Focus Mobile App v3.0

Quick Start Guide

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About

Overview

Welcome to the User Guide for the Focus Mobile Application. This guide will get you started with using the app.

How to use this guide

In this guide, you'll see:

- Orange highlights and an accompanying box

Description

This box contains details about the UI element.

- Red highlights and an accompanying box

Task

This box describes a task. If you see text at the bottom, click for more information.

Tap here ☛

The ≡ icon in the top-right corner takes you to the table of contents.

Pairing your BWC with FMA
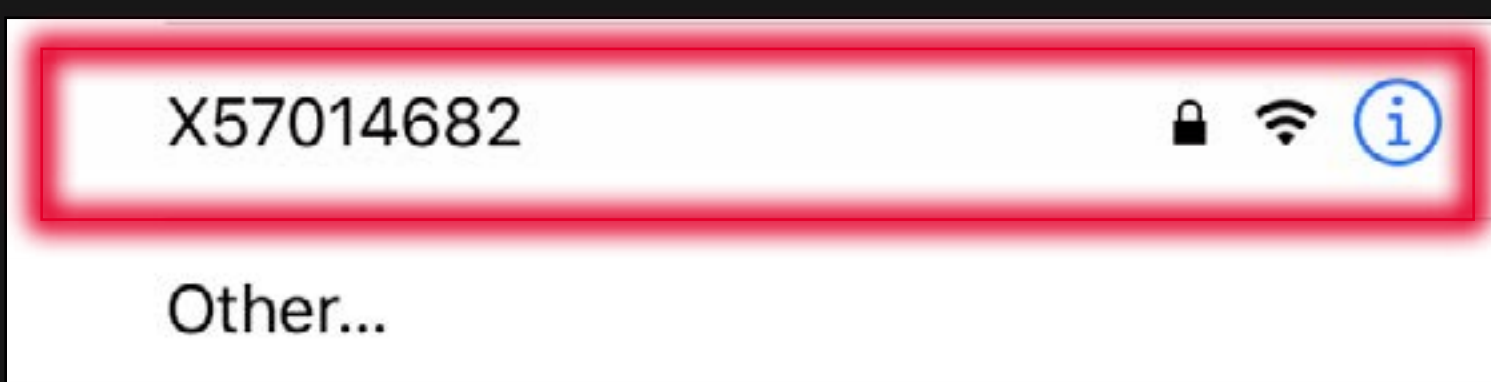
Enable WiFi on your phone

To get started, power on your BWC. Press the Wi-Fi button on your BWC until you see the Wi-Fi icon in the display area.

On your phone, go to **Settings**, and enable Wi-Fi. This way, your BWC can be discovered by your phone, and then, connect to the FMA.

ıll Fido	2:46 PM	
‹ Settings	**Wi-Fi**	
Wi-Fi		⬤
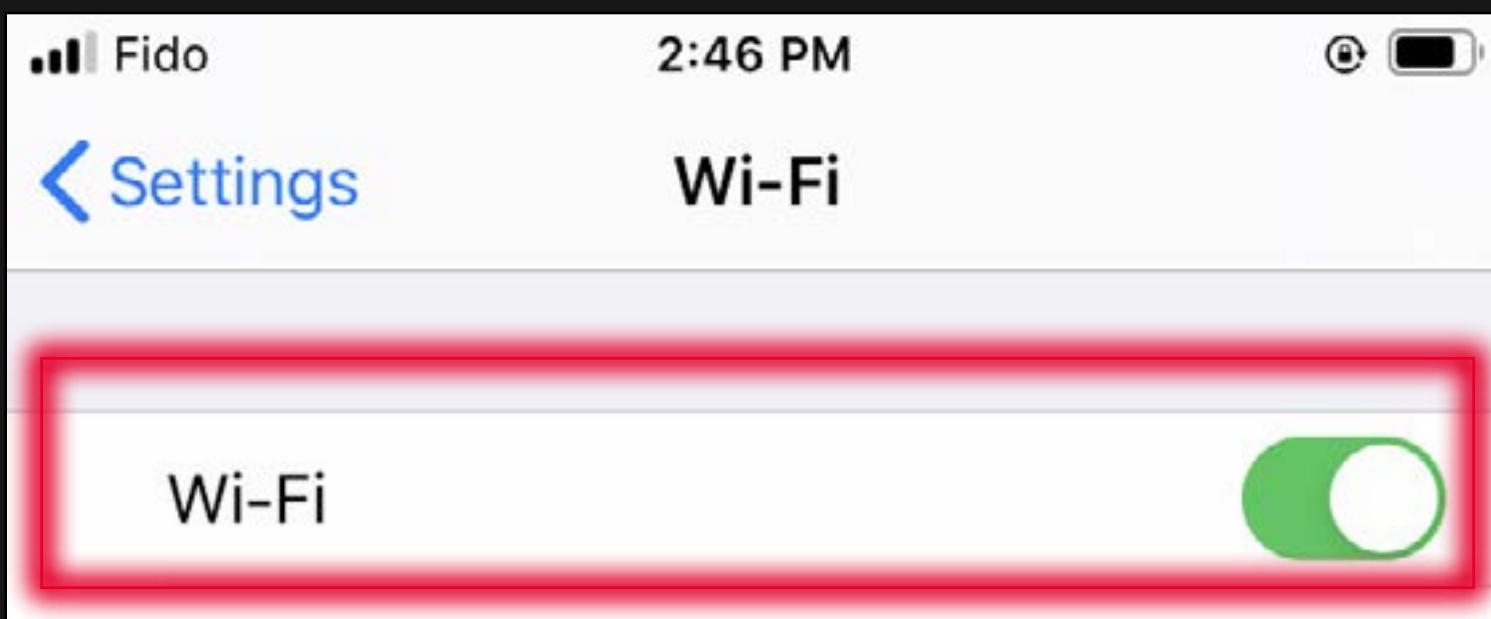
Find the BWC's SSID

Now, look for the BWC's SSID in the list of networks. It usually starts with an "X", for example, X57014682.

X57014682	🔒 📶 ⓘ
Other...	

Connecting the BWC & FMA

Connect the BWC

Finally, use your keypad to type in the password for your BWC, and connect to it. If you do not have the password, get in touch with your administrator.

Finally, enable **Location Settings** on your phone. This is necessary to launch the FMA.

Cancel	Enter Password	Join

Password

Launching the FMA

Tap the Focus icon on your phone. It looks like this:

FOCUS™

Powered by COBAN

WAITING FOR CAMERA

GO ▶

INSTRUCTIONS TO LINK CAMERA

Connect to the BWC

If necessary, tap **INSTRUCTIONS TO LINK CAMERA** to know how to connect the BWC and the FMA. Then, tap **Go** to connect the two.
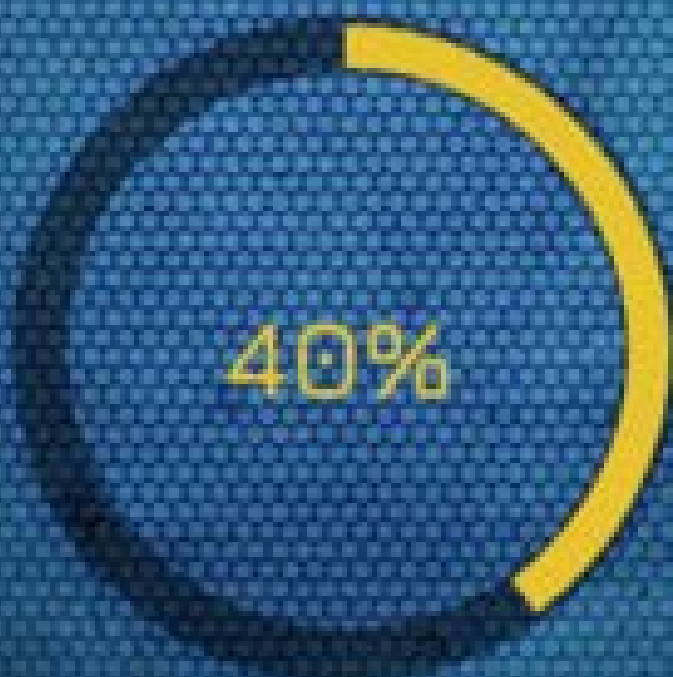
FOCUS

Powered by COBAN

CONNECTING TO CAMERA

40%

Connection Status

This graph is a visual representation of the progress of connection between the BWC and the FMA. To exit the app, tap the **Exit** button.

EXIT

FOCUS

Powered by **COBAN**

WELCOME OFFICER

OFFICR_N USER_N

GO ▶

Log on to the FMA

Here, enter your officer password. If you do not know your password, get in touch with your administrator. If you are logging on for the first time, you will be prompted for your officer ID.

Use your keypad to provide your password. Once done, tap enter or **Go**.

FMA Home Screen

Live View

You will see what your BWC sees when **Live View** is enabled. This way, you can take snapshots or start recordings at the right time.

Live View is always selected by default. If you disable it, the video display area will be grayed out, but that will not affect the snapshots or videos recorded by your BWC.

SNAP   RECORD

LIVE VIEW

SNAPSHOTS   VIDEOS

FMA Home Screen

SNAP

RECORD

Snapshots

You can take snapshots of what you see in the camera feed at any time, or when a recording is in progress.

This button is handy for quickly taking snapshots. Simply tap when ready.

FMA Home Screen

SNAP   RECORD

Record a Video

You can start recording on your BWC using this button. The camera feed sees what your BWC sees.

Adjust your camera to get the desired video in frame. Recording is simple; just tap here.

FMA Home Screen

Snapshot List

The snapshots you take are saved as JPG files to the Snapshots list. You can access this list from here.

The Snapshots list represents the snapshots that are currently in your BWC's memory. When they are uploaded to the Evidence Management System (EMS), your BWC's memory is cleared, and the list becomes empty.

SNAPSHOTS

VIDEOS

FMA Home Screen

Video List

Videos you record are saved in this list as MP4 files. You can access the Videos list by tapping here.

The Videos list represents the videos that are currently in your BWC's memory. When these videos are uploaded to the Evidence Management System (EMS), your BWC's memory is cleared, and the list becomes empty.

SNAPSHOTS

VIDEOS

Taking Snapshots

Enable Live View

Live View is enabled by default. If it is not, enable it by dragging the slider. This way, you will be able to observe the camera feed in the video display area.

SNAP

RECORD

LIVE VIEW

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VIDEOS

Taking Snapshots

Take Snapshot

You can take snapshots: at any time you feel necessary, or when a recording is in progress and you feel the need for photo evidence.

Observe the camera feed in the video display area. To take a snapshot, tap this button. You should hear a click sound, indicating that the snapshot has been clicked.

SNAP

RECORD

LIVE VIEW

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VIDEOS

Taking Snapshots

Access Snapshots

The snapshots you click are added to the **Snapshots** list. To access the list, tap here.
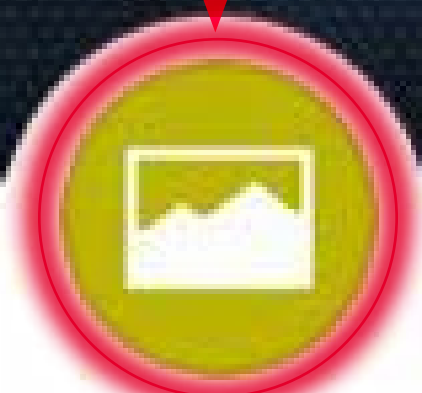
SNAPSHOTS

VIDEOS

Snapshots List Screen
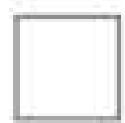
SNAPSHOTS   VIDEOS

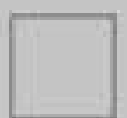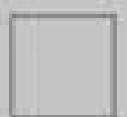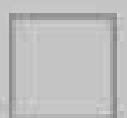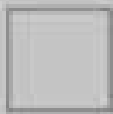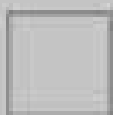☐ 2020-05-09   20:49:54

☐ 2020-05-09   20:42:08

☐ 2020-05-09   20:37:14
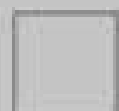
☐ 2020-05-09   20:37:12
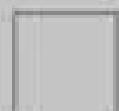
☐ 2020-05-07   16:06:34

2020-05-07   16:06:32

View Snapshot Properties

To see properties of a snapshot, tap the snapshot name. Observe how the name is the timestamp when the snapshot was taken.

BACK   EXIT

PHOTO NAME   20371500.JPG

DATE TIME   2020-05-09 20:37:14

Snapshot Properties

Here, you will also see the name of the snapshot, and the date when it was taken. In the video display area, a preview of the snapshot is available.
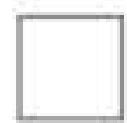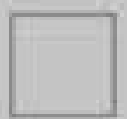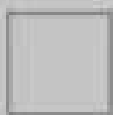
BACK

Snapshots List Screen

SNAPSHOTS

VIDEOS
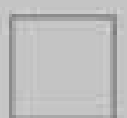
2020-05-09 20:49:54
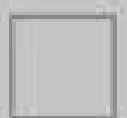
2020-05-09 20:42:08

2020-05-09 20:37:14

2020-05-09 20:37:12

2020-05-07 16:06:34

2020-05-07 16:06:32

Select Snapshots

Tap the check boxes next to the snapshots you want to associate with an officer. The associate icon at the bottom now turns blue.

BACK

EXIT

Fido 2:51 PM

SNAPSHOTS   VIDEOS
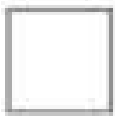
	2020-05-09	20:49:54
	2020-05-09	20:42:08
	2020-05-09	20:37:14
	2020-05-09	20:37:12
	2020-05-07	16:06:34
	2020-05-07	16:06:32

BACK   EXIT

Record a Video

Observe the camera feed, and when appropriate, tap this button. The icon changes to: ■. This indicates the BWC is recording.

At the same time, the BWC will vibrate, blink the front LED, or do both, depending on your settings.

SNAP

RECORD

LIVE VIEW

SNAPSHOTS

VIDEOS

Stop Recording

To stop recording, tap here. The icon will then change to �, indicating that the recording has stopped.

SNAP

RECORD
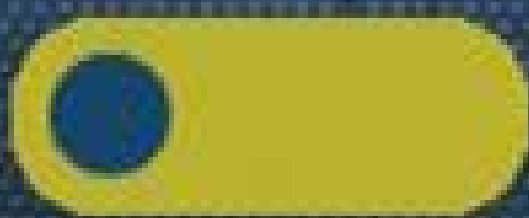
LIVE VIEW

SNAPSHOTS

VIDEOS

Stopping a Recording

Access Videos list

The video you recorded appears in the Video list. Tap here to access this list.
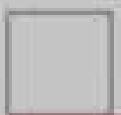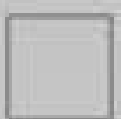
SNAPSHOTS

VIDEOS

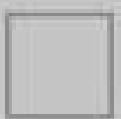# Videos List Screen
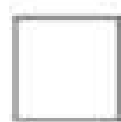
SNAPSHOTS

VIDEOS

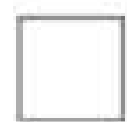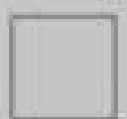|	2020-05-13	14:50:48
	2020-05-13	14:50:46
	2020-05-13	14:50:46
	2020-05-13	14:50:46
	2020-05-09	20:49:22

BACK
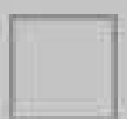
EXIT

Videos List Screen

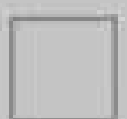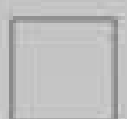SNAPSHOTS

VIDEOS

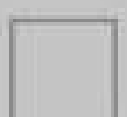2020-05-13   14:50:48

2020-05-13   14:50:46

2020-05-13   14:50:46

2020-05-13   14:50:46

2020-05-09   20:49:22

Select Videos

These check boxes allow you to select videos, which you can associate with other officers. Tap the check boxes next to the videos. The associate icon at the bottom now turns blue.
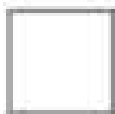
BACK
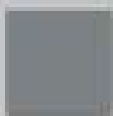
EXIT
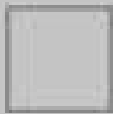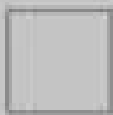
Videos List Screen

SNAPSHOTS

VIDEOS

	2020-05-09	20:47:48
2020-05-09	20:47:48
2020-05-09	20:47:48
2020-05-09	20:47:48
2020-05-09	20:47:46

BACK

EXIT

Editing Video Properties

VIDEO NAME 155309AA.MP4

START TIME 2020-07-15 15:53:09

DURATION 00:00:46

Edit Properties

Here, you will be able to edit properties related to a video. The properties **Event**, **Race**, and **Gender** are available as drop-down lists. The other properties must be filled in manually.

Observe that **VIDEO NAME**, **START TIME**, and **DURATION** cannot be edited.

CANCEL   SAVE

Editing Video Properties

Select an Event

Take the example of **Event**. The values for this property are populated in the EMS your PD uses. That is why when you tap inside the box, a list of values appears. You will notice similar lists for the properties **Race** and **Gender**.

Scroll through this list until you find the value you were looking for, and select it.

DURATION   00:00:46

EVENT   Select

PARTNER ID

TICKET #1

TICKET #2

CASE #1

CASE #2

CANCEL   SAVE

Edit Properties

For all the other properties, you must enter the values manually. For example, for the property **CASE#2,** tap in the box, and type the value using your keypad.

Scroll up and down to find other properties.

DURATION   00:00:46

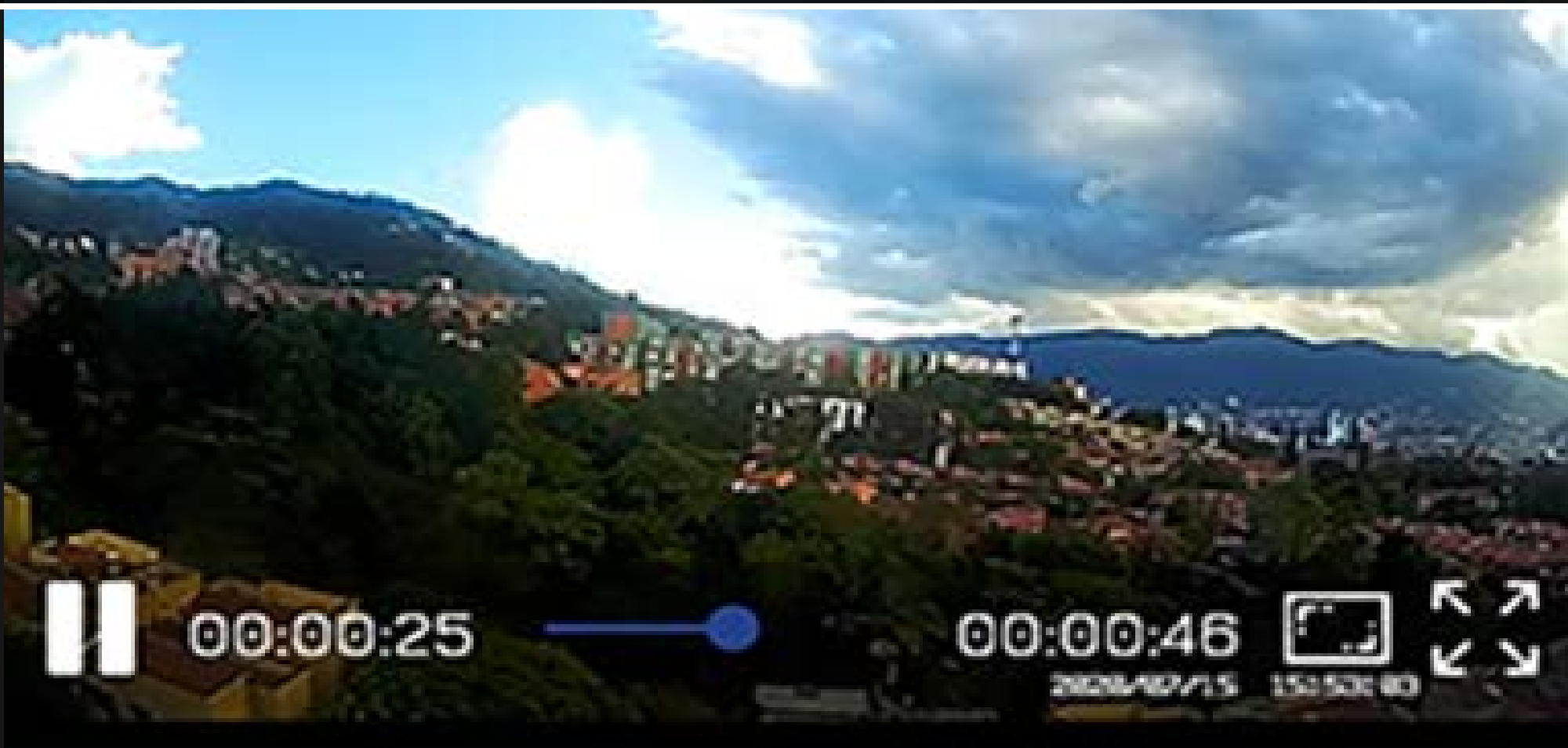EVENT   Select

PARTNER ID

TICKET #1

TICKET #2

CASE #1

CASE #2

CANCEL   SAVE

Editing Video Properties

⏸ 00:00:25 ━━━━━●━━━ **00:00:46** ⛶ ⤢

VIDEO NAME   155309AA.MP4

START TIME   2020-07-15 15:53:09

DURATION   00:00:46

Save Your Changes

Tap here to save your changes. Once you upload this video to the EMS, the properties you edited are also saved to the EMS. The properties can also be edited from the EMS.
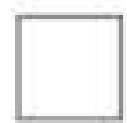
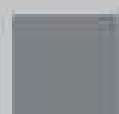CASE #1

CASE #2

CANCEL   **SAVE**

.ıl Fido   8:49 PM

SNAPSHOTS   VIDEOS

☐
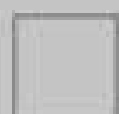
◼ 2020-05-09   20:47:48

◼ 2020-05-09   20:47:48

◼ 2020-05-09   20:47:48

☐ 2020-05-09   20:47:48

2020-05-09   20:47:46

Select Evidence

Evidence refers to videos and snapshots pertaining to a case. Here, you can see that the Videos list is open.

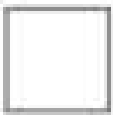Tap the check boxes next to the videos you want to associate.
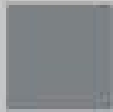
BACK   EXIT
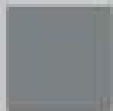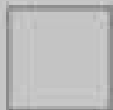
SNAPSHOTS — VIDEOS

☐
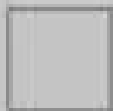
■ 2020-05-09   20:47:48

■ 2020-05-09   20:47:48

■ 2020-05-09   20:47:48

☐ 2020-05-09   20:47:48
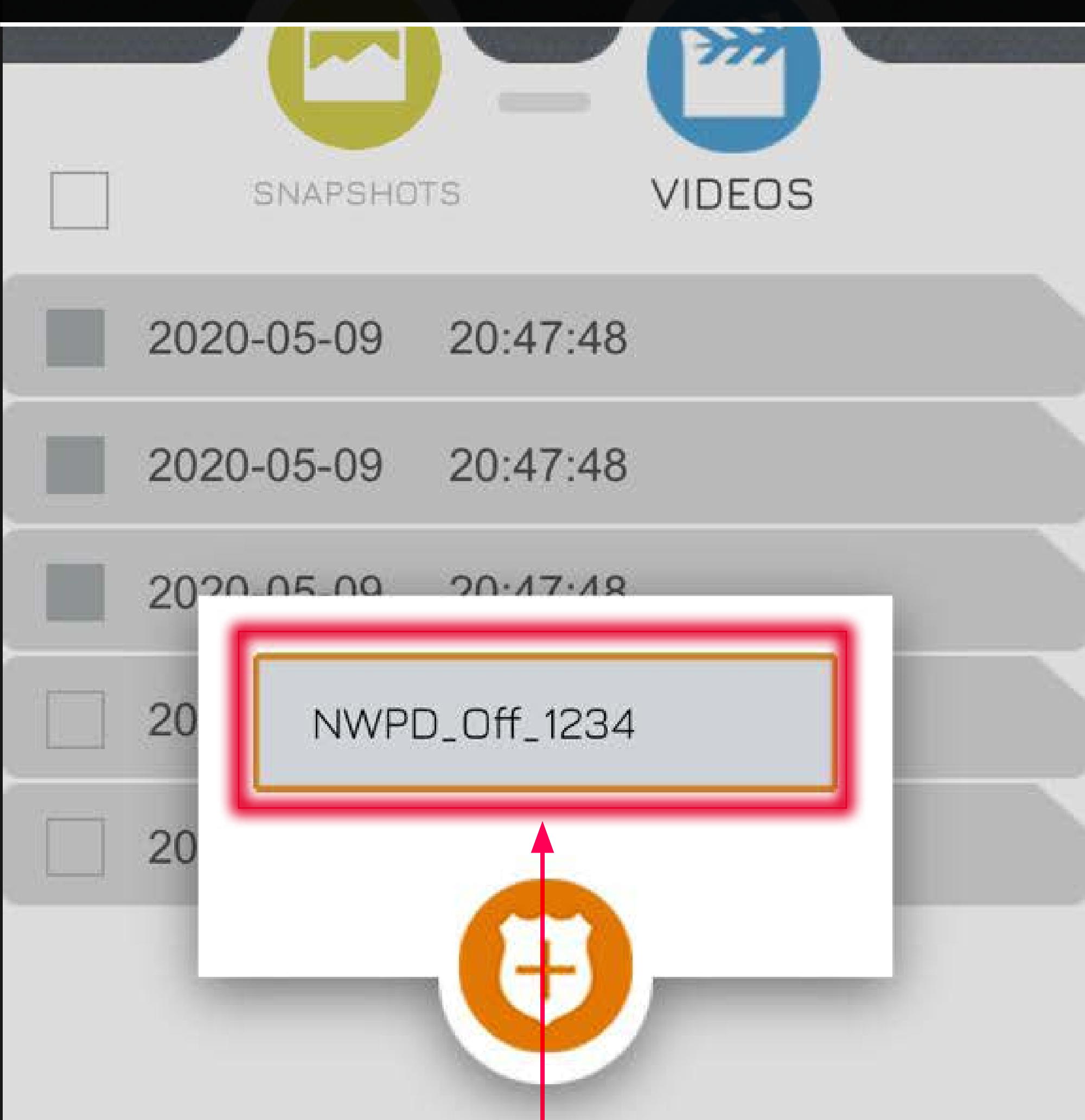
☐ 2020-05-09   20:47:46

Associate the Evidence

This button turns blue upon selecting videos or snapshots. Tap the button to associate the videos.

BACK   EXIT

Assigning Officer

SNAPSHOTS

VIDEOS

2020-05-09   20:47:48

2020-05-09   20:47:48

2020-05-09   20:47:48

20

20

NWPD_Off_1234

Provide Officer ID

Using your keypad, type the ID of the officer you want to associate this evidence with.

BACK

EXIT

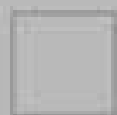SNAPSHOTS

VIDEOS

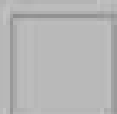2020-05-09   20:47:48

2020-05-09   20:47:48

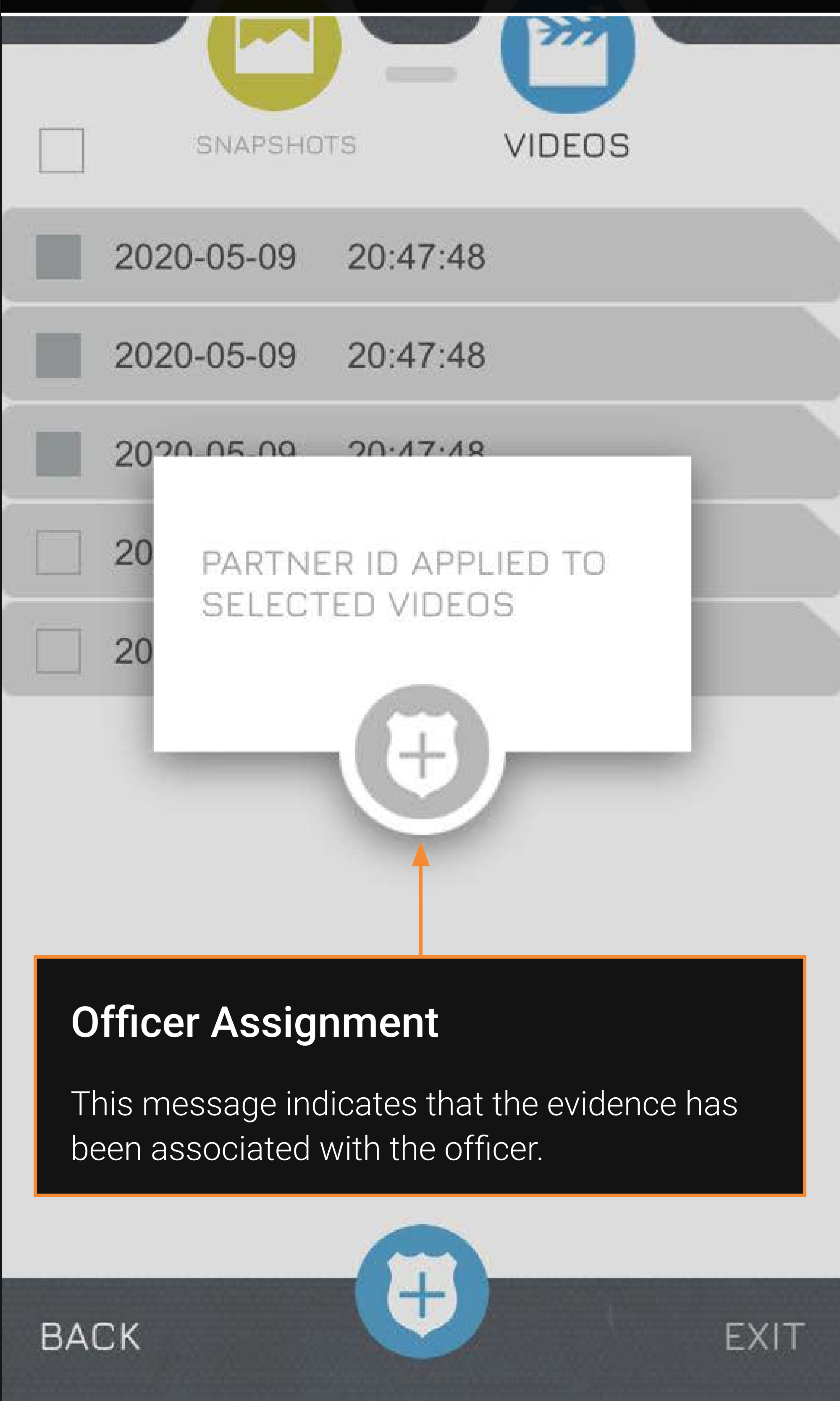2020-05-09   20:47:48

20

20

NWPD_Off_1234

Assign Officer

Once done, tap here or press the Return button on your keypad to associate the evidence with the officer.

BACK

EXIT

SNAPSHOTS

VIDEOS

2020-05-09   20:47:48

2020-05-09   20:47:48

2020-05-09   20:47:48

20

20

PARTNER ID APPLIED TO
SELECTED VIDEOS

Officer Assignment

This message indicates that the evidence has been associated with the officer.

BACK

EXIT