

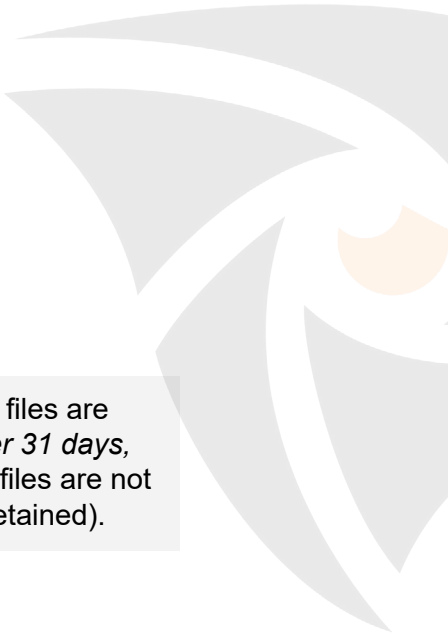


B-CAM Ltd.
www.b-cam.net

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BCMM

USER GUIDE



Please note: Uploaded files are
automatically deleted after 31 days,
from the date of capture, if files are not
marked as evidential (retained).

B-CAN

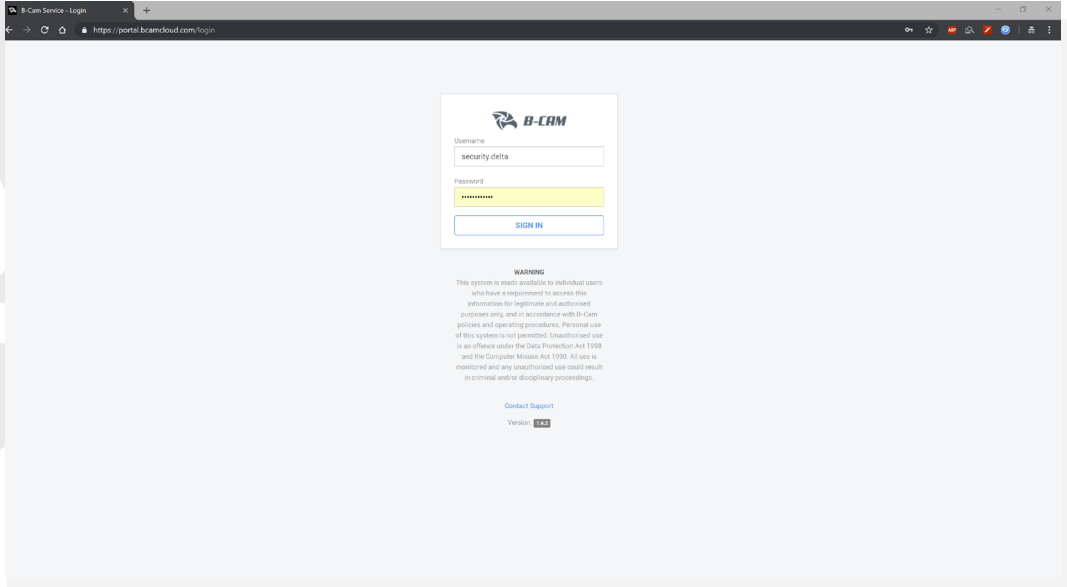
www.b-c

Basics

BCMM is used to view, retain, download and share any footage uploaded from your body camera. With cloud storage, you have the flexibility to access files from your browser, once uploaded.

To view your files, please visit:

portal.bcamcloud.com



Username
security.delta

Password

SIGN IN

WARNING
This system is made available to individual users who have a requirement to access this information for legitimate and authorised purposes only, and in accordance with B-Cam policies and operating procedures. Personal use of this system is not permitted. Unauthorised use is an offence under the Data Protection Act 1998 and the Computer Misuse Act 1990. All use is monitored and any unauthorised use could result in criminal and/or disciplinary proceedings.

[Contact Support](#)

Version: 8.2.1

Fig. 1 - login page

Logging into your account

Enter your username and password.

If you are unable to sign-in or have forgotten your log-in details, please contact your organisation administrator or get in touch with B-Cam support directly.

Note: Make sure there are no “spaces” present in your username

Name	Folder	Media start time	Media end time	Type	Progress	Restricted	Retained	Expires in (days)
test	Media	06/01/2080 00:00:14	06/01/2080 00:00:14	📁	1/1	No	No	2284
ALC10000001685_119937592_3471724762_1486899.JPG	Media	05/01/2080 23:59:52	05/01/2080 23:59:52	📁	1/1	No	No	2283
ALC2000000075L_119957596_3471724762_1640003.JPG	Media	05/01/2080 23:59:50	05/01/2080 23:59:50	📁	1/1	No	No	2283
COMPACT00145_1538655467_1538655468_2288954.JPG	Media	04/10/2018 12:17:46	04/10/2018 12:17:46	📁	1/1	No	No	13
COMPACT00145_1538655449_1538655452_2104038.MP4	Media	04/10/2018 12:17:29	04/10/2018 12:17:32	📁	1/1	No	No	13
COMPACT00145_1538646487_1538646488_2187495.JPG	Media	04/10/2018 09:48:08	04/10/2018 09:48:08	📁	1/1	No	No	13
COMPACT00145_1538646368_1538646370_2104038.MP4	Media	04/10/2018 09:46:08	04/10/2018 09:46:10	📁	1/1	No	No	13
COMPACT00145_1538474574_1538474576_2104038.MP4	Media	02/10/2018 11:02:54	02/10/2018 10:02:58	📁	1/1	No	No	1
COMPACT00145_1538472266_1538472272_2104038.MP4	Media	02/10/2018 10:24:26	02/10/2018 09:24:32	📁	1/1	No	No	1
COMPACT00145_1538470986_1538470984_2104038.MP4	Media	02/10/2018 10:03:00	02/10/2018 09:03:04	📁	1/1	No	No	1

Labels for the highlighted row (COMPACT00145_1538655449_1538655452_2104038.MP4):

- a: File Name
- b: File location
- c: Duration - start time (if applicable)
- d: Duration - end time (if applicable)
- e: Media type
- f: Upload status - 1/1 means the file can be accessed online. 0/1 means **that the file is still being uploaded**
- g: Restricted means only users with clearance can access the file
- h: Retaining a file allows it to be stored for longer than the default 31 days
- i: This number indicates the number of days left until the file is deleted from the system **permanently**

Fig. 2 - the default screen when you sign in. It shows a list a all uploaded files

- a File Name
- b File location
- c Duration - start time (if applicable)
- d Duration - end time (if applicable)
- e Media type
- f Upload status - 1/1 means the file can be accessed online. **0/1 means that the file is still being uploaded**
- g Restricted means only users with clearance can access the file
- h Retaining a file allows it to be stored for longer than the default 31 days
- i This number indicates the number of days left until the file is deleted from the system **permanently**

Media management

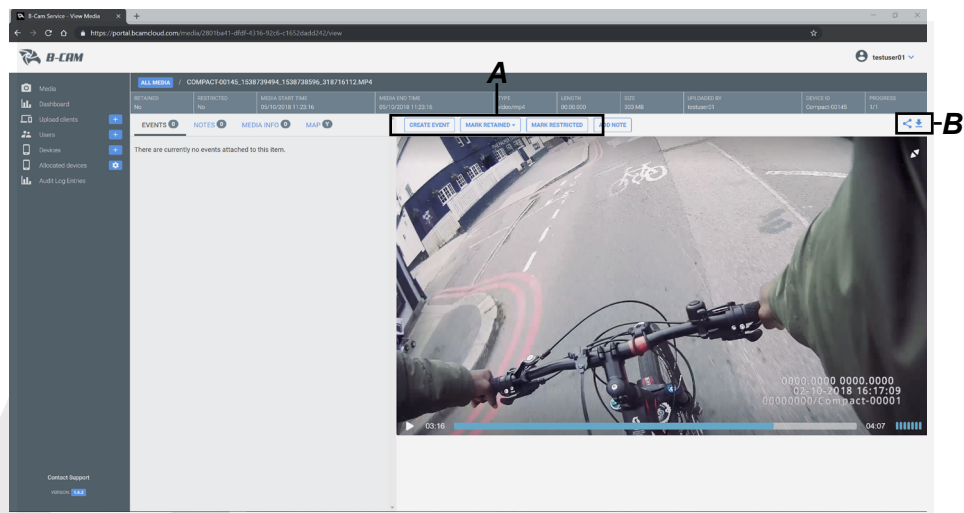


Fig. 3 - The media viewing interface

Create event

Start at:
00:06.144

Title*
Incident

Cancel

CREATE

Incident

START AT:
00:06.144

MARK END

or

SNAPSHOT

ADDED BY:
testuser01

DATE ADDED:
17/10/2018 12:09:33

Creating an event.

MARK RETAINED

for 3 months

for 6 months

for 9 months

Retention durations

Please confirm...

Are you sure you want to mark this media as restricted?

Cancel

OK

Restriction confirmation

A: Creating an event

To create an event, stop a video at the beginning of the point of interest and select 'Create Event'. From there you are able to label the event and then select an endpoint for the event. Events only work with video footage.


A: Retaining a file


The drop-down menu allows you to select how long you'd like the footage to be retained for. You can select up to 3, 6 or 9 months. After the specified date, the file will be deleted permanently from the system (B-Cam will delete backups of the footage at the same time).

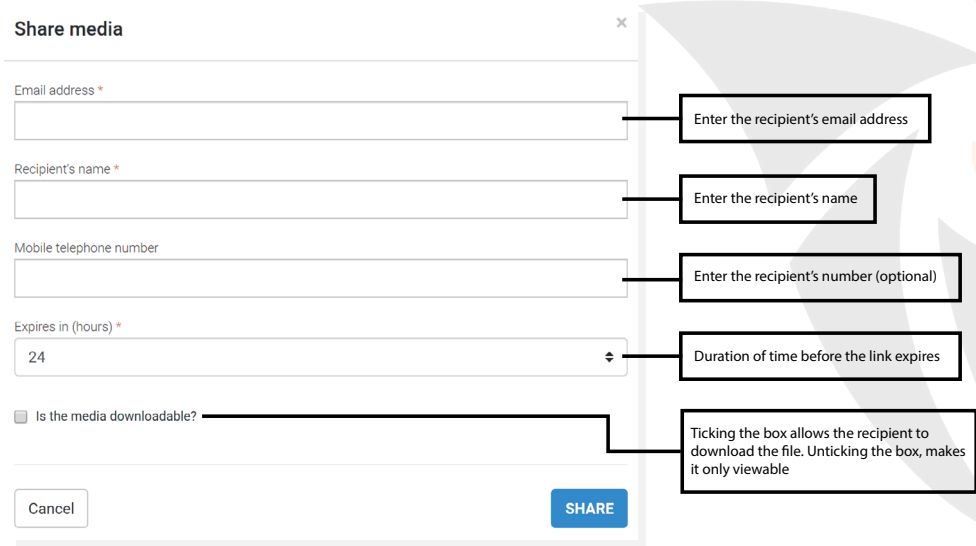
A: Restricting files

Selecting this option disables access to footage for users without the appropriate clearance (below supervisor level).

B: Sharing and downloading

Selecting the download button, , will download an offline version of the file to your PC (downloads folder is the default setting).

Alternatively, a shareable link can be created using the share button . You can allow the recipient to view and/or download the file.



The screenshot shows a 'Share media' dialog box with the following fields and callouts:

- Email address ***: A text input field. Callout: "Enter the recipient's email address".
- Recipient's name ***: A text input field. Callout: "Enter the recipient's name".
- Mobile telephone number**: A text input field. Callout: "Enter the recipient's number (optional)".
- Expires in (hours) ***: A dropdown menu currently showing '24'. Callout: "Duration of time before the link expires".
- Is the media downloadable?**: A checkbox. Callout: "Ticking the box allows the recipient to download the file. Unticking the box, makes it only viewable".
- Buttons**: 'Cancel' and 'SHARE' buttons at the bottom.

Fig. 4 Form for sharing media via email.

B: Data access

- Users only have access to footage uploaded from cameras paired to their account
- Administrators have access to all (restricted) files uploaded from all users
- If your session is left idle for over 5 minutes, the session will time out and require you to sign in again



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