

United Paranormal Project Training Curriculum

UNIT IX

DATA ANALYSIS

After the completion of this unit, the member will be able to:

1. Understand what happens to all of the footage gathered at the investigation.
2. Understand who and how the data is reviewed.

1. PURPOSE OF KNOWING THE ENTIRE PROCESS OF DATA ANALYSIS

- Each new UPP member shall learn the entire process of analyzing data footage from an investigation. The majority of data will come from the audio digital voice recorders, camcorders, digital cameras and DVR footage.

2. The Steps of Analyzing Data

1. Assignments:

The Tech Manger will divide up all footage from the investigation and assign sections to each member on the tech crew. This analysis shall be thoroughly gone over with undivided attention. The tech manager will generally mail each tech member the data for them to review. The analysis shall be completed in a very timely manner and even faster when it comes to a private residence investigation.

2. Things to Look For or Listen For:

Pay attention to the lighting in the room while watching video, especially to make sure there is no glare or reflection interfering with watching the mostly dark video. When listening to Audio make sure you find a quiet and comfortable location to do this since it is a very lengthy process. Member should wear a good set of headphones while listening to audio. It is also recommended to take a break about every hour to recuperate.

3. The Analysis Process:

You will need a notebook and something to write with. You will write down any unusual activity such as: noises, lights, weird activity, etc... You will also time stamp in your notebook when it happened and from what device it was captured on. After writing this down you will continue on with the analysis. You will be able to review anything you marked down in your notebook when you have completed all of the analysis.

EXAMPLE OF A TIME STAMP:

*File Name: DS307452022 / Location: Twin City Opera House / Date & Time: 04/09/2010 @ 10:15PM / Location: Catwalk Area.
1:00:15 Hours/Minutes/Seconds – Little girls whisper while nobody was in that area at the time. This lasted 8 seconds.*

4. Other Tips on Reviewing Data:

Again, it is so important to pay attention and be focused on what you are doing. If you take a break, get a phone call; have to go to the bathroom or anything else.... Pause the Data immediately. Pay close attention to details, especially whenever individual investigators enter or leave an area the recording devices are located in during the investigation. Knowing who is nearby the devices at the time of the incident can later identify often unrecognized noises. Try to keep your notes legible and in a chronological order that you and others can understand so that later review doesn't leave you wondering what you wrote down and what it means. It is better to review evidence while the investigation is fresh in your memory so try to be prompt in your review. Do your best to remain objective and skeptical, ask for other team member's opinions and share your opinions with them in a respectful and polite manner while trying to determine what you have found. Ultimately you may still have a difference of opinion on what it is. The Management team will take everyone's views into consideration and make up their minds on how to treat the evidence at a later stage of the investigation for now finding and properly cataloging each potential evidence is the goal of each reviewer.

Once you have reviewed an entire file you can go back and recheck each instance where you thought you identified activity and see if you still agree there is something noteworthy there. Then you use an appropriate program like Cool Pro Edit for instance to cut out an audio file of the activity and then present it to the other team mates for peer review and analysis. If you have been trained in the procedure for cleaning up the audio file you may wish to do but always keep an unaltered file of the original evidence as well as the cleaned up file. Make sure each are labeled properly to reference where and when in the parent file they were an excerpt of and make sure you have properly labeled and stored on your computer each file, folder and case so as to be able to access them on request. When you have finished completely with your review be sure to email all relevant clips of activity.