

SITE PREPARATION

The PictureLink workstation is built utilizing standard personal computing hardware and adheres to all industry standard requirements. The basic capture system is comprised of a number of basic and specialized components including:

- Pentium Based PC
(1.8GHz W/256 MB RAM)
- Desktop (4 x 4) Case
- 17" SVGA Monitor
- 101 Keyboard and Mouse
- Balanced Fluorescent Lighting System
- High Quality Video Camera
- Camera and Lighting Mounts
- Remote Pan and Tilt Controller
- Uniform Background
- (Optional Printer – Not Shown)

Capture Station Placement and Maintenance

System maintenance only involves maintaining a stable and protected environment for these machines. The workstation should be placed in a low traffic area where atmospheric conditions are relatively constant. All system hardware should be protected from any rapid moves and oriented so that the wiring plant and cable connections are not exposed. A consistent environment should be maintained to ensure optimal reliability.

Final placement of the capture stations and peripheral hardware are completely at the discretion of the client agencies. Certain components must be accessible by the booking officers at each location. These include the monitors and keyboard. Based on site conditions the PC's CPU may be placed on the desktop/countertop under the 17" monitor or within an enclosed cabinet or other agency provided enclosure. Monitors may be bolted to countertops or fixed in permanent wall mounts. Options will vary with respect to conditions present at each location.

Each workstation must be supplied with appropriate electrical power network

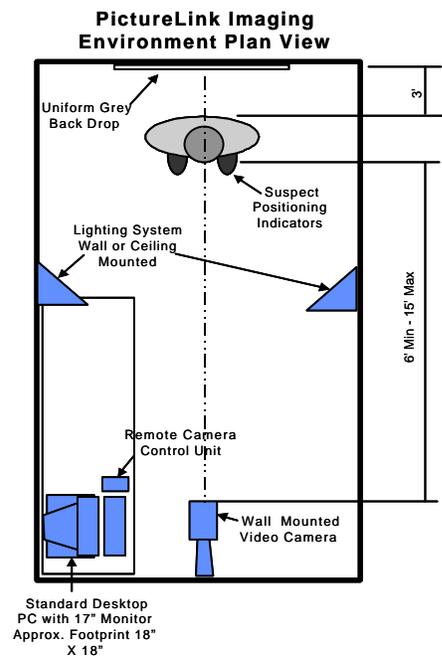
Agency Requirements/Responsibilities:

1. Physically Mount Light Fixtures and Camera Mounts
2. Provide Switched Electrical Service to Lighting System
3. Provide Electrical Service to Capture Station
4. Provide Network Connection to Capture Station
5. Mount Background

No specific periodic maintenance procedures are required of the Capture Station. In fact, following installation of the system, it is best that no maintenance activities are performed on any of the workstations. The agency should not install any third party diagnostic or system maintenance software. No hardware should be added or removed and no configurations should be modified without the direction of Dynamic Imaging Systems, Inc.'s technical support team.

General Maintenance Plan

Follow these suggestions to take care of your computer and monitor:



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- Operate the computer on a sturdy, level surface. Leave a 3-inch (7.6-cm) clearance at the back of the system unit and above the monitor to permit the required airflow.
- Never operate the computer with the cover or side panel removed.
- Never restrict the airflow into the computer by blocking the front vents or air intake.
- Do not place the keyboard with the keyboard feet down directly against the front of the desktop unit as this also restricts airflow.
- Keep the computer away from excessive moisture, direct sunlight, and extremes of heat and cold.
- Keep liquids away from the computer and keyboard.
- Never cover the ventilation slots on the monitor with any type of material.

Turn off the computer before you do either of the following:

- Wipe the exterior of the computer with a soft, damp cloth as needed. Using cleaning products may discolor or damage the finish.
- Occasionally clean the air vents on the front and back of the computer. Lint and other foreign matter can block the vents and limit the airflow.

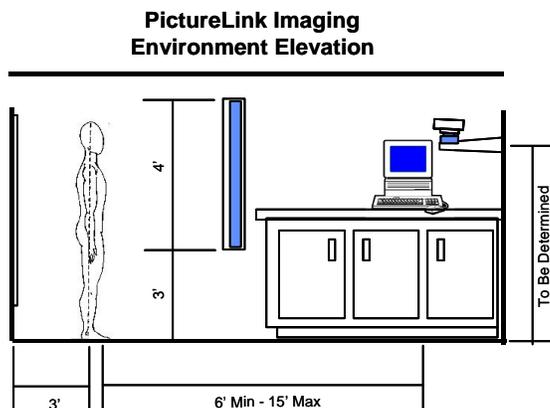
Lighting

The key to great pictures is a balanced and consistent lighting system. Dynamic Imaging Systems, Inc. will provide a dual fixture, full spectrum lighting system for each installed video imaging capture workstation. The included light system has been selected to provide the best combination of light quality, reliability and overall fixture durability. These light fixtures each support three full spectrum lamps and provide the best possible lighting properties for the capture application. A complete specification for these lighting fixtures is attached.

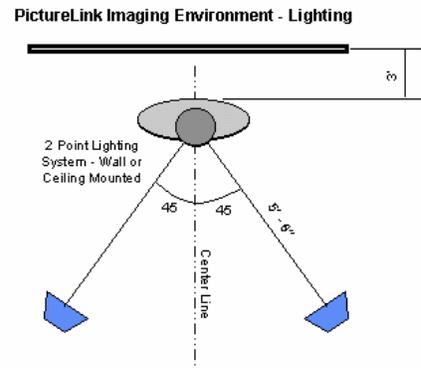
These lights can be installed in a variety of configurations to best suit the needs of the Agency. Any final configuration of the capture station components will be determined based on the client Agency's existing environment. Dynamic Imaging Systems, Inc. has provided a set of environmental models designed to illustrate ideal light and camera placements and to outline the general relationship between lights, cameras and the subject to be photographed.

The attached configurations represent an optimal environment. We recognize that this is not always possible. Many alternative configurations producing excellent results are possible. Our installation staff will be available to discuss these alternatives prior to installation.

The lighting fixtures should be placed according to the specific conditions present at each location. Each agency may choose to install either a two-point or three-point system.



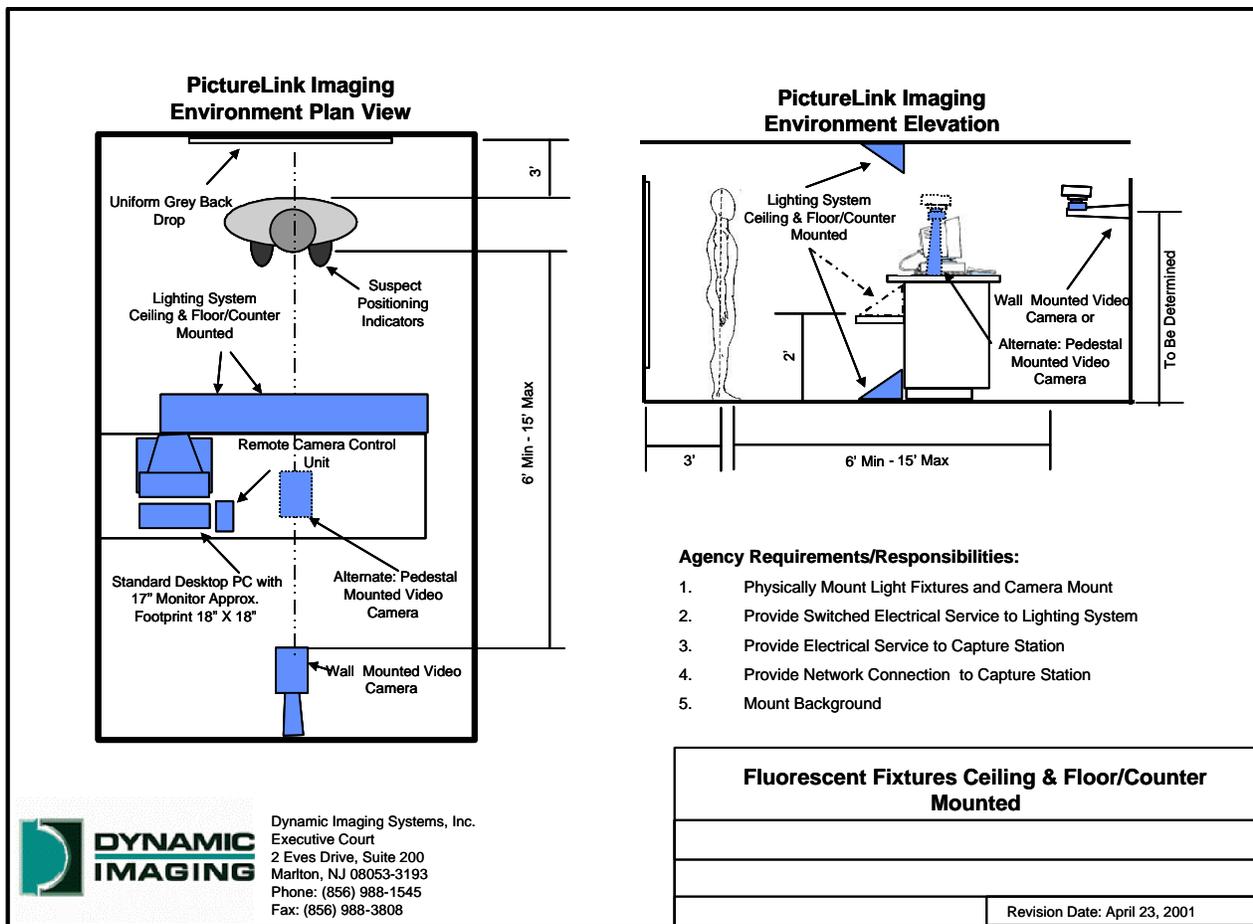
Two Fixture System Configuration;



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Each consists of a hardened three lamp fluorescent light fixture and is installed on either the ceiling or wall at an approximate 45° off center angle from the centerline of the suspect. If possible, each light should be placed at standard head height (approx. 6'-0") or as low as possible, while maintaining a safe distance from the suspect. In the interest of safety, the lighting system may need to be placed at a greater height or ceiling mounted. Each light should be approximately 5'-6' away from the suspect being imaged.

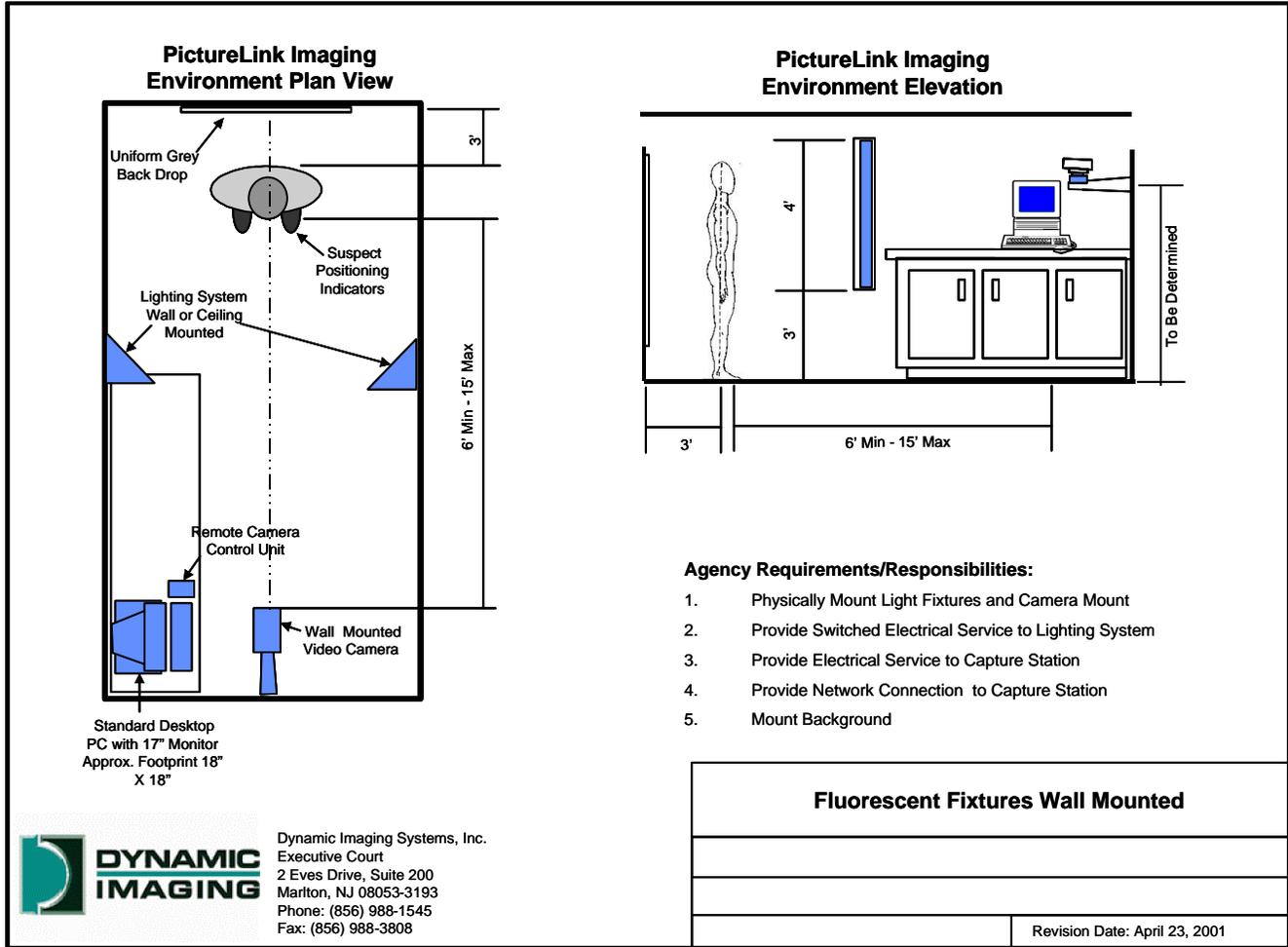
Horizontal Lighting Placement: Preferred



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Vertical Lighting Placement:

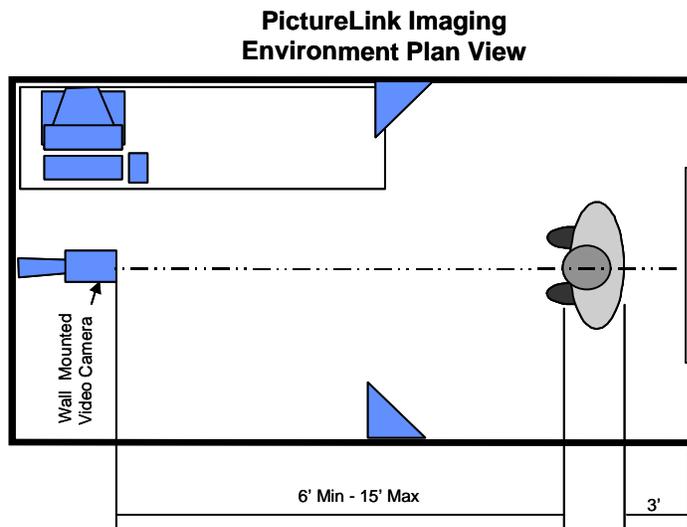


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Camera Mounting and Alignment

The camera should be mounted on a surface directly facing the suspect positioning location (see diagram). The camera should be placed so that when the suspect is facing the camera, the centerline of the suspect is in line with the centerline of the camera. The suspect should be positioned approximately 6' – 10' from the front of the camera lens, no more than 15' and no less than 4'. The suspect should be positioned approximately 3' away from the back wall to reduce shadow.

To avoid distortion of the image, the camera should be placed as close to head level as possible. To protect the equipment and the officers, we recommend mounting the camera 6'-5" above the floor. This will reduce damage to the camera and mounts in the event of an altercation in the imaging space. All panning, tilting and/or rotating of the camera will be controlled through the PictureLink capture software.



System Software Maintenance

The system administrator should occasionally monitor disk and memory usage. Completely filling the hard disks and/or running the system with insufficient memory can cause problems and affect overall system performance. It is very important that the system administrator regularly monitor available system disk storage and memory utilization and plan for future needs & upgrades.