

Section G	Image Processing System	Subsection 2
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Name of Procedure:

Image Processing System

Suggested Uses:

The Image Processing System is equipped with a program which is based on giving the operator the advantage of doing all aspects of latent capture, enhancement and printing in a familiar Windows environment. This software allows the operator to capture latent prints directly from the camera without having to use a DOS based imaging program as was the case in the past.

Equipment Needed to Perform Procedures:

A - Image Processing System

B -Harris Photo Pro Printer

Chemicals Needed For Preparation of Chemical Solution(s):

Not Applicable

Formula/Directions for Preparation of Chemical Solution(s):

Not Applicable

Processing Procedures for Application to Item(s) of Evidence:

The system is designed in a windows format and efficient in respect to normal operations. There are additional specialized capabilities which are available with the Image Processing System and for further instruction refer to the operations manual.

Capturing/Saving images on the system:

1. From the main menu, select ***LatentPro***.
2. Click on **file**.
3. Click on **acquire**.

Section G	Image Processing System	Subsection 2
------------------	--------------------------------	---------------------

4. Click on **highdef II**. (This will activate the camera.)
5. Click on **live**.
6. Place the latent lift and scale under the camera while viewing the image on the right side monitor. Make necessary camera adjustments and focus. Take care not to capture too large of an image as it will be about 40% larger when it is viewed on the other monitor.
7. Click on **grab**. (This captures the image to the left side monitor.)
8. Click on **cancel** to remove the capture menu.
9. Use the left mouse button to draw a box around the area of the image you wish to save.
10. Click on **edit**.
11. Click on **cropping**. Crop the image so that it is exactly one (1) inch vertically in size.
12. Click on **file**.
13. Click on **save as**.
14. Check to be sure you are on the D drive and the Idents directory. Then type your file number in the box.
15. Click **ok**.
16. When finished saving all images, click on **file** then **close**.
17. Replace lens cap on camera.
18. Click on **file, acquire, hideff II**.
19. Click on **live** then **cancel**. (This clears the right side monitor.)
20. Leave the Latent Pro software running. (A screen saver will come on after

Section G	Image Processing System	Subsection 2
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about 2 minutes.)

Printing Images on the System:

1. Turn on the *Harris PhotoPro* printer using the **red power switch**.
2. Once in Latent Pro, select **File** then select **Open**. Click on the images directory, then find your file names and double click on one of them. This will display your image on the monitor. Note that the bottom portion of the image will not appear, but the entire image can be viewed by using the scroll bar on the right side of the monitor.
3. Go back to **File** and select **PhotoPro** from the menu. Using the mouse, go to the **Print size** slide bar at the bottom of the print window. Move the slider to control the print size. By moving it all the way to the right, you will achieve the maximum print size. Then select **Print**.
4. The print process takes from 4 to 7 minutes, so be patient.
5. If you are making copies for a charted enlargement, follow the same procedures for each print. When both copies are printed, lay them side by side. They should be the same exact size, and aligned properly. They should exhibit good contrast and be of sufficient size to be viewed by a jury. Carefully trim each enlargement along the outer border (1/4"). Using either a spray mount or dry mount process attach the enlargements to a board backing. Chart the enlargements in the usual manner, using the press on lines, letters and numbers available in the Section. Avoid prolonged exposure of your finished product to bright light as the paper will tend to turn brown. Store away from light until used in court.

Steps to Preserve Developed Impressions:

The Image Processing System is quite effective in recording and preserving images as well as storing images for future reference.

Safety Concerns:

Not Applicable

Section G	Image Processing System	Subsection 2
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Storage and Location of Chemicals and Solutions:

Not Applicable

Shelf Life:

Not Applicable

Other Information:

Latent Pro (Version 1.35) is the latest version of imaging software offered by IISI, Ltd. (formerly IBIS Corporation), of Great Falls, Va. This software was initially installed on the Latent Evidence Section's Imaging workstation in April, 1996. The software may be updated as changes and new programs become available.

Refer to Appendix C for additional information.