📊 DIGITAL EVIDENCE COLLECTION LOG

Case Information:

- Case Number: _____
- Case Name: _____
- Lead Investigator: _____
- Date Created: _____

📋 EVIDENCE COLLECTION RECORD

Entry #	Date/Time	Platform	URL	Content Description	Legal Authority	Evidence Folder	Hash (SHA256)	Co
001	2024-01-15 14:30	Facebook	[URL]	Suspect threat video	Warrant #123	Evidence_20240115_143052	a7b9c3d4...	De Sm
002	2024-01-15 14:45	Instagram	[URL]	Private messages	Consent form	Evidence_20240115_144512	b8c2d5e6...	De Sm
003								
004								
005								
006								
007								
008								
009								
010								

🔍 COLLECTION SUMMARY

Total Items Collected: _____

Date Range: _____ to _____

Primary Platforms: _____

Total Size: _____ GB

Collection Methods Used:

☐ Public URL download

- [ ] Browser cookies
- [ ] Username/password
- [ ] Warrant service
- [ ] Consent collection

📝 AUTHENTICATION LOG

Date	Platform	Username Used	Purpose	Authorization

🚨 ISSUES & RESOLUTIONS

Date/Time	Issue Description	Resolution	Impact on Evidence

💾 BACKUP & STORAGE LOG

Date	Evidence Folders	Backup Location	Verification	Verified By
			[ ] Hash match	
			[ ] Hash match	
			[ ] Hash match	

🔐 CHAIN OF CUSTODY

Date/Time	Action	From	To	Purpose	Signature
	Collection	N/A		Initial collection	
	Transfer			Analysis	
	Copy			Backup	
	Transfer			Court	

📊 ANALYSIS NOTES

Key Findings:

1. _____

2. _____

3. _____

Timeline Established:

- _____

- _____

-

Additional Evidence Needed:

☐ _____

☐ _____

☐ _____

⚖️ COURT PREPARATION

Items Prepared for Disclosure:

☐ Evidence report printed
☐ Hash verification completed
☐ Metadata reports generated
☐ Chain of custody documented
☐ Backup copies verified

Prosecutor Notified: Date: _____
Discovery Provided: Date: _____
Court Date: _____

📎 ATTACHMENTS CHECKLIST

☐ Legal authority documents
☐ Consent forms
☐ Evidence reports (from tool)
☐ Hash verification sheet
☐ Platform terms of service
☐ Screenshot printouts
☐ Metadata analysis
☐ Timeline chart

✍️ CERTIFICATION

I certify that this log accurately reflects all digital evidence collection activities for this case and that all evidence was collected in accordance with applicable laws and agency policies.

Investigator Signature: _____

Date: _____

Supervisor Review: _____

Date: _____

📝 SUPPLEMENTAL NOTES

Use this space for additional case notes, observations, or details not captured above:

_____
_____
_____
_____
_____
_____

EXCEL FORMULA HELPERS:

For digital Excel version, use these formulas:

Auto-numbering: `=ROW()-1` (starting from row 2)

Date/Time stamp: `=NOW()` then copy/paste values

Days elapsed: `=TODAY()-[Collection Date]`

Evidence count: `=COUNTA([Evidence Folder Column])`

Backup check: `=IF([Hash1]=[Hash2],"VERIFIED","CHECK")`

Save as: [CaseNumber]_Digital_Evidence_Log.xlsx