

Flock Safety User Guide

August 2023





Admin Best Practices for Law Enforcement

After you gain access to the system it is time to familiarize yourself with your access as an administrator and to build out your organization as you see fit. Below are some best practices to help get you set up for success.

We do recommend becoming certified as an administrator of the Flock system, as well! You can take the assessment by clicking [here \(https://docs.google.com/forms/d/e/1FAIpQLSeWurtbjSF-X2qTXoVs8_Tded3_amvvZvYSCBsCuBPF_jHHDQ/viewform\)](https://docs.google.com/forms/d/e/1FAIpQLSeWurtbjSF-X2qTXoVs8_Tded3_amvvZvYSCBsCuBPF_jHHDQ/viewform). There you will find the materials to review as well as the certification assessment to help get you acquainted with the fundamentals of the system.

Accessing the System

To access the system you can use [admin.flocksafety.com \(http://admin.flocksafety.com\)](http://admin.flocksafety.com) to get to the start screen for investigations as well as any administrative action. You can use [hotlist.flocksafety.com \(http://hotlist.flocksafety.com\)](http://hotlist.flocksafety.com) to monitor the hot list and receive alerts.

Flock now has a native desktop application that works on Windows computers. Many agencies have had their IT department push the [Flock Desktop App \(http://windows.flocksafetyapp.com/\)](http://windows.flocksafetyapp.com/) to all computers in their fleet. It works well for both search and alerts, giving you the lowest latency possible in getting the alerts.

If you do want to use a browser instead of the app, we highly recommend using Google Chrome. It works the best with our alerts and will get them to you more quickly than other browsers.

Organization

When you first click on the “Admin” button at the top of your screen, you will see the “Edit Organization” page. Here you will be able to:

- Confirm your default timezone
- Check your hotlist sources (NCIC, NCMEC, etc)
- Confirm the address for your agency which affects the device map radius

At the bottom of this page you will see the boxes that can be checked:

Enable Statewide Lookup

Enable National Lookup

Require Multifactor Authentication

Checking **Enable Statewide Lookup** allows other agencies in the state to search your cameras via the Lookup Tool and gives you access to search their cameras as well.

Checking **Enable National Lookup** all law enforcement agencies across the country who are also opted into the National Lookup to search your cameras through the Lookup Tool and give you access to search their cameras as well.

Note: If the other agencies' cameras are not directly connected with your department you will not be able to view the images from the search results. Please connect with our Support Team or your CSM to get those cameras shared with you to view the images.

Checking **Require Multi-factor Authentication** will require your users to set up multi-factor authentication using either an app such as Google Authenticator or their cell phone number.

User Management

Roles

Click on the **Admin** tab at the top of the page to manage who has access to your Flock Safety system. Next, select **Roles** from the Admin menu to edit or create roles. Typically, you will be initially set up with an **Admin** and a **User** role by your Customer Success Manager. You can edit these roles

and/or create additional roles as you see fit.

The screenshot displays the 'Edit Organization - Flock LE Training' page. The form contains the following fields and options:

- Name:** Flock LE Training
- Organization Type:** lawEnforcement
- Default Timezone:** US/Eastern (dropdown menu)
- Time Format For Flock OS:** Standard Time (selected), Military Time
- Treat Unknown Plates for Hotlist Alerts As...:** (None Set)
- MOU Signed:**
- Hotlist Sources:** (empty field)

A 'GIPHY CAPTURE' button is located at the bottom center of the form.

Admin Role:

We recommend the Admin role, and only the Admin role, have the following permissions checked:

- Admin | Adding, editing, and deactivating users in the system
- Custom Hotlist Admin | Sharing, editing, and deleting other users' custom hotlists
- Device | Allows those assigned to the role to access and view the Device Map and Device Networks

Note: You can find the full list of permissions and their definitions [here](https://help.flocksafety.com/en/article/using-roles-to-assign-permissions) (<https://help.flocksafety.com/en/article/using-roles-to-assign-permissions>), and a list of suggested role optimizations [here](https://drive.google.com/file/d/1xM8pkOEzRCyB8uTkhZgriSpo8-ADXj_q/view) (https://drive.google.com/file/d/1xM8pkOEzRCyB8uTkhZgriSpo8-ADXj_q/view).

User Role:

This role is a basic-level user role to which detectives, patrol officers, and analysts are usually assigned.

It is recommended that this role have access to search most, if not all, of the networks that have been shared with your organization to aid in investigations that expand beyond their jurisdiction. This includes the State or National Lookup.

For a quick overview of how to add cameras to roles, click [here](https://help.flocksafety.com/en/article/accessing-shared-networks) (<https://help.flocksafety.com/en/article/accessing-shared-networks>).

A common practice for larger agencies is to separate the User role into Detective/Analyst and Patrol roles as desired.

- The notable difference between the permissions for Detective and Patrol roles in this instance is that typically, Patrol users are limited to monitoring or searching their agency's and agencies in

the immediate surrounding areas' Flock cameras.

- Depending on your agency's goals, you can choose whether or not to allow patrol officers the ability to search footage or simply receive hotlist alerts.

Note: *Custom Hotlist Access* is typically recommended for the **Detective** and **Patrol** roles, allowing them to create, edit, and delete their own custom hotlists.

- Patrol officers greatly benefit from the Custom Hotlist when taking a report for a stolen vehicle or stolen license plate due to the gap in updates to the vendor NCIC list (approximately 6 hours)

Dispatch Role:

The Dispatch role is typically not given the ability to search cameras but **will** receive hotlist alerts and custom hotlist alerts to then put out over the radio to the nearest patrol vehicle.

Due to multiple dispatchers using the same terminal it is a standard practice to use the agency dispatch email addresses used to log into these terminals as the

Adding, Assigning, and Deactivating Users

It is highly recommended that **each user** get their own login to the system so they can:

1. Customize their alerts
2. Select which cameras pertain to their beat for alerts
3. Have searches show in the audits performed by Admins for accountability

Name	Role	Identity Provider	Last Login	User Mgmt	Search	Device Mgmt	Hotlist Tool	
Darwin Aldrich - Hotlist	Admin	Flock	11/11/2022	Enabled	Enabled	Enabled	Enabled	⋮
Derek Johns	Admin	Flock	11/09/2022	Enabled	Enabled	Enabled	Enabled	⋮
Georgia Abdallah	Admin	Flock	11/08/2022	Enabled	Enabled	Enabled	Enabled	⋮
John Watson - Hotlist	Admin	Flock	11/10/2022	Enabled	Enabled	Enabled	Enabled	⋮

When a user logs into the Flock system for the first few times, they will be given the option to follow along a click-through training that will guide them through the system.

It is highly recommended to suggest or require each user follow through with this training and take the certification that pertains to them, which will be available at the end of the training.

Upon a user leaving your agency it is a best practice to deactivate said user from your organization immediately.

- If this user returns to your department at any time, simply let our support team know and they will be able to reactivate the user and assign them to your agency once again.
- Even though you may deactivate said user's email address from your agency's end they will still be able to log into the Flock portal until they are deactivated from within.

You can also reset a user's password from this screen by selecting the three dots on the right side of the user and selecting "reset password."

The screenshot shows the 'Users - Flock LE Training' page in the Flock Admin interface. The page has a green header with navigation links: Search, Alerts, Map, VMS, Devices, Insights, Admin, and Flock Admin. Below the header, there are tabs for Account, Organization, Devices, Roles, Users, and Integrations. The main content area displays a table of users with the following columns: Name, Role, Identity Provider, Last Login, User Mgmt, Search, Device Mgmt, Hotlist Tool, and a menu icon (three dots). The users listed are:

Name	Role	Identity Provider	Last Login	User Mgmt	Search	Device Mgmt	Hotlist Tool	
Darwin Aldrich - Hotlist	Admin	Flock	11/11/2022	Enabled	Enabled	Enabled	Enabled	⋮
Derek Johns	Admin	Flock	11/09/2022	Enabled	Enabled	Enabled	Enabled	⋮
Georgia Abdallah	Admin	Flock	11/08/2022	Enabled	Enabled	Enabled	Enabled	⋮
John Watson - Hotlist	Admin	Flock	11/10/2022	Enabled	Enabled	Enabled	Enabled	⋮

At the top of the table, there is a search bar labeled 'Search users', a 'DOWNLOAD CSV' button, and an 'Add' button. At the bottom of the table, there is a 'GIPHY CAPTURE' button and a Giphy logo.

Insights

Audits

Note: It is recommended that you run an Organization Audit at least once a month and check for any irregularities in the searches done from within your agency. You can also run a Network Audit to see who has searched your network from any agency in the Flock system.

Under the Insights tab at the top of the screen, you will be able to perform an audit of both your **Organization** as well as your **Network**. If you do not see the Insights tab at the top of the page make sure the "Insights" box is checked under your Admin role.

Organization audits are imperative for the accountability of your users.

Transparency Portal

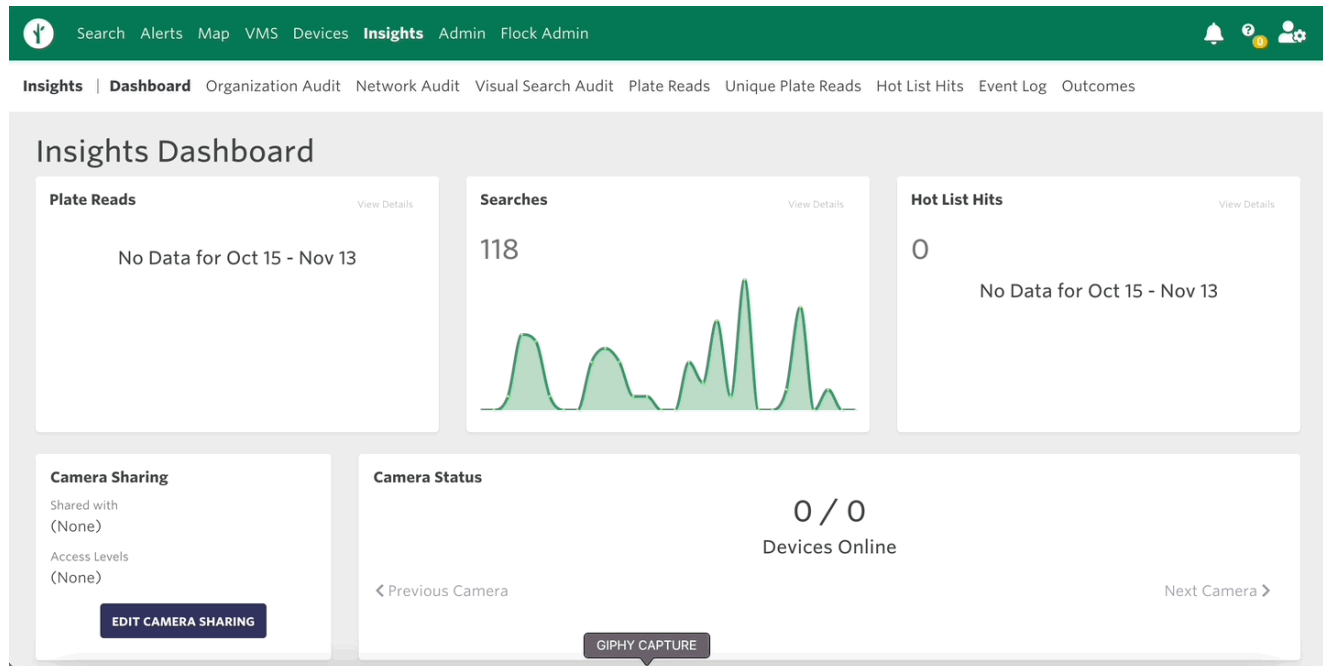
If your agency would like to offer your community a clear view of how you are using the Flock Safety system, consider using the Transparency Portal. You can click [here](https://help.flocksafety.com/en/article/using-transparency-portal) (<https://help.flocksafety.com/en/article/using-transparency-portal>) to learn more about the possibilities with the portal and how you can be transparent without compromising ongoing investigations.

Its goal is to allow Flock users to engage the public in how the technology is being used effectively and without negatively impacting privacy.

You can also watch a demonstration of the Transparency Portal in [this video](https://help.flocksafety.com/en/article/transparency-portal-overview) (<https://help.flocksafety.com/en/article/transparency-portal-overview>) to help decide if it is in the best interest of your agency.

Outcomes

After a user in your organization selects an event outcome on either the search or hotlist tool, it will be housed under the Insights tab and then “Outcomes” on the far right in the menu.



The Outcomes report is a great way to show the **return on your investment** with the Flock system to your department, city council, or county commissioners.

Note: Only Administrators will be able to access the Outcomes tab to edit or download the list.

For more information on how to use the “Outcomes” feature, click [here](https://help.flocksafety.com/en/article/using-outcome-capture) (<https://help.flocksafety.com/en/article/using-outcome-capture>).

Admin Certification

To become **certified** in the Flock Safety system as an Administrator, click [here](https://docs.google.com/forms/d/e/1FAIpQLSeWurtbjSF-X2qTXoVs8_Tded3_amvvZvYSCBsCuBPF_jHHDQ/viewform) (https://docs.google.com/forms/d/e/1FAIpQLSeWurtbjSF-X2qTXoVs8_Tded3_amvvZvYSCBsCuBPF_jHHDQ/viewform) to take the assessment. Below are the articles in our Help Center which will be covered on the assessment.

1. [Organization & Role Management Overview](https://help.flocksafety.com/en/article/organization-role-management-overview) (<https://help.flocksafety.com/en/article/organization-role-management-overview>).
2. [Using Roles to Assign Permissions](https://help.flocksafety.com/en/article/using-roles-to-assign-permissions) (<https://help.flocksafety.com/en/article/using-roles-to-assign-permissions>).


- 3. [Inviting Users \(https://help.flocksafety.com/en/article/inviting-users\)](https://help.flocksafety.com/en/article/inviting-users).
- 4. [Role Optimization \(https://drive.google.com/file/d/1xM8pkOEzRCyB8uTkhZgriSpo8-ADXj_q/view\)](https://drive.google.com/file/d/1xM8pkOEzRCyB8uTkhZgriSpo8-ADXj_q/view).

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Using Roles to Assign Permissions

The roles section of Admin can be used to create a new permission set or edit existing sets. Each user, when assigned to a role, will inherit the permissions granted by that role.

Add a New Role or Edit an Existing Role

1. Ensure that you are on the Admin (<https://users.flocksafety.com/>), page

Navigate to the Admin page by clicking on your organization's name in the navigation bar or by clicking the link above. You will see the name of your organization centered at the top of the page in a green bar.

2. Create a new role or open an existing role

Scroll down to the roles table and click on the button that says "Add", or, if you want to edit an existing role, select the vertical ellipses and click on "Edit" in the dropdown.

3. Fill in the form

If you chose to add a new role, the form will be blank and the header will read "Add Role." If you chose to edit an existing role, the form will populate with the role's current settings and read "Edit Role." Use the form to determine the permissions you wish to assign to the role.

4. Save the role

Once you have finished editing, click on the "Save" button. The form should close and the Organization Management page should refresh automatically to show your updated role.

Descriptions of each field can be found below:

- **Role Name**

- A free text field that represents the role.

- View our [best practices](#)

(https://drive.google.com/file/d/1h_6VB1fKZHqSSX7GhWt8ecWx8IfZvm0K/view?usp=sharing), for setting up roles for your users.

- **Admin**

- Allows those assigned to the role to access the Admin page (edit roles, users, networks, etc.)

- **Can Edit Organization Details**

- Allows those assigned to the role to access the [Organization](#) (<https://users.flocksafety.com/organization>) page (edit organization location, allow/disable Lookup, enable MFA)

- **Search**

- Allows those assigned to the role to access and conduct investigative searches.

- **Lookup**
 - Allows those assigned to the role to conduct a specific plate search within your agency's devices, or other agency's devices who are also opted into either statewide or national lookup, or both.
- **Visual Search**
 - Allows those assigned to the role to conduct a Visual Search, which takes an image and turns it into an investigative lead by using Machine Learning to find similar images.
- **Convoy Search**
 - Allows those assigned to the role to conduct a Convoy Search, which allows for taking a plate and returning plates that often travel alongside the vehicle of interest.
- **Multi-Geo Search**
 - Allows those assigned to the role to conduct a Multi-Geo Search, which takes a list of location/timeframe combinations and return plates that have been seen in all of the locations.
- **Hot List**
 - Allows those assigned to the role to access the Alerts page to view Hot Lists, Manage Custom Hot Lists, or Suppress Hits.
- **Custom Hot List Admin**
 - Allows those assigned to the role to create, edit, share, delete and view Custom Hot Lists in their own organizations as well as enable notifications on any Custom Hot List that is shared with their organization
 - To enable Custom Hotlist Admin permissions, please select both Custom Hotlist Admin and Custom Hotlist Access.
- **Custom Hot List Access**
 - Allows those assigned to the role to create, edit, and delete their own Custom Hot List and view any list they are the selected audience of.
- **Manage Suppressed Hits**
 - Allows those assigned to the role to suppress individual plates for their agency.
- **Vehicle Description Alerts**
 - Allows those assigned to the role to send notifications when vehicles matching a specific set of filters criteria pass a Flock camera.
 - User must have Search and Hot List enabled to utilize this feature.
- **Devices**
 - Allows those assigned to the role to access and view the Device Map and Device Networks.
- **Device Admin**
 - Allows those assigned to the role to access the Device Management page (view device status, reboot device, etc.)
- **Device Management**
 - Allows those assigned to the role to access the "Device Health Page," to view their devices, status/health of those devices, rename/relocate the devices, and register/unregister devices.
- **Insights**


- Allows those assigned to the role to access the Analytics page.
- **Can Add Evidence to Axon**
 - Allows those assigned to the role to upload images from Flock to Axon's evidence.com (<http://evidence.com/>).
- **VMS Go-Live**
 - Allows those assigned to the role to click on a device and view live video in the VMS experience.
- **VMS Download**
 - Allows those assigned to the role to download a defined start/stop time video clip.
- **VMS Historical**
 - Allows those assigned to the role to playback previous video footage securely stored in the cloud.

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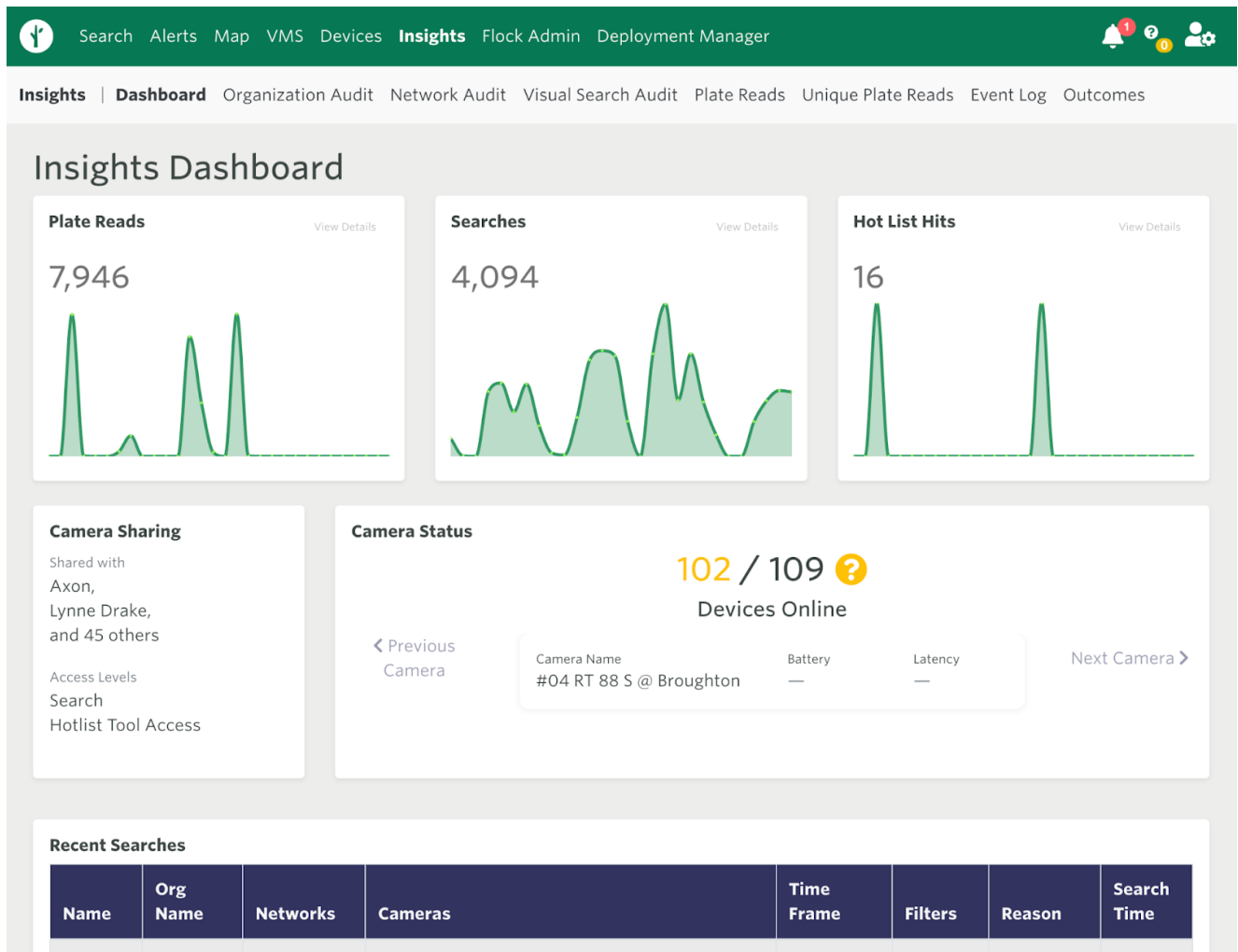
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Using the Insights Dashboard

Flock's Insights Dashboard is a place to see the most important metrics for your entire Flock program at a glance. It contains several reports specifically designed to show Flock's value to your organization.



The screenshot shows the Insights Dashboard interface. At the top is a green navigation bar with a search icon, navigation links (Search, Alerts, Map, VMS, Devices, Insights, Flock Admin, Deployment Manager), and notification icons. Below the navigation bar is a breadcrumb trail: Insights | Dashboard | Organization Audit | Network Audit | Visual Search Audit | Plate Reads | Unique Plate Reads | Event Log | Outcomes.

The main content area is titled "Insights Dashboard" and contains several widgets:

- Plate Reads:** A card showing a total of 7,946 with a line graph and a "View Details" link.
- Searches:** A card showing a total of 4,094 with a line graph and a "View Details" link.
- Hot List Hits:** A card showing a total of 16 with a line graph and a "View Details" link.
- Camera Sharing:** A card showing "Shared with Axon, Lynne Drake, and 45 others" and "Access Levels: Search, Hotlist Tool Access".
- Camera Status:** A card showing "102 / 109 ? Devices Online". It includes navigation for "Previous Camera" and "Next Camera", and a table for the current camera:

Camera Name	Battery	Latency
#04 RT 88 S @ Broughton	—	—
- Recent Searches:** A table with columns: Name, Org Name, Networks, Cameras, Time Frame, Filters, Reason, Search Time.

Interactive Tutorial

Want to learn about the insights dashboard as you use it? [Click here](https://analytics.flocksafety.com/?appcue=3f8a4765-44be-4c72-8b49-60df4c073782) (https://analytics.flocksafety.com/?appcue=3f8a4765-44be-4c72-8b49-60df4c073782) to access an in-app tutorial.

Summary Graphs

The top section of the dashboard is composed of three small graphs to show a trend of three important metrics that indicate Flock's value to the community.

Plate Reads

The plate reads graph represents how many plates have been read by the cameras that your organization owns. It serves as a good proxy for how much traffic is picked up by your cameras and can be used to analyze weekly trends.

Searches

The searches graph displays a count for searches conducted in Flock by users in your organization. It serves as a metric to represent how often your users are using Flock. It does not show how often your cameras are being searched by other organizations with which you have shared camera access.

Hot List Hits

The Hot List hits graph shows a trend of Hot List hits. If you are a community safety customer (e.g., HOA, business, etc.) this graph will show how often your cameras have generated a Hot List for the law enforcement agencies with which you have shared camera access. If you are a law enforcement customer, this graph will show how many Hot List hits your organization has received.

Camera Sharing

The camera sharing section of the dashboard shows which organization(s) you have shared your cameras with and what level of access you have shared. If you are a community safety customer (e.g., HOA, business, etc.) we recommend you share your cameras with your local law enforcement. If you are a law enforcement customer, you can share your cameras with other local law enforcement agencies.

Camera Status

The camera status section of the dashboard shows a summary of the health of the cameras in your Flock network. You can use the buttons to swipe through your cameras to see their battery life and average latency.

Recent Searches

Lists the most recent searches ran by Flock users that included your network of devices.

Important

Private customers will only see information on searches conducted by a Law Enforcement customer related to their own network in their audits, not any other networks that may have been included in their Search. Other specific details related to Searches conducted by a Law Enforcement customer

are also redacted from private customer views to ensure the safety and confidentiality of their investigations.

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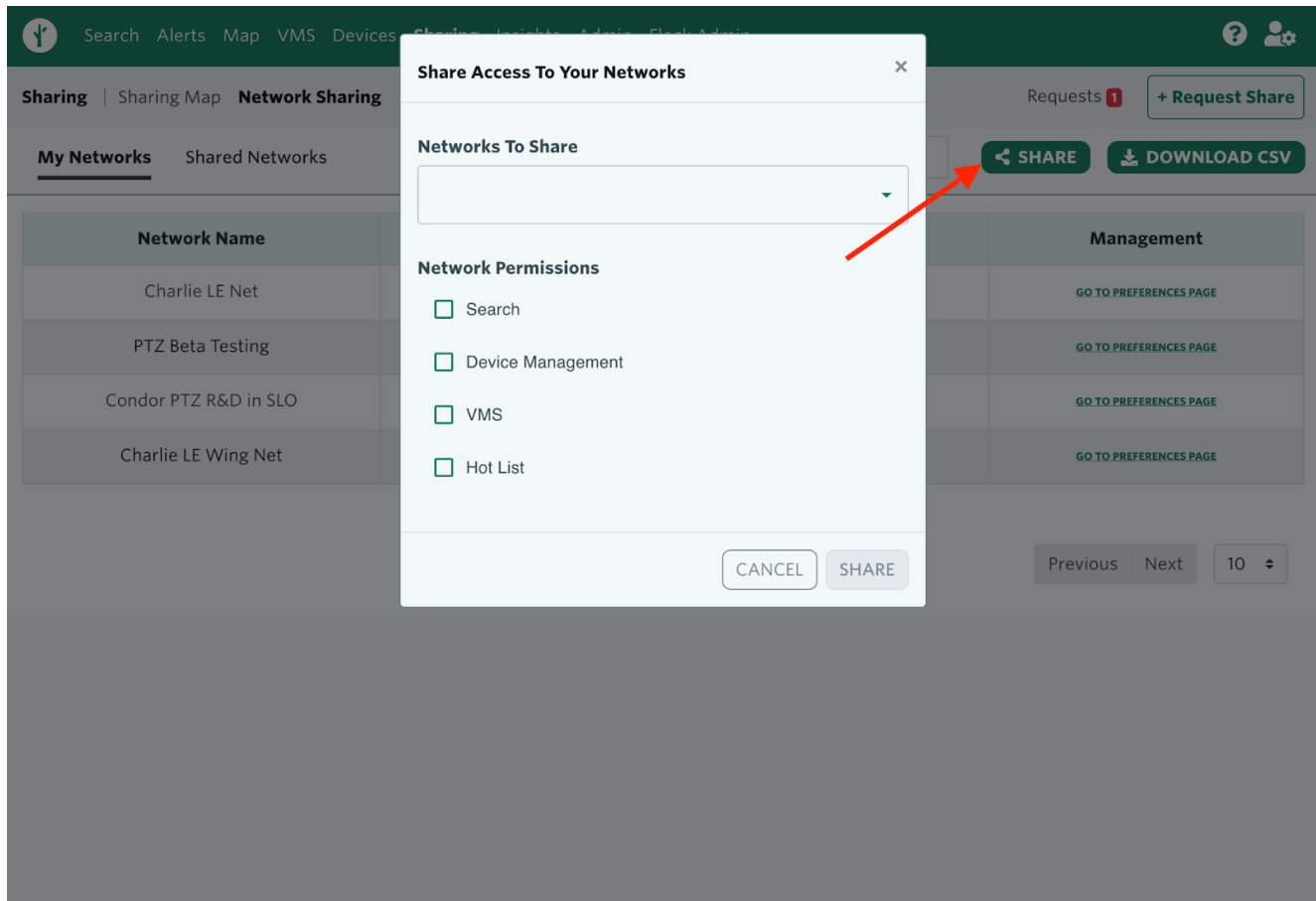
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Sharing My Networks

The Sharing Modal is beneficial as it provides a more simplified experience when proactively sharing your owned networks to a specific agency or agencies, agencies within 50, 100, or 200 miles, and agencies within your state.

To proactively share your owned networks with nearby agencies:



1. Ensure that you are on the My Networks page

Navigate to Sharing from the navigation page or type <https://sharing.flocksafety.com/networkSharing> (<https://sharing.flocksafety.com/networkSharing>) in your browser

2. Click on Share button

Click on the Share button that is located to the right of the search toolbar

3. Share Access

Select a specific organization, or agencies within 50, 100 or 200 miles of your organization, or agencies within your state along with the network permissions you would like access to.

a. Search

i. Allows access to networks to utilize in Flock’s Search tool

b. Device Management

i. Allows access to view, edit and modify an agency’s Devices.

ii. Please note, this should not be highly requested as each agency should maintain their own devices.

c. VMS

i. Allows access to video feed.

ii. Please note, this should not be highly requested and proper agreements should be in place between agencies prior to requesting.

d. Hot List

i. Allows access to networks to utilize in Flock’s Alerts and Hot List Map tool.

**** To be able to share your owned networks, you must have both the Admin and the Can Share permissions enabled for your role.**

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Setting Network Sharing Preferences

Users can set up different sharing preferences for networks they own to help with auto accepting requests, or turning off discoverability of a network if they do not wish to share .

1. Ensure that you are on the My Networks page

Navigate to Sharing from the navigation page and click on My Networks. You can also type <https://sharing.flocksafety.com/networkSharing> (https://sharing.flocksafety.com/networkSharing) in your browser

2. Click on 'Go To Preference Page'

Navigate to the preference page of the network you want to set preferences for.

3. Set a preference:

- a. **Automatically Accept Requests to Share My Networks with LE Agencies within X miles**
- b. **Automatically Accept Requests to Share My Networks with LE agencies Within My State**
- c. **Make This Network Discoverable**
- d. **Allow for these features to be shared**
 - i. Search
 1. Allows access to networks to utilize in Flock's Search tool
 - ii. Device Management
 1. Allows access to view, edit and modify an agency's Devices.
 2. Please note, this should not be highly requested as each agency should maintain their own devices.
 - iii. VMS
 1. Allows access to video feed.
 2. Please note, this should not be highly requested and proper agreements should be in place between agencies prior to requesting.
 - iv. Hot List
 1. Allows access to networks to utilize in Flock's Alerts and Hot List Map tool.


**** To be able to set sharing preferences for your owned networks, you must have both the Admin and the Can Share permissions enabled for your role.**

(/help/s/topic/0TO4v000000c5B...

(/help/s/topic/0TO4v000000c5B...

(/help/s/topic/0TO4v000000c59...

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View My Networks and Shared Networks (/help/s/article/View-My-Networks-and-Shared-Networks)  110

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View My Networks and Shared Networks

The new Networks table provides a more simplified view of owned networks and shared networks, along with the ability to easily view shared permissions and the ability to download a .CSV report.

1. Ensure that you are on the My Networks or Shared Networks page

Navigate to Sharing from the navigation page and click on My Networks or Shared Networks. You can also type <https://sharing.flocksafety.com/networkSharing> (https://sharing.flocksafety.com/networkSharing) in your browser

2. Click on My Networks

This page will display all of your organization’s owned networks and permissions enabled when sharing.

3. Click on Shared Network

This page will display all networks your organization is sharing, and other organizations sharing their networks with you. It also provides other pertinent information such as permissions shared and share date.

4. Download CSV

Users can download a .CSV report of My Networks or Shared Networks for easier reporting. You must be on the specific tab to download the corresponding report.

*** To be able to view your owned and shared networks, you must have the Admin permission enabled for your role.*

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User Best Practices for Law Enforcement

Once you get your login credentials set up for the Flock system it is time to get you familiar with the system so you can start using your Flock Safety Network.

First, when you log into the Flock system for the first time you will have the opportunity to complete a **Click-Through training**. This training includes a video on the **Search Tool** and another on the **Alerts Tool**. After you complete the training, you can then get certified on each tool using the links at the end of the training.

If you click out of the training the first time, it will still pop up the next nine times you log into the system. After that, you will be able to access the certifications through the [Help Center](https://help.flocksafety.com/en/certification-program/law-enforcement) (<https://help.flocksafety.com/en/certification-program/law-enforcement>).

Camera Selection

Along the left side of the screen, you will see the camera selection shortcuts. On both the Search and the Alerts pages, the best way to select the cameras you would like to search or monitor is to **click on the map**. You can then use the geofence tool or manually select cameras on the screen's right side.

We recommend that you save your camera selections into **Camera Groups** to make it easier to switch between different zones, precincts, or jurisdictions very quickly.

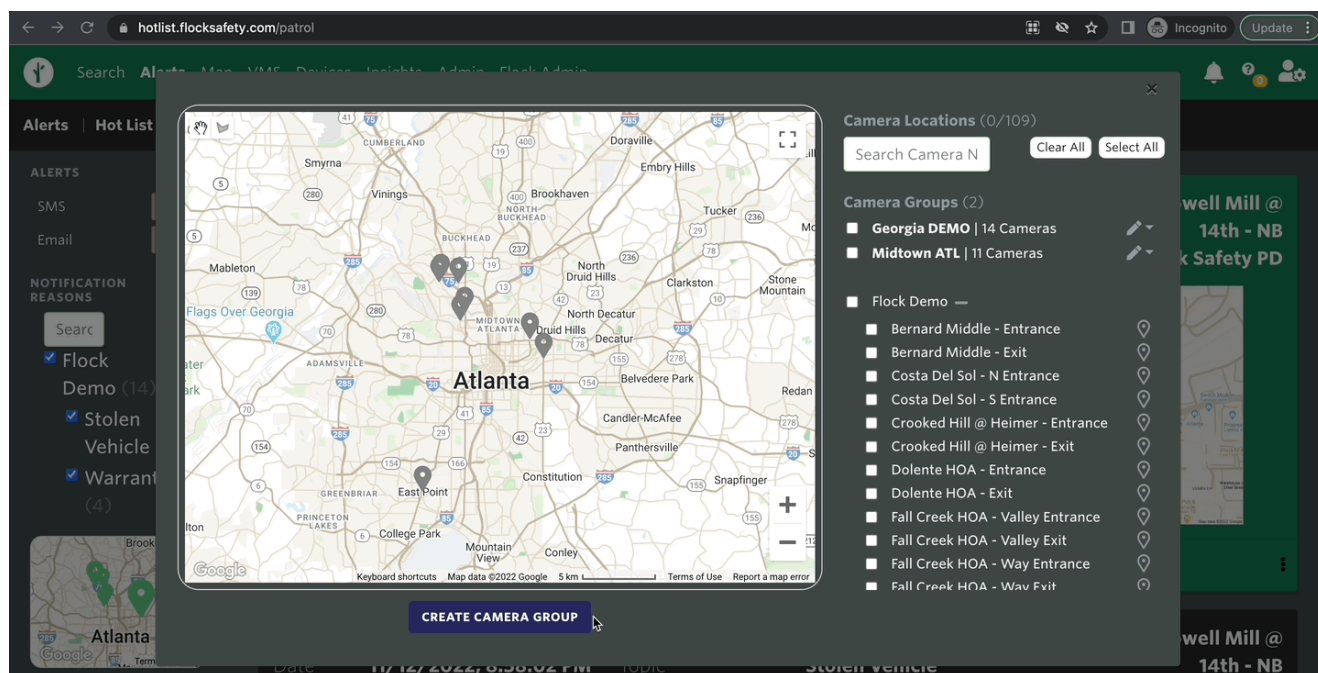
A common practice is to create a camera group for your jurisdiction including all private cameras from businesses and HOAs in addition to your agency cameras. This will make sure all alerts you are getting are relevant to you.

For the search tool we have seen users saving several camera groups. A few we have seen include:

- Jurisdiction including private cameras
- Statewide LE cameras
- The jurisdiction of the user and any jurisdictions within
- Ex. A county agency monitoring the cities within the county
- Specific surrounding jurisdictions if part of a task force

To learn more about camera groupings click [here](https://help.flocksafety.com/en/article/custom-camera-groupings) (<https://help.flocksafety.com/en/article/custom-camera-groupings>).

Below is an example showing the use of the geo-fence tool to select the cameras you wish to monitor for alerts:



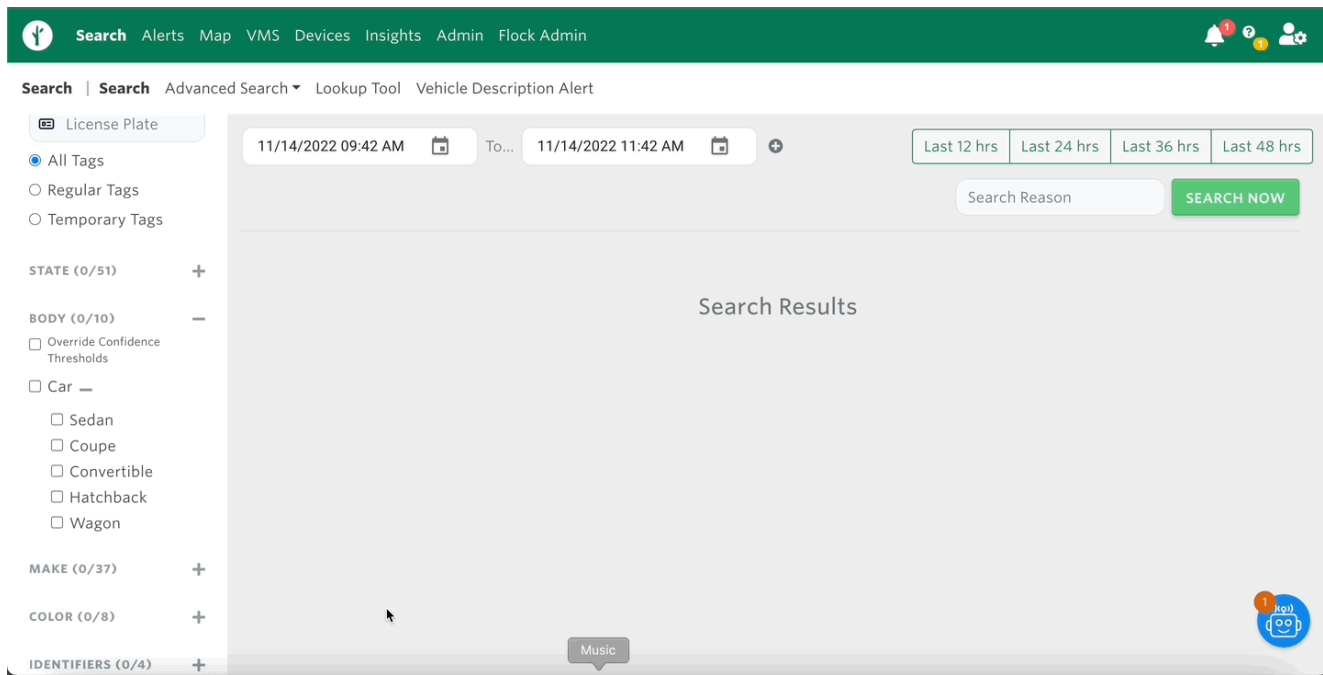
Search Tool

Again, it is recommended that you watch the training video found in the help center and become certified in the Search Tool to learn the fundamentals [here](https://help.flocksafety.com/en/article/search-tool-certification-program) (<https://help.flocksafety.com/en/article/search-tool-certification-program>).

When starting your investigation we recommend you be as specific as possible in your search and broaden it as needed in both camera selection and search filters.

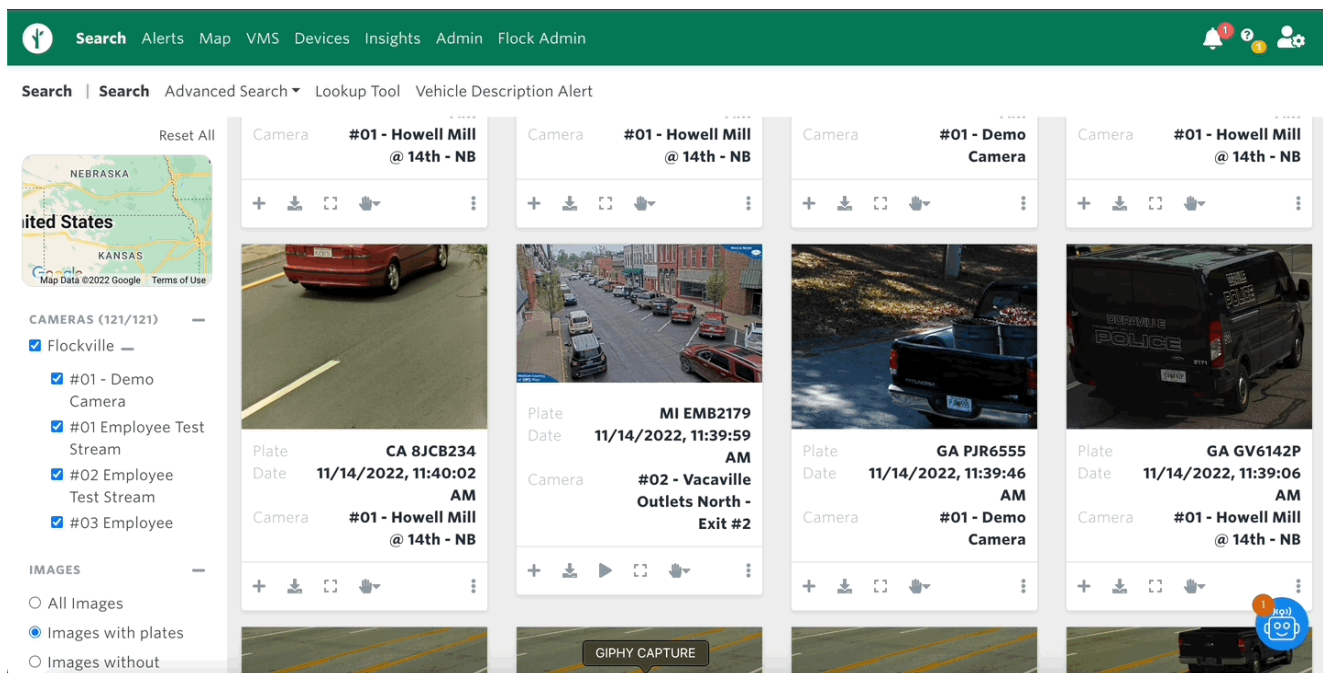
Example: An eyewitness tells you they saw a black Dodge passenger van leave the scene of a crime

- Start by selecting "Black," "Dodge," and "Minivan" in your search filters.
- If there are no matching results, try deselecting Dodge and opening your results to all black minivans.
- You can also add more manufacturers. In this instance, you may want to add Chrysler since Dodge and Chrysler are easily confused.
- You may also open up the color filter by selecting blue or gray as well. This will allow other dark colors into the search that could be mistaken for black by eyewitnesses.
- Another idea is to drop the confidence threshold on your search filter (shown below).
- You can adjust to allow for more results based on the selected filter with a lower confidence level from the camera's machine learning.



To Prepare for Court: When you find the vehicle you are looking for in your search, use the PDF download to download all of your information onto one sheet.

To do so, click on the ellipses (three dots) at the bottom right corner of the search result and select **Export to PDF** at the bottom of the menu that pops up.



Use the **Lookup Tool** if you'd like to get more information about where your suspect vehicle has been over the last 1, 7, 14, or 30 days. The Lookup tool is available under the same menu as the PDF download, click on the ellipses to open it, then select **Lookup Tool**.

On the Lookup tool, you will see a tab that says "My Cameras." If you are able to select this tab it means that your Administrator(s) have opted into either the **Statewide** or **National Lookup**.

If you search using the **Statewide** or **National Lookup** you will only see the images of the suspect vehicle if those cameras are expressly shared with your organization and added to your role.

Note: If you need images from the National Lookup that you're not able to see please reach out to your Customer Success Manager or our support team to help connect you with that department.

The screenshot displays the Flock Safety web application interface. At the top, a green navigation bar contains a search icon, the word "Search", and menu items: Alerts, Map, VMS, Devices, Insights, Admin, and Flock Admin. Below the navigation bar, a search bar is active with the text "Search | Search". To the right of the search bar are links for "Advanced Search", "Lookup Tool", and "Vehicle Description Alert".

On the left side, there is a sidebar with a map of the United States showing Nebraska and Kansas. Below the map, a "CAMERAS (121/121)" section is expanded to show "Flockville" with several camera options checked: "#01 - Demo Camera", "#01 Employee Test Stream", "#02 Employee Test Stream", and "#03 Employee". Below the cameras, an "IMAGES" section is expanded to show "All Images" and "Images with plates" (which is selected).

The main content area displays a grid of camera feeds. Each feed shows a live video stream of a vehicle. Below each video stream, the following information is displayed:

- Camera name: #01 - Howell Mill @ 14th - NB
- Plate: CA 8JCB234
- Date: 11/14/2022, 11:40:02 AM
- Camera name: #01 - Howell Mill @ 14th - NB

 Other feeds show:

- Camera name: #01 - Howell Mill @ 14th - NB
- Plate: MI EMB2179
- Date: 11/14/2022, 11:39:59 AM
- Camera name: #02 - Vacaville Outlets North - Exit #2

Receiving Alerts

Alerts Page

The URL hotlist.flocksafety.com (<https://hotlist.flocksafety.com/patrol>) will take you straight to the standard Alerts page. We recommend bookmarking this page for quick sign-in each time you log into your terminal if you are on **Patrol**.

The **Google Chrome** browser works best and we strongly recommend using this browser as it will allow the hot list alerts in a timely manner.

Note: When you first go to the URL above you will be prompted by our browser to allow notifications. Make sure to click "Allow" in order to receive the notifications through this page.

The Flock Safety browser notifications will come through whether you are currently viewing the Alerts page or not. You can even have it minimized and you will receive an audible notification and a badge with the alert information at the bottom corner of your screen.

Make sure you are set up to receive alerts by testing the notifications using the **test notification** button on the bottom left-hand corner of the screen.

The screenshot displays the Flock Safety Alerts interface. At the top, there is a navigation bar with options like Search, Alerts, Map, VMS, Devices, Insights, Admin, and Flock Admin. Below this, there are tabs for Alerts, Hot List, Custom Hot List, and Suppressed Hits. On the left side, there are filters for Stolen Plate (12), Fake Plate, and Missing Person (3). A map of Nebraska is shown, along with buttons for Camera Map, Download CSV, and Test Notification. The main area shows two alert cards. The top card is for a stolen plate (GA PKH8083) with a 1-minute delay, featuring a license plate image, a vehicle image, and a map. The bottom card is for a stolen plate (GA PLX9230) with a 3-minute delay, featuring a license plate image and a map.

Depending on the way your Administrator has set up your account, you could get notifications from the following sources:

- NCIC
- NCMEC (National Center for Missing and Exploited Children)
- State Specific Lists
- Custom Hot lists
- Users in your organization
- Hot lists shared with your agency and enabled for your role

Custom Hot List

Due to the NCIC file updating for all vendors **four times daily**, there will be a delay between when you list a vehicle or license plate stolen and when it will start hitting on the Flock system.

To supplement this, create a **Custom Hot List** to add these stolen vehicles and stolen license plates to the alerts you will receive immediately.

You can set the expiration date for the same day you are listing the vehicle so that when it expires, it will already be listed on NCIC.

When creating a custom hot list entry, make sure to include your name and contact information in the notes section if you would like to be notified by the officer who responds to the alert for your entry.

Custom Hot list entries can now also contain files, such as BOLOS, which will be able to be opened when you receive the alert in your browser. For an example of what this will look like, look at [this article \(https://help.flocksafety.com/en/article/hot-list-attachments\)](https://help.flocksafety.com/en/article/hot-list-attachments) in the Help Center.

The screenshot shows the 'Add Hot Plate' form in the Flock Safety system. The form is overlaid on a dark-themed dashboard. The form contains the following fields and options:

- Plate #:** Text input field containing 'ABC'.
- Filter State:** Dropdown menu showing 'Georgia (GA)'.
- Case Number:** Text input field containing 'Case Number'.
- Reason Text:** Text input field containing 'Vehicle involved in Entering Autos'.
- Notes and Images:** A text area containing 'Det. Rustin Cole - 770-555-1234', 'rcole@flockpolice.com', and 'Identify driver and occupants. Call Det. Cole immediately upon'. Below the text area is a file upload area with the text 'Drop a file here or click to browse files.' and '(Only .PNG, .JPG and .PDF files accepted; 10MB per file; 4 files total)'.
- Expiration:** Radio button options for '24 Hours', '7 Days', '30 Days' (selected), '60 Days', '90 Days', 'No Expiration', and 'Custom Date'.

It is a common practice for most **Investigators/Detectives** to have multiple Custom Hot Lists. There are several different ways to set your hot lists up for success.

- The main reason to have multiple custom hot lists is sharing them with different **audiences** ([learn more about audiences here \(https://help.flocksafety.com/en/article/using-custom-lists#managing-list-audiences\)](https://help.flocksafety.com/en/article/using-custom-lists#managing-list-audiences)) within the organization.
- Ex. If you have a rolling custom hot list of stolen vehicles you will want it shared with everyone monitoring the Flock system within your agency.
- If you have a suspect vehicle involved in an investigation, you may want just a certain number of people to receive the alert to identify the occupants so you can protect your case from becoming compromised.

If you are on a **multi-agency task force** you will commonly see a custom hot list created and maintained by one agency and shared with the others.

- Only one user can add to, edit, share, or delete a custom hot list.

Share the custom hot list by clicking on the ellipsis on the far right of your custom hot list, selecting share, and selecting the agency with which you would like to share.

Search Alerts Map VMS Devices Insights Admin Flock Admin

Alerts | Hot List **Custom Hot List** Suppressed Hits

Custom Hot Lists
Disclaimer: Custom hot lists alone should never be used as probable cause.

Your Lists + Add

List Name	Owner	Title	Source	# of Entries	Deconflict
Narcotics - Training	Michael Laycock - Hotlist	—	Flock LE Training	2	No
Entering auto suspects	Michael Laycock - Hotlist	—	Flock LE Training	0	No
Stolen Vehicles	Michael Laycock - Hotlist	—	Flock LE Training	0	No

For more information on the **Custom Hot List**, click [here](https://help.flocksafety.com/en/article/using-custom-lists) (<https://help.flocksafety.com/en/article/using-custom-lists>).

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(/help/s/topic/0TO4v000000c5B...

(/help/s/topic/0TO4v000000c59...

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(/help/s/article/Setting-Network-Sharing-Preferences)

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- [Dispatch Best Practices for Law Enforcement \(/help/s/article/Dispatch-Best-Practices-for-Law-Enforcement\)](/help/s/article/Dispatch-Best-Practices-for-Law-Enforcement)  145
- [Why didn't I get a Hot List hit when I can see the Vehicle in my Search Results? \(/help/s/article/Why-didn-t-I-get-a-Hot-List-hit-when-I-can-see-the-Vehicle-in-my-Search-Results\)](/help/s/article/Why-didn-t-I-get-a-Hot-List-hit-when-I-can-see-the-Vehicle-in-my-Search-Results)  322
- [Using Roles to Assign Permissions \(/help/s/article/Using-Roles-to-Assign-Permissions\)](/help/s/article/Using-Roles-to-Assign-Permissions)  347
- [Using Vehicle Description Alerts \(/help/s/article/Using-Vehicle-Description-Alerts\)](/help/s/article/Using-Vehicle-Description-Alerts)  138

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Law Enforcement Search & Best Practices

The Flock Search Portal allows you to perform investigations using our vehicle fingerprint and License Plate Reader (LPR) technology. This article will cover all important details you should know about utilizing the search tool in your digital Flock Safety account.

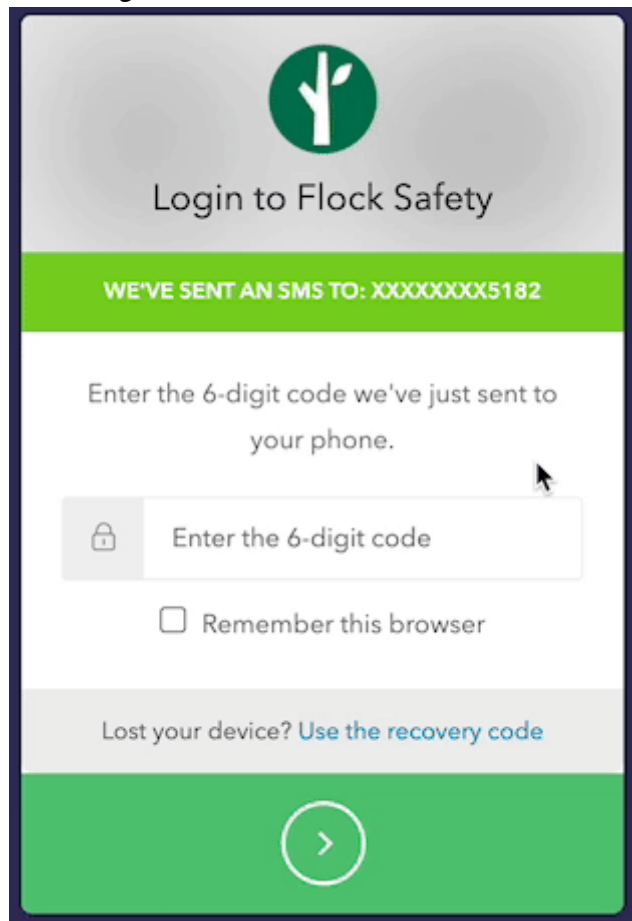
Running a Standard Plate Search

The [Search Page \(https://search.flocksafety.com/search\)](https://search.flocksafety.com/search), will serve as your command center for retrieving any image captures from the Flock Cameras located in your community. This portal, along with all other Flock safety tools, is best accessed via [Google Chrome \(https://www.google.com/chrome/\)](https://www.google.com/chrome/) or [Microsoft Edge \(https://www.microsoft.com/en-us/edge\)](https://www.microsoft.com/en-us/edge). We recommend you bookmark this page for easy access!

Important -

*Flock Safety values keeping your data protected. **When you log into the Flock Safety web application for the first time you will receive a dual-factor authentication text to your mobile device. Select the checkbox to "Remember this browser" to have Flock Safety recognize that browser automatically for***

future logins.



Required Selections to Run a Search

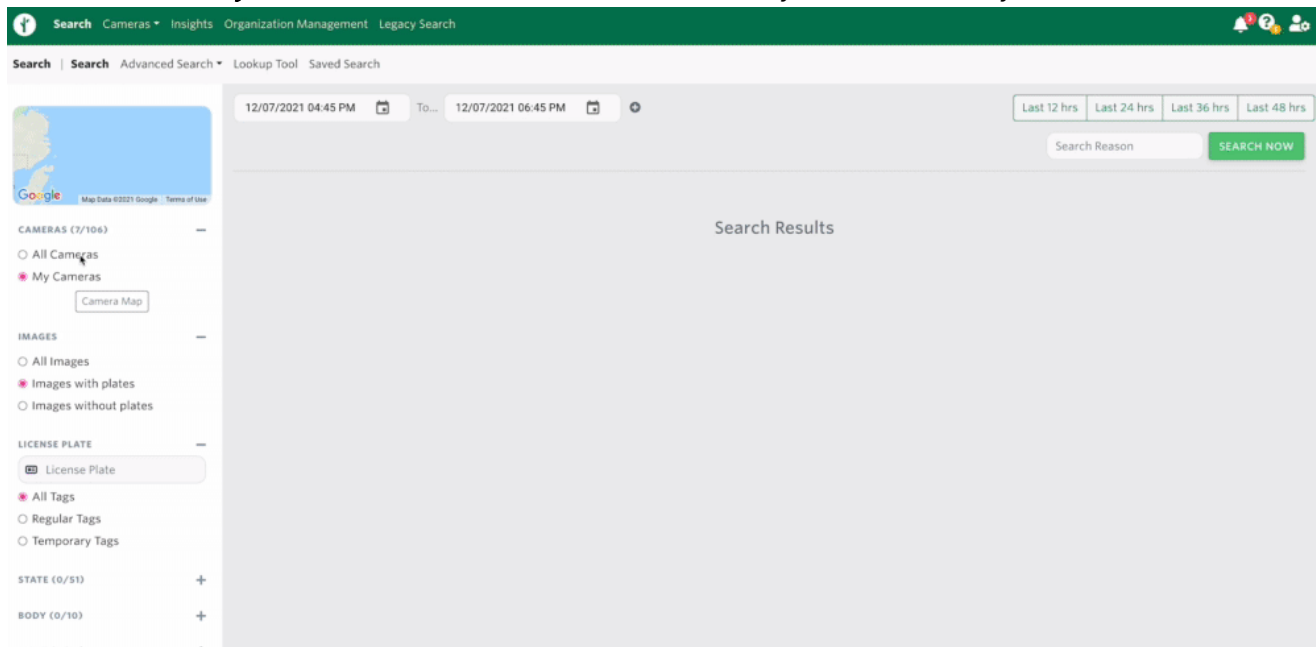
When running a search, you do not need to fill out every filter in order to get results. However, we recommend you be as precise as possible by using any details originally reported to you for your search.

Where | Selecting Your Cameras

- The Map Tool allows you to visually select the geographic location of your search.
 - **Selecting the map allows you to see a listing of all the camera networks you have access to.**
- You can click the names of specific cameras to add or remove them to your search as needed.

Remember: You **cannot** run a valid search unless there are cameras selected! ***All available cameras***

will be selected by default. You can deselect cameras at any time to narrow your search.



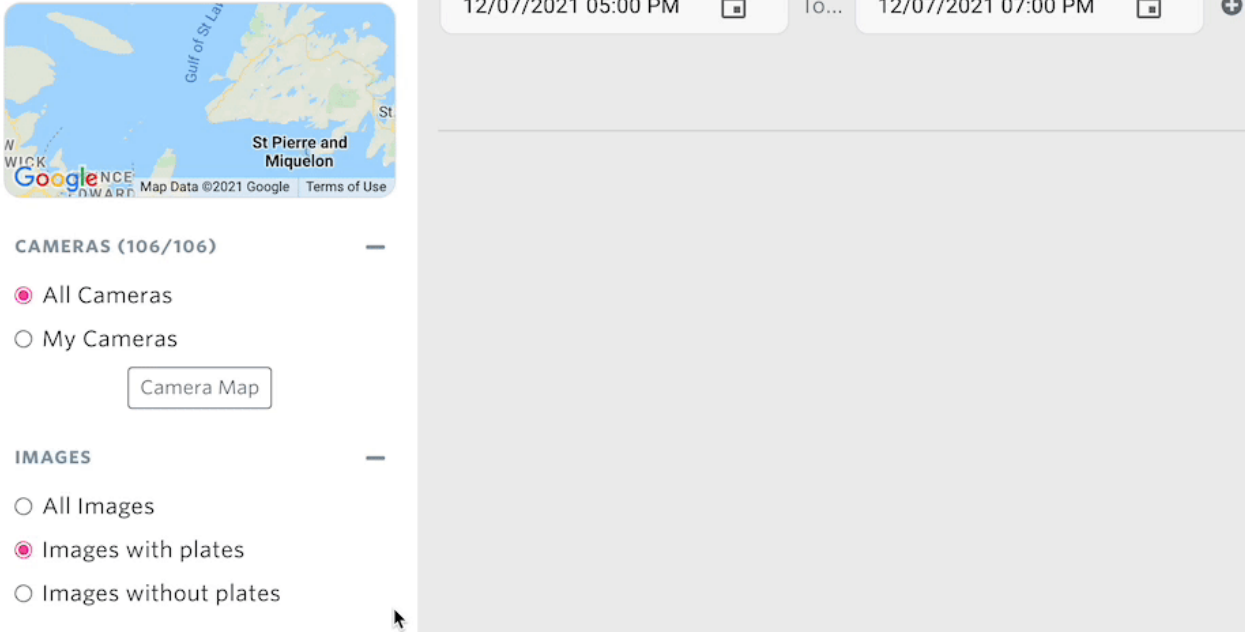
What | Vehicle Identifiers & Filters

- Flock Safety is equipped with a variety of filters to help you pinpoint vehicles that may be connected to crimes in your jurisdiction.
 - You can find a full overview of optional search filters within our [Search Filter Guide \(https://help.flocksafety.com/en/article/search-filters-definitions\)](https://help.flocksafety.com/en/article/search-filters-definitions).
- There are 2 search filters that will always be set for you, by default. These include:

Images

- Flock Safety will intuitively want to prioritize searching for images with plates.
- If you need to search for images without plates, or all images, just change the filter toggle before initiating your search.

Search | **Search** Advanced Search ▾ Lookup Tool Saved Search



12/07/2021 05:00 PM To... 12/07/2021 07:00 PM

CAMERAS (106/106)

All Cameras

My Cameras

Camera Map

IMAGES

All Images

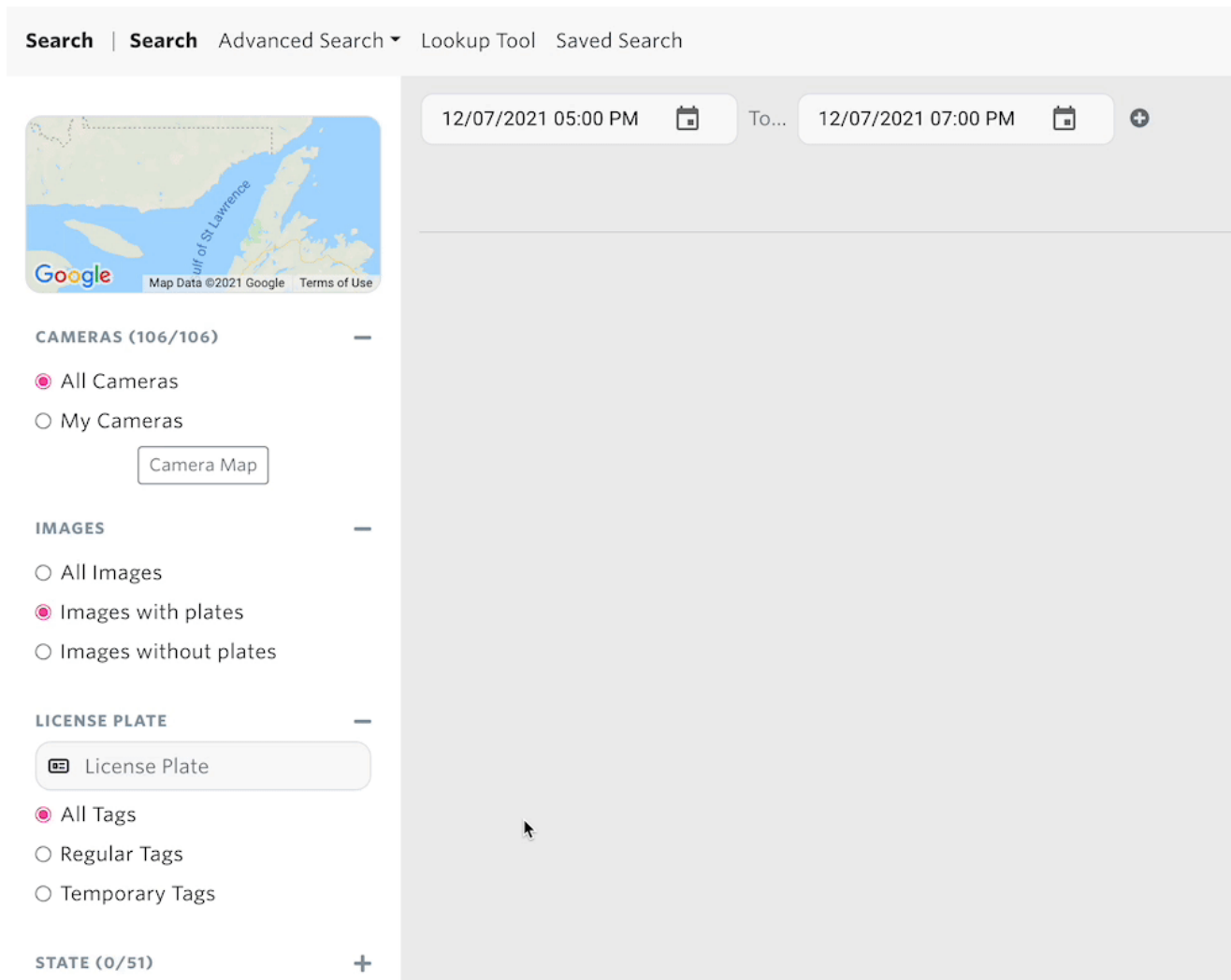
Images with plates

Images without plates

License Plate

- To ensure you receive the largest number of viable results, Flock Safety will include both regular and temporary tags/plates automatically.
- If you know you're looking for a vehicle with a specific type of tag/plate, you can adjust this filter before initiating your search.

Search | Search Advanced Search ▾ Lookup Tool Saved Search



12/07/2021 05:00 PM To... 12/07/2021 07:00 PM

CAMERAS (106/106)

- All Cameras
- My Cameras

Camera Map

IMAGES

- All Images
- Images with plates
- Images without plates

LICENSE PLATE

License Plate

- All Tags
- Regular Tags
- Temporary Tags

STATE (0/51)

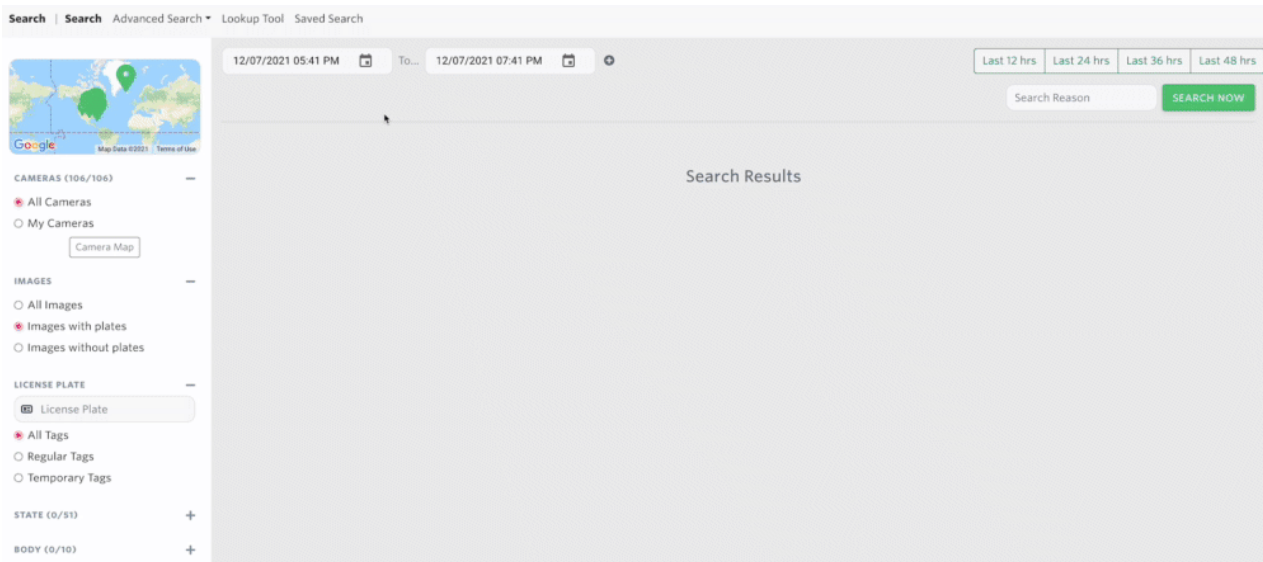
When | Time & Date

- Setting a time and date range allows you to ensure more viable search results.
 - If you need to run a search for more than one date/time period, select the + icon by the date/time fields to add more options!
- There are 3 ways to indicate time and date for a search in the Flock Safety Application

Calendar & Clock Function

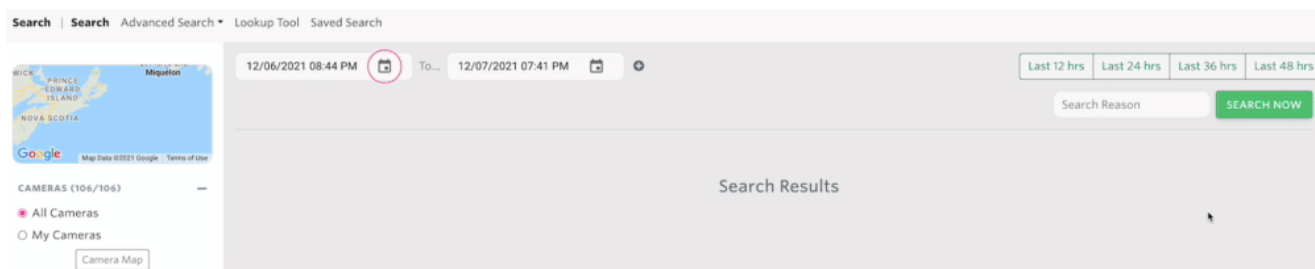
- Click into the calendar icon by the date/time fields. An interface will appear allowing you to access a calendar and clock.
- Select your search date via the calendar interface
- Immediately after you select, you'll be prompted with a clock interface to indicate the time of your search query

- You can click and drag the clock arms directly to set your start and end times



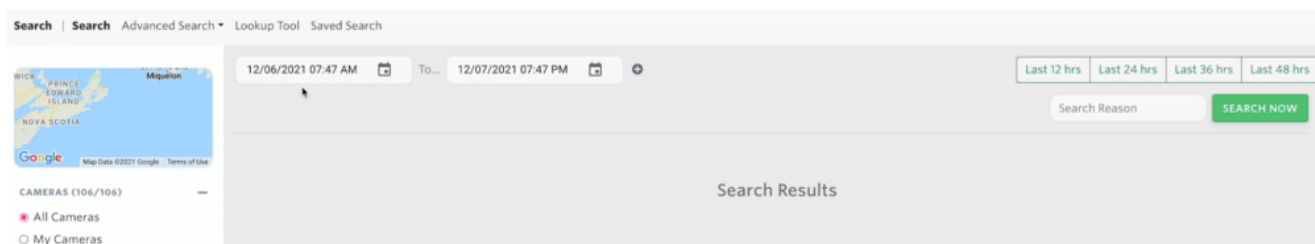
Hot Buttons

- On the top-right of the Search Page you will see 4 hot buttons for typical search windows: last 12 hours, last 24 hours, last 36 hours, and last 48 hours
- Select any of these buttons and the date/time fields will automatically update to reflect your selection



Manual Entry

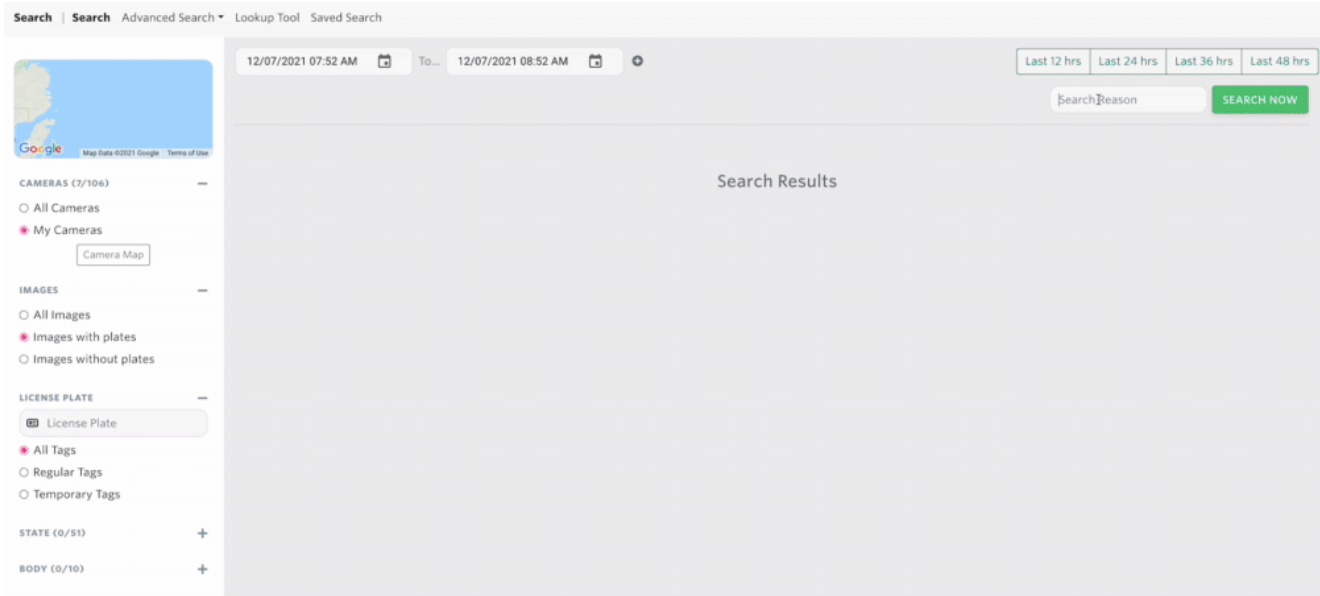
- Should you prefer or need to, you can always click into the time/date fields directly and type the date and time manually.
- However, the first two options will always be quicker and recommended!



Why | Search Reason

- Flock Safety is built around the concept of transparent policing, which is why a Search Reason is required for any searches run.

- You can review any searches conducted in the [search audit \(https://flock-safety.wixanswers.com/en/article/understanding-search-audits\)](https://flock-safety.wixanswers.com/en/article/understanding-search-audits) section, along with your username and a timestamp.
- After you've selected all your necessary search parameters, type a search reason into the search box and select "Search Now".
 - It's recommended you use a case or reference number for your search reason for easier tracking and consistency!



(/help/s/topic/0TO4v000000c5B...

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- [Community Safety Search & Best Practices \(/help/s/article/Community-Safety-Search-Best-Practices\)](/help/s/article/Community-Safety-Search-Best-Practices)  56
- [Admin Best Practices for Law Enforcement \(/help/s/article/Admin-Best-Practices-for-Law-Enforcement\)](/help/s/article/Admin-Best-Practices-for-Law-Enforcement)  180
- [Law Enforcement Flock Safety Training Video \(/help/s/article/Law-Enforcement-Flock-Safety-Training-Video\)](/help/s/article/Law-Enforcement-Flock-Safety-Training-Video)  113
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alerts



Search Filters & Definitions

The filter bar on the left-hand side of the Search Tool houses all the filters you can apply, in order to narrow or widen your search queries.

Included below are descriptions of each filter type:

Cameras

- **Required filter**
- Cameras determine which cameras to search on. You can use the checkboxes underneath the map, or click on the *Camera Map* button to select and deselect individual cameras.

CAMERAS (106/106)

- All Cameras
- My Cameras

Camera Map

Images

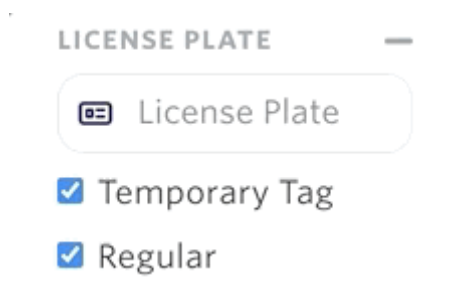
- **Required filter**
- Flock Safety will intuitively prioritize searching for images with plates.
- If you need to search for images without plates, or all images, just change the filter toggle before initiating your search.

IMAGES

- All Images
- Images with plates
- Images without plates

License Plate

- **Optional filter**
- The license plate filter allows you to search for a specific license plate.
 - If you know the license plate you are looking for, that's the only filter you should enter.
 - Need to run a search with a partial plate? Learn more about [wildcard searches](https://help.flocksafety.com/en/article/using-wildcard-searches) (<https://help.flocksafety.com/en/article/using-wildcard-searches>).
- You can use the additional checkboxes below to filter your search results for for just regular or temporary tags.



LICENSE PLATE —

Temporary Tag

Regular

State

- **Optional Filter**
- The license plate state section searches for a specific plate state.
- If left empty, the search will return license plates from all states.
- This box also has additional filtering for unknown and other tags.
 - Plates are tagged as *unknown* when our machine learning model cannot predict a state; whereas, plates that are tagged as *other* are plates that are not in our list of plate regions (e.g., Canadian plates, Native American tribe plates, and Federal Government plates).

Body

- **Optional Filter**

- The body section searches for a specific type of vehicle (e.g., cars, trucks, SUVs, etc.). If left empty, the search will return every type of vehicle.
- Some body types combine the results from other, more specific types:
 - Car combines results from sedan, coupe, convertible, hatchback, and wagon
 - Van combines results from work van and minivan

BODY (0/10)

- Car
 - Sedan
 - Coupe
 - Convertible
 - Hatchback
 - Wagon
- SUV

Make

- **Optional Filter**
- The make filter searches for a vehicles by a specific automaker. If left empty, the search will return all makes of vehicles.

MAKE (0/37)

- Acura
- Audi
- BMW
- Buick
- Cadillac
- Chevrolet
- Chrysler

Color

- **Optional Filter**

- The color filter searches for a vehicles that are a specific color. If left empty, the search will return vehicles of all colors.

COLOR (0/8)

- Silver/Grey
- Black
- Blue
- Red
- Brown
- Yellow
- Green

Identifiers

- ***Optional Filter***
- Allows your search to include non-typical identifiers such as Back Rack, Top Rack, Bumper Stickers and Window Stickers.

IDENTIFIERS (0/4)

- Back Rack
- Top Rack
- Bumper Stickers
- Window Stickers

Residency

- ***Optional Filter***
- If you have access to search cameras placed within a residential community, the Residency filter references the Community's [Safelist \(https://help.flocksafety.com/en/article/using-safe-list\)](https://help.flocksafety.com/en/article/using-safe-list) to efficiently filter between resident and non-resident vehicles.

RESIDENCY

- Any
- Residents Only
- Non-residents Only

Confidence Level

- **Optional Sub-Filter (available within select Filters)**
- Our machine learning technology is crafted with the intention to present only the image results that best align with the filters you've selected.
- However, we recognize that there may be times when minuscule differences between vehicle body types, colors, etc. may be hard to distinguish with absolute accuracy (Example: Toyota vs Lexus.)
- To save you time in these situations, Flock Safety offers the ability to "Override Confidence Levels." Which will simply yield all possibilities of what you are looking for, even if the sorting would have ruled it out as a low confidence hit.

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Custom Camera Groupings

Flock's Custom Camera Grouping is a tool designed to help our users create and maintain saved groups of devices within their Search Device Map for quick access.

Note:

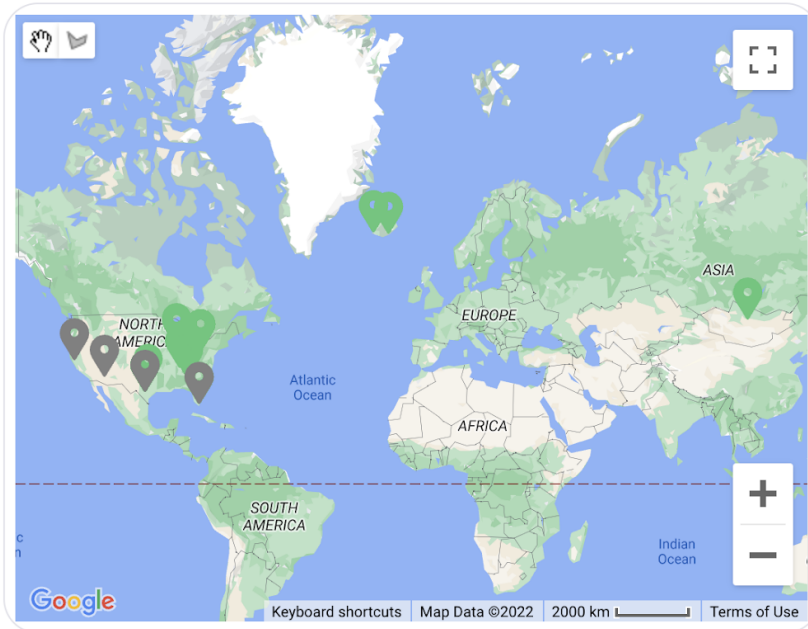
Creating a camera group will not automatically default your search filters to this group

How to Create a Camera Group

1. Log into the [Flock Safety Portal \(https://search.flocksafety.com/\)](https://search.flocksafety.com/).
2. Navigate to [Search \(https://search.flocksafety.com/search\)](https://search.flocksafety.com/search), or [Hotlist \(https://hotlist.flocksafety.com/\)](https://hotlist.flocksafety.com/).
 - a. At the top of the screen, in the navigation bar, you should see a tab that says Search or Alert. If one of these tabs are not visible, please contact your Flock admin to make sure the role you are assigned has the proper permissions enabled.
3. Click on your Device Map
4. **There are (2) ways you can create a camera group:**
 - a. **Lasso Tool**
 - i. Draw a geofence around the devices you want in a group
 - ii. Click on Save Camera Group
 - iii. A modal will display to name the camera group, enter the group name and click 'Save Name'.
 - iv. Your new group will now be displayed under the Camera Group section

1. List

- a. From your device list on the right-hand side, select the devices you want in a group.
- b. Click on Save Camera Group
- c. A modal will display to name the camera group, enter the group name and click 'Save Name'.
- d. Your new group will now be displayed under the Camera Group section



Camera Locations (109/114)

Search Cam

Clear All

Select All

Camera Groups (0)

-No camera groups yet-

Flockville

- #01 - Demo Camera
- #01 Employee Test Stream
- #02 Employee Test Stream
- #03 Employee Test Stream (Cloud Loop)
- Matt On Prem Stream -

CREATE CAMERA GROUP

How to Edit a Camera Group

1. Navigate to the Device Map from your [Search](https://search.flocksafety.com/search) or [Hotlist](https://hotlist.flocksafety.com/) page.
2. Click on the pencil icon next to the group you want to Edit and click on 'Edit Name'
3. A drop-down will appear, prompting you to name the camera group, enter the group name and click 'Save Name'.

Test | 9 Cameras



- Flockville**
- #01 - De
- #01 Emp Stream

Edit Name

Edit Cameras

Delete

Editing Devices in the Group

1. Navigate to the Device Map from your [Search \(https://search.flocksafety.com/search\)](https://search.flocksafety.com/search), or [Hotlist \(https://hotlist.flocksafety.com/\)](https://hotlist.flocksafety.com/) page.
2. Click on the pencil icon next to the group you want to Edit and click on 'Edit Cameras'
3. The devices belonging to your group will be highlighted green on the map. Please click on the devices you want added or removed directly on the map, or edit from your devices listed below the Camera Group section.
4. Click 'Save Camera Group' once you have made your changes.
5. The device number next to your group name will update according to the new number of devices you have selected for this group.

How to Delete a Camera Group

1. Navigate to the Device Map from your Search or Hot List page.
2. Click on the pencil icon next to the group you want to Delete.
3. A confirmation message will appear asking if you'd like to delete the group. Please note, once the group is deleted, you will be unable to restore it.
4. Click Delete.

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lookup



Anatomy of a Search Result Image Card

After you run a search, your results will include any *image cards* that matched the parameters of your search. There are special actions you can take within individual image cards, as well as key places within the cards to find information.

Included below are descriptions of these actions and identifiers:

Details

Image

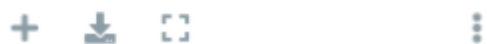
- Visual snapshot taken by the camera. Will typically include vehicle, license plate, and any other identifying information picked up by our vehicle fingerprinting technology.
 - Flock Safety will intuitively select the best photo of the vehicle, though others may be stored in the cloud system.

Description

- Includes details and data around the vehicle captured in the image card. This includes plate number, date and time of photo, camera that captured the image, and how many times this vehicle/plate has been seen in the past 30 days.



Plate **GA RVJ5701**
Date **12/13/2021, 11:09:28 AM**
Camera **#01 - Sharif's Yard Cam**
Seen **14 times in the last 30 days**



Actions

More Details

- This option will reveal additional details about the image card, including body, make, color, and other identifiers.



Download Images

- Allows you to download this image, and any other available images of this specific vehicle, into a single file.




Full Screen

- Expands the image card snapshot to fill your entire browser window.
- You can alternatively click directly on the image card as well to activate full screen mode.



Advanced Actions

Advanced Actions can be accessed by selecting the 3 dot icon  in the right-hand corner of the image card.

This will reveal additional options, including:

Flag

- Selecting this option alerts our developers if details and identifiers attributed to an image card are incorrect!
- You won't see any immediate updates reflected for your search results, but it does help our machine learning improve for future searches.
 - Learn more about [flagging images \(https://help.flocksafety.com/en/article/what-does-the-yellow-hazard-symbol-next-to-a-photo-indicate\)](https://help.flocksafety.com/en/article/what-does-the-yellow-hazard-symbol-next-to-a-photo-indicate) in our Search FAQ guide.

Visual Search

- Feature specific to Law Enforcement Personnel. Law Enforcement can learn more about this feature within the [Visual Search \(https://help.flocksafety.com/en/article/using-visual-search\)](https://help.flocksafety.com/en/article/using-visual-search) guide.

Lookup

- Feature specific to Law Enforcement Personnel. Law Enforcement can learn more about this feature within the [National Lookup \(https://help.flocksafety.com/en/article/using-national-lookup\)](https://help.flocksafety.com/en/article/using-national-lookup) guide.

Exclude Plate

- Selecting this option will exclude this plate/vehicle from your search.
- If you need to include this vehicle in search results again, you can remove it from the plate filters on the left-hand side of the Search tool. Just click the red "x" on the plate listed under Excluded Plates.

LICENSE PLATE

 License Plate

All Tags

Regular Tags

Temporary Tags

Excluded Plates

RVJ5701 

More Like This

- Redirects to show others results that contain the same vehicle build, color, and/or make as the originally selected vehicle.

Request Additional Footage

- Submits a request to see all other captured images of this vehicle at the given search time. Learn more about requesting [additional footage \(https://help.flocksafety.com/en/article/how-can-i-request-additional-images-for-a-specific-search-hit\)](https://help.flocksafety.com/en/article/how-can-i-request-additional-images-for-a-specific-search-hit) in our Search FAQ guide.









Plate	GA RVJ57
Date	12/13/2021, 11:09:00
Camera	#01 - Sharif's Ya
Seen	14 times in the la
	30 da

-  Flag
-  Visual Search
-  Lookup
-  Exclude Plate
-  More Like This
- Request Additional Footage

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Using Vehicle Description Alerts

Automate investigative leads. Vehicle Description Alerts use Flock's vehicle fingerprint technology to send notifications when vehicles matching a specific set of filters criteria pass a Flock camera.

Note

Vehicle Description Alerts is only available to users with the permission on their role along with Hot List access.

Read more about roles and permissions: [Using Roles to Assign Permissions](https://help.flocksafety.com/en/article/using-roles-to-assign-permissions)
(<https://help.flocksafety.com/en/article/using-roles-to-assign-permissions>).

Here's how to start using saved search:

1. Visit the **Vehicle Description Alerts** (<https://hotlist.flocksafety.com/vehicleDescriptionAlerts>), page
Ensure that you have permission enabled for your role.
2. **Create or edit a Vehicle Description Alert**
Click on the Add button in the top right to create a new alert. Click on the vertical ellipsis : > Edit to update an existing vehicle description alert. Fill in the filters for vehicles to alert, choose a timeframe for your alerts, and set an audience
 - a. Note- You can only set alerts for up to 10 devices.
3. **Monitor Hot List** (<https://hotlist.flocksafety.com/>), for alerts
Saved vehicle description alerts will appear alongside Hot List hits.

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