



BODYCAM 4

USER GUIDE

provisionusa.com

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For more information about PRO-VISION and its products, go to www.provisionusa.com or call us at (800) 576-1126.

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Please read this manual carefully before use and keep it for future reference.

Technical support is available Monday thru Friday from 8:00 AM to 5:00 PM EST for questions.

Overview

Introduction

The BODYCAM 4 camera and its accessories are a system to provide capture of video and audio events with a battery-powered body-worn device. The camera is mounted to a user using one of the various mounting options available and records both video and audio. Recording is normally initiated by the user, but also can be initiated by a remote signal from another camera, vehicle DVR, or independent trigger device. Recordings are stored securely on internal storage within the device. The user will place the camera in a single or multi-unit docking station to charge the camera. Videos are transferred through the docking station's network connection automatically to the storage location. The transfer process and storage location are dependent on the agency's chosen software solution.

1. SecuraMax Cloud Video Management Software
With SecuraMax, the cameras are registered to the SecuraMax website and the cloud server manages the transfer process, camera configuration, camera user assignments, and video storage.
2. PV Transfer Software
With PV Transfer, the customer installs an application on their server to handle the management of the transfer process, camera configuration, and camera user assignments. The server software is linked to a storage location either on their server directly or their Network Attached Storage (NAS) device. Video is reviewed through a local storage server or to a SecuraMax server.

The cameras have many configurable settings for recording, but there are four main recording functions within the camera:

1. Event Recording: A user will manually start and stop Event Recordings using the camera's front event button.
2. Pre-Event: When enabled, the camera will begin recording to a buffer whenever it is powered on, when a user initiates an Event recording with the button, the configured length of buffer before the button press will be added to the start of the video.
3. Post Event: When enabled, the camera will continue Event Recording for a configured length of time after the user ends the Event with the camera's event button.
4. Background Recording: When enabled, the camera will begin recording to a non-event video location on the camera; this video will eventually fill the camera's internal storage and begin overwriting itself. The overwrite process erases the oldest non-event video to make room for more videos. Background videos are not transferred unless a specific time is requested through the software.

Other notable recording features:

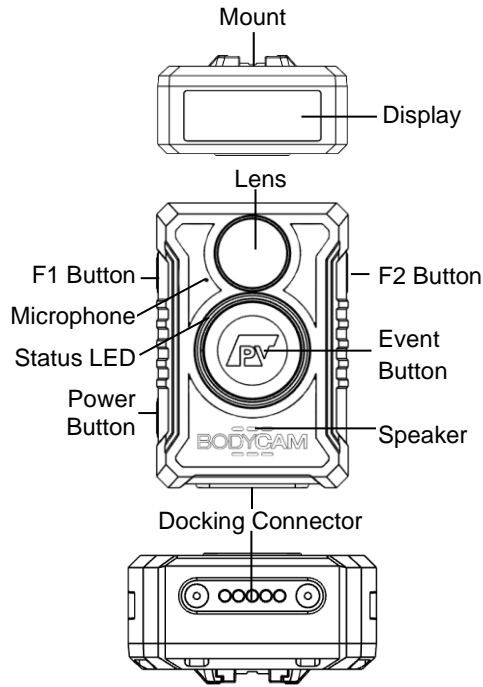
- In each of the modes above, the camera can be configured to record video only without audio.
- An option can be enabled to allow a user to mute the audio with a button.
- Recording resolution is configurable.
- Recording bit rate is configurable.
- Recording frame rate is configurable.

The camera provides status indicators for the various functions through a front LED, a top LCD display, audible tones, and vibrations. Each of these indicators has configurable options to allow it to be suited to the needs of the user.

Documentation

This guide covers the overall setup, configuration, and operation of the BODYCAM 4; other guides are available to cover additional aspects of the system. All documentation for the BODYCAM 4 product family is available at www.provisionusa.com/support.

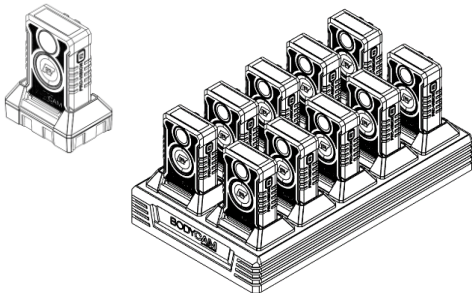
Camera Familiarization



Function	Action
Power On	Press and hold the Power button for 3 seconds.
Power Off	Press and hold the Power button for 3 seconds while the camera is not recording Events.
Start Event Recording	Double-press the Event button.
Stop Event Recording	Press and hold the Event button for 3 seconds.
Add Marker during an Event	Single-press the Event button while Event recording.
Mute or Unmute Audio Recording	Press and hold F1 button for 3 seconds.
Enter or Exit Covert Mode	Press and hold the F1 and F2 buttons simultaneously for 3 seconds.
Temporarily Increase Display Brightness	Single-press the power button to increase the display brightness for 5 seconds.

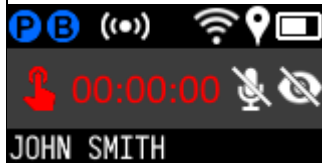
Recharge and Upload

Cameras are inserted into a single or multi-unit dock to charge the battery and upload files.



The cameras will immediately begin uploading once connected. The camera's display will show the upload status and battery charge status. The camera's front LED ring will flash white during charging and turn solid white when fully charged.

Display



The display will rotate automatically from docked to operational mode; it will automatically dim after 10 seconds of inactivity.

- Event recording initiated by button.
- Event recording initiated by signal from another camera.
- Event recording initiated by signal from a car.
- Audio is muted or disabled.
- Covert mode is enabled (no sounds, vibration, or front LED).
- Battery status.
- Battery is charging (when docked).
- Pre-Event recording is active.
- Background recording is active.
- Camera remote activation signal is broadcasting.

Setup

New BODYCAM 4 cameras must be registered to the software before they can be used. Camera registration requires that at least one docking station is setup and connected to a network with access to the server.

Docking Station Setup

There are two different BODYCAM 4 dock offerings: a single bay dock and a 10-bay multi-dock. Both docking station versions connect to power for charging the camera and Ethernet for offloading video.



Single Unit Docking Station
BC4-DOCK-S

- Secure magnetic camera docking
- Simultaneous charging and transfer
- USB-C Power input
- Direct network uploads, no PC required
- Mounting bracket for wall and vehicle mounting
- Small Size



10-Unit Multi-Docking Station
BC4-DOCK-10

- 10 cameras can charge and transfer simultaneously
- Secure magnetic camera docking
- Direct network uploads, no PC required
- Secondary network port allows multiple docks to connect through a single network connection
- Integrated power supply for improved wire management
- Wall mounting slots for optional wall mounting.

Network Requirements & Considerations

The BODYCAM 4 system has very different offloading characteristics compared to previous generation systems. Previous generations relied upon a USB connection from camera or docking station to a PC; the BODYCAM 4 does not utilize USB, it can establish a direct network connection from the docking station to the server.

Considerations:

- Each BODYCAM 4 device requires its own IP address when docked. The dock itself does not have an IP address, but each bay has its own Media Access Control (MAC) address. The bottom label of the docking station contains the list of MAC addresses for each bay.
- Dynamic Host Configuration Protocol (DHCP) should be used to provision the IP address and network configuration for each device. Static IP addresses are not supported, as the devices could be docked in various locations with different IP configurations. Each BODYCAM 4 docking bay functions as an ethernet card, with its own MAC address. The multi-dock acts as a network switch, routing each of the camera ethernet connections through a single connection to the network. If you are planning to use the dock in a vehicle, additional steps may be required depending on your in-vehicle setup, see **Vehicle Network Configuration** on the following page.
- The camera is capable of an upload speed up to 64 Mbps per device if not regulated by network administrators. There is no Quality-Of-Service (QOS) control on the docking station or camera; it

is not possible to set upload bandwidth restrictions on the devices. If your agency requires upload bandwidth-limiting, it is recommended to deploy rate-limiting restrictions in your layer-3 networking infrastructure as needed. Your network switches will have an aggregated view of devices and traffic; they can allocate all available bandwidth to a single device or small number of devices when they are the only ones with uploads queued, while limiting the total bandwidth when large numbers of devices are uploading at once. It is especially recommended to implement a QOS if the internet connection's upload speed is low; without QOS, camera uploads could use all available bandwidth, preventing other services relying on the internet connections to stop performing correctly.

- The network configuration requires the camera's network interface to have a direct connection to the server, use of proxy servers are not supported.

Security Requirements:

The BODYCAM 4 devices and docks are network-connected devices and should only be installed on networks trusted by the agency in accordance with agency policy. **DO NOT** expose the BODYCAM 4 devices or docks directly to the Internet. The BODYCAM 4 devices and docks must be connected behind a firewall or secure network to prevent unauthorized connections being initiated from the Internet or from clients not trusted by the agency.

You may need some assistance from your IT department to set up the docking stations.

Firewall Configuration:

The BODYCAM 4 devices and docks do not require any incoming data ports for regular operation. Outbound firewall ports must be opened for proper operation depending on the software used:

- **SecuraMax Cloud:** Port 443 (TCP) opened for outgoing traffic to your agency's SecuraMax Cloud instance. This is used to upload data to SecuraMax using the HTTPS protocol.
- **SecuraMax Server:** If you are using a self-hosted instance of SecuraMax and will be transferring files over the Internet from a site that is not on the same LAN as your server, Port 443 (TCP) must be opened for outgoing traffic to your server's external address. This is used to upload data to SecuraMax using the HTTPS protocol.
- **PV Transfer:** If you are using the PV Transfer software included with the ECB software license to transfer files over the Internet from a site that is not on the same LAN as your server, Port 5004 (TCP) must be opened for outgoing traffic to your server's external address. This is used to upload data to the server using the HTTPS protocol.

Note: 5004 is the default port for PV Transfer and can be changed during software setup.

- **Firmware:** The cameras check and download firmware from <https://firmware.provisionusa.com>. If your device is not updating, ensure that this URL is accessible through the firewall.
- **Date/Time:** The cameras synchronize time with a NTP time server at <https://us.pool.ntp.org>. If your device is not synchronizing time, ensure that this URL is accessible through the firewall.

Vehicle Network Configuration:

To connect a BODYCAM 4 dock in a vehicle, the dock must be connected to an in-vehicle 4G router via ethernet, or to a laptop with a 4G connection via Ethernet.

In-Vehicle Router:

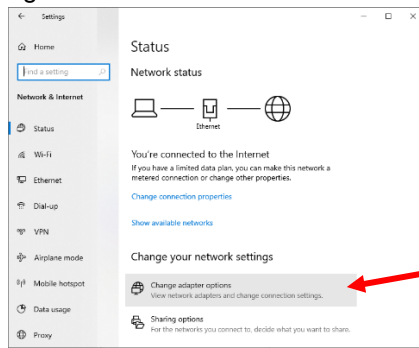
Connect an Ethernet cable from the Ethernet port of the docking station to an open Ethernet port on the in-vehicle router. The router will then assign the camera and IP. Test the setup by docking a configured camera while the router is powered on and connected and then ensure that the camera gets a network connection.



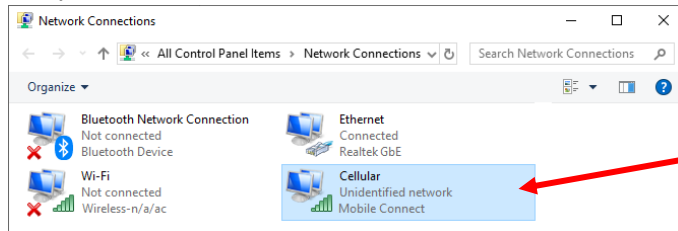
Windows Laptop with 4G connection:

Connect an Ethernet cable from the Ethernet port of the docking station to an open Ethernet port on the in-vehicle laptop. The connection from 4G to the Ethernet will need to be shared within Windows Internet Connection Sharing (ICS).

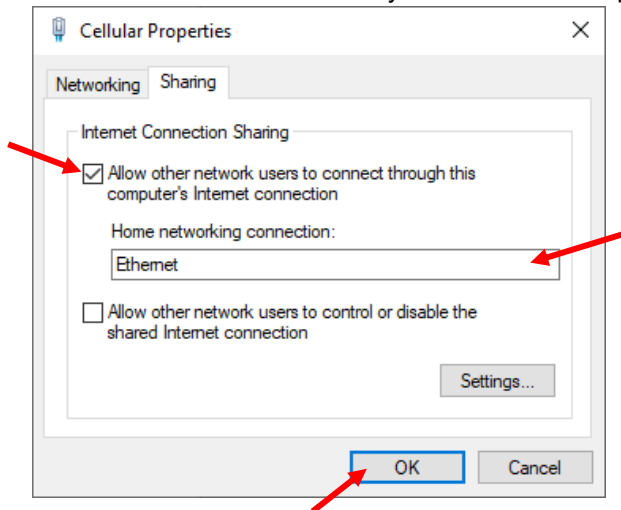
1. Open the Windows Network and Sharing Center and choose “Change adapter settings” on the right.



2. In the Network Connections window, right-click on your 4G Cellular connection and choose “Properties”.



3. In your devices “Properties” window, choose the “Sharing” tab. In “Internet Connection Sharing”, check the box next to “Allow other users to connect through this computer’s Internet Connection” and then choose your “Ethernet” adapter that is connected to the docking station.



4. Click “Ok” to save the sharing properties and begin using Internet Connect Sharing. The dock should now get an IP address from the laptop; the IP address will be on the default range of 192.168.137.xxx.

Single Dock Mounting

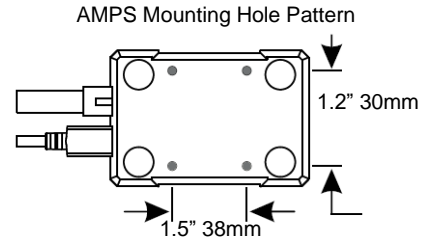
The single dock can be placed on the desktop or can be mounted directly to a surface or with the included mounting bracket.

Desktop Placement:

Place the dock directly on the surface with the top arrow facing the user's position so the camera's top display is orientated correctly when docked.

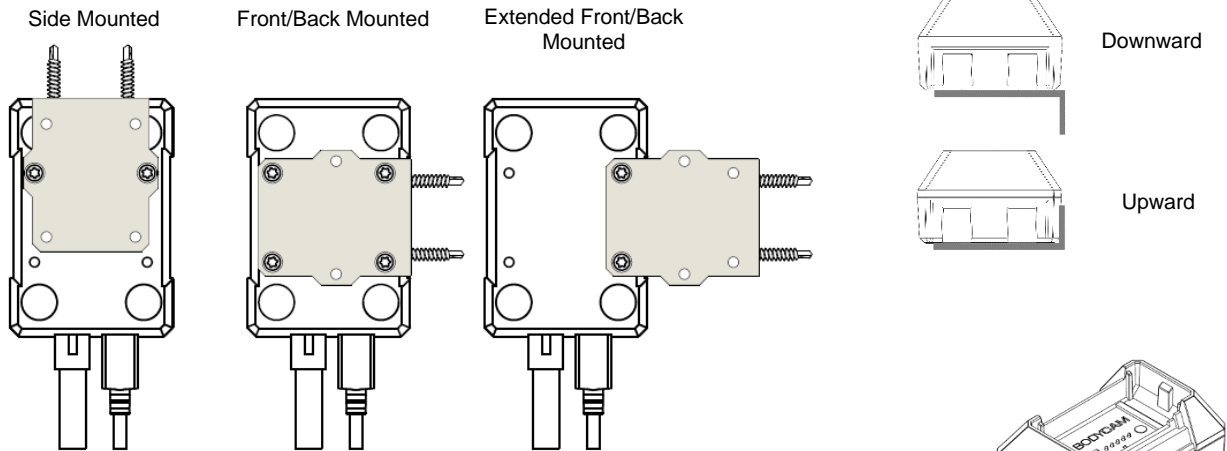
Surface Mounting:

The dock can be directly mounted to a surface such as a vehicle console or shelf. Locate the dock with the top arrow facing the user's position so the camera's top display is orientated correctly when docked. There are four screw holes in the bottom of the dock for mounting; the included mounting bracket can be used as a hole template for marking and drilling the holes. Use four of the included mounting screws to mount the dock to the surface.



Bracket Mounting:

The dock can be mounted at a right angle to a mounting surface using the included right-angle mounting bracket; the bracket can be used in multiple configurations to mount the dock. Locate the dock with the top arrow facing the user's position so the camera's top display is orientated correctly when docked. The bracket can be mounted with the right angle upward or downward, it can be mounted flush or extended, and it can be mounted on the side, front, or back.



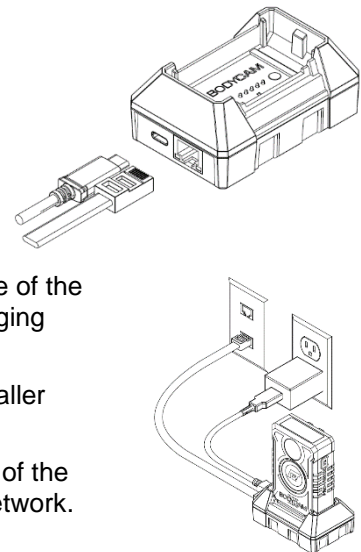
Single Dock Connections

The single dock can be used for charging only or for both charging and video offload. For charging-only applications, only the USB-C charging cable needs to be used and the Ethernet port can be left disconnected.

Power: Connect the included USB-C cable to the USB-C port on the side of the dock and connect the USB Male connector to the USB wall charging adapter.

For fastest charging, use only a 2.0A USB charging adapter; smaller current adapters will take longer to charge the camera.

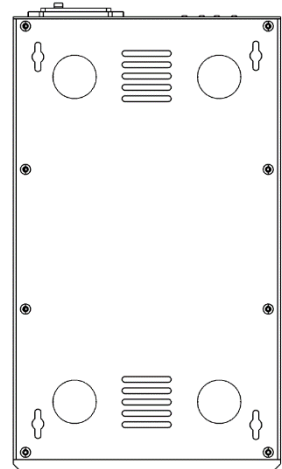
Network: Connect the included Ethernet cable to the LAN port on the side of the dock and the opposite end into an active Internet port on your network.



Multi-Dock Mounting

The multi-dock is commonly placed on the desktop or flat shelf; its weight and rubber feet will hold it in place during docking and undocking.

The multi-dock has screw slots on the bottom for attaching to a surface or wall mounting. The slots are spaced 6" (15 cm) apart left to right and spaced 10.25" (26 cm) apart front to rear. If mounting the dock vertically, orient it with the cables exiting the top so the camera's top display is orientated correctly when docked.

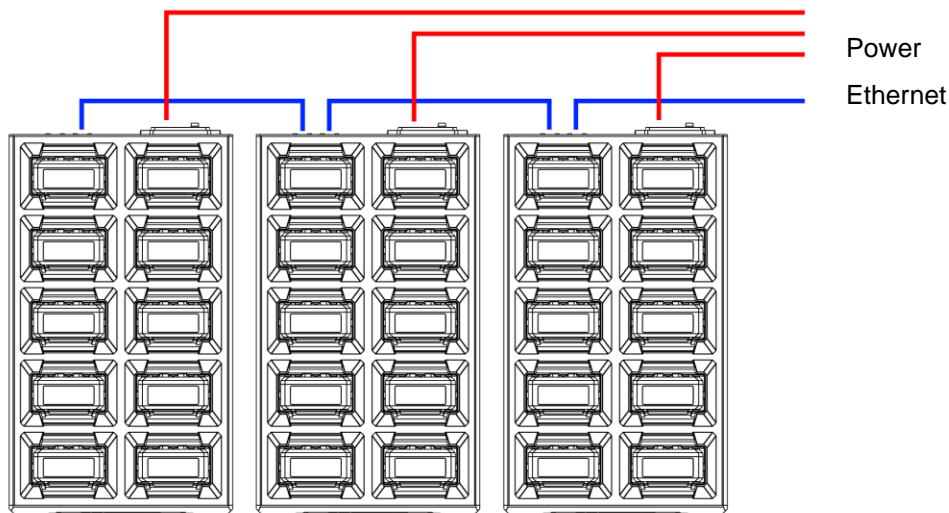
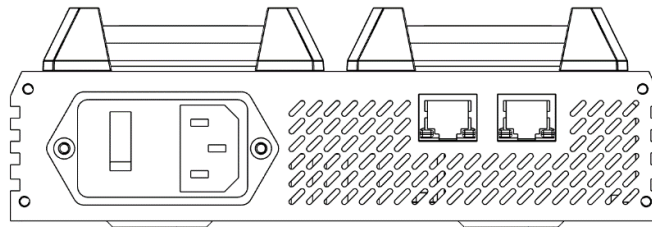


Multi-Dock Connections

The multi-dock can be used for charging only, or for both charging and video offload. For charging-only applications, only the power cable needs to be used and the Ethernet ports can be left disconnected.

Power: Connect the included power cable to the power port on the rear of the dock and connect the opposite end to a standard power outlet.

Network: Connect the included Ethernet cable to one of the LAN ports on the rear of the dock and the opposite end into an active Internet port on your network. There are two Ethernet ports on the rear of the dock; both ports are LAN ports and function the same. After connecting one port to an active Internet connection, the second port can be used as a pass-through to continue to another docking station (single or multi), to a PC, or to another network device. This allows multiple docking stations to be connected to a single available Internet port on the network. It is important to note that continued chaining of devices will reduce the overall upload speed of the docks because all the data is passing through the first Ethernet cable. For maximum speed, connect each dock directly to a Gigabit Ethernet port on your network.



Software Setup

After a docking station is set up and connected to the network following the instructions in the section above, software can then be set up and cameras added.

SecuraMax Cloud Software

SecuraMax is set up automatically upon purchase and deployment with PRO-VISION; no further software setup is required, and cameras can be immediately registered by an administrator. A software deployment with a PRO-VISION technician is scheduled upon purchase of SecuraMax to configure the software and explain customization and operation.

PV Transfer Software

PV Transfer software is installed by the customer on a customer-provided server; the location of the server and its network connectivity is chosen by the customer's file transfer and storage needs. After purchase of PV Transfer, an email containing a software license key as well as full setup instructions is sent to the provided email address.

A copy of the detailed instructions for PV Transfer software setup that is provided via email can be downloaded from the following link: https://files.provisionusa.com/guides/BC4_PVTransferSetupGuide.pdf

If you did not receive an email containing your license key and instructions after purchase, contact PRO-VISION technical support via email at support@provisionusa.com. Please include your name, email, company/agency name and address with your license key request.

Camera Configurations

BODYCAM 4 devices have many configurable options; these options are set centrally on the software and synchronized to the cameras when they are initially set up and each time they are docked. It is recommended that the initial camera configuration be set prior to adding cameras so that cameras will be configured properly as soon as registration is completed.

Configuration Profiles

Configuration profiles are individual profiles that contain unique camera configurations. A "default" configuration profile is created automatically when the software is set up; additional configuration profiles are only needed if the company will be assigning different settings for some cameras than other cameras. For example, it is typical for police departments to have one configuration profile for patrol officers and another configuration profile for detectives to allow different settings for the different user types.

Modifying a Configuration

1. To modify a configuration, first open a web browser and navigate to your software home page.
2. Next, SecuraMax administrator users locate the "Admin" menu at the top of the page, choose "Lookups", then click "BODYCAM 4 Configs". PV Transfer users will click "Manage BODYCAM Config Profiles" at the top of the page.
3. If you are using a single configuration for all cameras, it is easiest to just modify the "default" configuration by clicking "Edit" to the right of the "default" title.
4. Modify the configuration as desired. If you are unsure of a settings function, leave it at the default value or read through the remainder of the guide to understand its function before modifying it. The most important option that should be set is the time zone; please ensure this is properly set as improper configuration could make it difficult to locate video if the camera's time zone is not set correctly during recording.
5. After the configurable options are set to the desired values, click "Save" at the bottom of the page.

Assigning a Configuration

If you are using SecuraMax and are using more than one configuration, you will need to assign the individual configuration profiles to each user group by clicking the "Assign to Groups" tab at the top of the "BODYCAM 4 Configs" page.

Camera Registration

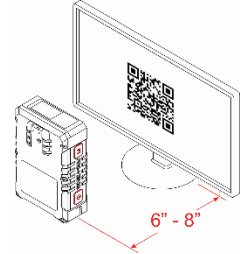
After software setup has been completed, new cameras can be added.

SecuraMax Cloud Software

A software deployment with a PRO-VISION technician is scheduled upon purchase of SecuraMax. During the deployment process the PRO-VISION technician will walk the administrator through the camera registration process for the first few cameras.

After deployment, new devices can be easily added:

1. Open a web browser and log in to your SecuraMax administrator account.
2. From any SecuraMax web page, go to the “Admin” menu and the choose “Devices.”
3. Click on the “Add BODYCAM 4 Device” from the left side menu of the “Devices” page.
4. Instructions for adding a new camera are provided on the page:
 - a. Remove the new BODYCAM 4 camera from its packaging and then power it on by pressing and holding the power button for 3 seconds. New / Unregistered cameras will display “NOT SETUP” on the top LCD once powered on.
 - b. Hold the camera with the lens facing toward the QR codes displayed on the screen at about 6-8” away and then press the “F1” button on the side.
 - c. The camera will scan the QR code on the screen and then display “SUCCESS” followed by “QR SAVED”.
 - d. Place the camera in the docking station; the camera will chirp to note that it was docked, and the display will change to “NOT ASSIGNED”.
 - e. After a few moments, the camera serial number will appear in the “Step 3” section of the web page, the camera user mode can be selected and for single user mode cameras, the user can be assigned. For additional details on the “User Mode” options, see the [RFID User Login](#) section of this guide.
 - f. Press “Finish and Assign” to complete registration.

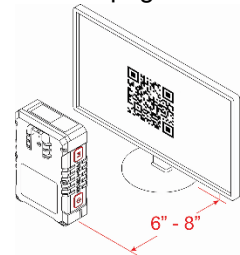


PV Transfer Software

Customers that followed the setup guide provided with the PV Transfer software have already registered new cameras following the registration instructions in the guide.

After initial setup, new devices can be easily added at any time:

1. Open a web browser on the server computer and navigate to the software web interface (typically <https://localhost:5004>).
2. From the top menu, click on “Add BODYCAM” to navigate to the “Add a BODYCAM 4” page.
3. Instructions for adding a new camera are provided on the page:
 - a. Remove the new BODYCAM 4 camera from its packaging and then power it on by pressing and holding the power button for 3 seconds. New / Unregistered cameras will display “NOT SETUP” on the top LCD once powered on.
 - b. Hold the camera with the lens facing toward the QR codes displayed on the screen at about 6-8” away and then press the “F1” button on the side.
 - c. The camera will scan the QR code on the screen and then display “SUCCESS” followed by “QR SAVED”.
 - d. Place the camera in the docking station; the camera will chirp to note that it was docked, and the display will change to “NOT ASSIGNED”.
 - e. After a few moments, the camera serial number will appear in the “Step 3” section of the web page. Enter the desired name for the camera (Typically the name of the user the camera will be assigned). Pay attention to formatting of the camera name as it will be displayed on the camera’s display and in every video filename from the camera.
 - f. Press “Finish and Assign” to complete registration.



Camera Mounting

The BODYCAM 4 has multiple mounting options available for purchase; all mounts attach to the rear of the camera on the sliding rail.

Rotating Garment Clip

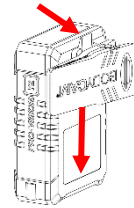
The rotating garment clip (P/N: BC4-MNT-GAR) is a simple mounting method that attaches to a garment with a spring-loaded plastic clip. The clip can rotate 360° to allow it to attach to the garment at different angles. The inner portion of the clip has interlocking teeth to provide grip onto the attachment point of the garment.

Mounting:

To install the mount onto the camera, simply slide the mount upward into the slot on the rear of the camera until it clicks into place. The mount can be left attached to the camera in the docking station.

Removal:

To remove the mount, rotate the clip so it is perpendicular to the camera body; this provides access to the retention tab. Hold the camera with one hand and the clip with the other. Push the retention tab on the clip away from the camera body while simultaneously sliding the clip down and out of the camera slot.

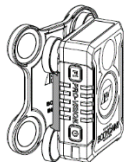
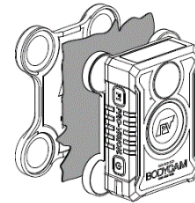
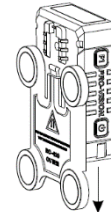


Heavy-Duty Magnet Mount

The magnet mount (P/N: BC4-MNT-MAG) consists of two parts: the inner mount, and the outer mount. The inner mount is placed behind the garment and the outer mount is placed on the outside of garment holding the mount in place with strong magnets.

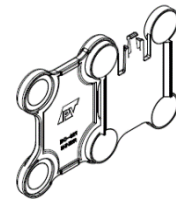
Mounting:

1. Slide the camera down onto the outer mount until it clicks in place.
2. Place the inner mount behind the garment in the desired mounting area.
3. Hold camera with attached outer mount over the garment in front of the inner mount and they will attach magnetically.



Removal:

1. Firmly grasp the side rails of the outer mount and tip assembly right or left to separate the mount, then pull the outer mount away to remove.
2. Remove the inner mount from behind the garment.



Storage:

It is best to store the mounts with only two of the magnets on each portion connected for easy separation.

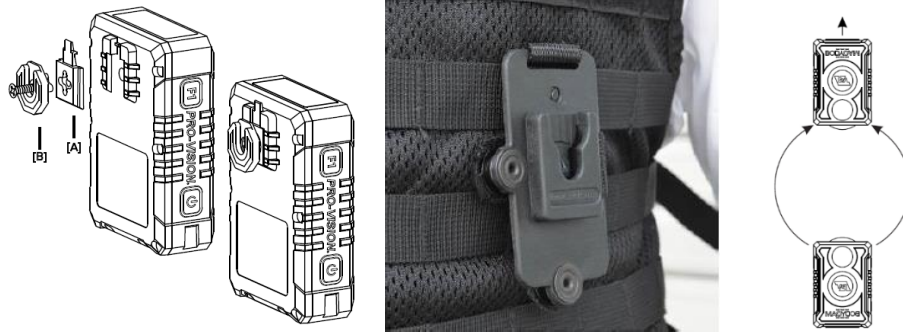
Safety Information:

Individuals with pacemakers or internal medical devices should use caution when handling the BODYCAM 4 magnetic mount. Magnetic fields may affect the operation of these devices. Consult with your physician and the manufacturer of your medical device to determine its susceptibility to static magnetic fields before handling the magnetic mount. Individuals with pacemakers and other internal medical devices that could potentially be affected by static magnetic fields should not wear the magnetic mount.

The BODYCAM 4 Magnetic Mount contains strong magnets and can pose a pinch-point hazard. Exercise caution when separating and connecting the outer and inner magnetic mount. When connecting the two pieces, ensure that all body parts are clear as the magnets will snap together.

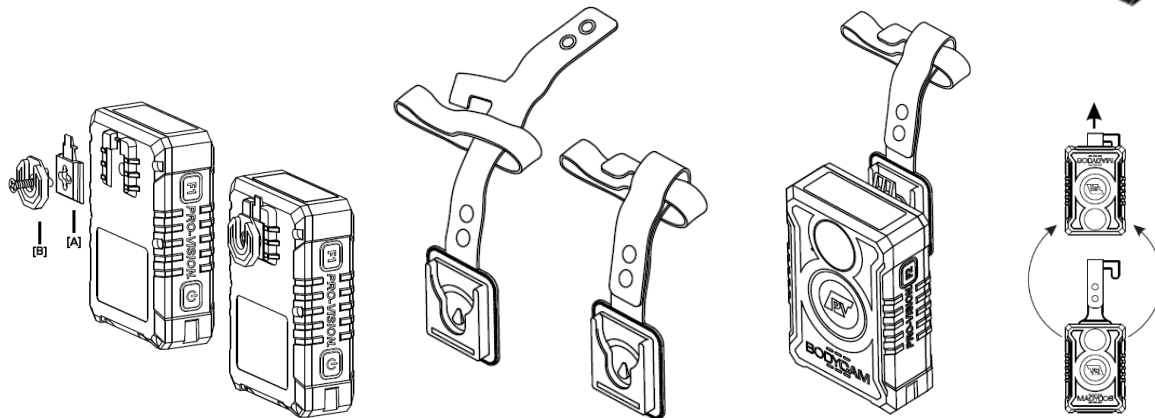
Molle Mount

The Molle mount (P/N: BC4-MNT-MOL) is designed to attach to Molle vests and jackets. The mount consists of an adapter that mounts to the rear of the camera and the Molle mount that is attached to the Molle vest or jacket. The mount can be left attached to the vest or jacket while the camera is removed for charging and upload. To attach the camera, slide it down into the mount until it clicks. To remove the camera, rotate it 180° and slide upward to remove as shown below at right.



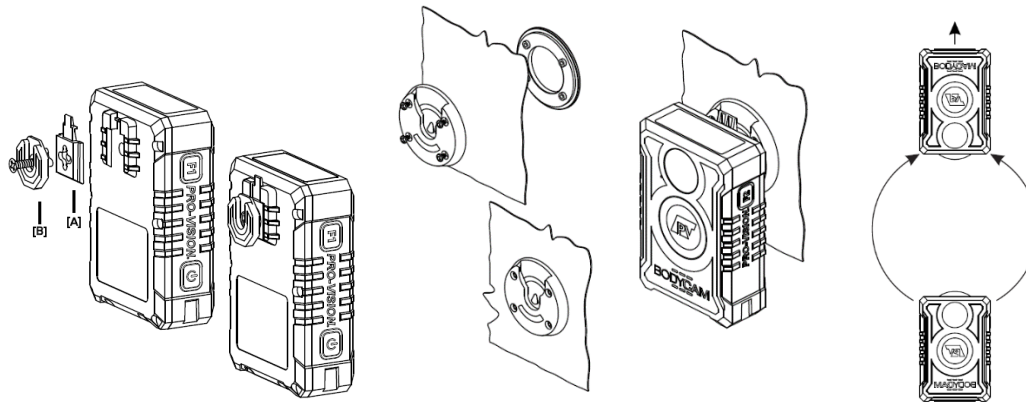
Epaulette Mount

The epaulette mount (P/N: BC4-MNT-EPL) is designed to attach to the epaulette on the shoulder of a uniform. This mount can only effectively be used if the uniform has epaulettes. The mount consists of an adapter that mounts to the rear of the camera and the mounting portion that is attached to the garment's epaulette. The mount can be left attached to the vest or jacket while the camera is removed for charging and upload. To attach the camera, slide it down into the mount until it clicks. To remove the camera, rotate it 180° and slide upward to remove as shown below at right.

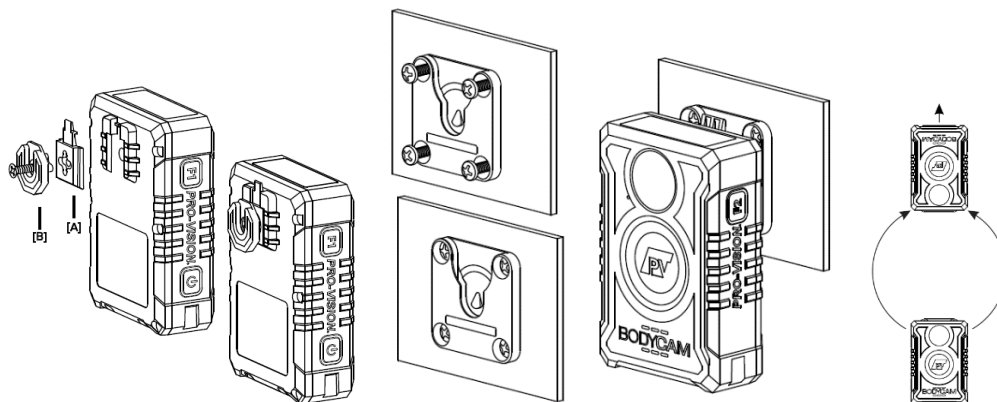


Screw-to-fit Mount

The screw-to-fit mount (P/N: BC4-MNT-STF) is a durable mount that is intended for use in applications where a garment is too thick for a magnet mount, and/or does not have provisions for attaching a clip. Typically, this mount is used in applications where heavy coats or outer vests are worn. The mount is semi-permanently attached to the garment using a backing plate and screws. The mount is machine washable so it can stay attached to the clothing indefinitely. Using this mount will leave 4 small holes in the garment and may deform the shape of the garment surface over time. The mount consists of an adapter that mounts to the rear of the camera and the mounting portion that is attached to the garment's epaulette. The mount can be left attached to the vest or jacket while the camera is removed for charging and upload. To attach the camera, slide it down into the mount until it clicks. To remove the camera, rotate it 180° and slide upward to remove as shown below at right.

**Screw-on Mount**

The screw-on mount (P/N: BC4-MNT-SCO) is intended to be used in applications where the camera will be mounted to a fixed bracket, wall, or other non-user mounted application. Attach the mount to the surface using four (4) suitable mounting screws for the desired surface. Attach the mount to the rear of the camera as shown below left. To attach the camera, slide it down into the mount until it clicks. To remove the camera, rotate it 180° and slide upward to remove as shown below at right.



Operation





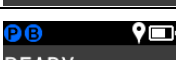

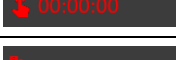
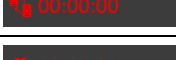

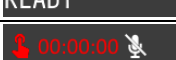
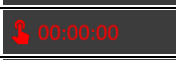
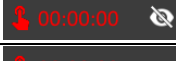




The BODYCAM 4 was designed to provide simple intuitive user operation and easy observation of the camera's status with its integrated top LCD display. The operational functions of the camera may vary slightly depending on the chosen configuration set in the software. If it does not appear that a function is working as expected, review the guide for the feature and then ensure that it is properly set or enabled within the camera's configuration on the server.

Note: If changes to the camera's configuration are made after the camera is initially set up, it must then be docked to have the updated configuration synchronized to the camera.

In a typical daily operation, at the beginning of the shift, the camera user would locate their camera in the docking station by observing the user's name on the top LCD screen. If the display says "READY", then the camera has finished uploading and is ready for use. If the battery icon is full or the front LED is solid white, then the battery is fully charged. Remove the camera from the docking station and it will chirp to indicate it has changed state to undocked. If the camera was set to pre-event or background record, the blue LED ring will illuminate light blue and a "P" and/or "B" icon will appear in the upper left corner of the display to indicate the pre-event and/or background recording status. The camera is ready for use.

User Notifications

The camera provides status notifications to the user for operation visually through its top LCD display and front LED ring, audibly through its speaker, and physically through a vibration motor.

Action	Display	Sound	Vibration	Status LED Ring
Power On		None	None	Off
Power Off		None	Short Pulse	Off
Not ready, no user (RFID Login only)		3 Short Tones	3 Pulses Every 30s	Off
Ready to Event Record		None	None	Off
Ready to Event Record while Pre-Recording and Background Recording		None	None	Light Blue
Event Recording Started by Event Button		Short Chirp Up	Short Pulse	Bright Blue
Event Recording Started by Another BODYCAM		Short Chirp Up	Short Pulse	Bright Blue
Event Recording Started by Signal from a Camera		Short Chirp Up	Short Pulse	Bright Blue
Event Recording Stopped		Short Chirp Down	Long Pulse	Return to READY
Audio Muted		None	None	No Change
Audio Unmuted		None	None	No Change
Enter Covert Mode		None	None	Off
Exit Covert Mode		None	None	Return to Normal
Low Battery >10% Battery Remaining		Double Chime	Short Pulse	No Change
Low Storage <15% Space Remaining		Double Chime	Short Pulse	No Change
Storage Full, Cannot Continue Recording		Double Chime	Short Pulse	Off

Front LED

The BODYCAM 4 has a LED ring around the front Event button. This LED functions to show the recording state when in use, and the charging state when docked.

Light Blue
Solid – Pre-Event Recording

Bright Blue
Solid – Event Recording
Pulsing – Event Recording with
Audio Disabled or Muted

White
Solid - Charged
Pulsing - Charging



The front LED can be disabled completely as an option in the camera settings. The front LED can also be disabled temporarily by using [Covert Mode](#).

Audible Tones

The camera provides audible tones during operation for event recording started, event recording stopped, every 5 minutes during recording, low battery, and low storage space.

The audible tones can be disabled completely as an option in the camera settings. The audible tones can also be disabled temporarily by using [Covert Mode](#).

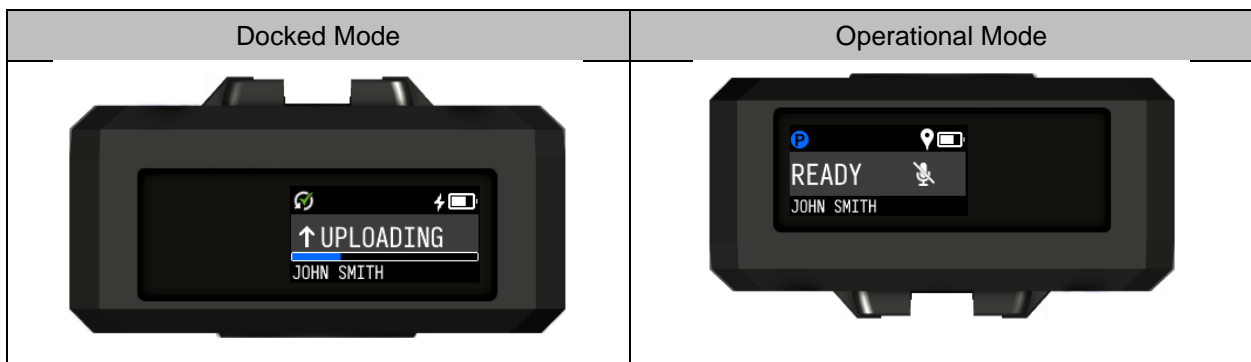
Vibrations


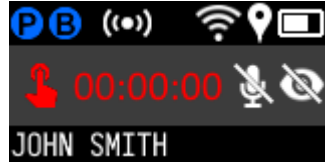



















The camera provides haptic feedback through vibrations to indicate various functions including power on, power off, low battery, event recording started, event recording stopped, and low storage space.

The camera vibrations can be disabled completely as an option in the camera settings. The camera vibrations can also be disabled temporarily by using [Covert Mode](#).

Display


The camera has a full color LCD display on top that indicates important information to the user. The display will rotate automatically from docked to operational mode. The display will automatically dim after 30 seconds of inactivity. A single press of the power button will temporarily increase the display brightness for 30 seconds.



Docked Mode	Operational Mode
	
<ul style="list-style-type: none">  Battery is charging  Battery charge level  Connecting to server  Uploading files to server  File upload / sync complete  Server / upload error  Firmware update check  Firmware update downloading  Firmware update check error  Firmware up to date 	<ul style="list-style-type: none">  Event recording initiated by button  Event recording initiated by signal from another camera  Event recording initiated by signal from a vehicle DVR or trigger device  Audio is muted or disabled  Covert mode is enabled (no sounds, vibrations, or LED)  Battery charge level  Pre-Event recording is active  Background recording is active  Camera remote activation signal is broadcasting

Covert Mode


In certain situations, it may be desired to temporarily disable the notifications on the BODYCAM 4. Covert mode is a feature that disables the audible tones, vibrations, and front LED.

- To enable Covert mode, press the F1 and F2 buttons simultaneously for 3 seconds. A covert mode icon  will appear on the right side of the display when covert mode is enabled.
- To disable, press and hold the F1 and F2 buttons simultaneously for 3 seconds; the icon will disappear from the screen and the audible tones, vibrations, and front LED will returned to their previous functions.



Note: When the camera is powered off, the camera will automatically disable covert mode.

Mute Function

Some organizations require the user to be able to temporarily mute the audio to meet the specific needs of the environment, location, or laws. The camera has a function to mute audio by pressing and holding the F1 button for 3 seconds while the camera is powered on. When audio is muted a mute icon  will appear on the center right side of the display. To unmute the audio, press and hold the F1 button for 3 seconds.



GPS Location

The BODYCAM 4 has a built-in GPS module that provides location information to accompany the video. The GPS signal status can be observed on the camera’s display; it is pin icon that appear next to the battery. When the icon is red it is acquiring a signal; when the icon is white it has a good signal. The GPS signal may be poor when indoors or in terrain where the antenna cannot get a good signal. When the GPS has a good signal, location information is stored in the video on both the on-screen display and in the video metadata.

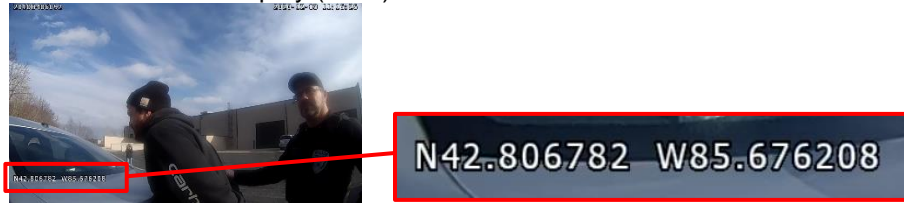


GPS Signal Acquired

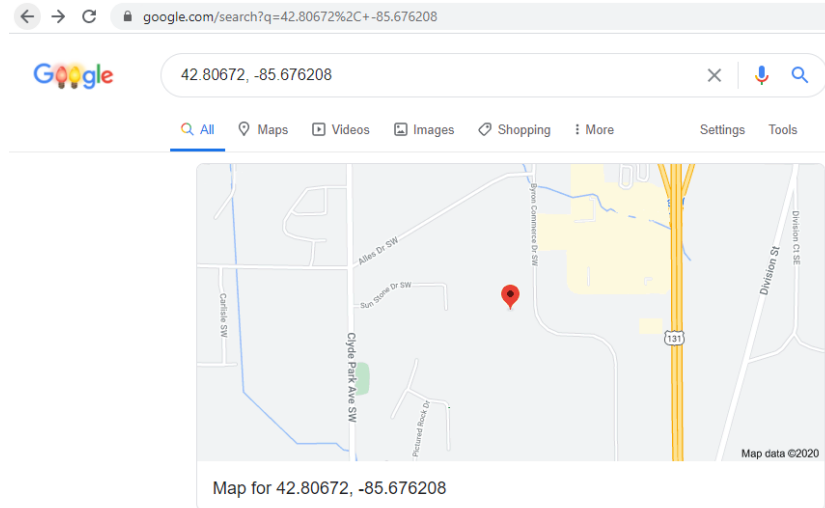


GPS No Signal / Acquiring

Video On-Screen Display (OSD)



The coordinates can be entered into mapping software to provide exact location.



Video File Names

The BODYCAM 4 creates video files during recording that include details about the file in its name. The files are named and stored in a folder structure based on the start time of the video.

Example Video File Name:

1_20201210-08214036_1130s5_2010B406088_john.smith.mp4
1_{Year}{Month}{Day}-{Hour}{Minute}{Second}{Millisecond}_{Video Format}_{Serial}_{User Name}.mp4

- 1 Camera number; For the BODYCAM 4 this is always “1”
- 20201210 Date when the video was started
- 08214036 Time when the video was started, Hour, Minute, Second, and Millisecond
- 1130s5 Video format used by software for playback
- 2010B406088 Camera’s serial number
- john.smith Camera’s logged-in username

Remote Activation

The BODYCAM 4 has a radio that can transmit and receive a signal that can be used to remotely start recording. The camera must first be configured to use the remote activation function.

Configurable options:

- | | |
|--|----------------------------------|
| 1. Allow camera to be activated by other BODYCAM 4 cameras? | Y/N |
| 2. Allow camera to be activated by a PRO-VISION In-Car System (P/N: DVR-906LE)? | Y/N |
| 3. Allow camera to be activated by a PRO-VISION Trigger Device (P/N: BC4-TRIGGER)? | Y/N |
| 4. Activate camera from devices? | My Organization / All Compatible |
| 5. Allow camera to activate other cameras? | Y/N |

When properly configured, if a user activates Event recording on a BODYCAM 4 device by double-pressing the front Event button, any cameras that are powered on and ready to record within a 30 ft. (9M) range of the camera will begin Event recording automatically.

- When a device is activated by the remote signal, recording notifications will occur as if the user has activated it manually, but the LCD display will show an indicator of the type of device that activated it.
- When a device is manually activated by the Event button, it will continue broadcasting a signal for other devices to start Event recording until it is manually stopped by pressing and holding the Event button for 3 seconds.
- Devices that are activated by the remote activation signal do not also broadcast a signal.
- Remote activation only starts Event recording; Event recording must be stopped individually on each device that was activated.

BODYCAM 4

The BODYCAM 4 can broadcast a signal when it is Event recording so other BODYCAM 4 units will automatically activate when in proximity of the active camera.

When configured properly, the camera that was manually activated with the button will display a beacon icon in the top bar of the LCD and a manually activated icon to the left of the recording time. (Show at right)



The camera(s) that were activated by the signal from the other BODYCAM 4 will display an icon representing activation by another BODYCAM 4 to the left of the recording time. When the camera is activated it will follow the same sounds, LED states, and vibrations as when the camera is manually activated by the user.

Configuration:

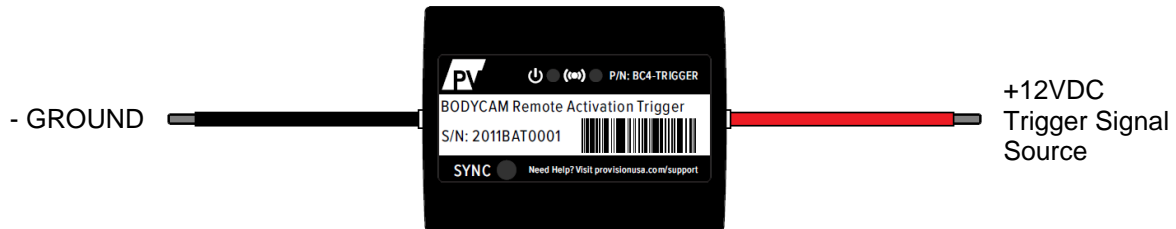
For two BODYCAM 4 devices to activate each other, the activating BODYCAM must be configured so that “This camera can activate other cameras” is enabled. The camera(s) that will be activated must be configured so that “Camera can be activated by other BODYCAM 4 cameras” is enabled.

General Information:

- When a camera is activated by a signal, it must manually be stopped by using the camera’s Event button. The signal does not stop the recordings.
- Cameras that are activated by a signal do not broadcast a signal themselves. Only cameras in the proximity of the signal originator will be activated.
- When an event is manually started, the signal is broadcast until the event on that camera is manually ended. If another configured BODYCAM 4 enters the proximity of that camera at any time during the Event, it will be activated.
- Once a camera has been remotely activated by a signal, if that remotely activated camera manually ends the event, it will not become reactivated by that same signal.

Trigger Device


The BODYCAM 4 can be activated by a signal from a trigger device (P/N: BC4-TRIGGER). This device is typically installed in a vehicle and connected to a signal in the vehicle such as the overhead flashing lights. When the flashing lights are turned on, the signal turns on the trigger device and sends out an activation signal to cameras within a range of up to 30ft. The range is best when the device is mounted within line-of-sight to the cameras. Metal objects between the device and the camera may reduce the range.



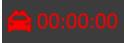
Installation:

1. Connect the black ground wire to a chassis ground.
2. Connect the red power wire to a 12V DC trigger signal source (typically the Level 1 or 2 flashing lights)
3. Turn on the trigger source. The power LED on the trigger device will illuminate if connected properly.

Signal Sync:

1. Power on a configured BODYCAM 4 and then double-press the front Event button to start an event and begin sending a trigger signal. If configured properly, a trigger signal icon will appear in the top center of the LCD screen of the camera. 
2. Press the SYNC button on the trigger device and its trigger LED will begin to flash.
3. When the trigger LED turns solid, sync with the signal from the camera is complete and the device is now ready for use.
4. Stop the event on the camera by pressing and holding the Event button on the front of the camera for 3 seconds.
5. Turn off the trigger signal.

Testing:

1. Power on a BODYCAM 4 and ensure it is in the READY state as indicated by the top LCD screen.
2. Turn on the trigger source. The power and trigger LED's on the device will illuminate.
3. The BODYCAM 4 device should provide vibration and audible indication and then the LCD screen will change to an Event recording state with the vehicle icon on the left to indicate it had been started by a trigger signal from a vehicle. 
4. Stop the event on the camera by pressing and holding the Event button on the front of the camera for 3 seconds.
5. Turn off the trigger signal.

Operation:

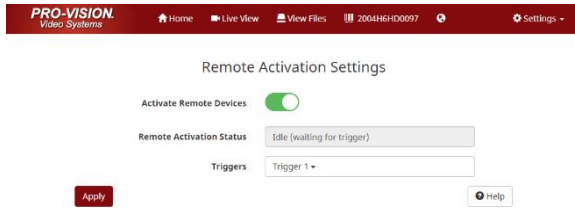
1. Turn on the vehicle's trigger source (lights, etc.) and the signal will begin broadcasting.
2. Any camera within range (typically about 30 ft.) will activate and begin Event recording.
3. The signal broadcasting will continue until the 12V trigger signal is received; any BODYCAM 4 devices that come into range while it is broadcasting will become activated.
4. After the trigger source is turned off, any BODYCAM 4 devices that were activated will continue to Event record until the user stops the Event on the camera with its button. Any new BODYCAM 4 devices in range will not be activated.

DVR-906LE In-Car System

The BODYCAM 4 can be activated by a signal from a PRO-VISION In-Car System (P/N: DVR-906LE). This signal can be set to broadcast when a trigger on the In-Car system is active. It is typically configured to be broadcasting when the overhead flashing lights are active but can be configured to be activated from any of the systems triggers. To enable this functionality, the BODYCAM 4 must be set to be triggered by In-Car systems in its configuration, and the in-car system must be set to broadcast a trigger.

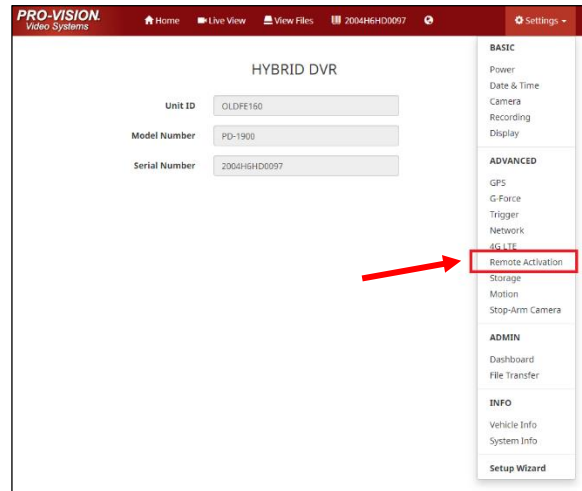
In-Car System Configuration:

To enable the remote activation feature, connect to the DVR unit and navigate to the “Remote Activation” settings page.



1. Turn on the “Activate Remote Devices” switch
2. Choose the desired triggers that will activate the cameras from the “Triggers” dropdown.
3. Press “Apply” to apply and save the changes.

Test the function by enabling the trigger; the “Remote Activation Status” should change from “Idle” to “Broadcasting”.



Remote Activation Status Broadcasting

RFID User Login

The BODYCAM 4 has a High Frequency (HF) RFID scanner built into the camera behind the front Event Button. When the camera is used with SecuraMax Cloud Evidence Management software, this RFID scanner can be used to log in and log out users on the camera.

To use the RFID functionality, you must purchase RFID tags. They are available in 20 pc. quantities by ordering Part # BC4-TAG20. RFID tags are 1.5” diameter round with self-adhesive backing to attach to something that the user will have readily available such as the back of an ID badge or wallet.



Device Setup

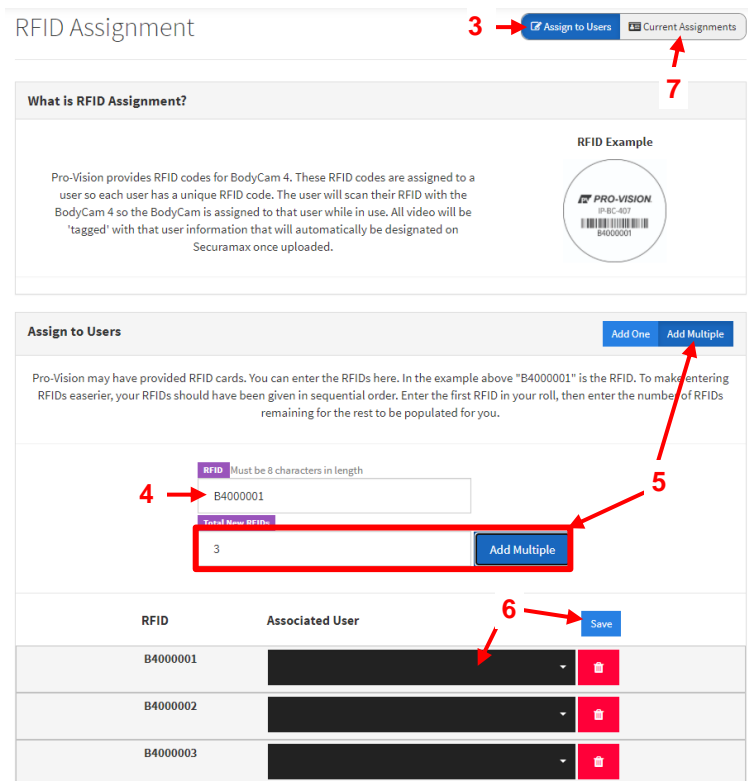
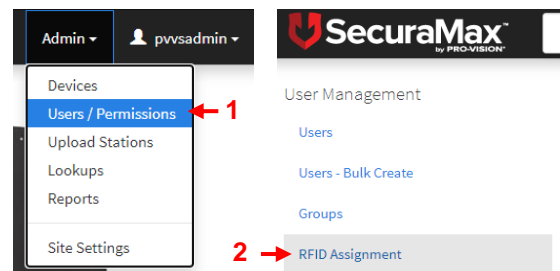
To enable RFID login on a camera, select “Multi User” from the “User Mode” field during registration.

S/N	Status	User Mode	User Assignment
2001B40123	Not Setup	Multi User	Assigned through RFID scan before each use

[Finish & Assign](#)

RFID Tag Assignment

- To assign RFID tags to user, a SecuraMax administrator will go to the Admin menu, select “Users / Permissions.”
- From the left menu choose “RFID Assignment”; a page will open that allows a tag number to be entered and assigned to an associated user.
- The RFID Assignment page will open to the “Assign to Users” tab. From this tab, new tags can be assigned to the various users using the interface at the bottom of the page.
- Enter the RFID tag number in the “RFID” field.
- To reduce the manual entry of RFID tag numbers, enter the first RFID tag number in the field and then choose “Add Multiple” and then enter the total number of tags that will be assigned, then click the adjacent “Add Multiple” button. The page will now display all the tag numbers automatically incremented at the bottom.
- Enter the associated user for each tag in the “Associated User” field next to each tag number. Press “Save” when complete to complete the tag assignment.
- After tag assignment is complete, you can go to the “Current Assignments” page to see all the tag assignments. You can print this page to make it easy to identify and distribute the correct tags to their assigned users.

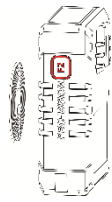


User Login/Logout

After devices are registered and user assignment is complete, the cameras are ready for use.

Login

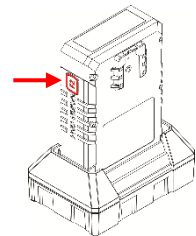
Remove the camera from the docking station; the camera will not be able to be used until it is logged in. Hold the camera's front Event button near the RFID tag and press the "F2" button on the side of the camera to begin RFID scanning. The display will show "SUCCESS" then show "READY" with the logged-in user's name below. Once the display shows "READY" on the screen it can now be used; it may take a few seconds to log the user in and apply the settings.



Note: If the scan does not detect the RFID tag, the camera will display "RETRY" on the display and "F2" can be pressed again to retry the scan.

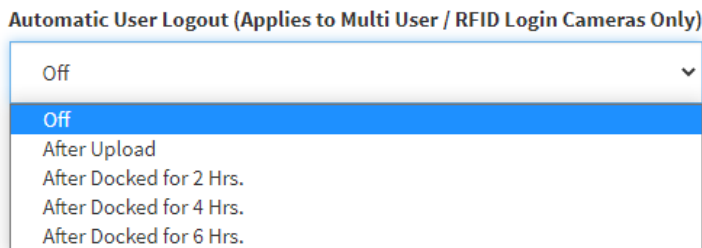
Logout

The default configuration requires the camera to be logged out manually before another user is logged in. To log out a user, press and hold the "F2" button on the side of the camera for 3 seconds while it is docked. The camera will vibrate, and the display will show "NOT READY" / "NO USER LOGGED IN" when the camera is logged out. The camera can then be undocked and logged in following the procedure above.



There is an option in the BODYCAM 4 configuration that will allow the camera to automatically log out.

1. To enable the automatic log out option in SecuraMax, go to the "Admin" menu, choose "Lookups" and select "BODYCAM 4 Configs".
2. Select the desired camera configuration profile and choose "Edit".
3. Locate the "Automatic User Logout" option and then choose the desired behavior.



4. Save the configuration after the new setting is chosen.

Care and Maintenance

This section provides information related to charging, cleaning, storing, and replacing the battery of a BODYCAM 4.

Charging the Battery

A fully-charged camera battery should provide enough power for approximately 14 hours of normal operation. Recharging a battery after 14 hours of use can take as long as 5 hours if you are recharging your camera in a single or multi-unit docking station. The single unit docking station includes a 5V 2.0A charging adapter, use of a different charging adapter could extend the charging time.

If the battery depletes to less than 10% capacity during use, the camera display will show LOW BATTERY and the camera will provide audible and vibration notifications. This message will continue to be displayed until the camera unit is docked and the battery charge level is above 10%.

Always recharge a depleted battery as soon as reasonably possible using a BODYCAM 4 docking station.

Camera Date/Time

The camera synchronizes date and time each time it is connected to a docking station; cameras should be regularly placed in a dock to update the camera's internal clock. Time sync requires an internet connection and access through the network firewall to us.pool.ntp.org.

Cleaning the Camera

Use a soft, damp cloth to clean the surface of the camera. Do not use harsh cleaners or solvents. You may moisten the cloth with isopropyl alcohol.

- Do not immerse the camera in water or cleaning solutions.
- If the camera lens becomes dirty, use a lens blower brush to clean it and then wipe it with a soft cloth if necessary.
- If the camera display becomes dirty, clean the display with soapy water and then dry with a soft cloth.
- Do not use ammonia-based or similar type window cleaners on the camera lens or camera display.
- Do not place the lens under running water or apply jets of water to the camera lens.
- Do not use compressed air to clean the camera. Compressed air may damage the camera's microphone.
- Ensure the microphone opening is clean and clear of any debris.

Camera Storage

Cameras should not be stored in environments where the temperature is likely to exceed 95 °F (35 °C) (such as under direct sunlight, near heaters, or in a vehicle in extremely hot weather) or exposed to temperatures below -4 °F (-20 °C).

Firmware Updates

The BODYCAM 4 must be on the latest firmware to take advantage of the latest features and functionality. To ensure the camera is on the latest firmware, it must be docked in a docking station connected to the internet. The camera will automatically check for the latest firmware and update itself.

The camera will display an update icon in the upper left corner of the LCD when docked:



Checking for firmware updates



Firmware check complete, camera is on latest firmware



Firmware check complete, firmware update is downloading, will update automatically when complete



Firmware check incomplete, firmware site could not be reached

The cameras check and download firmware from <https://firmware.provisionusa.com>. If your device is not updating, ensure that the dock is connected to the internet and that the firewall is not blocking the firmware website.

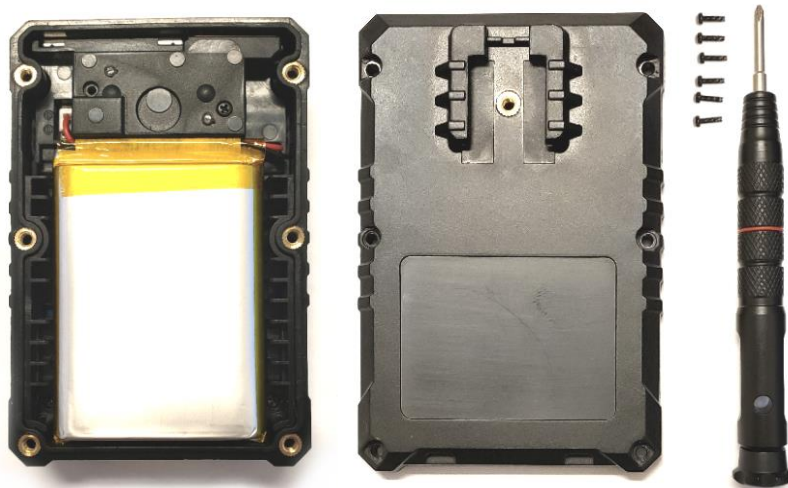
Battery Replacement

The BODYCAM 4 has a replaceable battery. A new replacement battery (P/N: BC4-BAT) can be purchased directly from PRO-VISION. Follow the procedure below to change the battery.

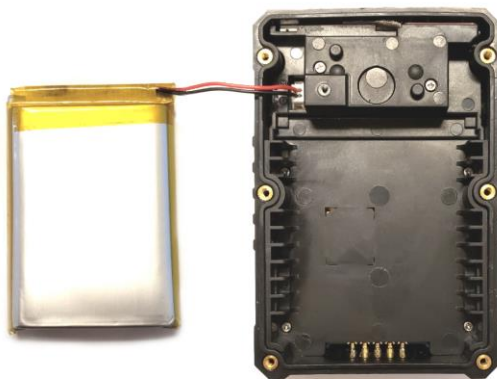
1. Power off camera and place lens side down on a flat surface.



2. Using a #1 Philips screwdriver, remove the six screws on the rear of the camera.
3. Remove the back cover of the camera and place it to the side.



4. Remove the original battery from the camera and set it to the left of the camera so the wires are accessible.



- Disconnect the original battery by gently pulling on the red/black wires in the upper left corner of the camera to disconnect the white connector from its jack.



- Connect the new battery to the white connector in the upper left of the camera, ensure the red wire is oriented towards the top as designated.

Important! Use only plastic, wood, or other non-metal tools to assist in reconnecting the connector; metal tools could short the pins and cause damage to the battery.

- Place the new battery in the camera with the label facing outward and the wires exiting the upper right corner of the battery. The wires should fold under the top edge of the battery as shown in the photo below.



- Flip over the back cover and inspect the gasket. It should be seated in the channel completely as shown below. If the gasket is not seated, gently reseal it in the channel using a paperclip taking care not to damage the gasket.



- Place the battery cover back onto the camera and recheck to ensure the gasket did not shift.
- Reinstall the 6 screws. Start with the center screws and then the outer screws. Proper screw torque of 3 in-lbs. is needed to ensure the gasket seals properly so the camera can remain water-tight.
- Dispose of the old battery. Check your local regulations and dispose accordingly.

Technical Support

Visit www.provisionusa.com/support or call (800) 576-1126. Technical support is available Monday thru Friday from 8:00 AM to 5:00 PM EST for assistance.

Warranty

PRO-VISION warranty provisions are applicable on all BODYCAM 4 system products. Visit the PRO-VISION website, www.provisionusa.com, for detailed warranty information.

Radio Waves

BODYCAM 4 radio transmissions are in the frequency ranges of 2402 – 2480 MHz, 2412 – 2462 MHz, 5180 – 5210 MHz, 5745 – 5825 MHz, 13.56 MHz.

Changes or modifications to the equipment not expressly approved by the manufacturer could void the product warranty and the user's authority to operate the equipment.

Your wireless device is a radio transmitter and receiver. It is designed and manufactured not to exceed the emission limits for exposure to radio frequency (RF) energy set by the Federal Communications Commission (FCC) of the U.S. Government. These limits are part of comprehensive guidelines and establish permitted levels of RF energy for the general population. The guidelines are based on standards that were developed by independent scientific organizations through periodic and thorough evaluation of scientific studies. The standards include a substantial safety margin designed to assure the safety of all persons, regardless of age and health. Before a device model is available for sale to the public, it must be tested and certified to the FCC that it does not exceed the limit established by the government-adopted requirement for safe exposure. 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:

- 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 PRO-VISION Support for help.

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.