## Omni*xx* Force

# Datamaxx

## Omni*xx*<sup>®</sup> Force User Manual Version 2.2



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		options.	
Version 1.3	02/25/2020	Updated functionality	
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#### Omnixx Force User Manual

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## **1.0 Introduction to Omnixx Force**

Welcome to the new Omnixx<sup>®1</sup> Force client! Demands in the new world of law enforcement, criminal justice and public safety require instant access to state, local and national information. Instant access to critical information is essential for a rapid, effective response.

Datamaxx solutions operate on a variety of hardware and platforms, and are designed specifically to meet the mission-critical needs of criminal justice professionals. Users can access, query, and collect data – all within a secured environment – using Omnixx Force, a solution that complies with current FBI CJIS security and encryption standards. And best of all, Omnixx Force works on any device!

Data Sources accessible from Omnixx Force include:

- The National Crime Information Center (NCIC)
- The International Justice and Public Safety Network (Nlets)
- State and Local Hot Files
- Wanted Persons
- Missing Persons
- Stolen Vehicles
- Stolen Articles
- Stolen & Recovered Guns
- Stolen Boats
- Driver's Licenses
- Vehicle Registrations
- Corrections
- Jail Management Systems
- Probation and Parole
- Juvenile Justice
- Courts
- Clerk of Courts
- Prosecutors and Public Defenders
- And more ...

<sup>&</sup>lt;sup>1</sup> "Omnixx" is a registered trademark of Datamaxx Technologies, Inc. All rights reserved.

### 1.1 Omnixx Force Features

Omnixx Force is HTML5-based and can run on Windows, iOS, and Android devices using a modern browser that supports the HTML5 standard. Omnixx Force is a zero-footprint Java-free application that provides access to law enforcement networks and databases such as Nlets, FBI NCIC, and state data sources. It also has automatic updates and is supported 24x7, 365 days a year. Omnixx Force allows end-users to send and receive transactions over dedicated law enforcement networks and is the most robust CJIS full-functioning client available. Due to its mission critical information, Omnixx Force provides a high level of dependability without extensive maintenance.

While it is possible to run Omnixx Force on several different platforms, the scope of this manual will focus solely on the Windows<sup>®</sup> operating system.

## 1.2 Opening Omnixx Force

To start the Omnixx Force application, you must first access the Omnixx Force Login screen. In order to do this, open your web browser located on your device and type the URL (web address) into the browser's Address bar. If you do not have the URL, contact your system administrator.

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← → C 🏠 🔒 trainercentraldatamacocom/passport//Account/Authorize?APP_ID=0FWEB	A Paused :
Omnixx Force	
Log In Information Filds marked * are required Enter your username below	_
* Username Your username here	
* Device Identifier Your device ID here	
Next           Forgot Login Credentals?           By loging in, you agree that you are accessing a s <u>goare system</u> and will abide by the policies regarding it.	
Violators may be prosecuted	
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Figure 1.2.1 Omnixx Force Log In Screen

On the Omnixx Force Login screen, the user is prompted to enter his/her User ID and the device identifier. After all the information is entered correctly, select the **Next** button to begin the logon process.

**Note:** Omnixx terminates *automatically* if the user's unsuccessful login attempts exceed the number of login attempts specified by the system administrator.

Selecting the **Next** button displays the Omnixx Force Log In Security screen. The security credentials were previously defined in your Security Profile and saved in the Omnixx system database during your initial login to Omnixx.

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← → C 🏠 🌘 trainercentral.datamaxx.com/passport//Account/Authorize?APP_ID=OFWEB	🕶 🖈 🕧 Pauzed) 🗄
Omnixx Force	
Log In Information Fields marked * are required	
• Username DMAX1 • Pasaword Vour pasaword here • PIN • Vour PIN here Back Log In Forgot Login Credentials?	* Security Question(s) Mat was your favorite food as a child? vour security answer here Ported identifier POPVEBS The site key image and phrase you created at signup is pour credentials, atherwise, do not continue. Sta
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Figure 1.2.2 Omnixx Force Log In Security Screen

#### Logon Accepted

Once you have entered the information correctly, selecting the **Log In** button displays the Logon Accepted message. This message *automatically* fades from the Omnixx Force User Interface without user intervention.

The Omnixx Force User Interface is displayed upon proper logon providing transaction forms the user is authorized to access, transaction counts, Profile information, user certifications, system notices and alerts, and the version number of the Omnixx Force software you are currently running. Your menu options may vary depending on your access authorization.

Omnixx Force	× +	<b>o</b> – Ø :
< → C ☆ ●	trainercentral.datamaxx.com/OmnixIForce/	ন্ত্ 🕁 🎧 Paused
Danny Datamaxx DMAXUSER *	( Omnixx Force	Welcome Danny Datamaxx Reload Log off
Q Find Form	Home Forms Workspage Mailbox	
# Home	Transaction Count Yesterday Transaction Count	Last 7 Days Transaction Count Last 30 Days
E Forms	O Total	3 Trad
% Links		
🖈 Favorite Forms 🔍	Certification Status	Notices
🕏 Recent Forms 🔍	Certification Status Expiration	Your password does not expire.
ව History	All Form Certification for OFB   Active Non-expiring	
✗ Macros	Omnixx Force Browser Default Certification 🖌 Active Non-expiring	Profile Information Change Password
😧 Help		Name Danny Datamaxx
About		Email
		Version & Help
		Omnixx Force version 7.1.10.16
		Datamaxx Group, Inc. 1-877-369-8324
	COMMAND:	
	O   User ID: DMAXUSER   Device ID: DMX   ORI:	R1111111 🖾 0 🗍 0

Figure 1.2.3 Omnixx Force User Interface

## 1.3 Closing Omnixx Force

Two (2) methods are provided for exiting Omnixx Force: the **Log Off** option located at the rightside of the Title bar and a second option in the User menu.

	Figure 1.2.1 Title Parles Off Ontion			·
Omnixx Force		Welcome Danny Datamaxx	eload Log off	
				<u>.</u>

Figure 1.3.1 Title Bar Log Off Option

The **Logout** option in the User menu is located at the top left side of the Side Menu.



Figure 1.3.2 User Menu Logoff Option

By selecting one of the logout options, the Omnixx Force Log In screen is displayed *closing* the current Omnixx Force session.

## **Getting Familiar with the Omnixx** 2.0 **Force User Interface**

There are several elements of the Omnixx Force User Interface that you should be familiar with before using Omnixx Force. These elements include Title bar, Tabs, Side Menu, Display Area, Command Line, and Status bar. The following chapter describes all six (6) of these components and their functions.

#### 2.1 Elements of the Omnixx Force User Interface

The Elements of the Omnixx Force User Interface are shown in the figure below. These elements are listed and described in the subsections below.

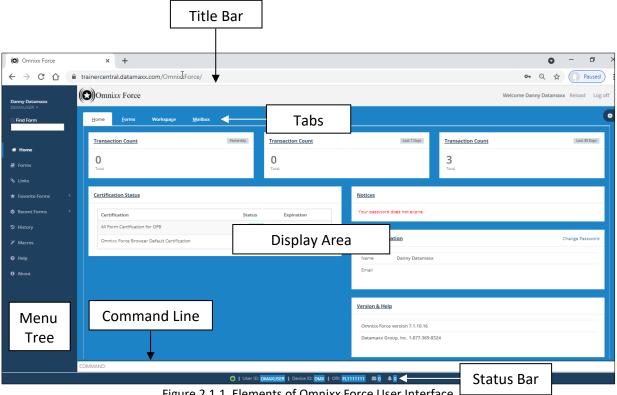


Figure 2.1.1 Elements of Omnixx Force User Interface

#### 2.1.1 **Title Bar**

The Omnixx Force User Interface has the application **Title** at the top center of the screen.

Omnixx Force

Figure 2.1.1.1 Omnixx Force Title Bar

Welcome Danny Datamaxx Reload Log off

### 2.1.2 Tabs

The Omnixx Force **Tabs**, located under the Title bar, consists of four (4) items: *Home, Forms, Workspace*, and *Mailbox*. Each item is discussed in the following subsections.



#### 2.1.2.1 Home

Omnixx Force Home screen is the first screen on the User Interface. It displays the user's name and certifications, user profile, and the version of Omnixx Force currently running.

Omnixx Force also provides the user with the transaction forms he/she is authorized to access, transaction counts, system notices and alerts.

Omnixx Force	× +			o – ð ×
< → C ☆ ●	trainercentral.datamaxx.com/OmnixIForce/		٥	🛏 Q 🛧 🕡 Paused
Danny Datamaxx DMAXUSER +	Omnixx Force		Welcome D	Danny Datamaxx Reload Log off
C. Find Form	Home Forms Workspage Mailbox			•
nt Home	Transaction Count	Yesterday <u>Transaction Count</u>	Last 7 Days Transaction Count	Last 30 Days
E Forms	0 Total	O	3 Total	
% Links ★ Favorite Forms 〈	Certification Status		Notices	
Recent Forms <	Certification	Status Expiration	Your password does not expire.	
່ History	All Form Certification for OFB	Active Non-expiring	Profile Information	
⊁ Macros	Omnix Force Browser Default Certification	Active Non-expiring	Profile Information	Change Password
Ø Help			Name Danny Datamaxx	
About			Email	
			Version & Help	
			Omnixx Force version 7.1.10.16	
			Datamaxx Group, Inc. 1-877-369-8324	
	OMMAND:			
		I User ID: DMAXUSER   Device ID: DMX   OR: F	1111111 20 40	

Figure 2.1.2.1.1 Omnixx Force Home Screen

#### 2.1.2.2 Forms

The Omnixx Force Forms screen displays the transaction forms the user is authorized to run.

Home Forms Workspage Mailbox	
Master Query	
E Amber Alert (AA)	
Administrative Messages	
C Ardicles	
D Benefits and Effectiveness	
🗅 Boats	
Canadian Interface	
Convicted Person on Release	
C Criminal Histories Driver License Queries	
Gang/Terrorist	
D Guns	
D Hit Confirmations	
🗁 IdentityTheft	
An January	

Figure 2.1.2.2.1 Omnixx Force Forms Screen

Selecting a form type from the list displays the transaction forms associated with a particular type.

<u>Home</u> <u>Forms</u> Workspage <u>M</u> ailbox
🕒 Master Query
🔯 Amber Alert (AA)
Administrative Messages
🖻 Articles
🖾 Query
🖾 Enter
🗀 Modify
🗁 Locate
🖻 Clear
🖻 Cancel
Benefits and Effectiveness
🗅 Boats

Figure 2.1.2.2.2 Display Transaction Forms

Selecting a transaction form from the form type list displays the Form Details to the right of the transaction forms list.

<u>H</u> orne <u>Forms</u> Workspa <u>c</u> e <u>M</u> ailbox	
D Master Query	Form Details Open Form X
C Amber Alert (AA)	MKE
Administrative Messages	QA
Articles	Name ARTICLE INQUIRY TRANSACTION (QA)
😂 Query	Version GL820200422
Article (QA)	Help D:TFM.QA
Test Inquiry Article (ZA)	Name: ARTICLE INQUIRY TRANSACTION FORM HELP
Batch Inquiry (QAB)	Ver: GLB20110628 An inquiry on an article gives access to single as well as group records in the Article File.
🗅 Enter	<ol> <li>An inquiry of the Article File must include type of article (selected from the Article Name Dictionary) following the MFC, TYP, and SER and/or OAN following the MFC SER.</li> </ol>
🗅 Modify	<ol><li>When making an inquiry using one number, the number must be preceded by the MPC SER even if the inquiry is based upon an OAN.</li></ol>
🗁 Locate	<ol> <li>When making an inquiry using two numbers (SER and OAN), the numbers must be separated by a comma. The number(s) inquired upon will be searched as both a SER and an OAN.</li> </ol>
🗅 Clear	4. An inquiry can be made using the NIC only.
Cancel	
Benefits and Effectiveness	

Figure 2.1.2.2.3 Display Form Details

Open Form

Select the **Open Form** button to display the transaction form allowing the user to enter the data used in query transmission. The transaction form opens in your Workspace. If multiple transaction forms are stored in your Workspace, the selected form will display at the front. (For more information regarding Workspaces, please reference Section 2.1.2.3 – *Workspaces*.)

Home Forms	Workspage Mailbox
Workspaces 👻 Add 🗈 🛛 Delet	Re Swe DMAXUSER Workspace
5 A9 <b>=</b>	Clear All
<u>R</u>	Originating Agency Code (OR)     NCIC Number (NIC)      EL111111     Related Search Hit (RSH)
1 L	ARTICLE DATA Clear  Type Code (TYP) Serial Number (SER)  Downer Applied Number (OAN)
	IMAGE DATA

Figure 2.1.2.2.4 Open Transaction Form

Placing the cursor in a form field displays the right-click menu as shown in the figure below. These options allow the user to cut, copy, paste, insert data string and display field help.

Home Forms Workspage Mailbox Users X	•
Workspaces - Add Delete Swe	DMAXADMIN Workspace
a a c	
★ ⑦ ARTICLE INQUIRY TRANSACTION (QA)	
Submit Clear All	
AGENCY/CASE DATA	Clear
* Originating Agency Code (ORI) NCIC Number (NIC)	
SC7777777	
Related Search Hit (RSH) (2 Copy	
R Patte	
? Field Help	
ARTICLE DATA	Clear
Iype Code (TYP)         Serial Number (\$ER)           Image: Code (TYP)         Image: Code (TYP)	
Owner Applied Number (QAN)	

Figure 2.1.2.2.5 Forms Right-Click Menu

The Insert Data String option displays a list of options related to that particular field.

-		
	DMY	
	DINIA	
-	DMAXADMIN	
-	8502120974	
-		
-	Datamaxx	
-	Danny	
-		
-	Datamaxx Docutech	
-		
-		
-		
-		
-		
-		
-		
-	01-10-2022	
-	01/10/2022	
-	01102022	-
	-	- Datamaxx - Danny - Datamaxx Docutech 

Figure 2.1.2.2.6 Insert Data String Option

The Field Help option displays the description for a particular field.

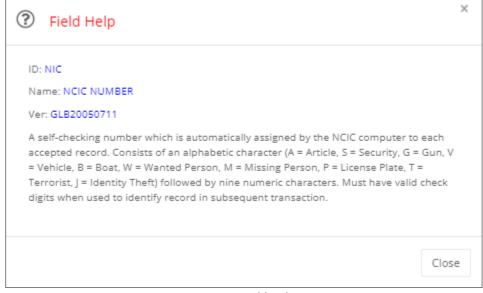


Figure 2.1.2.2.7 Field Help Option

#### 2.1.2.3 Workspaces

The Omnixx Force client provides two (2) options when displaying transaction forms within its user interface. These are controlled by the **Use Workspace** user option shown below.

•	OPTIONS Toggle on/off be	law.
	Nightview	OFF
	Play Sound	
	Popup Incoming Messages	
	Close On Transmit	OFF
	Show Top Navbar	
	Show Side Menu	
	Use Workspace	
	Auto Print	OFF
	Session ORI	OFF
	Large Fonts On Forms	OFF
	Print Subject	ON

Figure 2.1.2.3.1 User Workspace Option

If the **Use Workspace** option is toggled OFF, then each transaction form will be rendered in a separate tab. and if set to ON, the transaction forms are opened in the Workspace tab.

· · · · · · · · · · · · · · · · · · ·	Clear
iii	
	=
Optional Control Field	
	Clear
	Optional Control Field

Figure 2.1.2.3.2 Display One Form Per Tab

If the **Use Workspace** option is set to ON, the transaction forms are opened in the Workspace tab.

Home Forms Workspace Mailbox	•
	Name: DMAXADMIN Workspace   Forms: 3
■ QUERY C <sup>2</sup> C Master Query	■ Q I I I I I I I I I I I I I I I I I I
Submit Clear All	Submit Clear All
AGENCY DATA Clear	AGENCY/CASE DATA Clear
* Originatine Asency: Code (ORI) SC7777777 III	* Originating Agency: Code (ORI)     NCIC Number (NIC)       SC7777777     Image: Control of the second se
VEHICLE DATA	
License Plate State (LIS)	ARTICLE DATA
Year(III) Ivar(III)	Serial Number (SER)
VIN Number (VIN)	Cler All
Vehicle Make (VMA) Vehicle Agency/CASE DATA	Cear Cear
PERSON DATA	N.L. Aumosr (nit.)
🔲 🔄 QUERY 🔄 QA 🔄 QB	

Figure 2.1.2.3.3 Multiple Forms Opened in Workspace

The remainder of this section provides an overview of the features when working with transaction forms in the Workspace tab.

Note: Workspaces are not available on mobile devices.

As described above, when you turn ON the "Use Workspace" option, transaction forms will be opened in the workspace tab instead of individual tabs.

• Turning the "Use Workspace" option ON or OFF requires a user to re-logon, since this option is rendered when the application starts up. Users will receive the following prompt, and will then be taken to the logon screen.

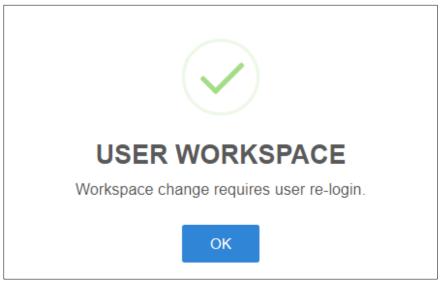


Figure 2.1.2.3.4 User Workspace Re-Login Message

• Upon logon, you will see the "Workspace" tab, and it will be populated with the transaction forms from the last active workspace.

Home Forms Workspace Mailbox	
Workspaces + Add D Delete Save E Close All Forms D	Name: DMAXADMIN Workspace   Forms: 3
© quev 2	■ C C C C C C C C C C C C C C C C C C C
Submit Clear All	Submit Clear All
AGENCY DATA Clear	AGENCY/CASE DATA Clear
Colvination Assency Code (ORI)     SC7777777	Cristinations Aspency: Codes (DR)     SC7777777      III
VEHICLE DATA Crear	Related Search Hit (R5H)
License Plate State (LIS)	ARTICLE DATA Clear
Year(LY) Iver(L Year(LY) Year(LY) ☆ ⑦ BOAT INQUIRY	TRANSACTION (QB)
VIN Number (VIN)	Clear All
Vehicle Agency/CASE DATA	Cear Cear
PERSON DATA	
👅 📰 QUERY 🔄 QA 📰 QB	

Figure 2.1.2.3.5 Multiple Form in Workspace Tabs

#### 2.1.2.3.1 Workspace Functions

The Workspace tab may contain one or more transaction forms. Its features are listed below along with a brief description of each.

<u>H</u> ome <u>F</u> orms Workspage <u>M</u> ailbox	0
Workspaces ← Add  Delete  Save  Close All Forms	Name: DMAXADMIN Workspace   Forms: 1
Add New Save Current	■ QA Ø 📼 📼 💌 🗮 🔹 🗮 🐨 🗮 🐨 🗮 🖉
Workspace Clear All Open Workspace Form Fields Selection List Delete Saved Workspace	Submit Clear All AGENCY/CASE DATA Cear Cristinating Agency Code (DR) SC7777777 Belated Search Hit (RSH)
Workspace Form Bar Click to Minimize/ Restore Form	ARTICLE DATA Cear Type Code (TYP) Serial Number (SE8) Owner Apalled Number (OAN) MAGE DATA Cear mass Indicator (IND) v

Figure 2.1.2.3.1.1 Workspace Features

• **Workspace Selection List** – This will contain a list of Workspaces you have previously saved. You may select one from the list for the transaction forms saved in that workspace to display.



Figure 2.1.2.3.1.2 Workspaces Selection List

#### <u>Notes</u>:

- You will be prompted to save your current workspace before switching to the one you selected.
- Each user may have a maximum of 5 workspaces.
- Workspaces must contain at least one transaction form in order to be saved.

<u>Add Workspace</u> – Select the Add button to *add* a new workspace. You will be prompted to enter a name for the new workspace. Enter the name for the workspace and then select the Add button. A new empty workspace is created with the name you entered. Open at least one transaction form before saving the workspace.

ADD WORKSPACE	×
Enter New Workspace Name:	
After adding, please add at least one form before saving.	
Cancel Add	

Figure 2.1.2.3.1.3 Add Workspace Dialog Box

 <u>Delete Workspace</u> – Select the Delete button to *remove* a previously saved workspace. When selected, a prompt will be displayed containing a list of workspaces eligible for deletion. Note that you cannot delete a currently active workspace, so it will not be in the list. Make a selection from the list, and then select the Delete button to permanently *delete* the workspace.

DELETE WORKSPACE
Select the Workspace to Delete: DMAX1 Workspace V
You cannot delete the current workspace, so it is not in the list above.
Cancel Delete

Figure 2.1.2.3.1.4 Delete Workspace Confirmation Dialog Box

• <u>Save Workspace</u> – Position the transaction forms in the workspace and then select the **Save** button. This will *save* the position of the forms in the workspaces along with any values you have already entered. It will also mark the current workspace as the last active workspace, and it will be restored the next time the user logon. Users can also save a workspace with no currently open forms. *Users can save up to 10 Workspaces.* 

- <u>**Close All Forms**</u> This function closes all forms currently open in your workspace.
- <u>Workspace Forms Bar</u> This bar contains a list of forms currently displayed in the workspace. Each item in the Forms bar represents an open transaction form. You can select the item to minimize/restore each form.
- **Minimize All** Select this button to minimize all transaction forms in the workspace.

#### 2.1.2.3.2 Workspace Window

Transaction forms are displayed as child windows within the Workspace tab. You can use the buttons on the Forms title bar to control the window.

Open Copy	in Tab	Minimize	Maximize/Restore	e Close
<b>QA</b> 2				- • ×
★ 🕐 QUE	RY STC	DLEN AR	TICLE (QA/A)	*
	Submit	Clear A	I	- 1
AGENCY/CASE DATA			Clear	
<u>* Originating Agency I</u> ( <u>ORI</u> ) FL1999999	<u>dentifier</u>	WACIC Nur	<u>nber (WAC)</u>	
<u>NCIC Number (NIC)</u>		<u>Related Sea</u>	arch Hit (RSH)	
ARTICLE DATA			Clear	
Serial Number (SER/O	<u>AN)</u>	<u>Type Code</u>	( <u>TYP)</u>	
Serial Number (SER/O	<u>AN)</u>	]		
L				
			Resi	ze

Figure 2.1.2.3.2.1 Workspace Window

- <u>Open Copy in Tab</u> Select this button to open a copy of the transaction form in its own tab.
- <u>Minimize</u> Select this button to minimize the form to the Forms bar at the bottom of the workspace.
- **<u>Maximize/Restore</u>** Select this button to maximize or restore the form.
- <u>Close</u> Select this button to close the transaction form.
- <u>**Resize**</u> Select on this icon and hold while dragging to size the transaction form.

#### Remember to save the workspace if you want to keep the changes!

#### 2.1.2.4 Mailbox

The user's Mailbox (Inbox) displays transaction messages *received* through the Omnixx Force message switch.

Inbox Sent Bookman	rk 🤷 Key				All Unread Read C <sup>*</sup> Undock Mailbo
1box (0) ← Hide Source	ies				🗙 filter
ALL(3)			MKE .	Summary	Date/Time
			LN	Logon Accepted	09/19/2022 10:20:30
NCIC(2)		! 🖿	QW	QW: JOHNSON, STEPHEN, 19630805	09/19/2022 10:30:00
OSW(1)		1	QW	QW: JOHNSON, STEPHEN, 19630805	09/19/2022 10:30:00

Figure 2.1.2.4.1 Omnixx Force Mailbox Screen – Inbox

#### Show Sources

The **Show Sources** button displays the sources of the messages received in Omnixx Force.

	_	ey					All Unread Read & Undock M
OX (0) ← Hide Source					MKE .	Summary	X filter
ALL(3)		0			LN	Logon Accepted	09/19/2022 10:20:30
OSW(1)			÷.	1	QW	QW: JOHNSON, STEPHEN, 19630805	09/19/2022 10:30:00
NCIC(2)			1		QW	QW: JOHNSON, STEPHEN, 19630805	09/19/2022 10:30:00

Figure 2.1.2.4.2 Show Sources

#### ♦ Hide Sources

The **Hide Sources** button *removes* the sources from the Display area.

🕑 Undock Mailbox

Selecting the **Undock Mailbox** button displays your Mailbox in a separate window.

	.com/Omi	nixxFo	orce/l	Messa	ges/Crea	ateMailboxView		
Mailbox								
□ Inbox	Bookma <u>B</u> ookma	rk	a, Key	1			All Unread Read	C <sup>®</sup> Redock Mailbox
Inbox (0)	← Hide Sour	ces					X filter	
ALL(2)					MKE	Summary		Date/Time 🔻
NCIC(2)		$\bigcirc$	1		QW	QW: JOHNSON, STEPHEN, 19630805		09/19/2022 10:30:00
	0	Ø	1		QW	QW: JOHNSON, STEPHEN, 19630805		09/19/2022 10:30:00

Figure 2.1.2.4.3 Undock Mailbox

🛯 Redock Mailbox

Selecting the **Redock Mailbox** button *anchors* the Mailbox back into the Display Area.

Selecting a message in the Mailbox Inbox displays the message contents.



#### Up 🛧

Figure 2.1.2.4.4 Display Message

Selecting the Up button moves to the message *above* the one you are currently viewing.

#### Uр 🛧

Selecting the Down button moves to the message *below* the one you are currently viewing.

For<u>w</u>ard 产

Selecting a transaction message in the Inbox message list displays the message contents with the ability to forward the message to another destination by selecting the **Forward** button.

Home Forms Workspace Mailbox		
Workspaces 👻 Add 🗊 Delete 🖬 Save 🖺 Close All Forms 🗉		Name: DMAXADMIN Workspace   Forms: 1
	☆ ⑦ TO (TO)	^
	Submit Clear All	
AGENCY/CASE DATA		Clear
* Originating Agency Code (ORI) SC7777777	* Destination (DRI)	
Destination (DRI)		
Destination (DRI)		
<u>* Priority (PRI)</u>		
ROUTINE		
±Subject (SUB)		
MESSAGE TEXT (TXT)		Clear
🔲 📺 то		*

Figure 2.1.2.4.5 Forward Message

Submit

Select the **Submit** button to forward the message content to the destination ORI(s). The forwarded message is shown in the Sent mailbox.

TO: SC7777777, ROUTINE, WANTED PERSON, FL1111111 - Received 09/19/2022 11:07:41	
ERROR 603 - The destination DMX is currently off line. the message with SAN 06EI00000A has been placed in queue. 09/19/2022, 11:07:40 - MKE: TO - To: DMX1 - ISM: 06EI00000A - REF: 1DA9LVRNJO	
Print	Close

Figure 2.1.2.4.6 Message Forwarded

#### Print All 🖨

Select the **Print All** button to display the Print dialog box. Selecting the **Print** button prints the message contents on a local printer.

22, 11:13 AM TO: SC7777777, ROUTIN	E, WANTED PERSON, FL1111111 - Sent 09/19/2022 11:07:40	Print	1 ch	eet of pape
This file contains confidential inf listributing, or taking any action nformation is strictly prohibited.	ormation. Disclosing, copying, in reliance on the contents of this	, mit	1 30	occ or pape
0: SC7777777, ROUTINE, WANTED PERS 1:07:40	ON, FL1111111 - Sent 09/19/2022	Destination	2nd Floor - KON	IICA MI 🔻
eference: 1DA9LVRNJO sg ID : 1DA9LVRNJO sg Key : TO		Pages	All	*
ser : fummary : TO: SC7777777, ROUTINE,	WANTED PERSON, FL111111			
<b>"ieldValue</b> RI SC7777777 RI FL111111 RI ROUTINE		Copies	1	
UB WANTED PERSON 1L0106EI000003QW.SC7777777		Layout	Portrait	*
MKE/NANTED PERSON ARMED AND DANGEROUS 2 - LINITED EXTRADITION SEE MIS FII ORI/MD1012600 NAM/JOHNSON,STEPHEN J DOB/19630805 HGT/511 WGT/125 EYE/BLK HAI/BRO CTI	L SEX/M RAC/W POB/PA	Color	Color	Ŧ
PPC/1210110240009TTC13 NMD/Ad-12 CLAVD310923 OL/PA OL/1990 OT OFF/HOMICTOR - MILIPUL RILL POL MMD/ASSITLS CT/MODICAL MED/ASSITLS CT/MODIC	F GUN NOWN TO COLLECT, DRIVE AND	More settings		~
0: SC7777777, ROUTINE, MANTED PERS 1:07:41 RROR 60 - The destination DBC is curre 8200000A has been placed in queue. 7/3/2020, 11:07:40 7:000	CN, FL1111111 - Received 09/19/2022 ntly off line, the message with SAN			

Figure 2.1.2.4.7 Print Message

Reope<u>n</u> TO 🎦

Selecting the **Reopen TO** button *reopens* the forwarded message previously sent.

5	☆ ③ TO (TO)	
	Submit Clear All	
AGENCY/CASE DATA		Clear
* Originating Agency Code (OR	(I) <u>* Destination (DRI)</u>	
SC7777777	E FL111111	
<u>Destination (DRI)</u>		
Destination (DRI)		
<u>* Priority (PRI)</u>		
ROUTINE		
<u>* Subject (SUB)</u>		
* Subject (SUB) WANTED PERSON		

Figure 2.1.2.4.8 Reopen Message

#### Populate 🔶

Selecting the **Populate** button populates the forwarded message form with the original transaction data.

	Submit Clear All	
AGENCY/CASE DATA		Clear
* Originating Agency Code (O	RI) <u>* Destination (DRI)</u>	
SC7777777	₩ FL111111	
Destination (DRI)		
Destination (DRI)		
<u>* Priority (PRI)</u>		
<u>" Priority (PRI)</u>		
ROUTINE		
There is come the Names		

Figure 2.1.2.4.9 Populate Message

#### Cast +

Selecting the **Cast** button displays the list of previous transactions. Choosing a specific transaction transmits the same query to different sources for a response. For more information, please reference Section 3.3.1 - Message Casting.

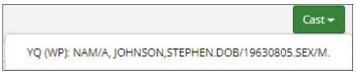


Figure 2.1.2.4.10 Cast Selection List

Selecting the message you wish to Cast displays the Hit Confirmation Request for a designated ORI.

	Submit	Clear All	
AGENCY/CASE DATA	Submit	Clear All	Clear
* Originating Agency Code (ORI)		* Destination ORI (ORI)	
SC7777777		MD1012600	
Destination ORI (ORI)		Destination ORI (ORI)	
Destination ORI (ORI)		Destination ORI (ORI)	
* Agency Case Number (OCA) 123456273			
* NCIC Number (NIC)			
H472600230			
Optional Control Field		<u>* Type (RTY)</u>	
		WP	
<u>* Hit Confirmation Request Number (RNO)</u>	1770	<u>* Priority (PRI)</u>	100000 P

Figure 2.1.2.4.11 Cast Message

#### Bookmark

The user may select a transaction message from the message list to Bookmark. Selecting the Bookmark button *bookmarks* the transaction message for easy access.

🕰 Int	bo <u>x</u>	<b>⊿</b> S <u>e</u> n		Bookmark	a <sub>e</sub> Key	All Unread Read I All Unread Read
Int	xoc	(0)	<b>→</b> 5	Show Sources		🛪 filter
					Summary	Date/Time
				ERR	TO: SC7777777, ROUTINE, WANTED PERSON, FL1111111	09/19/2022 11:07:40
		1		QW	QW: JOHNSON, STEPHEN, 19630805	09/19/2022 10:30:00
		1		QW	QW: JOHNSON, STEPHEN, 19630805	09/19/2022 10:30:00

Figure 2.1.2.4.12 Bookmark Message

Selecting the **Bookmark** button in the transaction message row displays the Bookmark Created Successfully message.

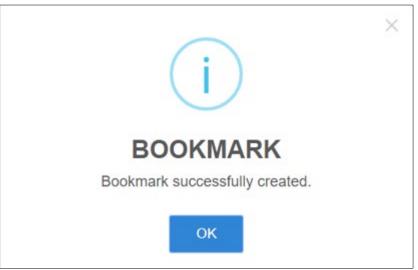


Figure 2.1.2.4.13 Bookmark Created Successfully Message

Selecting the **Bookmark** tab displays the transaction message you selected in the Bookmark list.

□ Inbo <u>x</u>	<b>∢</b> S <u>e</u> nt	<u>B</u> ookmark		C Undock Mailbox
Book	mark			
		MKE Summary	Date/Time	
፼ !	🖬 QW	QW: JOHNSON, STEPHEN, 19630805		09/19/2022 10:30:00

Figure 2.1.2.4.14 Message Bookmarked

#### a Key

Selecting the **Key** tab lists the description of Omnixx Force message icons.

□ Inbox Inbox Sent Bookmark Key								C Undock Mailbo
Key								
E Add Key								
Description	lcon	Priority	Pattern	Popup	Play Sound			
NCIC HIT	1	HIT	MKE/	Υ	Y	•	1	â
Stolen	4	HIGH	stolen	Υ	Y	•	1	â
Wanted		HIGH	wanted	Υ	Y	•	1	â
AM KEU		LOW	\$MKE(AM)	Y	Ν		8	<b>a</b>

Figure 2.1.2.4.15 Omnixx Force Key Screen

#### 2.1.2.4.1 Mailbox Filter

The Mailbox Filter allows a user to search through *current, sent* and *unread* messages and display those messages based on the search parameter entered in the **Filter** field.

<b>X</b> filter			
iguro 2.1	2 4 4 4	Mailbox Filt	

Figure 2.1.2.4.1.1 Mailbox Filter

The messages shown below have been filtered by the search parameter entered in the Filter field. Clear the filed by selecting blue X located to the left of the field.

<b>⊜</b> In	ibo <u>x</u>	▲ Sent		Bookmark Q	Key	All Unread Read C <sup>a</sup> Undock Mailbox
In	box	(0)	•	Show Sources		Filtered X QW
				MKE .	Summary	Date/Time
<b>2</b> 1		1	1	QW	QW: JOHNSON, STEPHEN, 19630805	09/19/2022 10:30:00
		1		QW	QW: JOHNSON, STEPHEN, 19630805	09/19/2022 10:30:00

Figure 2.1.2.4.1.2 Filtered Messages

#### 2.1.2.4.2 Sent Messages

The user's Mailbox (Sent) displays transaction messages *sent* through the Omnixx Force message switch. The Sent tab shows <u>all</u> responses for each Sent Message and provides a Source filter for each message source.

The Sent message functionality also allows ordered printing of responses – helpful in some states where Criminal History responses are received across multiple responses, not necessarily in order (e.g. Page 3 is received before Page2).

x filter (4:59:13
14:59:13

Figure 2.1.2.4.2.1 Omnixx Force Mailbox Screen – Sent

#### Show Sources

The Hide Sources button removes the sources from the Message Display area.

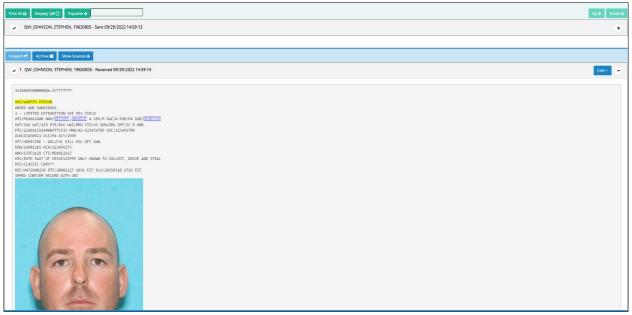


Figure 2.1.2.4.2.2 Message Display

Selecting the **Show Sources** button displays the sources of the *sent* messages. Users can select a Source to filter the responses to show only those responses from the selected Source.

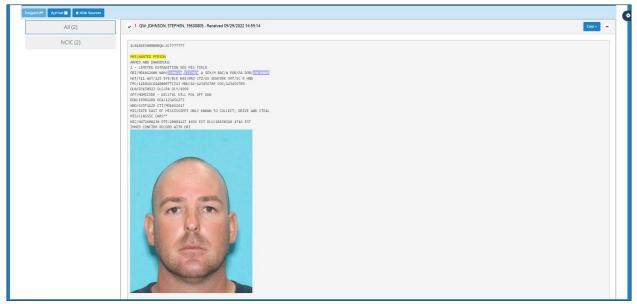


Figure 2.1.2.4.2.3 Show Sources

#### Hide Sources

The Hide Sources button removes the source (switch) from the Message Display area.

### 2.1.3 Side Menu

The **Side Menu** displays features and functions that the user is authorized to access dependent upon his/her certification(s). Selecting a Side Menu item opens a separate tab in the Omnixx Force User Interface Display Area.

*Note:* Your side menu may differ from what is shown below.

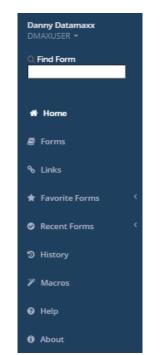


Figure 2.1.3.1 Omnixx Force Side Menu

#### 2.1.3.1 User Menu

A drop-down menu is available located directly below the username. Select the drop-down arrow to display the menu items.



Figure 2.1.3.1.1 User Menu

#### 2.1.3.1.1 Options

The **Options** menu item displays the user options which are easily toggled on or off. The option menu is accessed by selecting <sup>•</sup> located along the right-side of the Menu bar.

•	OPTIONS Toggle on/off below.	
	Nightview	OFF
	Play Sound	ON
	Popup Incoming Messages	
	Close On Transmit	OFF
	Show Top Navbar	
	Show Side Menu	
	Use Workspace	
	Auto Print	OFF
	Session ORI	OFF
	Large Fonts On Forms	OFF
	Print Subject	ON

Figure 2.1.3.1.1.1 Options Menu

- *Nightview* Omnixx Force users have the ability to switch the User Interface to "nightview" that is dimmer than the daytime view. This is a safety feature all law enforcement personnel may use at night to keep their units or surrounding area dark.
- *Play Sound* Any "hit" response from a query will play a tone. Different tones for different types of response "hit" messages are possible.
- *Popup* Any incoming messages will appear in a popup box to alert the user.
- *Close* Activating this feature closes the transaction form upon transmission.
- Show Top Navbar Selecting this feature displays the navigation (Menu) bar along the top of the Omnixx Force User Interface.
- Show Side Menu Selecting this feature displays the Side Menu along the left side of the Omnixx Force User Interface.

- Use Workspace Selecting this feature enables "Workspace" mode, where transaction forms will be opened in a workspace. If this feature is not enabled, each transaction form will be displayed in an individual tab.
- Auto Print Selecting this feature provides a way to print without user intervention. To solve this issue, Omnixx Force uses a small Windows tray application that acts as the bridge between the browser and the printer. Omnixx Force posts messages to be printed to the Print Service, which formats the message and sends to the printer for printing. The Omnixx Force Print Service provides options to select the printer to use for Auto Print.
- Session ORI When you turn this feature ON, you will be prompted to enter an ORI, which will be used to auto populate the **ORI** field on transaction forms you open. By default, the ORI assigned to the device you use at logon is used to auto populate the **ORI** field, but this gives you a way to override it for this session (it will revert back to the default upon next logon).

SESSION ORI	×
*Session ORI	
FL1234567	
Cancel	Save

Figure 2.1.3.1.1.2 Session ORI

- Large Fonts on Forms Selecting this feature displays transaction forms in larger text (font) to allow easier readability.
- *Print Subject* Selecting this feature removes the subject line before printing.

#### 2.1.3.1.2 Unattended Printing

The **Unattended Printing** feature provides access to the Auto Print and Unattended Printing features controlled by adding the associated functions to the Omnixx Force Main Menu and a certification assigned to users that permit use of these features. Unattended Printing allows the user to *automatically* send transaction message responses to a printer without user intervention.

#### 2.1.3.1.3 Close All Forms

Selecting the **Close All Forms** menu option closes <u>all</u> open forms in a user's Omnixx Force Display Area.

#### 2.1.3.1.4 Logout

The **Logout** option in the User menu is located at the top left side of the Side Menu. By selecting this option, the Omnixx Force Log In screen is displayed *closing* the current Omnixx Force session.



Figure 2.1.3.1.4.1 User Menu Logoff Option

#### 2.1.3.2 Find Form

The **Find Form** search box provides a user with quick access to a transaction form. Simply type in the letter in the form name or identification and a drop-down list of the transaction forms matching your search are displayed as shown in the figure below.

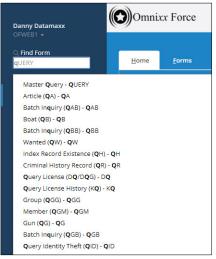


Figure 2.1.3.2.1 Find Form Search

#### 2.1.3.3 Home

The Omnixx Force Home screen is the first screen on the User Interface. It displays the user's name and certifications, user profile, and the version of Omnixx Force currently running, etc.

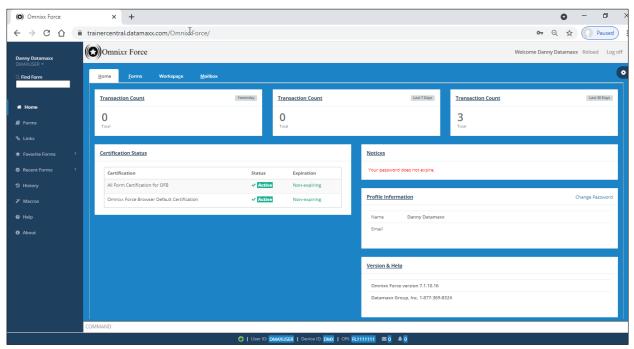


Figure 2.1.3.3.1 Omnixx Force Home Screen

#### 2.1.3.4 Forms

The Omnixx Force Forms screen displays the transaction forms the user is authorized to run. These forms are also available on the Tabs menu.

<u>Horne Forms Workspace M</u> ailbox	
🗎 Master Query	
Amber Alert (AA)	
Administrative Messages	
🗁 Articles	
Benefits and Effectiveness	
🗅 Boats	
🛅 Canadian Interface	
Convicted Person on Release	
🗁 Criminal Histories	
🛅 Driver License Queries	
🖻 Gang/Terrorist	

Figure 2.1.3.4.1 Omnixx Force Forms Screen

## 2.1.3.5 Links

These are links to documentation relevant to your agency/subagency requirements.

1	ome	<u>F</u> orms	Lin <u>k</u> s X	Workspa <u>c</u> e	<u>M</u> ailbox	
6	🖻 Test I	Link Items				
	S.	Sample PDF Fi	ile			
	40	Download PDF	F File			
	40	CJIS PDF Manu	lal			
	G.	Secure Link				

Figure 2.1.3.5.1 Omnixx Force Links Screen

#### Open Link

Choosing a linked item from the list displays the **Open Link** button allowing the user to open the document in a separate window for viewing.

Home Forms Links X Workspage Mailbox	•
Test Link Items  Sample PDF File  So Download PDF File  CIS PDF Manual  Secure Link	Link Details Open Link X Url https://OMNXXG-TEST/Documents/CJIS/security_policy_4.3.pdf Name CJIS PDF Manual

Figure 2.1.3.5.2 Open Link

The <u>Link Details</u> section provides Omnixx Force users details of the documentation and/or websites customized for your agency's Omnixx Force system. These details include the website URL and the name of the document. Select  $\times$  to *close* the Link Details section.

Link Details Open Link	x
Url	
https://OMNIXX5-TEST/Documents/CJIS/security_policy_4.3.pdf	
Name	

Figure 2.1.3.5.3 Link Details Section

#### 2.1.3.6 Favorite Forms

The transaction forms the user frequently accesses are displayed for quick retrieval. To save a query form to your Favorite Forms list, first open the form.

Home Forms Lin <u>k</u> s Workspa <u>c</u> e Mailbox History	Macros	
Workspaces - Add - Delete - Save 😫		DMAXUSER Workspace
a ow c		
	PERSON INQUIRY TRANSACTION (QW)	<b>A</b>
	Submit Clear All	
AGENCY/CASE DATA		Clear
* Originating Agency Code (ORI)	NCIC Number (NIC)	
FL1111111		
Agency Case Number (OCA)		
Related Search Hit (RSH)		
PERSON DATA		Clear
Name (NAM)		
Expanded Name Search (ENS)	Sex (SEX) Race (RAC)	
Date of Birth (DOB)	Extended Date of Birth Search (EBS)	
Social Security Number (SOC)		
Miscellaneous Number (MNU)		
FBI Number (FBI)		

Figure 2.1.3.6.1 Open Form

Then select  $\stackrel{f}{\curvearrowright}$  to display the Add a Favorite Form dialog box allowing the user to add the query form to the Favorite Forms list. The user may select a shortcut key from the drop-down list or accept the default key.

ADD A FAVORITE FORM	×
Form ID	
QW	
Select a shortcut key from following list	
ALT + 1 🗸	
Close Save	

Figure 2.1.3.6.2 Add to Favorite Forms Dialog Box

	Shortcut Keys	
	×	
Shortcut	Description	
alt g	set focus to command textbox	
alt s	set focus to find form textbox	
alt h	Home tab	
alt f	Form tab	
alt k	Link tab	
alt c	WorkSpace tab	
alt m	Mailbox tab	
alt y	History tab	
alt a	Macro tab	
alt x	activate inbox tab	
alt e	activate sentbox tab	
	Close	

A list of shortcut keys may be viewed by simultaneously pressing the ALT + ? keys.

Figure 2.1.3.6.3 Shortcut Key List

To *save* the form in your Favorite Form list, select the **Save** button. To use the form, select the form from the list or press the keys provided for each transaction form. For example, pressing the ALT key and 1 key simultaneously displays the Wanted Person Query transaction form.



Figure 2.1.3.6.4 Omnixx Force Favorite Forms

## 2.1.3.7 Recent Forms

The last five (5) transaction forms recently accessed by the user for quick retrieval.



Figure 2.1.3.7.1 Omnixx Force Recent Forms

## 2.1.3.8 History

The Omnixx Force History screen allows the user to set search parameters for locating already existing transaction messages in the message logs.

	Q Search Parameters		
	Enter Search Parameters below and tap the Find b	utton	
ubagency Identifier	User Identifier		
Datamaxx Docutech			
Begin Date	*End Date		
05/06/2021	05/07/2021		
egin Time	End Time		
hhimm	hh:mm		
EV	МКЕ	ORI	
LV			
Search Reason			
Search Keason			
earch Text			
Also include message detail in search	Search current messages O Search archived messages		
	Find		
MKE Summary		Date/Time	User ID

Figure 2.1.3.8.1 Omnixx Force History Screen

Enter data in the search fields and select the **Find** button to display the search results.

	Q Search Enter Search Parameters b	Parameters elow and tap the Find button		
Subagency Identifier		User Identifier		
Datamaxx Docutech	Ŧ	DMAXUSER		
*Begin Date		*End Date		
05/06/2021		05/07/2021		
Begin Time		End Time		
hh:mm		hhimm		
DEV	MKE		ORI	
	QW			
*Search Reason				
Identifying a repeat offender.				
Search Text				
Also include message detail in search	Search current messages	hived messages		
	F	ind		
MKE Summary			Date/Time	User ID
QW: JOHNSON, STEPHEN, 19630805			05/06/2021 10:47:43	DMAXUSER

Figure 2.1.3.8.2 History Search Results

#### 2.1.3.9 Macros

This function provides an alternative method for entering data into a transaction form and is typically utilized as a data entry shortcut for frequently used transactions.

ame	Form Code	Fields	Туре
4	QA	SER,TYP	Agency
3	QB	REG	Agency
/	QV	LIC,LIS	Subagency

Figure 2.1.3.9.1 Omnixx Force Macros Screen

#### + Add Macro

To *create* a macro in Omnixx Force, select the **Add Macro** button to display the Macro Wizard dialog box.

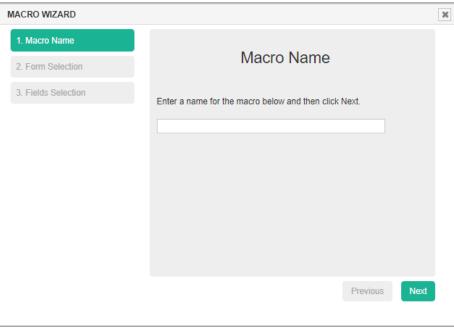


Figure 2.1.3.9.2 Macro Wizard Dialog Box

Following the three (3) steps in the macro creation process, first enter a name for your macro and select the macro type. The type will determine at what level the macro will be available to users. Note that Agency and Subagency macro types can only be configured by authorized administrators.

MACRO WIZARD		×
1. Macro Name		
2. Form Selection	Macro Name	
3. Fields Selection	Enter a name for the macro below and then click Next.	
	QW	
	Previous	Next

Figure 2.1.3.9.3 Enter Macro Name

Selecting the **Next** button displays the Form Selection dialog box. Select the form identification for the shortcut you wish to create.

MACRO WIZARD		×
1. Macro Name	Form Selection	<b>^</b>
2. Form Selection	r onn ocicetion	
3. Fields Selection	Enter a form id below, and then click Next.	
	Q QUERY Master Query - QUERY Article (QA) - QA Batch Inquiry (QAB) - QAB Boat (QB) - QB Batch Inquiry (QBB) - QBB Wanted (QW) - QW Index Record Existence (Qrr) - QH Criminal History Record (QR) - QR	Ţ
	Previous	Next

Figure 2.1.3.9.4 Enter Macro Form ID

Select the **Next** button to display the Macro Wizard Select Field screen. The user highlights a field to be included in the Macro by selecting the field name from the list box and selecting the right arrow to add the field to the macro.

MACRO WIZARD		ж
1. Macro Name		
2. Form Selection	Fields Selection	
3. Fields Selection	Select fields and their order below, click Finish. Note: Fields preceded with an asterisk(*) are required. ENS SEX RAC EBS SOC MNU FBI OLN VIN VMA LIC LIS IND TST VIN VMA LIC LIS IND TST VIN VMA LIC LIS IND TST VIN VIN VMA LIC LIS IND TST VIN VIN VIN VIN VIN VIN VIN VIN	ħ

Figure 2.1.3.9.5 Macro Field Selection

Select the **Finish** button to complete the macro creation process. The macro you created is shown in the macro list below.

	QA	SER,TYP	Туре		
QA QB	QB	REG	Agency		
2V	QV	LIC,LIS	Subagency		
2W	QW	NAM,DOB	User	1	Ċ

Figure 2.1.3.9.6 Macro Added

## 

Selecting the **Edit Macro** icon displays the Edit Macro dialog box allowing the user to begin the process of making changes to the chosen macro.

MACRO WIZARD		×
1. Macro Name	Macro Name	
2. Form Selection 3. Fields Selection		
	Enter a name for the macro below and then click Next.	
	QW	
	Previous	Next

Figure 2.1.3.9.7 Edit Macro Dialog Box

## Ē

Selecting the **Delete Macro** icon displays the Delete Macro Confirmation dialog box allowing the user to confirm his/her intention to delete the macro from the Omnixx system database.

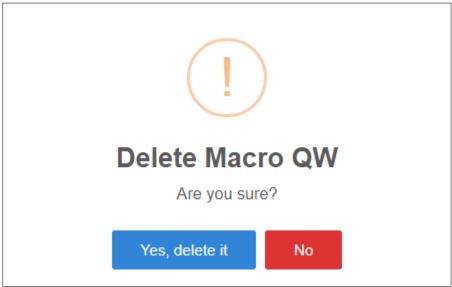


Figure 2.1.3.9.8 Delete Macro Confirmation Dialog Box

Now you are ready to run your macro! To activate a macro in Omnixx Force, type in the Name of the macro followed by the character string in the Command Line. The user must ensure the information entered corresponds to the query transaction form and form fields selected in the macro. Once complete, select the ENTER key or press the Space Bar to run the transaction.

Name QA	Form Code	Fields SER,TYP	Type Agency	
QB	QB	REG	Agency	
QV	QV	LIC,LIS	Subagency	
QW	QW	DOB,NAM	User	

The macro you created has run successfully as shown in the figure below.

Danny Datamaxx	Omnixx Force		Welcome Danny Datamaxx	Reload Log off
DMAXUSER +		II HIT II		-
C. Find Form	Home Forms	- Received 01/21/2021 11:34:36		•
	Macros 🗖	Turn Off Audio		
# Home	Macros	REC_MAILTED_PERSON		
	Name	ARMED AND DANGEROUS 2 - LIMITED EXTRADITION SEE MIS FIELD	Туре	
Forms	04	ORI/MD1812600 NAM/JOHNSON,STEFHEN A SEX/M RAC/W P00/PA D00/19630805 NGT/511 WGT/125 EVE/BLK HAI/0RD CT2/US SKN/DRK SKT/SC R HND	Agency	
% Links	QB	FPC/121011C0140009TTCI13 /MW/AS-123456789 SOC/123456789	Agency	
Marco Marco A		OLN/D3150923 OLS/PA OLY/1999 OFF/HOMICIDE - WILLFUL KILL POL OFF GUN		
🖈 Favorite Forms 🤇	QV	D0W/19981281 0CA/123456273 WN0/635F1129 CTT/WD1812613	Subagency	
Recent Forms	QW	MIS/EXTR EAST OF MISSISSIPPI ONLY KNOWN TO COLLECT, DRIVE AND STEAL	User	0
100000000000000000000000000000000000000		MTS/CLASSIC CARS** NIC/W472600230 DTE/20001227 103G EST DLU/20150310 1716 EST		
✗ Macros		INNED CONFIRM RECORD WITH ORI		
Help				
About				
		The second se		
		Print Close		
	COMMAND:			
		O   User ID: DMAXUSER   Device ID: DMX   GR: R(1111111 = 2		

Figure 2.1.3.9.10 Macro Run Successful

## 2.1.3.10 Help

This menu item displays the Omnixx Force Help dialog box with technical support contact information.

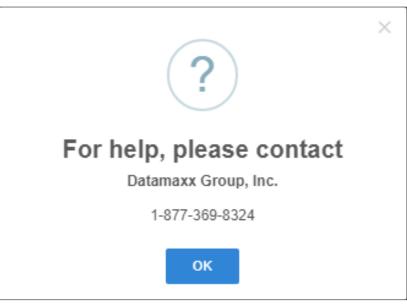


Figure 2.1.3.10.1 Omnixx Force Help Dialog Box

#### 2.1.3.11 About

This menu item displays the version of Omnixx Force you are currently running.

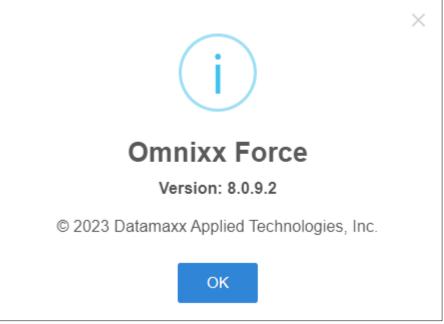


Figure 2.1.3.11.1 Omnixx Force About Dialog Box

## 2.1.4 Display Area

The user may display a transaction form by selecting the transaction form name located in the forms list in the Side Menu or Menu bar. The user may select from multiple forms that are open and shown as tabs along the top of the Display Area. Selecting a tab will display the associated transaction form.

Home Eorms Links Meilbox History Macros AM <sup>×</sup> QA ★ <sup>×</sup> QV ★	×
	N (QA)
Open <sup>Subm</sup> Transaction	
AGENCY/CASE DATA Forms	Clear
Related Search Hit (RSH)	
ARTICLE DATA	Clear
<u>Type Code (TYP)</u> <u>Serial Number (SER)</u>	
Owner Applied Number (OAN)	
IMAGE DATA	Clear

Figure 2.1.4.1 Open Multiple Forms

## 2.1.5 Command Line

The **Command Line**, located at the bottom of the screen under the Messages Display Area, allows the user to open a transaction form by entering the transaction Message Key (MKE)

COMMAND:	
	Figure 2.1.5.1 Omnixx Force Command Line

Simply type in the transaction MKE and press the ENTER key. Note the following example denotes Transaction Form <space> Query Article.

TF QA		

Figure 2.1.5.2 Enter Transaction MKE

Pressing the ENTER key opens the QA transaction form (used in this example) in the Display Area.

o a 🖸		I 🞫
	🖈 💿 ARTICLE INQUIRY TRANSACTION (QA)	
	Submit Clear All	
A	IGENCY/CASE DATA	
	Originating Agency Code (ORI)         NCIC Number (NIC)           FL1111111         Image: Code (ORI)         Image: Code (ORI)	
R	elated Search Hit (RSH)	
_		
A	ARTICLE DATA	
	ype Code (TYP) Serial Number (SER)	
<u>•</u>	Wher Applied Number (OAN)	
IN	MAGE DATA Clear	
	Y Y	
т	TEST INDICATOR	
	est Indicator N	
·	Submit Clear All	

Figure 2.1.5.3 Open Transaction Form

## 2.1.6 Status Bar

The **Status bar**, located at the bottom of the screen under the Command Line, provides information regarding the number of "*unread*" messages in your Inbox, connection status, and your user, device (Mnemonic) and agency (ORI) identifications.

The number of "unread" Messages is indicated on the Status bar (envelope) and also the number of messages returning a "hit" (bell). These are capable of alerting a user audibly and visually.

O   User ID: DMAXUSER	Device ID: DMX	ORI: FL1111111	<b>2</b>	۵ 🜲
Figu	e 2.1.6.1 Omnixx Fo	rce Status Bar		

## 0

The Omnixx Force **Connection Indicator** is located on the Status bar. The purpose of this indicator is to inform the user of a successful connection to the (Message Switch). The icon for the Connection Indicator has a green circle to indicate a successful connection.

## ۲

If at any time the connection drops, the indicator changes immediately from green to red to alert the user of a connection failure.

# 3.0 Using Omnixx Force

As a user, you will probably spend most of your time using Omnixx Force entering information into transaction forms. Your host network has established the use of these forms to ensure that transactions submitted to the host network are received uniformly. Most likely, you are familiar with forms (i.e., **Gun Query, Vehicle Query, Wanted Persons**, etc.). Omnixx Force presents all of your agency's transaction forms in an easy-to-follow, fill-in-the-blank format. This chapter will familiarize you with how to navigate the forms, enter data in the correct format, transmit and receive a valid response.

Transaction forms provide the user with a simple, quick way to obtain critical information by entering specific information into forms. These forms will vary from agency to agency. The following sections provide examples of transactions (queries) which result in a "hit" response and a "no-hit" response.

The following list of transaction forms are the most commonly accessed by a user.

- Administrative
- Vehicle
- Person
- Gun
- Article
- Boat

## 3.1 "No-Hit" Response

An example of a "no-hit" response in Omnixx Force is shown below. A query transaction form is displayed by selecting the corresponding form listed in the Side Menu or select from the Forms tab.

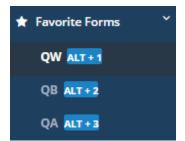


Figure 3.1.1 Select Transaction Form

In this example, the Wanted Person Query transaction form allows the user to enter specific information regarding a wanted individual.

n dia tanàna amin'ny faritr'o amin'ny fa				-	
PERSON DATA				Clear	*
Name (NAM)					
DATAMAXX,DANIEL					
Expanded Name Search (ENS) Sex (SEX)			Race (RAC)		
M			W		
Date of Birth (DOB)	Extended Da	te of Birt	th Search (EBS)		
19690101					
Social Security Number (SOC)					
Miscellaneous Number (MNU)					
	: <b>=</b>				
FBI Number (FBI)					
License Number (OLN)					
VEHICLE DATA				Clear	
Vehicle ID Number (VIN)					
	₩				
Make (VMA)					
	· <b>=</b>				
					*

Figure 3.1.2 Wanted Person Query Transaction Form

#### Submit

Enter the information for the individual into the Wanted Person Query Transaction Form and select the **Submit** button to *transmit* the query through the Omnixx Force message switch.

Clear All

Selecting the Clear All button *clears* the data fields in the transaction form, except for fields that have been preloaded (for example, the **ORI** field).

Selecting the **Submit** button sends the query to federal, state and local databases for information. The query response message is sent to your Mailbox and can be viewed by selecting the line item and scrolling down the Display Area.

<u>H</u> ome	<u>F</u> orms	Lin <u>k</u> s	Workspa <u>c</u> e	<u>M</u> ailbox	History	M <u>a</u> cros		
<b>□</b> Inbo <u>x</u>	<b>4</b> S <u>e</u> nt	Bookmark	k					C Undock Mailbox
Inbo	ох <b>(</b> 0)							
0		МКЕ	Summary				Date/Time	
<b>2</b> 1 (2	)	QW					01/26/2021 11:30:47	
	9	LN	Logon Accepted				01/26/2021 09:48:31	

Figure 3.1.3 Query Response Message

In this example, a no-hit response is received as shown below. The user may close the transaction message or print the results via a local printer.

Forward Archive	Up 🛧 🛛 Down 🔶
- Received 01/26/2021 11:30:47	Cast -
1L0105XT00000RQW.FL111111	
NO NCIC WANT NAW/DATAMAXX,DANIEL DOB/19690101 ***MESSAGE KEY QW SEARCHES WANTED PERSON FILE FELONY RECORDS REGARDLESS OF EXTRADITION AND MISDEMEANOR RECORDS INDICATING POSSIBLE EXTRADITION FROM THE INQUIRING AGENCY'S LOCATION. ALL OTHER NCIC PERSONS FILES ARE SEARCHED WITHOUT LIMITATIONS.	
01/26/2021, 11:30:47 - MKE: QW - Source: NCIC	
- TO: DMX - ISN: 05XT00000U - REF: 05XT00000R	

Figure 3.1.4 Query "No-Hit" Response

## 3.2 "Hit" Response

An example of a "hit" response in Omnixx Force is shown below. A query transaction form is displayed by selecting the corresponding form listed in the Side Menu or select from the Forms tab.

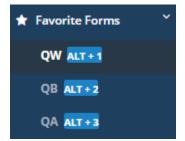


Figure 3.2.1 Select Transaction Form

In this example, the Wanted Person Query transaction form allows the user to enter specific information regarding an individual.

Home Forms	Workspage Mailbox
Workspaces 👻 Add 🖬	
	QW C <sup>2</sup> Image: Constraint of the second s
	Agency Case Number (OCA)       Related Search Hit (RSH)       PERSON DATA
	Name (NAM)           JOHNSON,STEPHEN           Expanded Name Search (ENS)           Sex (SEX)           Race (RAC)           Image: Comparison of the search (ENS)           Date of Birth (DOB)           Extended Date of Birth Search (EBS)           19630805
🔍 📄 QW	

Figure 3.2.2 Wanted Person Query Transaction Form

## Submit

Enter the information for the vehicle into the Wanted Person Query Transaction Form and select the **Submit** button to *transmit* the query through the Omnixx Force message switch.

## Clear All

Selecting the **Clear All** button *clears* the data fields in the transaction form, except fields that have been preloaded (for example, the **ORI** field).

Selecting the **Submit** button sends the query to federal, state and local databases for information. In the example below, the user receives a "Hit" on the wanted person query.

Home Fr	10 - 10 <del>-</del>	DMAXUSER Workspace
OW: IOHNSON.	STEPHEN, 19630805 - Received 05/13/2021 12:07:34	<u> </u>
Turn Off Audio		
		<u>^</u>
1L010605000005QN.FL1111111 MKE/NANTED PERSON		
ARMED AND DAMSEROUS 2 - LIMITED EXTRADITION SEE MIS FIELD ORI/MD302560 NAM/ <u>OFISSOL</u> STERIELA A SEX/M RAC/W POB/PJ		
HGT/511 MGT/125 EYE/BLK HAI/BRO CTZ/US SKN/DRK SMT/SC FPC/121011C0140090TTC113 MNU/AS-123456789 SOC/1234567 0LN/03150233 0LS/PA 0LY/1999		
OFF/HOMICIDE - WILLFUL KILL POL OFF GUN DOW/19981201 OCA/123456273 WNO/63571129 CTI/PD1812613		
MIS/EXTR EAST OF MISSISSIPPI ONLY KNOWN TO COLLECT, D MIS/CLASSIC CARS**		
NIC/H472500230 DTE/20081227 1036 EST DLU/20150310 1710 IMMED CONFIRM RECORD WITH ORI	6 EST	
		•
Print	Close	
🗮 📷 QW		

Figure 3.2.3 Query "Hit" Response



The user may close the transaction message or print the results via a local printer. Note the flashing red <u>!!!HIT!!!</u> message at the top of the message. An audible alert may also be present and can be turned off by selecting the **Turn Off Audio** button. Selecting the **Close** button displays the actual query response without the image.

Home Fe Vorkspaces * [/ Tur		
- E E C C C C C C C C C C C C C C C C C	LLBIBGBS000005QN.FLIIIIII *****ESAGE KEY QG SEARCHES WANTED PERSON FILE FELONY RECORDS REGARDLESS OF XIXADITION.ACMINISTRATING PERSON FILE FALSENER KIXADITION FROM HE INQUIRTNIG AGENCY'S LOCATION, AND ALL INTRASTATE HISBRHEAMOR RECORDS. LL OTHER NCIC PERSONS FILES ARE SEARCHED WITHOUT LIMITATIONS. MAINING DERING MAINING DERING MAINING MAINING DERING MAINING DERING MAINING	
Pri	nt	Close

Figure 3.2.4 Query Hit Response Detail

## **3.3** Response Messages

A user may view transaction messages (both sent and received) from a user's Mailbox. Choose the Mailbox tab at the top of the screen to display the response messages and select the line item in the list.

<u>H</u> ome	Ē	orms	Workspa <u>c</u> e	Mailbox		0
🕰 Inb	ox	S <u>e</u> nt	Bookmark		년 <sup>®</sup> Undock Mailbox	
Inb	ox (	0)				
			MKE	Summary	Date/Time	
		<u>ا</u>	QW	QW: JOHNSON, STEPHEN, 19630805	05/13/2021 12:07:34	
	Θ	! 8	QW	QW: JOHNSON, STEPHEN, 19630805	05/13/2021 12:07:34	
			LN	Logon Accepted	05/13/2021 11:42:48	
_						
Forw	ard 🏞	Print	Archive 🖬		Up 🛧 🛛 Down 🕹	
	QW:	JOHNSO	N,STEPHEN, 19630	805 - Received 05/13/2021 12:07:34	Cast +	
1	L01068	50000050	QW.FL111111			

Figure 3.3.1 Response Messages

Double-selecting the message line item you wish to view or scrolling down displays the response.

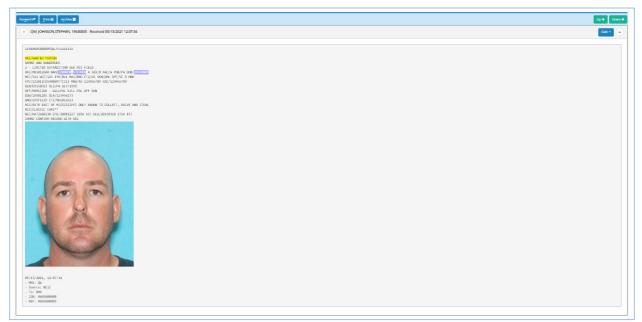


Figure 3.3.2 Display Response Message

## 3.3.1 Message Casting

This feature allows message responses to be "cast" into other transaction requests. For example, when a "hit" confirmation response is received for a wanted person, a user may select the **Cast** button located in the upper right of the message response and then select the appropriate "cast" message type.

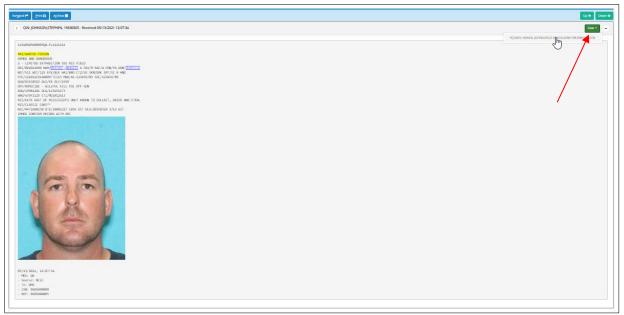


Figure 3.3.1.1 Select Message Type to Cast

Selecting the Cast message type displays the Hit Confirmation Request form. This transmits the same query to different sources for a response. Usually, this entails a different or multiple ORI(s).

Home Forms Workspa <u>c</u> e <u>M</u> ailbox			
orkspaces 👻 Add 🗊 Delete 🚍 Save 😫			DMAXUSER Workspace
(■ ¢w ⊄	RSON INQUIRY TRANSACT	TION (QW)	
	Submit Clear All	rq 🗹	- • •
AGENCY/CASE DATA		☆ ③ HIT CONFIRMATION REQUEST (Y	Q) ^
* <u>Originating Agency Code (ORI)</u> FL111111	NCIC Number (	Submit Clear All	
Agency Case Number (OCA)		AGENCY/CASE DATA  * Originating Agency Code (ORI)  * Destination ORI (ORI)	Clear
Related Search Hit (RSH)		FL1111111 III MD1012600	
		Destination ORI (ORI) Destination ORI (ORI)	
PERSON DATA		Destination ORI (ORI) Destination ORI (ORI)	
Name (NAM) JOHNSON,STEPHEN			
Expanded Name Search (ENS)	Sex (SEX)	Race (RAC)	(or
Date of Birth (DOB) 19630805	Extended Date of Birt	th Search (EBS)	
🔲 QW 🔄 YQ			

Figure 3.3.1.2 Message "Casting"

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