

Bulletin 26.06 R1

SUBJECT Using BrM Multimedia - Revision 1 (R1)

To: Nebraska Public Bridge Owners and Inspectors

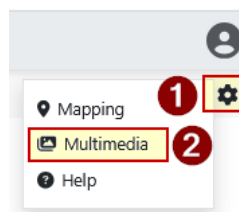
This Bulletin is to clarify the use of BrM Multimedia to provide bridge inspection photos and bridge document management.

Going forward, Multimedia will be used to submit all the components of a bridge file. Eventually, legacy files submittals will be available to access via Multimedia, but currently legacy files are only accessible via the FTP site.

R1 added commentary on providing the location photos as distinct from other inspection photos. It also updated screenshots for Multimedia to show a newly modified file directory inside the Bridge folder.

Locating the Multimedia Feature

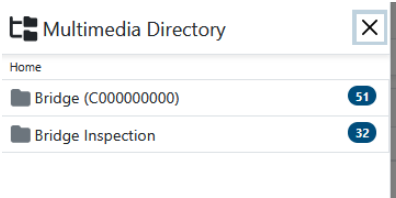
The BrM Multimedia feature is available on all BrM screens that once a bridge is selected. To access Multimedia, click on the gear icon in the upper right of the screen and select Multimedia from the pop up menu.



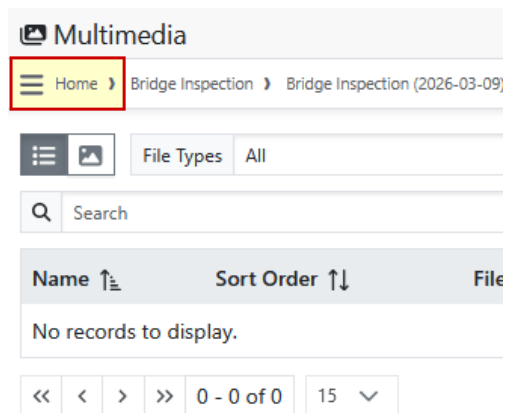
Jim Pillen, Governor

The Multimedia Home Directory

When the Multimedia interface opens the home directory shows two folders: Bridge and Bridge Inspection.

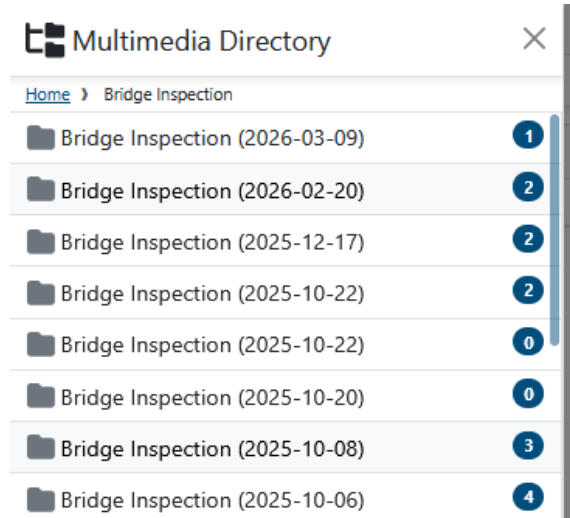


Navigate between the Bridge and Bridge Inspection directories by use of the three bar "hamburger" or the "home" link.



Clicking on the the Bridge Inspection or Bridge folders expands them to reveal their subdirectories.

The Bridge Inspection folder has subfolders for each inspection labeled by date. The numbers in the icons on the right indicate the number of files in each subfolder.

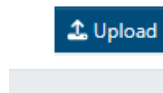
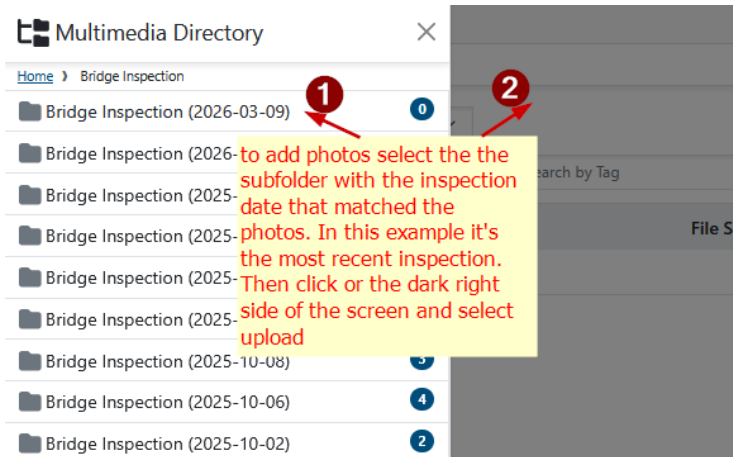


Adding Inspection Photos to an Inspection Record

Guidelines for bridge inspection photos are available in the Nebraska BIP manual chapter 4.5.9.2.

Note that **BrM Multimedia does not support the default iPhone photo file type, HEIC (High-Efficiency Image Container)**, but these can easily be converted to JPG prior to downloading them from the phone with the following steps. 1) Select the photos in the library, 2) click the icon to share or send the photos, 3) In the screen where you would select the method to send or share the photos, click the Options button and in the Format area select "Most Compatible". The photos will then be sent or shared as JPG. The original files on your phone will remain in HEIC format.

To upload inspection photos in Multimedia click on the Bridge Inspection folder and the subdirectory for the active inspection date.



Create Multimedia

Home > Bridge Inspection > Bridge Inspection (2026-02-19)

Files

be sure you are in the right inspection folder

Context File Naming Enabled

Choose Files

Context file naming will rename the file by Bridge Number and date. Turn this off if you want to keep your file names

Sort Order

Include in Report

Category

Inspection Photos

Subcategory

Inspection Photos

Choose Category and Subcategory of Inspection Photos for all photos except location and posting sign photos.

Description

Tags

Save Cancel

Photo Descriptions

Inspection photos are required by the FHWA to have descriptions to indicate the location and orientation of the photo.

There are three ways that a photo may be adequately described in BrM.

1. A photo may be provided with a descriptive filename using a convention similar to the previous version of BrM. Structure number followed by year, sequence number, and some sort of descriptive element (the subject of the photo)
 - a. Examples: C000000000_Y26_01_A2 or S000_00000_Y26_04_Deck

When submitting photos using this method, a best practice is to name the files before they are uploaded and making sure the “Context file naming” function is disabled.

2. Photos may be described using the description field in BrM. General photo names should follow the same pattern that was utilized in previous versions of BrM or use the Context File Naming feature shown above when uploading.
 - a. Examples of standard legacy filenames: C000000000_Y26_01 or S000_00000_Y26_04
 - b. Context filenames follow a similar format and is acceptable.

Once the photos are uploaded, the descriptions can be edited individually.

The screenshot shows the 'Multimedia' interface with a breadcrumb trail: Home > Bridge Inspection (2025-10-06). Below the breadcrumb, there are search and filter options. A table lists the following file:

Name	Sort Order	File Type	File Size (MB)	Category	Subcategory	Description	Uploaded Date	Actions
C0000000_Y25_001.jpeg		JPEG	< 1	Inspection Photos	Inspection Photos	Bottom of deck near pier 2	10/6/2025	[Download] [Upload] [Edit] [Delete]

A description of each photo can be added in the field shown below.

The 'Edit Multimedia' form shows the following details for the file 'S006 27942_Y26_01' (JPEG, 1.00 MB):

- Sort Order:** (Empty field)
- Include in Report**
- Category:** Inspection Photos
- Subcategory:** Inspection Photos
- Description:** East Joint
- Tags:** (Empty field)
- Linked Files:** (Empty list)

At the bottom of the form are buttons for 'Link Files', 'Save', 'Cancel', and 'Delete'.

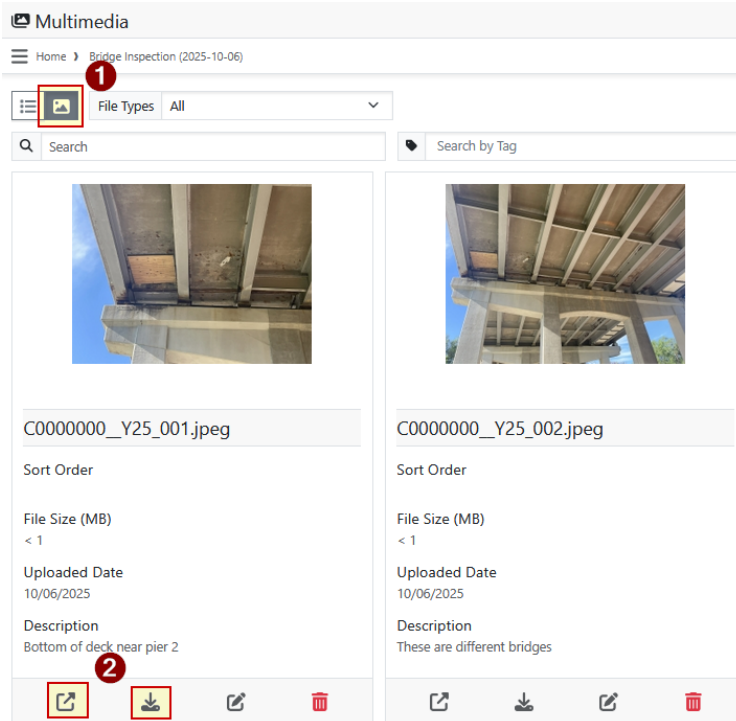
3. Descriptions may also be added on the photos themselves. General photo names should follow the same pattern that was utilized in previous versions of BrM
 - a. Example: C000000000_Y26_01 or S000_00000_Y26_04



Viewing Inspection Photos

In the Multimedia Bridge Inspection directory select the inspection date of interest.

1. Select the show icons option to see thumbnail images
2. Expand or download the photos if a larger image is needed or the photo is required



Using the Bridge Folder

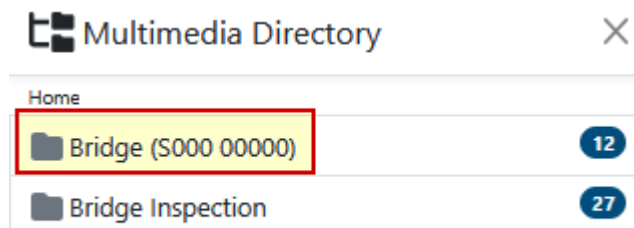
The Bridge folder, is used for the components of the Bridge File described in section 2.5 of the Bridge Inspection Program Manual **except inspection photos***, which are kept in the dated inspection folders described above.

* The exceptions are for the ten location and posting sign photos.

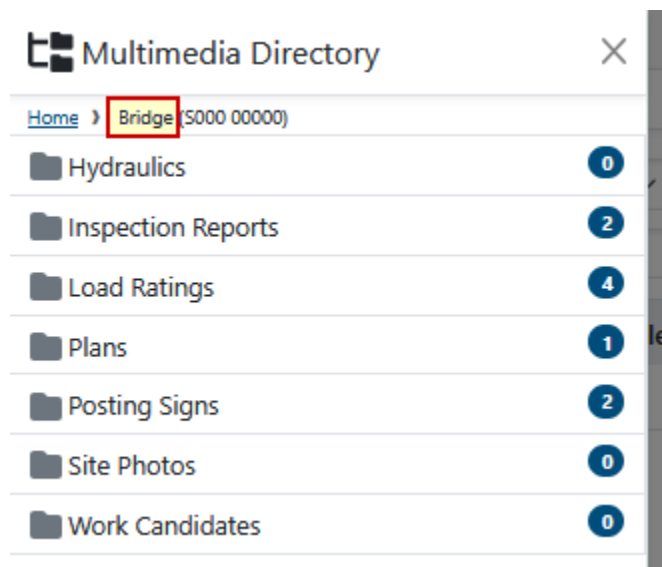
Adding files to the Bridge Folder

To add new files to the Bridge folder click in the grey area then select Upload. Do not upload inspection photos to the Bridge folder except the ten standard photo locations described in section 4.5.9.2 of the Bridge Inspection Manual. Guidance for uploading all other inspection photos is below.

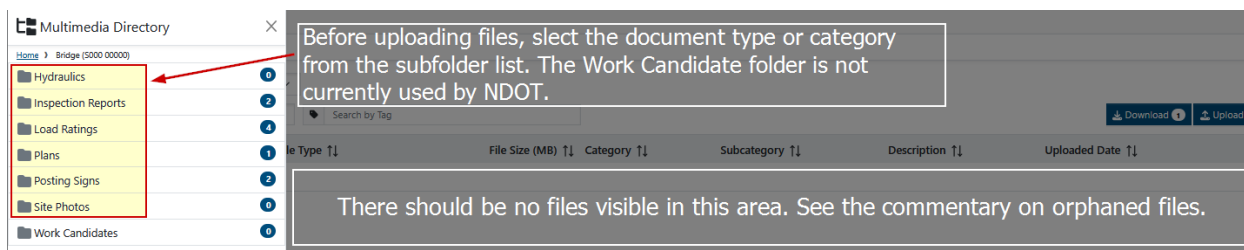
To add files to the Bridge folder, start by selecting the Bridge folder (not Bridge Inspection).



After selecting the Bridge folder, a directory of subfolders will be provided.



To upload files, first select the appropriate document type from the list of subfolders then click in the grey area to begin the upload to the subfolder.



Orphaned files may appear on the screen prior to selecting a subfolder. These are files that were uploaded without selecting a subfolder. To correct this problem download the files, re-upload them to the correct subfolder, then delete the original orphaned file.

Clicking the Upload button will open the Create Multimedia window.

1. If context File Naming is enabled, file names will be assigned with the syntax of Structure Number_DD_MM_YYYY
 - a. Use of Context file naming is optional. If the user prefers to preserve filenames this feature can be disabled by sliding the white dot
2. Category and Subcategory **are required** fields for every upload
 - a. If these fields are not selected the uploads will not end up in the correct part of the directory
3. Entering a Description prior to upload optional but will be required in the record.
 - a. Descriptions can be edited after uploading
4. Use the choose files button to navigate to any files on your computer that you want to upload for the Category and Subcategory you have selected.
 - a. Multiple files can be selected by clicking them while holding the Ctrl key.

Other fields of “Sort order”, “Include in Report” and “Tags” are optional.

The screenshot shows the 'Create Multimedia' form with the following elements and annotations:

- Files:** A text input field containing 'match' is annotated with a red box and a red arrow pointing to the 'Hydraulics' category dropdown. A red circle '1' is next to the 'Context File Naming Enabled' toggle, and a red circle '4' is next to the 'Choose Files' button.
- Sort Order:** An empty text input field.
- Include in Report:** An unchecked checkbox.
- Category:** A dropdown menu with 'Hydraulics' selected, annotated with a red box and a red circle '2'. A red arrow points from the 'match' text to this dropdown.
- Subcategory:** A dropdown menu with 'Scour POA (BR385C Part E)' selected, annotated with a red box and a red circle '3'. A red arrow points from the 'match' text to this dropdown.
- Description:** A text area with the text: 'A description can be entered here and edited later once uploaded, or it can be entered after uploading.'

In the Create Multimedia window, the Category that is selected determines the Subcategory that will be available.

The Bridge folder, which is not used for inspection photos except for the standard location photos (see BIP Manual Section 4.5.9.2), is used for all other bridge file content.

Below is a list of the available Categories and their Subcategories in the Bridge folder.

- Bridge
 - Scope assessment
 - MOU for border bridge
 - Deck test
 - Site Visit
- Design Document
 - No subcategories
- Plans
 - Bridge Plans
 - Shop Plans
 - Steel Fabrication Plans
 - Field Measurements
- Load Ratings
 - Load Rating Report (LRSS)
 - Load Rating BrR XML Model

- Load Rating Calcs
- Hydraulilcs
 - Hydraulics Data Sheet
 - Scour Report (BR385)
 - Scour POA(BR385C Part E)
 - Streambed Cross Section
- Inspection Reports
 - Routine Inspection Report
 - Special Inspection Report (DR7)
 - NSTM Inspection Report (BR293)
 - Timber Bridge Inspection Report
 - UW Inspection Report
 - SI&A Report
 - Structure Maintenance Checklist (DR27)
 - Structure Repair Report (DR321)
- Site Photos
 - No subfolder
 - used for Standard Bridge Location Photos
 - See BIP Manul Section 4.5.9.2
- Inspection Photos
 - not used in any of the Bridge subfolders
 - Inspection photos should be provided in the Bridge Inspection folder in the subfolder with the current inspection date.
- Posting Sign Photos
 - No subfolder

Adding Site or Posting Signs to the Bridge Folder

Photos of posting signs and the ten standard bridge location photos (see BIP Manual 4.5.9.2) are not kept in Bridge Inspection dated subfolders but are in a subfolder of the Bridge folder as shown in the screenshot below.

Multimedia Directory ×

[Home](#) > **Bridge (S000 00000)**

Hydraulics	Site Photos (BIP Manual 4.5.9.2) and Posting Sign Photos are the only photos provided in the Bridge Folder. Inspection Photos are located in the Bridge Inspection Folder.	0
Inspection Reports		2
Load Ratings		4
Plans		1
Posting Signs		2
Site Photos		0

Below is an example of adding a location photo to a bridge. Adding Posting Sign Photos would be similar, but done in the Posting Signs folder shown above.

Create Multimedia

Home > Bridge (C000000000) > Site Photos

Be sure you are in the right context or folder location. It should match the Category selected below.

Add Files

Files

C000000000_04-06-2026
 Allowed special characters: space, hyphen, parenthesis, and un
 < 1 MB

C000000000_04-06-2026
 Allowed special characters: space, hyphen, parenthesis, and underscore
 < 1 MB

C000000000_04-06-2026
 Allowed special characters: space, hyphen, parenthesis, and underscore
 < 1 MB

Sort Order

Include in Report

Choose Site Photos for both Category and Subcategory

Category
 Site Photos

Subcategory
 Site Photos

Description

Save Cancel

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