* wish to change the Ethernet settings for this BWX-100 group, skip to step 8.



The fields on this tab are described in the table on the next page.

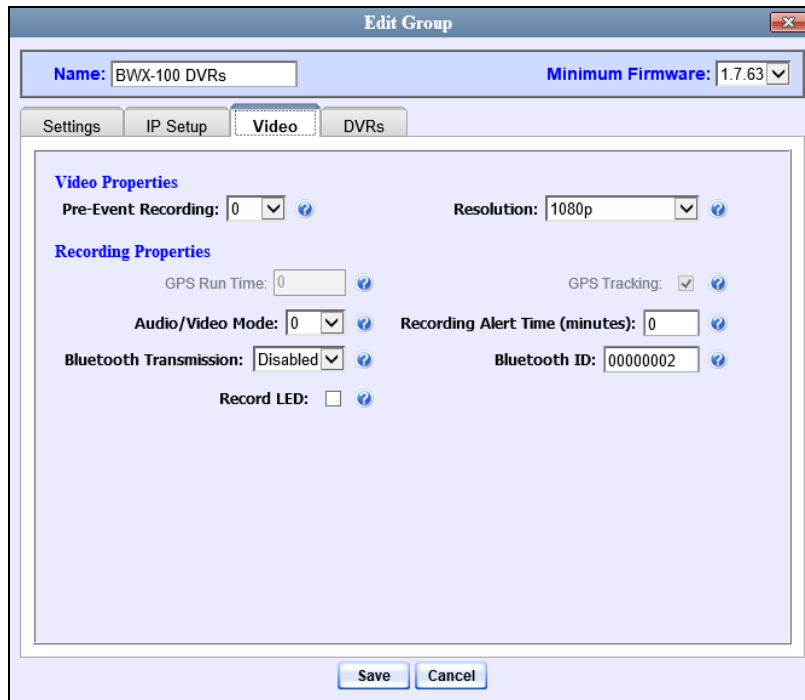
| Edit Group: IP Setup Tab |   |
|--------------------------|---|
| Field                    | Description   |
| Group Managed Ethernet   | <p>A checkbox used to determine whether your agency will manage Ethernet settings within the individual BWX-100 DVR records or within the parent DVR Group record.</p> <p><input checked="" type="checkbox"/> Allow changes to the Ethernet settings within the parent DVR Group record only (that is, the group to which the individual BWX-100 records are assigned). If the DVRs in this group will be installed on a DHCP network, choose this setting.</p> <p><input type="checkbox"/> Allow changes to Ethernet settings within each individual DVR record</p>  |
| Ethernet DHCP            | <p>A checkbox used to indicate whether or not a DHCP server will automatically provide the wireless IP address to the DVRs in this DVR group.</p> <p><input checked="" type="checkbox"/> DHCP server will automatically assign an IP address to the DVRs in this DVR group</p> <p><input type="checkbox"/> Individual users will manually assign an IP address to their DVRs</p> <p>If your agency does not have a DHCP server, leave this checkbox deselected.</p> <p>If the <i>Group Managed Ethernet</i> setting is deselected, this field will be grayed out.</p> |
| Ethernet IP              | <p>The Ethernet IP address that the DVRs in this group will use on their private Ethernet networks.</p> <p>If the <i>Group Managed Ethernet</i> setting is deselected, this field will be grayed out.</p>   |
| Ethernet Mask            | <p>The Ethernet mask IP address that the DVRs in this group will use on their Ethernet network.</p> <p>If the <i>Group Managed Ethernet</i> setting is deselected, this field will be grayed out.</p>   |
| Ethernet Gateway IP      | <p>The Ethernet gateway IP address that the DVRs in this group will use on their Ethernet network.</p> <p>If the <i>Group Managed Ethernet</i> setting is deselected, this field will be grayed out.</p>  |
| Remote Broadcast IP(s)   | <p>An IP address range across which the group's BWX-100s announce their identity so the server can locate them. System default is <b>255.255.255.255</b>. Separate multiple IP addresses with a space.</p>  |

7 Enter/select your changes in the appropriate field(s).

- 8 If you wish to change the video settings for this BWX-100 group, click the **Video** tab. Proceed to the next step.

– OR –

If you do *not* wish to change the video settings for this BWX-100 group, skip to step 10.



The fields on this tab are described below.

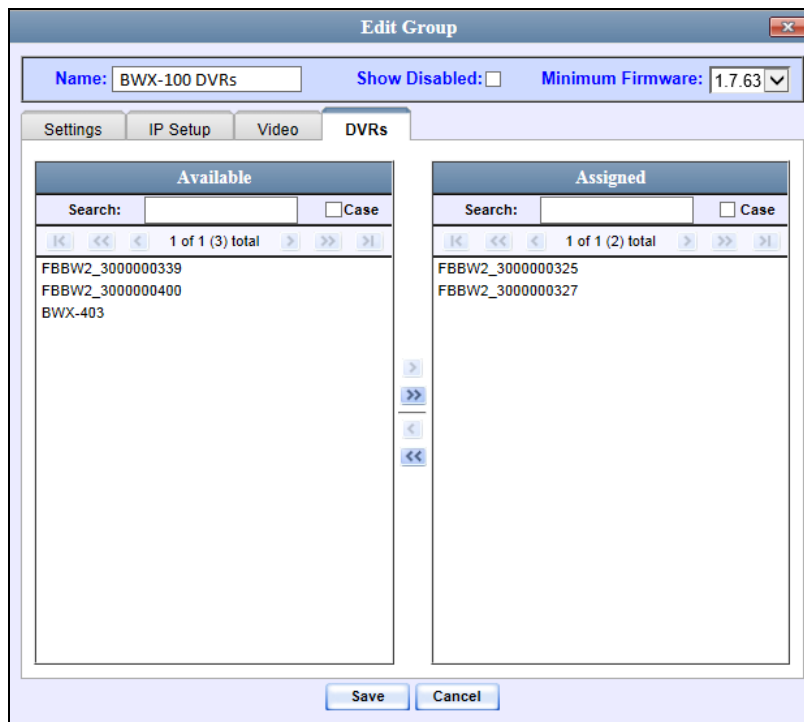
| Edit Group: Video tab |   |
|-----------------------|---|
| Field                 | Description   |
| Pre-Event Recording   | If desired, you may capture 10, 30, 60, or 90 seconds of video <i>before</i> a recording session is initiated. The reason that the BWX-100 is able to capture video <i>before</i> a recording session even begins is because the BWX-100 is, in fact, recording all the time—it just doesn't save all that data to the BWX-100's internal storage drive unless you choose to do so. Pre-event recordings are similar to the short-term memory on a computer. Before you ever click <b>Save</b> (or in this case, the <i>record</i> switch), there is still some data stored in the computer's short-term memory. <i>Select a value from the drop-down list: (Continued)</i> |



| Edit Group: Video tab (cont'd) |  |
|--------------------------------|--|
| Field                          | Description  |
| Pre-Event Recording (cont'd)   | <ul style="list-style-type: none"> <li><b>0</b> Omit pre-event recording for BWX-100s in this group</li> <li><b>10</b> Capture 10 seconds of pre-event recording for BWX-100s in this group</li> <li><b>30</b> Capture 30 seconds of pre-event recording for BWX-100s in this group</li> <li><b>60</b> Capture 60 seconds of pre-event recording for BWX-100s in this group</li> <li><b>90</b> Capture 90 seconds of pre-event recording for BWX-100s in this group</li> </ul>   |
| Resolution                     | <p>The video resolution for recordings made by BWX-100s in this group. <i>Select this value from the drop-down list:</i></p> <ul style="list-style-type: none"> <li>▪ 720 x 480 cropped. Standard definition video with a reduced field of view. Also referred to as “480p cropped.”</li> <li>▪ 1280 x 720 cropped. High definition video with a reduced field of view. Also referred to as “720p cropped.”</li> <li>▪ 1280 x 720. High definition video with a full field of view. Also referred to as “720p.”</li> <li>▪ 1920 x 1080. Full high definition video with a full field of view. This is the highest resolution available for BWX-100 video and the most resource intensive. Also referred to as “1080p.” <i>System default.</i></li> </ul> |
| GPS Run Time                   | This field is not currently available.   |
| GPS Tracking                   | This field is not currently available.   |
| Audio/Video Mode               | <p>The type of data that BWX-100s in this group will capture:</p> <ul style="list-style-type: none"> <li><b>0</b> Audio and video (default)</li> <li><b>1</b> Video only</li> <li><b>2</b> Audio only</li> </ul>   |
| Recording Alert Time (minutes) | <p>The interval, in minutes, for the recording-in-progress alert. This alert will cause all BWX-100s in the group to vibrate every X number of minutes, reminding the officer that a recording is progress.</p> <ul style="list-style-type: none"> <li>▪ If <b>0</b> is entered in this field, it means that the <i>recording-in-progress</i> alert is disabled (default)</li> <li>▪ If a number between <b>1</b> and <b>30</b> is entered in this field, it means that the <i>recording-in-progress</i> alert is</li> </ul> <p><i>(Continued)</i></p>   |

| Edit Group: Video tab (cont'd) |   |
|--------------------------------|---|
| Field                          | Description   |
| Recording Alert Time (cont'd)  | <p>enabled and the BWX-100s in this group will vibrate every X minutes, where X = the value entered here</p> <p><i>To enable recording alerts, enter a number between 1 and 30.</i></p>   |
| Bluetooth Transmission         | <p>The BWX-100 group's Bluetooth transmission status:</p> <ul style="list-style-type: none"> <li>▪ <i>Enabled.</i> Automatically initiate a recording on remote devices whenever an officer manually starts a BWX-100 recording within line sight of in-range BWX-100(s)—assuming those device(s) are configured for Bluetooth transmission.</li> <li>▪ <i>Disabled.</i> Do not broadcast or receive <i>Bluetooth transmission</i> messages.</li> </ul> <p>For more on this feature, see “Remotely Starting a Recording” in the BWX-100 User’s Guide.</p> |
| Bluetooth ID                   | <p>A code used to identify other devices—Flashback DVRs, BWX-100s, and/or Bluetooth Transmitters. When you assign a Bluetooth ID to a BWX-100 Group, the BWX-100s in that group will only communicate with devices that share the same Bluetooth ID.</p> <p><i>ID Requirements:</i> 1 - 12 characters, with a combination of numbers from 1 - 9 and/or letters from a - f.</p>  |
| Record LED                     | <p>A checkbox used to indicate whether or not you want the red LEDs on the front and top of the BWX-100s in this group to illuminate whenever a recording is in progress.</p> <p><input checked="" type="checkbox"/> Enable LED recording-in-progress lights (default).<br/><input type="checkbox"/> Disable LED recording-in-progress lights.</p>  |

- 9 Enter/select your changes in the appropriate field(s).
- 10 To add/remove BWX-100s from this group, proceed to the next step. Otherwise skip to step 18.
- 11 Click the **DVRs** tab. A list of available BWX-100s displays in the left column.

*(Continued)*



- 12 To *add* BWX-100s to this group, proceed to the next step. Otherwise skip to step 15.
- 13 Go to the left column (Available) and click on each of the BWX-100s you wish to assign to this DVR group.
- 14 Once you've highlighted the correct BWX-100s, click the  icon located between the two columns. The selected BWX-100s display in the right column (Assigned).
- 15 To *remove* BWX-100s from this group, proceed to the next step. Otherwise skip to step 18.
- 16 Go to the right column (Assigned) and click on each of the BWX-100s you wish to remove from this DVR group.
- 17 Once you've highlighted the correct BWX-100s, click the  icon located between the two columns. The selected BWX-100s are removed from the DVR group.
- 18 Click **Save**. A confirmation message displays.

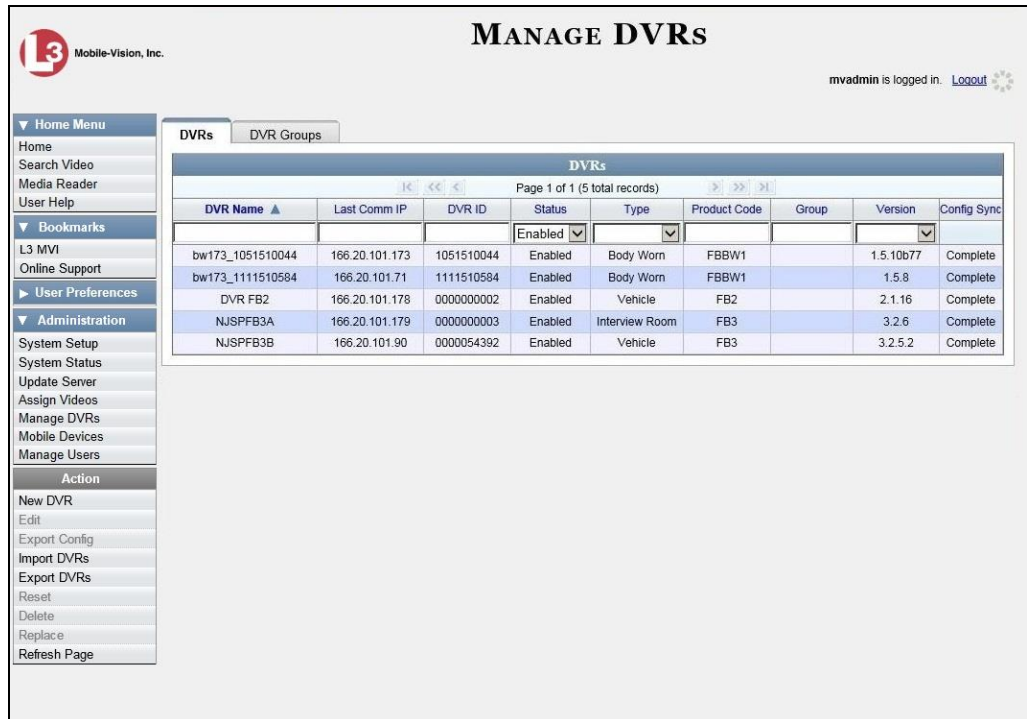
The group **BWX-100 DVRs** successfully saved.



## Deleting a DVR Group

This section describes how to delete a DVR group record. You can only delete a DVR group that has no DVRs currently assigned to it. If the DVR group you wish to delete *does* have DVRs assigned to it, you will first have to reassign those DVRs to another DVR group or groups, *or* remove them from all groups. For more information, see “Reassigning a DVR to a Different DVR Group” on page 322.

- 1 Go to Administration and click **Manage DVRs**. The Manage DVRs page displays.



**MANAGE DVRs**

mvadmin is logged in. [Logout](#)

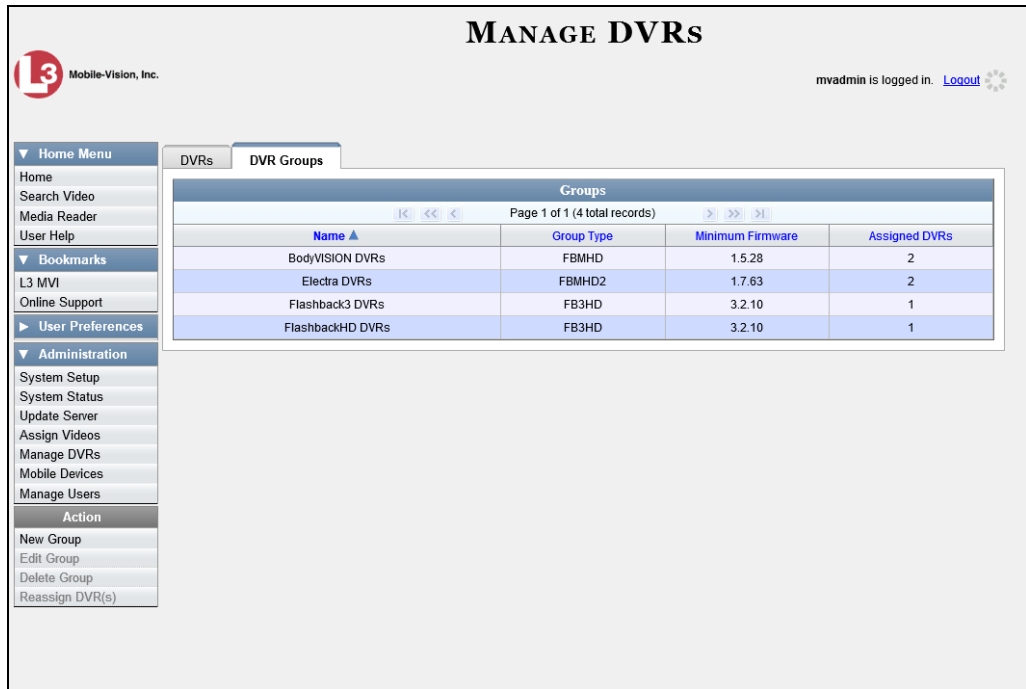
**DVRs** | **DVR Groups**

DVRs  
Page 1 of 1 (5 total records)

| DVR Name ▲       | Last Comm IP   | DVR ID     | Status  | Type           | Product Code | Group | Version   | Config Sync |
|------------------|----------------|------------|---------|----------------|--------------|-------|-----------|-------------|
| bw173_1051510044 | 166.20.101.173 | 1051510044 | Enabled | Body Worn      | FBBW1        |       | 1.5.10677 | Complete    |
| bw173_1111510584 | 166.20.101.71  | 1111510584 | Enabled | Body Worn      | FBBW1        |       | 1.5.8     | Complete    |
| DVR FB2          | 166.20.101.178 | 0000000002 | Enabled | Vehicle        | FB2          |       | 2.1.16    | Complete    |
| NJSPFB3A         | 166.20.101.179 | 0000000003 | Enabled | Interview Room | FB3          |       | 3.2.6     | Complete    |
| NJSPFB3B         | 166.20.101.90  | 0000054392 | Enabled | Vehicle        | FB3          |       | 3.2.5.2   | Complete    |

- 2 Click the **DVR Groups** tab. A list of existing groups displays.

(Continued)



**MANAGE DVRs**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Navigation: Home Menu, Home, Search Video, Media Reader, User Help, Bookmarks, L3 MVI, Online Support, User Preferences, Administration (System Setup, System Status, Update Server, Assign Videos, Manage DVRs, Mobile Devices, Manage Users), Action (New Group, Edit Group, Delete Group, Reassign DVR(s)).

| Groups           |            |                  |               |
|------------------|------------|------------------|---------------|
| Name ▲           | Group Type | Minimum Firmware | Assigned DVRs |
| BodyVISION DVRs  | FBMHD      | 1.5.28           | 2             |
| Electra DVRs     | FBMHD2     | 1.7.63           | 2             |
| Flashback3 DVRs  | FB3HD      | 3.2.10           | 1             |
| FlashbackHD DVRs | FB3HD      | 3.2.10           | 1             |

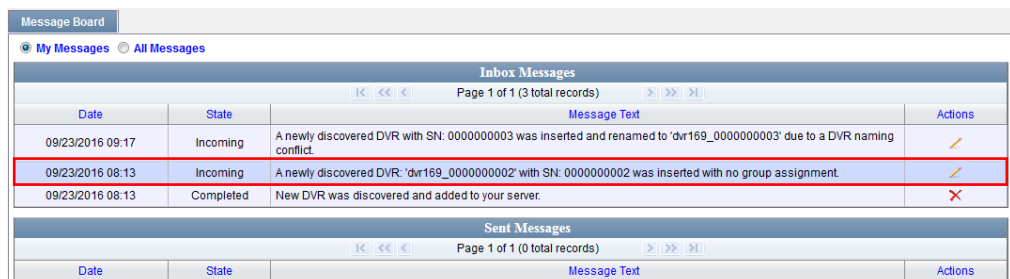
- Right-click on the group record you wish to delete, then select **Delete** from the popup menu. A confirmation message displays.



- Click **Yes**. The selected DVR group is removed from the Groups list.

### Assigning a New DVR to a DVR Group

This section describes how to assign a newly discovered DVR to a DVR Group from the *Inbox Messages* list.




Message Board: My Messages, All Messages

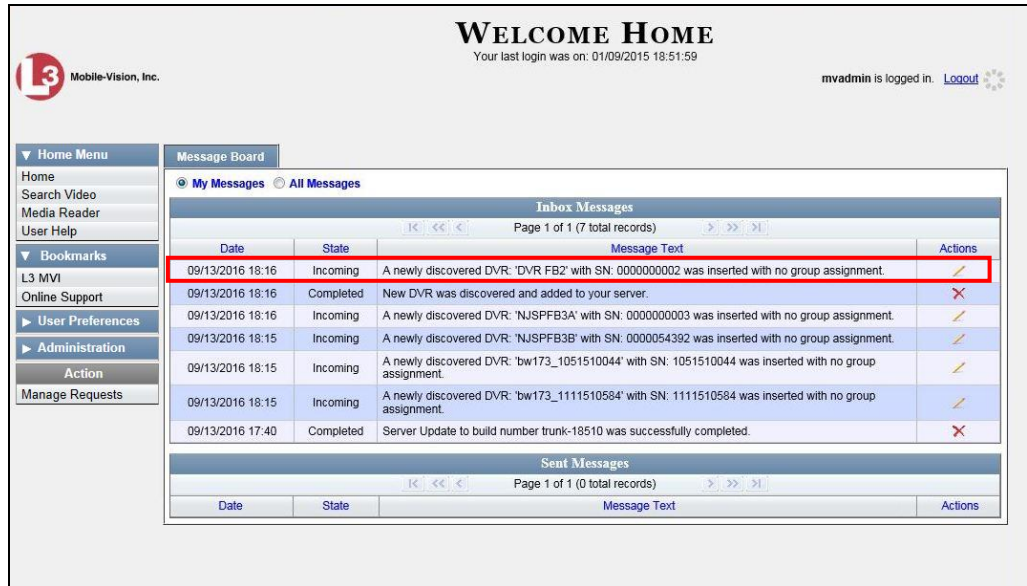
| Inbox Messages   |           |  |         |
|------------------|-----------|--|---------|
| Date             | State     | Message Text   | Actions |
| 09/23/2016 09:17 | Incoming  | A newly discovered DVR with SN: 0000000003 was inserted and renamed to 'dvr169_0000000003' due to a DVR naming conflict. |         |
| 09/23/2016 08:13 | Incoming  | A newly discovered DVR: 'dvr169_0000000002' with SN: 0000000002 was inserted with no group assignment.                   |         |
| 09/23/2016 08:13 | Completed | New DVR was discovered and added to your server.   |         |


Sent Messages: Page 1 of 1 (0 total records)

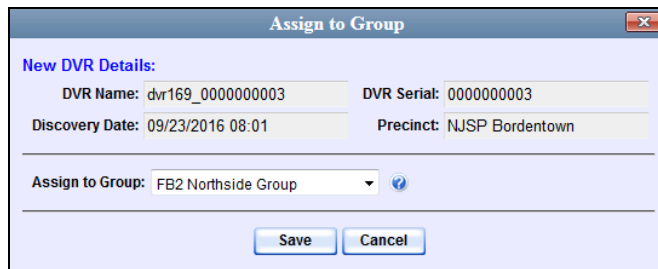
Depending on your system settings, the system may display this message when it discovers a new DVR on the network that is not yet assigned to a DVR Group.

To turn this notification feature on, see “Identifying DVRs that are Not Assigned to a DVR Group” on page 325.

- 1 Make sure the **Home** page displays. (If necessary, go to  and click **Home**.)
- 2 Locate the “...DVR...was inserted with no group assignment” message on your *Inbox Messages* list.



- 3 Click the  icon to the right of the message. The Assign to Group popup displays.

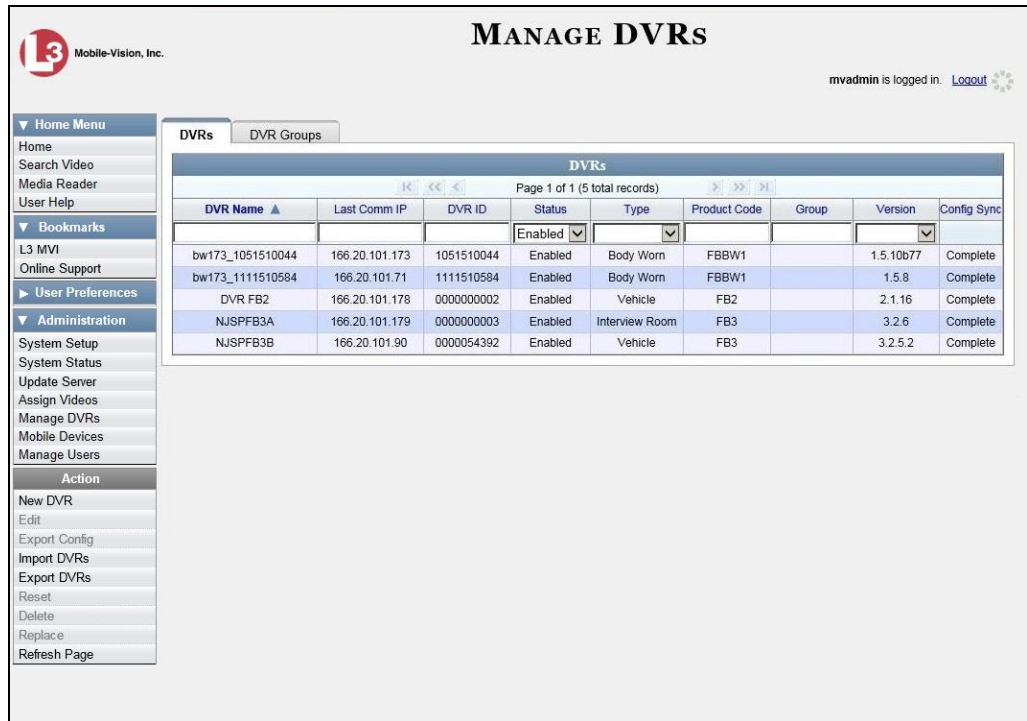


- 4 Select a DVR Group from the *Assign to Group* drop-down list.
- 5 Click **Save**.

## Reassigning a DVR to a Different DVR Group

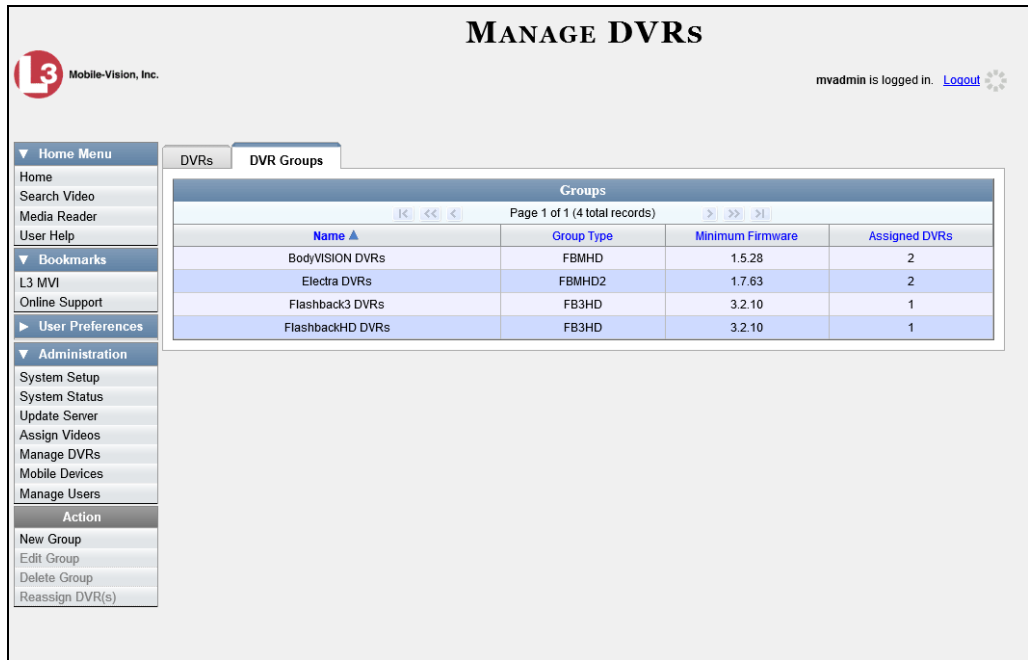
This section describes how to change the assignment of a DVR from one DVR group to another.

- 1 Go to **Administration** and click **Manage DVRs**. The Manage DVRs page displays.



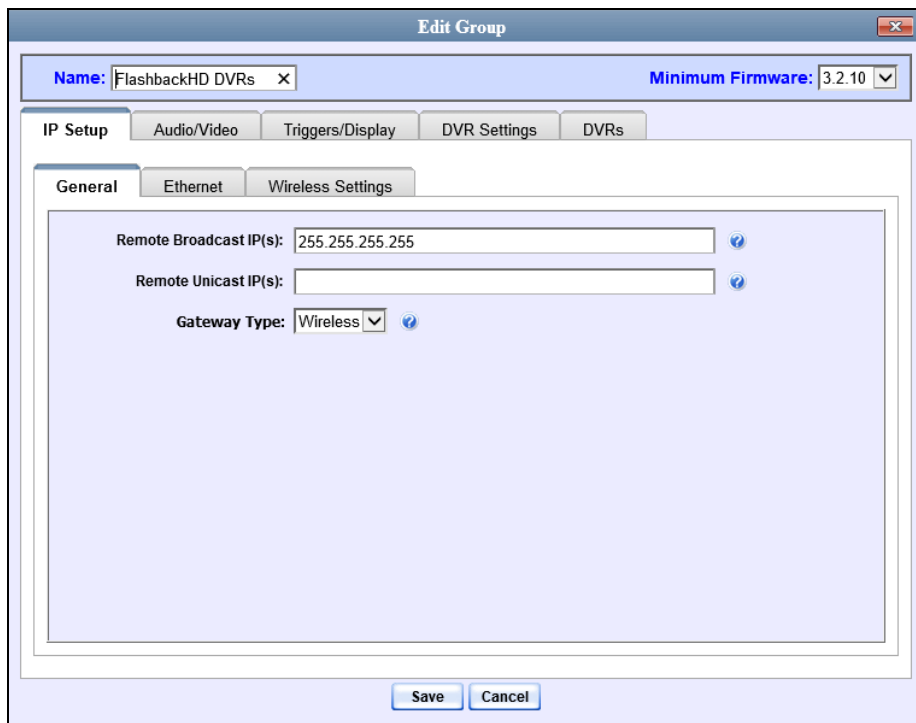
| DVR Name ▲       | Last Comm IP   | DVR ID     | Status  | Type           | Product Code | Group | Version   | Config Sync |
|------------------|----------------|------------|---------|----------------|--------------|-------|-----------|-------------|
| bw173_1051510044 | 166.20.101.173 | 1051510044 | Enabled | Body Worn      | FBBW1        |       | 1.5.10b77 | Complete    |
| bw173_1111510584 | 166.20.101.71  | 1111510584 | Enabled | Body Worn      | FBBW1        |       | 1.5.8     | Complete    |
| DVR FB2          | 166.20.101.178 | 000000002  | Enabled | Vehicle        | FB2          |       | 2.1.16    | Complete    |
| NJSPFB3A         | 166.20.101.179 | 000000003  | Enabled | Interview Room | FB3          |       | 3.2.6     | Complete    |
| NJSPFB3B         | 166.20.101.90  | 0000054392 | Enabled | Vehicle        | FB3          |       | 3.2.5.2   | Complete    |

- 2 Click the **DVR Groups** tab. A list of existing groups displays.



- Right-click on the new group record that you wish to reassign the DVR to, then select **Edit** from the popup menu. The Edit Group record displays. This screen will look slightly different for Flashback records vs. Body Worn records.


FlashbackHD version  
of Edit Group record



BodyVISION version of Edit Group record

BWX-100 version of Edit Group record




- 4 Click the **DVRs** tab. The DVRs that are currently assigned to this DVR group display in the *Assigned* column, and all other DVRs display in the *Available* column. The DVRs that are currently assigned to a different group show the group's name in parentheses—e.g., *NJSPFBHDs(Traffic Patrol)*.

- 5 Go to the *Available* column and click on the DVR you wish to reassign.
- 6 Click . The selected DVR moves to the *Assigned* column.
- 7 Click **Save**. A confirmation message displays.

The group **BWX-100 DVRs** successfully saved.

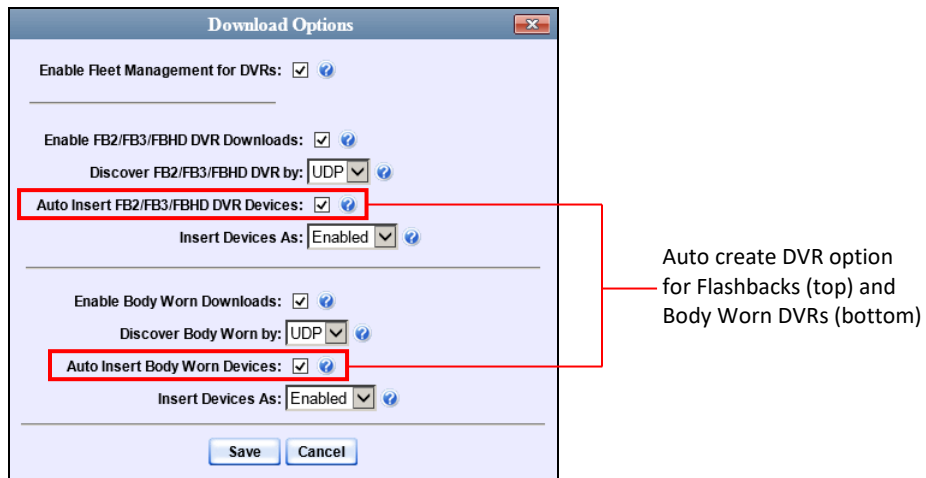
## Identifying DVRs that are Not Assigned to a DVR Group

If desired, you can opt to have the system notify you whenever it detects a newly discovered DVR that is not assigned to a DVR Group yet.

| Message Board    |           |  |   |
|------------------|-----------|--|---|
| Inbox Messages   |           |  |   |
| Date             | State     | Message Text   | Actions   |
| 09/23/2016 09:17 | Incoming  | A newly discovered DVR with SN: 0000000003 was inserted and renamed to 'dvr169_0000000003' due to a DVR naming conflict. |  |
| 09/23/2016 08:13 | Incoming  | A newly discovered DVR: 'dvr169_0000000002' with SN: 0000000002 was inserted with no group assignment.                   |  |
| 09/23/2016 08:13 | Completed | New DVR was discovered and added to your server.   |  |

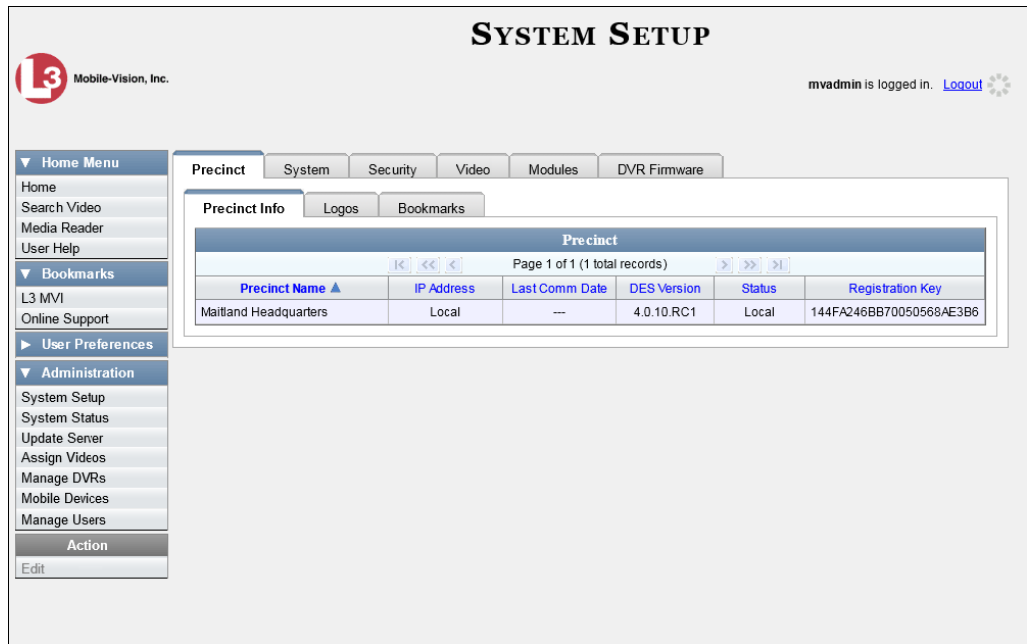
We recommend that you select this function when the circumstances apply:

- Your agency has decided to assign every DVR in your fleet to a DVR Group
- Your agency is using the “auto create DVR” function for its Flashbacks or *Body-VISIONS*, as illustrated below.

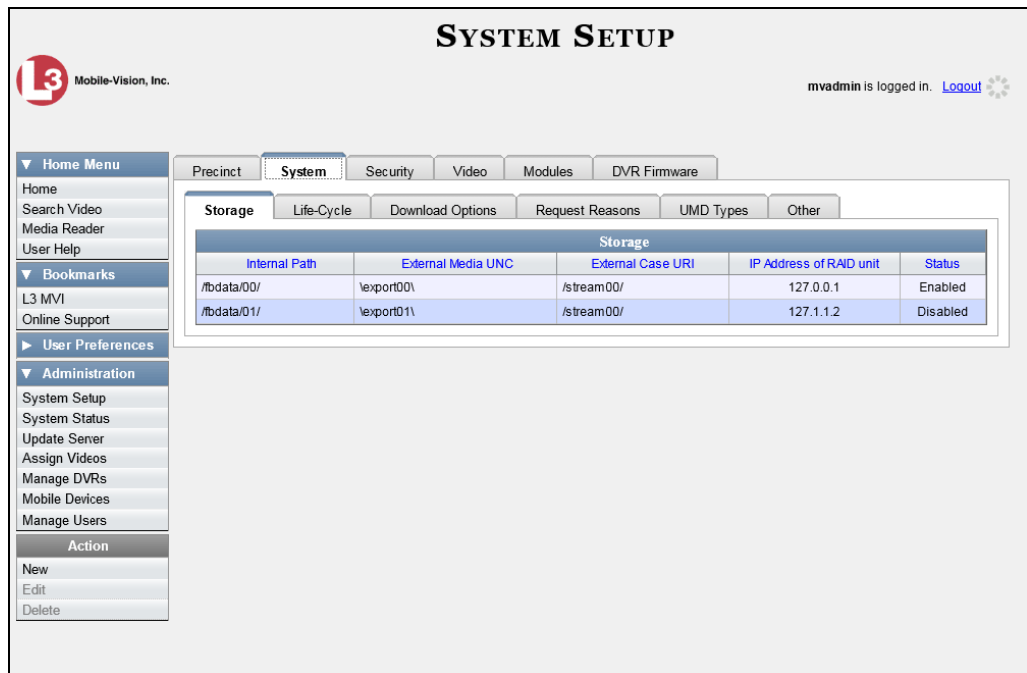


- 1 Go to **Administration** and click **System Setup**. The System Setup page displays.

(Continued)

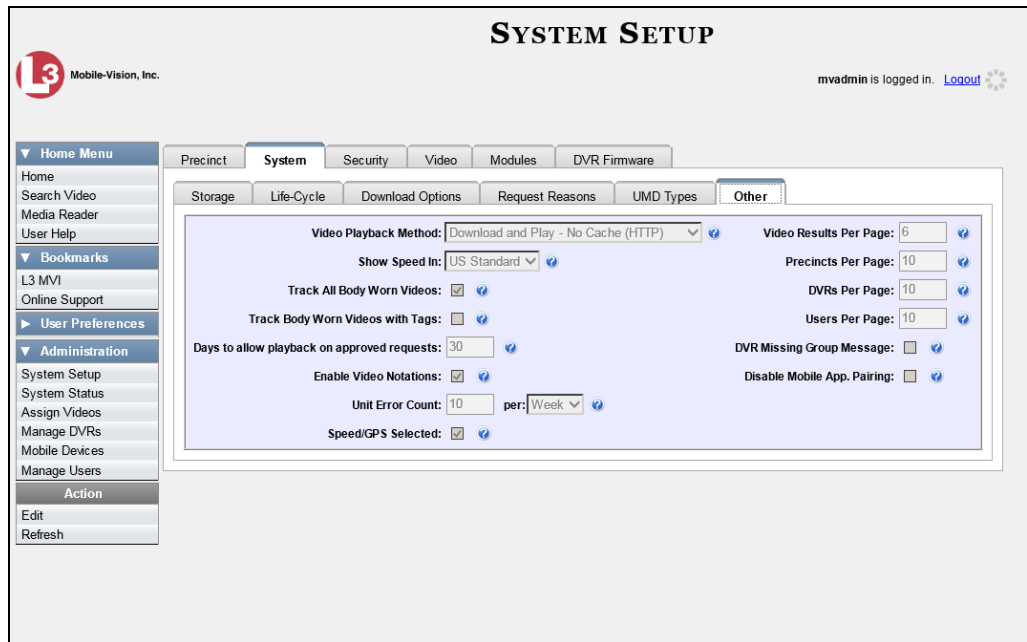


2 Click the **System** tab.

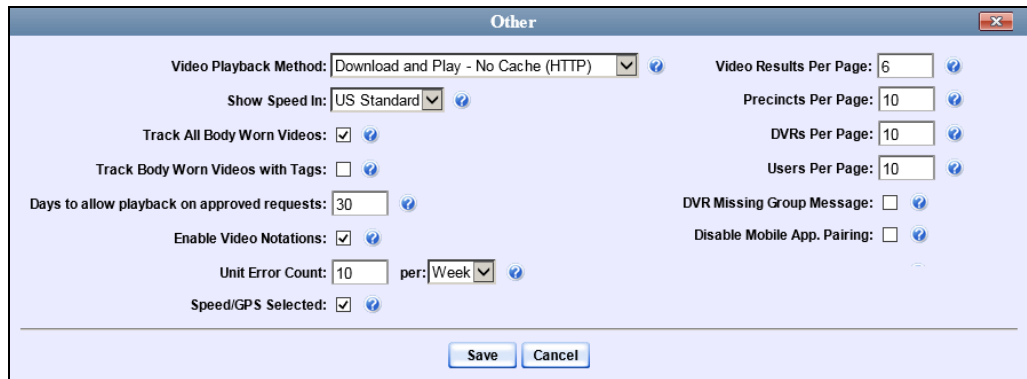


3 Click the **Other** tab.





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



5 Select the *DVR Missing Group Message* checkbox located in the lower right corner of the popup.

6 Click **Save**.

---

## DVR Firmware

This section describes the procedures related to DVR firmware. Depending on your service agreement with Mobile-Vision, you may occasionally receive DVR firmware updates via the application. If you qualify for upgrades, the upgraded firmware files will automatically appear on the **DVR Firmware** tab within the application.

It's recommended that you upgrade your firmware from the server.

For specific instructions, see:

- Updating DVR Firmware from the Server, below
- Viewing/Printing Firmware Release Notes, page 338.

### Updating DVR Firmware from the Server

There are several methods for updating DVR firmware from the server. You can:

- Update all your DVR records at the same time
- Update one DVR record at a time
- Update one DVR *group* record at a time.

For specific instructions, see:

- Globally Updating Firmware for an Entire Fleet of DVRs, below
- Updating the Firmware for a DVR Record, page 330
- Updating the Firmware for a DVR Group Record, page 335.

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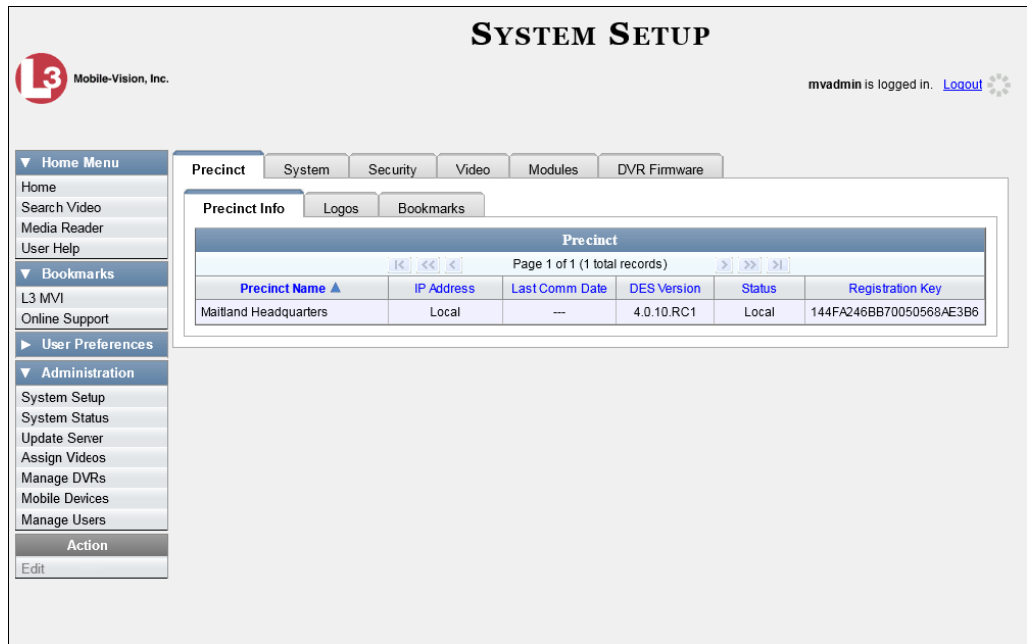
### Globally Updating Firmware for an Entire Fleet of DVRs

This section describes how to update the firmware on all of your Flashback and/or Body Worn DVRs. This is the fastest and easiest method for updating your firmware. Perform this task whenever Mobile-Vision notifies you that there is a new firmware version available.

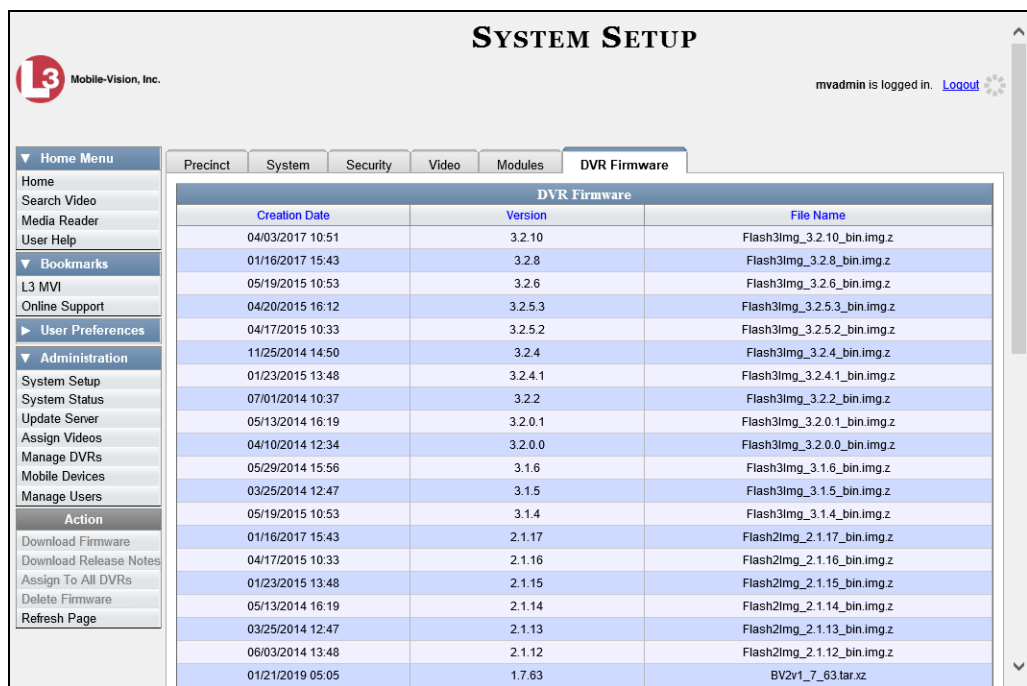


**HINT:** Before you perform this procedure, you may want to test the new firmware on just one unit before pushing the firmware out to all of the DVRs in your fleet. For further instructions, see “Updating the Firmware for a DVR Record” on page 330.

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



- Click the **DVR Firmware** tab. A list of the current and past firmware versions displays.



- Click on the record at the top of the firmware list (i.e., the most recent firmware version for Flashback3s and FlashbackHDs).

(Continued)

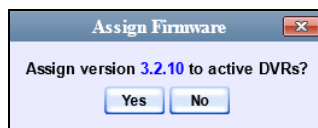
**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

▼ Home Menu  
Home  
Search Video  
Media Reader  
User Help  
▼ Bookmarks  
L3 MVI  
Online Support  
► User Preferences  
▼ Administration  
System Setup  
System Status  
Update Sener  
Assign Videos  
Manage DVRs  
Mobile Devices  
Manage Users  
Action  
Download Firmware  
Download Release Notes  
Assign To All DVRs  
Delete Firmware  
Refresh Page

| Creation Date    | Version | File Name                   |
|------------------|---------|-----------------------------|
| 04/03/2017 10:51 | 3.2.10  | Flash3lmg_3.2.10_bin.img.z  |
| 01/16/2017 15:43 | 3.2.8   | Flash3lmg_3.2.8_bin.img.z   |
| 05/19/2015 10:53 | 3.2.6   | Flash3lmg_3.2.6_bin.img.z   |
| 04/20/2015 16:12 | 3.2.5.3 | Flash3lmg_3.2.5.3_bin.img.z |
| 04/17/2015 10:33 | 3.2.5.2 | Flash3lmg_3.2.5.2_bin.img.z |
| 11/25/2014 14:50 | 3.2.4   | Flash3lmg_3.2.4_bin.img.z   |
| 01/23/2015 13:48 | 3.2.4.1 | Flash3lmg_3.2.4.1_bin.img.z |
| 07/01/2014 10:37 | 3.2.2   | Flash3lmg_3.2.2_bin.img.z   |
| 05/13/2014 16:19 | 3.2.0.1 | Flash3lmg_3.2.0.1_bin.img.z |
| 04/10/2014 12:34 | 3.2.0.0 | Flash3lmg_3.2.0.0_bin.img.z |
| 05/29/2014 15:56 | 3.1.6   | Flash3lmg_3.1.6_bin.img.z   |
| 03/25/2014 12:47 | 3.1.5   | Flash3lmg_3.1.5_bin.img.z   |
| 05/19/2015 10:53 | 3.1.4   | Flash3lmg_3.1.4_bin.img.z   |
| 01/16/2017 15:43 | 2.1.17  | Flash2lmg_2.1.17_bin.img.z  |
| 04/17/2015 10:33 | 2.1.16  | Flash2lmg_2.1.16_bin.img.z  |
| 01/23/2015 13:48 | 2.1.15  | Flash2lmg_2.1.15_bin.img.z  |
| 05/13/2014 16:19 | 2.1.14  | Flash2lmg_2.1.14_bin.img.z  |
| 03/25/2014 12:47 | 2.1.13  | Flash2lmg_2.1.13_bin.img.z  |
| 06/03/2014 13:48 | 2.1.12  | Flash2lmg_2.1.12_bin.img.z  |
| 01/21/2019 05:05 | 1.7.63  | BV2v1_7_63.tar.xz           |

- Go to the **Action** column and click **Assign to All DVRs**. A verification prompt displays:



- Click **Yes**. A confirmation message displays.

Assigned 11 active DVRs to version 3.2.10

The system will automatically copy the new firmware version to each of your Flashback3 and/or FlashbackHD DVRs during the next server-to-DVR communication.

- If your DVR fleet includes some Flashback2s, proceed to the next step for further instructions. Otherwise skip to step 10.
- Click on the highest firmware version that begins with **2.1**.

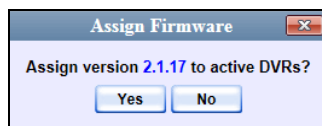
**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

[Home Menu](#)  
[Home](#)  
[Search Video](#)  
[Media Reader](#)  
[User Help](#)  
[Bookmarks](#)  
[L3 MVI](#)  
[Online Support](#)  
[User Preferences](#)  
[Administration](#)  
[System Setup](#)  
[System Status](#)  
[Update Server](#)  
[Assign Videos](#)  
[Manage DVRs](#)  
[Mobile Devices](#)  
[Manage Users](#)  
[Action](#)  
[Download Firmware](#)  
[Download Release Notes](#)  
[Assign To All DVRs](#)  
[Delete Firmware](#)  
[Refresh Page](#)

| Creation Date    | Version | File Name                   |
|------------------|---------|-----------------------------|
| 04/03/2017 10:51 | 3.2.10  | Flash3Img_3.2.10_bin.img.z  |
| 01/16/2017 15:43 | 3.2.8   | Flash3Img_3.2.8_bin.img.z   |
| 05/19/2015 10:53 | 3.2.6   | Flash3Img_3.2.6_bin.img.z   |
| 04/20/2015 16:12 | 3.2.5.3 | Flash3Img_3.2.5.3_bin.img.z |
| 04/17/2015 10:33 | 3.2.5.2 | Flash3Img_3.2.5.2_bin.img.z |
| 11/25/2014 14:50 | 3.2.4   | Flash3Img_3.2.4_bin.img.z   |
| 01/23/2015 13:48 | 3.2.4.1 | Flash3Img_3.2.4.1_bin.img.z |
| 07/01/2014 10:37 | 3.2.2   | Flash3Img_3.2.2_bin.img.z   |
| 05/13/2014 16:19 | 3.2.0.1 | Flash3Img_3.2.0.1_bin.img.z |
| 04/10/2014 12:34 | 3.2.0.0 | Flash3Img_3.2.0.0_bin.img.z |
| 05/29/2014 15:56 | 3.1.6   | Flash3Img_3.1.6_bin.img.z   |
| 03/25/2014 12:47 | 3.1.5   | Flash3Img_3.1.5_bin.img.z   |
| 05/19/2015 10:53 | 3.1.4   | Flash3Img_3.1.4_bin.img.z   |
| 01/16/2017 15:43 | 2.1.17  | Flash2Img_2.1.17_bin.img.z  |
| 04/17/2015 10:33 | 2.1.16  | Flash2Img_2.1.16_bin.img.z  |
| 01/23/2015 13:48 | 2.1.15  | Flash2Img_2.1.15_bin.img.z  |
| 05/13/2014 16:19 | 2.1.14  | Flash2Img_2.1.14_bin.img.z  |
| 03/25/2014 12:47 | 2.1.13  | Flash2Img_2.1.13_bin.img.z  |
| 06/03/2014 13:48 | 2.1.12  | Flash2Img_2.1.12_bin.img.z  |
| 01/21/2019 05:05 | 1.7.63  | BV2r1_7_63.tar.xz           |

- Go to the **Action** column and click **Assign to All DVRs**. A verification prompt displays:



- Click **Yes**. A confirmation message displays.

Assigned 5 active DVRs to version 2.1.17

The system will automatically copy the most recent Flashback2 firmware to each of your Flashback2 DVRs during the next server-to-DVR communication.

- If you also have *BodyVISION* DVRs, proceed to the next step.


– OR –

If you do *not* have *BodyVISION* DVRs, skip to step 14.

- Click on the highest firmware version that begins with the number **1** and has a *File Name* that starts with **BodyVision**.

*(Continued)*

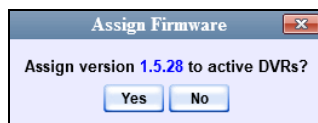
SYSTEM SETUP


mvadmin is logged in. [Logout](#)

- ▼ Home Menu
- Home
- Search Video
- Media Reader
- User Help
- ▼ Bookmarks
- L3 MVI
- Online Support
- User Preferences
- ▼ Administration
- System Setup
- System Status
- Update Server
- Assign Videos
- Manage DVRs
- Mobile Devices
- Manage Users
- Action
- Download Firmware
- Download Release Notes
- Assign To All DVRs
- Delete Firmware
- Refresh Page

| Precinct         | System  | Security                    | Video | Modules | DVR Firmware |
|------------------|---------|-----------------------------|-------|---------|--------------|
| DVR Firmware     |         |                             |       |         |              |
| Creation Date    | Version | File Name                   |       |         |              |
| 04/03/2017 10:51 | 3.2.10  | Flash3img_3.2.10_bin.img.z  |       |         |              |
| 01/16/2017 15:43 | 3.2.8   | Flash3img_3.2.8_bin.img.z   |       |         |              |
| 05/19/2015 10:53 | 3.2.6   | Flash3img_3.2.6_bin.img.z   |       |         |              |
| 04/20/2015 16:12 | 3.2.5.3 | Flash3img_3.2.5.3_bin.img.z |       |         |              |
| 04/17/2015 10:33 | 3.2.5.2 | Flash3img_3.2.5.2_bin.img.z |       |         |              |
| 11/25/2014 14:50 | 3.2.4   | Flash3img_3.2.4_bin.img.z   |       |         |              |
| 01/23/2015 13:48 | 3.2.4.1 | Flash3img_3.2.4.1_bin.img.z |       |         |              |
| 07/01/2014 10:37 | 3.2.2   | Flash3img_3.2.2_bin.img.z   |       |         |              |
| 05/13/2014 16:19 | 3.2.0.1 | Flash3img_3.2.0.1_bin.img.z |       |         |              |
| 04/10/2014 12:34 | 3.2.0.0 | Flash3img_3.2.0.0_bin.img.z |       |         |              |
| 05/29/2014 15:56 | 3.1.6   | Flash3img_3.1.6_bin.img.z   |       |         |              |
| 03/25/2014 12:47 | 3.1.5   | Flash3img_3.1.5_bin.img.z   |       |         |              |
| 05/19/2015 10:53 | 3.1.4   | Flash3img_3.1.4_bin.img.z   |       |         |              |
| 01/16/2017 15:43 | 2.1.17  | Flash2img_2.1.17_bin.img.z  |       |         |              |
| 04/17/2015 10:33 | 2.1.16  | Flash2img_2.1.16_bin.img.z  |       |         |              |
| 01/23/2015 13:48 | 2.1.15  | Flash2img_2.1.15_bin.img.z  |       |         |              |
| 05/13/2014 16:19 | 2.1.14  | Flash2img_2.1.14_bin.img.z  |       |         |              |
| 03/25/2014 12:47 | 2.1.13  | Flash2img_2.1.13_bin.img.z  |       |         |              |
| 06/03/2014 13:48 | 2.1.12  | Flash2img_2.1.12_bin.img.z  |       |         |              |
| 01/21/2019 05:05 | 1.7.63  | BV2r1_7_63.tar.xz           |       |         |              |
| 08/16/2018 12:55 | 1.7.40  | BV2r1_7_40.tar.xz           |       |         |              |
| 03/16/2018 16:25 | 1.7.6   | BV2r1_7_6.tar.xz            |       |         |              |
| 02/15/2018 04:44 | 1.6.34  | BV2r1_6_34.tar.xz           |       |         |              |
| 01/21/2019 05:05 | 1.5.28  | BodyVision_1_5_28.tar       |       |         |              |
| 03/08/2018 14:30 | 1.5.23  | BodyVision_1_5_23.tar       |       |         |              |
| 11/13/2017 13:03 | 1.5.16  | BodyVision_1_5_16.tar       |       |         |              |

- 12 Go to the **Action** column and click **Assign to All DVRs**. A verification prompt displays.



- 13 Click **Yes**. A confirmation message displays.

Assigned 8 active DVRs to version 1.5.28

- 14 If you also have BWX-100 DVRs, proceed to the next step.

– OR –

If you do *not* have BWX-100 DVRs, **End of Procedure**.

- 15 Click on the highest firmware version that begins with the number **1** and has a *File Name* that starts with **BV**.

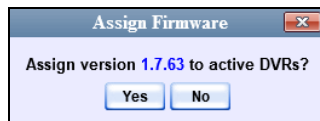
**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

▼ Home Menu  
Home  
Search Video  
Media Reader  
User Help  
▼ Bookmarks  
L3 MVI  
Online Support  
▶ User Preferences  
▼ Administration  
System Setup  
System Status  
Update Server  
Assign Videos  
Manage DVRs  
Mobile Devices  
Manage Users  
Action  
Download Firmware  
Download Release Notes  
Assign To All DVRs  
Delete Firmware  
Refresh Page

| Creation Date    | Version | File Name                   |
|------------------|---------|-----------------------------|
| 04/03/2017 10:51 | 3.2.10  | Flash3Img_3.2.10_bin.img.z  |
| 01/16/2017 15:43 | 3.2.8   | Flash3Img_3.2.8_bin.img.z   |
| 05/19/2015 10:53 | 3.2.6   | Flash3Img_3.2.6_bin.img.z   |
| 04/20/2015 16:12 | 3.2.5.3 | Flash3Img_3.2.5.3_bin.img.z |
| 04/17/2015 10:33 | 3.2.5.2 | Flash3Img_3.2.5.2_bin.img.z |
| 11/25/2014 14:50 | 3.2.4   | Flash3Img_3.2.4_bin.img.z   |
| 01/23/2015 13:48 | 3.2.4.1 | Flash3Img_3.2.4.1_bin.img.z |
| 07/01/2014 10:37 | 3.2.2   | Flash3Img_3.2.2_bin.img.z   |
| 05/13/2014 16:19 | 3.2.0.1 | Flash3Img_3.2.0.1_bin.img.z |
| 04/10/2014 12:34 | 3.2.0.0 | Flash3Img_3.2.0.0_bin.img.z |
| 05/29/2014 15:56 | 3.1.6   | Flash3Img_3.1.6_bin.img.z   |
| 03/25/2014 12:47 | 3.1.5   | Flash3Img_3.1.5_bin.img.z   |
| 05/19/2015 10:53 | 3.1.4   | Flash3Img_3.1.4_bin.img.z   |
| 01/16/2017 15:43 | 2.1.17  | Flash2Img_2.1.17_bin.img.z  |
| 04/17/2015 10:33 | 2.1.16  | Flash2Img_2.1.16_bin.img.z  |
| 01/23/2015 13:48 | 2.1.15  | Flash2Img_2.1.15_bin.img.z  |
| 05/13/2014 16:19 | 2.1.14  | Flash2Img_2.1.14_bin.img.z  |
| 03/25/2014 12:47 | 2.1.13  | Flash2Img_2.1.13_bin.img.z  |
| 06/03/2014 13:48 | 2.1.12  | Flash2Img_2.1.12_bin.img.z  |
| 01/21/2019 05:05 | 1.7.63  | BV2v1_7_63.tar.xz           |
| 08/16/2018 12:55 | 1.7.40  | BV2r1_7_40.tar.xz           |

- 16 Go to the **Action** column and click **Assign to All DVRs**. A verification prompt displays.



- 17 Click **Yes**. A confirmation message displays.

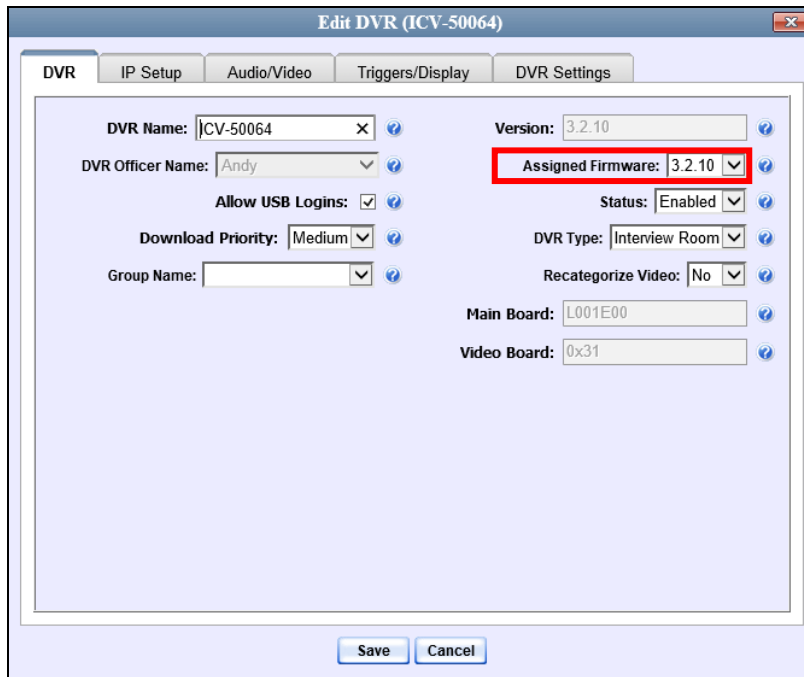
Assigned 7 active DVRs to version 1.7.63

### Updating the Firmware for a DVR Record

This section describes how to update the firmware for a single DVR record. That firmware will then be transmitted to the DVR during the next server-to-DVR transmission. If your agency is using the Fleet Management feature (see description on page 267), you can perform this procedure for both Flashback and Body Worn DVRs. If your agency is *not* using the Fleet Management feature, you can only perform this procedure for Flashback DVRs.

- 1 Search for and display the DVR record you wish to update. (If necessary, review “Displaying the Edit DVR Popup” on page 179.) The Edit DVR popup displays. This screen will differ slightly depending on whether this is a Flashback or Body Worn record.

Flashback version of Edit DVR record



**Edit DVR (ICV-50064)**

Tabs: DVR | IP Setup | Audio/Video | Triggers/Display | DVR Settings

DVR Name: ICV-50064

DVR Officer Name: Andy

Allow USB Logins:

Download Priority: Medium

Group Name:

Version: 3.2.10

**Assigned Firmware: 3.2.10**

Status: Enabled

DVR Type: Interview Room

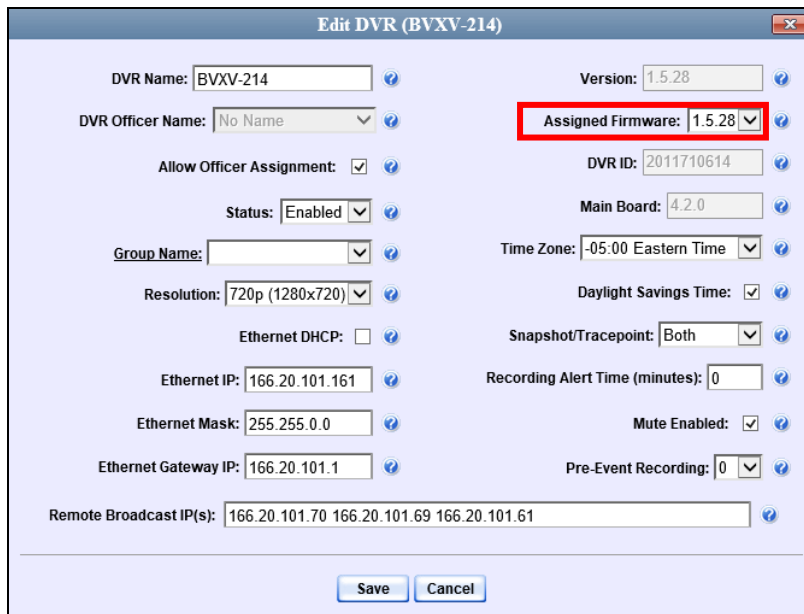
Recategorize Video: No

Main Board: L001E00

Video Board: 0x31

Buttons: Save | Cancel

BodyVISION version of Edit DVR record



**Edit DVR (BVXV-214)**

DVR Name: BVXV-214

DVR Officer Name: No Name

Allow Officer Assignment:

Status: Enabled

Group Name:

Resolution: 720p (1280x720)

Ethernet DHCP:

Ethernet IP: 166.20.101.161

Ethernet Mask: 255.255.0.0

Ethernet Gateway IP: 166.20.101.1

Remote Broadcast IP(s): 166.20.101.70 166.20.101.69 166.20.101.61

Version: 1.5.28

**Assigned Firmware: 1.5.28**

DVR ID: 2011710614

Main Board: 4.2.0

Time Zone: -05:00 Eastern Time

Daylight Savings Time:

Snapshot/Tracepoint: Both

Recording Alert Time (minutes): 0

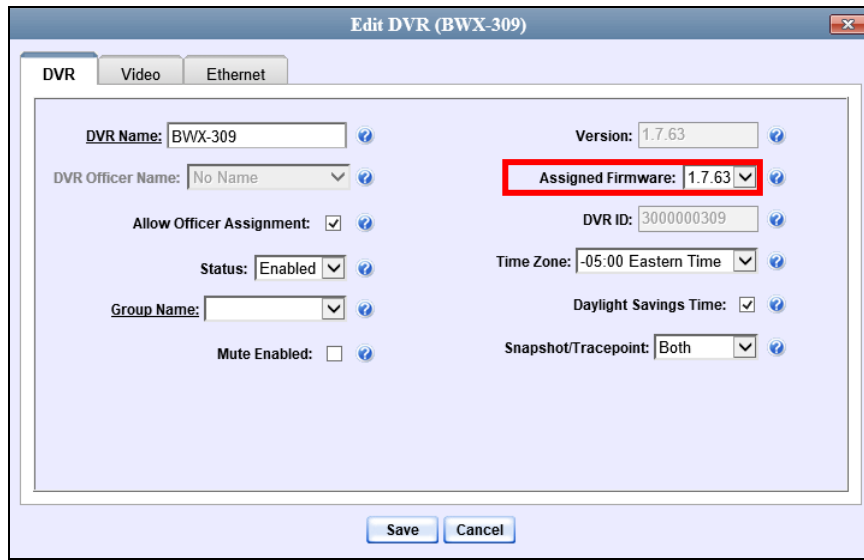
Mute Enabled:

Pre-Event Recording: 0

Buttons: Save | Cancel



BWX-100 version of  
Edit DVR record



- 2 If this is a Flashback record and Fleet Management is enabled, make sure the **DVR** tab is selected. Otherwise proceed to the next step.
- 3 Go to the *Assigned Firmware* field and select the highest firmware version from the drop-down list.
- 4 Click **Save**. A confirmation message displays.

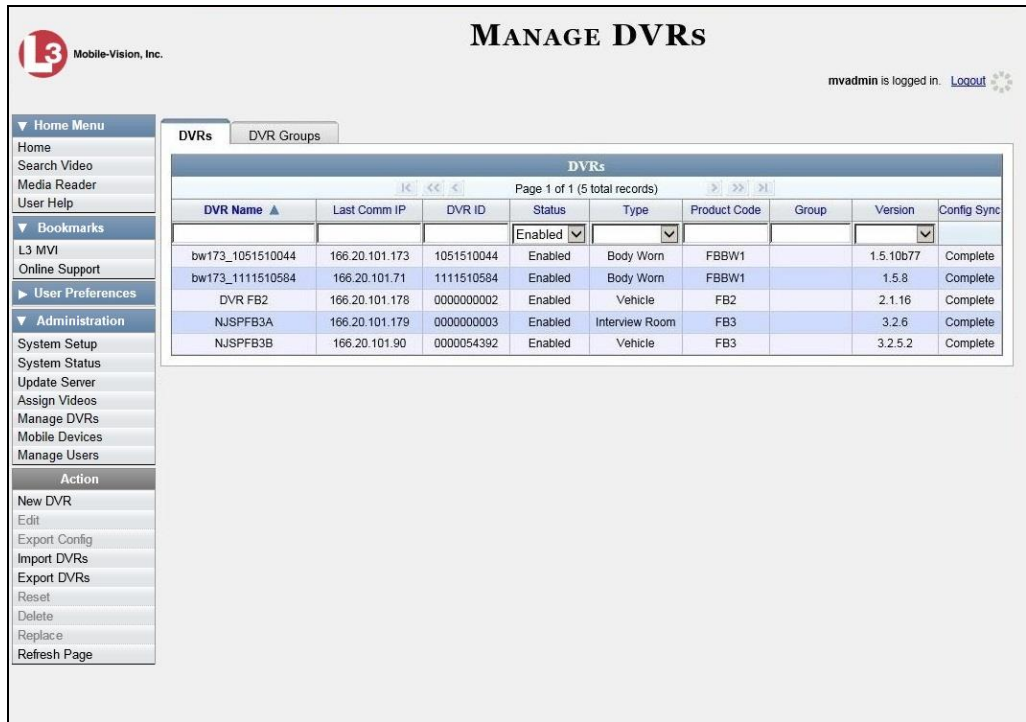
DVR BWX-309 successfully saved.

### Updating the Firmware for a DVR Group Record

This section describes how to update the firmware for a selected DVR group record. That firmware will then be transmitted to the group's DVRs during the next DVR-to-server transmission.

- 1 Go to  **Administration** and click **Manage DVRs**. The Manage DVRs page displays.

*(Continued)*



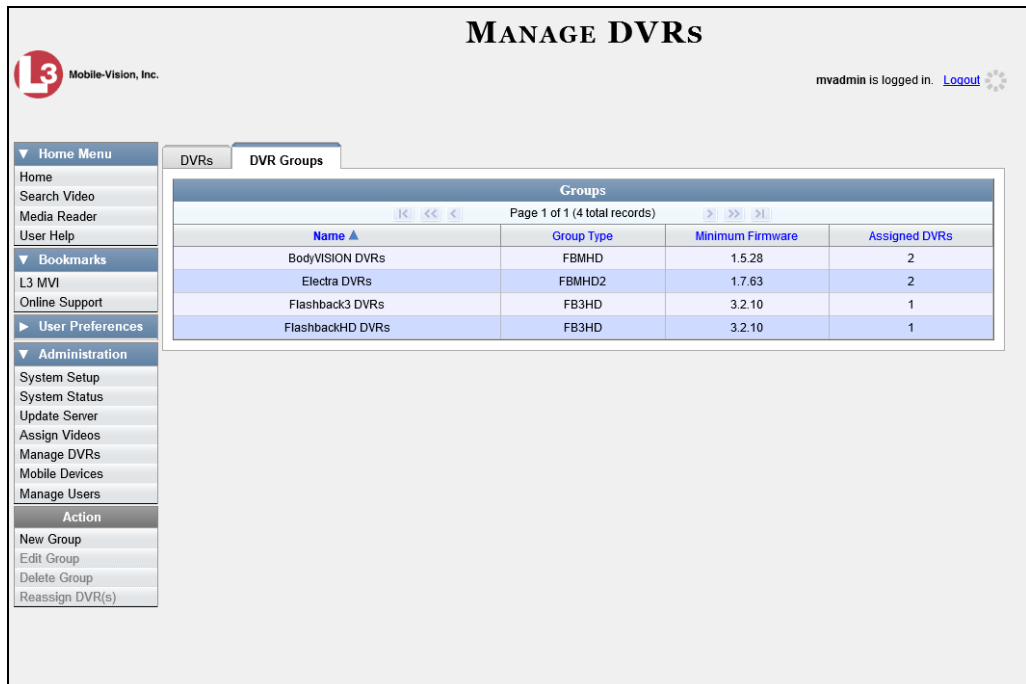
**MANAGE DVRs**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

**DVRs** | DVR Groups

| DVRs                          |                |            |         |                |              |       |           |             |  |
|-------------------------------|----------------|------------|---------|----------------|--------------|-------|-----------|-------------|--|
| Page 1 of 1 (5 total records) |                |            |         |                |              |       |           |             |  |
| DVR Name ▲                    | Last Comm IP   | DVR ID     | Status  | Type           | Product Code | Group | Version   | Config Sync |  |
| bw173_1051510044              | 166.20.101.173 | 1051510044 | Enabled | Body Worn      | FBBW1        |       | 1.5.10b77 | Complete    |  |
| bw173_1111510584              | 166.20.101.71  | 1111510584 | Enabled | Body Worn      | FBBW1        |       | 1.5.8     | Complete    |  |
| DVR FB2                       | 166.20.101.178 | 000000002  | Enabled | Vehicle        | FB2          |       | 2.1.16    | Complete    |  |
| NJSPFB3A                      | 166.20.101.179 | 000000003  | Enabled | Interview Room | FB3          |       | 3.2.6     | Complete    |  |
| NJSPFB3B                      | 166.20.101.90  | 000054392  | Enabled | Vehicle        | FB3          |       | 3.2.5.2   | Complete    |  |

2 Click the **DVR Groups** tab. A list of existing groups displays.



**MANAGE DVRs**

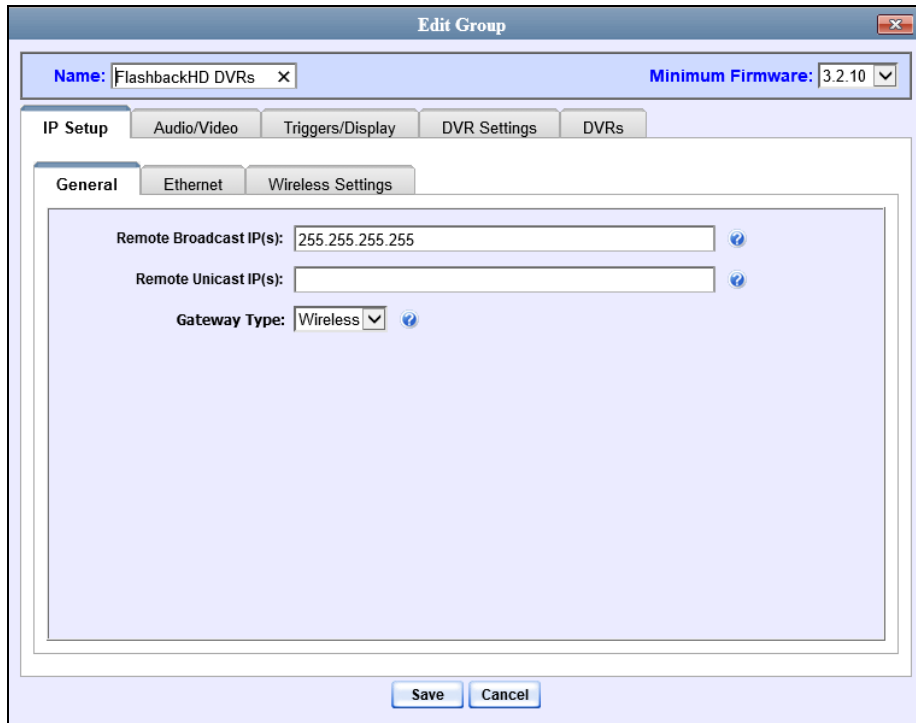
Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

DVRs | **DVR Groups**

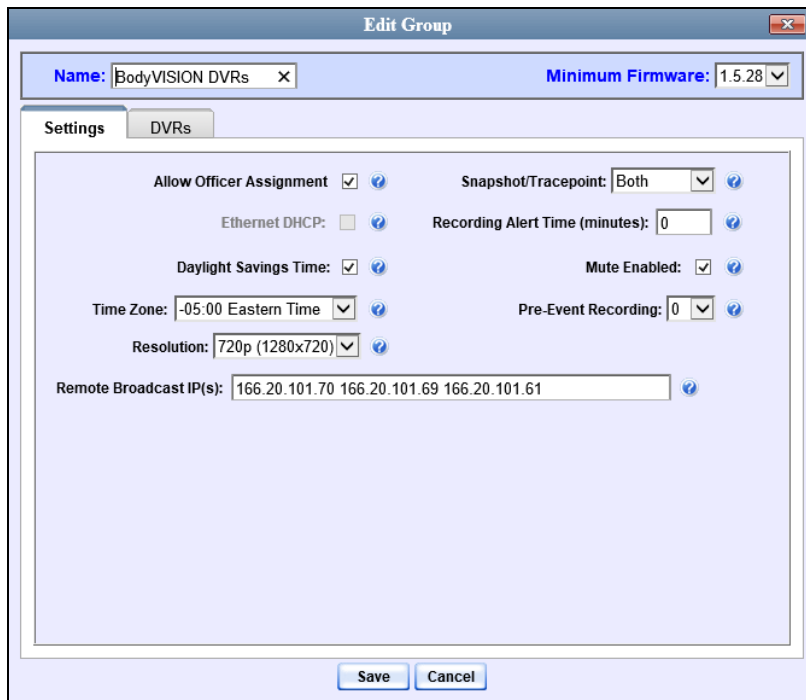
| Groups                        |            |                  |               |
|-------------------------------|------------|------------------|---------------|
| Page 1 of 1 (4 total records) |            |                  |               |
| Name ▲                        | Group Type | Minimum Firmware | Assigned DVRs |
| BodyVISION DVRs               | FBMHD      | 1.5.28           | 2             |
| Electra DVRs                  | FBMHD2     | 1.7.63           | 2             |
| Flashback3 DVRs               | FB3HD      | 3.2.10           | 1             |
| FlashbackHD DVRs              | FB3HD      | 3.2.10           | 1             |

3 Right-click on the group record you wish to update, then select **Edit** from the popup menu. The Edit Group record displays. This screen will look slightly different for Flashbacks vs. Body Worn records.

Flashback version of  
Edit Group record

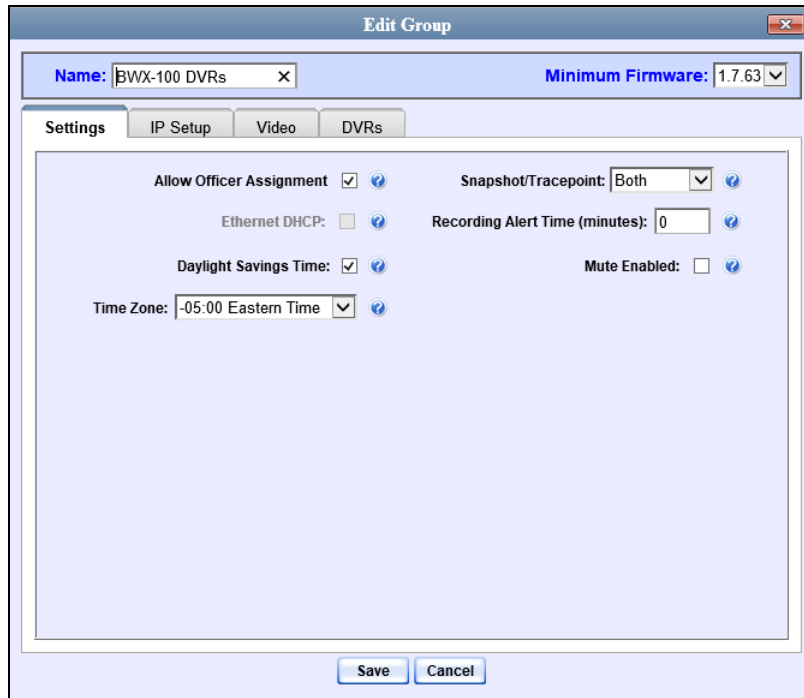


BodyVISION version  
of Edit Group record



(Continued)

BWX-100 version of  
Edit Group record



The screenshot shows the 'Edit Group' window with the following settings:

- Name: BWX-100 DVRs
- Minimum Firmware: 1.7.63
- Settings tab selected
- Allow Officer Assignment:
- Ethernet DHCP:
- Daylight Savings Time:
- Time Zone: -05:00 Eastern Time
- Snapshot/Tracepoint: Both
- Recording Alert Time (minutes): 0
- Mute Enabled:

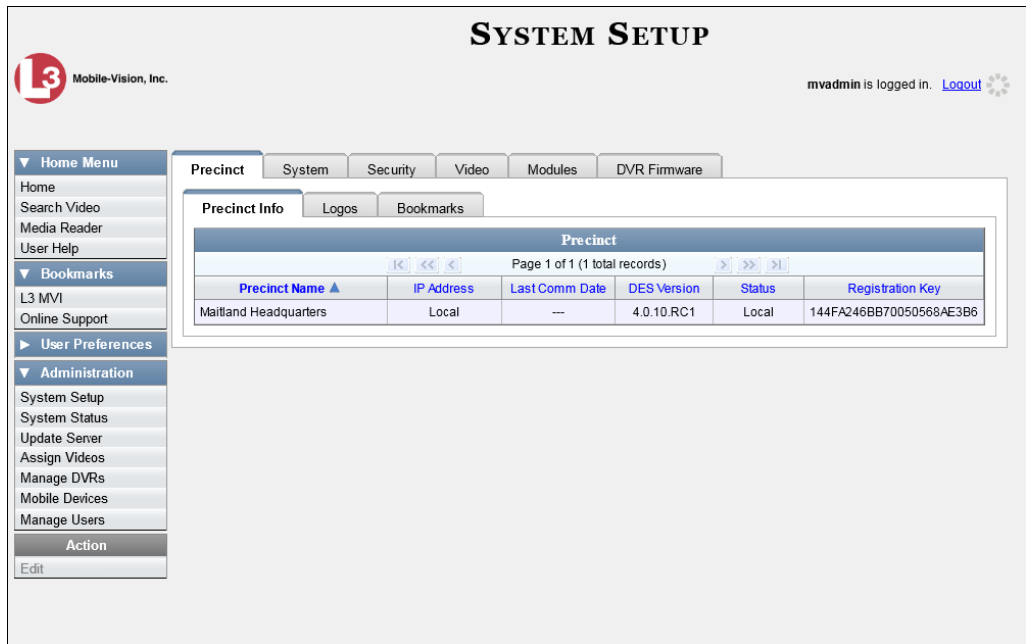
- 4 Go to the *Minimum Firmware* field in the upper right corner of the screen and select the highest firmware version from the drop-down list.
- 5 Click **Save**. A confirmation message displays.

Group BWX-100 DVRs successfully saved.

## Viewing/Printing Firmware Release Notes

This section describes how to view and/or print firmware Release Notes for Flashback and Body Worn DVRs. These notes describe the changes and enhancements to each new firmware version.

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



**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Home Menu  
Home  
Search Video  
Media Reader  
User Help

Bookmarks  
L3 MVI  
Online Support

User Preferences

Administration  
System Setup  
System Status  
Update Server  
Assign Videos  
Manage DVRs  
Mobile Devices  
Manage Users

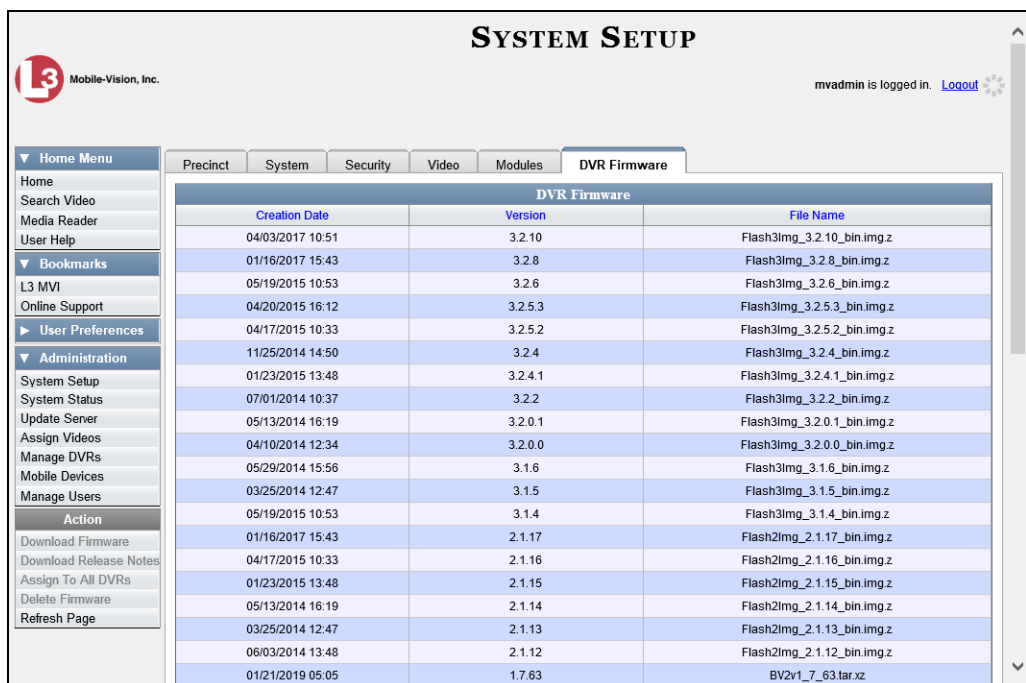
Action  
Edit

Precinct | System | Security | Video | Modules | **DVR Firmware**

Precinct Info | Logos | Bookmarks

| Precinct                      |            |                |             |        |                         |
|-------------------------------|------------|----------------|-------------|--------|-------------------------|
| Page 1 of 1 (1 total records) |            |                |             |        |                         |
| Precinct Name ▲               | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters         | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

- Click the **DVR Firmware** tab. A list of the current and past firmware versions displays.



**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Home Menu  
Home  
Search Video  
Media Reader  
User Help

Bookmarks  
L3 MVI  
Online Support

User Preferences

Administration  
System Setup  
System Status  
Update Server  
Assign Videos  
Manage DVRs  
Mobile Devices  
Manage Users

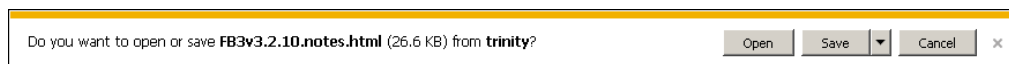
Action  
Download Firmware  
Download Release Notes  
Assign To All DVRs  
Delete Firmware  
Refresh Page

Precinct | System | Security | Video | Modules | **DVR Firmware**

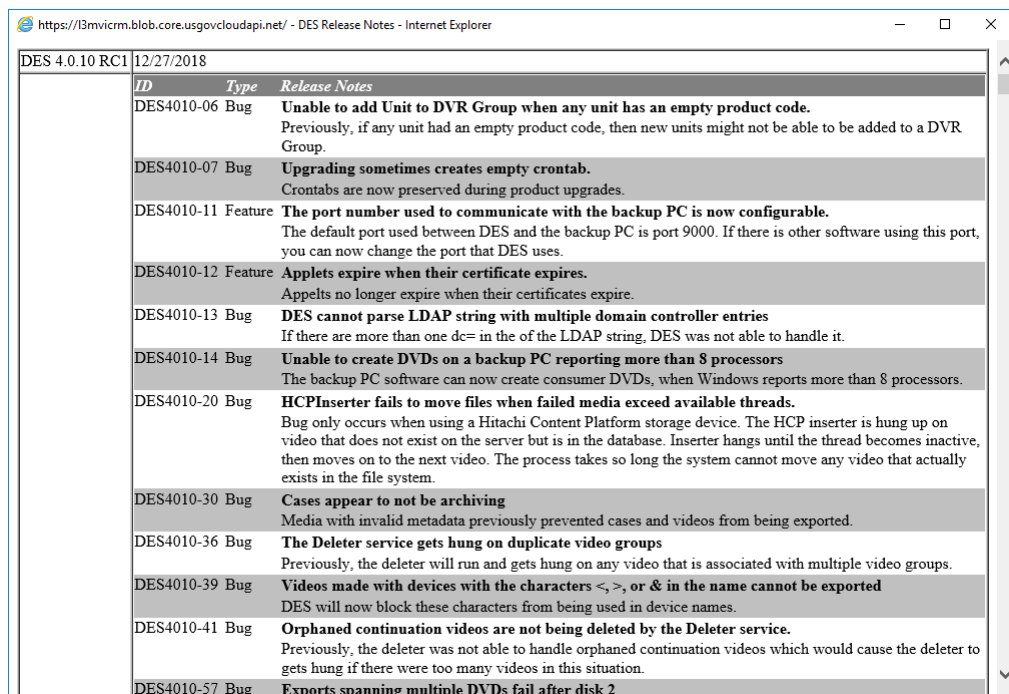
| DVR Firmware     |         |                             |
|------------------|---------|-----------------------------|
| Creation Date    | Version | File Name                   |
| 04/03/2017 10:51 | 3.2.10  | Flash3Img_3.2.10_bin.img.z  |
| 01/16/2017 15:43 | 3.2.8   | Flash3Img_3.2.8_bin.img.z   |
| 05/19/2015 10:53 | 3.2.6   | Flash3Img_3.2.6_bin.img.z   |
| 04/20/2015 16:12 | 3.2.5.3 | Flash3Img_3.2.5.3_bin.img.z |
| 04/17/2015 10:33 | 3.2.5.2 | Flash3Img_3.2.5.2_bin.img.z |
| 11/25/2014 14:50 | 3.2.4   | Flash3Img_3.2.4_bin.img.z   |
| 01/23/2015 13:48 | 3.2.4.1 | Flash3Img_3.2.4.1_bin.img.z |
| 07/01/2014 10:37 | 3.2.2   | Flash3Img_3.2.2_bin.img.z   |
| 05/13/2014 16:19 | 3.2.0.1 | Flash3Img_3.2.0.1_bin.img.z |
| 04/10/2014 12:34 | 3.2.0.0 | Flash3Img_3.2.0.0_bin.img.z |
| 05/29/2014 15:56 | 3.1.6   | Flash3Img_3.1.6_bin.img.z   |
| 03/25/2014 12:47 | 3.1.5   | Flash3Img_3.1.5_bin.img.z   |
| 05/19/2015 10:53 | 3.1.4   | Flash3Img_3.1.4_bin.img.z   |
| 01/16/2017 15:43 | 2.1.17  | Flash2Img_2.1.17_bin.img.z  |
| 04/17/2015 10:33 | 2.1.16  | Flash2Img_2.1.16_bin.img.z  |
| 01/23/2015 13:48 | 2.1.15  | Flash2Img_2.1.15_bin.img.z  |
| 05/13/2014 16:19 | 2.1.14  | Flash2Img_2.1.14_bin.img.z  |
| 03/25/2014 12:47 | 2.1.13  | Flash2Img_2.1.13_bin.img.z  |
| 06/03/2014 13:48 | 2.1.12  | Flash2Img_2.1.12_bin.img.z  |
| 01/21/2019 05:05 | 1.7.63  | BV2v1_7_63.tar.xz           |

(Continued)

- 3 Click on a record in the 1, 2, or 3 series:
  - ⇒ To view the release notes for Flashback3/FlashbackHD DVRs, click on any version number that starts with a **3**.
  - ⇒ To view the release notes for Flashback2 DVRs, click on any version number that starts with a **2**.
  - ⇒ To view the release notes for BodyVISION DVRs, click on any version number that starts with a **1** and has a *File Name* that begins with **BodyVision**.
  - ⇒ To view the release notes for BWX-100 DVRs, click on any version number that starts with a **1** and has a *File Name* that begins with **BV**.
- 4 Go to the **Action** column and click **Download Release Notes**. A Windows message displays.



- 5 Click **Open**. The release notes display.



| ID         | Type    | Release Notes   |
|------------|---------|---|
| DES4010-06 | Bug     | <b>Unable to add Unit to DVR Group when any unit has an empty product code.</b><br>Previously, if any unit had an empty product code, then new units might not be able to be added to a DVR Group.  |
| DES4010-07 | Bug     | <b>Upgrading sometimes creates empty crontab.</b><br>Crontabs are now preserved during product upgrades.  |
| DES4010-11 | Feature | <b>The port number used to communicate with the backup PC is now configurable.</b><br>The default port used between DES and the backup PC is port 9000. If there is other software using this port, you can now change the port that DES uses.  |
| DES4010-12 | Feature | <b>Applets expire when their certificate expires.</b><br>Applets no longer expire when their certificates expire.   |
| DES4010-13 | Bug     | <b>DES cannot parse LDAP string with multiple domain controller entries</b><br>If there are more than one dc= in the of the LDAP string, DES was not able to handle it.   |
| DES4010-14 | Bug     | <b>Unable to create DVDs on a backup PC reporting more than 8 processors</b><br>The backup PC software can now create consumer DVDs, when Windows reports more than 8 processors.   |
| DES4010-20 | Bug     | <b>HCPInserter fails to move files when failed media exceed available threads.</b><br>Bug only occurs when using a Hitachi Content Platform storage device. The HCP inserter is hung up on video that does not exist on the server but is in the database. Inserter hangs until the thread becomes inactive, then moves on to the next video. The process takes so long the system cannot move any video that actually exists in the file system. |
| DES4010-30 | Bug     | <b>Cases appear to not be archiving</b><br>Media with invalid metadata previously prevented cases and videos from being exported.   |
| DES4010-36 | Bug     | <b>The Deleter service gets hung on duplicate video groups</b><br>Previously, the deleter will run and gets hung on any video that is associated with multiple video groups.  |
| DES4010-39 | Bug     | <b>Videos made with devices with the characters &lt;, &gt;, or &amp; in the name cannot be exported</b><br>DES will now block these characters from being used in device names.   |
| DES4010-41 | Bug     | <b>Orphaned continuation videos are not being deleted by the Deleter service.</b><br>Previously, the deleter was not able to handle orphaned continuation videos which would cause the deleter to get hung if there were too many videos in this situation.   |
| DES4010-57 | Bug     | <b>Exports spanning multiple DVDs fail after disk 2</b>   |

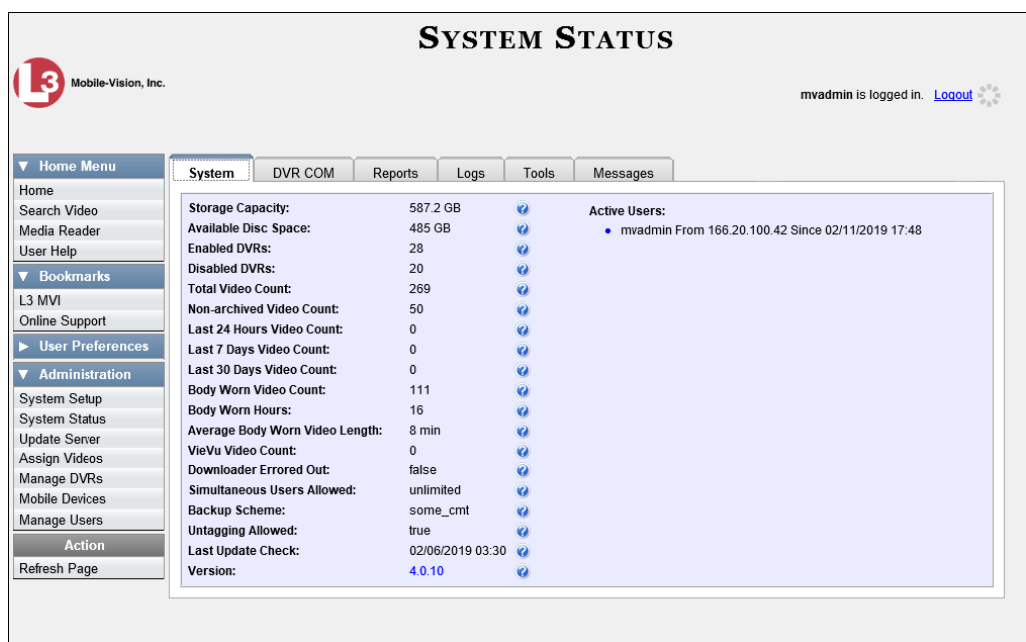
- 6 If you wish to print the release notes, press **Ctrl + P**. The Print form displays. Proceed to the next step.
  - OR –
  - If you do *not* wish to print the release notes, skip to step 8.

- 7 Select your printer options, then click **OK** or **Print**. The print job is directed to your active printer.
- 8 When you are finished viewing/printing the release notes, click the  in the upper right corner of the page.

## Viewing the DVRs' Status List

This section describes how to view information on your DVRs' most recent download to the server.

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



**SYSTEM STATUS**

Mobile-Vision, Inc. madmin is logged in. [Logout](#)


System | DVR COM | Reports | Logs | Tools | Messages

|  |                  |  |                      |  |
|--|------------------|--|----------------------|--|
| <b>Storage Capacity:</b>               | 587.2 GB         |  | <b>Active Users:</b> |  |
| <b>Available Disc Space:</b>           | 485 GB           |  |                      | • madmin From 166.20.100.42 Since 02/11/2019 17:48 |
| <b>Enabled DVRs:</b>                   | 28               |  |                      |  |
| <b>Disabled DVRs:</b>                  | 20               |  |                      |  |
| <b>Total Video Count:</b>              | 269              |  |                      |  |
| <b>Non-archived Video Count:</b>       | 50               |  |                      |  |
| <b>Last 24 Hours Video Count:</b>      | 0                |  |                      |  |
| <b>Last 7 Days Video Count:</b>        | 0                |  |                      |  |
| <b>Last 30 Days Video Count:</b>       | 0                |  |                      |  |
| <b>Body Worn Video Count:</b>          | 111              |  |                      |  |
| <b>Body Worn Hours:</b>                | 16               |  |                      |  |
| <b>Average Body Worn Video Length:</b> | 8 min            |  |                      |  |
| <b>VieVu Video Count:</b>              | 0                |  |                      |  |
| <b>Downloader Errored Out:</b>         | false            |  |                      |  |
| <b>Simultaneous Users Allowed:</b>     | unlimited        |  |                      |  |
| <b>Backup Scheme:</b>                  | some_cmt         |  |                      |  |
| <b>Untagging Allowed:</b>              | true             |  |                      |  |
| <b>Last Update Check:</b>              | 02/06/2019 03:30 |  |                      |  |
| <b>Version:</b>                        | 4.0.10           |  |                      |  |

- 2 Click the **DVR COM** tab.

*(Continued)*

### SYSTEM STATUS


mvadmin is logged in. [Logout](#)

- Home Menu
- Home
- Search Video
- Manage Cases
- Media Reader
- User Help
- Bookmarks
- L3 MVI
- Online Support
- User Preferences
- Administration
  - System Setup
  - System Status
  - Update Server
  - Assign Videos
  - Manage DVRs
  - Mobile Devices
  - Manage Users
- Action
  - Get DVR Log
  - Refresh Page

System
DVR COM
Reports
Logs
Tools
Messages

| DVR Status by Last Contact Date |                 |           |                  |
|---------------------------------|-----------------|-----------|------------------|
| DVR Name                        | IP Address      | DL Status | Last COM Date    |
| Unit 1                          | 166.20.101.84   | Idle      | 09/14/2016 21:07 |
| *1 FB1@12:51:22                 | 166.20.101.254  | Idle      | 09/15/2016 14:45 |
| Officer Hermann BV              | 166.20.101.95   | Idle      | 09/15/2016 15:38 |
| Officer Lance BV                | 166.20.101.98   | Idle      | 09/15/2016 15:38 |
| *1 bw220@11:33:31               | 166.20.101.71   | Idle      | 09/15/2016 15:38 |
| *1 BV2A@13:08:38                | 169.254.122.214 | Idle      | 09/15/2016 15:58 |

The download status of each of your DVRs displays, as described below.

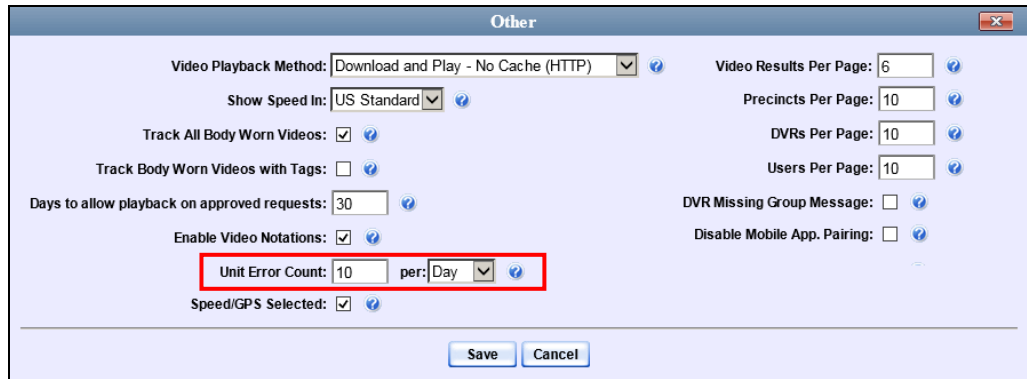
| DVR Status by Last Contact Date                             |   |
|---|---|
| Column  | Description   |
| DVR Name  | The name of the DVR. If a DVR name is followed by @ [DVR serial number], it indicates that the DVR has an unresolved naming conflict. For more information, see “Resolving Naming Conflicts” on page 261.   |
| IP Address  | The IP Address for this DVR. An IP Address is a numerical label that identifies the DVR to the network.   |
| DL Status<br>(To update status, click <b>Refresh Page</b> ) | The current download status for this DVR, which updates after you click <b>Refresh Page</b> : <ul style="list-style-type: none"> <li>▪ <i>Idle</i>. Download is not currently in progress.</li> <li>▪ <i>Downloading</i>. Download is currently in progress.</li> </ul> |
| Last COM Date   | The date and time at which the last communication occurred between this DVR and the DEF server. Time displays in hh:mm format. If this DVR has not communicated with the server for 48 hours or longer, this field will display in red.                                 |

To view more detailed information on a particular transmission, see the next section, “Viewing the DVR Downloader Log,” beginning with step 3.



## Turning the DVR Error Notification Feature On/Off

If desired, you can choose to have the system automatically notify you whenever one of your DVRs generates X number of “problem” videos per day or week, where X is equal to the value of the *Unit Error Count* field on the **Other** tab.



The screenshot shows the 'Other' configuration window. The 'Unit Error Count' field is highlighted with a red box, showing a value of 10 and a frequency of 'per: Day'. Other visible settings include 'Video Playback Method' set to 'Download and Play - No Cache (HTTP)', 'Track All Body Worn Videos' checked, and 'Speed/GPS Selected' checked.

In the example above, if any of your agency’s DVRs generate 10 problem videos within a 24-hour period, the system will automatically display a notification message on the *Inbox Messages* list of all users who have the *Authorize Media Playback* permission.



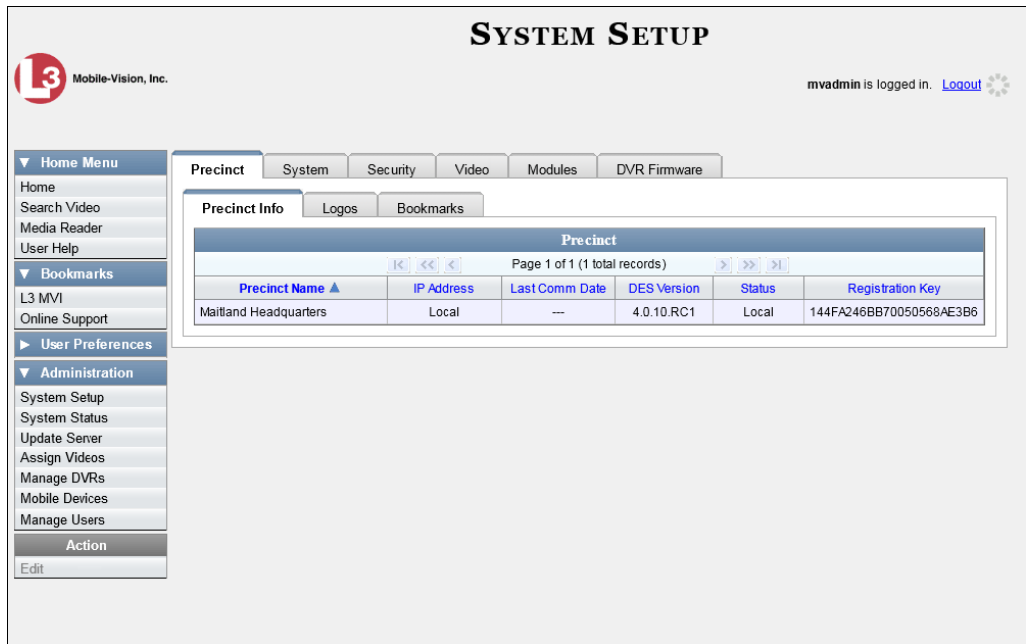
The screenshot shows the 'WELCOME HOME' dashboard for Sergeant Larkin. The 'Message Board' section is active, showing a list of 'Inbox Messages'. The message dated 11/06/2015 09:44 is highlighted with a red box. The message text is: 'The system has encountered 10 or more error(s) for unit 0000006551 in the last 24 hours.'

| Date             | State     | Message Text   | Actions |
|------------------|-----------|--|---------|
| 12/11/2015 15:00 | Completed | Server Update to build number 3.9-17394 was successfully completed.                                | ✖       |
| 12/09/2015 15:05 | Completed | Please restore Case 'MVA on Rt 80' to an online status.  | ➔ ✖     |
| 12/01/2015 08:11 | Queued    | There is an update available for your Server, click the arrow to the right to download the update. | ➔ ✖     |
| 11/11/2015 15:34 | Queued    | Please restore Case 'Quick Check Robbery' to an online status.                                     | ➔ ✖ ✖   |
| 11/11/2015 15:19 | Completed | Export Test for Training Disc 1 of 1 is now ready for download.                                    | Ⓜ ✖     |
| 11/11/2015 14:56 | Queued    | File quarantined, please accept or permanently delete this video.                                  | Ⓜ ✖     |
| 11/09/2015 13:02 | Completed | Export Download to PC Disc 1 of 1 is now ready for download.                                       | Ⓜ ✖     |
| 11/06/2015 09:44 | Completed | The system has encountered 10 or more error(s) for unit 0000006551 in the last 24 hours.           | Ⓜ ✖     |

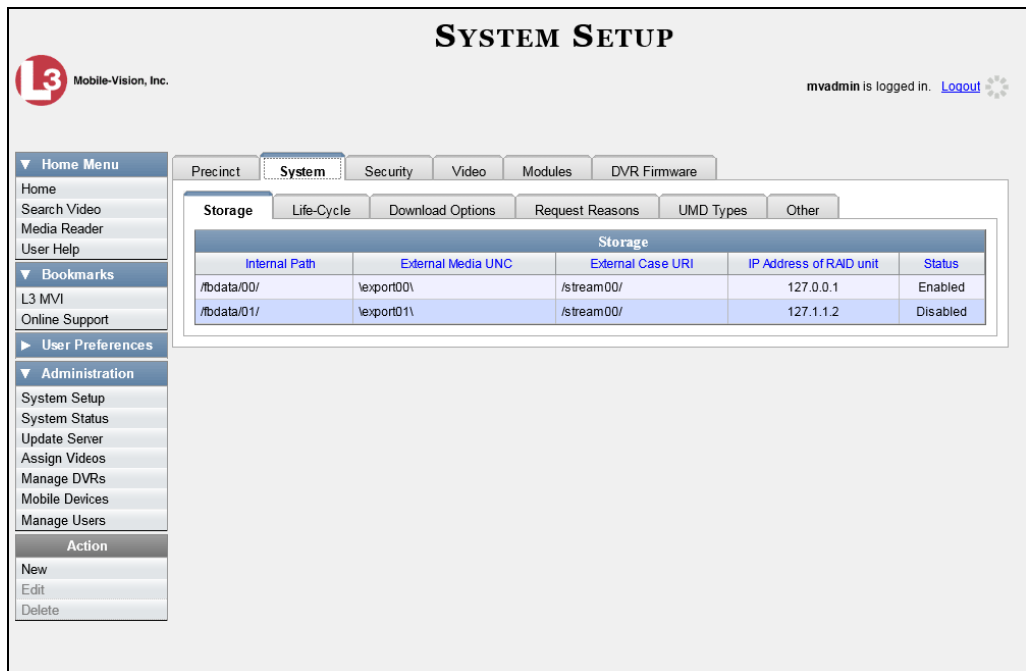
This section describes how to turn this DVR error notification feature *on* or *off*.

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

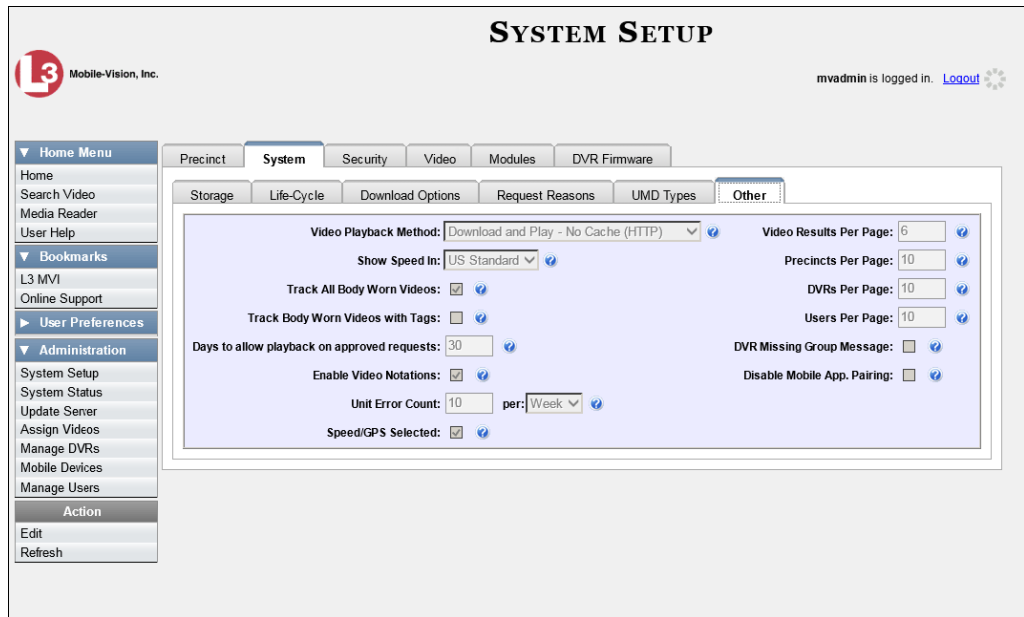
(Continued)



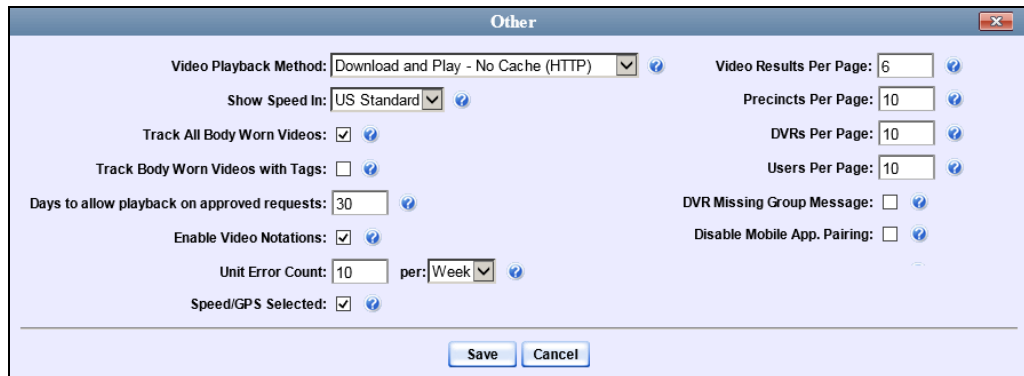
2 Click the **System** tab.



3 Click the **Other** tab.



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



- 5 Go to the *Unit Error Count* field and enter the number of DVR errors that should occur each day or week before the system sends a notification message to the appropriate users (i.e., all users who have the *Authorize Media Playback* permission). If you no longer wish to receive notification messages, change this number to **0** (zero).
- 6 If you entered **0** in the *Unit Error Count* field, skip to step 8. Otherwise proceed to the next step.
- 7 Select the appropriate value from the *per* drop-down list (e.g., 10 errors per *day* or 10 errors per *week*).
- 8 Click **Save**.

## Troubleshooting DVR Errors

If your agency has chosen to receive DVR error notifications, then when a particular DVR produces a predefined number of “problem” videos within a one day or one week time period, a message will display on the *Inbox Messages* list of all users who have the *Authorize Media Playback* permission. For example, if you have the *Authorize Media Playback* permission and the *Unit Error Count* field on the *Other* popup looks like this: Unit Error Count:  per:  , then if a DVR generates 10 power failures in one 24 hour period, the system will automatically send a notification message to your *Inbox Messages* list that looks like the one below.



The screenshot shows the Mobile-Vision web interface. At the top, it says "WELCOME HOME" and "Your last login was on: 12/15/2015 09:49:41". The user is identified as "Sergeant Larkin" and is logged in. The interface includes a navigation menu on the left with options like Home, Search Video, Manage Cases, Media Reader, User Help, Bookmarks, L3 MVI, Online Support, User Preferences, Administration, Action, and Manage Requests. The main content area is titled "Message Board" and shows "My Messages" and "All Messages" tabs. The "Inbox Messages" table is displayed, with one message highlighted in red:


| Date             | State     | Message Text   | Actions |
|------------------|-----------|--|---------|
| 12/11/2015 15:00 | Completed | Server Update to build number 3.9-17394 was successfully completed.                                |         |
| 12/09/2015 15:05 | Completed | Please restore Case 'M/A on Rt 80' to an online status.  |         |
| 12/01/2015 08:11 | Queued    | There is an update available for your Server, click the arrow to the right to download the update. |         |
| 11/11/2015 15:34 | Queued    | Please restore Case 'Quick Check Robbery' to an online status.                                     |         |
| 11/11/2015 15:19 | Completed | Export Test for Training Disc 1 of 1 is now ready for download.                                    |         |
| 11/11/2015 14:56 | Queued    | File quarantined, please accept or permanently delete this video.                                  |         |
| 11/09/2015 13:02 | Completed | Export Download to PC Disc 1 of 1 is now ready for download.                                       |         |
| 11/06/2015 09:44 | Completed | The system has encountered 10 or more error(s) for unit 0000006551 in the last 24 hours.           |         |

Below the inbox messages is a "Sent Messages" section with two records:

| Date             | State   | Message Text   | Actions |
|------------------|---------|--|---------|
| 12/09/2015 15:40 | Working | Auto-DVD request to Backup PC 'Evidence Room Bravo' for Case 'Armed Robbery' - Disc 1 of 1 |         |
| 11/11/2015 15:34 | Queued  | Please restore Case 'Quick Check Robbery' to an online status.                             |         |

Before you contact Mobile-Vision Support, we commend that you try and troubleshoot the problem yourself, as described in this section.



**NOTE:** The information below is also in the DES Online Help System, which you can access directly from the error message by clicking on the help icon .

- 1 Determine if the “problem” DVR is a Flashback, *BodyVISION*, or *BWX-100*. To do so, note the value of the unit number, which is highlighted in green:
  - If the unit number begins with multiple zeros, it is a *Flashback* device.
  - If the unit number begins with **1** or **2**, it is a *BodyVISION* device
  - If the unit number begins with **3**, it is a *BWX-100* device.
- 2 If the device is a *Flashback*, skip to step 7.
  - OR –
  - If the device is a *BodyVISION*, skip to step 5.
  - OR –
  - If the device is a *BWX-100*, proceed to the next step.

- 3 Verify that the BWX-100 has sufficient storage space and a sufficient battery charge, as described in the BWX-100 User’s Guide—See “Checking Remaining Record Time” and “Checking Remaining Batter Power.”
- 4 If you determine that the BWX-100 lacks sufficient storage space and/or a sufficient battery charge, immediately place it in your agency’s Uplink Station. The videos on the unit will automatically upload to the DEF server, creating more storage space. The device’s battery will also begin to charge. You’ll know that charging is complete when the word “CHARGED” displays on the LCD screen.

– OR –

If you determine that the BWX-100 has both sufficient storage space and a sufficient battery charge, contact your Mobile-Vision Support professional for assistance. To do so, call 800-336-8475 and select option **3** (Service), followed by option **1** (In-Car Components).

**End of Procedure.**

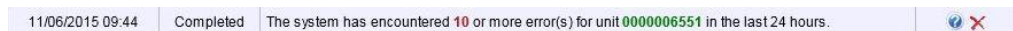
- 5 Verify that the *BodyVISION* has sufficient storage space and a sufficient battery charge, as described in the following sections:
  - BodyVISION* Battery Status Indicators, page 238
  - Checking Record Time Left on Your *BodyVISION*, page 238
- 6 If you determine that the *BodyVISION* lacks sufficient storage space and/or a sufficient battery charge, immediately place it in your agency’s Uplink Station. The videos on the unit will automatically upload to the DEF server, creating more storage space. The unit’s battery will also begin to charge. You’ll know that charging is complete when the battery indicator light is solid green.


– OR –

If you determine that the *BodyVISION* has both sufficient storage space and a sufficient battery charge, contact your Mobile-Vision Support professional for assistance. To do so, call 800-336-8475 and select option **3** (Service), followed by option **1** (In-Car Components).

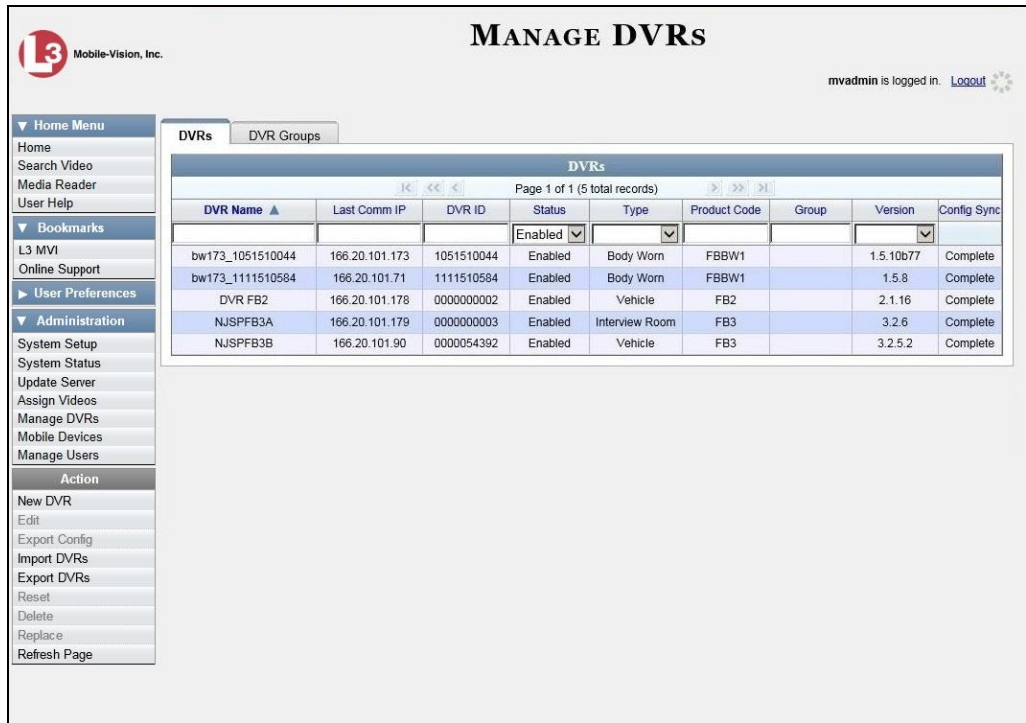
**End of Procedure.**

- 7 Proceed to the error message on your *Inbox Messages* list.



- 8 Highlight the green unit number and press **Ctrl + C** to copy it to your clipboard.
- 9 Go to  and click **Manage DVRs**. The Manage DVRs page displays.

*(Continued)*



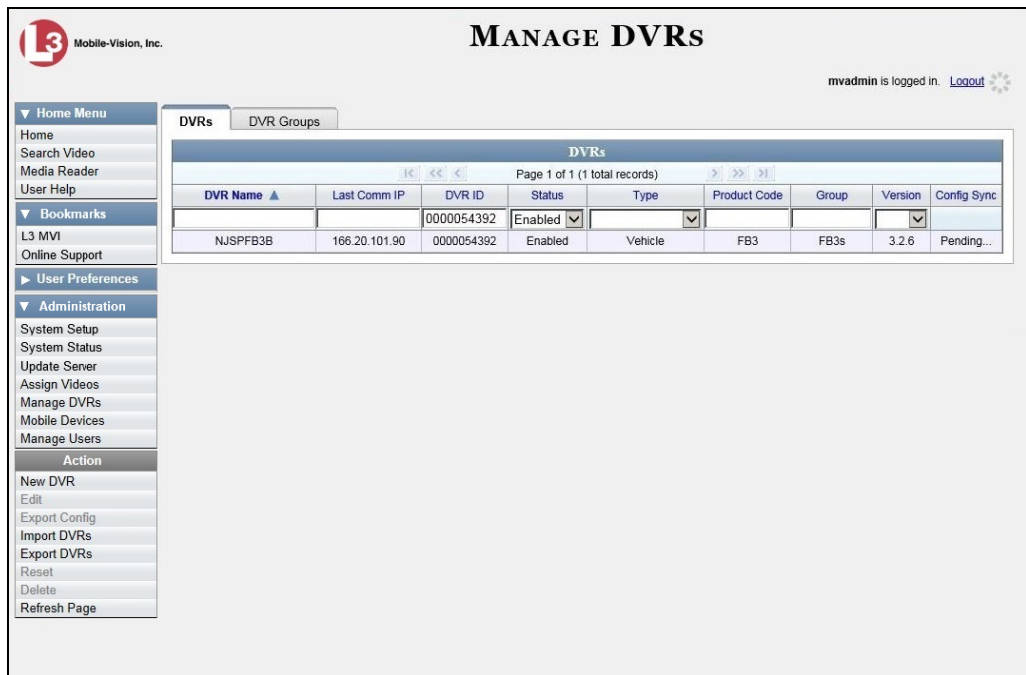
**MANAGE DVRs**

mvadmin is logged in. [Logout](#)

**DVRs** | DVR Groups

| DVRs                          |                |            |         |                |              |       |           |             |
|-------------------------------|----------------|------------|---------|----------------|--------------|-------|-----------|-------------|
| Page 1 of 1 (5 total records) |                |            |         |                |              |       |           |             |
| DVR Name ▲                    | Last Comm IP   | DVR ID     | Status  | Type           | Product Code | Group | Version   | Config Sync |
|                               |                |            | Enabled |                |              |       |           |             |
| bw173_1051510044              | 166.20.101.173 | 1051510044 | Enabled | Body Worn      | FBBW1        |       | 1.5.10b77 | Complete    |
| bw173_1111510584              | 166.20.101.71  | 1111510584 | Enabled | Body Worn      | FBBW1        |       | 1.5.8     | Complete    |
| DVR FB2                       | 166.20.101.178 | 000000002  | Enabled | Vehicle        | FB2          |       | 2.1.16    | Complete    |
| NJSPFB3A                      | 166.20.101.179 | 000000003  | Enabled | Interview Room | FB3          |       | 3.2.6     | Complete    |
| NJSPFB3B                      | 166.20.101.90  | 0000054392 | Enabled | Vehicle        | FB3          |       | 3.2.5.2   | Complete    |

- Position your cursor in the *DVR ID* field and press **Ctrl + V** to insert the unit number you copied from the error message. The record for the “problem” DVR displays.



**MANAGE DVRs**

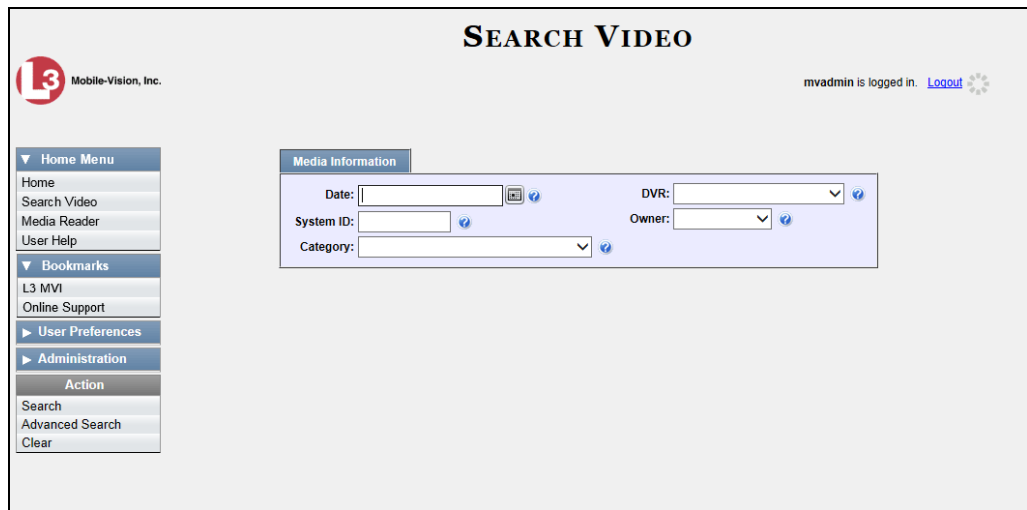
mvadmin is logged in. [Logout](#)

**DVRs** | DVR Groups

| DVRs                          |               |            |         |         |              |       |         |             |
|-------------------------------|---------------|------------|---------|---------|--------------|-------|---------|-------------|
| Page 1 of 1 (1 total records) |               |            |         |         |              |       |         |             |
| DVR Name ▲                    | Last Comm IP  | DVR ID     | Status  | Type    | Product Code | Group | Version | Config Sync |
|                               |               | 0000054392 | Enabled |         |              |       |         |             |
| NJSPFB3B                      | 166.20.101.90 | 0000054392 | Enabled | Vehicle | FB3          | FB3s  | 3.2.6   | Pending...  |

- Write down the values in the *DVR Name* and *Product Code* columns. This information will help you select the appropriate troubleshooting procedures later.

- Go to **Home Menu** and click **Search Video**. The Search Video page displays.



- Select the unit's DVR name from the *DVR* drop-down list (i.e., the DVR Name that you jotted down earlier).
- Go to the **Action** column and click **Search**. All videos that were recorded by the “problem” DVR display.



- Look in the *Category* column to determine if any of the videos share a common *system-assigned* video category:  
 ⇒ If any of the videos share one of the system-assigned categories listed in the table on the next page, proceed to step 16.

⇒ If any of the videos do *not* share one of the system-assigned categories listed in the table below, contact Mobile-Vision Technical Support for assistance. **End of Procedure.**

| Common System-Assigned Categories |  |
|-----------------------------------|--|
| Category                          | Description  |
| Background Mode                   | A Flashback recording session occurred when the Background Mode option was set to ON. When Background Mode is ON, it means that the Flashback DVR records continuously whenever the vehicle's ignition is on, and for X, where X = the Ignition Timer setting. |
| Power Failure                     | A Flashback recording session was interrupted after a power failure occurred.  |
| Interrupted Recording             | A recording session was interrupted because the SD card (Flashback3/Flashback HD) or CF card (Flashback2) was full.  |
| Corrupt QBX                       | The system detected a possible file corruption in a Flashback2, Flashback3, or FlashbackHD video.  |

16 Download the appropriate troubleshooting guide from the Mobile-Vision Online Support Center:

- Flashback3 & FlashbackHD Troubleshooting Guide
- Flashback2 Troubleshooting Guide



**NOTE:** If you're not sure if the DVR is a Flashback2, Flashback3, or FlashbackHD, look at the Product Code that you jotted down earlier. Flashback2s have a product code of **FB2**, Flashback3s have a product code of **FB3**, and FlashbackHDs have a product code of **FBHD**.

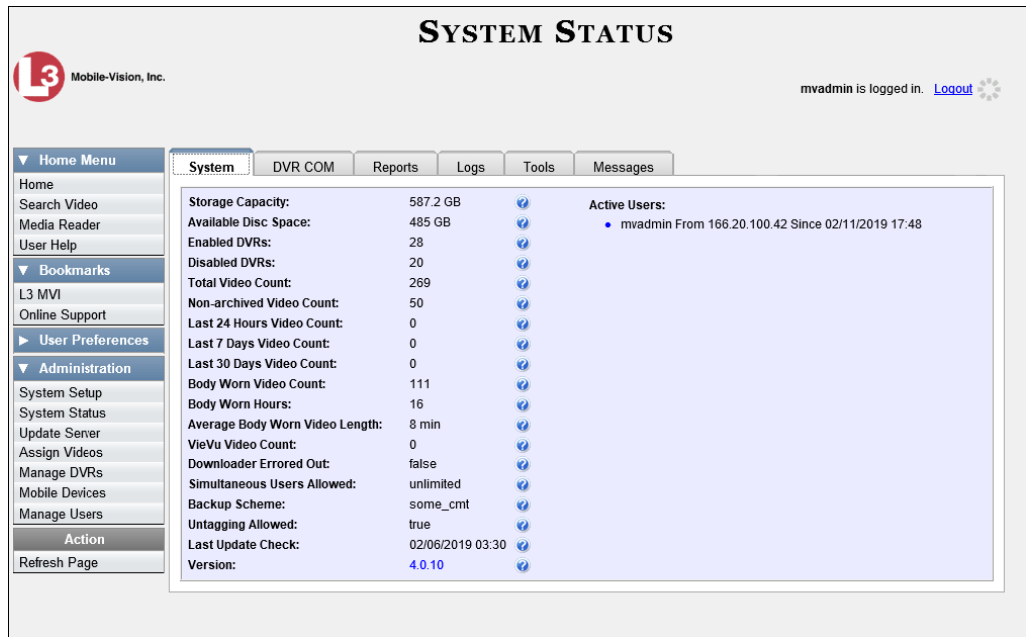
17 Once you've downloaded the appropriate troubleshooting guide, review the section(s) that relate to the video category(ies) you saw. For example, if some of the videos had a category of "Power Failure", review the section titled "Power and Boot Problems."



## Viewing the DVR Downloader Log

This section describes how to view the DVR Downloader Log. This log contains detailed information on each video transmitted to the server during a DVR's most recent download.

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



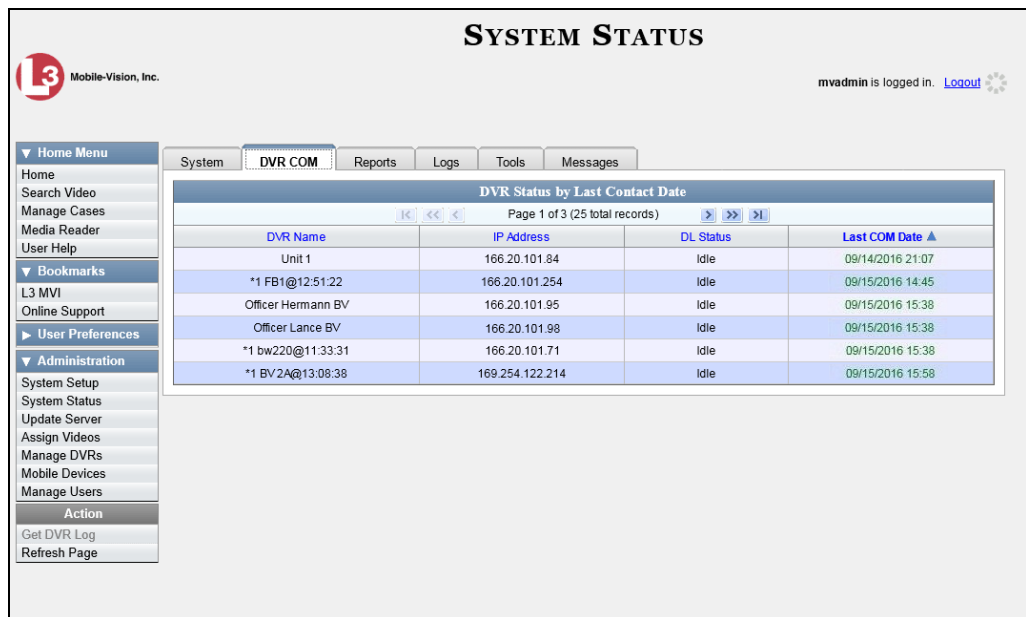
**SYSTEM STATUS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System | DVR COM | Reports | Logs | Tools | Messages

|                                 |                  |   |   |
|---------------------------------|------------------|---|---|
| Storage Capacity:               | 587.2 GB         | ✓ | <b>Active Users:</b>                                |
| Available Disc Space:           | 485 GB           | ✓ | • mvadmin From 166.20.100.42 Since 02/11/2019 17:48 |
| Enabled DVRs:                   | 28               | ✓ |   |
| Disabled DVRs:                  | 20               | ✓ |   |
| Total Video Count:              | 269              | ✓ |   |
| Non-archived Video Count:       | 50               | ✓ |   |
| Last 24 Hours Video Count:      | 0                | ✓ |   |
| Last 7 Days Video Count:        | 0                | ✓ |   |
| Last 30 Days Video Count:       | 0                | ✓ |   |
| Body Worn Video Count:          | 111              | ✓ |   |
| Body Worn Hours:                | 16               | ✓ |   |
| Average Body Worn Video Length: | 8 min            | ✓ |   |
| VieVu Video Count:              | 0                | ✓ |   |
| Downloader Errored Out:         | false            | ✓ |   |
| Simultaneous Users Allowed:     | unlimited        | ✓ |   |
| Backup Scheme:                  | some_cmt         | ✓ |   |
| Untagging Allowed:              | true             | ✓ |   |
| Last Update Check:              | 02/06/2019 03:30 | ✓ |   |
| Version:                        | 4.0.10           | ✓ |   |

- 2 Click the **DVR COM** tab. The status of each of your DVRs displays.



**SYSTEM STATUS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

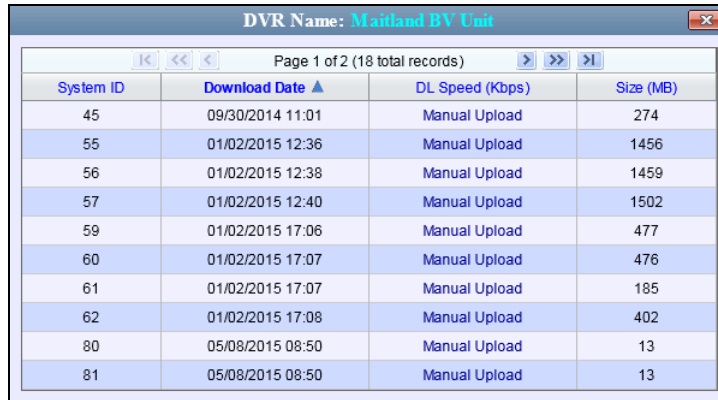
System | **DVR COM** | Reports | Logs | Tools | Messages

**DVR Status by Last Contact Date**

Page 1 of 3 (25 total records)

| DVR Name           | IP Address      | DL Status | Last COM Date    |
|--------------------|-----------------|-----------|------------------|
| Unit 1             | 166.20.101.84   | Idle      | 09/14/2016 21:07 |
| *1 FB1@12:51:22    | 166.20.101.254  | Idle      | 09/15/2016 14:45 |
| Officer Hermann BV | 166.20.101.95   | Idle      | 09/15/2016 15:38 |
| Officer Lance BV   | 166.20.101.98   | Idle      | 09/15/2016 15:38 |
| *1 bw220@11:33:31  | 166.20.101.71   | Idle      | 09/15/2016 15:38 |
| *1 BV 2A@13:08:38  | 169.254.122.214 | Idle      | 09/15/2016 15:58 |


- Click on the DVR record for which you wish to view a log.
- Go to the **Action** column and click **Get DVR Log**. The DVR Log popup displays.



| System ID | Download Date ▲  | DL Speed (Kbps) | Size (MB) |
|-----------|------------------|-----------------|-----------|
| 45        | 09/30/2014 11:01 | Manual Upload   | 274       |
| 55        | 01/02/2015 12:36 | Manual Upload   | 1456      |
| 56        | 01/02/2015 12:38 | Manual Upload   | 1459      |
| 57        | 01/02/2015 12:40 | Manual Upload   | 1502      |
| 59        | 01/02/2015 17:06 | Manual Upload   | 477       |
| 60        | 01/02/2015 17:07 | Manual Upload   | 476       |
| 61        | 01/02/2015 17:07 | Manual Upload   | 185       |
| 62        | 01/02/2015 17:08 | Manual Upload   | 402       |
| 80        | 05/08/2015 08:50 | Manual Upload   | 13        |
| 81        | 05/08/2015 08:50 | Manual Upload   | 13        |

The columns on this popup are described below.

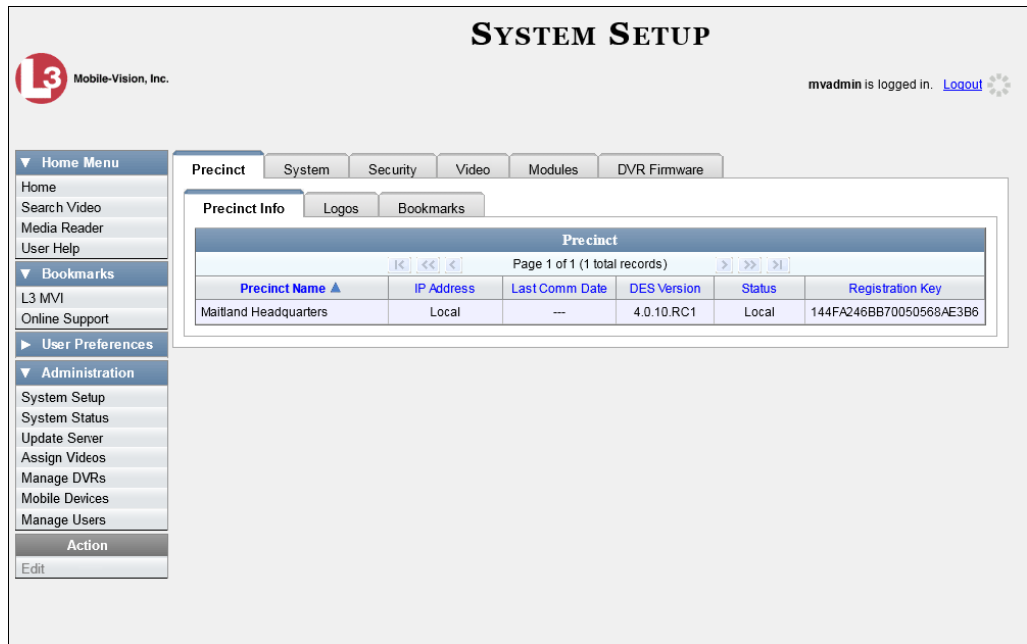
| DVR Name: XYZ   |  |
|-----------------|--|
| Column          | Description  |
| System ID       | The system-assigned video identification number for each video clip included in this download.                 |
| Download Date   | The date and time at which this video clip was transmitted to the server. Displays in mm/dd/yyyy hh:mm format. |
| DL Speed (Kbps) | The download speed for this video clip, in kilobits per second.  |
| Size (MB)       | The size of this video clip, in megabytes.   |

- When you are finished viewing the DVR Log, click the  in the upper right corner of the popup.

## Disabling/Enabling Your DVRs

This section describes how to disable or enable your Flashback and/or Body Worn DVRs. When you disable a group of DVRs, those DVRs will no longer be able to communicate with the server.

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



**SYSTEM SETUP**

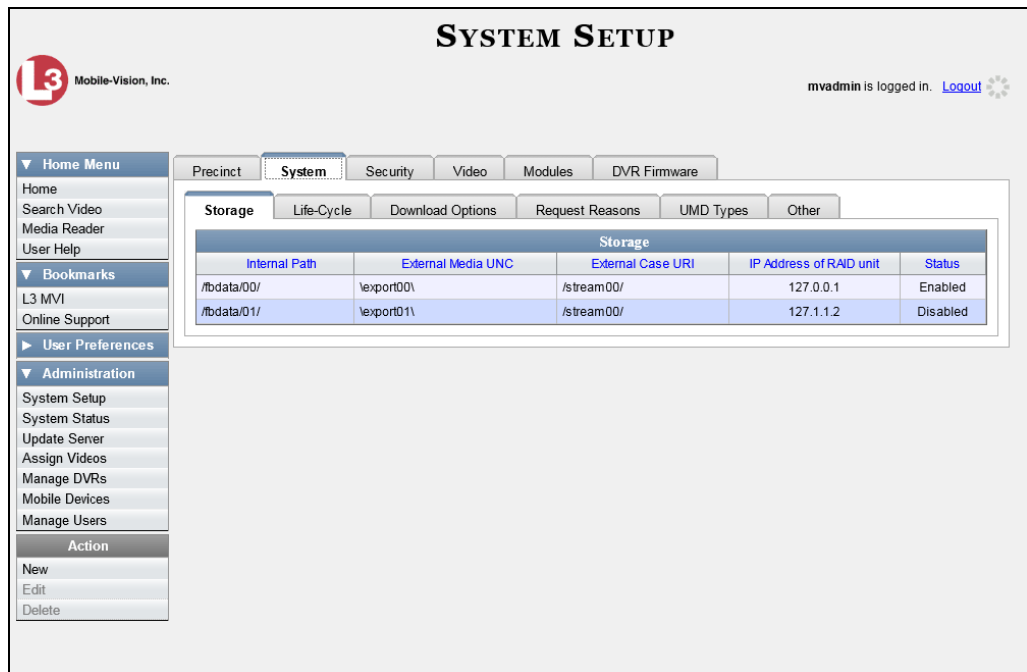
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Navigation: Precinct | System | Security | Video | Modules | DVR Firmware

Sub-navigation: Precinct Info | Logos | Bookmarks

| Precinct              |            |                |             |        |                         |
|-----------------------|------------|----------------|-------------|--------|-------------------------|
| Precinct Name ▲       | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

2 Click the **System** tab.



**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

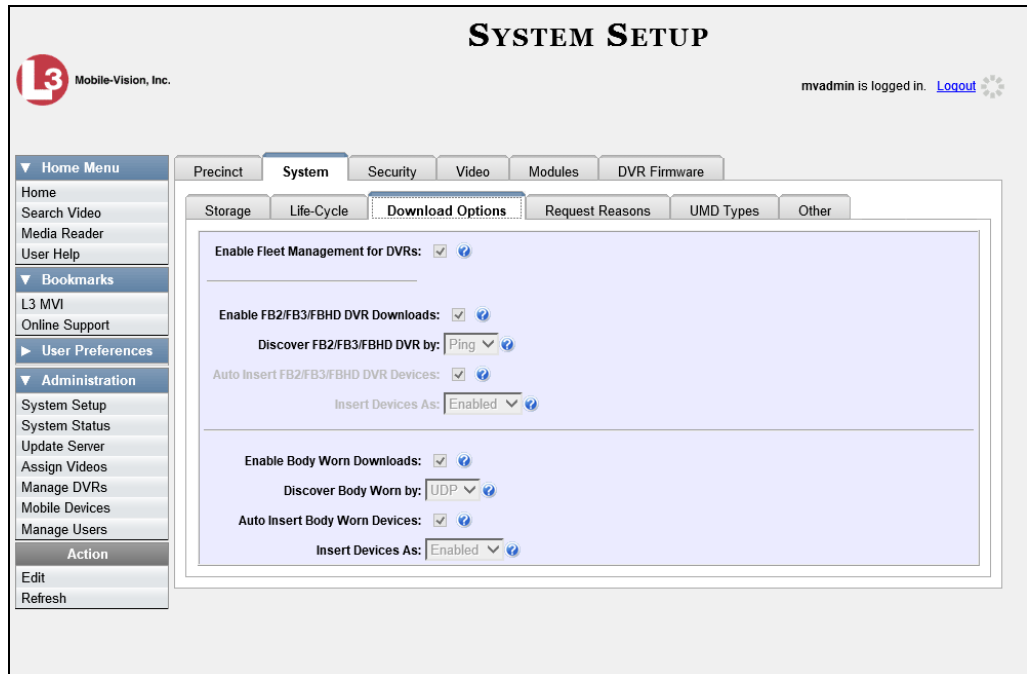
Navigation: Precinct | **System** | Security | Video | Modules | DVR Firmware

Sub-navigation: Storage | Life-Cycle | Download Options | Request Reasons | UMD Types | Other

| Internal Path | External Media UNC | External Case URI | IP Address of RAID unit | Status   |
|---------------|--------------------|-------------------|-------------------------|----------|
| /bdata/00/    | \\export00\        | /stream00/        | 127.0.0.1               | Enabled  |
| /bdata/01/    | \\export01\        | /stream00/        | 127.1.1.2               | Disabled |

3 Click the **Download Options** tab. The Download options display.

*(Continued)*



- Go to the **Action** column and click **Edit**. The Download Options popup displays.



- To enable/disable your Flashback2/3/HD devices, proceed to the next step. Otherwise skip to step 8.
- To *enable* your Flashback2/3/HD devices, select the *Enable FB2/FB3/FBHD DVR Downloads* checkbox.

– OR –

To *disable* your Flashback2/3/HD devices, deselect the *Enable DVR FB2/FB3/FBHD DVR Downloads* checkbox.

- 7 To enable/disable your Body Worn devices (includes both *BodyVISIONs* and *BWX-100s*), proceed to the next step. Otherwise skip to step 9.
- 8 To *enable* your Body Worn devices, select the *Enable Body Worn Downloads* checkbox.  
– OR –  
To *disable* your Body Worn devices, deselect the *Enable Body Worn Downloads* checkbox.
- 9 Click **Save**.


---

## Generating a DVR Login Key for an Officer

When more than one officer uses the same patrol car, you need a way to identify each officer to the Flashback DVR at the beginning of each shift so that their videos will be linked to them. That is what the DVR Login Key is used for. It is simply a file that contains an officer's user information. You copy this file from DEF to a USB flash drive, then the officer inserts the flash drive in the Flashback's USB port and logs in at the beginning of each shift.


Officers can generate this file themselves, as described in chapter 1 of the *DEF Officer's Guide*, or you can create it for them, as described in this section.

You typically need to perform this procedure only *once* at system startup.

- 1 Insert the officer's USB Login Key in one of your PC's USB ports.
- 2 Go to  and click **Manage Users**. The Manage Users page displays.

*(Continued)*

## MANAGE USERS

 Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

|  | Users             |             |                  |         |
|--|-------------------|-------------|------------------|---------|
|  | Display Name ▲    | User Login  | User Role        | Status  |
|  | admin             | admin       | Administrator    | Enabled |
|  | Kenny Carter      | kcarter     | Administrator    | Enabled |
|  | Lt. Anderson      | randerson   | Supervisor Lvl 1 | Enabled |
|  | Lt. Gates         | mgates      | Supervisor Lvl 1 | Enabled |
|  | mvadmin           | mvadmin     | Administrator    | Enabled |
|  | Officer Frier     | bfrier      | Officer          | Enabled |
|  | Officer Jackson   | sjackson    | Officer          | Enabled |
|  | Officer O'Donnell | mmcdonnel   | Officer          | Enabled |
|  | Officer Ostrum    | eostrum     | Officer          | Enabled |
|  | Officer Ryan      | doc-lesliez | Officer          | Enabled |
|  | Officer Wooster   | swooster    | Officer          | Enabled |
|  | Officer Zaleski   | mzaleski    | Officer          | Enabled |
|  | Sergeant Williams | swilliams   | Supervisor Lvl 1 | Enabled |

**Home Menu**

- Home
- Search Video
- Media Reader
- User Help

**Bookmarks**

- L3 MVI
- Online Support

**User Preferences**

**Administration**

- System Setup
- System Status
- Update Server
- Assign Videos
- Manage DVRs
- Mobile Devices
- Manage Users

**Action**

- New User
- Edit
- Delete
- Generate Key

- 3 Locate the user for which you wish to generate a DVR login key. If necessary, review “Searching for a User” in chapter 6.
- 4 Click on the user record to highlight it.
- 5 Go to the **Action** column and click **Generate Key**. A download message displays.

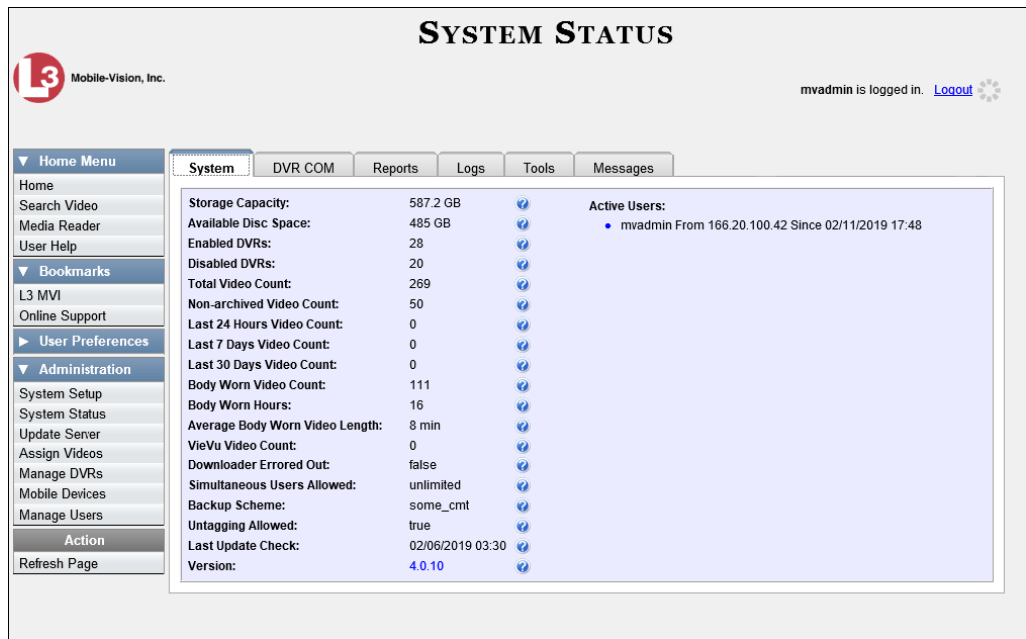


- 6 Select **Save As** from the *Save* drop-down list.
- 7 Navigate to the USB drive.
- 8 Click **Save**. The system copies the login file to the USB drive.
- 9 Remove the USB key from your PC and give it to the appropriate officer. He can then use it to login to any Flashback DVR. For more information, see “Logging into a DVR Using Your USB Login Key” in the Flashback User’s Guide.

## Exporting DVR Activity to a Spreadsheet

This section describes how to export all your DVR activity to a spreadsheet for use with another application, such as a custom reporting tool. This is referred to as the *DVR Activity* report. It includes information such as when a DVR's video was updated to the server, when a DVR setting was changed and by whom, when a DVR was added to or removed from a DVR group, etc. The system automatically updates this report once every day.

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



**SYSTEM STATUS**

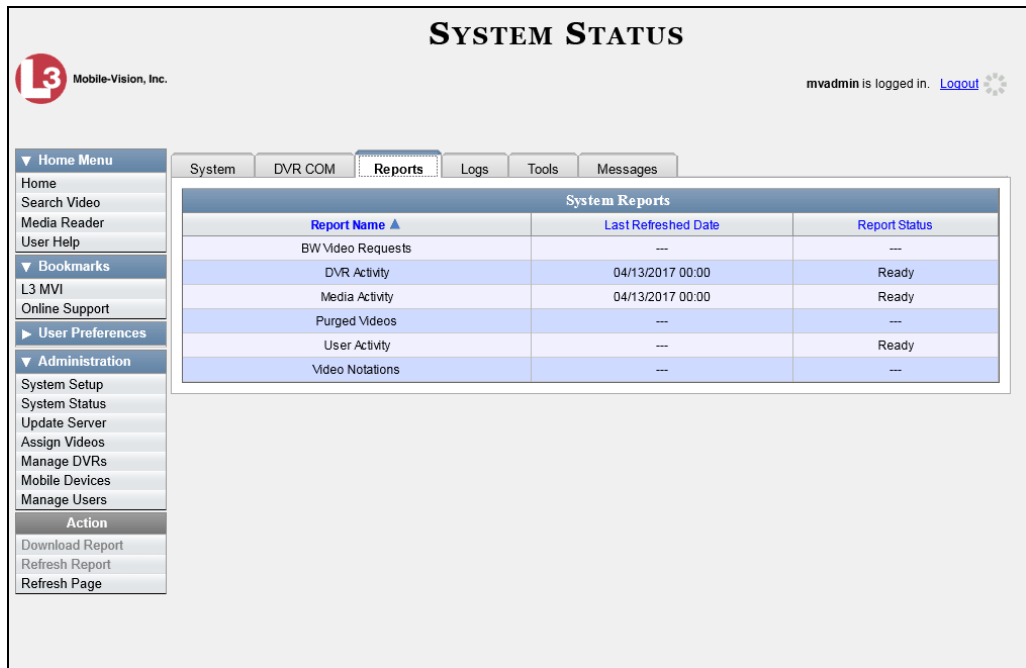
Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System | DVR COM | Reports | Logs | Tools | Messages

|                                 |                  |   |   |
|---------------------------------|------------------|---|---|
| Storage Capacity:               | 587.2 GB         | 🔍 | Active Users:                                       |
| Available Disc Space:           | 485 GB           | 🔍 | • mvadmin From 166.20.100.42 Since 02/11/2019 17:48 |
| Enabled DVRs:                   | 28               | 🔍 |   |
| Disabled DVRs:                  | 20               | 🔍 |   |
| Total Video Count:              | 269              | 🔍 |   |
| Non-archived Video Count:       | 50               | 🔍 |   |
| Last 24 Hours Video Count:      | 0                | 🔍 |   |
| Last 7 Days Video Count:        | 0                | 🔍 |   |
| Last 30 Days Video Count:       | 0                | 🔍 |   |
| Body Worn Video Count:          | 111              | 🔍 |   |
| Body Worn Hours:                | 16               | 🔍 |   |
| Average Body Worn Video Length: | 8 min            | 🔍 |   |
| VieVu Video Count:              | 0                | 🔍 |   |
| Downloader Errored Out:         | false            | 🔍 |   |
| Simultaneous Users Allowed:     | unlimited        | 🔍 |   |
| Backup Scheme:                  | some_cmt         | 🔍 |   |
| Untagging Allowed:              | true             | 🔍 |   |
| Last Update Check:              | 02/06/2019 03:30 | 🔍 |   |
| Version:                        | 4.0.10           | 🔍 |   |

- 2 Click the **Reports** tab.

(Continued)



**SYSTEM STATUS**

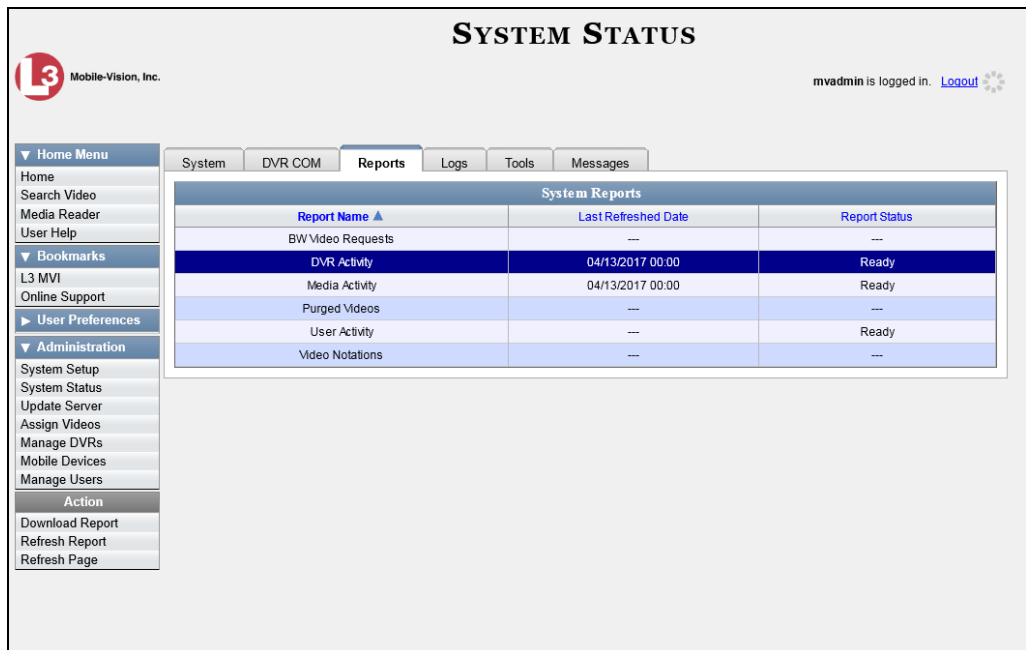
Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System | DVR COM | **Reports** | Logs | Tools | Messages

| System Reports    |                     |               |
|-------------------|---------------------|---------------|
| Report Name ▲     | Last Refreshed Date | Report Status |
| BW Video Requests | ---                 | ---           |
| DVR Activity      | 04/13/2017 00:00    | Ready         |
| Media Activity    | 04/13/2017 00:00    | Ready         |
| Purged Videos     | ---                 | ---           |
| User Activity     | ---                 | Ready         |
| Video Notations   | ---                 | ---           |

Note the date in the *Last Refreshed Date* column. The DVR Activity report you are about to download will contain all system DVR activity up to this date/time. If you prefer to report on all DVR activity up to the *current* time, go to the **Action** column and click **Refresh Report** first before proceeding.

- 3 Click on the **DVR Activity** report to highlight it.



**SYSTEM STATUS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System | DVR COM | **Reports** | Logs | Tools | Messages

| System Reports    |                     |               |
|-------------------|---------------------|---------------|
| Report Name ▲     | Last Refreshed Date | Report Status |
| BW Video Requests | ---                 | ---           |
| DVR Activity      | 04/13/2017 00:00    | Ready         |
| Media Activity    | 04/13/2017 00:00    | Ready         |
| Purged Videos     | ---                 | ---           |
| User Activity     | ---                 | Ready         |
| Video Notations   | ---                 | ---           |



- 4 Go to the **Action** column and click **Download Report**. A download message displays.



- 5 Click **Open**. The report displays in your default spreadsheet application, such as Microsoft Excel.



## 4 Utilities

---

This chapter describes how to perform those system maintenance procedures that are not covered in any other part of this guide. Perform these procedures in response to agency needs, user requests, and/or *Inbox* messages received.

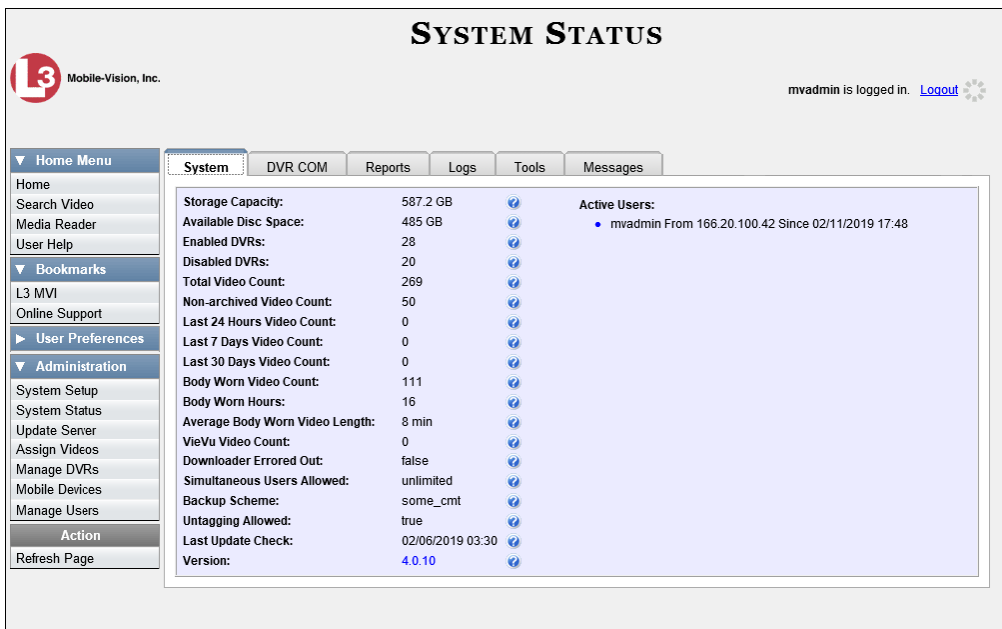
For more information, see:

- Viewing the System Logs, next page
- Viewing System Alerts from the 'Messages' Tab, page 363
- Updating Precinct Information, page 365
- Forwarding System Messages to Your Regular Mailbox, page 367
- Changing the Application Display Logo, page 369
- Maintaining Storage Devices, page 371
- Viewing/Changing the Online Lifecycle Settings, page 378
- Activating the Interview Room Module, page 382
- Viewing the System Status Page, page 386
- Viewing/Printing Software Release Notes, page 388
- Accessing Product Manuals & Training Videos, page 390
- Updating the Application, page 392
- Changing the Session Timeout Setting, page 395
- Changing the Application's Color Scheme, page 398
- Downloading the Support Logs, page 399
- Downloading the Java Runtime Environment (JRE) Application, page 401
- Maintaining Bookmarks, page 403
- Changing the Number of Rows Per Page, page 408.

## Viewing the System Logs

This section describes how to view the system logs. These logs track changes and updates to the system settings.

- Go to **Administration** and click **System Status**. The System Status page displays.



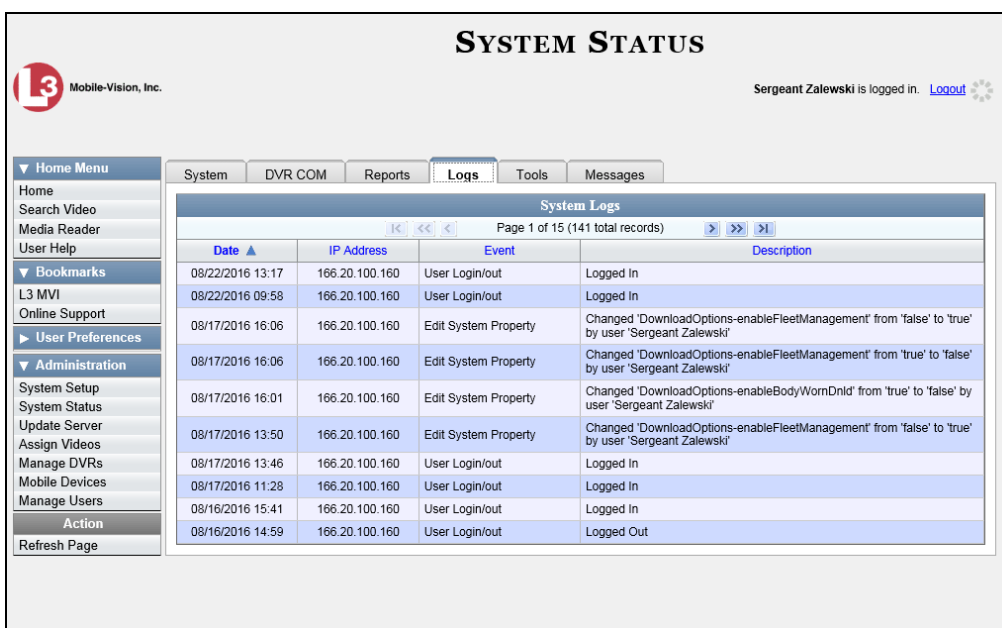
**SYSTEM STATUS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System | DVR COM | Reports | Logs | Tools | Messages

|  |                  |                   |   |  |
|--|------------------|-------------------|---|--|
| <b>Storage Capacity:</b>               | 587.2 GB         | <a href="#">?</a> | <b>Active Users:</b>                                |  |
| <b>Available Disc Space:</b>           | 485 GB           | <a href="#">?</a> | • mvadmin From 166.20.100.42 Since 02/11/2019 17:48 |  |
| <b>Enabled DVRs:</b>                   | 28               | <a href="#">?</a> |   |  |
| <b>Disabled DVRs:</b>                  | 20               | <a href="#">?</a> |   |  |
| <b>Total Video Count:</b>              | 269              | <a href="#">?</a> |   |  |
| <b>Non-archived Video Count:</b>       | 50               | <a href="#">?</a> |   |  |
| <b>Last 24 Hours Video Count:</b>      | 0                | <a href="#">?</a> |   |  |
| <b>Last 7 Days Video Count:</b>        | 0                | <a href="#">?</a> |   |  |
| <b>Last 30 Days Video Count:</b>       | 0                | <a href="#">?</a> |   |  |
| <b>Body Worn Video Count:</b>          | 111              | <a href="#">?</a> |   |  |
| <b>Body Worn Hours:</b>                | 16               | <a href="#">?</a> |   |  |
| <b>Average Body Worn Video Length:</b> | 8 min            | <a href="#">?</a> |   |  |
| <b>VieVu Video Count:</b>              | 0                | <a href="#">?</a> |   |  |
| <b>Downloader Errored Out:</b>         | false            | <a href="#">?</a> |   |  |
| <b>Simultaneous Users Allowed:</b>     | unlimited        | <a href="#">?</a> |   |  |
| <b>Backup Scheme:</b>                  | some_cmt         | <a href="#">?</a> |   |  |
| <b>Untagging Allowed:</b>              | true             | <a href="#">?</a> |   |  |
| <b>Last Update Check:</b>              | 02/06/2019 03:30 | <a href="#">?</a> |   |  |
| <b>Version:</b>                        | 4.0.10           | <a href="#">?</a> |   |  |

- Click the **Logs** tab. The system logs display.



**SYSTEM STATUS**

Mobile-Vision, Inc. Sergeant Zalewski is logged in. [Logout](#)

System | DVR COM | Reports | **Logs** | Tools | Messages

System Logs

Page 1 of 15 (141 total records)

| Date ▲           | IP Address     | Event                | Description  |
|------------------|----------------|----------------------|--|
| 08/22/2016 13:17 | 166.20.100.160 | User Login/out       | Logged In  |
| 08/22/2016 09:58 | 166.20.100.160 | User Login/out       | Logged In  |
| 08/17/2016 16:06 | 166.20.100.160 | Edit System Property | Changed 'DownloadOptions-enableFleetManagement' from 'false' to 'true' by user 'Sergeant Zalewski' |
| 08/17/2016 16:06 | 166.20.100.160 | Edit System Property | Changed 'DownloadOptions-enableFleetManagement' from 'true' to 'false' by user 'Sergeant Zalewski' |
| 08/17/2016 16:01 | 166.20.100.160 | Edit System Property | Changed 'DownloadOptions-enableBodyWornDnld' from 'true' to 'false' by user 'Sergeant Zalewski'    |
| 08/17/2016 13:50 | 166.20.100.160 | Edit System Property | Changed 'DownloadOptions-enableFleetManagement' from 'false' to 'true' by user 'Sergeant Zalewski' |
| 08/17/2016 13:46 | 166.20.100.160 | User Login/out       | Logged In  |
| 08/17/2016 11:28 | 166.20.100.160 | User Login/out       | Logged In  |
| 08/16/2016 15:41 | 166.20.100.160 | User Login/out       | Logged In  |
| 08/16/2016 14:59 | 166.20.100.160 | User Login/out       | Logged Out   |

The columns on the **Logs** tab are described below.

| System Logs |   |
|-------------|---|
| Column      | Description   |
| Date        | The date and time at which this event occurred. Displays in mm/dd/yyyy hh:mm format.  |
| IP Address  | The IP address of the machine from which the change was made.   |
| Event       | The type of change that was made to the system.   |
| Description | A detailed description of the change that was made, including: <ul style="list-style-type: none"><li>▪ Name and ID number of field changed</li><li>▪ Old field value</li><li>▪ New field value</li><li>▪ User who made the change</li></ul> |

- 3 If necessary, use the navigation arrows at the top of the page to scroll through the complete logs list.


---

## Viewing System Alerts from the 'Messages' Tab

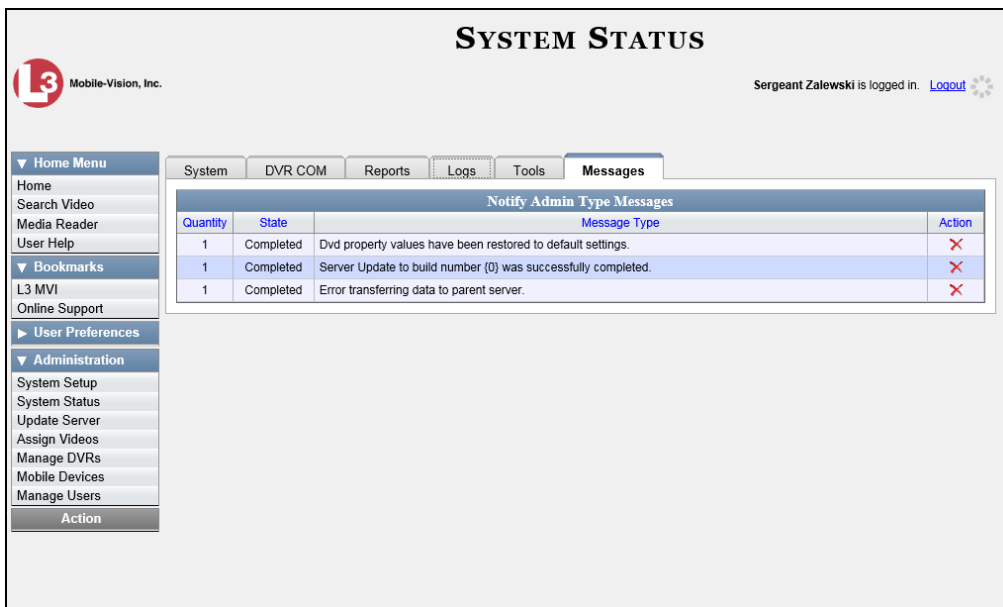
Occasionally, the system may send alert messages to the System Administrator, informing you of a possible problem or error that may require some action on your part. These messages show up in two places: on your Home page's *Inbox Messages* list, and on the *Messages* tab. The difference between viewing 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 Messages* list are listed *individually*. Also, the messages on the Home page may be mixed in with other non-urgent messages.

If, for example, you have fifty different 404 errors, all 404 errors would show up on the *Messages* tab as one entry with the number **50** in the *Quantity* column. Any unique information associated with these errors (e.g., the system path for the video file that threw the error) are masked out by brackets; therefore you lose any message-specific information. In contrast, on the Home page's *Inbox Messages* list, you would see all fifty 404 errors, including the actual paths to the videos that caused the errors.

As System Administrator, you may want to review the combined system messages on the *Messages* tab first, and then review individual messages on the Home page if more information is required.

- 1 Go to  and click **System Status**. The System Status page displays, as pictured on the previous page.

- Click the **Messages** tab. Any alert messages for the System Administrator display.



The columns on this tab are described below.

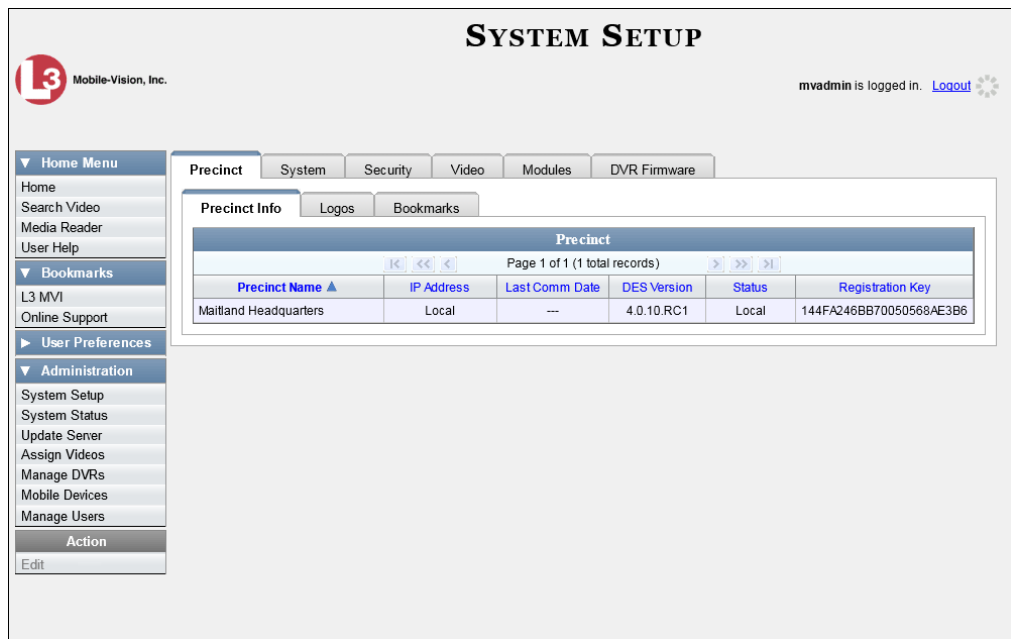
| Messages Tab |  |
|--------------|--|
| Column       | Description  |
| Quantity     | The number of messages related to the issue described in the <i>Message Type</i> column.   |
| State        | The current status of the issue described in the <i>Message Type</i> column.   |
| Message Type | A description 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 <b>{0}</b> . 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.  |

- After you have resolved the issue associated with an alert message, click the **X** to the right of that message to delete all messages related to that issue.

## Updating Precinct Information

During installation, your System Implementation Specialist (SIS) will enter your Precinct information into DEF. This section describes how to update your precinct information as needed.

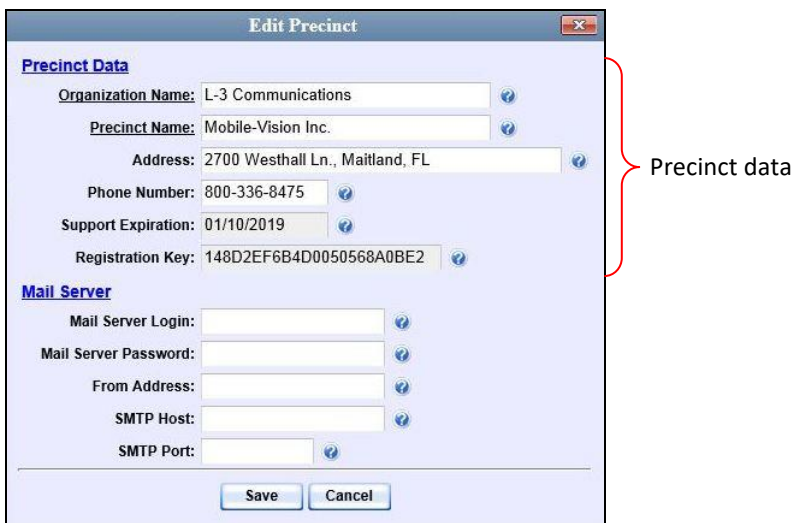
- 1 Go to **Administration** and click **System Setup**. The System Setup page displays.



| Precinct              |            |                |             |        |                         |
|-----------------------|------------|----------------|-------------|--------|-------------------------|
| Precinct Name ▲       | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

- 2 If it is not already selected, click the **Precinct** tab.
- 3 If it is not already selected, click the **Precinct Info** tab.
- 4 Right-click on the precinct record, then select **Edit** from the popup menu. The Edit Precinct popup displays.

*(Continued)*



The Precinct Data fields are described below.

| Precinct Data      |  |
|--------------------|--|
| Field              | Description  |
| Organization Name  | The name of your agency.   |
| Precinct Name      | The name of the precinct that this DEF server is installed at, if applicable.                  |
| Address            | Your precinct's mailing address.   |
| Phone Number       | Your precinct's phone number.  |
| Support Expiration | The date on which your service contract with Mobile-Vision expires. <i>Display-only field.</i> |
| Registration Key   | Your DEF product identification code. <i>Display-only field.</i>                               |

For information on the Mail Server function, see “Forwarding System Messages to Your Regular Mailbox” on the next page.

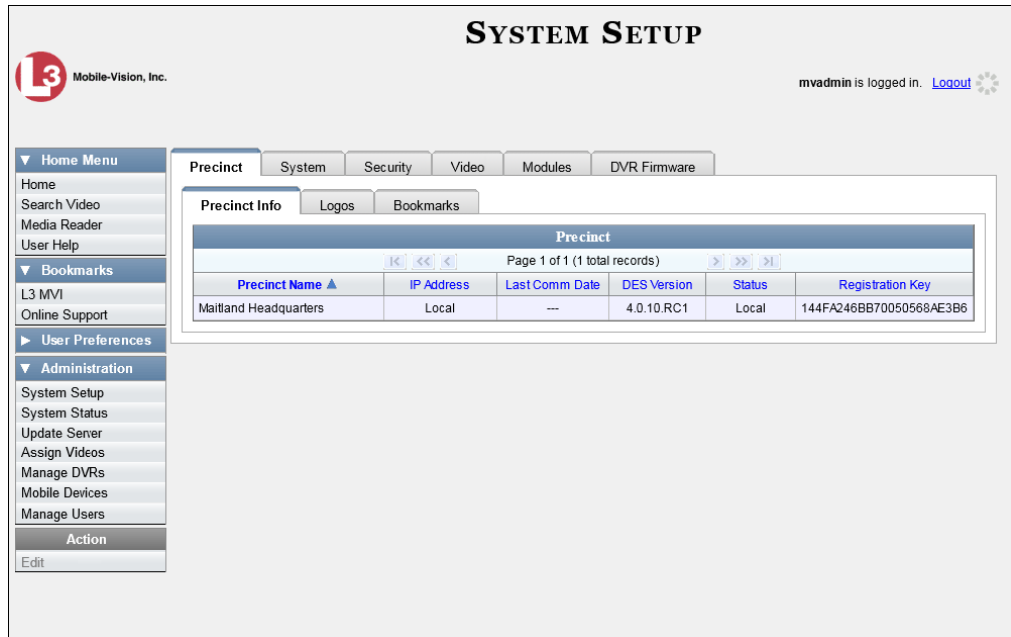
- 5 Go to the Precinct Data section of the form and enter your changes in the appropriate field(s).
- 6 Click **Save**.



## Forwarding System Messages to Your Regular Mailbox

By default, DEF system messages display in the *Inbox Messages* section of the Message Board, located on the DEF Home Page. However, if your precinct has its own SMTP mail server, you can configure the system so that users' *Inbox Messages* are also copied to their regular email accounts, as described below.

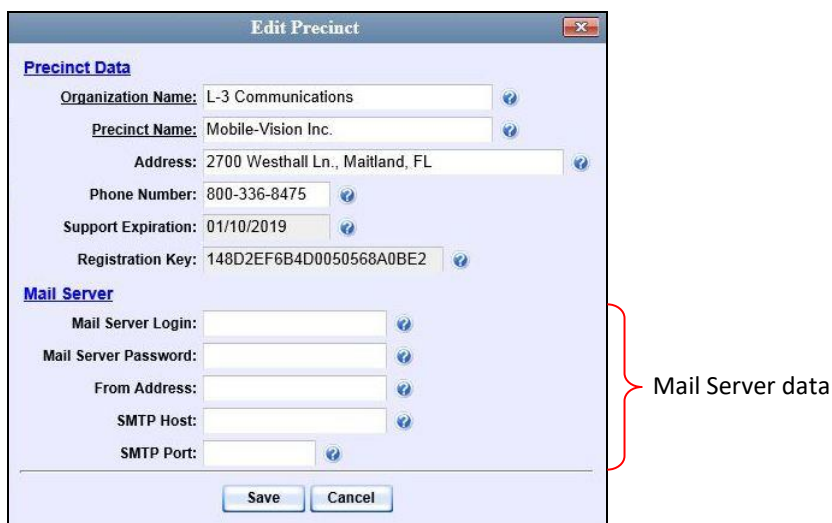
- 1 Go to **Administration** and click **System Setup**. The System Setup page displays.



| Precinct              |            |                |             |        |                         |
|-----------------------|------------|----------------|-------------|--------|-------------------------|
| Precinct Name ▲       | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

- 2 If it is not already selected, click the **Precinct** tab.
- 3 If it is not already selected, click the **Precinct Info** tab.
- 4 Right-click on the precinct record, then select **Edit** from the popup menu. The Edit Precinct popup displays.

(Continued)



The screenshot shows a window titled "Edit Precinct" with two sections: "Precinct Data" and "Mail Server". The "Precinct Data" section includes fields for Organization Name (L-3 Communications), Precinct Name (Mobile-Vision Inc.), Address (2700 Westhall Ln., Maitland, FL), Phone Number (800-336-8475), Support Expiration (01/10/2019), and Registration Key (148D2EF6B4D0050568A0BE2). The "Mail Server" section includes fields for Mail Server Login, Mail Server Password, From Address, SMTP Host, and SMTP Port. A red bracket on the right side of the Mail Server section is labeled "Mail Server data".

The Mail Server fields are described below.

| Mail Server          |  |
|----------------------|--|
| Field                | Description  |
| Mail Server Login    | A User ID that has send-mail privileges in your mail system.   |
| Mail Server Password | The security password for the <i>Mail Server Login</i> above.  |
| From Address         | The email address that will display in the <i>From Address</i> field of the forwarded emails (e.g., System_Admin@safefleet.net). |
| SMTP host            | The SMTP email host.   |
| SMTP port            | The SMTP email port.   |

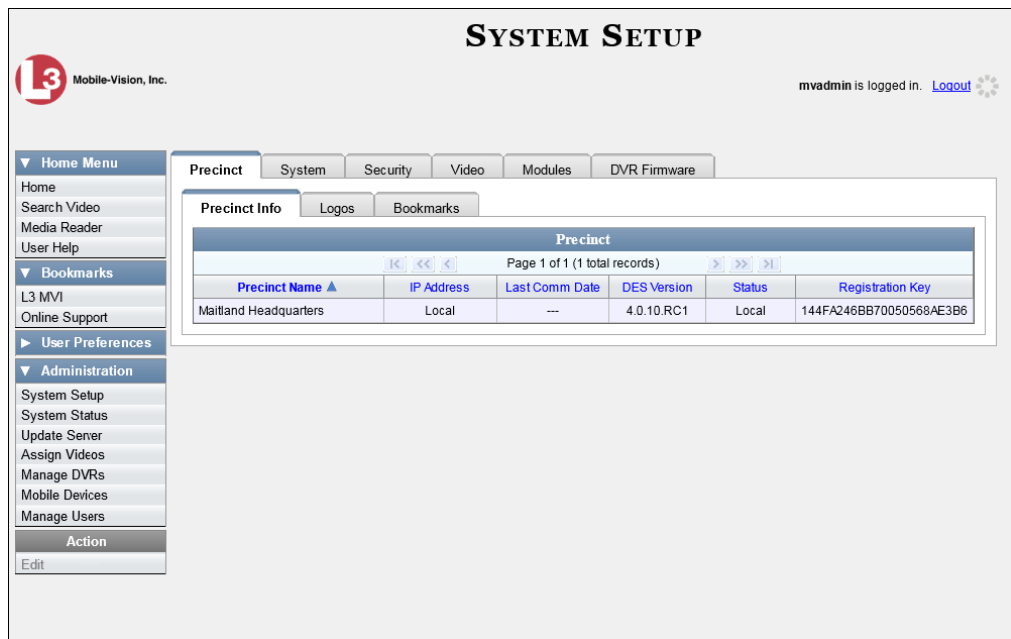
For a description of the *Precinct Data* fields, see the table on page 366.

- 5 Position your cursor in the *Mail Server Login* field. Enter a User ID that has send-mail privileges in your mail system, then press **Tab**.
- 6 Enter the security password for the *Mail Server Login*, then press **Tab**.
- 7 Enter the email address that you wish to display in the messages' *From* field, then press **Tab**.
- 8 Enter the name of the SMPT email host, then press **Tab**.
- 9 Enter the port number of the SMPT email host.
- 10 Click **Save**.

## Changing the Application Display Logo

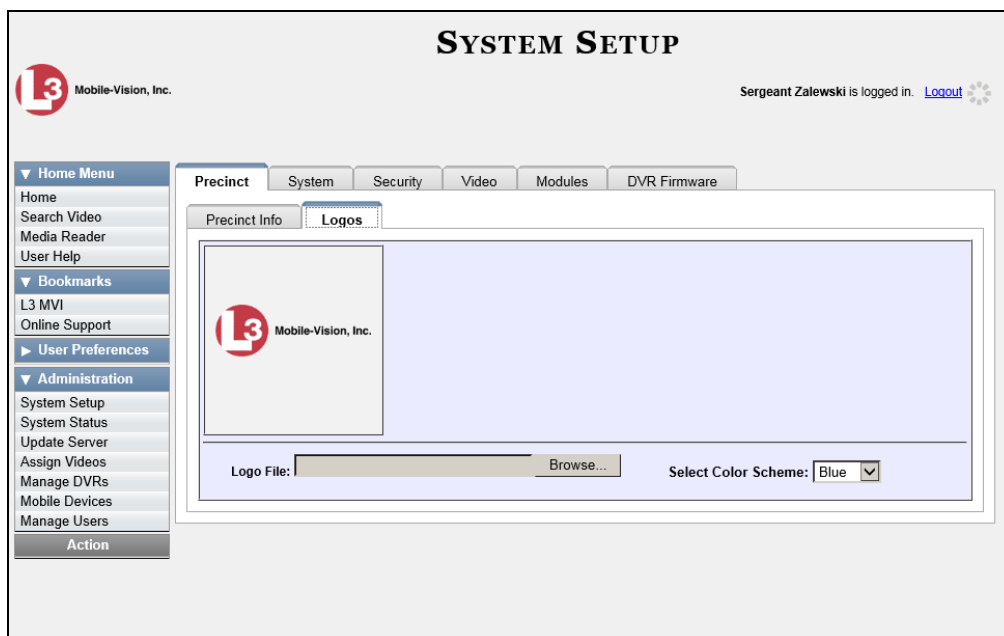
This section describes how to change the graphics file that displays in the upper left corner of the DEF application. You may, for example, want to replace the default logo with your agency's logo.

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

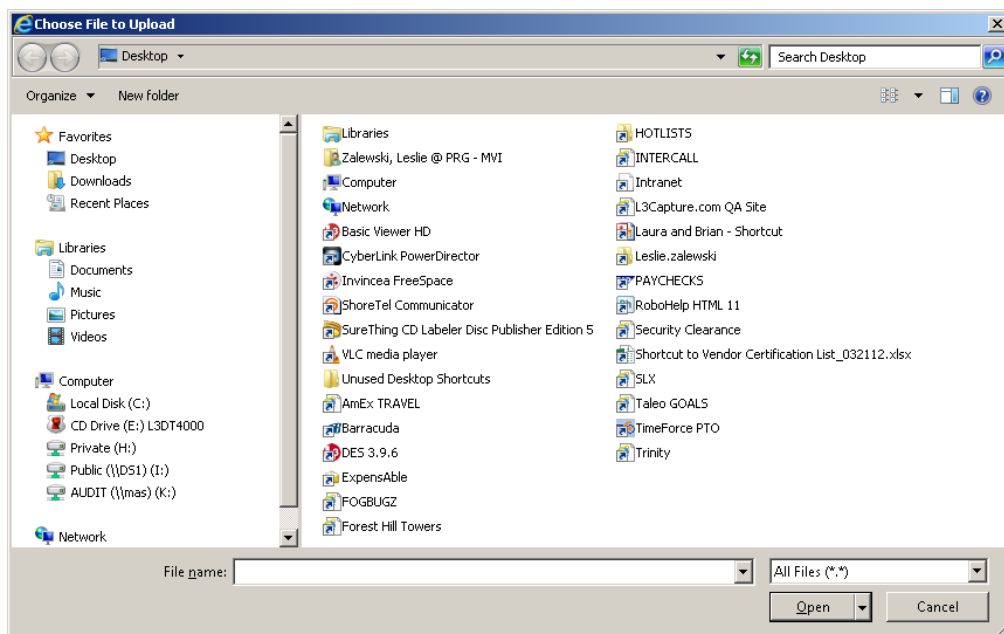


- 2 If it is not already selected, click the **Precinct** tab. Your precinct record displays, as pictured above.
- 3 Click the **Logos** tab. If you previously uploaded any graphics files to DEF, a thumbnail image of those file(s) will display on-screen. Otherwise just the Mobile-Vision logo will display.

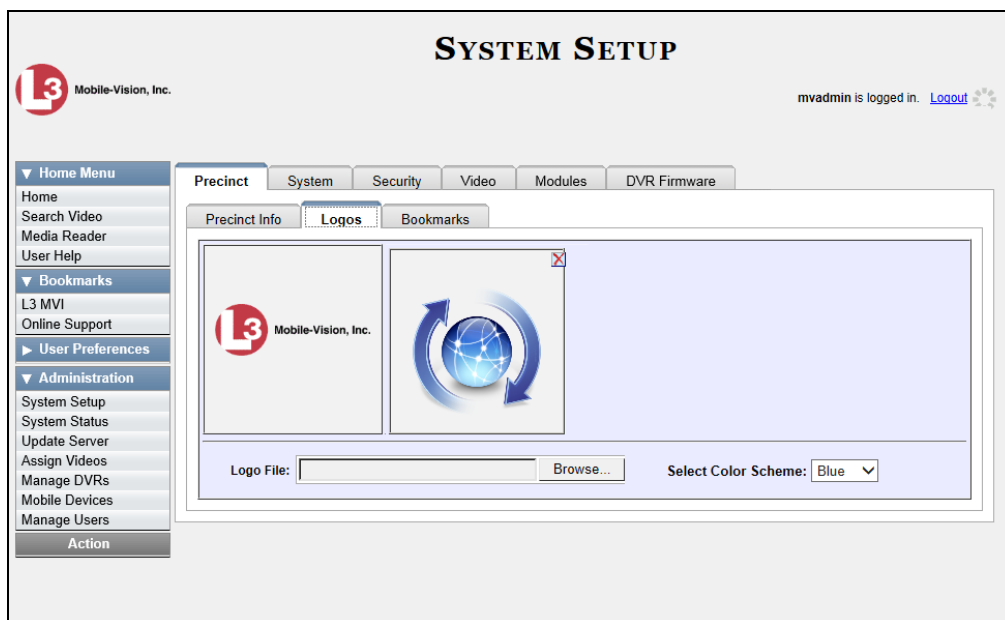
*(Continued)*



- 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.



- 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 DEF application.

Note that the graphic you select here will display on *every* page of DEF, not just on the Home page.

## Maintaining Storage Devices

The **Storage Machines** tab lists the settings that DEF uses to determine where data is stored on the server and how to interact with client workstations. It also may contain information on additional 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 implementation. 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 a Mobile-Vision Technical Support Engineer. Entering incorrect data could have dire consequences. Some of your video could become inaccessible, wireless transmission could fail, and/or data could be permanently lost.

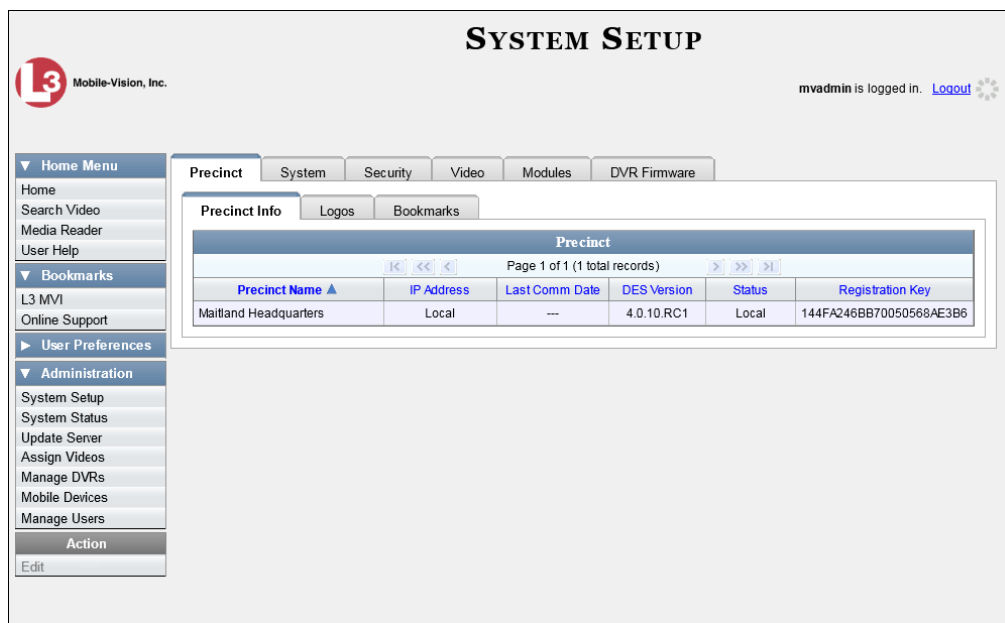
For specific instructions, see:

- Adding a Storage Device, next page
- Viewing/Changing a Storage Device, page 374
- Deleting a Storage Device, page 376.

## Adding a Storage Device

This section describes how to set up a new storage device in DEF. Your System Implementation Specialist (SIS) or Technical Support Engineer (TSE) may instruct you to perform this task when your agency acquires a new RAID storage unit. For more on RAIDs, see the previous section.

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



**SYSTEM SETUP**

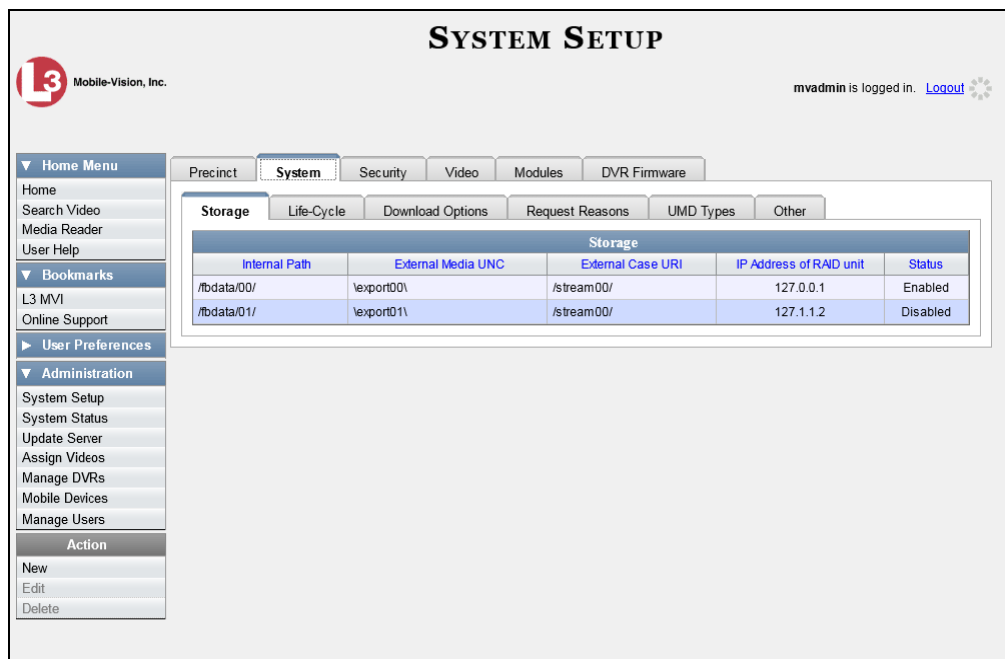
Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Precinct System Security Video Modules DVR Firmware

Precinct Info Logos Bookmarks

| Precinct                      |            |                |             |        |                         |
|-------------------------------|------------|----------------|-------------|--------|-------------------------|
| Page 1 of 1 (1 total records) |            |                |             |        |                         |
| Precinct Name ▲               | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters         | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

- 2 Click the **System** tab.



**SYSTEM SETUP**

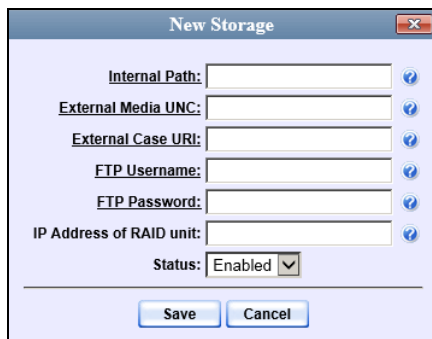
Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Precinct **System** Security Video Modules DVR Firmware

Storage Life-Cycle Download Options Request Reasons UMD Types Other

| Storage       |                    |                   |                        |          |
|---------------|--------------------|-------------------|------------------------|----------|
| Internal Path | External Media UNC | External Case URI | IP Address of RAD unit | Status   |
| /bdata/00/    | \\export00\        | /stream00/        | 127.0.0.1              | Enabled  |
| /bdata/01/    | \\export01\        | /stream00/        | 127.1.1.2              | Disabled |

- 3 Make sure that the **Storage** tab is selected.
- 4 Go to the **Action** column and click **New**. The New Storage popup displays.



The fields on the New Storage popup are described below.

| New Storage             |  |
|-------------------------|--|
| Field                   | Description  |
| Internal Path           | The server path to the storage machine being added.  |
| External Media UNC      | The path by which AVD (VIEVU), QBX (Flash-back2/3/HD), MKV ( <i>BodyVISION</i> ), and MP4 (BWV-100) files are served (\exportxx\). Also referred to as the <i>SMB share name</i> .   |
| FTP Username            | The FTP user account for this storage device.  |
| FTP Password            | The FTP password for this storage device.  |
| IP Address of RAID unit | The IP address for the RAID unit. RAID is an acronym for <i>Redundant Array of Independent Disks</i> —a storage device that contains multiple disk drive components.   |
| Status                  | The current status of this storage device. <ul style="list-style-type: none"> <li>▪ <i>Enabled</i>. This storage device is available to receive videos.</li> <li>▪ <i>Disabled</i>. The storage device is <i>not</i> available to receive videos.</li> </ul> |



**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 (/fbdata/xx) in the *Internal Path* field.
- 6 Enter the path by which the video files will be served (\exportxx\) in the *External Media UNC* field.

- 7 Enter the FTP user account for this storage device in the *FTP Username* field.
- 8 Enter the FTP password for this storage device in the *FTP Password* field.
- 9 Enter the IP address for this storage device in the *IP Address of RAID unit* field.
- 10 If this storage device will be immediately available to receive videos (default), proceed to the next step.

– OR –

If this storage device will *not* be immediately available to receive videos, select **Disabled** from the *Status* drop-down list.

- 11 Click **Save**. A confirmation message displays at the top of your page.

Storage save successful

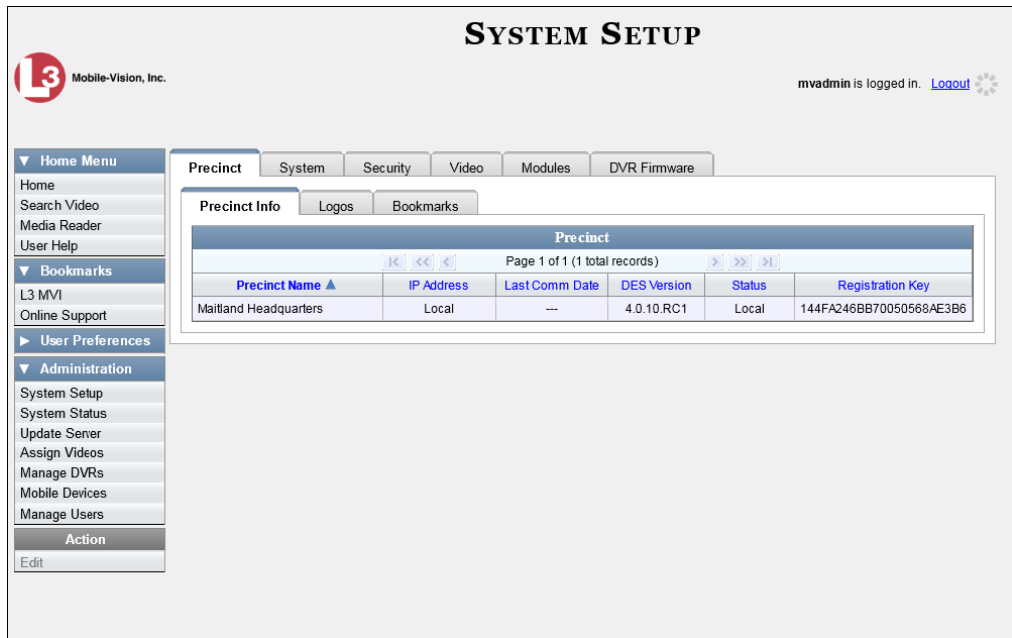
## Viewing/Changing a Storage Device

This section describes how to view and/or update a storage machine record. These records contain the settings that DEF uses to determine where data is stored on the server and how to interact with client workstations. Storage Device records also contain information on RAID units. For more on RAIDs, see “Maintaining Storage Devices” on page 371.

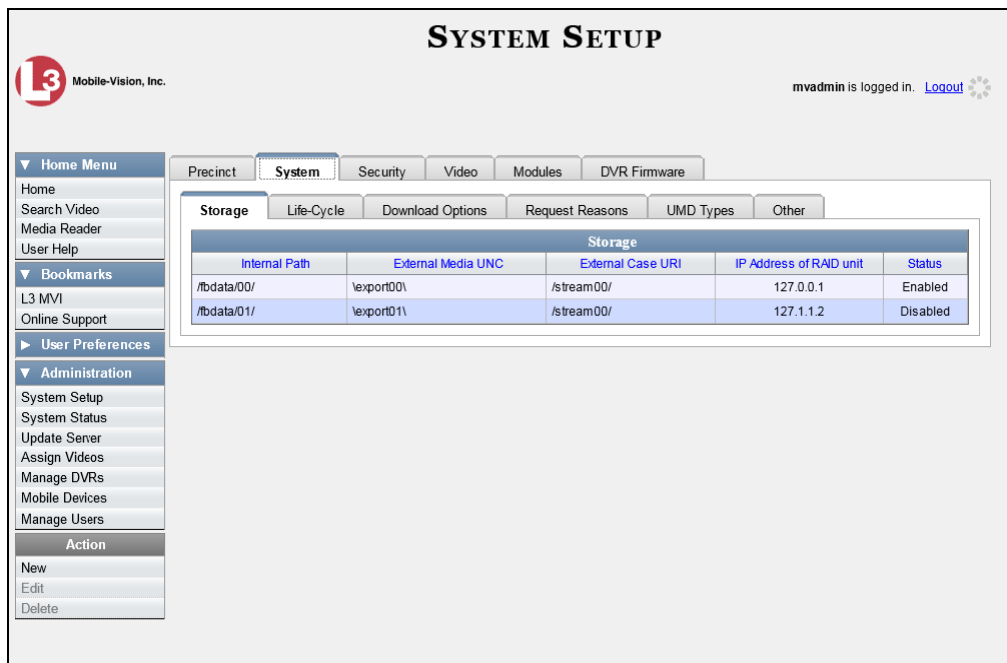
Because storage server data is configured by your System Implementation Specialist (SIS) during implementation, you do not need to modify this data unless the disk resources available to the server have changed.

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





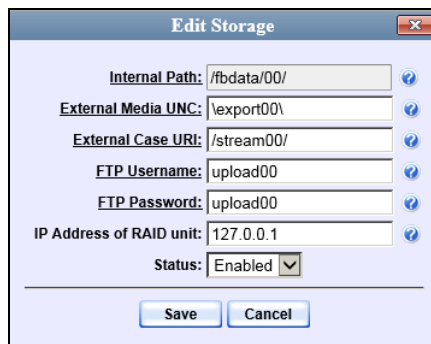
2 Click the **System** tab.



3 Make sure that the **Storage** tab is selected.

4 Right-click on the storage device you wish to view/edit, then select **Edit** from the popup menu.

The Edit Storage popup displays.



For a description of the fields on this form, see the table on page 373.

- 5 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 Mobile-Vision Technical Support Engineer.

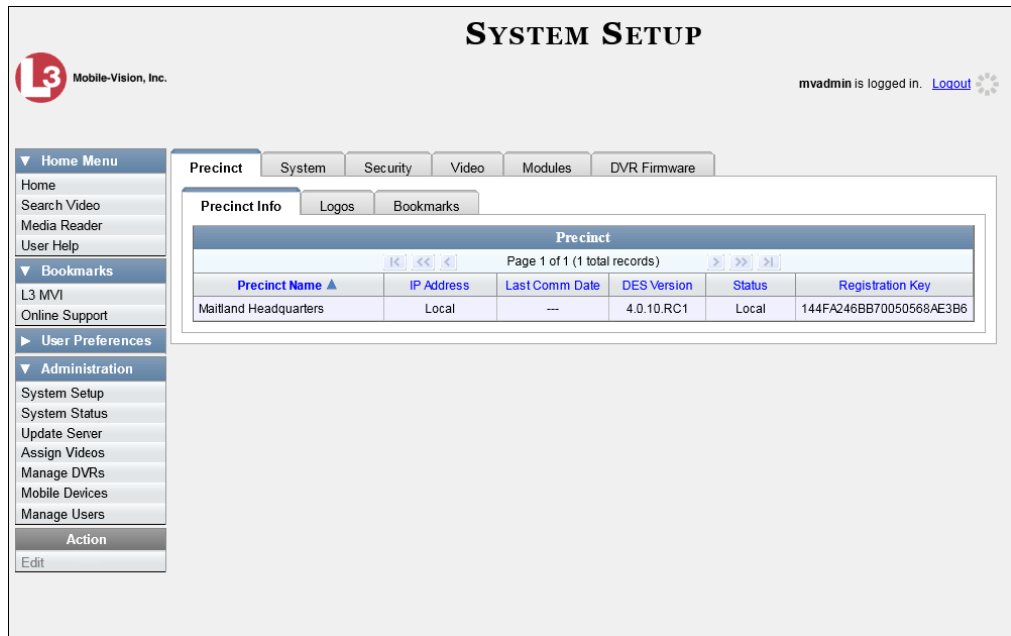
- 6 Enter your changes in the appropriate field(s).
- 7 Click **Save**. A confirmation message displays at the top of the page.

Storage save successful

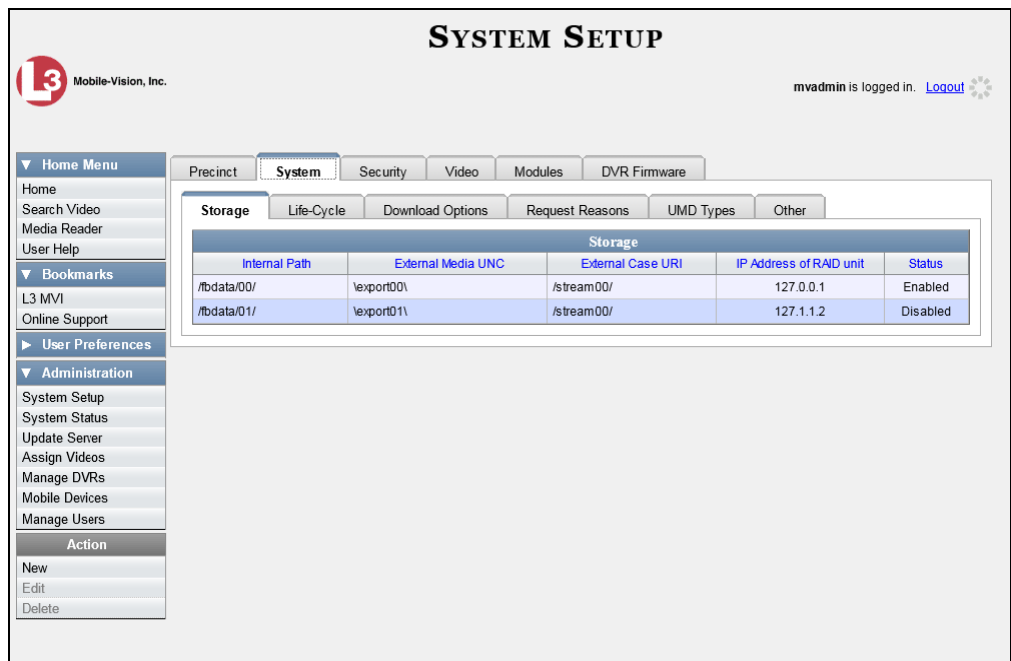
## Deleting a Storage Device

This section describes how to delete an existing storage device record. Only perform this procedure when instructed to do so by a Mobile-Vision Technical Support Engineer.

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



2 Click the **System** tab.

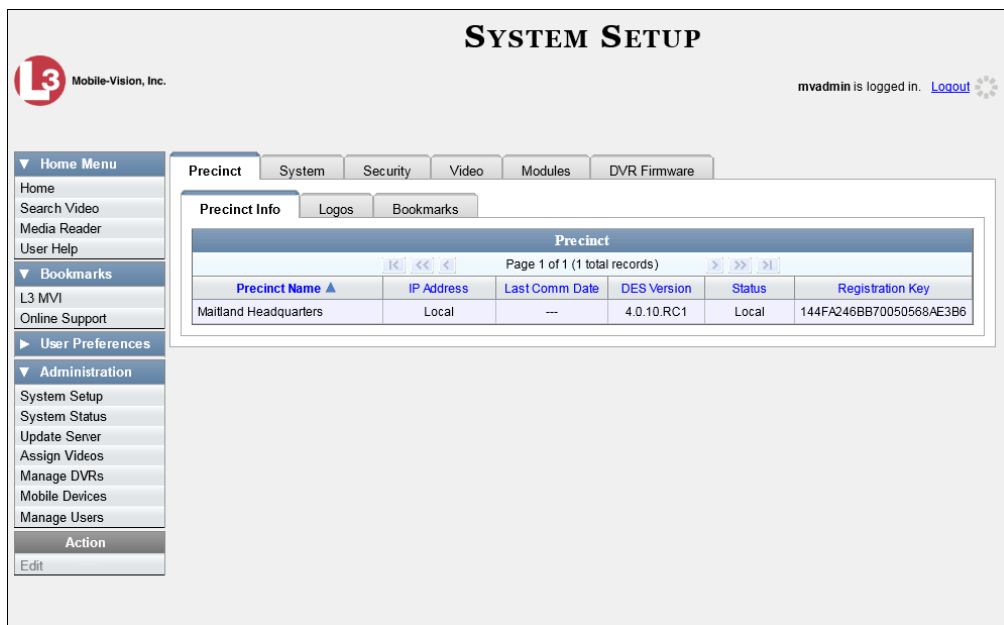


- 3 Make sure that the **Storage** tab is selected.
- 4 Right-click on the storage device you wish to delete, then select **Delete** from the popup menu. A confirmation message displays.
- 5 Click **Yes**. The selected storage device is removed from the Storage Machines list.

## Viewing/Changing the Online Lifecycle Settings

This section describes how to change the lifecycle settings for video files. These settings determine how long video files will stay online, and when/if video files will be purged.

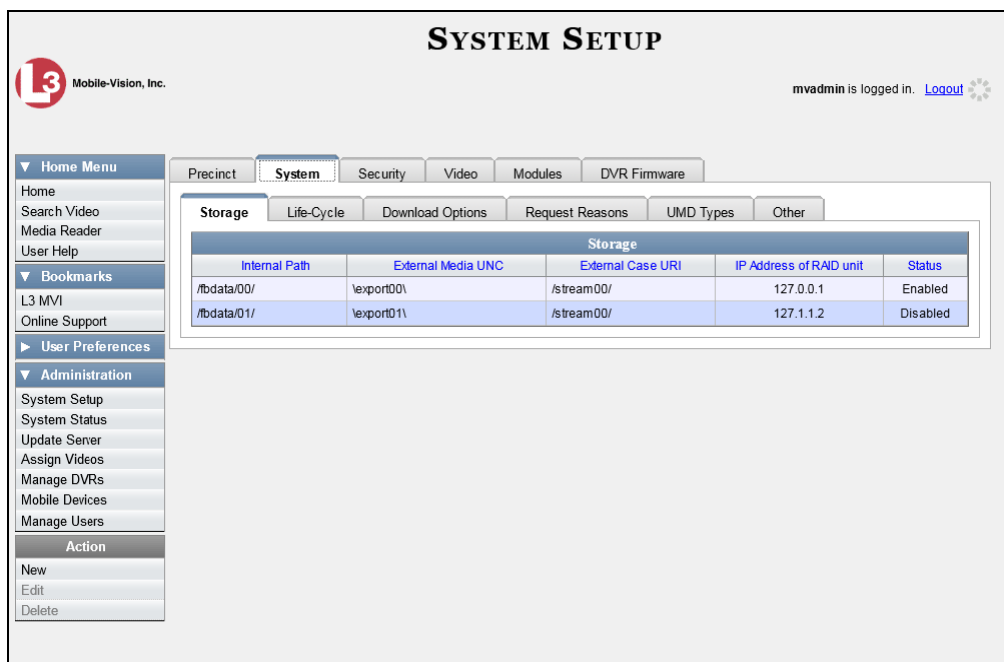
- 1 Go to **Administration** and click **System Setup**. The System Setup page displays.



The screenshot shows the SYSTEM SETUP page with the 'Precinct' tab selected. The 'Precinct Info' sub-tab is active, displaying a table of precinct information.

| Precinct Name ▲       | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
|-----------------------|------------|----------------|-------------|--------|-------------------------|
| Maitland Headquarters | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

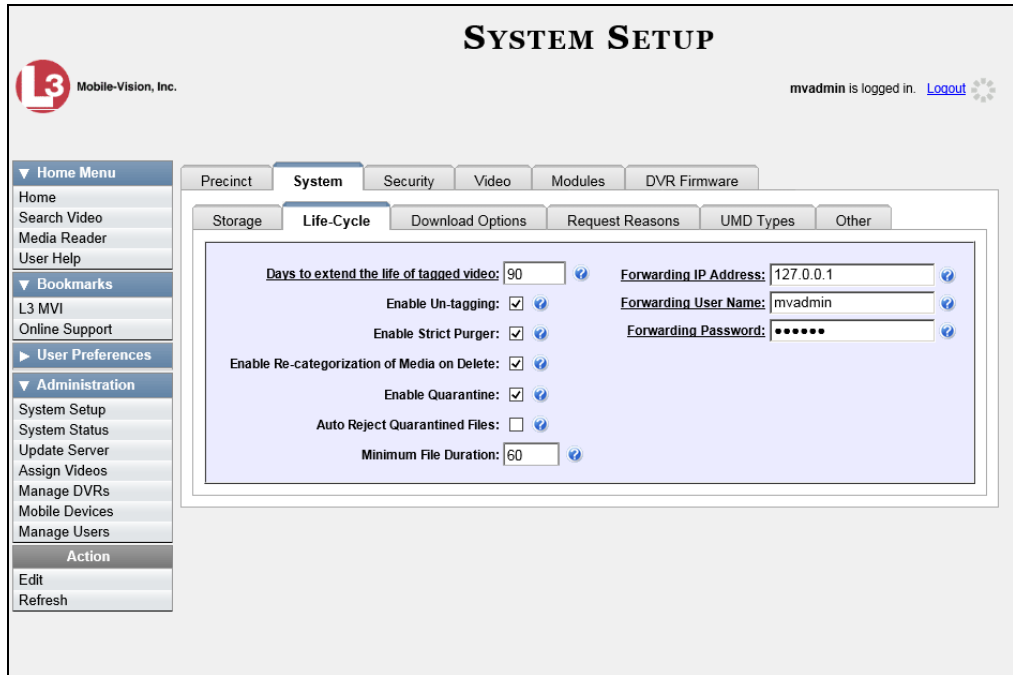
- 2 Click the **System** tab.



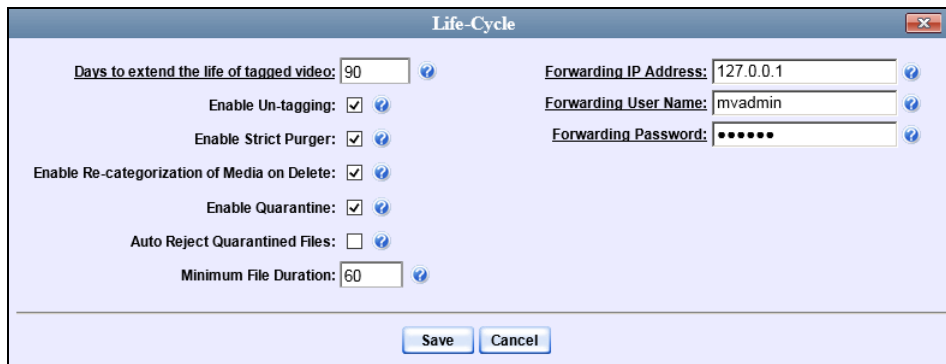
The screenshot shows the SYSTEM SETUP page with the 'System' tab selected. The 'Storage' sub-tab is active, displaying a table of storage configuration.

| Internal Path | External Media UNC | External Case URI | IP Address of RAID unit | Status   |
|---------------|--------------------|-------------------|-------------------------|----------|
| /bdata/00/    | \\export00\        | /stream00/        | 127.0.0.1               | Enabled  |
| /bdata/01/    | \\export01\        | /stream00/        | 127.1.1.2               | Disabled |

3 Click the **Life-Cycle** tab.



4 Go to the **Action** column and click **Edit**. The Life-Cycle form displays.

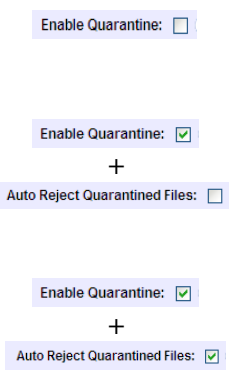


The fields on the Life-Cycle form are described in the table on the next page.

(Continued)

| Lifecycle                                   |  |
|---|--|
| Field                                       | Description  |
| Days to extend the life of tagged video     | The number of additional days that a tagged video will stay online beyond its original life expectancy. Default is 60 days. For more on tagging, see “Tagging” in chapter 2.   |
| Enable Un-tagging                           | <input checked="" type="checkbox"/> If this checkbox is selected, then users are allowed to remove the “tagged” designation from a video (i.e., “un-tag” a previously tagged video).<br><input type="checkbox"/> If this checkbox is <i>not</i> selected, then users are <i>not</i> allowed to remove the “tagged” designation from a video.   |
| Enable Strict Purger                        | <input checked="" type="checkbox"/> If this checkbox is selected, the system will move videos offline as soon as the video ages out.<br><input type="checkbox"/> If this checkbox is <i>not</i> selected, the system will move aged-out videos offline only when space is needed on the server. Until then, they will remain online.   |
| Enable Re-categorization of Media on Delete | <input checked="" type="checkbox"/> If this checkbox is selected, the system will reassign expired* videos and snapshots the category of “Purged”, which will keep that media in an <i>offline</i> but <i>restorable</i> state on the server indefinitely.<br><input type="checkbox"/> If this checkbox is <i>not</i> selected, the system will permanently purge expired videos and snapshots from the server.  |
| Enable Quarantine                           | <input checked="" type="checkbox"/> If this checkbox is selected, the system will set aside all quarantine files (see definition below) so that they can either be reviewed or automatically deleted. If you want to <b>review</b> these files, make sure the <i>Auto Reject Quarantine Files</i> checkbox is deselected. If you want the system to automatically <b>delete</b> these files, make sure the <i>Auto Reject Quarantine Files</i> checkbox is selected.<br><input type="checkbox"/> If the <i>Enable Quarantine</i> checkbox is <i>not</i> selected, the system will download <b>all</b> video files to the server, regardless of their duration.<br><br><b>What is a quarantine file?</b> A quarantine file is a video that is shorter than the <i>Minimum File Duration</i> value. Typically, a quarantine file is a small “test” video that an officer makes at the beginning of each shift to test his equipment before going out into the field. |

\* Media that is too old to be reactivated, based on its category’s *Days Online* setting and other system settings.

| Lifecycle (cont'd)   |   |
|--|---|
| Field  | Description   |
| Auto Reject Quarantined Files (cont'd)   | <p><input checked="" type="checkbox"/> If this checkbox is selected, the system will automatically delete quarantine files (see definition on the previous page) without giving you the opportunity to review them first.</p> <p><input type="checkbox"/> If this checkbox is <i>not</i> selected, the system will send all quarantine files to your Home Page, where you will have the opportunity to accept or reject each file.</p> <p><b>Note:</b> If you previously de-selected the <i>Enable Quarantine</i> checkbox, the <i>Auto Reject Quarantined Files</i> checkbox will not appear on the <b>Online Life-cycle</b> tab.</p>  |
| <p>Minimum File Duration</p>  | <p>The minimum length (in seconds) that a video must be before it will be classified as a quarantine file. Default is 60 seconds. The system treats these files in one of several ways depending on whether or not the <i>Enable Quarantine</i> and <i>Auto Reject Quarantined Files</i> checkboxes are selected:</p> <p>If the <i>Enable Quarantine</i> checkbox is de-selected, the system will automatically transfer files shorter than X seconds to the server.</p> <p>If the <i>Enable Quarantine</i> checkbox is selected <b>and</b> the <i>Auto Reject Quarantined Files</i> checkbox is de-selected, the system will send files shorter than X seconds to your Home Page, where you will have the opportunity to accept or reject each file.</p> <p>If the <i>Enable Quarantine</i> checkbox is selected <b>and</b> the <i>Auto Reject Quarantined Files</i> checkbox is also selected, the system will automatically delete files shorter than X seconds.</p> |
| Forwarding IP Address  | The IP address of the DEP “parent” server to which the system will forward all newly ingested DEF videos during night processing.   |
| Forwarding User Name   | The Admin User Name that will be used to access the DEP server.   |
| Forwarding Password  | The password associated with the <i>Forwarding User Name</i> above.   |

- If you wish to change any of the online lifecycle settings, enter/select your changes in the appropriate field(s), then click **Save**.

– OR –

If you do *not* wish to change any of the online lifecycle settings, click **Cancel**.

---

## Activating the Interview Room Module

This section describes how to activate the Interview Room module within DEF. Interview Room allows you to set up a Flashback DVR inside your precinct's interview room(s) and record subject interviews. This module requires the purchase of additional equipment. If you're interested in this add-on, contact your Mobile-Vision Sales Representative at 800-336-8475 before proceeding.

There are two procedures used to activate Interview Room. Typically, you would use Procedure 1. However, if there is a technical problem or security issue of some kind, your Mobile-Vision Technical Support Engineer may instruct you to use Procedure 2 instead.

For specific instructions, see:

- Procedure 1: Activating Interview Room via the Update Server, below
- Procedure 2: Activating Interview Room via the Modules Tab, page 384.


### Procedure 1: Activating Interview Room via the Update Server

This section describes how to activate the Interview Room module. For a description of this module, see the previous section.

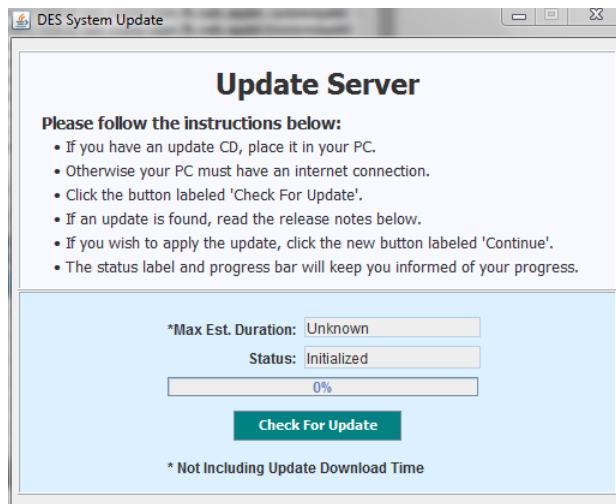
After you perform this task, the system will automatically update the software license that is required to access Interview Room.

Please note that this procedure requires remote access to the Mobile-Vision update server. If this raises security concerns within your organization, you may wish to use Procedure 2 on page 384 instead.

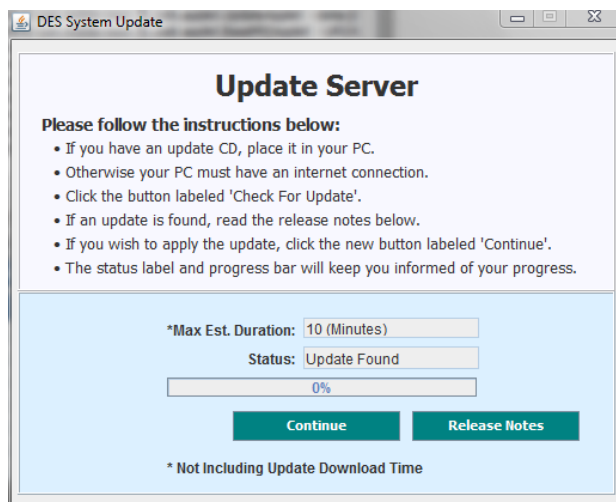
Before performing this procedure, contact your Mobile-Vision Sales Representative.

- 1 Go to  Administration and click **Update Server**.
  - ⇒ If the Update Server popup displays (typical), proceed to the next step.
  - ⇒ If a security popup displays, select the checkbox at the bottom of the popup, then click **Allow**. Next, select the checkbox at the bottom of the *second* popup, then click **Run**. The Update Server popup displays.





- 2 If our Service department provided you with an update CD, place that CD in your PC's DVD/CD tray. Otherwise proceed to the next step.
- 3 Click the **Check for Update** button. The system searches for the update. Once it's discovered, the message *Update Found* displays in the *Status* field.



- 4 Click **Continue** to begin the update. When the update is complete, the system logs you out of the application.
- 5 Restart your browser.
- 6 Log back into DEF.

If you encounter any problems or error messages, your Technical Support Engineer may instruct you to perform Procedure 2, as described in the next section.

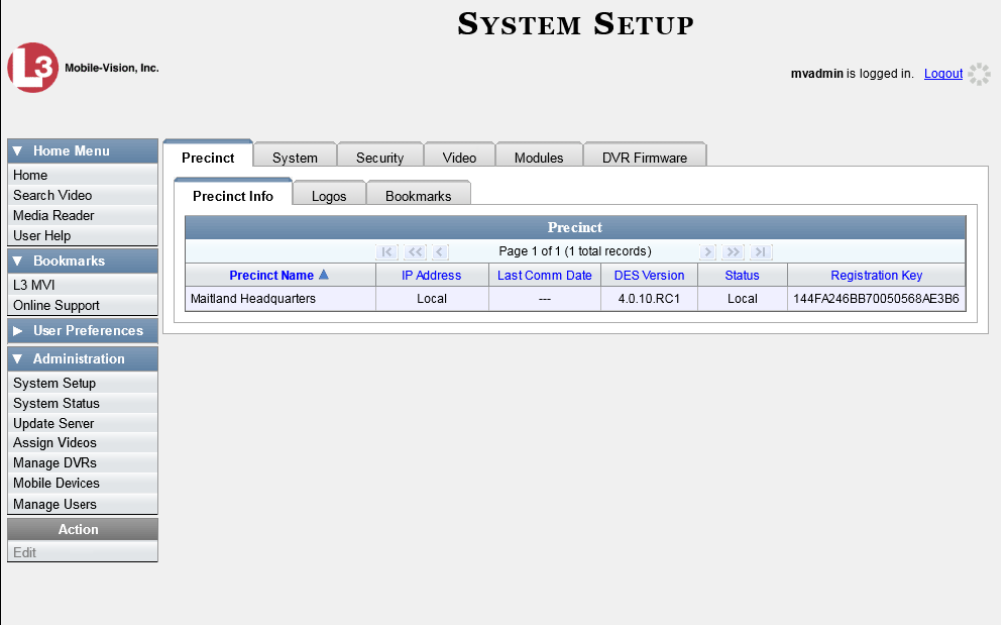
## Procedure 2: Activating Interview Room via the Modules Tab

This section describes how to activate the Interview Room module. For a description of this module, see “Activating the Interview Room Module” on page 382.

This is one of two procedures used to perform this task. Procedure 1 on page 382 is the simpler, preferred method. Only use Procedure 2 when one of the following conditions applies:

- You already tried Procedure 1 and it resulted in an error message
- Procedure 1 raises security concerns within your organization since it requires remote access to the Mobile-Vision update server
- Your Mobile-Vision Technical Support Engineer instructed you to use Procedure 2.

- 1 Call Mobile-Vision Technical Support at 800-336-8475.
- 2 Ask the Technical Support Engineer to create and email a new license file for Interview Room.
- 3 After you receive the email attachment, place the new license file on your PC’s desktop.
- 4 Go to **Administration** and click **System Setup**. The System Setup page displays.



**SYSTEM SETUP**

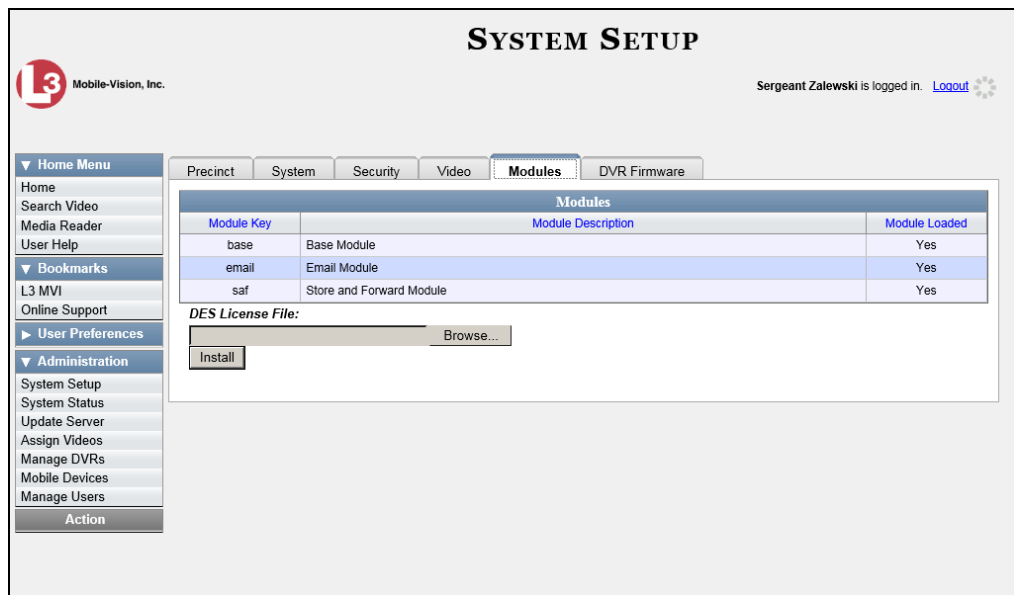
Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Navigation: Precinct | System | Security | Video | Modules | DVR Firmware

Sub-navigation: Precinct Info | Logos | Bookmarks

| Precinct                      |            |                |             |        |                         |
|-------------------------------|------------|----------------|-------------|--------|-------------------------|
| Page 1 of 1 (1 total records) |            |                |             |        |                         |
| Precinct Name ▲               | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters         | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

- 5 Click the **Modules** tab.

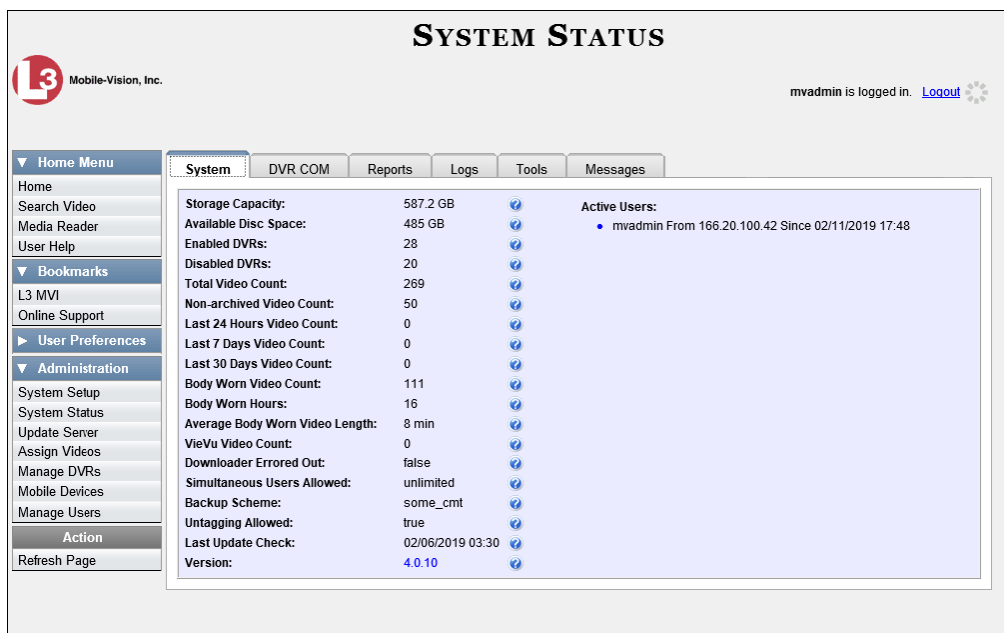


- 6 Click the **Browse** button.
- 7 Navigate to your desktop where the installation file resides.
- 8 Double-click on the installation file. The file name displays in the *DES License File* field.
- 9 Click **Install**. The system begins installing Interview Room. When the installation is complete, a confirmation message will display.
  - **Module(s) successfully installed.**
- 10 Log out of DEF.
- 11 Close your browser.
- 12 Reopen your browser and log back into DEF.

## Viewing the System Status Page

This section describes how to view the System Status page. This page provides important information and statistics on videos, DVRs, storage space, and users. It also indicates what version of the application you're running.

- Go to **Administration** and click **System Status**. The System Status page displays.



**SYSTEM STATUS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System | DVR COM | Reports | Logs | Tools | Messages

|                                 |                  |   |
|---------------------------------|------------------|---|
| Storage Capacity:               | 587.2 GB         | Active Users:                                       |
| Available Disc Space:           | 485 GB           | • mvadmin From 166.20.100.42 Since 02/11/2019 17:48 |
| Enabled DVRs:                   | 28               |   |
| Disabled DVRs:                  | 20               |   |
| Total Video Count:              | 269              |   |
| Non-archived Video Count:       | 50               |   |
| Last 24 Hours Video Count:      | 0                |   |
| Last 7 Days Video Count:        | 0                |   |
| Last 30 Days Video Count:       | 0                |   |
| Body Worn Video Count:          | 111              |   |
| Body Worn Hours:                | 16               |   |
| Average Body Worn Video Length: | 8 min            |   |
| VieVu Video Count:              | 0                |   |
| Downloader Errored Out:         | false            |   |
| Simultaneous Users Allowed:     | unlimited        |   |
| Backup Scheme:                  | some_cmt         |   |
| Untagging Allowed:              | true             |   |
| Last Update Check:              | 02/06/2019 03:30 |   |
| Version:                        | 4.0.10           |   |

- Make sure the **System** tab is selected, 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 videos on the DEF server.  |
| Available Disk Space   | The amount of storage space that is currently available to store videos.   |
| Enabled DVRs           | The number of active DVRs in your fleet. Active DVRs have a status of <i>Enabled</i> .*  |
| Disabled DVRs          | The number of disabled DVRs in your fleet. Disabled DVRs have a status of <i>Disabled</i> .* They cannot be used to record videos. |
| Total Video Count      | The total number of searchable videos on the DEF server.   |

\* To view a particular DVR's status, go to **Administration** and click **Manage DVRs**.

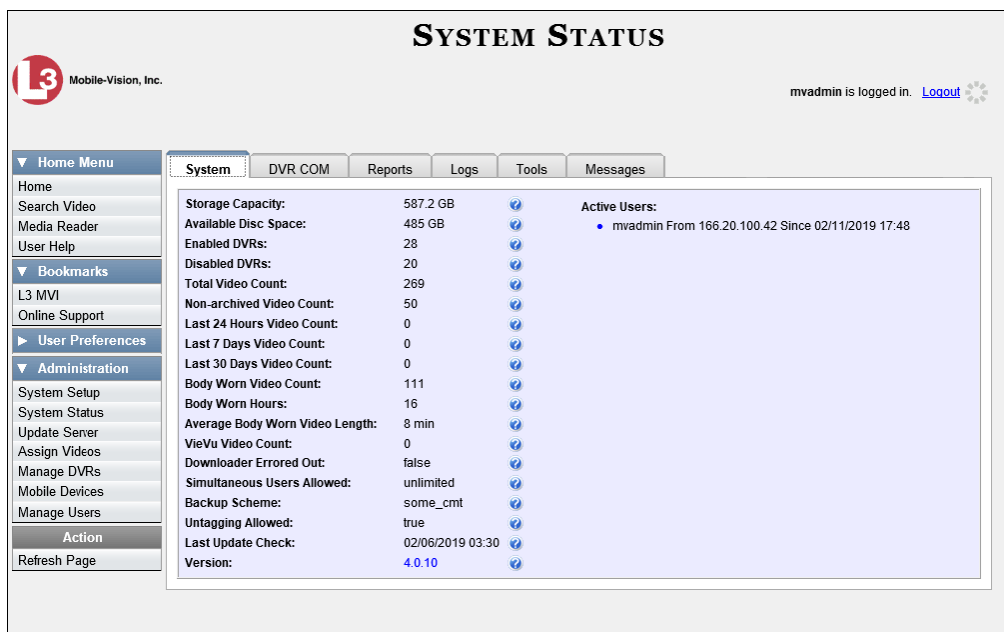
| System Status Settings (cont'd) |   |
|---------------------------------|---|
| Field                           | Description   |
| Last 24 Hours Video Count       | The number of videos that have been uploaded from DVRs to the server in the last 24 hours.  |
| Last 7 Days Video Count         | The number of videos that have been uploaded from DVRs to the server in the last seven days.  |
| Last 30 Days Video Count        | The number of videos that have been uploaded from DVRs to the server in the last 30 days.   |
| Body Worn Video Count           | The number of searchable <i>BodyVISION</i> and BWX-100 videos that are currently on the server.   |
| Body Worn Hours                 | The number of recorded hours from searchable <i>BodyVISION</i> and BWX-100 videos that are currently on the server.   |
| Average Body Worn Video Length  | The average length, in minutes, of the searchable <i>BodyVISION</i> and BWX-100 videos that are currently on the server.  |
| VieVu Video Count               | The number of VIEVU videos that are currently in the system.  |
| Downloader Errored Out          | A true/false display that indicates whether or not there is currently a problem with the transmission of video files from DVR to server: <ul style="list-style-type: none"> <li>▪ True. There is a video transmission problem.</li> <li>▪ False. There is no video transmission problem.</li> </ul>   |
| Simultaneous Users Allowed      | The number of DEF users that are allowed on the application at the same time. The value of this field will always be <b>unlimited</b> for DEF users.  |
| Untagging Allowed               | A true/false display that indicates whether or not users are allowed to remove a tag from a previously tagged video. <ul style="list-style-type: none"> <li>▪ True. Untagging is allowed. This value will display if the <i>Enable Un-tagging</i> checkbox on the <b>Life-Cycle</b> tab is selected.</li> <li>▪ False. Untagging is <i>not</i> allowed. This value will display if the <i>Enable Un-tagging</i> checkbox on the <b>Life-Cycle</b> tab is deselected.</li> </ul> |
| Last Update Check               | The last date and time at which the DEF update service connected to the Mobile-Vision update server.  |
| Version                         | The version of DEF that you currently have installed. This field also includes a link to the technical Release Notes. Whenever you call Mobile-Vision Technical Support, please have the current version number on hand.  |

| System Status Settings (cont'd) |  |
|---------------------------------|--|
| Field                           | Description  |
| Active Users                    | Information on the user who is currently logged into DEF: <ul style="list-style-type: none"> <li>▪ User ID</li> <li>▪ IP address of the PC from which the user logged in</li> <li>▪ Date and time at which the user last logged in.</li> </ul> Displays in mm/dd/yyyy hh:mm hour format. |
| 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.  |

## Viewing/Printing Software Release Notes

This section describes how to view and/or print the technical release notes for the current software release.

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



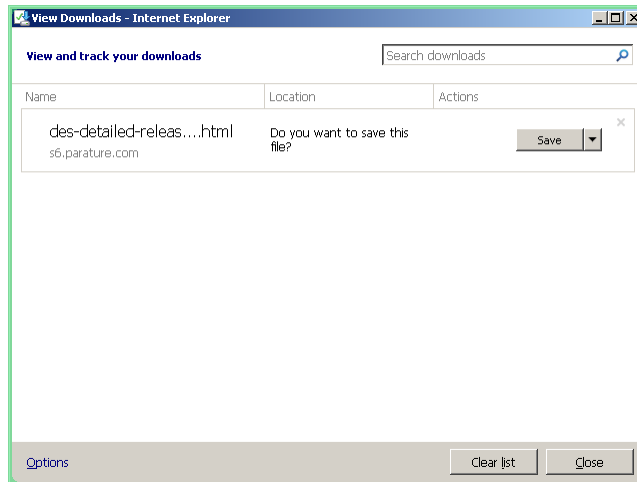
**SYSTEM STATUS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System | DVR COM | Reports | Logs | Tools | Messages

|                                 |                  |  |   |
|---------------------------------|------------------|--|---|
| Storage Capacity:               | 587.2 GB         |  | <b>Active Users:</b>                                |
| Available Disc Space:           | 485 GB           |  | • mvadmin From 166.20.100.42 Since 02/11/2019 17:48 |
| Enabled DVRs:                   | 28               |  |   |
| Disabled DVRs:                  | 20               |  |   |
| Total Video Count:              | 269              |  |   |
| Non-archived Video Count:       | 50               |  |   |
| Last 24 Hours Video Count:      | 0                |  |   |
| Last 7 Days Video Count:        | 0                |  |   |
| Last 30 Days Video Count:       | 0                |  |   |
| Body Worn Video Count:          | 111              |  |   |
| Body Worn Hours:                | 16               |  |   |
| Average Body Worn Video Length: | 8 min            |  |   |
| VieVu Video Count:              | 0                |  |   |
| Downloader Errored Out:         | false            |  |   |
| Simultaneous Users Allowed:     | unlimited        |  |   |
| Backup Scheme:                  | some_cmt         |  |   |
| Untagging Allowed:              | true             |  |   |
| Last Update Check:              | 02/06/2019 03:30 |  |   |
| Version:                        | 4.0.10           |  |   |


- 2 Click the link to the right of the *Version* field at the bottom of the page. A Windows popup displays.



- 3 Click **Save**.
- 4 Click **Open**. The release notes display.

| ID                          | Type    | Release Notes   |
|-----------------------------|---------|---|
| <b>DES 4.0.4</b> 07/28/2017 |         |   |
| 1160                        | Feature | <b>Make Show Speed and GPS export options checked by default.</b><br>Changed the default show speed and GPS data when exporting to Data or Uncompressed to true.  |
| <b>DES 4.0.3</b> 06/29/2017 |         |   |
| 1057                        | Bug     | <b>Request media from Agency Server generates "Failed to request media"</b><br>Fixed issue where media attached to the precinct servers case would not transfer to the agency server.   |
| 1043                        | Feature | <b>Remote Forwarder Message configuration check and notification.</b><br>Added feature that auto corrects the messaging configuration on the Centralized Fleet Management Forwarder. Also added Central server inbox messages for communication loss with forwarders. |
| 1009                        | Feature | <b>Integrate the latest Flashback Player</b><br>Added the latest Flashback Player 4.0.3.1   |
| 1008                        | Feature | <b>Replace DVR action Item added in "Manage DVRs".</b><br>Feature added in manage DVRs to allow admin to replace an existing DVR of the same product version  |
| 1007                        | Feature | <b>Auto inserted DVR naming convention.</b><br>Feature added when a factory default DVR is auto inserted with the DVR name "No Number" or "No Name", DES changes the DVR name to the product type underscore serial number.   |
| 1001                        | Bug     | <b>Permission to generate reports not working.</b><br>Corrected the "Generate Reports" permission   |
| 1000                        | Bug     | <b>Downloader creates a .dld file on DVR when kicked</b><br>Fixed issue when the downloader created a dld file for the video when it stopped the download process because the download speed was too slow.  |
| 999                         | Bug     | <b>The collision message rename option allowing duplicate DVR names</b><br>Fixed issue so admin could not use DVR name already in the system.   |
| 998                         | Bug     | <b>DVR communication page not updating with the correct precinct.</b><br>Fixed the Central servers DVR Com page to update the last precinct DVRs communicated with.   |
| 997                         | Bug     | <b>DVR COM page sort by Last Download Date returns 0 devices</b><br>Fixed sort issue on DVR Com page when selecting Last Com Date or Last Precinct on a Central Server.   |
| 996                         | Bug     | <b>BodyWorn units docked not showing in Mobile Device Page</b>  |

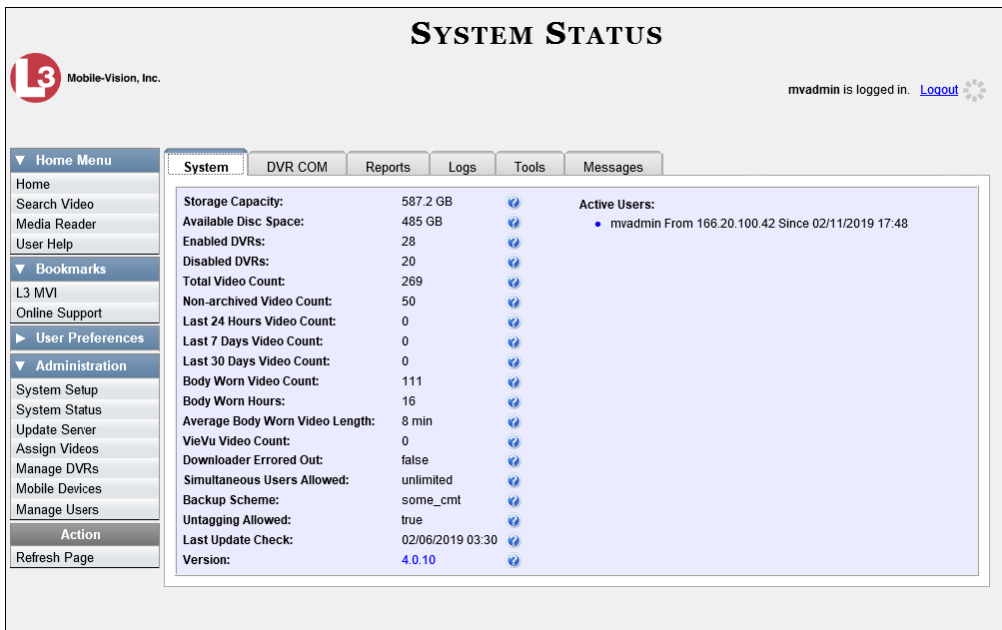
- 5 If you wish to print the release notes, press **Ctrl + P**. The Print form displays. Proceed to the next step.  
– OR –  
If you do *not* wish to print the release notes, skip to step 7.
- 6 Select your print options, then click **OK** or **Print**. The print job is directed to your active printer.

- 7 When you are finished viewing/printing the release notes, click the  in the upper right corner of the page.

## Accessing Product Manuals & Training Videos

This section describes how to access Mobile-Vision's product manuals and training videos via links to our Online Support Center.




















- 1 Go to  and click **System Status**. The System Status page displays.



**SYSTEM STATUS**

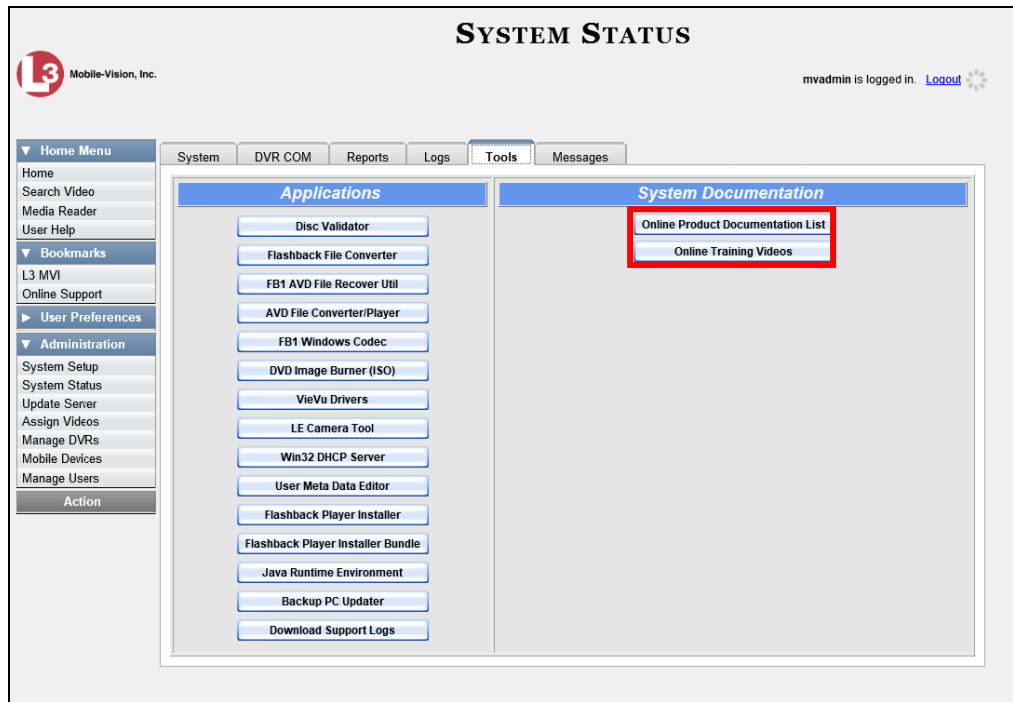
Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System | DVR COM | Reports | Logs | Tools | Messages

|  |                  |   |   |
|--|------------------|---|---|
| <b>Storage Capacity:</b>               | 587.2 GB         |    | <b>Active Users:</b>                                |
| <b>Available Disc Space:</b>           | 485 GB           |    | • mvadmin From 166.20.100.42 Since 02/11/2019 17:48 |
| <b>Enabled DVRs:</b>                   | 28               |    |   |
| <b>Disabled DVRs:</b>                  | 20               |    |   |
| <b>Total Video Count:</b>              | 269              |    |   |
| <b>Non-archived Video Count:</b>       | 50               |    |   |
| <b>Last 24 Hours Video Count:</b>      | 0                |   |   |
| <b>Last 7 Days Video Count:</b>        | 0                |  |   |
| <b>Last 30 Days Video Count:</b>       | 0                |  |   |
| <b>Body Worn Video Count:</b>          | 111              |  |   |
| <b>Body Worn Hours:</b>                | 16               |  |   |
| <b>Average Body Worn Video Length:</b> | 8 min            |  |   |
| <b>VieVu Video Count:</b>              | 0                |  |   |
| <b>Downloader Errored Out:</b>         | false            |  |   |
| <b>Simultaneous Users Allowed:</b>     | unlimited        |  |   |
| <b>Backup Scheme:</b>                  | some_cmt         |  |   |
| <b>Untagging Allowed:</b>              | true             |  |   |
| <b>Last Update Check:</b>              | 02/06/2019 03:30 |  |   |
| <b>Version:</b>                        | 4.0.10           |  |   |

- 2 Click the **Tools** tab. The video and documentation links are listed in the right column.





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 PDF file displays.

| Product               | Document  | Pgs |
|-----------------------|---|-----|
| AlertVU               | <a href="#">AlertVU Mobile Admin Guide 4.7.4.0</a>                        | 94  |
| AlertVU               | <a href="#">AlertVU Mobile Installation Guide 4.5.2.0</a>                 | 47  |
| AlertVU               | <a href="#">AlertVU Back Office Officer's Guide 3.12</a>                  | 126 |
| AlertVU               | <a href="#">AlertVU Back Office Administrator's Guide 3.12</a>            | 414 |
| AlertVU               | <a href="#">AlertVU Back Office Quick Reference Guide 3.12</a>            | 2   |
| AlertVU               | <a href="#">AlertVU Fixed Hardware Installation Guide 4.4.1.0</a>         | 29  |
| Basic Viewer          | <a href="#">Basic Viewer HD 3.0 User's Guide</a>                          | 57  |
| Basic Viewer          | <a href="#">Basic Viewer HD Interview Room Forwarder 3.0 User's Guide</a> | 41  |
| Basic Viewer          | <a href="#">Basic Viewer HD Mobile 3.0 User's Guide</a>                   | 34  |
| Basic Viewer          | <a href="#">Basic Viewer Installation Guide</a>                           | 1   |
| Bluetooth Transmitter | <a href="#">TB-100 Bluetooth Transmitter Hardware Install Guide 1.1</a>   | 16  |
| Bluetooth Transmitter | <a href="#">TB-100 Bluetooth Transmitter Software Config Guide 1.1</a>    | 28  |
| BodyVISION            | <a href="#">BodyVISION R3 User's Guide 1.6</a>                            | 39  |
| BodyVISION            | <a href="#">BodyVISION R3 Quick Reference Card</a>                        | 2   |
| BodyVISION            | <a href="#">BodyVISION XV User's Guide 1.5.28</a>                         | 44  |
| BodyVISION            | <a href="#">BodyVISION XV Quick Reference Card</a>                        | 2   |
| BodyVISION            | <a href="#">NJSP • Configuring a New BodyVISION 4.0.3+</a>                | 5   |
| BWX-100               | <a href="#">BWX-100 User's Guide 1.7.98</a>                               | 61  |
| CycleVision           | <a href="#">CycleVision Installation Guide 3.2</a>                        | 25  |
| CycleVision           | <a href="#">CycleVision User's Guide 3.2</a>                              | 239 |
| DEA                   | <a href="#">DEA Agency Officer's Guide 4.0.10</a>                         | 224 |

- Click on the desired documentation or video link. If you selected the Product Documentation List (pictured on the previous page), the DEF documentation that may pertain to your agency is listed below.

| Manual   | Audience                                  |
|--|---|
| Digital Evidence Forwarder (DEF) Officer's Guide       | Non-supervisory users                     |
| Digital Evidence Forwarder (DEF) Administrator's Guide | System administrators & supervisory users |
| Flashback3 & FlashbackHD User's Guide                  | Flashback3 and/or FlashbackHD users       |
| Flashback3 Installation Guide                          | Flashback3 installers                     |
| FlashbackHD Installation Guide                         | FlashbackHD installers                    |
| BodyVISION User's Guide                                | BodyVISION users                          |
| BWX-100 User's Guide                                   | BWX-100 users                             |

- Follow the Windows prompts to view the selected video or document.

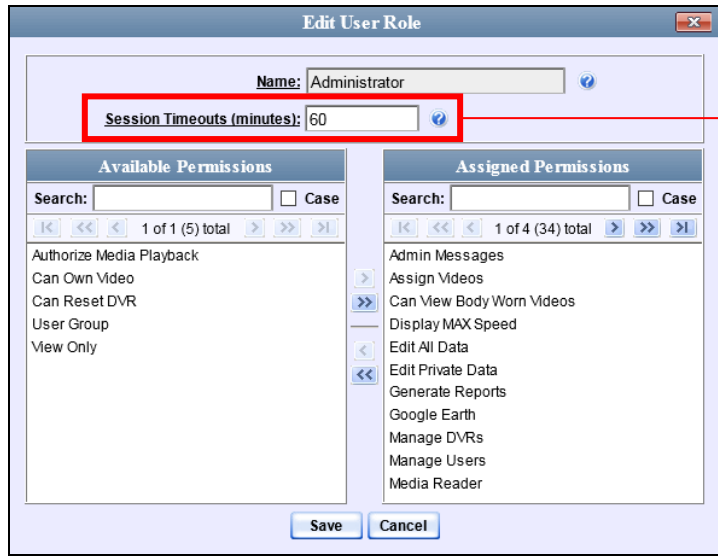
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## Updating the Application

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 DEF application after you receive an upgrade notification in your in-box (“*There is an update available for your Server...*”).

The following procedure requires that your DEF 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 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.




Make sure that this field is set to 60 or higher

For instructions on changing this setting, see “Changing the Session Timeout Setting” on page 395.

Depending on the size of the update and speed of your network connection, the update process may take up to an hour.

- 1 Make sure the Home page displays. (If necessary, go to  and click **Home**.)

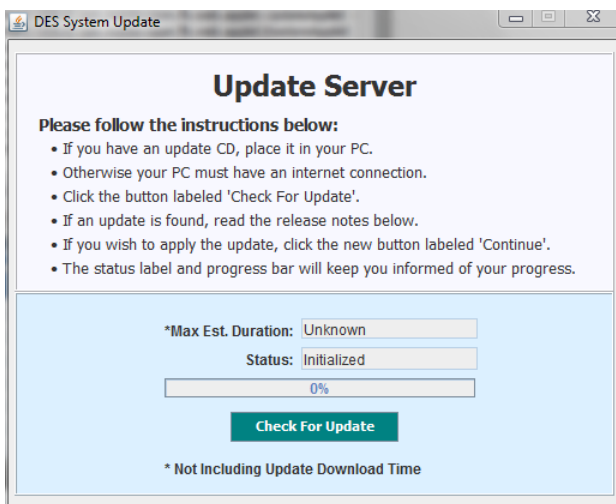


- 2  Go to your *Inbox Messages* list and click on the arrow icon to the right of the upgrade notification message (‘*There is an update available for your Server...*’).

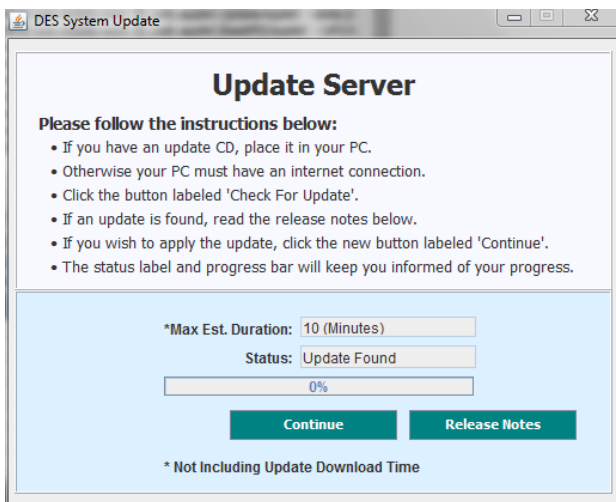
– OR –

Go to  and click **Update Server**.

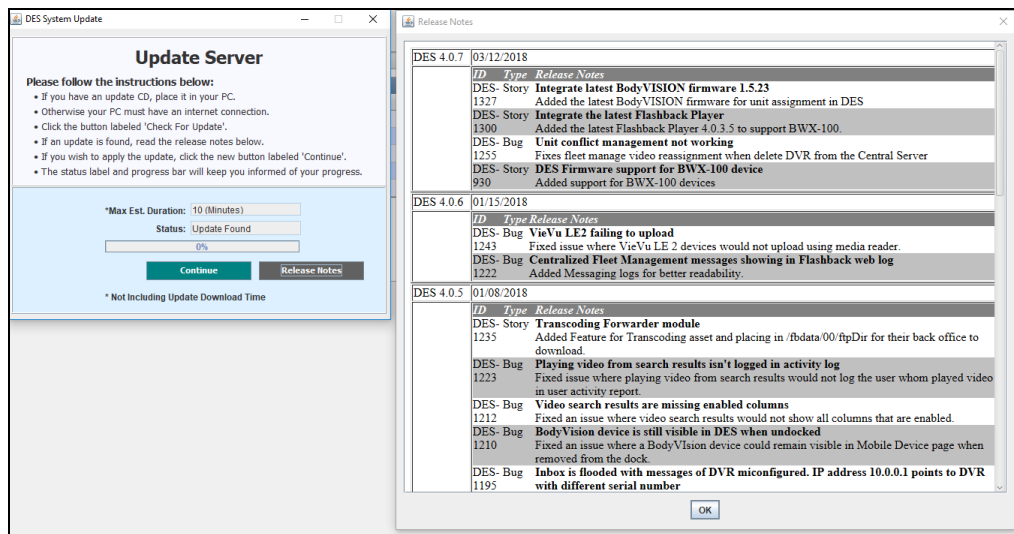
- ⇒ If the Update Server popup displays, proceed to the next step.
- ⇒ If a security popup displays, select the checkbox at the bottom of the popup, then click **Allow**. Next, select the checkbox at the bottom of the *second* popup, then click **Run**. The Update Server popup displays.



- 3 Click the **Check for Update** button. The system searches for a new update.
- ⇒ If an update is available, the message *Update Found* displays in the *Status* field. Proceed to the next step.
  - ⇒ If an update is *not* available, the message *No Update Found* displays in the *Status* field. Click the  in the upper corner of the page to exit. **End of Procedure**.



- 4 If you would like to review the Release Notes before beginning the update, click the **Release Notes** button. Otherwise proceed to the next step.

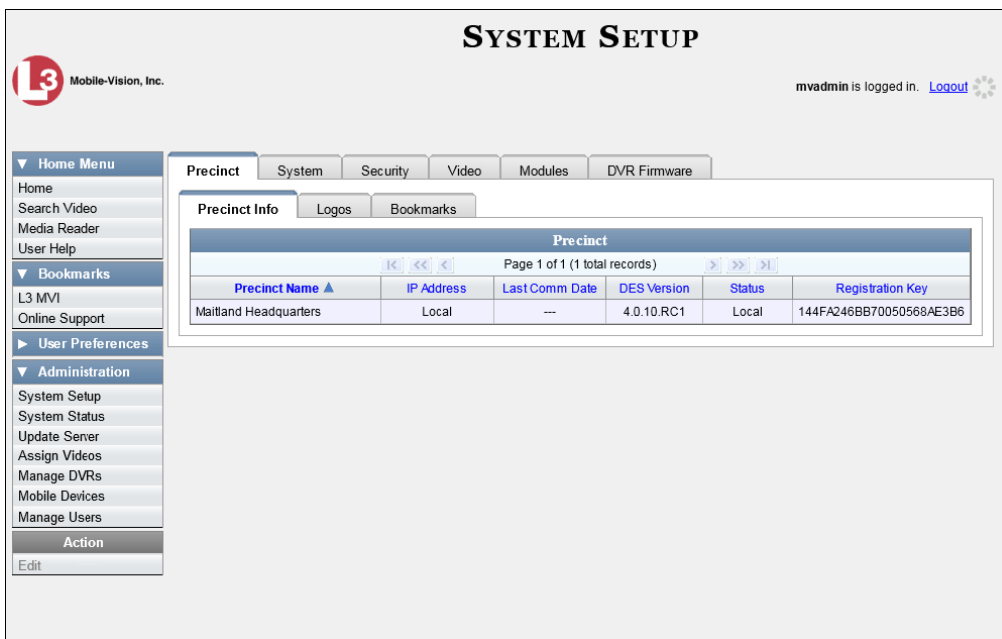


- 5 Click **Continue**. The system begins updating the system. When the update is complete, the system logs you out of the application.
- 6 Login to DEF again.

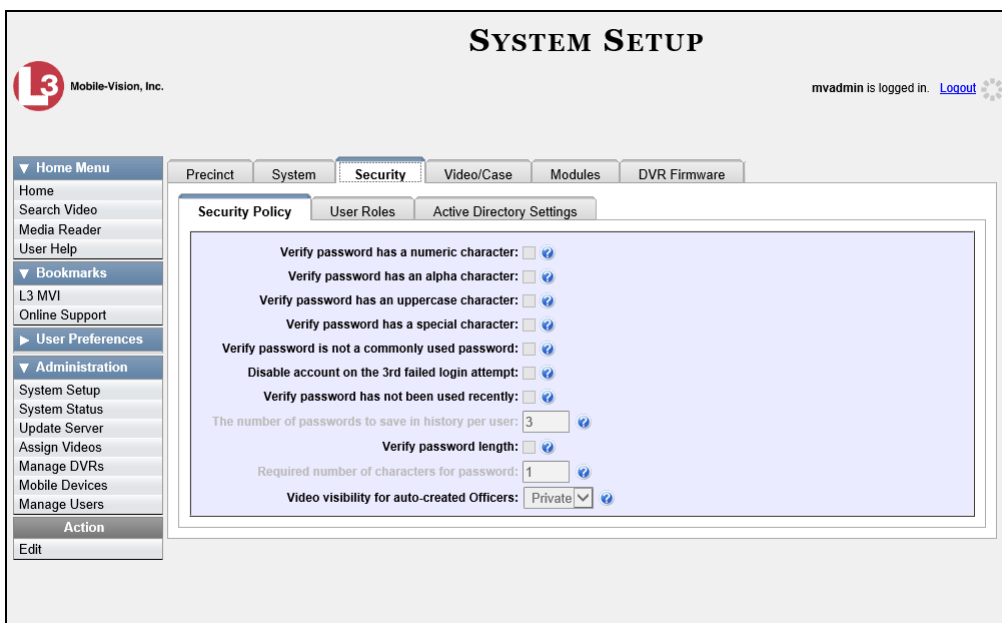
## Changing the Session Timeout Setting

This section describes how to change the number of minutes of inactivity the system will allow before automatically logging a particular user type off the DEF application. If a user type will be performing time-intensive tasks, such as performing application updates or manually uploading videos, it's recommended that you set their session timeout to a *minimum* of 60 minutes.

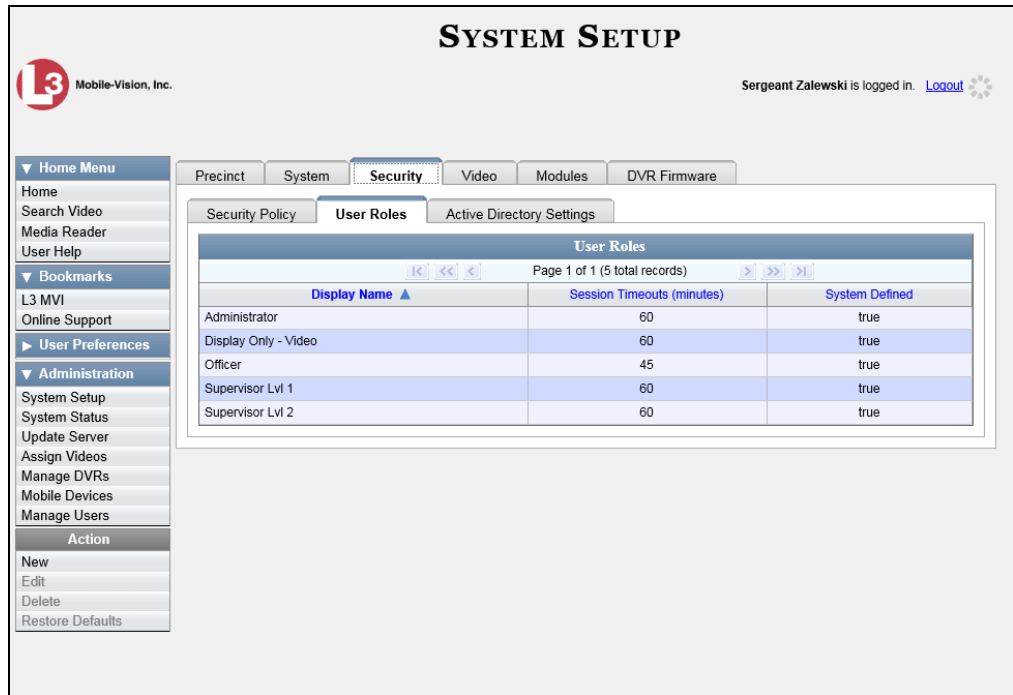
- 1 Go to **Administration** and click **System Setup**. The System Setup page displays.  
(Continued)



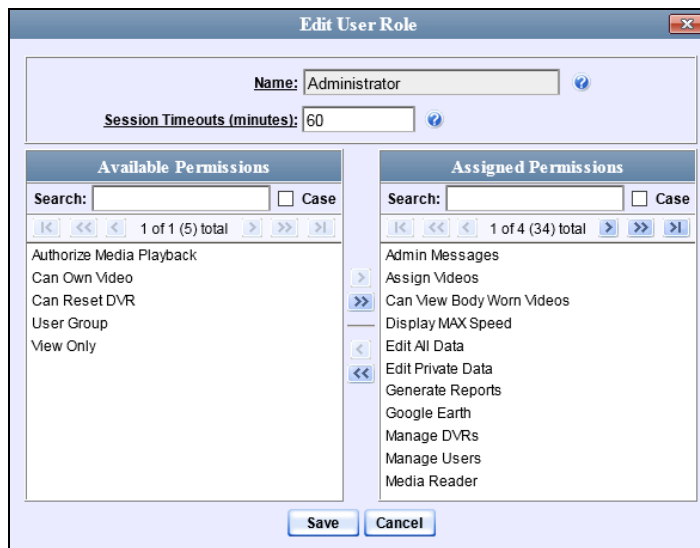
2 Click the **Security** tab.



3 Click the **User Roles** tab. A list of User Roles displays.



- Right-click on the user type you wish to update, then select **Edit** from the popup menu. The Edit User Role popup displays.



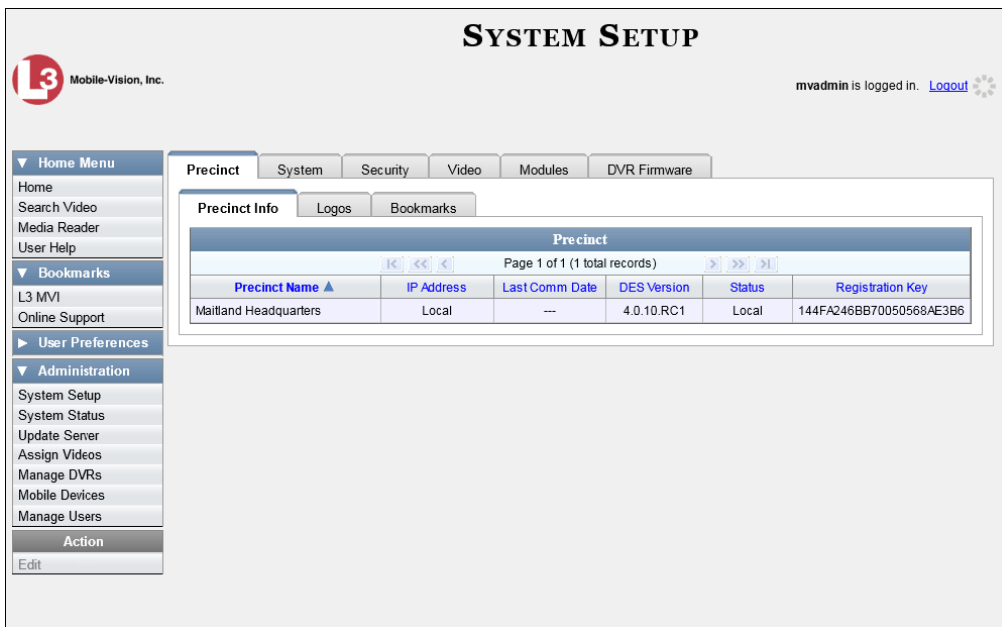
- Go to the *Session Timeouts (minutes)* field and enter the number of minutes you wish to elapse before this user type is automatically logged off the system.
- Click **Save**. A confirmation message displays:

User Role Administrator successfully saved.

## Changing the Application's Color Scheme

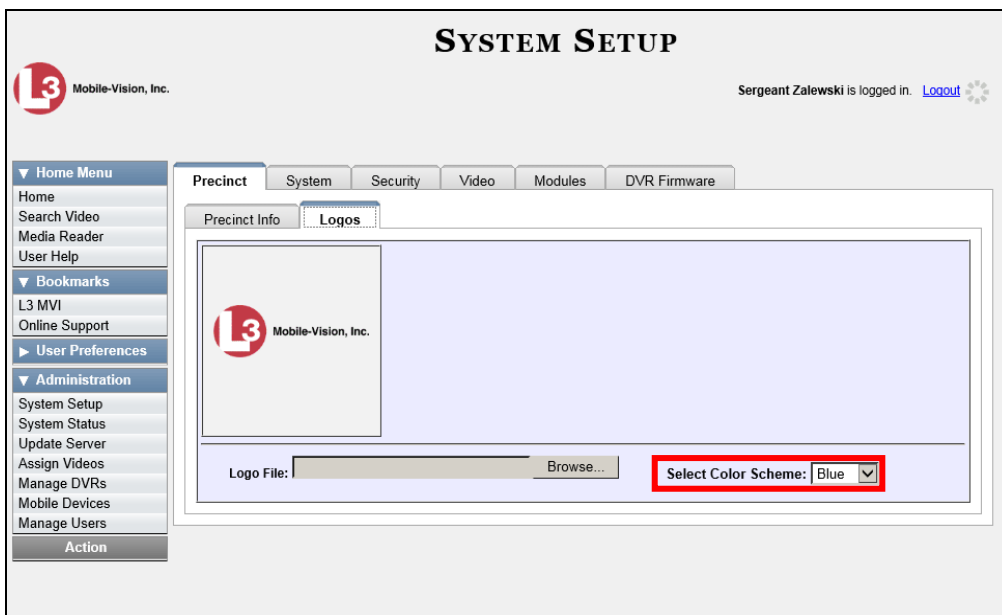
This section describes how to change the application's color scheme from the current color to *blue*, *brown*, *green*, or *red*.

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



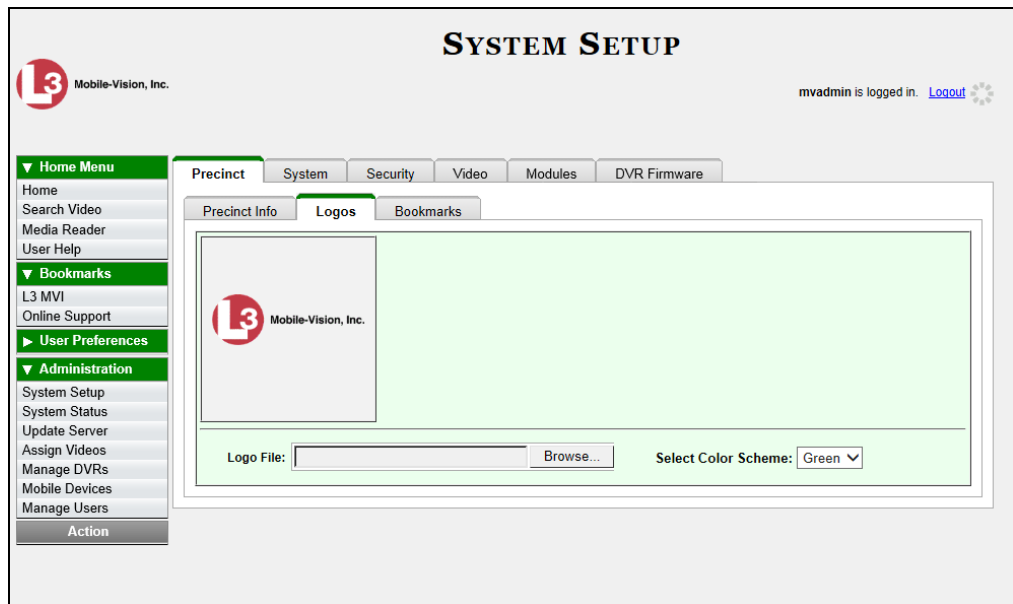
- 2 If it is not already selected, click the **Precinct** tab.

- 3 Click the **Logos** tab.





- 4 Select a new color scheme from the *Select Color scheme* drop-down list. The new color scheme will immediately take effect.

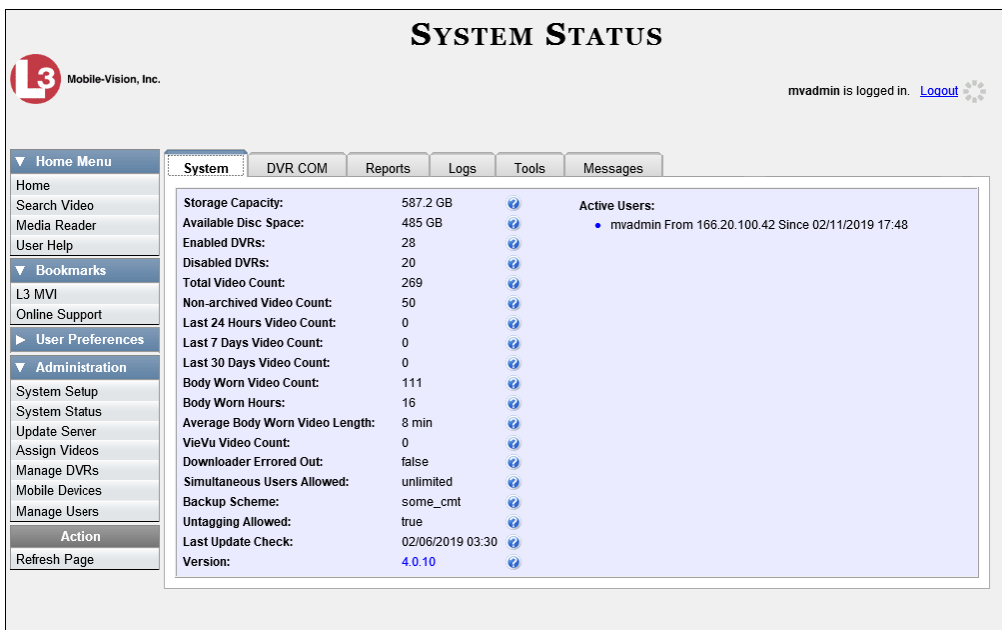


## Downloading the Support Logs

This section describes how to download the logs that are used by 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 the DEF server). Perform this task when instructed to do so by a Technical Support Engineer.

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

*(Continued)*



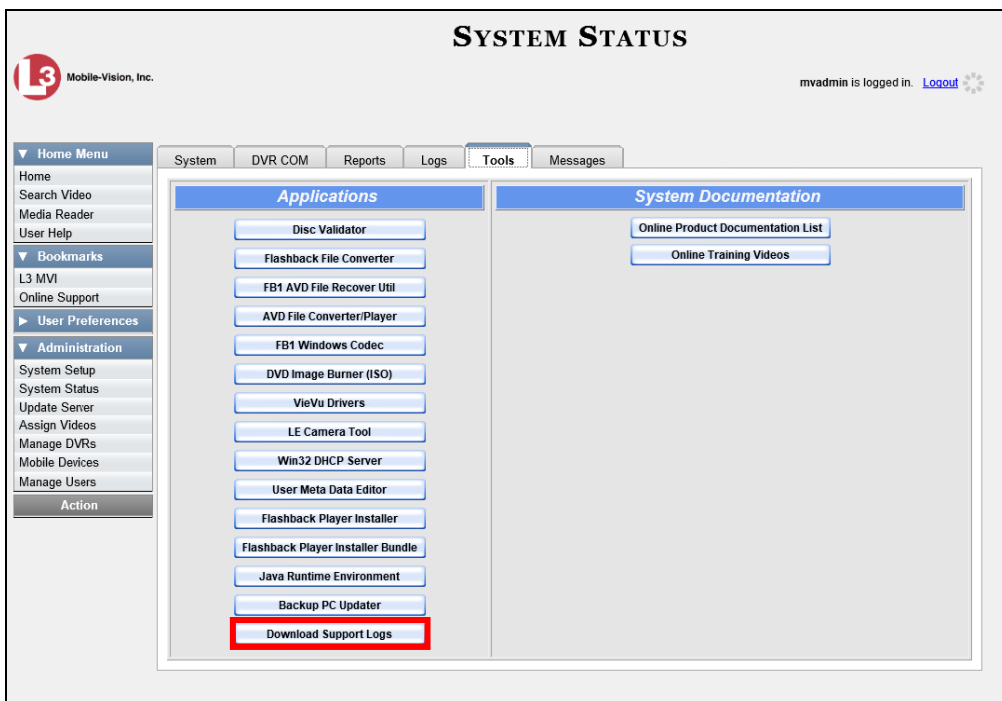
**SYSTEM STATUS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System | DVR COM | Reports | Logs | **Tools** | Messages

|                                 |                  |   |   |
|---------------------------------|------------------|---|---|
| Storage Capacity:               | 587.2 GB         | ✓ | <b>Active Users:</b>                                |
| Available Disc Space:           | 485 GB           | ✓ | • mvadmin From 166.20.100.42 Since 02/11/2019 17:48 |
| Enabled DVRs:                   | 28               | ✓ |   |
| Disabled DVRs:                  | 20               | ✓ |   |
| Total Video Count:              | 269              | ✓ |   |
| Non-archived Video Count:       | 50               | ✓ |   |
| Last 24 Hours Video Count:      | 0                | ✓ |   |
| Last 7 Days Video Count:        | 0                | ✓ |   |
| Last 30 Days Video Count:       | 0                | ✓ |   |
| Body Worn Video Count:          | 111              | ✓ |   |
| Body Worn Hours:                | 16               | ✓ |   |
| Average Body Worn Video Length: | 8 min            | ✓ |   |
| VieVu Video Count:              | 0                | ✓ |   |
| Downloader Errored Out:         | false            | ✓ |   |
| Simultaneous Users Allowed:     | unlimited        | ✓ |   |
| Backup Scheme:                  | some_cmt         | ✓ |   |
| Untagging Allowed:              | true             | ✓ |   |
| Last Update Check:              | 02/06/2019 03:30 | ✓ |   |
| Version:                        | 4.0.10           | ✓ |   |

2 Click the **Tools** tab.



**SYSTEM STATUS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System | DVR COM | Reports | Logs | **Tools** | Messages

**Applications**

- Disc Validator
- Flashback File Converter
- FB1 AVD File Recover Util
- AVD File Converter/Player
- FB1 Windows Codec
- DVD Image Burner (ISO)
- VieVu Drivers
- LE Camera Tool
- Win32 DHCP Server
- User Meta Data Editor
- Flashback Player Installer
- Flashback Player Installer Bundle
- Java Runtime Environment
- Backup PC Updater
- Download Support Logs**

**System Documentation**

- Online Product Documentation List
- Online Training Videos

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.



- 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 store the log file. (You will be uploading this file to Mobile-Vision.)
- 6 Click **Save**. The system copies the logs4u.mvi file to the selected location. When the process is complete, a confirmation message will display.



- 7 Click **Open folder** to display the file.
- 8 Upload the file to Mobile-Vision, as per your Technical Service Engineer's instructions.

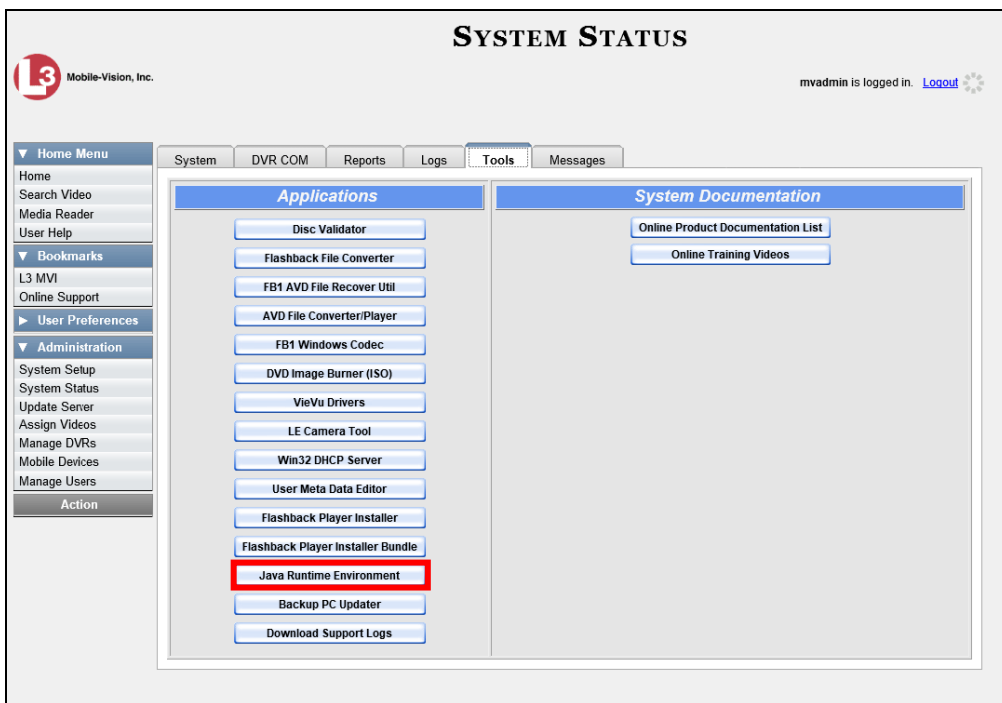
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## Downloading the Java Runtime Environment (JRE) Application

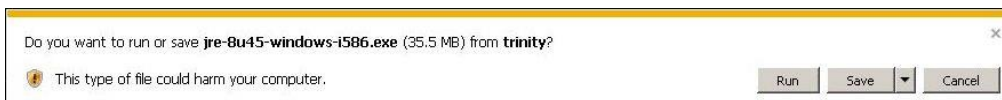
The Java Runtime Environment (JRE) application is required on workstations to perform certain functions, such as playing video, manually uploading files, and performing system updates. A download of this application is provided within DEF as a convenience.

- 1 Save and close any open PC files/applications other than DEF.
- 2 Go to **Administration** and click **System Status**. The System Status page displays, as pictured on the previous page.
- 3 Click the **Tools** tab.

*(Continued)*



- 4 Go to the *Applications* column and click the **Java Runtime Environment** button. A download message displays.



- 5 Click **Run**.
- 6 If you receive a security warning, click **Run** again. Otherwise proceed to the next step.



- 7 Click **Install**.

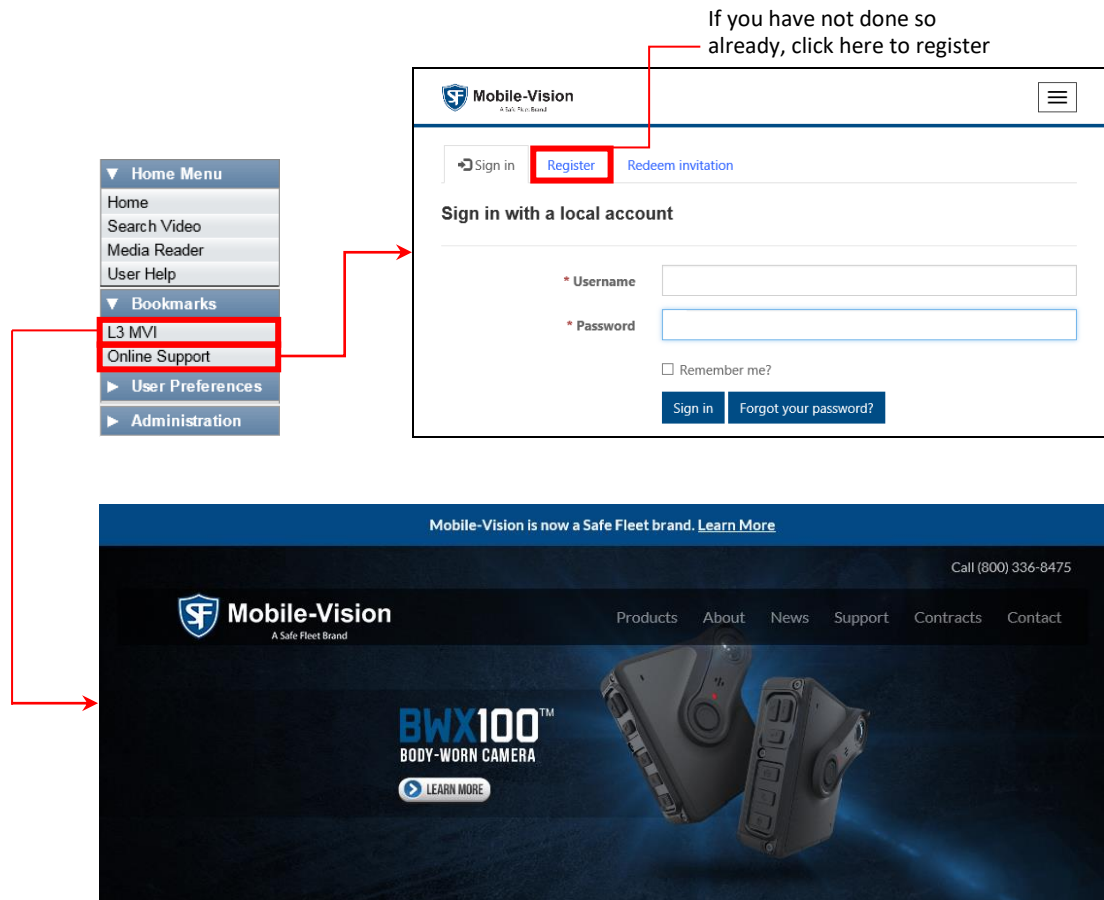
- 8 Follow the Java system prompts. At the end of the installation process, a confirmation message will display.
- 9 Click **Close**.
- 10 Reboot your PC.

## Maintaining Bookmarks

A bookmark is a link to a website. By default, DEF comes with two bookmarks:

- L3 MVI*. Takes you to the regular Mobile-Vision web site
- Online Support*. Takes you to the login page for our Online Support Center.

These links display under the *Bookmarks* column on the Main Menu.



If desired, you may wish to set up some agency-defined links as well. Doing so will provide you with quick and easy access to frequently used websites. You can display up to five links on the Main Menu, including the *L3 MVI* and *Online Support* links.

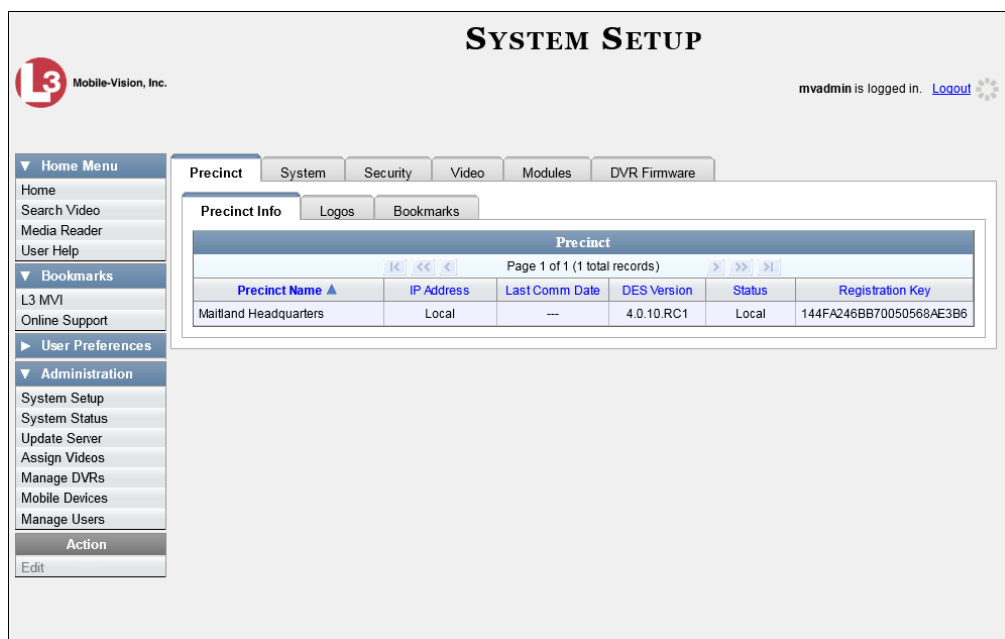
For specific instructions, see:

- Adding a Bookmark, below
- Changing a Bookmark, page 406
- Deleting a Bookmark, page 407.

## Adding a Bookmark

This section describes how to add a new bookmark link, which will display in the *Bookmarks* column on the Home page. For more on bookmarks and how they are used in the DEF application, see the previous section, “Maintaining Bookmarks.”

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



**SYSTEM SETUP**

mvadmin is logged in. [Logout](#)

**Home Menu**

- Home
- Search Video
- Media Reader
- User Help

**Bookmarks**

- L3 MVI
- Online Support

**User Preferences**

**Administration**

- System Setup
- System Status
- Update Server
- Assign Videos
- Manage DVRs
- Mobile Devices
- Manage Users

**Action**

- Edit

**Precinct** | System | Security | Video | Modules | DVR Firmware

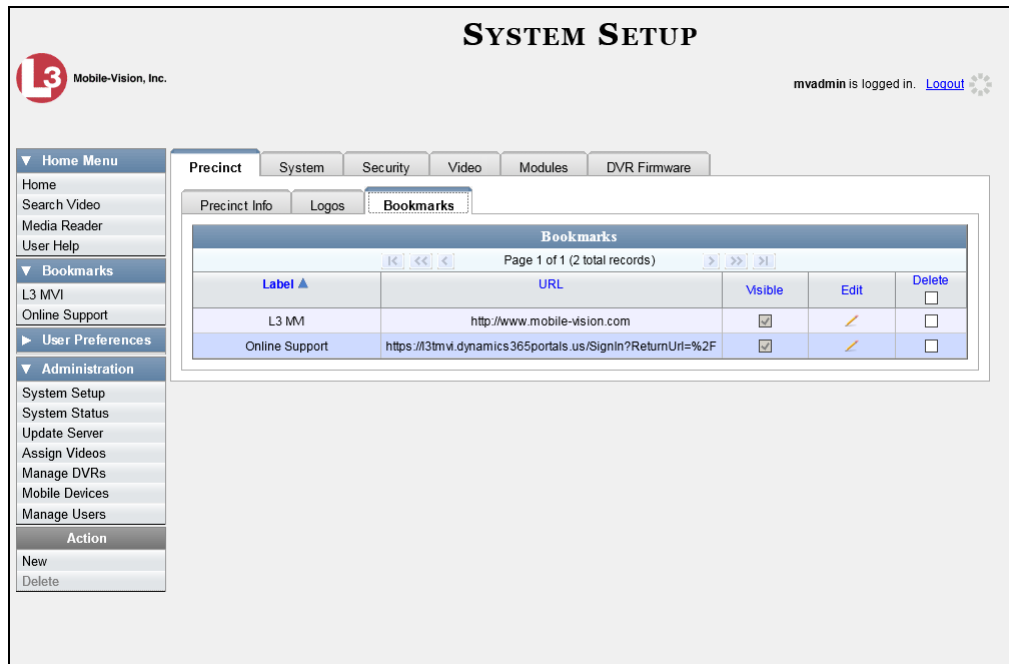
**Precinct Info** | Logos | Bookmarks

**Precinct**

Page 1 of 1 (1 total records)

| Precinct Name ▲       | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
|-----------------------|------------|----------------|-------------|--------|-------------------------|
| Maitland Headquarters | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

- 2 Click the **Bookmarks** tab. Your existing bookmarks display.

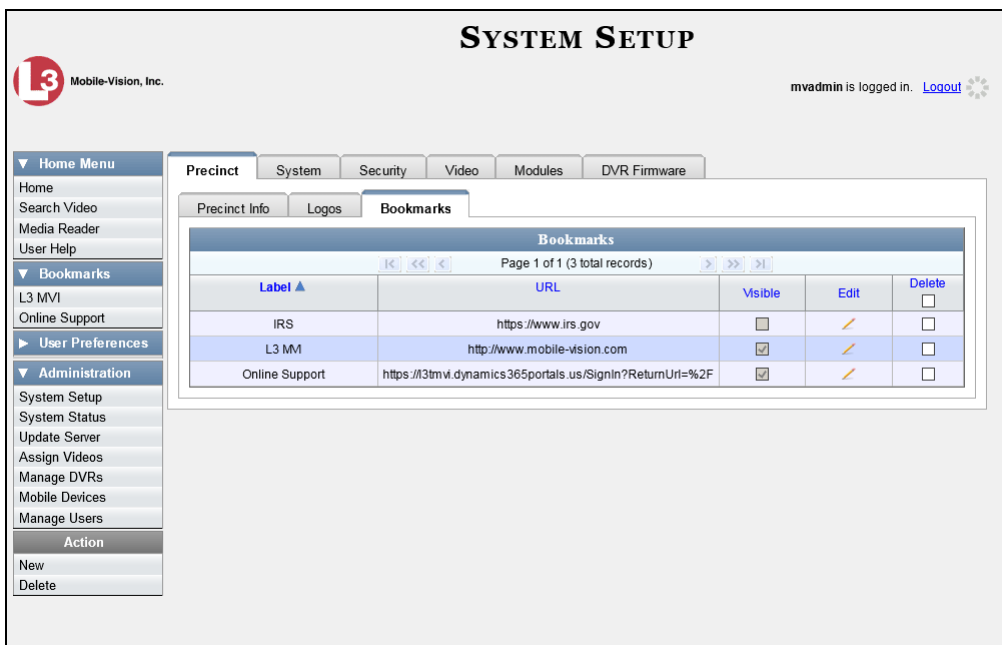


- 3 Go to the **Action** column and click **New**. The New Bookmark form displays.



- 4 Enter a descriptive name for the new bookmark in the *Label* field. This is the text that will display in the *Bookmarks* column on the Main Menu.
- 5 Enter the website's web address in the *URL* field. The **http://** portion of the URL is prepopulated for you, but you may need to insert an "s" if your web address begins with **https://**.
- 6 If you want this bookmark to display in the *Bookmarks* column on the Main Menu, select the *Visible* checkbox. Otherwise proceed to the next step.
- 7 Click **Save**. Your new bookmark displays at the top of the Bookmarks list.

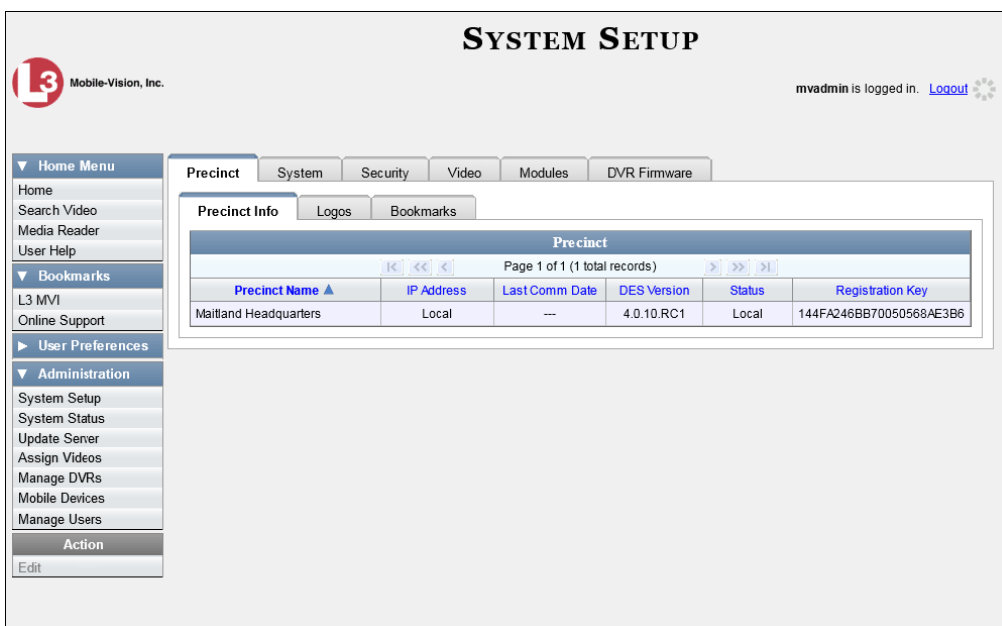
(Continued)



## Changing a Bookmark

This section describes how to update an existing bookmark link. For more on bookmarks and how they are used in the DEF application, see “Maintaining Bookmarks” on page 403.

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



- 2 Click the **Bookmarks** tab. Your existing bookmarks display, as pictured above.



- Go to the *Edit* column and click . The Edit Bookmark form displays.

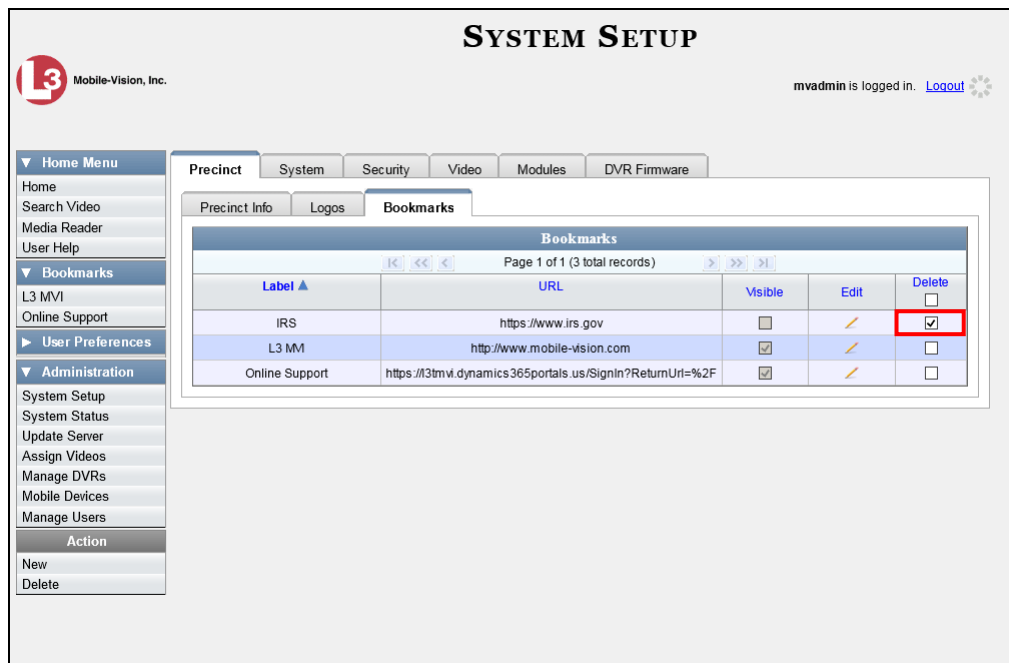





- Enter/select your changes in the appropriate field(s).
- Click **Save**.

## Deleting a Bookmark

This section describes how to delete a bookmark link so that it no longer displays in the *Bookmarks* column on the Home page. For more on bookmarks and how they are used in the DEF application, see “Maintaining Bookmarks” on page 403.

- Go to **Administration** and click **System Setup**. The System Setup page displays, as pictured on the previous page.
- Click the **Bookmarks** tab. Your existing bookmarks display, as pictured on the previous page.
- Go to the *Delete* column and select the bookmark(s) you wish to delete.



| Label ▲        | URL  | Visible                             | Edit  | Delete                              |
|----------------|--|-------------------------------------|---|-------------------------------------|
| IRS            | https://www.irs.gov                                      | <input type="checkbox"/>            |  | <input type="checkbox"/>            |
| L3 MM          | http://www.mobile-vision.com                             | <input checked="" type="checkbox"/> |  | <input checked="" type="checkbox"/> |
| Online Support | https://3tmvi.dynamics365portals.us/SignIn?ReturnUri=%2F | <input checked="" type="checkbox"/> |  | <input type="checkbox"/>            |



**HINT:** To delete *all* the Bookmarks, select the first checkbox at the top of the *Delete* column.

- Go to the **Action** column and click **Delete**. A confirmation message displays.

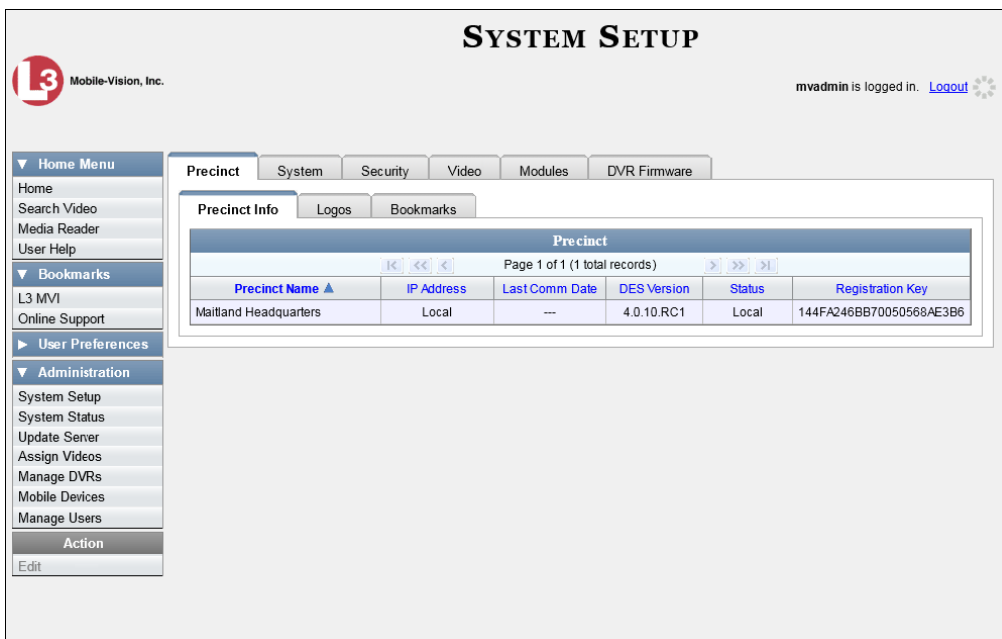


- Click **Yes**. The selected record is removed from the Bookmarks list.

## Changing the Number of Rows Per Page

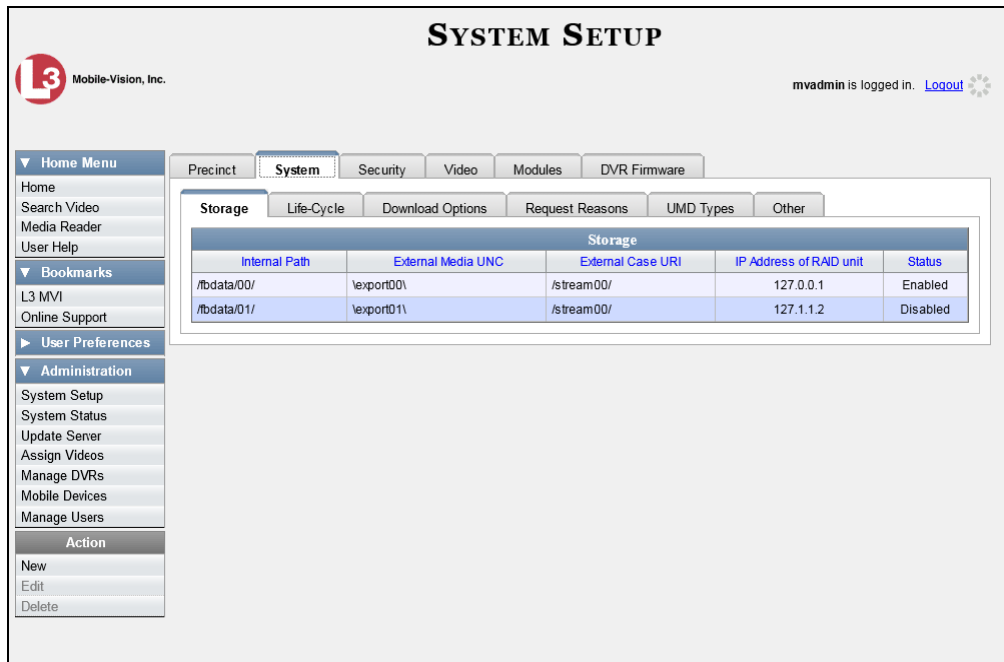
Whenever you search for or display certain records (videos, cases, DVRs, etc.), a certain number of records will display by default, such as six rows per page for videos. If desired, you may increase or decrease these defaults, as described in this section.

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

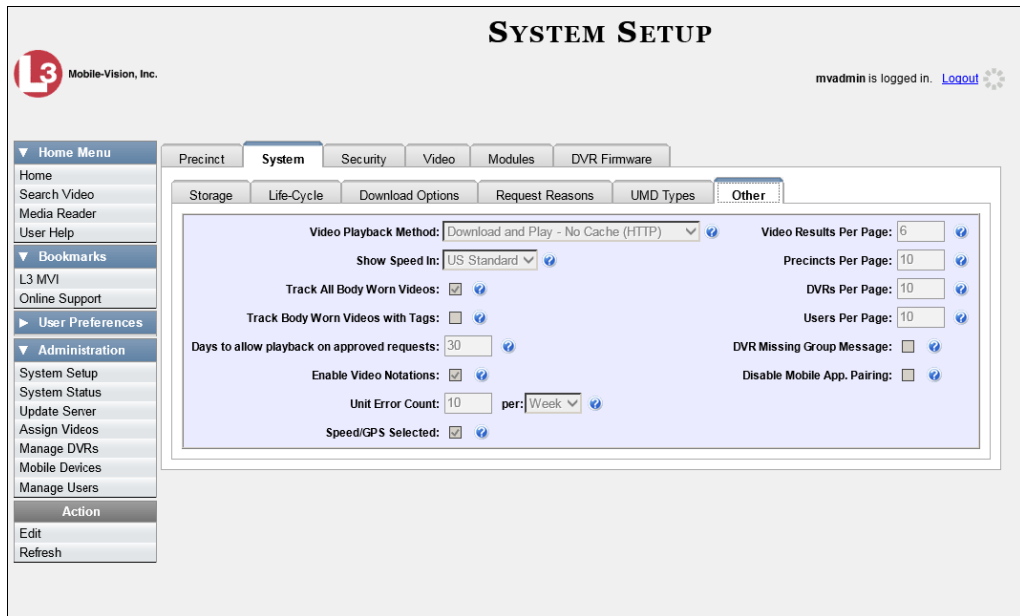


| Precinct              |            |                |             |        |                         |
|-----------------------|------------|----------------|-------------|--------|-------------------------|
| Precinct Name ▲       | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

- Click the **System** tab.

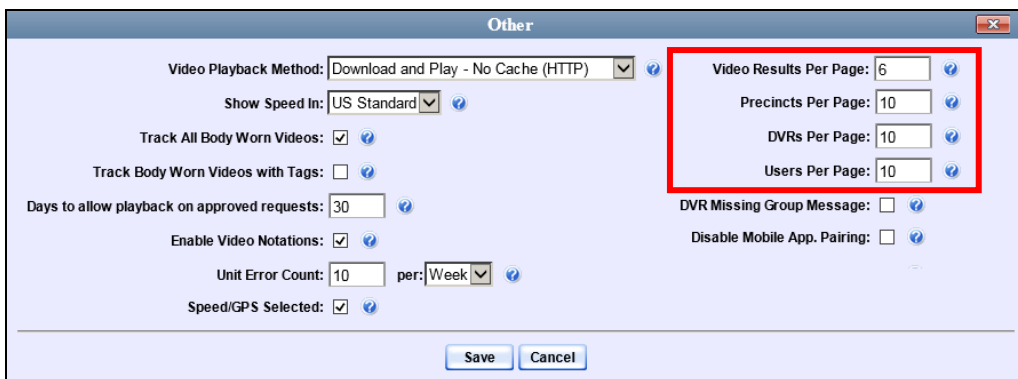


3 Click the **Other** tab.




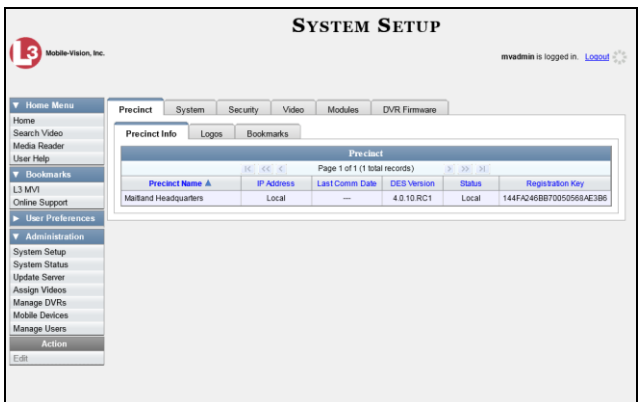
4 Go to the **Action** column and click **Edit**. The Other popup displays.

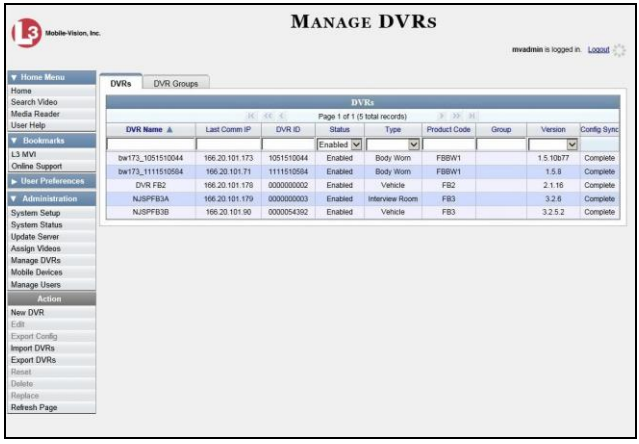
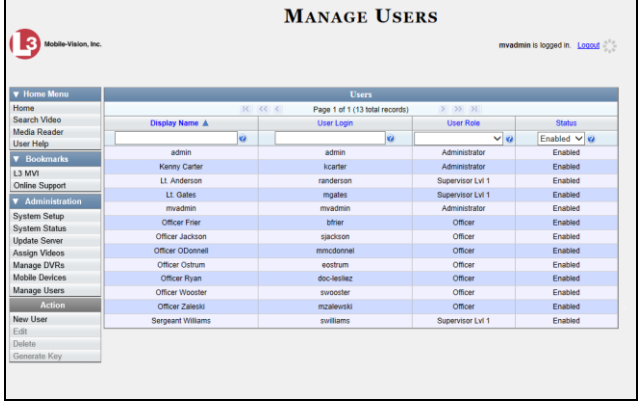
*(Continued)*



The rows per page settings are on the right side of the Other popup.

- Go to the right of the screen and enter the desired number of rows in the boxes provided. The screens that correspond to each setting are pictured below.

| Setting                | Corresponding Screen   |
|------------------------|--|
| Video Results Per Page |   |
| Precincts Per Page     |  |

| Setting        | Corresponding Screen  |
|----------------|---|
| DVRs Per Page  |   |
| Users Per Page |  |

6 Click **Save**.



## 5 Security

### *User Roles*

DEF 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 into DEF, 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. For example, if you want only one of your supervisors to be able to reset DVRs, you might assign that user the role of *Supervisor Lvl 2* **and** one additional permission: *Can Reset DVR*.

### *Password Rules*

To further enhance your application security, DEF 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 435.

## Assigning Permissions

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 for User Roles, below
- System-Defined User Roles, page 415
- Custom User Roles, page 423
- Assigning Permissions to a User, page 433.

### Permissions for User Roles

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.

The table on the next page describes all the system tasks that are permission-driven.

*(Continued)*

| Permissions for User Roles |   |
|----------------------------|---|
| Name of Permission         | Allows the User to...   |
| Admin Messages             | Send administrator messages to the user's <i>Inbox Messages</i> list  |
| Authorize Media Playback   | Grant or deny user access to <i>BodyVISION</i> and/or <i>BWX-100</i> videos   |
| Assign Videos              | Access the Assign Video menu  |
| Can Own Video              | Own system video  |
| Can Reset DVR              | Remove a non-operational DVR's serial number from the server  |
| Can View Body Worn Videos  | View <i>BodyVISION</i> and <i>BWX-100</i> videos/ snapshots without having to submit a viewing request  |
| Display MAX Speed          | View the <i>Maximum Speed</i> field on the Video Details page   |
| Edit All Data              | View/edit all video   |
| Edit Private Data          | View/edit private video   |
| Generate Reports           | Access the <i>Advanced Reporting</i> feature.   |
| Export Display GPS         | Include a <i>Show GPS</i> checkbox on the Export Options popup, which, when selected, will allow user to view the <i>Latitude</i> , <i>Longitude</i> , and <i>Heading</i> fields while playing exported Data DVD videos |
| Export Display Speed       | Include a <i>Show Speed</i> checkbox on the Export Options popup, which, when selected, will allow user to view the <i>Speed</i> field while playing exported Data DVD videos   |
| Google Earth               | Download GPS data in a KML file format for use with Google Earth  |
| Manage DVRS                | Access the Manage DVRS menu   |
| Manage Users               | Access the Manage Users menu  |
| Media Reader               | Manually upload video via the Media Reader option   |
| Mobile Devices             | Access the Mobile Devices menu, which is used to track <i>BodyVISION</i> and <i>BWX-100</i> cameras   |
| Player Display GPS         | View the <i>Latitude</i> , <i>Longitude</i> , and <i>Heading</i> fields while playing videos on the server; search on the <i>Latitude</i> and <i>Longitude</i> fields   |
| Player Display Speed       | View the <i>Speed</i> field while playing videos on the server; search on the <i>Speed Greater Than</i> field   |
| Search Videos              | Search video records  |
| Select COC Logs            | Select the type of logs that will display on the Video Chain of Custody Report  |
| System Setup               | Access the System Setup menu. This permission should only be given to System Administrators.  |
| System Status              | Access the System Status menu   |



| Permissions for User Roles (cont'd) |   |
|-------------------------------------|---|
| Name of Permission                  | Allows the User to...   |
| User Group                          | Have other users assigned to him. This limits his video searches to 1) public videos and 2) videos owned by users in his group. |
| View Data Logs                      | View video logs   |
| View Only                           | View, but not edit, system data   |

## System-Defined User Roles

*System-Defined User Roles* are the pre-defined user groups that come standard with DEF. These include:

- Officer
- Display-only Video
- Supervisor Lvl 1
- Supervisor Lvl 2
- Administrator.

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 more information, see:

- Permissions for User Roles, page 413
- Default Permissions for System-Defined User Roles, next page
- Changing the Settings for a System-Defined User Role, page 417
- Restoring a System-Defined User Role to its Default Settings, page 421.

## Default Permissions for System-Defined User Roles

This section lists the default permissions for the system-defined user roles that come standard with DEF. For more on user roles, refer to this chapter’s introduction and/or “System-Defined User Roles” on the previous page.

| System Administrator     |   | System Administrator | Display-only Video | Officer | Supervisor Lvl 1 | Supervisor Lvl 2 |
|--------------------------|---|----------------------|--------------------|---------|------------------|------------------|
| Name of Permission       | Allows the User to...                                     | System Administrator | Display-only Video | Officer | Supervisor Lvl 1 | Supervisor Lvl 2 |
| Admin Messages           | Access administrator messages                             | ✓                    |                    |         |                  |                  |
| Authorize Media Playback | Grant or deny user access to Body Worn videos             | ✓                    | ✓                  |         |                  |                  |
| Assign Videos            | Access the Assign Video menu                              | ✓                    |                    |         |                  |                  |
| Can Own Video            | Own system video  | ✓                    | ✓                  | ✓       |                  |                  |
| Can Reset DVR            | Remove a non-operational DVR’s serial number from DEF     | ✓                    |                    |         |                  |                  |
| Can View Body Worn Video | View Body Worn files without a viewing request            | ✓                    | ✓                  |         |                  |                  |
| Display Max Speed        | View <i>Maximum Speed</i> field on the Video Details page | ✓                    | ✓                  |         | ✓                | ✓                |
| Edit All Data            | View/edit all video                                       | ✓                    |                    |         |                  |                  |
| Edit Private Data        | View/edit video that is marked as <i>private</i>          | ✓                    | ✓                  |         |                  |                  |
| Generate Reports         | Access the Advanced Reporting feature                     | ✓                    |                    |         |                  |                  |
| Export Display GPS       | Include GPS fields with video exports*                    | ✓                    | ✓                  | ✓       | ✓                | ✓                |
| Export Display Speed     | Include <i>Speed</i> field with video exports*            | ✓                    | ✓                  | ✓       | ✓                | ✓                |
| Google Earth             | Download GPS data as .KML file for use with Google Earth  | ✓                    | ✓                  |         |                  |                  |
| Manage DVRS              | Access the Manage DVRS menu                               | ✓                    |                    |         |                  |                  |
| Manage Users             | Access the Manage Users menu                              | ✓                    |                    |         |                  |                  |
| Media Reader             | Upload video via the Media Reader option                  | ✓                    | ✓                  |         |                  |                  |
| Mobile Devices           | Access the Mobile Devices menu                            | ✓                    |                    |         |                  |                  |
| Player Display GPS       | View GPS fields when playing videos on the server         | ✓                    | ✓                  | ✓       | ✓                | ✓                |
| Player Display Speed     | View <i>Speed</i> field when playing videos on the server | ✓                    | ✓                  | ✓       | ✓                | ✓                |
| Search Videos            | Search public video records                               | ✓                    | ✓                  | ✓       | ✓                | ✓                |
| Select COC Logs          | Select logs to display on Video Chain of Custody Report   | ✓                    |                    |         |                  |                  |
| System Setup             | Access the System Setup menu                              | ✓                    |                    |         |                  |                  |
| System Status            | Access the System Status menu                             | ✓                    |                    |         |                  |                  |
| User Group               | Have other users assigned to him                          |                      | ✓                  |         |                  |                  |
| View Data Logs           | View video logs   |                      |                    |         |                  | ✓                |
| View Only                | View, but not edit, system data                           |                      |                    |         | ✓                |                  |

\* Data DVD format only

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## 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 DEF:

- Officer
- View-only Video
- Supervisor Lvl 1
- Supervisor Lvl 2
- System Administrator.

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 DEF. If a user type will be performing time-intensive tasks, such as manually uploading videos or performing system updates, it's recommended that you set their session timeout to a *minimum* of 60 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 414.

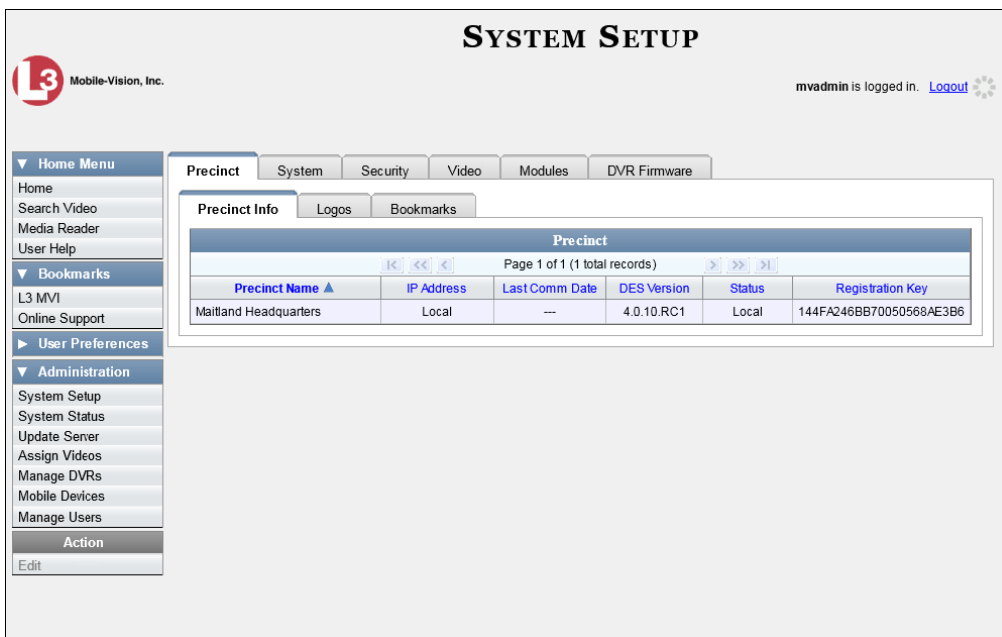
Whenever you update a user role, your changes will affect all users who share that role. For example, if you add the *Can Reset DVR* permission to the *Supervisor Lvl 1* user role, then all *Supervisor Lvl 1* users will automatically be assigned the *Can Reset DVR* permission. See FAQ below.

**FAQ: Do I need to update my user records after I modify a user role?** No. The new permissions will automatically be assigned to all users who share that user role. However, there **are** two circumstances where you should update a user's permissions from within their user record:

1. You need to change a user's assigned *user role*. For example, if an officer gets a promotion, you might want to change their user role from **Officer** to **Supervisor Lvl 1**. For more information, see "Changing a User" in the next chapter.
2. You want to give a user a few extra permissions that are not included with their assigned user role. For more information, see "Assigning Permissions to a User" on page 433.

Please note that you cannot change the name of a system-defined user role. If the predefined names do not meet your agency's needs, see "Adding a Custom User Role" on page 423 instead.

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



**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Home Menu: Home, Search Video, Media Reader, User Help

Bookmarks: L3 MVI, Online Support

User Preferences

Administration: System Setup, System Status, Update Server, Assign Videos, Manage DVRs, Mobile Devices, Manage Users

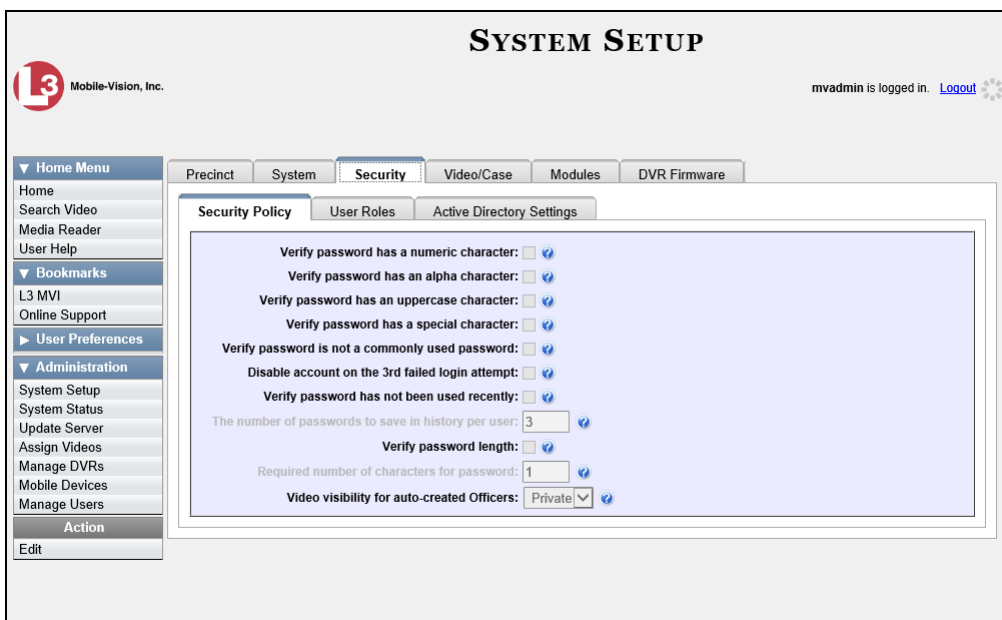
Action: Edit

Navigation: Precinct | System | Security | Video | Modules | DVR Firmware

Precinct Info | Logos | Bookmarks

| Precinct                      |            |                |             |        |                         |
|-------------------------------|------------|----------------|-------------|--------|-------------------------|
| Page 1 of 1 (1 total records) |            |                |             |        |                         |
| Precinct Name ▲               | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters         | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

2 Click the **Security** tab.



**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Home Menu: Home, Search Video, Media Reader, User Help

Bookmarks: L3 MVI, Online Support


User Preferences


Administration: System Setup, System Status, Update Server, Assign Videos, Manage DVRs, Mobile Devices, Manage Users


Action: Edit


Navigation: Precinct | System | **Security** | Video/Case | Modules | DVR Firmware


Security Policy | User Roles | Active Directory Settings


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:  

Verify password has not been used recently:  

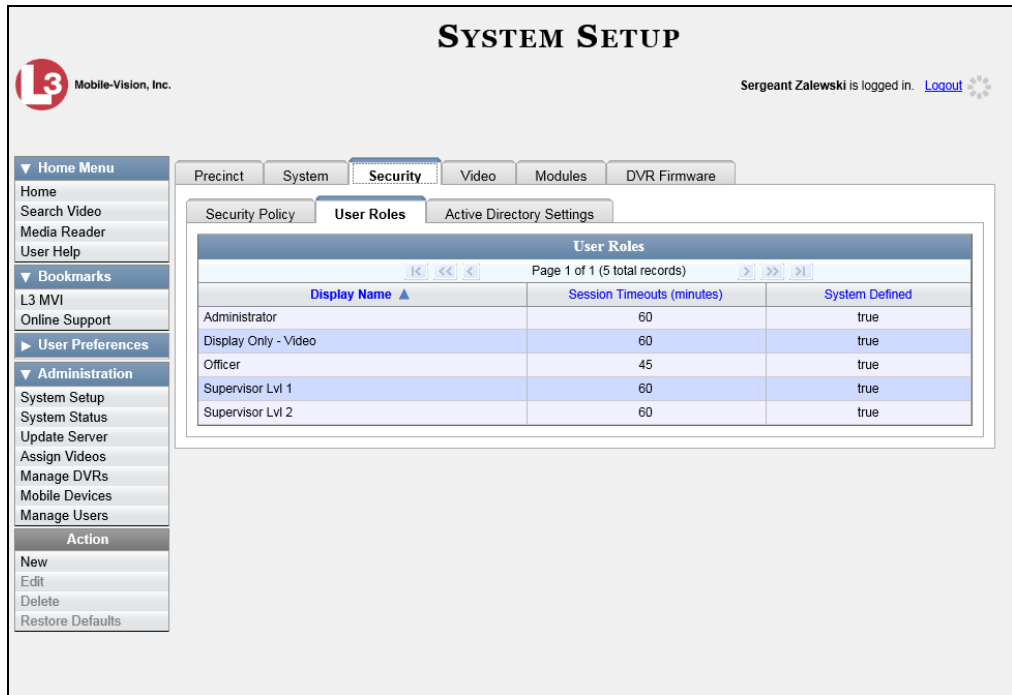
The number of passwords to save in history per user:  

Verify password length:  

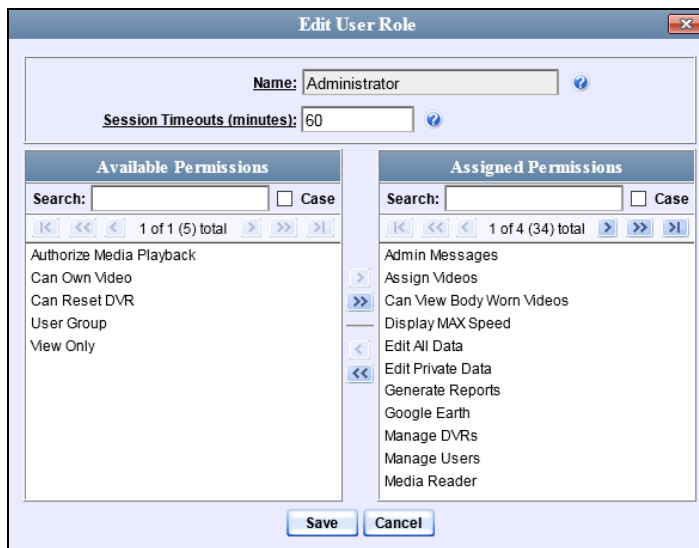
Required number of characters for password:  

Video visibility for auto-created Officers:  



3 Click the **User Roles** tab. The User Roles form displays.



- 4 Right-click on the predefined user role that you wish to update, then select **Edit** from the popup menu. The Edit User Role popup displays.



- 5 To change the *Session Timeout* setting for this user role (see definition on page 417), proceed to the next step. Otherwise skip to step 7.
- 6 Enter a new value in the *Session Timeouts (minutes)* field.
- 7 To *add* a permission to this user role, proceed to the next step. Otherwise skip to step 10.

- 8 Go to the left column (Available Permissions) and click on each of the permissions you wish to add. If a permission 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 permissions list.
- 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 Permissions).
- 10 To *remove* a permission from this user role, proceed to the next step. Otherwise skip to step 13.
- 11 Go to the right column (Assigned Permissions) and click on each of the permissions you wish to remove.
- 12 Once you've highlighted the desired permissions, click the  icon located between the two columns. The selected permissions are removed from the *Assigned Permissions* list.
- 13 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.

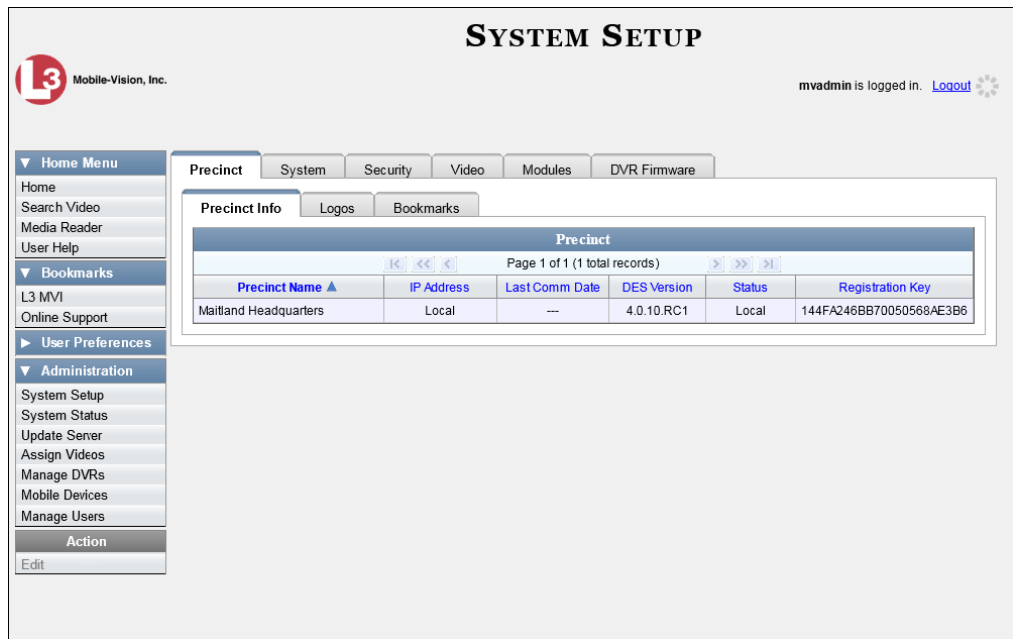
Once you've saved the user role without any errors, a confirmation message displays.

User Role Administrator 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, but you now wish to restore that user role to its default settings.

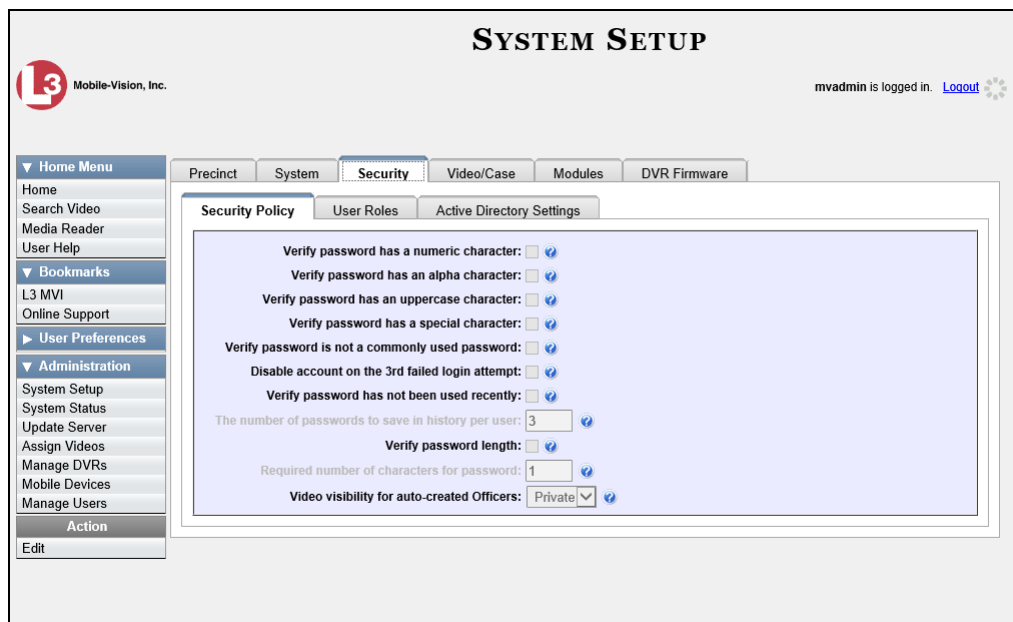
- 1 Go to **Administration** and click **System Setup**. The System Setup page displays.














The screenshot shows the 'SYSTEM SETUP' interface. The 'Administration' menu is expanded, and 'System Setup' is selected. The 'Precinct' tab is active, and the 'Precinct Info' sub-tab is selected. A table displays the following data:

| Precinct Name ▲       | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
|-----------------------|------------|----------------|-------------|--------|-------------------------|
| Maitland Headquarters | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

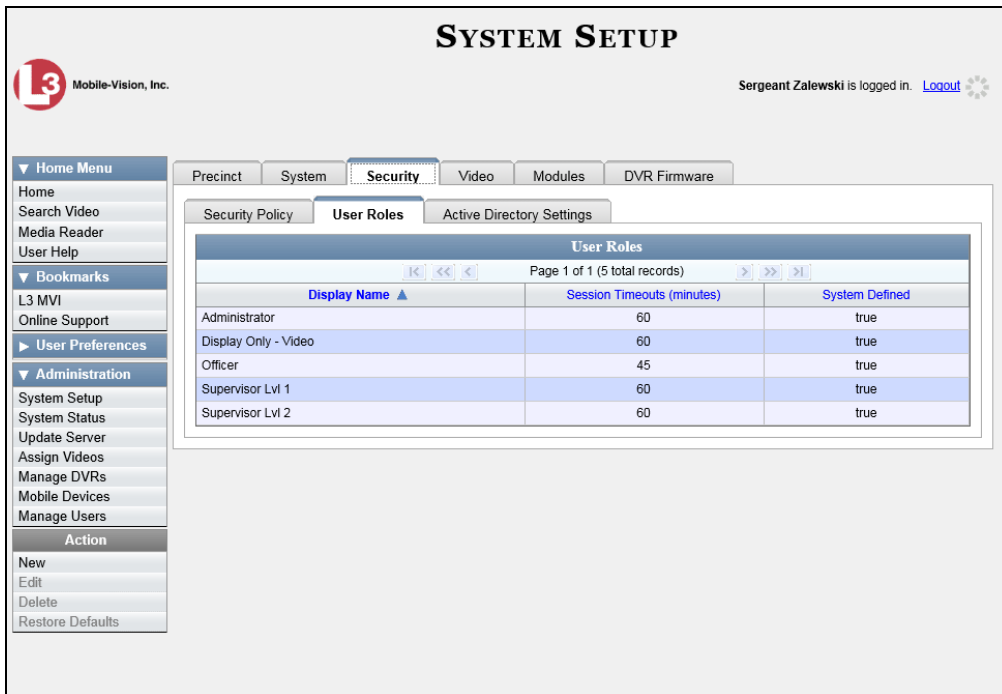
- 2 Click the **Security** tab.



The screenshot shows the 'SYSTEM SETUP' interface with the 'Security' tab selected. The 'Security Policy' sub-tab is active, displaying various password and account settings:

- 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:  
- Verify password has not been used recently:  
- The number of passwords to save in history per user:  
- Verify password length:  
- Required number of characters for password:  
- Video visibility for auto-created Officers:  

- 3 Click the **User Roles** tab. The User Roles form displays.



The screenshot shows the SYSTEM SETUP interface for Mobile-Vision, Inc. The user is logged in as Sergeant Zalewski. The Security tab is selected, and the User Roles sub-tab is active. The User Roles table displays the following data:

| Display Name ▲       | Session Timeouts (minutes) | System Defined |
|----------------------|----------------------------|----------------|
| Administrator        | 60                         | true           |
| Display Only - Video | 60                         | true           |
| Officer              | 45                         | true           |
| Supervisor Lvl 1     | 60                         | true           |
| Supervisor Lvl 2     | 60                         | true           |

- 4 Click on the user role that you wish to restore.
- 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 five default names (*Officer*, *View-only Video*, *Supervisor Lvl 1*, *Supervisor Lvl 2*, and *System Administrator*). 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 414.

For specific instructions, see:

- Adding a Custom User Role, below
- Changing a Custom User Role, page 427
- Deleting a Custom User Role, page 431.

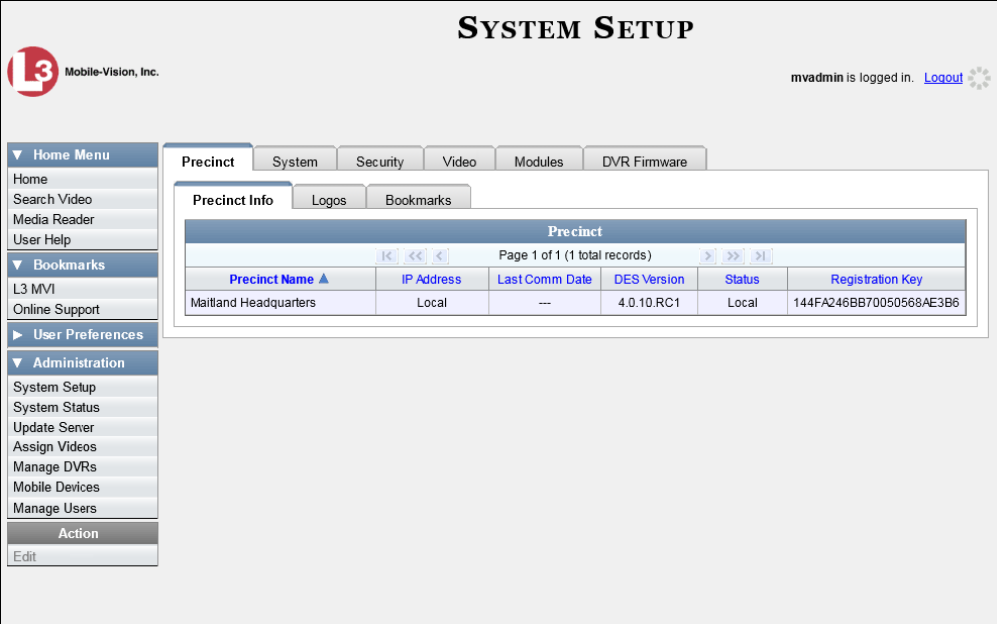
---

### 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 DEF, as described in “Changing the Settings for a System-Defined User Role” on page 417.

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



**SYSTEM SETUP**

L3 Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Home Menu: Home, Search Video, Media Reader, User Help

Bookmarks: L3 MVI, Online Support

User Preferences

Administration: System Setup, System Status, Update Server, Assign Videos, Manage DVRs, Mobile Devices, Manage Users

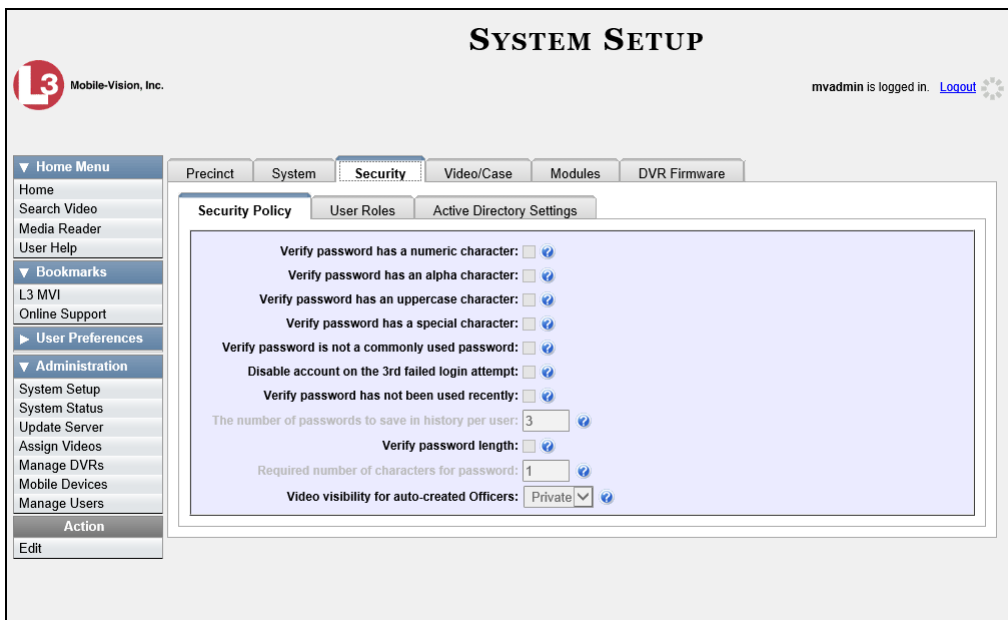
Action: Edit

Precinct Info Logos Bookmarks

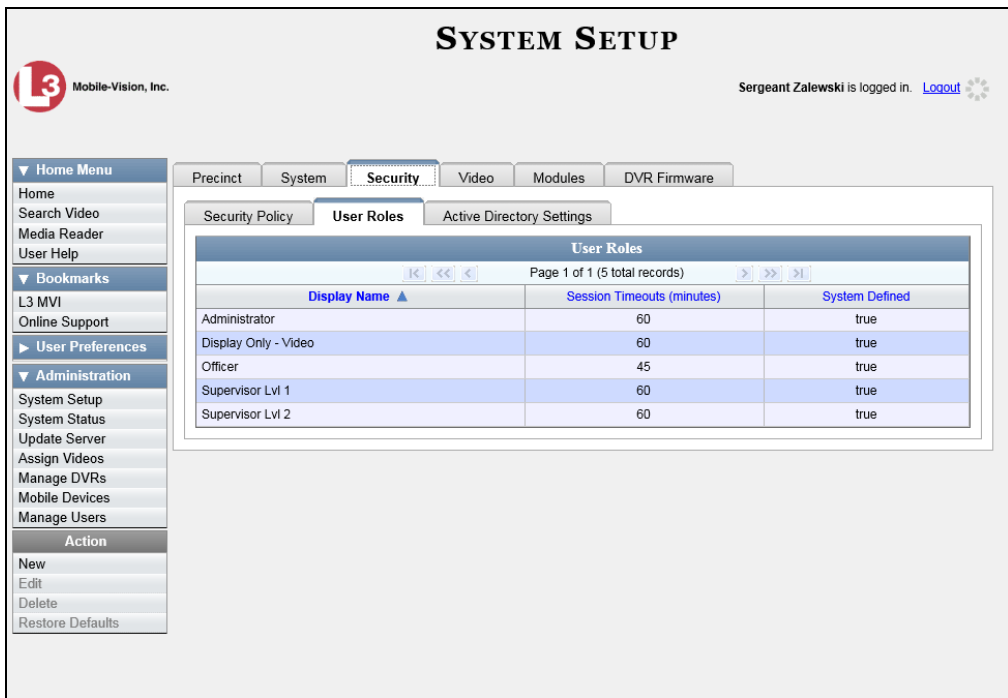
| Precinct              |            |                |             |        |                         |
|-----------------------|------------|----------------|-------------|--------|-------------------------|
| Precinct Name ▲       | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

- 2 Click the **Security** tab.

(Continued)



3 Click the **User Roles** tab. The User Roles form displays.




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

| User Roles                                  |  |
|---|--|
| Column                                      | Description  |
| Display Name                                | The name of this user role. The <i>system-defined</i> user role names never change. They are: <ul style="list-style-type: none"> <li>Administrator</li> <li>Display Only – Video</li> <li>Officer</li> <li>Supervisor Lvl 1</li> <li>Supervisor Lvl 2</li> </ul> |
| 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 DEF to your agency’s existing internal network.                             |
| Session Timeouts (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:<br><b>True</b> ..... The user role is system-defined<br><b>False</b> ..... The user role is <i>not</i> system-defined (i.e., it is <i>user-defined</i> )                    |

4 Go to the **Action** column and click **New**. The New User Role form displays.

(Continued)

- 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 Timeouts (minutes)* field and enter a new value.
- 8 Go to the left column (Available Permissions) 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 onscreen, use the *Search* field and/or 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” on page 414.
- 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 Permissions).
- 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 created.

---

\* The number of idle-time minutes that must pass before the system automatically logs a user off the system.

---

## Changing a Custom User Role

This section describes how to update a custom user role. You can change the following information:

- User Role Name*
- 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 414.

Whenever you update a user role, your changes will affect all users who share that role. For example, if you add the *Can Reset DVR* permission to the *Sergeant* user role, then all *Sergeant* users will automatically be assigned the *Can Reset DVR* permission. See FAQ below.

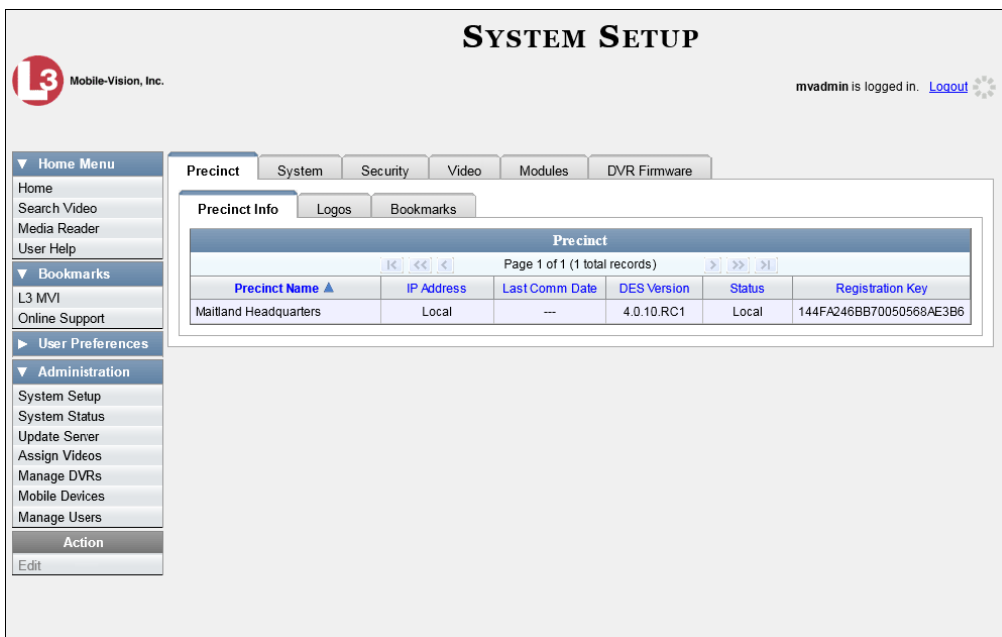
**FAQ: Do I need to update my user records after I modify a user role?** No. The new permissions will automatically be assigned to all users who share that user role. However, there **are** two circumstances where you should update a user's permissions from within their user record:

1. You need to change a user's assigned *user role*. For more information, see "Changing a User" in the next chapter.
2. You want to give a user a few extra permissions that are not included with their assigned user role. For more information, see "Assigning Permissions to a User" on page 433.

For more on user roles, refer to this chapter's introduction and/or "Custom User Roles" on page 423.

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

(Continued)



**SYSTEM SETUP**

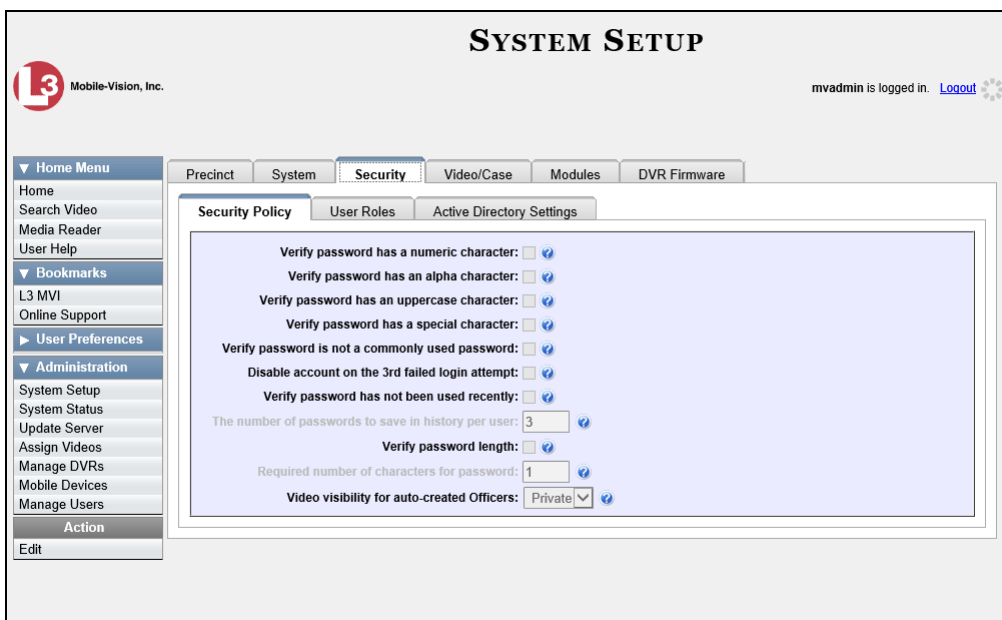
Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Navigation: Precinct | System | Security | Video | Modules | DVR Firmware

Sub-navigation: Precinct Info | Logos | Bookmarks

| Precinct              |            |                |             |        |                         |
|-----------------------|------------|----------------|-------------|--------|-------------------------|
| Precinct Name ▲       | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

2 Click the **Security** tab.



**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

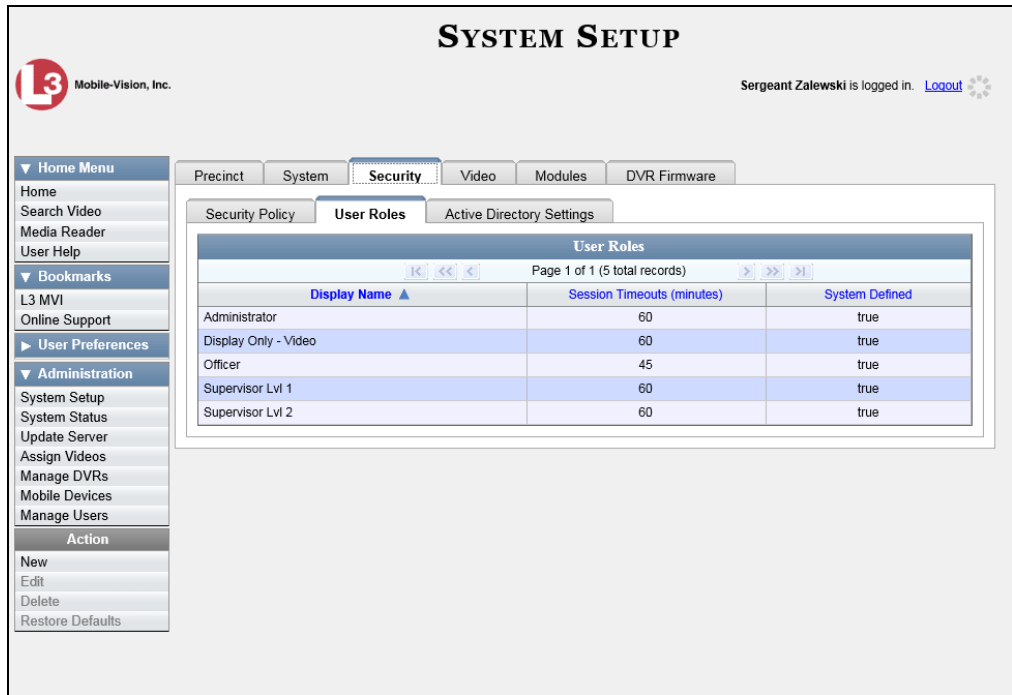
Navigation: Precinct | System | **Security** | Video/Case | Modules | DVR Firmware

Sub-navigation: Security Policy | User Roles | Active Directory Settings

Security Policy Configuration:

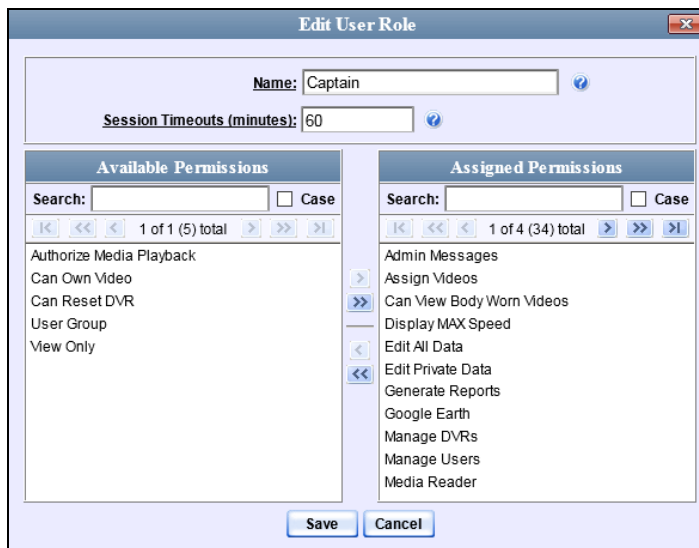
- Verify password has a numeric character:  [?](#)
- Verify password has an alpha character:  [?](#)
- Verify password has an uppercase character:  [?](#)
- Verify password has a special character:  [?](#)
- Verify password is not a commonly used password:  [?](#)
- Disable account on the 3rd failed login attempt:  [?](#)
- Verify password has not been used recently:  [?](#)
- The number of passwords to save in history per user:  [?](#)
- Verify password length:  [?](#)
- Required number of characters for password:  [?](#)
- Video visibility for auto-created Officers:  [?](#)

3 Click the **User Roles** tab. The User Roles form displays.





For a description of the columns on this form, see the table on page 425.

- Right-click on the custom user role that you wish to update, then select **Edit** from the popup menu. The Edit User Role popup displays.



- To change the name of this user role, enter a new value in the *Name* field. Otherwise proceed to the next step.
- If your agency is using the Active Directory Integration feature, proceed to the next step. Otherwise skip to step 8.

- 7 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.
- 8 To change the Session Timeout setting\* for this user role, proceed to the next step. Otherwise skip to step 10.
- 9 Enter a new value in the *Session Timeouts (minutes)* field.
- 10 To add a permission to this user role, proceed to the next step. Otherwise skip to step 13.
- 11 Go to the left column (Available Permissions) and click on each of the permissions you wish to add. If a permission 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 permissions list.
- 12 Once you've highlighted the desired permissions, click the  icon located between the two columns. The selected permissions display in the right column (Assigned Permissions).
- 13 To *remove* a permission from this user role, proceed to the next step. Otherwise skip to step 16.
- 14 Go to the right column (Assigned Permissions) and click on each of the permissions you wish to remove.
- 15 Once you've highlighted the desired permissions, click the  icon located between the two columns. The selected permissions are removed from the *Assigned Permissions* list.
- 16 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 Captain successfully saved.

---

\* The number of idle-time minutes that must pass before the system automatically logs a user off the system.

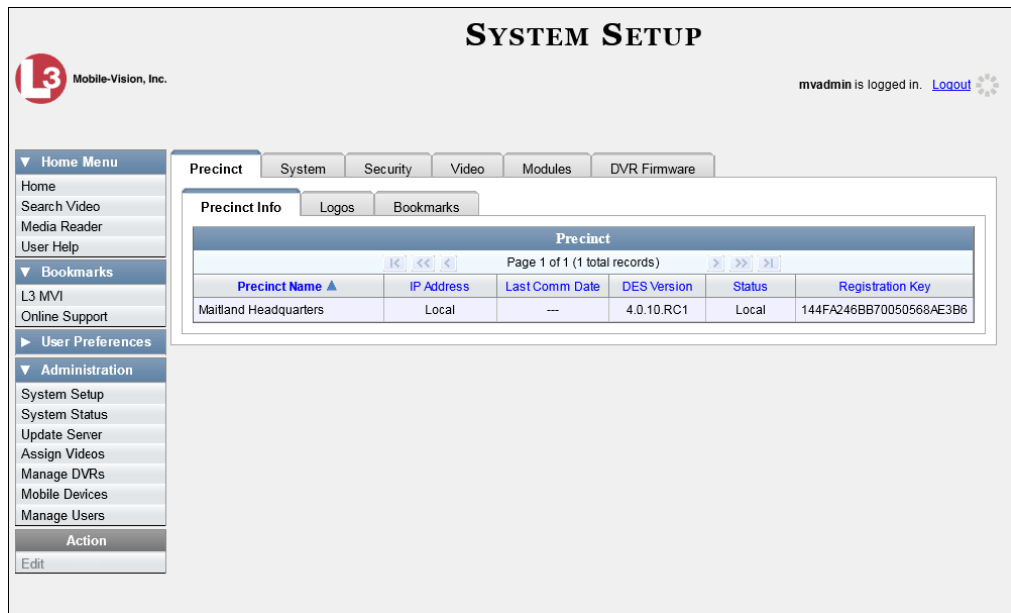


## Deleting a Custom User Role

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.

For more information, see "Changing a User" in chapter 6.

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



**SYSTEM SETUP**

mvadmin is logged in. [Logout](#)

Home Menu: Home, Search Video, Media Reader, User Help

Bookmarks: L3 MVI, Online Support

User Preferences

Administration: System Setup, System Status, Update Server, Assign Videos, Manage DVRs, Mobile Devices, Manage Users

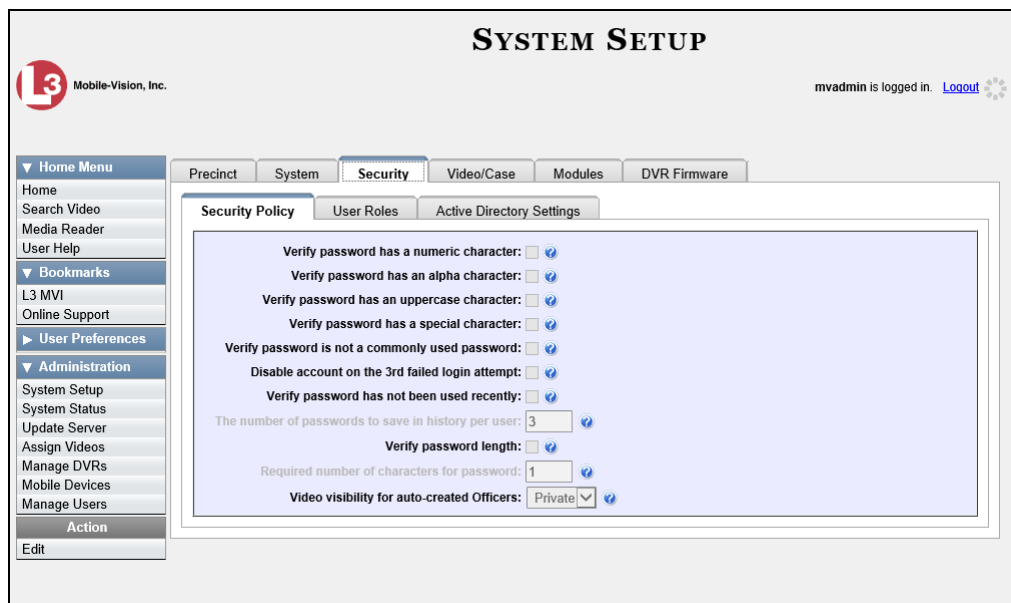
Action: Edit

Precinct System Security Video Modules DVR Firmware

Precinct Info Logos Bookmarks

| Precinct              |            |                |             |        |                         |
|-----------------------|------------|----------------|-------------|--------|-------------------------|
| Precinct Name ▲       | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

- 2 Click the **Security** tab.



**SYSTEM SETUP**

mvadmin is logged in. [Logout](#)

Home Menu: Home, Search Video, Media Reader, User Help

Bookmarks: L3 MVI, Online Support


User Preferences


Administration: System Setup, System Status, Update Server, Assign Videos, Manage DVRs, Mobile Devices, Manage Users


Action: Edit


Precinct System **Security** Video/Case Modules DVR Firmware


Security Policy User Roles Active Directory Settings


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:  

Verify password has not been used recently:  

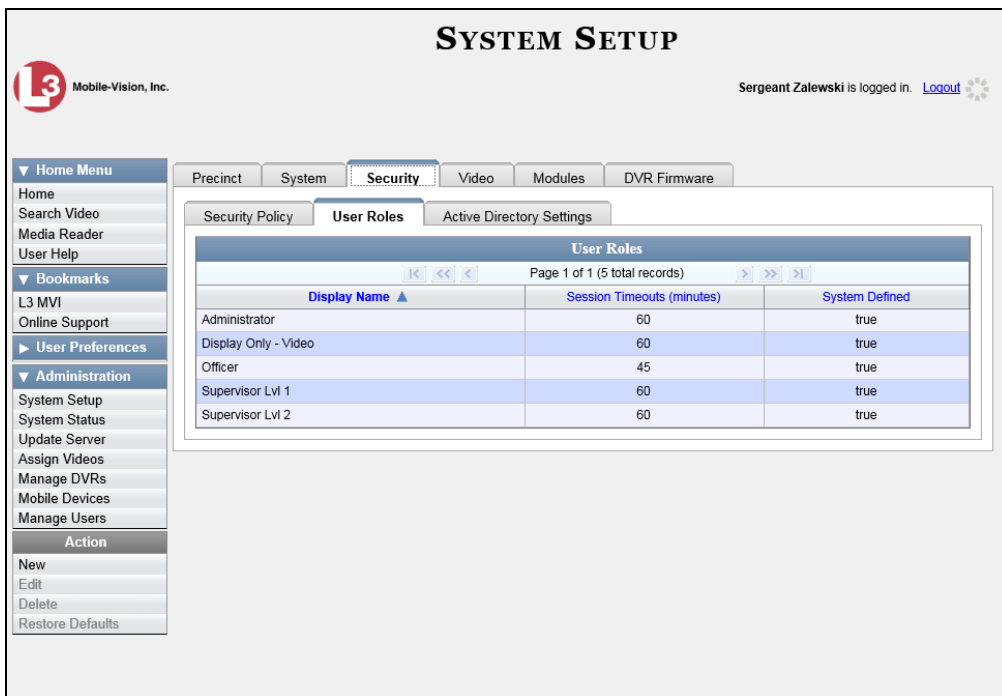
The number of passwords to save in history per user:  

Verify password length:  

Required number of characters for password:  

Video visibility for auto-created Officers:  

- 3 Click the **User Roles** tab. The User Roles form displays.



The screenshot shows the 'SYSTEM SETUP' interface for Mobile-Vision, Inc. The 'Security' tab is selected, and the 'User Roles' sub-tab is active. A table displays the following user roles:

| Display Name ▲       | Session Timeouts (minutes) | System Defined |
|----------------------|----------------------------|----------------|
| Administrator        | 60                         | true           |
| Display Only - Video | 60                         | true           |
| Officer              | 45                         | true           |
| Supervisor Lvl 1     | 60                         | true           |
| Supervisor Lvl 2     | 60                         | true           |

- 4 Right-click on the custom user role that you wish to delete, then select **Delete** from the popup menu. A confirmation message displays.

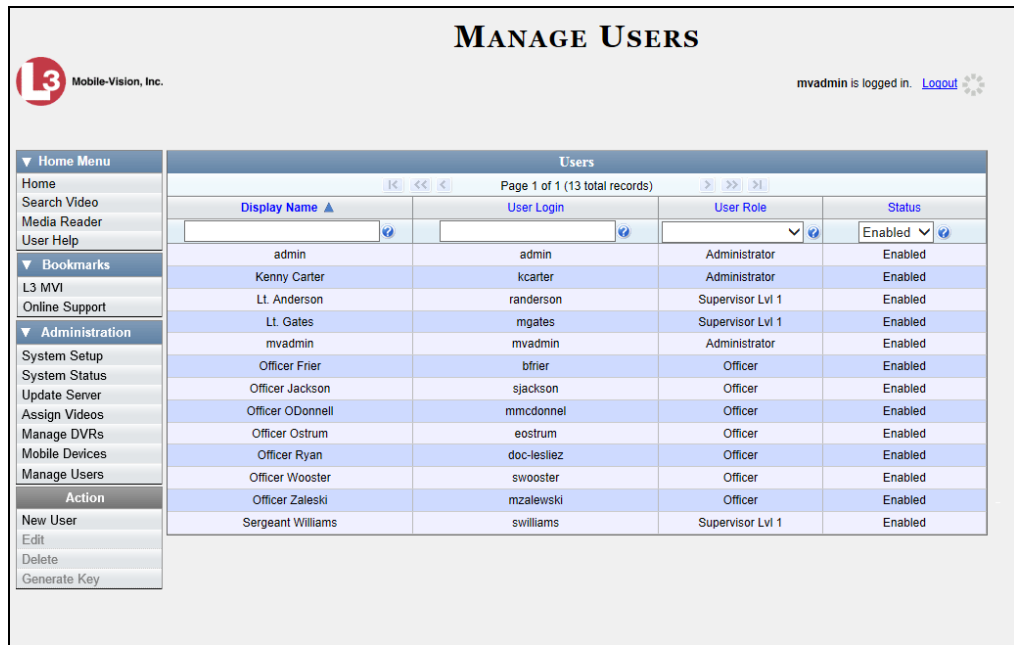


- 5 Click **Yes**. The selected user role is permanently removed from the User Roles list.

## 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 6, “Adding a User.” Secondly, 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 Manage Users page displays.



**MANAGE USERS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

| Users                          |             |                  |         |  |
|--------------------------------|-------------|------------------|---------|--|
| Page 1 of 1 (13 total records) |             |                  |         |  |
| Display Name ▲                 | User Login  | User Role        | Status  |  |
| admin                          | admin       | Administrator    | Enabled |  |
| Kenny Carter                   | kcarter     | Administrator    | Enabled |  |
| Lt. Anderson                   | randerson   | Supervisor Lvl 1 | Enabled |  |
| Lt. Gates                      | mgates      | Supervisor Lvl 1 | Enabled |  |
| mvadmin                        | mvadmin     | Administrator    | Enabled |  |
| Officer Frier                  | bfrier      | Officer          | Enabled |  |
| Officer Jackson                | sjackson    | Officer          | Enabled |  |
| Officer ODonnell               | mmcdonnel   | Officer          | Enabled |  |
| Officer Ostrum                 | eostrum     | Officer          | Enabled |  |
| Officer Ryan                   | doc-lesliez | Officer          | Enabled |  |
| Officer Wooster                | swooster    | Officer          | Enabled |  |
| Officer Zaleski                | mzalewski   | Officer          | Enabled |  |
| Sergeant Williams              | swilliams   | Supervisor Lvl 1 | 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.

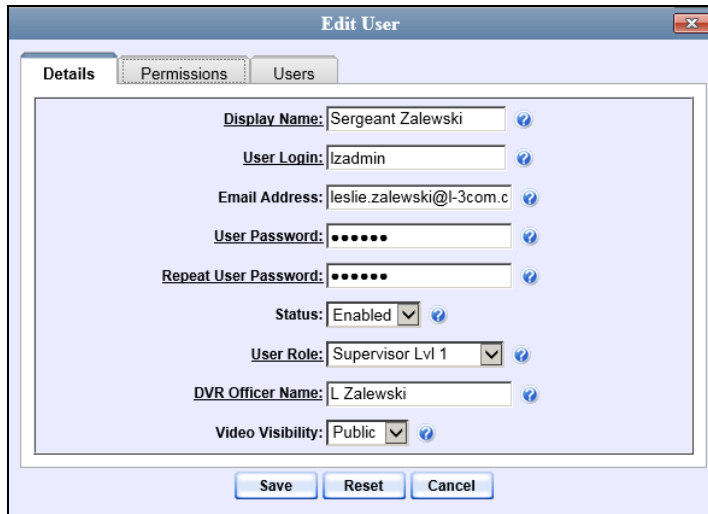
- 3 Use the navigation arrows at the top of the form to scroll through the user list.

– OR –

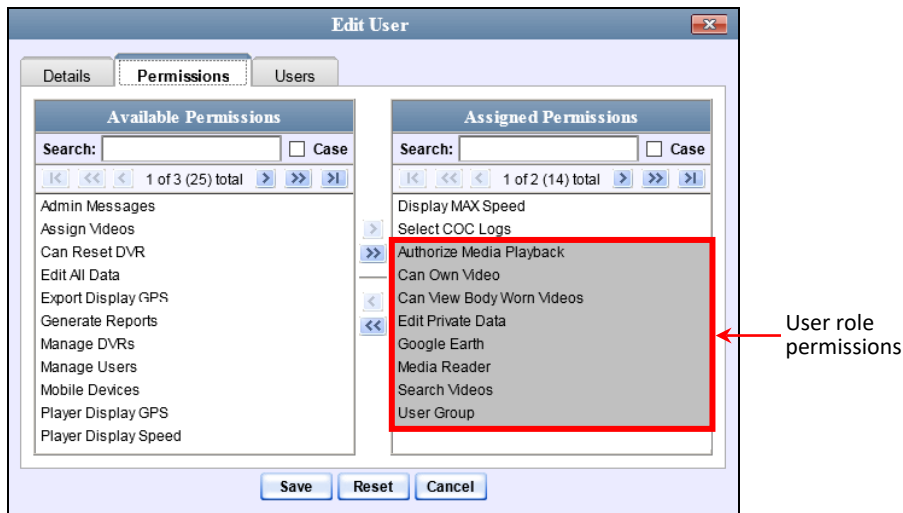
Enter/select search criteria in the search field(s) provided.

| Display Name ▲       | User Login           | User Role            | Status  |
|----------------------|----------------------|----------------------|---------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | Enabled |

- 4 Once the desired record appears in the *Display Name* column, right-click on it, then select **Edit** from the popup menu. The Edit User popup displays.




- 5 To change this user's *user role*, select a new role from the *User Role* drop-down list. Otherwise proceed to the next step.
- 6 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*.

- 7 Review the current list of permissions for this user.  
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 10.

- 8 Go to the left column (Available Permissions) and click on the new permissions you wish to assign. If a permission 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 permissions list.
- 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 Permissions).
- 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.

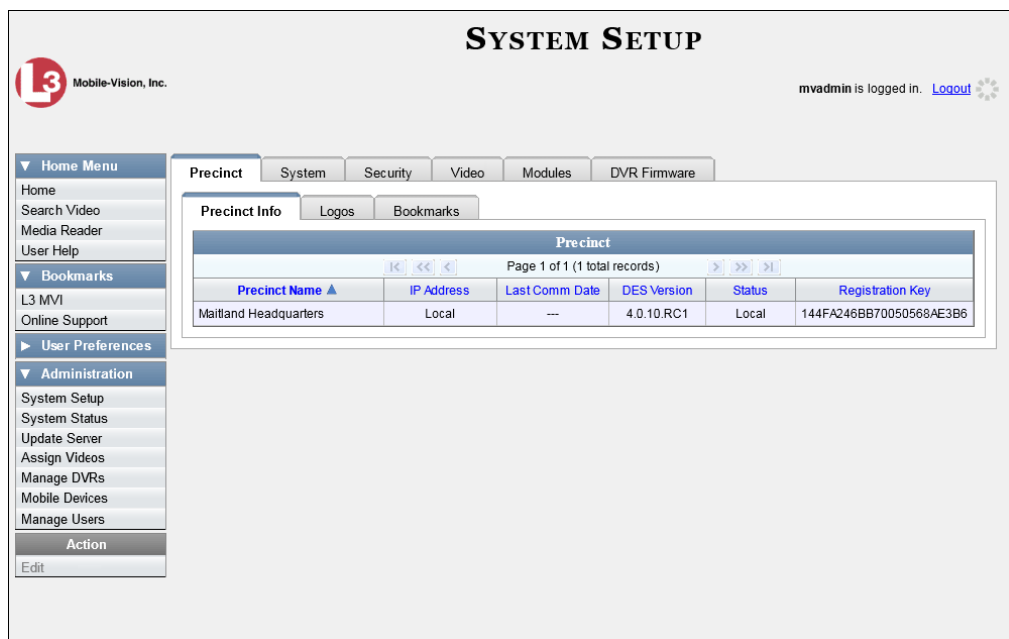
Once you've saved the user record without any errors, a confirmation message displays.

User **Sergeant Zalewski** 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.



**SYSTEM SETUP**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Navigation: Home Menu, Bookmarks, Administration (System Setup, System Status, Update Server, Assign Videos, Manage DVRs, Mobile Devices, Manage Users), Action (Edit)

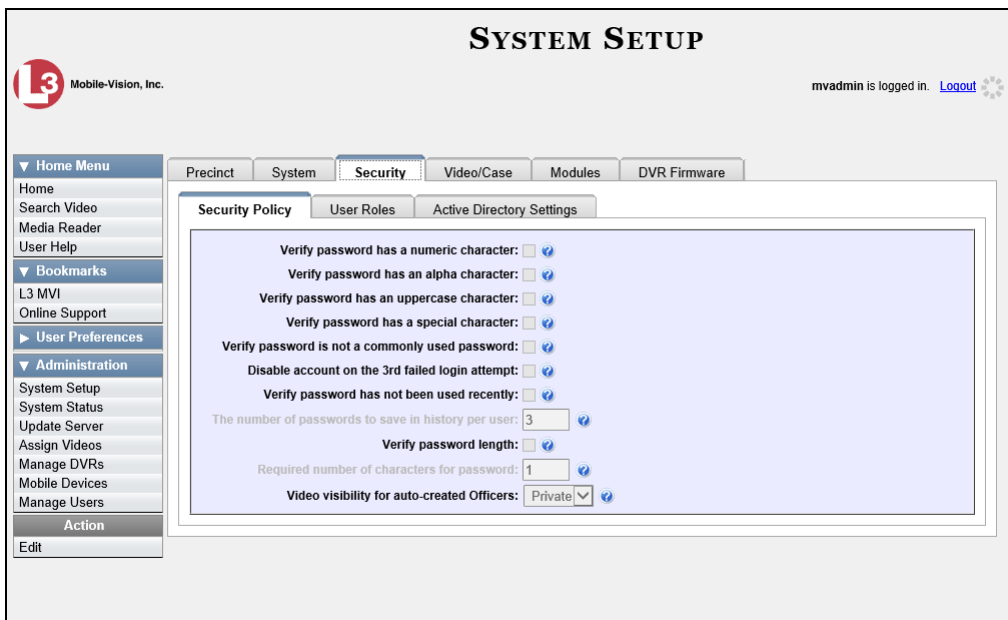
System Setup: Precinct, System, Security, Video, Modules, DVR Firmware

Precinct Info: Logos, Bookmarks

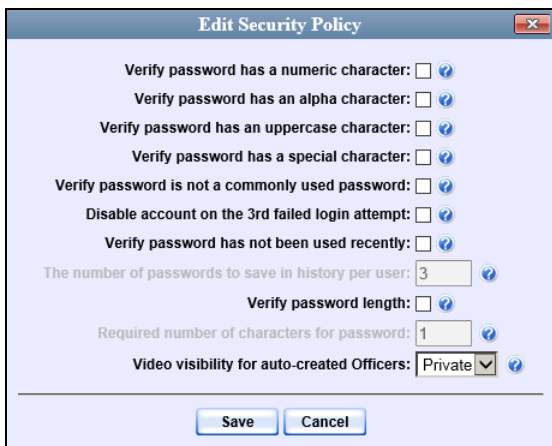
| Precinct                      |            |                |             |        |                         |
|-------------------------------|------------|----------------|-------------|--------|-------------------------|
| Page 1 of 1 (1 total records) |            |                |             |        |                         |
| Precinct Name ▲               | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
| Maitland Headquarters         | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

(Continued)

- 2 Click the **Security** tab.



- 3 Make sure the **Security Policy** tab is selected, as pictured above.
- 4 Go to the **Action** column and click **Edit**. The Edit Security Policy popup displays.



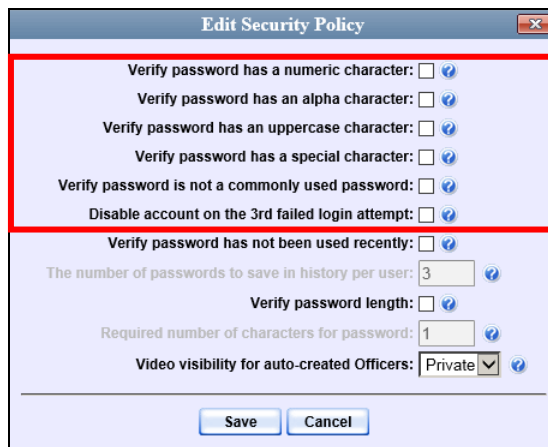
The security options on this form are described in the following table.

| 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 <sup>rd</sup> 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).   |
| 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 <i>x</i> number of times, with <i>x</i> being the number entered in the <i>number of passwords to save in history per user</i> field.   |
| 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 <i>x</i> number of times their password was changed, with <i>x</i> being the number entered in this field. |

(Continued)

| Edit Security Policy (cont'd)              |   |
|--|---|
| Security Option                            | Description   |
| 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 a minimum of <b>x</b> number of characters in length, with <b>x</b> 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 <b>x</b> characters in length, with <b>x</b> being the number entered in this field.                              |
| Video visibility for auto-created Officers | The default visibility to use for videos that are owned by auto-created Officers.<br><b>Public.</b> Allow any user to view videos that are owned by auto-created Officers.<br><b>Private.</b> Allow only those users who have the <i>View Private Data</i> or <i>View All Data</i> permissions to view videos owned by auto-created Officers.                   |

- Scan through the first six security options and check those security features you wish to use.



- If you don't want your users to be able to re-use recent passwords, proceed to the next step. Otherwise skip to step 9.



- 7 Select the checkbox to the right of *Verify password has not been used recently*.
- 8 Enter the number of passwords you want each of your users to have in the *number of passwords to save in history per user* field.
- 9 To set a minimum required length for passwords, proceed to the next step. Otherwise skip to step 12.
- 10 Select the checkbox to the right of the *Verify password length* field.
- 11 Enter the minimum number of characters that your passwords must have in the *Required number of characters for password* field.
- 12 To allow only those users with the *View Private Data* or *View All Data* permission to view videos owned by auto-created Officers (see box below), proceed to the next step.

– OR –

To allow *any* user to view videos that are owned by auto-created Officers, select **Public** from the *Video Visibility for Auto-Created Officers* drop-down list.

**What is an auto-created officer?** If the value of a video's *Owner* field starts with **\*1**, it indicates that it was auto-created by the system. There are two scenarios in which the system will automatically create an owner: 1) A user logs into a DVR using a User ID that does not reside on the server. After transmission occurs, the system recognizes that the DVR Officer Name does not match any existing records in the database, and so it creates a new owner name using the following naming convention: **\*1 [DVR login name] @ [date/time]**. This name will display in the video's *Owner* field. 2) The **Record** feature on the DVR is activated when no officer is logged into the DVR. In this instance, the system will assign a default owner of **\*1 No Name @ [time at which default officer was created]** to any videos that were recorded during that session.

- 13 Click **Save**.



## 6 Users

---

There are two methods for entering and maintaining user records in DEF: *directly*, as described in “Maintaining Users in DEF” on page 443, or through your agency’s existing internal network, as described in “Using Active Directory,” beginning on page 454.

The Active Directory Integration feature enables you to integrate DEF 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 System Implementation Specialist (SIS) will assist you in setting up your Active Directory. After that, you only have to update the user list periodically as needed.

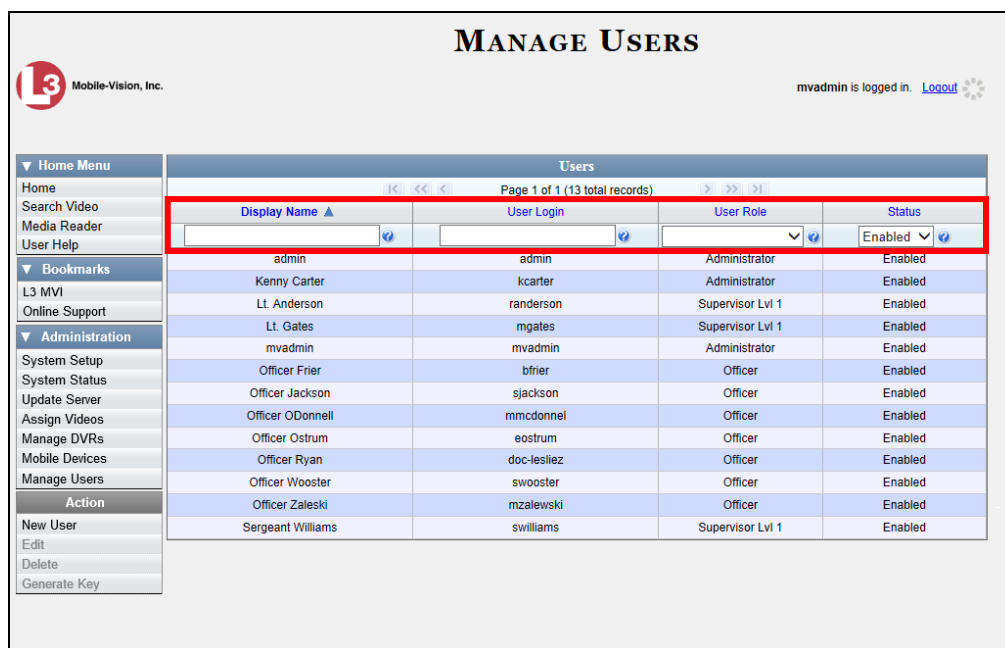
For more information, see:

- Searching for a User, next page
- Maintaining Users in DEF, page 443
- Using Active Directory, page 454
- Exporting User Activity to a Spreadsheet, page 464.

## 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 **Administration** and click **Manage Users**. The Manage Users page displays.



The screenshot shows the 'MANAGE USERS' page. At the top, it says 'Mobile-Vision, Inc.' and 'mvadmin is logged in. Logout'. Below is a navigation menu on the left with 'Administration' selected. The main area shows a table of users with search filters for 'Display Name', 'User Login', 'User Role', and 'Status' highlighted with a red box. The table contains 13 records.

| Display Name ▲    | User Login  | User Role        | Status  |
|-------------------|-------------|------------------|---------|
| admin             | admin       | Administrator    | Enabled |
| Kenny Carter      | kcarter     | Administrator    | Enabled |
| Lt. Anderson      | randerson   | Supervisor Lvl 1 | Enabled |
| Lt. Gates         | mgates      | Supervisor Lvl 1 | Enabled |
| mvadmin           | mvadmin     | Administrator    | Enabled |
| Officer Frier     | bfrier      | Officer          | Enabled |
| Officer Jackson   | sjackson    | Officer          | Enabled |
| Officer O'Donnell | mmcdonnell  | Officer          | Enabled |
| Officer Ostrum    | eostrum     | Officer          | Enabled |
| Officer Ryan      | doc-lesliez | Officer          | Enabled |
| Officer Wooster   | swooster    | Officer          | Enabled |
| Officer Zaleski   | mzaleski    | Officer          | Enabled |
| Sergeant Williams | swilliams   | Supervisor Lvl 1 | Enabled |

- 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 5.<br><i>Select the appropriate role from the drop-down list.</i> |
| Status       | Limits your search to those users who have a status of either <b>Enabled</b> or <b>Disabled</b> .<br><i>Select the appropriate status from the drop-down list.</i>       |

After you enter a search value, the system will automatically display those records that match your search criteria.

- 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 DEF

This section describes how to add, change, and/or delete user records in DEF. These procedures only apply to those users who are *not* using the Active Directory Integration feature, which integrates DEF 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 454 instead.

For specific instructions, see:

- Adding a User, below
- Changing a User, page 450
- Deleting a User, page 453.



### Adding a User

This section describes how to enter a new user record in DEF. If your agency is using the Active Directory Integration feature, see "Maintaining Users in Active Directory" on page 454 instead.

Before you add users for the first time, it's important to define your user roles. For more information, see "Assigning Permissions" in chapter 5.



**NOTE:** If the new user will be uploading VIEVU Model LE2 videos, they must be a non-Admin user (such as *Supervisor Lvl 1* or *Supervisor Lvl 2*) whose *DVR Officer Name* field is populated and who is assigned the *Media Reader* permission.

- 1 Go to  and click **Manage Users**. The Manage Users page displays, as pictured on the previous page.
- 2 Go to the  column and click **Create**. The New User popup displays.

*(Continued)*

The fields on the New User form are described below.

| New User Form        |   |
|----------------------|---|
| Field                | Description   |
| Display Name         | The name used to represent this user throughout the DEF application. This name will appear on application pages, drop-down lists, 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.   |
| 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 screen as you type it. <b>Note:</b> After a new user logs into the application for the first time, he should change his user password, as described in "Changing Your Password" in chapter 1. |
| 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: <ul style="list-style-type: none"> <li>▪ <b>Enabled.</b> The user is allowed to login to the application.</li> <li>▪ <b>Disabled.</b> The user is <i>not</i> allowed to login to the application.</li> </ul>   |

| New User Form (cont'd) |  |
|------------------------|--|
| Field                  | Description  |
| 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 chapter 8, <i>Security</i> .  |
| DVR Officer Name       | <p>The officer name associated with the DVR device. If this user logs into a <i>Flashback</i> DVR using a USB login key, the system will automatically populate the <i>Flashback</i>'s <i>Officer Name</i> field with the DVR Officer Name value. This ensures that all videos recorded during that officer's shift will be linked to the correct officer. If an officer uses the same patrol car every day, the <i>Flashback</i>'s <i>Officer Name</i> field will typically be entered manually during system start-up. In this circumstance, it's important that the <b>DVR Officer Name</b> in DEF match the <b>Officer Name</b> in <i>Flashback</i>*. If these names match <i>exactly</i>, the system will automatically link the videos recorded on that DVR with the correct officer. If the names do <i>not</i> match exactly, the system will assign a default DVR Officer Name of <b>*1 [No Name]@[time at which default officer name was created]</b> to any videos that are recorded on that device.</p> <p>If the new user will be uploading VIEVU Model LE2 videos, this field must be populated.</p> <p><i>This field can only be configured on user accounts with the 'Can Own Video' permission.</i></p> |
| Video Visibility       | <p>A flag that determines which users will be able to access this user's videos:</p> <ul style="list-style-type: none"> <li>■ <b>Public.</b> The videos owned by this user will be viewable by all DEF users.</li> <li>■ <b>Private.</b> The videos owned by this user will be viewable by the user and other users who have the proper <i>edit</i> permissions (i.e., the <i>Edit Private Data</i> or <i>Edit All Data</i> permission).</li> </ul> <p><i>This field can only be accessed by users with the 'Can Own Video' permission.</i></p>  |

*The name you enter here should match the Officer Name entered on the Flashback2's 'Misc. Setup' menu or the Flashback3/HD's 'User' menu*

- 3 Enter an officer display name in the *Display Name* field. This is the name that will display throughout the application.

\* For instructions on how to obtain this name, see "Obtaining the Officer Name from a *Flashback* DVR" later in this section.

- 4 Enter the user's 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 *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 you must enable the account before the user will be allowed to login.
- 9 Select a user role from the *User Role* drop-down list.
  - ⇒ If the user role you selected includes the *Can Own Video* permission, the *DVR Officer Name* and *Video Visibility* fields will become accessible. Proceed to the next step.
  - ⇒ If the user role you selected does *not* include the *Can Own Video* permission, the *DVR Officer Name* and *Video Visibility* fields will remain grayed-out. Skip to step 13.
- 10 If this user will be using a USB login key to login to a Flashback DVR each shift, enter a DVR officer name in the *DVR Officer Name* field. Skip to step 12.  
– OR –  
If this user will *not* be using a USB login key to login to a Flashback DVR each shift, go to the actual Flashback unit and jot down the display name located in the Flashback's *Officer Name* field (see box on the next page). Proceed to the next step.  
– OR –  
If this user will *only* be using a Body Worn camera rather than a Flashback, skip to step 12.



### Obtaining the Officer Name from a Flashback DVR

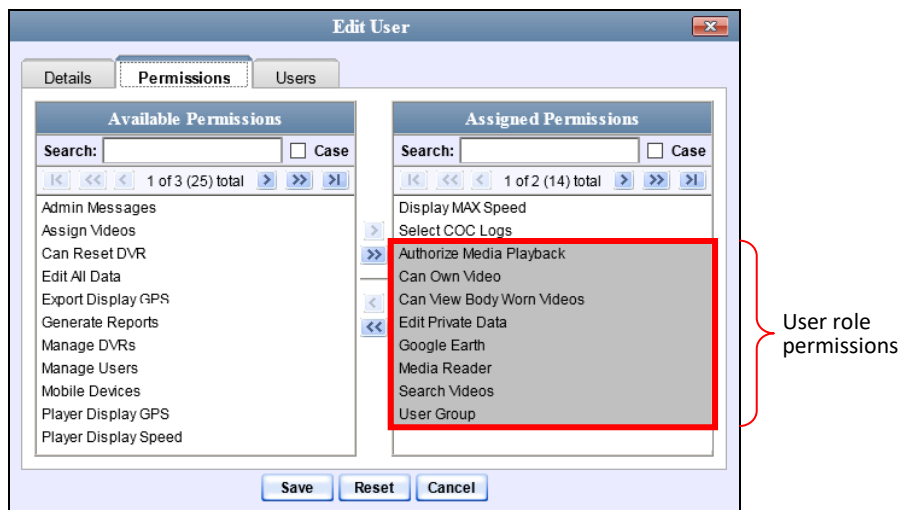
#### Flashback2:

- 1 Unlock the Flashback
- 2 Press the **M** button
- 3 Press the **▶** button until **Misc. Setup** is highlighted
- 4 Press the **R** button
- 5 Jot down the value displayed in the *Officer Name* field

#### Flashback3 or FlashbackHD:

- 1 Unlock the Flashback
- 2 Press the **M** button
- 3 Press the **⏏** button until **User** is highlighted
- 4 Press the **R** button
- 5 Jot down the value displayed in the *Officer Name* field

- 11 Enter the Flashback Officer Name in the *DVR Officer Name* field. *Required field.*
- 12 If you want this user's videos to be *private* (i.e., only viewable by the user himself and other users with *edit* permissions), proceed to the next step.  
– OR –  
If you want this user's videos to be *public* (i.e., viewable by all DEF users), select **Public** from the *Visibility* drop-down list.
- 13 Click the **Permissions** tab. A list of grayed-out permissions displays in the right column, as pictured below. 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.



- 14** 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 17.

- 15** Go to the left column (Available Permissions) and click on the new permissions you wish to assign. If you don't see a permission you're looking for, use the *Search* field and/or navigation arrows at the top of the column to scan the list.



**NOTE:** If this user will be uploading VIEVU videos, they must have the *Media Reader* permission.

- 16** Once you've highlighted the desired permissions, click the  icon located between the two columns. The selected permissions display in the right column (Assigned Permissions).

- 17** If the **Users** tab displays, proceed to the next step.

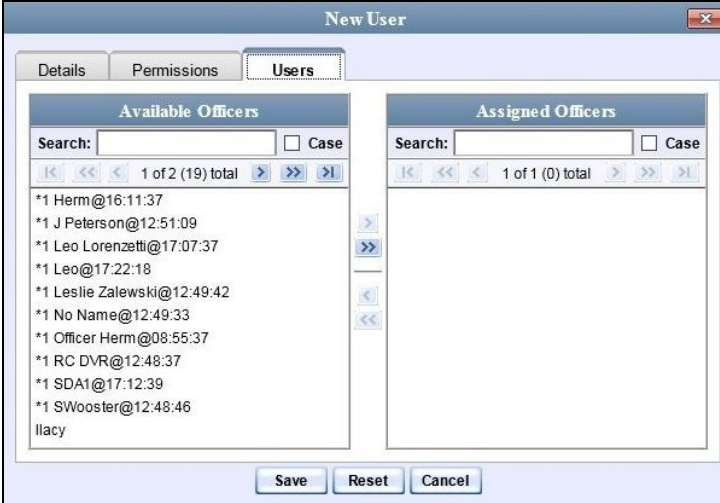
– OR –

If the **Users** tab does *not* display, skip to step 21.


- 18** If you want this user to have access to other officers' videos (typically the officers that they supervise), click on the **Users** tab.

– OR –

If you do *not* want this user to have access to other officers' videos, skip to step 21.



The screenshot shows a 'New User' dialog box with three tabs: 'Details', 'Permissions', and 'Users'. The 'Users' tab is active. It features two columns: 'Available Officers' and 'Assigned Officers'. The 'Available Officers' column has a search field, a 'Case' checkbox, and a list of 19 officers with their IDs and times. The 'Assigned Officers' column is currently empty. Navigation arrows are present between the columns. At the bottom, there are 'Save', 'Reset', and 'Cancel' buttons.

- 19 Go to the left column (Available Officers) and click on the appropriate users. If you don't see a user you're looking for, use the *Search* field and/or navigation arrows at the top of the column to scan the list.
- 20 Once you've highlighted the desired users, click the  icon located between the two columns. The selected users display in the right column (Assigned Officers).



- 21 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.

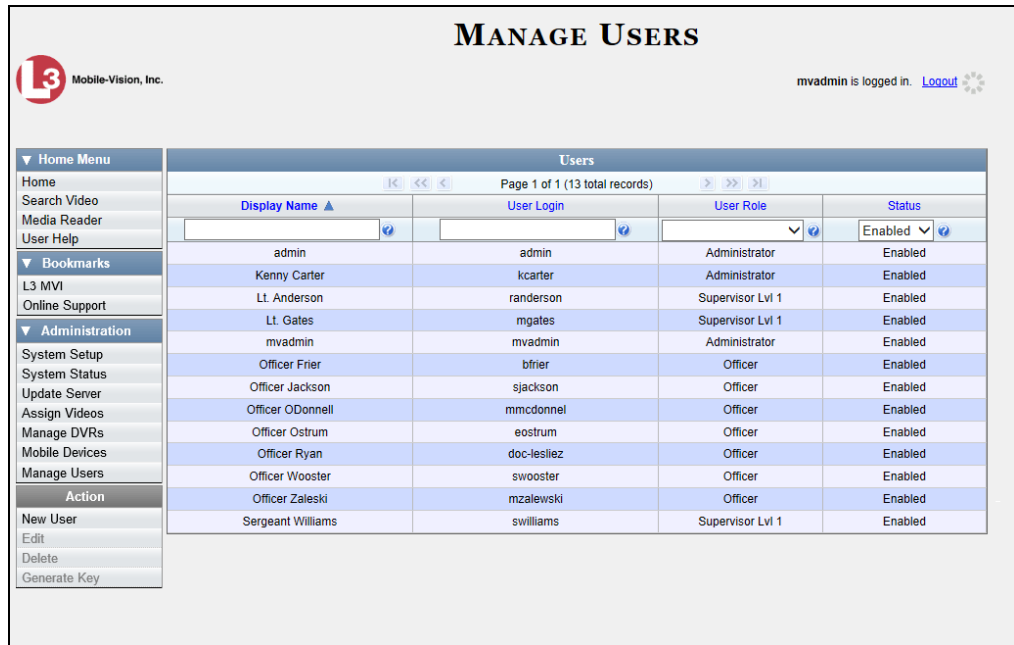
Once you've saved the user record without any errors, a confirmation message displays.

User Lieutenant McDonnell successfully saved.

## Changing a User

This section describes how to change an existing user record in DEF. If your agency is using the Active Directory Integration feature, see “Maintaining Users in Active Directory” on page 454 instead.

- 1 Go to **Administration** and click **Manage Users**. The Manage Users page displays.



| MANAGE USERS                   |             |  |         |  |
|--------------------------------|-------------|--|---------|--|
| L3 Mobile-Vision, Inc.         |             | mvadmin is logged in. <a href="#">Logout</a> |         |  |
| Users                          |             |  |         |  |
| Page 1 of 1 (13 total records) |             |  |         |  |
| Display Name ▲                 | User Login  | User Role                                    | Status  |  |
| admin                          | admin       | Administrator                                | Enabled |  |
| Kenny Carter                   | kcarter     | Administrator                                | Enabled |  |
| Lt. Anderson                   | randerson   | Supervisor Lvl 1                             | Enabled |  |
| Lt. Gates                      | mgates      | Supervisor Lvl 1                             | Enabled |  |
| mvadmin                        | mvadmin     | Administrator                                | Enabled |  |
| Officer Frier                  | bfrier      | Officer                                      | Enabled |  |
| Officer Jackson                | sjackson    | Officer                                      | Enabled |  |
| Officer ODonnell               | mmcdonnell  | Officer                                      | Enabled |  |
| Officer Ostrum                 | eostrum     | Officer                                      | Enabled |  |
| Officer Ryan                   | doc-lesliez | Officer                                      | Enabled |  |
| Officer Wooster                | swooster    | Officer                                      | Enabled |  |
| Officer Zaleski                | mzaleski    | Officer                                      | Enabled |  |
| Sergeant Williams              | swilliams   | Supervisor Lvl 1                             | Enabled |  |

- 2 If the user record you wish to update displays in the *Display Name* column, skip to step 4.

– OR –

If the user record you wish to update does *not* display 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 search fields, see the table on page 444.

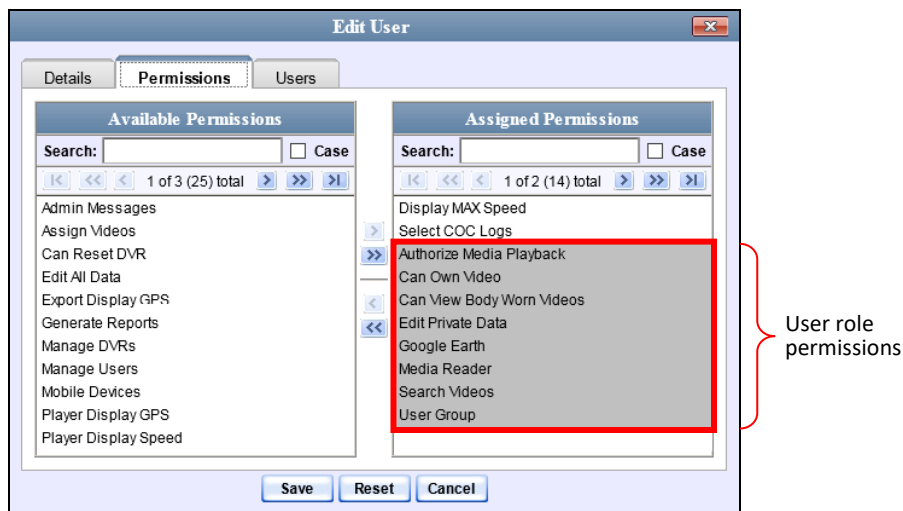
- 4 Once the desired record appears in the *Display Name* column, right-click on that record, then select **Edit** from the popup menu.

The Edit User form displays.



The fields on this form are described in the table on page 444.

- 5 Enter/select your desired changes in the appropriate fields.
- 6 If you would like to assign additional permissions to this user, proceed to the next step. Otherwise skip to step 10.
- 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 *user role*.

- 8 Go to the left column (Available Permissions) and click on the new permissions you wish to assign. If a permission you're looking for does not appear onscreen, use the *Search* field and/or navigation arrows at the top of the column to scan the list.




**NOTE:** If this user will be uploading VIEVU videos, they must have the *Media Reader* permission.


- 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 Permissions).
- 10 If the **Users** tab displays, proceed to the next step.  
– OR –  
If the **Users** tab does *not* display, skip to step 18.



| Available Users             | Assigned Users   |
|-----------------------------|------------------|
| *1 DVR ON BV3@14:26:37      | Officer Meyers   |
| *1 FB1@16:58:20             | Officer Ostrum   |
| *1 FB2@17:18:38             | Officer Van      |
| *1 Herm@16:11:37            | Officer Zalewski |
| *1 J Peterson@12:51:09      |                  |
| *1 Leo Lorenzetti@17:07:37  |                  |
| *1 Leo@17:22:18             |                  |
| *1 Leslie Zalewski@12:49:42 |                  |
| *1 No Name@12:49:33         |                  |
| *1 OFF FB1@12:50:19         |                  |
| *1 Officer Herm@08:55:37    |                  |

- 11 If you wish to assign or un-assign officers\* to this user, click on the **Users** tab. Otherwise skip to step 18.
- 12 To assign an officer to this user, proceed to the next step. Otherwise skip to step 15.
- 13 Go to the left column (Available Officers) and click on the appropriate users. If you don't see a user you're looking for, use the *Search* field and/or navigation arrows at the top of the column to scan the list.
- 14 Once you've highlighted the desired users, click the  icon located between the two columns. The selected users display in the right column (Assigned Officers).
- 15 To un-assign one or more officers from this user, proceed to the next step. Otherwise skip to step 18.
- 16 Go to the right column (Assigned Officers) and click on the appropriate users. If you don't see a user you're looking for, use the *Search* field and/or navigation arrows at the top of the column to scan the list.

\* When an officer is assigned to you, it means that you have access to that officer's videos.

- 17 Once you've highlighted the desired users, click the  icon located between the two columns. The selected users display in the left column (Available Officers).
- 18 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 record without any errors, a confirmation message displays.

User Lieutenant Beffa successfully saved.

## Deleting a User


This section describes how to delete an existing user record in DEF. If your agency is using the Active Directory Integration feature, see "Maintaining Users in Active Directory" on page 454 instead.



**NOTE:** If a user owns video or has any activity logs, they cannot be deleted.

- 1 Go to **Administration** and click **Manage Users**. The Manage Users page displays.

**MANAGE USERS**

 mvadmin is logged in. [Logout](#)

| Home Menu        | Users                          |             |                  |         |
|------------------|--------------------------------|-------------|------------------|---------|
| Home             | Page 1 of 1 (13 total records) |             |                  |         |
| Search Video     | Display Name ▲                 | User Login  | User Role        | Status  |
| Media Reader     |                                |             |                  | Enabled |
| User Help        | admin                          | admin       | Administrator    | Enabled |
| ▼ Bookmarks      | Kenny Carter                   | kcarter     | Administrator    | Enabled |
| L3 MVI           | Lt. Anderson                   | randerson   | Supervisor Lvl 1 | Enabled |
| Online Support   | Lt. Gates                      | mgates      | Supervisor Lvl 1 | Enabled |
| ▼ Administration | mvadmin                        | mvadmin     | Administrator    | Enabled |
| System Setup     | Officer Frier                  | bfrier      | Officer          | Enabled |
| System Status    | Officer Jackson                | sjackson    | Officer          | Enabled |
| Update Server    | Officer ODonnell               | mmdonnell   | Officer          | Enabled |
| Assign Videos    | Officer Ostrum                 | eostrum     | Officer          | Enabled |
| Manage DVRs      | Officer Ryan                   | doc-lesliez | Officer          | Enabled |
| Mobile Devices   | Officer Wooster                | swooster    | Officer          | Enabled |
| Manage Users     | Officer Zaleski                | mzaleski    | Officer          | Enabled |
| Action           | Sergeant Williams              | swilliams   | Supervisor Lvl 1 | Enabled |
| New User         |                                |             |                  |         |
| Edit             |                                |             |                  |         |
| Delete           |                                |             |                  |         |
| Generate Key     |                                |             |                  |         |

- 2 If the user record you wish to delete displays in the *Display Name* column, skip to step 4.

– OR –

If the user record you wish to delete does *not* display 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 search fields, see the table on page 444.

- 4 Once the desired record displays in the *Display Name* column, right-click on that record, then select **Delete** from the popup menu. A confirmation message displays.



- 5 Click **Yes**. The selected user record is removed from the system.

---

## Using Active Directory

If desired, you can link DEF 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 System Implementation Specialist (SIS) will assist you in setting up your Active Directory for the first time. After that, you only have to update the user list as needed.

For specific procedures used to integrate your Active Directory with DEF, see Appendix A.

For more information, see:

- Maintaining Users in Active Directory, below
- Updating the Active Directory Settings, page 461.

### 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 DEF whenever a new user logs into DEF 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:

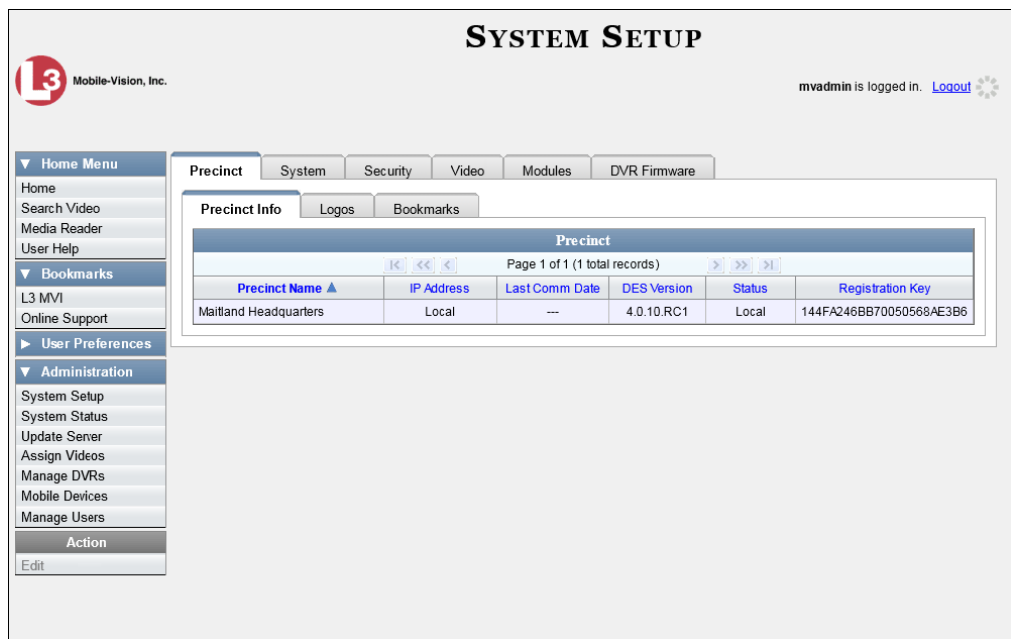
- Method 1: Auto-Creating Active Directory Users Upon Login, below
- Method 2: Manually Adding Active Directory Users En Mass, page 457.

---

### 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 DEF whenever a new user logs in for the first time. This procedure only applies to those customers who are using the Windows Activity Directory feature.

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



**SYSTEM SETUP**

L3 Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

▼ Home Menu  
Home  
Search Video  
Media Reader  
User Help

▼ Bookmarks  
L3 MVI  
Online Support

► User Preferences

▼ Administration  
System Setup  
System Status  
Update Server  
Assign Videos  
Manage DVRs  
Mobile Devices  
Manage Users

Action  
Edit

Precinct System Security Video Modules DVR Firmware

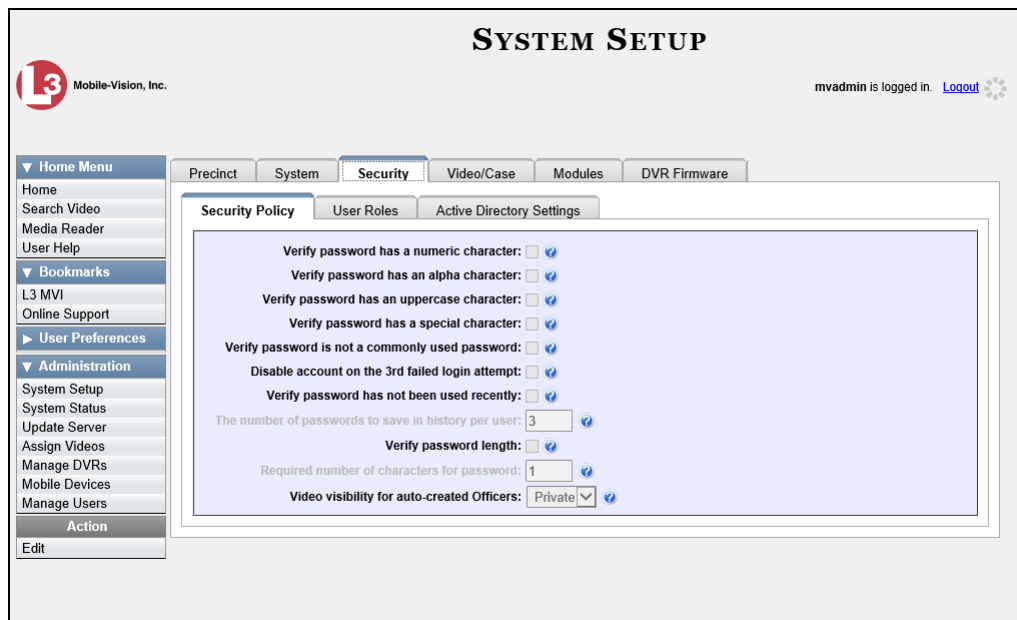
Precinct Info Logos Bookmarks

Precinct  
Page 1 of 1 (1 total records)

| Precinct Name ▲       | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
|-----------------------|------------|----------------|-------------|--------|-------------------------|
| Maitland Headquarters | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

- 2 Click the **Security** tab.

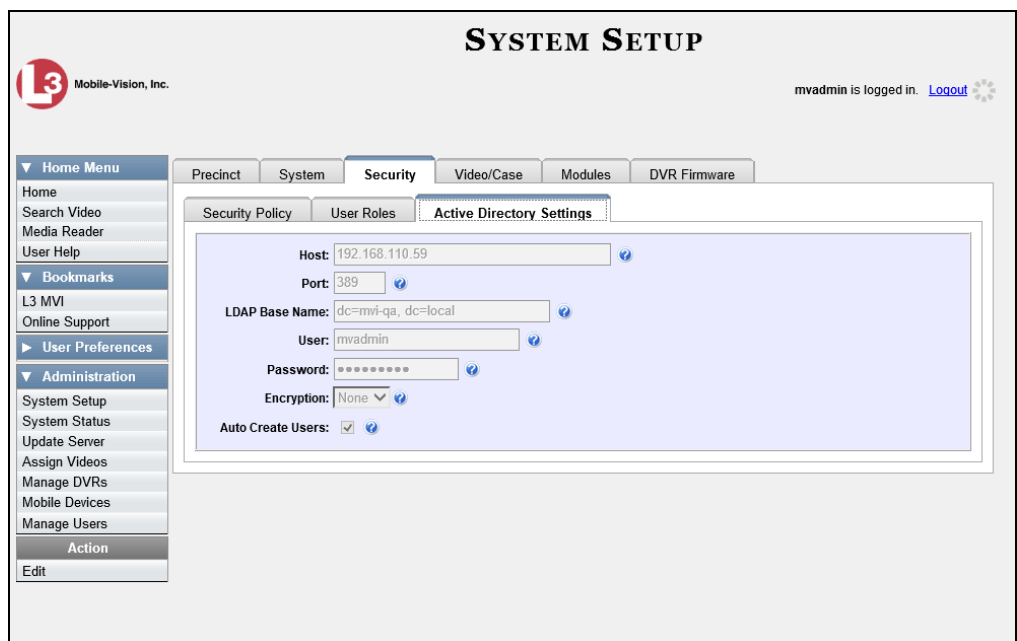
*(Continued)*



The screenshot shows the 'SYSTEM SETUP' interface for Mobile-Vision, Inc. The user 'mvadmin' is logged in. The 'Security' tab is selected, and the 'Active Directory Settings' sub-tab is active. The form contains the following fields and options:

- 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:
- Verify password has not been used recently:
- The number of passwords to save in history per user:
- Verify password length:
- Required number of characters for password:
- Video visibility for auto-created Officers:

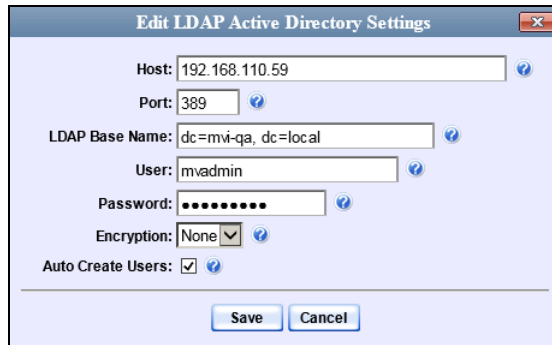
- 3 Click the **Active Directory Settings** tab. The Active Directory form displays.



The screenshot shows the 'SYSTEM SETUP' interface for Mobile-Vision, Inc. The user 'mvadmin' is logged in. The 'Security' tab is selected, and the 'Active Directory Settings' sub-tab is active. The form contains the following fields and options:

- Host:
- Port:
- LDAP Base Name:
- User:
- Password:
- Encryption:
- Auto Create Users:

- 4 Go to the **Action** column and click **Edit**. The Edit LDAP Active Directory Settings popup displays.



The fields on this popup are described in the table on page 463.

- 5 Select the *Auto Create Users* checkbox.


Auto Create Users:

- 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 Manage Users page displays.



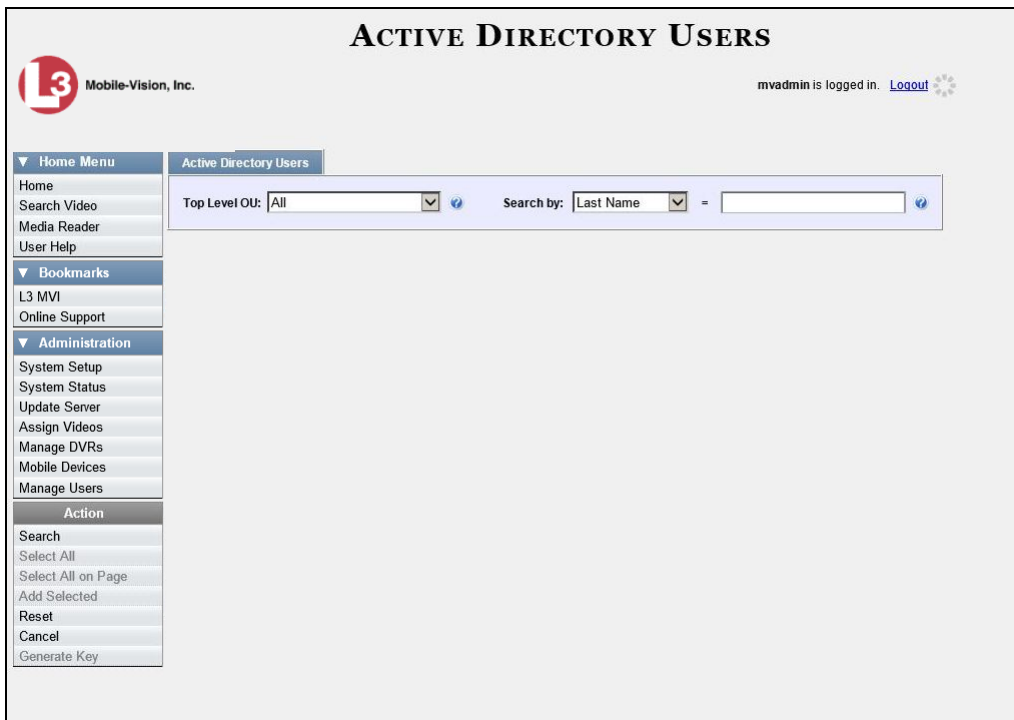
## MANAGE USERS

mvadmin is logged in. [Logout](#)

|  | Users             |             |                  |         |
|--|-------------------|-------------|------------------|---------|
|  | Display Name ▲    | User Login  | User Role        | Status  |
|  | admin             | admin       | Administrator    | Enabled |
|  | Kenny Carter      | kcarter     | Administrator    | Enabled |
|  | Lt. Anderson      | randerson   | Supervisor Lvl 1 | Enabled |
|  | Lt. Gates         | mgates      | Supervisor Lvl 1 | Enabled |
|  | mvadmin           | mvadmin     | Administrator    | Enabled |
|  | Officer Frier     | bfrier      | Officer          | Enabled |
|  | Officer Jackson   | sjackson    | Officer          | Enabled |
|  | Officer ODonnell  | mmcdonnel   | Officer          | Enabled |
|  | Officer Ostrum    | eostrum     | Officer          | Enabled |
|  | Officer Ryan      | doc-lesliez | Officer          | Enabled |
|  | Officer Wooster   | swooster    | Officer          | Enabled |
|  | Officer Zaleski   | mzalewski   | Officer          | Enabled |
|  | Sergeant Williams | swilliams   | Supervisor Lvl 1 | Enabled |

(Continued)

- 2 Go to the **Action** column and click **Add Active Directory User**. The Active Directory Users page displays.



**ACTIVE DIRECTORY USERS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

▼ Home Menu  
Home  
Search Video  
Media Reader  
User Help

▼ Bookmarks  
L3 MVI  
Online Support

▼ Administration  
System Setup  
System Status  
Update Server  
Assign Videos  
Manage DVRs  
Mobile Devices  
Manage Users

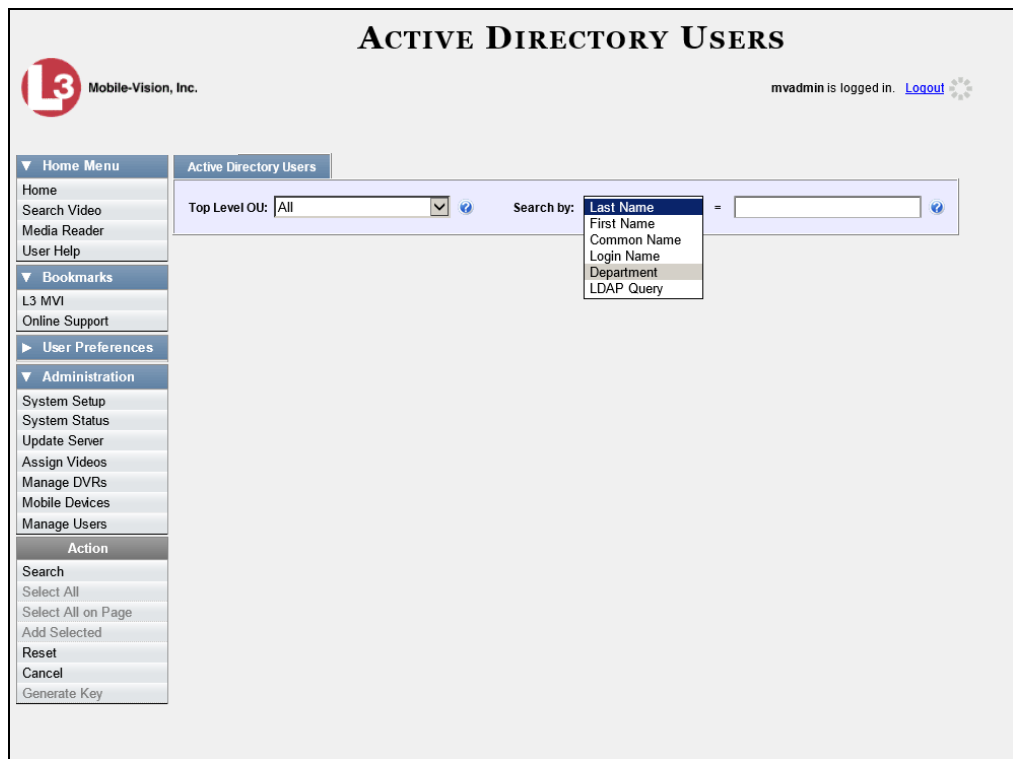
**Action**  
Search  
Select All  
Select All on Page  
Add Selected  
Reset  
Cancel  
Generate Key

Active Directory Users

Top Level OU: All Search by: Last Name =

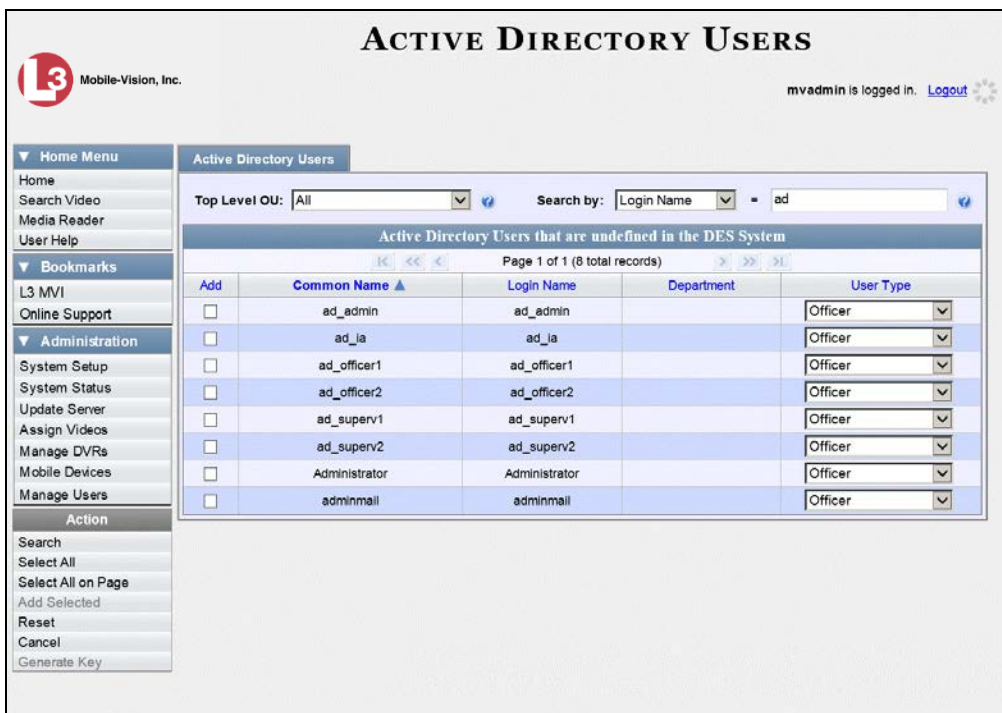
Use the Active Directory Users page to search for and select the active directory users that you wish to add to the system, as described below.

- 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 you wish to search by.



- 5 Go to the blank field to the right of the *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 **Traffic Patrol** in the search field.
- 6 Go to the **Action** column and click **Search**. The system displays all user records that match your selection criteria.

(Continued)



**ACTIVE DIRECTORY USERS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

Active Directory Users

Top Level OU: All Search by: Login Name = ad

Active Directory Users that are undefined in the DES System

Page 1 of 1 (8 total records)

| Add                      | Common Name ▲ | Login Name    | Department | User Type |
|--------------------------|---------------|---------------|------------|-----------|
| <input type="checkbox"/> | ad_admin      | ad_admin      |            | Officer   |
| <input type="checkbox"/> | ad_ja         | ad_ja         |            | Officer   |
| <input type="checkbox"/> | ad_officer1   | ad_officer1   |            | Officer   |
| <input type="checkbox"/> | ad_officer2   | ad_officer2   |            | Officer   |
| <input type="checkbox"/> | ad_superv1    | ad_superv1    |            | Officer   |
| <input type="checkbox"/> | ad_superv2    | ad_superv2    |            | Officer   |
| <input type="checkbox"/> | Administrator | Administrator |            | Officer   |
| <input type="checkbox"/> | adminmail     | adminmail     |            | Officer   |

Action

- Search
- Select All
- Select All on Page
- Add Selected
- Reset
- Cancel
- Generate Key

**7** Select all of the users you wish to add:

Go to the **Action** column and click **Select All**.

– OR –

Go to the **Action** column and click **Select All on Page**.

– OR –

Go to the *Add* column and manually select the appropriate checkboxes.

**8** Go to the *User Type* column and select a role for each user from the drop-down list.

**9** Once the desired users are selected and their *User Types* are set to the correct values, go to the **Action** column and click **Add Selected**. A confirmation message displays.

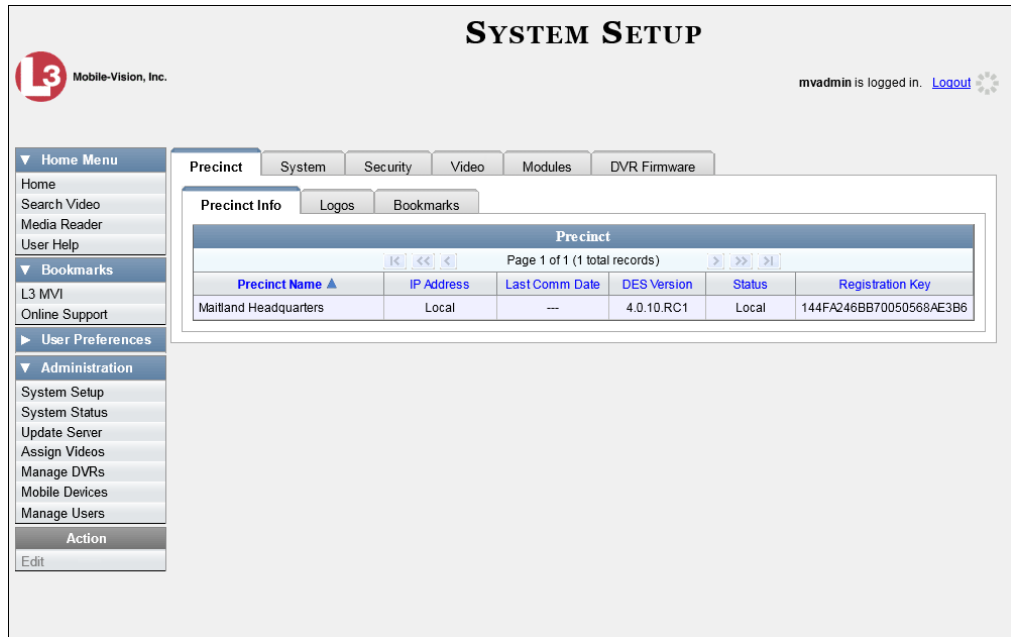
**9 user(s) successfully saved.**

The selected users are added to your DEF users list.

## Updating the Active Directory Settings

This section describes how to update your Active Directory settings.

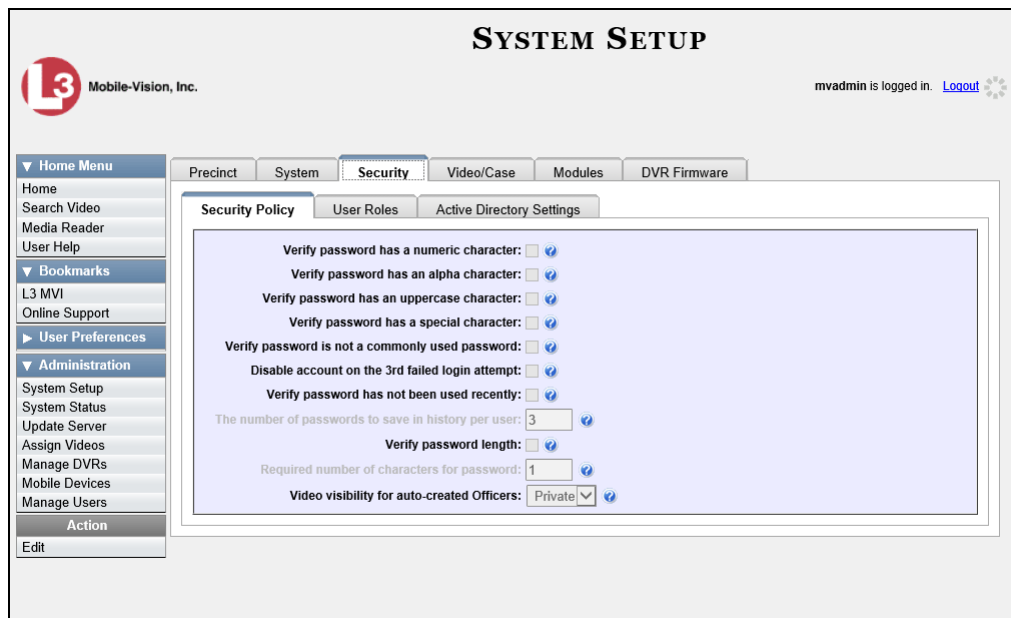
- 1 Go to **Administration** and click **System Setup**. The System Setup page displays.














The screenshot shows the 'SYSTEM SETUP' page for Mobile-Vision, Inc. The user 'mvadmin' is logged in. The 'Administration' menu is expanded, and 'System Setup' is selected. The 'Precinct' tab is active, and the 'Precinct Info' sub-tab is selected. A table displays the following data:

| Precinct Name ▲       | IP Address | Last Comm Date | DES Version | Status | Registration Key        |
|-----------------------|------------|----------------|-------------|--------|-------------------------|
| Maitland Headquarters | Local      | ---            | 4.0.10.RC1  | Local  | 144FA246BB70050568AE3B6 |

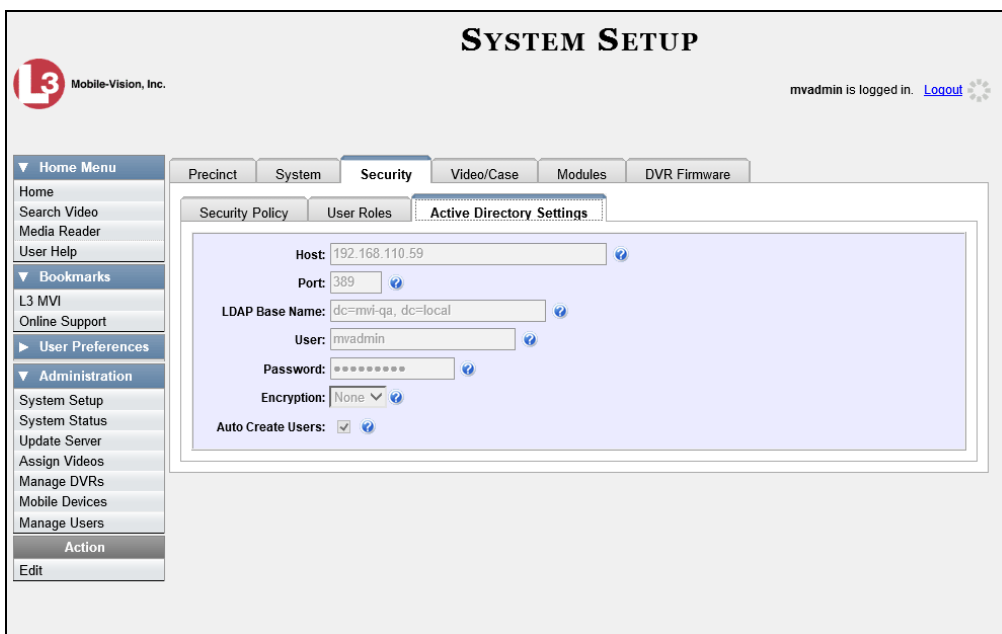
- 2 Click the **Security** tab.



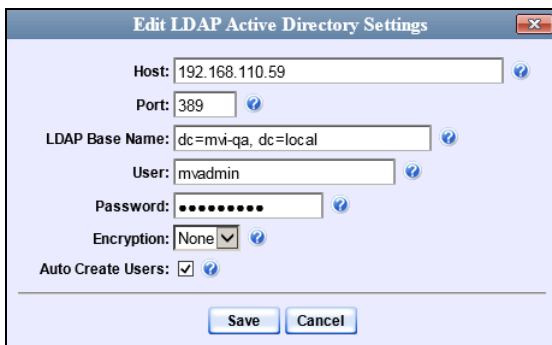
The screenshot shows the 'SYSTEM SETUP' page with the 'Security' tab selected. The 'Active Directory Settings' sub-tab is active. The following settings are visible:

- 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:  
- Verify password has not been used recently:  
- The number of passwords to save in history per user:  
- Verify password length:  
- Required number of characters for password:  
- Video visibility for auto-created Officers:  

- 3 Click the **Active Directory Settings** tab. The Active Directory form displays.



- 4 Go to the **Action** column and click **Edit**. The Edit LDAP Active Directory Settings popup displays.



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



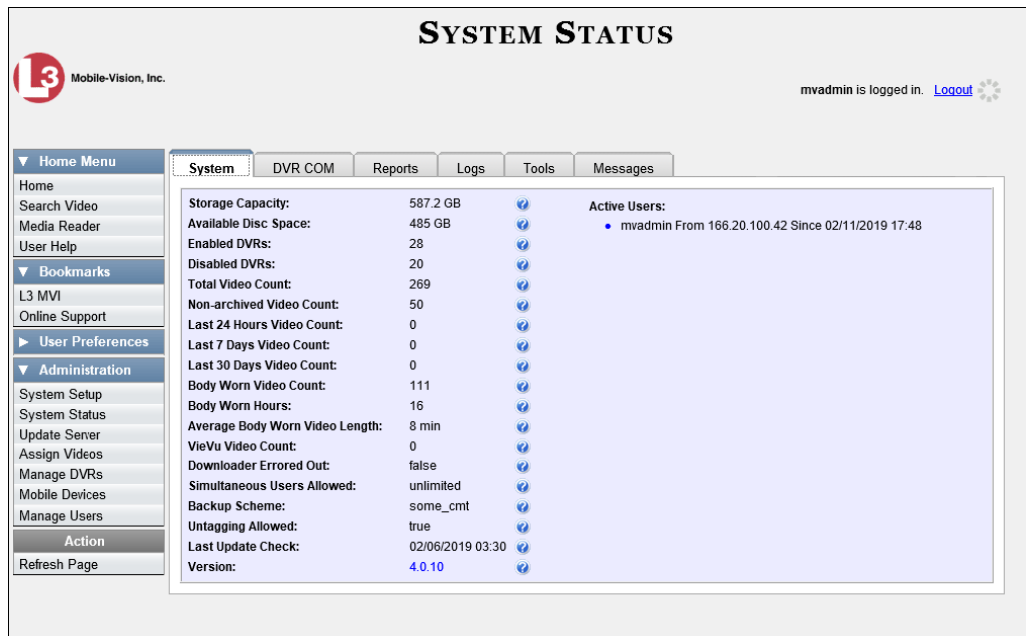
| Edit LDAP Active Directory Settings |   |
|-------------------------------------|---|
| Field                               | Description   |
| Host                                | The address of the host active directory server.  |
| Port                                | The port to use when connecting to the Active Directory server. Default values are: <ul style="list-style-type: none"> <li>▪ No encryption – 389</li> <li>▪ SSL encryption – 636</li> </ul>   |
| LDAP Base Name                      | The LDAP string which represents the base distinguished name of the Active Directory server. This is usually a full distinguished name path, such as:<br>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 <b>MUST</b> use a full distinguished name, such as: CN=CraigReinen,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: <b>None</b> or <b>SSL</b> . <i>Select this value from the drop-down list.</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 Directory server.  |

- 5 Enter/select your changes in the appropriate field(s).
- 6 Click **Save**.

## Exporting User Activity to a Spreadsheet

This section describes how to export all your user activity to a spreadsheet for use with another application, such as a custom reporting tool. This is referred to as the *User Activity* report. It includes information such as which users logged in/out of the system, played video, edited a case, etc. The system automatically updates this report once every day.

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



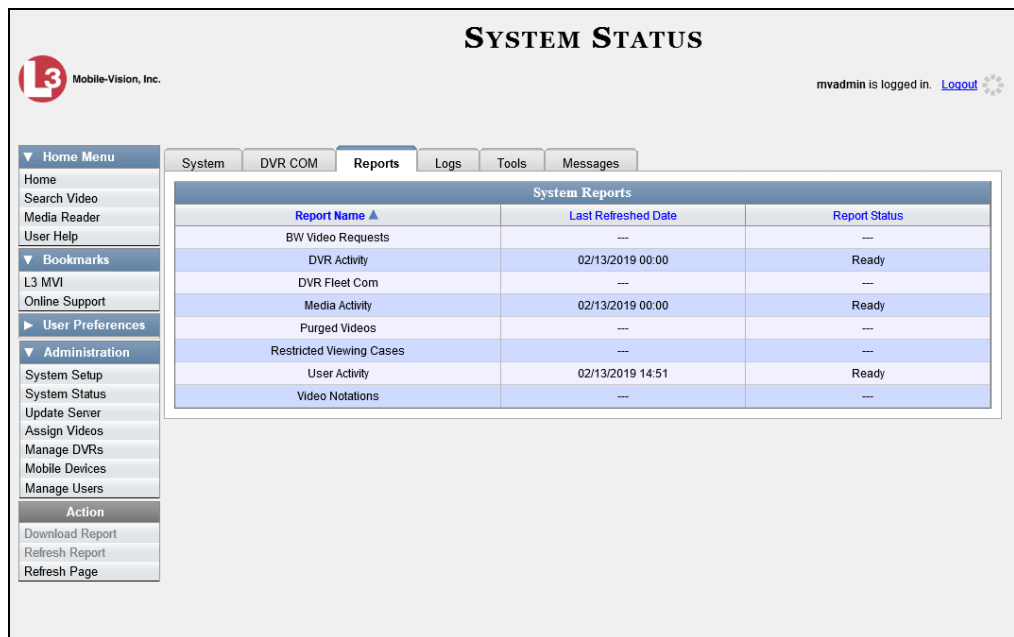
**SYSTEM STATUS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System | DVR COM | Reports | Logs | Tools | Messages

|                                 |                  |   |   |
|---------------------------------|------------------|---|---|
| Storage Capacity:               | 587.2 GB         | 🔍 | Active Users:                                       |
| Available Disc Space:           | 485 GB           | 🔍 | • mvadmin From 166.20.100.42 Since 02/11/2019 17:48 |
| Enabled DVRs:                   | 28               | 🔍 |   |
| Disabled DVRs:                  | 20               | 🔍 |   |
| Total Video Count:              | 269              | 🔍 |   |
| Non-archived Video Count:       | 50               | 🔍 |   |
| Last 24 Hours Video Count:      | 0                | 🔍 |   |
| Last 7 Days Video Count:        | 0                | 🔍 |   |
| Last 30 Days Video Count:       | 0                | 🔍 |   |
| Body Worn Video Count:          | 111              | 🔍 |   |
| Body Worn Hours:                | 16               | 🔍 |   |
| Average Body Worn Video Length: | 8 min            | 🔍 |   |
| VieVu Video Count:              | 0                | 🔍 |   |
| Downloader Errored Out:         | false            | 🔍 |   |
| Simultaneous Users Allowed:     | unlimited        | 🔍 |   |
| Backup Scheme:                  | some_cmt         | 🔍 |   |
| Untagging Allowed:              | true             | 🔍 |   |
| Last Update Check:              | 02/06/2019 03:30 | 🔍 |   |
| Version:                        | 4.0.10           | 🔍 |   |

- 2 Click the **Reports** tab.



**SYSTEM STATUS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System | DVR COM | **Reports** | Logs | Tools | Messages

| System Reports           |                     |               |
|--------------------------|---------------------|---------------|
| Report Name ▲            | Last Refreshed Date | Report Status |
| BW Video Requests        | ---                 | ---           |
| DVR Activity             | 02/13/2019 00:00    | Ready         |
| DVR Fleet Com            | ---                 | ---           |
| Media Activity           | 02/13/2019 00:00    | Ready         |
| Purged Videos            | ---                 | ---           |
| Restricted Viewing Cases |                     |               |
| User Activity            | 02/13/2019 14:51    | Ready         |
| Video Notations          | ---                 | ---           |

**Home Menu**  
Home  
Search Video  
Media Reader  
User Help

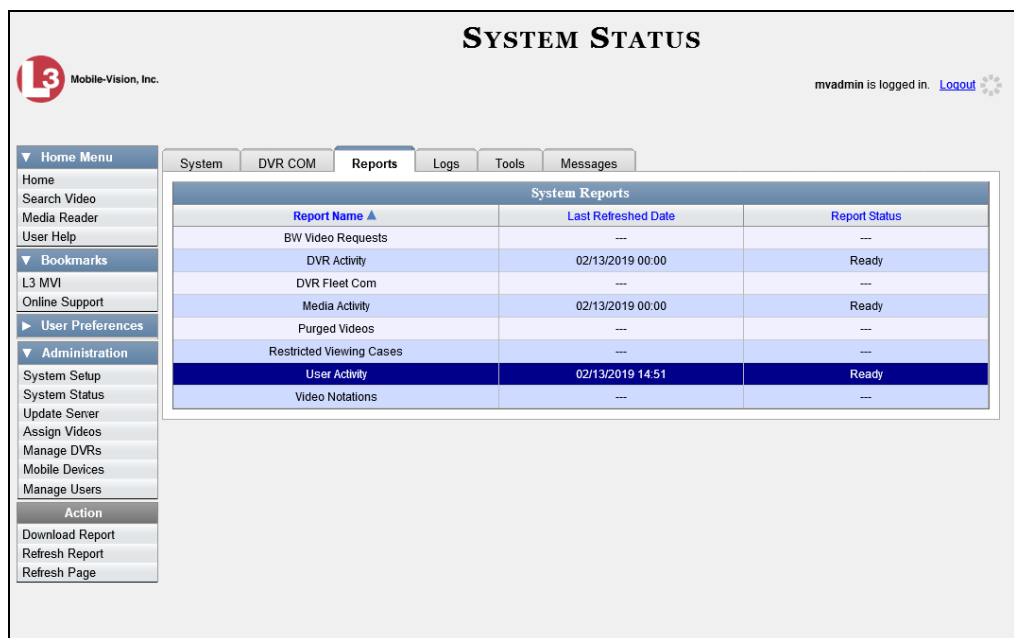
**Bookmarks**  
L3 MVI  
Online Support

**User Preferences**

**Administration**  
System Setup  
System Status  
Update Sener  
Assign Videos  
Manage DVRs  
Mobile Devices  
Manage Users

**Action**  
Download Report  
Refresh Report  
Refresh Page

3 Click on the **User Activity** report to highlight it.



**SYSTEM STATUS**

Mobile-Vision, Inc. mvadmin is logged in. [Logout](#)

System | DVR COM | **Reports** | Logs | Tools | Messages

| System Reports           |                     |               |
|--------------------------|---------------------|---------------|
| Report Name ▲            | Last Refreshed Date | Report Status |
| BW Video Requests        | ---                 | ---           |
| DVR Activity             | 02/13/2019 00:00    | Ready         |
| DVR Fleet Com            | ---                 | ---           |
| Media Activity           | 02/13/2019 00:00    | Ready         |
| Purged Videos            | ---                 | ---           |
| Restricted Viewing Cases |                     |               |
| User Activity            | 02/13/2019 14:51    | Ready         |
| Video Notations          | ---                 | ---           |

**Home Menu**  
Home  
Search Video  
Media Reader  
User Help

**Bookmarks**  
L3 MVI  
Online Support

**User Preferences**

**Administration**  
System Setup  
System Status  
Update Sener  
Assign Videos  
Manage DVRs  
Mobile Devices  
Manage Users

**Action**  
Download Report  
Refresh Report  
Refresh Page

Note the date in the *Last Refreshed Date* column. The User Activity report you are about to download will contain all system user activity up to this date/time. If you prefer to report on all user activity up to the *current* time, go to the **Action** column and click **Refresh Report** first before proceeding.

(Continued)

- 4 Go to the **Action** column and click **Download Report**. A download message displays.



- 5 Click **Open**. The report displays in your default spreadsheet application, such as Microsoft Excel.



# Glossary

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## Access Point

A device used to transmit videos from your in-car DVR to your [DEF server](#). The access point is connected to a wireless network antenna mounted on the outside of the building that houses your server.

Some precincts have more than one access point to accommodate multiple vehicles that park in different areas outside the building. Some smaller agencies do not use Access Points, as they download all their videos manually. See also [Transmission](#).

## Bookmark

An agency-defined link to a website. These links display in the *Bookmarks* column on the Main Menu. The default link will take you to the Mobile-Vision Online Support Center.

## BodyVISION

A small, wearable digital video recorder sold by Mobile-Vision. This device allows officers to capture both high definition videos and JPG [snapshot](#) images, then upload them to your [DEF server](#) via a *BodyVISION* docking station. Videos recorded using this device are assigned the category of **Body Worn**.

## Body Worn Tracking Function

A system feature that restricts the viewing of [BodyVISION](#) or [BWX-100](#) videos to users who have the *Authorize Media Playback* and/or *Can View Body Worn Videos* permission. All other users who are interested in viewing a Body Worn video are required to submit a [viewing request](#) to their supervisor, which includes a “need to know” reason, referred to as a [viewing request reason](#).

## BWX-100

A small, wearable digital video recorder sold by Mobile-Vision. This device allows you to capture both full high definition videos and JPG “snapshot” images, then upload them to the server via a *BWX-100* docking station. Videos recorded using this device are assigned the category of **Body Worn**.

## CF Card

The storage card that saves your Flashback2 videos until they can be transmitted to your [DEF server](#).

## Chain of Custody Report

A log of all operations that have been performed on a particular video or Body Worn snapshot (e.g., *System Media Uploaded from Unit*). This report shows the date and time at which each activity occurred, as well as the user name of the officer who performed the action, if applicable.

## DEF

An acronym for *Digital Evidence Forwarder*, a software component of Mobile-Vision's [Digital Evidence Collection System](#).

## DEF Server

The network computer that hosts the [DEF](#) application and stores all of your video data.

## DEP

An acronym for *Digital Evidence PRO*, a software component of Mobile-Vision's [Digital Evidence Collection System](#).

## DEP Server

The [DEP](#) server to which [DEF](#) forwards videos after they are ingested by DEF. Also referred to as the “parent” server.

## Digital Evidence Collection System

A Mobile-Vision product that is used by law enforcement personnel to collect digital evidence. It includes the following hardware and software components:

- [Flashback DVRs](#)
- [BodyVISION DVRs](#) (optional)
- [BWV-100 DVRs](#) (optional)
- [Access point\(s\)](#)
- [DEF software](#)
- [RAID storage device](#) (optional).

## Discovered DVR

A DVR that has been in communication with the [DEF server](#) at least once.

## DVR

See [Flashback DVR](#), [BodyVISION](#), [BWV-100](#), or [VIEVU](#).

## DVR Login Key

A file on a USB drive that contains your user information. You insert this flash drive in your Flashback's USB port at the beginning of each shift, then log in. This iden-

tifies you as the owner of all videos recorded on that DVR while you are logged in.

### Flashback DVR

A digital video recorder that is installed inside a vehicle or interview room. This recorder collects video evidence and stores it temporarily on an [SD card](#) or [CF card](#) until the video can be transmitted to the [DEF server](#). For more information on the Flashback, refer to your Flashback User's Guide.

### Flashback Player

A software application used to play video files. When you select an [online](#) video from within [DEF](#), the Flashback Player launches automatically.

### Ingest Date

The date and time at which a video file was transmitted to the [DEF server](#) from the DVR unit.

### LEC Mobile

A Mobile-Vision app used to view [BWX-100](#) videos from a smart phone or tablet in the field.

### Online

A status for a video file which indicates that all of the file's information is currently available for viewing on the [DEF server](#).

### Offline

A status for a video which indicates that some, but not all, of that record's data or functions are available on the [DEF server](#). If a video is offline, you will be able to view that video's thumbnail image and statistics (category, duration, record reason, etc.), but not the video itself.

### Private File

A video or [snapshot](#) that can only be viewed by its owner or a user with one of the following permissions: *Edit Private Data* or *Edit All Data*.

### Public File

A video or [snapshot](#) that can be viewed by *all* [DEF](#) users.

### Quarantined File

A video that is shorter than the *Minimum File Duration* value entered on the **Life-Cycle** tab. Typically, a quarantine file is a small "test" video that an officer makes at the beginning of each shift to test his equipment before going out into the field. The

system automatically marks these short videos for review or disposal, depending on your system settings.

## RAID

An acronym for *Redundant Array of Independent Disks*, a storage device that contains multiple disk drives but is treated by the system as one device.

## Record Trigger

The event or “trigger” that caused a DVR to start recording. Common record reasons include pressing the **R** button, turning the emergency lights on, activating the siren, or reaching a particular speed, such as 90 miles per hour.

## SD Card

The temporary storage device that stores Flashback3 or FlashbackHD videos until they can be transmitted to the [DEF server](#).

## Snapshot

A JPG still image captured with a [BodyVISION](#) or [BW-100](#) Body Worn camera. These images are uploaded to the [DEF server](#) along with the Body Worn device’s videos.

## System Implementation Specialist (SIS)

A Mobile-Vision representative who assists with the installation and configuration of the “back office” components of the Flashback [Digital Evidence Collection System](#).

## Tagging

A procedure used to add extra days to the [online](#) life of a video. By tagging a video, you extend that video’s online life by a certain number of days. The exact number of days is defined by a setting on the **Life-Cycle** tab.

## Transmission

The process of transferring Flashback video files from your in-car DVR to the [DEF server](#). This transmission can occur either *automatically* (typical) or *manually*.


- Automatic transmission.* Whenever a vehicle comes within approximately 300 feet of an [access point](#), it triggers an automatic transmission. During this transmission, all videos that are currently stored on the Flashback will wirelessly transfer to the [DEF server](#) via the access point.
- Manual transmission.* Your Flashback holds a temporary storage device called a [CF card](#) or [SD Card](#). This card is used to temporarily store your videos until they can be transferred to the server. If necessary, you can use this card to *manually* transfer videos to your PC, assuming you have the proper permissions. You would typically use this procedure if you can’t wait for an automatic file transfer



to occur, or a problem has occurred that interfered with the wireless file transfer. For more information, see “Manually Uploading New Videos” in chapter 2.

## Tracepoint



A placemaker that an officer can add to a video while it's recording. If you are using a Flashback, this is accomplished by pressing the  button on the Flashback menu or the **T** button on the DVR (pictured opposite). If you are using a [BodyVISION](#), this is accomplished by pressing the Snapshot/Tracepoint button on the top of the unit (configuration required). If you are using a [BWV-100](#), this is accomplished by pressing the Snap/Trace button on the side of the unit (configuration required). By marking a video with a tracepoint, it allows you to quickly advance to an important segment in that video during playback.

## Undiscovered DVR

A DVR that has not been in communication with the [DEF server](#) yet.

## User Metadata (UMD)

Custom data fields that an officer can link to a video. You define these fields on the **UMD Types** tab. Their purpose is to allow officers to annotate their videos with custom data, such as a subject description. If you have a mobile data computer with the UMD Editor installed on it, you have the option of attaching UMD to a video immediately after it is finished recording. Otherwise you can attach UMD back at the precinct when you connect to the [DEF server](#). For more information, see “Adding Predefined User Metadata to a Video” in chapter 2.

## User Role

A group of permissions that determines what system functions a user will have access to. Whenever you login to [DEF](#), the system will grant you access to various system functions according to the user role that is assigned to your User ID. As System Administrator, you are responsible for assigning permissions to each user role.

## Video Notation

A custom checkbox used to notate video records and [snapshots](#). These checkboxes are defined by your agency.

## VIEVU

A small, wearable digital video recorder sold by Mobile-Vision. Videos recorded using this device are assigned the category of **VieVu**.

## Viewing Request

A request to view a [BodyVISION](#) or [BWV-100](#) Body Worn video. Users who lack the *Can View Body Worn Videos* permission are required to submit viewing requests

to their supervisor, who will then review each request and either approve or deny it.

### **Viewing Request Reason**

The reason why a user wants or needs to view a particular [BodyVISION](#) or [BWX-100](#) video. When a user submits a Body Worn [viewing request](#) to their supervisor, they are required to select a reason for that request from a drop-down list. These reasons are defined by your agency.

# A Appendices

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## Appendix A: Ports & Protocols

### MDC to DVR

Vehicle Viewer:

- TCP port 9003
- TCP port 9004

UMD Editor (Notes):

- Need write permission to C:\Program Files\MobileVision\FB2UMD\
- TCP port 80 (HTTP)

### DVR to Server Downloading

UDP 54771 (if using UDP)

Server to DVR:

- TCP port 80 (HTTP)
- ICMP Echo-Reply (if using discover by ping)

### Agency Server to Precinct Server

- TCP Port 80 (HTTP)
- TCP port 22 (FTP Passive Mode)

### Workstations to Servers

- TCP port 80 (if using HTTP Playback)
- TCP port 21 (if using FTP Playback)
- TCP port 139 (if using SMB playback)
- TCP port 445 (if using SMB playback)

---

## Appendix B: End-User License Agreement

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END OF SOFTWARE LICENSE AGREEMENT

## Third Party Software Licenses

For a list of third party software licenses, please click on the following link:

<https://l3mvicrm.blob.core.usgovcloudapi.net/mvicrm/Flashback/Third%20Party%20Software%20Licenses.pdf>

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## Appendix C: Suppressing Java Security Prompts

If you receive a security popup each time you access DEF, you may want to perform a procedure that enables you to turn off this popup on all your workstation PCs. This procedure is documented in an article found on our Online Support Center. To access it, click on the following link:

<https://l3tmvi.dynamics365portals.us/article/KA-04163/en-us>

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