# COMVISION VS-X Visiotech Dems Docking Software User Manual

**COMVISION VS-X Visiotech Dems Docking Software User Manual**

**Contents**

## INTRODUCTION

This user manual details the Visiotech DEMS Plus Docking Software (Digital Evidence Management System).

The manual introduces the DEMS Plus Software, it describes the operational features and user interface in detail.

## SOFTWARE SPECIFICATION

The Visiotech Digital Evidence Management System (DEMS) Software is used for uploading files and management of the Visiotech body worn camera range. It can connect a maximum of 24 cameras and supports the Visiotech VC Series and VS Series of body cameras together with the respective body camera docking stations (Single port and 8 port models).

### MINIMUM PC REQUIREMENTS

Based on Microsoft SQL, the DEMS Plus software is compatible with Windows 10.

**Minimum Hardware Requirements:**

**CPU:** No less than Intel I5, 8th Generation
**RAM:** No less than 8GB
**Storage (Program):** No less than 2GB
**Storage (Footage):** No less than 500GB
**Screen** Resbolution: 1920x1080P

### FEATURES

- Supports AES256 and RSA file decryption
- Supports GPS tracking playback on the GIS map
- Supports improved reporting, file tagging, and a new file comment field.
- Improved search filter tools
- User Management with different levels of access (User Roles)
- User Management with photo icon
- Centralised Database
- Centralised Storage
- Multi Client connection
- Customisable screen layout

## LOGIN PAGE

**Start the DEMS Plus software by double clicking on the Desktop icon:**
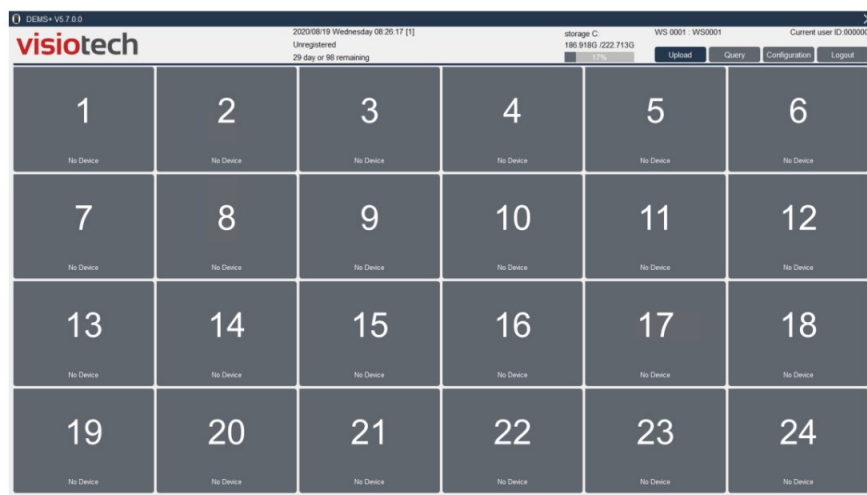


**You will be prompted to logon:**

**The default user ID is:** 000000
**The default Password is:** 123456

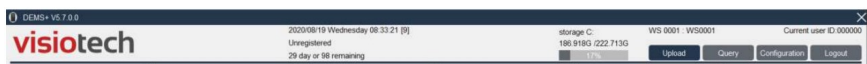Enter your User ID and Password, then press the "Login" button

**DEMS UPLOAD PAGE**



The "Upload" Page is the first page presented to users once logged into the software. The Upload Page presents up to 24 connection slots for up to 24 Visiotech Body Cameras to connect to the DEMS software via the docking station hardware.

Once a Body Camera is docked and connected to the software will read the ID number of the camera. If the camera User & Device ID does not exist in the DEMS Software database it will inform the user to bind the camera, see the binding body camera section of this manual.
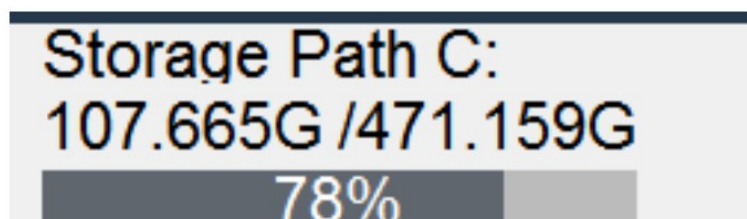
**DENS DOCKING SOFTWARE TOOL BAR**



**License Information:**



- If the product is licensed the details are shown in the middle of the tool bar. The Software will run on a demo license for a limited time after installation (30 days or 99 software restarts).
- Registered is licensed for single workstation.
- Registered Administrator licence is per workstation to be able to query other workstations.
- Registered Query Station

**Disk Drive Information:**



- The Video Storage path is displayed together with used and total storage size and percentage used detail.

**DEMS Page Navigation Icons:**



- The Page navigation icons allow users to move to the different pages within the DEMS software. Users must have access wrights to gain access to these pages.

**DOCKING BODY CAMERAS**

The docking process for Visiotech Body cameras is as follows. The process is the same for both Visiotech VS and VC Series body cameras.
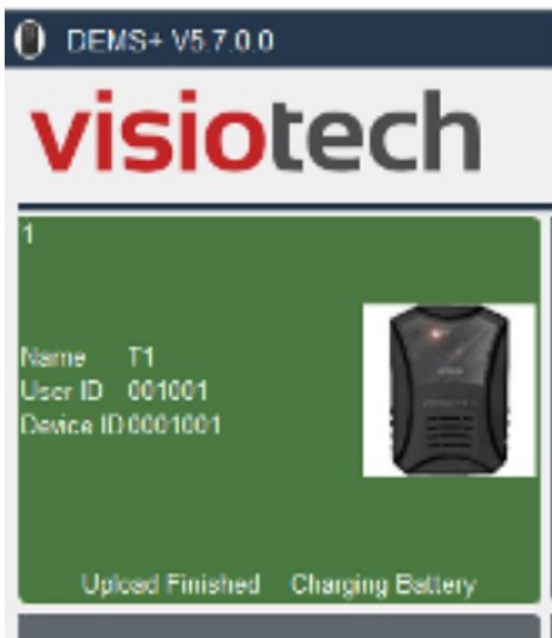
1. Dock the body camera by inserting the camera into the docking station hardware.



2. The DEMS Plus software will detect a new camera connection and the next available slot number on the software will detail the new camera connection.
   - **Note,** it can take up to 20 seconds for your PC to detect a new USB device before the DEMS software can make a new body camera connection. If the camera does not connect to the software, remove it from the Docking Station, wait 30 seconds and plug back in.
3. If the Body Camera contains new video footage, photos or audio files the DEMS software will automatically upload the files from the body camera. A progress bar will detail the upload progress.
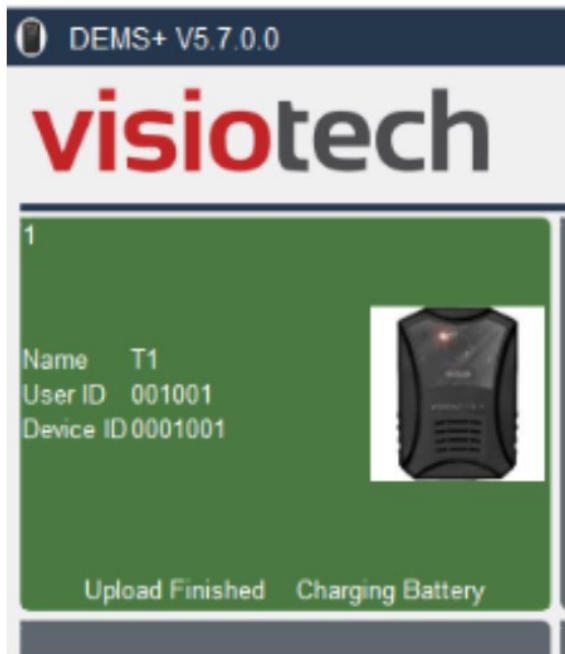
4. Once finished the DEMS software will detail in the progress bar that the upload is Finished. It is highly recommended that users ensure this process is completed by watching the upload process.



5. The DEMS software will now charge the camera for the next shift.
6. Depending on the configuration, the DEMS software may delete the files off the body camera in preparation for the next shift.

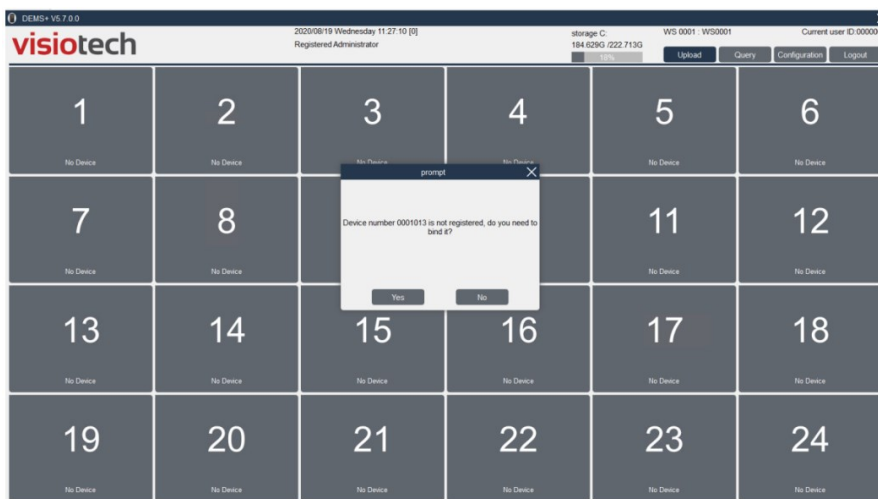The undocking process for Visiotech Body cameras is as follows.

1. The DEMS Docking software will have a charging connection with the body camera.
   - Refer to the Body Camera user manuals for detail on camera charge levels and indicators

2. To undock a camera, you simply pull the camera out of the docking station hardware.

- The VS body camera will automatically startup an undocking process and a voice prompt will say the camera is "ready to start work". The camera will be in the On state and will connect to the live streaming server and lock onto its GPS location.
- Users can turn the camera off if they do not want to consume battery power.
- The VC body camera will automatically get ready for a new shift but it will not start up. Users need to press the record button on the front of the camera for 3 seconds to start the camera manually.

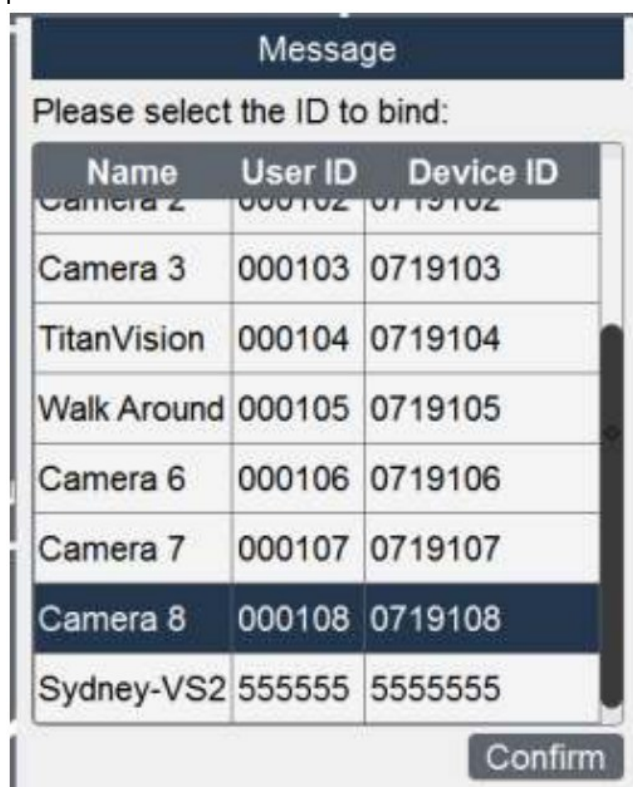**BINDING BODY CAMERAS TO A DEMS DOCKING STATION**



If the Visiotech Body Camera has never been plugged into the docking station before, the DEMS software will need to bind the camera to a previously programmed camera in DEMS. I.e. your systems administrator should have already programmed DEMS with the body camera details.

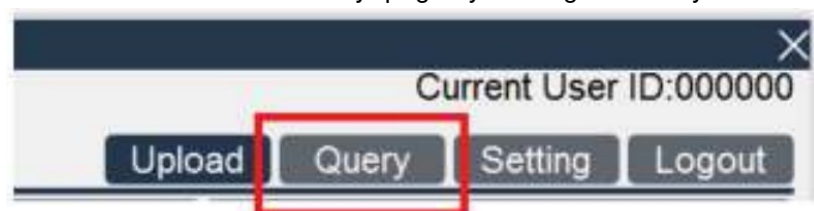Press "Yes" to the bind device popup message

prompt ✕

Device number 0001013 is not registered, do you need to bind it?

Yes    No

**DEMS** will then display a list of cameras programmed by your systems administrator, select your camera and press the confirm button.



Message

Please select the ID to bind:

| Name | User ID | Device ID |
|------|---------|-----------|
| Camera 2 | 000102 | 0719102 |
| Camera 3 | 000103 | 0719103 |
| TitanVision | 000104 | 0719104 |
| Walk Around | 000105 | 0719105 |
| Camera 6 | 000106 | 0719106 |
| Camera 7 | 000107 | 0719107 |
| Camera 8 | 000108 | 0719108 |
| Sydney-VS2 | 555555 | 5555555 |

Confirm

The DEMS software will write the ID numbers into the body camera, and upload this footage as if it was recorded on that camera. The camera is now Permanently programmed as that camera.

**QUERY PAGE**

Users can move to the "Query" page by clicking the Query button.



✕
Current User ID:000000

Upload    Query    Setting    Logout

You will be asked to enter your username and password to access the restricted functions on this page.
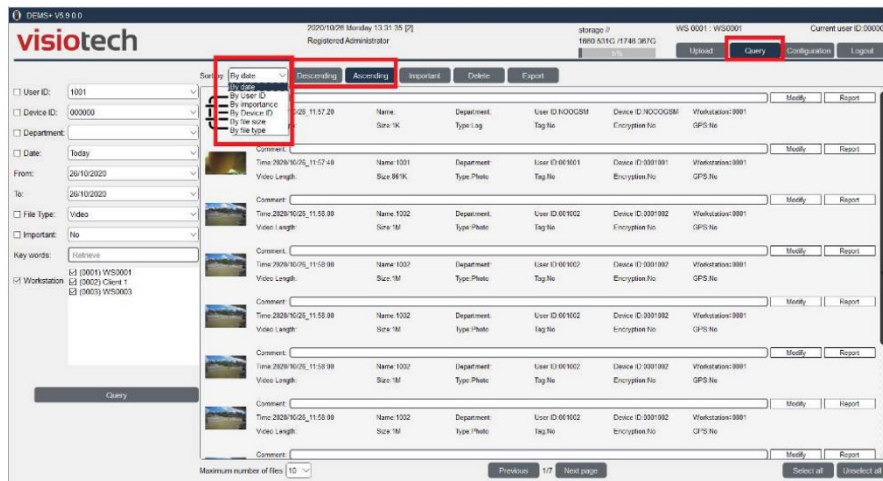
**FILTER FUNCTIONS**

Filter by User name, User ID, Department, Date, Video Type and Important, as well as the Keywords. Tick the checkbox of filter items to activate them, they are located on the LHS of the query page.
For example, if a user wants to view the video of User ID 000000 for today, they need to tick the "User ID", "Date" and "Video
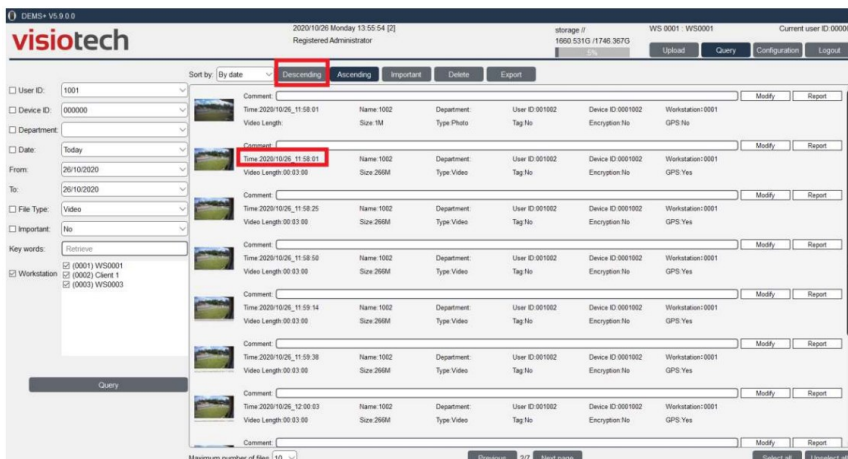**Type".** Then click "Query" button.
**(Note:** "Keyword" applies search filters to the comments written into the file comment field)
Filter by Workstation is enabled with the Administrator licence and enables user to find footage via which workstations the footage was uploaded from.
Without the Administrator licence users can only search for footage uploaded from that workstation.



The search results are displayed on one or multiple pages with the page button controls available on the bottom of the query page. Users can use the sort tools on the top of the page to sort the files by Date, ID, Tag, File Size and File Type. Pages can be sorted by using the "Descending" or "Ascending" buttons.
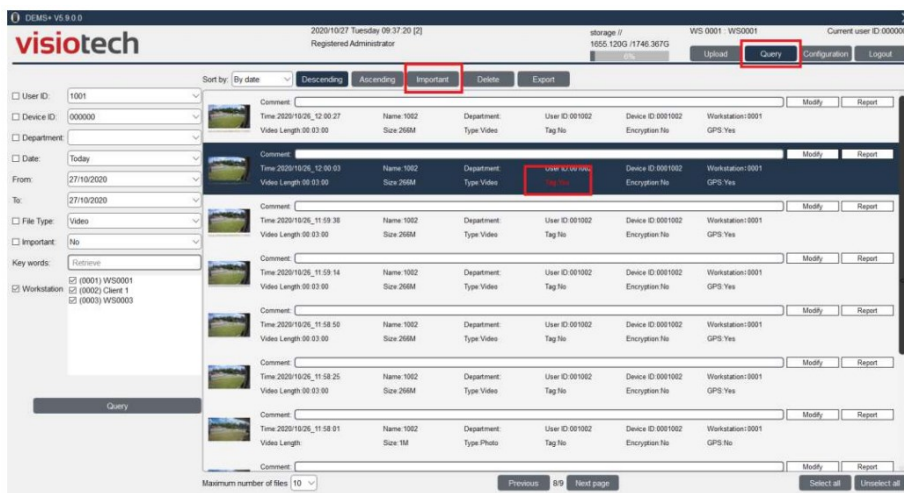
For example, if users want to view the newest files. The "Sort by Date" and clicking the "Descending" button can be used.



**TAG FEATURE**

Users can Tag a file as "Tag" and kept for an extended amount of time and easier to search for at a later date. Simply select the file on the query page and click the "Tag" button. The file details will show "Tag: Yes" in red.

Click "Tag" again to cancel the tagged mark.

"Tagged" files can be kept in DEMS for a programmed period. Once this period is exceeded, they will be deleted. System administrators need to ensure the time period is programmed correctly to prevent file loss.

**DELETE FILE**

By default, the Delete function is only available under the admin account. Other user roles do not have permission to delete
files, unless the administrator assigns this function to these users.
Files can be manually deleted by selecting the file on the query page and pressing the "delete" button.
Files are also setup in the DEMS configuration to automatically delete after a time period. For example, files are deleted after 31 days to make room for new files. System administrators need to ensure this feature is programmed correctly to prevent file loss.
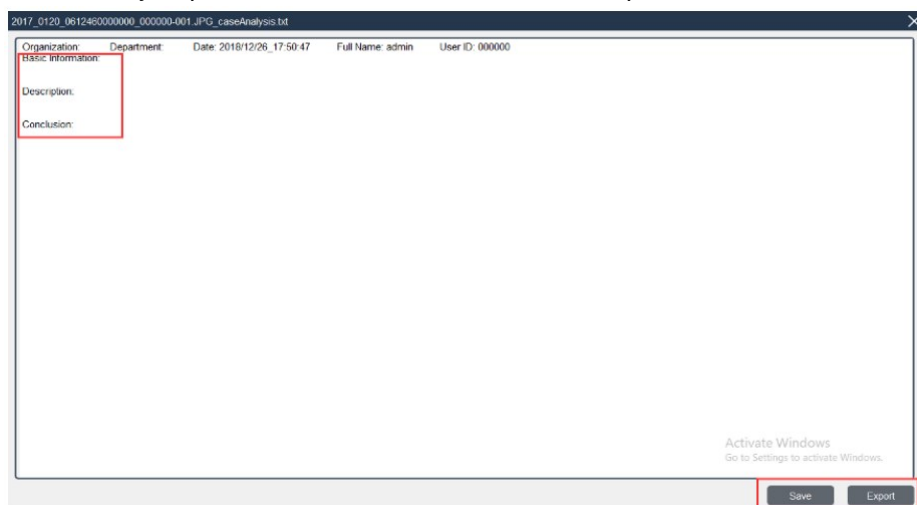Also, adequate Hard Disk Drive space needs to be made available on the DEMS Docking Machine.



**REPORT / CASE ANALYSIS**

Click the "Report" button. The DEMS software will launch a case notebook. The user can add additional details about this file or incident.
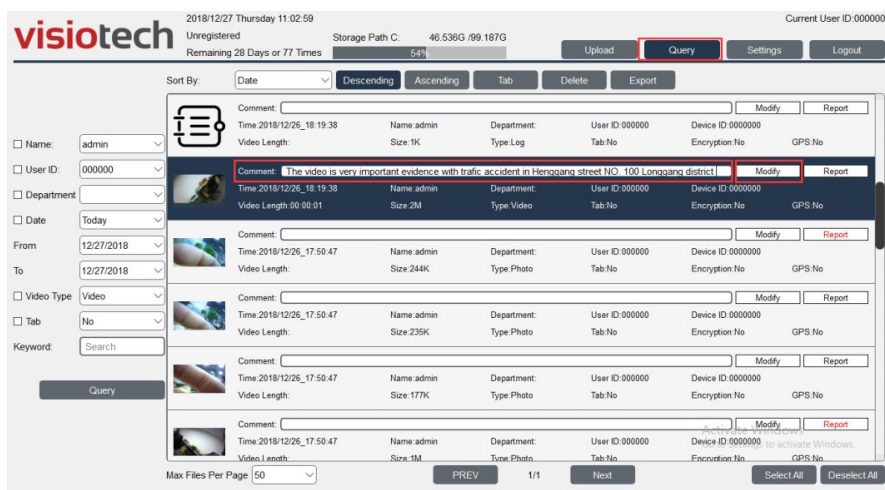
Make sure you press the Save button to save the report.



**ADD COMMENT**

Users can add comments to files; these comments are displayed in the comment field on the query page.

- Click on the comment field and start typing to add a comment.
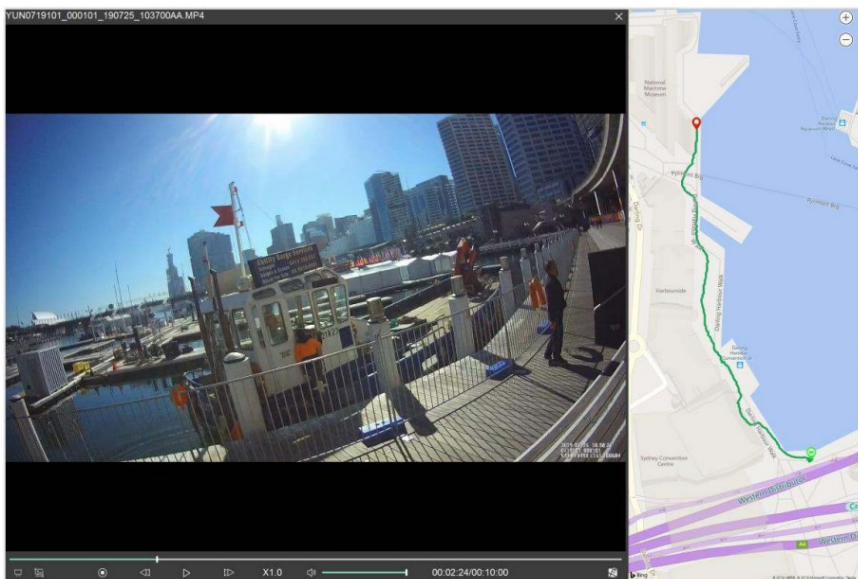- Click the "Modify" button to save any entered comments.



**VIDEO PLAYBACK**

To playback video files from the query page, double click on a video file you wish to play.

The DEMS Player application will start and play the selected file. The DEMS player will automatically determine if a file is encrypted or not, if the file is encrypted the player will use the decryption key setup by your systems administrator in order to successfully playback the file. The query page details the files that are encrypted.

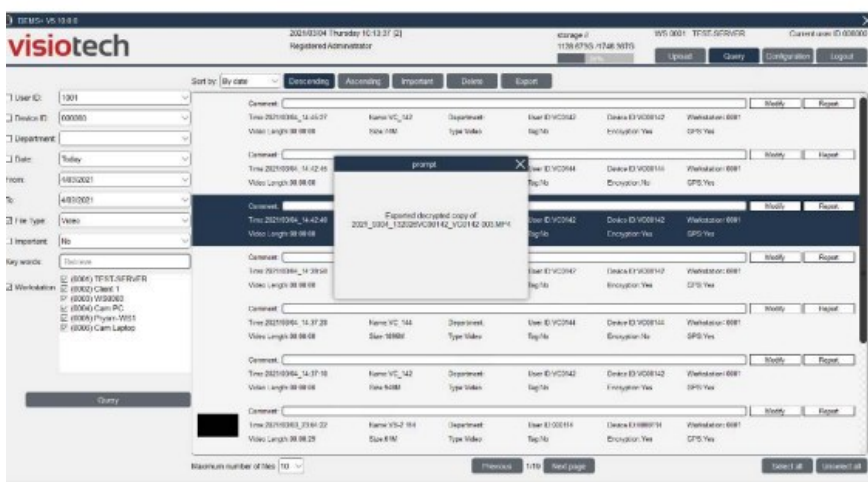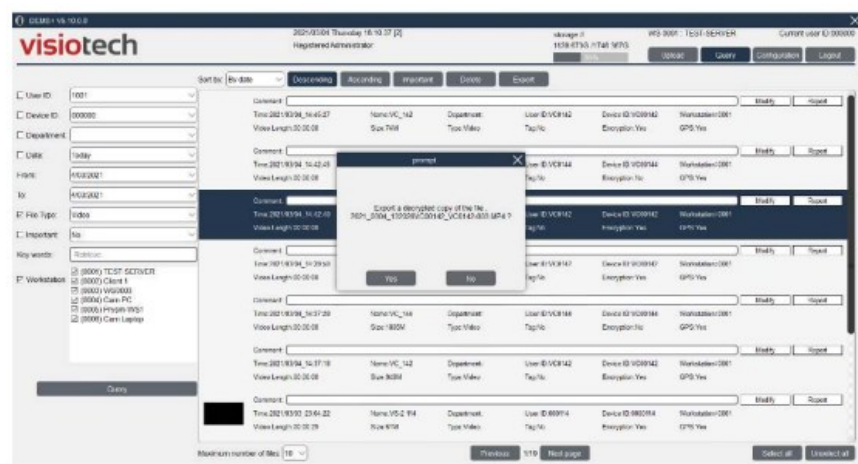**The DEMS Player application supports:**

- Play video and audio
- Pause and Stop play
- Frame forward
- Slow play and fast play
- Snapshot image
- Timeline slider bar
- GIS Map display On or Off
- Body camera GPS positioning detailed on the map as the video is played
- The entire video timeline is mapped on the GIS map



**EXPORT FILE**

To Export a file from DEMS Plus, select the file on the query page and click the "Export" button. Users can export the file to a CD/DVD, USB Drive or other drives supported by you PC or network.

For encrypted files, users can decide whether to export in encrypted format or standard MP4 format. If exported in encrypted format, the DEMS Player application with the Encryption keys must be used to playback the footage. Please see Visiotech DEMS Player manual for more information.

## SETTINGS PAGE

**This page is restricted to systems administrators, it is used for:**

- Body Camera setup
- User Management
- DEMS Docking Software Configuration
- System Log Reports

### DEVICE TAB

The DEMS Docking software supports the Visiotech VC, Visiotech VS Body Cameras.

Only basic configuration of the Body Cameras can be completed from this page. The Camera Manager application is used for more comprehensive body camera configuration.
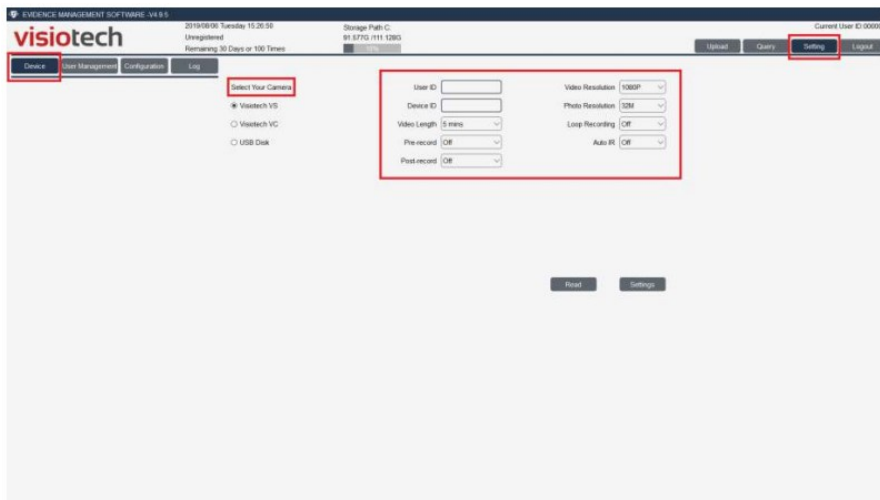
**Visiotech VS Series Supports:**

- User ID, Device ID and resolution settings.

**Visiotech VC Secies Supports:**

- User ID, Device ID, Resolution, Video Length, Photo Resolution, Loop Recording, Auto IR, Pre-record and Post Record Setting

**USB Mode:** Supports User ID and Device ID settings

**Note: These ID settings are applied to camera hardware only**



Use the **"Read"** button to read a connected cameras configuration
Use the **"Write"** button to write configuration settings to a connected camera

## USER MANAGEMENT TAB

The User Management Tab is used to add, delete users and set their access to the DEMS Docking Software functions.
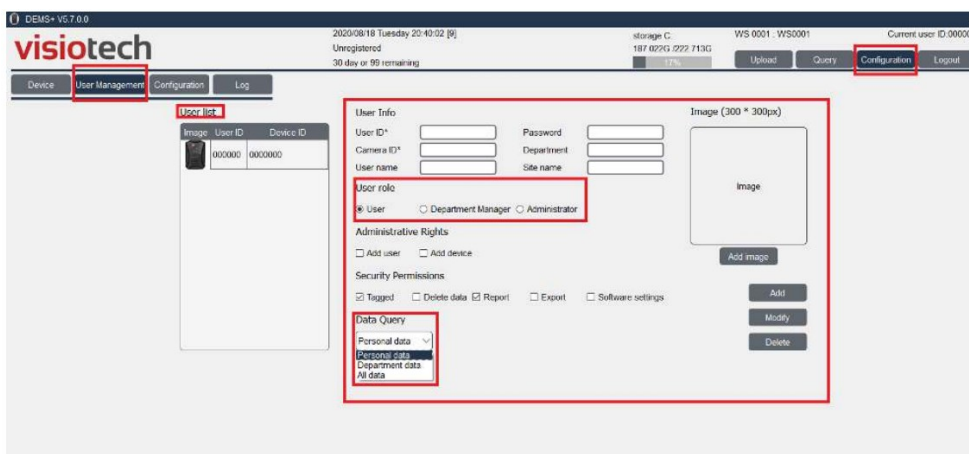
### Add User:

- Program a new user by completing the user info fields then click the "Add" button.

### Delete User:

- Select the user to delete in the "List of users" section and click the "Delete" button.

### Modify Current User account:

- Select the user to modify in the "List of users" section, then modify the user in the user info section, click the "Modify" button when complete.
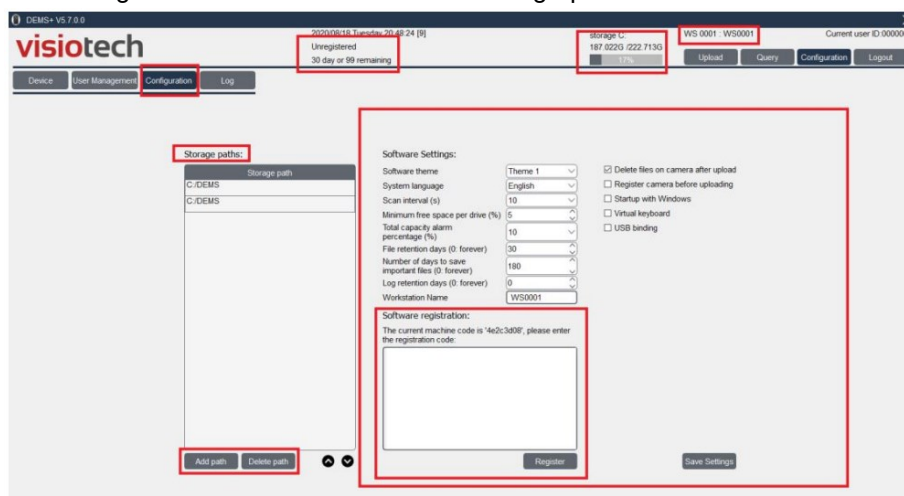
**Information description:**

- **List of Users:** The user accounts currently programmed in the DEMS software database.
- **User Info:** Details user information including: User ID, Device ID, Name, Department, Organisation, User Photo and their user role.
- **User Permission:** Including the User management, Operation and Data access. There are default permissions for different user roles. Also, the admin account holder can customise these further if necessary.
- **Note:** These ID settings are applied to user account in software database
- **Software log-off:** Only enables for users with "Software Settings" enabled.

**CONFIGURATION TAB**

The configuration tab is used to define storage paths and other software settings including file lifecycle periods.



**Storage Paths:** In the Storage Path List, the first path is the primary storage path and the 2nd path is the spare storage path.
Once the primary one is full, or not available, the software will switch to spare or secondary storage path.
**Scan Period:** This determines the scan time of the software. DEMS Plus will scan the body cameras every 10 seconds. If your computer is a low-performance PC, it is recommended to set this to 10 seconds.
**Minimum free space pre drive:** Will change to next drive once drive and reached the set % of free space left. If all drives are full software will stop uploading footage and will not delete off camera.
**Total capacity alarm:** Will pop-up an alarm window and storage amount will show in red once set % of free space is available.
**File retention days:** Deletes the files after the specified day. For example, the software will delete the normal files (without tags) after 30 days. (0 day will not delete any files)
**Number of days to save Tagged files:** Deletes the files after specified time. For example, the software will delete the TAG files after 365 days. (0 day will not delete any files)
**Log retention days:** Deletes Log files at the specified time. For example, the software will delete the LOG files after 365 days.
**Workstation:** Name of workstation.
**Software Register:** Enter the Software key for DEMS Plus licencing. This key will be supplied by Comvision.
**Three Licences available;** Standard, Administrator (PLUS), and Query Only.
Administrator (Plus) licence allows that licenced workstation to query files uploaded from other workstations.
**Delete files in camera after upload:** Automatically deletes the files within the camera's storage after the footage has been uploaded into the DEMS Docking Station.
**Register Camera before Upload:** If activated, the software will match the camera ID with the user account ID in the database. It only allows the bound cameras to dock and upload video.
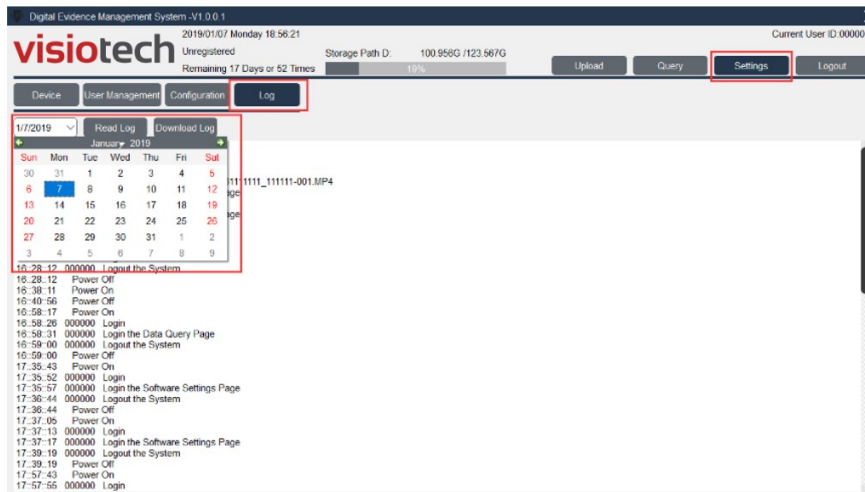**Startup with Windows:** Enables DEMS Plus to auto -start and logon when windows start. (Program will start without logon window)

**Virtual Keyboard:** Enables onscreen keyboard
**USB Binding:** Feature not available

**LOG TAB**

This page contains all operational logs for the DEMS software. Including, login, logout query, delete and so on.

## Documents / Resources



**COMVISION VS-X Visiotech Dems Docking Software** [pdf] User Manual
VS-X, VS-X Visiotech Dems Docking Software, Visiotech Dems Docking Software, Dems Docking Software, Docking Software, Software

Manuals+,