

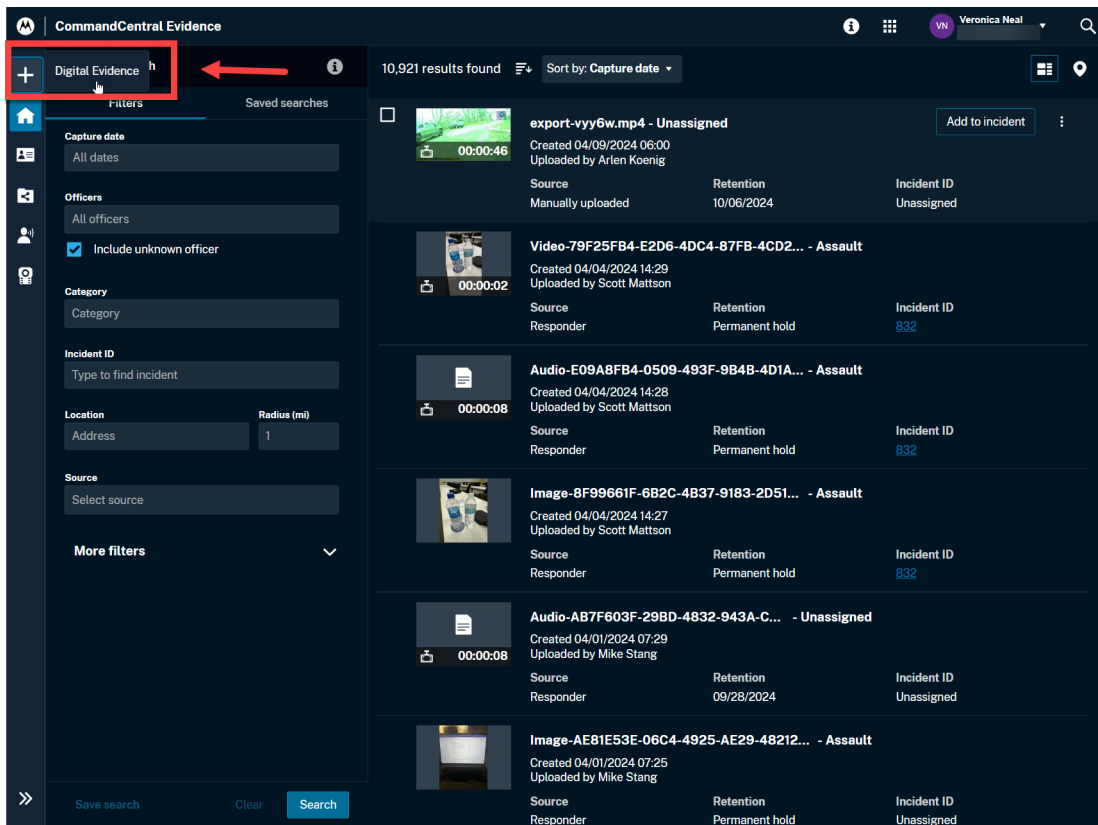
CommandCentral Evidence Manual Asset Upload Quick Reference Guide

Access CommandCentral Evidence at evidence.commandcentral.com, utilizing the same credentials as CommandCentral Vault.

Note: Dark mode is available and shown for CommandCentral Evidence. Dark mode is not yet available for the records view.

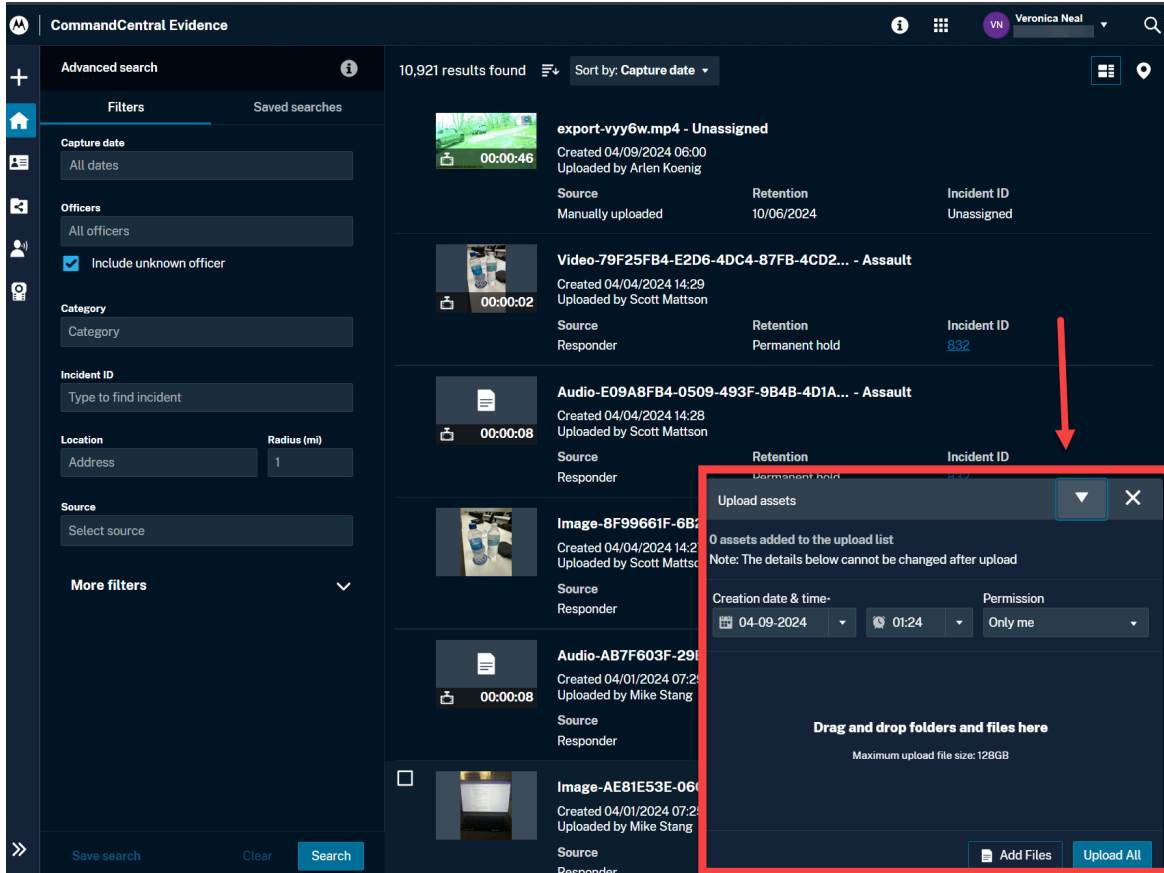
Workflow Option One: Upload into CommandCentral Evidence

1. To upload assets without a corresponding Incident ID, click **+ Digital Evidence**:



The Upload Window will appear.

2. Drag and drop asset(s) into the upload window, or click **Add Files** to browse your device.



3. Enter the mandatory information:

Creation Date and Time - The date and time the asset(s) were captured, this time can be in the past, and will be logged in the system separate from the upload date and time.

Permissions - Who can view the asset(s) after upload is complete

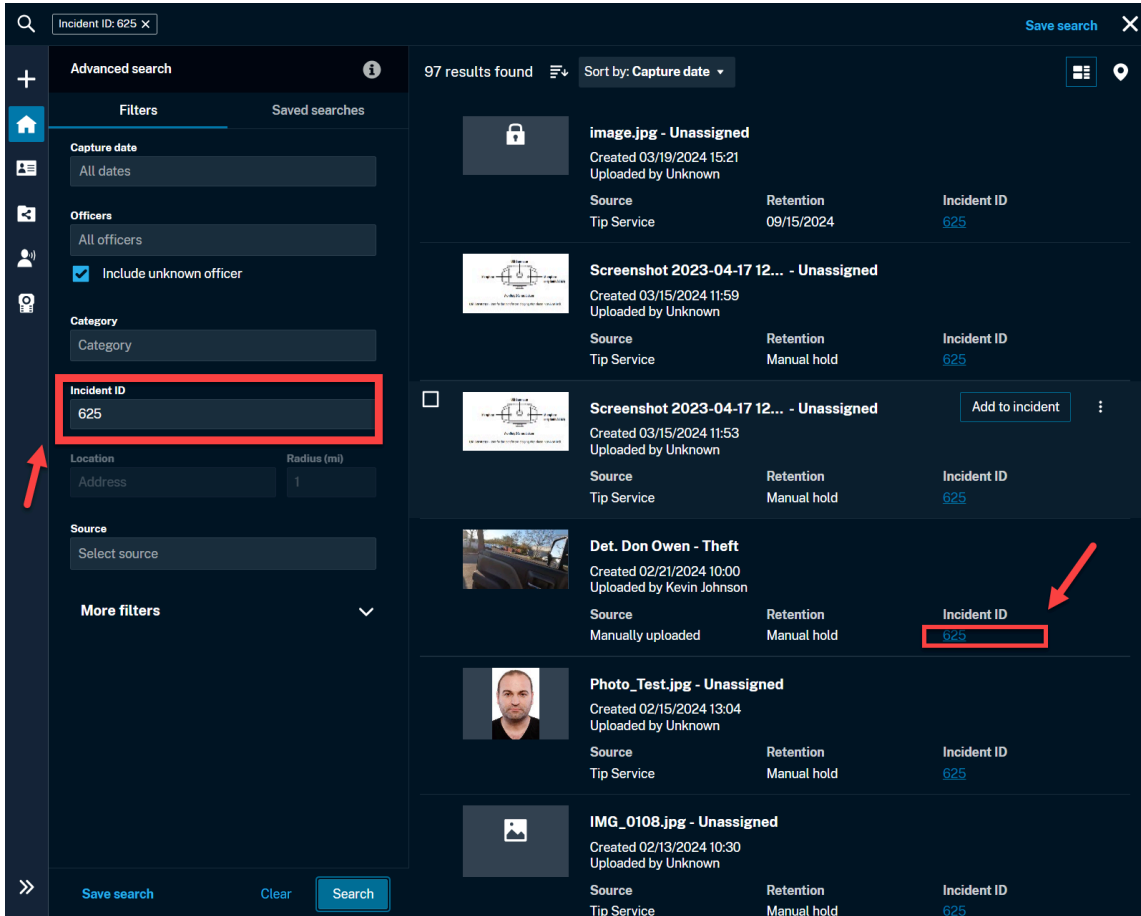
- **Only me** - Only you and others with access to your assets will see the asset(s) once uploaded
- **Groups** - Select additional groups that will have access to the asset(s)

Note: Incident ID(s) can still be added after upload via home page, asset details page, or bulk actions.

Workflow Option Two: Upload directly into corresponding Incident ID

To upload assets directly into an existing Incident ID:

1. Locate the Incident ID utilizing the search features, then click on the Incident ID hyperlink:



The screenshot displays the Motorola Solutions search interface. On the left, the 'Advanced search' sidebar is visible, with the 'Incident ID' filter set to '625'. A red box highlights this field, and a red arrow points to it. The main search results area shows 97 results found, sorted by 'Capture date'. The results list several assets, including images and screenshots, all associated with Incident ID 625. A red box highlights the '625' value in the 'Incident ID' column of the results, and a red arrow points to it.

Asset Name	Created	Uploaded by	Source	Retention	Incident ID
image.jpg - Unassigned	03/19/2024 15:21	Unknown	Tip Service	09/15/2024	625
Screenshot 2023-04-17 12... - Unassigned	03/15/2024 11:59	Unknown	Tip Service	Manual hold	625
Screenshot 2023-04-17 12... - Unassigned	03/15/2024 11:53	Unknown	Tip Service	Manual hold	625
Det. Don Owen - Theft	02/21/2024 10:00	Kevin Johnson	Manually uploaded	Manual hold	625
Photo_Test.jpg - Unassigned	02/15/2024 13:04	Unknown	Tip Service	Manual hold	625
IMG_0108.jpg - Unassigned	02/13/2024 10:30	Unknown	Tip Service	Manual hold	625

The consolidated records view will open in a new tab in CommandCentral Records:

The screenshot shows the Motorola Solutions CommandCentral Records interface. At the top, the user is logged in as Veronica Neal. The case is identified as '625 Criminal Homicide' at '123 Main St, Northeast Harbor, Maine 04662', dated '08/22/2022, 08:00 (CDT) - 08/22/2022, 09:00 (CDT)', with 'Primary Officer: Veronica Neal'. The left sidebar lists various categories: Overview, Offenses (0), Narratives (2), Persons (2), Organizations (1), Vehicles (1), Property & Evidence (1), Digital Evidence (119+), Additional Information, Associated Records (0), Incident Notes (0), External Links (0), and Public Submissions (10). The main area displays 'Digital evidence (119+)' with a '+ Add digital evidence' button. Below this is a grid of evidence items, including 'image.jpg - U...', 'Screenshot 2...', 'Screenshot 2...', 'Det. Don Owe...', 'VSP Clip', 'PM training', 'PM training', and 'WG Training'. An 'Upload assets' dialog box is open, showing '0 assets added to the upload list' and a note that details cannot be changed after upload. The dialog includes fields for 'Creation date & time-' (mm-dd-yyyy, hh:mm) and 'Permission' (Follow the case). A large red box highlights the dialog, and red arrows point to the '+ Add digital evidence' button and the dialog box.

2. Click **+ Add digital evidence**. The upload window will appear.
3. Drag and drop asset(s) into the upload window, or click **Add Files** to browse your device, and enter the mandatory information.

Frequently Asked Questions

Q: Can I add a new incident ID?

A: Yes. Click on the + sign on the evidence home page > Incident ID to add a new Incident ID (user must have permissions; not available for agencies with records integrations)

Q: What file types are supported for manual upload into CommandCentral Evidence?

A: The system can ingest almost all file types, but only file types supported natively will be viewable within CommandCentral Evidence without having to download the file.

Document Formats

File Format	Extensions	Viewable in CC
PDF	.pdf	yes

Image Formats

File Format	Extensions	Viewable in CC
JPEG	.jpg .jpeg	yes
PNG	.png	yes
GIF	.gif	yes
BMP	.bmp .dib	yes

Video Formats

Note: Redaction can only be done on MP4 files with the supported extension types

File Format	Extensions	Viewable in CC
MP4/MOV	h.264 MPEG4 MPEG2	yes* and supported for redaction
MP4	.mov .m4a .m4v	yes

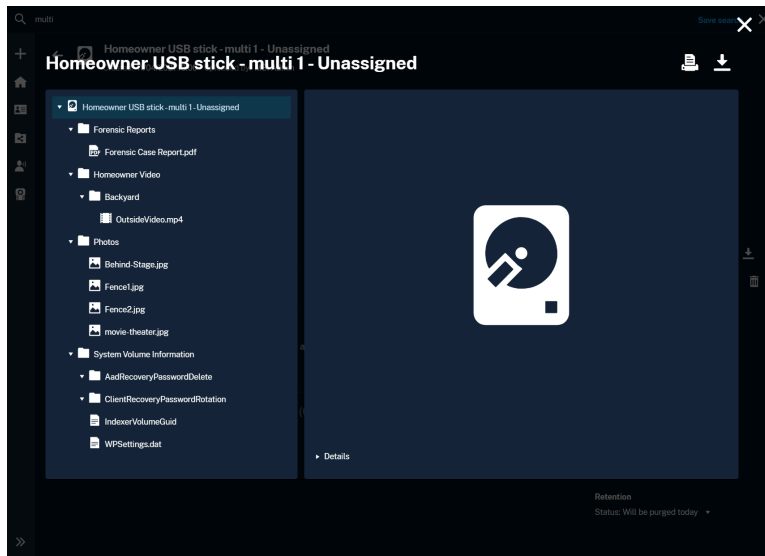
MPEG-PS	.mpg .mpeg .vob	yes
MPEG-TS	.mts .ts	yes

Audio Formats

File Format	Extensions	Supported
MP4/MOV	AAC-LC AAC-HE AAC-HEv2 MP3 MP2 PCM (16 bit) u-Law a-Law	yes
MP3	.mp3 MP3	yes* for transcription
WMA	.wma	yes
WAV	.wav	yes

Multi-file Assets

You can store multi-file evidence assets in CommandCentral Evidence:



Multi-file assets consist of files of a different type. For example, such a file can consist of a folder with a .png file and an .mp4 file, and an .pdf file. You may not be able to view each file of that

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asset in CommandCentral Evidence Media Player (if it is not a native file type), but you can examine the contents of the asset and download them in bulk or separately.

If you upload a multi-file asset, the folder is treated as a single piece of evidence, and the file structure within the folder is maintained.

Note: The following limitations apply to the file upload:

- Each folder can support up to 250 files
- The total size of all files in a folder can be up to 2 TB
- The total path length of a file in a folder can be up to 2048 characters, and up to 10 levels deep
- Each file in a folder can be up to 128 GB