

**INVESTIGATING BY  
COMPUTER  
(SECOND EDITION)**

(No. 02-5411)

TABLE OF CONTENTS

**INTRODUCTION**

About the CD-ROM You Received.....3

**INVESTIGATING WITH THE INTERNET**

What is the Internet? .....4  
    Glossary of Terms.....4  
    Brief History of the Internet .....6  
How to Connect to the Internet.....8  
    Accessing the Internet for Free.....8  
    Accessing the Internet from the Computer Modem .....8  
    Server .....8  
    Browser.....8  
    Internet Sites .....9  
    Pitfalls of the Internet.....9  
Finding Information .....10  
    Search Engines .....10  
    Directories.....15  
    Metasearch Engines .....16  
A Guide to Successful Searching.....18  
    Running Searches .....18  
    Boolean Operators.....18  
    Advanced Search Techniques.....19  
A Catalog of Websites.....23  
    Daily Newspapers .....23  
    General News and Information Services.....27  
    University Libraries.....28  
    Telephone Numbers and Addresses .....31  
    Maps.....33  
    Government Sources.....34  
    Legal Resources .....38  
    Criminal Justice Resources .....40  
    Investigative Services.....40  
    Banking Information .....41  
    International Issues.....41  
    Specialized Fraud-Related Sites.....44  
E-Mail, Newsgroups, Chat Rooms, and Screen Names.....48  
    Finding E-mail Addresses and Address-Holder Information .....48  
        E-Mail Directories.....48  
    Commercial Networks .....50  
    Tracing E-Mail: Deciphering the Header .....50  
    Newsgroups .....58  
    Chat Rooms .....61  
    Revealing AOL Screen Names.....61  
    Carnivore.....62

**INVESTIGATING WITH THE INTERNET (CONT.)**

Quick Reference Computer Investigation Checklist .....62

    Locating People.....62

    Background Checks .....63

    Locating Assets.....64

    Litigation/Legal Record Searches.....65

Websites Table .....66

Review Questions .....82

**INVESTIGATING WITH PUBLIC RECORDS**

    Overview of Public Records.....85

    Civil and Criminal Searches .....86

Local or County Records.....86

    Voter Registration Records .....87

    Marriage License Records .....87

    Real Property Records.....87

    Property Tax Records.....87

    Tax Assessor/Collector.....88

    Health and Fire Departments.....88

    Sheriff/County Prosecutor.....88

    County Fire Marshal .....89

    Utility Company Records.....89

    Building Inspector.....89

    Permits .....89

    Regulatory Agencies.....89

    The Courts — Civil Actions or Criminal Actions.....90

State Records .....93

    Business Filings .....93

    Employee/Labor Records .....95

    State Tax Department .....95

    Professional Associations and Licensing Boards .....95

    State Attorneys General .....96

Federal Records.....96

    SEC Filings.....96

    FTC Filings .....97

    Occupational Health and Safety Administration (OSHA).....97

    Department of Transportation .....97

    Interstate Commerce Commission.....97

Review Questions .....98

**ACCESSING INFORMATION THROUGH COMPUTER DATABASES**

Newspaper/Media Databases ..... 102

    Factiva (www.factiva.com)..... 103

    LexisNexis (www.LexisNexis.com) ..... 103

    HighBeam Research (www.highbeam.com)..... 103

    ProQuest (www.proquest.com) ..... 103

    Other News Database Services..... 104

**ACCESSING INFORMATION THROUGH COMPUTER DATABASES (CONT.)**

Third-Party Proprietary.....	104
Using an Online Service to Find Information.....	104
Local (City, County) Searches .....	105
State Searches.....	107
Federal Searches .....	111
Locating People Using Online Records.....	113
Obtaining Financial Information and Locating Assets .....	114
Finding Legal Records.....	115
Conducting Background Checks .....	116
Commercial Online Services .....	118
Limitations of Databases .....	119
Survey of Records Service Companies .....	119
Review Questions .....	126

**INVESTIGATING WITH DATA ANALYSIS TOOLS**

Using the Computer, Generalist vs. Specialist.....	129
Knowledge/Skill Areas .....	130
Data Mining and Computer Matching.....	131
Data Mining, Then and Now .....	132
Auditing Approaches.....	133
Audit Around.....	133
Audit Through.....	134
Data Analysis .....	134
Database Basics .....	134
Data Analysis .....	135
Data Analysis Software .....	136
Why Use Data Analysis Software?.....	136
Data Analysis Software Functions.....	138
Sorting.....	138
Data sorted by Invoice .....	139
Data sorted by Amount .....	139
Examples of Data Analysis Functions .....	143
Data Analysis Checklist.....	148
Evaluating Data Analysis Software.....	148
Evaluating Data Mining Consultants .....	149
Data Analysis Software .....	149
ACL for Windows.....	149
ActiveData for Excel.....	152
AutoAudit.....	160
SNAP! Reporter .....	160
DataWatch Corporation’s Monarch V9 for Windows .....	161
IDEA for Windows Version 7.....	164
IDEA Smart Analyzer GL and Complete.....	167
Reporting and Case Management Software .....	168
i2 Analyst’s Notebook 7.....	168
CaseMap 8 by CaseSoft.....	172
NetMap by NetMap Analytics .....	179

**INVESTIGATING WITH DATA ANALYSIS TOOLS (CONT.)**

Enterprise GRC.....	181
Oversight.....	181
Syfact®Investigator .....	182
LinkEXPLORER and INDEXER, from Tiburon.....	184
Other Fraud-Related Software.....	186
Spreadsheet Software .....	187
Spreadsheet Basics .....	187
Spreadsheet Terminology .....	188
Creating a Workbook .....	192
Limitations of Spreadsheet Software.....	198
Industry Specific Software Packages.....	199
Banking Industry Software .....	199
Telecommunications Software.....	201
Law Enforcement Software.....	201
Other Software Used by Law Enforcement .....	202
Health Care/Insurance Software.....	203
E-Commerce Software.....	204
Benford’s Law .....	205
How to Perform a Benford’s Law Analysis .....	206
Review Questions .....	209

**DIGITAL FORENSICS**

What is Deleted Data?.....	214
Data Recovery Programs .....	216
Retrieving Data from Peripherals.....	217
Laser Printers.....	217
Hard Disk Print Buffers.....	217
Print Spooler Device .....	217
Keyboards .....	217
Hard Cards.....	217
Scanner .....	217
Fax Machines.....	218
Electronic Evidence Discovery .....	218
Electronic Documents .....	218
Stages of the E-Discovery Process.....	220
Securing Digital Forensics as Evidence.....	222
Working with Digital Evidence.....	222
Search & Seizure.....	223
Processing Evidence for Removal.....	226
Evidence Storage.....	226
Bit-Stream Image Copies .....	227
Analyzing Digital Evidence .....	228
Hiding Information.....	231
Reporting.....	234
Securing the Computer.....	234

**DIGITAL FORENSICS (CONT.)**

Digital Forensic Software .....	237
EnCase Forensic Version 6 .....	237
EnCase Enterprise Edition.....	241
EnCase eDiscovery Suite .....	243
Forensic Tool Kit 2.0 .....	244
Password Recovery Tool Kit.....	246
Security Risk Assessment Tool.....	246
Features .....	247
ProDiscover Forensics .....	247
SMART V2.0 .....	249
Gargoyle Investigator Forensic Pro Edition.....	250
Stego Suite.....	253
Review Questions .....	256

**LEGAL ISSUES AFFECTING COMPUTER INVESTIGATIONS**

Introduction: Catching up with Technology .....	258
Laws Related to Computer Investigations .....	259
Freedom of Information Act (FOIA).....	259
Fair Credit Reporting Act (FCRA) .....	260
Gramm-Leach-Bliley Act.....	263
Privacy Act of 1974.....	264
Right to Financial Privacy Act.....	265
Postal Privacy Act of 1993.....	265
Americans with Disabilities Act (ADA) .....	265
Driver’s Privacy Protection Act .....	265
Health Insurance Portability and Accountability Act .....	266
Electronic Communications Privacy Act .....	266
Laws Related to Computer Crimes .....	270
Searching and Seizing Computer Evidence .....	271
Handling Electronic Evidence: A Guide.....	271
Government Information on Electronic Evidence .....	275
Review Questions .....	276

**PRACTICAL EXERCISES**

Internet Exercises .....	279
1. Newspaper Sites.....	279
2. University and Library Databases .....	280
3. Business and Individual Searches.....	280
4. Maps .....	281
5. Search Engine/Directory Searches .....	281
6. Legal Information.....	283
7. Government Websites .....	283
8. Vital Records.....	284
Practice Exercises — Using Your Spreadsheet.....	285
Formula Exercise .....	287
Sorting Exercise .....	288

**PRACTICAL EXERCISES (CONT.)**

Using a Spreadsheet for Horizontal and Vertical Analysis .....	290
Vertical Analysis Discussion.....	293
Horizontal Analysis Discussion .....	293
<b>NELSON BUILDING COMPANY CASE .....</b>	<b>294</b>
<b>ANSWERS TO REVIEW QUESTIONS .....</b>	<b>316</b>
<b>ANSWERS TO NELSON BUILDING COMPANY CASE .....</b>	<b>361</b>
<b>FINAL EXAMINATION .....</b>	<b>E-1</b>