



PlateScanTM

Back Office User Manual

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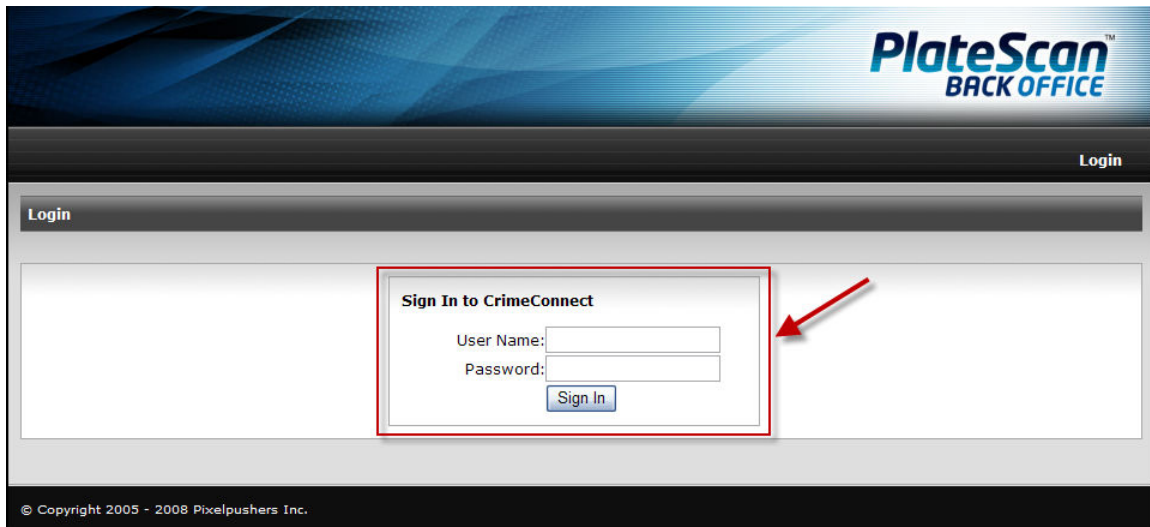
Nov 2008

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First Time Use

To log into the PlateScan BackOffice, open an internet browser and enter the BackOffice URL of your agency. Once the page has loaded, enter your username and password, and type in your credentials, click Sign In. After you have successfully logged in, you may begin searching for plates.

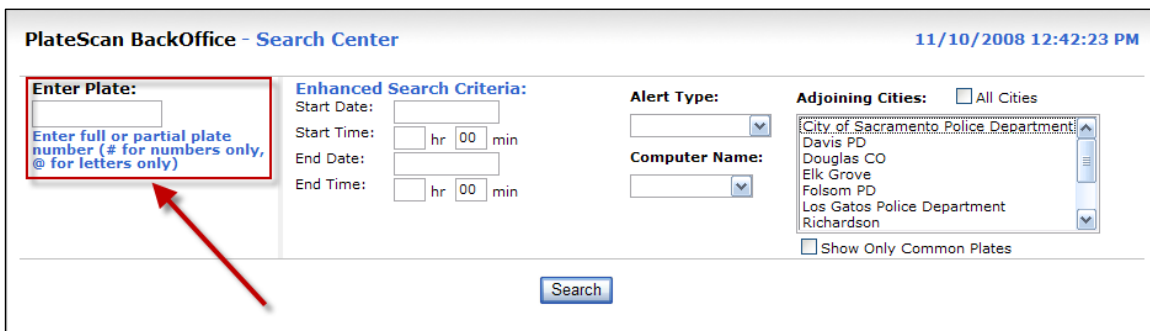


The screenshot shows the PlateScan BackOffice login interface. At the top right is the "PlateScan BACK OFFICE" logo. Below it is a "Login" button. The main content area is titled "Login" and contains a "Sign In to CrimeConnect" box. This box has fields for "User Name:" and "Password:", and a "Sign In" button. A red arrow points to the "Sign In" button. At the bottom left, there is a copyright notice: "© Copyright 2005 - 2008 Pixelpushers Inc."

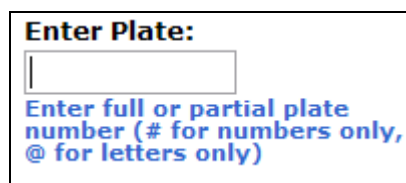
Note: If you are unsure of your PlateScan BackOffice URL and/or log in credentials, contact your agency's information technologies department.

Advanced Features

Search by Plate



The screenshot shows the PlateScan BackOffice Search Center. The title bar reads "PlateScan BackOffice - Search Center" and the timestamp is "11/10/2008 12:42:23 PM". The main area is divided into several sections. On the left, there is a "Enter Plate:" section with a text input field and a red arrow pointing to it. Below this is a "Enhanced Search Criteria:" section with fields for "Start Date:", "Start Time:", "End Date:", and "End Time:". To the right of this is an "Alert Type:" dropdown menu and a "Computer Name:" dropdown menu. Further right is an "Adjoining Cities:" section with a checkbox for "All Cities" and a list of cities: "City of Sacramento Police Department", "Davis PD", "Douglas CO", "Elk Grove", "Folsom PD", "Los Gatos Police Department", and "Richardson". There is also a checkbox for "Show Only Common Plates". At the bottom center is a "Search" button.



This is a close-up of the "Enter Plate:" field. It shows a text input field with a red arrow pointing to it. Below the field is the text: "Enter full or partial plate number (# for numbers only, @ for letters only)".

- i. **Full** – type the entire plate for exact results.
- ii. **Partial** – offers more broad result. Use more characters to increase the result possibilities.

For example:

Partial Plate Search: **ABC**

Results: **ABC123, 123ABC, 1ABC23, 12ABC3**

The above results show that by typing “ABC”, it will return every plate within your BackOffice database containing “ABC” anywhere in the plate.

Search with Wildcards

Wildcards allow you to substitute symbols for letters or numbers.

Example:

- represents a number

@ - represents a letter

_ (underscore) represents a letter *or* number

This helps in narrowing your search for better-known partial plates. For example:

Plate: **ABC 123**

Substitute letters: **@@@ 123, @BC 123, A@C 123, AB@ 123**, etc.

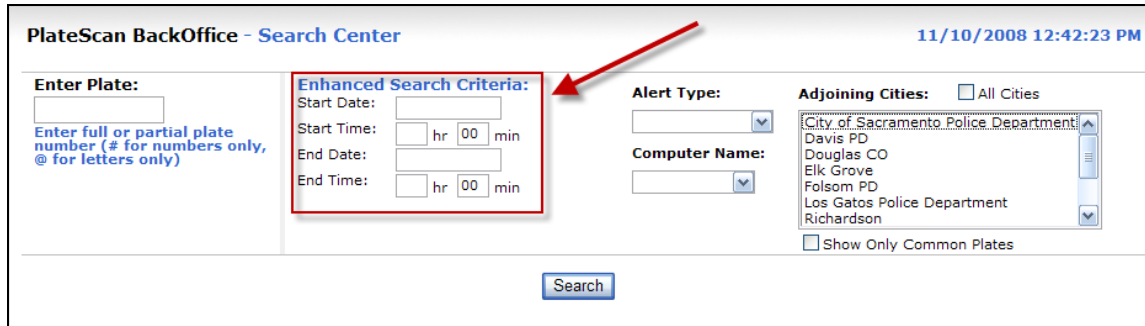
Substitute numbers: **ABC ###, ABC #23, ABC 1#3, ABC 12#**, etc.

Letters and numbers: **AB@ 1#2, A@C #23**, etc.

Letters of numbers: **A_B 2_3, A_C 1_3**, etc.

The result of, for example, **@@@ 123** will display any @ symbol as a letter, and # as a number, and will retain the ending of **123**.

Search by Date/Time



PlateScan BackOffice - Search Center 11/10/2008 12:42:23 PM

Enter Plate:

 Enter full or partial plate number (# for numbers only, @ for letters only)

Enhanced Search Criteria:
 Start Date:
 Start Time: hr min
 End Date:
 End Time: hr min

Alert Type:

Computer Name:

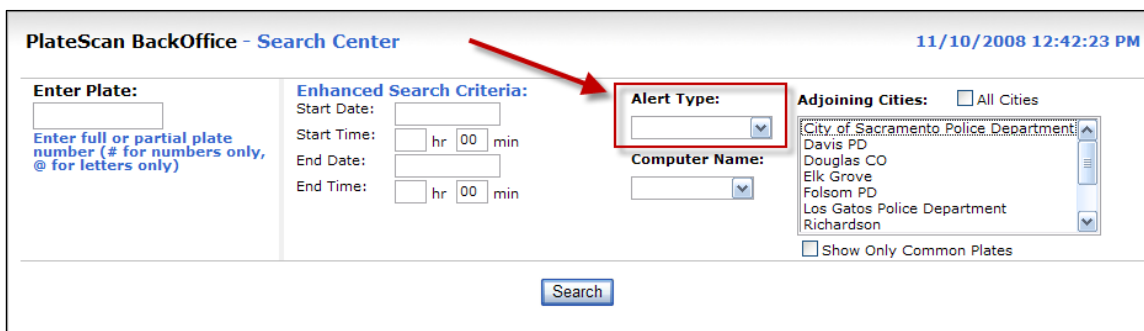
Adjoining Cities: ☐ All Cities
 City of Sacramento Police Department
 Davis PD
 Douglas CO
 Elk Grove
 Folsom PD
 Los Gatos Police Department
 Richardson
☐ Show Only Common Plates

Show a list of plates seen by the PlateScan vehicle between a date and time range. Results displayed in chronological order.

Example:

Enhanced Search Criteria:
 Start Date: 2/17/2008
 Start Time: 14 hr 00 min
 End Date: 2/21/2008
 End Time: 15 hr 30 min

Search by Alert Type



PlateScan BackOffice - Search Center 11/10/2008 12:42:23 PM

Enter Plate:

 Enter full or partial plate number (# for numbers only, @ for letters only)

Enhanced Search Criteria:
 Start Date:
 Start Time: hr min
 End Date:
 End Time: hr min

Alert Type:

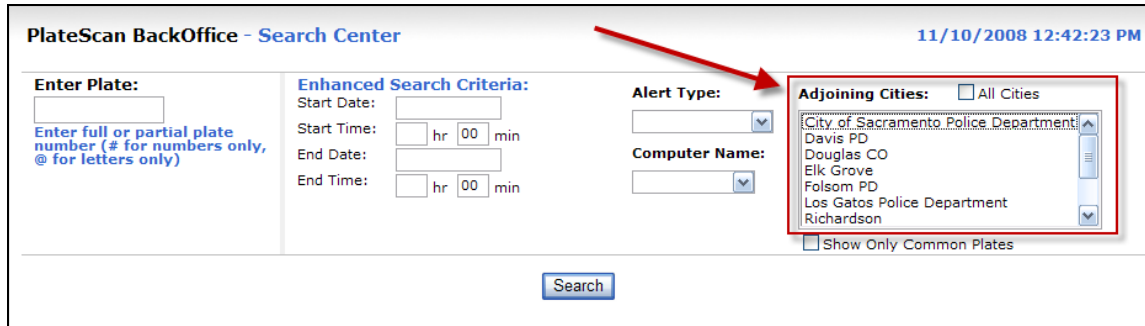
Computer Name:

Adjoining Cities: ☐ All Cities
 City of Sacramento Police Department
 Davis PD
 Douglas CO
 Elk Grove
 Folsom PD
 Los Gatos Police Department
 Richardson
☐ Show Only Common Plates

Rather than search through all plate reads in order to locate alerts, click the Alert Type drop down menu and select which alert you looking for. If the vehicle contains a database of plates named "Stolen", you are able to search for all hits found by PlateScan under the "Stolen" list.

Alert Type categories are empty by default. Once the PlateScan vehicle receives a hit from its in-car database, it is stored in the internal plate records database. After that plate read with an attached hit uploads into the BackOffice website, you will then see a "Stolen" category under Alert Types.

Search by Department



PlateScan BackOffice - Search Center 11/10/2008 12:42:23 PM

Enter Plate:

 Enter full or partial plate number (# for numbers only, @ for letters only)

Enhanced Search Criteria:
 Start Date:
 Start Time: hr min
 End Date:
 End Time: hr min

Alert Type:

Computer Name:

Adjoining Cities: ☐ All Cities
 City of Sacramento Police Department
 Davis PD
 Douglas CO
 Elk Grove
 Folsom PD
 Los Gatos Police Department
 Richardson
☐ Show Only Common Plates

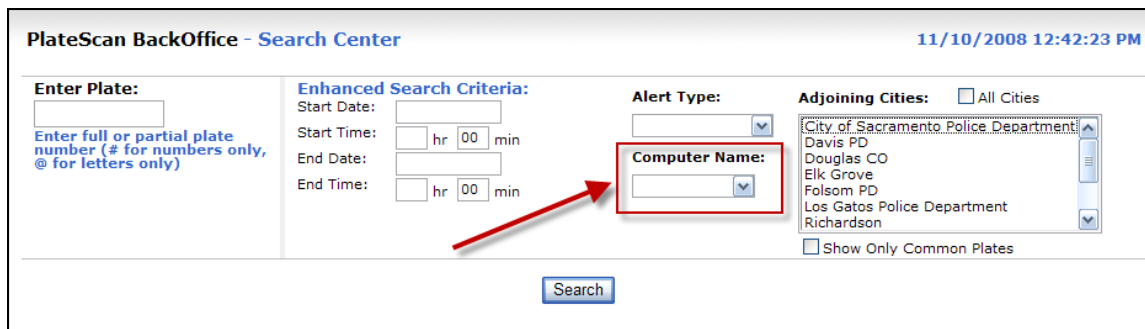
By default, you will search within your department's database only. However, you can easily connect with nearby departments and agencies in an effort to both share and collect very large amounts of data to use in crime analysis.

When connected to multiple agencies, the default action is to execute your search through all agencies.

However, you may click one or multiple cities individually, ultimately telling the program, "When I execute the search, only search through the databases I have selected".

After the results are shown, it will display from which agency the read originated.

Search by Computer Name



PlateScan BackOffice - Search Center 11/10/2008 12:42:23 PM

Enter Plate:

 Enter full or partial plate number (# for numbers only, @ for letters only)

Enhanced Search Criteria:
 Start Date:
 Start Time: hr min
 End Date:
 End Time: hr min

Alert Type:

Computer Name:

Adjoining Cities: ☐ All Cities
 City of Sacramento Police Department
 Davis PD
 Douglas CO
 Elk Grove
 Folsom PD
 Los Gatos Police Department
 Richardson
☐ Show Only Common Plates

Related to the Alert Type, except now you may search reads by a specific PlateScan vehicle.

Similar to Alert Type, the Computer Name list will not populate until the vehicle has exported and uploaded its first export to the BackOffice database.

Map Results





If you execute a search and it returns with multiple vehicles (or the same vehicle in multiple locations), you have the option to either map one at a time or simply click Map Results to plot multiple points (vehicles) on the same map. Map results are shown 10 per page.

PlateScan BackOffice - Hit List 11/10/2008 3:50:09 PM

[Back](#)
[Export](#)
[Map Results](#)
[Print](#)






Plate: SYS

Records Found: 12

Plate	AlertType	Confidence	GPS	TimeStamp	Agency	Preview	Details
5YSK972		1	W3843359 115.93005	10/19/2008 12:14:20 PM	Placerville		Item Details
5YSK972		2	N3843359 W12049802	10/19/2008 12:14:19 PM	Placerville		Item Details
5YSU005		1	N3843718 W12048214	10/19/2008 11:57:14 AM	Placerville		Item Details
5YSX253		1	N3843722 W12048207	10/18/2008 4:22:29 PM	Placerville		Item Details

To get more information on a vehicle you may either click the point on the map or click the vehicle image, plate number, or corresponding map point in the left column. This will now center the point position on your screen and display an image of the vehicle.

Found 97 plates

	5GDT766 Placerville 10/19/2008-12:23	
	5GDT766 Placerville 10/19/2008-12:21	
	5GDT766 Placerville 10/19/2008-12:20	
	5GMM386 Placerville 10/19/2008-12:12	
	5GFN548 Placerville 10/19/2008-11:45	
	5GKY083 Placerville 10/19/2008-11:38	
	5GZD904 Placerville 10/19/2008-11:19	
	5GZD904 Placerville 10/19/2008-11:19	
	5GSJ507 Placerville 10/19/2008-11:18	
	5GEF101 Placerville 10/18/2008-17:00	

Map | Satellite | Hybrid

Overview | Plate/Info


10/18/2008 5:00:28 PM

5GEF101

Map data ©2008 Tele Atlas

For more information about the vehicle, click the plate number from the point call out. This will take you directly to the vehicle's information page.

Placerville
Date: 10/18/2008
Time: 5:00 PM
Location: N3843722 W12048207
AlertType: **Stolen**







Plate Data:

5GEF101
[Edit Plate if required](#)

Vehicle Data:
Make:
Model:
Color:
Comments:

Export Results to Excel format

After executing a search, you have an option to export all result information to an Excel file for records. The file contains all identical information as your results.

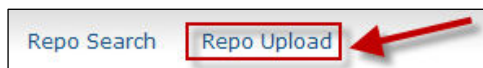
	A	B	C	D	E	F	G	H
1	RecognitionId	Plate	AlertReportType	Confidence	GPSLocation	TimeStamp	AgencyName	LaneName
2	7005	5GDT766		1	N3843684 W12048333	10/19/2008 12:23	Placerville	Front Right
3	7001	5GDT766		1	N3843732 W12048574	10/19/2008 12:21	Placerville	Front Right
4	6999	5GDT766		1	N3843783 W12048752	10/19/2008 12:20	Placerville	Rear Camera
5	6932	5GMM386		1	N3843360 W12049804	10/19/2008 12:12	Placerville	Rear Camera
6	6507	5GFN548		1	N3843714 W12048219	10/19/2008 11:45	Placerville	Front Left
7	6315	5GKY083		1	N3843720 W12048212	10/19/2008 11:38	Placerville	Front Right
8	6155	5GZD904		1	N3843698 W12048141	10/19/2008 11:19	Placerville	Rear Camera
9	6153	5GZD904		1	N3843702 W12048131	10/19/2008 11:19	Placerville	Front Left
10	6121	5GSJ507		2	N3843744 W12047832	10/19/2008 11:18	Placerville	Front Left
11	5714	5GEF101		1	N3843722 W12048207	10/18/2008 17:00	Placerville	Front Left

Repo Upload

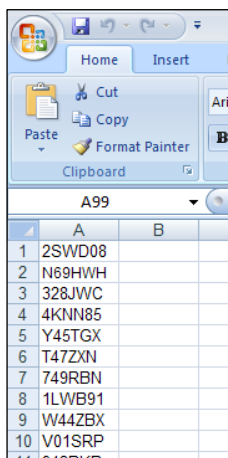
The Repo Upload function allows the user to upload a list of plates and compare them to the current database of read plates.

Originally designed for vehicle repossession, companies would receive numerous plate lists from different banks and could easily check their BackOffice to see if they had read plates on that list in the past. If found they could then use the GPS location, combined with the map interface, as a starting point in recovering the newly listed vehicles.

These methods easily translate to law enforcement needs. For example, after receiving an updated list of stolen vehicles, simply import that list into Repo Upload and compare your results. If you receive a match, note the locations and begin your investigation using the provided information.



To use the Repo Upload function, begin by clicking Repo Upload from the main screen. Once in the Repo Upload section, click Browse to locate your latest list of license plates. With the desired file selected, click Upload Repo List and wait until the upload has successfully completed.

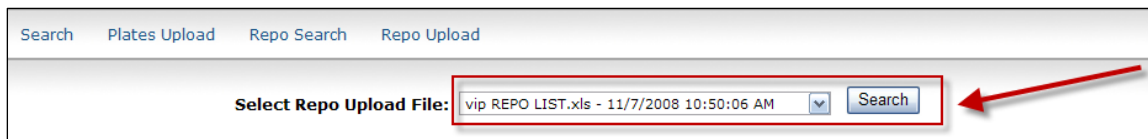


	A	B
1	2SWD08	
2	N69HWH	
3	328JWC	
4	4KNN85	
5	Y45TGX	
6	T47ZXN	
7	749RBN	
8	1LWB91	
9	W44ZBX	
10	V01SRP	
11	042PXP	

The list must be in Excel using .XLS format in which only the first column may contain license plates and that is all. See the example below.





















Once the completed, dialogue is displayed, click Repo Search and use the drop down box to select the most recently uploaded list and then click Search.



Now you may either click an image on the left column or click the actual point on the map to center the view on that point and bring up more information on the vehicle.

Select Repo Upload File: vip REPO LIST.xls - 11/7/2008 10:50:06 AM

Found 131 matches

	3XZ2909 City of Sacramento Police Department 9/11/2006-09:00	
	3XZ2909 City of Sacramento Police Department 9/12/2006-08:35	
	3XZ2909 City of Sacramento Police Department 9/12/2006-14:04	
	3XZ2909 City of Sacramento Police Department 9/14/2006-11:17	
	3XZ2909 City of Sacramento Police Department 6/27/2006-08:35	
	3XZ2909 City of Sacramento Police Department 10/3/2006-13:49	
	3XZ2909 City of Sacramento Police Department 10/12/2006-10:08	
	3XZ2909 City of Sacramento Police Department 10/16/2006-15:07	
	3XZ2909 City of Sacramento Police Department 10/17/2006-02:56	

Map view showing Marysville Blvd, South Ave, Sharon Ln, and Rosalind St. A red box highlights a specific location on the map, and a red arrow points from the first vehicle image to this location.

Show common plates from linked agencies

Alert Type:

Computer Name:

Adjoining Cities: ☐ All Cities

City of Sacramento Police Department
Davis PD
Douglas CO
Elk Grove
Folsom PD
Los Gatos Police Department
Richardson

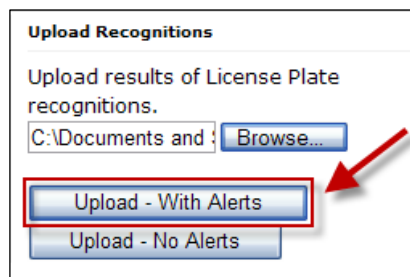
☐ Show Only Common Plates

Checking this box will only show common plates from linked agencies in the search results.

Upload exports through web interface



The BackOffice upload interface allows users to upload exports easily from the PlateScan vehicle. To do so, log into the BackOffice, click Plates Upload, then under Upload Recognitions click Browse, locate and select the .XML file on your storage device, then click Upload – With Alerts.



The .XML files generate when using the PlateScan Export Recognitions function in your vehicle. You can transfer them to a media storage device or use wireless networking to move files throughout your network to the desired location.

Note: When uploading large quantities of exports, we recommend using the Plate Upload Utility. For instructions on how to set this up, please contact PlateScan technical support.

Terminology

Here are a few quick terms we frequently reference you may not be aware of.

Alert – When the PlateScan reads a plate and has a match from a database of plates you have loaded are looking for.

Alert Type – This list populates once you start acquiring alerts in your vehicle. If you have not received an alert to any outstanding plates, then that is why you will not see anything in the Alert Type drop down list yet.

Download – Transfer of hotlist files from the source server to the PlateScan vehicle.

Export – A file generated by PlateScan software containing all information acquired by the PlateScan system. This includes the date, time, plate read-out, plate patch image, vehicle overview image, GPS location, and vehicle ID.

GPS Location – The location your PlateScan system was at when it read the plate.

Hotlist – A simple text file containing a list of license plates PlateScan will recognize and immediately begin search for once implemented.

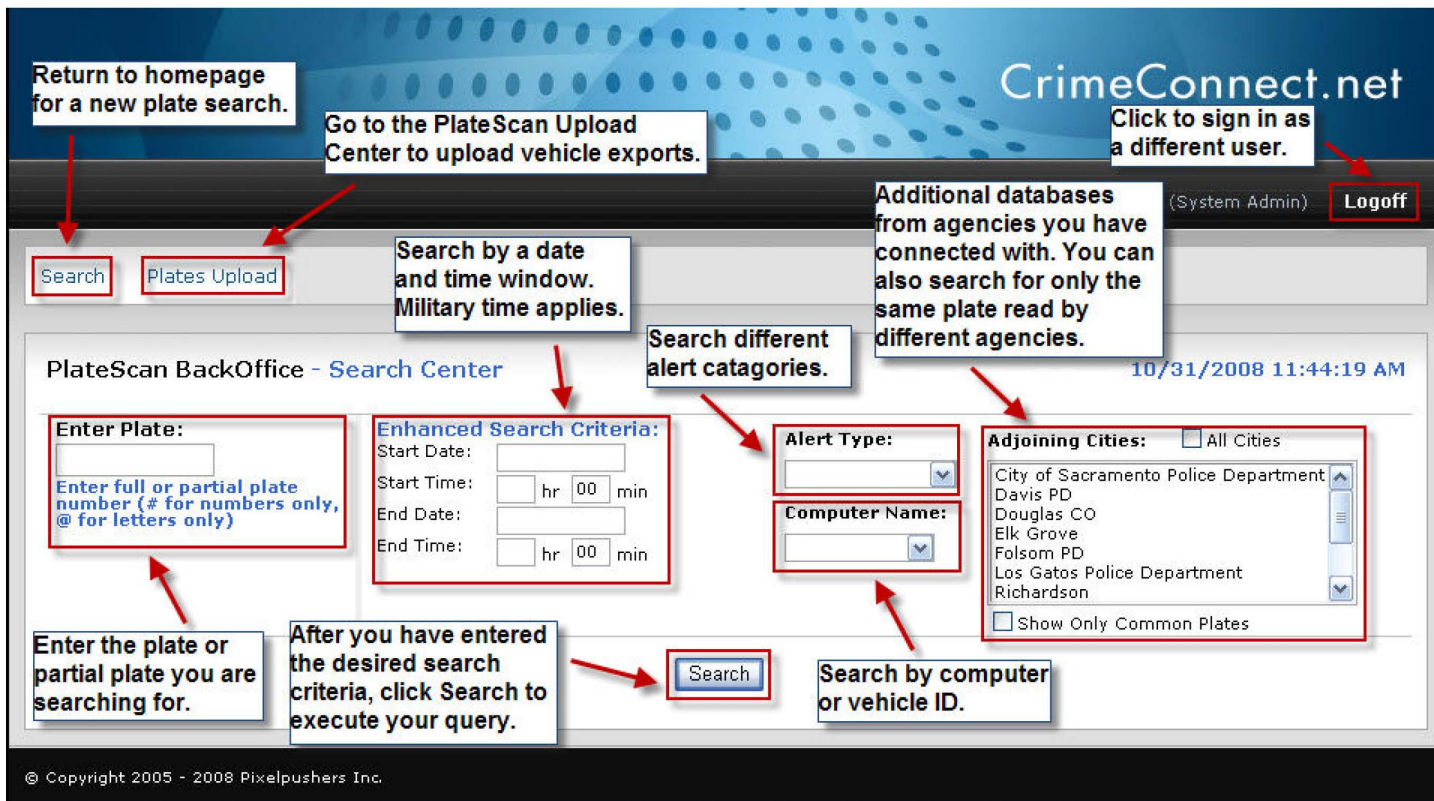
Plate – The license plate of a vehicle; sometimes referred to as a “tag” or “tags”.

Read – A read is when the PlateScan vehicle successfully locates, deciphers, and checks all loaded databases to see if the plate is of interest. Every time a plate is read it creates a file which includes various data: date, time, GPS location, plate read outcome, alert (if returned), plate patch image, vehicle overview image, computer name, and vehicle ID.

Upload – Transfer of export files from the vehicle to the BackOffice server.

Appendix A: Interface with Detailed Callouts

Main Page



The screenshot displays the 'PlateScan BackOffice - Search Center' interface. The top navigation bar includes a 'Search' button (with callout: 'Return to homepage for a new plate search.'), a 'Plates Upload' button (with callout: 'Go to the PlateScan Upload Center to upload vehicle exports.'), and a 'Logoff' button (with callout: 'Click to sign in as a different user.'). The main search area contains several sections: 'Enter Plate:' with a text input field and instructions 'Enter full or partial plate number (# for numbers only, @ for letters only)' (callout: 'Enter the plate or partial plate you are searching for.'). 'Enhanced Search Criteria:' with fields for 'Start Date', 'Start Time' (hr/min), 'End Date', and 'End Time' (hr/min) (callout: 'Search by a date and time window. Military time applies.'). 'Alert Type:' and 'Computer Name:' dropdown menus (callout: 'Search different alert categories.'). 'Adjoining Cities:' with a list of cities (City of Sacramento Police Department, Davis PD, Douglas CO, Elk Grove, Folsom PD, Los Gatos Police Department, Richardson) and a 'Show Only Common Plates' checkbox (callout: 'Additional databases from agencies you have connected with. You can also search for only the same plate read by different agencies.'). A 'Search' button is located at the bottom of the search area (callout: 'After you have entered the desired search criteria, click Search to execute your query.'). The interface also shows a user status '(System Admin)' and a timestamp '10/31/2008 11:44:19 AM'. The footer contains the copyright notice '© Copyright 2005 - 2008 Pixelpushers Inc.'.







Search Results

Search Plates Upload

PlateScan BackOffice - Hit List 11/6/2008 12:16:26 PM

[Back](#) [Export](#) [Map Results](#) [Print](#)

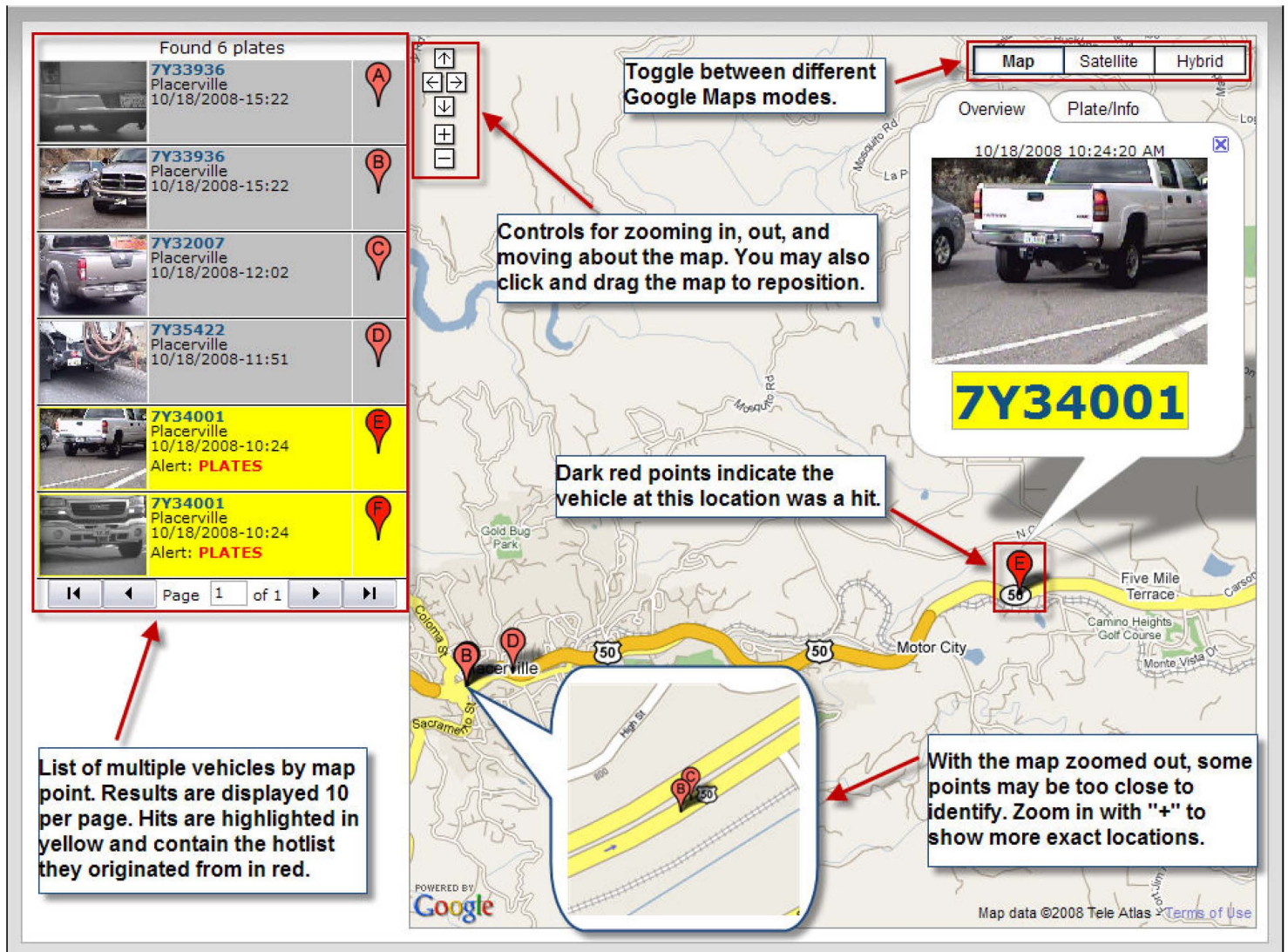
Partial plate search. → Plate: 7Y3 ← **Number of results.**
Records Found: 6

Plate	AlertType	Confidence	GPS	TimeStamp	Agency	Preview	Details
7Y33936		1	N3843713 W12048212	10/18/2008 3:22:04 PM	Placerville		Item Details
7Y33936		1	N3843713 W12048212	10/18/2008 3:22:00 PM	Placerville		Item Details
7Y32007		1	N3843716 W12048209	10/18/2008 12:02:57 PM	Placerville		Item Details
7Y35422		1	N3843802 W12047856	10/18/2008 11:51:00 AM	Placerville		Item Details
7Y34001	Plates	2	N3844266 W12043937	10/18/2008 10:24:20 AM	Placerville		Item Details
7Y34001	Plates	2	N3844267 W12043937	10/18/2008 10:24:13 AM	Placerville		Item Details













Vehicles highlighted in yellow indicated the plate matched one of the in car hotlists as a hit.

Indicates which hotlist the hit came from.

Map Results



Found 6 plates

	7Y33936 Placerville 10/18/2008-15:22	
	7Y33936 Placerville 10/18/2008-15:22	
	7Y32007 Placerville 10/18/2008-12:02	
	7Y35422 Placerville 10/18/2008-11:51	
	7Y34001 Placerville 10/18/2008-10:24 Alert: PLATES	
	7Y34001 Placerville 10/18/2008-10:24 Alert: PLATES	

Page 1 of 1

Toggle between different Google Maps modes.

Controls for zooming in, out, and moving about the map. You may also click and drag the map to reposition.

Dark red points indicate the vehicle at this location was a hit.

7Y34001

List of multiple vehicles by map point. Results are displayed 10 per page. Hits are highlighted in yellow and contain the hotlist they originated from in red.

With the map zoomed out, some points may be too close to identify. Zoom in with "+" to show more exact locations.











Map data ©2008 Tele Atlas [Terms of Use](#)

Repo Search

Search Plates Upload Repo Search Repo Upload

Select Repo Upload File:

Found 131 matches

	3XZZ909 City of Sacramento Police Department 9/11/2006-09:00	A
	3XZZ909 City of Sacramento Police Department 9/12/2006-08:35	B
	3XZZ909 City of Sacramento Police Department 9/12/2006-14:04	C
	3XZZ909 City of Sacramento Police Department 9/14/2006-11:17	D
	3XZZ909 City of Sacramento Police Department 6/27/2006-08:35	E
	3XZZ909 City of Sacramento Police Department 10/3/2006-13:49	F
	3XZZ909 City of Sacramento Police Department 10/12/2006-10:08	G
	3XZZ909 City of Sacramento Police Department 10/16/2006-15:07	H
	3XZZ909 City of Sacramento Police Department 10/17/2006-02:56	I
	3XZZ909 City of Sacramento Police Department 10/17/2006-15:43	J

Map Satellite Hybrid

Overview Plate/Info

10/12/2006 10:08:38 AM

3XZZ909

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