



# Department of Law – Criminal Division

## Downloading Discovery: LAW ENFORCEMENT AGENCIES

The Alaska Department of Law’s Criminal Division (LAW) shares digital discovery items via NICE Justice (“NICE”). To access shared digital discovery items, please refer to the instructions herein.

### I. Email Notifications

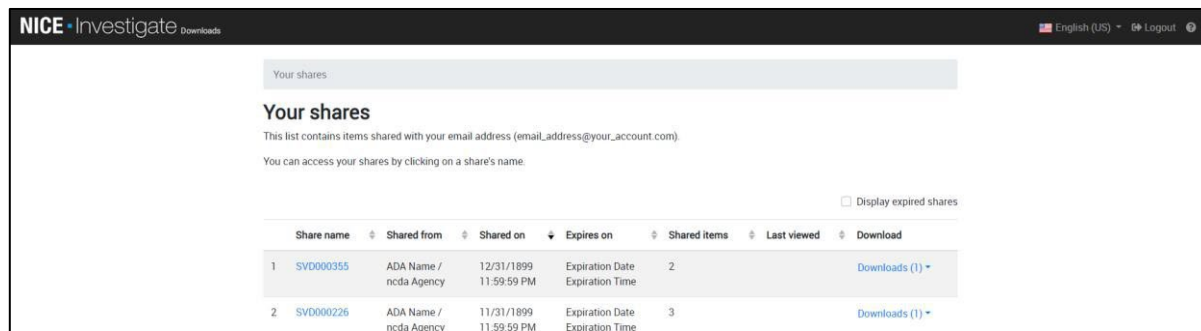
When evidence is shared in one of your cases, you will receive an email from [noreply-akdol@evidencentral.com](mailto:noreply-akdol@evidencentral.com). If you have not received an expected email, please check your spam and/or trash folders. It is recommended that you add that email address to your trusted sender list in your email account. If you still have not received the expected email, please reach out to the District Attorney’s Office.

### II. Methods of Logging in

There are two methods to access shared discovery items:

1. You may visit <https://akdol-download.evidencentral.com/> (“URL”) or select the link in the discovery share email, and login to the NICE portal with the email address associated with an account you registered to receive shares (please refer to the “Registered Users” section below); or
2. Input the unique passcode associated with this discovery share sent through a separate email by a LAW employee.

Once you have successfully logged in, you can view and/or download discovery on all evidence shares available through the NICE download portal, as seen here:





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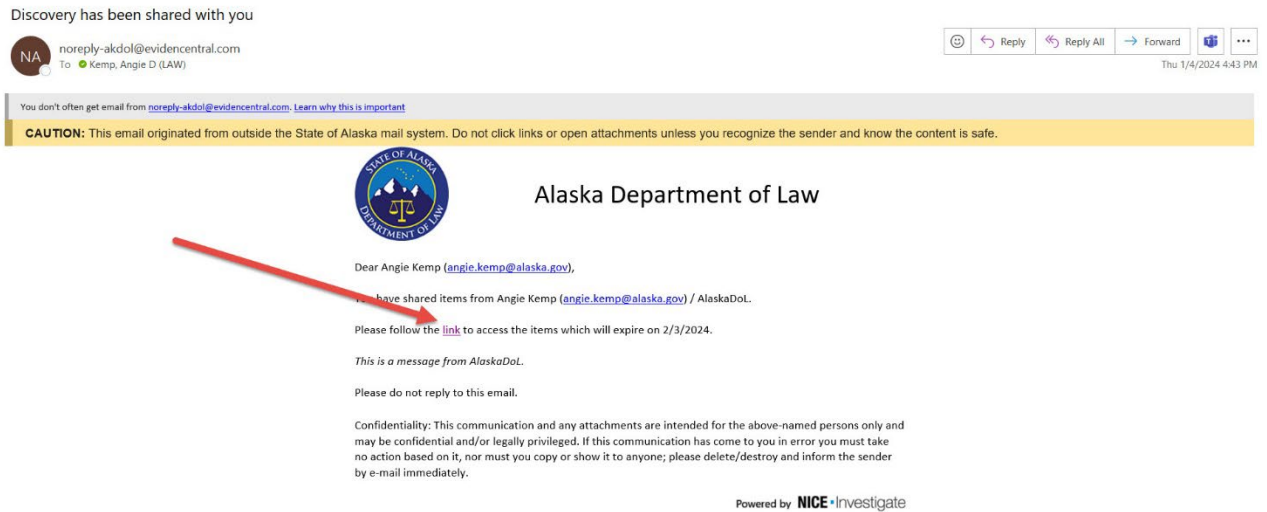
### III. Registered Users

Users are encouraged to register for the NICE share portal to obtain the maximum benefit offered by the system. Below you will find instructions for how to register and use the portal.

#### A. Registering

Follow these steps to register:

1. To initiate a registration process, a LAW employee must send an initial share. The email will appear like the email shown below. To begin registering, click on the “link” option contained in the email.





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- The link will route you to the page displayed below. Select “register.”

### NICE Investigate Download Portal

Login or register here to view your share links.

Welcome to the Download Portal login and registration page. You should have arrived at this page by clicking a URL link to a shared item.

**Login**  
If you have an account, please enter your login details below to view your shared link.

**Email**

**Password**

[Forgot your password](#)

**Register as a new user**  
In order to use this service, you are required to have registered for an account.  
If you do not already have an account, please click the "Register" button below.

- Follow the prompts (as illustrated below) to register. The email address used to register must be the same email address where you or your agency would like discovery sent. Select “register.”

### Register

Please enter your details below to register with this service. Use the same email address you have received your shared link on.

Only approved email addresses are allowed to register and access to your approved email account will be verified.

**Email**

**Password**

**Confirm password**

I'm not a robot





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4. Supply the registration code and select “submit.” The code is sent to the email address that was used to register.

### Email address verification required

Your account has been created.

We now need to verify access to your email account. We have sent you an email containing a unique code. Please enter that code below.

NOTE: The email may go into your spam folder, please check this folder as well as your Inbox.

The code emailed to you is valid for **59 minutes, 2 seconds**.

Code

protected by reCAPTCHA  
Privacy - Terms



Submit

5. Once submitted, this screen will appear. Select “here” to return to the login screen to access the discovery.

### Success - Email address verified

Your registration has been validated successfully.

If you came to this page after pre-registering an account, your registration is now complete and you can safely close this browser window.

If you came to this page following a shared URL link, please click [here](#) to login and access the multimedia.



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### B. Using the Portal

Registered users can login to the portal using the credentials used to register. Users who are not registered will need a unique passcode to access the shared evidence. The passcode is supplied by a LAW employee via a separate email.

Registered users can access the portal through the email notification or by logging in directly at the following web address: <https://akdol-download.evidencentral.com> and supplying the user’s login credentials.

Registered users have access to all shares sent to that email address/account, including pertinent details about the shares, such as when the evidence was shared, how many items were shared, and whether the evidence has been downloaded.

Your shares

**Your shares**

This list contains items shared with your email address (angie.kemp@alaska.gov).

You can access your shares by clicking on a share's name.

Enter at least 1 character(s) to search shares...  Display expired shares

Share name	Shared from	Shared on	Expires on	Shared items	Last viewed	Download
1 SVD-20240703-000001	Angie Kemp (angie.kemp@alaska.gov) / AlaskaDoL	07/03/2024 9:03:32 AM	08/02/2024 11:59:59 PM	1	07/03/2024 9:58:14 AM	Downloads (1) ▾
2 SVD-20240624-000004	Angie Kemp (angie.kemp@alaska.gov) / AlaskaDoL	06/24/2024 3:35:18 PM	07/24/2024 11:59:59 PM	2	06/28/2024 2:53:55 PM	Downloads (1) ▾
3 SVD-20240621-000001	Bethany Kaiser (bethany.kaiser@alaska.gov) / AlaskaDoL	06/21/2024 9:26:09 AM	07/21/2024 11:59:59 PM	2	07/03/2024 11:02:12 AM	Downloads (1) ▾
4 SVD-20240619-	Annie Kemp (annie.kemp@alaska.gov) /	06/19/2024	07/19/2024	1		Downloads (1) ▾

By selecting individual shares, users can view additional details about the share, such as what case the share relates to and whether the evidence was downloaded. At this screen, users have the option to download all evidence in the share by selecting the “downloads” option. An example is displayed below.

### Shared cases

Evidence from one or more cases have been shared with you by Bethany Kaiser (bethany.kaiser@alaska.gov) / AlaskaDoL on 6/21/2024 9:26 AM.

#### Message from sharer

SOA V. Nice Test 4BE-21-00456CR: Discovery includes 2 video files.

You can access this evidence until 7/21/2024 11:59 PM after which it will no longer be available.

Case name	Evidence items	Last viewed online	Last downloaded	Size	Download
NICE Test Case	2	07/03/2024 11:02:12 AM	Never	50.4 MB	Downloads (1) ▾



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To access additional details about the evidence, select the case name. At this screen, each individual evidence item is listed, as well as options to preview the evidence by selecting “view.”

#### Case evidence files – NICE Test Case

The following evidence files have been shared with you by Bethany Kaiser (bethany.kaiser@alaska.gov) / AlaskaDoL on 6/21/2024 9:26 AM.

You can access these these files until 7/21/2024 11:59 PM after which they will no longer be available.

	Evidence name	Media type	Size	View	Download
1	IMG_4072	Image	859 KB	<a href="#">View</a>	<a href="#">Downloads (1) ▾</a>
2	IMG_7540	Video	53.6 MB	<a href="#">View</a>	<a href="#">Downloads (1) ▾</a>

Users who do not register will only have access to each individual share and must use a passcode to access the share.