

Omnixx Force

A dark blue world map with numerous small, glowing blue dots scattered across the continents, representing a global network or data points.

Datamaxx

Omnixx[®] Force User Manual Version 1.3



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Version 1.2	12/20/2019	Added info on "Use Workspace" and "Session ORI" user options.
Version 1.3	02/25/2020	Updated functionality
Version 1.3a	05/19/2020	Updated forward mail function

Table of Contents

1.0	Introduction to Omnixx Force.....	1
1.1	Omnixx Force Features.....	2
1.2	Opening Omnixx Force	2
1.3	Closing Omnixx Force.....	4
2.0	Getting Familiar with the Omnixx Force User Interface	5
2.1	Elements of the Omnixx Force User Interface.....	5
2.1.1	Title Bar	5
2.1.2	Tabs.....	6
2.1.2.1	Home	6
2.1.2.2	Forms.....	7
2.1.2.3	Links.....	9
2.1.2.4	Workspaces	9
2.1.2.4.1	Workspace Functions.....	11
2.1.2.4.2	Workspace Window.....	13
2.1.2.5	Mailbox.....	14
2.1.2.6	History	19
2.1.2.7	Macros.....	21
2.1.3	Menu Tree.....	25
2.1.4	Display Area	30
2.1.5	Command Line	31
2.1.6	Status Bar	32
2.1.7	Automatic Printing.....	32
2.1.7.1	Omnixx Force Auto Print	33
2.1.7.2	Omnixx Force Unattended Printing.....	34
3.0	Using Omnixx Force.....	37
3.1	"No-Hit" Response.....	37
3.2	"Hit" Response.....	39
3.3	Response Messages.....	43
3.3.1	Message Casting	45

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1.0 Introduction to Omnixx Force

Welcome to the new Omnixx^{®1} 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 ...

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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® 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.

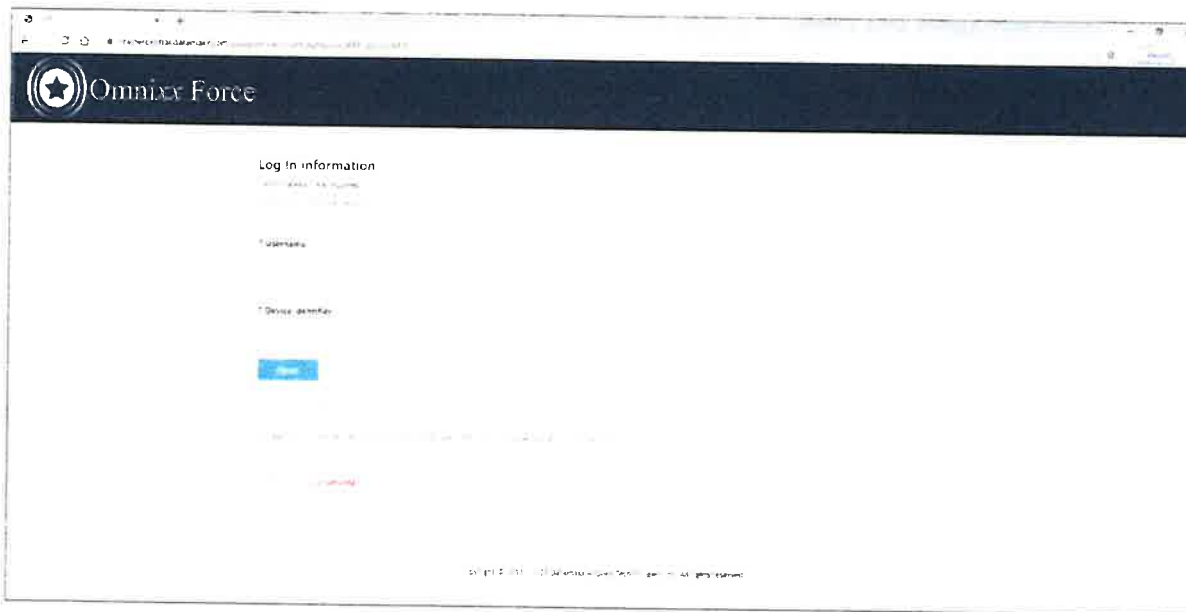


Figure 1.2.1 Omnixx Force Log In Screen

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.

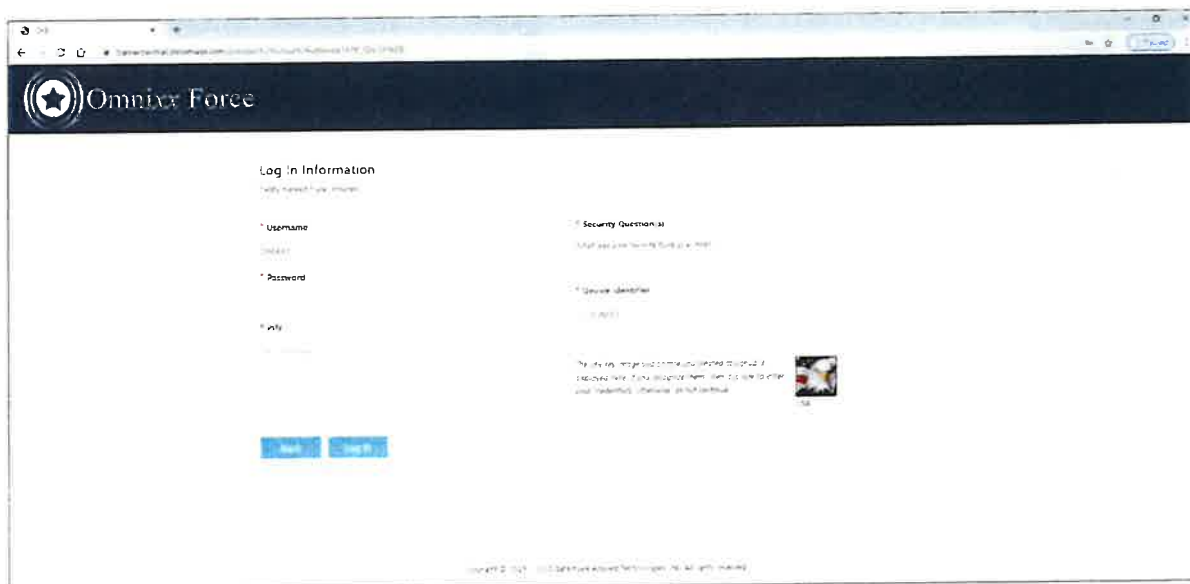


Figure 1.2.2 Omnixx Force Log In Security Screen



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 the user with the transaction forms he/she 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.

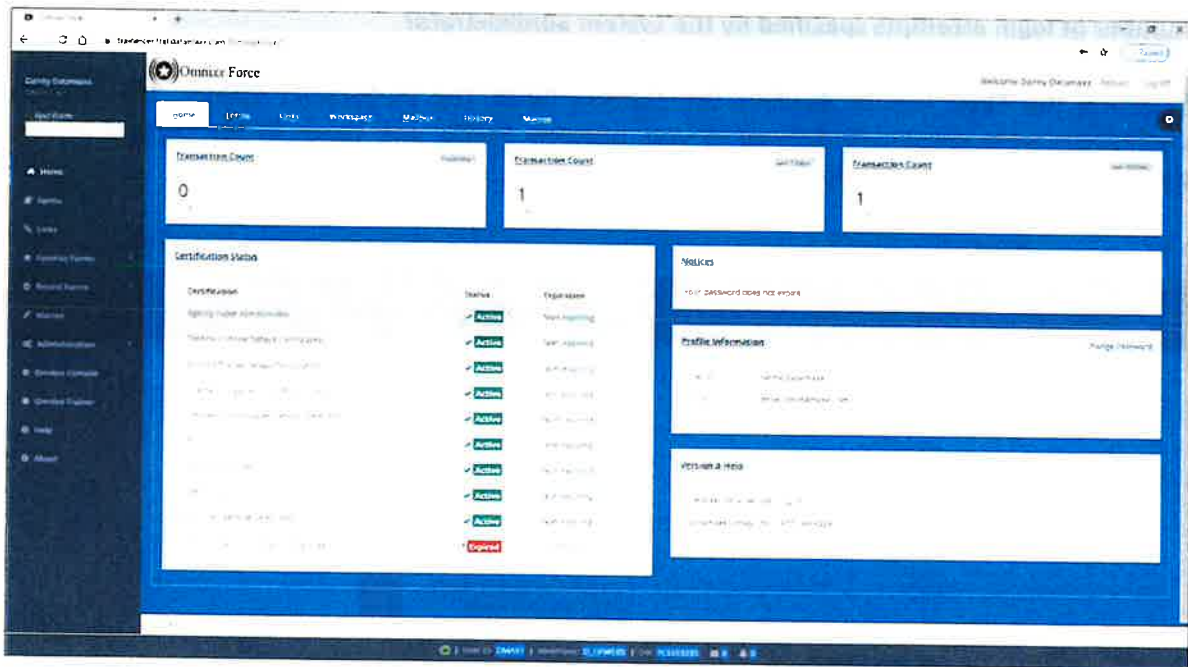


Figure 1.2.3 Omnixx Force User Interface

1.3 Closing Omnixx Force

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

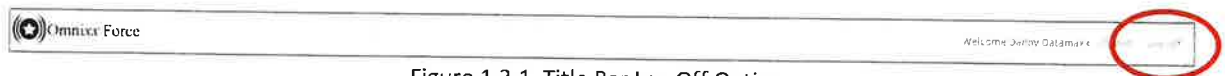


Figure 1.3.1 Title Bar Log Off Option

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



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.

2.0 Getting Familiar with the Omnixx 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**, **Menu Tree**, **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.

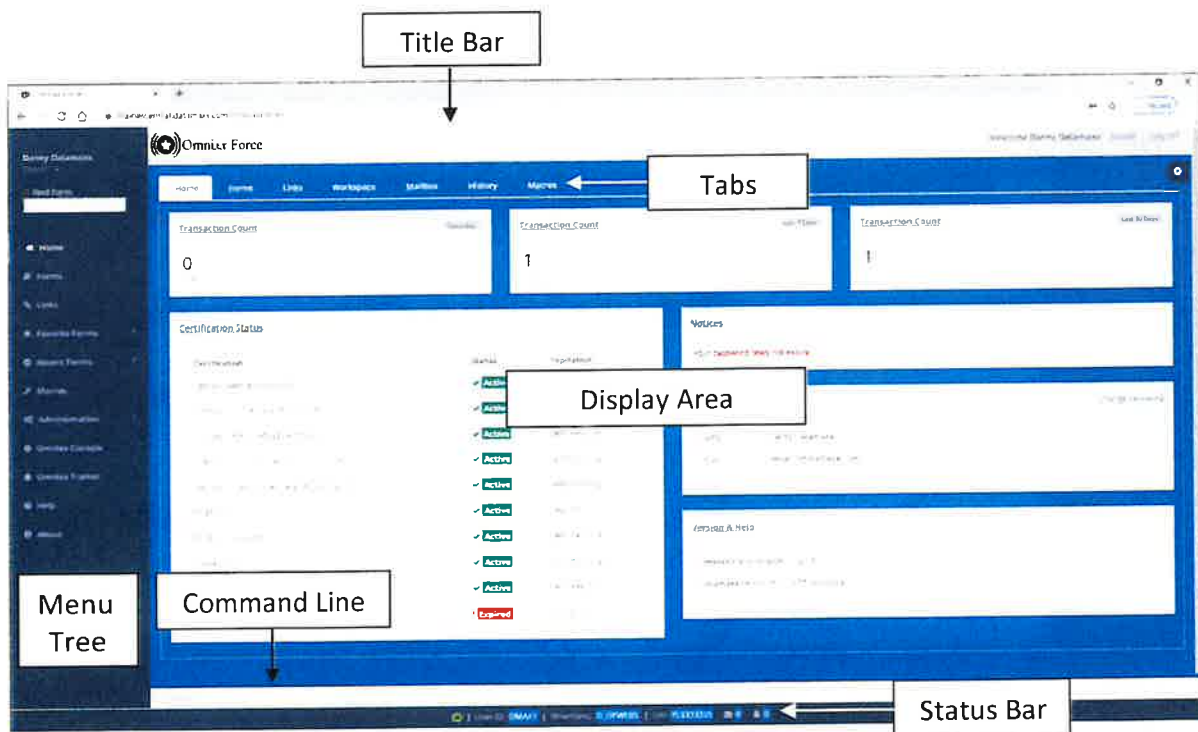


Figure 2.1.1 Elements of Omnixx Force User Interface

2.1.1 Title Bar

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



Figure 2.1.1.1 Omnixx Force Title Bar

2.1.2 Tabs

The Omnixx Force **Tabs**, located under the Title bar, consists of seven (7) items: *Home*, *Forms*, *Links*, *Workspace*, *Mailbox*, *History*, and *Macros*. Each of these items are discussed in the following subsections.



Figure 2.1.2.1 Omnixx Force Tabs

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.

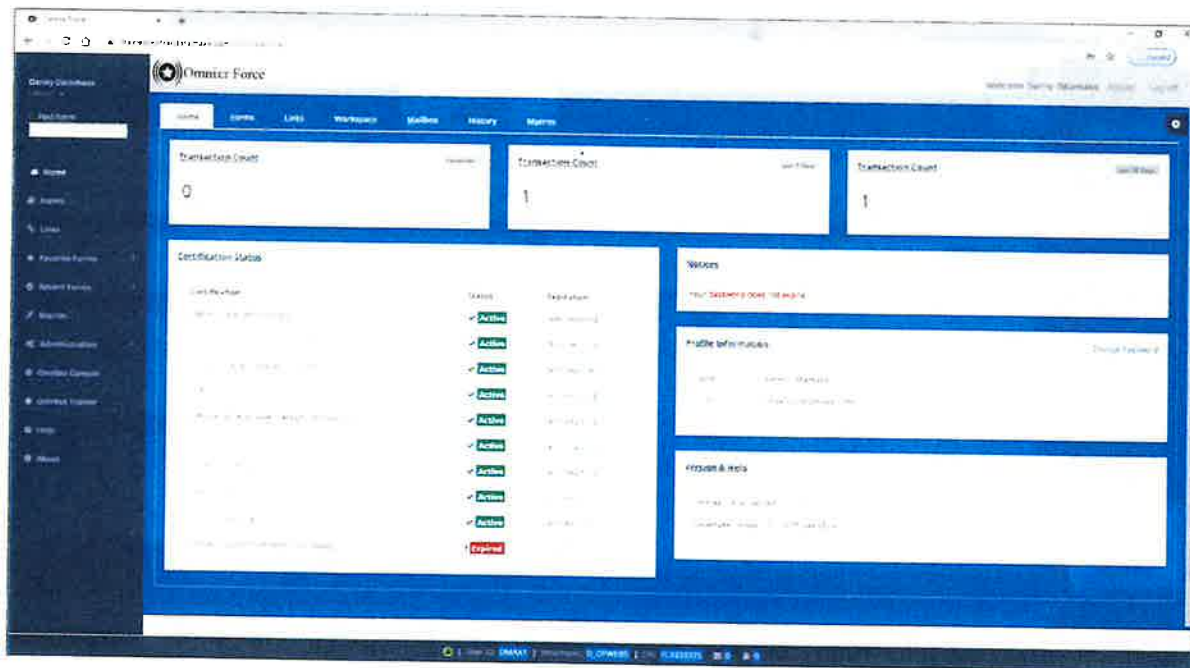


Figure 2.1.2.1.1 Omnixx Force Home Screen

2.1.2.2 Forms

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

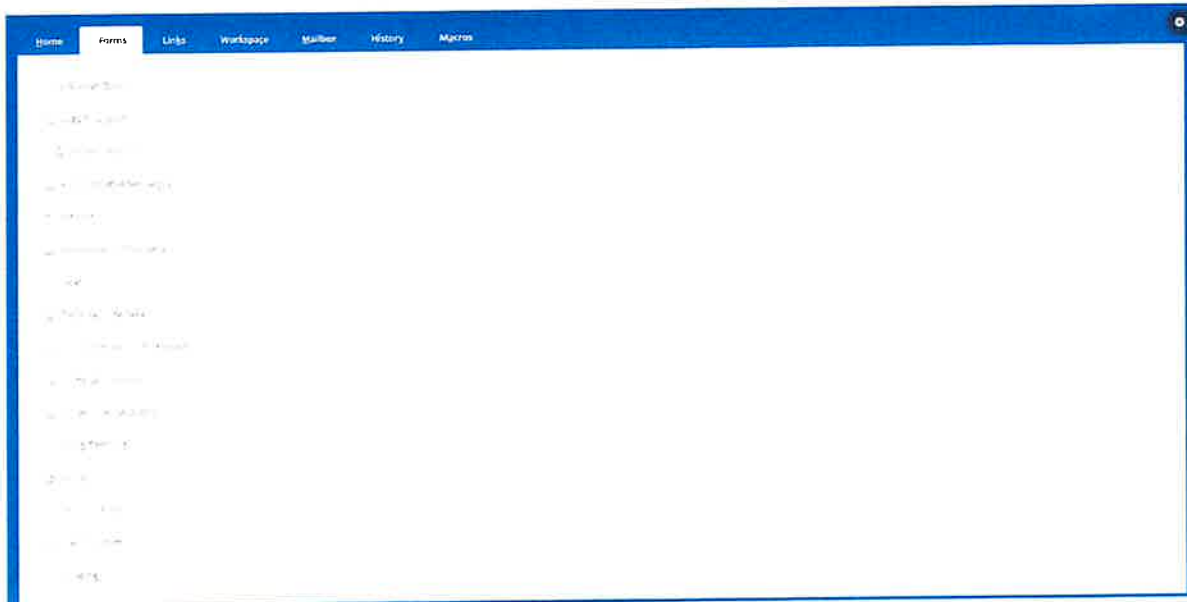


Figure 2.1.2.2.1 Omnixx Force Forms Screen

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

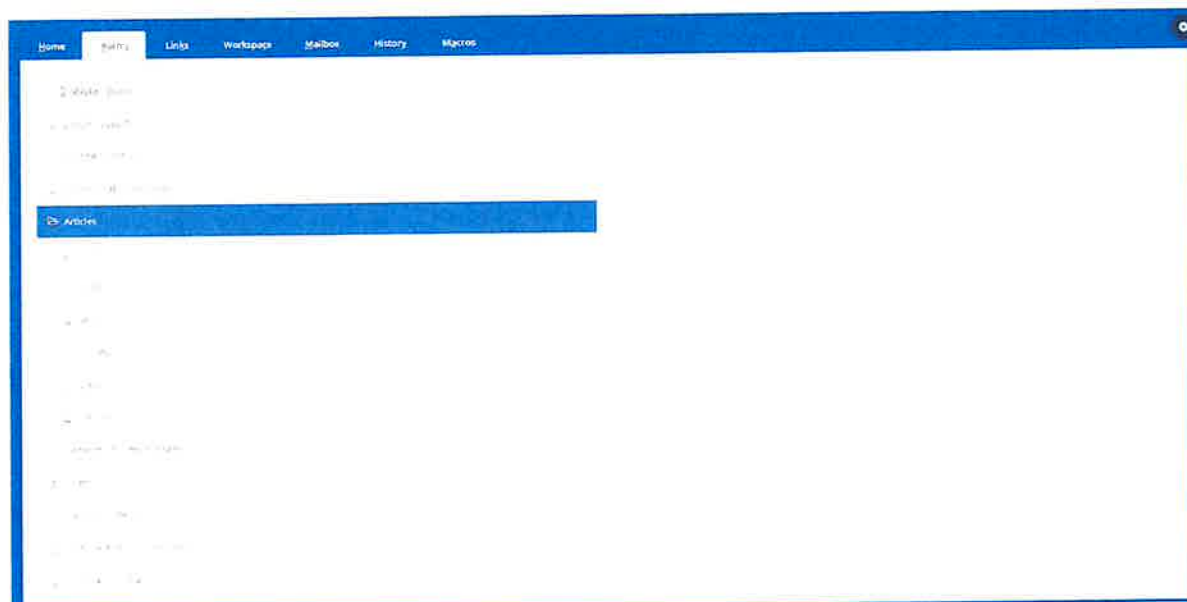


Figure 2.1.2.2.2 Display Transaction Forms

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

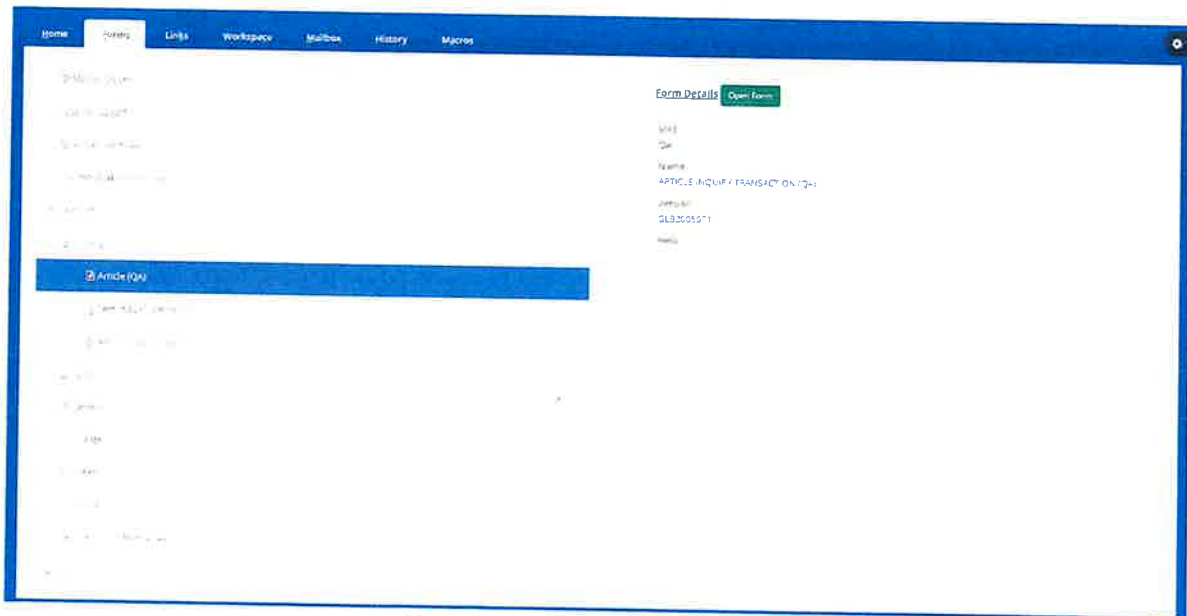


Figure 2.1.2.2.3 Display Form Details

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 3.1.2.4 – *Workspaces*.)

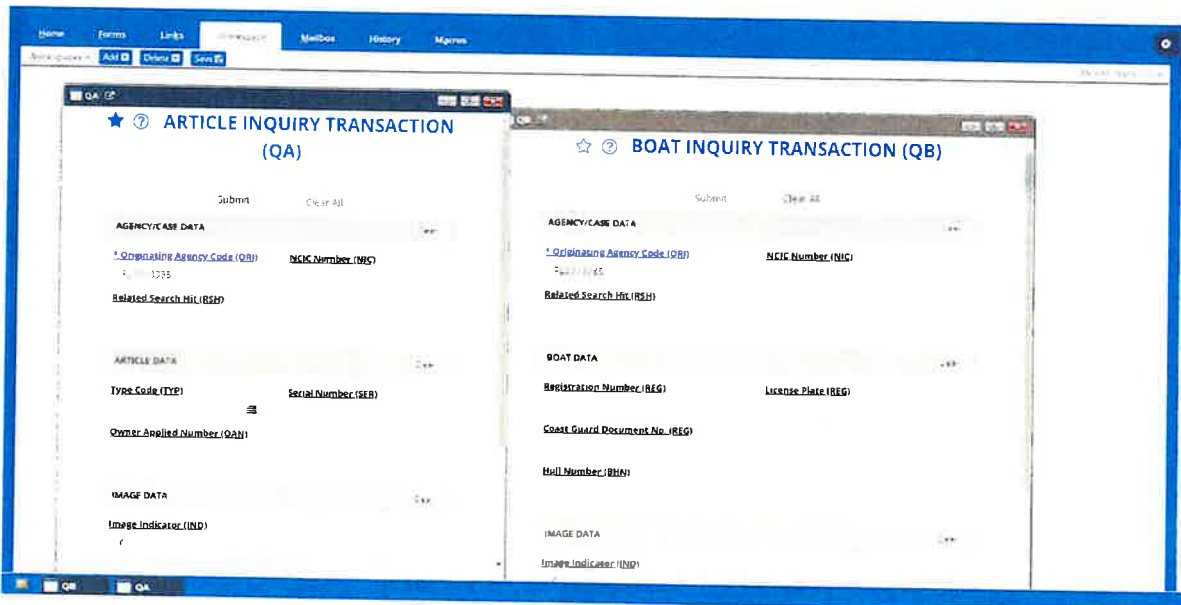


Figure 2.1.2.2.4 Open Transaction Form

2.1.2.3 Links

The **Links** menu provides Omnixx Force users a wide variety of possible links to relevant documentation and/or websites customized for your agency's Omnixx Force system.

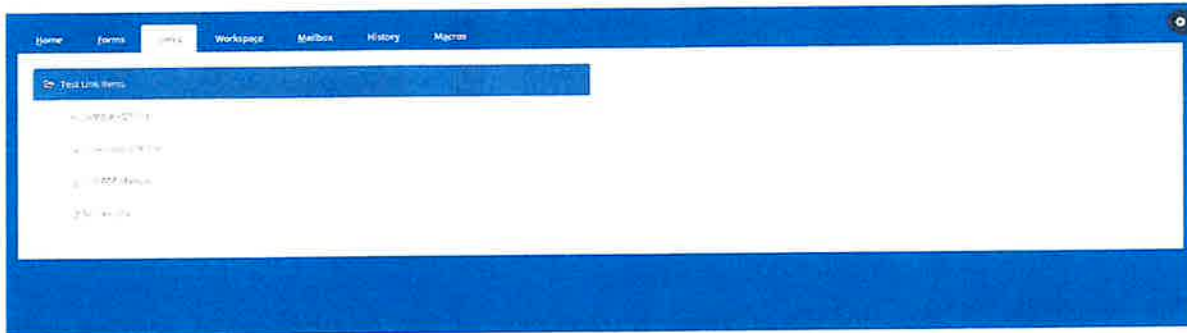


Figure 2.1.2.3.1 Omnixx Force Links

2.1.2.4 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.

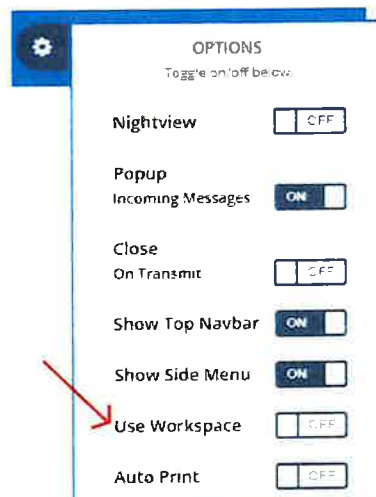


Figure 2.1.2.4.1 User Workspace Option

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.

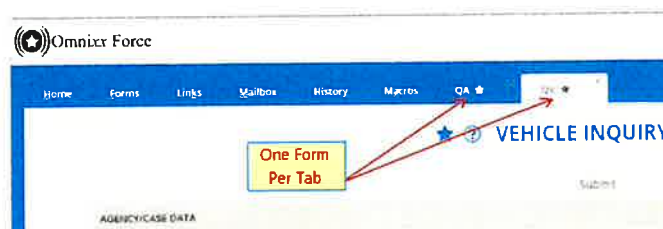


Figure 2.1.2.4.2 Display One Form Per Tab

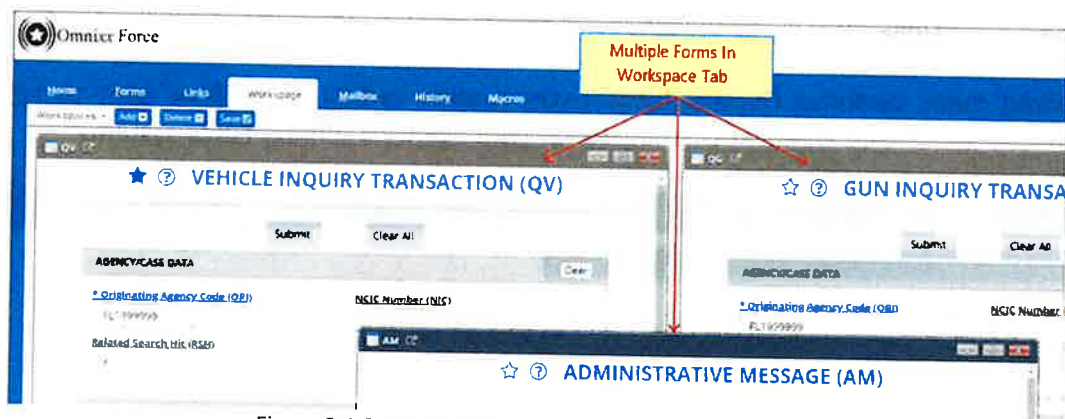


Figure 2.1.2.4.3 Multiple Forms Opened in Workspace

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-login, since this option is rendered when the application starts up. Users will receive the following prompt, and will then be taken to the login screen.

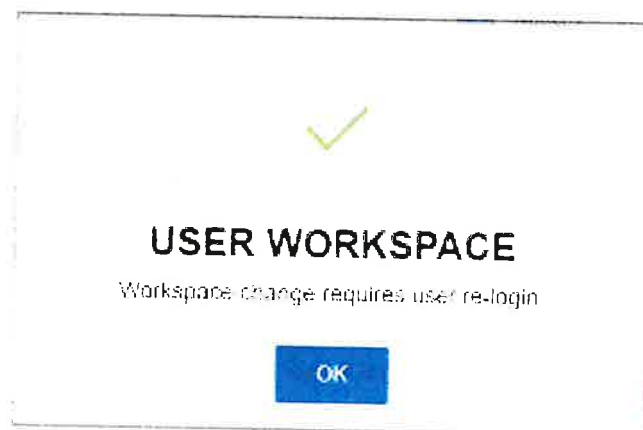


Figure 2.1.2.4.4 User Workspace Re-Login Message

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

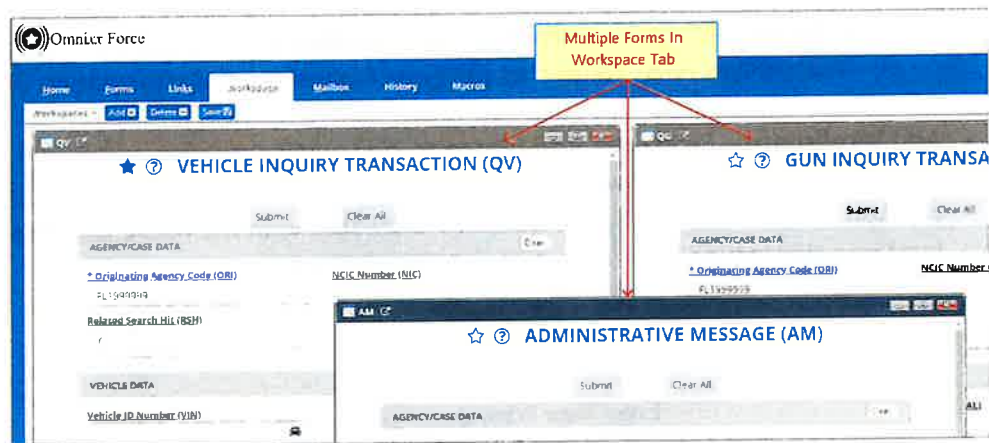


Figure 2.1.2.4.5 Multiple Form in Workspace Tabs

2.1.2.4.1 Workspace Functions

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

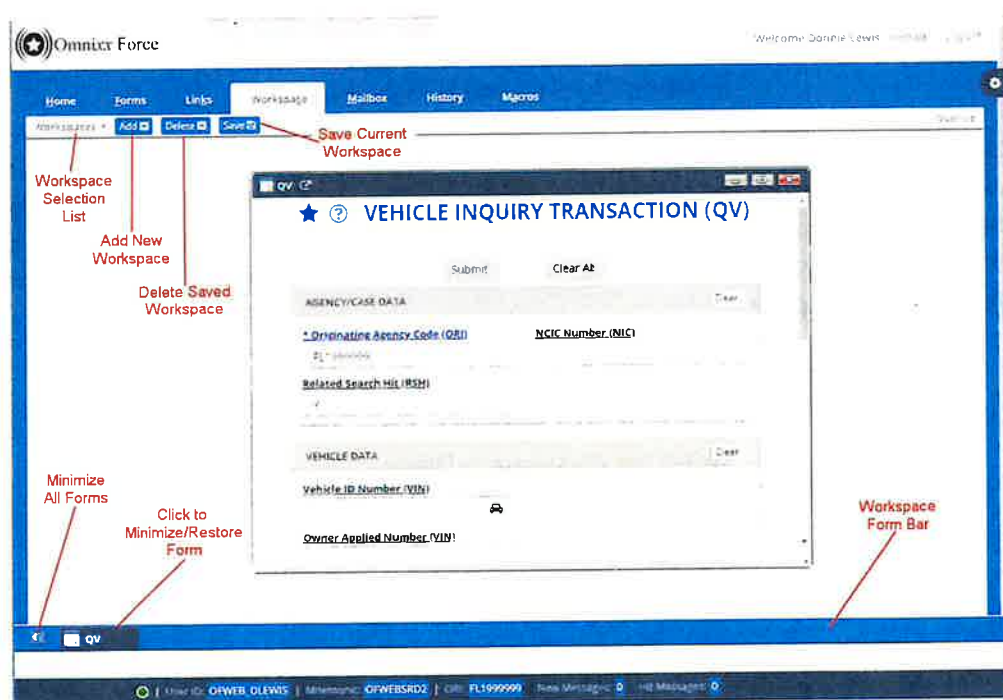


Figure 2.1.2.4.1.1 Transaction Form Features in Workspace

- 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.

Notes:

- 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.
- **Add Workspace** – 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.

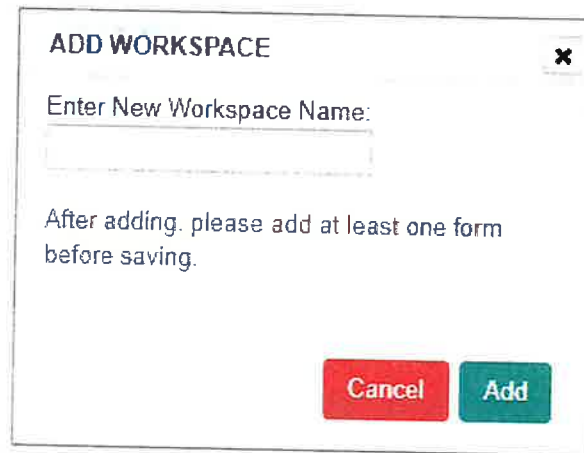


Figure 2.1.2.4.1.2 Add Workspace Dialog Box

- **Delete Workspace** – 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.

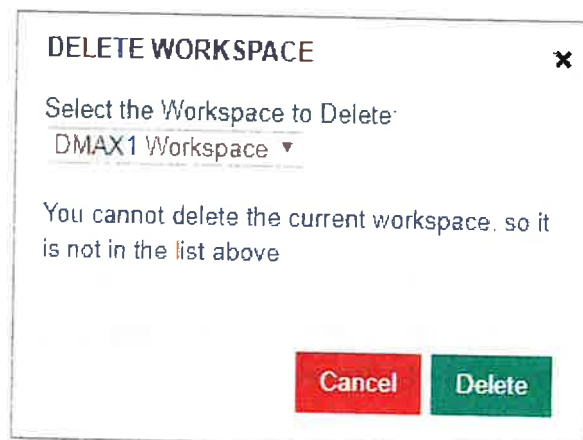


Figure 2.1.2.4.1.3 Delete Workspace Confirmation Dialog Box

- **Save Workspace** – 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 you logon.
- **Workspace Forms Bar** – 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.

2.1.2.4.2 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.

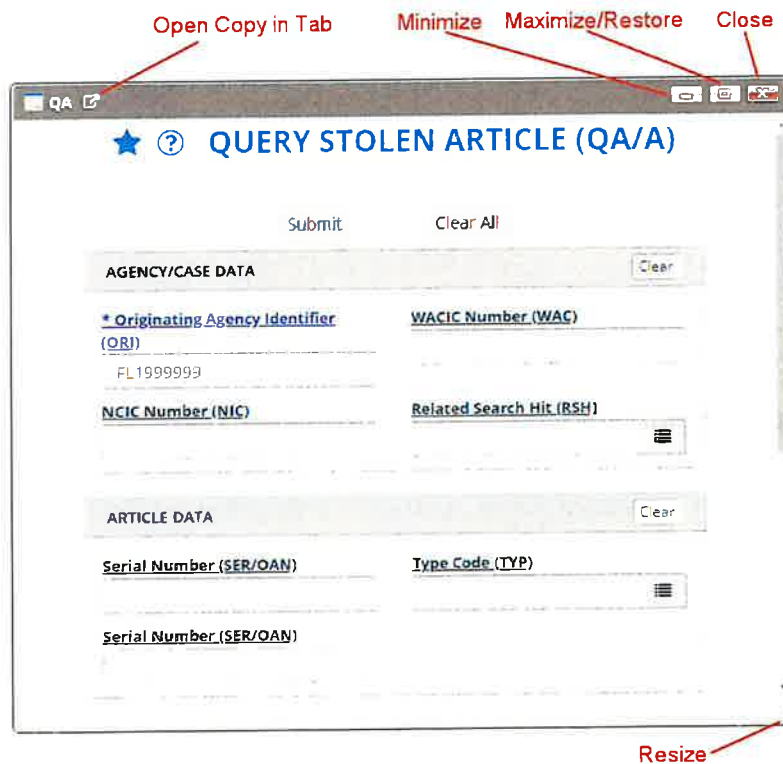


Figure 2.1.2.4.2.1 Workspace Window

- **Open Copy in Tab** – Select this button to open a copy of the transaction form in its own tab.
- **Minimize** – Select this button to minimize the form to the Forms bar at the bottom of the workspace.
- **Maximize/Restore** – Select this button to maximize or restore the form.

- **Close** – Select this button to close the transaction form.
- **Resize** – 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!

2.1.2.5 Mailbox

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

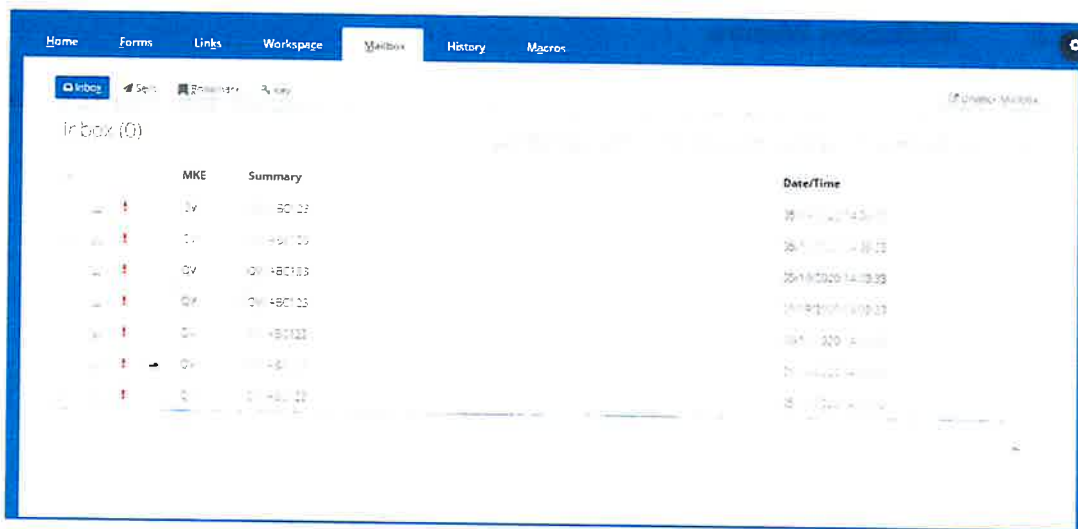


Figure 2.1.2.5.1 Omnixx Force Mailbox Screen – Inbox

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

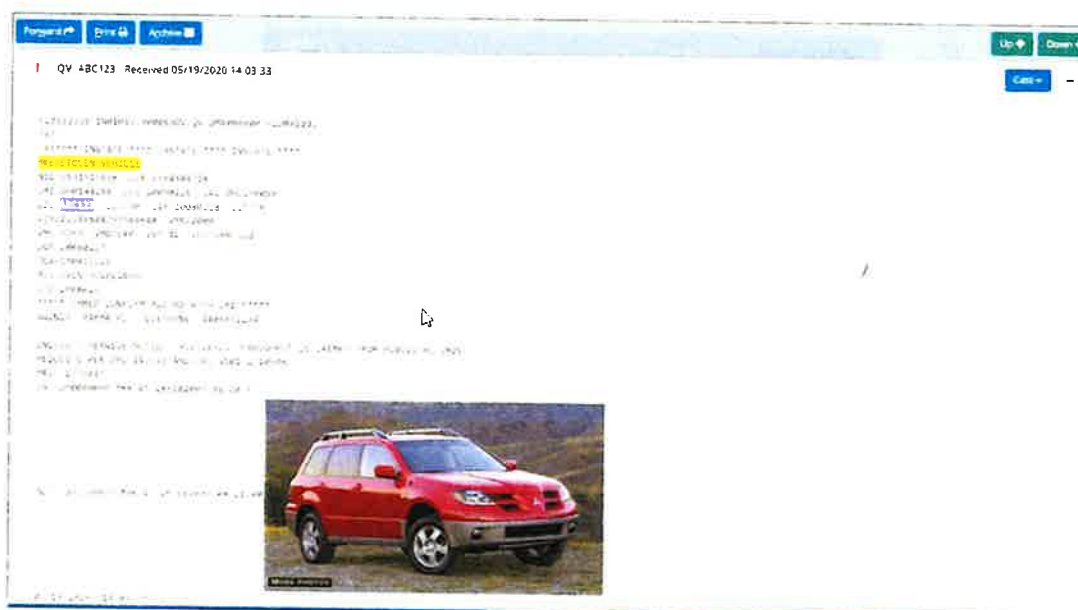


Figure 2.1.2.5.2 Display Message

Forward

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.

The screenshot shows a web application window titled "TO (TO)". Below the title bar are "Submit" and "Clear All" buttons. The form is divided into two main sections: "AGENCY/CASE DATA" and "MESSAGE TEXT (TXT)".

AGENCY/CASE DATA

- Originating Agency Code (ORI)**: FL333333
- Destination (ORI)**: FL111111
- Priority (PRI)**: ROUTINE
- Subject (SUBJ)**: STOLEN VEHICLE

MESSAGE TEXT (TXT)

FL333333:INQ03Q1000069QY QY QWAKINB000.FLDV1123
TXT
(P)*****INSTATE*****INSTATE*****INSTATE*****
MIKE STOLEN VEHICLE

Figure 2.1.2.5.3 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.

The screenshot shows a web application window with a blue header bar containing "Home", "Forms", "Links", "Workspace", "Status", "History", and "Macros". Below the header is a "Back To Sent" button. The main area displays a list of messages with the following details:

- Print All**, **Respect TO**, **Populate**, **Up**, **Down**
- ✓ TO FL333333: ROUTINE STOLEN VEHICLE, FL111111 - Sent 05/19/2020 16:25:58
- Suggest**, **Archive**

Figure 2.1.2.5.4 Message Forwarded

Print Selected 

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

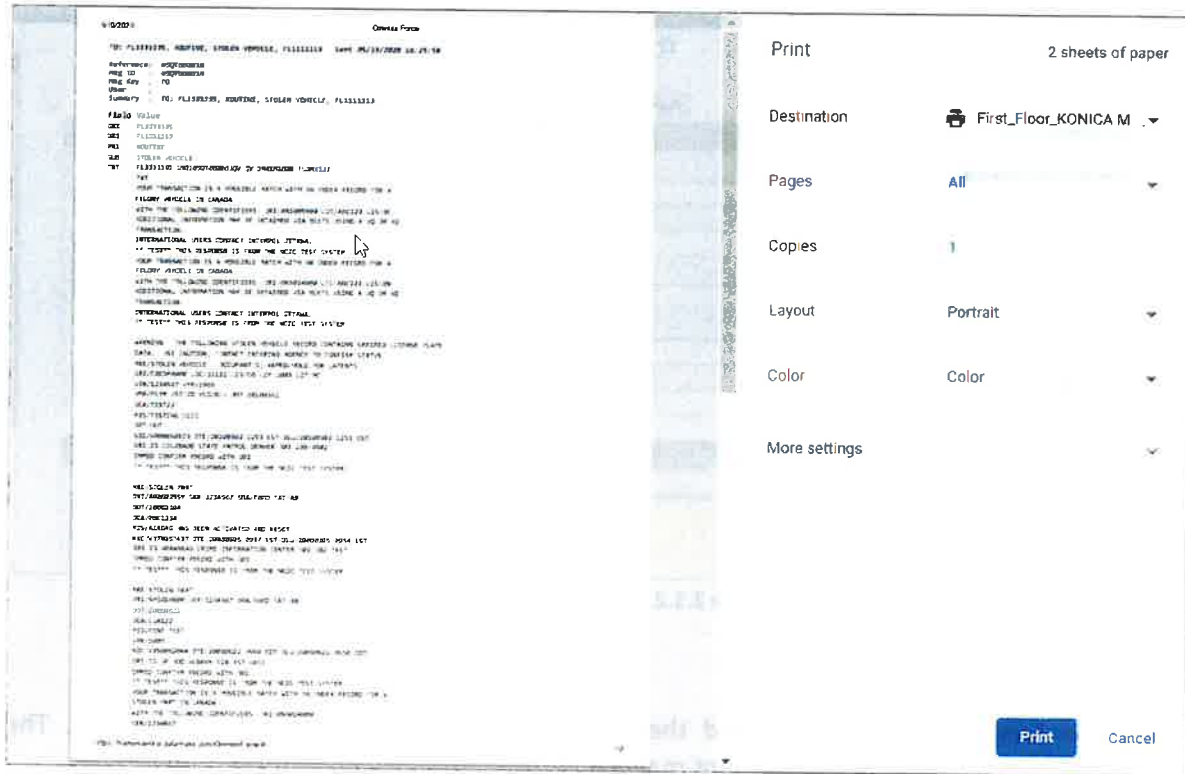



Figure 2.1.2.5.5 Print Message

The message is received in the destination Inbox as shown in the figure below.



Figure 2.1.2.5.6 Message Received

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

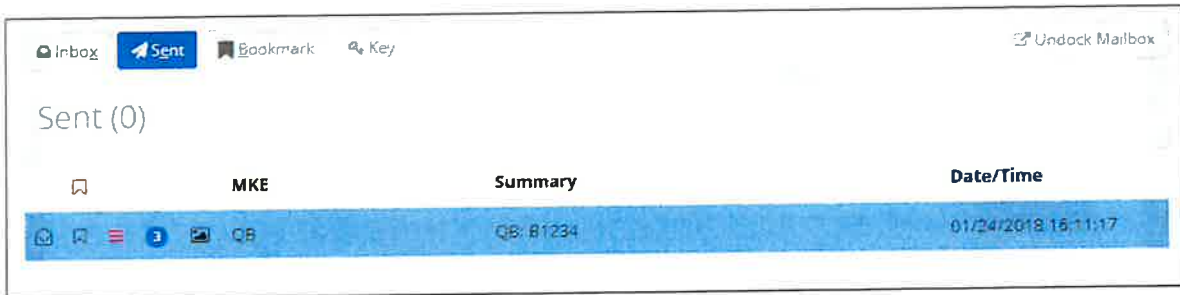


Figure 2.1.2.5.7 Bookmark Message

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

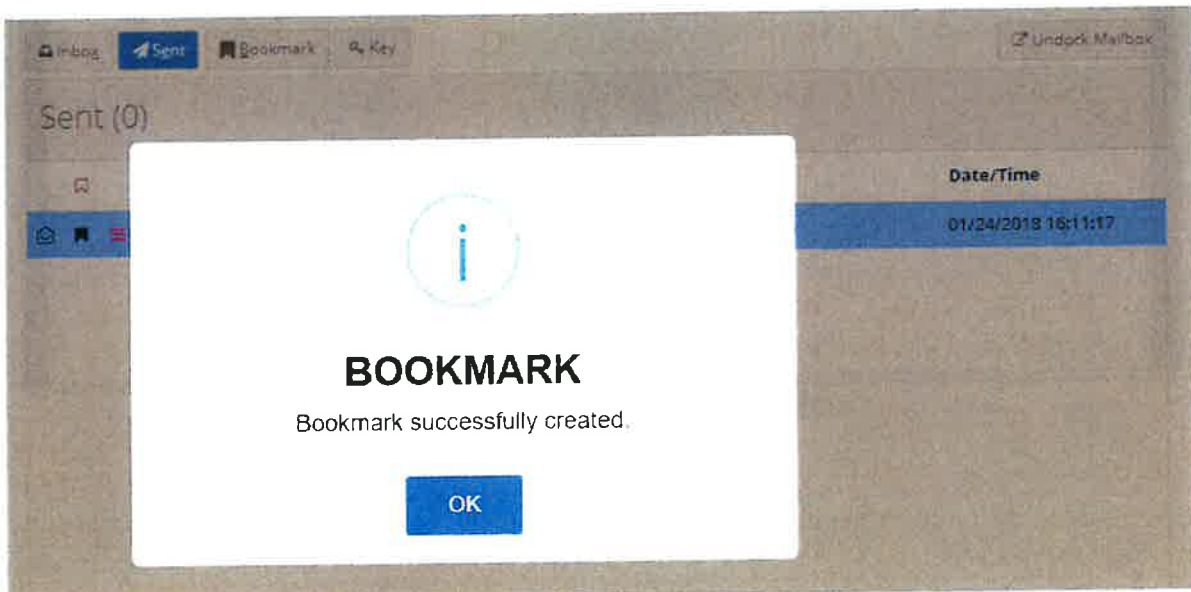


Figure 2.1.2.5.8 Bookmark Created Successfully Message

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

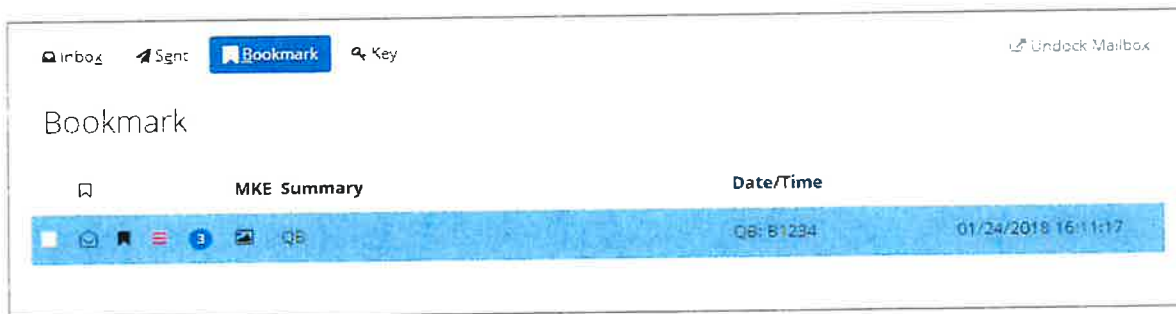


Figure 2.1.2.5.9 Message Bookmarked

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

Description	Icon	Priority	Pattern	Popup	Play Sound
Highlight Word Approaching		HIT	APPROACHING	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Violent		HIT	SMKE/HIT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Violent		HIT	VIOLENT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Wanted Person		HIT	WANTED	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Stolen Gun Hit		HIT	MKE/STOLEN GUN	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Stolen Vehicle Hit		HIT	MKE/STOLEN VEHICLE	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
MVIC HIT		HIT	MKE/STOLEN VEHICLE	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
License Expired		HIT	UNLICENSE EXPIRED	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Hit Confirmation		HIT	SMKE/HIT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Error Message		MEDIUM	SMKE/HIT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
AM Message		MEDIUM	SMKE/HIT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Figure 2.1.2.5.10 Omnixx Force Key Screen

2.1.2.6 History

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

The screenshot displays the 'History' tab in the Omnixx Force application. The interface features a blue header with navigation tabs: Home, Forms, Mailbox, History (selected), and Macros. A settings gear icon is in the top right corner. Below the header, a light blue banner reads 'Q Search Parameters' with the instruction 'Enter Search Parameters below and tap the Find button'. The search form includes the following fields and options:

- Subagency Identifier:** A dropdown menu currently showing 'Advanced Authentication'.
- User Identifier:** A text input field.
- *Begin Date:** A date picker showing '01/25/2018'.
- *End Date:** A date picker showing '01/25/2018'.
- Begin Time:** A time picker.
- End Time:** A time picker.
- MKE:** A dropdown menu.
- ORI:** A dropdown menu.
- *Search Reason:** A dropdown menu.
- Search Text:** A large text input area.
- Also include message detail in search:** A checkbox.
- Search in current messages:** A radio button (selected).
- Search archived messages:** A radio button.
- Find:** A green button to execute the search.

At the bottom of the screen, there are two tabs: 'MKE' and 'Summary' (selected). On the right side, there is a 'Date/Time' label.

Figure 2.1.2.6.1 Omnixx Force History Screen

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

Search Parameters
Enter Search Parameters below and tap the Find button.

Subagency Identifier
Advanced Authentication

User Identifier

***Begin Date**
01/24/2018

***End Date**
01/25/2018

Begin Time

MKE
QB

ORI

***Search Reason**
Court Case

Search Text

☒ Also include message detail in search ☐ Search current messages ☐ Search archived messages

Find

MKE	Summary	Date/Time
QB	QB-B1234	01/24/2018 16:11:17

Figure 2.1.2.6.2 History Search Results

2.1.2.7 Macros

Macros provide an alternative method for entering data into a transaction form and are typically utilized as a data entry shortcut for frequently used transactions.

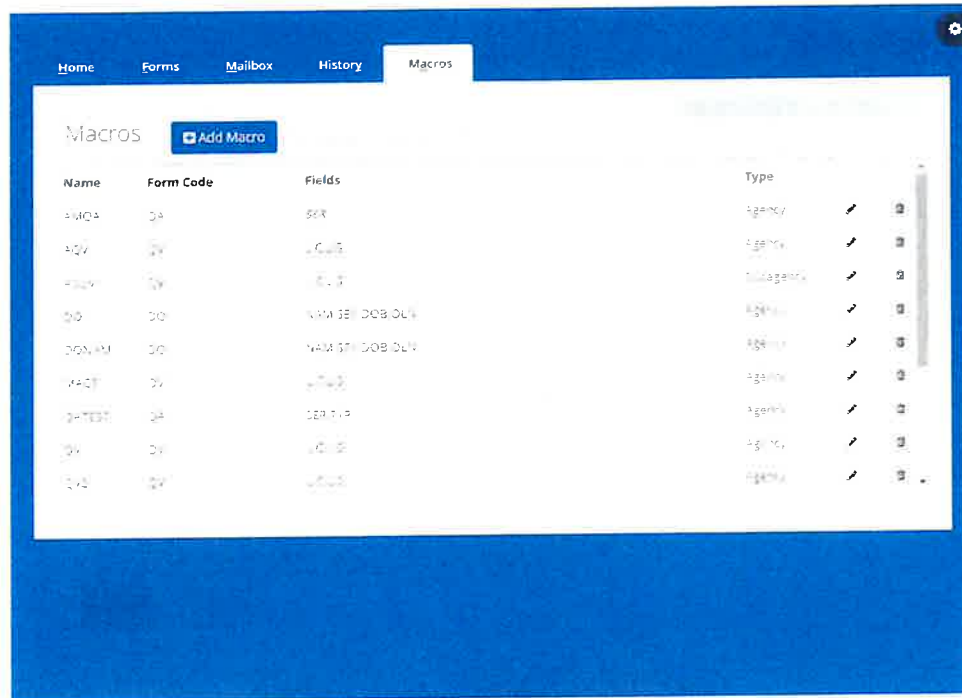


Figure 2.1.2.7.1 Omnixx Force Macros Screen

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

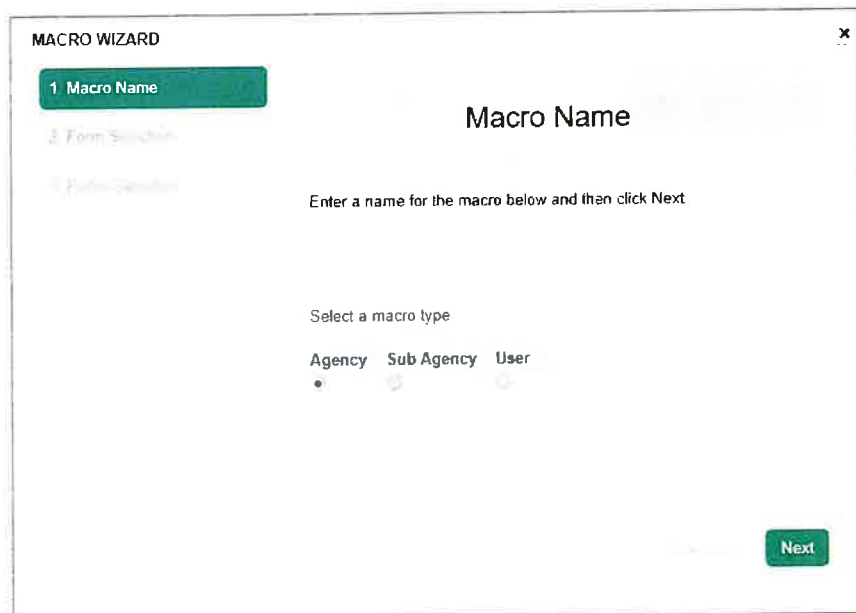


Figure 2.1.2.7.2 Macro Wizard Dialog Box

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.

The screenshot shows the 'MACRO WIZARD' window with the first step, '1. Macro Name', highlighted in green. The 'Macro Name' field contains 'QB'. Below it, the instruction 'Enter a name for the macro below and then click Next.' is displayed. The 'Select a macro type' section shows 'QB' selected from a list that includes 'Agency', 'Sub Agency', and 'User'. At the bottom right, there are 'Previous' and 'Next' buttons.

Figure 2.1.2.7.3 Enter Macro Name and Type

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

The screenshot shows the 'MACRO WIZARD' window with the second step, '2. Form Selection', highlighted in green. The 'Form Selection' section displays a list of form IDs: 'Master Query - QUERY', 'Article (QA) - QA', 'Batch Inquiry (QAB) - QAB', 'Boat (QB) - QB' (which is highlighted in blue), 'Batch Inquiry (QBB) - QBB', 'Wanted (QW) - QW', 'Index Record Existence (QH) - QH', and 'Criminal History Record (QR) - QR'. At the bottom right, there are 'Previous' and 'Next' buttons.

Figure 2.1.2.7.4 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

1. Macro Name

2. Form Selection

3. Fields Selection

Fields Selection

Select fields and their order below. click Finish.

ORI
NIC
RSH
REGS1
REGS2
BHN
IND
TST

REG

Previous Finish

Figure 2.1.2.7.5 Macro Field Selection

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

Macros [Add Macro](#)

Name	Form Code	Fields	Type		
AMQA	QA	SER	Agency		
AOV	QV	LICUS	Agency		
ATQV	QV	LICUS	Subagency		
DQ	DQ	NAMSEXDOBDOB	Agency		
DQVAM	DQ	NAMSEXDOBDOB	Agency		
MACT	QV	LICUS	Agency		
STATEPT	QA	SER TIP	Agency		
QB	QB	REG	User		
QV	QV	LICUS	Agency		

Figure 2.1.2.7.6 Macro Added

Now you are ready to run your macro! To activate a macro in Omnixx Force, type in the character string in the Command Line corresponding to the query transaction form and form fields selected in the macro. Once complete, select the ENTER key to run the transaction.

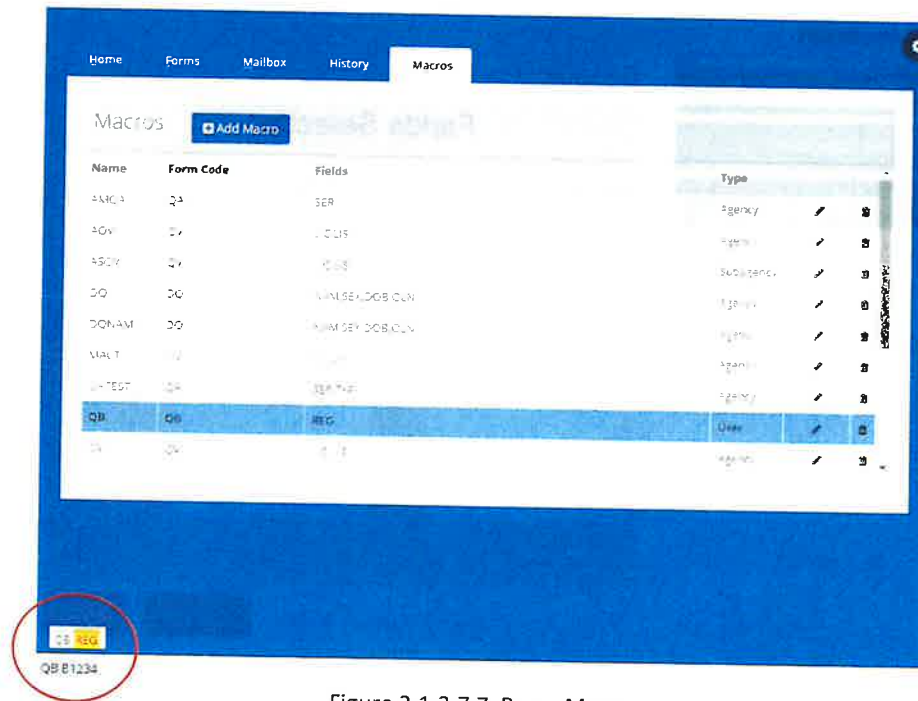


Figure 2.1.2.7.7 Run a Macro

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

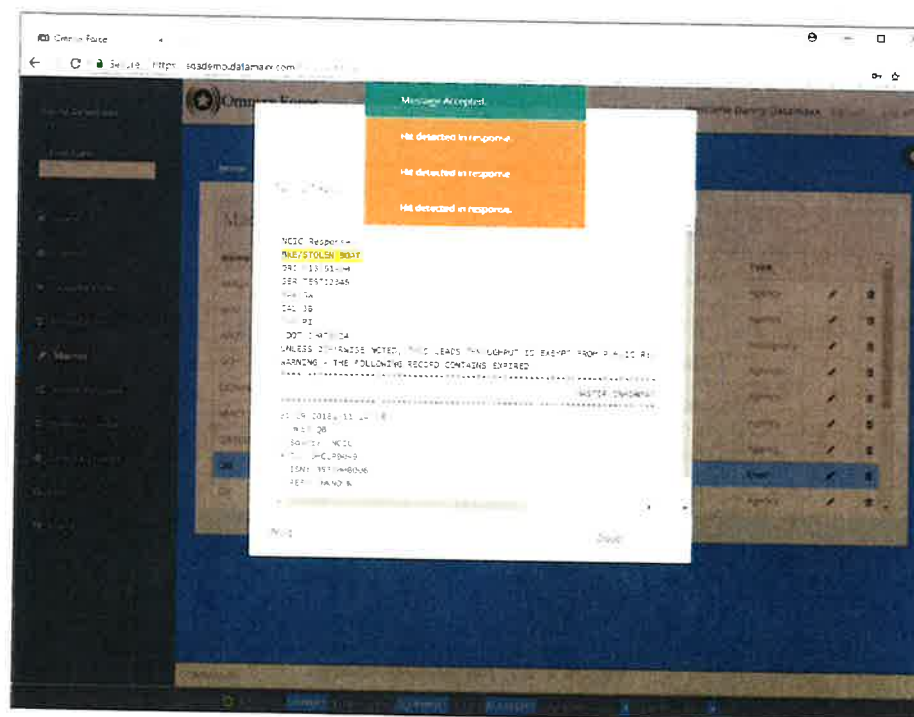


Figure 2.1.2.7.8 Macro Run Successful

2.1.3 Menu Tree

The **Menu Tree** displays features and functions that the user is authorized to access dependent upon his/her certification(s). **Note:** *Your menu tree may differ from what is shown below.*

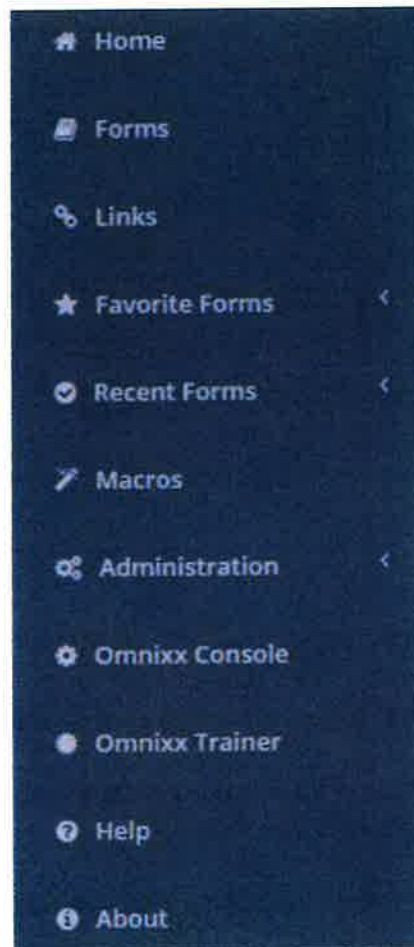


Figure 2.1.3.1 Omnixx Force Menu Tree

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



Figure 2.1.3.2 User Menu


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



Figure 2.1.3.3 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 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 Menu Tree 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.

- *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).

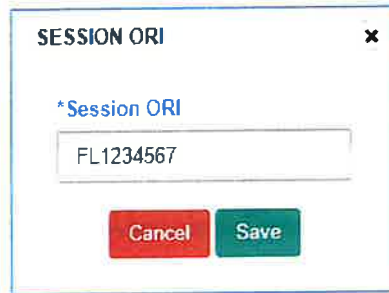
A dialog box titled "SESSION ORI" with a close button (X) in the top right corner. Inside the dialog, there is a label "*Session ORI" in blue text. Below the label is a text input field containing the value "FL1234567". At the bottom of the dialog, there are two buttons: a red "Cancel" button and a green "Save" button.

Figure 2.1.3.4 Session ORI

The **Find Form** search box provides a user with quick access to a transaction form. Simply type in the a 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.

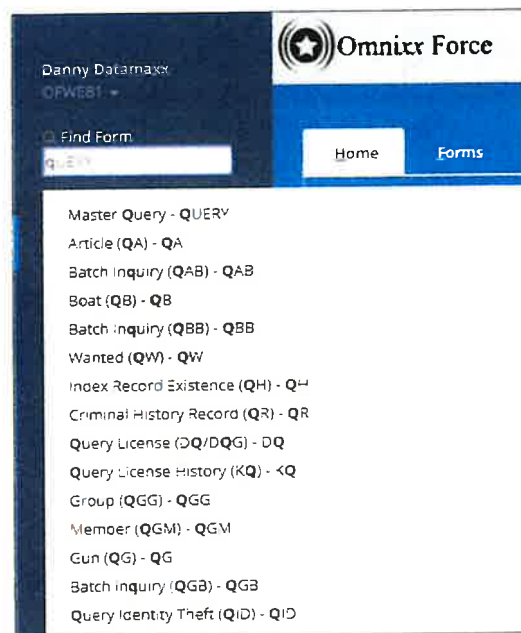
A screenshot of the Omnixx Force user interface. The top left shows the user's name "Danny Datamaxx" and the device ID "OPWEB1". The top right features the Omnixx Force logo. Below the user information, there is a "Find Form" search box with a magnifying glass icon. To the right of the search box are two tabs: "Home" and "Forms". Below the search box, a dropdown list of transaction forms is displayed, each with its name and a corresponding code. The list includes: Master Query - QUERY, Article (QA) - QA, Batch Inquiry (QAB) - QAB, Boat (QB) - QB, Batch Inquiry (QBB) - QBB, Wanted (QW) - QW, Index Record Existence (QH) - QH, Criminal History Record (QR) - QR, Query License (DQ/DQG) - DQ, Query License History (KQ) - KQ, Group (QGG) - QGG, Memoer (QGM) - QGM, Gun (QG) - QG, Batch Inquiry (QGB) - QGB, and Query Identity Theft (QID) - QID.

Figure 2.1.3.5 Find Form Search

Other features that may be included in the Omnixx Force Menu Tree are as follows:

- **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.

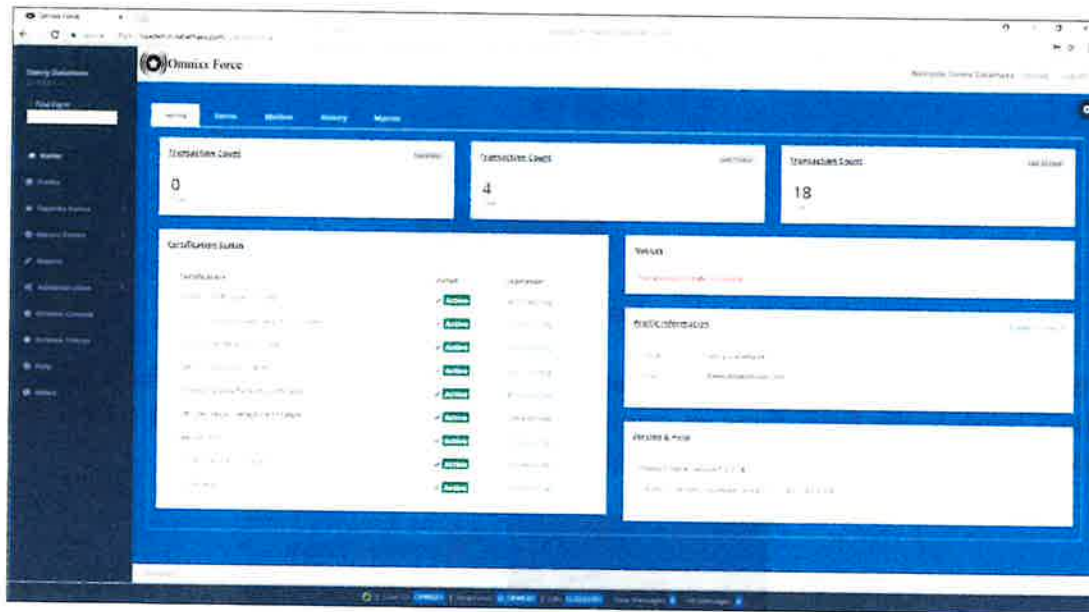


Figure 2.1.3.6 Omnixx Force Home Screen

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

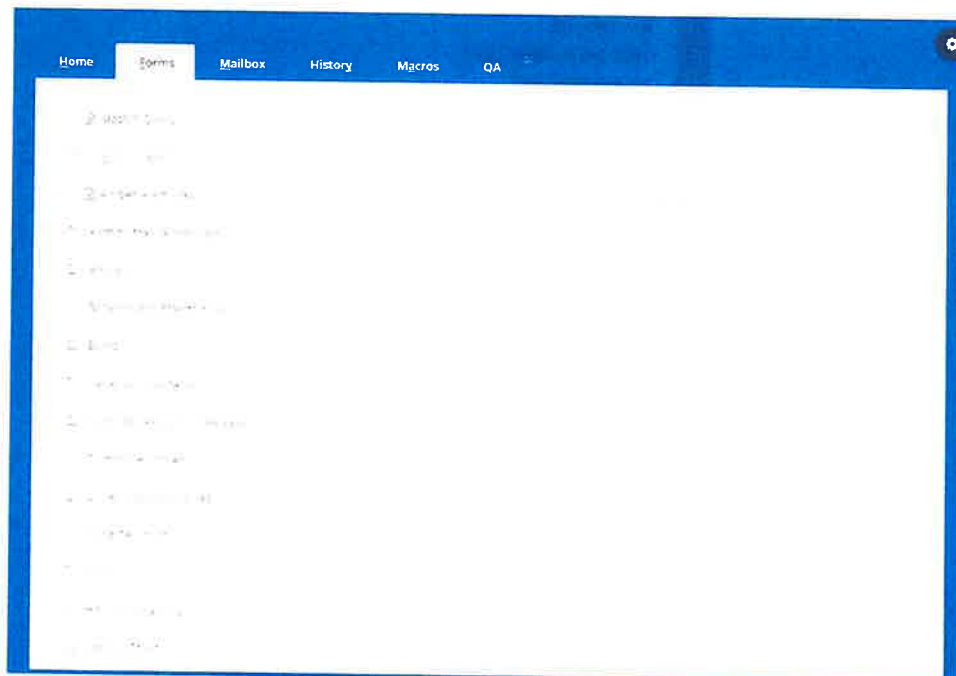


Figure 2.1.3.7 Omnixx Force Forms Screen

- **Favorite Forms** – The transaction forms the user frequently accesses are displayed for quick retrieval. Select the form from the list or press the keys provided for each transaction form. For example, pressing the ALT key and 6 key simultaneously displays the Vehicle Query transaction form.

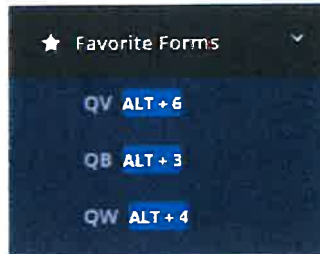


Figure 2.1.3.8 Omnixx Force Favorite Forms

- **Recent Forms** – The last five (5) transaction forms recently accessed by the user for quick retrieval.
- **Macros** – The macros available are shown in the Display Area.
- **Administration** – The Omnixx Force Administration functionality is only available if the user is authorized to access. Descriptions of these features are available in the Omnixx Force Administration Manual provided under separate cover.
- **Omnixx Console** – A link provides direct access to an HTML-based application that is designed to manage and administer Omnixx Force and Omnixx Trainer clients. This too is only available to authorized administrative users.
- **Omnixx Trainer** – A link to this application provides a training content management system that can be used to maintain and deliver training content, provide online testing, and schedule, enroll, and record student attendance for Instructor-Led Training Classes.
- **Help** – This menu item displays the Omnixx Force Help dialog box with technical support contact information.

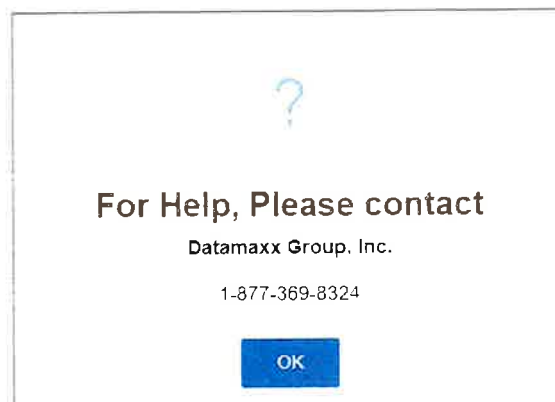


Figure 2.1.3.9 Omnixx Force Help Dialog Box

- **About** – This menu item displays the version of Omnixx Force you are currently running.

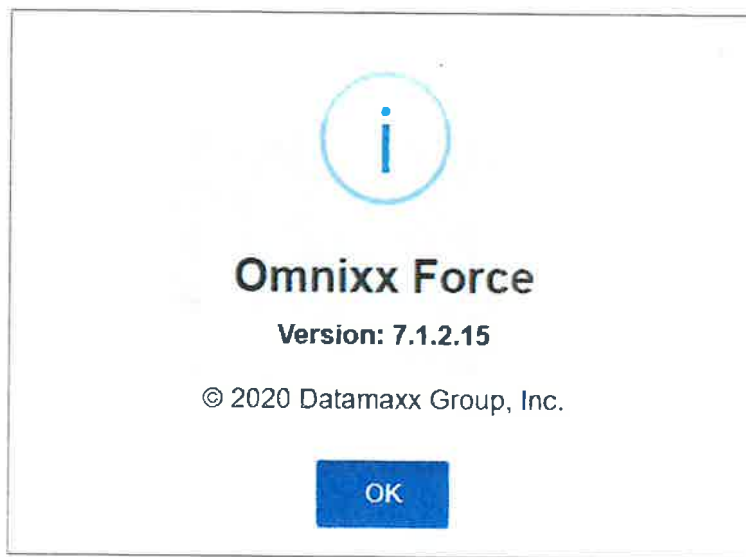


Figure 2.1.3.10 Omnixx Force About Dialog Box

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 Menu Tree 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.

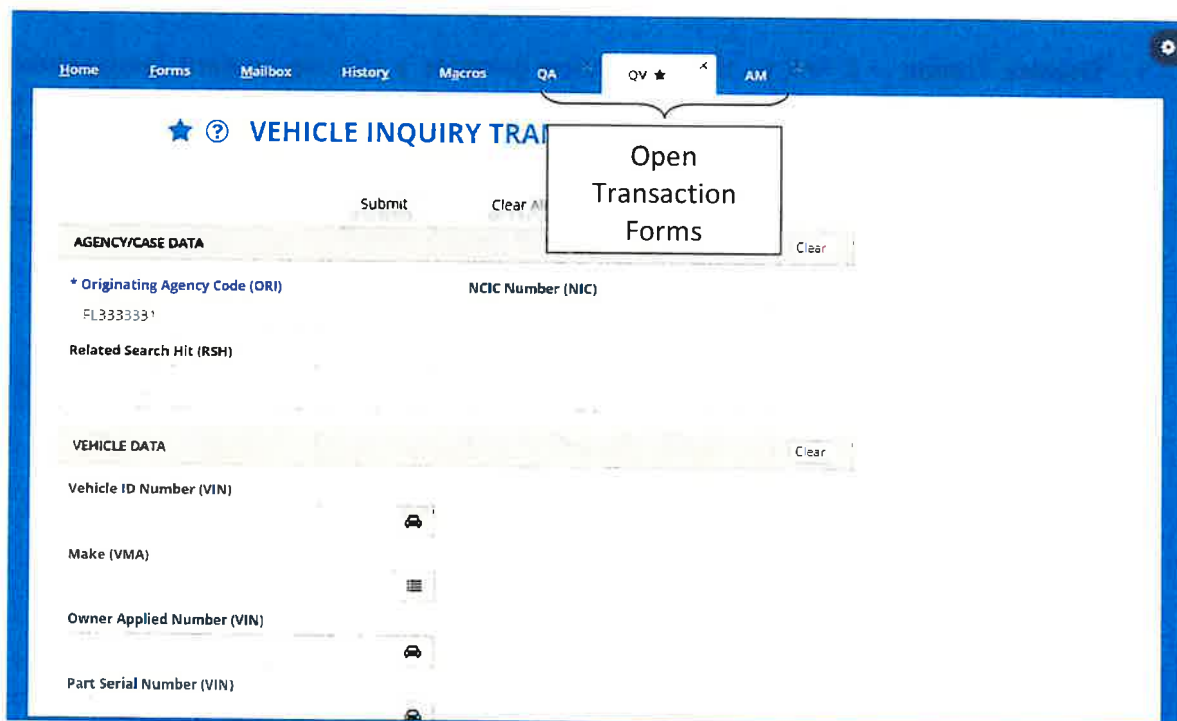


Figure 2.1.4.1 Open Multiple Forms

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)



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.



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.

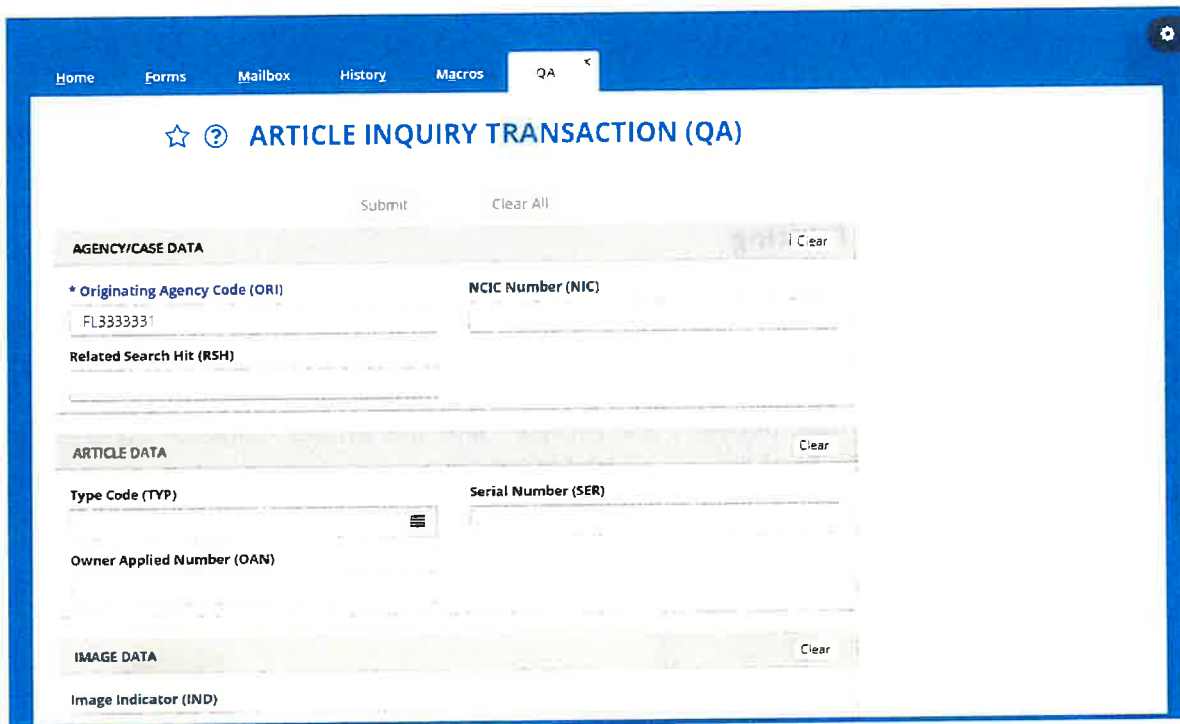


Figure 2.1.5.3 Open Transaction Form

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.



Figure 2.1.6.1 Omnixx Force Status Bar



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.



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

2.1.7 Automatic Printing

The Omnixx Force client provides two (2) features for printing automatically, known as Auto Print and Unattended Printing. Currently, browsers do not provide a way to print without user intervention. To solve this issue, Omnixx Force uses a small Windows tray application (shown below) 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. *Please note you will only see this feature if configured by your system administrator.*

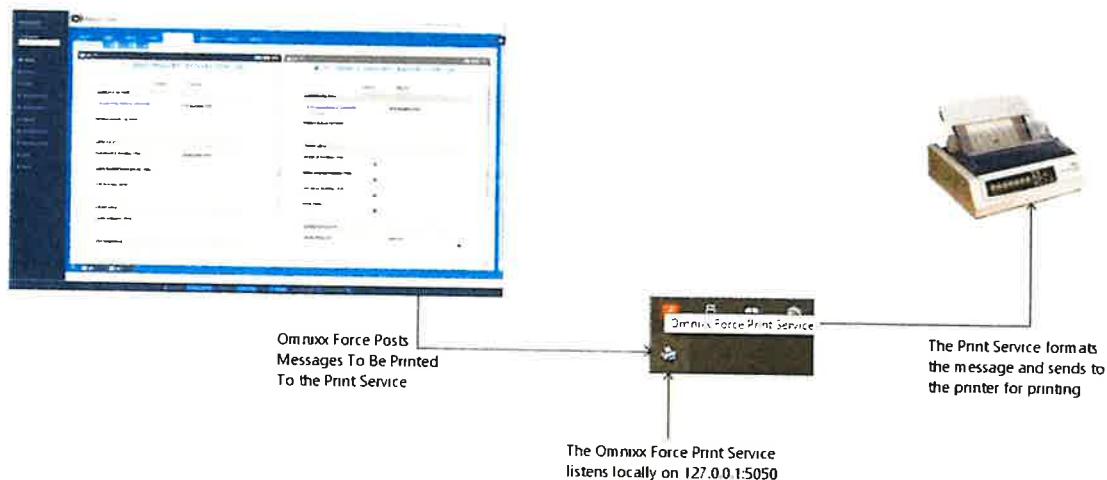


Figure 2.1.7.1 Print Service

The Omnixx Force Print Service provides options to select the printer to use for Auto Print and Unattended Printing. Select a Windows Printer and a Line printer if using a dot matrix printer.

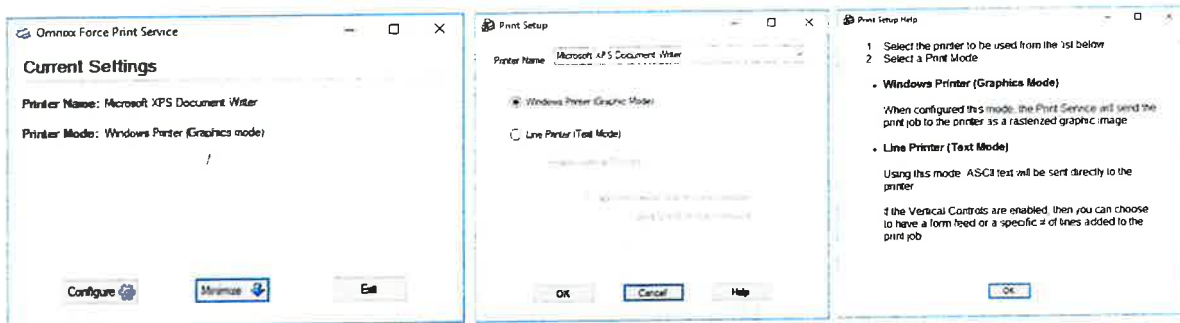


Figure 2.1.7.2 Print Service Setup

NOTE: Auto Print and Unattended Printing are not available on mobile devices.

2.1.7.1 Omnixx Force Auto Print

You can toggle the Auto Print feature On/Off, under User Options. When Auto Print is ON, each query transmitted and received message will be automatically printed.



Figure 2.1.7.1.1 Auto Print Option

If Auto Print is ON, but the Omnixx Force Print Service has not been installed, you will receive the error message shown below. If this occurs, select the [Print Service Installer](#) link to install and then configure you Windows or Line printer. Once installed and configured, you will no longer see this dialog box.

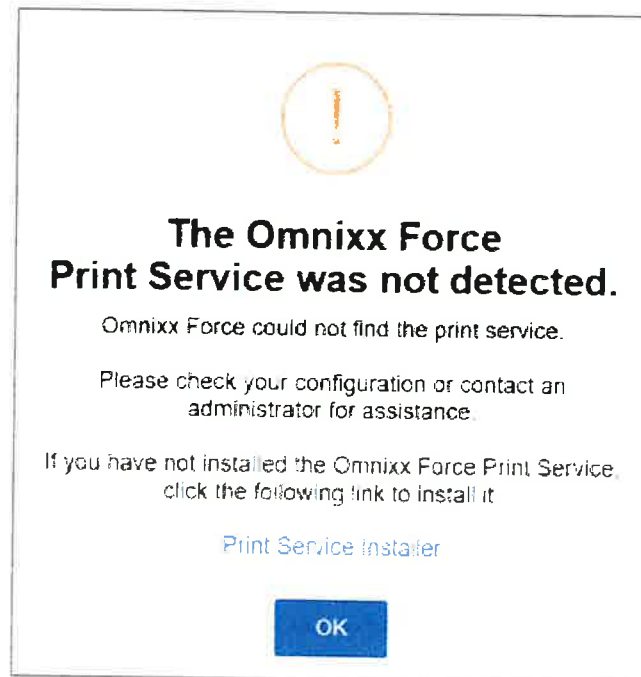


Figure 2.1.7.1.2 Print Service Not Detected Dialog Box

2.1.7.2 Omnixx Force Unattended Printing

The Unattended Printing feature enables you to put Omnixx Force in a “receive and print” only mode. There are two (2) Application Configuration Parameters (ACPs) required to use this feature.

1. UNATTENDED_PRINT_USER – UserID to use for unattended printing.
2. UNATTENDED_PRINT_PASSWORD – Password to use for unattended printing.

If it does not already exist, you need to create the unattended print user and password that match the ACPs shown above. The user should be assigned the “OFB” application certification, but does not need any transaction certifications, since it does not transmit any transactions. In addition, you should create a User Security Policy for the Unattended Print user with the “Maximum Duration of Session” set to Unlimited, and the “Maximum Logons per User” set to Unlimited.

You activate the “Unattended Printing” feature by selecting it from the menu (shown below).

Once activated, Omnixx Force will prompt for confirmation. Select the **Yes, switch it** option to logoff the current user, and then logon the Unattended Printing user defined by the ACPs. Omnixx Force will then display the Message Window and will then be in “receive” mode, automatically printing responses.

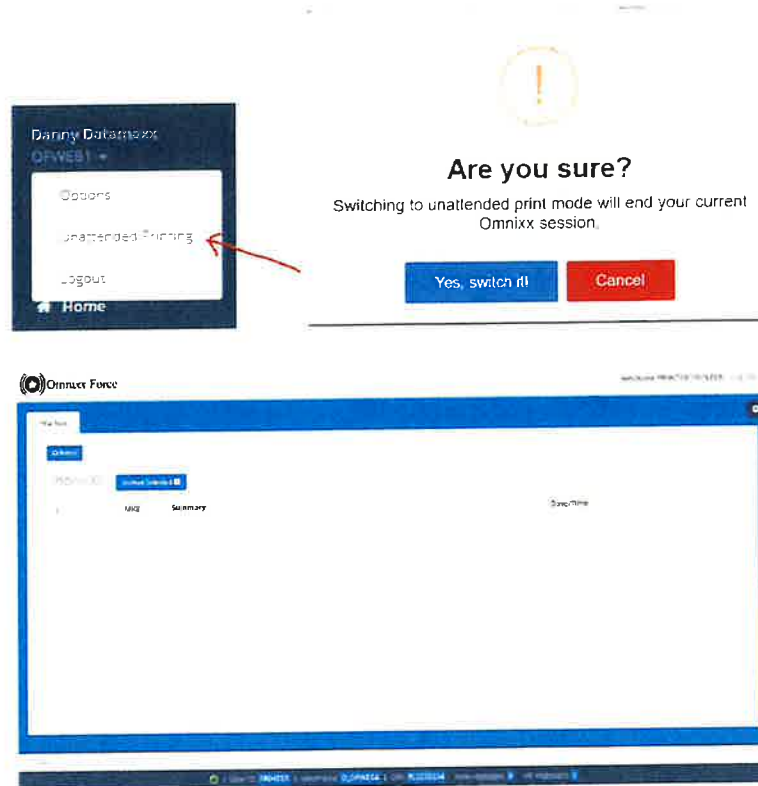
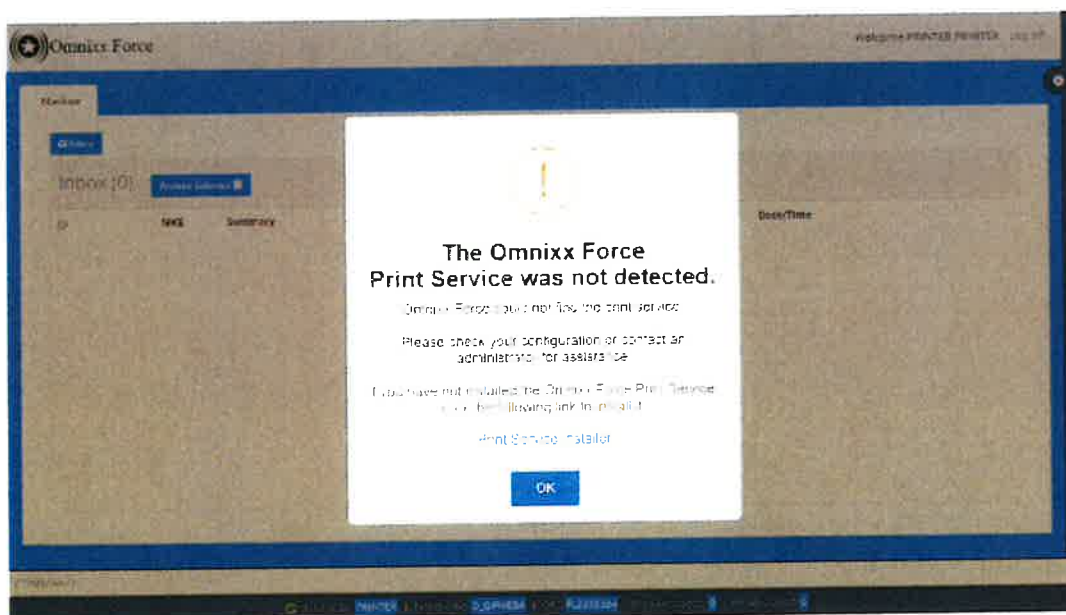


Figure 2.1.7.2.1 Unattended Printing Option

Note that if the Omnixx Force Print Service is not running or installed, you will receive the notification that it was not detected. It must be running in order for unattended printing to work.

If this occurs, select the **Print Service Installer** option to install and then configure your Windows or Line printer. Once installed and configured, you will no longer see this dialog box.



2.1.7.2.2 Print Service Not Detected Dialog Box

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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 Menu Tree or select from the Forms tab.

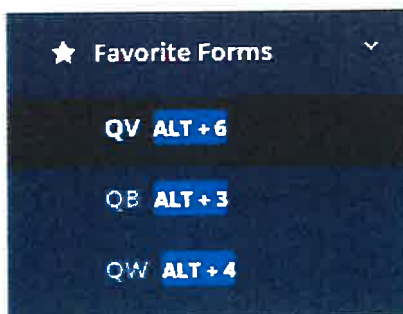


Figure 3.1.1 Select Transaction Form

In this example, the Vehicle Query transaction form allows the user to enter specific information regarding a stolen or missing vehicle.

Home Forms Mailbox History Macros QV ★ x

★ ? VEHICLE INQUIRY TRANSACTION (QV)

Submit Clear All

AGENCY/CASE DATA Clear

* Originating Agency Code (ORI) FL3333331 NCIC Number (NIC)

Related Search Hit (RSH)

VEHICLE DATA Clear

Vehicle ID Number (VIN)

Make (VMA)

Owner Applied Number (VIN)

Part Serial Number (VIN)

LICENSE PLATE DATA Clear

License Plate (LIC) State (LIS)

Figure 3.1.2 Vehicle Query Transaction Form

Submit

Enter the information for the vehicle into the Vehicle 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. 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.

Message Accepted.

QV: NOHIT

IN010530000007QV.QV.CYNCIC000.CLVPD'001.

TXR

110104CG, WRI1379443

0HCLP00099

WARNING - THE FOLLOWING RECORD CONTAINS EXPIRED LICENSE PLATE DATA. USE CAUTION, CONTACT ENTERING AGENCY TO CONFIRM STATUS.

1 - FULL EXTRADITION UNLESS OTHERWISE NOTED IN THE HIS FIELD

ORI/0H0HP00L8 NAI/BARTLES, TRØY C SEX/F RAC/W DOB/19500301

HGT/505 WGT/115 EYE/GRN HAI/GRY

SOC/292929292

OFF/CONSERVATION - ANIMALS - FALSE OPERATION

DOM/20070310 OCA/TEST-TRAINING-RECORD

NIS/SVIN THIS IS A TRAINING TEST RECORD

LIC/TST0007 LIS/0H LIY/2007 LIT/PC

VIN/00001243000019384 VYR/2000

VMA/PONT VST/2D

DNA/N

ORI IS SHP COLUMBUS 614 466-2660

NIC/W340014930 DTE/20070316 1436 EDT

IMMED CONFIRM WARRANT AND EXTRADITION WITH ORI

Print

Owner Applied Number (VIN)

Part Serial Number (VIN)

LICENSE PLATE DATA

License Plate (LIC)

State (LIS)

NOHIT

Figure 3.1.3 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 Menu Tree or select from the Forms tab.

★ Favorite Forms

QV ALT + 6

QB ALT + 3

QW ALT + 4

Figure 3.2.1 Select Transaction Form

In this example, the Boat Query transaction form allows the user to enter specific information regarding a stolen boat.

The screenshot shows the 'BOAT INQUIRY TRANSACTION (QB)' form. At the top, there is a navigation bar with links: Home, Forms, Mailbox, History, Macros, and a QB tab with a star icon. Below the navigation bar, the form title 'BOAT INQUIRY TRANSACTION (QB)' is displayed with a star and question mark icon. Below the title are 'Submit' and 'Clear All' buttons. The form is divided into two main sections: 'AGENCY/CASE DATA' and 'BOAT DATA'. The 'AGENCY/CASE DATA' section has a 'Clear' button and contains three input fields: 'Originating Agency Code (ORI)' (pre-filled with 'FL3333331'), 'NCIC Number (NIC)', and 'Related Search Hit (RSH)'. The 'BOAT DATA' section also has a 'Clear' button and contains four input fields: 'Registration Number (REG)', 'License Plate (REG)', 'Coast Guard Document No. (REG)', and 'Hull Number (BHN)'.

Figure 3.2.2 Boat Query Transaction Form

Submit

Enter the information for the vehicle into the Boat 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 this example, three (3) hit responses are received from multiple databases as shown below.

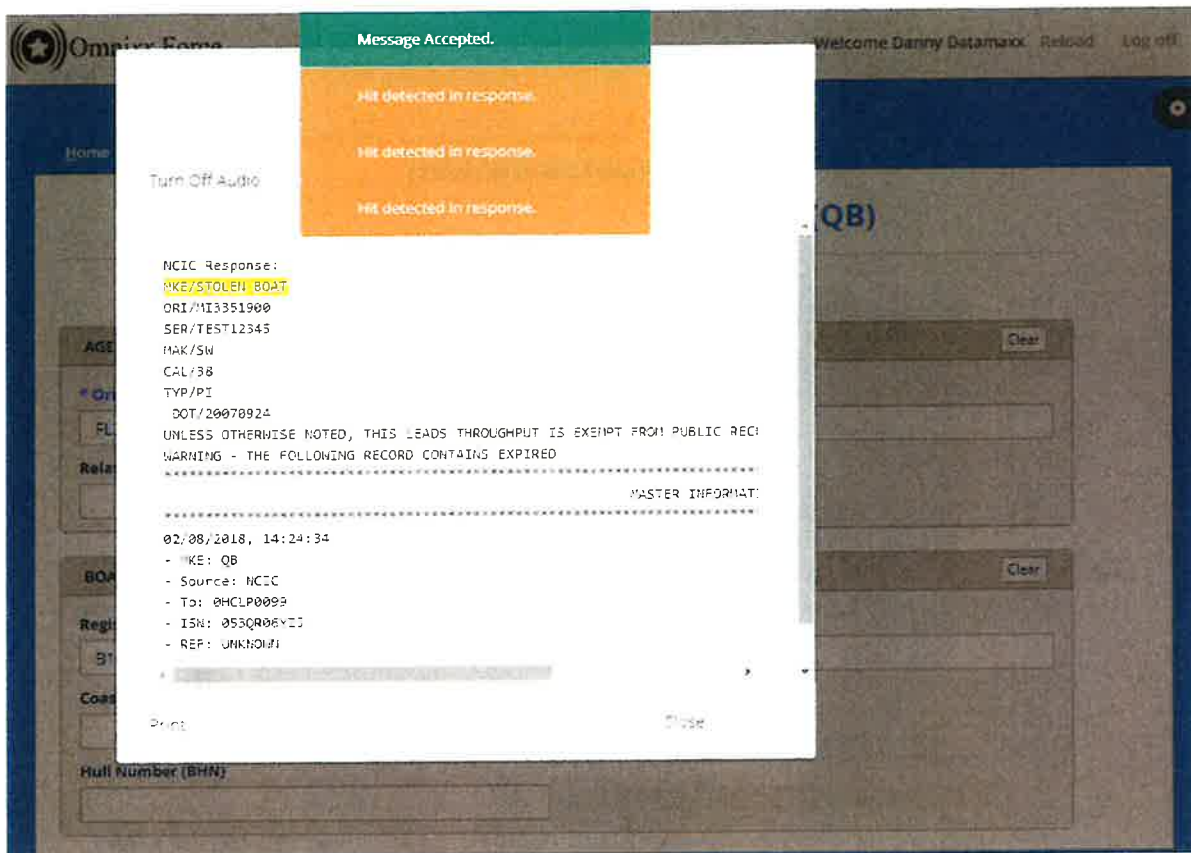


Figure 3.2.3 Query "Hit" Response

The user may close the transaction message or print the results via a local printer. Note the flashing red **!!!HIT!!!** 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.

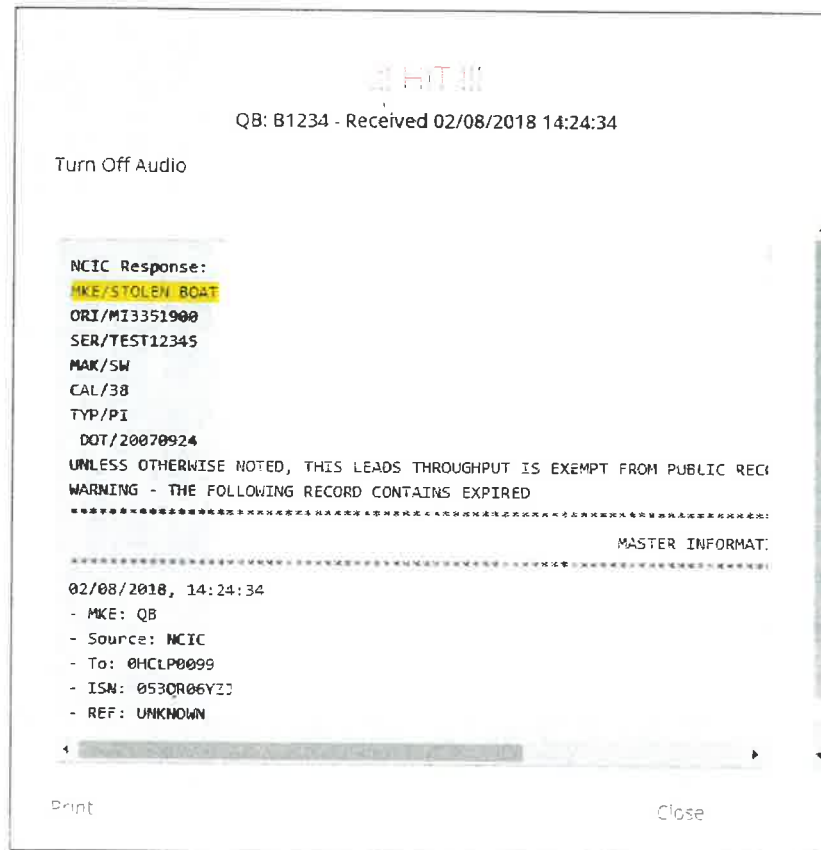


Figure 3.2.4 Query Hit Response

3.3 Response Messages

A user may view transaction messages (both sent and received) from a user's Mailbox. Select the Mailbox tab at the top of the screen to display the response messages.

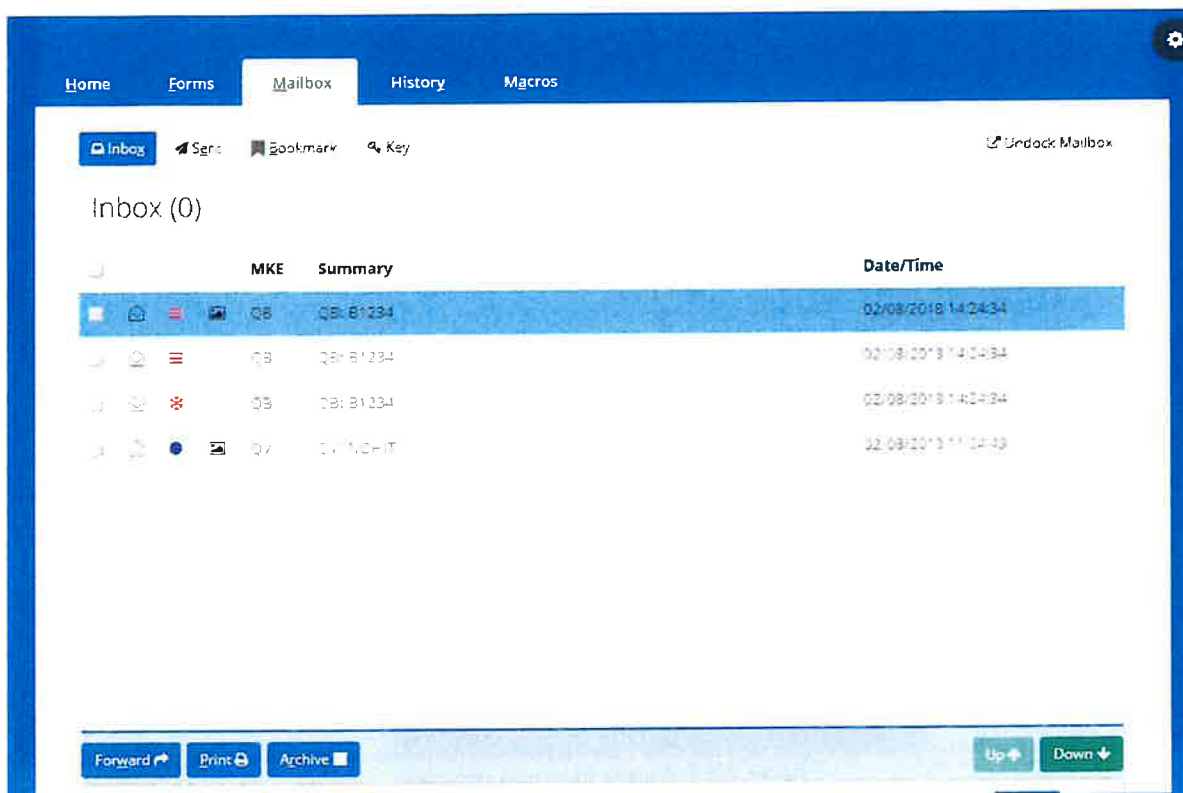


Figure 3.3.1 Response Messages

Double-clicking the message you wish to view displays the response.

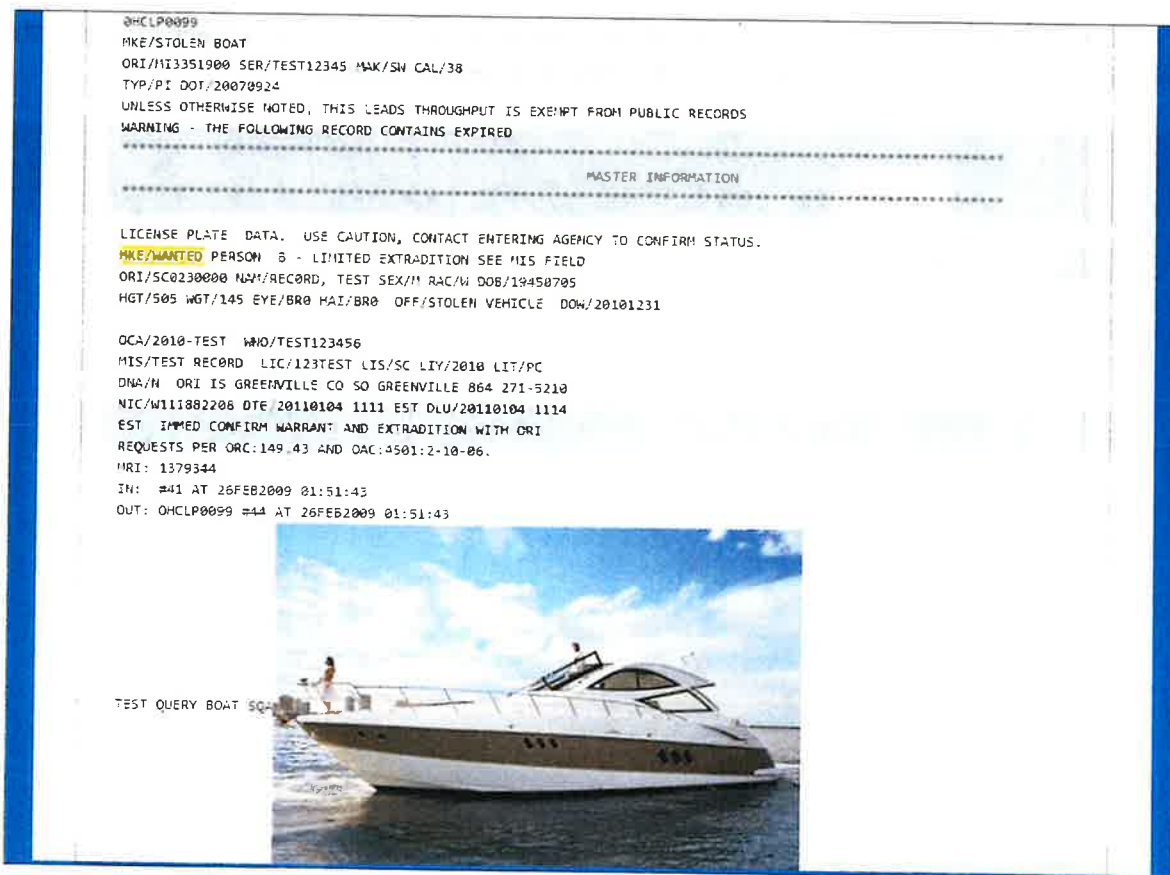


Figure 3.3.2 Display Response Message

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 boat, a user may select the **Cast** button located to the right of the message response and then select the appropriate “cast” message type.

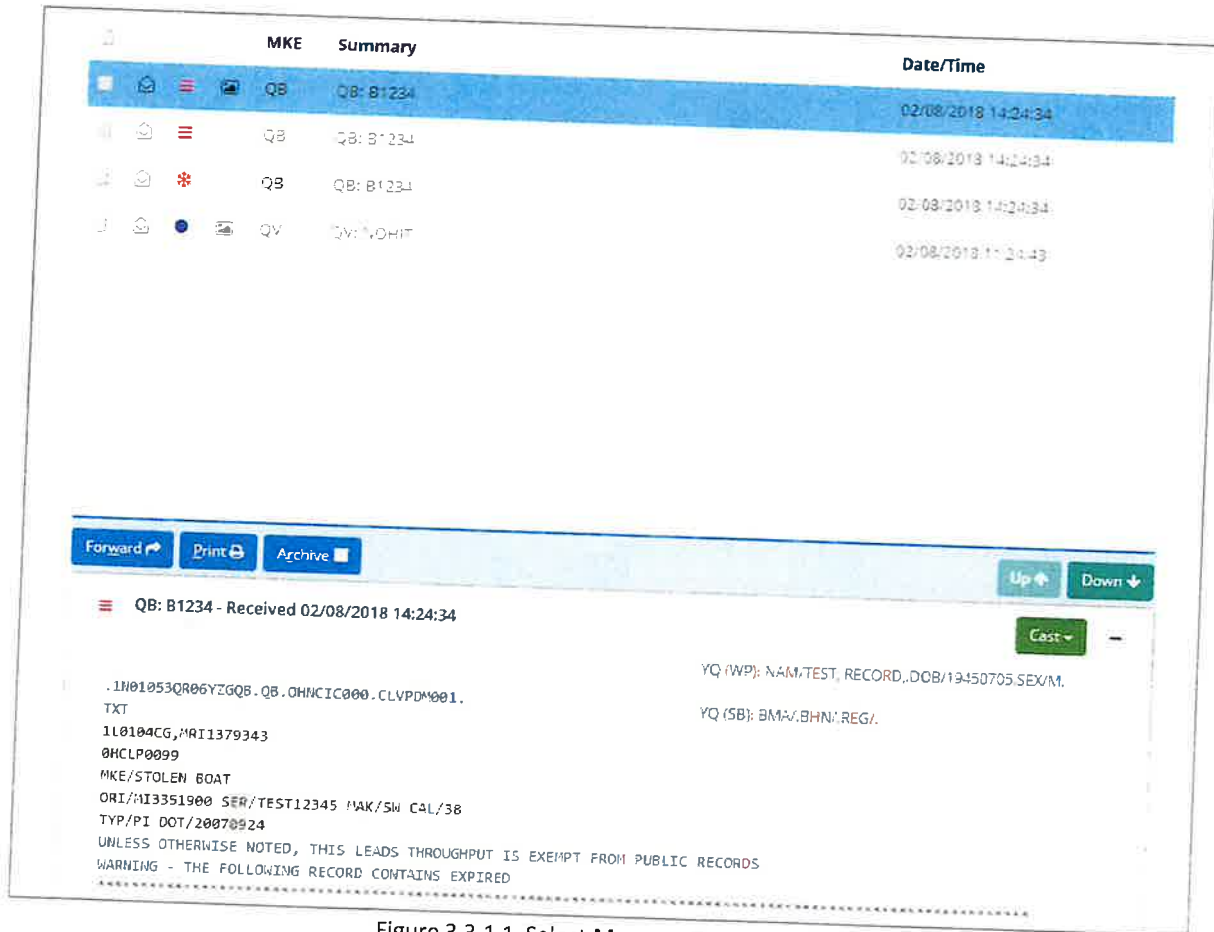


Figure 3.3.1.1 Select Message Type to Cast

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 different and/or multiple ORIs.

The screenshot shows a web application interface for the "HIT CONFIRMATION REQUEST (YQ)" form. The interface has a blue header bar with navigation links: Home, Forms, Mailbox, History, Macros, and a tab labeled "YQ". Below the header, the form title "HIT CONFIRMATION REQUEST (YQ)" is displayed with a star and question mark icon. There are "Submit" and "Clear All" buttons. The form is divided into two main sections: "AGENCY/CASE DATA" and "Destination ORI (ORI)". The "AGENCY/CASE DATA" section includes fields for "Originating Agency Code (ORI)" (value: FL333333), "Agency Case Number (OCA)", "NCIC Number (NIC)", "Optional Control Field", and "Hit Confirmation Request Number (RNO)". The "Destination ORI (ORI)" section includes a "Destination ORI (ORI)" field (value: MI3351900) and a "Type (RTY)" field (value: SB). There is also a "Priority (PRI)" field. A "Clear" button is located in the top right corner of the form area.

AGENCY/CASE DATA	
* Originating Agency Code (ORI)	* Destination ORI (ORI)
FL333333	MI3351900
Destination ORI (ORI)	Destination ORI (ORI)
Destination ORI (ORI)	Destination ORI (ORI)
* Agency Case Number (OCA)	
* NCIC Number (NIC)	
Optional Control Field	* Type (RTY)
	SB
* Hit Confirmation Request Number (RNO)	* Priority (PRI)

Figure 3.3.1.2 Message "Casting"