

# Integrated Management System

**FIRSTVU PRO**



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## 1. Introduction

### **IMS**

The **Integrated Management System (IMS)** is a comprehensive management system that provides an intuitive, web-based interface to improve your situational awareness and digital evidence gathering in the field. This secure, chain-of-custody guaranteed system improves your workflow of evidence management, so you can dedicate scarce resources to other higher priority organizational tasks.

### **PC Requirement**

**CPU:** Intel(R) Core(TM) i5-4460 @ 3.20GHz or above

**Storage:** 40G or above

**Memory:** 8G or above

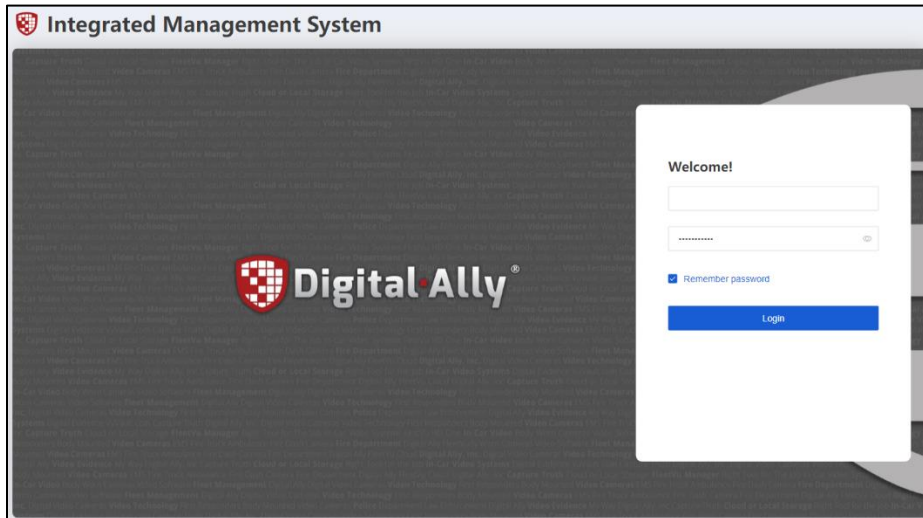
**Operating System:** Windows 10

**Browser:** Chrome(81.0.4044.138 or above), Microsoft Edge(96.0.1054.43 or above)

## 2. Overview

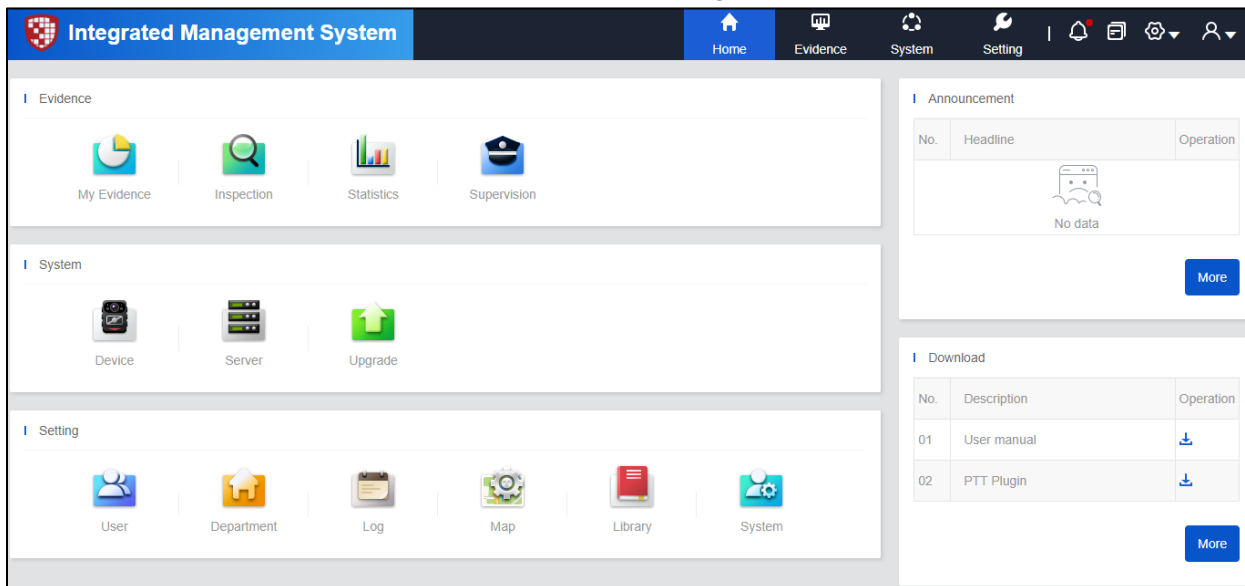
### Logging In

After opening IMS on the CHROME or EDGE Browser, the user submits the Login Account and Password. If ten(10) consecutive unsuccessful login attempts are detected, the user's IP Address will be locked temporarily for 10 minutes.



### Dashboard

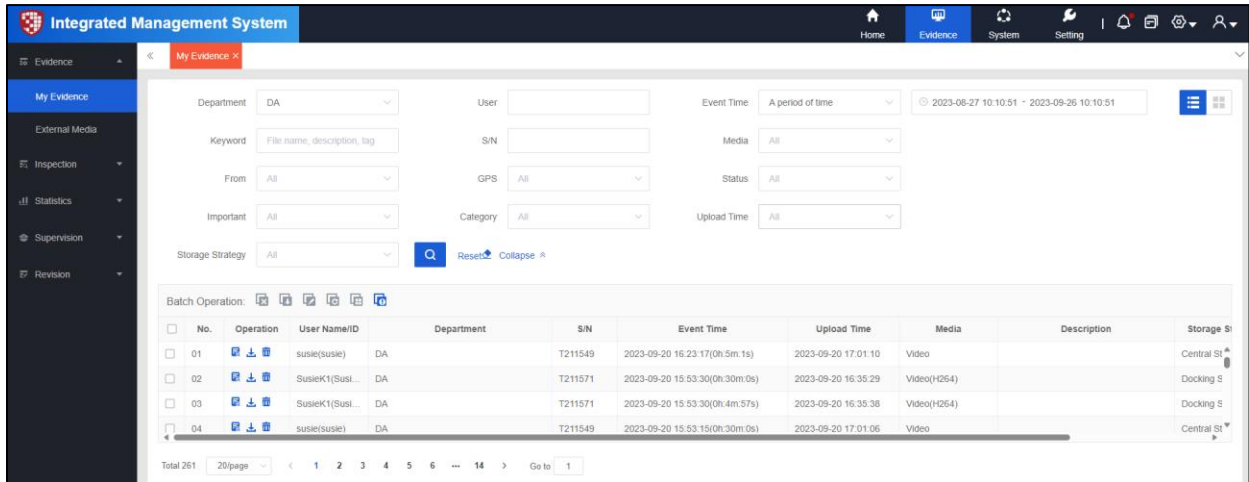
The user will be directed to the Dashboard after the Login account and Password is verified.



There are three main modules in the dashboard which include the following:

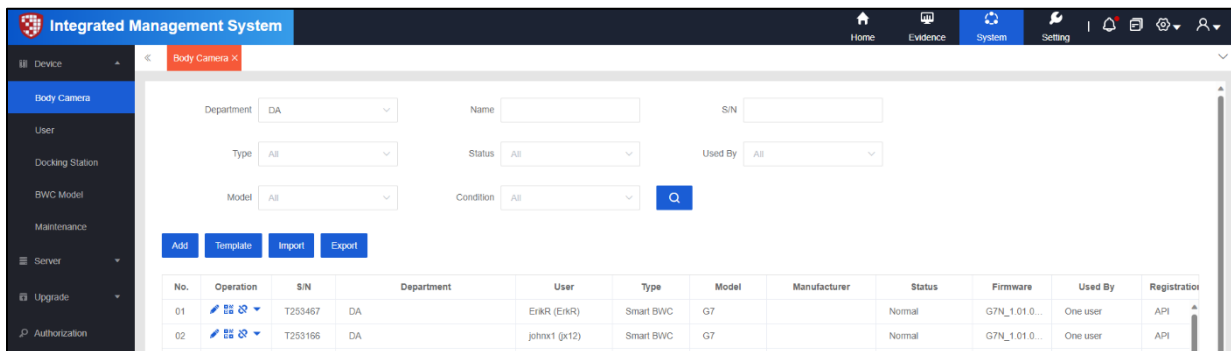
## Evidence

This module provides a secure and easily accessed interface for the management, sharing, and viewing of all digital evidence.



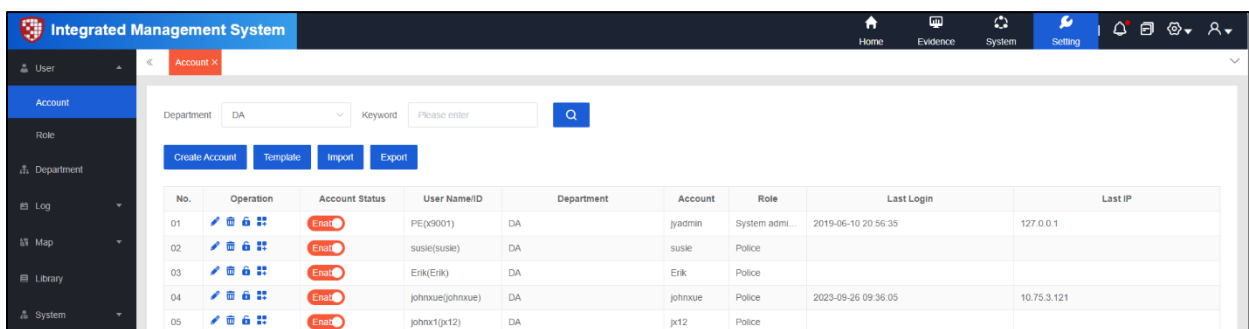
## System

The User is able to manage the FirstVu PRO, Server, and OTA Upgrade with the System module.



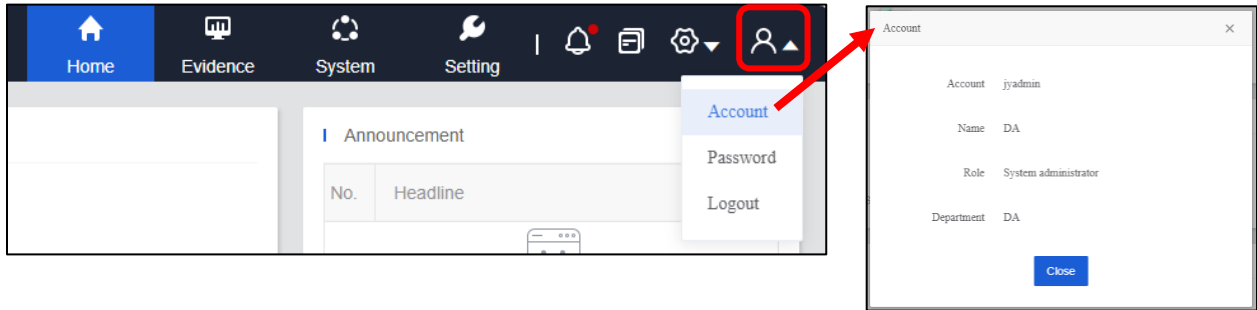
## Setting

The Login Account, Access Permission, User Department, and Security Strategy can be customized in this module.



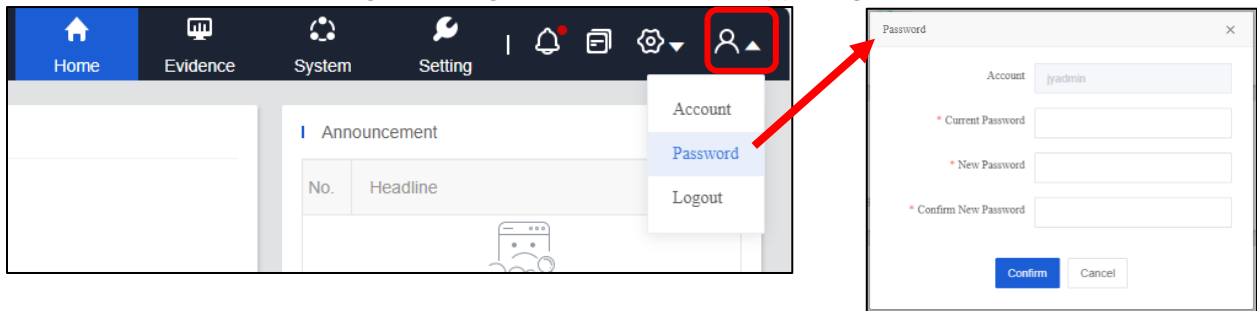
## Account

The User can check the account information in the upper right of the dashboard to see the User's Account Name, Role, and Department.



## Password

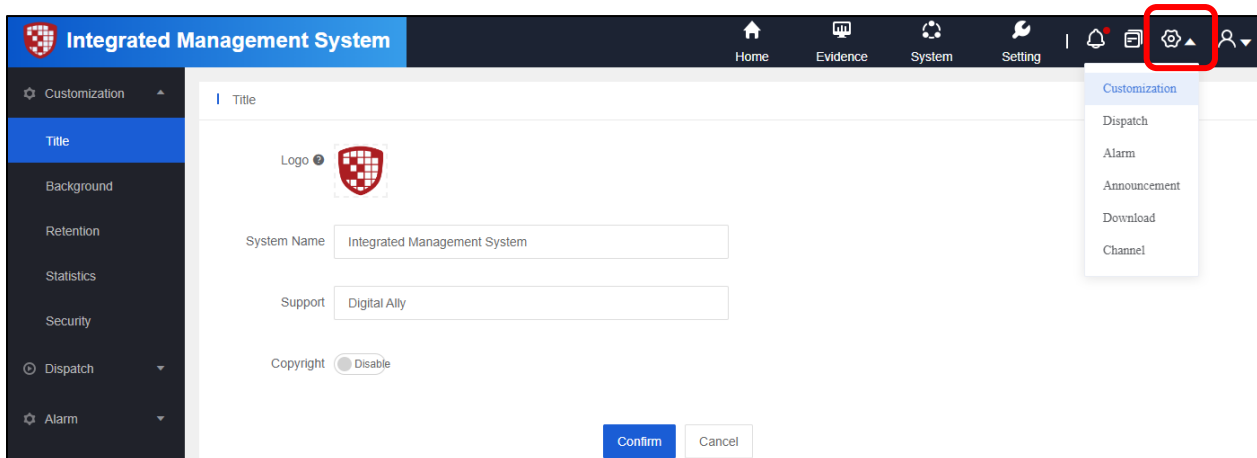
The Administrator can change the Login Password in the upper right corner of the dashboard.



## Customization

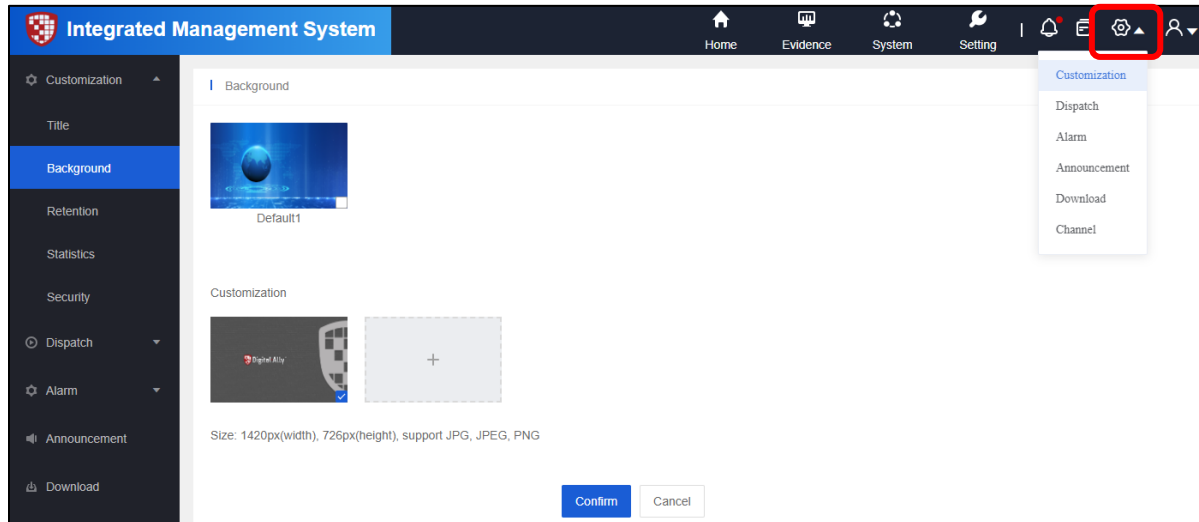
### Title

The Administrator is able to access the Customization Menu to edit the System Name and Logo.



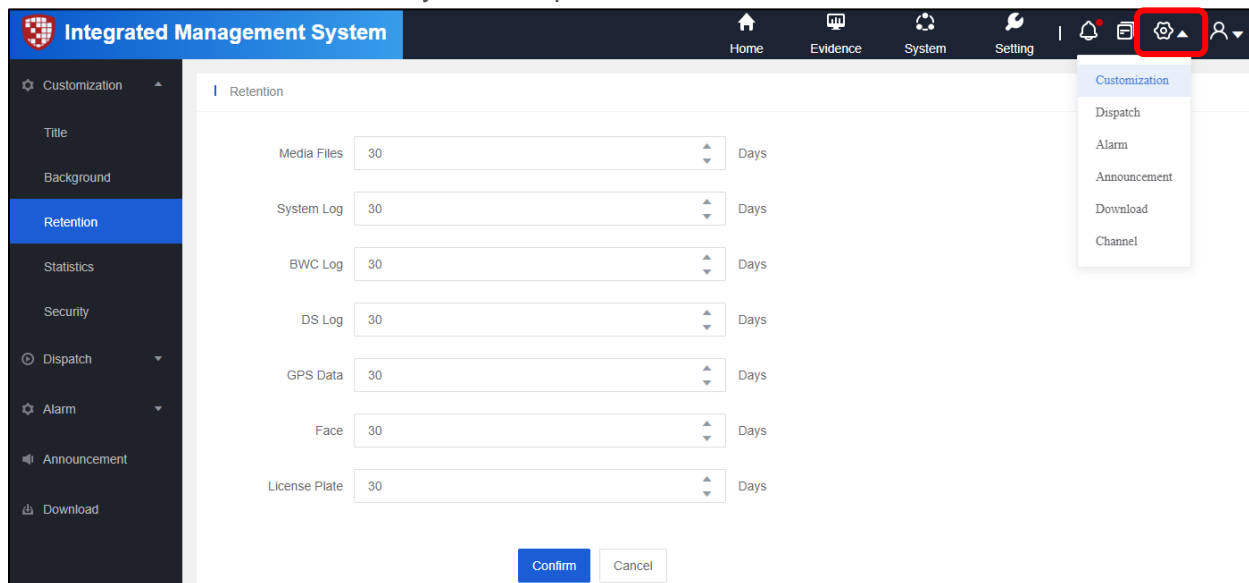
## Background

The Administrator is able to access the Customization Menu to change the background of the landing page.



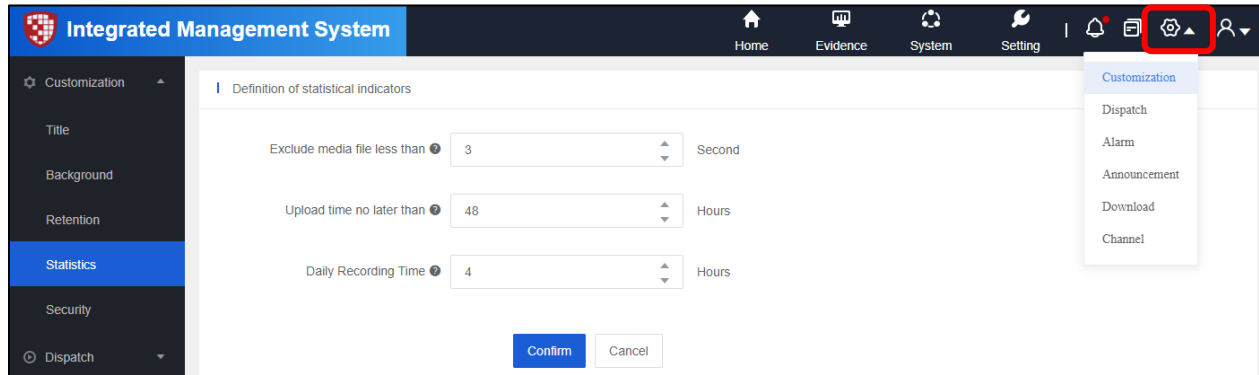
## Retention

The Administrator can access the Customization Menu to set a Retention policy. The specified data will be deleted automatically when expired.



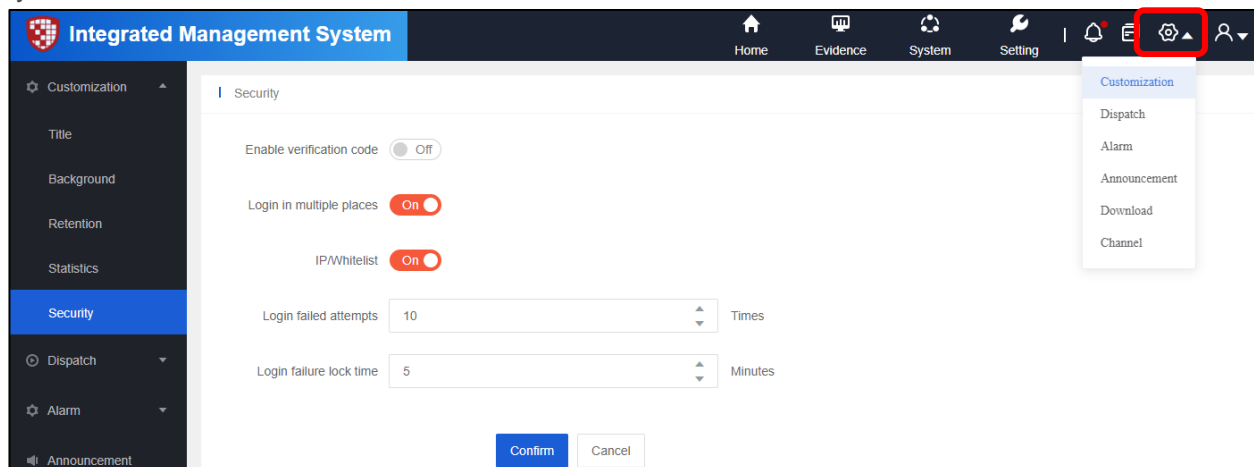
## Statistics

The Administrator is able to access the Customization Menu to set a daily policy for using the FirstVu PRO. The policy includes the daily recording time of the Body-Worn Camera and the offloading time for the digital evidence.



## Security

The Administrator can access the Customization Menu to modify the Security Strategies for the system.



### 3. Setting

#### Account

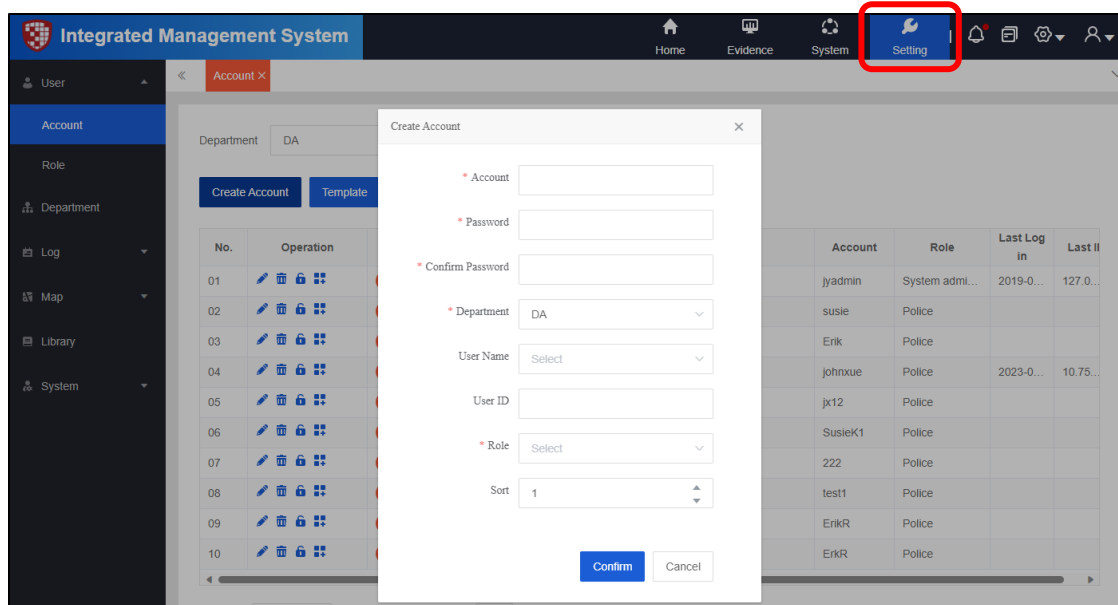
The Administrator with access permission to the Setting menu is able to manage the login account. The management scope includes the following:

**Create/Delete a login account.**

**Disable/Enable an account.**

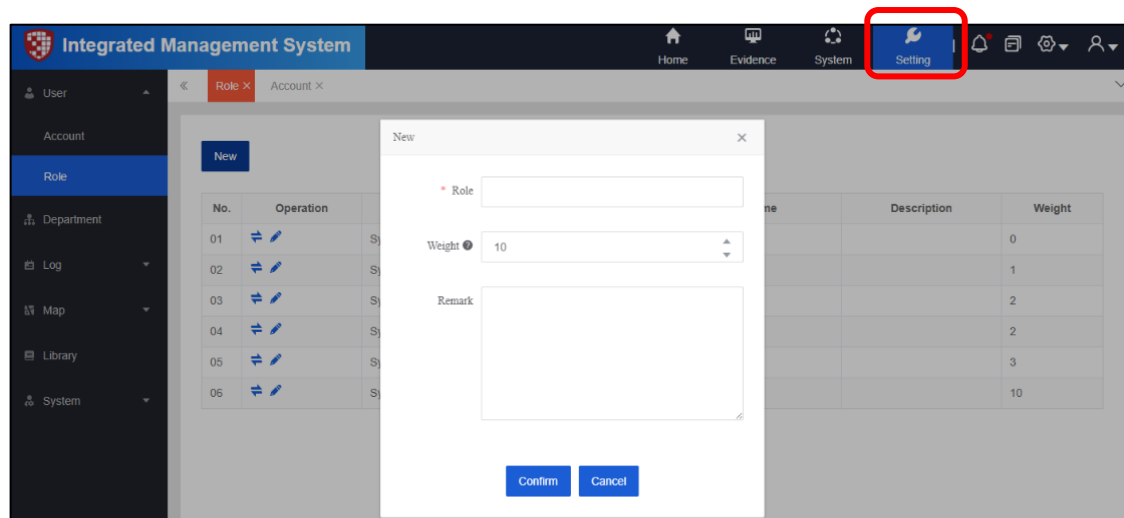
**Reset a login password.**

**Assign access permission to a login account.**



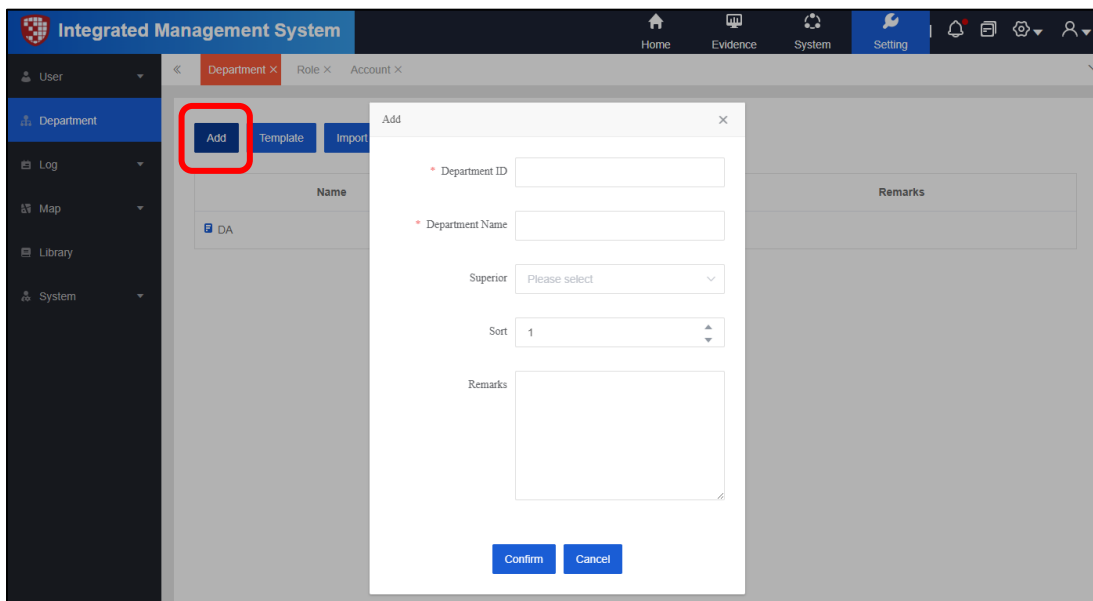
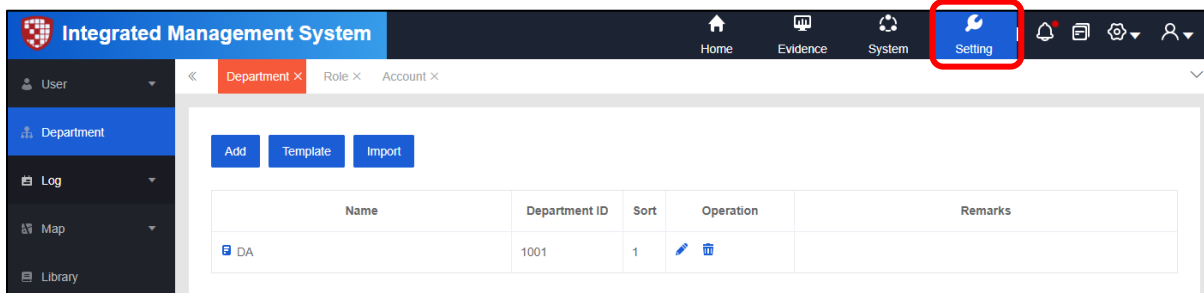
#### Role

The Administrator is able to create and edit a user role in the IMS.



## Department

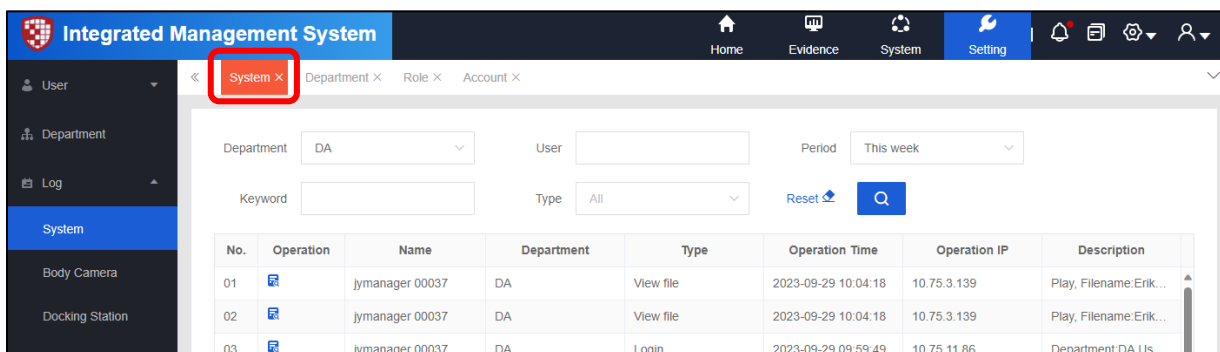
The Administrator with access permission to the Department Menu is able to Add/Delete/Edit a department in the IMS.



## Log

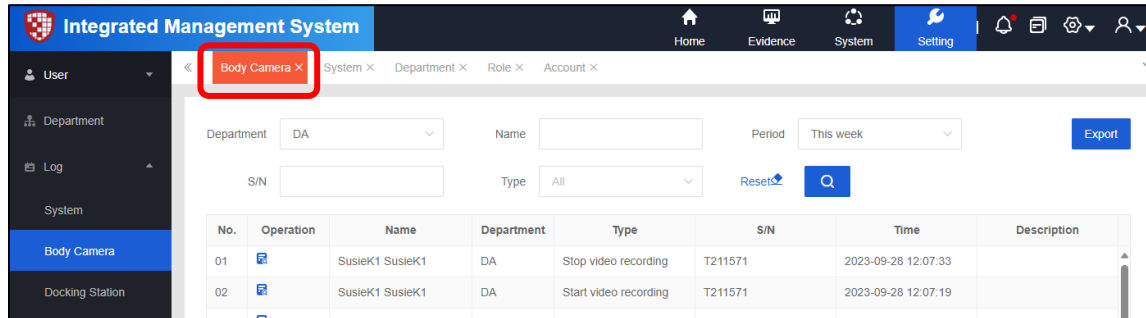
### System

The Administrator with access permission to the Log Menu is able to check the System log on the IMS.



## Body Camera

The User with access permission to Log Menu is able to check the log from the FirstVu PRO.

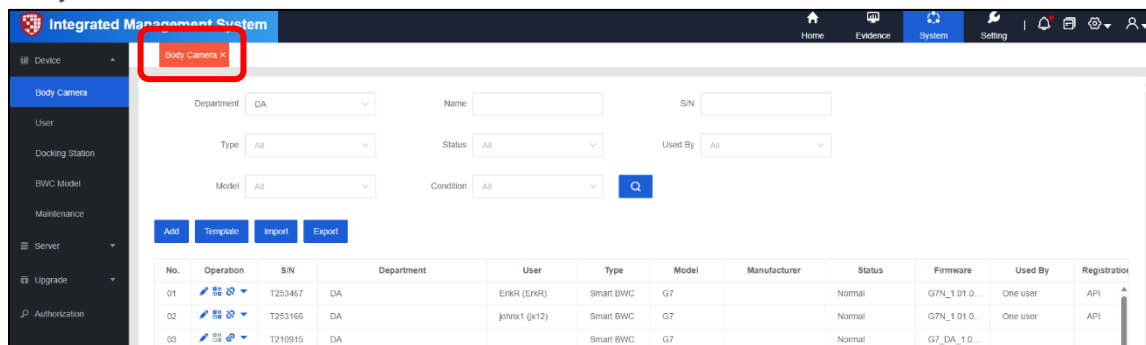


## 4. System

### Device

#### Body Camera

After the FirstVu PRO has been registered in IMS, the device will be created automatically in the Body Camera Menu.



#### User Accounts

The Administrator with access permission to the User Menu is able to Create/Delete/Edit a User in IMS. To complete the device Registration, the FirstVu PRO will need to be assigned to a User. After the Registration is completed, the User information, including User ID, Username, and Department will be associated with the FirstVu PRO. The video captured by the device will contain an overlay that includes this information.

Add

\* User ID:  Mobile Phone:

\* Name:  Tel:

\* Department:  Sort:

\* Type:  Remarks:

DS Password:

Confirm Password:

PTT:  Enable

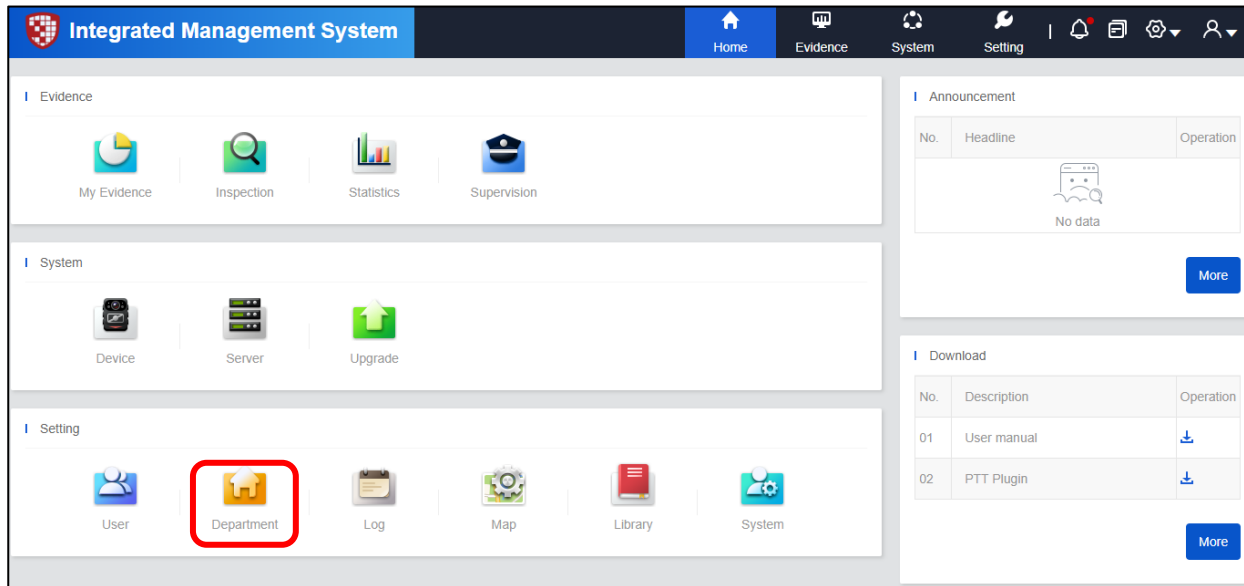
**Note:** The information with an asterisk\* is mandatory.

## 5. Setup

### Create / Maintain a Department

A department is used to group users who can access the videos only within their department.

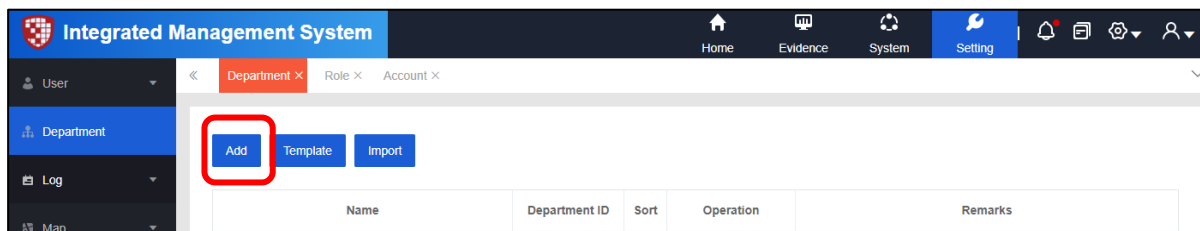
From the IMS Dashboard, open **Setting/Department**.



The screenshot shows the IMS Dashboard with the following sections:

- Evidence:** My Evidence, Inspection, Statistics, Supervision
- System:** Device, Server, Upgrade
- Setting:** User, **Department** (highlighted), Log, Map, Library, System
- Announcement:** Table with columns No., Headline, Operation. No data is present.
- Download:** Table with columns No., Description, Operation. Items include 'User manual' and 'PTT Plugin'.

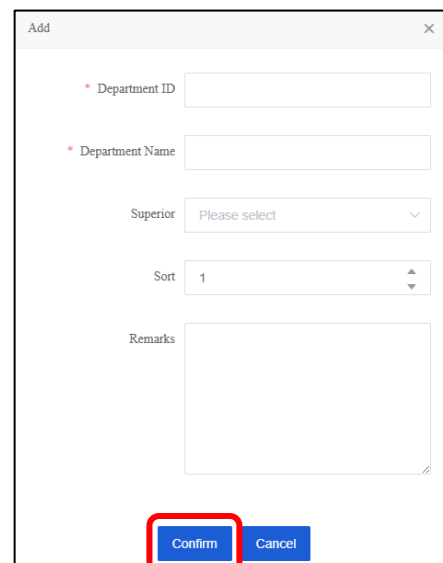
Click **Add**.



The screenshot shows the 'Department' management page with the following elements:

- Navigation tabs: Department (selected), Role, Account
- Buttons: **Add** (highlighted), Template, Import
- Table columns: Name, Department ID, Sort, Operation, Remarks

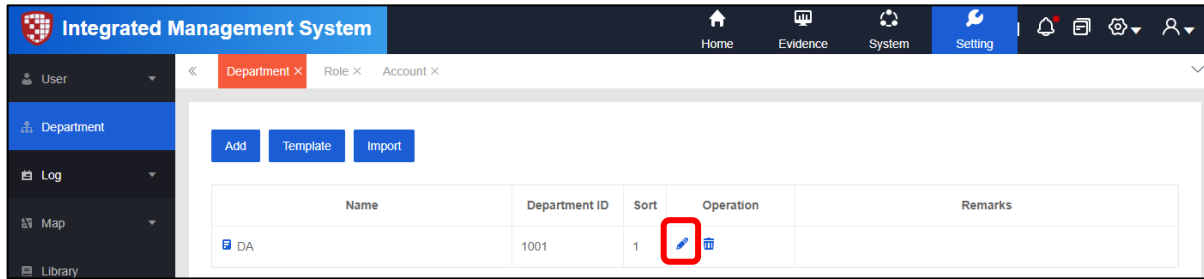
Enter the **Department ID** and **Department Name**. Then **Confirm**.



The 'Add' form contains the following fields:

- Department ID (required)
- Department Name (required)
- Superior (Please select)
- Sort (1)
- Remarks (text area)
- Buttons: **Confirm** (highlighted), Cancel

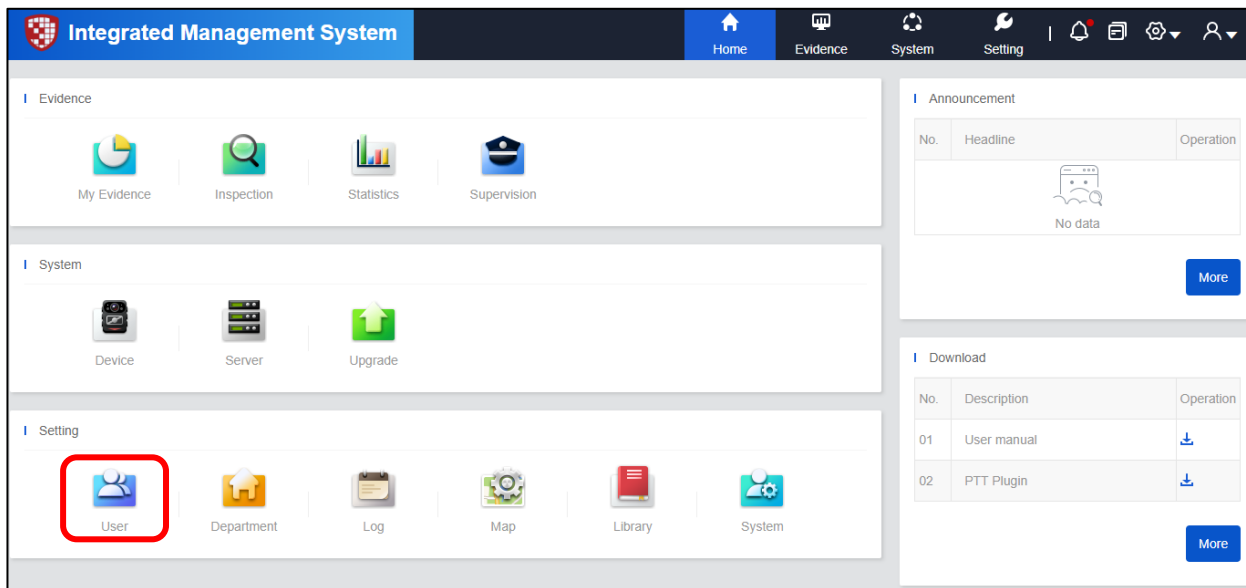
To edit the above fields (except Department ID) click the **Edit** icon in the Department listing.



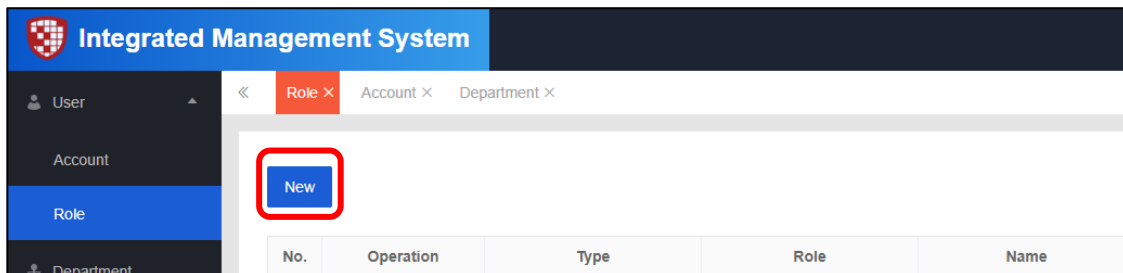
## Create / Maintain a Role

All Users must be assigned a Role. The Role assigned to the user determines the user's Security Access and access to IMS functionalities.

From the IMS Dashboard, open **Setting/User/Role**.



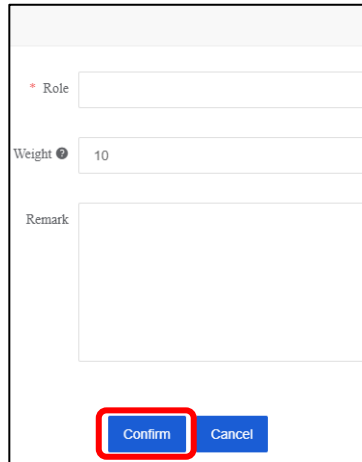
Click **New**.















Enter the Role name.

You may optionally assign a Weight to the Role. The smaller the number, the higher the weight, and the higher the ranking.

Then **Confirm**.



Examples

No.	Operation	Type	Role	Name	Weight
01	 	System User	101	Dept Admin	0
02	 	System User	102	Dept Head	1
03	 	System User	103	Supervisor	2
04	 	System User	104	Commander	2
05	 	System User	105	Police	3
06	 	System User	106	Business	10

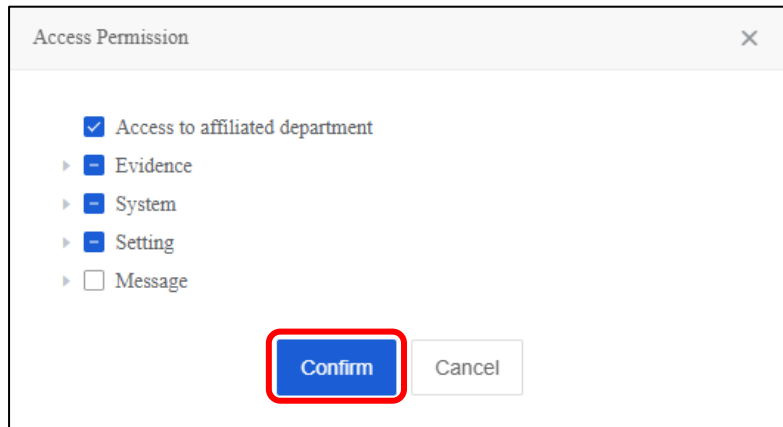
To Edit the above Role fields, click the Edit icon  for that Role.

To assign **Access Permissions** click the  icon for that Role.

Select the permissions to be assigned to the Role.

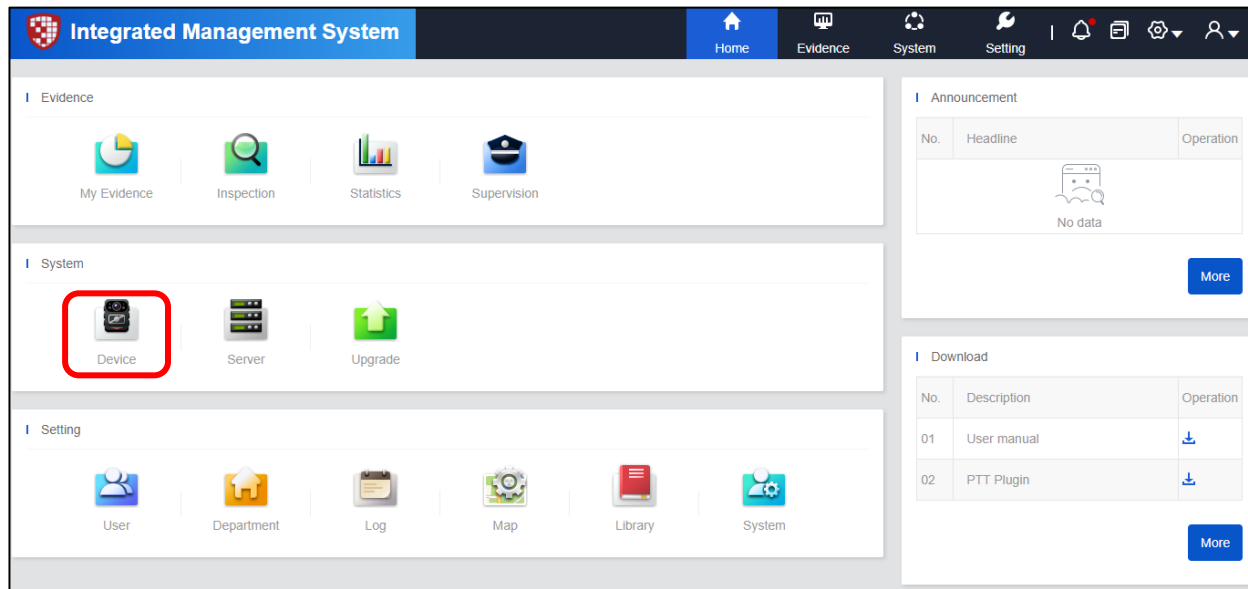
Expand the **Evidence**, **System**, and **Setting** options to select sub-categories.

Then **Confirm**.

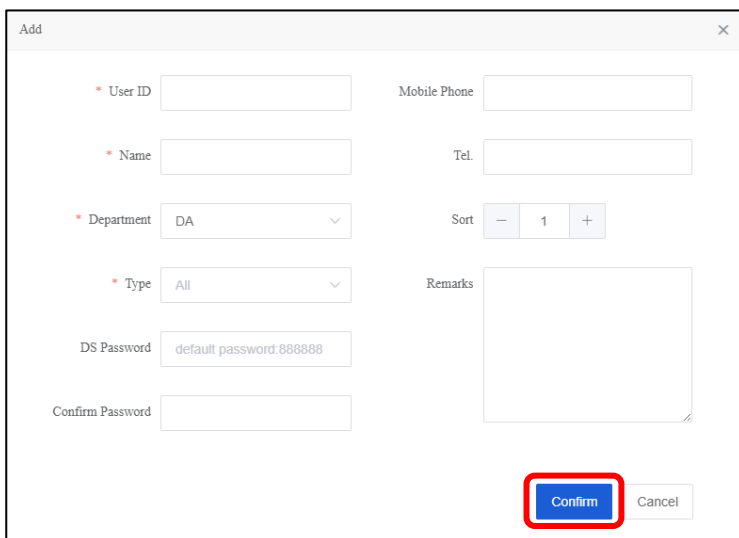
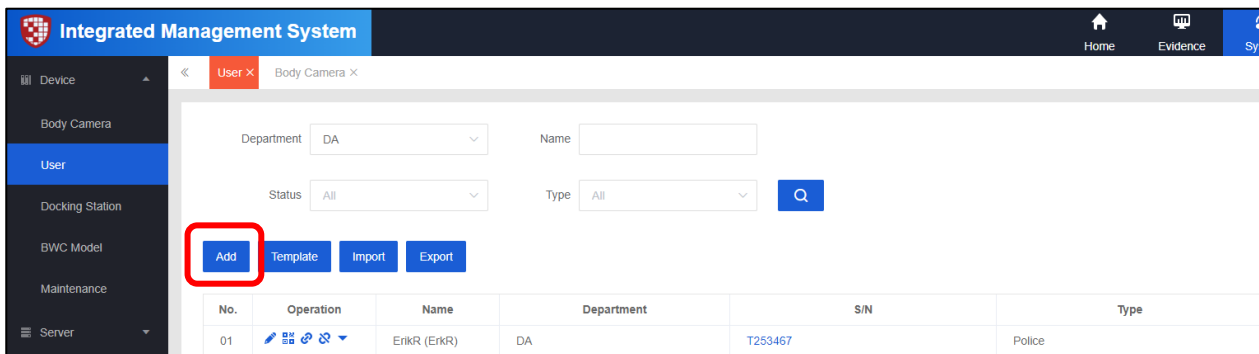


## Create User

From the IMS Dashboard, open **System/Device/User**.



Click **Add**.

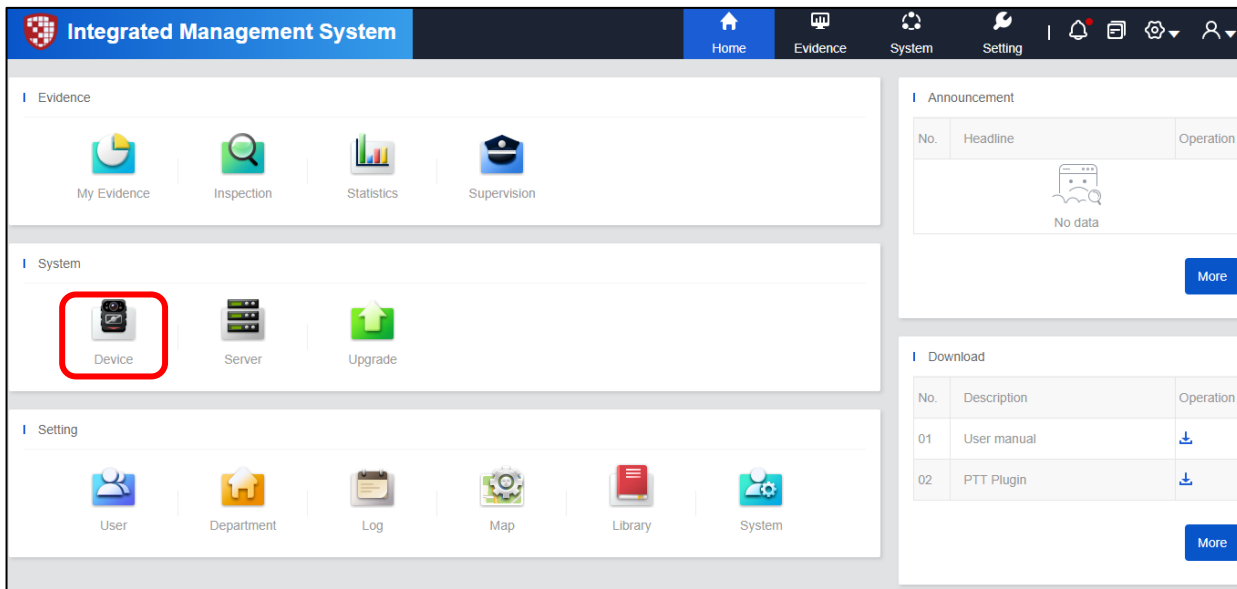


- Type the new **User ID**.
- Type the **User Name**.
- Assign the user to one of the departments created previously.
- Select the Account **Type** from the dropdown.
- Create a Password.
- Retype the Password to confirm.
- After all selections have been made, click **Confirm**.

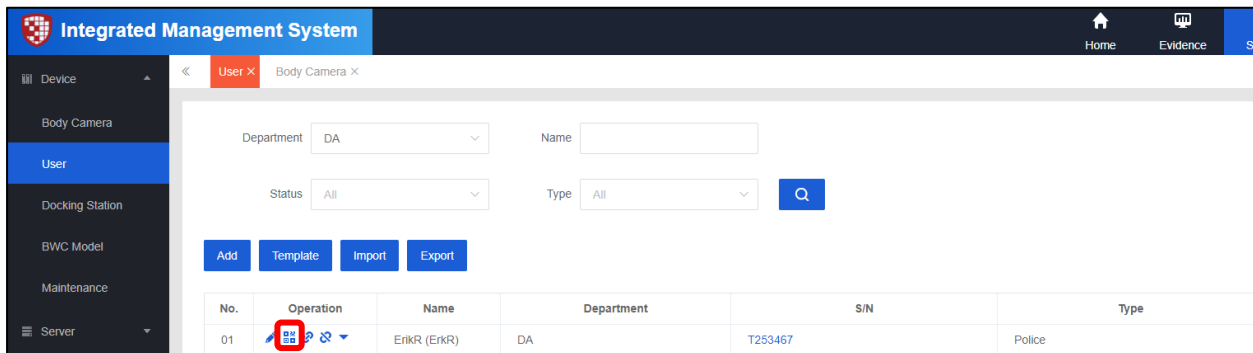
**Note:** The User Account will be created automatically following this step.

## Register a Device to a User

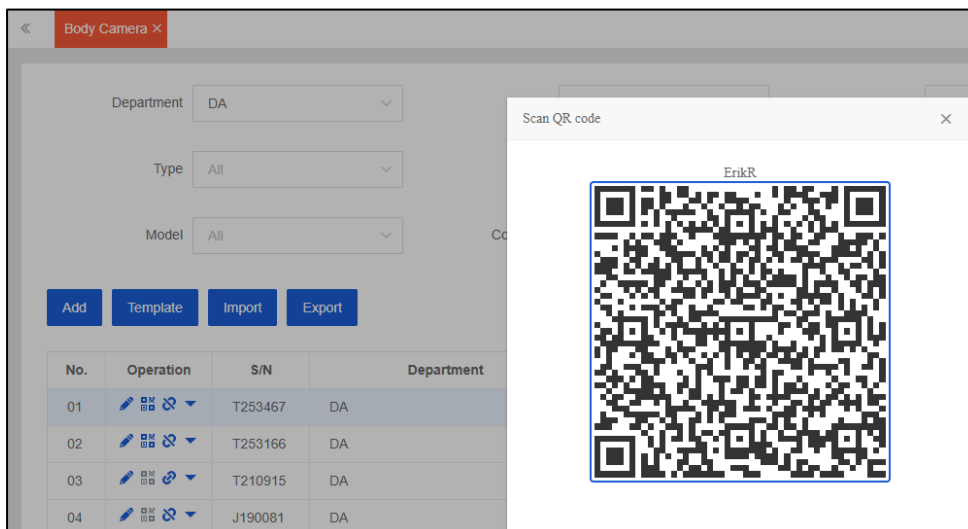
From the IMS Dashboard, open **System/Device/User**.



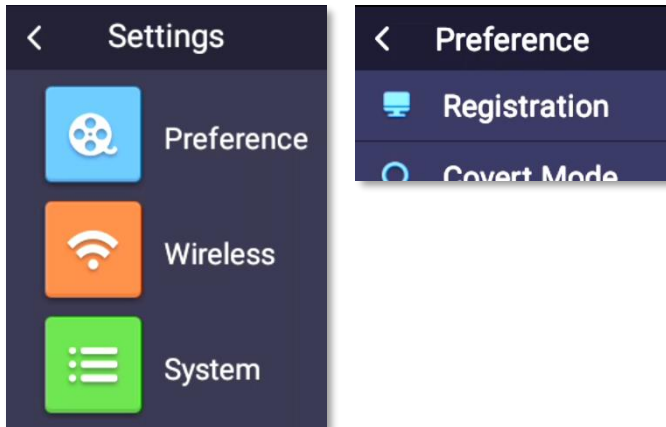
In the **User** screen, click the **QR Code** icon  for the User.







The QR Code will pop up on the screen.







On the **FirstVu PRO** touchscreen go to the **Preferences** menu and tap **Registration** to scan the QR Code. Click **Confirm** to complete the registration.




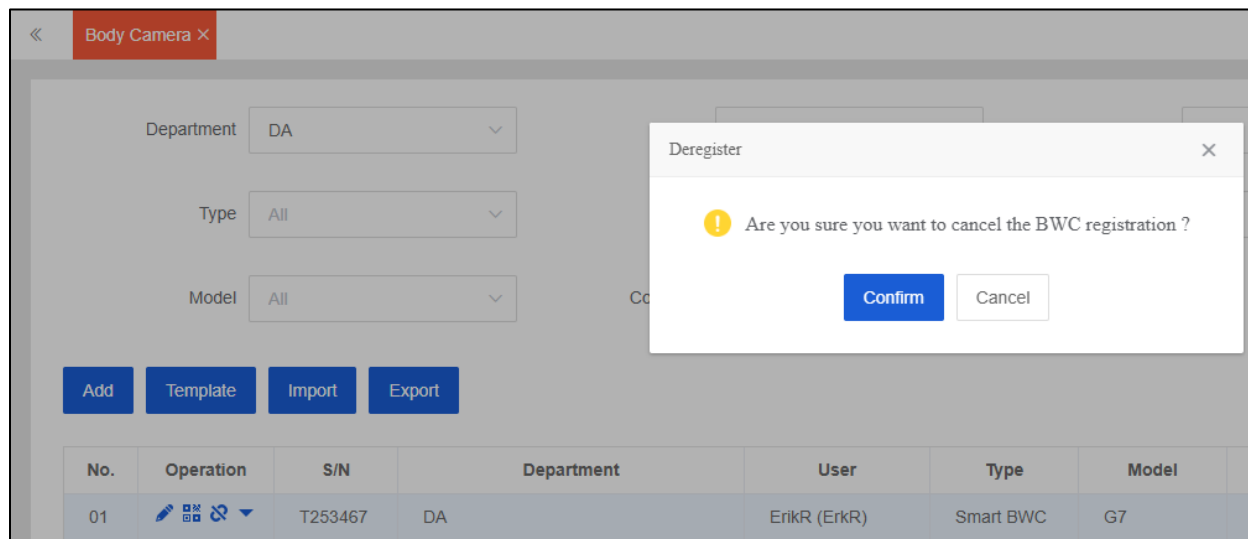
Once the **FirstVu PRO** connects to the Network, it will connect to the IMS automatically. Here is an example of the S/N of the **FirstVu PRO** that has been assigned to the User.

No.	Operation	Name	Department	S/N	
01	   	ErikR (ErkR)	DA	T253467	Police

The Body-Worn Camera will be automatically created on the Body Camera Menu.

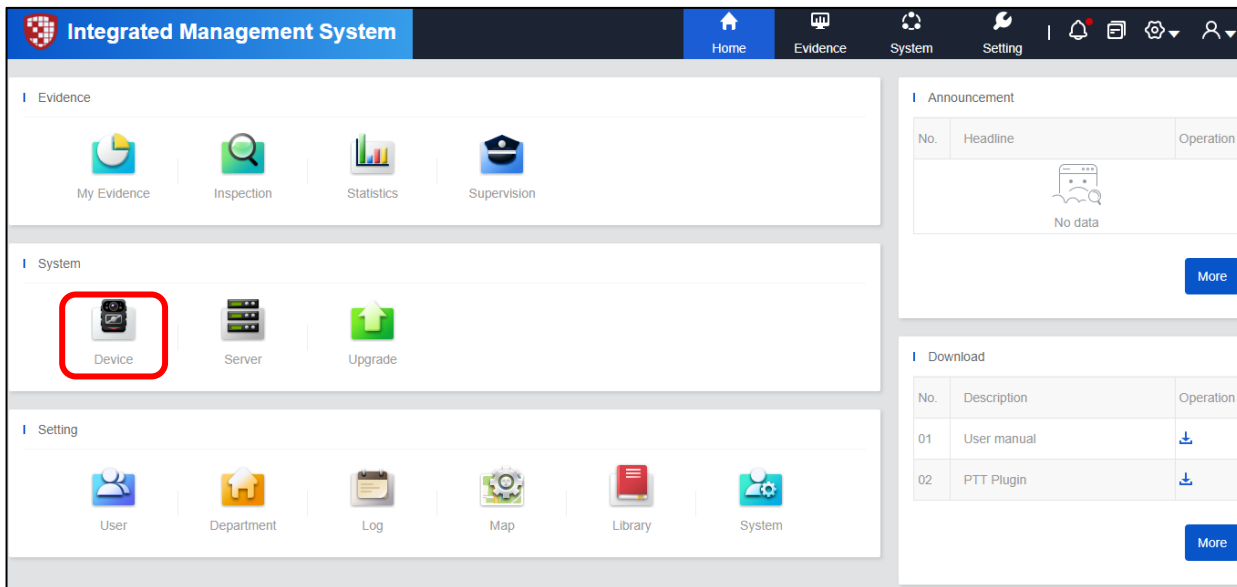
No.	Operation	S/N	Department	User	Type	Model	Manufacturer	Status	Firmware	Used By
01	   	T253467	DA	ErikR (ErkR)	Smart BWC	G7		Normal	G7N_1.01.0...	One user

In the future, if necessary, click the **Deregister** icon  to cancel the **FirstVu PRO** Registration. This will allow the device to be assigned to a new User.

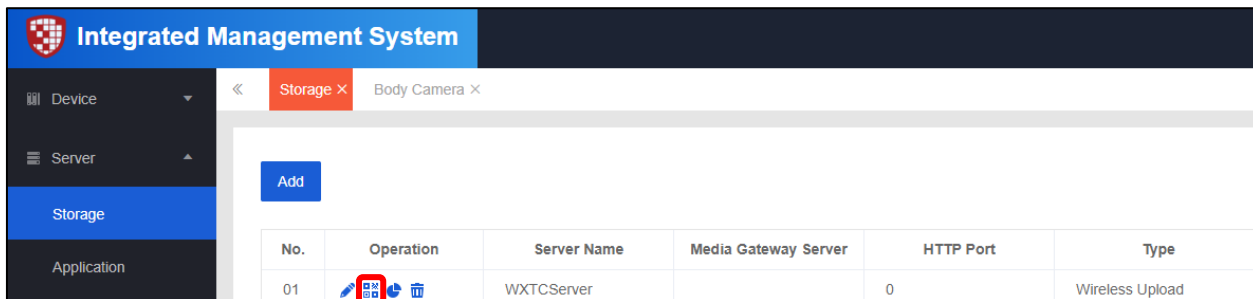


## Register a FirstVu PRO for Wireless Upload

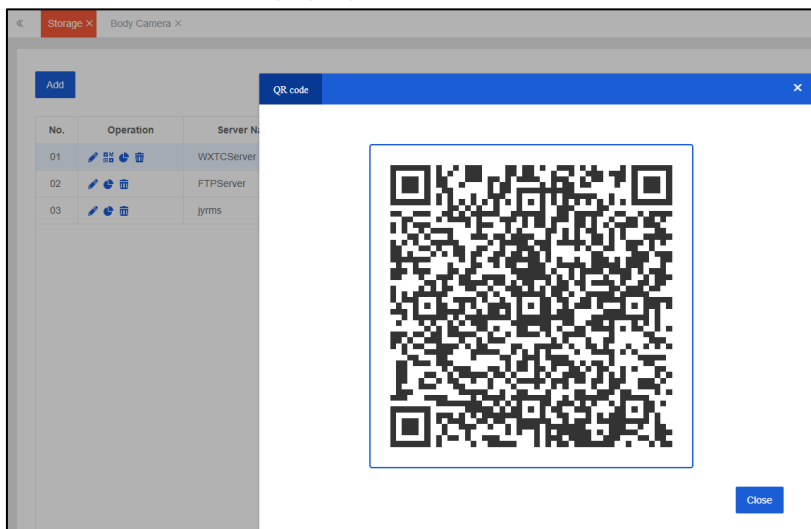
From the IMS Dashboard, open **System/Device/Server/Storage**.



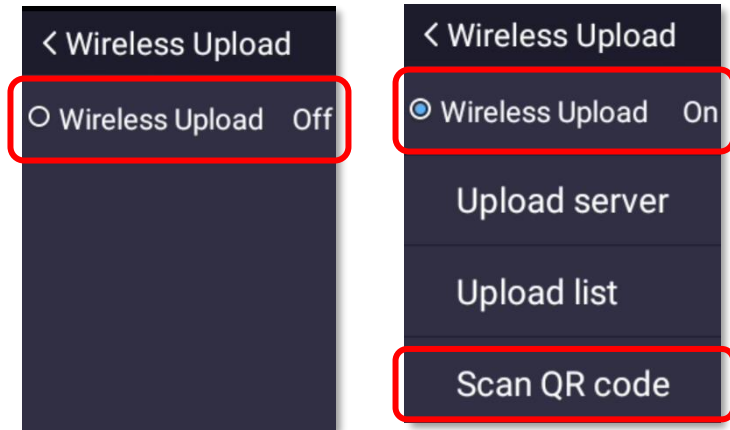
In the **Storage** screen, click the **QR Code** icon  for the **WXTCServer**.



The QR Code will pop up on the screen.

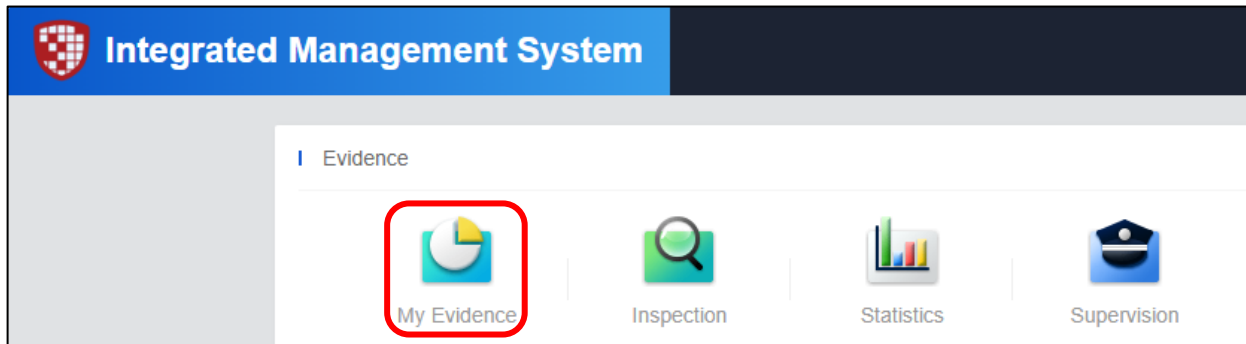


On the FirstVu PRO touchscreen go to the **Wireless** menu and turn Wireless Upload **On**.  
Aim the camera at the QR Code.  
Scroll down to tap **Scan QR Code**.  
Click **Confirm** to complete the wireless registration.

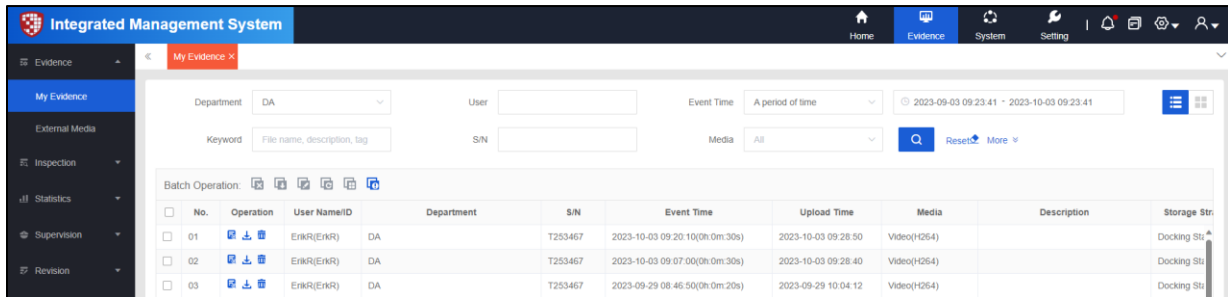


## 6. Evidence

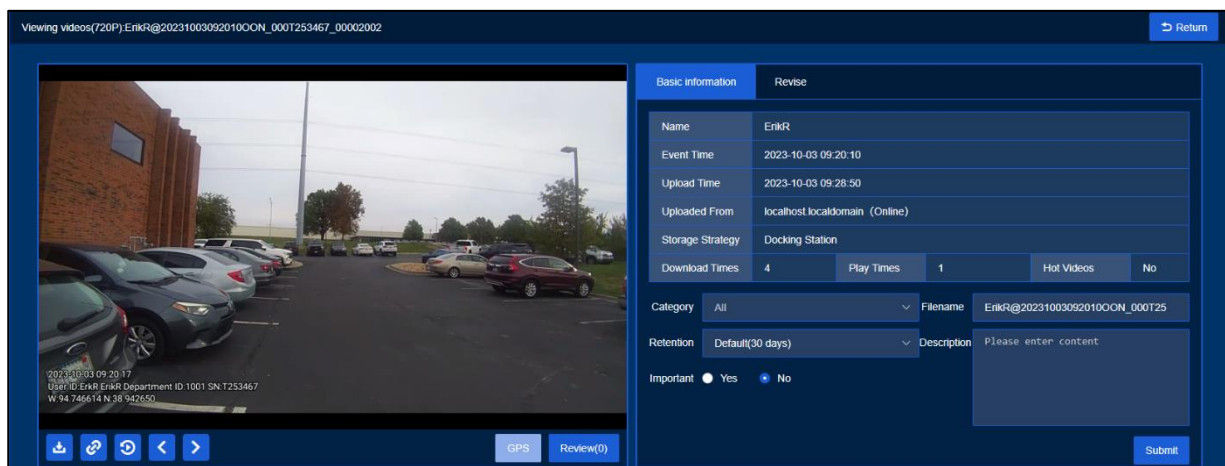
From the IMS Dashboard, open **Evidence/My Evidence**.



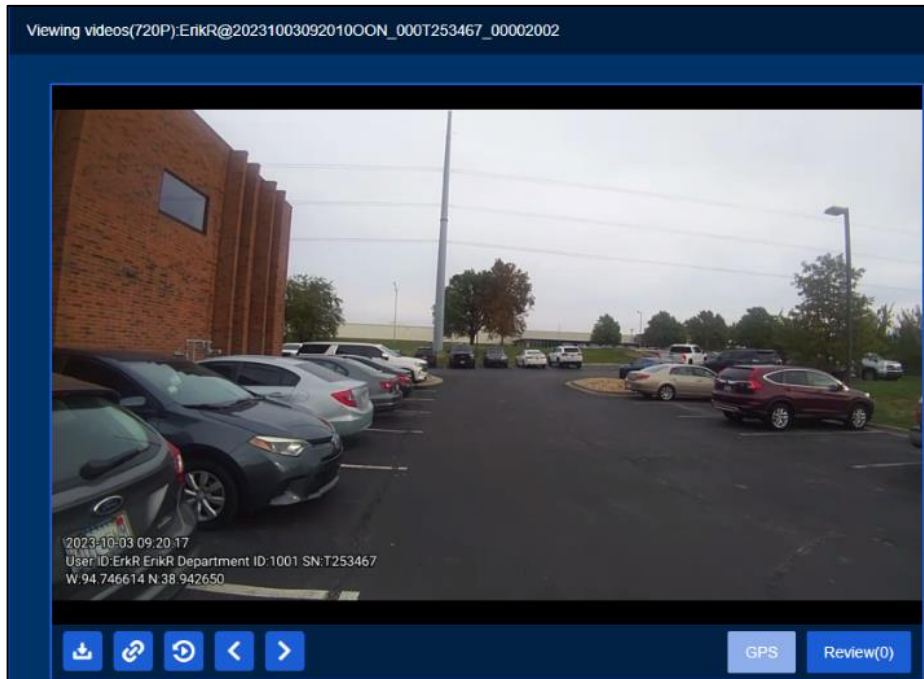
Digital evidence that has been uploaded from the FirstVu PRO can be found on the **My Evidence** menu. The evidence includes user information, event time, duration, and device information.



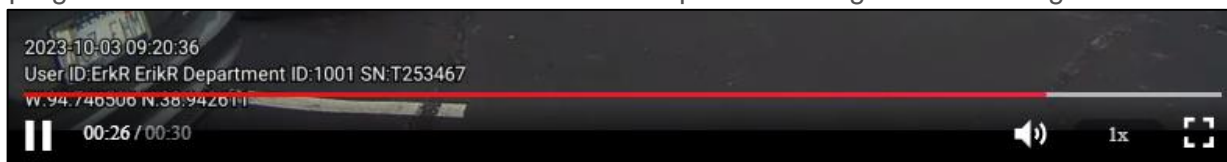
To view a video, click the **View** icon . This will open the viewer, which has one panel for the video, and one panel containing information about the video.



## Video Panel



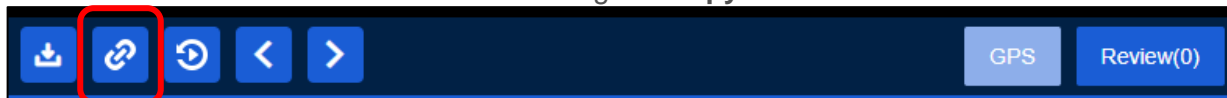
The video will begin playing as soon as the viewer is opened. Video navigation controls and a progress bar will become visible when the cursor is placed within the video image.



A User with access permission may download the video by clicking the **Download** button .



A shareable link to the video is available using the **Copy Link** button .



Use the **Review** button to add comments and record the result of the incident.



Review ✕

\* Start Time

\* End Time

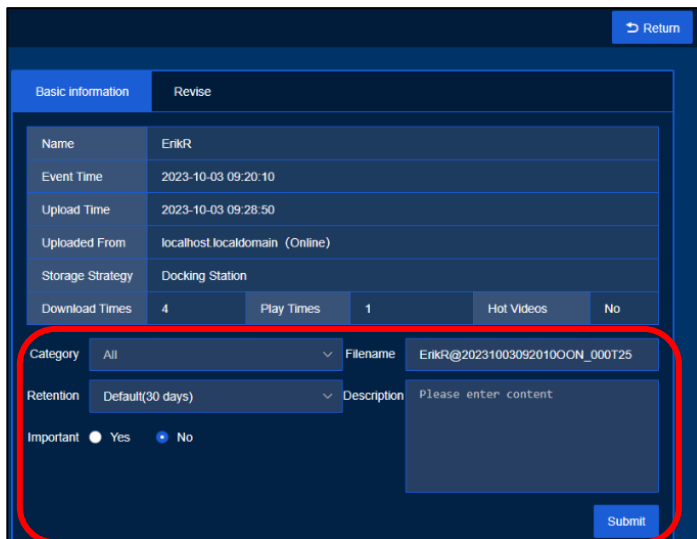
\* Comment

\* Result  Incivlization  Offense  
 No Obvious Abnormality  
 Serious Violations

## Information Panel

The **Basic Information** tab has several fields in the lower section of the panel which can be edited. The User is able to categorize the evidence into a different case category, change the retention period, mark the video as Important, and edit the filename. Placing a keyword in the description can be very helpful for rapidly searching for a specific file in the Search Bar as well.

To save the changes, click **Submit**.



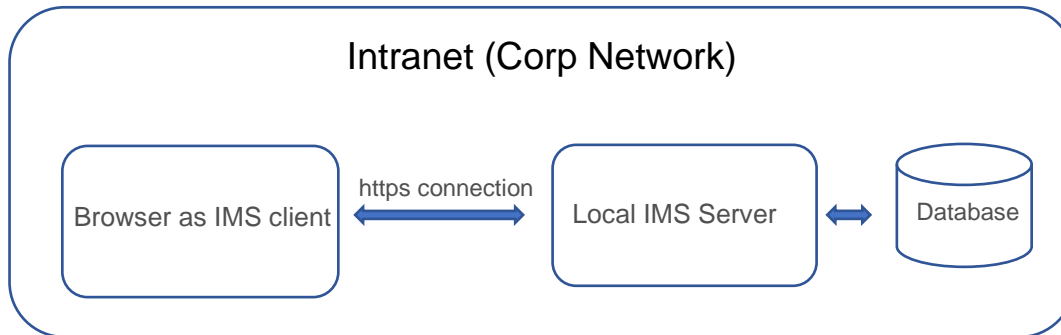
The screenshot displays the 'Basic information' tab of the Information Panel. The panel is titled 'Basic information' and 'Revise'. It contains several fields and a 'Submit' button. A red box highlights the following fields:

Name	ErikR				
Event Time	2023-10-03 09:20:10				
Upload Time	2023-10-03 09:28:50				
Uploaded From	localhost.localdomain (Online)				
Storage Strategy	Docking Station				
Download Times	4	Play Times	1	Hot Videos	No
Category	All	Filename	ErikR@20231003092010OON_000725		
Retention	Default(30 days)	Description	Please enter content		
Important	<input type="radio"/> Yes <input checked="" type="radio"/> No				

The 'Submit' button is located at the bottom right of the highlighted area.

## 7. Appendix

### IMS Client/Server Structure



- Will only work within corporate network (Corp Domain)
- Traffic from outside will be blocked
- Web browser (Chrome/Edge) will be the client, so no local pc setup is required
- Uses https for secured connection to ensure data security
- Only authorized admin has access to the IMS server and database for maintenance

## 8. Contact Information



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**Phone:** 913.814.7774

**Fax:** 913.814.7775

**Customer Portal:** [portal.digitalallyinc.com/index.cfm](http://portal.digitalallyinc.com/index.cfm)

**Support E-mail:** [support@digitalallyinc.com](mailto:support@digitalallyinc.com)

**Sales E-mail:** [sales@digitalallyinc.com](mailto:sales@digitalallyinc.com)

**Sales / Support Toll Free:** 1.800.440.4947 (7am - 9pm CST)

