

VIDEOMANAGER EX ASSIGN BODY-WORN CAMERAS TO OPERATORS

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WHAT IS ASSIGNMENT?

Before operators can use their body-worn cameras in the field to record footage, their body-worn cameras must be assigned to them on VideoManager EX. This ensures that their footage can be traced back to them, for auditing and review purposes.

As an administrator, you can assign a body-worn camera to an operator, or the operator can assign a body-worn camera to themselves (if they have the relevant permissions).

Once the body-worn camera has been assigned, the operator can remove it from the dock and use it to record footage. When their shift ends, they must redock their body-worn camera - this will automatically download their footage to VideoManager EX.

This document assumes that:

- You are an administrator who is familiar with the VideoManager EX system already.
- You have already connected body-worn cameras to VideoManager EX.
- You have already created users and have given them roles which enable them to operate body-worn cameras.

WHAT ARE THE DIFFERENT ASSIGNMENT MODES?

There are multiple modes of body-worn camera assignment, depending on the unique needs of your organization.

SINGLE ISSUE

The body-worn camera will be assigned to the operator for one trip into the field. Once it is redocked, it will become unassigned and must be manually reassigned if the operator is going into the field again.

SINGLE ISSUE WITH RFID (TOUCH ASSIGN)

The body-worn camera will be assigned to the operator for one trip into the field, who must touch their RFID card to the RFID reader before they can undock it. Once the body-worn camera is redocked, it will become unassigned and must be manually reassigned if the operator is going into the field again.

PERMANENT ISSUE

The body-worn camera will be assigned to the operator for multiple trips into the field. Once the body-worn camera is redocked, it will remain assigned to the same operator indefinitely, and can be used by them again immediately.

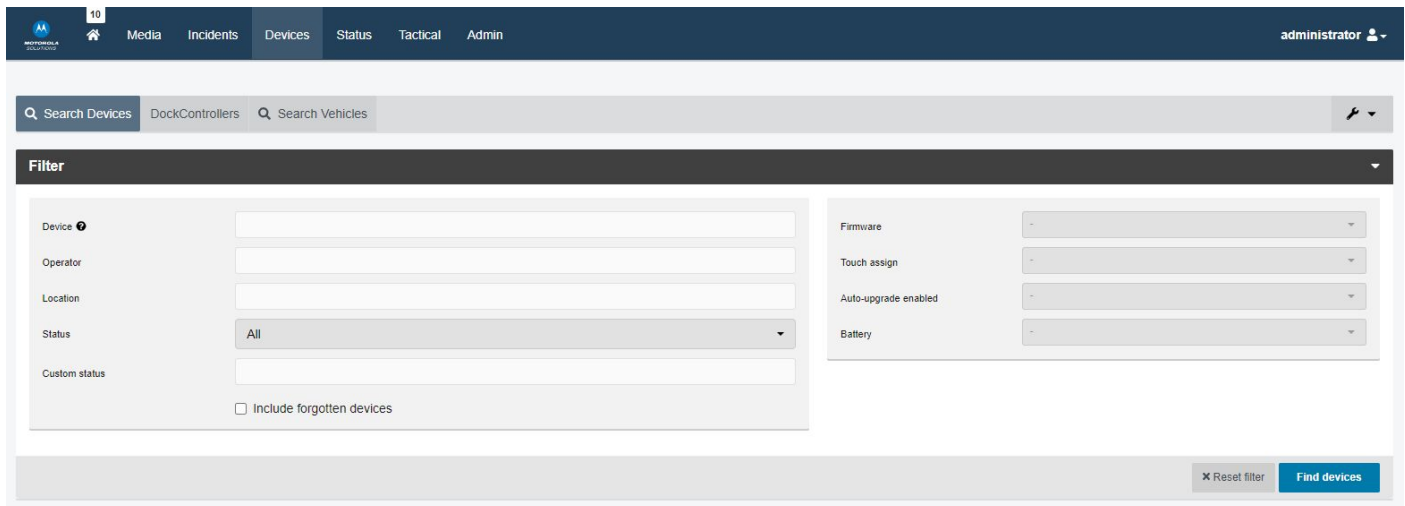
PERMANENT ALLOCATION

The body-worn camera will be assigned to the operator for multiple trips into the field, who must touch their RFID card to the RFID reader before they can undock it. Once the body-worn camera is redocked, it will remain assigned to the same operator, and can be used by them again immediately.

HOW DO I ASSIGN A BODY-WORN CAMERA WITH SINGLE OR PERMANENT ISSUE?

To assign a body-worn camera with Single or Permanent Issue on VideoManagerEX:

1. Navigate to the **Devices** tab.
2. In the **Search Devices** pane, filter the body-worn cameras as necessary, and click **Find Devices**.



The screenshot shows the VideoManagerEX interface. At the top, there is a navigation bar with tabs for Media, Incidents, Devices, Status, Tactical, and Admin. The user is logged in as 'administrator'. Below the navigation bar, there is a search area with 'Search Devices' and 'Search Vehicles' options. A 'Filter' pane is open, showing various search criteria:

- Device: Text input field
- Operator: Text input field
- Location: Text input field
- Status: Dropdown menu set to 'All'
- Custom status: Text input field
- Include forgotten devices:
- Firmware: Dropdown menu
- Touch assign: Dropdown menu
- Auto-upgrade enabled: Dropdown menu
- Battery: Dropdown menu

At the bottom right of the filter pane, there are buttons for 'Reset filter' and 'Find devices'.

3. Click **Assign Device** next to the relevant body-worn camera.
4. In the **Operator Name** field, enter the name of the operator who will be using this body-worn camera.
5. From the **Assignment Mode** dropdown, select **Single issue** or **Permanent issue**.
6. From the **Device Profile** dropdown, select a previously-created device profile.
7. From the **Wi-Fi Profile** dropdown, select a previously-created Wi-Fi profile.
8. Click **Assign Device**.

HOW DO I ASSIGN A BODY-WORN CAMERA WITH SINGLE ISSUE OR PERMANENT ALLOCATION AND RFID?

To assign a body-worn camera with RFID, you must add an RFID ID to the operator's user profile. To do so:

1. Ensure you have a DockController which has been associated with your instance of VideoManager EX, and an RFID reader connected to that DockController.
2. Touch the operator's RFID card to the RFID reader.

PLEASE NOTE: The RFID reader will emit three low beeps.

3. On VideoManager EX, navigate to the **Admin** tab.
4. Select the **People** pane.
5. Click the **Users** section.
6. Click **Go to User** next to the relevant user.
7. In the **Touch Assign ID** field, click **Search for recently failed RFID scans**.

The screenshot shows the 'Edit user' interface in VideoManager EX. The 'Touch Assign ID' field is highlighted with a tooltip that says 'Search for recently failed RFID scans'. The 'Roles' section shows 'Device operator' is 'On', while others are 'Off'. The 'Group memberships' section is also visible.

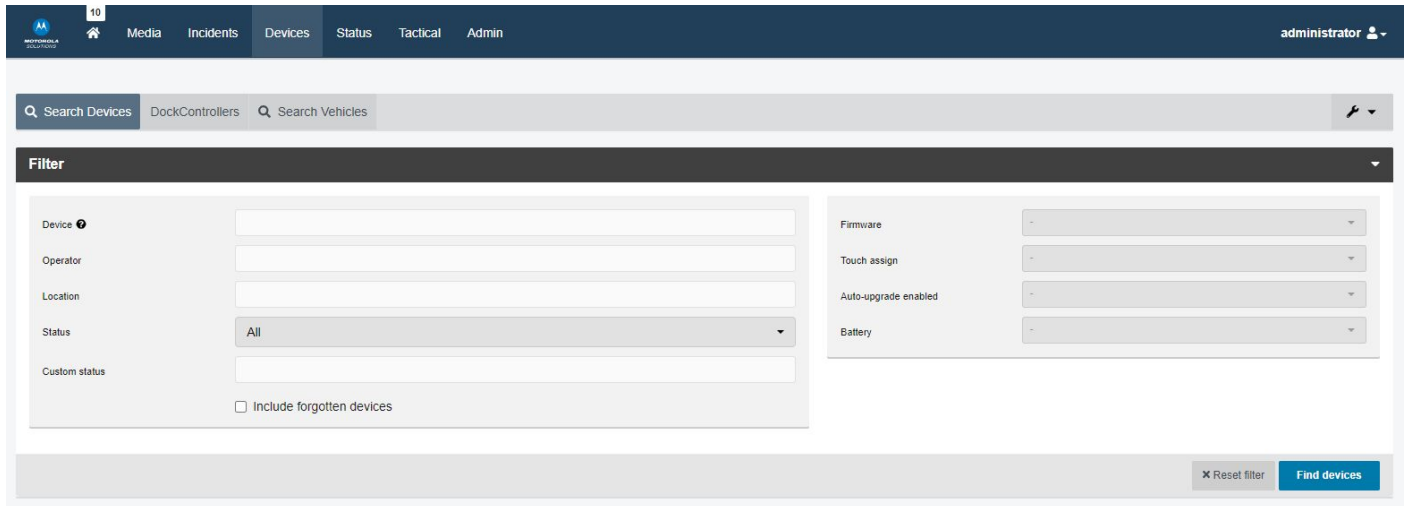
Role	Status
System administrator	Off
Device operator	On
Media importer	Off
Media manager	Off
Media supervisor	Off
System manager	Off
System supervisor	Off
System user	Off
Vehicle Operator	Off

8. Copy the most recent entry in the audit log - this is the operator's RFID ID.
9. Navigate back to the operator's pane, and paste the RFID ID into the **Touch Assign ID** field.
10. Click **Save User**.

If you are assigning a body-worn camera with Single Issue and RFID, the operator must now touch their RFID card to the RFID reader. If the assignment was successful, the RFID reader will emit a two-tone beep (low to high), and the operator can undock their body-worn camera and start using it.

If you are assigning a body-worn camera with Permanent Allocation:

1. Navigate to the **Devices** tab.
2. In the **Search Devices** pane, filter the body-worn cameras as necessary, and click **Find Devices**.



The screenshot shows the Motorola Solutions web interface. At the top, there is a navigation bar with tabs for Media, Incidents, Devices, Status, Tactical, and Admin. The user is logged in as 'administrator'. Below the navigation bar, there is a search bar with 'Search Devices' and 'Search Vehicles' options. A 'Filter' pane is open, showing various search criteria: Device, Operator, Location, Status (set to 'All'), and Custom status. There is also a checkbox for 'Include forgotten devices'. On the right side of the filter pane, there are dropdown menus for Firmware, Touch assign, Auto-upgrade enabled, and Battery. At the bottom right of the filter pane, there are buttons for 'Reset filter' and 'Find devices'.

3. Click **Assign Device** next to the relevant body-worn camera.
4. In the **Operator Name** field, enter the name of the operator who will be using this body-worn camera.
5. From the **Assignment Mode** dropdown, select **Permanent Allocation**.
8. Click **Assign Device**.

The operator must now touch their RFID card to the RFID reader. If the allocation was successful, the RFID reader will emit a two-tone beep (low to high), and the operator can undock their body-worn camera and start using it.



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