
Sign On

Please enter your User ID and Password.

User ID

Password

Enter User name and password

The use of this web site is limited to Official Use Only

Copyright 2013 Porter Lee Corporation

Lab Web -V8.13y Department: Training Department [DEPTTRAIN] / User Name:

Department: Training Department [DEPTTRAIN] /

User Name: Training Departme

-
-
-
-
-
-
-
-
-
-
-
-

For Crime Laboratory Personnel
Contact Information Press:
Download Forms

- 1.** This section is for entering in new cases or adding additional items to previously submitted cases.
- 2.** Case inquiry is utilized when looking for a case that has already been submitted to Crime lab.



Utilized when entering new cases



Utilized when looking for cases already submitted



Department Case Number	<input type="text"/>
Department	Training Department
Offense Type	<input type="text"/>
Submitted to a laboratory for analysis?	-- No Selection --
Laboratory Name	<input type="text"/>
Type(s) of analysis completed	<input type="text"/>
Reason Not Submitted	<input type="text"/>

Enter in relevant information only if you are not submitting items from the sexual assault.

Pusuant to WS 7-19-407, Please enter all cases involving Sexual Assault - Biological Evidence. This data will be incorpoated into the Wyoming State Crime Laboratory Annual Report for Sexual Assault Statistics

NEW CASE

(1) Case Info		(2) Names		(3) Items		(4) Lab Submission	
Department Case	<input type="text"/>	1		1.	Enter Agency Case Number		
Case Officer Pick	-- No Selection --	2	▼	2.	If you have submitted a case and lab has received it, you can utilize this drop down box for your name		
Officer Name	<input type="text"/>	3		3.	IF you are new to prelog, you will have to enter your name		
Officer EMail	<input type="text"/>	4		4.	Enter Name: Enter in same format every time		
Officer Phone	<input type="text"/>	5		5.	Enter contact phone number where analyst can reach you		
Offense Date	<input type="text"/>	6	▼	6.	Enter Date of Offense		
Offense Location	<input type="text"/>	7		7.	Enter Location of offense (Optional)		
County	Laramie	8	▼	8.	Enter County offense took place		
WY Case Type	-- No Selection --	9	▼	9.	Enter in type of case i.e Homicide, DUI, ect		
Case Comments	<input type="text"/>	10		10.	Comments about case: What you want analyst to look for, blood? Semen? DNA? For TOXICOLOGY this must be filled in.		
<input type="button" value="Edit"/> <input type="button" value="Save"/> <input type="button" value="Cancel"/> <input type="button" value="Delete"/>				<input type="button" value="Back"/>			

* Once all information has been added, press the **Save** button and continue on to the next tab (Names)

Case: PRELOG TRAINING / Location : Cheyenne

(1) Case Info		(2) Names		(3) Items		(4) Lab Submission	
Select a name to maintain							
Number		Type		Last Name			
Type		Sex		Arrest Date			
Last	<input type="text"/>	Race					
First	<input type="text"/>	DOB		m/d/yyyy			
Middle	<input type="text"/>						
<input type="button" value="Add"/>		<input type="button" value="Edit"/>		<input type="button" value="Save"/>		<input type="button" value="Cancel"/>	
<input type="button" value="Delete"/>		<input type="button" value="Dupe"/>		<input type="button" value="Back"/>			

In order to utilize this screen, you must hit the Add button

Case: PRELOG TRAINING / Location : Cheyenne

(1) Case Info (2) Names (3) Items (4) Lab Submission

Select a name to maintain

Number	Type	Last Name
Type	-- No Selection -- 1 ▼	Sex 5 -- No Selection -- ▼ Arrest Date
Last	<input type="text"/> 2	Race 6 -- No Selection -- ▼
First	<input type="text"/> 3	DOB 7 <input type="text"/> /m/d/yyyy
Middle	<input type="text"/> 4	

Add Edit Save Cancel Delete Dupe Back

- 1. Type in individual type: Suspect, Victim, Associated Individual
- 2. Last name
- 3. First Name
- 4. Middle (Optional)
- 5. Sex of individual (Optional)
- 6. Race (Optional)
- 7. Date of Birth (Optional)

NOTE: Sometimes sex, race, or birthday is not available when entry is made, that is ok. You can contact the WSCL and have the Evidence technicians add in the information.

* Once all information has been entered, press the **SAVE** button and continue to next tab (Items)

Case: PRELOG TRAINING / Suspect: Nobody, Lil

(1) Case Info (2) Names (3) Items (4) Lab Submission

Select an item to maintain

Item #	Package	Item Type
Item #	<input type="text"/>	Description <input type="text"/>
Package		Serial # <input type="text"/>
Type		

Add Edit Save Cancel Delete Dupe Back

In order to utilize this screen, you must hit the Add button

Case: PRELOG TRAINING / Suspect: Nobody, Lil

(1) Case Info (2) Names (3) Items (4) Lab Submission

Select an item to maintain

Item #	Package	Item Type
<ol style="list-style-type: none">1. Enter Agency item number; this auto-populates to 001 every time2. Enter in "Final" package type. Ex: if you place a plastic tube in a paper bag, this should read as paper bag.3. What is the item type? Clothing? Marijuana? (select what best matches your item; do not use anything entitled "Lab use only")4. A description of your item that will be used on reports5. Serial number applies only to items that have serial numbers, example: firearms, computer/electronic evidence		

Item #	1	<input type="text" value="001"/>	Description	<input type="text" value="Shirt with suspected blood"/>
Package	2	<input type="text" value="paper bag"/>		
Type	3	<input type="text" value="Clothing [FB04]"/>	Serial #	5 <input type="text"/>

Add Edit Save Cancel Delete Dupe Back

* Once all information has been added, press the **Save** button and continue on to the next tab (Lab Submission)

(1) Case Info

(2) Names

(3) Items

(4) Lab Submission

1. Submission; this auto populates. If a mistake has been made and you had to make an edit/ correction, this number may be higher. No worries as the correct submission number will populate when submission is complete.
2. Auto populates to Wyoming State Crime Lab.
3. Delivery Type: UPS? FedEx? If you do not know at time of submission, that is ok. We will input this upon evidence submission.
4. Comments: For analysts. Example: Requesting screen for human blood. **NOTE:** for Toxicology, comments are required. It can be as simple as stating " TOX KIT"

1 Submission # 1 1, 4/11/2019,

2 Submit to Wyoming State Crime Laboratory - W [W]

3 Delivery Type Fed Ex Date Sent 4/11/2019

4 Comments Tracking #

Trial Date 4/13/2020

Discovery Date

Motions Hearing

Prelim Hearing

No court related dates established

**** If trial date is known, please enter it here. If unknown it can be added at a later date.**

Item #	Item Description	Analysis Selected
001	Clothing[FB04] : Shirt with suspected blood	Forensic Biology/DNA

Don't forget to select analysis; once this button is selected it will kick you to the next screen.

- Check here if this case involves a Sexual Assault
- Check here if submitting evidence collected from a Victim of Sexual Assault and if the collection was performed by a Licensed Health Care Provider
- I have read and understand the WSCL statement of services. [View Statement of Services](#)

Click on Submit to finish prelogging the case and print an evidence submittal form.
Existing Requests

Case: PRELOG TRAINING / Suspect: Nobody, Lil

(1) Case Info

(2) Names

(3) Items

(4) Lab Submission

Item # Description

001 Clothing[FB04] : Shirt with suspected blood

Select up to 4 examination codes for the item listed above. Select save when finished.

Exam 1	-- No Selection --	▼
Exam 2	-- No Selection --	▼
Exam 3	-- No Selection --	▼
Exam 4	-- No Selection --	▼

** You have the option of selecting up to four (4) analysis per item.

** **NOTE:** if it has the notation (for lab use only) this is for the analysts and note the submitter.

** Once analysis has been selected; please press the Save button.

Save

Cancel

Case: PRELOG TRAINING / Suspect: Nobody, Lil

- (1) Case Info (2) Names (3) Items (4) Lab Submission

Submission # 1 1, 4/11/2019

Submit to Wyoming State Crime Laboratory - W [W]

Delivery Type Fed Ex Date Sent 4/11/2019

Comments Tracking #

* If toxicology is to be submitted, comments must be added on this tab as well. Something as simple as Tox Kit is acceptable.

Trial Date

Discovery Date

Motions Hearing

Prelim Hearing

No court related dates established

Item #	Item Description	Analysis Selected
001	Clothing[FB04] : Shirt with suspected blood	Forensic Biology/DNA

Check here if this case involves a Sexual Assault

* Check here if submitting evidence collected from a Victim of Sexual Assault and if the collection was performed by a Licensed

I have read and understand the WSCL statement of services. [View Statement of Services](#)

Add Edit Save Cancel Delete Submit Back

Click on Submit to finish prelogging the case and print an evidence submittal form.
Existing Requests

* Once all information has been added, Review and check boxes if case involves a sexual assault and if the collection of evidence was collected by a licensed provider.

- **Acknowledge** you have read the statement of services. Click the box and the Submit button will activate.
- Press Submit to send your submission.

Case Information

Sent electronically to Lab: (04/11/2019 @ 14:08)

Wyoming State Crime Laboratory - W



Department Case:PRELOG TRAINING Submission # 1

- Department: Training Department [DEPTTRAIN] / User Name: Training Department
- Department Case: PRELOG TRAINING
- Submission Number:1
- Case Officer Pick: Monica Rowan
- Officer Name: Monica Rowan
- Officer Email: monica.rowan@wyo.gov
- Officer Phone: 3077777539
- Offense Location: Cheyenne
- County: Laramie
- WY Case Type: Training

Submission Receipt is indication that items have been entered into the system. If an edit/correction is made after submission, please remember to hit the submission button again after the edits are complete. This allows the updated information to be sent to us.

Submission Information

- Trial Date: 4/13/2020
- Delivery Type: Fed Ex
- Comments: Item of prelog training only
- Date Sent: 04/11/2019
- Tracking #: 1234-tracking number

Name Information

Name Type	Full Name	Date Of Birth	Sex	Race
Suspect	Nobody, Lil		Male	White

Analysis Request Information

Item #	Package	Item Type Code	Item Description	Serial Number	Exam Requests
001	paper bag	[FB04]Clothing	Shirt with suspected blood		Forensic Biology/DNA

} Make sure this area is filled in. If it is blank then the item was not submitted and the prelog is considered incomplete.