



Axon Fleet Dashboard User Manual

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Introduction

The Axon Fleet Dashboard is used to control and support Axon Fleet 3 cameras. It is designed for use with the mobile digital computer (MDC) within a police vehicle.

The Dashboard lets users start and stop camera recording, play recorded videos, and add metadata to videos. The Dashboard also supports the Axon Automatic License Plate Recognition (ALPR) system notifications and responses. Additionally, Axon Fleet Dashboard provides the same functionality as the Axon View mobile application for Axon Body 3, Axon Body 2, and Flex 2 cameras, eliminating the need for officers to use both.

The Axon Fleet Dashboard requires that the MDC be connected to the Fleet Hub.

Signing In and Out

The Axon Dashboard supports the ability for two officers to be signed into the same session. Video evidence that is recorded when two officers are signed in will have dual-ownership when uploaded to Axon Evidence. This allows both officers to access evidence that was created while both were signed into the Dashboard.

Note: If no officer is signed in when the Dashboard uploads a file to Axon Evidence, the last officers that were signed in to the Dashboard are assigned as the Uploaded By users.

First User Sign In

1. Open the Axon Dashboard.

If this is the first time you are signing in, you will be asked to enter your agency's Axon Evidence URL and tap **Continue**.

2. Enter your Axon Evidence Username and Password and then tap **Sign in**.

3. Enter the Vehicle ID and tap **Continue**.

The Axon Dashboard connects with Axon Evidence and retrieves the information associated with the vehicle, in order to connect to the vehicle cameras and Fleet Hub.

The camera status is shown after a successful sign in.

Second User Sign In

A second user can sign into the Axon Fleet Dashboard from the Settings tab.

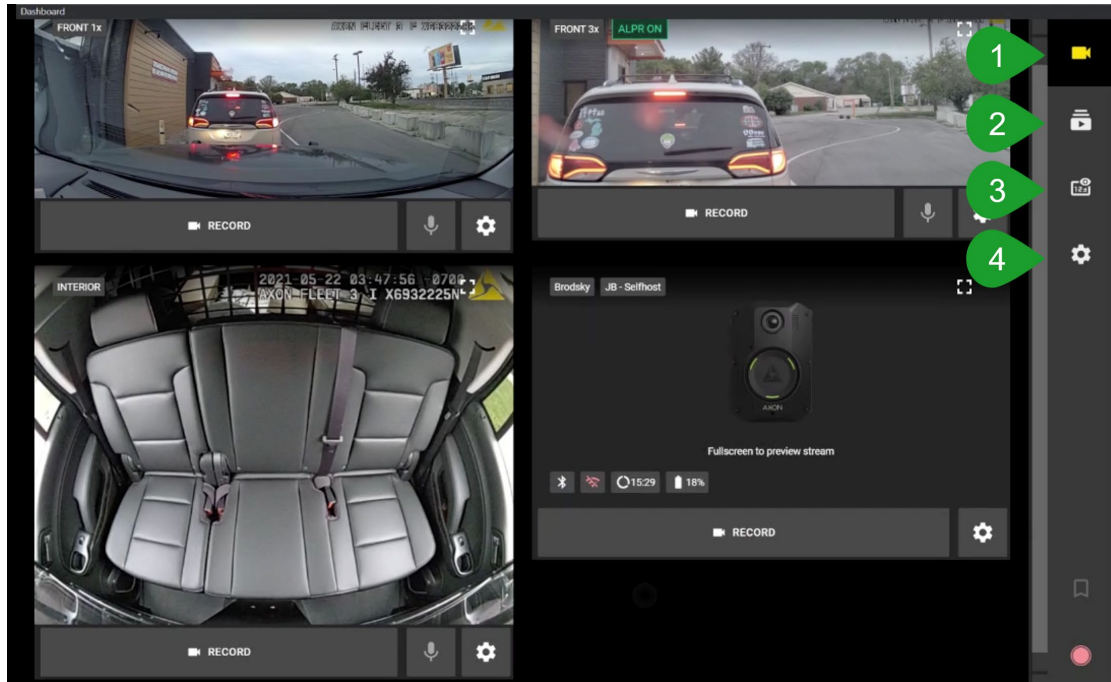
1. Go to the Settings page.
2. Tap **Add Officer**.
3. Enter your Axon Evidence Username and Password and then tap **Sign In**.

Signing Out

1. Go to the Settings page.
2. Tap **Sign Out** in the section with your information.

Axon Fleet Dashboard Overview

The Axon Fleet Dashboard interface has four main pages:



1. **Devices** – this page shows the camera status, has the manual interface to start and stop camera recording, and provides access to the camera live views. If the Dashboard is paired with an Axon Body-Worn Camera, that camera is also shown on this page.
2. **Videos** – this page is used to review and add metadata to videos, set priority upload, and check the upload status of videos.
3. **ALPR** – this page supports the Axon Automatic License Plate Recognition (ALPR) system notifications and responses. This tab may not be enabled at your agency.
4. **Settings** – this page provides vehicle, user, and system information. It provides controls for Axon Fleet camera settings, along with pairing with and changing settings for Axon Body-Worn Cameras (BWCs). It is also where users sign out of the Axon Fleet Dashboard.

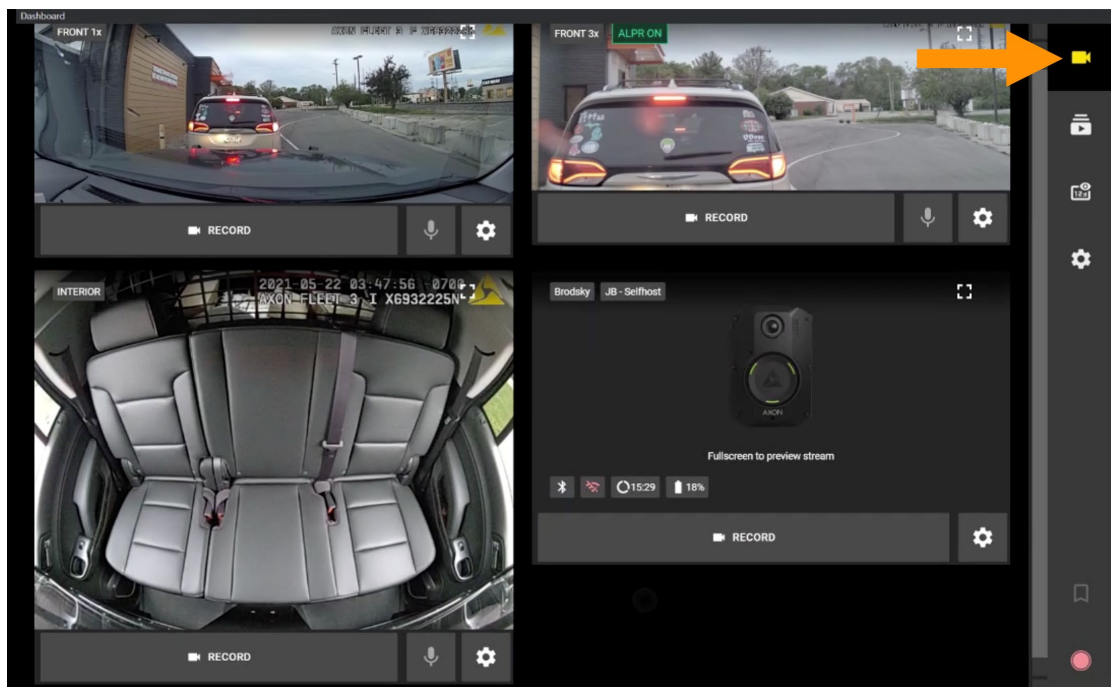
The following sections have a more detailed description of the tabs and different actions that can be taken on each tab.

Devices Page

The Devices page shows the current system status and recording status of the cameras. It is used to start and stop camera recordings, control audio recording, and control camera settings.

The camera panels show the live view from each Fleet 3 camera and used to start or stop recording and control the audio for the cameras.

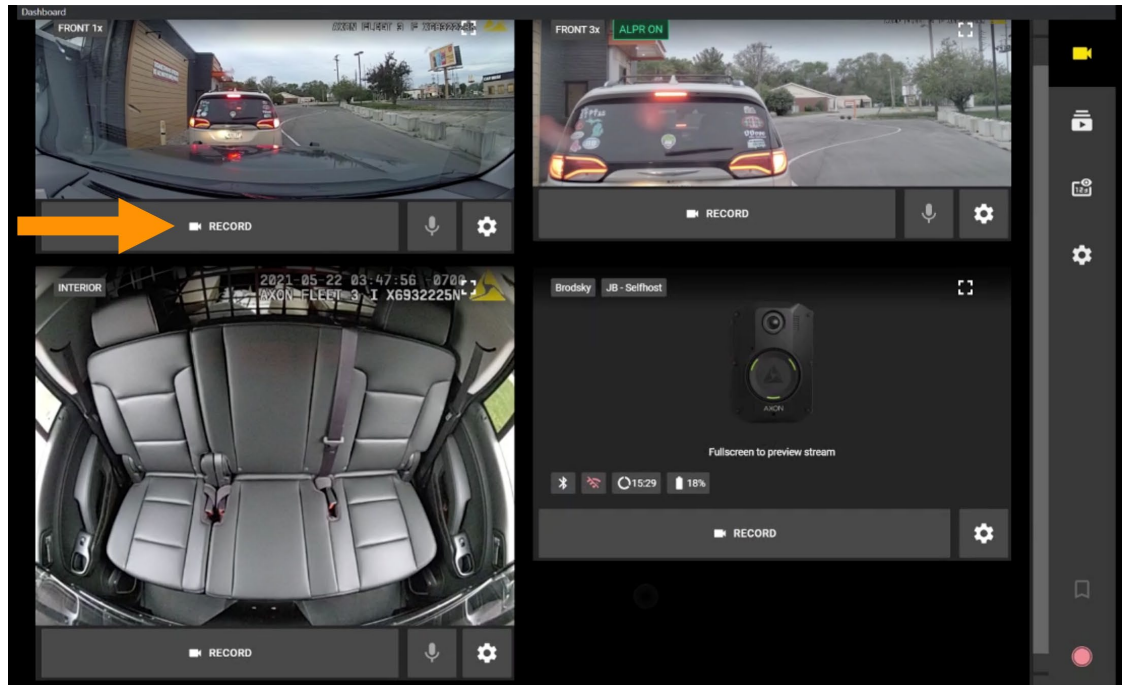
If an Axon Body-Worn Camera (BWC) is paired with the Dashboard, an additional camera panel for controlling the BWC is shown on the page.



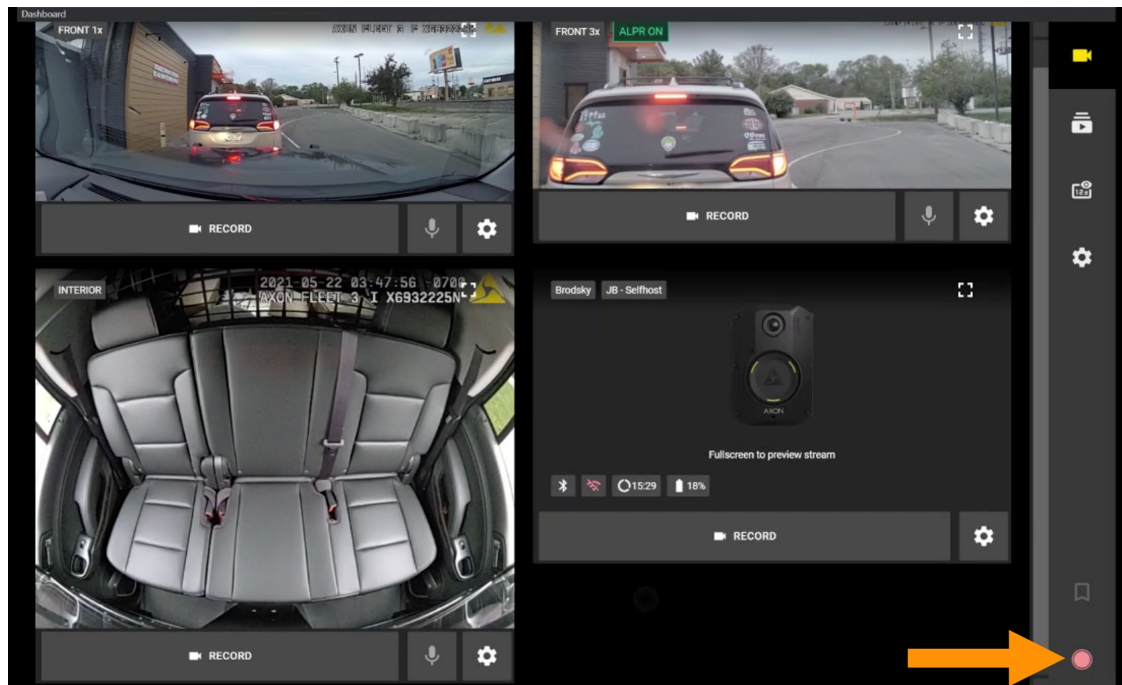
Start and Stop Recording

The camera panels are used to start and stop recording with the Fleet 3 cameras and a paired BWC.

- Tap the **Record** button to start a recording for a specific camera. The button title will change to Stop.



- Tap the **Record All** button to start a recording for all the cameras.



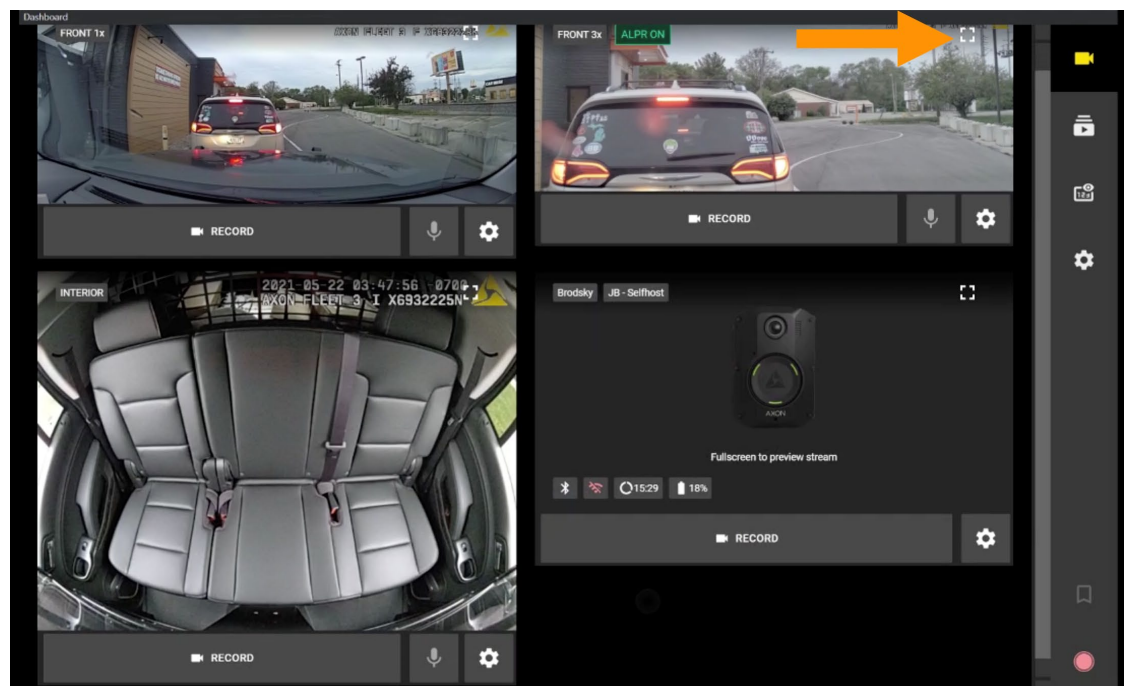
- Tap the **Stop** or **Record All** button again to stop the recording.

When a recording ends a banner notification is shown with the message Recording created.

Full Screen Display

The Axon Fleet Dashboard can display the view from any camera in full screen.

- Tap the **Full Screen** icon in the appropriate camera panel to display that camera's view full screen.



- Tap the **Exit Full Screen** icon to return to the normal camera panel view.

Audio Recording Controls

If your agency allows users to mute and enable audio recording while the Fleet cameras are recording video, then additional audio controls are available on the Dashboard. The audio controls and current audio recording status are located at the bottom of the associated camera panel.

Mute and Record Audio

- Tap the microphone icon to mute the audio recording for the camera.



- Tap the microphone icon again to enable the audio recording for the camera.

Zoom Function

The Axon Fleet 3 Dual-View Camera is equipped with a zoom function. This function allows you to magnify the image shown. The zoom function works in both BUFFERING and EVENT modes.

1. On the Axon Fleet Dashboard Devices page, tap the **Full Screen** icon for Front Dual-View camera.
2. Use the **+** and **-** buttons to zoom in or out of the view. The **Lock** icon locks the view at that zoom level (if no user interaction occurs or the user does not select the Lock icon, the Zoom will end after 10 seconds).



3. Tap the **Exit Full Screen** icon to return to the normal camera panel view.

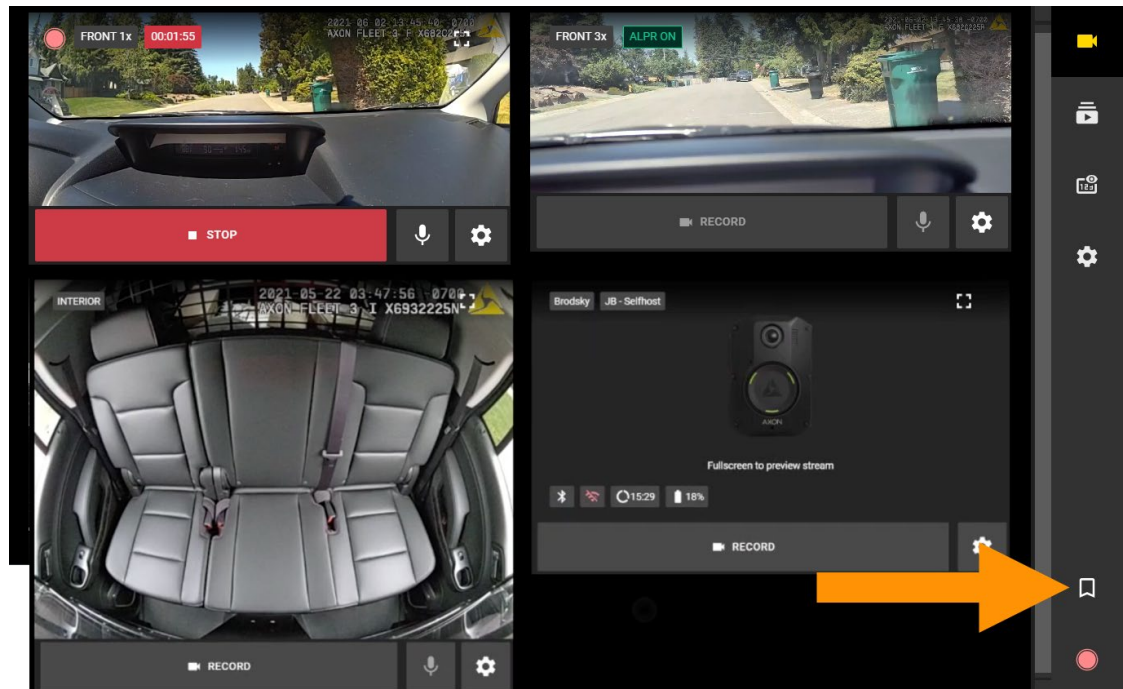
Note: If the ALPR camera is in full screen, zoomed, or recording then ALPR will turn off and remain off until zoom or recording has stopped.

Adding Markers while Recording

Markers are useful for indicating an important event that you want to easily find when replaying the video. You can manually add a marker from the Devices Page. The marker is shown when the video is replayed in Axon Evidence and documented in the audit trail.

To add a marker to a video while you are recording:

- Tap the **Marker** icon. A marker is added to the recording for all cameras that are currently recording.



Device Settings

If allowed by your agency, you can adjust the settings for the Fleet 3 cameras and paired BWCs.

1. Tap the **Settings** icon for the appropriate camera. The Settings options for the camera are shown, with the camera's current firmware version and serial number at the top of the panel.



2. Adjust the settings as needed and Save the changes.

For Fleet 3 Cameras, users can adjust:

- Volume
- Outward LED
- Inward LED
- Stealth Mode

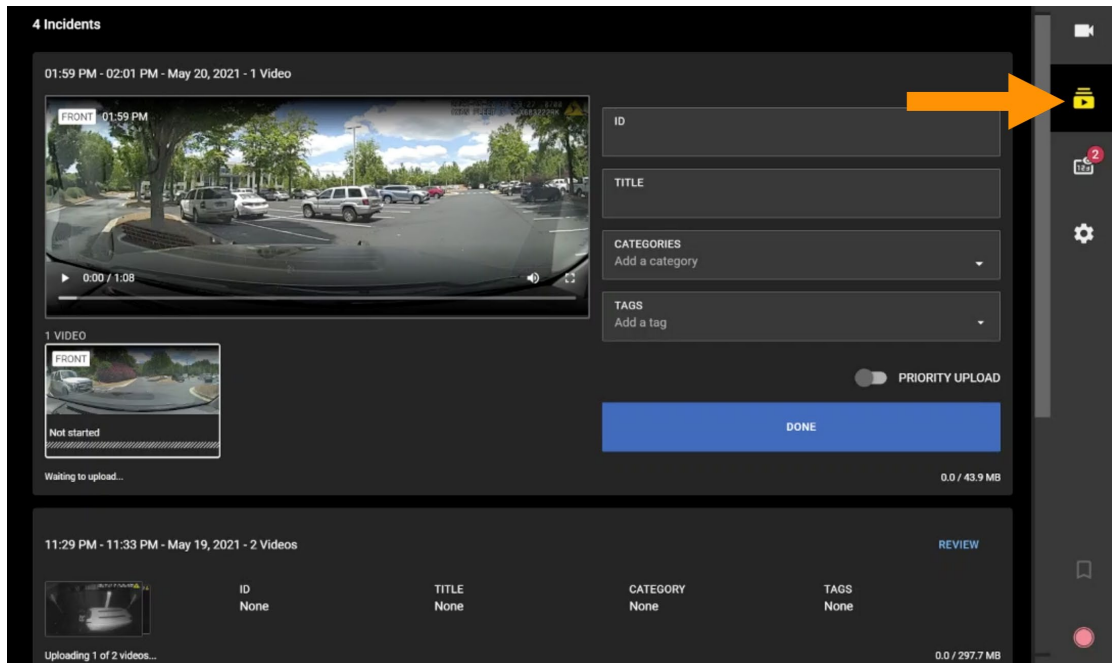
For BWCs, users can adjust:

- Volume – sets the volume of the camera's audio prompts, which are used to notify the user of camera status.
- Vibration – turns on or off the vibrations (haptic feedback) used to notify the user of camera status.
- LED Brightness (only available for Axon Body 3 cameras) – sets the brightness of the triad (ring) LED and the top LED.
- Stealth – turns on or off Stealth Mode. When stealth mode on, the camera will not beep or vibrate, regardless of other settings, and all camera lights are off.
- Orientation (only available for Axon Flex 2 cameras) – sets which side of the body, left or right, the Axon Flex 2 camera should be mounted on to ensure proper video orientation.

- Remove Camera Pairing.

Videos Page

The Videos page is used to review and add metadata to videos. You can also select to prioritize the upload for a video, placing it at the top of the upload queue.



After tapping the Videos page icon, recordings on the cameras that have been recorded within the review period (set by the agency) are shown on the page.

Some recordings are placed together into groups (called incidents). Recordings that have overlapping recording times or that start within one minute of the previous recording are automatically grouped together in an incident. The incidents are sorted by date and time. Recordings can be removed from incidents if needed.

Viewing a Recording and Adding Metadata

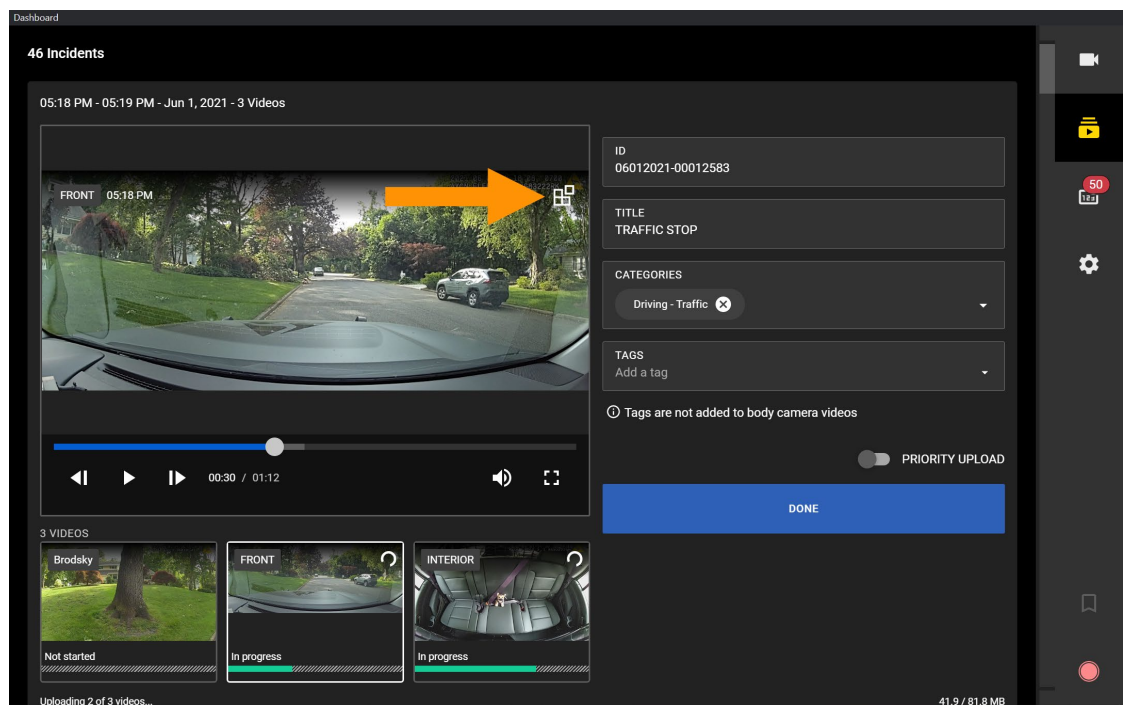
You can view recorded video on a connected Axon camera and tag video evidence files with metadata such as ID, Title, categories, and tags. Recordings are displayed together in incident groups so that users can enter and apply the metadata information to all the recordings in an incident group. Metadata can be added any time during the review period (defined by the agency) as long as the officer who is assigned the video is logged in.

While on the Videos page, you can navigate between different videos by using the scroll bar. You can also play the video and view the playback in full screen mode.

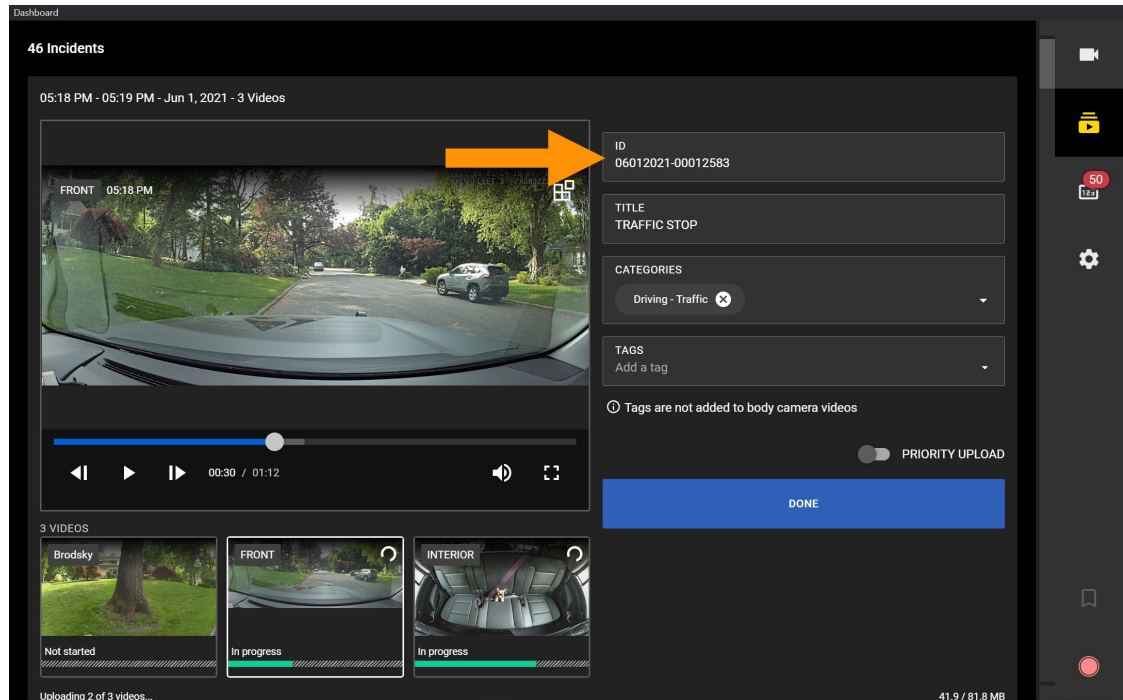
1. Tap **Videos** page icon.
2. Tap the **Play** icon to play the video.

While viewing a viewing you can pause the playback, rewind and fast-forward the video. You can also adjust the volume of the audio and view the video on the full screen.

3. If a recording does not belong in an incident group, remove it from the group by selecting the recording and tapping **remove** icon on the upper-right of the video.



4. To add or edit the metadata tags:



- **ID** — Tap the **ID** box and type the case ID that you want to apply to the video evidence file.
- **Title** — Tap the **Title** box and type the title that you want to apply to the video evidence file.
- **Categories** — Tap the **Category** box, scroll through the category list, and then select the category that you want to apply to the video-evidence file. You can also start typing a name of the category and the list auto populates.

Multiple categories can be added to the same video.

After a category is added, tap the **X** by the category name to remove that category.

- **Tags** — Tap the Tags box, scroll through the tag list, and then select the tag that you want to apply to the video-evidence file. You can also create a new tag by typing a name of the category and the list auto populates.

Multiple tags can be added to the same video.

Note: Tags are not added as metadata to Axon Body-Worn Camera (BWC) videos, even if the BWC video is part of an incident group.

After a tag is added, tap the **X** by the tag name to remove that tag.

5. Optionally, select **Priority Upload** to move this video to the top of the upload queue.

This option also allows you to place video from an Axon Body-Worn Camera (BWC) that is paired with the Dashboard in the upload queue. This allows you to transfer important video evidence to Axon Evidence without waiting to place your camera in an Axon Dock.

Important: Axon recommends that for Axon BWC video the Priority Upload option only be used to upload critical videos. The wireless upload from the BWC is slower than the transfer rate in an Axon Dock and the upload places additional load on the camera's battery, causing it to deplete at a faster rate.

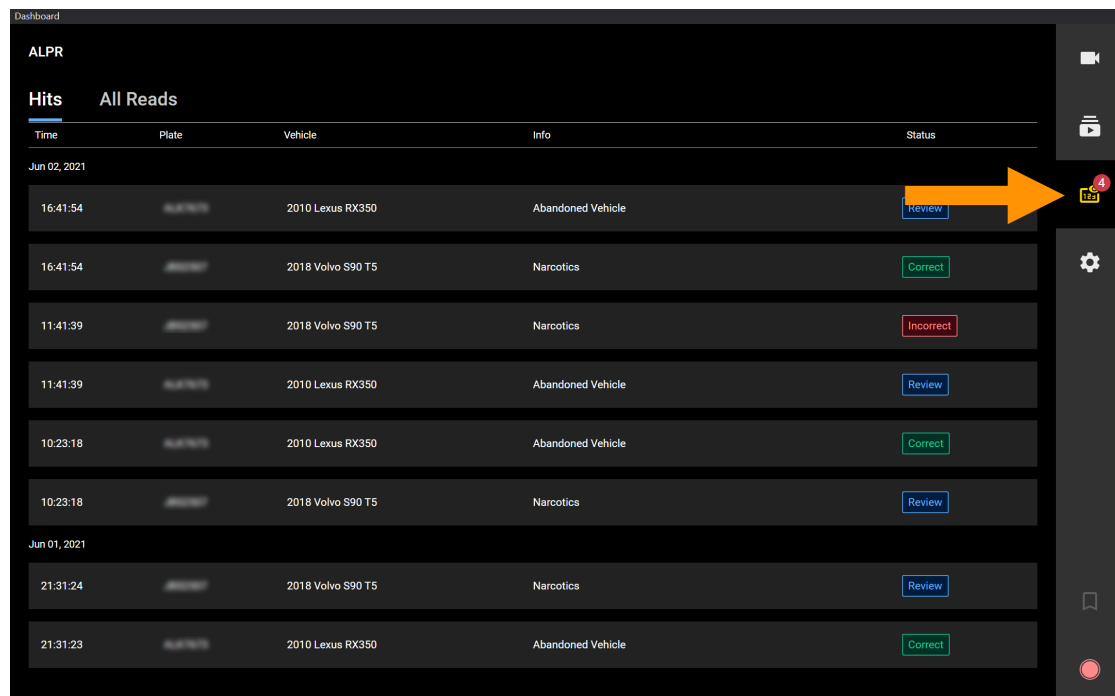
6. Tap **Done** when you have finished adding metadata.

The videos are uploaded to Axon Evidence based on your agency's settings in Axon Evidence.

ALPR Page

The ALPR page in Fleet Dashboard shows ALPR system hit record and read record information. See the Axon Fleet 3 ALPR Guide for more information about this page.

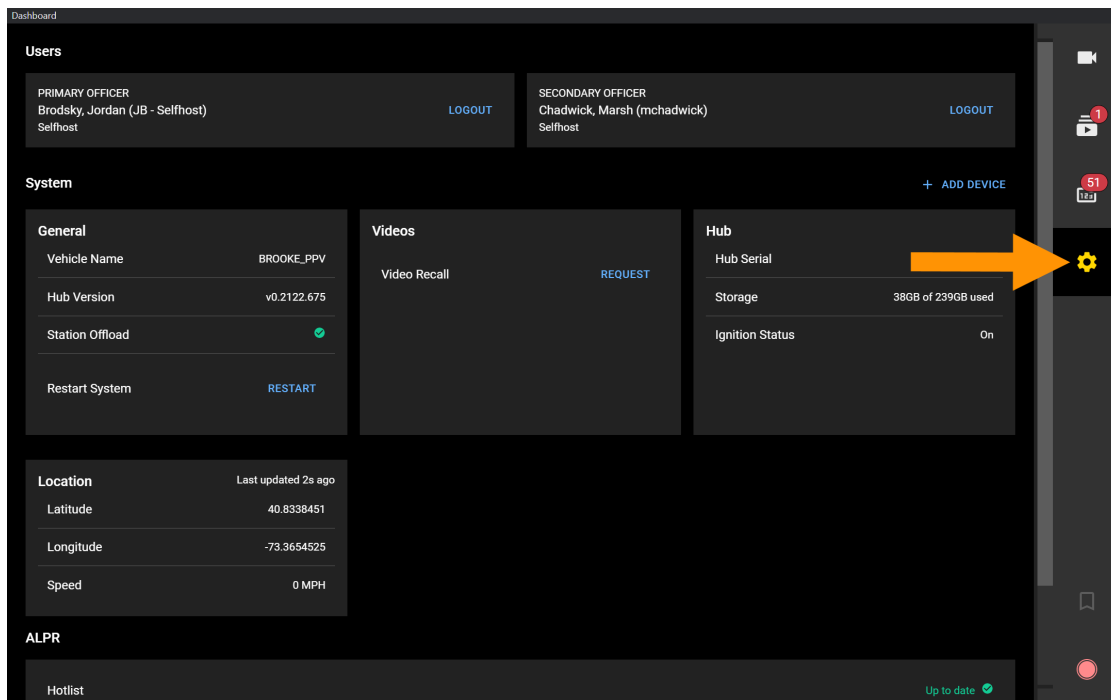
Note: This feature may not be enabled at your agency.



Time	Plate	Vehicle	Info	Status
Jun 02, 2021				
16:41:54	[REDACTED]	2010 Lexus RX350	Abandoned Vehicle	Review
16:41:54	[REDACTED]	2018 Volvo S90 T5	Narcotics	Correct
11:41:39	[REDACTED]	2018 Volvo S90 T5	Narcotics	Incorrect
11:41:39	[REDACTED]	2010 Lexus RX350	Abandoned Vehicle	Review
10:23:18	[REDACTED]	2010 Lexus RX350	Abandoned Vehicle	Correct
10:23:18	[REDACTED]	2018 Volvo S90 T5	Narcotics	Review
Jun 01, 2021				
21:31:24	[REDACTED]	2018 Volvo S90 T5	Narcotics	Review
21:31:23	[REDACTED]	2010 Lexus RX350	Abandoned Vehicle	Correct

Settings Page

The Settings page provides information about your Axon Fleet 3 system, Axon Fleet 3 cameras, Axon Body-Worn Cameras (BWCs) that are paired with the Axon Fleet Dashboard, current location, and ALPR information. The Settings page is also used to sign out of the Dashboard and to initiate pairing with Axon BWCs.



Axon Fleet Dashboard and Axon Body-Worn Cameras

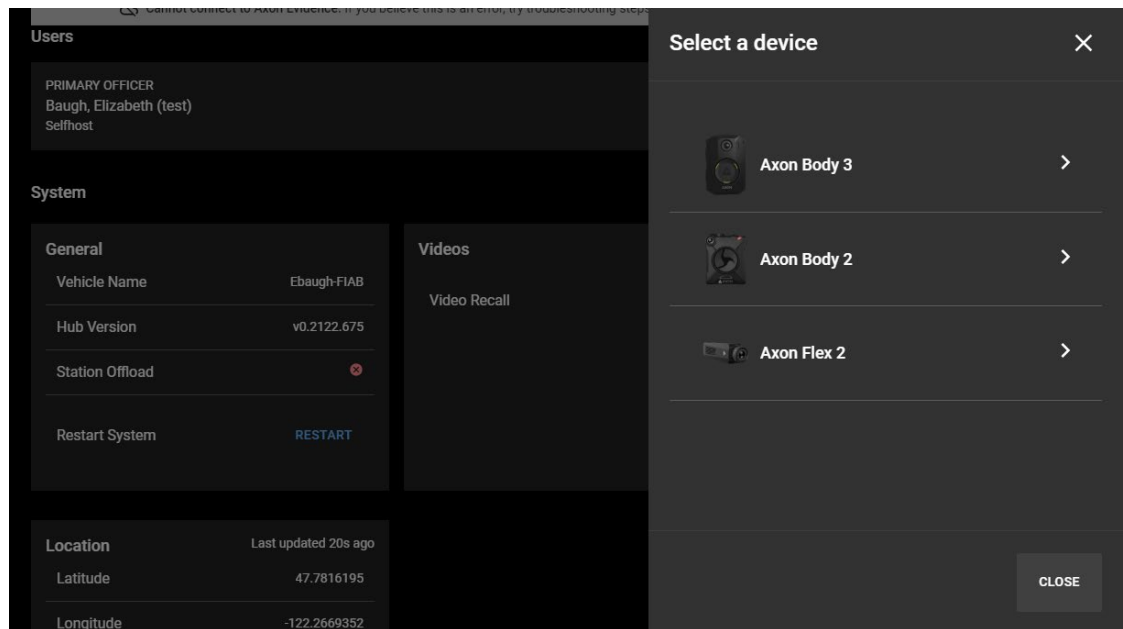
The Axon Fleet Dashboard provides the same functionality as the Axon View mobile application for Axon Body 3, Body 2, and Flex 2 cameras, eliminating the need for officers to use both.

A user can pair their Axon Body 3, Body 2, or Axon Flex 2 camera with Dashboard as needed. This allows the user to review and add metadata to videos recorded by Axon Fleet 3 cameras and the Body-Worn Cameras (BWCs) at the same time. The Dashboard integration also allows users to change the settings for their camera.

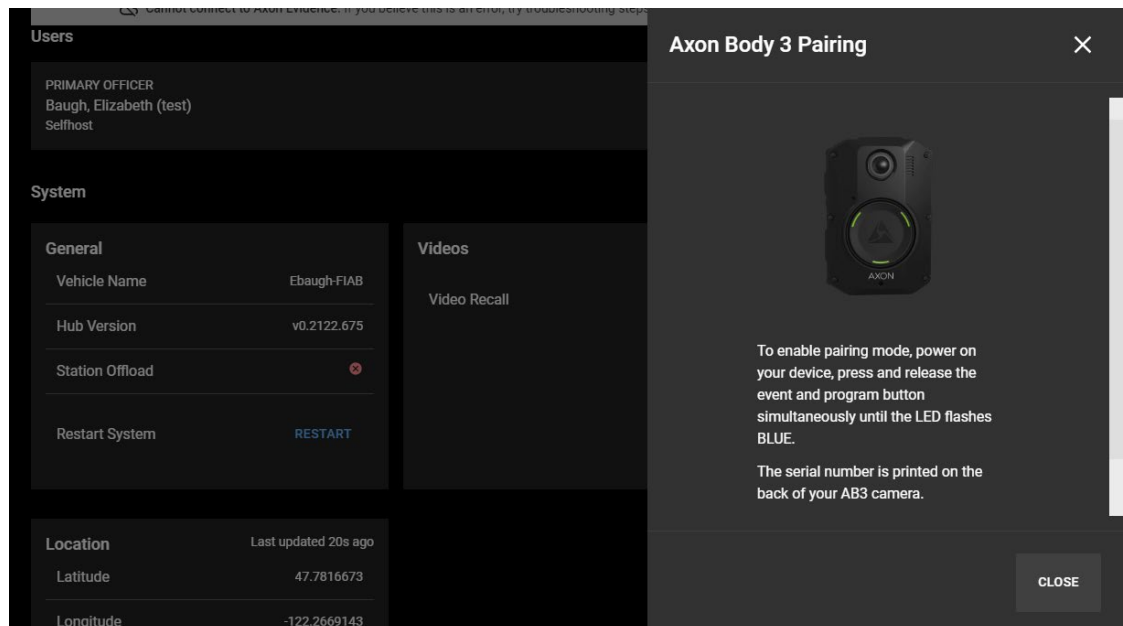
Pairing the Dashboard and an Axon Body Worn Camera

1. Ensure that the Axon Body-Worn Camera (BWC) is assigned to you.

2. Turn on the Axon BWC.
3. Go to the **Settings** page.
4. Under the Users information tap **Add Device**.
5. Select the Axon BWC.



6. Follow the on-screen instructions to put your BWC into pairing mode.



The pairing instructions will automatically disappear once the camera is detected and starts connecting. Once connected, the Dashboard returns to the Devices page and displays information about your BWC.

Unpairing (Removing) an Axon Body Worn Camera

1. Go to the **Devices** page.
2. In the Officer Cameras section, tap the **Settings** icon for the BWC to show the camera settings.
3. Tap **Remove Camera**.

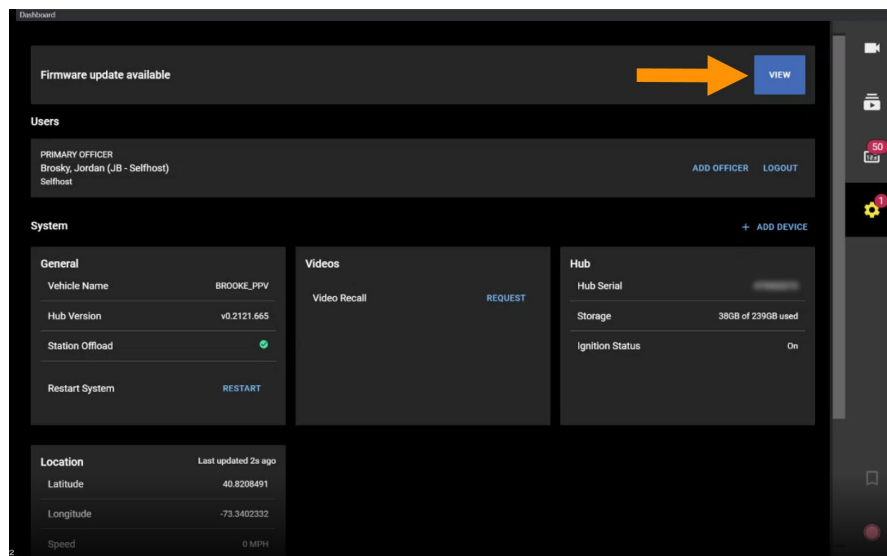
Axon Fleet Dashboard and Camera Updates

While the Fleet Dashboard is connected to Axon Evidence, it will automatically check for and apply any updated configuration settings every 10 minutes. This ensures the most up-to-date settings are applied to the Dashboard and your Fleet systems.

Axon periodically distributes updates for the Dashboard software and Axon Fleet 3 camera firmware. When updates are available, the system automatically downloads the update and displays an update message on the Settings page. Axon recommends installing updates at the beginning of a shift.

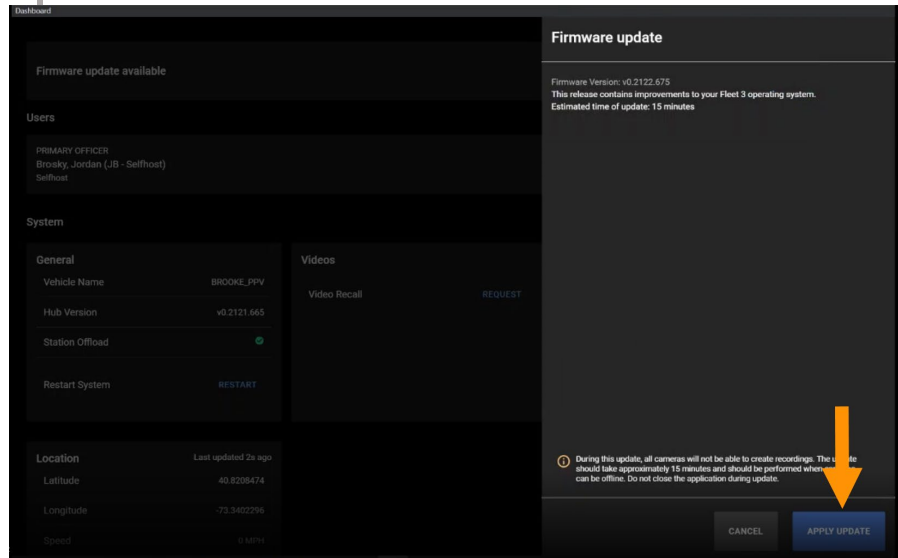
To update the firmware:

1. Go to the Settings page and **View** the firmware update.



2. Review the update information and tap **Apply Update** when you are ready to update the system.

Note: During the update cameras will not be able to create recordings.



You can see the Dashboard software version and the Fleet 3 camera firmware versions on the Settings page.