

A. Purpose:

When processing evidence and generating worksheets, abbreviations may be used to consolidate time and writing. This SOP provides a list of commonly used abbreviations in the Multimedia and Image Enhancement Section.

B. Responsibility:

Forensic Science Examiners

C. References/Abbreviation List:

AVI	Audio Video Interleave, is a multimedia container format introduced by Microsoft in November 1992 as part of its Video for Windows technology. AVI files can contain both audio and video data in a file container that allows synchronous audio-with-video playback.
BMP	BMP file format, sometimes called bitmap or DIB file format (for device-independent bitmap), is an image file format used to store bitmap digital images, especially on Microsoft Windows and OS/2 operating systems.
B&W	Black and white (no color present; grayscale)
CD	Compact Disc is an optical disc used to store digital data, originally developed for storing digital audio.
CD-R	Compact Disc-Recordable is a Write Once Read Many (WORM) optical Medium.
Chap.	Chapter
DVD	"Digital Versatile Disc" or "Digital Video Disc" is a popular optical disc storage media format. Its main uses are video and data storage. DVD-R has a five-year lead on DVD+R. As such, older or cheaper DVD players (up to 2004 vintage) are more likely to favor the DVD-R standard. When creating DVDs for distribution where the playing unit is unknown or older the DVD-R format would normally be preferable.
DVD+R	See Above

MMIE SOP-25 Abbreviations

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DVD-R	See Above
DVR	Digital video recorder
Evid.	Evidence
FF	frames (when used above a number set)
HH	hours
IVR	Internet Video Recording a proprietary file extension of RealPlayer.
JPEG	A file extension of a commonly used method of compression for photographic images developed by the Joint Photographic Experts Group.
JPG	See Above
MIN	minutes
MM	minutes
MV	Motor Vehicle
MVA	Motor Vehicle Accident
No.	number
REC'D	received
QUAD	quadrant display format
SEC	seconds
SN	Serial Number
S/N	Serial Number
SS	seconds

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SUB	Submission
TIFF	Tagged Image File Format is a file format for storing images, including photographs and line art.
WAV	(or WAVE), short for Waveform audio format, is a Microsoft and IBM audio file format standard for storing an audio bit-stream on PCs. It is the main format used on Windows systems for raw and typically uncompressed audio.
WMA	Window Media Audio – audio file that is able to be recognized and played back in Windows Media Player
WVM	Windows Video Media
W/	with
W/1	with (number designation) in this case one
@	at