<u>User manual</u>

Contents

1. Introduction

The application is used to filter information on open police investigations regarding the phone numbers of suspects or victims. It allows the gathering of data from phone companies in csv or excel files, filtering the data and finally exporting it at any point in the investigation.
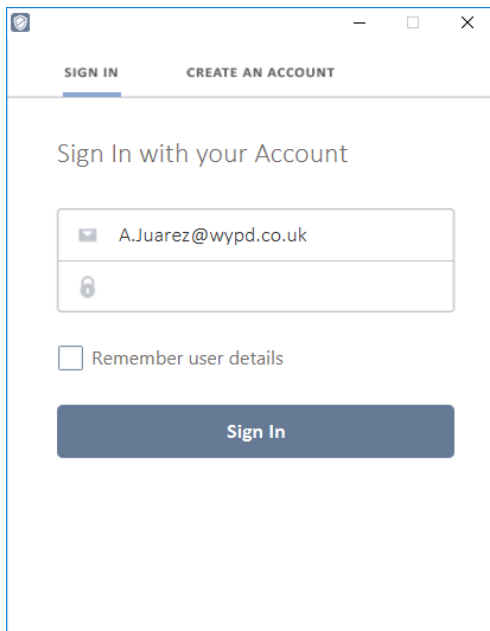
2. Starting the application

2.1. Creating an account

The first account created is considered as an administrator and has its special permissions of accessing an Administrator Panel.

In order to create an account, the user will have to complete the provided form. After completing the form, the account will be created and the user will be able to access it right away.

2.2. Sign in

The sign in feature only allows registered users to access the main application. Also, the "remember user details" feature will make it so that next time the user logs on his credentials will be saved and he will be able to enter quicker.

3. Main application

The main application stores all information (namely the calls provided by the csv or excel files) for ongoing cases as well as the cases which have already been finished. Filtering by phone numbers, by date or simply searching through the table are some of available features. A user can always check the progress on an investigation, write notes.
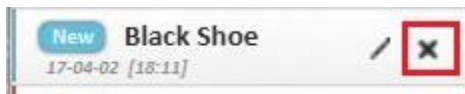
3.1. Cases

- Adding cases

Pressing the 'plus' button will create a new case where the user can insert data about suspects, victims and also make notes.

- Deleting and editing cases

The user can simply delete a case by pressing the 'X' button in the case's row. After pressing the button, he will get a confirmation window and after confirming, the case will be deleted.
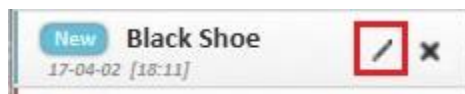
The highlighted button allows the user to modify the case name and status. After all the changes are done, the user will get a confirmation message and after confirming, the changes will be saved.
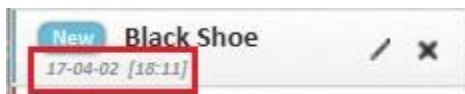
It shows the date and time a case was last accessed.
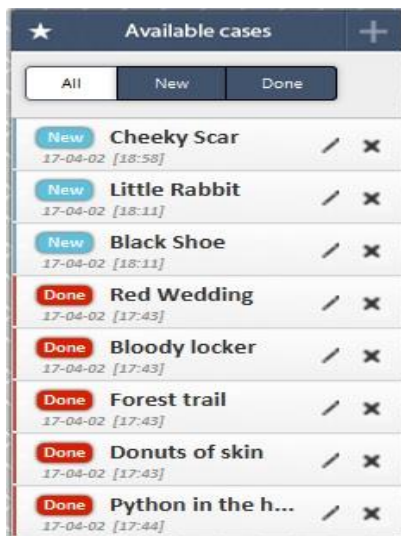
Cases list

The case list displays all the ongoing cases as well as the finished cases. It can filter the cases by their status and pressing the 'All" button will stop the filtering and the list will display all the cases, regardless of their status. The 'New' button shows the current cases and the 'Done' button will only show finished cases.
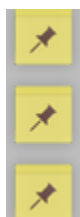
3.2. Notes

The notes feature allows users to add notes for all cases. These notes can be closed, opened, edited or moved at any time.

By clicking one of the 'Notes' icons, the application will open the note and it will become editable.
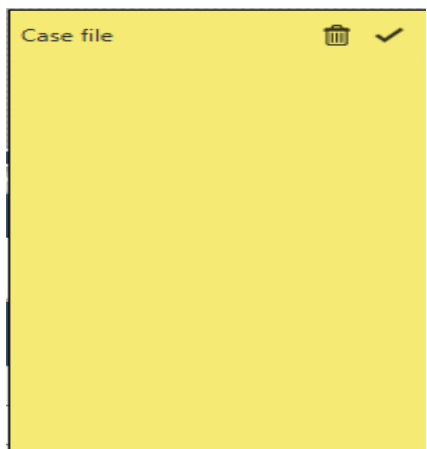
Saving and deleting notes

A note can be deleted by pressing the 'delete' button in the right of the screen, and it can be saved by pressing the 'save' button.

By pressing the 'Add' button, an empty note can be created at any time. The settings button provides an option to delete all existent notes of a case.

3.3. Main table

The main table stores all the relevant information regarding the current open case. All the records can be edited or deleted by the user and also the user is able to add records. Records can also be filtered, exported as a pdf file or imported from a csv or excel file. The application also counts the number of rows in the table.

Search function

The search function can search for records in the table. It can search for them by keywords, telephone numbers or date. It can also filter the information by date. The date function opens a calendar on which the date can be selected.

Import/export

 By pressing the Import button, the application will open a new window from which the user can select which file to import. After importing, all the data will be available in the main table.

A file can also be imported by dragging it over the application.

 By pressing the Export button, the application will open a new window from which the user can select where to export the pdf file. After saving, the file can be seen in the selected folder.

Adding, deleting and modifying records

 By pressing the 'Plus' button, an empty record will be created and every field of the record can be modified by double-clicking on it.

 By pressing the 'Delete' button, the currently selected record will be deleted.

 The final button is the 'Reload table from server' button and it will reload the current table if it got stuck or will reload the last opened table if no current table is selected.

3.4. Top bar

The top bar hosts all the functions which have no correlation with the cases, such as the logout, admin pane and manual.
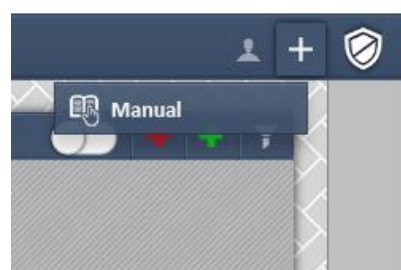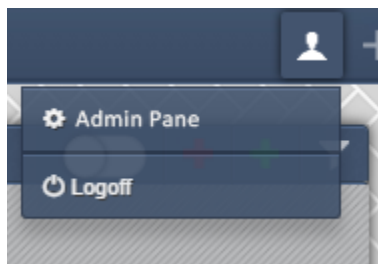
3.5. Victim – Suspect filter

The function allows the filtering by suspect or victim, making connections between them and simply searching through the table.

Writing the phone number on a field will mark the record in question as either a suspect or a victim and color the field with the appropriate color. The table will show for that specific phone number, an identifier, if the name is filled, or the letter with which the filter is labeled with.

From		To		Date	Time	Type Of Call	Duration
Name/Identifier	Phone Number	Name/Identifier	Phone Number				
John Doe	078 0680 1334	Aaron Smith	077 3628 5886	19/03/2016	10:15:00	Standard	20:00:00
John Doe	078 0680 1334	Cameron Cole	070 0913 6953	16/05/2016	14:25:00	Standard	13:00:00
John Doe	078 0680 1334	Elizabeth Powell	070 6369 5729	01/06/2016	18:35:00	Standard	03:00:00
Aaron Smith	077 6052 1169	John Doe	078 0680 1334	11/06/2016	19:35:00	Standard	20:00:00
Aaron Smith	077 6109 8258	John Doe	078 0680 1334	26/07/2016	20:50:00	Standard	11:00:00
	507-574-3513	John Doe	318-403-0788	12/05/2016	22:01:00	Other	00:59:00
John Doe	722-208-4078		854-590-7617	29/10/2016	10:35:00	Other	00:42:00
	167-580-1092	John Doe	578-979-2078	17/05/2016	00:08:00	Other	00:24:00
Aaron Smith	750-231-0775		131-520-8514	26/05/2016	17:32:00	Standard	00:03:00
	733-213-7791	Aaron Smith	368-869-0770	28/06/2016	22:43:00	Standard	00:48:00
Aaron Smith	448-263-6077		175-296-4730	21/05/2016	10:08:00	Other	00:17:00
	595-292-5276	Aaron Smith	446-894-0772	20/03/2016	16:47:00	Standard	00:52:00
Aaron Smith	419-522-0770		344-892-0792	10/04/2016	14:02:00	Other	00:18:00
Aaron Smith	567-228-0774		730-190-7682	28/11/2016	21:12:00	Other	00:43:00
Aaron Smith	311-940-2077		156-146-9950	14/04/2016	20:57:00	Standard	00:15:00

The switch chooses from the way of filtering the data. The off option, uses the Union filtering, by taking all information that contains at least one of the filters, without duplicates.

 The on option uses the intersection filtering, by taking only the information that holds all the filters. (It is best used using only 2 filters).

 The red plus, adds a suspect filter, while the green plus adds a victim filter. The right-most button filters the data.

4. How to use

Step 1. Create case by clicking on the plus button (see 3.1)

Step 2. Use existing case by clicking on it.

Step 3. Drag & drop a csv or excel file (that is supported by the app) over the table or choose from the computer (see 3.3 Import/export). Wait for the data to be processed. It might take a while.

Step 4. After data is filled in to the table, use filtering options (see 3.3 and 3.5).

Step 5. After getting the information you need, you can choose to export to PDF or Excel (see 3.3 Import/Export)