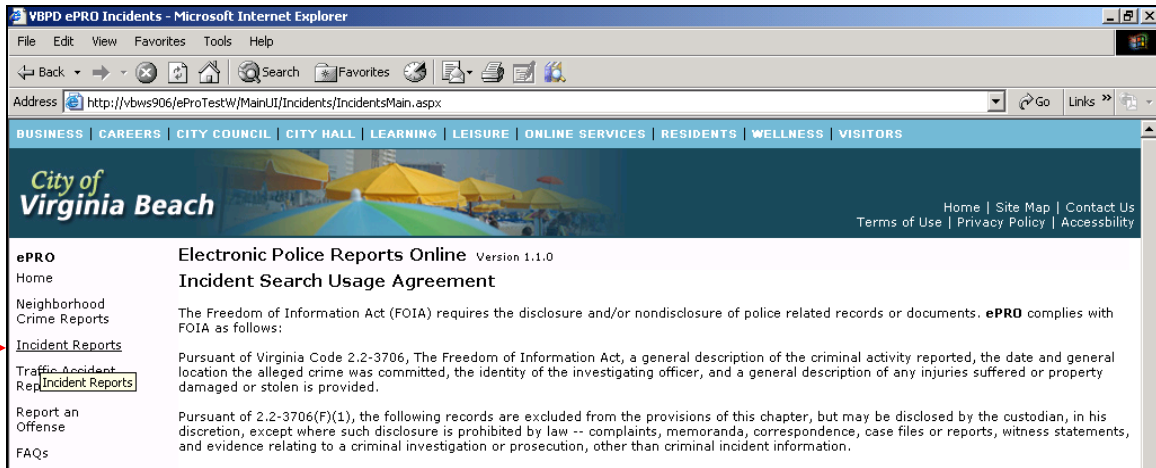
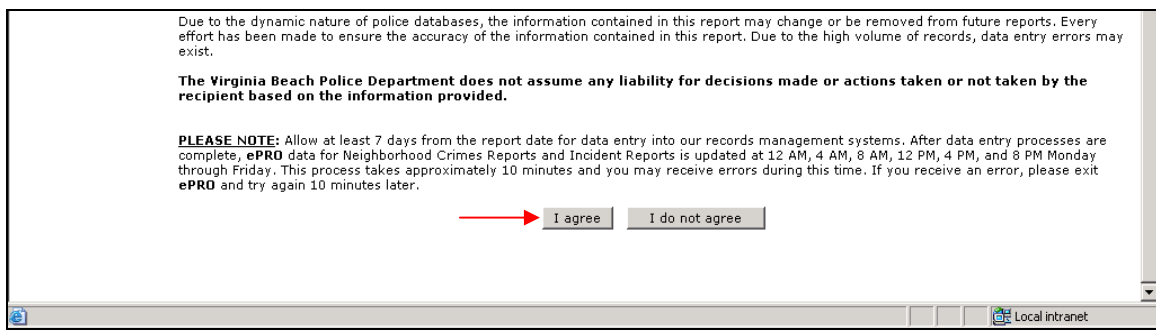


How to use ePRO: Incident Reports

1. Click on **Incident Reports** on the left navigation bar.



2. Read the [Incident Search Usage Agreement](#) and click the **I Agree** button at the bottom on the page. You will not see this agreement again during the same Internet session. Text is located under **Related Documents** link on the left navigation bar.



3. If you know the **CASE NUMBER** click on **Search by Case #** link and enter it in the field provided and press **Submit** to process the request. If you do not know the case number, proceed to Step 9.

VBPD ePRO - Incident Search - Microsoft Internet Explorer

Address: http://vbws906/eProTestW/MainUI/Incidents/IncidentSearch.aspx

BUSINESS | CAREERS | CITY COUNCIL | CITY HALL | LEARNING | LEISURE | ONLINE SERVICES | RESIDENTS | WELLNESS | VISITORS

City of Virginia Beach

Electronic Police Reports Online Version 1.1.0

Incident Search Criteria

DATE REPORTED

From: 01/01/2003 required

To: required

LOCATION

Search by Case#

VBPD ePRO - Incident Search - Microsoft Internet Explorer

Address: http://vbws906/eProTestW/MainUI/Incidents/IncidentSearch.aspx

BUSINESS | CAREERS | CITY COUNCIL | CITY HALL | LEARNING | LEISURE | ONLINE SERVICES | RESIDENTS | WELLNESS | VISITORS

City of Virginia Beach

Electronic Police Reports Online Version 1.1.0

Incident Search Criteria

Case Number: required

Case Number format: YYYY123456
YYYY represents the year (e.g. 2006) followed by a 6-digit number. Do not include spaces or dashes.

Submit Clear

Search by Case#

4. If found, the Incident Search Results window displays. Click the case number to view the report.

VBPD ePRO - Incident Search Results - Microsoft Internet Explorer

Address: http://vbws906/eProTestW/MainUI/Incidents/IncidentSearchResults.aspx

BUSINESS | CAREERS | CITY COUNCIL | CITY HALL | LEARNING | LEISURE | ONLINE SERVICES | RESIDENTS | WELLNESS | VISITORS

City of Virginia Beach

Electronic Police Reports Online Version 1.1.0

Incident Search Results

Case #: 2005000057

1 case found.

Case#	Date Reported	Block#	Street Name
2005000057	01/01/2005 04:02 AM, Sat	2400	SAVANNAH TL

New Search Criteria

5. The HTML version of the report is displayed. Click **View Official Copy (PDF)** to print and save the official report.

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Print Copy Paste

Address <http://vbws906/eProTestW/MainUI/Incidents/IncidentReport.aspx?id=80415> Go Links

[Back](#) **Virginia Beach Police Department** [View Official Copy \(PDF\)](#)

INCIDENT REPORT

UNOFFICIAL COPY **Case#: 2005000857**

Location of Incident 500-BLK FIRST COLONIAL RD VIRGINIA BEACH VA 23451		Zone: 224 Neighborhood: HILLTOP	Date/Time Reported: 01/05/2005 06:18 AM Last Known Secure: 01/05/2005 05:00 AM At Found: 01/05/2005 05:40 AM
Reporting Officer: JAMES, B. L. Supervisor: HAYDEN, T. D. Investigating Officer: SUTTON, B. R.	Case Status INACTIVE - PENDING 02/15/2005		Disposition
Crime# 1: LARCENY, FROM MOTOR VEHICLE (23F) - Completed			
Entry 1: 2:	Exit 1: 2:	Security Type 1: 2:	Premise: PARKING LOT/GARAGE How Left Scene? BICYCLE
Criminal Activity 1: 2: 3:	Weapons/Tools (A):automatic 1: 2: 3:		Bias/Motivation NONE (NO BIAS)
Crime# 2: MOTOR VEHICLE THEFT (240) - Attempted			
Entry 1: SIDE 2: DOOR	Exit 1: 2:	Security Type 1: 2:	Premise: PARKING LOT/GARAGE How Left Scene? BICYCLE
Criminal Activity 1: 2: 3:	Weapons/Tools (A):automatic 1: 2: 3:		Bias/Motivation NONE (NO BIAS)
Crime# 3: DESTRUCTION OF PROPERTY, PRIVATE PROPERTY (290B) - Completed			
Entry 1: 2:	Exit 1: 2:	Security Type 1: 2:	Premise: PARKING LOT/GARAGE How Left Scene? BICYCLE

Done Local intranet 4:22 PM

- Open the document when prompted. You may print the report or use the File pull-down menu to access the Save As option. Close or minimize the window to search for a different report.

Virginia Beach Police Department INCIDENT REPORT PUBLIC COPY				CASE#: 2005000857
Location of Incident 500-BLK FIRST COLONIAL RD VIRGINIA BEACH VA 23451		Zone: 224 Neighborhood: HILLTOP	Date / Time Reported: 01/05/2005 06:18 AM Last Known Secure: 01/05/2005 05:00 AM At Found: 01/05/2005 05:40 AM	
Reporting Officer: JAMES, B. L. Supervisor: HAYDEN, T. D. Investigating Officer: SUTTON, B. R.		Case Status: INACTIVE - PENDING Date: 02/15/2005		Disposition
Crime# 1: LARCENY, FROM MOTOR VEHICLE (23F) - Completed			Premise: PARKING LOT/GARAGE How Left Scene? BICYCLE	
Entry	Exit	Security Type		
1:	1:	1:		
2:	2:	2:		
Criminal Activity		Weapons/Tools	(A) - automatic	Bias/Motivation NONE (NO BIAS)
1:		1:		
2:		2:		
3:		3:		
Crime# 2: MOTOR VEHICLE THEFT (240) - Attempted			Premise: PARKING LOT/GARAGE How Left Scene? BICYCLE	
Entry	Exit	Security Type		
1: SIDE	1:	1:		
2: DOOR	2:	2:		
Criminal Activity		Weapons/Tools	(A) - automatic	Bias/Motivation NONE (NO BIAS)
1:		1:		
2:		2:		

- Click **Back** to view the Incident Search Results window.

- Click **New Search Criteria** to modify or begin a new search.

Case#	Date Reported	Block#	Street Name
2005000057	01/01/2005 04:02 AM, Sat	2400	SAVANNAH TL

9. If you do not know the case number, click **Advance Search**.

The screenshot shows the 'Incident Search Criteria' page in the VBPD ePRO system. The 'CASE NUMBER:' field is highlighted with a red box and a red arrow pointing to the 'Advanced Search' link. The page includes a sidebar with navigation links like 'Home', 'Neighborhood Crime Reports', and 'Incident Reports'. The main content area has the title 'Electronic Police Reports Online Version 1.1.0' and 'Incident Search Criteria'. Below the case number field, there is a note about the case number format: 'Case Number format: YYYY123456. YYYY represents the year (e.g. 2006) followed by a 6-digit number. Do not include spaces or dashes.'

10. You may return to the case number search by clicking **Search by Case #**. Otherwise enter date range (required) and optionally the 100 block and/or street name of the incident location. Click **Submit** to process the request. If your search is too broad, **ePRO** may time out before the search is complete. The default date in the **From** field is the earliest date available in **ePRO**.

The screenshot shows the 'Incident Search Criteria' page with the 'DATE REPORTED' and 'LOCATION' sections highlighted by a red box. The 'DATE REPORTED' section has 'From' and 'To' dropdown menus, both marked as 'required'. The 'LOCATION' section has '100-Block#' and 'Street' text input fields. A red arrow points from the 'Search by Case #' link to the 'DATE REPORTED' section. The 'Related Links' section at the bottom left has a red arrow pointing to the 'Submit' button. The page includes a sidebar with navigation links like 'Home', 'Neighborhood Crime Reports', and 'Incident Reports'. The main content area has the title 'Electronic Police Reports Online Version 1.1.0' and 'Incident Search Criteria'. Below the date range fields, there is a note about the street name: 'Enter just the street name (e.g. PRINCESS ANNE, not PRINCESS ANNE RD) or click the Street link to select from the master list.'

11. If desired, enter a street name without the street type in the field provided.
You may click on **Street** to view the **Streets Master List**.

The screenshot shows the ePRO Incident Search interface. On the left is a navigation menu with links like Home, Neighborhood Crime Reports, Incident Reports, Traffic Accident Reports, Report an Offense, FAQs, Comments, Related Documents, and Related Links. The main area is titled 'Electronic Police Reports (ePRO) Incident Search Criteria'. It includes fields for 'DATE REPORTED' (From: 01/01/2003, To:), 'LOCATION' (100-Block#:), and 'Street:'. A 'Submit' button is at the bottom. A pop-up window titled 'ePRO Street Master - Microsoft Internet Explorer' is open, showing the 'Street Master List'. This list has two search methods: 'Find streets in neighborhoods with names starting with' (with a text input and 'Find' button) and 'OR Find streets with names starting with' (with a text input and 'Find' button). Below these are two rows of alphabetic characters (A-Z) for filtering. The main list is a table with two columns: 'Street' and 'Neighborhood'. The first few rows are: 01ST ST, OCEANFRONT - 31ST ST SOUTH; 02ND ST, OCEANFRONT - 31ST ST SOUTH; 03RD ST, OCEANFRONT - 31ST ST SOUTH; 04TH ST, OCEANFRONT - 31ST ST SOUTH; 05TH ST, OCEANFRONT - 31ST ST SOUTH; 06TH ST, OCEANFRONT - 31ST ST SOUTH; 07TH ST, OCEANFRONT - 31ST ST SOUTH. Each row has a blue arrow '>' to the left of the street name.

12. You may enter a (1) neighborhood name in the field provided and click **Find**, you may enter the (2) first couple of characters of street name in the field provide and click **Find**, or you may click one of the (3) alphabetic characters to narrow down the list. Click (4) **Previous** and/or **Next** to navigate through the list. Click the (5) headings to sort the list. Click the blue arrow (6) > to next to the street name to select it for your search.

This screenshot shows the 'ePRO Street Master List' pop-up window with numbered callouts indicating key features: 1 points to the 'Find' button for neighborhood search; 2 points to the 'Find' button for street name search; 3 points to the alphabetic character filter (A-Z); 4 points to the '<Previous Next>' navigation links at the bottom; 5 points to the 'Street' and 'Neighborhood' column headers; 6 points to the blue arrow '>' next to a street name in the list. The list shows streets like A ST, A AV, ABBEY AR, ABBEY CT, ABBEY DR, ABBOT MS, ABBOTSBURY CT, ABBOTSBURY WY, ABBOTSLEIGH CT, and ABERDEEN CT, each followed by a neighborhood name like BARTON WEST, CONDOS IN WOODLAND, ROSEMONT, INTERSTATE CENTER, PEMBROKE MEADOWS, etc.

13. Click **Submit** to process the request.

City of Virginia Beach

Electronic Police Reports Online Version 1.1.0

Incident Search Criteria

DATE REPORTED

From: 1/1/2005 required

To: 3/31/2005 required

LOCATION

100-Block#:

Street: GOOD HOPE RD

Enter just the street name (e.g. PRINCESS ANNE, not PRINCESS ANNE RD) or click the Street link to select from the master list.

Submit **Clear**

14. If records are found, the Incident Search Results window displays. Click the case number to view the report.

Incident Search Results

Reporting Period: 01/01/2005 - 03/31/2005

Street: GOOD HOPE RD

3 cases found.

Case#	Date Reported	Block#	Street Name
2005010563	02/22/2005 06:04 PM, Tue	3500	GOOD HOPE RD
2005011859	03/01/2005 06:22 AM, Tue	3500	GOOD HOPE RD
2005014541	03/13/2005 08:21 AM, Sun	3500	GOOD HOPE RD

15. The HTML version of the report is displayed. Click **View Official Copy (PDF)** to print and save the official report.

Back Virginia Beach Police Department View Official Copy (PDF)

INCIDENT REPORT Case#: 2005011859

UNOFFICIAL COPY

Location of Incident 3500-BLK GOOD HOPE RD VIRGINIA BEACH VA 23452		Zone: 126 Neighborhood: PECAN GARDENS	Date/Time Reported: 03/01/2005 06:22 AM Last Known Secure: 03/01/2005 05:00 AM At Found: 03/01/2005 05:40 AM
Reporting Officer: HUGHES, N. S. Supervisor: BEARD, E. L. Investigating Officer: PRICE, K. C.	Case Status CLEARED BY ARREST 03/01/2005		Disposition
Crime# 1: ASSAULT, SIMPLE, DOMESTIC (13B2) - Completed			
Entry 1: 2:	Exit 1: 2:	Security Type 1: 2:	Premise: RESIDENCE, SINGLE-FAMILY How Left Scene?
Criminal Activity 1: 2: 3:	Weapons/Tools (A): automatic 1: PERSONAL WEAPONS (HANDS, ETC.) 2: 3:	Bias/Motivation NONE (NO BIAS)	
Modus Operandi:	Method of Entry ---	Trademarks ---	
Injuries:	MINOR INJURIES, APPARENT		
Information on VICTIMS and OTHERS INVOLVED are restricted.			
No RELATED PROPERTIES			
No RELATED VEHICLES			
END OF REPORT			

16. Open the document when prompted. You may print the report or use the File pull-down menu to access the Save As option. Close or minimize the window to search for a different report.

Adobe Acrobat Professional

File Edit View Document Tools Advanced Window Help

Open Save Print Email Search Create PDF Review & Comment Secure Sign Advanced Editing

118%

Bookmarks Layers Pages Signatures

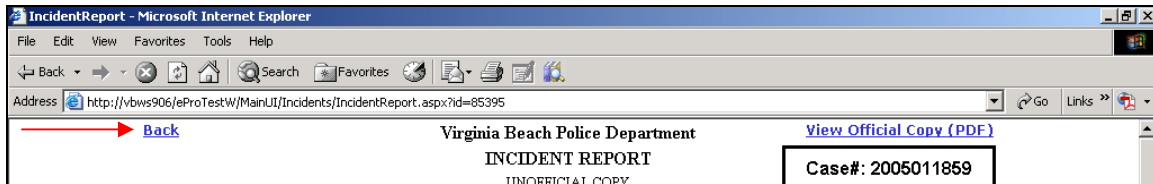
Virginia Beach Police Department

INCIDENT REPORT CASE#: 2005011859

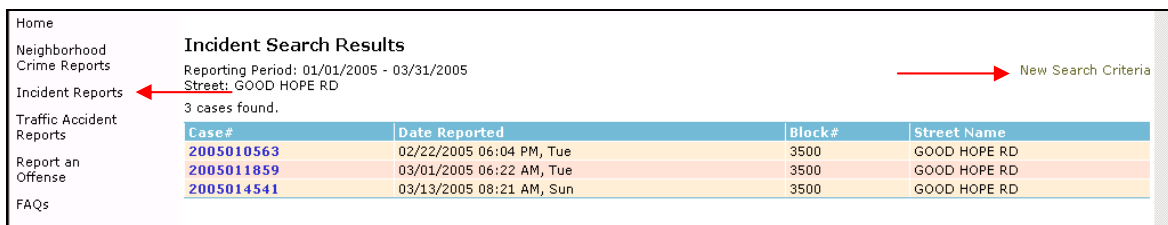
PUBLIC COPY

Location of Incident 3500-BLK GOOD HOPE RD VIRGINIA BEACH VA 23452		Zone: 126 Neighborhood: PECAN GARDENS	Date / Time Reported: 03/01/2005 06:22 AM Last Known Secure: 03/01/2005 05:00 AM At Found: 03/01/2005 05:40 AM
Reporting Officer: HUGHES, N. S. Supervisor: BEARD, E. L. Investigating Officer: PRICE, K. C.	Case Status CLEARED BY ARREST Date: 03/01/2005		Disposition
Crime# 1: ASSAULT, SIMPLE, DOMESTIC (13B2) - Completed			Premise:

17. Click **Back** to view the Incident Search Results window.



18. Select another report to view. Or, to begin a new search, you may click **New Search Criteria** then **Clear** or click **Incident Reports** on the left navigation bar.



19. Occasionally, you may receive a RUNTIME error. Exit **ePRO** by closing your Internet session and retry. The system updates periodically throughout the day. If an update occurs while you are trying to access the data, a RUNTIME error may occur.

