



Enabling **Safer** Communities



3M Electronic Monitoring

3M™ Home Curfew RF (Cellular) Monitoring System User Manual



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Overview

3M Electronic Monitoring's Home Curfew RF Monitoring System provides an effective curfew compliance system.

3M Electronic Monitoring's Home Curfew RF Monitoring System consists of three main components: The 2 Way Bracelet, the Base Unit 3000, and 3M Electronic Monitoring's EM Manager (Smart View) Software.

2 Way Bracelet

- Serves as an electronic tether to the Base Unit 3000

Base Unit 3000

- A small stationary device used to monitor the presence of the ankle bracelet and transmit information via cellular network.

EM Manager (Smart View)

- The monitoring software that can be installed on almost any computer with Internet access. EM Manager (Smart View) provides access to reports and offender's information.



Base Unit 3000 Operating Features

Communication: The Base Unit 3000 will call 3M Electronic Monitoring to download event data every 6 hours. If the contract specifies, it will also call out immediately upon a violation or "Home" or "Away" status change.

Motion Sensor: There is a motion sensor located inside the Base Unit 3000 to allow it to determine if it is being moved.

30 Day Event Memory: The Base Unit 3000 will store up to 11,000 events. This is useful in the event that the Base Unit 3000 loses cellular coverage. The Base Unit 3000 will continue to store the information and will send the information to 3M Electronic Monitoring when cellular coverage is restored.

48 Hour Battery Backup: If the Base Unit 3000 loses power, it has a 48 hour back-up battery that will allow the Base Unit 3000 to record and store events, as well as transmit the data to 3M EM, if cellular coverage is available.

Multiple Bracelet Tracking: Each Base Unit 3000 can track up to 15 offenders.

Incoming Calls: The Base Unit 3000 is capable of accepting calls from the Monitoring Center.

Outgoing Calls: The Base Unit 3000 is capable of making outgoing calls to a preprogrammed number.



Base Unit 3000 LEDs and Buttons

Power: The Power LED is solid **green** when connected to a power source. If the Base Unit 3000 loses power, the LED will blink **red** once per second.

Cell/Line: If solid **green**, the phone line is in use. If cellular coverage is not available at the time of a call, the Base Unit 3000 will continue to try and call in. The line LED will continue to turn on and off until a call is completed. If cellular coverage is lost, the Line LED will blink **red**.

Curfew: When the Curfew LED is blinking **red**, the offender is not in range of the Base Unit 3000 when the curfew schedule is in effect.

Ring: The Ring LED will blink red once per second when the device receives a call.

Answer Button: When the device receives a call, hold the Answer button for one second. The device will beep to let you know that you have answered the call.

Hang Up Button: When the call is complete, press the Hang Up button. The device will beep to let you know that the call is complete.

Call Button: To make a call to the preprogrammed number, hold the Call button for five seconds.



2 Way Bracelet Operating Features

Electronic Tether

The bracelet serves as an electronic tether to the Base Unit 3000. The bracelet communicates with the Base Unit 3000 via Radio Frequency.

Adjustable Range

The distance allowed between the bracelet (offender) and the Base Unit 3000 is adjustable. Low Range is approximately up to 50 ft. Medium Range is approximately up to 100 ft. High range is approximately up to 150 feet. (This is clear line of sight and is also dependent on environmental conditions.) The default is set to High range. The range can be adjusted on the Curfew rule of the EM Manager (Smart View) software.

Waterproof

The bracelet is waterproof down to 66 feet.

Battery Life

The bracelet battery is designed to last approximately 12+ months while in use and has a 2 year shelf life.

Hypoallergenic Rubber Straps

The bracelet comes with a hypoallergenic rubber strap that contains a fiber optic cable designed to prevent tampering.

Tamper Detection

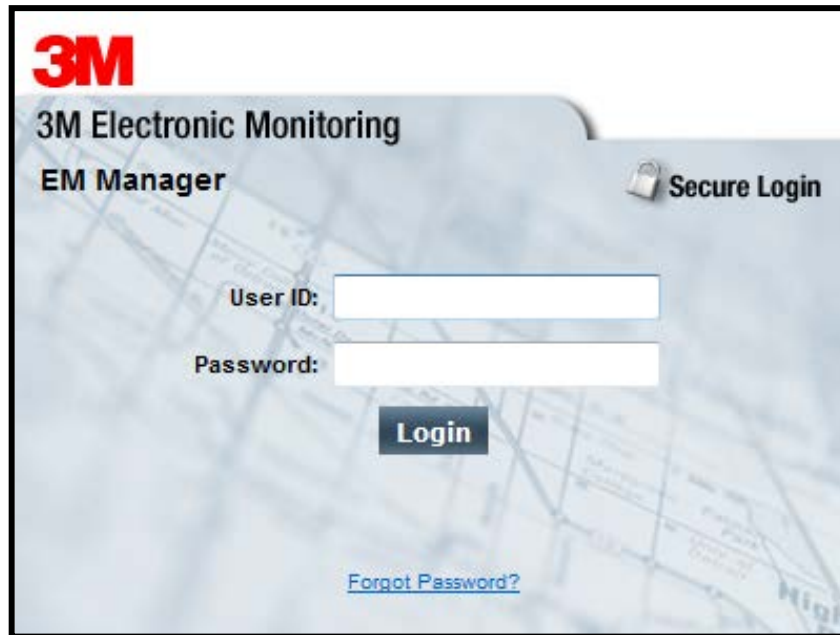
If an offender interrupts the infrared light, located inside of the fiber optic cable, inside of the bracelet strap, an alarm will occur.

Enrollment

EM Manager (Smart View) Log In

To access the secure website, go to <https://smartview.ptm.com>. 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.

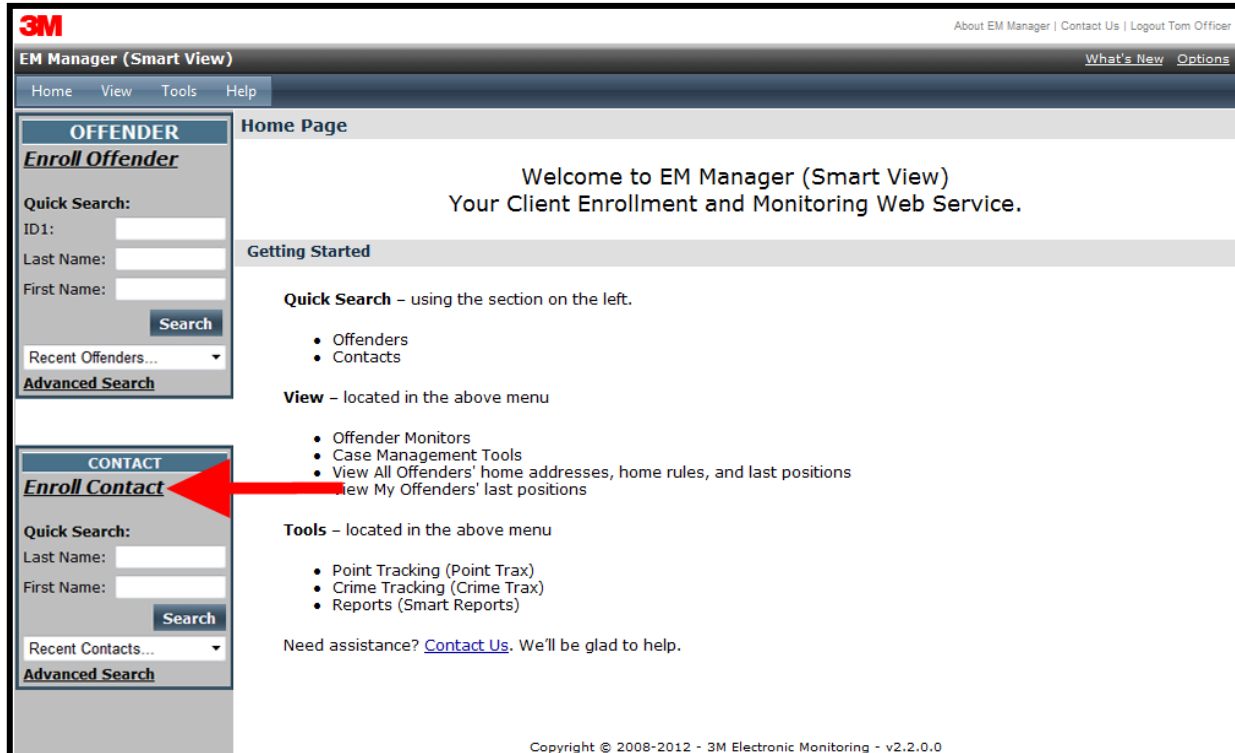


The image shows a screenshot of the 3M Electronic Monitoring EM Manager login page. The page features the 3M logo in red at the top left. Below the logo, the text "3M Electronic Monitoring" and "EM Manager" is displayed. On the right side, there is a "Secure Login" label with a padlock icon. The login form consists of two input fields: "User ID:" and "Password:". Below the password field is a dark blue "Login" button. At the bottom of the page, there is a blue link labeled "Forgot Password?". The background of the page is a light blue grid pattern.

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**.



3M About EM Manager | Contact Us | Logout Tom Officer

EM Manager (Smart View) What's New Options

Home View Tools Help

OFFENDER
Enroll Offender

Quick Search:
ID1:
Last Name:
First Name:
Search

Recent Offenders...
Advanced Search

CONTACT
Enroll Contact

Quick Search:
Last Name:
First Name:
Search

Recent Contacts...
Advanced Search

Home Page

Welcome to EM Manager (Smart View)
Your Client Enrollment and Monitoring Web Service.

Getting Started

Quick Search – using the section on the left.

- Offenders
- Contacts

View – located in the above menu

- Offender Monitors
- Case Management Tools
- View All Offenders' home addresses, home rules, and last positions
- View My Offenders' last positions


Tools – located in the above menu

- Point Tracking (Point Trax)
- Crime Tracking (Crime Trax)
- Reports (Smart Reports)

Need assistance? [Contact Us](#). We'll be glad to help.

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Enroll a Contact, cont.


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EM Manager (Smart View)
What's New Options

Home View Tools Help

OFFENDER

Enroll Offender

Quick Search:

Last Name:

First Name:

Recent Offenders...

Advanced Search

Enroll New Contact

* Customer:

Demographic Data

My Contact Record: (Associate this contact record with current user)

Custom ID1:

Custom ID2:

* Last Name:

* First Name:

* Address:

Address 2:

* City:

* State:

* Zip code:

Phone Number: Ext:

Mobile Number:

Fax Number:

Pager Number:

Notification Email Address:

Notification Email Format:

Notification Text Msg Address:

Notification Text Msg Format:

Contact Type:

* Time Zone:

- Daylight Saving Applies

Report Options

Reporting Email Address:

	Daily Event Summary Report	Case Management Activity Report
Receive Active Report:	<input type="checkbox"/>	<input type="checkbox"/>
Receive Passive Report:	<input type="checkbox"/>	<input type="checkbox"/>
Receive Hybrid Report:	<input type="checkbox"/>	<input type="checkbox"/>
Receive RF Report:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Receive Alcohol Report:	<input type="checkbox"/>	<input type="checkbox"/>

Default Notification Options

Pager Notification:

Fax Notification:

Email Notification:

Text Msg Notification:

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Enroll a Contact, cont.

Demographic Data

1. Enter the Contact's information.
 - All fields with red asterisks (*) are required fields.

Report Options

2. Enter an email address where the selected reports will be sent.
3. Choose Daily Event Summary Report and/or Case Management Activity Report.

Default Notification Options

4. 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

5. 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.

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EM Manager (Smart View) What's New Options

Home View Tools Help

OFFENDER
Enroll Offender

Quick Search:
ID1:
Last Name:
First Name:
Search

Recent Offenders...
Advanced Search

CONTACT
Enroll Contact

Quick Search:
Last Name:
First Name:
Search

Recent Contacts...
Advanced Search

Contact - Tom Officer

Go To:

Contact General Information

Contact's User Record: Tom Officer
Customer: 3M EM Training
Custom ID1:
Custom ID2:
Name: Tom Officer
Address: 8102 Sheldon Road
City, State Zip code: Tampa, FL 33626
Phone Number: (727) 555-4114
Mobile Number: (727) 555-8988
Fax Number: (727) 555-4778
Pager Number:
Email Address: [tom.officer@doc.com \(Standard format\)](mailto:tom.officer@doc.com)
Text Msg Address: [7275558988@att.txt.net \(Brief format\)](mailto:7275558988@att.txt.net)
Contact Type: - Not Set -
Time Zone: (GMT -05:00) Eastern Time (DST Applies)

Contact Functions

Report Options

Reporting Email Address: tom.officer@doc.com

	<u>Daily Event Summary Report</u>	<u>Case Management Activity Report</u>
Receive Active Report:	<input type="checkbox"/>	<input type="checkbox"/>
Receive Passive Report:	<input type="checkbox"/>	<input type="checkbox"/>
Receive Hybrid:	<input type="checkbox"/>	<input type="checkbox"/>
Receive RF Report:	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Default Notification Options

Pager Notification:
Fax Notification:
Email Notification:
Text Msg Notification:

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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.

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EM Manager (Smart View) What's New Options

Home View Tools Help

OFFENDER Home Page

Enroll Offender

Quick Search:
ID1:
Last Name:
First Name:

Recent Offenders...
[Advanced Search](#)

CONTACT

Enroll Contact

Quick Search:
Last Name:
First Name:

Recent Contacts...
[Advanced Search](#)

Welcome to EM Manager (Smart View)
Your Client Enrollment and Monitoring Web Service.

Getting Started

Quick Search – using the section on the left.

- Offenders
- Contacts

View – located in the above menu

- Offender Monitors
- Case Management Tools
- View All Offenders' home addresses, home rules, and last positions
- View My Offenders' last positions

Tools – located in the above menu

- Point Tracking (Point Trax)
- Crime Tracking (Crime Trax)
- Reports (Smart Reports)

Need assistance? [Contact Us](#). We'll be glad to help.

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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.

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EM Manager (Smart View) What's New Options

Home View Tools Help

OFFENDER
Enroll Offender

Quick Search:
Last Name:
First Name:
Search
Recent Offenders...
Advanced Search

Enroll New Offender

* Customer: 3M EM Training
* Level of Supervision: Home Curfew RF 3000

Continue **Cancel**

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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.

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EM Manager (Smart View) What's New Options

Home View Tools Help

OFFENDER
Enroll Offender

Quick Search:
ID1:
Last Name:
First Name:

Recent Offenders...
[Advanced Search](#)

CONTACT
Enroll Contact

Quick Search:
Last Name:
First Name:

Recent Contacts...
[Advanced Search](#)

Enroll New Offender

* Customer:

* Level of Supervision:

Demographic Data

Assigned Officer:

Custom ID1:

Custom ID2:

* Last Name:

* First Name:

Date of Birth:

* Address:

Address 2:

* City:

* State:

* Zip code:

County:

Coordinates (lat,lon):

Mobile Number:

Home/Secondary Number:

Email:

Offender Type:

* Time Zone:

- Daylight Saving Applies

Comments:

Picture:

Hardware Assignment

Assign Bracelet:

Assign Base Unit:

Notification Contacts

Contact Name	Pager	Fax	Email	Txt Msg	
Officer, Tom	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="button" value="Add"/>
Officer, Tom	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="button" value="Delete"/>

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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.
3. Enter the offender's home number
4. Select the Offender Type.
5. Select the Time Zone.

Hardware Assignment

6. Locate the serial number on the device(s).
7. Click on the drop down menu and select that serial number for the device.

Notification Contacts

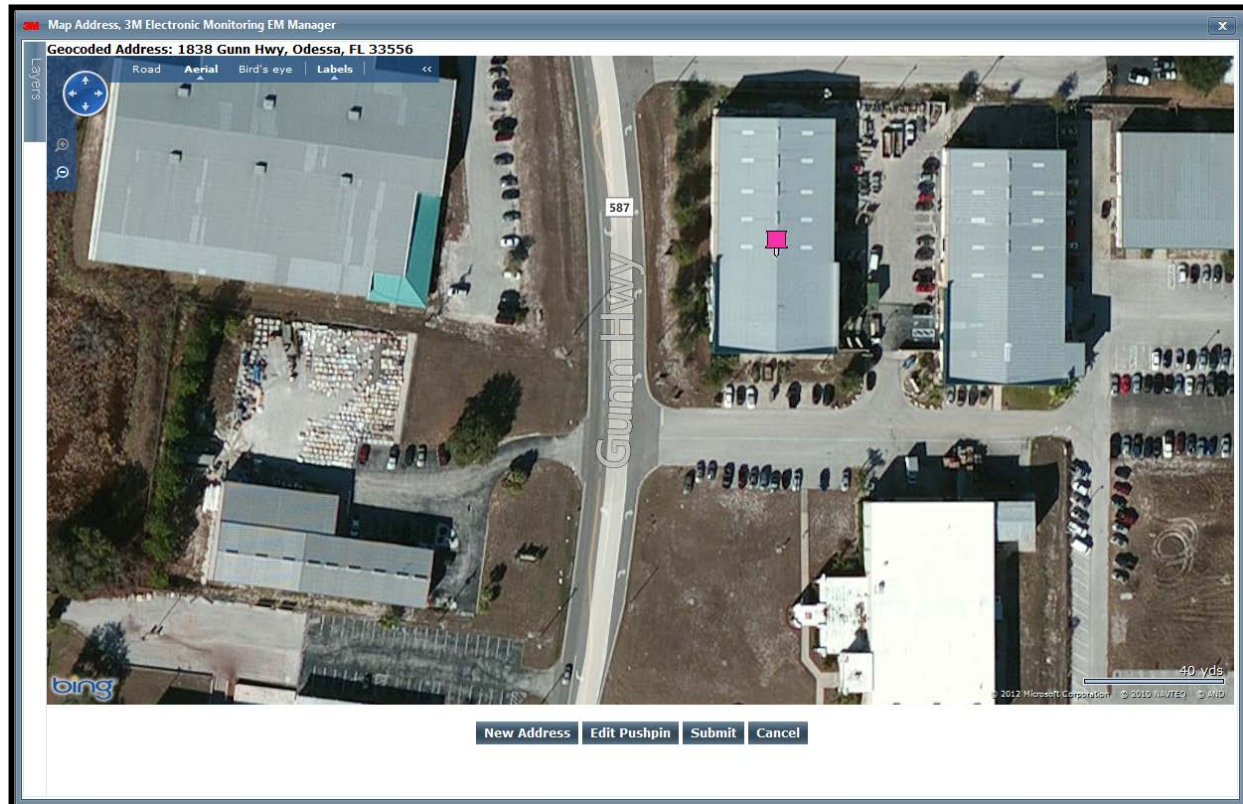
8. Choose the appropriate Contact from the Notification Contact drop down list. The selected Contact will be notified for **all** rules.
9. Click the **Add** button.
10. Select the type of Notification (if you haven't chosen your Default Notification Method on your Contact record)
 - Pager
 - Fax
 - 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, Unassign Hardware, conduct an Equipment Range Test, and Edit Rules.

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EM Manager (Smart View) Home View Tools Help What's New Options

OFFENDER Offender - Steve Offender

Enroll Offender

Quick Search:
 ID1:
 Last Name:
 First Name:

 Recent Offenders...

CONTACT

Enroll Contact

Quick Search:
 Last Name:
 First Name:

 Recent Contacts...


Offender - Steve Offender

🟡 **Okay (Base Unit Activate Pending)**

Go To:

Offender General Information

Customer: 3M EM Training
Level of Supervision: Home Curfew RF 3000 (Cellular)
Assigned Officer: [Tom Officer](#)
Enrollment Date: 09/25/2013 1:57 PM
Custom ID1:
Custom ID2:
Name: **Steve Offender**
Address: [1838 Gunn Hwy](#)
City, State Zip code: [Odessa, FL 33556](#)
County: [Pasco](#)
Mobile Number: (727) 555-1212
Home/Secondary Number: (727) 555-3434
Email:
Offender Type: Other/Unspecified
Comments:
Time Zone: (GMT -05:00) Eastern Time (DST Applies)


[See larger image](#)

Assigned Hardware Information

Bracelet: 150905
Base Unit: 50408868 (Activate Pending)

Rule Information

Name	Type	Distance	Grace Period	Has Actions	Status
Curfew	Hardware	N/A	00:00:00	Yes	Pending Active
Must Leave	Hardware	N/A	00:00:00	Yes	Pending Active
Bracelet Battery	Hardware	N/A	N/A	Yes	Pending Active
Bracelet Strap	Hardware	N/A	N/A	Yes	Pending Active
Base Unit A/C Power Disconnected	Hardware	N/A	00:00:30	Yes	Pending Active
Base Unit Battery	Hardware	N/A	00:30:00	Yes	Pending Active
Base Unit Location Untrusted	Hardware	N/A	N/A	Yes	Pending Active
Base Unit Tamper	Hardware	N/A	N/A	Yes	Pending Active

Create Schedule for Curfew

The Curfew schedule determines when the offender should be home (or in range of the Base Unit 3000). Failure to be in range of the Base Unit 3000 during the scheduled time will result in an immediate violation.

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

The screenshot shows the EM Manager (Smart View) interface for an offender named Steve Offender. The interface includes navigation tabs (Home, View, Tools, Help) and a sidebar with search options for Offenders and Contacts. The main content area displays offender general information, assigned hardware, and a table of rule information. A red arrow points to the 'Curfew' rule in the table.

Offender - Steve Offender

Okay (Base Unit Activate Pending)

Go To: [Base Point History](#) [Event History](#)

Offender General Information Offender Functions

Name: Steve Offender
Customer: 3M EM Training
Level of Supervision: Home Curfew RF 3000 (Cellular)
Assigned Officer: [Tom Officer](#)
Enrollment Date: 04/02/2014 4:17 PM
Custom ID1:
Custom ID2:
Address: [1838 Gunn Hwy](#)
City, State Zip code: [Odessa, FL 33556](#)
County: [Pasco](#)
Mobile Number: (727) 555-1212
Home/Secondary Number: (727) 555-3434
Email: steveoffender@email.com
Offender Type: Other/Unspecified
Comments:
Time Zone: (GMT -05:00) Eastern Time (DST Applies)

Assigned Hardware Information Hardware Functions

Bracelet: 150905
Base Unit: 50408868 (Activate Pending)

Rule Information Rule Functions

Name	Type	Grace Period	Has Actions	Status
Curfew	Hardware	00:00:00	Yes	Pending Active
Must Leave	Hardware	00:00:00	Yes	Pending Active
Body Tamper	Hardware	00:10:00	Yes	Pending Active
Bracelet Battery	Hardware	N/A	Yes	Pending Active
Bracelet Strap	Hardware	N/A	Yes	Pending Active
Base Unit A/C Power Disconnected	Hardware	00:00:30	Yes	Pending Active
Base Unit Motion	Hardware	00:00:30	Yes	Pending Active
Base Unit Tamper	Hardware	N/A	Yes	Pending Active
Base Unit Unable To Connect	Hardware	00:00:00	Yes	Active

Create Schedule for Curfew, cont.

2. Move your mouse cursor over the Rule Functions dropdown menu and left click **Edit**.

3M EM Manager (Smart View) About EM Manager | Contact Us | Logout Tom Officer

Home View Tools Help

OFFENDER Offender - Steve Offender

Enroll Offender

Quick Search:
Last Name:
First Name:
Search

Recent Offenders...
Advanced Search

Go To: **Base Point History** **Event History**

General Rule Information

Rule Name: Curfew
Grace Period: 00:00:00 (hh:mm:ss)
Bracelet Range: High

Rule Functions
Edit
Print

Notification Contacts

Notify On Clear: No

Contact	Rcv Page	Rcv Fax	Rcv Email	Rcv Txt Msg
Officer, Tom	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Permanent Rule Schedule

	12am	1:00	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	9:00	10:00	11:00
Monday	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew
Tuesday	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew
Wednesday	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew
Thursday	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew
Friday	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew
Saturday	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew
Sunday	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew	Curfew


Legend: Curfew Must Leave

Curfew Starts Monday 12:00 AM, Ends Monday 12:00 AM

Notes:

Create Schedule for Curfew, cont.

3. You will be redirected to the Edit Rule page.
4. Enable the Caller ID feature.
 - a. Click the box next to Enabled
 - b. Enter the offender's home phone number or click the Home Phone # box if the offender's phone number was entered on the Offender's General Information page
5. Scroll down to the Permanent Rule Schedule.


About EM Manager | Contact Us | Logout Tom Officer

EM Manager (Smart View)
What's New Options

Home View Tools Help

OFFENDER

Enroll Offender

Quick Search:

Last Name:

First Name:

Recent Offenders...

[Advanced Search](#)

CONTACT

Enroll Contact

Quick Search:

Last Name:

First Name:

Recent Contacts...

[Advanced Search](#)

Edit Offender - Steve Offender

● **Okay (Base Unit Activate Pending)**

General Rule Information

Rule Name:

Grace Period:

Bracelet Range:

Notification Contacts

Notify Contact on Clear: Yes No

Name	Page	Fax	Email	Txt Msg	Update Status	
Officer, Tom	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="button" value="Delete"/>

Contact Name
Pager
Fax
Email
Txt Msg

Permanent Rule Schedule

Selection Mode: Curfew Must Leave Clear Schedule

	12am	1:00	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	9:00	10:00	11:00	
All																									
Monday																									
Tuesday																									
Wednesday																									
Thursday																									
Friday																									
Saturday																									
Sunday																									

Legend: Curfew Must Leave

Curfew Starts Monday 12:00 AM, Ends Monday 12:00 AM

Issue Date: 8/19/2015

20

Create Schedule for Curfew, cont.

6. 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 allowed to leave. By default, the blocks are **blue**. As you move the cursor, the blocks will turn white. The white blocks that remain equal the times that the offender is allowed to be out of the home (see below).

7. Click the **Save** button.

Permanent Rule Schedule
Copy From ...

	12am	1:00	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	9:00	10:00	11:00
All																								
Monday																								
Tuesday																								
Wednesday																								
Thursday																								
Friday																								
Saturday																								
Sunday																								

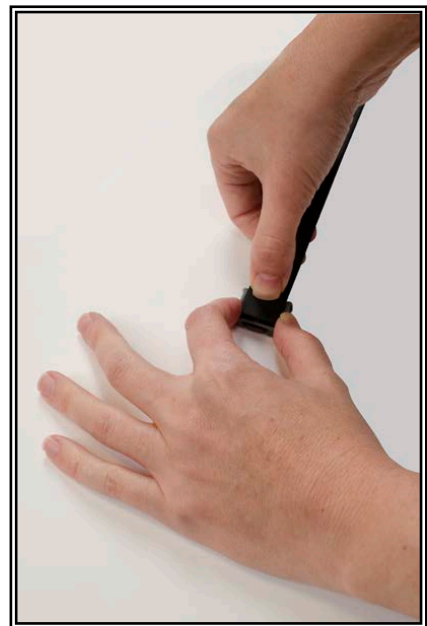
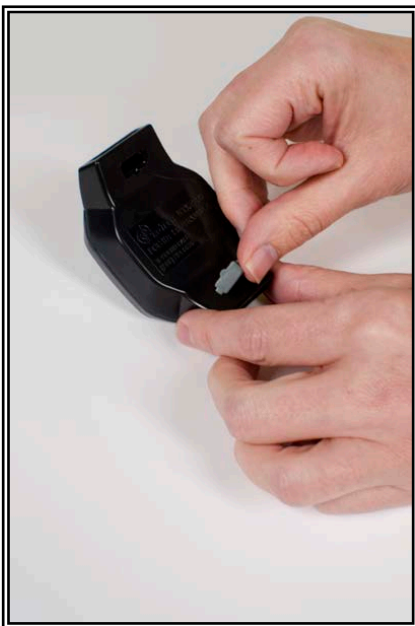
Starts Monday 8:00 PM, Ends Tuesday 8:00 AM
 Starts Tuesday 8:00 PM, Ends Wednesday 8:00 AM
 Starts Wednesday 8:00 PM, Ends Thursday 8:00 AM
 Starts Thursday 8:00 PM, Ends Friday 8:00 AM
 Starts Friday 8:00 PM, Ends Saturday 8:00 AM
 Starts Saturday 8:00 PM, Ends Sunday 8:00 AM

Notes:

2 Way Bracelet Attachment



Attaching the 2 Way Bracelet



Step 1:

Push tamper plugs into the back of the brackets of the Bracelet.

Be sure to insert the left side first. After the left side has been secured, press the right side of the tamper plug down.

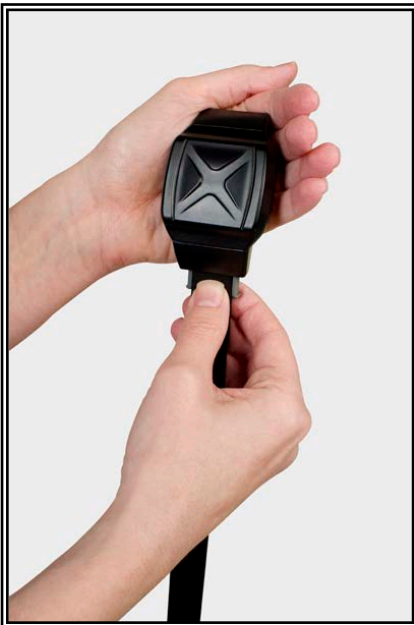
Step 2:

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.**

2 Way Bracelet Attachment



Attaching the 2 Way Bracelet, cont.



Step 3:

Insert strap with attached pin tray into one side of the Bracelet until it snaps in place.



Step 4:

Place the Bracelet on the offender's leg, just above the ankle bone.



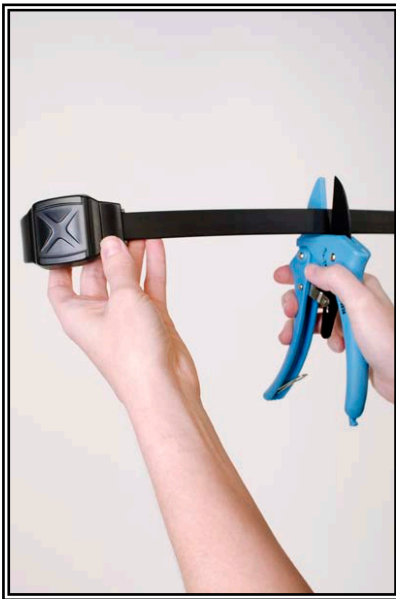
Step 5:

Wrap the strap around the offender's leg and measure to the line shown above so that it allows approximately $\frac{1}{4}$ inch of space between the offender's leg and the strap to ensure comfort.

2 Way Bracelet Attachment



Attaching the 2 Way Bracelet, cont.



Step 6:

Using the strap cutters, 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.**



Step 7:

Place 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 8:

Place the Bracelet on the offender's leg just above the ankle bone and insert the strap with attached pin tray into the bracket until it snaps in place. Once in place, gently pull on strap to ensure that device is secured around offender's ankle.

Activating the Base Unit 3000

Connecting the Base Unit 3000



Power:

Plug A/C adapter into a wall outlet.

Base Unit 3000 Violation Status LEDs:

Power: The Base Unit 3000 has lost power.

Cell/Line: If solid green, the phone line is in use. If cellular coverage is not available at the time of a call, the Base Unit 3000 will continue to try and call in. The line LED will continue to turn on and off until a call is completed.

Curfew: The offender is out of range of the Base Unit during the scheduled Curfew time.

Unassigning Hardware

1. Move your cursor over the Hardware Functions menu.
2. Left click Unassign.

3M About EM Manager | Contact Us | Logout Tom Officer

EM Manager (Smart View) What's New Options

Home View Tools Help

OFFENDER
Enroll Offender

Quick Search:
Last Name:
First Name:
Search

Recent Offenders...
Advanced Search

CONTACT
Enroll Contact

Quick Search:
Last Name:
First Name:
Search

Recent Contacts...
Advanced Search

Offender - Steve Offender

Okay

Go To:

Base Point History Event History Download Events

Offender General Information Offender Functions

Name: Steve Offender
Customer: 3M EM Training
Level of Supervision: Home Curfew RF (BU Cellular)
Assigned Officer: [Tom Officer](#)
Enrollment Date: 07/17/2014 3:03 PM
Custom ID1:
Custom ID2:
Address: [1838 Gunn Hwy](#)
City, State Zip code: [Odessa, FL 33556](#)
County: [Pasco](#)
Mobile Number: (727) 555-1212
Home/Secondary Number: (727) 555-3232
Email: steveoffender@email.com
Offender Type: Other/Unspecified
Comments:
Time Zone: (GMT -05:00) Eastern Time (DST Applies)

Assigned Hardware Information Hardware Functions

Bracelet: 159655
Base Unit: 50410293

Rule Information

Name	Type	Grace Period	Has Actions	Status
Curfew	Hardware	00:00:00	Yes	Active
Must Leave	Hardware	00:00:00	Yes	Active
Bracelet Battery	Hardware	N/A	Yes	Active
Bracelet Strap	Hardware	N/A	Yes	Active
Base Unit A/C Power Disconnected	Hardware	00:00:30	Yes	Active
Base Unit Battery	Hardware	00:30:00	Yes	Active
Base Unit Tamper	Hardware	N/A	Yes	Active
Base Unit Unable To Connect	Hardware	00:00:00	Yes	Active

Hardware Functions

- Unassign
- Download Events
- Equipment Range Test

NOTICE: Base Unit Land Rules Suppressed. Assigned Base Unit configured for cellular communication!

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Unassigning Hardware, cont.

3. Click the checkbox next to the Base Unit 3000 and bracelet (see below).
4. Click the **Save** button.

The screenshot displays the 3M EM Manager (Smart View) interface. The top navigation bar includes the 3M logo, the text 'EM Manager (Smart View)', and links for 'About EM Manager', 'Contact Us', and 'Logout Tom Officer'. A secondary navigation bar contains 'Home', 'View', 'Tools', and 'Help'. On the right side of the top bar are links for 'What's New' and 'Options'.

The main content area is titled 'Offender - Steve Offender' and features a green 'Okay' status indicator. Below this, a section titled 'Unassign Offender Hardware' contains two rows of data:

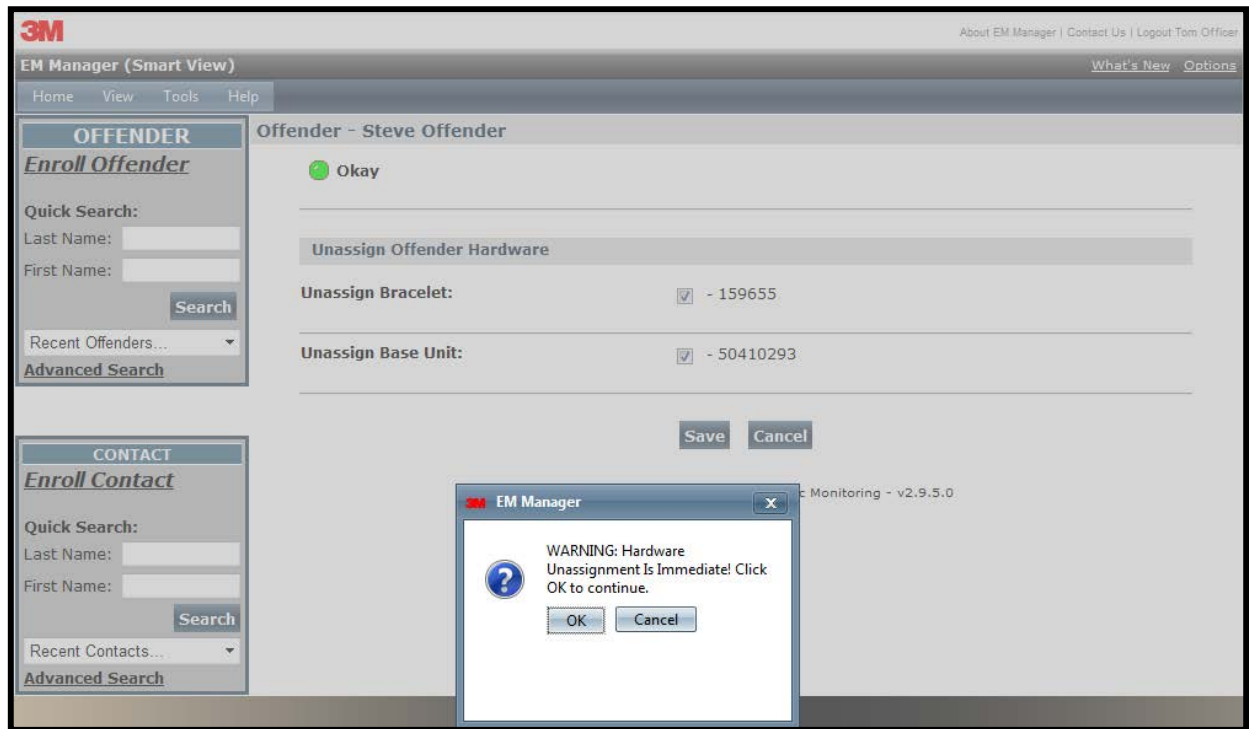
Unassign Bracelet:	<input checked="" type="checkbox"/> - 159655
Unassign Base Unit:	<input checked="" type="checkbox"/> - 50410293

At the bottom of this section are 'Save' and 'Cancel' buttons. Below the buttons is the copyright notice: 'Copyright © 2008-2014 - 3M Electronic Monitoring - v2.9.5.0'.

On the left side, there are two search panels. The top panel is for 'OFFENDER' with the sub-heading 'Enroll Offender'. It includes a 'Quick Search' section with 'Last Name:' and 'First Name:' input fields, a 'Search' button, and a 'Recent Offenders...' dropdown menu. Below this is an 'Advanced Search' link. The bottom panel is for 'CONTACT' with the sub-heading 'Enroll Contact'. It has an identical layout with 'Last Name:' and 'First Name:' input fields, a 'Search' button, a 'Recent Contacts...' dropdown menu, and an 'Advanced Search' link.


Unassigning Hardware, cont.

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



Unassigning Hardware, cont.

- 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.


About EM Manager | Contact Us | Logout Tom Offender

EM Manager (Smart View)
What's New Options

Home View Tools Help

OFFENDER

Enroll Offender

Quick Search:

Last Name:

First Name:

Recent Offenders...

Advanced Search

CONTACT

Enroll Contact

Quick Search:

Last Name:

First Name:

Recent Contacts...

Advanced Search

Offender - Steve Offender

● **Okay (Base Unit Unassign Pending)**

Go To:

Offender General Information

Offender Functions

Name: Steve Offender

Customer: 3M EM Training

Level of Supervision: Home Curfew RF (BU Cellular)

Assigned Officer: [Tom Officer](#)

Enrollment Date: 07/17/2014 3:03 PM

Custom ID1:

Custom ID2:

Address: [1838 Gunn Hwy](#)

City, State Zip code: [Odessa, FL 33556](#)

County: [Pasco](#)

Mobile Number: (727) 555-1212

Home/Secondary Number: (727) 555-3232

Email: steveoffender@email.com

Offender Type: Other/Unspecified

Comments:

Time Zone: (GMT -05:00) Eastern Time (DST Applies)

Assigned Hardware Information

Hardware Functions

Bracelet: - unassigned -


Base Unit: 50410293 (Unassign Pending)

Rule Information

Rule Functions

Name	Type	Grace Period	Has Actions	Status
Curfew	Hardware	00:00:00	Yes	Active
Must Leave	Hardware	00:00:00	Yes	Active
Bracelet Battery	Hardware	N/A	Yes	Active
Bracelet Strap	Hardware	N/A	Yes	Active
Base Unit A/C Power Disconnected	Hardware	00:00:30	Yes	Active
Base Unit Battery	Hardware	00:30:00	Yes	Active
Base Unit Tamper	Hardware	N/A	Yes	Active
Base Unit Unable To Connect	Hardware	00:00:00	Yes	Active

NOTICE: Base Unit Land Rules Suppressed. Assigned Base Unit configured for cellular communication!



[See larger image](#)

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2 Way Bracelet Removal



Removing the 2 Way Bracelet



Step 1:

Cut the strap by using the strap cutters and remove the Bracelet from the offender's leg.



Step 2:

Using a 3M Electronic Monitoring flathead screwdriver, push on the tamper plugs to break them.



Step 3:

Use the screwdriver to remove the tamper plugs from the brackets.

2 Way Bracelet Removal



Removing the 2 Way Bracelet, cont.



Step 4:

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

Note: Do NOT reuse the tamper plugs.

Note: Do NOT remove tamper plugs from the brackets of the Bracelet unless there is a strap with an attached pin tray inside the bracket.

Appendix

Violation Definitions

Curfew: The schedule that determines when the offender should be home (or in range of the Base Unit 3000). Failure to be in range of the Base Unit 3000 during the scheduled time will result in an immediate violation.

Must Leave: An option associated with the "Curfew Rule" where the offender must leave their home (or be outside the range of the Base Unit 3000) during the time when they are not under a curfew schedule. Failure to leave the range of the Base Unit 3000 during this time will result in an immediate violation.

Bracelet Battery: The bracelet battery is getting low and has approximately 7 days of battery life remaining.

Bracelet Strap: The bracelet strap has been compromised or removed from the Bracelet.

Base Unit A/C Power Disconnected: The power has been disconnected from the Base Unit 3000 and is running off of the back-up battery.

Base Unit Battery: The Base Unit 3000 has been receiving power solely from the back-up battery and the back-up battery is dying. With a full charge, the back-up battery will last for 48 hours.

Base Unit Location Un-trusted: If the Base Unit 3000 is moved from its location and not returned to the same location within five seconds, the Base Unit Location Un-trusted violation will be generated.

Base Unit Tamper: The Base Unit 3000 has been compromised.

Base Unit Unable to Connect: The Base Unit 3000 is not able to communicate with 3M Electronic Monitoring, and has missed its scheduled 6 hour call in.

Bracelet Case Tamper: The bracelet has been compromised.

Connect Method

If there is no cellular coverage available at the offender's home, officers can choose to change the connect method to utilize a landline.

1. Left click the Go to Dropdown menu.
2. Left click Device Parameters.

The screenshot shows the EM Manager (Smart View) interface for an offender named Steve Offender. The 'Go To:' dropdown menu is open, showing options under 'Hardware' and 'Offender'. 'Device Parameters' is highlighted under the 'Hardware' section. A red arrow points from the 'CONTACT' sidebar to the 'Device Parameters' option.

OFFENDER
Enroll Offender
 Quick Search:
 Last Name:
 First Name:
 Search
 Recent Offenders...
 Advanced Search

CONTACT
Enroll Contact
 Quick Search:
 Last Name:
 First Name:
 Search
 Recent Contacts...
 Advanced Search

Offender - Steve Offender
 Okay
 Go To: Select ...
 Select ...
 Hardware
 1-Piece Beacon History
 Alcohol Device History
 Base Point History
 BAT History
 Device Message History
 Device Parameters
 Event History
 Offender Case Management
 View GPS Points
 Offender
 Education
 Employment
 Notes
 Offender Pay
 Personal
 Rules
 Sentencing

Base Point History | Event History | Download Events

Offender Functions

See larger image

Hardware Functions

Rule Information

Name	Type	Grace Period	Has Actions	Status
Curfew	Hardware	00:00:00	Yes	Active
Must Leave	Hardware	00:00:00	Yes	Active
Bracelet Battery	Hardware	N/A	Yes	Active
Bracelet Strap	Hardware	N/A	Yes	Active
Base Unit A/C Power Disconnected	Hardware	00:00:30	Yes	Active
Base Unit Battery	Hardware	00:30:00	Yes	Active
Base Unit Tamper	Hardware	N/A	Yes	Active
Base Unit Unable To Connect	Hardware	00:00:00	Yes	Active

NOTICE: Base Unit Land Rules Suppressed. Assigned Base Unit configured for cellular communication!

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Connect Method, cont.

3. Left click Edit.

The screenshot displays the 3M EM Manager (Smart View) interface. The top navigation bar includes the 3M logo, the text 'EM Manager (Smart View)', and links for 'About EM Manager | Contact Us | Logout Tom Officer'. A secondary navigation bar contains 'Home', 'View', 'Tools', and 'Help'. The main content area is titled 'Offender - Steve Offender' and features a green 'Okay' status indicator. Below this, there are buttons for 'Base Point History', 'Event History', and 'Download Events'. A 'Go To:' dropdown menu is set to 'Select ...'. The 'View Device Parameters' section is highlighted with a red arrow pointing to the 'Edit' button. This section lists the following settings:

Base Unit Settings	
Force Piezo Silent:	No
Phone Line Annoyance:	Yes
Dial Prefix on LandLine:	None
Base Unit Callback:	Disabled
Connect Method:	Cell
Dialout Number:	(555) 555-5555

At the bottom of the page, the copyright notice reads: 'Copyright © 2008-2015 - 3M Electronic Monitoring - v2.10.5.30'.

Connect Method, cont.

4. Click the Land option.
5. Click on the checkbox next to Base Unit Callback and enter the phone number where the Base Unit 3000 will call from. This information must be entered in order to access the Download Events function.
6. Click Save.

3M About EM Manager | Contact Us | Logout Tom Offender

EM Manager (Smart View) What's New Options

Home View Tools Help

OFFENDER Offender - Steve Offender

Enroll Offender

Quick Search:
ID1:
Last Name:
First Name:
Search

Recent Offenders...
Advanced Search

GROUP

Enroll Group

Quick Search:
Name:
Serial #:
Search

Recent Groups...
Advanced Search

CONTACT

Enroll Contact

Quick Search:
Last Name:
First Name:
Search

Recent Contacts...
Advanced Search

Device Parameters

Base Unit Settings

Force Piezo Silent:

Phone Line Annoyance:

Dial Prefix on LandLine: Prefix: 0

Base Unit Callback: **Home**

Connect Method: Land Cell

Dialout Number:

Save **Cancel**

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Download Events

If this feature is enabled, it allows the user to send a download command to the Base Unit 3000. This feature is useful for downloading any rule or schedule changes made immediately to the Base Unit 3000.

- To download all points, click on the **Download Events** button.

The screenshot shows the EM Manager (Smart View) interface for an offender named Steve Offender. The interface includes a navigation bar with 'Home', 'View', 'Tools', and 'Help'. On the left, there are sections for 'OFFENDER' and 'CONTACT' with search fields. The main content area displays the offender's details, including name, customer, level of supervision, assigned officer, enrollment date, custom IDs, address, mobile number, home/secondary number, email, offender type, and comments. Below this, there are sections for 'Assigned Hardware Information' and 'Rule Information'. A red arrow points to the 'Download Events' button in the top navigation bar.

Offender - Steve Offender

Offender General Information

Name: Steve Offender
Customer: 3M EM Training
Level of Supervision: Home Curfew RF 3000 (Cellular)
Assigned Officer: [Tom Officer](#)
Enrollment Date: 07/17/2014 3:03 PM
Custom ID1:
Custom ID2:
Address: [1838 Gunn Hwy](#)
City, State Zip code: [Odessa, FL 33556](#)
County: [Pasco](#)
Mobile Number: (727) 555-1212
Home/Secondary Number: (727) 555-3232
Email: steveoffender@email.com
Offender Type: Other/Unspecified
Comments:
Time Zone: (GMT -05:00) Eastern Time (DST Applies)

Assigned Hardware Information

Bracelet: 159655
Base Unit: 50410293

Rule Information

Name	Type	Grace Period	Has Actions	Status
Curfew	Hardware	00:00:00	Yes	Active
Must Leave	Hardware	00:00:00	Yes	Active
Bracelet Battery	Hardware	N/A	Yes	Active
Bracelet Strap	Hardware	N/A	Yes	Active
Base Unit A/C Power Disconnected	Hardware	00:00:30	Yes	Active
Base Unit Battery	Hardware	00:30:00	Yes	Active
Base Unit Tamper	Hardware	N/A	Yes	Active
Base Unit Unable To Connect	Hardware	00:00:00	Yes	Active

NOTICE: Base Unit Land Rules Suppressed. Assigned Base Unit configured for cellular communication!

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Download Events, cont.

2. A pop up box will appear informing you that the command has been sent. Click OK.

The screenshot displays the 3M EM Manager (Smart View) interface for an offender named Steve Offender. The interface includes navigation tabs for 'Home', 'View', 'Tools', and 'Help'. On the left, there are search panels for 'OFFENDER' and 'CONTACT'. The main content area shows the offender's profile with a 'Go To' dropdown menu and tabs for 'Base Point History', 'Event History', and 'Download Events'. The 'Download Events' tab is active, and a pop-up window titled 'Download Events' is centered on the screen, displaying a warning icon and the message 'Download command sent' with an 'OK' button. Below the profile information, there is a table of rule information.

Name	Type	Grace Period	Has Actions	Status
Curfew	Hardware	00:00:00	Yes	Active
Must Leave	Hardware	00:00:00	Yes	Active
Bracelet Battery	Hardware	N/A	Yes	Active
Bracelet Strap	Hardware	N/A	Yes	Active
Base Unit A/C Power Disconnected	Hardware	00:00:30	Yes	Active
Base Unit Battery	Hardware	00:30:00	Yes	Active
Base Unit Tamper	Hardware	N/A	Yes	Active
Base Unit Unable To Connect	Hardware	00:00:00	Yes	Active

NOTICE: Base Unit Land Rules Suppressed. Assigned Base Unit configured for cellular communication!

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Equipment Range Test

The Equipment Range test offers the flexibility to the supervising officer to verify that the offender has the mobility to move around the residence, or other location that the Base Unit 3000 may be placed, without creating Curfew (range) violations. This feature is useful in verifying discrepancies between a true violation and any offender claims of compliance.

1. Move your cursor over the Hardware Functions menu.
2. Left click Equipment Range Test.

The screenshot displays the 3M EM Manager (Smart View) interface for an offender named Steve Offender. The interface includes a navigation menu on the left with sections for 'OFFENDER' and 'CONTACT'. The main content area shows the offender's general information, assigned hardware, and a table of rules. A dropdown menu for 'Hardware Functions' is open, with a red arrow pointing to the 'Equipment Range Test' option.

Offender - Steve Offender

Offender General Information

Name: Steve Offender
Customer: 3M EM Training
Level of Supervision: Home Curfew RF 3000 (Cellular)
Assigned Officer: Tom Officer
Enrollment Date: 07/17/2014 3:03 PM
Custom ID1:
Custom ID2:
Address: 1838 Gunn Hwy
City, State Zip code: Odessa, FL 33556
County: Pasco
Mobile Number: (727) 555-1212
Home/Secondary Number: (727) 555-3232
Email: steveoffender@email.com
Offender Type: Other/Unspecified
Comments:
Time Zone: (GMT -05:00) Eastern Time (DST Applies)

Assigned Hardware Information

Bracelet: 159655
Base Unit: 50410293

Hardware Functions

- Unassign
- Download Events
- Equipment Range Test**

Rule Information

Name	Type	Grace Period	Has Actions	Status
Curfew	Hardware	00:00:00	Yes	Active
Must Leave	Hardware	00:00:00	Yes	Active
Bracelet Battery	Hardware	N/A	Yes	Active
Bracelet Strap	Hardware	N/A	Yes	Active
Base Unit A/C Power Disconnected	Hardware	00:00:30	Yes	Active
Base Unit Battery	Hardware	00:30:00	Yes	Active
Base Unit Tamper	Hardware	N/A	Yes	Active
Base Unit Unable To Connect	Hardware	00:00:00	Yes	Active

NOTICE: Base Unit Land Rules Suppressed. Assigned Base Unit configured for cellular communication!

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Equipment Range Test, cont.

- Set the amount of time you would like the test to run for in the Test Minutes field. The time entered must be greater than five minutes, but less than 60 minutes. The test will automatically end after the time expires.
- Click **Submit**.

3M EM Manager (Smart View) About EM Manager | Contact Us | Logout Tom Officer

Home View Tools Help What's New Options

OFFENDER Offender - Steve Offender

Enroll Offender

Quick Search:
Last Name:
First Name:

Recent Offenders...

CONTACT **Enroll Contact**

Quick Search:
Last Name:
First Name:

Recent Contacts...

Go To:

Offender General Information

Name: Steve Offender
Customer: 3M EM Training
Level of Supervision: Home Curfew RF 3000 (Cellular)
Assigned Officer: [Tom Officer](#)
Enrollment Date: 07/17/2014 3:03 PM
Custom ID1:
Custom ID2:
Address:
City, State Zip:
County:
Mobile Number:
Home/Secondary:
Email:
Offender Type:
Comments:
Time Zone:

Equipment Range Test

Start Equipment Range Test
 Stop Equipment Range Test
Test Minutes:

Assigned Hardware

Bracelet:
Base Unit: 50410293

Rule Information

Name	Type	Grace Period	Has Actions	Status
Curfew	Hardware	00:00:00	Yes	Active
Must Leave	Hardware	00:00:00	Yes	Active
Bracelet Battery	Hardware	N/A	Yes	Active
Bracelet Strap	Hardware	N/A	Yes	Active
Base Unit A/C Power Disconnected	Hardware	00:00:30	Yes	Active
Base Unit Battery	Hardware	00:30:00	Yes	Active
Base Unit Tamper	Hardware	N/A	Yes	Active
Base Unit Unable To Connect	Hardware	00:00:00	Yes	Active

NOTICE: Base Unit Land Rules Suppressed. Assigned Base Unit configured for cellular communication!

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Equipment Range Test, cont.

- If the Base Unit 3000 Callback feature has been enabled, 3M Electronic Monitoring will send a command to the Base Unit 3000 to begin the test
- When the test begins, the Curfew LED light will start to blink **red**
- When the Base Unit 3000 detects the Bracelet, the Curfew LED light will turn solid **red** accompanied by a 1 second beep. As long as the LED light is solid **red** and the Base Unit 3000 is beeping, the Bracelet is still in range of the Base Unit 3000.
- When the Curfew LED light starts to blink **red**, and the Base Unit 3000 is no longer beeping, the Bracelet is no longer in range of the Base Unit 3000. Have the offender move closer to the Base Unit 3000 until the bracelet is back in range. Once the Bracelet is back in range, you can continue to test different areas of the residence.
- When the Curfew LED light turns off, the time has run out and the test has ended

Note: The Base Unit 3000 will still record violations while it is Equipment Range Test mode.

The FCC Wants You to Know

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 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:

- a) Reorient or relocate the receiving antenna.
- b) Increase the separation between the equipment and receiver.
- c) Connect the equipment to an outlet on a circuit different from that to which the receiver is connected.
- d) Consult the dealer or an experienced radio/TV technician.

FCC Warning

Modifications not expressly approved by the manufacturer could void the user authority to operate the equipment under FCC Rules.

NOTE: THE MANUFACTURER IS NOT RESPONSIBLE FOR ANY RADIO OR TV INTERFERENCE CAUSED BY UNAUTHORIZED MODIFICATIONS TO THIS EQUIPMENT. SUCH MODIFICATIONS COULD VOID THE USER'S AUTHORITY TO OPERATE THE EQUIPMENT.

Instructions concerning human exposure to radio frequency electromagnetic fields.

To comply with FCC Section 1.307 (b)(1) for human exposure to radio frequency electromagnetic fields, implement the following instruction:

A distance of at least 20cm. between the equipment and all persons should be maintained during the operation of the equipment. The minimum distance will be determined after testing has been completed.