

1 Piece (Gen 4) User Manual

1 Piece (Gen 4) User Manual

January 8, 2016





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<u>Overview</u>

3M Electronic Monitoring's One-Piece GPS Offender Tracking Device (Gen 4) utilizes GPS satellites to establish an offender's location by utilizing the cellular network to transmit the data. It is a one-piece device that is worn on an offender's ankle and is able to function in active and passive mode.





Operating Features

Battery Life: The device should be given a full charge (4.2 volts) to supply a full day of battery life. It takes approximately 2 to 2½ hours to acquire a full charge. The battery will last approximately 24-30 hours if fully charged. The daily life of the battery is dependent upon the call-in interval of the device, how often it goes to rest, and how many violations are created. The battery must be charged each day in order to continue to track your offender's locations.

<u>Vibrate feature</u>: The 1 Piece (Gen 4) will vibrate upon violation and when the device receives an alert from the officer. If the offender causes a violation, the 1 Piece (Gen 4) will vibrate three times consecutively and once every ten minutes until they clear the violation.

If the officer sends the offender a notification (an alert) to contact them, the 1 Piece (Gen 4) will vibrate for ten consecutive seconds. As soon as the offender acknowledges the notification, the vibration will stop. All three LED lights will be flashing red to indicate that the offender needs to acknowledge the officer's notification. If the offender doesn't acknowledge the notification, then every ten minutes it will vibrate once until they acknowledge the notification.

Storing GPS Points: The 1 Piece (Gen 4) will store an offender's location (GPS point) when in motion (moving) every minute. If the 1 Piece (Gen 4) does not experience any motion for two consecutive minutes, the 1 Piece (Gen 4) will go to "rest" and collect a GPS point every hour instead of each minute. As soon as any motion is generated, the 1 Piece (Gen 4) will resume recording points on a minute-to-minute basis. However, if the offender causes a geographic zone violation, the 1 Piece (Gen 4) will begin to store a point every 15 seconds.

<u>Call-in intervals</u>: The 1 Piece (Gen 4) will contact 3M Electronic Monitoring every hour while in active mode and every six hours while in passive mode. While in active mode, it will also contact 3M Electronic Monitoring immediately upon violation.

<u>Automatic Redial:</u> If the 1 Piece (Gen 4) is unable to communicate with 3M Electronic Monitoring because of poor cellular coverage, it will continue to try to call and download its information until it is successful.

Waterproof: The 1 Piece (Gen 4) is waterproof down to 66 feet.



Operating Features, Cont.

Hypoallergenic rubber strap: The 1 Piece (Gen 4) strap is hypoallergenic and is designed to last up to nine months.

<u>Magnetized Charger</u>: The 1 Piece (Gen 4) has a magnetized charger to prevent an accidental disconnect when the battery is being recharged.



Communication

The 1 Piece (Gen 4) has a SIM card, which is similar to the data transmitter/receiver found in most cellular phones. The 1 Piece (Gen 4) uses the SIM card to transmit and download the GPS points and alarms it has recorded to 3M Electronic Monitoring's servers. The call-in intervals are determined by the agency's contract specifications. Examples may be hourly, every six hours, or immediately upon alarm.

Active Mode:

- The standard 1 Piece (Gen 4) call-in interval is once every hour while in compliance.
- The 1 Piece (Gen 4) will call 3M Electronic Monitoring as soon as a violation occurs.

Passive Mode:

- The standard 1 Piece (Gen 4) call-in interval is once every six hours.
- The 1 Piece (Gen 4) will not call 3M Electronic Monitoring when a violation occurs. The officer will only be made aware of violations when they view the GPS maps or the Daily Event Summary Report (DESR) that is emailed to the officer.
- Violations will also be displayed in Case Management and on the Offender Monitor.





<u>LEDs</u>

There are three LEDs on the top of the 1 Piece (Gen 4), identified as **Power**, **GPS**, and **Zone**. The three LEDs work separately and provide the offender with information. The 1 Piece (Gen 4) will vibrate to provide an indication that the offender must look at the LEDs.





<u>LEDs</u>

Power

This LED indicates the condition of the 1 Piece (Gen 4) battery.

Prior to Activation:

Before activating the device, the officer should conduct a battery test. To do this, simply hold down the silver activation button for three seconds and observe the condition of the Battery LED.

- If the "PWR" LED is green, there is a sufficient charge to activate the 1 Piece (Gen 4).
- If the "PWR" LED is **red**, or does not light up at all, the 1 Piece (Gen 4) needs to be charged.

After Activation:

- If the "PWR" LED is blinking green, there is a sufficient charge.
- If the "PWR" LED is blinking red, the 1 Piece (Gen 4) needs to be charged.

<u>1 Piece (Gen 4) on Charger:</u>

When the 1 Piece (Gen 4) is connected to the charger, the Power LED will be solid (not flashing) green or red.

- If the LED is **red:** The 1 Piece (Gen 4) is **not fully charged** and should not be disconnected from the charger
- If the LED is green: The 1 Piece (Gen 4) battery has been completely charged and the charger may be disconnected
- When the 1 Piece (Gen 4) is connected to the charger, it will vibrate once indicating a good connection. When the battery is fully charged, the 1 Piece (Gen 4) will vibrate once indicating that it is okay to remove from the charger.



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<u>LEDs</u>

<u>GPS</u>

Officer:

• During activation, the officer will see this LED flashing green in unison with the flashing "Zone" LED.

Offender:

- In normal conditions, the GPS LED will be off.
- The offender will see this LED flashing **red** to indicate a Motion No GPS warning or violation. When the violation has cleared, the LED will stop blinking.



LEDs

<u>Zone</u>

Officer:

• During activation, the officer will see this LED flashing green in unison with the flashing "GPS" LED.

Offender:

- In normal conditions, the Zone LED will be off.
- The offender will see this LED flashing red to indicate an Inclusion or Exclusion Zone warning and/or violation. When the violation has been cleared, the LED will stop blinking.



Enrollment

EM Manager (Smart View) Log In

To access the secure website, go to <u>https://smartview.ptm.com</u>. You will be required to enter a user ID and password. When using EM Manager (Smart View) for the first time, you will create your own password. Enter your User ID (often your three initials and last four digits of your social security number), the temporary password that was emailed to you, and click OK. The next screen will tell you that your password has expired. Create your password, (the password you select must contain at least 8 characters), and click OK. You will now be logged into EM Manager (Smart View).

Note: If you forget your password, click the *Forgot your Password* link. A new temporary password will be emailed to you. To create your new password, follow the instructions contained within the email.

3M		
3M Electronic Monito	oring	1
EM Manager		Secure Login
User ID: Password:	Login	
	Forgot Password?	Man





Enroll a Contact

The *Enroll Contact* link is located on the left side of the Home page (see below). It is here that you will enter the officer's information (name, address, phone number, etc.), report types, and default notification settings.

- 1. Click the *Enroll Contact* link on the left side of the Home page.
- 2. You will be redirected to the Enroll Contact page (see below). Enter all Contact information.
- 3. Click Save.





Enroll a Contact, Cont.

3M				About EM Manager Contact Us Logout Tom Officer
EM Manager (Smart View)			_	What's New Options
Home View Tools I	Help			
OFFENDER	Enroll New Contact			
Enroll Offender	* Customer:	3W EW Training 🗙		
2112	Demographic Data			
Quick Search:	My Contact Record:	☑ (Associate this contac	ct record with currer	nt user)
First Name:	Custom ID1:		l	
Search	Custom ID2:			
Depart Offenders	* Last Name:	Officer		
Advanced Search	* First Name:	Tom		
	* Address:	8102 Sheldon Road	4	
	Address 2:			
CONTACT	* City:	Tampa	1	
Enroll Contact	* State:	Florida 🗸		
Quick Search:	* Zip Code:	33626		
Last Name:	Phone Number:	(813) 555-1234	Ext: 1259	
First Name:	Mobile Number:	(813) 555-5678]	
Search	Fax Number:	(813) 555-9876		
Recent Contacts	Pager Number:	- No Pagers Available V		
Advanced Search	Notification Email Address:	tomofficer@doc.com		
	Notification Email Format:	Standard V		1
	Notification Text Msg Address:	8135551234@att.txt.net		
	Notification Text Msg Format:	Brief V		
	Contact Type:	- Select Item - 🗸		
	* Time Zone:	(GMT -05:00) Eastern Tim	ie 🗸	
		- Daylight Saving App	lies	
	Report Options			
	Reporting Email Address:	tomofficer@doc.com		
		Daily Ever	nt Summary Report	Case Management Activity Report
	Receive Active Report:		v	v
	Receive Passive Report:			
	Receive Hybrid Report:			
	Receive RF Report:			
	Receive Alcohol Report:			
	Default Notification Options			
	Pager Notification:			
	Fax Notification:			
	Text Msg Notification:			
		Save	Cancel	
	_			
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Enroll a Contact, Cont.

Demographic Data

Enter the Contact's information.

• All fields with red asterisks (*) are required fields.

Report Options

Enter an email address where the selected reports will be sent.

Choose Daily Event Summary Report and/or Case Management Activity Report.

Default Notification Options

Select the type of Notification you would like to be your default method. The notification method is dependent upon the information that you enter into the Notification Email or Text Message fields.

- Pager
- Fax
- E-mail
- Text Message

Finish Enrollment

When you have completed the form, click Save.



Contact Information Page

When you click **Save**, you will be taken to the Contact Information page (see below). Here, you can edit the contact information, as well as disable the contact.

- 1. To edit the contact information, move your mouse cursor over the Contact Functions dropdown menu and left click Edit.
- 2. To disable the contact, move your mouse cursor over the Contact Functions dropdown menu and left click Disable Contact.

3M			About EM Manager Contact Us Logout Tom Officer
EM Manager (Smart View)			What's New Options
Home View Tools Helr	0		
	Contact Tom Officer		
OFFENDER	Contact - Tom Officer		
Enroll Offender	Go To: Select 🔻		
Quick Search:			
Last Name:			
	Contact General Information	on	
First Name:	Contact's User Record:	Tom Officer	
Search	Customer:	3M EM Training	
Recent Offenders	Custom ID1:		
Advanced Search	Name:	Tom Officer	
Advanced Search	Address:	8102 Sheldon Road	
	City, State Zip Code:	Tampa, FL 33626	
	Phone Number:	(813) 555-1234 ext 1259	
CONTACT	Mobile Number:	(813) 555-5678	
Enroll Contact	Fax Number:	(813) 555-9876	
	Pager Number:	tomofficer@dec.com (Chandard format)	
Quick Search:	Email Address:	tomomcer@doc.com (Standard format) 9125551224@att.txt.pot (Priof format)	
Last Name:	Contact Type:	Officer	
First Name:	Time Zone:	(GMT -05:00) Eastern Time (DST Applies)	
Search			
Recent Contacts	Report Options		
Advanced Search	Reporting Email Address:	tomofficer@doc.com	
Advanced Search		Daily Event Summary Report	Case Management Activity Report
	Receive Active Report:	\checkmark	×
	Receive Passive Report:		
	Receive Hybrid:		
	Receive RF Report:		
	Receive Alcohol Report:		
	Default Notification Option	s	
	Pager Notification:		
	Fax Notification:		
	Email Notification:	\checkmark	
	Text Msg Notification:		
			10 5 30
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Enroll an Offender

The Enroll Offender link is located on the left side of the Home page (see below).

1. Click the Enroll Offender link.





Supervision Level

Clicking on the *Enroll Offender* link will redirect you to the Level of Supervision page (see below).

- 1. Click on the Level of Supervision drop down menu.
- 2. Select your Level of Supervision (see below).
- 3. Click the **Continue** button.

ЗМ			About EM Manager Contact Us Logout Tom Officer
EM Manager (Smart View)			What's New Options
Home View Tools Help	p		
OFFENDER	Enroll New Offender		
Enroll Offender Quick Search: Last Name: First Name: Search Recent Offenders Advanced Search	* Customer: * Level of Supervision:	3M EM Training ✓ - Select Item - 1 Piece WMTD Home Curfew RF Active 1 Piece GPS (Gen 4) Active 2 Piece (WMTD) Beacon Active 2 Piece (MTD) Active 2 Piece (XT-Data) Active 2 Piece (XT-Data) Active 2 Piece (XT-Voice) Home Curfew RF Home Curfew RF (BU Cellular)	ancel nic Monitoring - v2.10.5.38
CONTACT Enroll Contact Quick Search: Last Name: First Name: Search Recent Contacts Advanced Search			



Offender Enrollment

After selecting the Level of Supervision, you will be redirected to the Enroll Offender page (see below). It is here that you will select an Assigned Officer, enter the Offender's Information, select the Notification Contact and Method, Assign Hardware, and select the Basic Rule Setup.

3M		About EM Mänäger I Contact Us I Logout Tom Office
EM Manager (Smart View)		What's New Option
Home View Tools Help		
OFFENDER Enroll New Offender		
Enroll Offender		
Customer:	3W EM Training 🛩	
Last Name:	: Active 1 Piece GPS (Gen 4) 🛛 👻	
First Name: Demographic Data		
Assigned Officer:	Officer, Tom 🗸	
Custom ID1:		
Recent Offenders V Advanced Search Custom ID2:		
* Last Name:	Offender	
• First Name:	Steve	
CONTACT Date of Birth:	7/25/1980	
Enroll Contact + Address:	1838 Gunn Hwy	
Quick Search: Address 2:		
Last Name:	Odessa	
First Name:	Elanda	
Search Zin code:	23556-	
Recent Contacts V	Passa	
Advanced Search		
Coordinates (lat,lon)	(28.185287,-82.590828) Map	
Mobile Number:	(813) 355-1212	
Number:	(813) 555-2323	
Email:	steveoffender@doc.com	
Offender Type:	Other/Unspecified	
Comments:	0	
Time Zone:	(GM1-05:00) Eastern Time	
Distance	Vhofn02)share/users/jaherr	
Picture:	Ministration and a set of an an UIOM26	
Hardware Assignm Assign 1 Piece GPS	ent	
(Gen 4):	34400191 (CDMA-V)	
Basic Rule Setup		
Home Zone:	I - Create default Home Zone from home address	
Home Zone Shape:	Standard Circle	
Notification Contac	ts	Tet Mag
Officer Tom		Add
Created I		Aug.
Contact Name	Page Fax Email D	a market
Officer, Tom		Delete
	Save Cancel	
	Copyright © 2008-2015 - 3M Electronic Monitoring - v2.10	0,6,0

Offender Enrollment, Cont.

Demographic Data

- 1. Enter the Offender's Information.
 - All fields with red asterisks (*) are required fields
- 2. Click the **Map** button to geo-code the offender's address. This is required if you are creating a Home Inclusion Zone for the offender (see page 19 for more information).
- 3. Select the Offender Type.
- 4. Select the Time Zone.

Hardware Assignment

- 5. Locate the serial number on the device.
- 6. Click on the drop down menu and select that serial number for the device.

Basic Rule Setup

7. Click the box next to Create Default Home Zone from Home Address. For information on how to edit the schedule for the Home Rule, refer to page 21.8. Choose the appropriate Contact from the Notification Contact drop down list. The selected Contact will be notified for **all** rules.

9. Click the **Add** button.

10. Select the type of Notification (if you haven't chosen your Default Notification Method on your Contact record)

- Pager
- Fax
- E-mail
- Text Message

Finish Enrollment

11. When you have completed entering the information, click Save.



Map Offender's Address

Clicking the **Map** button on the Offender Enrollment screen will generate a map that displays a pushpin at the offender's residence. Ensure that the pushpin location is correct and click the **Submit** button. It is also possible to edit the location by clicking the **Edit Pushpin** button.





Offender General Information Page

When Enrollment has been completed, you will be redirected to the Offender General Information page (see below). Here, you can Edit Offender Information, Disable the Offender, View GPS Points, Unassign Hardware, Edit Rules, Send Alerts, and Download Points.





Create Schedule for Home Inclusion Zone

1. Click on the Home Rule (see below).





Create Schedule for Home Inclusion Zone, Cont.

2. Move your cursor over the Rules Functions drop-down menu and left click Edit..

About EM Manager Contact Us Logout Tom Officer																												
EM Manager (Smart View)																												
Home View Tools Help	_																									_		
OFFENDER Offende	r - Steve	<u>Off</u>	enc	<u>ler</u>																								
Enroll Offender	Okay (1 Piece GPS (Gen 4) Activate Pending) Device Last Charged: Never																											
Quick Search:	Device Last Charged: Never																											
Last Name: Go	Go To: Select View GPS Points Event History Download Points Send Alert																											
First Name:																												
Search Ge	General Rule Information																											
Recent Offenders V	e Type:				In	clus	ion	(Ho	me)											a.		1	Edi	t				
Advanced Search Zon Rule	e Snape: e Name:	Standard Zone															X	De	ete									
Add	ress:				18	38	Gun	n H	wy														Pri	nt ko T		lata		
City CONTACT Zon	, State Zip e Size:	cod	e:		60	dess)0 fe	sa, F eet	L 3	355	6													Ad	d Zoi	empi ne	late		
Enroll Contact Coo	rdinates:				28.185287,-82.590828 Map															Convert >								
Ouick Search:	olay Border	On	ly:		No)		4																				
Last Name: Offe	ce Period: ender Notifi	icati	ion:		Ye	:00 s	:00	(r	n:m	im:s	is)																	
First Name:																												
Search Not	otification C ify On Clea	ont	acts	;	No																							
Recent Contacts V	ily on cieu		Con	tac	1	,	R	cv	Pag	e	R	cv I	∃ax		RC	/ En	nail		Rc	v Ta	xt M	Isa						
Advanced Search			Office	er. 1	om				u y				GA			~						J						
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	Saturday								Π	Π	Π		П	Π	Π	Π	П	П	Π	\square	Π	П	Π	Π	Π]		
	Sunday																											



Create Schedule for Home Inclusion Zone, Cont.

3. You will be redirected to the Edit Rule page. Scroll down to the Permanent Rule Schedule.

3M		About FM Manager Contact Us Longit Tom Officer													
		About Exit Mainager (Contact OS) Eugent form Officer													
Home View Tools Help															
	ender - Steve Offender														
Enroll Offender															
<u>Emoli oricider</u>	Okay (1 Piece GPS (Gen 4 Device Last Charged: Neve	r Activate Pending)													
Quick Search:															
Last Name:	Conoral Pule Information														
First Name:															
Search	zone rype.														
Recent Offenders V	Zone Shape:	Standard Orrcle Free Form													
Advanced Search	Indusian Zana Tunar	Hama													
	Inclusion Zone Type:														
CONTACT	Rule Name:														
Enroll Contact	Address:	1838 Gunn Hwy													
Out-to Grouph	Address 2:														
Quick Search:	City:	Odessa													
First Name:	State:	Florida													
Search	Zip code:	33556													
Recent Contacts	Copy Address From:	Home Work School													
Advanced Search	Zone Size:	600 • Feet O Miles													
	Coordinates:	28.185287 / -82.590828 Map													
	Display Border Only:	○Yes No													
	Grace Period:	00:00:00													
	Notify Offender If Violated:														
	Notification Contacts	0													
	Notify Contact on Clear:	⊖Yes ●No													
	Name	Page Fax Email Txt Msg Update Status													
	Officer, Iom	Delete													
	Contact Name	Pager Fax Email Txt Msg													
	Permanent Rule Schedule	Copy From													
	12am 11:00 2:00	4:00 5:00 5:00 9:00 11:00 11:00 11:00 11:00 11:00 11:00 11:00 11:00 11:00 11:00 11:00 11:00 11:00													
	Monday														



Create Schedule for Home Inclusion Zone, Cont.

4. Each block represents a 30 minute increment of time. Left-click and drag the cursor along the blocks during the times that the offender is required to be home. As you move the cursor, the blocks will turn blue. The white blocks that remain equal the times that the offender is allowed to be out of the home (see below).

Permanent R	Rule Schedule Copy Fr													rom														
All		12am	1:00	00.0	2:00	3:00	4:00	5:00	6:00	7:00	8:00	9:00	10:00	11:00	12pm	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	0.00	00.0	10:00	11:00	
Monday																												
Tuesday																												
Wednesday														Π														
Thursday																					Π							
Friday														Π					Π									
Saturday																					Π							
Sunday																												
	0.0101	Sta Sta Sta	rt: rt:	s s s	Mo Mo Tu	nda nda	ay 1 ay 8 iay	2:0 8:00 8:0	002 0 P1	АМ, 4, н РМ,	End End End	is 1 s Tu is N	Mon ues Wedi	day day nesc	8:0 8:0 day	00 2 00 2 8:0	ми мм оо и	м									^	
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Notes:																											^	
																											\sim	

5. Click the **Save** button.



Create Exclusion Zone

You can create an Exclusion Rule to ensure that the offender is not entering areas which are forbidden – such as schools, playgrounds, and victims' residences.

- 1. Move your cursor over the Rule Functions menu (see below). This will generate the Rule Functions menu.
- 2. Click Add Zone.





Create Exclusion Zone, Cont.

- 3. Choose a Zone Shape.
- 4. Choose Exclusion as the Zone Type.
- 5. Click the **Continue** button.

ЗМ	About EM Manager Contact Us Logout Tom Officer
EM Manager (Smart View)	What's New Options
Home View Tools Hel	p
OFFENDER	Offender - Steve Offender
<u>Enroll Offender</u>	Okay (1 Piece GPS (Gen 4) Activate Pending) Device Last Charged: Never
Quick Search:	
Last Name:	
First Name:	General Rule Information
Search	Zone Template: Select Reset
Recent Offenders V	Zone Type: O Inclusion © Exclusion
Advanced Search	Zone Shape: Standard Circle Free Form
CONTACT <u>Enroll Contact</u>	Continue Cancel
Quick Search:	
Last Name:	
First Name:	
Search Recent Contacts V	
Advanced Search	



Create Exclusion Zone, Cont.

- 6. Enter the Rule Name (school, playground, etc.).
- 7. Enter the address information and the zone size. The default is 600 ft.
- 8. Select Yes or No if you want to notify the offender upon violation.
- 9. Choose the appropriate Contact from the Notification Contact drop down list. The contact's default notification method will appear selected.
- 10. Click the **Add** button.
- 11. Click the **Map** button.

ЗМ																			Abou	it EM	Manag	er (Contac	t Us Logo	ut Tom Officer
EM Manager (Smart View)																			-				M	/hat's Ne	<u>v Options</u>
Home View Tools Help																									
OFFENDER Off	fender - Steve	Off	end	er																					
<u>Enroll Offender</u>	Okay (1 F Device La	'iece st Cł	GPS narg	5 (Ge ed: N	n 4 eve) Act	ivat	e Pe	endir	ng)															
Quick Search:																									
Last Name:	General Rule	Info	orma	tion																					
First Name:	Zone Type:					0	Inclu	usior		Exc	lusi	on													
Search	Zono Shano:						Ctor	adar			relo	0	Ero	- E-											
Recent Offenders V	zone snape.						Stal	iuar	ac		rcie	0	Free	2 FO	m										
Advanced Search	Pulo Namo:					Sel	hool																		
	Address:					100			laha		- Ι - Λ.														
CONTACT	Address:					123	045 V		ISDO	roug	jn Av	ve		_											
Enroll Contact	Address 2:											_													
Quick Copyright	City:																								
Last Name:	State:				Florida V																				
First Name:	Zip code:				33635																				
Search	Zone Size:					600)	۲	Fee	et	0	Mile	s		_										
Recent Contacts	Coordinates:					(28	.022	240	, -82	2.62	644	1)		Maj	þ										
Advanced Search	Display Borde	r On	ly:			0	Yes	۲	No			_													
	Grace Period:					00:	00:0	0																	
	Notify Offende	er If	Viol	ated:		۲	Yes	0	No																
	Notification	Cont	acts																						
	Notify Contact	on	Clea	r:		0	Yes	۲	No													_			
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	<u></u>	onta	ct Na	ame		_		P	agei	r		Fa	<u>ax</u>		E	mail		Ţ	xt M	sq		_			
	Officer,	Tom			~	•													✓				A	dd	
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	Tuesday						Ħ	Π				IT	Ħ	Ħ	Ħ										
	Wednesday												Π	Π	Π	Π									



Create Exclusion Zone, Cont.

- 12. Ensure that the address and zone size is correct.
- 13. If you want to resize or move the zone, click the **Move/Resize** button.
- 14. If you move or resize the zone, click the **Finish Move/Resize** button.
- 15. Click the **Submit** button.





Attaching the 1 Piece (Gen 4)

<u>Step 1:</u>

Press and hold the Activate Button on the front of the 1 Piece (Gen 4) for one second. If the "PWR" LED is green, proceed with activation. If the "PWR" LED is red or does not light up at all, the 1 Piece (Gen 4) needs to be charged prior to activating.

<u>Step 2:</u>

Push tamper plugs into the back of the brackets of the 1 Piece (Gen 4). **Be sure to insert the left side first.** After the left side has been secured, press the right side of the tamper plug down.

<u>Step 3:</u>

Place the pin tray on a flat surface (such as a desk) and push one end of the strap into the pin tray until it is level with the "lip" of the pin tray.

Ensure that there is no gap between the end of the strap and the edge of the pin tray.

<u>Step 4:</u>

Insert strap with attached pin tray into one side of the 1 Piece (Gen 4) until it snaps in place.

<u>Step 5:</u>

Place the 1 Piece (Gen 4) on the offender's leg, just below the ankle bone.



Attaching the 1 Piece (Gen 4), Cont.

Step 6:	Step 7:	<u>Step 8:</u>										
Wrap the strap around the offender's leg and measure to the line shown, so that it allows approximately ¼ inch of space between the offender's leg and the strap to ensure comfort.	Use the strap cutters to cut the strap according to the measurement taken in step six. Wipe off any fiber optic cable residue left on the strap after cutting has been completed.	Place the remaining pin tray on a flat surface and insert measured end of the underneath side (the bottom) of the strap into the pin tray.										
Step 9:	<u>Step 10:</u>											
Place the 1 Piece (Gen 4) on the offender's leg, just below the ankle bone, and insert the strap with attached pin tray into the bracket until it snaps in place.	 Press and hold the Activate B (Gen 4) for three seconds. No feedback vibration that indicated continue to hold down the base of the feedback vibration that indicated continue to hold down the base of the feedback of the feedback vibration that indicates that the second. This indicates that the make a wireless call. C. The "GPS" and "ZONE" Life second. This indicates that the make a wireless call. C. The "GPS" and "ZONE" Life second. This indicates that the make a wireless call. D. Once GPS has been acquire GPS. 	Button on the front of the 1 Piece ote: there will be an initial, brief ates the button is being pushed. utton. brate once and the "PWR" LED will ng the 1 Piece (Gen 4) is powered on. ED's will blink green once every he 1 Piece (Gen 4) is attempting to EDs will blink green twice every he 1 Piece (Gen 4) is attempting to an 4) must now be taken outside to ired, the 1 Piece (Gen 4) will vibrate										
	three times. The "PWR" LED will continue to blink green and the "GPS" and "ZONE" LEDs will stop blinking. This indicates that activation has been successfully completed.											



Unassigning Hardware

1. Move your cursor over the Hardware Functions dropdown menu and left click Unassign.

3M					About B	EM Manager I Cont	aot Us (Logout Tom C	
M Manager (Smart View	0						What's New Opt	
Home View Tools	Heip							
OFFENDER	Offender - Steve Offender							
Enroll Offender Quick Search: 	Cleared - 1 Piece GPS (Gen 4) Strap (3.69 Volts) Device Last Charged: 11/13/15 1:10:28 PM - 1:01 hrs Go To: Select View GPS Points Event History Download Points Se				Send Alert			
Search	Offender General Informat	tion			-	Offender F	unctions	
CONTACT CONTACT Enroll Contact Quick Search: .ast Name:	 Name: Customer: Level of Supervision: Assigned Officer: Enrollment Date: Custom ID1: Custom ID2: Address: City, State Zip code: County: Mobile Number: Home/Secondary Number: 	Steve Offender 3M EM Training Active 1 Piece GPS (Gen 4) <u>Tom Officer</u> 11/12/2015 3:18 PM <u>1838 Gunn Hwv</u> Odessa, FL 33556 <u>Pasco</u> (813) 555-1212 (813) 555-2323 steveoffender@doc.com Other/Unspecified (GMT -05:00) Eastern Time (DST Applies)			Pict	Picture Map		
Searc Recent Contacts	h Email: Offender Type: Comments: Time Zone:					See larger in	nage	
	Assigned Hardware Inform	ation			- H	lardware Fi	unctions	
	1 Piece GPS (Gen 4):	34400193	1 (CDMA-V)		X	Unassign		
	Rule Information	Rule Information			41	Send Alert Download Poir	its I	
	Name		Туре	Distance	Grace Period	Has Action	is Status	
	School		Exclusion	600 ft	00:00:00	Yes	Active	
	Home		Inclusion (Home)	600 ft	00:00:00	Yes	Active	
	1 Piece GPS (Gen 4) Battery		Hardware	N/A	00:30:00	Yes	Active	
	1 Piece GPS (Gen 4) Motion N	1 Piece GPS (Gen 4) Motion No GPS 1 Piece GPS (Gen 4) Strap 1 Piece GPS (Gen 4) Tamper		N/A	00:10:00	Yes	Active	
	1 Piece GPS (Gen 4) Strap			N/A	N/A	Yes	Active	
	1 Piece GPS (Gen 4) Tamper			N/A	N/A	Yes	Active	
	1 Piece GPS (Gen 4) Unable To Connect		Hardware	N/A	00:00:00	Yes	Active	



Unassigning Hardware, Cont.

- 2. Click the checkbox next to the 1 Piece (Gen 4) (see below).
- 3. Click on the drop-down menu and select a reason for unassignment. This is required.

ЗМ			About EM Manager Contact Us Logout	Tom Officer		
EM Manager (Smart View)			<u>What's New</u>	Options		
Home View Tools Hel	p					
OFFENDER	Offender - Steve Offender					
Enroll Offender	Cleared - 1 Piece GPS (Gen 4) Strap (3.70 Volts) Device Last Charged: 11/13/15 1:10:28 PM - 1:01 hrs					
Last Name:						
First Name:	Unassign Offender Hardware					
Search	Unassign 1 Piece GPS (Gen 4):	- 34400191 (CDMA-V)				
Recent Offenders Advanced Search	Unassignment Reason:	- Select Item - Offender Removed From System	! Required			
CONTACT Enroll Contact	Convribt @ 2008-2	Failed To Activate GPS Problem Battery Problem Hardware Failure External Damage	5.0			
Quick Search: Last Name:	Copyright © 2008-2	Arrest / Violation Program Completion Switched to Passive Medical	5.0			
Search Recent Contacts V Advanced Search		Absconded				



<u>Unassigning Hardware, Cont.</u>

- 4. Click the **Save** button. A popup will generate with a warning that the unassignment is immediate.
- 5. Click OK.

ЗМ			About EM Menager Contact Us Logout Tom Officer
EM Manager (Smart View)			What's New Options
Home View Tools He			
OFFENDER	Offender - Steve Offender		
Enroll Offender Quick Search:	Cleared - 1 Piece GPS (Gen 4) Si Device Last Charged: 11/13/15 1:	trap (3.70 Volts) :10:28 PM - 1:01 hrs	
First Name:	Unassign Offender Hardware		
Search Recent Offenders V Advanced Search	Unassign 1 Piece GP5 (Gen 4): Unassignment Reason:	 ✓ - 34400191 (CDMA-V) Offender Removed From System ✓ 	
CONTACT Enroll Contact Quick Search: Last Name: First Name: Search Recent Contacts ✓ Advanced Search	MARNIN WARNIN Unassign OK to co OK	Save Cancel X G: Hardware ment Is Immediate! Click ntinue. Cancel	5.0



Unassigning Hardware, Cont.

6. You will be returned to the Offender Information page, where the hardware will be pending unassignment. The device is now required to call 3M Electronic Monitoring and transmit its final data. The hardware will only be unassigned once this final call has occurred.

ЗМ					About	EM Manager Contact	Us Logout Tom Officer
EM Manager (Smart View)							
Home View Tools Hel	lp						
OFFENDER	Offender - Steve Offender						
Enroll Offender	Enroll Offender Okay (1 Piece GPS (Gen 4) Unassign Pending, 4.19 Volts)						
Quick Search: Last Name:	✓ Device Last Charged: 11/13/15 1:10:28 PM - 1:01 hrs Go To: Select ▼ View GPS Points Event History Download Points Send Alert						
Search	Offender General Information					ctions	
Recent Offenders ✓ Advanced Search CONTACT Enroll Contact	Name: Customer: Level of Supervision: Assigned Officer: Enrollment Date: Custom ID1: Custom ID2:	Steve Off 3M EM Trai Active 1 Pie Tom Officer 11/12/201	fender ning ece GPS (Gen 4) (5 3:18 PM		Pict	ture Map	
Quick Search: Last Name: First Name: Recent Contacts ~ Advanced Search	Address: City, State Zip Code: County: Mobile Number: Home/Secondary Number: Email: Offender Type: Comments: Time Zone:	1838 Gunn Odessa, FL Pasco (813) 555 (813) 555 steveoffen Other/Unsp (GMT -05:0	Hwy 33556 8888 9999 der@doc.com pecified 0) Eastern Time (D	ST Applies)		See larger ima	ae
	Assigned Hardware Inform	ation			-	Hardware Fun	ctions
	1 Piece GPS (Gen 4): 34243597 (Unassign Pending, CDMA-V)						
	Rule Information Rule Functions				ctions		
	Name	Т	уре	Distance	Grace Period	Has Actions	Status
	School		Exclusion	600 ft	00:00:00	Yes	Active
	Home		Inclusion (Home)	600 ft	00:00:00	Yes	Active
	1 Piece GPS (Gen 4) Battery		Hardware	N/A	00:30:00	Yes	Active
	1 Piece GPS (Gen 4) Motion N	lo GPS	Hardware	N/A	00:10:00	Yes	Active
	1 Piece GPS (Gen 4) Strap		Hardware	N/A	N/A	Yes	Active
	1 Piece GPS (Gen 4) Tamper		Hardware	N/A	N/A	Yes	Active
	1 Piece GPS (Gen 4) Unable T	To Connect	Hardware	N/A	00:00:00	Yes	Active



Removing the 1 Piece (Gen 4)

<u>Step 1:</u>	Step 2:	<u>Step 3:</u>
Cut the strap by using the strap cutters and remove the 1 Piece (Gen 4) from the offender's leg.	Use a 3M Electronic Monitoring flathead screwdriver to push on the tamper plugs to break them.	Use the screwdriver to remove the tamper plugs from the brackets.

<u>Step 4:</u>

Using the screwdriver, press down the latch attached to the pin tray.

<u>Step 5:</u>

While keeping the latch depressed, pull the strap with the attached pin trays out of each bracket. Discard the tamper plugs and straps.

Note: Do NOT reuse the tamper plugs.

Note: Do NOT remove tamper plugs from the brackets of the 1 Piece (Gen 4) unless there is a strap with an attached pin tray inside the bracket.



Appendix

Rule Definitions

1 Piece GPS (Gen 4) Battery

• The battery is getting low and the device needs to be charged. The device must be charged for a minimum of two hours daily (the hours do not have to be consecutive). When the battery needs to be charged, the device will vibrate three times consecutively and then once every ten minutes until connected to the charger. During this time, the Power LED will blink Red.

1 Piece GPS (Gen 4) Motion No GPS

• Occurs when the 1 Piece (Gen 4) has accumulated 20 minutes of motion in a 60 minute period without receiving a signal from the GPS satellites. The device will vibrate three times consecutively and once every ten minutes until the violation has cleared by acquiring GPS. During this time, the GPS LED will blink Red.

1 Piece GPS (Gen 4) Strap

• The strap has been compromised or removed from the 1 Piece (Gen 4). There will not be any notifications to the offender that this has occurred, unless the officer selects the **Notify Offender with Vibrate** option on this rule.

1 Piece GPS (Gen 4) Unable to Connect

The 1 Piece (Gen 4) has a defined call-in interval that is determined by the contract. If the 1 Piece (Gen 4) is unable to call 3M Electronic Monitoring at its defined call-in interval, a default 90 minute grace period will go into effect. If the default 90 minute grace period expires and the 1 Piece (Gen 4) has still not called 3M Electronic Monitoring, the database will create this alarm. This is normally due to poor cellular coverage in the area. The offender is not notified of the Unable to Connect alarm. Once the 1 Piece (Gen 4) is able to use the cellular network to call in, it will report any violations that occurred during this time and download all tracking data.



Rule Definitions, Cont.

1 Piece GPS (Gen 4) Tamper

• The 1 Piece (Gen 4) has been compromised in some form. There will not be any notification to the offender that this has occurred, unless the officer selects the **Notify Offender with Vibrate** option on this rule.

Geographic Rules

Zone Rules- The offender has violated a Zone set up by the user. The device will vibrate three times consecutively and once every ten minutes while still in violation, if the Notify With Vibrate feature is checked. The Zone LED will blink Red.

- Inclusion Zone
 - Geographic areas like home, work, or school where the offender is confined during an officer defined schedule.
- Exclusion Zone
 - Geographic areas used to define off-limits areas to the offender.





1 Piece (Gen 4) SELF TEST

To Begin the 1 Piece (Gen 4) Self Test:

- Make sure the 1 Piece (Gen 4) is unassigned from any offenders
- Make sure the 1 Piece (Gen 4) does NOT have a strap with a pin tray in it
- Make sure that the 1 Piece (Gen 4) is in a good wireless and GPS location
- Press and hold the Activate Button until the 1 Piece (Gen 4) vibrates (about 5 seconds)
- The PWR/ZONE/GPS LEDs will begin to blink green, verifying the test is in progress
- Only the Zone and GPS LEDs will be utilized for the test
- The test results will be displayed on the Zone/GPS LEDs within 10 minutes
- To stop the test, press and hold the Activate button until it vibrates



Test Results:

- ZONE/GPS LED solid green = passed all tests.
- ZONE/GPS LED blinking red ONE time = Modem Failure.
- ZONE/GPS LED blinking red TWICE = GPS Failure.
- ZONE/GPS LED blinking **red** THREE times = Tamper Failure.
- The test results will be displayed on the Zone/GPS LEDs for one hour.



Radio Frequency Exposure:

For body worn operation, this monitor has been tested and meets the FCC RF exposure guidelines when used in ankle worn configuration with a 3M bracelet designated for this product. The use of accessories not approved by 3M Company may cause your device to malfunction or in the case of unapproved electrical accessories may cause the device to exceed RF energy exposure guidelines. Modifications to this device shall not be made without the written consent of 3M Company. Unauthorized modifications may void the authority granted under Federal Communication Rules and Industry Canada Rules permitting the operation of this device.

FCC Note:

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation.

This device is to be used solely by law enforcement agencies for tracking purposes and must be professionally installed. The antenna(s) used for this transmitter must not be co- located or operating in conjunction with any other antenna or transmitter. This device is approved with emissions having a source-based time averaging duty factor not exceeding 2.5%.

This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- -Reorient or relocate the receiving antenna
- -Increase the separation between the equipment and receiver

-Connect the equipment into an outlet on a circuit different from that to which the receiver is connected

-Consult the dealer or an experienced radio/TV technician for help.



Canada Note: CAN ICES-3 B/NMB-3 B:

This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions:

(1) This device may not cause harmful interference, and

(2) This device must accept any interference received, including interference that may cause undesired operation.

Cet appareil est conforme avec la norme RSS-210 d'Industrie Canada exempte de licence. Son fonctionnement est soumis aux deux conditions suivantes: (1) cet appareil peut causer des interférences, et (2) cet appareil doit accepter toute interférence, y compris celles pouvant provoquer un fonctionnement indésirable de l'appareil.

