

# DVDS (cont'd)

Enter number of discs in 'Num Copies' field  
+  
Enter 'Video Description' field  
+

## Burn a Case to a Data DVD via Your PC's DVD Burner

+  
Manage Cases  
+  
Enter/select search criteria  
+  
Search  
+  
  
+  
Export  
+  
Select videos to include with case  
+  
Select **Data DVD** from the 'Output Format' drop-down list  
+  
Click **Attached Media** tab  
+  
Select media to include with case  
+  
Save  
+  
Select **Manual Export**  
+  
Select a file format: **ISO** or **ZIP**  
+

Go to *Inbox Messages* and click the icon next to your download request (may take a few minutes to display)  
+  
  
+  
Navigate to desired disk drive location  
+  
  
+  
  
+  
Use DVD burning software installed on your PC to burn case DVD

## Burn a Case to an Interchange Format DVD via Your PC's DVD Burner

+  
Manage Cases  
+  
Enter/select search criteria  
+  
Search  
+

+  
Export  
+  
Select **Interchange Format** from the 'Output Format' drop-down list  
+  
Select videos to include with case  
+  
Go to 'Video Source' column and select camera view(s) to include for each video  
+  
Go to 'Audio Source' column and select an audio source to include for each video  
+  
Save  
+  
Select **Manual Export**  
+  
Select a file format: **ISO** or **ZIP**  
+

Go to *Inbox Messages* and click the icon next to your download request (may take a few minutes to display)  
+  
  
+  
Navigate to desired disk drive location  
+  
  
+  
  
+  
Use DVD burning software installed on your PC to burn case DVD

## Burn a Video to a Data DVD via Your PC's DVD Burner

+  
Search Video  
+  
Enter/select search criteria  
+  
Search  
+  
Export  
+  
Click on each video to include on disc  
+  
Export Video(s)  
+  
Select **Data DVD** from the 'Output Format' drop-down list  
+  
Save  
+  
Select **Manual Export**  
+  
Select a file format: **ISO** or **ZIP**  
+  
Enter 'Video Description' field  
+

Go to *Inbox Messages* and click the icon next to your download request (may take a few minutes to display)  
+  
  
+  
Navigate to desired disk drive location  
+  
  
+  
  
+  
Use DVD burning software installed on your PC to burn video DVD

## Burn a Video to an Interchange Format DVD via Your PC's DVD Burner

+  
Search Video  
+  
Enter/select search criteria  
+  
Search  
+  
Export  
+  
Click on each video to include on disc  
+  
Export Video(s)  
+  
Select **Interchange Format** from the 'Output Format' drop-down list  
+  
Go to 'Video Source' column and select camera view(s) to include for each video  
+  
Go to 'Audio Source' column and select an audio source to include for each video  
+  
Save  
+  
Select **Manual Export**  
+  
Select a file format: **ISO** or **ZIP**  
+  
Enter 'Video Description' field  
+  
  
+  
Go to *Inbox Messages* and click the icon next to your download request (may take a few minutes to display)  
+  
  
+  
Navigate to desired disk drive location  
+  
  
+  
  
+  
Use DVD burning software installed on your PC to burn video DVD

# VIDEOS

## Search for a Video

+  
Search Video  
+  
Enter/select search criteria  
+  
Search

## Video Status Icons

- Video has been tagged to extend its online life
- Video is **online**
- Video is **offline** and not restorable
- Video has been burned to an archive disc
- Video is being burned to an archive disc
- Video has been subdivided into multiple files
- Video is assigned to one or more cases

## Display a Video

+  
Search Video  
+  
Enter/select search criteria  
+  
Search  
+

## Play a Video

+  
Search Video  
+  
Enter/select search criteria  
+  
Search  
+

## Change Video Category

+  
Search Video  
+  
Enter/select search criteria  
+  
Search  
+  
  
+  
Edit  
+  
Select new category from 'Category' drop-down list  
+

## Add User Metadata

+  
Search Video  
+  
Enter/select search criteria  
+  
Search  
+  
  
+  
Edit  
+  
Add/change UMD fields  
+

## Manually Upload In-Car Video

+  
Media Reader  
+  
  
+  
  
+  
Connect Card Reader to your PC, then insert Flashback storage card  
+  
  
+  
Enter reason for manual upload  
+

## View Video's Chain of Custody

+  
Search Video  
+  
Enter/select search criteria  
+  
Search  
+  
  
+  
Chain of Custody  
+  
 (if prompted)  
+

## Restore Archived Video

+  
Search Video  
+  
Enter/select search criteria  
+  
Search  
+  
  
+  
Request Activation *or* Reactivate Now

## Tag/Untag a Video

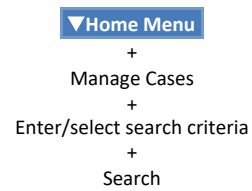
+  
Search Video  
+  
Enter/select search criteria  
+  
Search  
+  
  
+  
Tag Video *or* Untag Video

# CASES

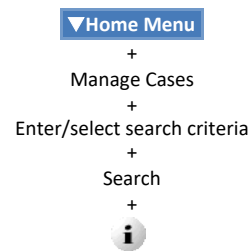
## Add a New Case



## Search for a Case



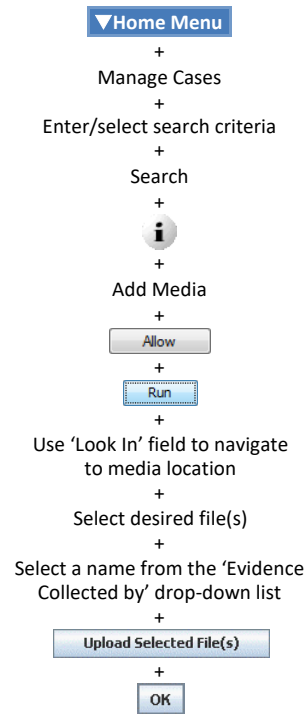
## Display a Case



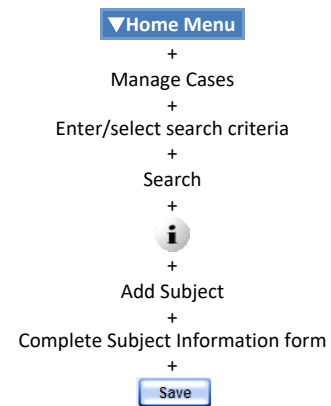
## Add Video to a Case



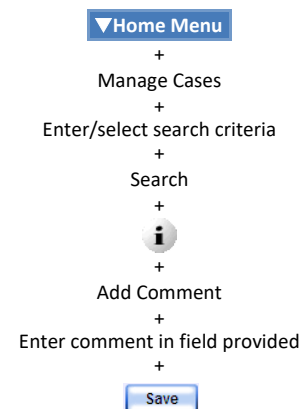
## Add Media to a Case



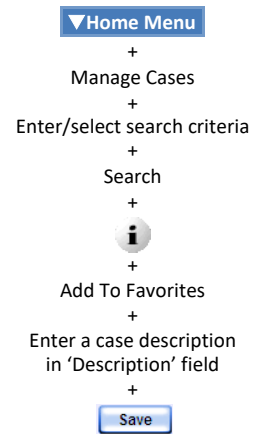
## Add a Subject Name to a Case



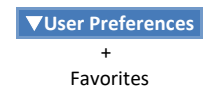
## Add Comments to a Case



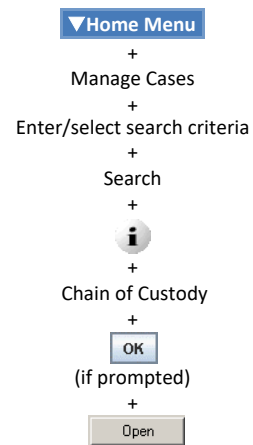
## Add a Case to Favorites List



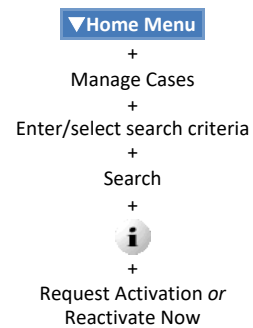
## View Favorites List



## View Case's Chain of Custody

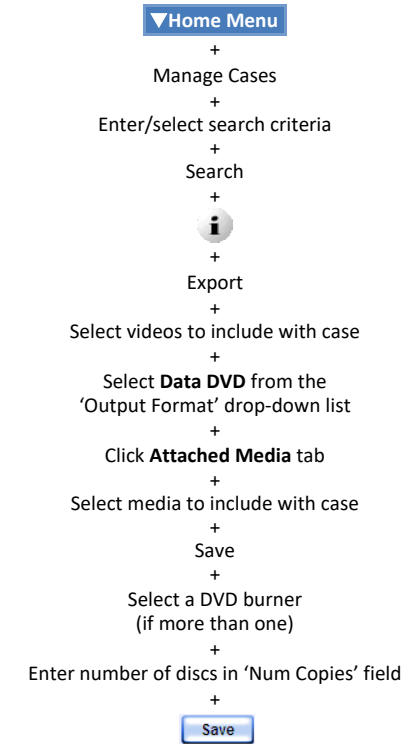


## Restore Archived Case

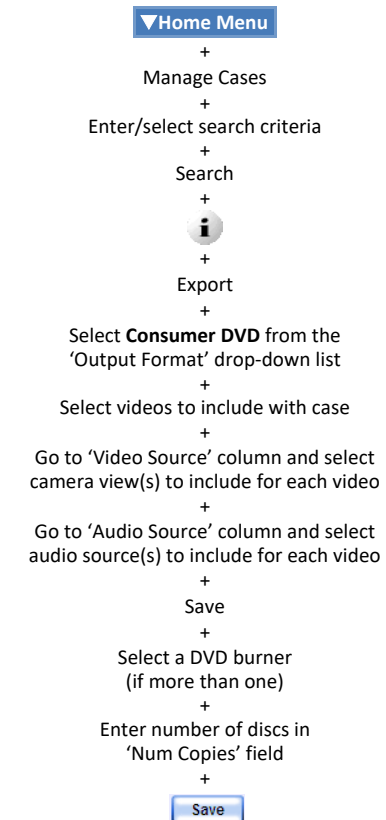


# DVDs

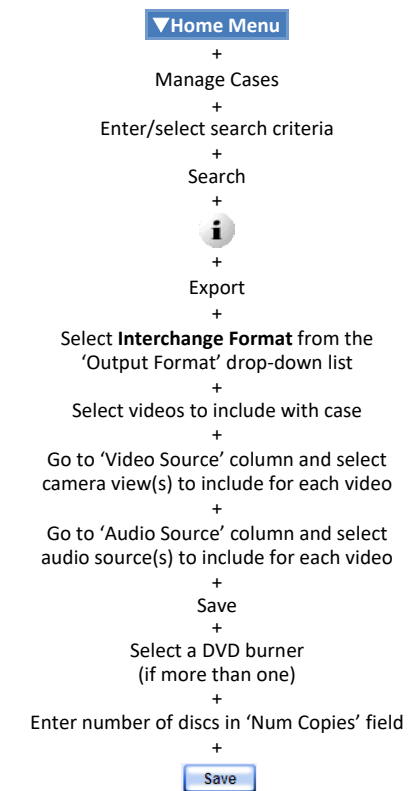
## Burn a Case to a Data DVD via the Robotic DVD Burner



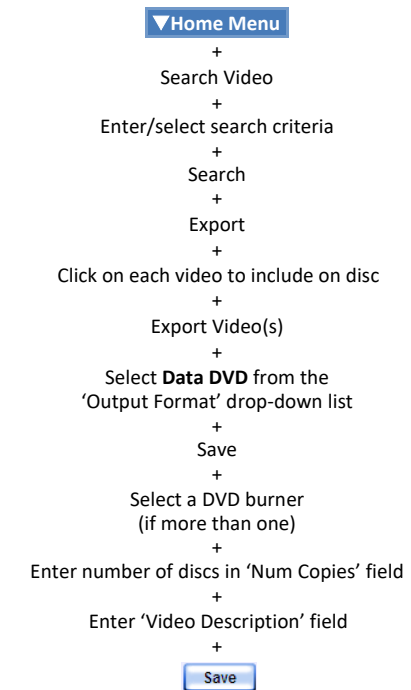
## Burn a Case to a Consumer DVD via the Robotic DVD Burner



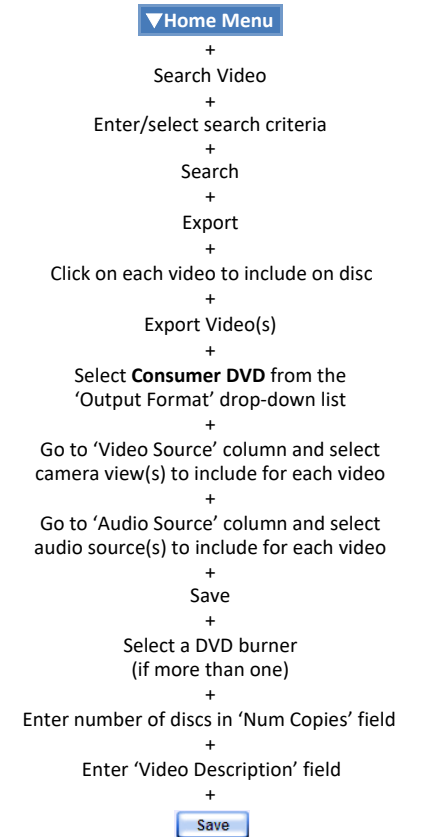
## Burn a Case to an Interchange Format DVD via the Robotic DVD Burner



## Burn Video to a Data DVD via the Robotic DVD Burner



## Burn Video to a Consumer DVD via the Robotic DVD Burner



## Burn Video to an Interchange Format DVD via the Robotic DVD Burner

