Vigilant PlateSearch 7.0 User Guide

OCTOBER 2021

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For inquiries, see https://www.motorolasolutions.com/en_us/support.html **> License Plate Recognition (Vigilant)** or contact our 24 hours support staff at:

- Tel: 925-398-2079
- Fax: 925-398-2113
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Read Me First

Notations Used in This Manual

Throughout the text in this publication, you notice the use of **Warning**, **Caution**, and **Notice**. These notations are used to emphasize that safety hazards exist, and the care that must be taken or observed.

WARNING: An operational procedure, practice, or condition, and so on, which may result in injury or death if not carefully observed.

CAUTION: An operational procedure, practice, or condition, and so on, which may result in damage to the equipment if not carefully observed.

NOTE: An operational procedure, practice, or condition, and so on, which is essential to emphasize.

Special Notations

The following special notations are used throughout the text to highlight certain information or items:

Table 1: Special Notations

Example	Description
Menu key or **Camera** button	Bold words indicate a name of a key, button, or soft menu item.
The display shows `Settings Applied`.	Typewriter words indicate the MMI strings or messages displayed.
<required ID>	The courier, bold, italic, and angle brackets indicate user input.
Setup→Settings→All Settings	Bold words with the arrow in between indicate the navigation structure in the menu items.

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Chapter 1

Logging In to Law Enforcement Archival Reporting Network (LEARN)

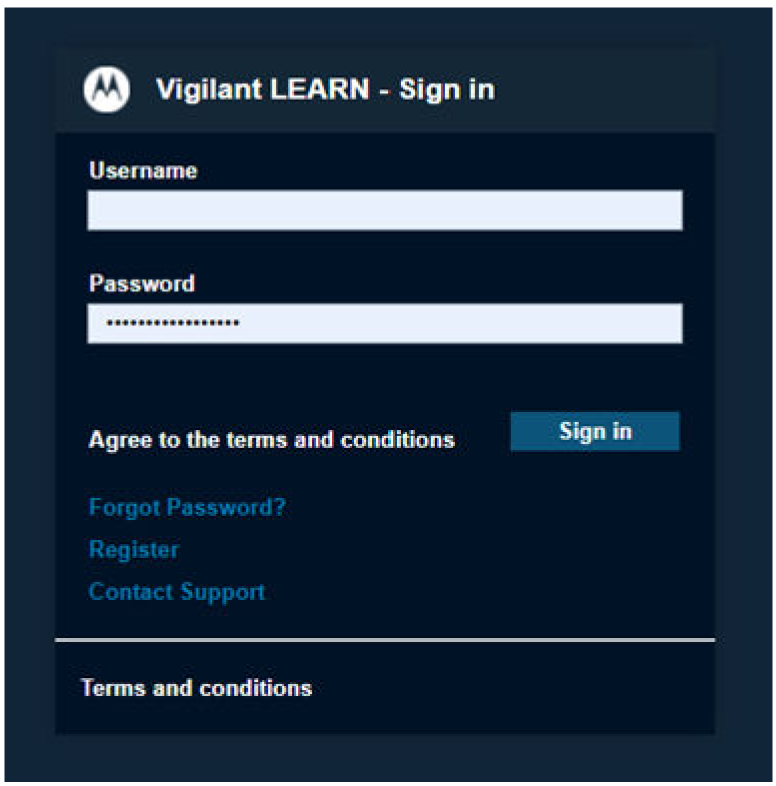
Prerequisites: To review the terms and conditions before logging in, click **Vigilant Solutions terms and conditions***.

NOTE: Agencies must first configure their domains for self-registration before the user will be able to select their corresponding agency. Only users of approved government domains can submit self-registration requests to LEARN services.

Procedure:

1 To log in, enter your ***<username ID>***→***<password>***→**Sign In**.

Figure 1: LEARN Login Screen



NOTE: A direct link to **Contact Support** is provided in case you are having problems with the login attempt.

2 On the multifactor authentication screen, enter the passcode sent to your email.

Chapter 2

Profile Management

2.1 Editing User Information

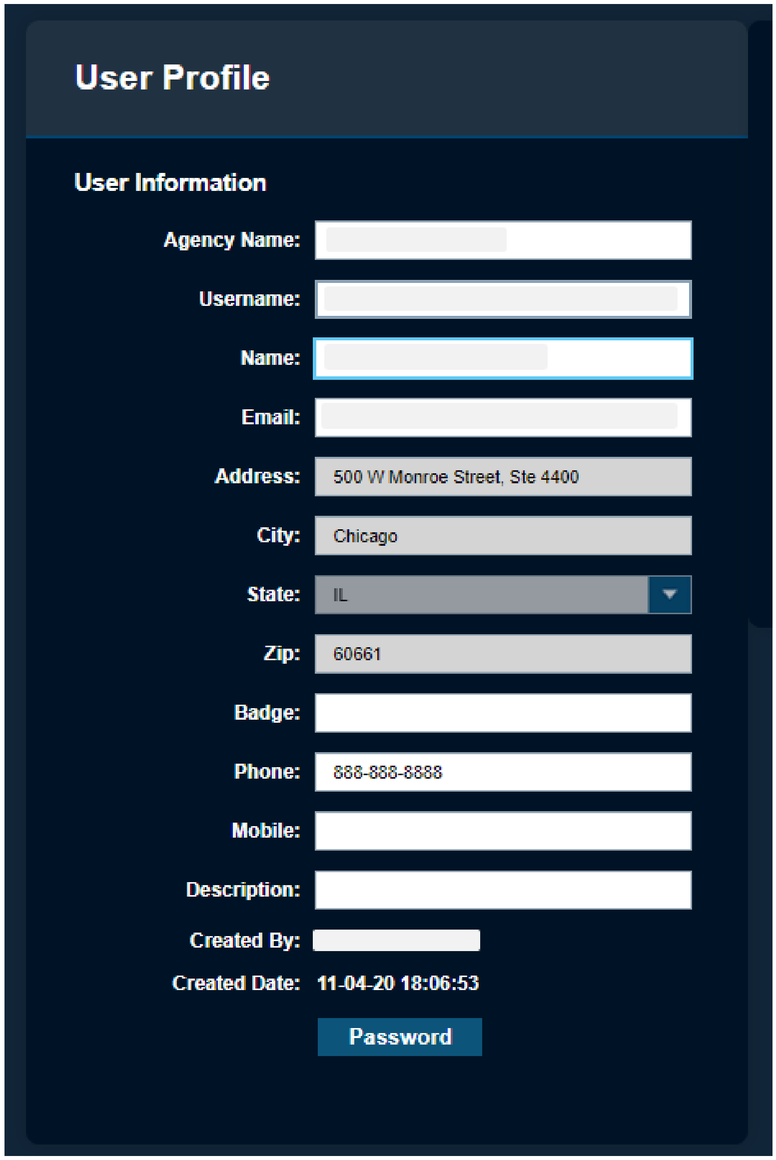
NOTE: If you are an agency manager, you can also access the feature through **Agency Management**.

Procedure:

1. To edit the user profile information, select **PlateSearch→My Profile**.
2. Perform the necessary updates.
3. To save the changes, click **Update→OK**.

   NOTE: You can only change the password within **My Profile** section if allowed by the manager.

Figure 2: User Information



2.2 Configuring Alert Management

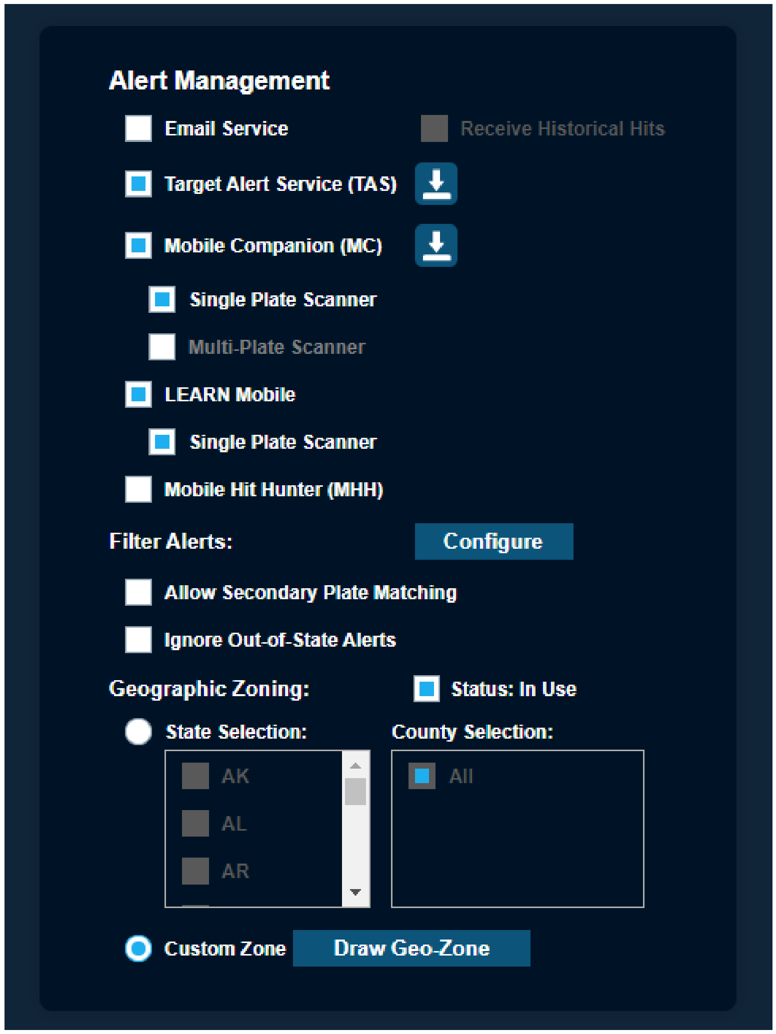
NOTE: If you are an agency manager, you can also access the feature through **Agency Management**.

Procedure:

1. To manage alerts, select **PlateSearch→My Profile**.
2. Under **Alert Management** section, perform the following actions:
   - To receive Historical Hit alerts when a Hot List is loaded after a scan is made, select **Email Service**.
   - To instantly receive alerts at their terminal and perform fast response to the alerts in a real-time alerting environment, select **Target Alert Service (TAS)**.

- To enable Mobile Companion on smartphone devices when bridged with a LEARN account, select **Mobile Companion (MC)**.
- To allow the consumption of NVLS Contributed Data within the CarDetector Mobile, select **Mobile Hit Hunter (MHH)**.

Figure 3: Alert Management



2.2.1
Setting Filter Alerts

Procedure:

1 Perform the following actions:

- To enable alerting on the secondary OCR reads from the ALPR system, select **Allow Secondary Plate Matching**.

NOTE: When selected, you will see an increase of False Positives and inaccurate reads (default is unselected).

[1] Applicable for the CarDetector Mobile System.

- To filter out Out-of-State alerts, select **Ignore Out of State Alerts**.

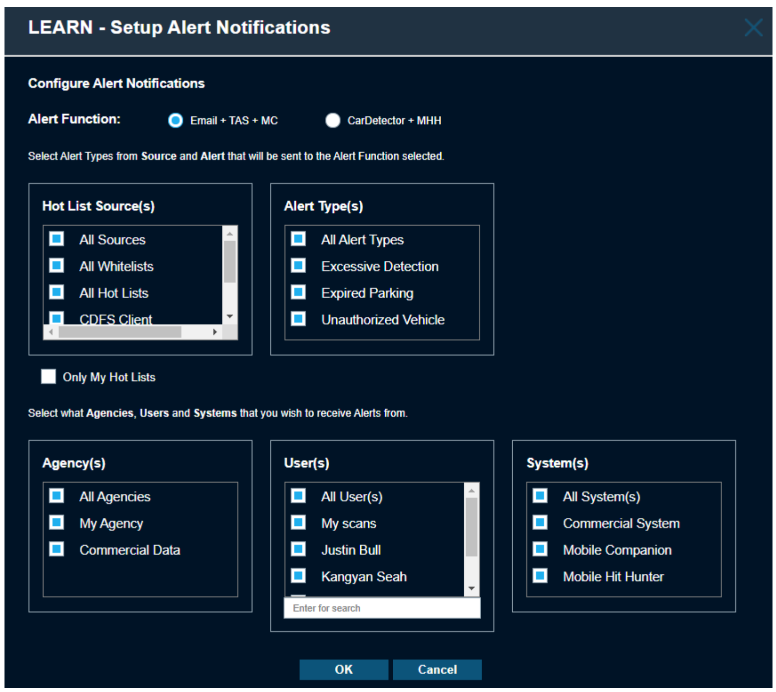
  NOTE: For CarDetector Fixed units that does not have GPS readings, disable this option.

- To not receive any incorrect hit alert, select **Ignore Incorrect Hits**.

Figure 4: Filter Alerts

2 Select the required settings.

Figure 5: Filter Alerts Configuration



NOTE: Default for new sources, alerts, agencies, systems, and users are always selected.

2.2.2

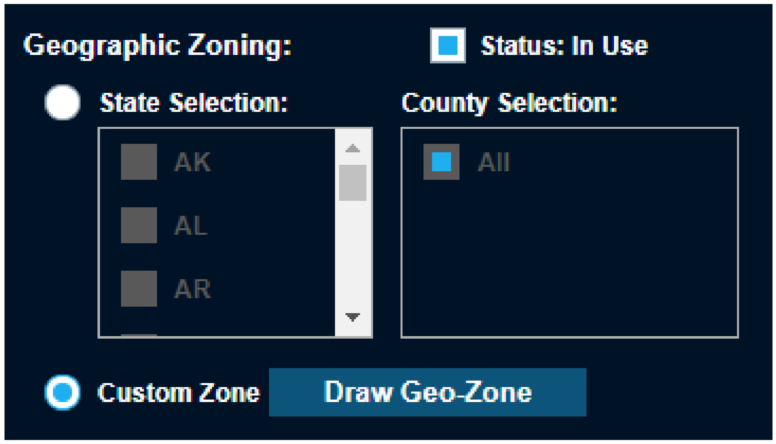
Drawing Geographic Zoning

Geographic Zoning allows users to define the exact geographic perimeter from which to receive notifications.

Procedure:

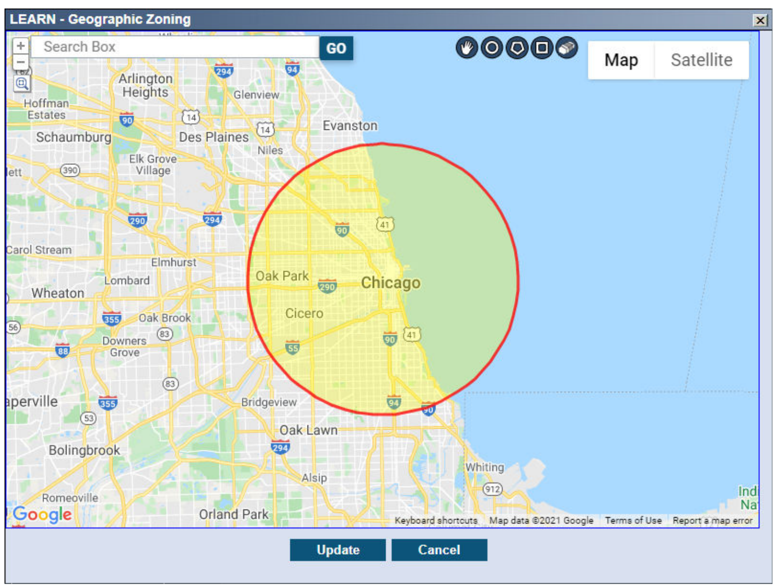
1 To use the polygon drawing tool, use the **Google Map** zooming tools in upper left corner to zoom-in on region to select.

Figure 6: Geographic Zoning



2. To draw the polygon, select the **Pen** icon.
3. To generate polygon selection, left-click on the map with at least three points.
4. To reset the zone, click **Clear**, and draw again.
5. To add multiple zones, select **Add**.
6. To save the zone, click **Save**→**Update**.

Figure 7: Draw Geographic Zoning

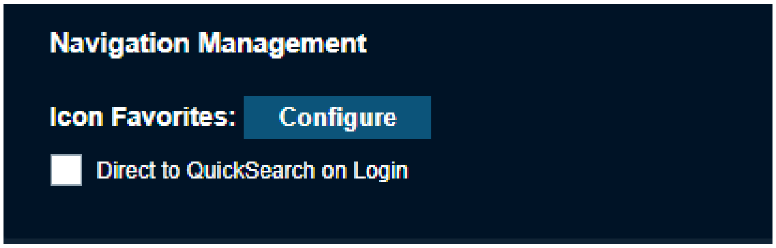


2.3 Managing Favorite Icons

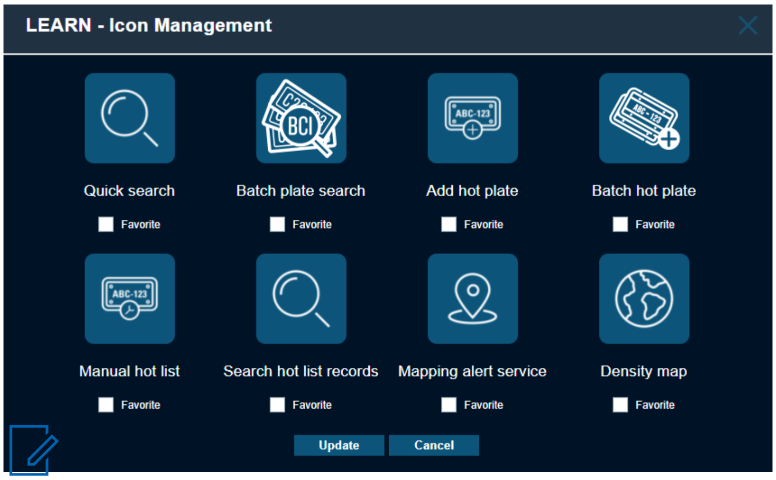
NOTE: If you are an agency manager, you can also access the feature through **Agency Management**.

Procedure:

1. To manage favorite icons, select **PlateSearch**→**My Profile**.
2. Under the **Navigation Management** section, click **Configure**.



3 Select the check box next to **Favorite** of each preferred icon.



NOTE: You can select up three icons to be displayed on the homepage.

4 To complete the selections, click **Update**.

2.4 Agency Manager Profile

NOTE: Agency Manager Profile configuration is only applicable for the Agency Managers.

In this section, Agency Managers are able to perform the following actions:

- Enable a copy of email notifications for all Hits generated by user accounts.
- Change their own password.
- Show Contact Info from the Data Sharing Map.

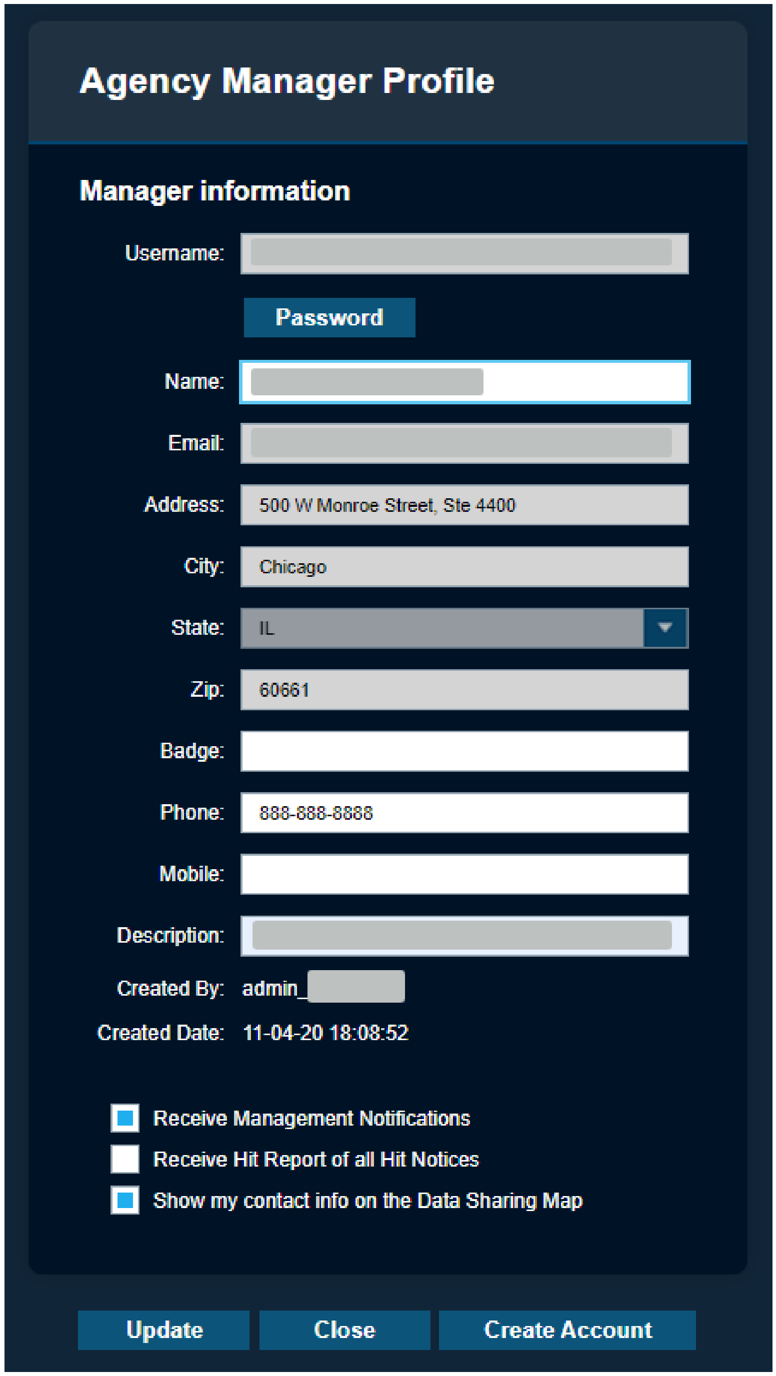
2.4.1 Editing Agency Manager Profile

Procedure:

1 To edit the manager information, select **Agency Management→My Manager Profile**.

[2] For more information, see Data Sharing on page 109.

Figure 8: Manager Information



NOTE:
The **Password** button allows for password change for agency managers and users with appropriate privileges.

2 To save the changes, click **Update**→**Close**.

2.4.2 Creating a User Account

Procedure:

1. To create a new user account in the agency, select **Agency Management→My Manager Profile→Create Account**.

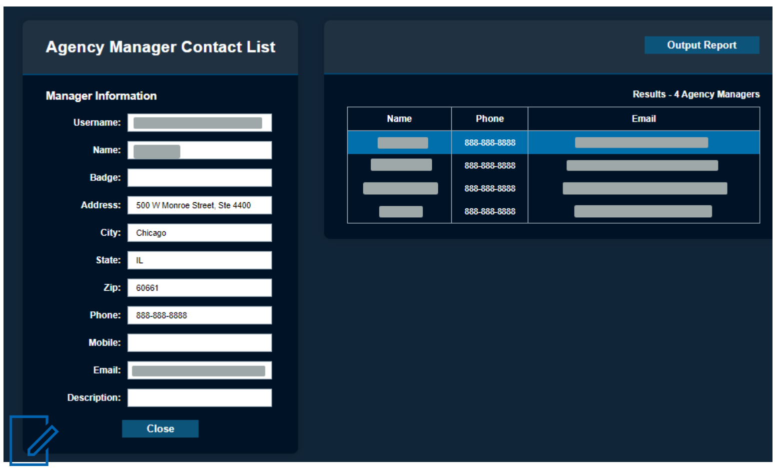
   The account is created based on the contact information from the agency manager account.

2. Type in the ***<Username>*** and ***<Password>*** for the new user.

2.5 Viewing Agency Managers

Procedure:

1. To view the contact information for all Agency Managers, go to **PlateSearch→Other Functions→ Contact Manager(s)**.

   NOTE: You will always see the Vigilant Associate listed here that originally set up the Agency. Vigilant associates do not access the law enforcement data but typically remain an agency manager for support purposes. However, the Agency may remove or request that these individuals be removed at any time.

2. To generate a PDF report of the Agency Manager contact list, select **Output Report**.

Chapter 3

License Plate Query

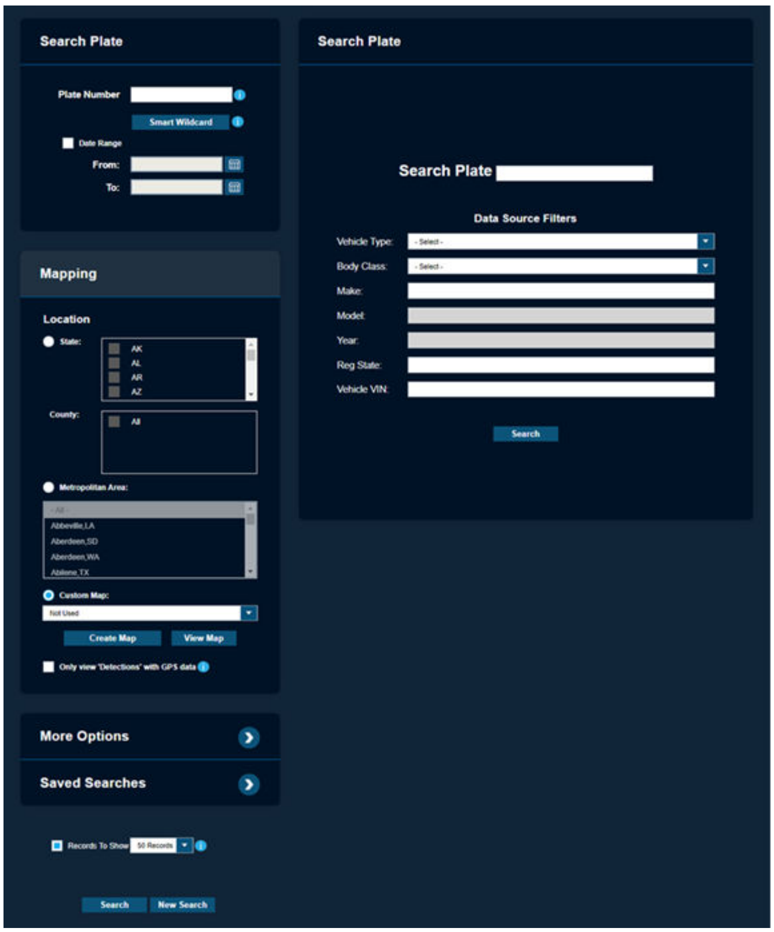
3.1

Performing Quick Search

Procedure:

1 To search for license plates, go to **PlateSearch→ License Plate Query→Quick Search**.

Figure 9: Quick Plate Search



2 Perform one of the following actions:

- To search for a specific plate number, enter the ***<required plate number>***.
- To search for all plate numbers, leave the **Plate Number** field blank.
- To search for plates within the date range, enable the **Date Range** and adjust the **From** and **To** fields.

- To search for a plate number within the plate number area, enter the following wildcard symbol:

Table 2: Wildcard Symbol Description

Wildcard Symbol	Description
*	Allows any character replacements up to seven characters
@	Replaces any single alpha character
#	Replaces any single numeric character
[…]	Allows multiple cases within the brackets. For example, [38B] indicates any combination of the numbers 3, 8, and B, which it might be one of the following: • ABC12[3] • ABC12[8] • ABC12[B]

3.1.1
Adjusting More Options

Procedure:

1 Fill in the ***<required user options>***.

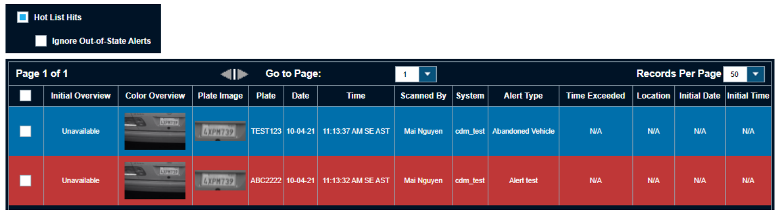
2 Select the ***<required options>***.

Table 3: Data Source Filters Options

Option	Description
Vehicle Type	
Make/Model/Year	For sites that have Year/Make/Model/Reg State permissions enabled, you can specify the make, model, and year of a vehicle filter in the search results from the drop-down menus.
System Type	You can apply a filter to separate the data of Fixed Systems or Mobile Systems within the search results. This assists in narrowing down results to those of a specific system type. Detections from Vigilant Mobile Companion systems are included in Stakeout, Convoy Analysis, and Locate Analysis.
View Authorized Vehicles Only	This filter allows the search result to only display the vehicles that were authorized on a Whitelist at the time of scan. You can then view the Whitelist sources that allowed the vehicle to be authorized in the search results. You are able to see where permitted parkers are parking based on permit type with a query of license plates.
Hot List Hits	This filter allows the search result to display detections of plates that are on your hot list.

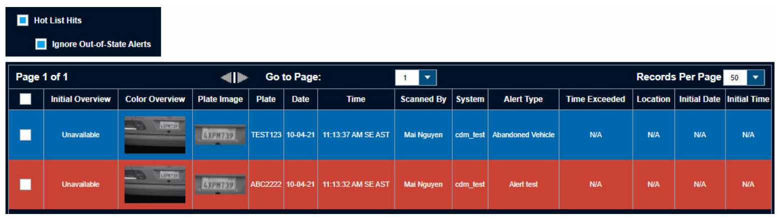
Option	Description

Figure 10: Hot List Hits



Option	Description
Ignore Out-of-State Alerts	With Ignore Out-of-State Alerts enabled, the search result displays hits of plates that are on your hot list and in the same state as you are. When the option is enabled, any local state plates will not return as a hit when the hot plate information is for an Out-of-State plate.

Figure 11: Ignore Out-of-State Alerts



Option	Description
Unique License Plate per Day	This filter allows the search result to only display unique license plates (unique to the day of detection), instead of all detections matching the search options. You are able to view the exact number of vehicles in violation of parking rules and not just the total number of hits, which often contain more than one of one license plate.

Figure 12: Search Result If Unique License Plate Per Day Option Is Not Selected

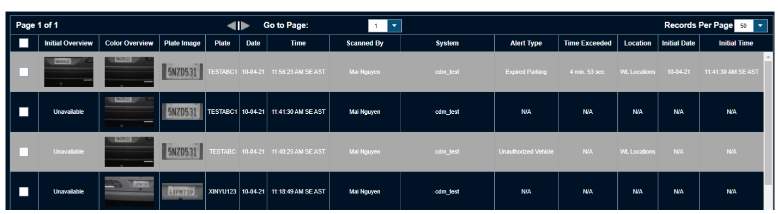
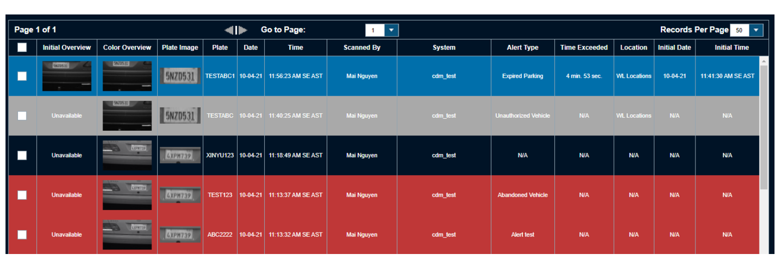
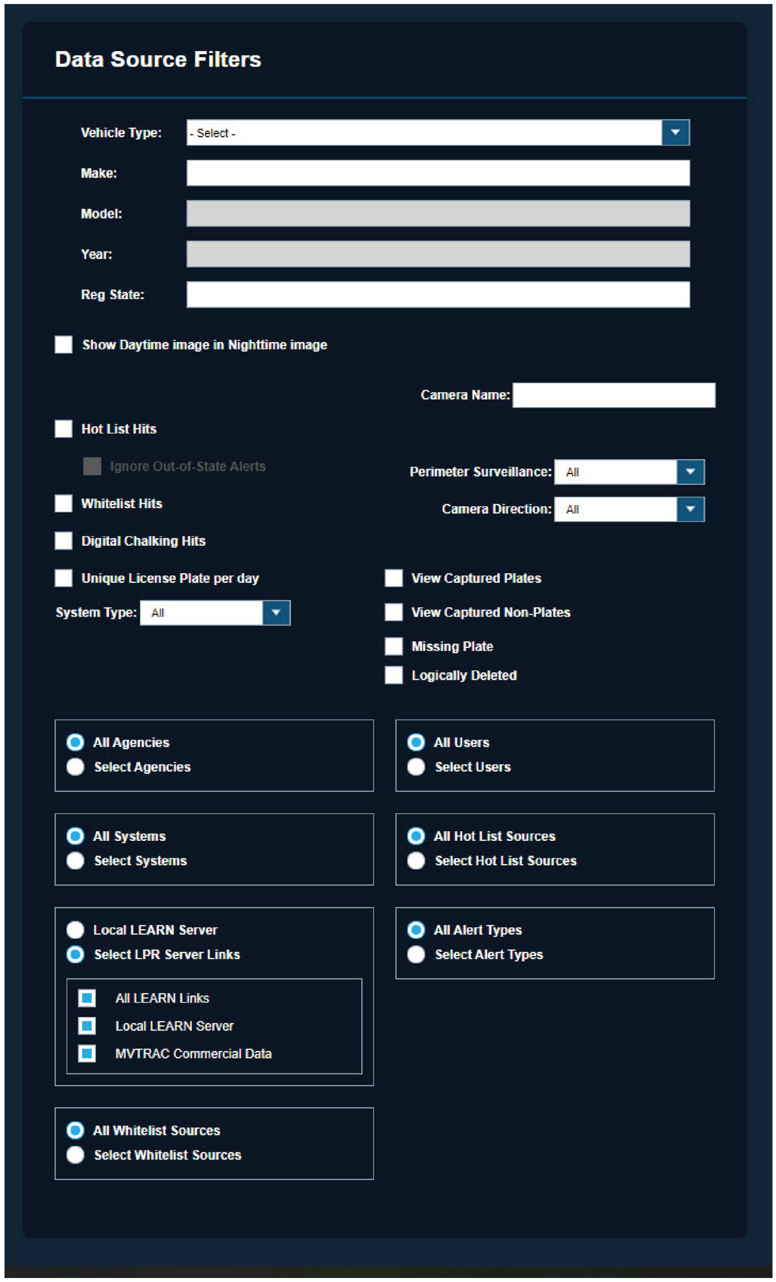


Figure 13: Search Result If Unique License Plate Per Day Option Is Selected



Option	Description
Plate or Non-plate	This filter allows the search result to display detections with plates or without plates.

Figure 14: Data Source Filters Page



3.1.2
Altering Individual Data Sources

Procedure:

1. To alter individual Data Sources with exact filters, select **More Options**.
2. To narrow down results, perform one of the following actions:
   - To narrow down the results by user, unselect **All Users** and select the ***<required individual users>***.
   - To narrow down the results by system, unselect **All Systems** and select the ***<required individual systems>***.

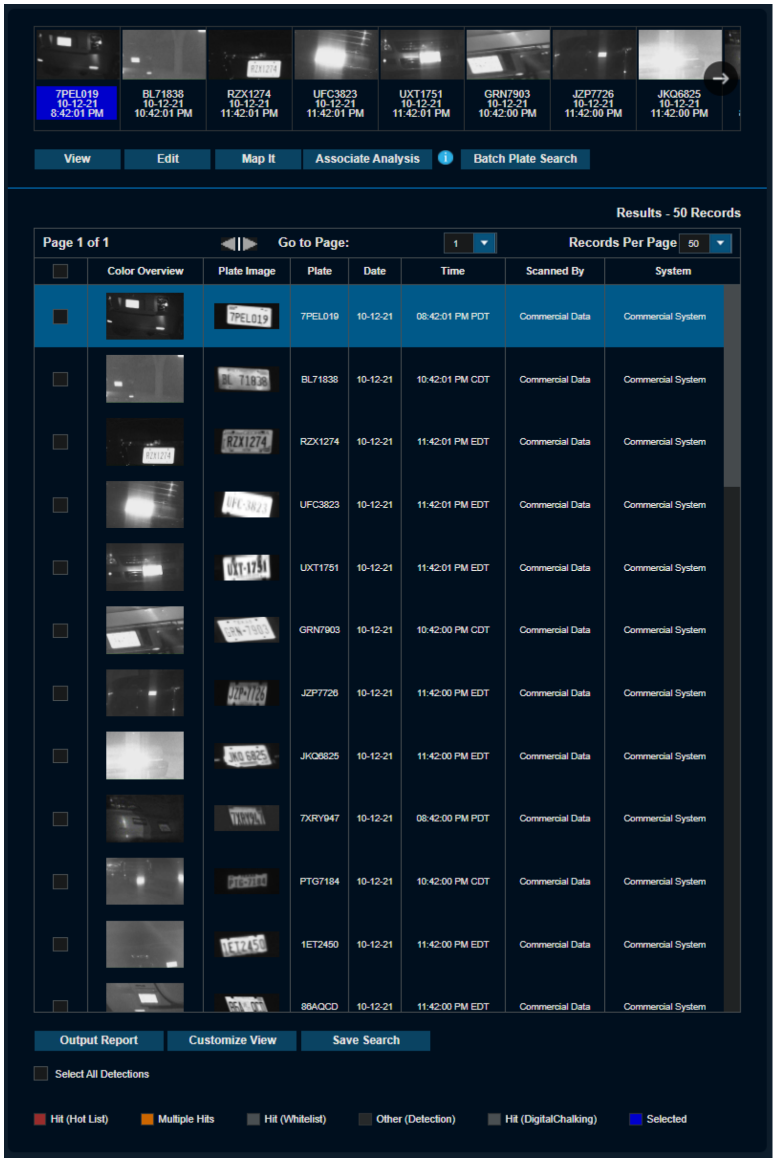
3 Perform the following actions based on your preferences:

Option	Actions
Altering Make/Model/Year/Reg State Filters	Select the **Make** and the subsequent drop-down menus will populate. **NOTE:** Multiple states can be selected by holding down the shift key while selecting states.
Altering System Type Filters	• To show the results for all systems, select **All**. • To show the results for detections from Vigilant Mobile Companion systems, select **Mobile Systems**. • To show the results for Standalone Reaper systems, select **Fixed Systems**.
Viewing Authorized Vehicles Only	• To show authorized vehicles only, select **Whitelist Hits**. • To view the locations of the White Listed vehicles, click the **Map It** button.
Viewing Unique License Plate Per Day	To show only one unique license plate per day, select the **Unique License Plate Per Day** option.
Filtering Plate or Non-Plate	• To show the results with plates only, select **Plate**. • To show the results with plates and additional images that were captured without detecting a license plate, select **Non-Plate**. **NOTE:** Using this function requires you to select a geo-zone, camera name or system to produce results.

3.1.3
Managing Search Results

When and where to use:

Figure 15: Search Results



You can enable and select the Records to show before selecting **Search**.

When the search is returned, it will come back with multiple elements to assist in processing the results. The results consist of a film strip tool that allows you to visualize the scans in the order that is portrayed in the table.

Table 4: Colors of Film Strip Tool

Colors	Description
Red	Hit is created.
Blue	No hit is created.

Colors	Description
Bright Red or Bright Blue	Record is currently highlighted.

Procedure:

1 Perform one of the following actions:
- To view a detailed record information, highlight a selected record and select **View**. For more details, see Detection Record Detail on page 29.
- To display the location of the detection, select **Map It→Show Address**.
- To generate the detailed report of the results, select **Output Report**.
- To enter a comment for the record, select **Add Comment**.
- To delete individual license plate detections, select the plate detection and select **Delete**.

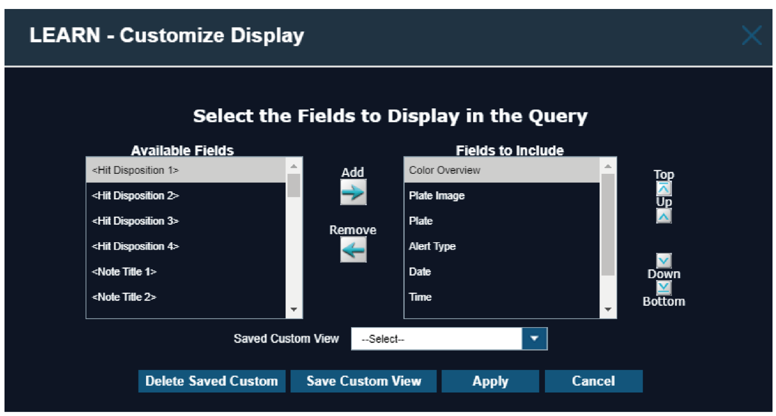
NOTE: Shared detections from other Agencies cannot be deleted.

3.1.3.1
Customizing View

Procedure:

1 To customize the display of the searched results, select **Customize View**.

Figure 16: Customize Display



2 To add the field to display in the results, choose the option in the **Available Fields** section and click **Add**.

3 To remove the field to display in the results, choose the option in the **Fields to Include** section and click **Remove**.

4 You can arrange the fields in the **Fields to Include** section with the following options:
- To move the field to the top of the list, select **Top**.
- To move the field to the bottom of the list, select **Bottom**.
- To move the field up, select **Up**.
- To move the field down, select **Down**.

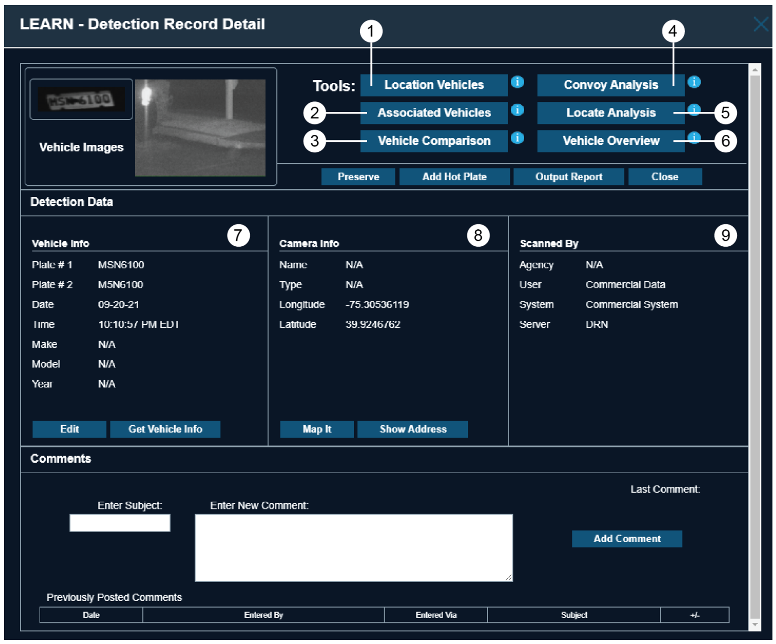
5 To save the preferences, select **Save Custom View→Save**.

6 Select **Apply**.

QuickSearch results window is updated with the selected information that you have chosen to view.

3.1.3.2
Detection Record Detail

Figure 17: Detection Record Detail



Detection Record Detail includes the following information:

Table 5: Detection Record Detail Description

Number	Name	Description
1	Location Vehicles	Displays the path the ALPR vehicle used to collect data at a specific location of a target plate (visit).
2	Associated Vehicles	Displays vehicles that have been scanned at the same location within a short period of time on two or more occasions and at two or more locations; where the locations are separate by a large distance.
3	Vehicle Comparison	Displays the target vehicle image and allow users to upload a probe image to compare/contrast with and output in a single report with annotations.
4	Convoy Analysis	Displays vehicles that have passed by same fixed camera location within a short period of time on multiple occasions.
5	Locate Analysis	Uses algorithms to determine the commonality of the plates and group them together by location.

Number	Name	Description
6	Vehicle Overview	Displays vehicle overview images that have been previously scanned. From these images, the user can select up to 8 images to display a 360 perspective of the target vehicle
7	Vehicle Info	Displays information about the detected vehicle, and the date and time which it was captured.
8	Camera Info	Displays information about the camera that captured the detection and the GPS location of the camera.
9	Scanned By	Displays information about the Agency that manages this detection.

3.1.3.3
Tools

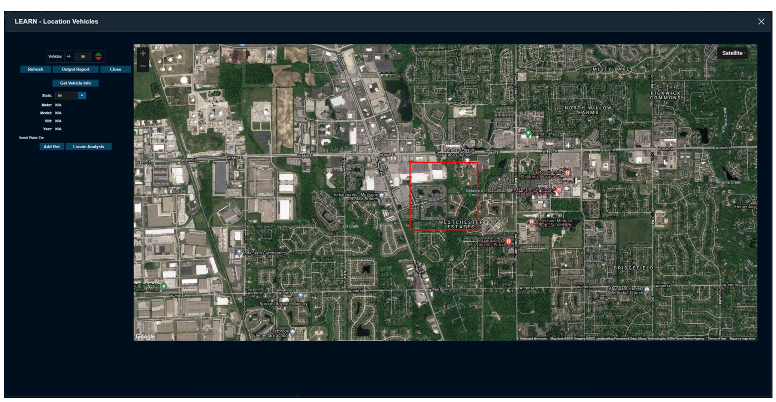
The tools in the Detection Record Details window provide additional details and analysis about highlighted vehicles in the search results.

Location Vehicles

The Location Vehicles tool allows you to quickly view vehicles that were scanned before and after this unique detection.

Up to 10 vehicles can be selected from the filmstrip at the top of the interface to be printed in the Output Report. Each vehicle will show as a differently colored icon on the map with corresponding entries with the Output Report.

Figure 18: Location Vehicles

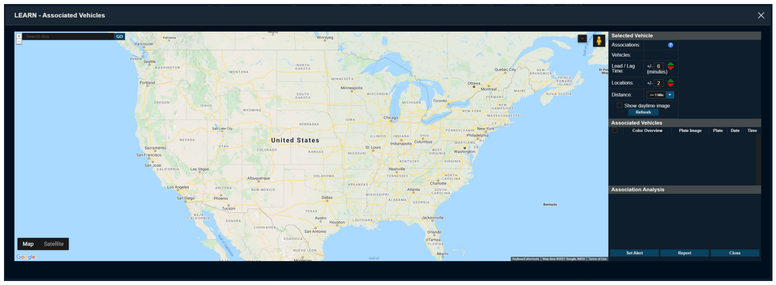


Associated Vehicles

The Associated Vehicles tool allows you to quickly identify vehicles that were scanned within 250 feet of the selected vehicle at three or more locations where each of the locations were separated by a mile or more. This allows for the ability to associate one or more vehicles with a target vehicle.

The vehicles must have been scanned at the same location within an associated period of time (for example: 1 hour), and the distance between two or more of the locations must exceed one mile.

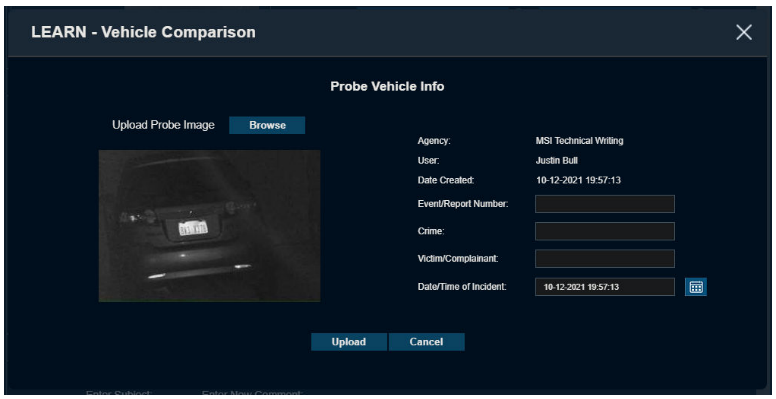
Figure 19: Associated Vehicles



Vehicle Comparison

The Vehicle Comparison tool allows you to upload a still (probe) image of an unknown vehicle and make comparisons to scanned vehicles. There are a suite of annotation tools to point out corresponding identifying features as well as the ability to output a report.

Figure 20: Probe Vehicle Info



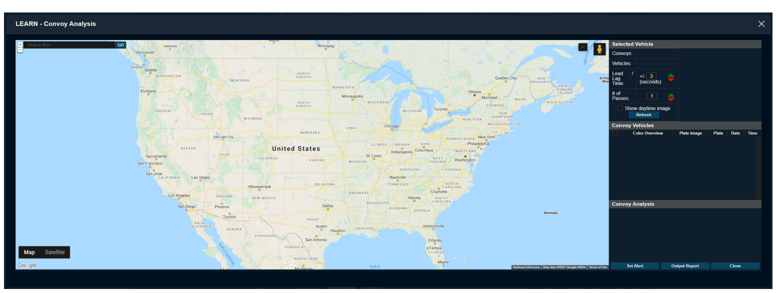
Convoy Analysis

The Convoy Analysis tool allows you to quickly identify vehicles that may be following the selected vehicle through three or more fixed locations and proactively creates an alert if requested.

The minimum number of passes is set to 2 with minimum lag/lead time of 0 seconds.

The agency that scanned the plate is shown under the address with a summary for each convoy with the largest number of passes first in ascending order. If the largest number of passes and locations are tied, they will be sorted by their average delay with the least delay displayed in descending order.

Figure 21: Convoy Analysis



Locate Analysis

The Locate Analysis tool provides a full analytical workup of a vehicle based off of location data. This analysis will not only provide location data but the most popular time the vehicle has been seen at the location.

Figure 22: Locate Analysis

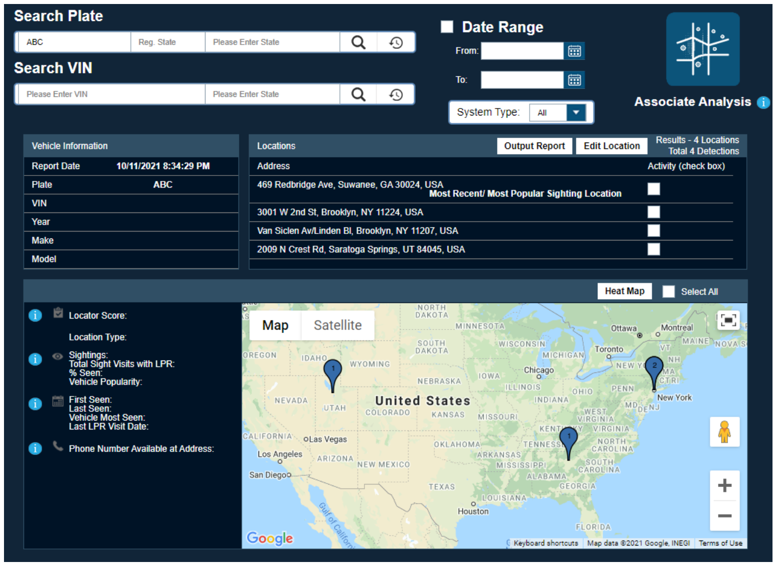


Table 6: Locate Analysis Field Description

Field	Description
Associate Analysis	By checking action boxes (minimum 2) on identified detections in the filmstrip an associate analysis will be conducted to identify vehicles that have, on occasions, been seen close to the searched vehicle.
Phone Numbers Available at Address	Provides the phone numbers, line type and subscriber information when available for the listed address.

Locator Score

Vehicle Popularity Score + Vehicle Last Seen Date = Locator Score.

Score is (4) and highlighted green to indicate likely to locate.

Score is (2-3) and highlighted yellow to indicate possible likelihood to locate.

Score is (0-1) and highlighted red to indicate least likelihood to locate.

Vehicle Popularity at Location

If vehicle is in the Top 10 % of most popular vehicles seen at this location, score is (2) and highlighted green to indicate High Popularity.

If vehicle is in the Top 11–20 % of most popular vehicles seen at this location, score is (1) and highlighted yellow to indicate Medium Popularity.

If vehicle is below the top 20 % of most popular vehicles seen at this location, score is (0) and highlighted red to indicate Low Popularity.

Vehicle Last Seen Date

If the vehicle has been seen within the last 30 days, score is (2) and highlighted green.

If the vehicle has been seen between 31 days to 1 year prior, score is (1) and highlighted yellow.

If the vehicle has been seen longer than 1 year prior, score is (0) and highlighted red.

Vehicle Overview

This tool allows you to place photos of scanned vehicles in the appropriate location all on one landing page. These can be sent out to the field to provide more descriptors of the vehicle in question. The new MC app allows for all photos to be associated to a plate and this can be used to document vehicles conditions during a specific time.

Drag the appropriate images showing the side of the vehicle described into the matching box. Select the vehicle type and click **Save**.

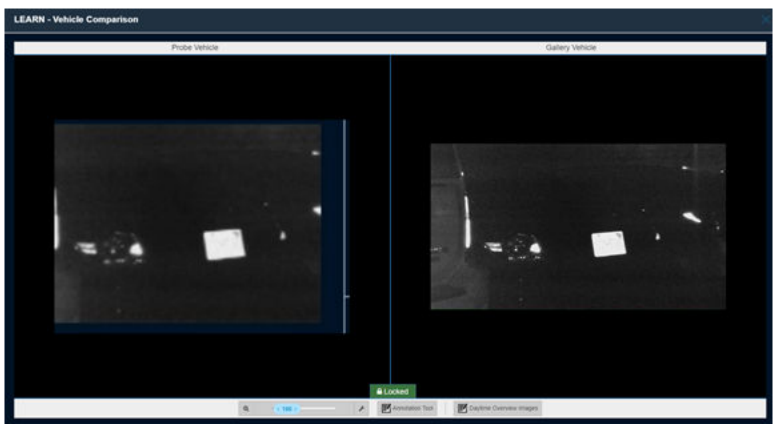
3.1.3.4

Comparing Scanned Vehicle Images

Procedure:

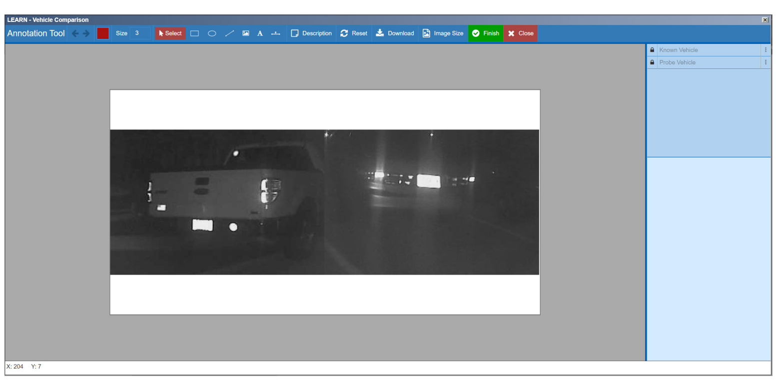
1. To select the image that you wish to compare, select **Browse→Upload**.
2. To adjust the size of the images, use the **Zoom** bar.

   Figure 23: Zoom the Scanned Images



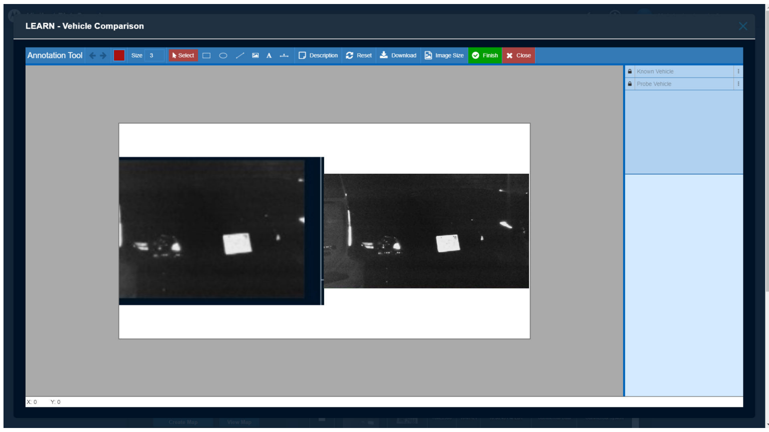
3. To import and compare with the uploaded probe image, select **Daytime Overview Images** to select a vehicle overview image.
4. Drag the desired overview image into the box and select **Import Image**.

   Figure 24: Compare the Scanned Images



5. To open a suite of image-editing tools for highlighting, notating, and downloading the compared images, click **Annotation Tool**.

Figure 25: Open Editing Tools



3.1.4
Saving Searches

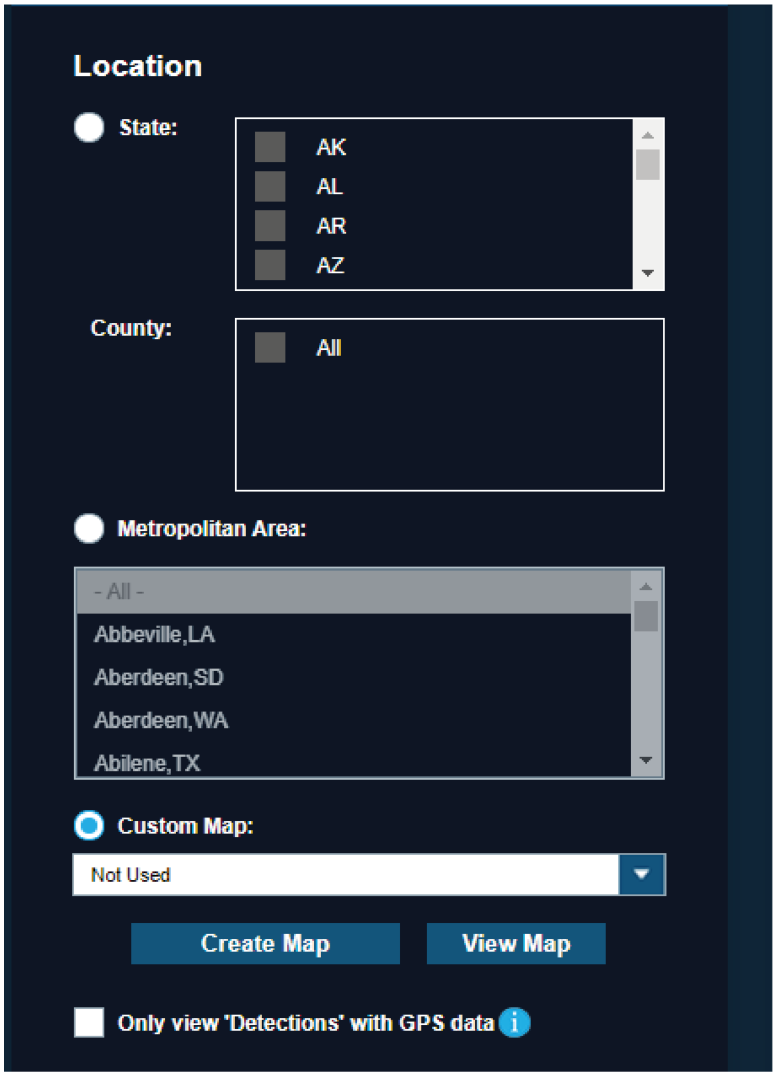
Procedure:

1. To save the name and subject name for future queries, select **Save Search**.
2. To view the saved queries, select **Saved Searches**.
3. To edit the saved queries, highlight the individual saved search and select **Edit**.
4. To delete the saved queries, highlight the individual saved search and select **Delete**.
5. To perform the query, select **Search Name**.

3.1.5
Location

License plate searches can be narrowed down based on location by detection state and counties within selected states, or a custom drawn Geo-zone from the Location pane in the Search Plate window.

Figure 26: Search by Location



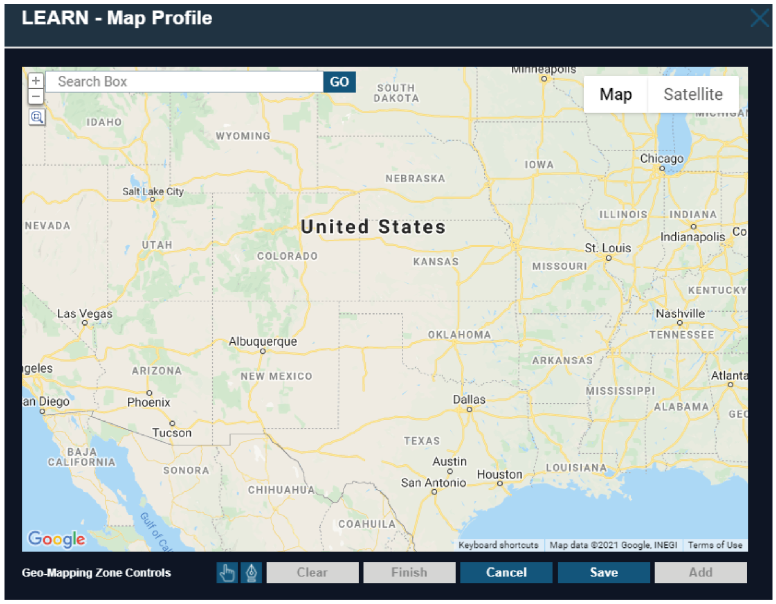
Detections are limited to only those with GPS data when using the **Only view 'Detections' with GPS Data** check box. Use this option if you are missing Fixed Mobile LPR scans, as many fixed systems are without GPS.

3.1.5.1
Creating Map

Procedure:

1 To define a Geo-Zone, select **Create Map**.

Figure 27: Create Map



2 To use the polygon drawing tool, use the **Google Map** zooming tools.

3 To begin polygon creation, select the **Pentagon** icon.

4 Generate polygon selection by Left-clicking on the map with at least three points.

5 Perform one of the following actions:

Option	Actions
Adding multiple zones	Select **Add**.
Resetting the zone	Select **Clear** and draw again.
Using the map for a single query	Select **Finish**.
Using the same Geo-Zone for future searches	**a** Select **Save**. **b** Enter a ***<Map Name>*** and select **Save** again.

3.1.5.2

Viewing and Editing Map

Procedure:

1 To **Edit** the map, select map in drop-down and select **View Map**.

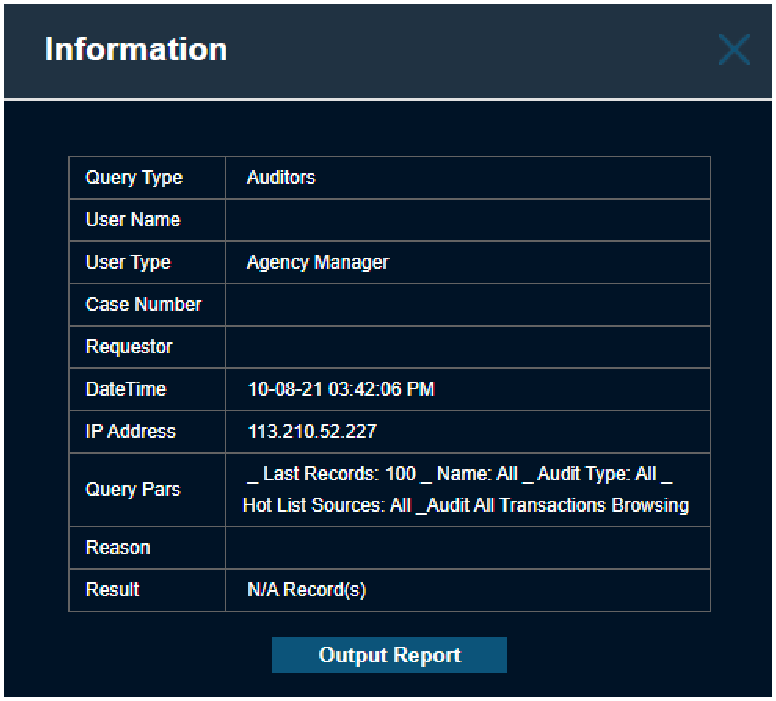
2 To search for plates from within selected predefined Whitelist or hot-list locations, select the **Locations** radio button

3 To limit detections to only GPS, select the **Only View Detections With GPS Data** option.

4 After making the edits or changes, select **Save**.

3.1.6
Reports

Figure 28: Output Reports



The type of report that is generated depends on whether the scan is a detection record or hit record. For hit Records, you will see the following on the Detail Info pop-up.

The Hot List Data displays the following information:

- Alarm: Hot Plate, Alert, State, and Type of hit
- Record Detail: Record ID, Date of Load, Source, VIN, Owner, Vehicle Year, Make, Model, and Color

If a hit record is saved, you will be presented with the following Vehicle Hit Report when you click **Output Report**. Likewise, you will be presented with the following Vehicle detection Report for regular Detections.

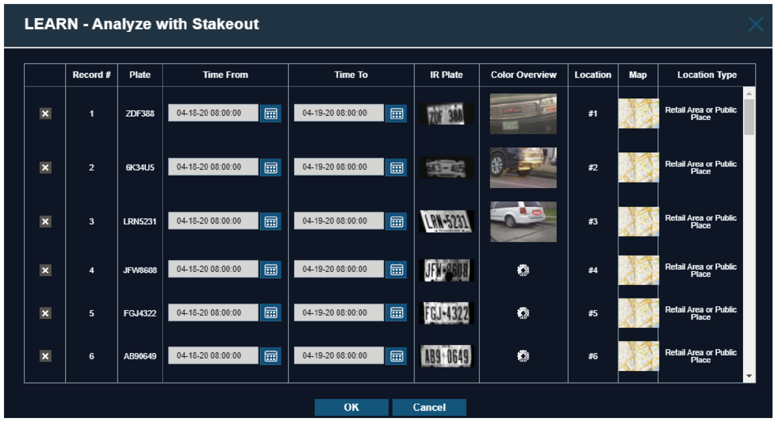
When outside the View Detail pop-up, you will be presented with the following options when selecting **Output Report**.

Table 7: Type of Output Reports

Output Reports	Description
A Single Report – PDF	Saves the report of a single record selected to a PDF file
A Single Report – PDF (All Selected)	Saves multiple records selected with checkmarks to a single PDF file. Each will have their own Single Report pages
Multi Report – PDF	Saves multiple records selected with checkmarks to multiple PDF files
Multi-Report – XLS	Saves multiple records selected to an excel file
Multi-Report – XLS (No Images)	Saves multiple records selected to an excel file when the results selected are greater than 300

3.1.7
Associate Analysis

Figure 29: Associate Analysis



This feature allows you to select multiple detections of a known plate to determine if there are other license plate commonly seen near the known plate. When selecting plates of interest and then clicking on **Associate Analysis**, you will be presented with the Analyze with Stakeout pop-up box that allows you to alter their desired selections.

The following information is displayed:

Table 8: Associate Analysis Information Description

Information	Description
Plate Record #	As seen in the main table and will be presented with the Plate read.
Time From and Time To	Control how far before and after the scan to look for an Associate plate. By default, the times are 12 hours before and 12 hours after the time of the detection.
Infrared Plate and Color Overview Scan	Each scan will have a separate location even if they overlap.
Map	A map will be presented with the ability to hover over the images and map for a large view. When you click on the map, you will be presented with closest address at the bottom of map to help determine if this is the desired location.
Location Type	An indicator to the location of the scan can be one of the following: Residential, Retail Area or Public Place, or Mixed Residential.

NOTE: You can wish to remove plates that appear in the same location repeatedly as this will likely generate an associate list of vehicles owned by neighbors, coworkers, and so on.

Chapter 4

Agency Management

NOTE: This section is only applicable to Agency Managers.

4.1

My Agency

As an agency manager, you are allowed to view, add, create, or remove other agency managers for their agency.

Within **My Agency**, you can set a geographic zone area by drawing an agency-limiting zone using a polygon drawing tool. This zone prevents the view of any detections/hits outside of the zone to the agency users. This is not required if no geographic restrictions are desired.

4.1.1

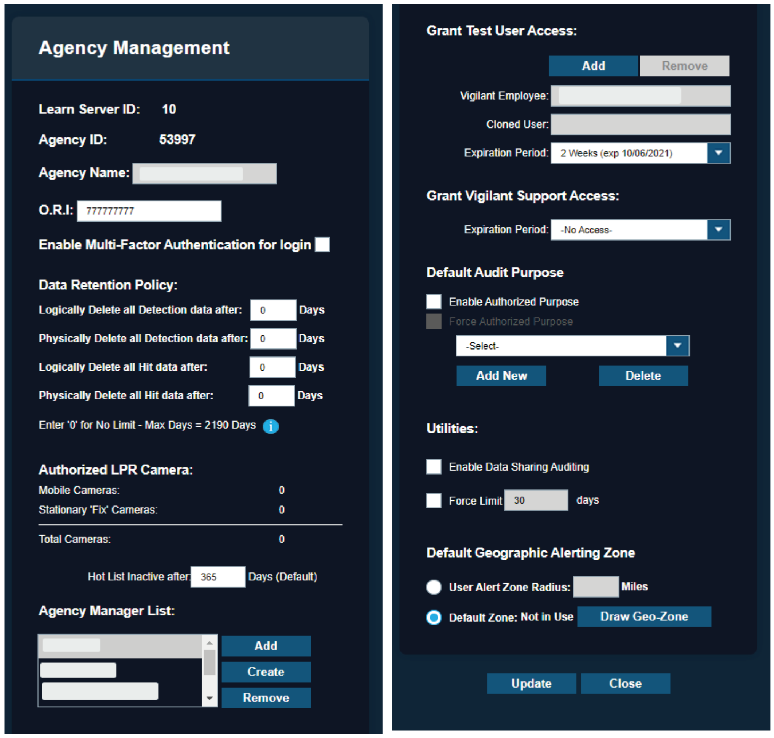
Managing Agency

Procedure:

1. To manage the agency, go to **Agency Management** →**My Agency**.
2. To enable Multi-Factor Authentication, check **Enable Multi-Factor Authentication for Login**.

   NOTE: Agency Manager has the option to enable multifactor login for their users without needing to contact Vigilant support. Agency Manager is allowed to do normal user level actions without the Multi-Factor Authentication. If the Agency managers try to access the agency management page, they would have to authenticate before accessing. This is not applicable to the Vigilant LEARN Australia server.
3. If required, set the number of days to retain the agency **Detection** data or **Hit** data.

Figure 30: Agency Management



NOTE: Data retention should be set as per the agency policy and/or local legislation. If there is no such information and if indefinite retention is not desired, a best practice is 5 years (1825 days) to cover statutes of limitations for most Part I Major Crimes. Even if an agency shares to NVLS (see Detection Information Sharing), the data still belongs to the agency and is still governed by the agency **Data Retention Policy**.

4 To set the geographic zoning, select **Default Zone→Draw Geo-zone**.

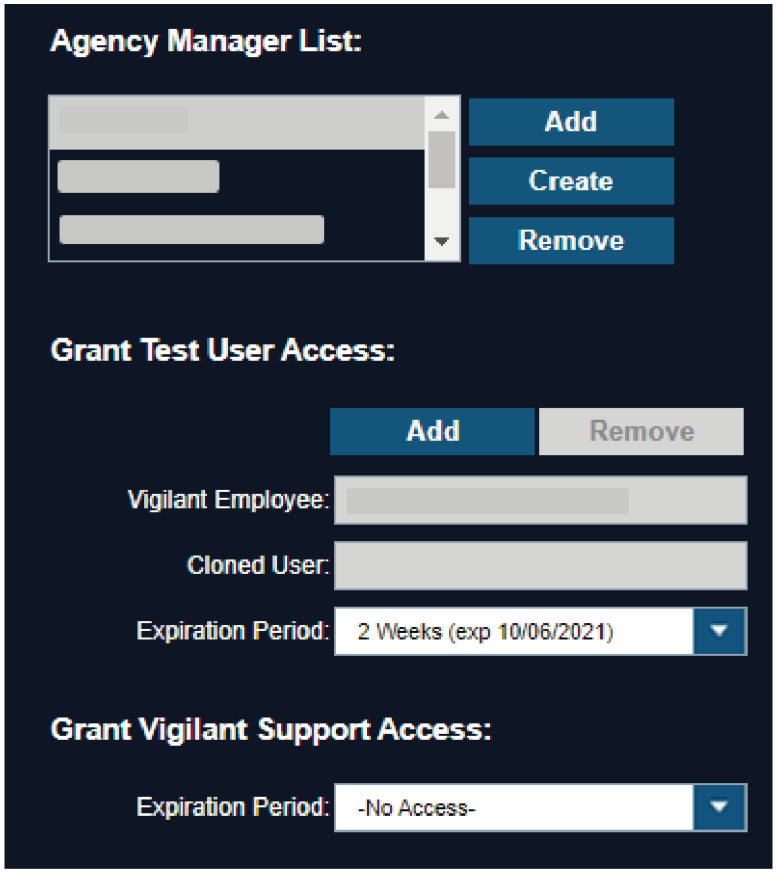
NOTE: For more information, see Drawing Geographic Zoning on page 17.

4.1.2
Creating Agency

Procedure:

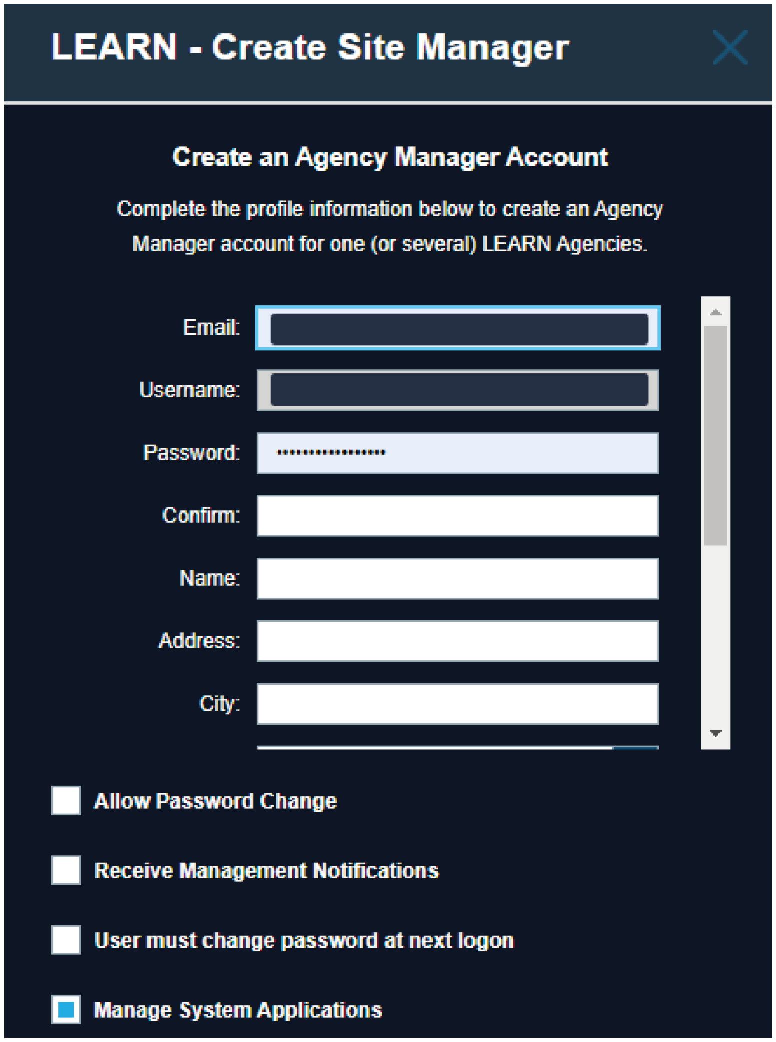
1 To create an agency, select **Create**.

Figure 31: Agency Manager List



2 Fill in the required information.

Figure 32: Create Agency Manager



3 To allow the user to change their own password, enable the **Allow Password Change** check box.

4 To allow the user to receive the management notifications, enable the **Receive Management Notifications** check box.

4.2
Mobile Camera Systems

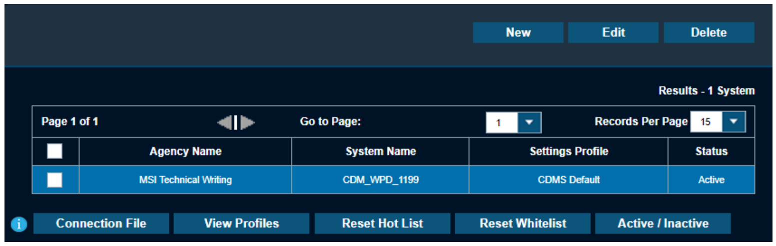
Logical Mobile Camera Systems in PlateSearch communicate with and receive detections from systems running the Car Detector Mobile software.

4.2.1
Viewing Mobile LPR System Profiles

Procedure:

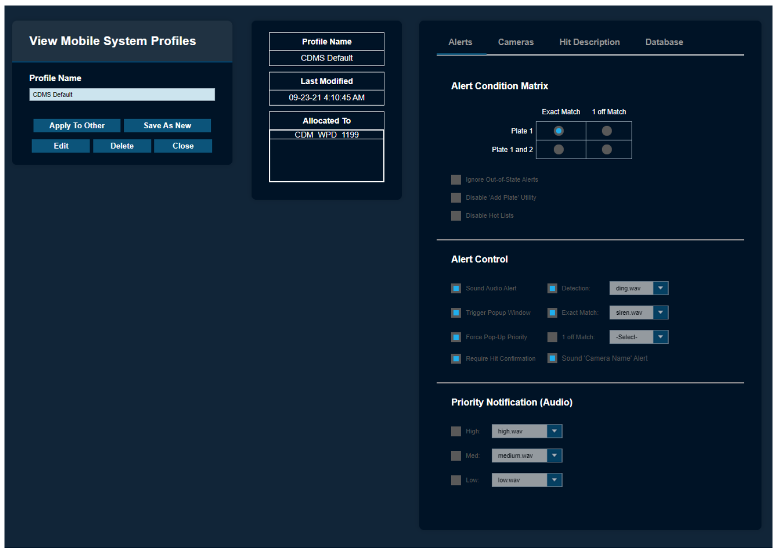
1 Navigate to **Agency Management→System Management→Mobile Camera Systems**.

Figure 33: Mobile Camera System Profiles



2 To view system profiles, select ***<required system>***→**View Profiles**.

Figure 34: Viewing Mobile System Profiles



3 To apply the selected profile to other systems, select **Apply To Other**→**Apply**.

NOTE: You are not allowed to edit the Mobile LPR default profile.

4 To generate a new system profile, select **Save As New**→**Apply To Systems**.

4.2.2 Adding New Mobile LPR System

Procedure:

1 To create a new system, select **New**.

2 Insert the **System Name**, **Location**, and select a **Setting Profile**.

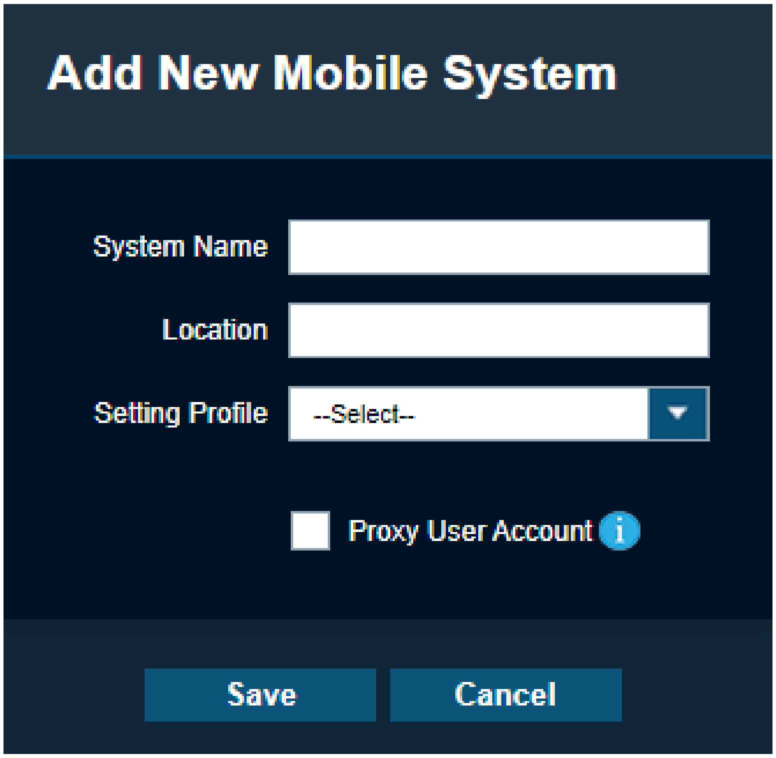


Table 9: New Mobile System Fields Description

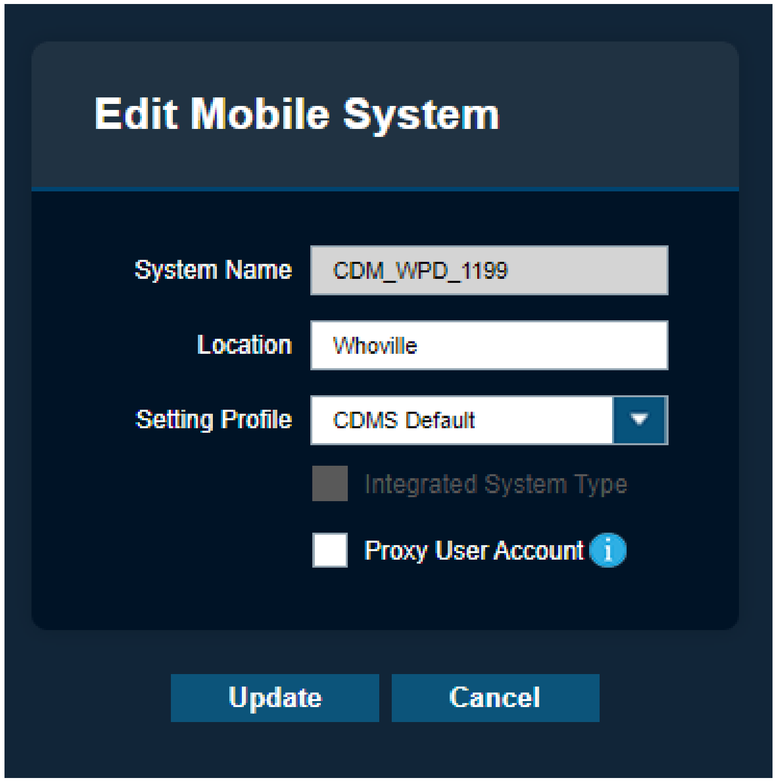
Field	Description
System Name	Insert the type of system (CDM vs. CDF) followed by a meaningful agency acronym and vehicle number.
Location	Not a required field but can be useful when dealing with multiple locations.
Setting Profile	Allows you to choose the default profile or from custom-made profiles.

4.2.3
Editing Mobile Systems Configuration

Procedure:

1 To edit a Mobile System, click on ***<required system>***→**Edit**.

Figure 35: Edit Mobile System



2 Configure the following options before proceeding to save the setup.

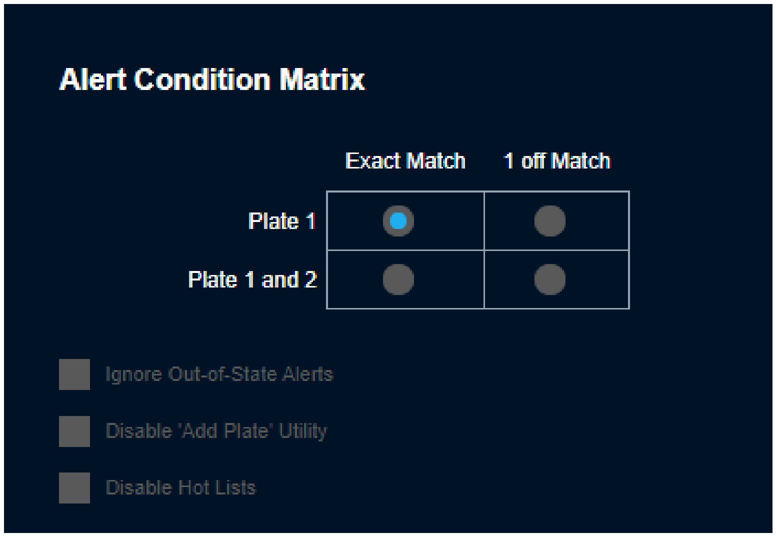
Table 10: Mobile System Profiles

Profiles	Description
Alerts	Allows you to configure the Alert Condition Matrix, Alert Control, and Priority Notification (Audio).
Cameras	Allows you to configure the OCR Profile, LPR Camera Type, Camera Naming, and Camera Controls.
Database	Allows you to configure the Credentials, Connection, and LPR Data Storage.

NOTE: Any changes made at the Vigilant CarDetector client will create a Custom profile, which can be edited and saved as a new profile.

4.2.3.1
Adjusting the Alert Condition Matrix

Figure 36: Alert Condition Matrix



Procedure:

1 Choose the following condition according to your preference:

Table 11: Alert Conditions Description

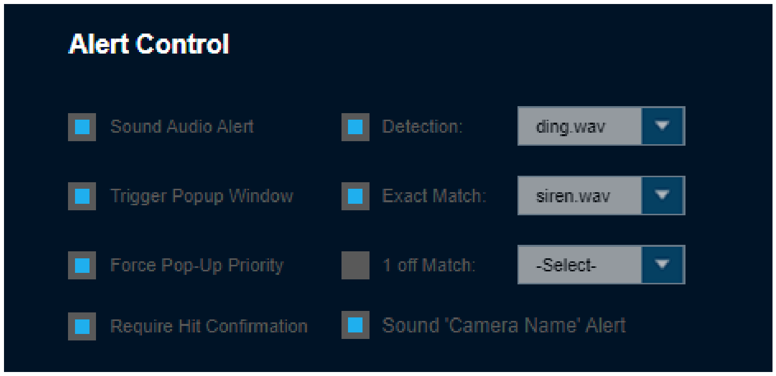
Alert Conditions	Description
Plate 1	Alerts you when there is a match (detection = hot-plate) on the first attempted Optical Character Recognition (OCR). For captured images, the system can have multiple scans for character recognition.
Plate 1 And 2	Allows multiple OCR attempts on the same capture to increase the chance of a match, If there are misreads associated with similar characters like 8 vs B, O vs Q. **NOTE:** Recommend putting **PLATE 1** as default in most situations to prevent the increase rate of false-positive matches. Unless the Hot List is small or the plates are harder to read OCR.
Exact Match	Alerts you when there is an exact match between the detection and hot plate record.
1 Off Match	Alerts you when there is one character off. For example, a plate is scanned with A8C123, and the hot-plate is ABC123. **NOTE:** Recommend using Exact Match as default for most situations.

2 To lock the Mobile LPR System from allowing you to add plates from the client, select **Disable Add Plate Utility**.

3 To only be alerted if a hot plate has a correct State ID associated with the location of the capture, select **Ignore Out-of-state Alerts**.

4.2.3.2 Configuring the Alert Control

Figure 37: Alert Control



Procedure:

1 Configure the Alert Control based on the following options:

Table 12: Alert Control Options

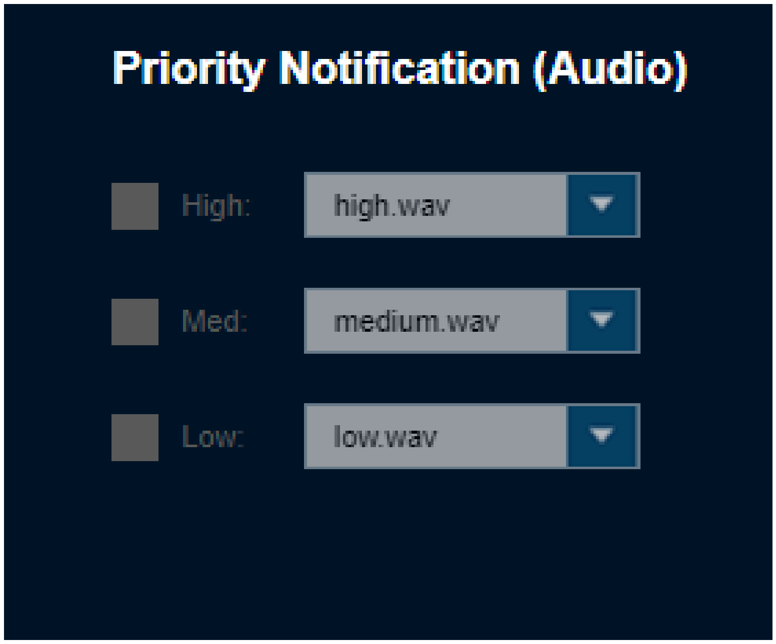
Options	Descriptions
Sound Audio Alert	Using the **Exact Match** and/or **1 Off Match** sound files to notify user. **NOTE:** Likewise, the **Detection** sound file can be configured for Audio alert.
Trigger Popup Window	Allow users to be notified with an Alert screen that overlays the CarDetector program in the form of a pop-up screen.
Force Pop-up Priority	When unselected, you have the ability to minimize the pop-up screen.
Require Hit Confirmation	• When selected, you are required to confirm the correctness of captured hit. • When unselected, you can close the Alert pop-up without confirming the hit. You can go back to the hit record later to confirm the correctness.
Sound Camera Name Alert	Alert the user with the name of the camera that captured the matching plate. Thus, if the CarDetector system has four cameras, the user can quickly orient their attention to the direction of the Camera that captured the hit.

4.2.3.3 Priority Notification (Audio) Settings

When loading a Hot List, you can assign an alert level from **Low**, **Medium**, and **High**. When a match is generated, and a hit alert pushed, an extra audio alert will describe the level of the alert. This extra sound file can be turned on/off when coordinated with Hot List alert levels. For example, if you have a

Hot List with low priority, perhaps no audio alert is needed. However, if you had a Hot List with high level, you would desire an extra audio alert in the audio notice.

Figure 38: Priority Notification (Audio)



4.2.3.4
Camera

Figure 39: Cameras Tab

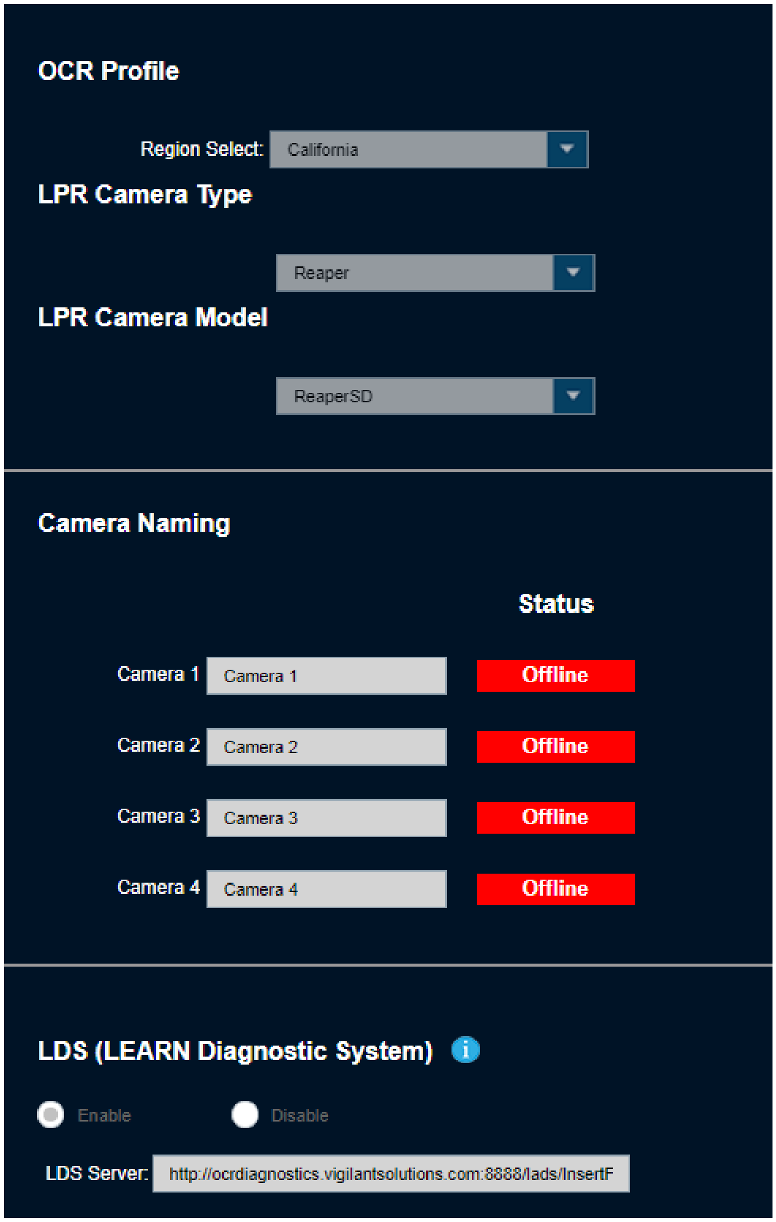


Table 13: Camera Profile Configuration

Configuration	Description
OCR Profile	Allows you to choose the required region that the Vigilant Car-Detector is operating in. **NOTE:** Choose a region that most closely resembles the plates being captured.

Configuration	Description
LPR Camera Type	Allows you to choose the types of LPR camera that is currently using. **NOTE:** Choosing the correct type of camera allows for optimum capture rates as the algorithms are designed around the video collected on the different hardware.
Camera Naming	Allows you to control specific names based on the camera orientation. In most scenarios, the camera orientation will not be known until configured in the vehicle.
Camera Controls	This configuration is based on your LPR camera type and will allow you to control hardware settings when connected through RS232 or RS485 cable.

4.2.3.5
Database

Figure 40: Mobile Camera System Database

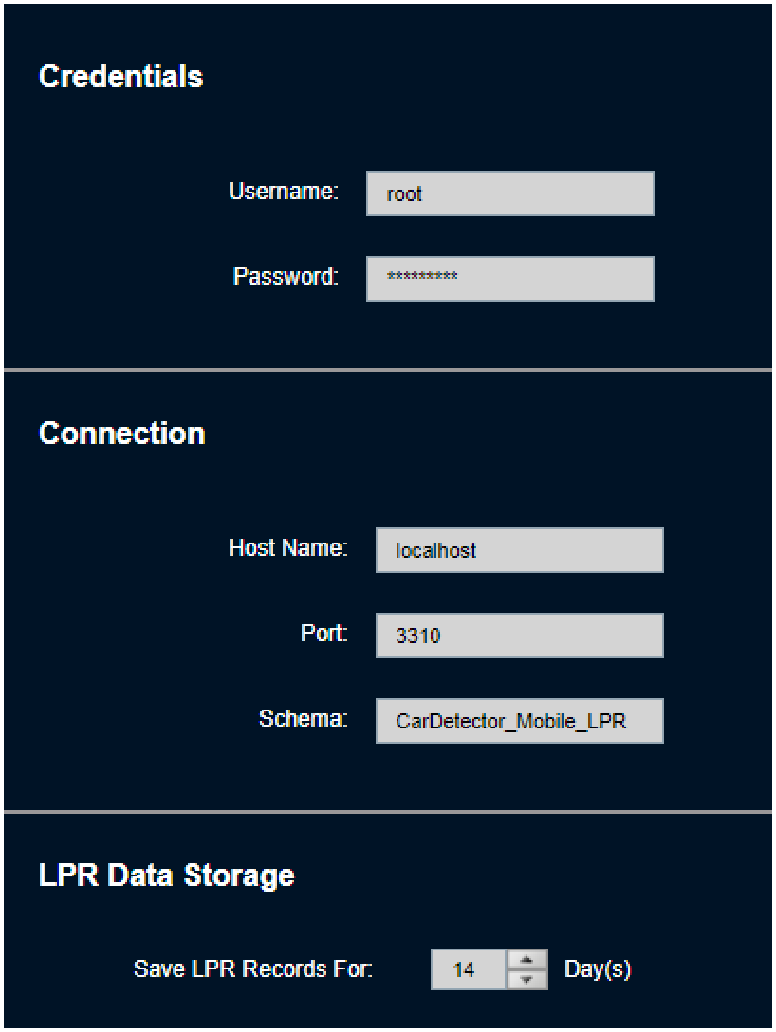


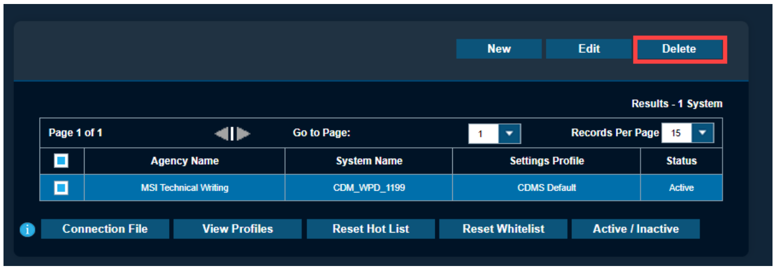
Table 14: Database Configuration

Configurations	Description
Credentials	Currently not configurable.
Connection	Currently not remotely configurable.
LPR Data Storage	Controls the retention policy for detection CarDetector records. Records that are older than the specified retention policy will be purged from the local mobile system's database. **NOTE:** The minimum is one day, and the maximum is 719 days.

4.2.4
Deleting the Mobile LPR System

Procedure:

1. To delete a system, highlight the desired system and select **Delete**.



2. Confirm when prompted.

4.2.5
Utilizing Reset Hotlist/Whitelist

Procedure:

1. To reset the Hot List or Whitelist of the selected system and allow it to be reassigned to another system, select **Reset Hot List** or **Reset Whitelist**.

   NOTE:
   Each mobile camera system must be dedicated to one client computerto prevent unintentional splitting of Hot List or Whitelist distribution. If that client computerbecomes unusable, it cannot be used for another Hot List or Whitelist..

   However, agency managers can reset the Whitelists and Hot Lists of the affected system and the its Hot List and Whitelist assignments can be reassigned to new systems.

4.3
Fixed Camera Systems

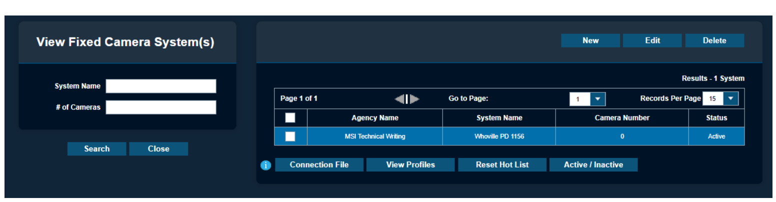
Logical Fixed Camera Systems in PlateSearch communicate with and receive detections from systems running the Car Detector Fixed software.

4.3.1
Viewing Fixed Camera Systems

Procedure:

1. To configure Fixed Camera Systems, go to **Agency Management** →**System Management** →**Fixed Camera Systems**.
2. To select a camera system, click on an entry in the list or check the box next to it.

   Figure 41: Fixed Camera Systems



3 To filter through different systems, input either the **System Name** or **# of Cameras** and click **Search**.

The table lists the **Agency Name**, **System Name**, and **Camera Number** that is associated with the system. Traditional page navigation is used in the case of having more than 15 systems within the agency.

4.3.2 Configuring New CarDetector Fixed System

Procedure:

1 To create a new system, select the **New** button above the table.

2 Enter the new CarDetector Fixed Systems (CDFS) Server Name.

Figure 42: Add New CDFS Server Name

NOTE: A typical system name would be the type of system (CDM vs. CDF) followed by the acronym and machine ID or location. Something that is unique and defining is recommended.

3 Perform the following configurations:

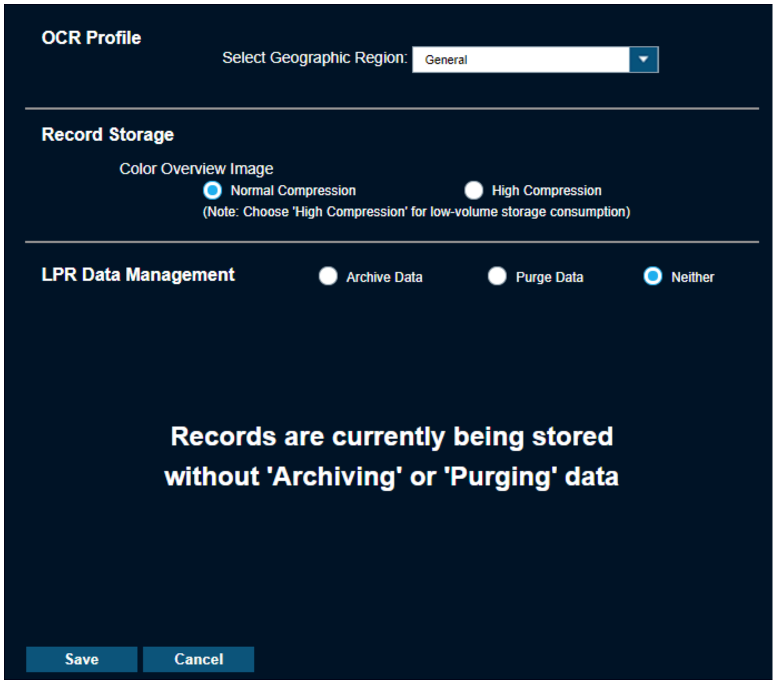
- Editing the Basic Tab on page 54
- Editing the Communication Tab on page 55
- Alerts Tab Configuration on page 56
- Editing the Alarms Tab on page 56
- Editing the Admin Alarms Tab on page 57
- Editing Camera Tab on page 58

4 To complete the system profile setup, select **Save** to store the profile and propagate to the selected systems.

4.3.3 Editing CarDetector Fixed System Configuration

4.3.3.1 Editing the Basic Tab

Figure 43: New System Basic Tab

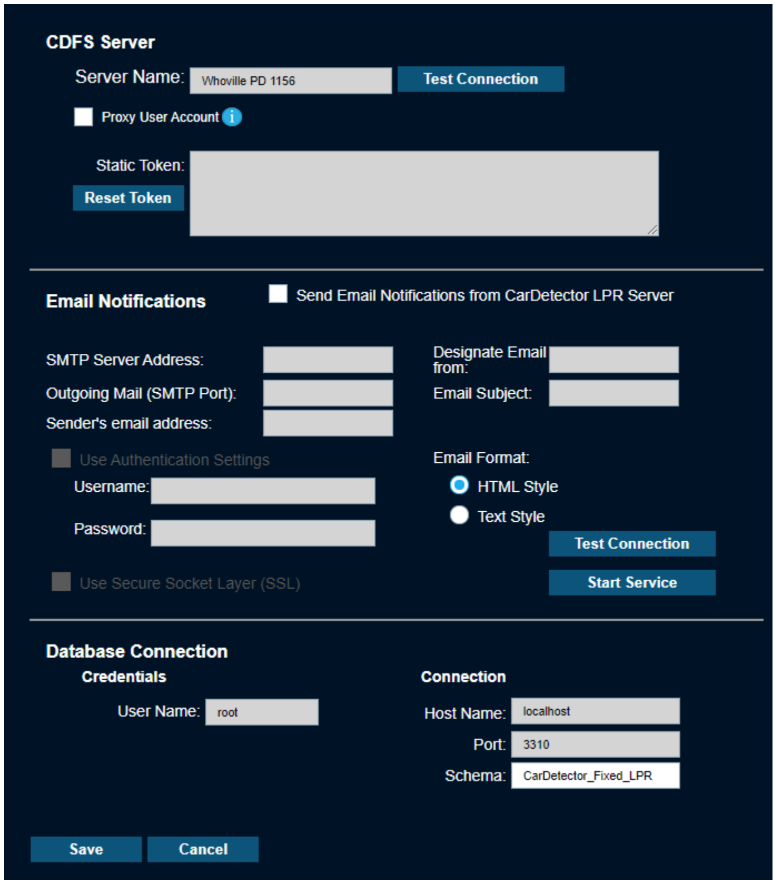


Procedure:

1. To properly capture plates and ensure correct character recognition, in the **Select geographic region**, select the region that most closely resembles the plates captured.
2. Choose the required color overview image:
   - Normal compression
   - High compression

4.3.3.2
Editing the Communication Tab

Figure 44: New System Communication Tab



Procedure:

1 To allow emails to be sent directly from CDFS to specific users and CDFS Administrators, select **Send Email Notifications from CarDetector LPR Server**.

2 Set the required information:

- SMTP Server Address
- Outgoing Mail (SMTP Port)
- Sender's email address
- Designate email from
- Email subject

3 To enable Secure Socket Layer, select **Use SSL** and select the preferred Email Format:

- HTML Style
- Text Style

4 To specify a new database name, enter the **Schema** name.

NOTE: This configuration can have the effect of wiping a system clean in the case of corrupt database, performance issues, or out-of-sync Hot Lists. It is recommended to keep the default schema name unless troubleshooting.

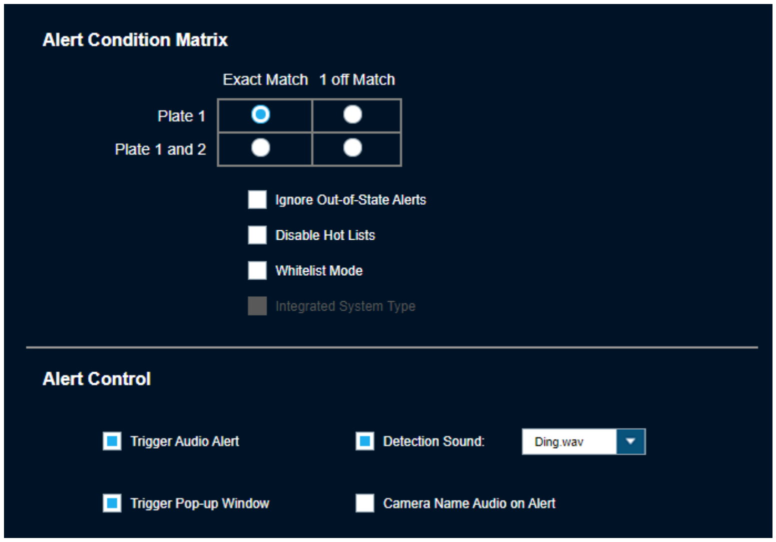
4.3.3.3

Alerts Tab Configuration

This tab is used for configuration of the Alert Condition Matrix, Alert Control and Target Alert Service (TAS).

The details of these configurations can be viewed in Adjusting the Alert Condition Matrix on page 46 and Configuring the Alert Control on page 47.

Figure 45: New System Alerts Tab



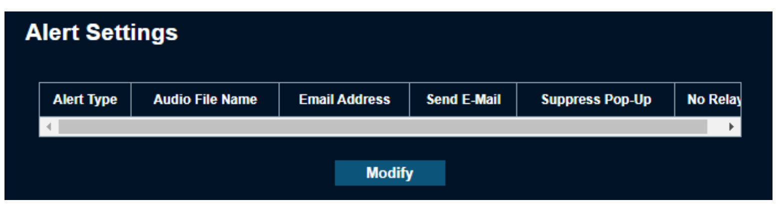
4.3.3.4

Editing the Alarms Tab

Procedure:

1 To configure Alert settings, highlight the required Alert Type and select **Modify**.

Figure 46: New System Alarms Tab - Alert Settings



2 In the **Alarm Info** window, perform the following actions:

- To configure the **Audio File**, choose the file from the **Browse Folder** button.
- To allow the creation of specific users to be notified directly from CDFS when the SMTP configuration is set up, select **Auto Send Email**.
- To ignore the configured relays, select **No Relay**.

3 To configure **Custom Alert Fields**, upload up to six custom points of data when a Hot List is uploaded.

4 To hide specific custom fields, uncheck the field that applies to column you want to suppress.

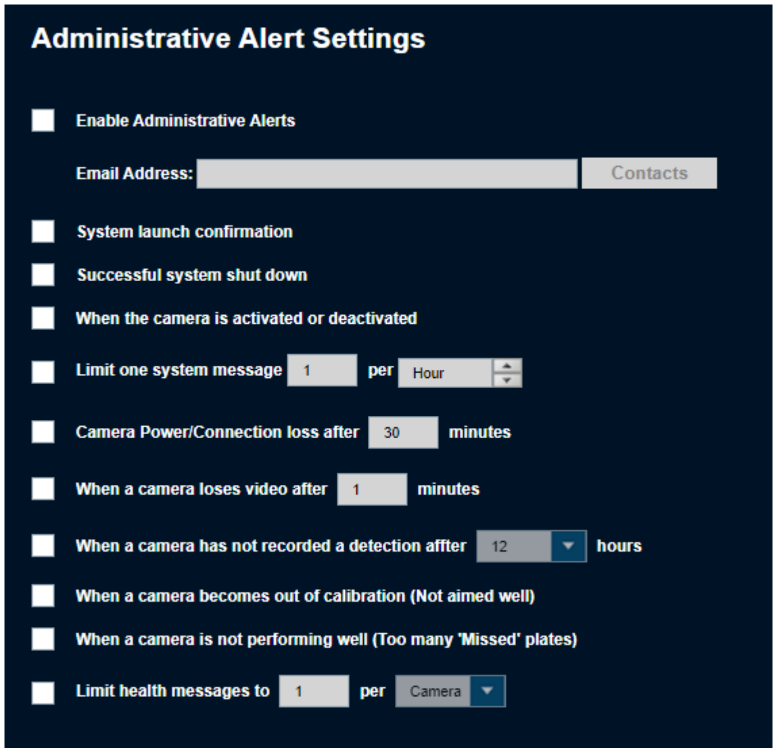
4.3.3.5
Editing the Admin Alarms Tab

Procedure:

1 To enable email alerts to a specific email address or from a contact list, select **Enable Administrative Alerts→Contacts**.

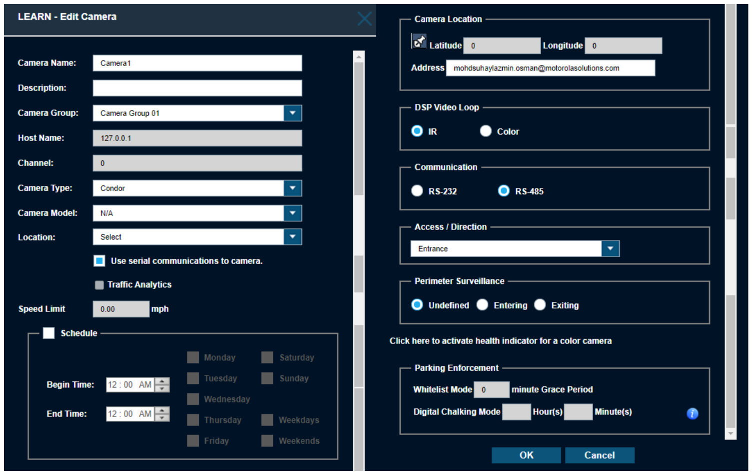
2 Set the required information.

Figure 47: New System Administrative Alert Settings Tab



4.3.3.6
Editing Camera Tab

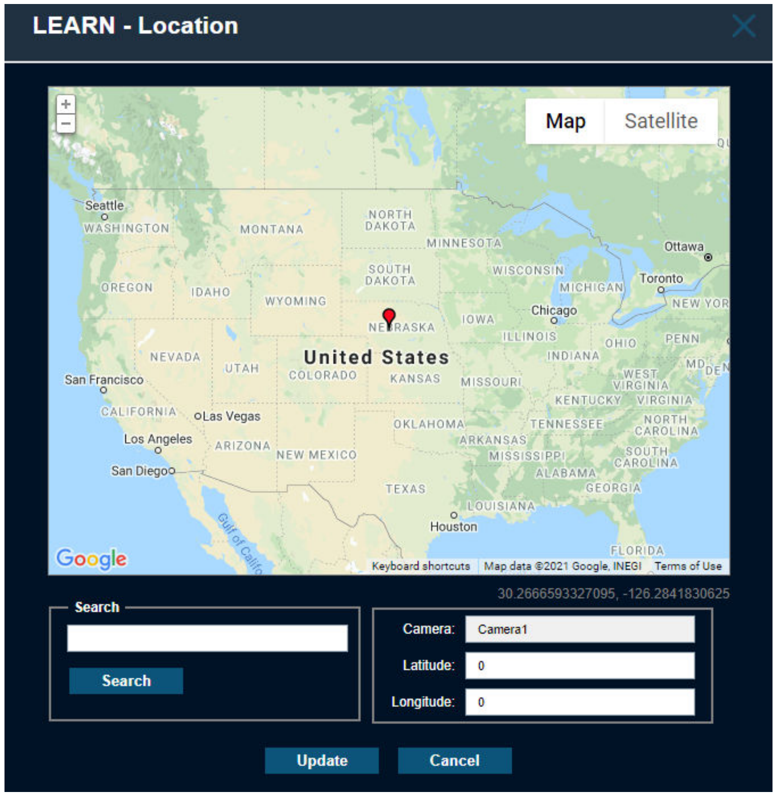
Figure 48: New System Cameras Tab - Edit Camera



Procedure:

1 Perform one of the following actions:
   - To activate a camera, highlight the desired inactive camera and click **Active**.
   - To deactivate a camera, highlight the desired active camera and click **Deactivate**.
2 To edit a camera information, select the camera group from the drop-down menu.
3 Select the camera type and camera models.
4 To controls when to activate and deactivate the camera, enable **Schedule** and set the desired day and time.
5 To configure the Camera Location, perform one of the following actions:
   - Select **Location** icon and input the GPS coordinates.
   - Select **Location** icon and pin to the exact location.
   - Input the address in the **Address** section.

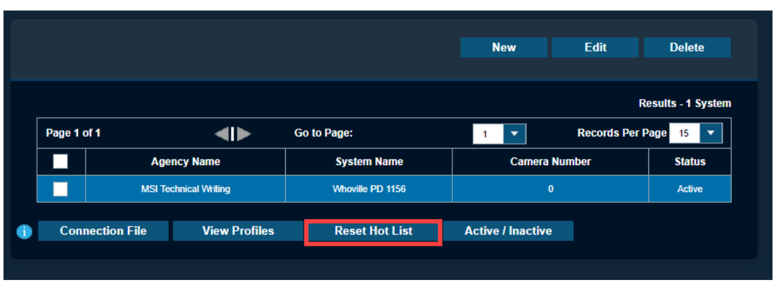
Figure 49: New System Cameras Tab - Location



4.4 Resetting Hot List

Procedure:

To reset a Hot List remotely, select the required systems and click **Reset Hot List**.



Resetting the Hot List for the checked fixed systems clears out the Hot List at the client and sends a current Hot List in packages to the LPR software.

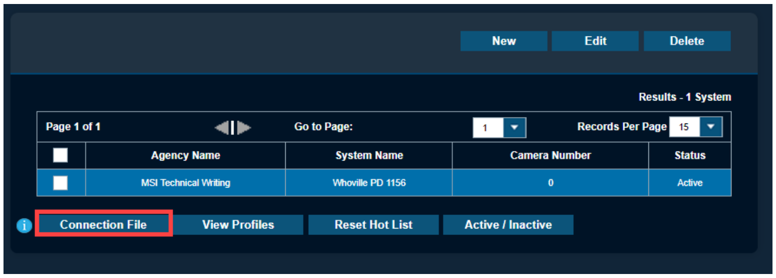
4.5 Configuring a Connection File

The connection file button is only applicable for Mobile and Fixed Camera systems. Connection files automatically configure Car Detector software to communicate with PlateSearch.

Procedure:

1. To allow for file creation of the encrypted **System.ini** file, perform the following actions to link the system to the CarDetector client:

a Select the system for which to generate a connection file and click **Connection File**.



b Download the file from any web browser.

c Place the downloaded file in the Vigilant CarDetector root directory of the software.

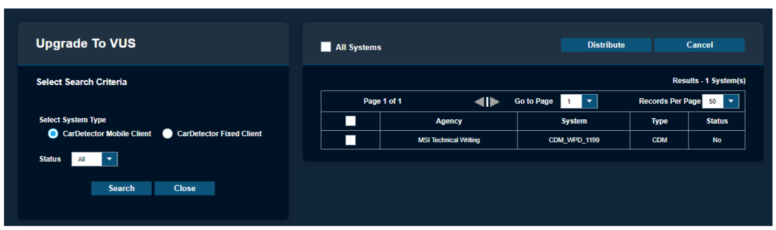
NOTE: After reinstalling software, a new connection file can be needed.

4.6

Upgrade to VUS

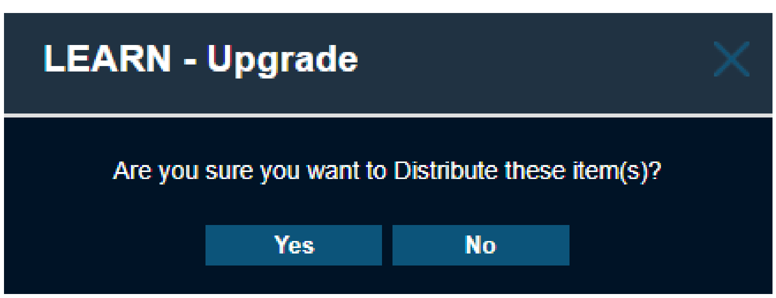
When setting up Upgrade to VUS, you will be able to filter by Mobile LPR Client and CarDetector Fixed Client. Within the table, you will see the Agency, System Name, System Type, and System Status. To upgrade, select a check box next to each system desired and click **Distribute**. For assistance with deploying an upgrade, contact your System Administrator.

Figure 50: Upgrade to VUS



When you select **Distribute**, you will be prompted to confirm your selection. The table will reflect the Current status of the upgrade deployment to Pending. Once upgraded, Last Update will change to date upgraded and Current will change to Yes status. If you wish to cancel the upgrade, you will have the option to highlight the selection and click **No** which will back-out any installation files in the system queue.

Figure 51: CarDetector Updates - Distribute



4.7 Standalone Camera Systems

As an agency manager, you are able to view, create, edit, and delete Standalone Cameras. Standalone cameras are self-contained systems that operate without an attached LPR system.

For more information on managing L5Q cameras for Safe Neighborhoods, see the Safe Neighborhoods LEARN Guide *Homeowner Associations ClientPortal User Guide* on https://learning.motorolasolutions.com/.

4.7.1 Viewing Standalone Cameras

Procedure:

1. To view standalone cameras, select **Agency Management→System Management→Standalone Cameras**.

   Figure 52: Standalone Cameras

2. To filter through different systems, enter a camera name or serial number and click **Search**.

The table lists the Site Name, Camera Name, and Serial Number that is associated with the camera along with region and status information.

4.7.2 Adding New Standalone Camera

Procedure:

1. To create a new system, select **New**.
2. Input the new Camera Name, Serial Number, and Location.

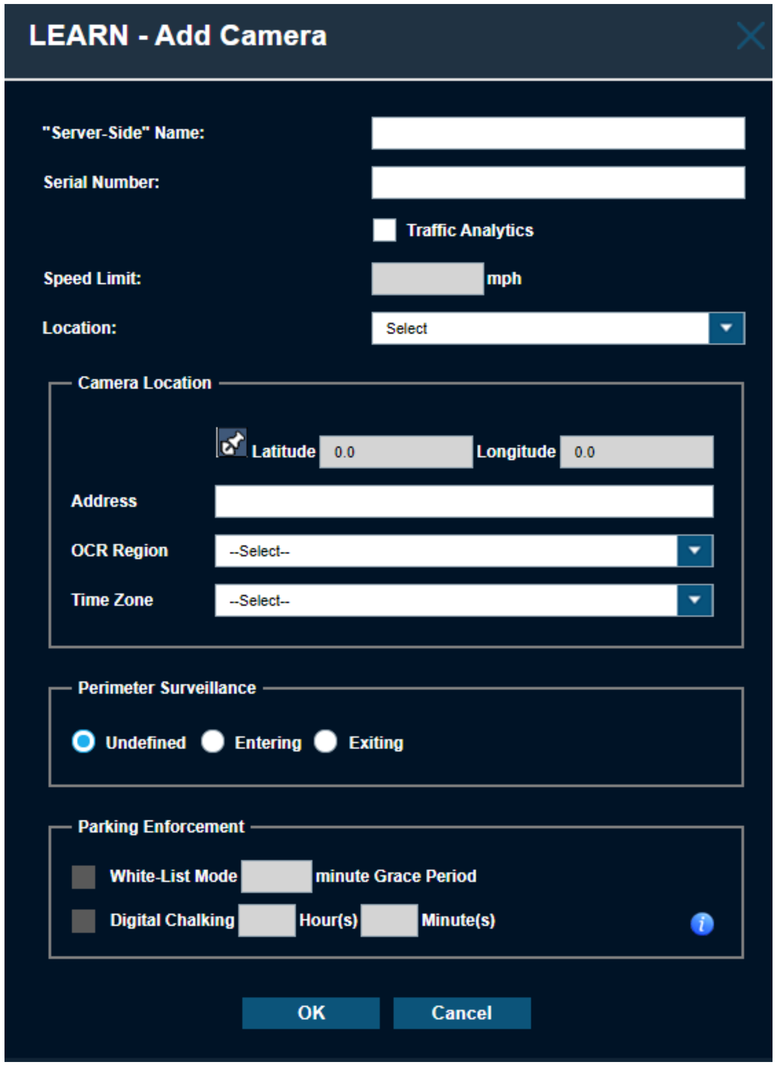
   NOTE:
   Use a standardized format, unique and defining camera names, like an acronym, machine ID or location.

   Location is a predefined Whitelist or Hot List location created in White List or Hot List Management.

3. In the Camera Location section, use the pin icon to search for an address to automatically complete the Latitude, Longitude, Address, and Time Zone fields.

   NOTE: The OCR Region is generally the state/territory that the address is in.

Figure 53: Add New Standalone Camera



4 To postpone alerts until a vehicle can be added to a parking Whitelist, check the **Whitelist Mode** check box and set the **Grace Period**.

NOTE: After this period has elapsed, an alert will be sent if the vehicle has not been added.

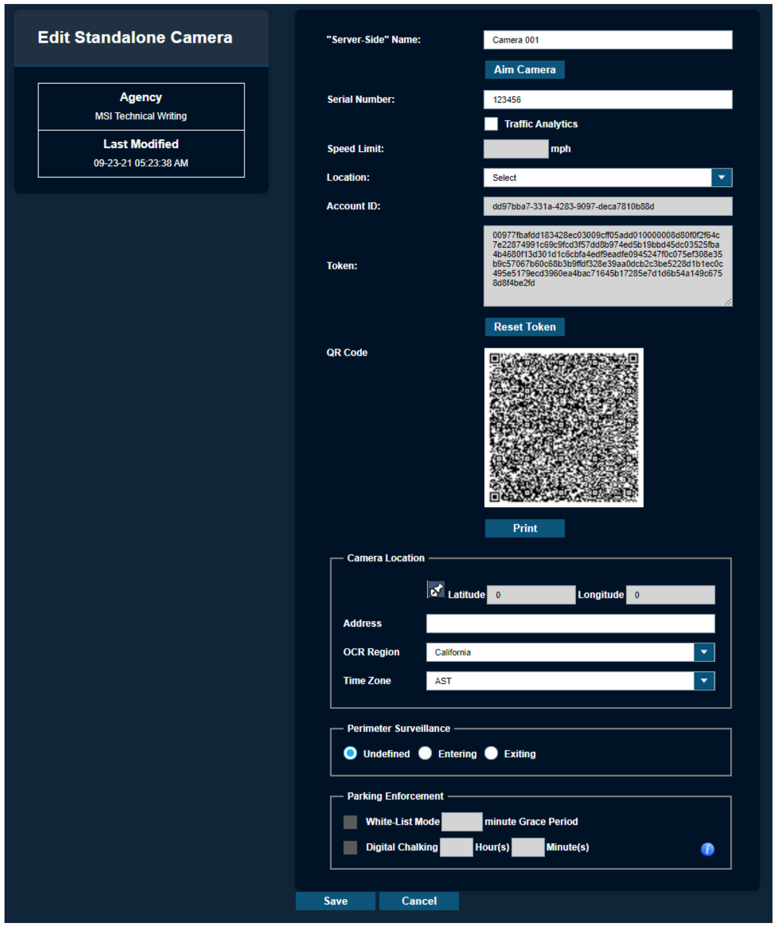
5 To set the Digital Chalking Mode feature. enable the check box and set the period of times for parking violations before generating the TAS Alerts.

4.7.3
Editing Standalone Cameras

Procedure:

1 To edit the camera, select the **Edit** tab.

Figure 54: Edit Standalone Camera



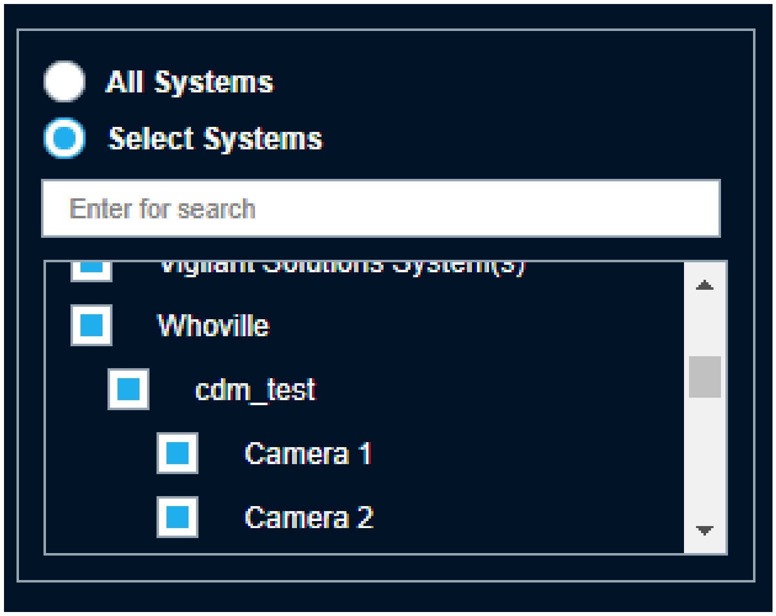
NOTE: The Aim Camera utility and camera Token also can be accessed from this window.

When setting up L5Q cameras, users can scan the L5Q's system QR code instead of typing in a long account ID and token.

4.8 Camera Systems Grouping

NOTE: If you are an agency manager, you can access the feature through **Agency Management**.

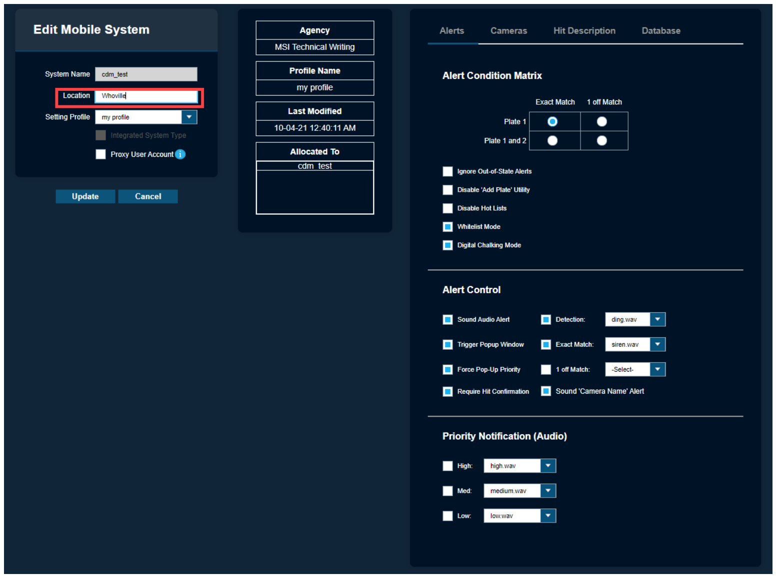
Figure 55: Grouping Camera Systems



Camera systems can be grouped together by their Location names to allow for easier filtering and selection of cameras. Additionally, users can filter the individual cameras belonging to systems in their agency.

4.8.1
Grouping Mobile Camera Systems

Figure 56: Grouping Mobile Camera Systems



Procedure:

1. To group Vigilant Mobile LPR systems together, go to **Agency Management→System Management→Mobile Camera Systems**.
2. Select a system you would like to group and click **Edit**.
3. In the **Location** field, enter a name for the Location to group the cameras systems together by Location name.
4. Click **Update**.
5. Repeat the steps to group additional Mobile Camera systems together.

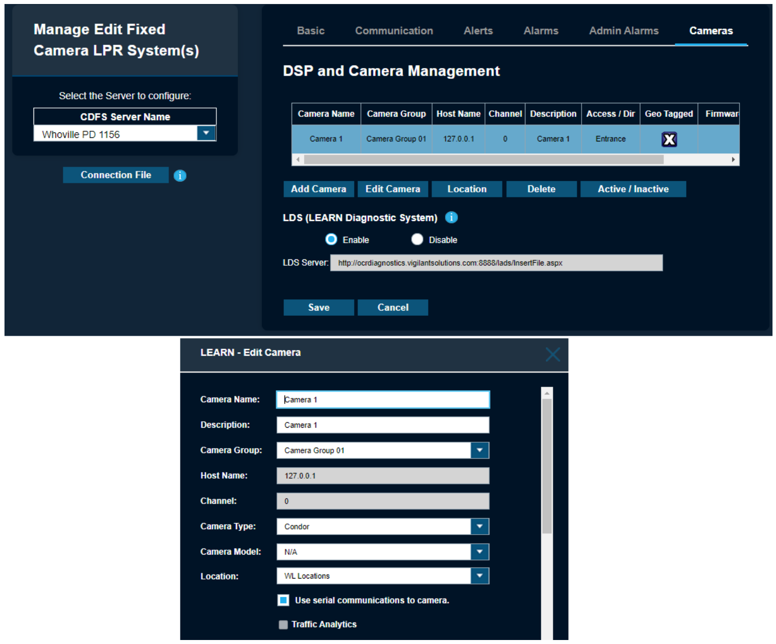
The group option is displayed under QuickSearch and Dashboard Statistics.

4.8.2
Grouping Fixed Camera Systems

Procedure:

1. To group Vigilant CarDetector Fixed Systems, go to **Vigilant PlateSearch**.
2. Select **Whitelist Management** or **Hot List Management**.
3. Select **Location→Add New**.

Figure 57: Grouping Fixed Camera Systems



4 Fill out the name for the location in the **Location** field.

5 Type your location address in the search box and click **Go**.

6 Using the tools on the map, draw a geo-zone around your location.

7 Set up your enforcement hours and Whitelist assignment.

8 Set up any additional rule set and click **Save**.

9 Click **Home**.

10 Go to **Agency Management**→**System Management**→**Fixed Camera Systems**.

11 Select your system and click **Edit**.

12 Navigate to the **Cameras** tab.

13 Select the camera and click **Edit Camera**.

14 Select the location you just created from the **Location** dropdown menu.

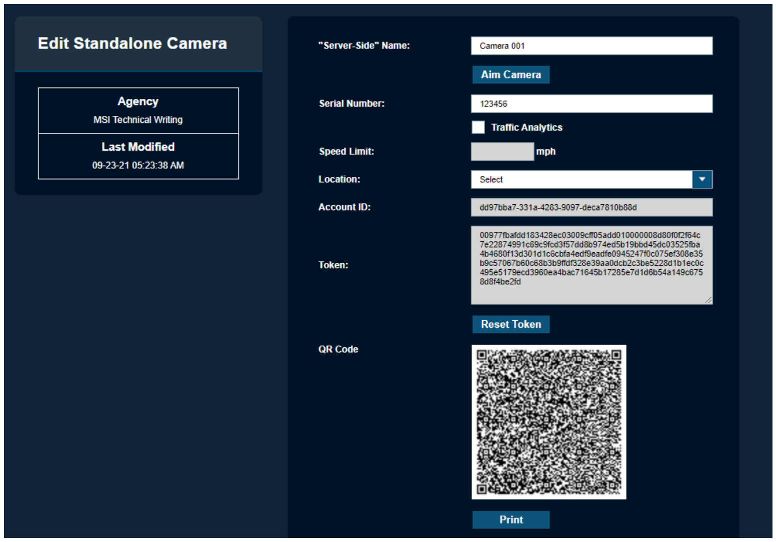
15 Click **OK**.

16 Repeat the steps for other cameras.

17 To finish the camera grouping, click **Save**.

4.8.3
Grouping Standalone Camera Systems

Figure 58: Grouping Standalone Camera Systems



Procedure:

1. To group Vigilant CarDetector Fixed Systems, go to **PlateSearch**.
2. Select **Whitelist Management** or **Hot List Management**.
3. Select **Location→Add New**.
4. Fill out the name for the location in the **Location** field.
5. Type your location address in the search box and click **Go**.
6. Using the tools on the map, draw a geo-zone around your location.
7. Set up your enforcement hours and Whitelist assignment.
8. Set up any additional rule set and click **Save**.
9. Click **Home**.
10. Go to **Agency Management→Standalone Cameras**.
11. Select your system and click **Edit**.
12. For L5Q systems, select the location you just created from the **Location** dropdown menu.
13. To finish the camera grouping, click **Save**.

Chapter 5

User Management

NOTE: This section is only applicable to Agency Managers.

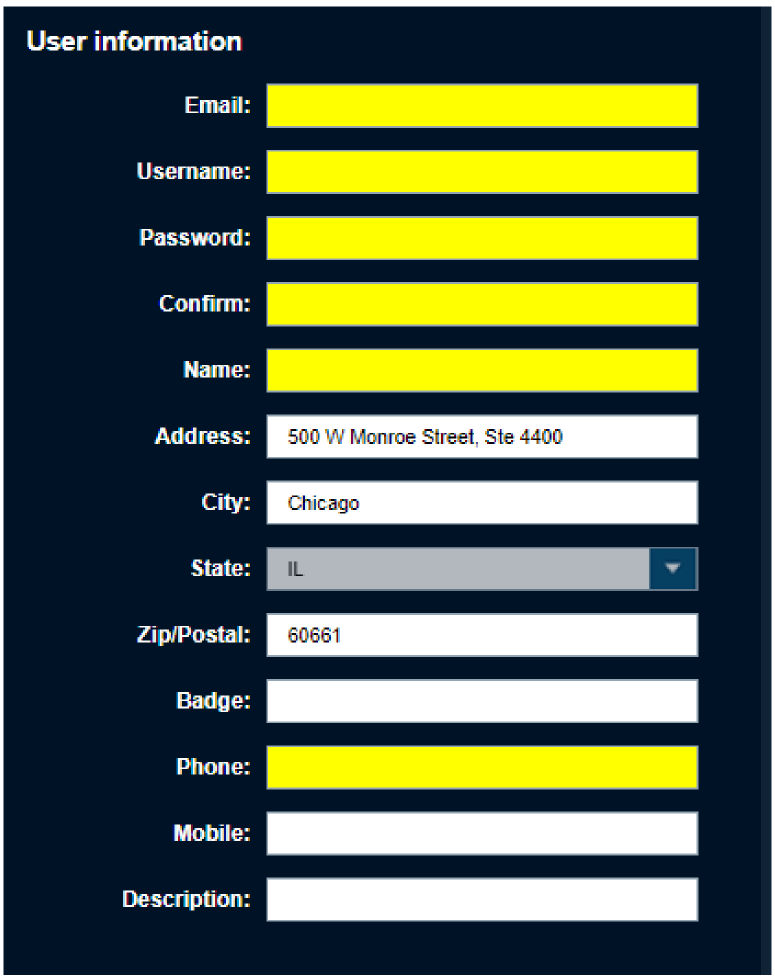
5.1
Adding New User

Procedure:

1 To add new user, go to **Agency Management→User Management→Add New User**.

2 Fill in the following fields in yellow. The white fields are optional.

Figure 59: User Information

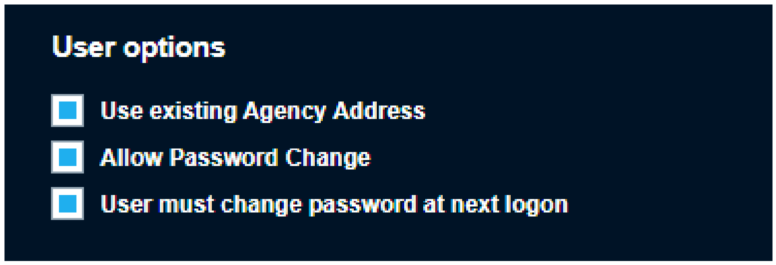


NOTE: When creating the user information, be aware that it cannot include the following special characters (\ / *? : ‘ | “ % < >). Also, it must not exceed 40 characters in length.

3 For User Options, perform the following actions:

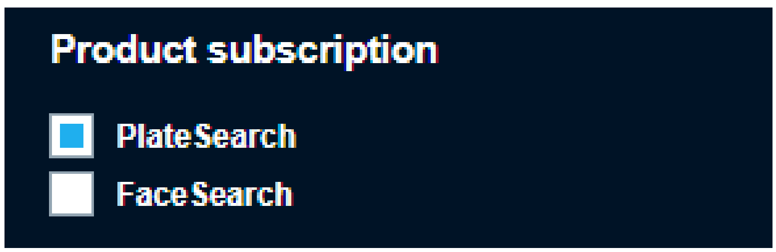
- To prepopulate the user address with the agency address, enable the **Use Existing Agency Address** option.
- To allow the right for the user to change their password under the My Profile section, enable the **Allow Password Change** option.
- To force the user to require a new strict password at the next login, enable the **User must change password at next logon** option.

Figure 60: User Options



4. For agency managers, to assign product subscriptions that are allocated to the agency, select the check box of the options.

Figure 61: Product Subscriptions



5. To set the expiration period, enter the number of days.
6. To set the mandated expiration date, select the check box and determine the date.

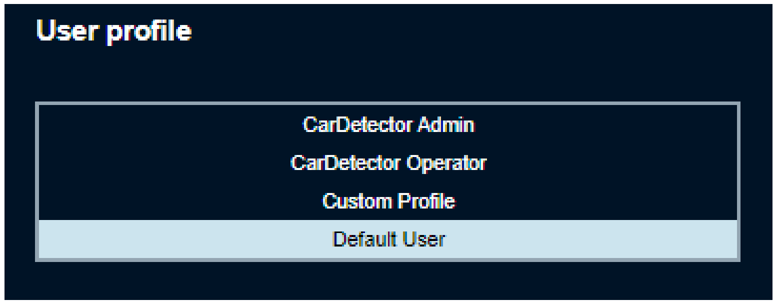
Figure 62: Expiration Period and Date

5.2
Configuring User Management

Procedure:

1. To set user permissions, select the required **User Profile**.

Figure 63: User Profile



2 Perform one of the following actions:
- To add the user and use the prepopulated user permissions, select **Create**.
- To alter the user permissions, proceed to step 3.

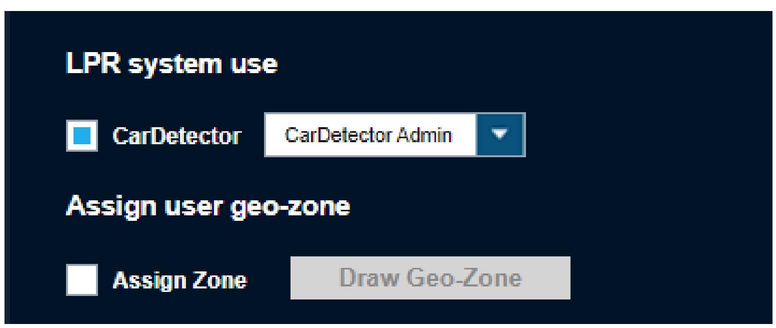
NOTE:
If the Agency manager elects to change the prepopulated user permissions, the User Profile will not be used and instead becomes a Custom user Profile.

You can reset the permissions to a User Profile by selecting a profile name from the table.

3 If you are using a LPR system, select the required LPR System Use:
- To alter system settings and configurations, select **CarDetector Mobile Admin** or **CarDetector Fixed Admin**.
- To limit the configuration options available, select **CarDetector Mobile Operator** or **CarDetector Fixed Operator**.

4 Select the **Assign Zone** box and create a polygonal zone.

Figure 64: LPR System Use

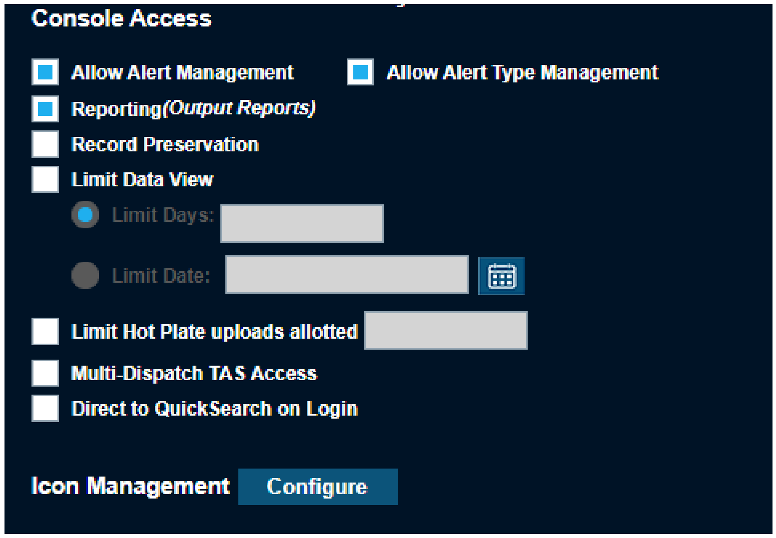


5 Select the required options to be applied to the user when they login to the portal.

6 Select the following required option for Icon Management.
- To enable the feauture for user, select **Active**.
- To disable the feature for user, select **Inactive**.
- To hide the feature, select **Hidden**.

7 To control the user permission to create Custom Alert Types, select **Allow Alert Type Management**.

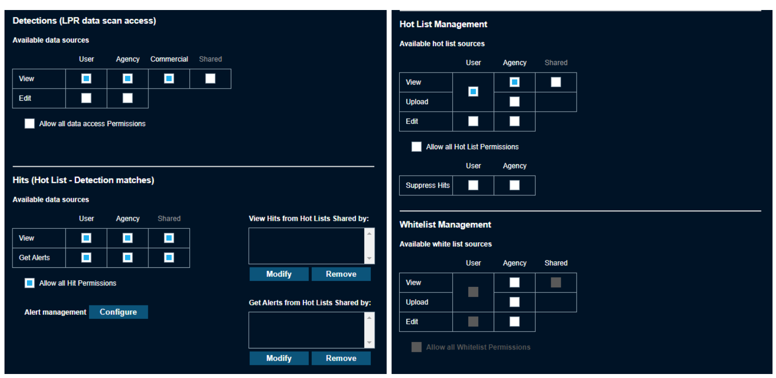
Figure 65: Console Access



8 To set the user permission on Detections, Hits, Hot Lists, or White Lists, select the required options:

- User
- Agency
- Commercial
- Shared

Figure 66: User Permission

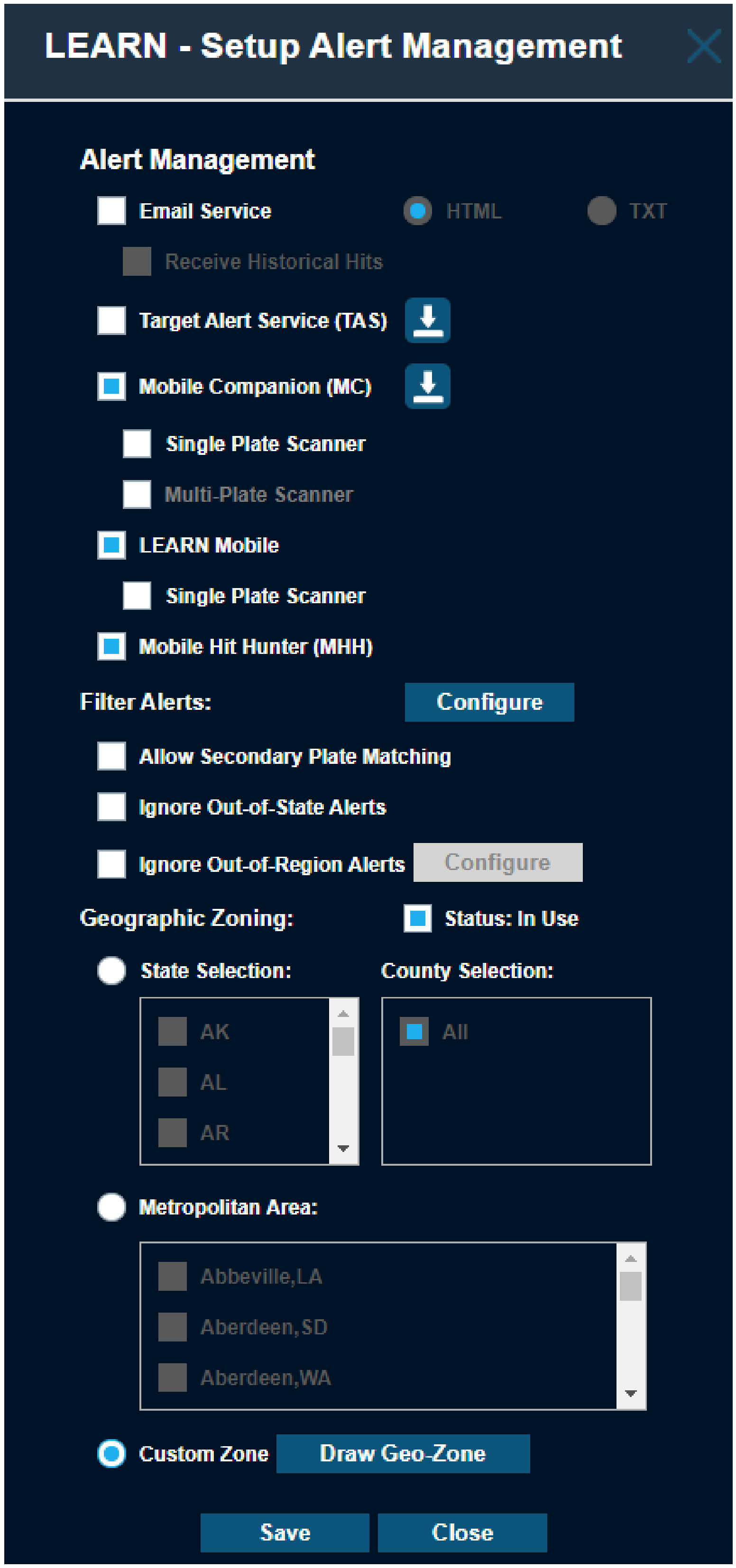


9 In the Hits section, to configure the Email Service, TAS and MHH, select **Configure** at **Alert Management**.

NOTE:
After selecting Email Service, you have the option to select **Receive Historical Hits**.

The MHH can be configured when applicable for Mobile LPR Camera System.

Figure 67: Setup Alert Management

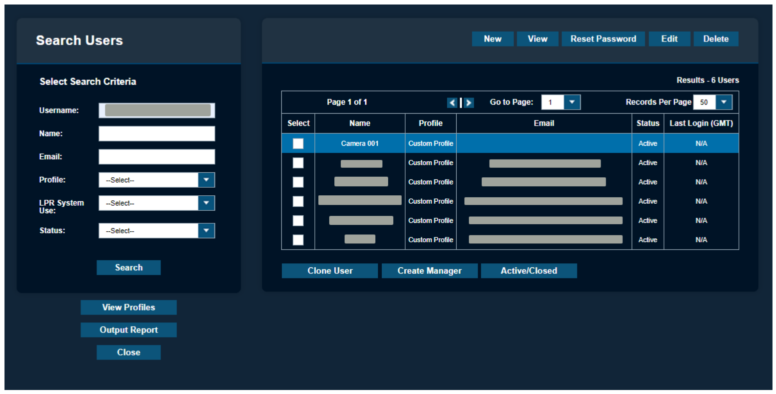


5.3
Searching and Modifying Users

Procedure:

1 To search and modify a user in the agency, go to **Agency Management→User Management→Search/ Modify Users**.

Figure 68: Search and Modify User



2 Based on your preference, perform one of the following actions:

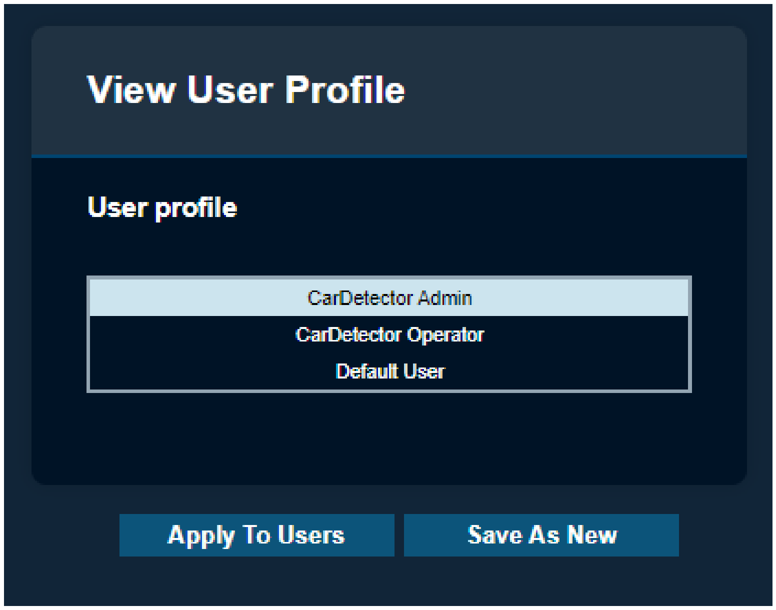
Options	Action
Editing user information	Highlight the user and select **Edit**.
Viewing the contact information of the user	Highlight the user and select **View**.
Making a user Inactivate	Highlight the user and select **Active/Inactive**.
Creating a copy of a user	**a** Highlight the user and click **Save As New**. **b** Insert the Username, Password, Name, and Email. **c** To allow the right for the user to change their password, enable the **Allow Password Change**. **d** To generate the new user, select **Save**, or select **Cancel** to quit user creation.

3 Once the updates have been made to the user Profile, select **Update**.

5.4

Configuring User Profiles

Figure 69: View User Profile



Procedure:

1 To view the user permission given, select ***<required Profile Name>***→**View Profiles**.

2 To apply the user profile to the required user, select **Apply To Users**→***<required user>***→**Save**.

> **NOTE:** The user Permissions and Profile Name will not be editable, but can be assigned to a user list in the users table.

3 To edit the User Permission of the User profile, select **Save as New**→***<required permissions>***→**Save**.

> **NOTE:** The User Permissions and Profile Name will become editable, and be User Permissions will be prepopulated with the Profile that was highlighted when selecting the option. The agency manager can then alter any permission they desire and apply them to desired users by selected the users in the Apply to users table.

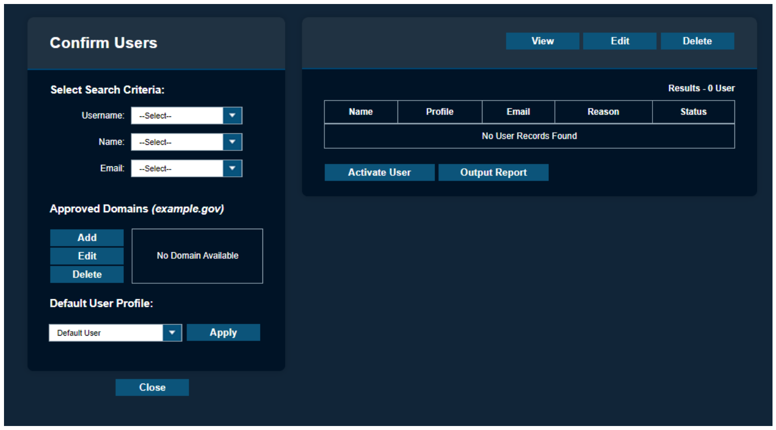
5.5

Confirming New Users

When and where to use:
Before the users are allowed to confirm their email address, the agency must provide an approved government domain. If the domain suffix is not from an approved government domain, Vigilant Support will need to manually validate the domain. If the domain is not allowed (example: Gmail, Yahoo, and so on), the agency manager will be given a warning.

Users must first confirm that their email addresses before their names appear in this list. Once the users are displayed, you can search by username, name, or email address.

Figure 70: New Users Confirmation



Procedure:

1. To confirm new users, highlight the user and select **Agency Management→User Management→ Confirm Users**.
2. To alter the user permissions, highlight the user and select **Edit**.
3. To remove the user if the request is not approved, select **Delete**.

Chapter 6

Hot List Management

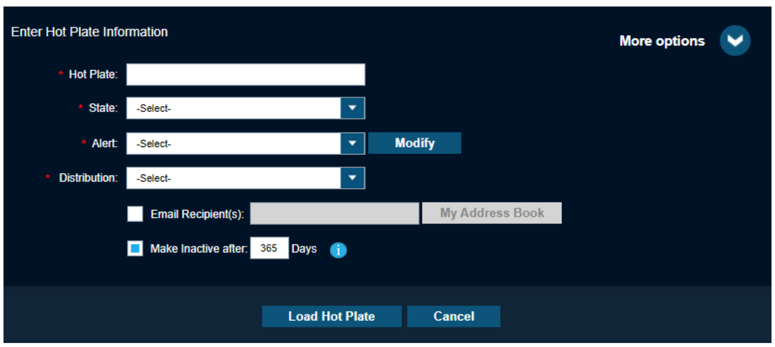
NOTE:
Agency Managers can access the features through **Agency Management**.

6.1
Adding Hot Plate

Procedure:

1 To add Hot Plate, go to **PlateSearch**→**Hot List Management**→**Upload Hot List**→**Add Hot List**→**Add Hot Plate**.

Figure 71: Add Hot Plate



2 Enter the Hot Plate name.

3 Choose the **State**.

4 To add or modify Alerts as needed, choose one of the following options:

- **All Site Users**: Add to the Site-Wide Hot List data pool.
- **Select Users**: This option pulls up a secondary dialog box to select individual users to receive the Hot Plate.
- **Only Email Recipient(s)**: Allows the ability to only assign the Hot List to specified email addresses. Currently this distribution method is only available for the single Add Hot Plate feature.

5 To set Distribution, perform one of the following actions:

- To add the Agency to the Hot List data pool, select **All Agency Users**.
- To select the specific users, select **Select Users**→***<required users>***.
- To select the specific user groups, select **User Groups**→***<required groups>***.

6 Enter the required information.

7 To make the record of the Hot Plate expired within a period of time, select **Make Inactive**→***<required time period>***.

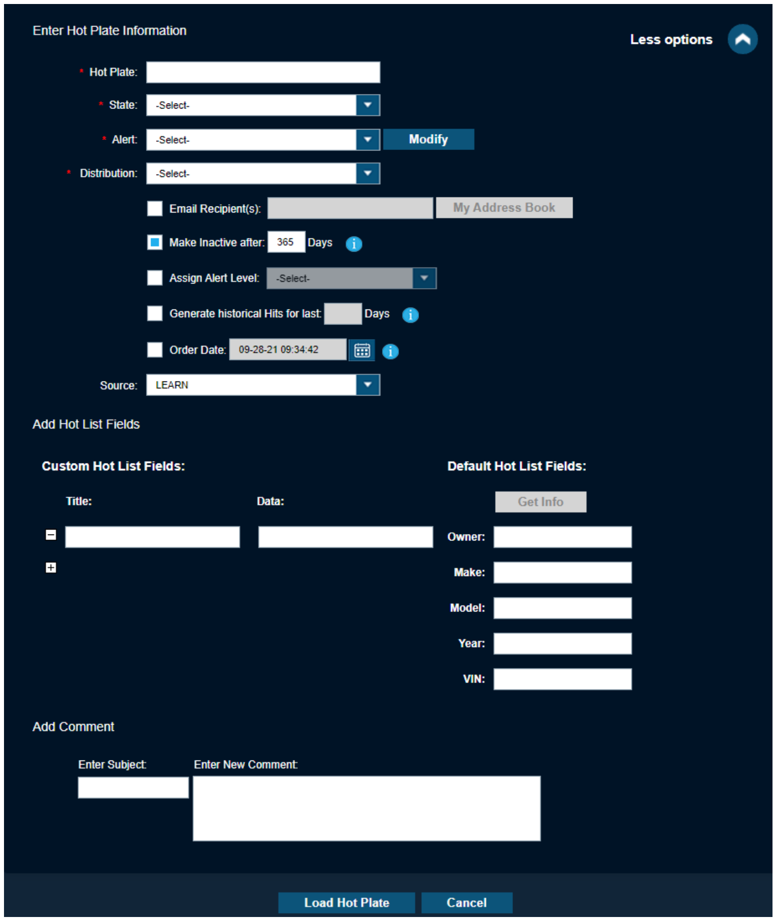
8 To assign further detail to the Hot Plate records, select **More Options**.

See Configuring More Options on page 77 for more information.

9 To upload the plate, select **Load Hot Plate**.

6.1.1
Configuring More Options

Figure 72: More Options



Procedure:

1. To alert the Vigilant CarDetector Mobile user of the severity of the alert, select **Assign Alert Levels**→***<required Alert Level>***.
2. To enter a specific amount of time to do historical hit look-ups, select **Generate historical hits for last**→***<required days>***.
3. To enter the creation date of the Hot List record, select **Order Date**→**select date**.

   NOTE: When date is not entered, it is defaulted to the Date of Load.

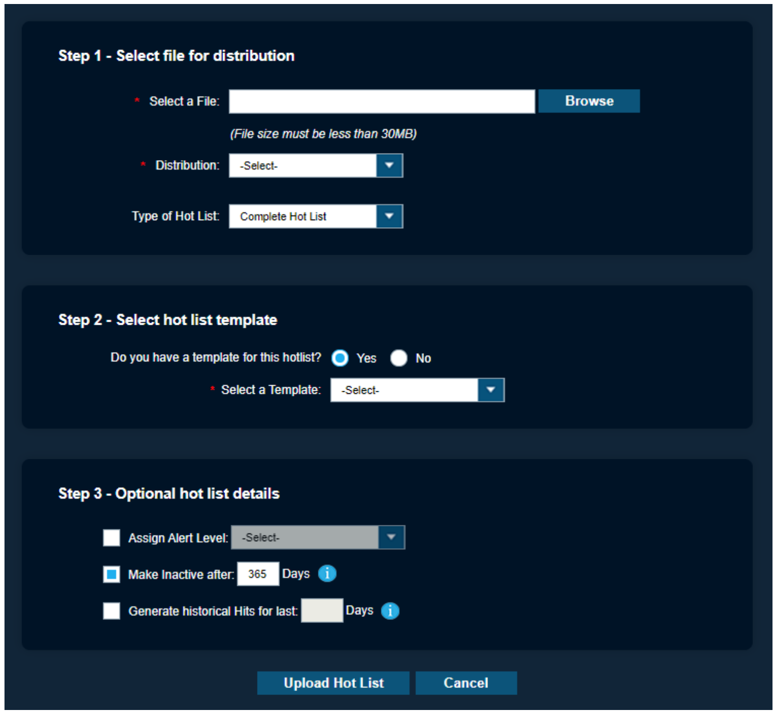
4. For customized note fields in the Custom Hot List Fields, perform the following actions:
   - To add a field, select **+**→**enter new title**→**enter corresponding data point**.
   - To remove a field, select **-**.
5. To include details in the Default Hot List Fields section that describe the vehicle, enter the required information.
6. To add comment about the Hot Plate, type in the **Enter Subject** and **Enter New Comment** boxes.
7. To upload the plate, select **Load Hot Plate**.

6.2 Creating Manual Hot List

Procedure:

1 To manually upload a Hot List, go to **PlateSearch→Hot List Management→Upload Hot List→Manual Hot List**.

Figure 73: Upload a Hot List File



2 To select the required Hot List, select **Browse** and navigate to the file.

NOTE: The file must be less than 30 MB in size to upload. If it is larger than 30 MB, please contact Vigilant Support and request assistance splitting the file.

3 To set Distribution, perform one of the following actions:

- To add the Agency to the Hot List data pool, select **All Agency Users**.
- To select the specific users, select **Select Users→*<required users>***.
- To select the specific user groups, select **User Groups→*<required groups>***.

4 Perform one of the following actions:

Option	Actions
Selecting Yes for Hot List template	a Select **Yes**. b Select the template from the drop-down list. c Continue to step 5. **NOTE:** If the template is already being used by a different Auto Hot List or by a Shared Hot List, you will not see the template option. Only a single unique Template Source name can be assigned at any given time.

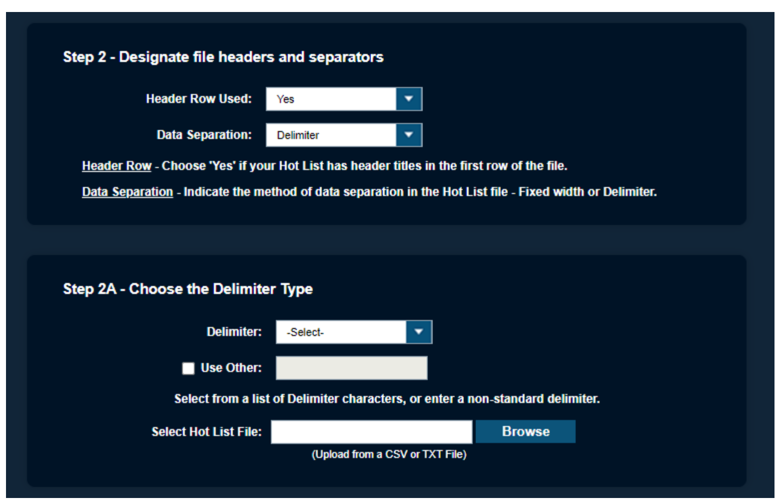
Option	Actions
Selecting No for Hot List template	See Selecting Hot List Template on page 79.

5. Configure the **Optional Hot List Details**.
   - **a** To alert the Vigilant CarDetector Mobile user of the severity of the alert, select **Assign Alert Levels**→***<required Alert Level>***.
   - **b** To make the record expire after a given period, select **Make Inactive after … days**.
   - **c** To enter a specific amount of time to do historical hit look-ups, select **Generate historical hits for last**→***<required days>***.
6. Once all of the information are confirmed, select **Upload Hot List**.

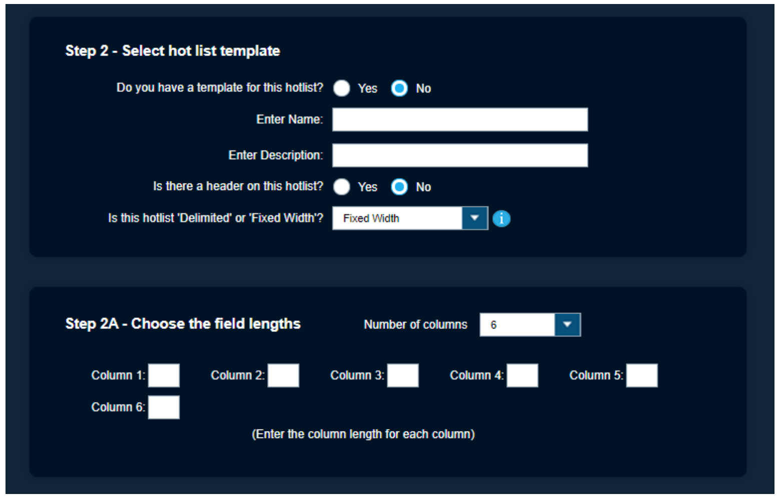
6.3
Selecting Hot List Template

Procedure:

1. Perform one of the following actions:
   - Select **Yes** and select a hot list template from the drop down menu. Proceed to configure the **Optional Hot List Details**.
   - Select **No** to define a template. Proceed to the next step.
2. Enter the template name and description.
3. To define whether the template has a header, select either **Yes** or **No**.
4. Perform one of the following options:

<table>
<tr><th>Option</th><th>Actions</th></tr>
<tr><td>Using Delimiter as the Hot List template</td><td>
a Select Delimiter from the drop down list.
b To choose the delimiter type, select either Comma, Semicolon, or Tab.
c If Comma, Semicolon, or Tab is not used as the delimiter, select Use Other→<type of delimiter>.
Figure 74: Select a Template - Delimiter


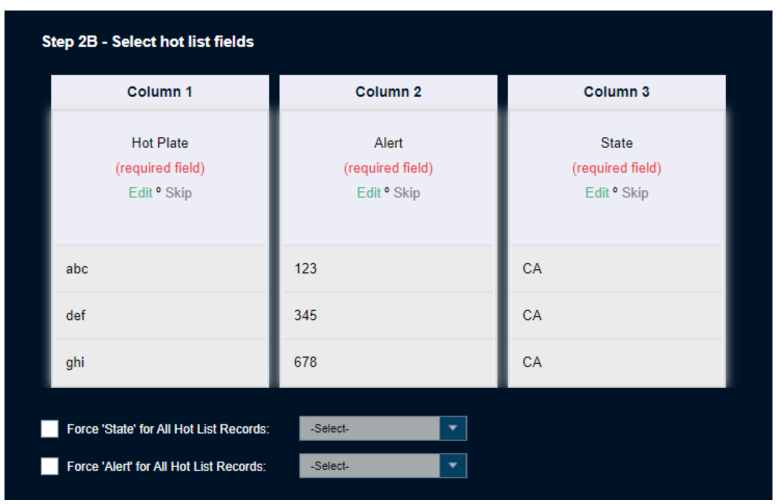
</td></tr>
</table>

<table>
<tr><th>Option</th><th>Actions</th></tr>
<tr><td>Using Fixed Width as the Hot List template</td><td>a Select Fixed Width from the drop down list.
b Select the number of columns.
c Define the field length for each of the column.
Figure 75: Select a Template - Field Width

</td></tr>
</table>

5 Click **Next**.

6 Select **Hot List Fields**.

Figure 76: Select Hot List Fields



7 To map the fields, perform one of the following actions:

- Select the fields from the drop-down box that pairs with the loaded data and select **OK**.
- If the column is not going to be used, select **Skip**.

8 Perform one of the following actions:

- To create a custom column name, select **-New Column Name-**.
- To push all of the column names to the right that have already been defined, select **-Insert Column Name-**.

- To move all of the column names to the left that have already been defined, select **-Delete Column Name-**.

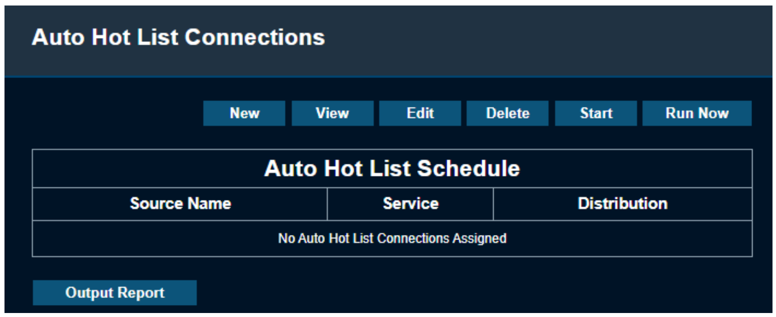
9 Click **Next**.

6.4 Creating Auto Hot List

Procedure:

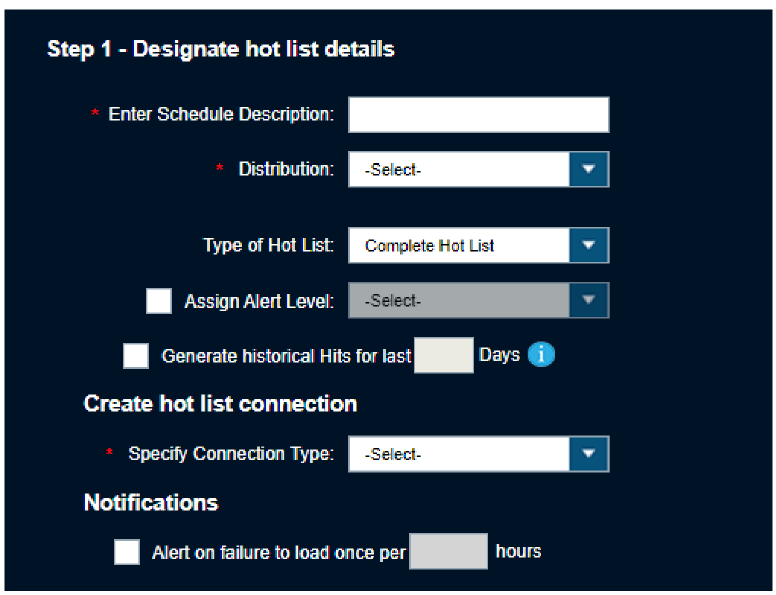
1 To manually upload a Hot List, go to **PlateSearch**→**Hot List Management**→**Upload Hot List**→**Auto Hot List**.

Figure 77: Auto Hot List Connection



2 To begin creating an Auto Hot List Schedule, select **New**.

Figure 78: Designate Hot List Details



3 Enter the schedule description.

4 To set Distribution, perform one of the following actions:

- To add the Agency to the Hot List data pool, select **All Agency Users**.
- To select the specific users, select **Select Users**→*<required users>*.
- To select the specific user groups, select **User Groups**→*<required groups>*.

5 Choose the type of Hot List.

6. To alert the Vigilant CarDetector Mobile user of the severity of the alert, select **Assign Alert Levels→*<required Alert Level>***.
7. To enter a specific amount of time to do historical hit look-ups, select **Generate historical hits for last→*<required days>***.
8. Select the connection type.
9. Fill in the required information.
10. To test the connectivity, select **Test Connection**.
11. To set the alert on failure to load notification, enable the check box and set the required hours.
12. Perform one of the following actions:

Option	Actions
Selecting Yes for Hot List template	**a** Select **Yes**. **b** Select the template from the drop-down list. **c** Click **Next** and continue to step 13. **NOTE:** If the template is used by a different Auto Hot List, or a Shared Hot List, you will not see the template option. Only a single unique Template Source name can be assigned at any given time.
Selecting No for Hot List template	See Selecting Hot List Template on page 79.

13. Perform the following actions:
    - To update the Hot List at a specified time each day, select **Use Daily Schedule**.

      NOTE: Times are stated in EST for the Hosted Server.
    - To set up for a time interval duration, select the **Time Interval**.
    - To set up for a specific schedule, select **Customize Schedule** specify the days of the week you wish to load.
14. Click **Finish**.

6.5 Configuring TX-TCIC and TX-NCIC Hot List Automation

Hosted Vigilant LEARN 6.0 servers are now capable of supporting the automation of the Texas Department of Public Safety - Texas Crime Information Center (TX DPS TCIC) and Texas - National Crime Information Center (TX-NCIC) hot lists. This secure solution ensures compliance and reliability of access to the TX DPS hot lists for use with LPR alerting.

Procedure:

1. From the Hot List Management screen, navigate to **Upload Hot List→Auto Hot List**.
2. If you do not have the credentials, perform the following actions:
   - **a** Send an email to TCIC Operations at TCIC.Operations@dps.texas.govand follow the process to the required signed agreements and policies.

b After TX DPS has given the approval, provide a written request to vigilantsupport@motorolasolutions.com to turn on external detection sharing with TX DPS.

NOTE: Once confirmed, TX DPS will contact you and provide the hot list access credential and URL.

c Login to the provided URL and confirm your credentials are valid and working.

NOTE: Skip this step and proceed to step 3, if you already have the access.

3 Select **New**.

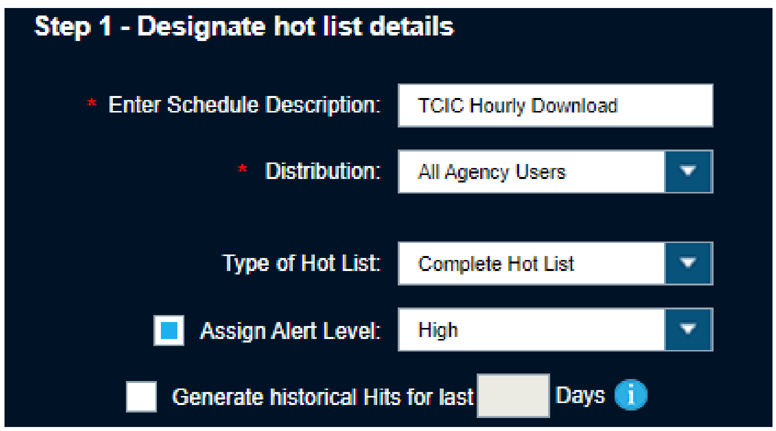
4 To specify the Hot List details, enter the following information:

- Schedule description for TX-TCIC hot list download.

  NOTE: Vigilant LEARN will force the schedule to automate hourly for increased reliability and performance.

- Required distribution.
- Required alert level for the TX-TCIC hot list.

Figure 79: Specify Hot List Details

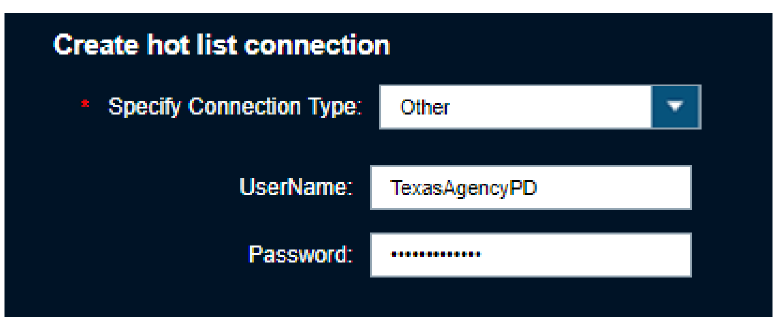


5 Configure the Hot List connection type.

a For Connection Type, choose **Other**.

b Enter the credentials provided by TX DPS.

Figure 80: Configure Hot List Connection

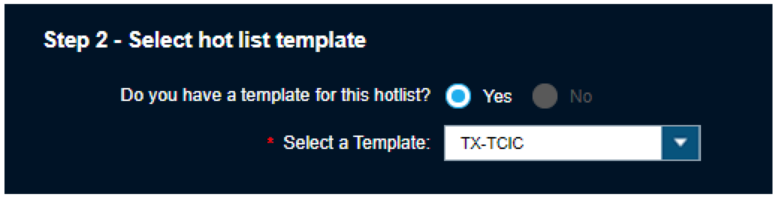


6 Select **Yes** that you have a template for this hot list.

7 Select **TX-TCIC** from the template drop-down list.

8 Select **Next**.

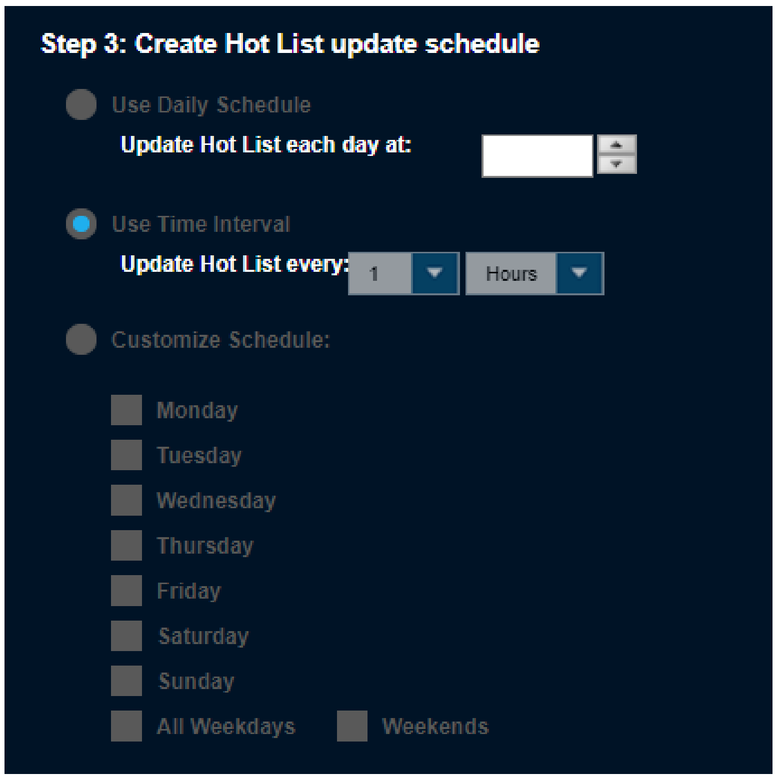
Figure 81: Select Hot List Template



9 Review that the update to Hot List occurs every 1 hour and select **Finish**.

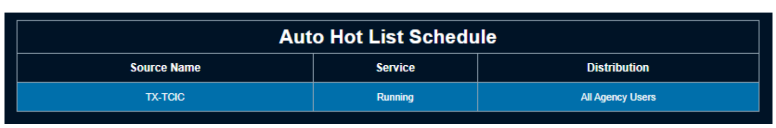
NOTE: Vigilant LEARN will force the schedule to automate hourly for reliability and performance. Updates to the list are dependent upon TX DPS scheduling and may only occur once per day. Vigilant LEARN's automation services will attempt to compare for any updates once per hour.

Figure 82: Schedule Confirmation



The service state for TX-TCIC is displayed as `Running`.

Figure 83: TX-TCIC Service State



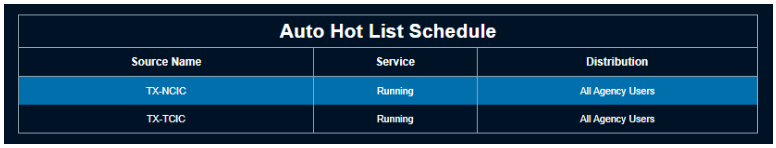
Auto Hot List Schedule

Source Name	Service	Distribution
TX-TCIC	Running	All Agency Users

10 Repeat step 3 to step 9 for TX-NCIC source name.

The service states for both TX-TCIC and TX-NCIC are displayed as `Running`.

Figure 84: TX-TCIC and TX-NCIC Service State



Auto Hot List Schedule		
Source Name	Service	Distribution
TX-NCIC	Running	All Agency Users
TX-TCIC	Running	All Agency Users

11 Wait for an hour to see the next load to clients and agency for user assignment.

NOTE: You may configure **Management Notices** on your **My Manager Profile** to be alerted from email on the next load.

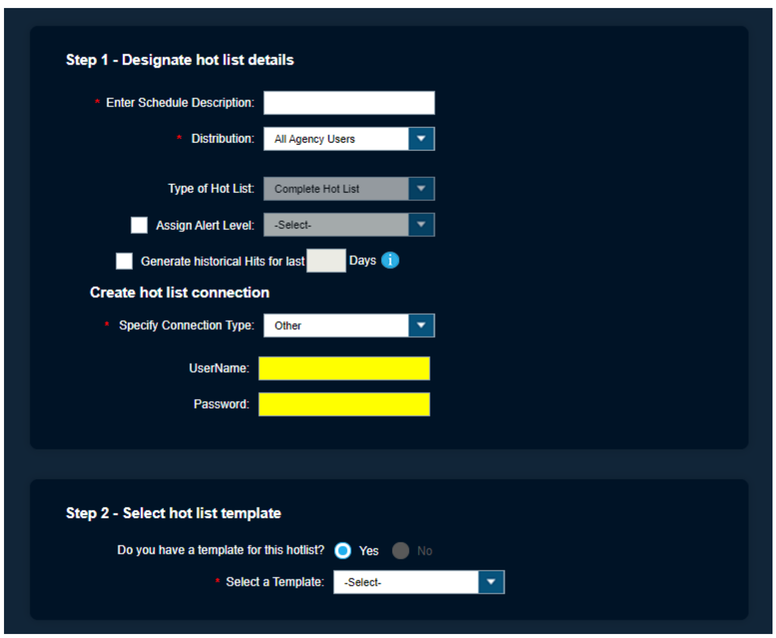
6.6

Creating Hot List for Texas Agency Managers

The Automated Hot List Set Up page complies with Texas Department of Public Safety (DPS) policies for TX-TCIC and TX-NCIC Hot List distribution.

NOTE: This feature is not applicable for the Vigilant LEARN Australia server.

Figure 85: Automated Hot List Set Up



Procedure:

1 Enter the description of the auto job. For example, TX-TCIC.

2 For Distribution, select **All Agency Users**.

3 For Connection Type, select **Other**.

4 Enter the credentials of your agency for TX DPS.

5 For Template, select **TX-TCIC**.

6 Click **Next**.

7 To update the hot list, select **Schedule**.

8 Click **Finish**.

9 To create a second Auto Hot List job for TX-NCIC, repeat from step 1.

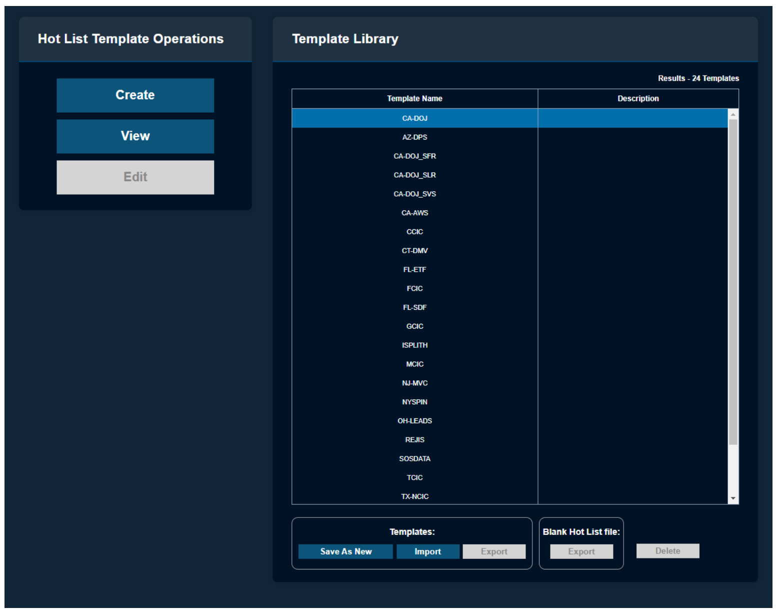
NOTE: For more information on how to set up Auto Hot Lists for TX DPS, download the TX DPS Hot List Automation Guide.

6.7
Viewing Hot List Templates

Procedure:

To view existing Hot List templates, go to **PlateSearch→ Hot List Management→ Hot List Templates→ View Template**.

Figure 86: Viewing Templates

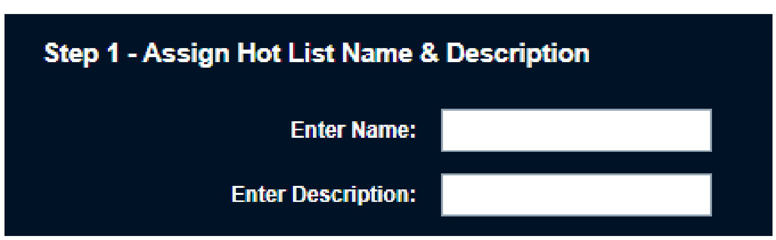


6.8
Creating Hot List Template

Procedure:

1 To create Hot List templates, go to **PlateSearch→ Hot List Management→ Hot List Templates→Create Template**.

Figure 87: Assign Hot List Name and Description



2 Enter a unique and short name of the template.

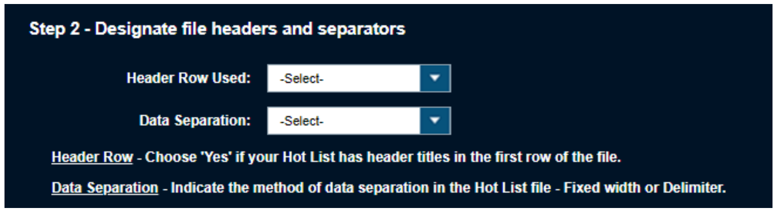
3 Enter the template description.

4 Designate the file headers:

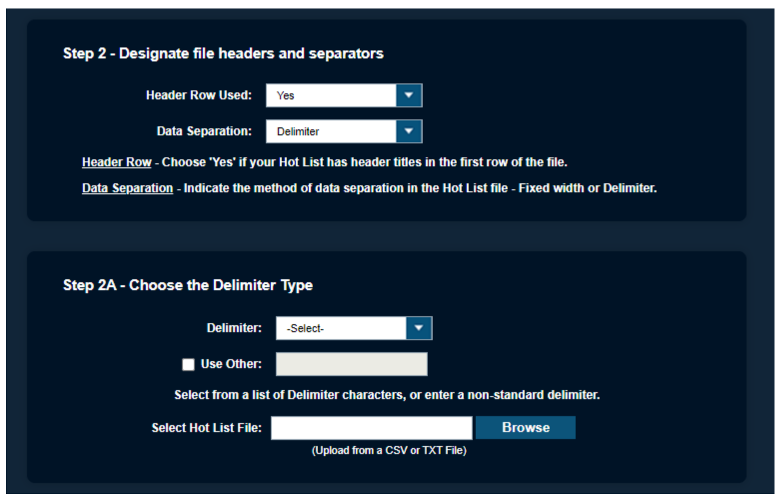
- If the Hot List has a Header Row, select **Yes**.

- If the Hot List does not has a Header Row, select **No**.

Figure 88: Designate File Headers and Separators

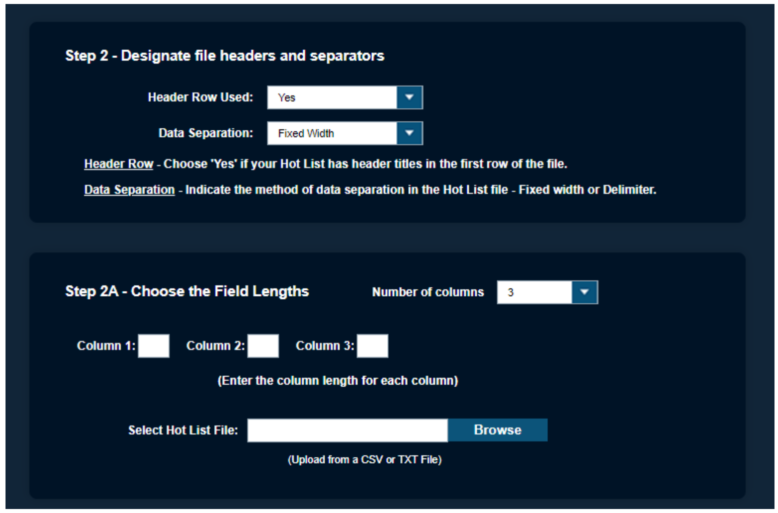


5 Perform one of the following options:

<table>
<tr><th>Option</th><th>Actions</th></tr>
<tr><td>Using Delimiter as the Hot List template</td><td>
a Select Delimiter from the drop down list.
b To choose the delimiter type, select either Comma, Semicolon, or Tab.
c If Comma, Semicolon, or Tab is not used as the delimiter, select Use Other→<code><type of delimiter></code>.
Figure 89: Choose the Delimiter Type


</td></tr>
<tr><td>Using Fixed Width as the Hot List template</td><td>
a From the drop-down list, choose the number of columns.
b Define the field length for each of the column.
</td></tr>
</table>

Option	Actions
	Figure 90: Choose the Field Lengths

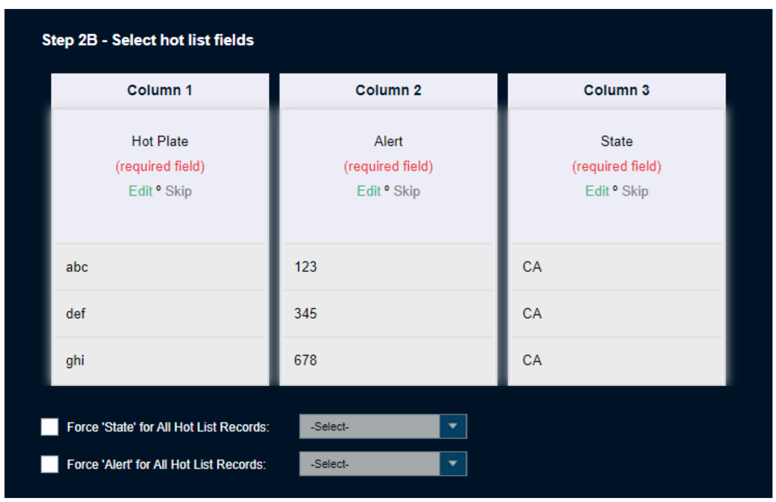


6 To select the desired Hot List, select **Browse** and navigate to the file.

7 Click **Next**.

8 Select **Hot List Fields**.

Figure 91: Select Hot List Fields



9 To map the fields, perform one of the following actions:

- Select the fields from the drop-down box that pairs with the loaded data and select **OK**.
- If the column is not going to be used, select **Skip**.

10 Perform one of the following actions:

- To create a custom column name, select **-New Column Name-**.
- To push all of the column names to the right that have already been defined, select **-Insert Column Name-**.
- To move all of the column names to the left that have already been defined, select **-Delete Column Name-**.

11 Click **Finish**.

6.9
Duplicating Hot List Template

Procedure:

1. To generate a template from an existing default template, go to **PlateSearch**→ **Hot List Management**→ **Hot List Templates**→ **View Template**.
2. Highlight one of the default templates and select **Save As New**.
3. Perform one of the following actions:
   - To create new template, enter a new template Name, Description, and Source.
   - To clone the template, enter a new template Name.

6.10
Editing Hot List Template

Procedure:

1. To edit a Hot List Template, navigate to **PlateSearch**→ **Hot List Management**→**Hot List Templates**→**Edit template**.
2. Highlight the desired template and select **Edit**.

6.11
Importing and Exporting Hot List Template

Procedure:

1. Highlight the required template.
2. To import and export templates from different sites, select **Import** and **Export** under **Templates**.

   NOTE: This feature allows you to share the templates with a local site that uses an identical custom template.
3. To export a blank Hot List template, select **Export** under **Blank Hot List file**.

6.12
Deleting Hot List Templates

Procedure:

1. To remove a template, highlight the required templates and select **Delete**.

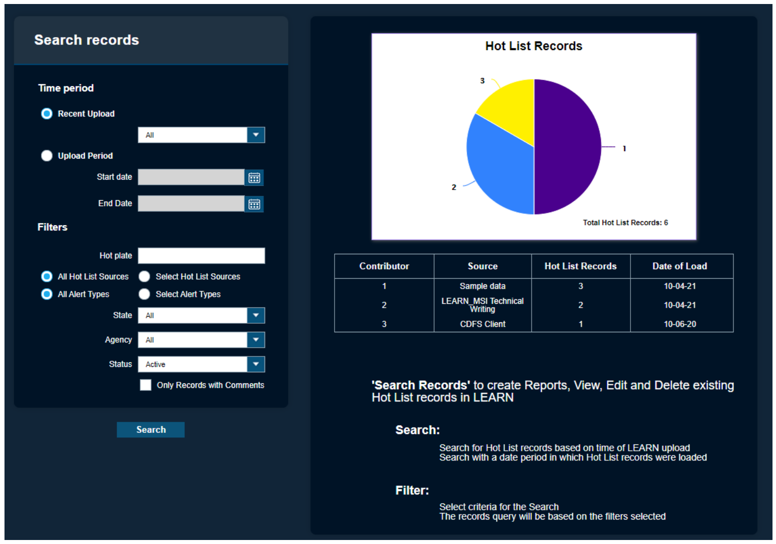
   NOTE: You are not allowed to delete the default templates in the **Template Library**.

6.13
Searching Records

Procedure:

1. To search for Hot List records, go to **PlateSearch**→**Hot List Management**→**Search Records**.

Figure 92: Hot List Search Records



2 To search the records by the time period, perform the following actions:

Option	Actions
Searching by recent upload	**a** Select the radio button. **b** Choose the duration.
Searching by upload period	**a** Select the radio button. **b** Choose the start and end date of the re-cord is uploaded.

3 To search the records by the filters, define the following information:

- Hot Plate
- Hot List Source Alert Type(s)
- State
- Agency
- Status

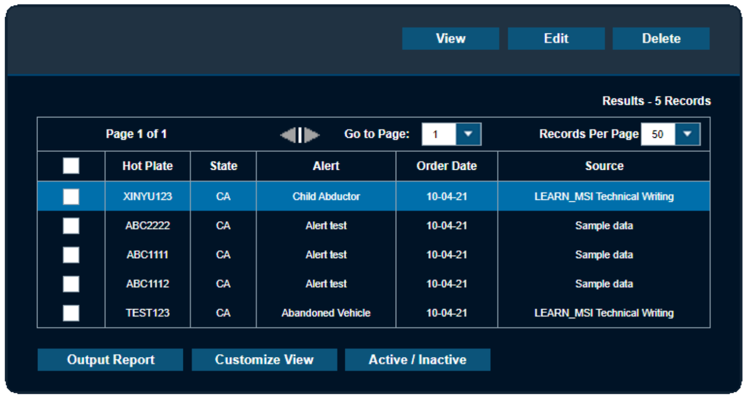
a To only show Hot List records with comments, select the radio button.

4 Click **Search**.

The search result is presented in chronological order. The default table view includes the following information:

- Hot Plate
- State
- Alert
- Order Date
- Source name

Figure 93: Hot List Search Records

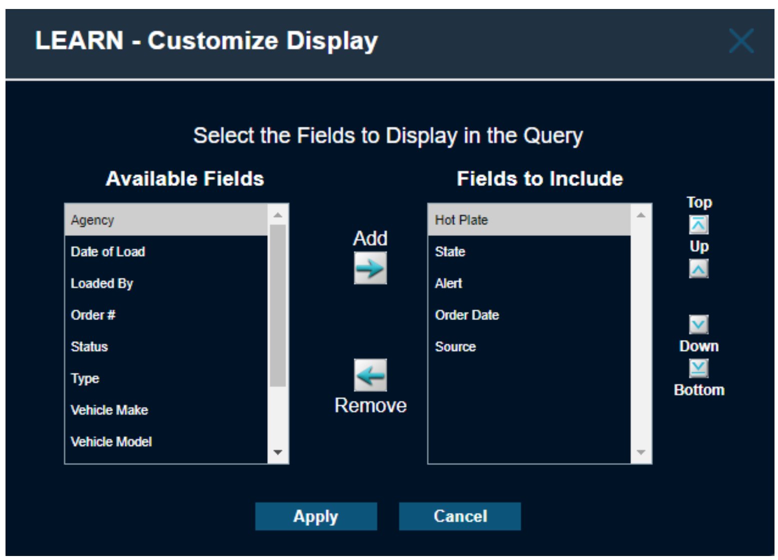


5 To customize the output view, select **Customize View**.

a To add or remove fields to the fields to include, highlight the field and select **Add** or **Remove** based on the field priority.

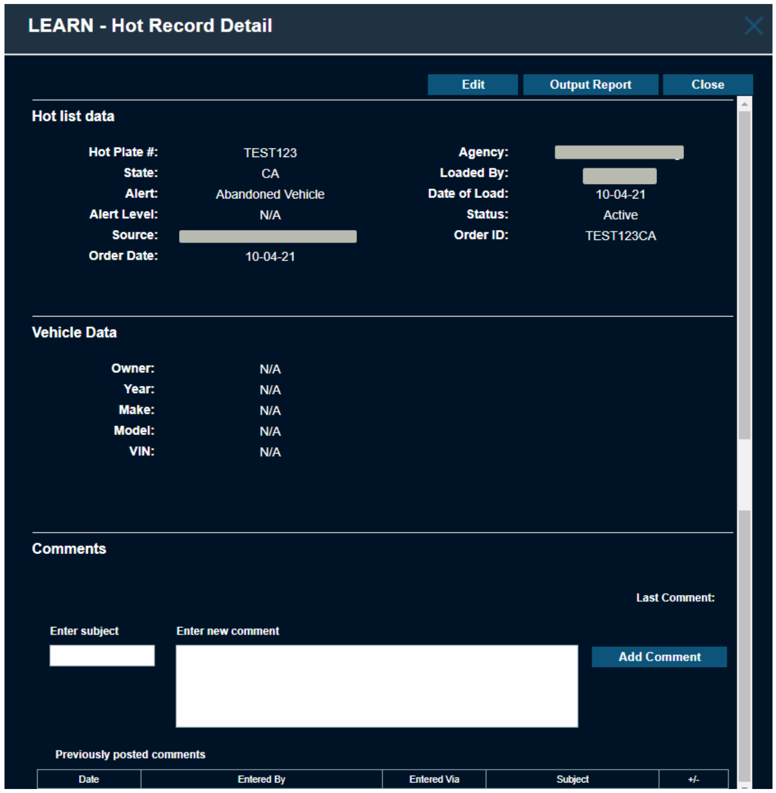
b To save the customize view, click **Apply**.

Figure 94: Search Records Customize Report



6 To view the Hot Record details, highlight the record and click **View**.

Figure 95: Hot List Search Records Details



NOTE: You can edit only if the Hot List belongs to your site.

7 To add comment about the Hot List, type in the **Enter Subject** and **Enter New Comment** boxes and click **Add Comment**.

6.13.1
Outputting Search Records Report

Procedure:

1 To output the report, select the required report format and click **Create**.

2 Perform one of the following actions:
- To download the report in PDF, click **Get PDF**.
- To download the report in XLS, click **Get XLS**.

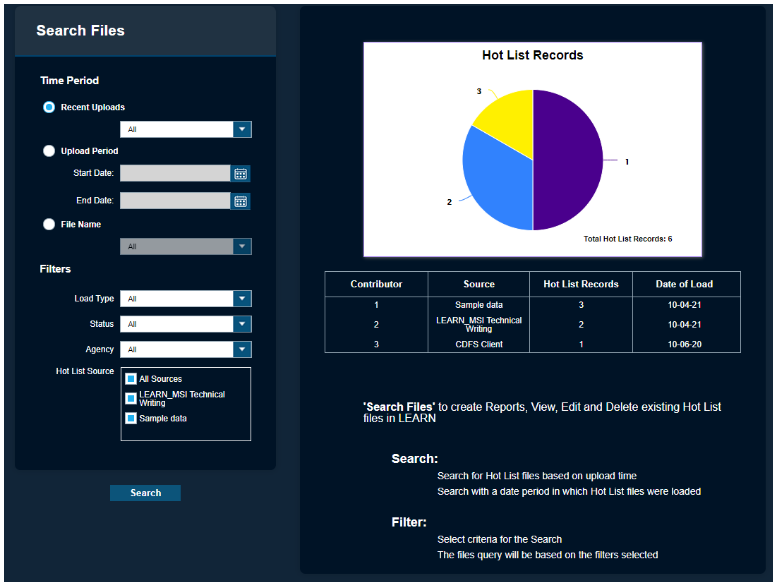
3 To consolidate the report, select **Consolidate**.
  a Select the fields to include in the Report Details section.
  b Download the report.

6.14
Searching Files

Procedure:

1 To search for Hot List files, go to **PlateSearch**→ **Hot List Management**→**Search Files**.

Figure 96: Searching for Hot List Files



2 To search the files by the time period, perform the following actions:

Option	Actions
Searching by recent upload	**a** Select the radio button. **b** Choose the duration.
Searching by upload period	**a** Select the radio button. **b** Choose the start and end date of the file is uploaded.
Searching by file name	Enter the file name.

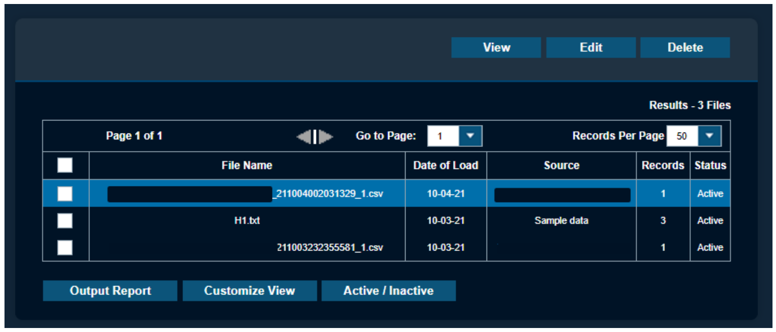
3 To search the records by the filters, select the required information.

4 Click **Search**.

The search result is presented in chronological order. The default table view includes the following information:

- File Name
- Date of Load
- Source
- Records
- Status

Figure 97: Hot List Search Files



5 To view the Hot List file details, highlight the file and click **View**.

6 To customize the output view, select **Customize View**.

a To add or remove fields to the fields to include, highlight the field and select **Add** or **Remove** based on the field priority.

b To save the customize view, click **Apply**.

6.14.1

Outputting Search Files Report

Procedure:

1. To output the report, choose the format of report in PDF or XLS, and click **Create**.
2. Select the fields to include in the Report Details section.
3. Perform one of the following actions:
   - For PDF, click **Get PDF** to download the report.
   - For XLS, click **Get XLS** to download the report.

Chapter 7

Whitelist Management

NOTE: If you are an agency manager, you can access the features through **Agency Management**.

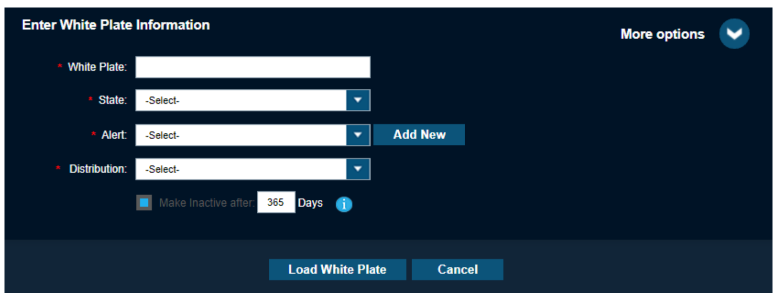
7.1

Adding White Plate

Procedure:

1. To add Whitelist, go to **PlateSearch→Whitelist Management→Upload Whitelist→Add Whitelist→Add White Plate**.

   Figure 98: Add White Plate

2. Enter the White Plate name.
3. Choose the **State**.
4. To add or modify Alerts as needed, choose one of the following options:
   - **All Site Users**: Add to the Site-Wide Whitelist data pool.
   - **Select Users**: This option pulls up a secondary dialog box to select individual users to receive the White Plate.
   - **Only Email Recipient(s)**: Allows the ability to only assign the Whitelist to specified email addresses. Currently this distribution method is only available for the single Add White Plate feature.
5. To set Distribution, perform one of the following actions:
   - To add the Agency to the Whitelist data pool, select **All Agency Users**.
   - To select the specific users, select **Select Users**→***<required users>***.
   - To select the specific user groups, select **User Groups**→***<required groups>***.
6. Enter the required information.
7. To make the record of the White Plate expire within a period of time, select **Make Inactive**→***<required time period>***.
8. To assign further detail to the White Plate records, select **More Options**.

   See Configuring More Options on page 77 for more information.
9. To upload the plate, select **Load White Plate**.

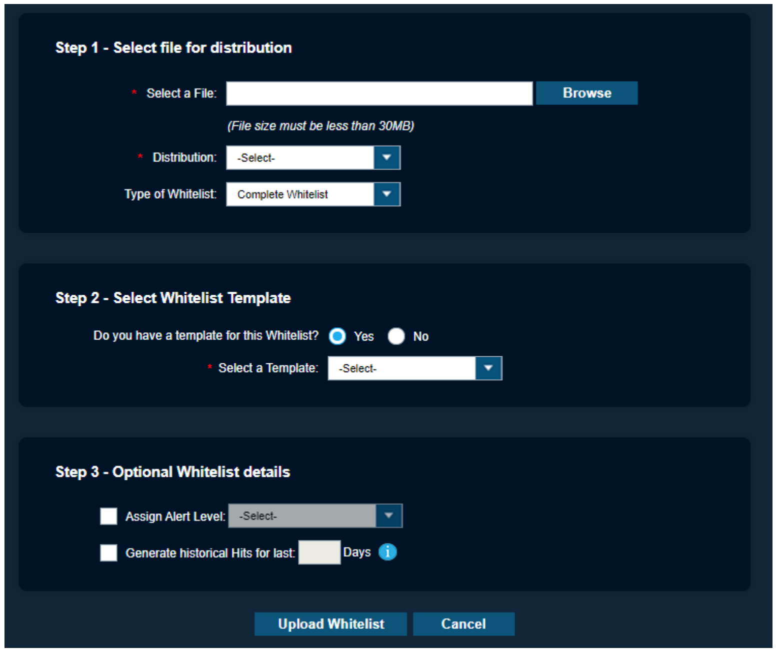
7.2

Creating Manual Whitelists

Procedure:

1 To manually upload a Whitelist, go to **PlateSearch→Whitelist Management→Upload Whitelist→Manual Whitelist**.

Figure 99: Upload Whitelist File



2 To select the required Whitelist, select **Browse** and navigate to the file.

NOTE: The file must be less than 30 MB in size to upload. If it is larger than 30 MB, please contact Vigilant Support and request assistance splitting the file.

3 To set Distribution, perform one of the following actions:

- To add the Agency to the Whitelist data pool, select **All Agency Users**.
- To select the specific users, select **Select Users**→***<required users>***.
- To select the specific user groups, select **User Groups**→***<required groups>***.

4 Perform one of the following actions:

Option	Actions
Selecting Yes for Whitelist template	**a** Select **Yes**. **b** Select the template from the drop-down list.

Option	Actions
	c Continue to step 5. **NOTE:** If the template is already being used by a different Auto Whitelist or by a Shared Whitelist, you will not see the template option. Only a single unique Template Source name can be assigned at any given time.
Selecting No for Whitelist template	see Selecting Hot List Template on page 79.

5 Configure the **Optional Whitelist Details**.

a To alert the Vigilant CarDetector Mobile user of the severity of the alert, select **Assign Alert Levels**→***<required Alert Level>***.

b To make the record expire after a given period, select **Make Inactive after … days**.

c To enter a specific amount of time to do historical hit look-ups, select **Generate historical hits for last**→***<required days>***.

6 Once all of the information are confirmed, select **Upload WhiteList**.

7.3

Selecting a Whitelist Template

Procedure:

1 Perform one of the following actions:

- Select a white list from the drop down menu.
- Select **No** to define a template.

2 Enter the template name and description.

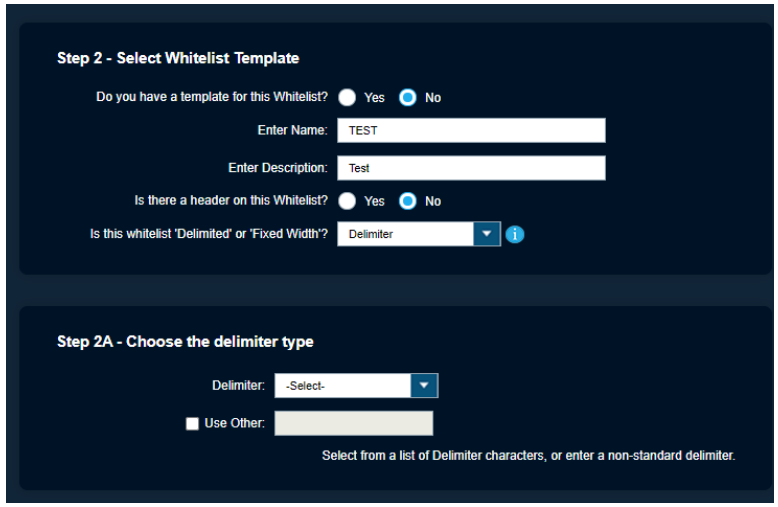
3 To define whether the template has a header, select either **Yes** or **No**.

4 From the drop-down list, select one of the following options:

Option	Actions
Using Delimiter as the Hot List template	a Select **Delimiter** from the drop down list. b To choose the delimiter type, select either **Comma**, **Semicolon**, or **Tab**. c If Comma, Semicolon, or Tab is not used as the delimiter, select **Use Other**→***<type of delimiter>***.

<table>
<tr><th>Option</th><th>Actions</th></tr>
<tr><td></td><td>

Figure 100: Select a Template - Delimiter



</td></tr>
<tr><td>

Using Fixed Width as the Hot List template

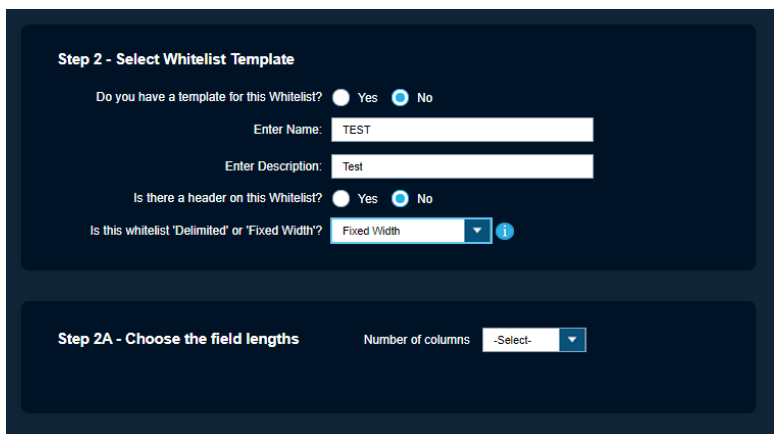
</td><td>

a Select **Fixed Width** from the drop down list.

b Select the number of column.

c Define the field length for each of the column.

Figure 101: Select a Template - Field Length

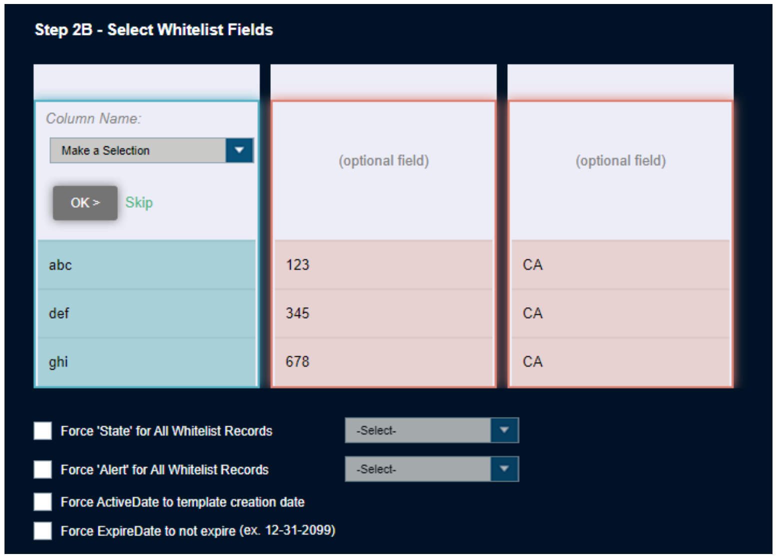


</td></tr>
</table>

5 Click **Next**.

6 Select **Hot List Fields**.

Figure 102: Select White List Fields



7 To map the fields, perform one of the following actions:
- Select the fields from the drop-down box that pairs with the loaded data and select **OK**.
- If the column is not going to be used, select **Skip**.

8 Perform one of the following actions:
- To create a custom column name, select **-New Column Name-**.
- To push all of the column names to the right that have already been defined, select **-Insert Column Name-**.
- To move all of the column names to the left that have already been defined, select **-Delete Column Name-**.

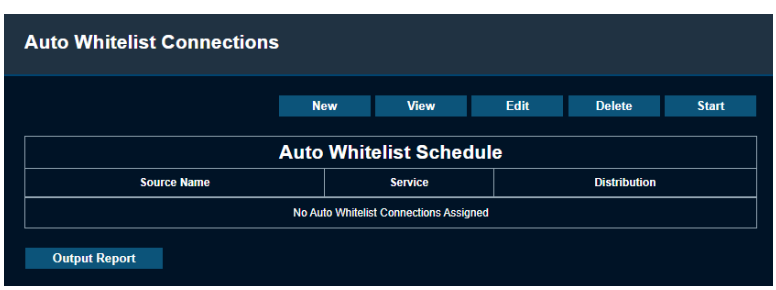
9 Click **Next**.

7.4 Creating a Parking Enforcement Whitelist

Procedure:

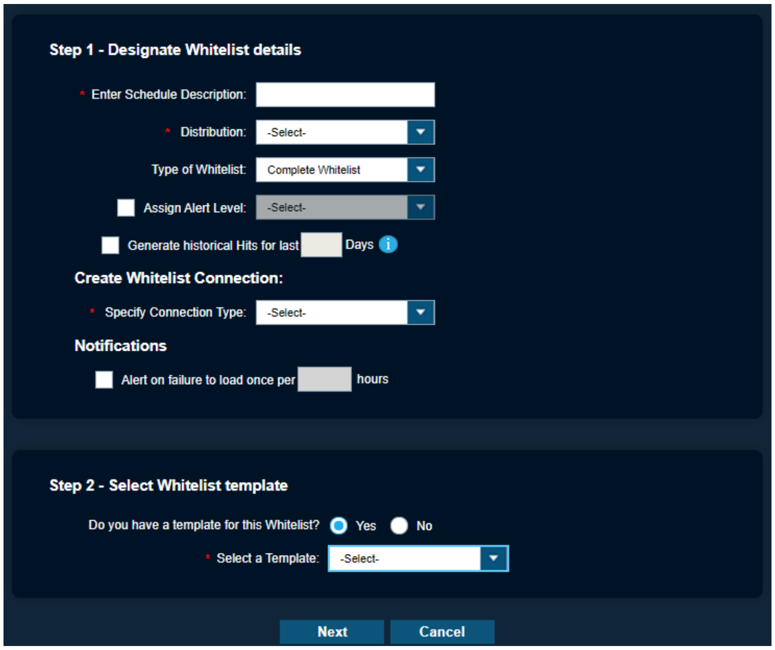
1 To automatically upload the Whitelist, go to **PlateSearch**→ **Whitelist Management**→ **Upload Whitelist**→ **Parking Enforcement Whitelist**.

Figure 103: Auto Whitelist Connection



2 To begin creating an Auto Whitelist Schedule, select **New**.

Figure 104: Assign Whitelist Name and Description



3 Enter the schedule description.

4 To set Distribution, perform one of the following actions:

- To add the Agency to the Whitelist data pool, select **All Agency Users**.
- To select the specific users, select **Select Users**→***<required users>***.
- To select the specific user groups, select **User Groups**→***<required groups>***.

5 Choose the type of Whitelist.

6 To alert the Vigilant CarDetector Mobile user of the severity of the alert, select **Assign Alert Levels**→***<required Alert Level>***.

7 To enter a specific amount of time to do historical hit look-ups, select **Generate historical hits for last**→***<required days>***.

8 Select the connection type.

9 Fill in the required information.

10 To test the connectivity, select **Test Connection**.

11 To set the alert on failure to load notification, enable the check box and set the required hours.

12 Perform one of the following actions:

Option	Actions
Selecting Yes for Whitelist template	perform the following actions: **a** Select **Yes**. **b** Select the template from the drop-down list.

Option	Actions
	c Click **Next** and continue to step Step 13. **NOTE:** If the template is used by a different Auto Whitelist, or a Shared Whitelist, you will not see the template option. Only a single unique Template Source name can be assigned at any given time.
Selecting No for Whitelist template	see Selecting Hot List Template on page 79.

13 Perform the following actions:

- To update the Whitelist at a specified time each day, select **Use Daily Schedule**.

  NOTE: Times are stated in EST for the Hosted Server.

- To set up for a time interval duration, select the **Time Interval**.
- To set up for a specific schedule, select **Customize Schedule** specify the days of the week you wish to load.

14 Click **Finish**.

7.5
Viewing Whitelist Templates

Procedure:

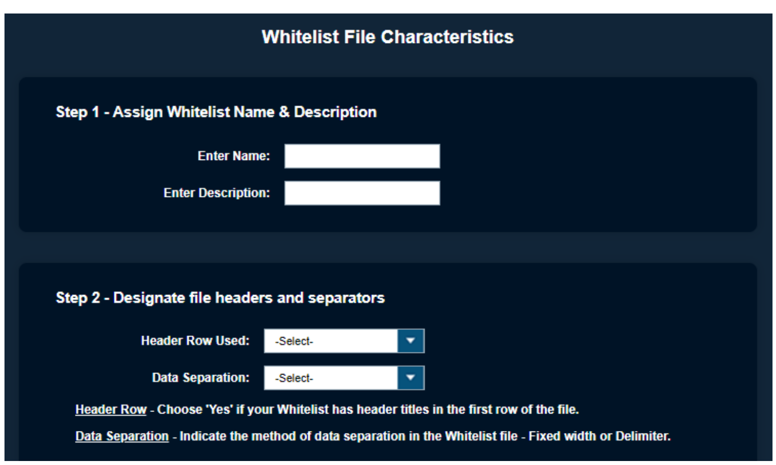
To view the Whitelist templates, go to **PlateSearch**→ **Whitelist Management**→ **Whitelist Templates**→ **View Template**.

7.6
Creating Whitelist Templates

Procedure:

1 To create Whitelist templates, go to **PlateSearch**→ **Whitelist Management**→ **Whitelist Templates**→**Create Template**.

Figure 105: Assign Whitelist Name and Description



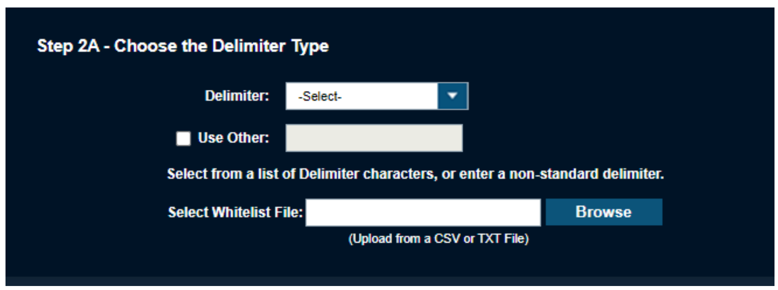
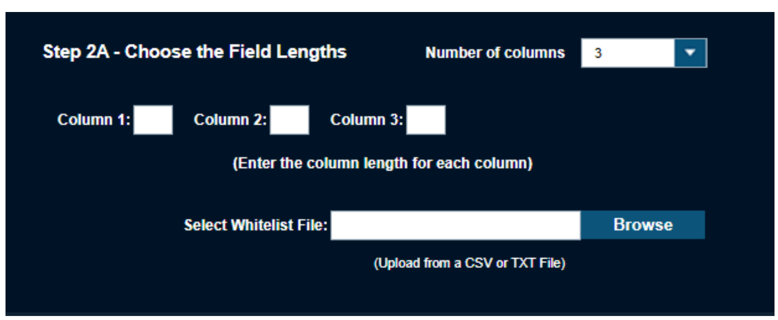
2 Enter a unique and short name of the template.

3 Enter the template description.

4 Designate the file headers:

- If the Whitelist has a Header Row, select **Yes**.
- If the Whitelist does not has a Header Row, select **No**.

5 From the drop-down list, select one of the following options: either **Delimiter** or **Fixed Width**.

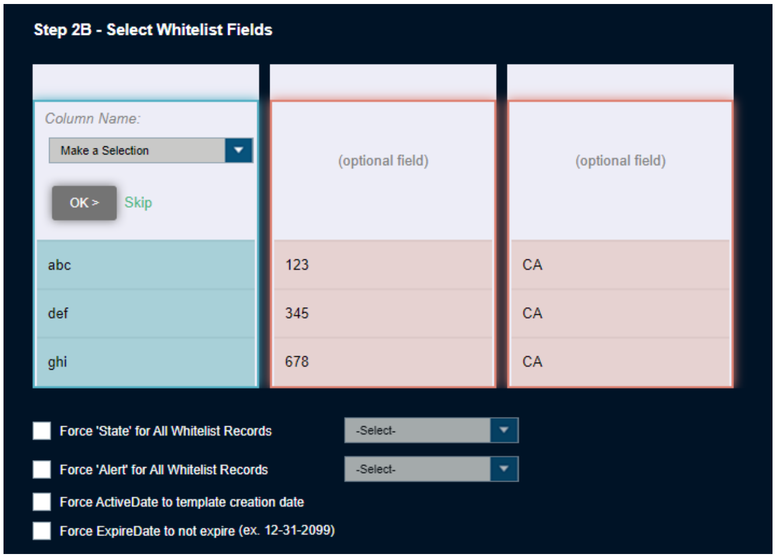
Option	Actions
Using Delimiter as the Whitelist template	**a** Select **Delimiter** from the drop down list. **b** To choose the delimiter type, select either **Comma**, **Semicolon**, or **Tab**. **c** If Comma, Semicolon, or Tab is not used as the delimiter, select **Use Other**→`<type of delimiter>`. **Figure 106: Choose the Delimiter** 
Using Fixed Width as the Whitelist template	**a** Select **Fixed Width** from the drop down list. **b** Select the number of column. **c** Define the field length for each of the column. **Figure 107: Choose the Field Lengths** 

6 To select the desired Whitelist, select **Browse** and navigate to the file.

7 Click **Next**.

8 Select **Whitelist Fields**.

Figure 108: Select Whitelist Fields



9 To map the fields, perform one of the following actions:
- Select the fields from the drop-down box that pairs with the loaded data and select **OK**.
- If the column is not going to be used, select **Skip**.

10 Perform one of the following actions:
- To create a custom column name, select **-New Column Name-**.
- To push all of the column names to the right that have already been defined, select **-Insert Column Name-**.
- To move all of the column names to the left that have already been defined, select **-Delete Column Name-**.

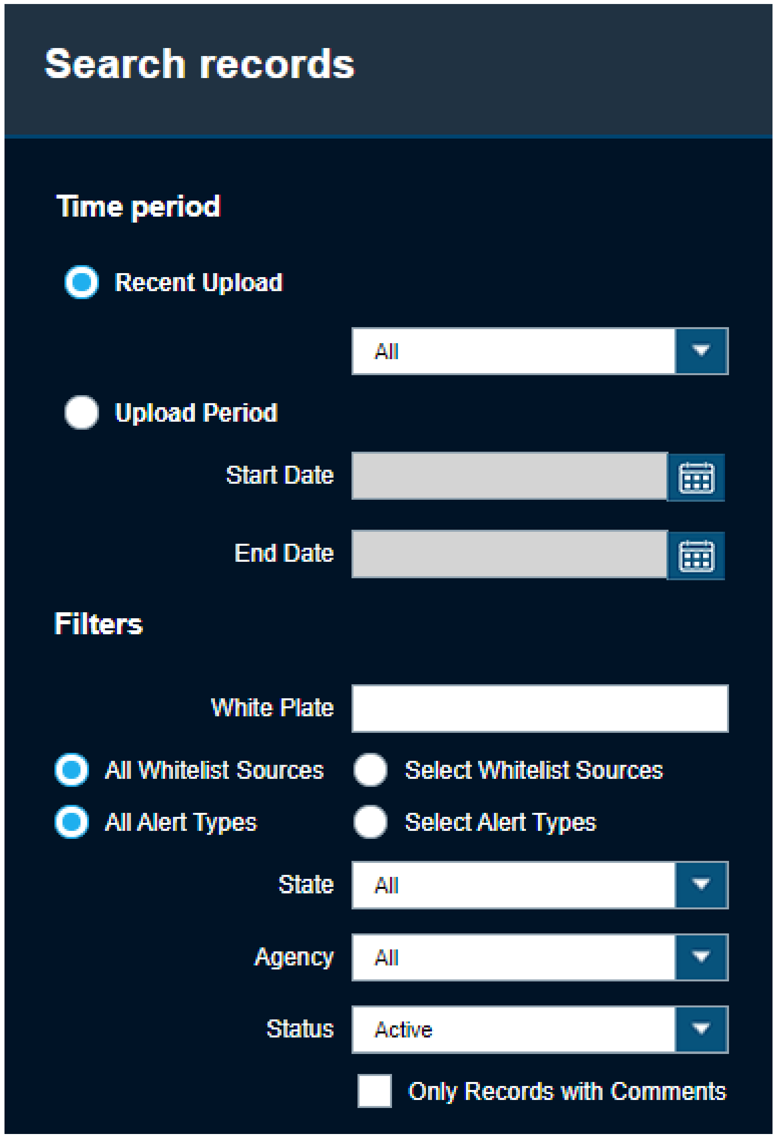
11 Click **Finish**.

7.7 Searching Whitelist Records

Procedure:

1 To search for Whitelist records, go to **PlateSearch**→**Whitelist Management**→**Search Records**.

Figure 109: Whitelist Search Records



2 To search the records by the time period, perform the following actions:

Option	Actions
Searching by recent upload	**a** Select **Recent Upload**. **b** Choose the duration.
Searching by upload period	**a** Select **Upload Period**. **b** Choose the Start Date and End Date of the uploaded record using the calendar tool.

3 To search the records by the filters, select the required information.

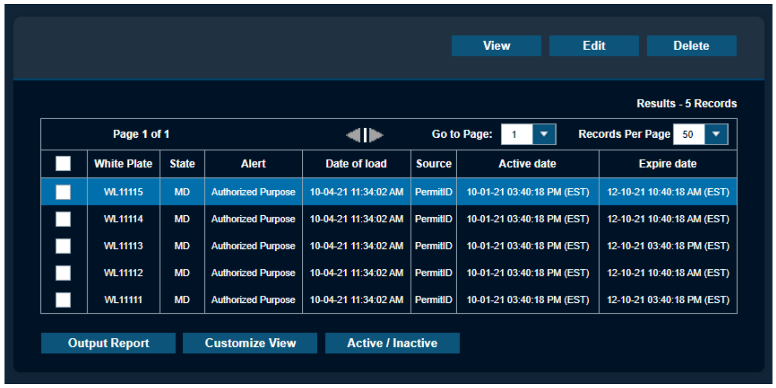
a To only show Whitelist records with comments, select the radio button.

4 Click **Search**.

The search result is presented in chronological order.

If the Whitelist is shared with your site, an "(S)" is indicated beside the source name.

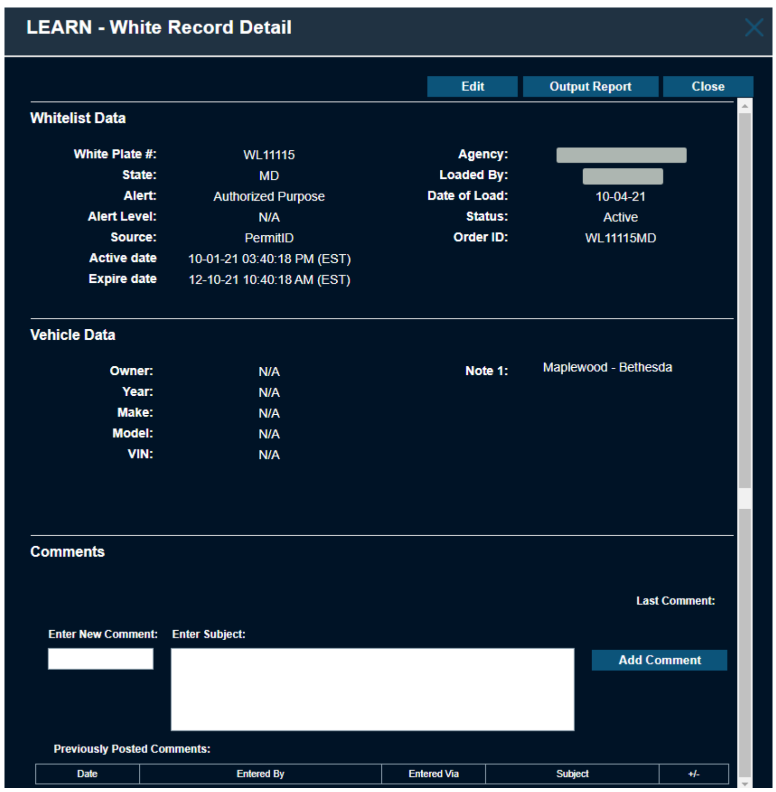
Figure 110: Whitelist Search Records



5 To view the Whitelist record details, highlight the record and click **View**.

In the CDM Status detail, the Status field shows when the Whitelist plate record is ready to be downloaded to Car Detector Mobile systems.

Figure 111: Whitelist Search Records Details



6 To comment on a Whitelist record, type in the **Enter Subject** and **Enter New Comment** boxes and click **Add Comment**.

7 To generate an output report of a Whitelist record, click **Output Report** from the record details.

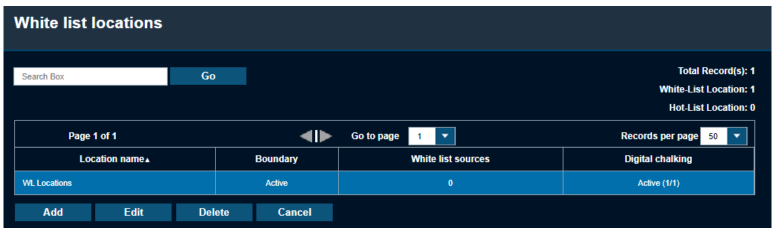
7.8
Adding Whitelist Locations

Whitelist locations are geo-zoned areas that correspond to Whitelists of authorized vehicles. These locations are distributed to the LPR clients and systems, along with the corresponding Whitelists. When the LPR mobile system enters a new geo-zoned location, it activates the Whitelist for that location. You can add and assign locations for this purpose.

Procedure:

1. Go to **PlateSearch→Whitelist Management→Locations**.
2. Click **Add** and enter the name of the location in the **Name** field.

   Figure 112: Whitelist Locations

3. Define the location boundaries by using one of the following options:

Option	Actions
Defining by address	a Select **Manual Zone**. b Enter the address into the **Address** field. **NOTE:** This option is useful for Car Detector Mobile systems that operate in locations with spotty Global Positioning Service (GPS) such as parking garages.
Defining by geo-zone	a Select **Geo-Zone**. b Zoom to a general location by entering an address into the **Search** box. c Draw the geo-zone by using the tools in the upper right corner of the map. **NOTE:** This option automatically determines the correct Whitelist to load based on the GPS location of a Car Detector Mobile system.

4. Define the enforcement period by selecting the enforcement day and setting the enforcement hours.

   The client alerts within the enforcement period only.
5. Under Whitelist assignment, associate a Whitelist with the zone by selecting the desired Whitelist and click **Add**.
6. To apply the Digital Chalking Alert rule set, perform the following steps.
   a. Select **Alert on duplicates...**
   b. Define the allocated period in days, hours, and minutes.

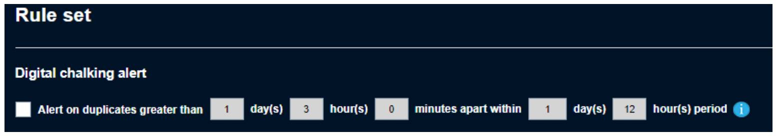
      If a vehicle is scanned multiple times within the defined period, the LPR system alerts you.

c Define the period in which plates fall off the list.

Vehicles are prevented from exiting and re-entering the location in this subsequent period.

For example, you can load a Whitelist of employee permitted plates and assign to a location. A digital chalking rule set can be applied to the same location to notify users if vehicles remain at the location beyond a given period.

Figure 113: Digital Chalking Alert Rule Set



7 To apply the Fixed Camera Options rule set for fixed camera systems, perform the following steps.

a Select **Whitelist Grace Period**.

b Enter the grace period in minutes.

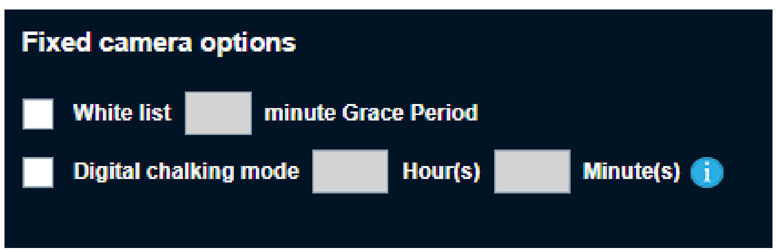
When the grace period expires and a vehicle is not added to a Whitelist upon entering a location, Vigilant PlateSearch sends an alert.

c To apply digital chalking, select **Digital chalking mode**.

d Enter the period in hours and minutes.

If the vehicle has not exited the location when the Whitelist expires, Vigilant PlateSearch sends an alert.

Figure 114: Fixed Camera Options Rule Set



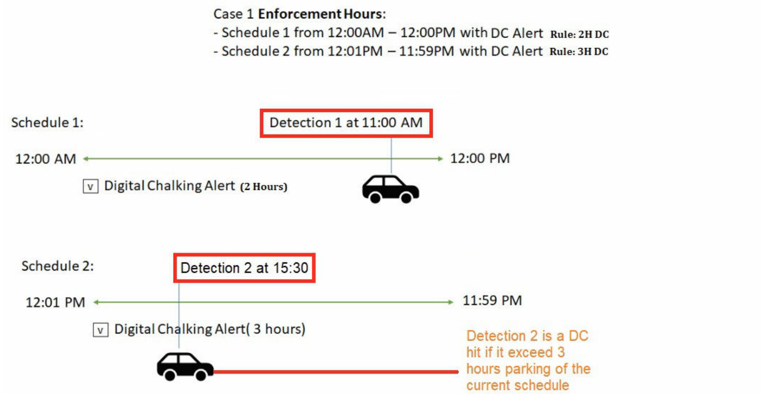
8 Click **Save**.

7.8.1 Digital Chalking in Multiple Schedules

Digital Chalking also supports the use of multiple schedules. A Schedule is a set of Enforcement Hours that can apply a unique rule set. Rule sets are such as Digital Chalking Alert, Excessive Detection Monitoring, or Fixed Camera Options.

When a vehicle is detected multiple times across different schedules, the Digital Chalking Alert is triggered. This alert is based on the rule set of the active schedule. For example, a vehicle is detected during enforcement hours of Schedule 1 and is detected next during Schedule 2. The second detection only triggers a Digital Chalking Alert for that vehicle. The alert is based on the rule set of Schedule 2.

Figure 115: Digital Chalking Alert Example

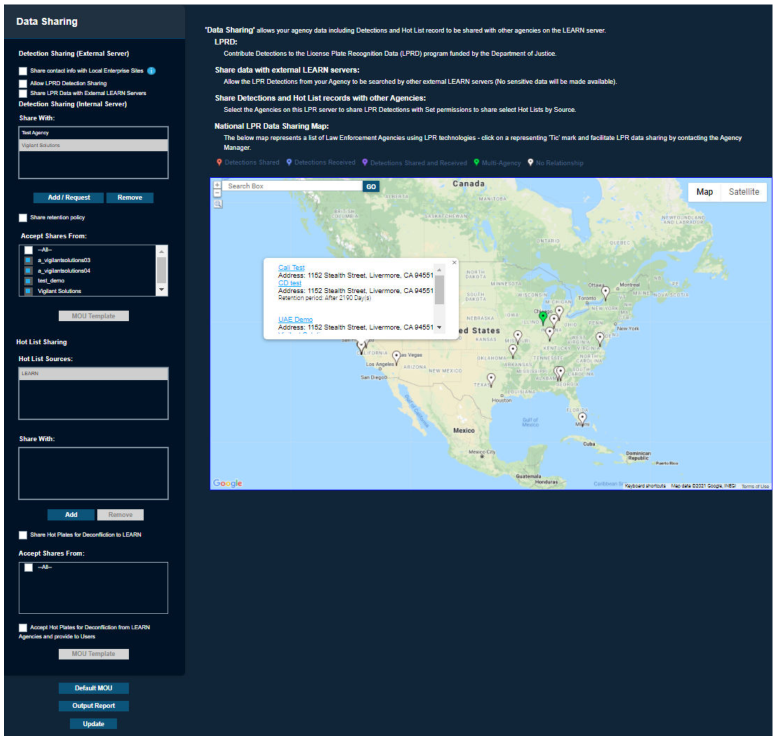


Chapter 8

Data Sharing

The Data Sharing interface allows your agency LPR Detections and Hot Lists to be shared with other agencies. Only Agency Managers can modify these options.

Figure 116: Data Sharing

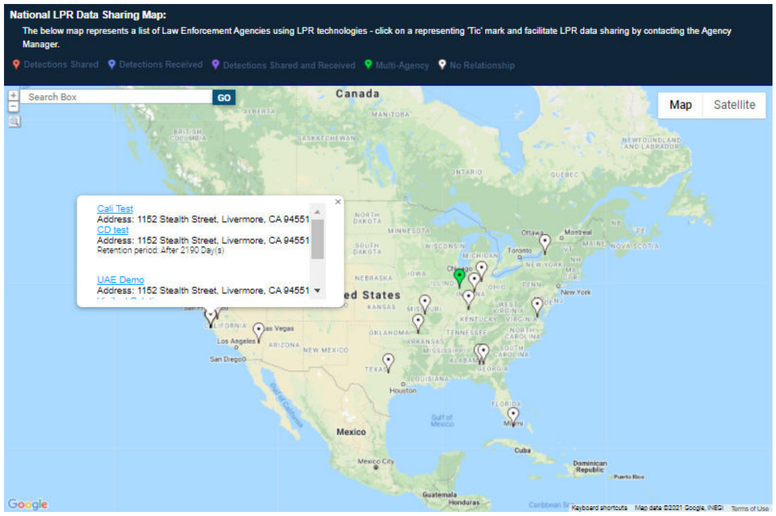


For Detection Sharing information, see Detection Sharing.

For Hot List Sharing information, see Hot List Sharing.

Data Sharing Map

Figure 117: Data Sharing Map



The Data Sharing Map represents a list of National Law Enforcement Agencies using LPR technologies that are within the LEARN Sharing Pool. Click on a map pin to view the contact information of the selected agency. This information can be used to help facilitate LPR data sharing by contacting the Agency Manager. Agency Managers have the option to opt-out of displaying their contact information from the Data Sharing Map within their Profile settings.

Memorandum of Understanding (MOU)

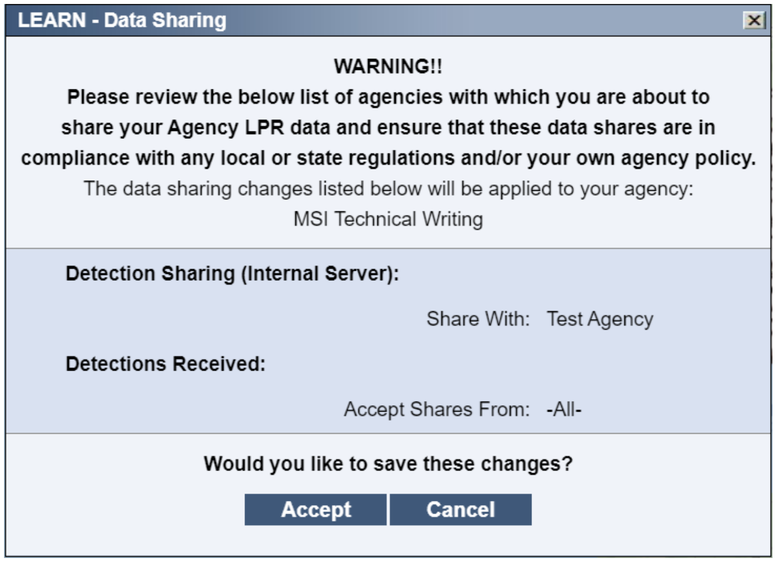
The **Default MOU** button allows you to output (download) or replace (upload) the default MOU document. The purpose of the MOU is to outline conditions under which the Agency Parties will share and use the LPR detection data (scanned plates) or hot list information as defined on the last page of the MOU.

Output Report

The **Output Report** button allows you to download a PDF report listing of shared agency data. The report will consist of all Detection and Hot List shares that are currently being shared, as well as all Detection and Hot List shares being received.

Update

Figure 118: Data Sharing Update



A confirmation window will appear when the **Update** button is clicked to verify any selections made in the Data Sharing interface before they are applied.

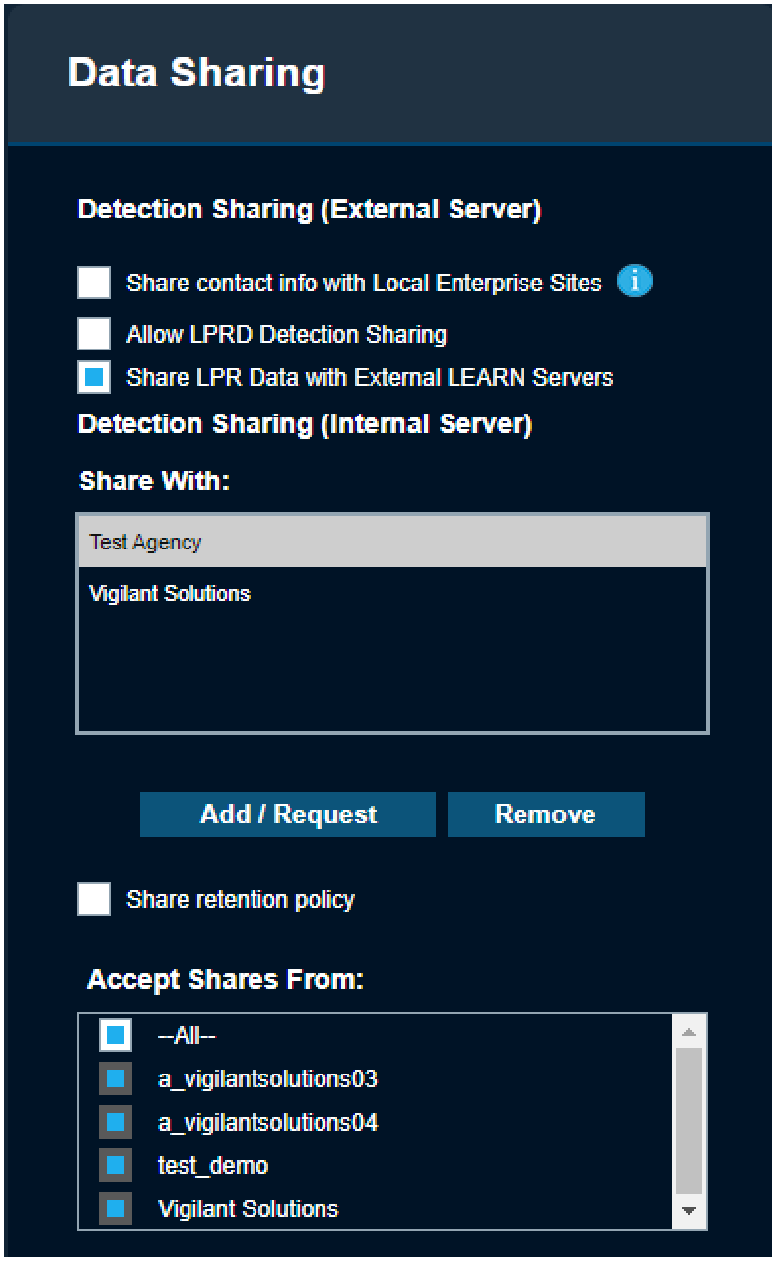
8.1

Accessing Detection Sharing

Procedure:

1 To access Detection Sharing interface, go to **Agency Management→Data Sharing**.

Figure 119: Detection Sharing Interface



2 From the **Detection Sharing (External Server)**, select the ***<required options>***.

Table 15: Detection Sharing (External Server) Options

Option	Description
Allow LPRD Detection Sharing	The **LPRD Detection Sharing** option enables the sharing of LPR data with other servers that support the LPRD (License Plate Reader Database) data sharing standard.
Share LPR Data with External LEARN Servers	The **Share LPR Data with External LEARN Servers** option enables data sharing to regional LEARN Servers using the same version of LEARN.

Option	Description
	When selected, external LEARN servers will be added to the available **Detection Sharing (Internal Server)** list. **NOTE:** This feature requires the agency Administrator to make a remote server connection to another LEARN LPR server.
Share Contact Info with Local Enterprise Sites	The **Share contact info with Local Enterprise Sites** option allows your Agency Contact information to be displayed within Vigilant ClientPortal. This allows for Enterprise Data Sites within a 50 mile radius to see your Agency Contact details, so that Agency Managers have the option to share their data with your agency. **NOTE:** Only agency contact details are shared with this option. No data will be shared or otherwise exposed to Local Enterprise Sites by using this option.

3 From the **Share With:** list, perform the following actions:

Option	Actions
Removing Agency	Select ***<Required Agency>***→**Remove**.
Adding agencies for data sharing	**a** Select **Add/Request**. **b** Perform one of the following actions: • To select individual agencies to share data with, select the check box next to each entry. • To select all agencies in the list, select **-Select All-** check box. **c** Select **Add**. **NOTE:** A share notification will be sent to the selected agencies to accept your Agency Detections.
Requesting agencies to turn on sharing of their detections to your agency	**a** Select **Add/Request**. **b** Perform one of the following actions: • To select individual agencies to share data with, select the check box next to each entry. • To select all agencies in the list, select **-Select All-** check box. **c** Select **Request**.
Applying retention policy for shared data	Select the **Share retention policy** check box.

Figure 120: Share With List

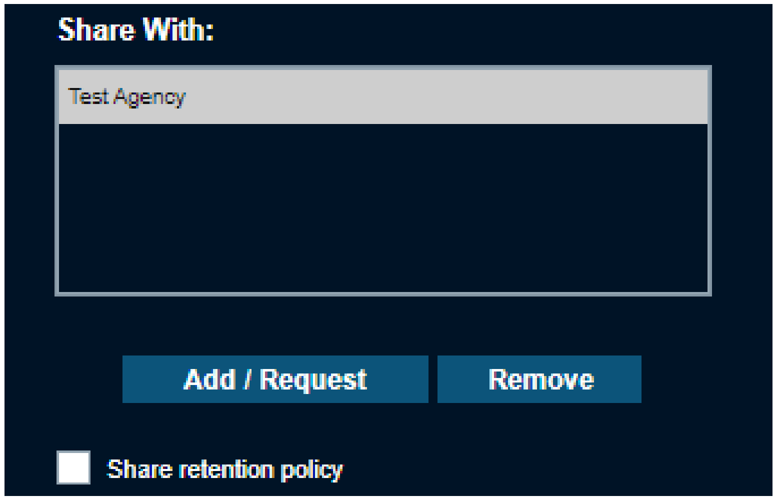
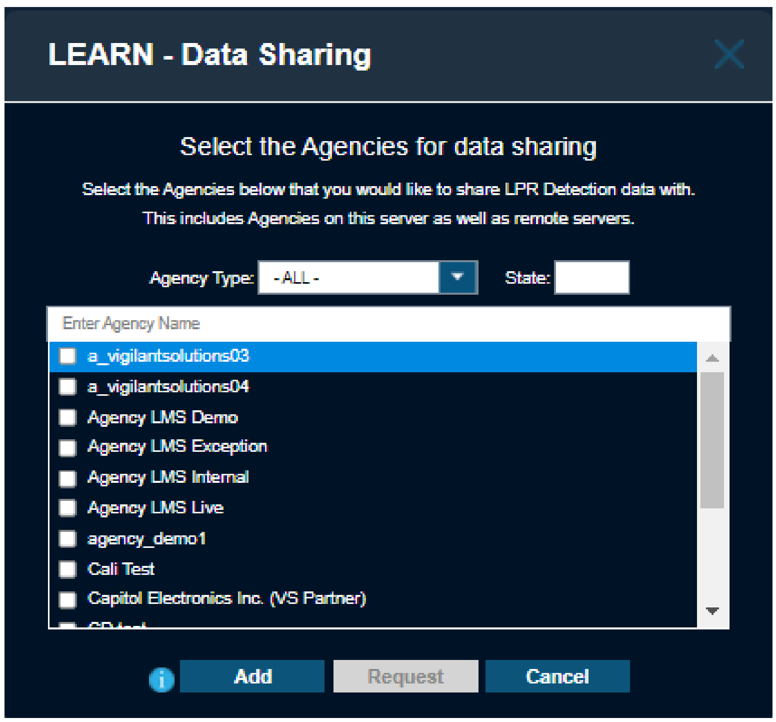


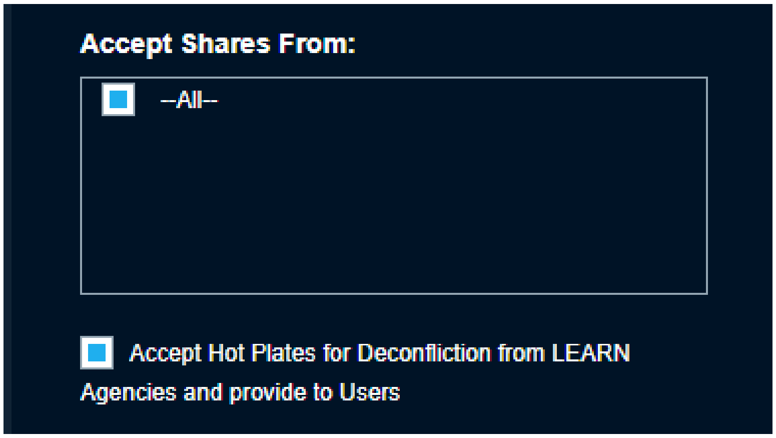
Figure 121: LEARN Data Sharing List



4 To accept share requests, perform one of the following actions:

- To select individual agencies, select the check box next to each entry.
- To automatically accept Detection shares, select **--All--**.

Figure 122: Accept Shares

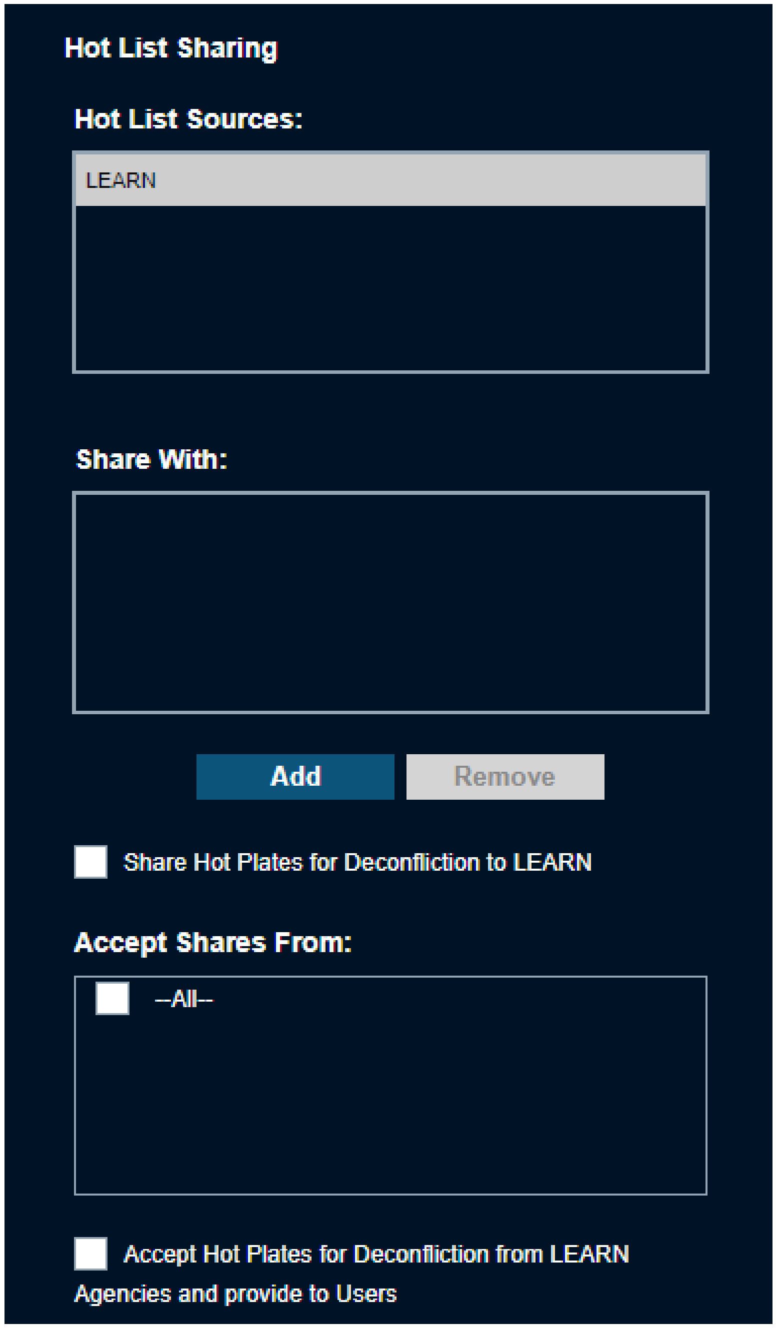


8.2
Accessing Hot List Sharing

Procedure:

1 To access Hot List Sharing interface, go to **Agency Management→Data Sharing**.

Figure 123: Hot List Sharing Interface



2 From the **Share With:** list, perform the following actions:

Option	Actions
Removing Agency	Select *<Required Agency>*→**Remove**.
Adding agencies for data sharing	**a** Select **Add/Request**. **b** Perform one of the following actions:

Option	Actions
	• To select individual agencies to share data with, select the check box next to each entry. • To select all agencies in the list, select **-Select All-** check box. **c** Select **Add**. **NOTE:** A share notification will be sent to the selected agencies to accept your Agency Detections.
Requesting agencies to turn on sharing of their detections to your agency	**a** Select **Add/Request**. **b** Perform one of the following actions: • To select individual agencies to share data with, select the check box next to each entry. • To select all agencies in the list, select **-Select All-** check box. **c** Select **Request**.
Sharing license plate detections that are on the shared Hot List in addition to the Hot List	Select the **Share Hot Plates for Deconfliction to LEARN** check box.

Figure 124: Share With List

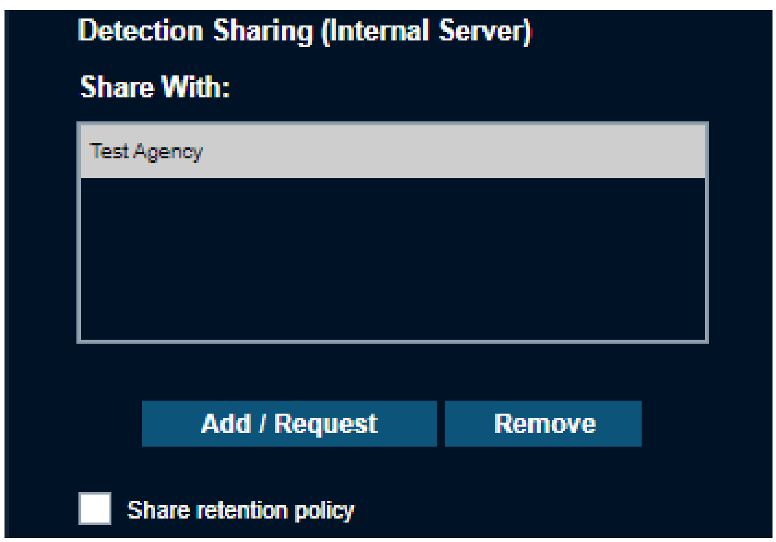
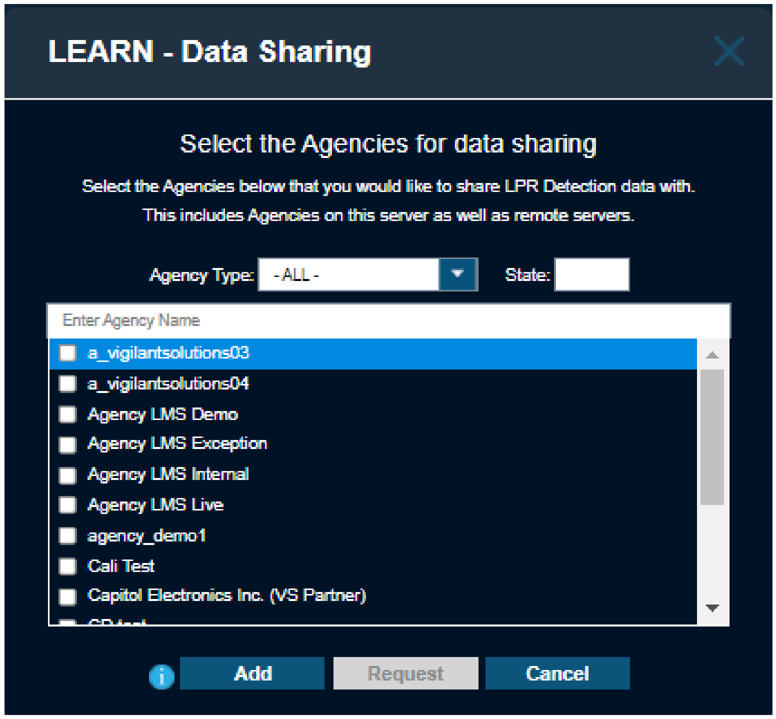


Figure 125: LEARN Data Sharing List

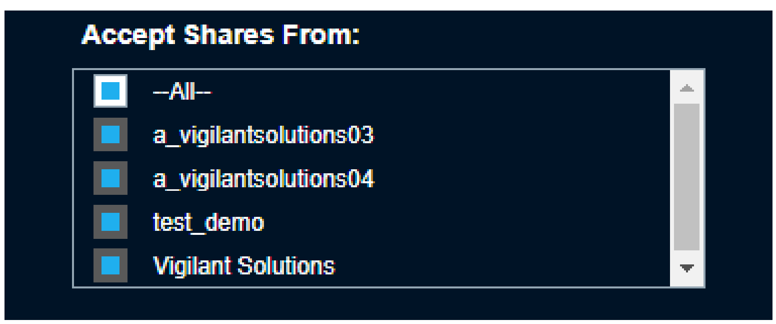


3 To accept share requests, use the **Accept Shares From** list to select the Agencies that you wish to accept shares from.

4 To accept share requests, perform one of the following actions:

- To select individual agencies, select the check box next to each entry.
- To automatically accept Detection shares, select **--All--**.

Figure 126: Accept Shares



5 To accept license plate detections that are on the received Hot Lists in addition to the Hot List, select the **Accept Hot Plates for Deconfliction from LEARN Agencies and provide to Users** check box.

Chapter 9

Mapping Tools

NOTE: If you are an agency manager, you can access the features through **Agency Management**.

9.1 Stakeout

Stakeout provides advanced browsing and analytical tools. Stakeout allows you to define one or more locations of interest, with associated dates and times (optional), to virtually find the common link for multiple locations and view any visits that were made to the locations by vehicles that are equipped with Vigilant CarDetector (self-owned, shared, or commercial).

Figure 127: Stakeout

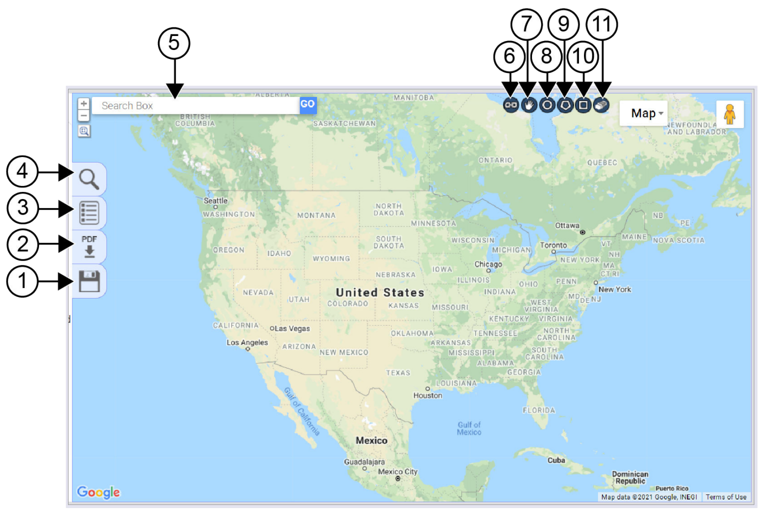


Table 16: Stakeout Map Interface

No.	Name	Description
1	Save	Save stakeout searches.
2	Report	Generate stakeout.
3	Visits	Allows you to filter the visits information.
4	Stakeout search	Allows you to perform stakeout report.
5	Google Map tools	• Zoom in and out of the map. • Search ***<required locations>***.
6	Linking tool	Allows you to link to the exact location with identical Geo-zone for future reference.
7	Hand tool	Allows you to move the map to within the field of view.
8	Radius tool	Allows you to draw a circle on the map and expand with radius denoted in miles.

No.	Name	Description
9	Polygon tool	Allows you to draw three or more connected points to create a polygon perimeter on the map. **NOTE: Polygon tool** can be useful to define an exact area when combined with satellite map mode.
10	Rectangle tool	Allows you to draw a rectangle on the map. **NOTE: Rectangle tool** is useful for creating zones very quickly for city blocks.
11	Eraser Tool	Allows you to clean the drawings on the map.

9.1.1
Performing Stakeout Search

Procedure:

1. To perform stakeout search, select **PlateSearch→Mapping Tools→Stakeout**.
2. Select **Search** icon.
3. Perform one of the following actions:
   - Under Stakeout Search, fill in the ***<required information>*** and select **Search**.
   - If a radius around events exceeds a mile radius (5 miles in densely populated areas) or there are many locations to search, select **Off-Line** to perform Off-Line Stakeout search.

Figure 128: Stakeout Search

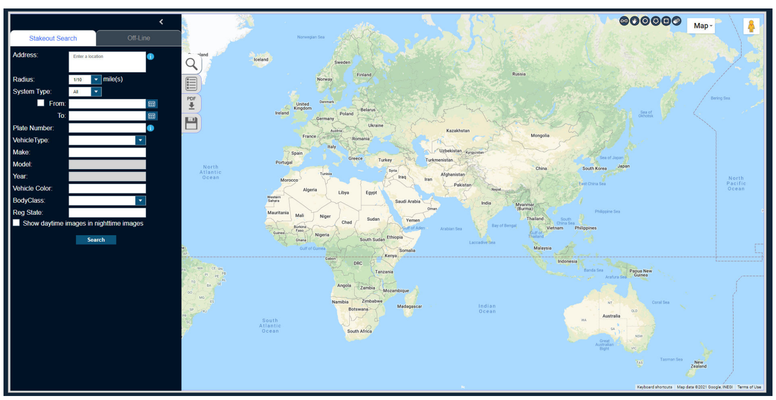


Figure 129: Stakeout Search Offline

NOTE: For more information, select the **i** button.

4 If you desire to add multiple searches with different locations and time periods, create new tabs and perform the previous steps again.

A new zone and results appear for each tab created. Multiple locations are required for Associate Analysis and Common Plate Reporting.

9.2

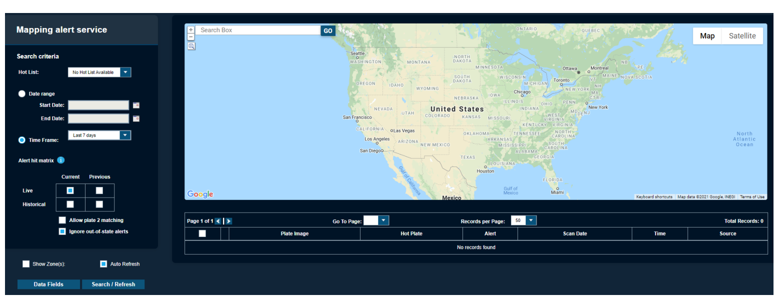
Mapping Alert Service

Mapping Alert Service (MAS) allows the graphical representation of hits against Agency Hot Lists generated from both Agency-generated LPR data, LPR data shared from other agencies, and data originating from Vigilant.

This is presented through icons within a Map layout with the option to filter by time, Hot List, and type of hit. Before using MAS, the manager needs to assign Alerts and Hot Lists to each user, and assign icon for each alert using the Icons feature.

NOTE: A user hit permission affects the view displayed in MAS.

Figure 130: Mapping Alert Service



9.2.1
Using the Mapping Alert Service

NOTE: If you are an agency manager, you can also access the feature through **Agency Management**.

Procedure:

1 To perform mapping alert service, select **PlateSearch→Mapping Tools→Mapping Alert Service**.

2 If performing Mapping Alert Service (MAS) searches at the agency manager level, select the ***<required username>***.

   NOTE: Some users can have limited view to a Hot Lists, hits, or alerts. This will cause difference to their Mapping of those hits between various users.

3 Select the ***<Required Hot List>***.

4 To filter the selected data-pool, perform one of the following actions.

   - To filter by date range, select the ***<Required Date Range>***.
   - To filter by time frame, select the ***<Required Time Frame>***.

5 Under **Alert hit matrix**, select the ***<required options>***.

   NOTE: For more information, select the **i** icon.

6 If performing MAS searches at the agency manager level, under **MAS Configuration**, configure the following options based on your requirement.

Table 17: MAS Configuration

Option	Description
Alerts	Allows you to select alerts to be active for each user.
Icons	Allows you to select icons for each Alert Type
Hot Lists	Allows you to select User's Hot Lists to activate Hit matching
Users	• Allows you to add user to LEARN MAS user list. • Allows you to edit the user list

9.2.2
Adjusting Search with Data Fields

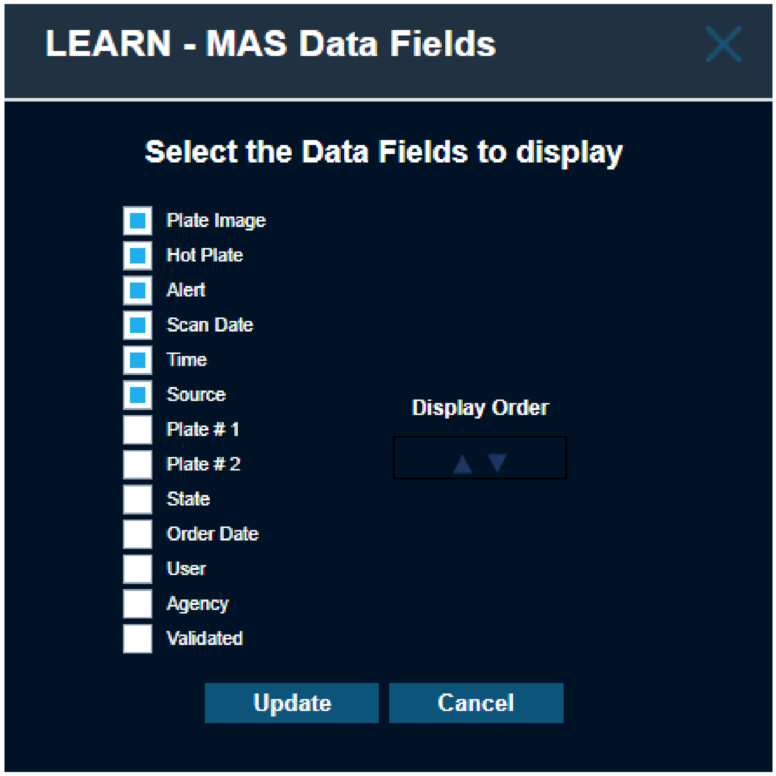
Procedure:

1 Select **Data Fields**.

2 To customize the table output of the viewable hits, select the ***<desired option>***.

3 To change the display order, highlight the ***<desired option>*** and move the ***<desired option>*** by using the **Display Order Arrows**.

Figure 131: MAS Data Fields



4 Select **Update**.

5 Adjust the other available options according to your requirements.

Table 18: MAP Search Options

Option	Description
Show Zone	Allows you to turn on and off geo-zoned map. If applicable, it will show the User zone, Agency zone, and Private Data zone. Where the maps overlap, there will be the viewable hits for the selected users.
Auto-refresh	Automatically update the hits and events as you navigate the map using the **Google Navigational** tools.

6 To turn on or off the geo-zoned, select **Show Zones(s)**.

7 After all desired Mapping Alert Service (MAS) settings have been configured, select **Search/ Refresh**.

The search result shows the **Filmstrip Tool** .

Figure 132: Filmstrip Tool

You can navigate the **Filmstrip Tool** using **Left and Right Arrows**.

There is the option for a drop-down option to jump to a specific plate.

You will also have the option to increase the number of records per page up to 500. This option also dictates the maximum icons per map that is viewable at any given time.

NOTE: Return times will increase as the number of viewable records increase.

Postrequisites:
If you want further data on an individual scan, select **Info** next to the ***<required record.>***

9.2.3
Generating Reports

Procedure:

1 Select **Output Report** button.

NOTE: Do select any records.

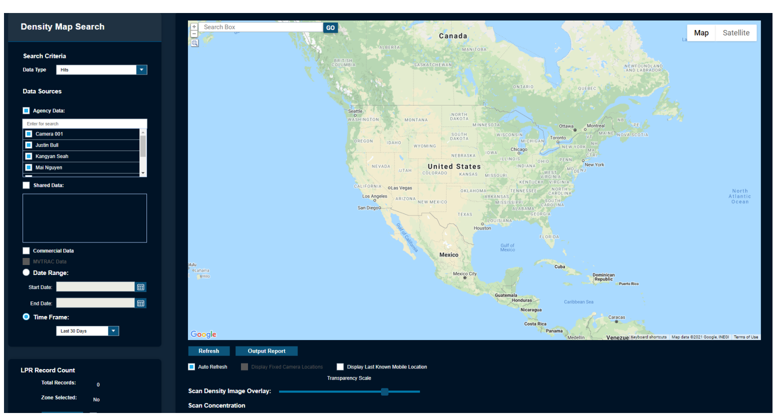
LPR system hit Report is generated in PDF format. The report content shows the following information:

- Nearest Address and Nearest Intersection with Satellite
- General map overview
- Map view with pin for exact location and red circle indicating possible GPS deviation
- Infrared and color overviews
- Detection data that includes vehicle and camera information
- Hot list data associated with the hit

9.3
Density Map

Density Maps are useful for evaluating the coverage of your LPR system patrol, and addressing target-rich areas that require additional patrols. You can also view information on Fixed cameras from shared agencies.

Figure 133: Density Map



9.3.1
Performing Density Map Search

NOTE: If you are an agency manager, you can also access the feature through **Agency Management**.

Procedure:

1. To perform density map search, select **PlateSearch→Mapping Tools→Density Map**.
2. If Density Map search is performed at the Agency Manager level, select the ***<required data type>***.
3. Select the ***<required Data Sources>***.
4. To filter the selected data-pool, perform one of the following actions.
   - To filter by date range, select the ***<Required Date Range>***.
   - To filter by time frame, select the ***<Required Time Frame>***.
5. To view last known location of mobile systems, select **Display Last Known Mobile Location**.
6. To perform Density Map search, select **Refresh**.

   The Density Map is presented in a normalized view.

   Your Density Map of hits or detections shows the following color dots:

   - If the density of the scan is the lowest at the area, green dots appear.
   - If the density of the scan is the average at the area, yellow dots appear.
   - If the density of the scan is higher than average at the area, orange dots appear.
   - If the density of the scan is the highest at the area, red dots appear.
7. If you need to adjust the density map search, adjust the available options according to your requirements.

Table 19: Density Map Search Options

Option	Description
Show Zone	Allows you to turn on and off geo-zoned map. If applicable, it will show the User zone, Agency zone, and Private Data zone. Where the maps overlap, there will be the viewable hits for the selected Contributor.
Zone	Allows you to access **Geo-Mapping Zone Controls**.
Auto-refresh	Automatically update the hits and events as you navigate the map using the **Google Navigational** tools.
LPR Record Count	Display the number of total records and whether a zone is selected along with various statistics about the selected zone.
Transparency Scale	Allows you to adjust image overly transparency.
Normalize	Allows you to change the Scan Concentration from Normalized to user-defined.

Option	Description
	Thus, you can make up your own density requirements.

8 Once satisfied with the adjustments, select **Refresh**.

9.3.2
Generating Reports

Procedure:

Select **Output Report button**→**Get PDF**.

Report is saved in PDF format. The report content shows the following information:

- Agency
- Data Source
- Time Frame
- Data Type
- Contributor
- Total Records
- Density Map Overlay in normalized scan concentration view

Chapter 10

Locate Analysis

Locate Analysis is a tool that allows the Law Enforcement to search a single plate across multiple locations.

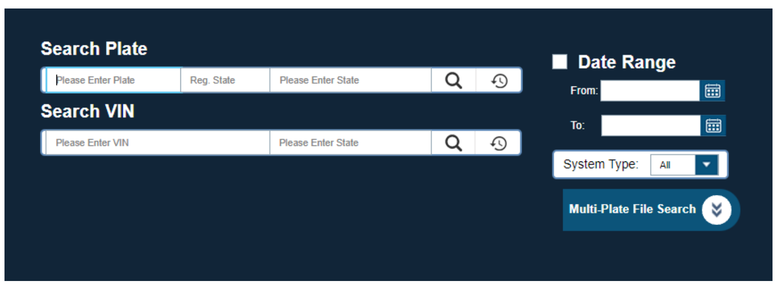
Locate Analysis uses algorithms to determine the commonality of the plates and group them together by location. The tool scores the locations with confidence algorithms based on how often the plate is detected at a location and other factors. With this confidence score, you can decide on locations that need further investigation.

10.1
Performing Locate Analysis Search

Procedure:

1 Go to **PlateSearch→Locate Analysis**.

Figure 134: Locate Analysis Search



2 To search for a plate, enter the following details.

Table 20: Required Information for Plate Search

Field	Description
Plate	Plate number
Registration State	Registration State returns VIN data if available.
State	Filter by up to five states or leave blank for all states. Results only show scans on the selected states.

3 To search for VIN, enter the following details.

Table 21: Required Information for VIN Search

Field	Description
VIN	VIN data
State	Filter by up to five states or leave blank for all states. Results only show scans on the selected states.

4 To bring up the saved searches, click the **Search** button.

During search process, the locations are loaded in the upper-left corner of the page, `Loading X/X Locations`. The number of locations per page is ten. You can change the number of locations by selecting the drop-down box. If the number of locations exceeds the per page value, the exceeded locations are displayed on the following pages. You can navigate to the exact page or use the page arrows to navigate to a new page.

10.2
Search Results

When your query request completes, you are presented with a list of locations and the detections that are grouped with them.

The sets of locations are displayed as the following:

Table 22: Sets of Locations

Sets of Locations	Description
Best Public Record Address	If available through public records, you can view the Address.
DMV Address	If not available through public records, you can enter these two addresses in the box displayed with `UNAVAILABLE via public records`. If detections are found at or near the location, they are displayed under the updated location. If more than two locations are required, you can add a location of a known point of interest using the Add Location button.
Most Recent Sighting	Consist of the location where the vehicle was last detected.
Most Popular Sighting Location	Consist of the greatest number of sightings of the vehicle.
Second Most Popular Sighting	Consist of the second greatest number of sightings of the vehicle.

If you desire, you can change the names of the locations to a more meaningful name. For example, you can alter Most Recent Sighting to Suspects Rendezvous Location.

Each location groups the detections based on the probability they are close enough in proximity to be considered grouped. An Address that is the central point of the grouped clustering is displayed. Also, a map overview of the address is available. From the map overview, you can determine the proximity to other addresses. If multiple locations are close enough in proximity to be considered a single location, you can select check boxes next to each location and Merge Locations button. Once merged, the analytics are recomputed and you see the detections combined. If the detections are too far apart, Locate Analysis prevents merging.

Each record displays whether the Location Type is Residential, Workplace, Commercial or Mixed-Residential. The report displays the number of times the vehicle was sighted and the total number of visits to the location. A visit is considered when the LPR vehicle, not the target vehicle, visits the location. From this, we can give a percentage of the number of times the vehicle was seen during the LPR vehicle visits as % Seen per Visit. Based on this percentage, we determine the Vehicle Popularity at Location. We also determine when the vehicle was first seen and last seen at the location. This helps to determine if the vehicle has been recently seen, and the period between the first and last visit. From all of this data, we are able to determine a Locator Score. This result highlights the confidence score of seeing the target vehicle at that location. Lastly, we include whether the vehicle was most commonly seen at Night, Day, or Varied.

The Map it feature allows for an overview of the vehicle so that all of the detections can be displayed in a single map overview with a series of map pins. The detections can be navigated using the bottom date navigational bar by using the left and right arrows. Also, by clicking on a single pin on the map, you are transported to that point in time on the date navigational bar. We are then able to see the vehicle detections that occurred right before and after the target time. The pins also coordinate colors of the Locator Score to help visualize the probability of finding vehicles at that location.

Table 23: Locator Score Color Indication

Color	Probability Level
Red	Low probability
Yellow	Medium probability
Green	High probability

10.3
Reports

When you select **Create Map Report** from Map View, you are presented with the Geo-Spatial and Temporal Analysis Report.

This report displays the map overview of all detections in date-time descending order with the newest on top. Next to each Detection, an address is listed with a Locator Score. This map is used to help identify larger patterns as it relates to locations. This can help consolidate locations as well as eliminate locations. For more information, use the Scoring Legend at the bottom of the report to help explain the report statistics.

When you select **Output Report** on the Locate Analysis page, you are given the following options:

- Locate Analysis Report (All Locations)
- Locate Analysis Report (Selected Locations)
- Multi Report - PDF
- Multi Report - XLS
- Multi Report - XLS (No Images)

The most common report is Locate Analysis Report (All Locations). It provides a report of each location ordered by the locator score descending.

Chapter 11

Dashboard

Dashboard statistics are used to give managers and users a comprehensive reporting location for volumes-generated using client software.

Dashboard statistics are presented in a quick to setup graphical environment that can be split into Pie Charts, Bar Graphs, or Spreadsheet tables. Statistics are calculated nightly and are accurate to within 24 hours. When analyzing statistics using Dashboards, notice the ability to filter and tweak the searches to recover volumes to suit nearly any situation. The Scheduled Reports feature allows for reports to be generated at specific intervals and emailed to desired recipients automatically.

11.1 Adjusting Dashboard View

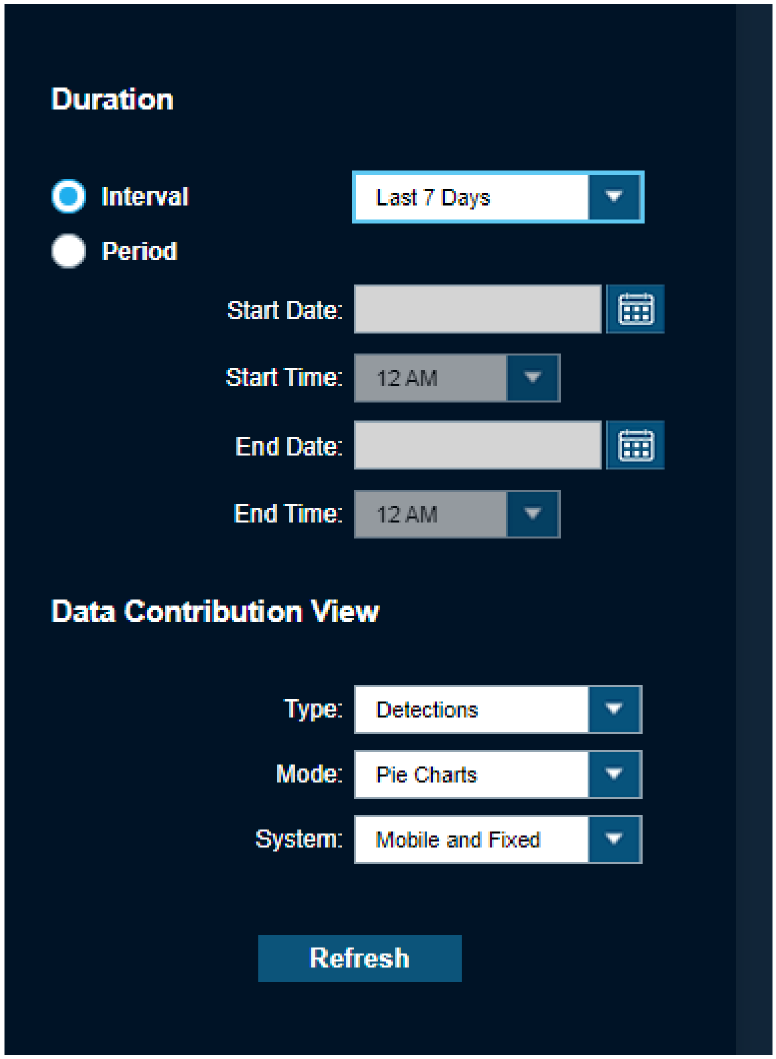
NOTE: If you are an agency manager, you can also access the feature through **Agency Management**.

When selecting Dashboard view, you must consider the duration and whether the duration must be based on an interval or a period.

Procedure:

1 To view Dashboard, go to **PlateSearch→Dashboard**.

Figure 135: Activity Search



2 Perform one of the following options:

Option	Actions
Using Interval as the duration	a Select **Interval**. b Select the interval value from the dropdown list.
Using Period as the duration	a Select **Period**. b Choose a **Start Date** and an **End Date** from the calendar tool.

3 For Data Contribution View, select the value for **Type**, **Mode**, and **System** from the dropdown lists.

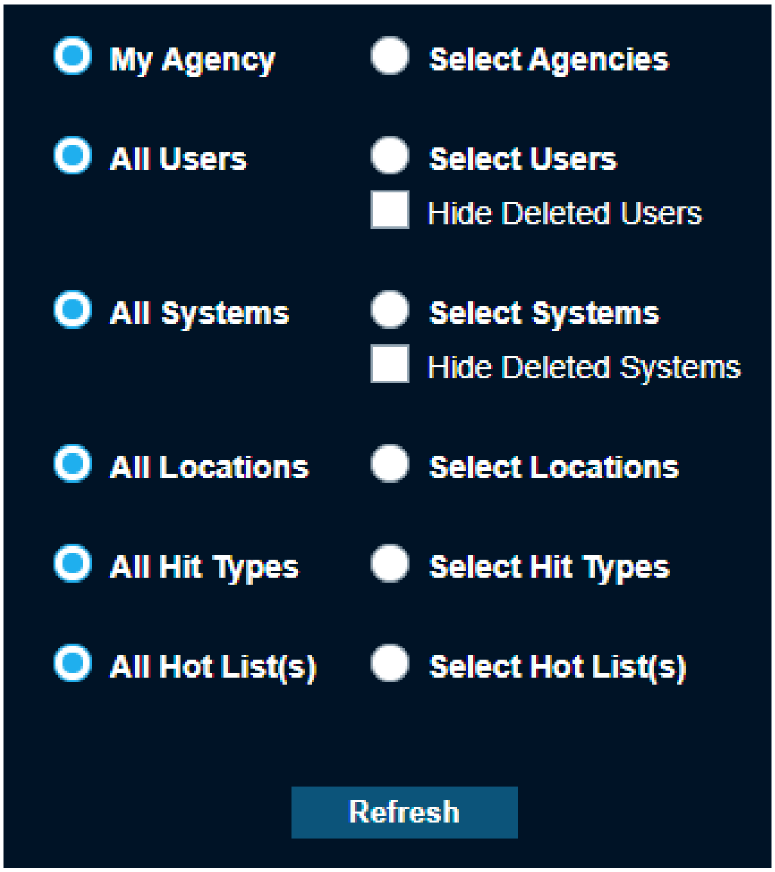
11.2 Adjusting Filtering View

NOTE: If you are an agency manager, you can also access the feature through **Agency Management**.

Procedure:

1. To view Dashboard, go to **PlateSearch→My User→Dashboard**.
2. To turn on filters, select the required filters.

   Figure 136: Filters

3. To specify a filter, select the **Select...** option and the required values from the list.

   NOTE: If needed, you can hide deleted users and systems.

The lists are dynamically updated based on new components added. When an Agency Share occurs, you can view their Detections from Users and Systems, and/or view Hot Lists sources that are shared. When using Filters for Data Contribution Type-hits, you are presented with additional Alert Type filter options for each Hot List Source. From these filters, the system is capable of defining which detections or hits are viewable in the display. Unauthorized Vehicle Hits are combined as unique hits per location and the Dashboard displays hits or detections per location.

11.3
Dashboard Statistics

The Dashboard Statistics page contains three statistics views: Pie Charts, Bar Graphs, and Data View.

11.3.1
Pie Charts

When viewing Dashboard Statistics using Pie Charts mode for type Detections, the following data will be presented:

Table 24: Pie Charts for Detections Type

Type of Data	Description
Agency	Displays detection ratios from each Agency that are currently within the agency managers data pool and within the chosen Duration.
Hot List	Displays the Hot List ratios of all available Hot Lists within the managers data pool. This will include shared hot lists.
User	Displays detection ratios for each user selected from each agency available.
System	Displays detection ratios for each system selected from each agency available.
Accuracy	Displays the ratio of Correct, Incorrect, and Not Scored hits.
Hit Ratio	Displays the ratio of detections against hits.

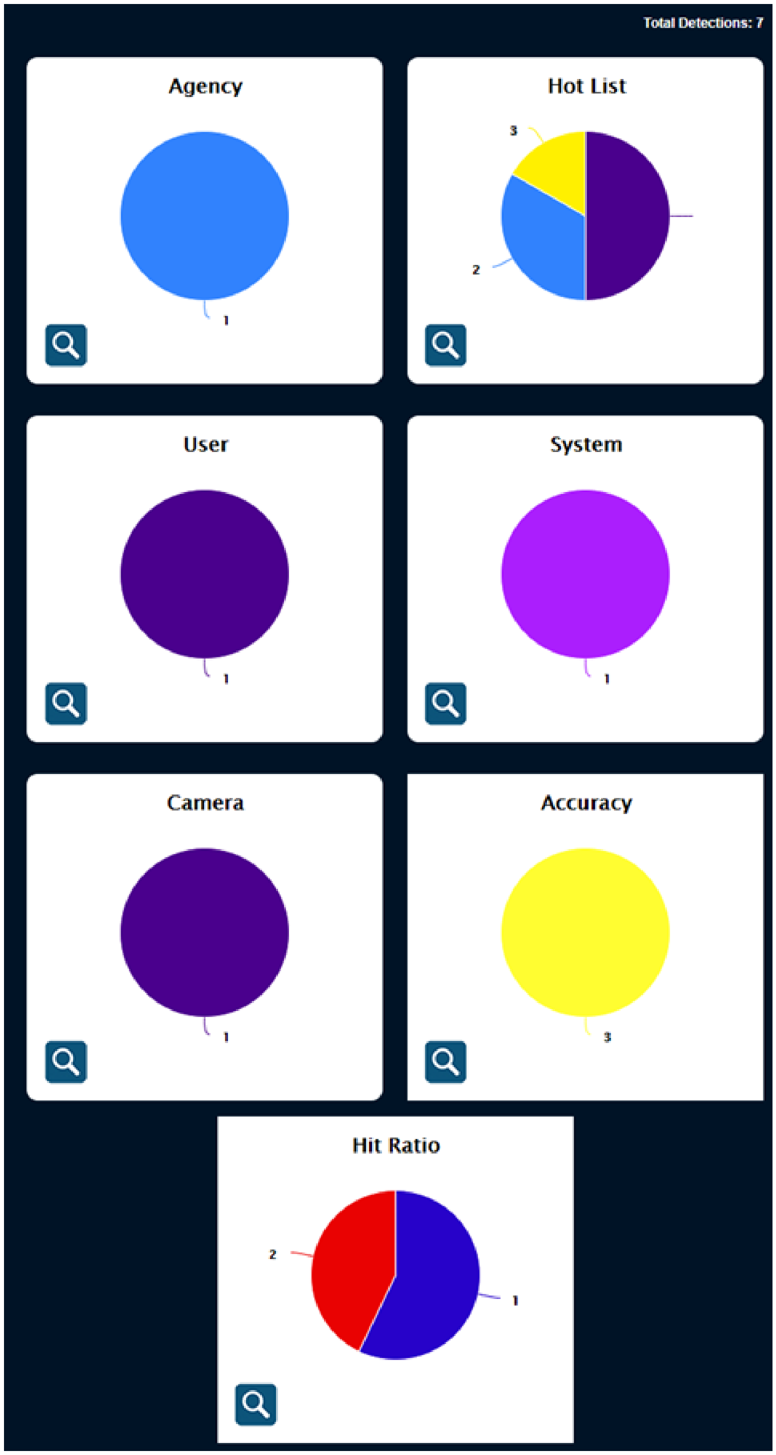
When viewing Dashboard Statistics using Pie Charts mode for type Hits, the following data will be presented:

Table 25: Pie Charts for Hits Type

Type of Data	Description
Agency	Displays hits ratios from each Agency that are currently within the agency managers data pool and within the chosen Duration.
Hot List	Displays the Hot List ratios of all available Hot Lists within the managers data pool. This will include shared hot lists.
User	Displays hits ratios for each user selected from each agency available.
Hits by Source	Displays the ratio of hits for each Hot List Source.
Hit Ratio	Displays the ratio of detections against hits.
Alert Types by Source	Displays the ratio of hits for each Alert Type within the Hot List. Each Hot List Source available, will be listed with Alert Type ratios.

When displaying the Pie Chart, you can hover over each piece and view the corresponding statistics in a bubble overview. For some pie statistics, they will be batched together if the ratio is too small to distinguish a ratio. In this case, you will see the first and last key separated by hyphen. By clicking on the magnifying glass, you will be presented with a Dashboards Detail view. This allows for a detailed table with key, ratio descriptions, and counts. Within the Detail view, there is an option to Output Report to a PDF format. The report will include current view of Pie Chart and Table.

Figure 137: Pie Chart



11.3.2
Bar Graphs

When viewing Dashboard Statistics using Bar Charts mode for type Detections, the following data will be presented:

Table 26: Bar Charts for Detections Type

Type of Data	Description
Agency	Displays detection ratios from each Agency that are currently within the agency managers data pool and within the chosen Duration.
Hot List	Displays the Hot List ratios of all available Hot Lists within the managers data pool. This will include shared hot lists.
User	Displays detection ratios for each user selected from each agency available.
System	Displays detection ratios for each system selected from each agency available.

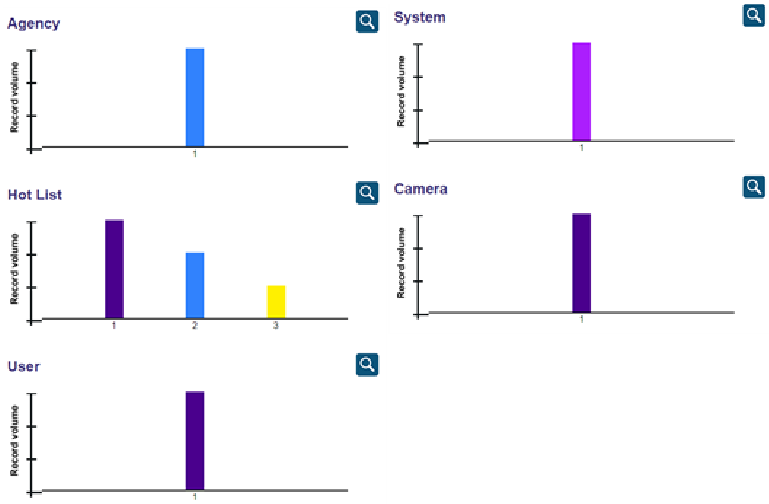
When viewing Dashboard Statistics using Bar Charts mode for type Hits, the following data will be presented:

Table 27: Bar Charts for Hits Type

Type of Data	Description
Agency	Displays hits ratios from each Agency that are currently within the agency managers data pool and within the chosen Duration.
Hot List	Displays the Hot List ratios of all available Hot Lists within the managers data pool. This will include shared hot lists.
User	Displays hits ratios for each user selected from each agency available.
Hits by Source	Displays the ratio of hits for each Hot List Source.
Hit Ratio	Displays the ratio of detections against hits.
Alert Types by Source	Displays the ratio of hits for each Alert Type within the Hot List. Each Hot List Source available, will be listed with Alert Type ratios.

When displaying the Bar Graph, you can hover over each bar and view the corresponding statistics in a bubble overview. For some bar statistics, they will be batched together if the amounts are too small to distinguish between the other elements. In this case, you will see the first and last key separated by hyphen. By clicking on the magnifying glass, you will be presented with a Dashboards Detail view. This allows for a detailed table with key element descriptions and counts. Within the Detail view, there is an option to Output Report to a PDF format. The report will include current view of Bar Graph and Table.

Figure 138: Bar Graph



11.3.3
Data View

When viewing Dashboard Statistics and using Data View mode for Detections, you can view a default table of the Time Period, Users, Total Detections, and Total Hits. Just like with the Pie Charts and Bar Graphs modes, the Site, User, System, and Hot List filters can be modified to configure the table output.

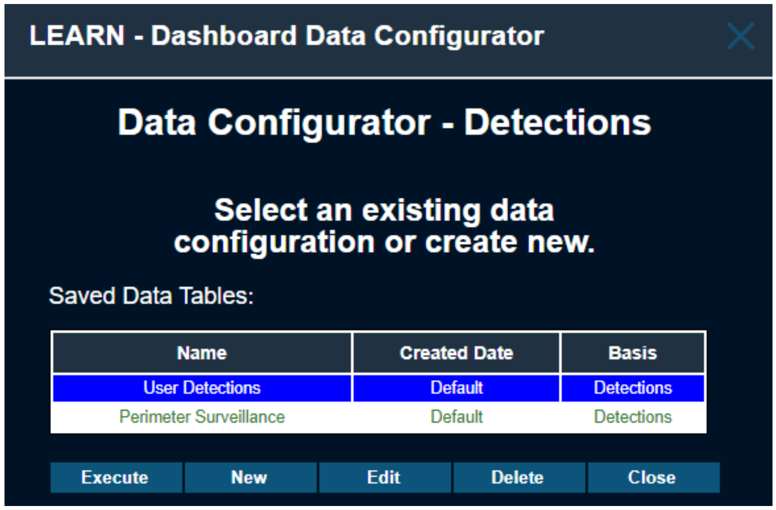
11.3.3.1
Generating Data View Reports

> **NOTE:** If you are an agency manager, you can also access the feature through **Agency Management**.

Procedure:

1. To view Dashboard, go to **PlateSearch→Dashboard**.
2. From Data Contribution View, select **Data View** for Mode. Configure Type and System as required.
3. If the Data Contribution table is populated with data and you want to generate a report, perform the following steps.
   a. Click **Output Report**.
   b. Save the Excel file to a location in your local drive by clicking **GET XLS**.
      The default name is based on the type and date of the report. You can rename the file to something more descriptive if desired.
   c. Open the report using Microsoft Excel or a compatible program for `.xls`.
4. To configure the Data Configuration table to output different X-axis and Y-axis fields, perform the following steps.
   a. Click **Configure**.
      The **Dashboard Data Configurator** window pops up.
      > **NOTE:** The Default table is uneditable. Basis is determined by Type, from the Data Contribution View selection.

Figure 139: Data Configurator



b Create a new data table view by clicking **New**.

c Configure the X-axis and Y-axis fields and click **Save**.

d Enter a name for the data configuration and click **Save**.

e Click**OK**.

f To manage the created data tables, click **Configure**.

g Select the required data table and click one of the following options:

Option	Description
Edit	To edit a created data table.
Delete	To remove a created data table.
Execute	To execute a created data table.

11.3.3.2

Scheduling Reports

NOTE: If you are an agency manager, you can also access the feature through **Agency Management**.

Each report is sent in a single email attachment. For Pie Charts and Bar Graphs, reports are sent in PDF format. For Data View Reports, reports are sent in CSV format.

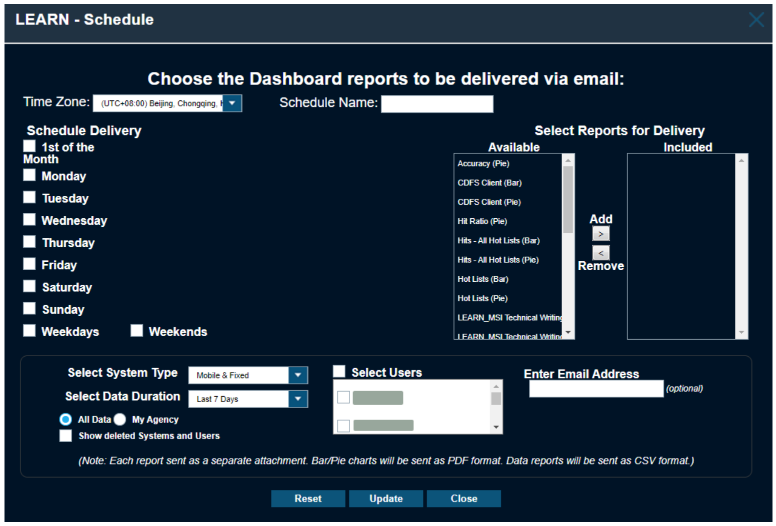
Procedure:

1 To view Dashboard, go to **PlateSearch→Dashboard**.

2 From Data Contribution View, select **Data View** for Mode. Configure Type and System as required.

3 Click **Schedule**.

Figure 140: Schedule Reports



4 From Schedule Delivery, select the days of the week to distribute the dashboard report by email.

NOTE: For each day of the week, you can edit up to three times to receive a message per day. Currently, these times are listed in the EST time-zone.

5 From Select Reports for Delivery, select a report from the Available column and click **Add**.

6 To remove a report, select a report from the Included column and click **Remove**.

7 Configure **Select System Type** and **Select Data Duration**.

8 Enter the email address of the recipient.

You can enter multiple email addresses separated by a semicolon.

9 Save your changes by clicking **Update**.

10 Click **Start**.

11.4 Viewing Client Status

NOTE: If you are an agency manager, you can access the features through **Agency Management**.

Procedure:

1 To view client status, go to **PlateSearch→Dashboard→Client Status**.

2 Select one of the following options:

- Mobile LPR
- Fixed LPR
- Reaper Standalone

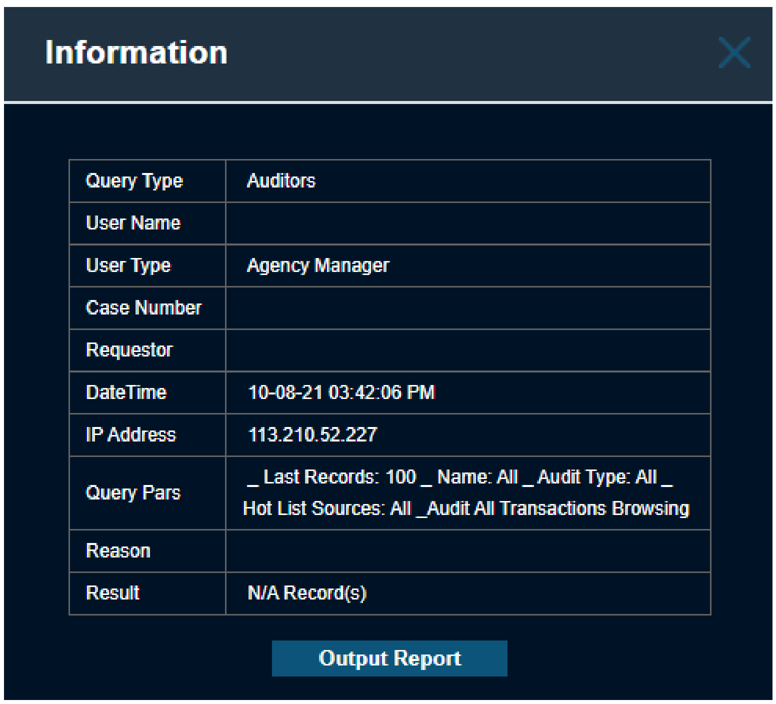
Chapter 12

Auditing

NOTE: This section is only applicable for the agency managers.

You can print single queries from the Auditing page or check the box next to each record desired in the table and select **Output Report**. When you receive a Print Preview, you will be presented with the default options for Crystal Reports. This includes page navigation, Export, Print, and Show/Hide Group Tree. When selecting Export, you have the option to export to a specific format. The formats include RPT, PDF, MS Word, MS Excel, or RTF. You also have the option to save all or specific pages. The output report contains detailed audits for any changes to a user account, user profiles and permission groups. Audits also show changes to product subscription access, permissions, alert management, and alert filters for hot lists and alert types. Audits also show additional information from Vigilant Fixed and Mobile LPR.

Figure 141: Auditing Output Report



12.1

Auditing All Transactions

Procedure:

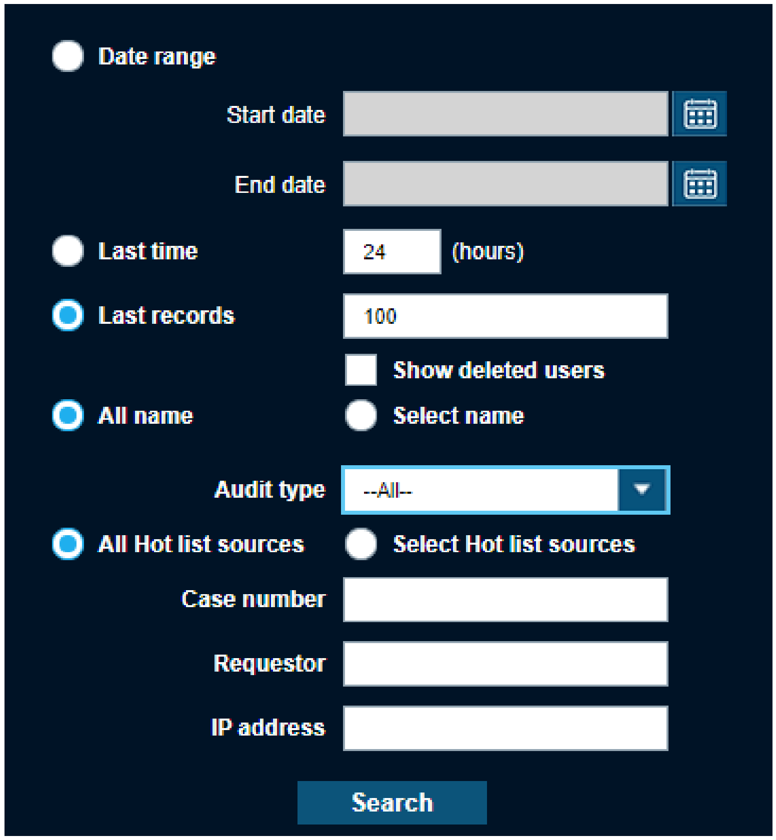
1 To view audits for queried records, select **Agency Management→Auditing→Audit All Transactions**.

[3] Crystal Reports is a software developed by the software company SAP that automates report generation from a dataset: https://www.crystalreports.com/

2 Configure the required filters.

NOTE: For Audit Type, you can select the types of queries that users run including browsing, sharing, and reporting.

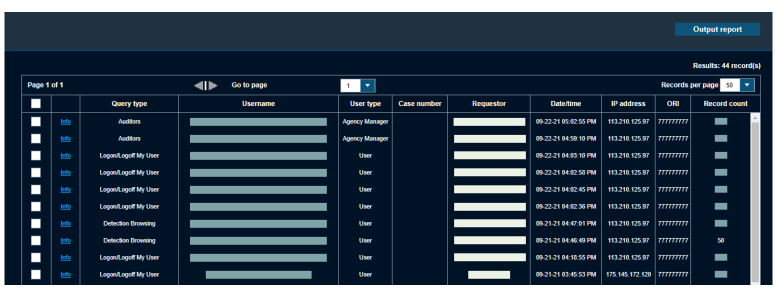
Figure 142: Track All Transactions



3 Click **Search**.

The table displays the data in chronological order.

Figure 143: Output Report Data



4 To expand information of a query, click **Info**.

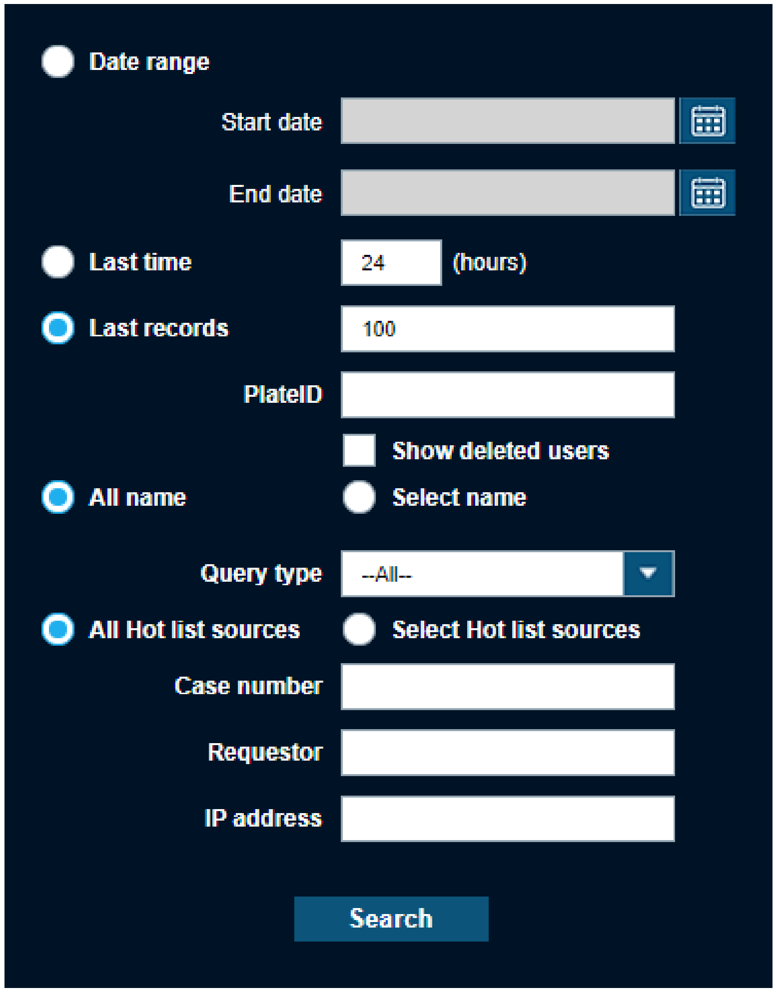
All the information in the table with the addition of Query Pars and Reason, are displayed in the pop-up **Information** window.

12.2
Querying Viewed Records

Procedure:

1 To view audits for all transactions, select **Agency Management→Auditing→Query Viewed Records**.

Figure 144: Query Viewed Records



2 Configure the required filters.

NOTE: For Query Type, you can select the types of queries that users run. These queries include plate updates, detection browsing, Hit-list browsing, Hot List browsing, and query plate. Query Type covers transactional audits. This section of audit is different from Query Viewed Records that covers a broad audit.

3 Click **Search**.

The table displays the data in chronological order.

4 To expand information of a query, click **Info**.

All the information in the table with the addition of Query Pars and Reason, are displayed in the pop-up **Information** window. The Query Pars field lists the query parameters that are entered at the time of the query.

12.3
Tracking Logins

The system can track the following activities:

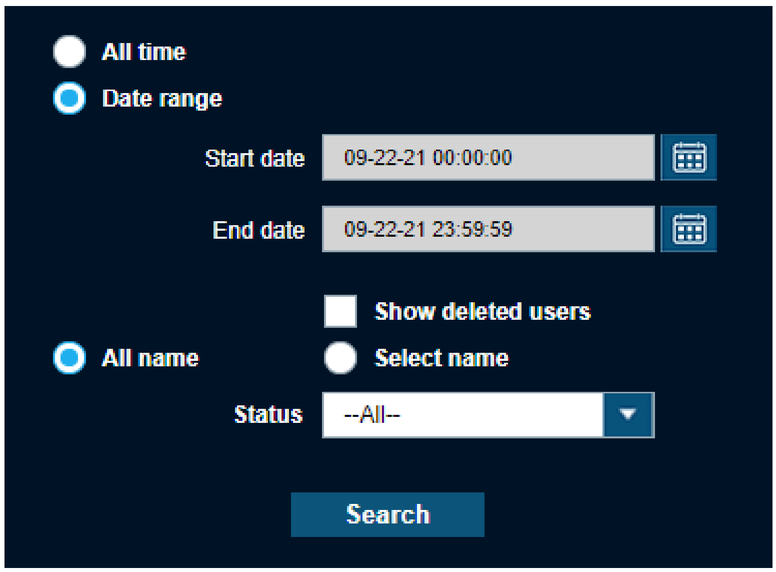
- When users successfully log in
- When users log out
- When a user session expires, stated as Session Ended

A user session can also expire if the user stays logged in for too long or exits without logging out.

Procedure:

1 To track logins, select **Agency Management→Auditing→Login Tracking**.

Figure 145: Login Tracking



2 Define the login period by using one of the following options:

Option	Actions
Using All Time as the login period	Select **All Time**.
Using Start Date and End Date as the log-in period	**a** Configure **Start Date** and **End Date** using the calendar tool. **b** To include deleted users, select **Show deleted Users**.

3 Select the names of users by using one of the following options:

Option	Actions
Selecting by All Names	Select **All Name**.
Selecting by Individual Names	**a** Choose **Select Name**. **b** Select a name from the list.
Selecting by Series of Names	**a** Choose **Select Name**.

Option	Actions
	b Hold down the **Ctrl** key and select multiple names from the list.

4 Define the login status by configuring **Status**.

5 Click **Search**.

The table displays the following data:

- Username
- Status
- Date/Time
- Source IP Address

Chapter 13

Other Functions

This section provides information on other miscellaneous functions that are available in the application.

NOTE: If you are an agency manager, you can access the features through **Agency Management**.

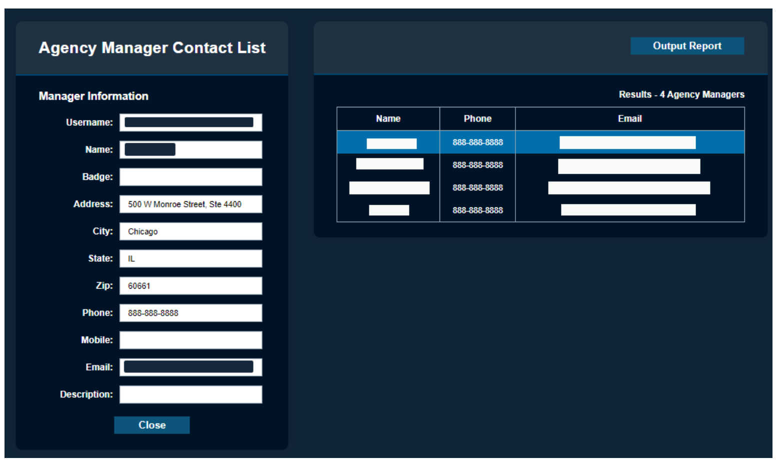
13.1 Viewing Agency Manager Contact Information

This section provides detailed information about the Agency Manager Contact List.

Procedure:

1 To view Agency Manager contact information, go to **PlateSearch→Other Functions→ Contact Manager(s)**.

Figure 146: Agency Manager Contact List



2 To create a report of each manager in PDF format, click **Output Report**.

13.2 Viewing Downloadable Software

Various builds of Car Detector can be downloaded from PlateSearch.

Procedure:

1 To view the downloadable software, go to **PlateSearch→Other Functions→Software Downloads**.

The system supports the following softwares:

- Vigilant Mobile LPR
- Vigilant Fixed LPR
- Target Alert Service

Figure 147: Software Download Utility

2 To download the desired software, click **Download**.

3 Save the installer file when prompted.

4 To start the installation, unzip and run the **Setup.exe** for each individual package.