

**Video Management Software**  
**Guard Station**  
User Manual

Manual Version: V1.15

Thank you for purchasing our product. If there are any questions, or requests, please do not hesitate to contact the dealer.

## Disclaimer



### CAUTION!

The default password is used for your first login. To ensure account security, please change the password after your first login. You are recommended to set a strong password (no less than eight characters).


- The contents of this document are subject to change without prior notice. Updates will be added to the new version of this manual. We will readily improve or update the products or procedures described in the manual.
- Best effort has been made to verify the integrity and correctness of the contents in this document, but no statement, information, or recommendation in this manual shall constitute formal guarantee of any kind, expressed or implied. We shall not be held responsible for any technical or typographical errors in this manual.
- The illustrations in this manual are for reference only and may vary depending on the version or model. So please see the actual display on your device.
- Due to uncertainties such as physical environment, discrepancy may exist between the actual values and reference values provided in this manual. The ultimate right to interpretation resides in our company.
- Use of this document and the subsequent results shall be entirely on the user's own responsibility.



## Conventions

### Document Conventions

Convention	Description
<b>Boldface font</b>	Commands, keywords, parameters and GUI elements such as window, tab, dialog box, menu, button, etc.
<i>Italic font</i>	Variables for which you supply values.
>	Separate a series of menu items, for example, <b>Device Management &gt; Add Device</b> .

### Symbols

Symbol	Description
 <b>WARNING!</b>	Contains important safety instructions and indicates situations that could cause bodily injury.

Symbol	Description
 <b>CAUTION!</b>	Means reader be careful and improper operations may cause damage or malfunction to product.
 <b>NOTE!</b>	Means useful or supplemental information about the use of product.

# Contents

<b>1 Introduction</b>	<b>1</b>
<b>2 Installation, Upgrade, and Uninstall</b>	<b>1</b>
System Requirements	1
Installation	3
Upgrade	3
Uninstall	3
<b>3 Starting Components</b>	<b>4</b>
Video Management Software	4
Video Storage Software	5
Media Switch Software	5
<b>4 Live View</b>	<b>6</b>
Encoding Device Management	6
Add an Encoding Device	6
Modify an Encoding Device	7
Delete an Encoding Device	8
Remotely Perform Operations on an Encoding Device	8
Check Device Operation Status	8
Group Management	9
Add a Group	9
Delete a Group	9
Import Cameras	10
Play Live Videos	10
Play Live Video in a Window	11
Live View Toolbar	11
Shortcut Menu of Live View	12
Play Live Videos by View	13
PTZ Control	14
Sequence Display	17
Start Sequence Display by Camera Group	17
Start Sequence Display by Default View	17
Start Sequence Display by Custom View	18
<b>5 Recording and Playback</b>	<b>19</b>
Storage Device Management	19
Add a Storage Device	19
Modify a Storage Device	19
Delete a Storage Device	20
Configure a Storage Device	20

Restart the Storage Service .....	21
Recording Configuration .....	22
Configure Recording Schedule .....	22
Manually Record Videos.....	23
Alarm-Triggered Video Recording.....	24
Playback .....	24
Play Back Remote Recordings .....	25
Play Back Local Recordings.....	27
View Local Snapshots .....	28
Download .....	28
Smart Search.....	29
<b>6 Stream Media Server .....</b>	<b>31</b>
Stream Media Server Management.....	31
Add a Stream Media Server .....	31
Modify a Stream Media Server .....	31
Delete a Stream Media Server .....	32
Configure a Stream Media Server.....	32
<b>7 Decoding and Displaying Videos on the Video Wall .....</b>	<b>33</b>
Decoding Device Management.....	33
Add a Decoding Device.....	33
Modify a Decoding Device.....	34
Delete a Decoding Device .....	34
Remotely Configure a Decoding Device .....	34
Video Wall Management .....	34
Add a Video Wall .....	34
Configure a Video Wall.....	35
Video Wall Operations.....	36
Display Live Video on Video Wall .....	36
Split Screen for a Decoding Output Channel.....	36
Sequence Display on a Video Wall .....	37
Play Back Recordings on Video Wall .....	38
Alarm-Triggered Live Video to Video Wall .....	39
<b>8 People Counting.....</b>	<b>40</b>
<b>9 E-map .....</b>	<b>40</b>
E-map Management .....	40
Add an E-map .....	40
Modify an E-map .....	41
Delete an E-map.....	42
Add a Hot Spot .....	42
Modify a Hot Spot .....	42
Delete a Hot Spot .....	42

Add a Hot Zone.....	43
Modify a Hot Zone.....	43
Delete a Hot Zone.....	43
E-map Operations .....	44
View a Hot Spot.....	44
View a Hot Zone .....	44
View Hot Spot/Hot Zone Alarms .....	44
Clear Hot Spot/Hot Zone Alarms.....	45
<b>10 Voice Communication .....</b>	<b>45</b>
Video Associated Audio .....	45
Two-Way Audio.....	46
Voice Broadcast .....	46
<b>11 Alarm Management .....</b>	<b>47</b>
Configure Alarm-Triggered Action .....	47
Alarm Records.....	49
Acknowledge Live Alarms.....	49
Query History Alarms .....	50
Acknowledge History Alarms .....	51
Export Alarm Records.....	51
<b>12 Operation Logs .....</b>	<b>51</b>
Query Operation Logs.....	51
Export Operation Logs .....	51
<b>13 Other Functions.....</b>	<b>51</b>
Auxiliary-Monitor Preview .....	51
Multi-Window Display .....	52
Cloud Device Management.....	52
Log in to the cloud.....	52
Configure a cloud device .....	53
<b>14 Other Configurations .....</b>	<b>54</b>
System Configuration.....	54
User Management .....	57
Add a User .....	57
Modify User Account Information .....	58
Delete a User Account.....	58

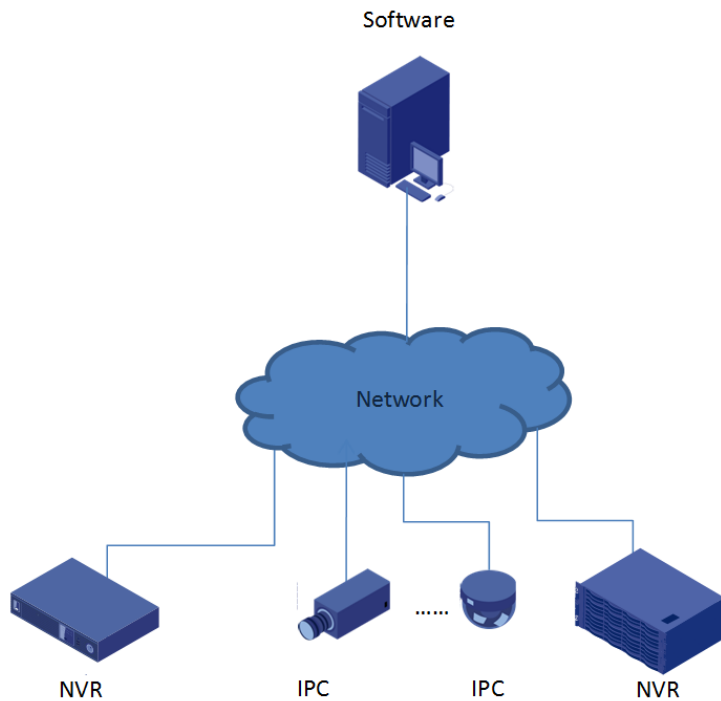
# 1 Introduction

---

The Video Management Software is a device management software suite for small video surveillance solutions. It is easy to deploy and operate and suitable for scenarios with relatively small number of video channels, such as super markets, park areas, and residential communities.

The Video Management Software implements various video surveillance services, such as live view, playback, camera management, recording storage management, alarms, sequence display, video wall and e-map. The Video Management Software also integrates various storage functions such as NVR storage and local storage. It is applicable for medium- and small-sized video surveillance applications.

**Figure 1-1** Typical Application



## 2 Installation, Upgrade, and Uninstall

---

### System Requirements

The Video Management Software components shall be installed on PCs that meet the performance requirements. They can be installed on a single PC or on separated PCs.

System requirements for Video Management Software

Item	Requirements
Operating System	Microsoft Windows 7/Windows 8 (64-bit).
CPU	Intel Pentium IV 3.0 GHz or higher.
Memory	1 GB or higher.
Network card	Gigabit Ethernet network card (or higher) are recommended.
Display definition	1280*720 or higher.

#### System requirements for Video Storage Software

Item	Requirements
Operating System	Microsoft Windows 7/Windows 8 (64-bit).
CPU	Intel Pentium IV 3.0 GHz or higher.
Memory	1 GB or higher.
HDD	1 TB or higher. <b>Note:</b> <i>The capacity of hard disk depends on the volume of data to be stored. You can figure out the capacity by the formula provided in the note below.</i>
Network card	Gigabit Ethernet network card (or higher) are recommended.

#### System requirements for Media Switch Software

Item	Requirements
Operating System	Microsoft Windows 7/Windows 8 (64-bit).
CPU	Intel Pentium IV 3.0 GHz or higher.
Memory	1 GB or higher.
Network card	Gigabit Ethernet network card (or higher) are recommended.






## NOTE!


- Playing video from multiple channels simultaneously or playing video at higher resolution requires higher hardware configuration.
- The software operates on a 64-bit operating system.
- The recommended hard disk space for Video Storage Software should be able to store 1080P (6 Mbps bit rate) video for one week. To store more channels of videos with longer time, use hard disks with larger capacities. To figure out the hard disk space required, please use the formula: capacity (GB)  $\approx$  stream (Mbps) x 60 x 60 x 24 x days x channel numbers/8/1024. For example, the capacity required for a 6 Mbps video to be stored for seven days is about 443 GB and that for 25 channels of CIF (1 Mbps stream) is about 1.8 TB.

## Installation

To install the Video Management Software:

1. Double-click the setup file. Follow the instructions to proceed.
2. All components will be installed by default. To customize the installation, click  to choose whether to install the component.
3. The Video Management Software is installed on the system disk by default, for example,

**C:\Program Files\Video Management Software**. After the installation is completed, the 

and  icons are displayed on desktop.

## Upgrade

To upgrade the Video Management Software, please use the installation package of the new version to reinstall. For detailed steps, see [Installation](#).

## Uninstall

You can uninstall the Video Management Software by the uninstall shortcut or using the uninstall option of the installer.

### Quickly Uninstall

1. Select **Start > All Programs** and go to the program folder.
2. Click **Uninstall**.
3. Click **Yes** to uninstall the software.

### Uninstall Using the Setup File

1. Double-click the setup file. The installation wizard appears. Click **Next**.
2. Select **Remove** and click **Next** to uninstall.


# 3 Starting Components

---

## Video Management Software

As a centralized management platform for video surveillance devices, the Video Management Software allows you to configure parameters, maintain the system, and query video recordings and perform other basic surveillance service operations.



1. Double-click  and enter the login interface.
2. Use the default username **admin** and password **123456** for your first login.











### CAUTION!

Upgrading or reinstalling the software will not change the previous password (admin, 123456 or any other custom password) for the admin user.

---

After successful login, the control panel appears. The following table describes the icons on the panel.

Icon	Description
	System menu
	Lock account
	Switch user
	Click to download user manual
	Click to view latest alarms
	Info
	Task management
	Current user






### NOTE!

- Before performing operations on the interface, make sure that you have related operation permissions. For details, see [User Management](#).
  - It is recommended that you change your password after your first login. For details, see [Modify User Account Information](#).
-

## Video Storage Software

As a storage server, the Video Storage Software receives and stores data from the edge devices and provides VOD (video on demand) services.

1. After the installation is completed, double-click  to run the software. The  icon that appears in the lower right corner of the task bar indicates the software is running.
2. Right-click  in the task bar and choose **Auto Run**.
  - If you select **Auto Run**, the PC will automatically run the software upon startup.
  - If you select **Auto Login to Windows** and then enter the username and password for the Windows, you will automatically log in to the Windows after the PC is started.

## Media Switch Software

As a stream media server, the Media Switch Software forwards live preview data on a camera if video streams on the camera reach the limit or the network bandwidth is insufficient.

1. After the installation is completed, click  on the start menu to enter the software interface.



### NOTE!

After the software is started, the media switch service is started by default. Click **Stop** to stop the service if required.

2. In the dialog box that appears, click **Config**.

Server Port: 29000  
Language: English  
 Auto Run  
 Auto Login to Windows  
Username:   
Password:   
OK Cancel

3. To run the service automatically upon PC startup, select **Auto Run**. To automatically log in to Windows, select **Auto Login to Windows**, enter the username and password.
4. Click **OK** to complete the configuration.

## 4 Live View

---

You need to add an encoding device before using the Video Management Software to view live video on the encoding device.

### Encoding Device Management

#### Add an Encoding Device



#### CAUTION!

- It is recommended that you add an IP camera only in one Video Management Software to ensure proper management.
- You can add an IP camera to the Video Management Software directly or by adding its connected NVR. The setting parameters displayed for IP cameras may vary, depending on the way of adding. For the actual parameters, see the display on your device. The following uses the way of direct adding as an example.

---

#### Search for and add an online device

On the control panel, select **Device Management**, and then follow the steps shown in the figure below.

The list displays the added encoding devices

Select the desired device

Name	IP Address	Status	Model	Device Configuration	Version Info
NVR308_206.9.252.2	206.9.252.2	Online	NVR	B3119F15	
IPC1_206.10.251.107	206.10.251.107	Online	IPC	B0012D15	

IP Address	Model	Serial No.	Version Info	Added
206.10.251.11	NVR201	210235C1A53156000037	R2317F05	No
206.10.3.41	NVR201	210235C1A5315600000001	B3119F20	No
206.10.251.130	NVR308	210235C1B3F15B000133	B3119F20L01	No



## NOTE!

- By default, the system automatically searches for all online devices on the LAN and updates the list periodically. To search a specified network segment, click and select the **Search Segment** check box.
- You can also click . Then the system searches for all online devices on the same network and automatically adds them to the device list.

After clicking , you may click **Add** to add the device to the default group, or click **Add to Group** to add to a specified group. The devices that are added after search are named in format of *device type\_IP address*.

You can right-click an online device in the list to configure the auxiliary parameters. The following table describes the parameters.

Parameter	Description
Edit Network Address	Change the device IP address. <b>Note:</b> You need to be the administrator to access this function.
Access Web Page	Opens the login page for the device in a Web browser.

## Manually add one or multiple devices

Click right to **Managed Device**. A dialog box appears.

- To add one device, select **IP/Domain**, and then enter IP address, port, username and password.
- To add multiple devices, select **IP Segment**, and then enter the start and end IP addresses, port, username and password.

You can click **Add** to add the encoding device(s) to the default group or click **Add to Group** to add to a specified group.

## Modify an Encoding Device

To modify an encoding device:

- On the control panel, select **Device Management**.
- Select **Device > Encoding Device**.
- Select the desired device and click **Edit**.

4. In the **Device Info** dialog box (as shown in [Manually add one or multiple device](#)) that appears, modify parameters.

## Delete an Encoding Device

To delete a device with configured storage resource, you need to delete storage resource first (see [Configure a Storage Device](#)).

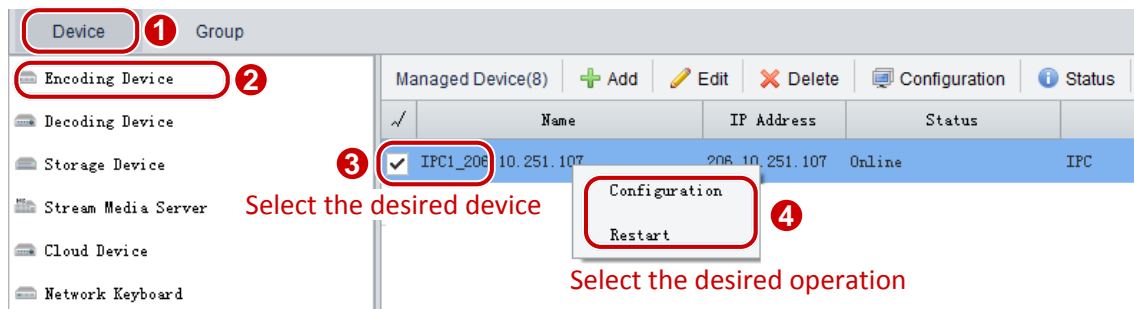
To delete an encoding device:

1. On the control panel, select **Device Management**.
2. Select **Device > Encoding Device**.
3. Select the device(s) to delete and click **Delete**.
4. In the **Info** dialog box, click **Yes**.

## Remotely Perform Operations on an Encoding Device

Restart an encoding device or access its Web interface. The operations can be performed when the device is online.

1. On the control panel, select **Device Management**.
2. Follow steps in the following figure to perform operations on the device.

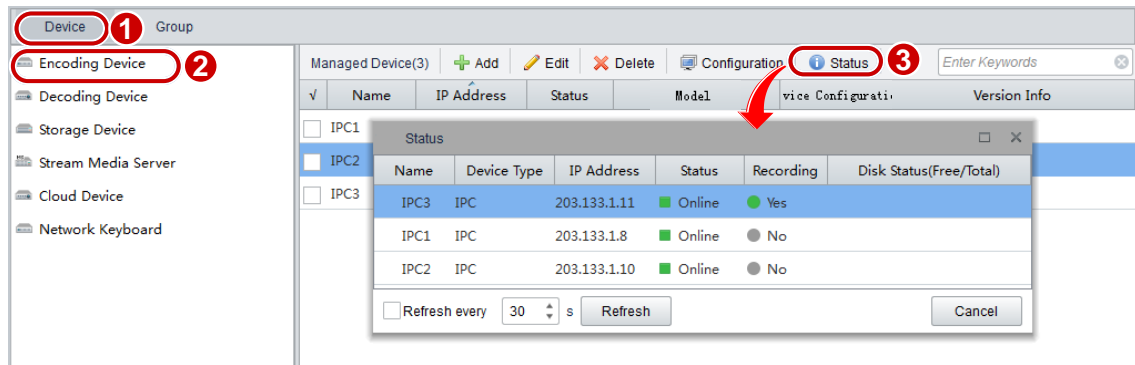


- **Configuration:** Log in to the device's Web interface to configure parameters.
- **Restart:** Perform this operation with caution because it may affect the ongoing services.

## Check Device Operation Status

To check the operation status of the devices:

1. On the control panel, select **Device Management**.
2. Follow steps in the following figure to check device operation status.



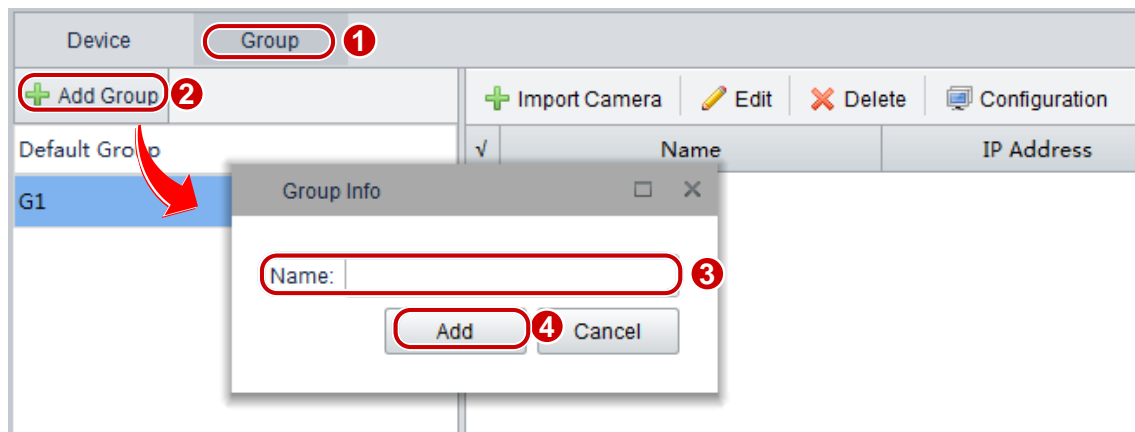
## Group Management

The system manages device channels by group.

### Add a Group

To add a group:


On the control panel, select **Device Management**, and then follow the steps shown in the figure below.



The added group is displayed in the group list on the left.

### Delete a Group

To delete a group:

1. On the control panel, select **Device Management**.
2. Click the **Group** tab.
3. In the group list on the left, select the desired group and click .
4. In the **Info** dialog box, click **Yes**.

Device	Group
<a href="#">+ Add Group</a>	<a href="#">+ Import Camera</a> <a href="#">Edit</a> <a href="#">Delete</a>
Default Group	√ Name
G1	<input type="checkbox"/> IPC1 204

## Import Cameras

To import cameras to a group:

On the control panel, select **Device Management**, and then follow the steps shown in the figure below to import the desired camera(s) to a specified group.

The screenshot shows the 'Import Camera' dialog box overlaid on the main interface. The main interface has the 'Group' tab selected (1). The 'Import Camera' button is clicked (2). In the dialog, under 'Encoding Device', cameras IPC1 and IPC2 are selected (3). Under 'Group', the 'G1' group is selected (4). The 'Import Selected' button is highlighted (5).

You can click **Import All** to import all cameras to a specified group.

- Click [Edit](#) to rename a camera in the group.
- Click [Delete](#) to delete a camera from the group.

As shown in the following figure, the imported cameras are displayed in the list on the right. You can edit, delete, or configure a camera.

Device	Group
<a href="#">+ Add Group</a>	<a href="#">+ Import Camera</a> <a href="#">Edit</a> <a href="#">Delete</a> <a href="#">Configuration</a>
Default Group	√ Name IP Address
G1	<input type="checkbox"/> IPC2 203.133.1.10 Online
	<input type="checkbox"/> IPC1 203.133.1.8 Online

## Play Live Videos

You can play live audio/video of a camera in a window.

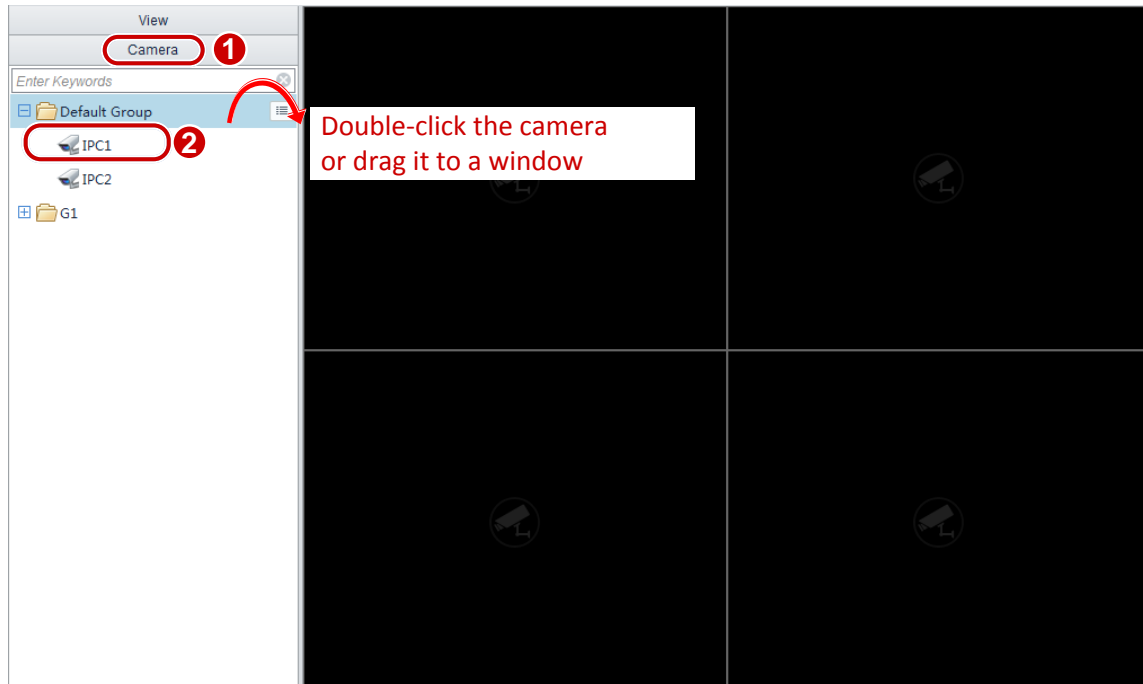


After a camera is imported to a group, you can play live video in a window, manipulate the live video by clicking the buttons on the **Live View** toolbar.


## Play Live Video in a Window

To play live video in a window:

On the control panel, select **Live View**, and then follow the steps shown in the figure below.














### NOTE!

If you click a camera and then click  on the right, you can choose to play live video from the camera with the main, sub or third stream.







## Live View Toolbar

The live view toolbar is under the panes. The following table describes the buttons on the toolbar.

Button	Description
	Switches screen layout.
	Custom layout. Drag the mouse to select screens and then click <b>Join</b> . Up to five custom layouts are allowed.
	Saves the current view.
	Saves the current view as another name.
	Closes all windows playing videos.

Button	Description
	Plays the live video of the previous camera or view.
	Pauses/Resumes sequence display.
	Adjusts the sequence display interval.
	Plays the live video of the next camera or view.
	Adjusts the MIC volume or mutes the MIC for the PC in two-way audio.
	Full screen.

The following table describes the buttons on the floating toolbar.

Button	Description
	Takes snapshots. <b>Note:</b> You can set the path to store screenshots in <a href="#">System Configuration</a> .
	Records and stores live video playing in current window. Click this button again to stop recording. <b>Note:</b> You can set the path to store video records in <a href="#">System Configuration</a> .
	Opens PTZ control. <b>Note:</b> This function is available only for cameras with PTZ configured.
	Enables or disables digital zoom. <b>Note:</b> Zooms in on a region of live video playing in the current window.
	Adjusts the speaker volume or mute it for the PC.
	Starts instant playback. <b>Note:</b> Plays back the live video playing in the current window for the last 5 minutes and 30 seconds (the time cannot be changed). The playback pauses at the end.
<b>(2.00Mbps, 1280x720)</b>	Bit rate and resolution of the current video.

## Shortcut Menu of Live View

The following table describes key parameters on the shortcut menu.

Parameter	Description
Digital Zoom	Click to enable digital zoom. To disable digital zoom, click to deselect.
Stream Type	Selects a stream type for the current window: Auto, main, sub and third stream. <b>Note:</b> <ul style="list-style-type: none"> <li>The option of sub and third stream will be available only when the device supports this feature.</li> <li>This feature is unavailable in sequence display.</li> </ul>
Manual Alarm	Triggers manual alarm. <b>Note:</b> It is recommended that you configure triggered actions for manual alarms first (see <a href="#">Configure Alarm-Triggered Action</a> ). Each time you click this button, an alarm is generated and reported and the corresponding action is taken.
Camera Info	Displays information about the camera corresponding to the current window, including the frame rate, resolution, bit rate, video compression format, and packet loss rate.
System Configuration	Shortcut to enter the system parameter configuration interface. For details, see <a href="#">System Configuration</a> .

## Play Live Videos by View

### By default view

To play live videos by default view:

On the control panel, select **Live View**, and then follow the steps shown in the figure below.



After you click an X-Split view, live video of the cameras in the camera list are played in X windows.

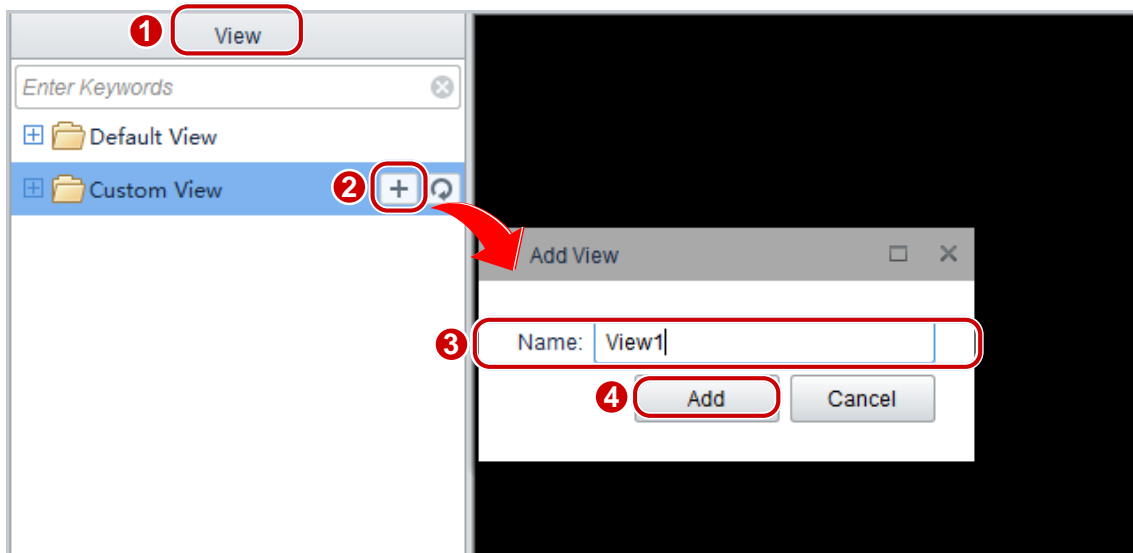
For example, a 4-Split default view is displayed with four windows. Window 1 plays the live video of the first camera in the camera list, and window 2 plays the second and so on.

### By custom view

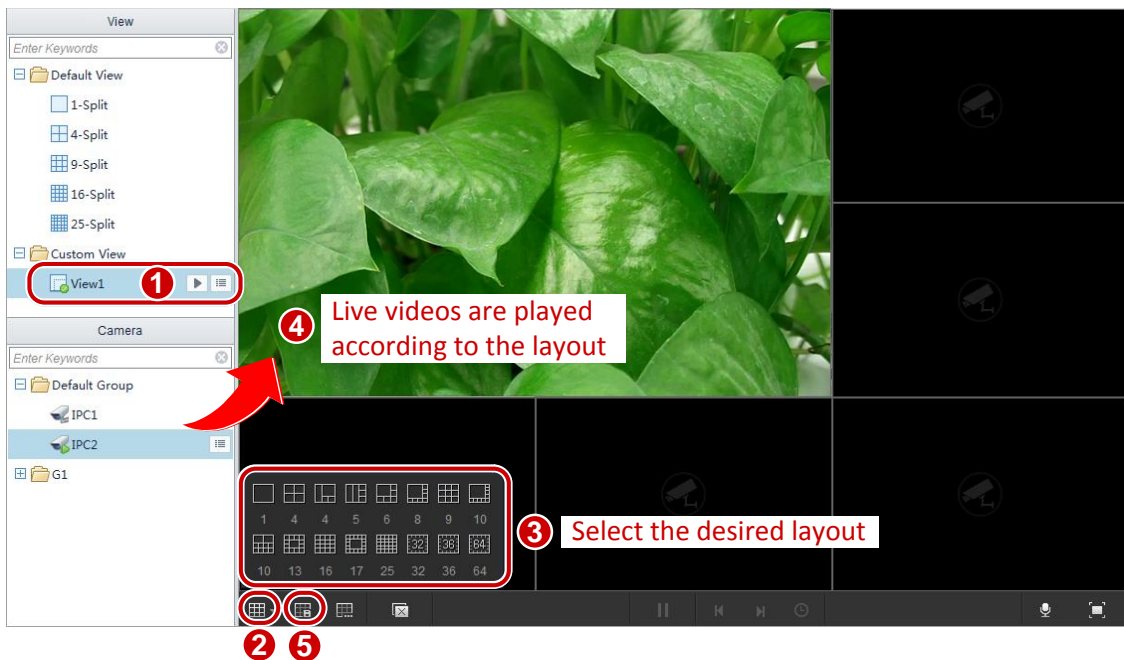
You need to save a custom view before playing it.

To save the current view as a custom view:


On the control panel, select **Live View**, and then follow the steps shown in the figure below.



The **Custom View** list on the left displays the view that is successfully added. To add or modify a custom view, follow the steps shown in the figure below.



Click  to save the current view. Click  to save the current view as another view.

In the **Custom View** list, double-click a view or select the view and click the  button to play the live video according to the specified surveillance layout.

## PTZ Control

Through PTZ control, you can remotely control PTZ, zooming, focus distance, wiper, and so on. The system also allows you to set preset positions for a PTZ, select camera patrol route, and so on. With

PTZ positions preset, you can set a preset position as a guarding position. You can also accessing the auxiliary functions such as 3D positioning, shortcut PTZ, and so on.

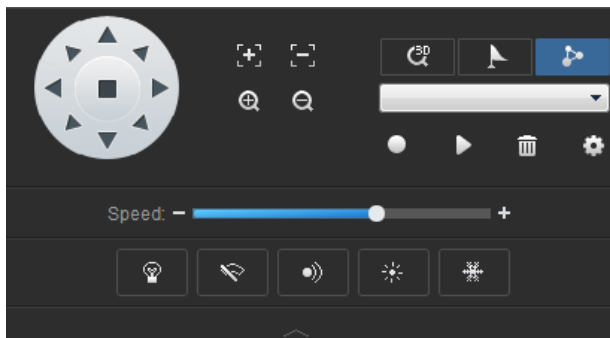
After finishing the preparation tasks, you can perform PTZ control through PTZ panel.






**NOTE!**

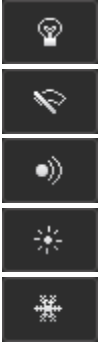
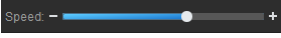
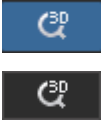






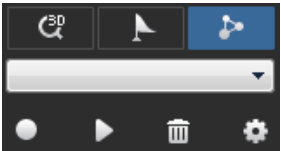




PTZ control is only available to cameras with PTZ configured. Whether or not a PTZ control operation can take effect is determined by the functions and PTZ protocols that the PTZ camera supports. For example, some preset positions of certain PTZ cameras are assigned to special functions (such as wiper, menu, and so on). So you need to refer to PTZ camera specification before performing PTZ control.

1. On the control panel, select **Live View**.
2. [Play Live Video in a Window](#).
3. Click the window and then click  on the toolbar to open the PTZ control panel.



4. See the following table to perform PTZ control.

Parameter	Description
	<p>Controls the PTZ rotation direction.</p> <p><b>Note:</b> When the PTZ control panel is displayed (3D positioning must be disabled first), put the mouse on the corresponding window, and when the mouse cursor changes into a triangle (like ) , you can click and hold the left button and then move the mouse to adjust the viewing direction of the PTZ camera.</p>
	<p>Adjusts camera focal length and zoom.</p>

Parameter	Description
	<ul style="list-style-type: none"> <li>• Enables/Disables the light.</li> <li>• Enables/Disables the wiper.</li> <li>• Enables/Disables the IR.</li> <li>• Enables/Disables the heater.</li> <li>• Enables/Disables snow removal function.</li> </ul>
	<p>Adjusts the PTZ rotation speed.</p>
	<ul style="list-style-type: none"> <li>• With the 3D positioning function enabled, click a point in the window and the PTZ will rotate to the direction of the point. You can zoom in on a region by holding the left button of the mouse and dragging from upper left to lower right or zoom out a region by holding the left button of the mouse and dragging from lower right to upper left.</li> <li>• When 3D positioning is disabled, you can use the mouse to control the rotating direction of the PTZ. For example, when you move the mouse point to the upper-right corner of the window, the point changes to . You can click the mouse to have the PTZ rotate to the upper-right direction.</li> </ul>
	<ul style="list-style-type: none"> <li>• List of preset positions for setting and selecting.</li> <li>• : Moves PTZ camera to the selected preset position.</li> <li>• : Adds the current PTZ position to the preset position list. Ensure that the number for a new preset position is unique. Otherwise, the new preset position will overwrite an existing preset.</li> <li>• : Deletes a preset position.</li> <li>• : Sets a preset as a PTZ home position and set the corresponding time (<b>Return to Home After</b>), after which the PTZ camera goes back to the home position when it is released and no operation is performed to it.</li> </ul>
	<ul style="list-style-type: none"> <li>• Patrol route list.</li> <li>• : Starts a patrol route manually.</li> <li>• : Deletes a patrol route.</li> <li>• : Records a patrol route. After you click <b>Record</b>, you can specify the rotation direction and zoom value. The system records each motion trail parameter and automatically adds it to the action list. Click <b>Stop</b> to complete action recording.</li> <li>• : Patrol configuration. You can configure patrol routes and plans. In <b>Patrol Route Info</b>, specify the number and name for the route. Click <b>Add</b> to add an action. Use <b>Up</b>, <b>Down</b>, <b>Set Top</b> and <b>Set Bottom</b> to</li> </ul>

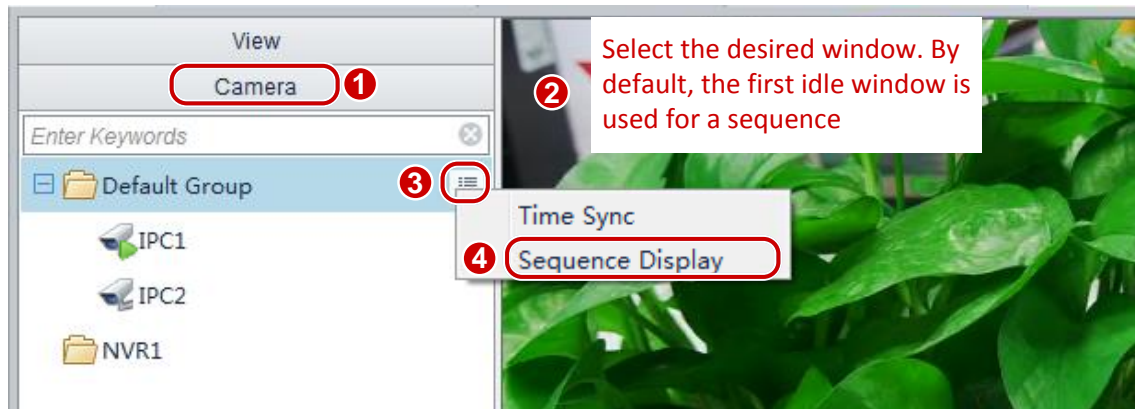
Parameter	Description
	<p>change the order of the actions.</p> <p>Actions include:</p> <ul style="list-style-type: none"> <li>• Go to a certain preset with a specified duration of pause;</li> <li>• PTZ movement with specified direction, zoom, speed, duration and pause. Check <b>Keep Rotating</b> to make the camera rotate constantly.</li> <li>• In Patrol Plan, configure your daily patrol plan.</li> </ul>

## Sequence Display






### Start Sequence Display by Camera Group

To start sequence display by camera group:

On the control panel, select **Live View**, and then follow the steps shown in the figure below.



After sequence display is started for a camera group, live video of cameras in the group is played by turns in the specified window.

Click  or  to pause or resume sequence display. Click  or  to play live video of the previous or next camera. Click  to adjust the sequence display interval.

### Start Sequence Display by Default View

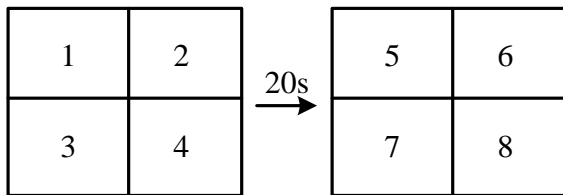
To start sequence display by default view:

On the control panel, select **Live View**, and then follow the steps shown in the figure below.



After sequence display is started for a default X-Split view, live video of cameras in the camera list is played by turns in x windows.

For example, a 4-Split default view is displayed with four windows. Window 1 plays the live video of the first camera in the camera list, and window 2 plays the second and so on. After a sequence display interval (assume 20s), window 1 plays the live video of the fifth camera, and window 2 plays the sixth and so on.

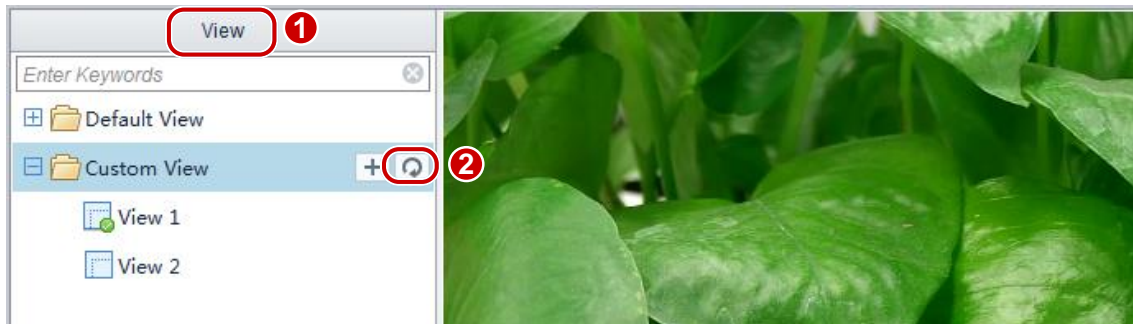


Click or to pause or resume the sequence display. Click or to play live video of the previous or next camera, or play live video of the previous or next group of cameras. Click to adjust the sequence display interval.

## Start Sequence Display by Custom View






To start sequence display by custom view:

On the control panel, select **Live View**, and then follow the steps shown in the figure below.



After sequence display is started for the custom view group, each custom view is played by turns.



Click  or  to pause or resume sequence display. Click  or  to play the previous or next custom view. Click  to adjust the sequence display interval.

## 5 Recording and Playback

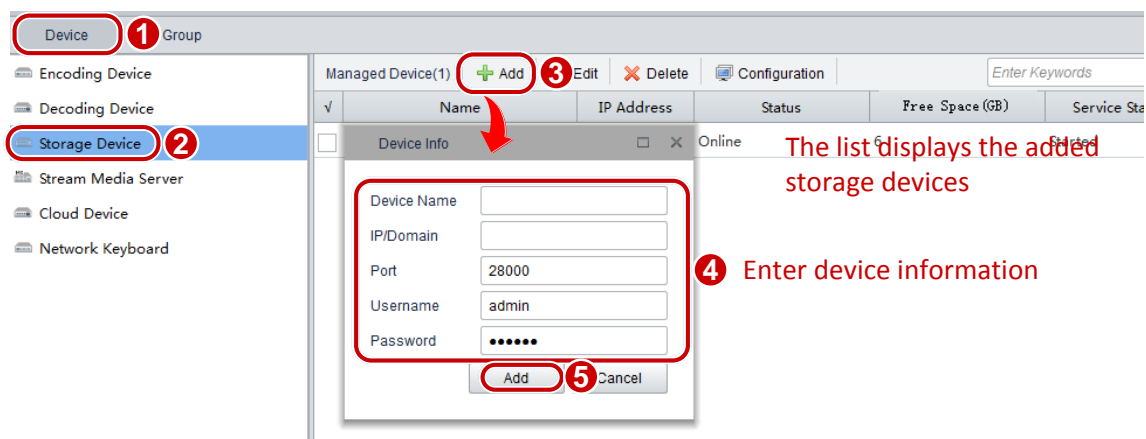
After recording videos, you can obtain the video records by searching. Then you can play or download the video records. Before that, you need to prepare a storage device and run the Video Storage Software.

### Storage Device Management

#### Add a Storage Device

To add a storage device:

On the control panel, select **Device Management**, and then follow the steps shown in the figure below.



The IP/Domain indicates the IP address or domain name of the PC installed with the Video Storage Software. Use a username and password with the permission for logging in to the Video Storage Software.

#### Modify a Storage Device

To modify a storage device:

1. On the control panel, select **Device Management**.
2. Select **Device > Storage Device**.
3. Select the desired device and click **Edit**.
4. In the **Device Info** dialog box (see the figure in [Add a Storage Device](#)), modify the parameters.

## Delete a Storage Device

To delete a storage device:

1. On the control panel, select **Device Management**.
2. Select **Device > Storage Device**.
3. Select the desired device(s) and click **Delete**.
4. In the **Info** dialog box, click **Yes**.



### CAUTION!

Deleting a storage device using the Video Management Software does not stop the execution of the existing plans on the storage device. To stop all the storage operations on the device, you need to stop [Video Storage Software](#) first.

## Configure a Storage Device

You can allocate storage resources for cameras as required by customers; you can also have cameras operate in different storage modes.

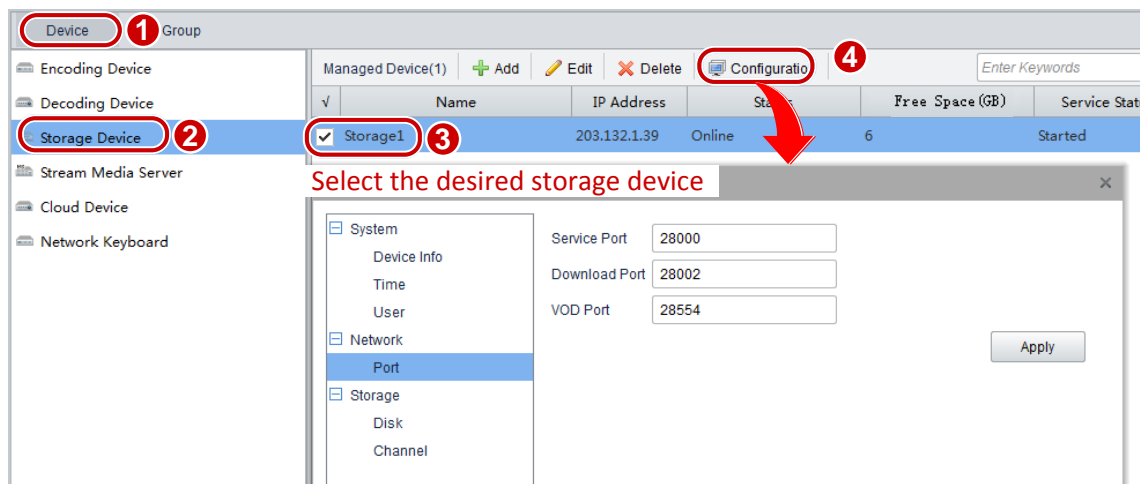


### CAUTION!

Make sure that you have the corresponding Video Storage Software operation permission before parameter configuration.


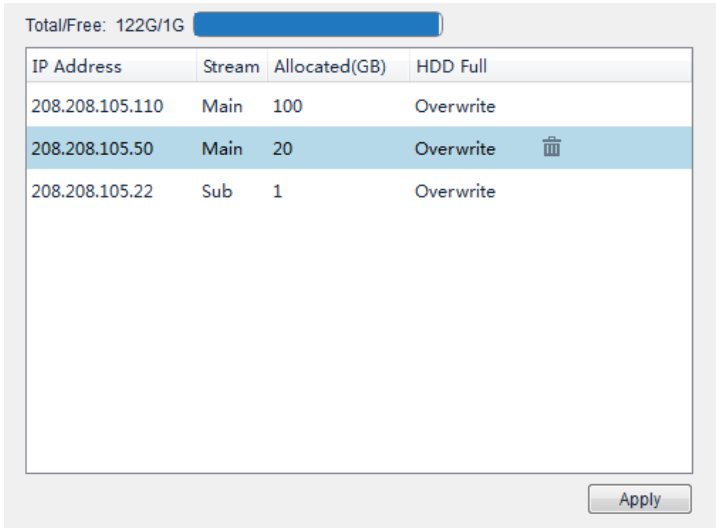
To configure a storage device:

On the control panel, select **Device Management**, and then follow the steps shown in the figure below.



The following table describes key parameters.

Parameter		Description
System	Time	Enables or disables time synchronization with the NTP server at fixed time. <b>Note:</b> <i>To enable this function, you need to set a valid NTP server address.</i>
	User	Select the user account to modify and change the password. <b>Note:</b>

Parameter		Description
		<i>The administrator can modify configurations of all users, and the operator can only modify their own configuration.</i>
Network	Port	<ul style="list-style-type: none"> <li>• <b>Service Port:</b> Communications port for the Video Storage Software.</li> <li>• <b>Download Port:</b> Video downloading port for the Video Storage Software.</li> <li>• <b>VOD Port:</b> Communications port for VOD media services.</li> </ul>
	Disk	Allocate or delete storage space.
Storage	Channel	<p>To view storage stream, storage space, and HDD strategy of the channel for a camera:</p> <p>Select a storage channel and click  to delete the storage resources configured for the channel.</p> <p>To configure the storage stream, space and strategies, see <a href="#">For cameras directly connected to the Video Management Software</a>.</p>  <p><b>Note:</b> Configure disk storage space and recording schedules before you proceed to any other operations.</p>

## Restart the Storage Service



### CAUTION!

Restarting the storage service may affect other ongoing services.

To restart the storage service for a storage device:

1. On the control panel, select **Device Management**.
2. Select **Device > Storage Device**.
3. Right-click the storage device and then select **Configuration**.
4. Click **Restart Service** in the pop-up dialog box.

# Recording Configuration

## Configure Recording Schedule

After you configure storage resources for a camera, the specified storage server will automatically start recording and storing according to the plan. It will stop automatically after the end time.

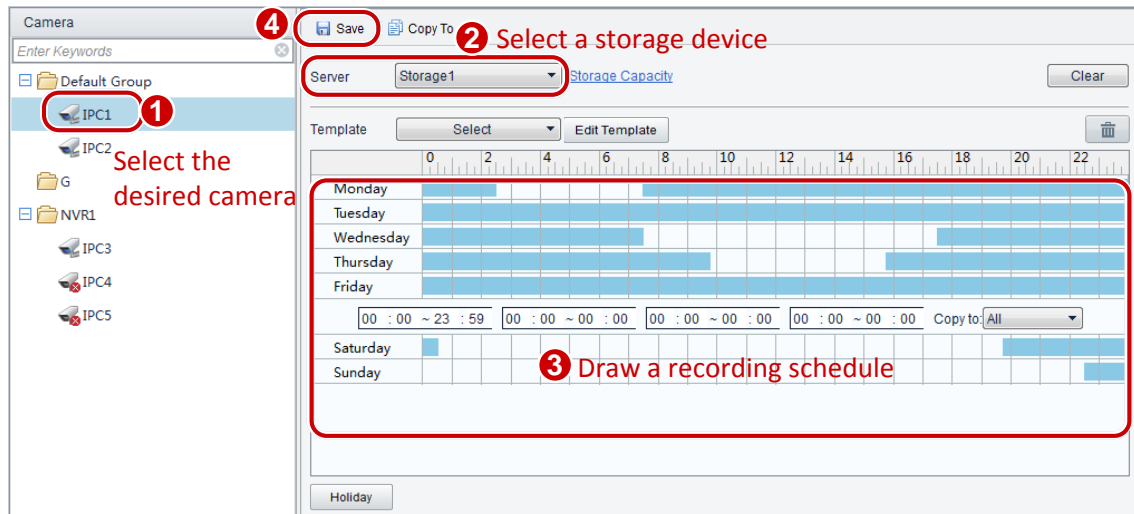
### For cameras directly connected to the Video Management Software




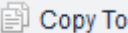
#### NOTE!

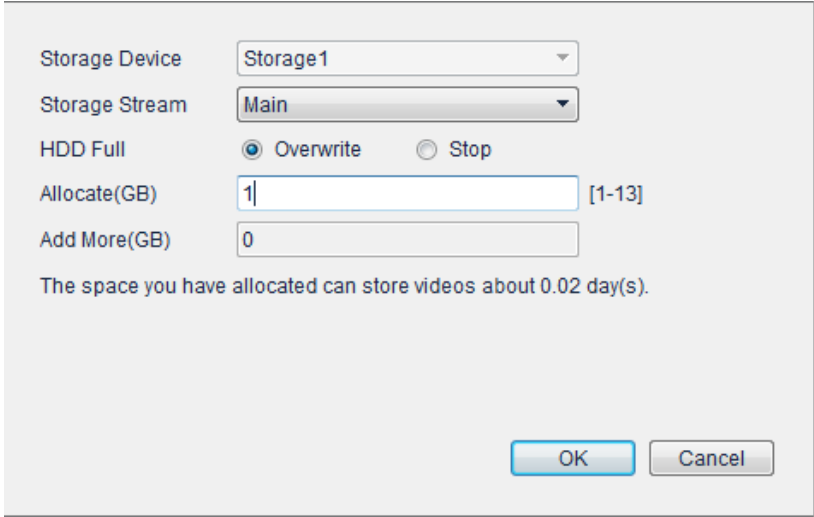
The following configuration is applicable only to the cameras that the Video Management Software directly manages.

On the control panel, select **Recording Schedule**, and then follow the steps shown in the figure below to configure a recording schedule for a camera directly connected to the Video Management Software.



The following table describes the key parameters.

Parameter	Description
	Deleting tool: delete all recording schedules.
Edit Template	Edit a drawn template.
 Copy To	To apply the recording schedule to other cameras: 1) Click <b>Copy To</b> . 2) Select the desired cameras in the dialog box that appears. 3) Click <b>OK</b> .
Holiday	Perform exception recording on holidays. On the set holidays, the system only performs recording at the time that is configured according to the holiday configuration and performs normal recording in other days.
Storage Capacity	Click <b>Storage Capacity</b> . You can self-define the storage capacity by

Parameter	Description
	configuring <b>Storage Stream, HDD Full, and Add More (GB)</b> . 

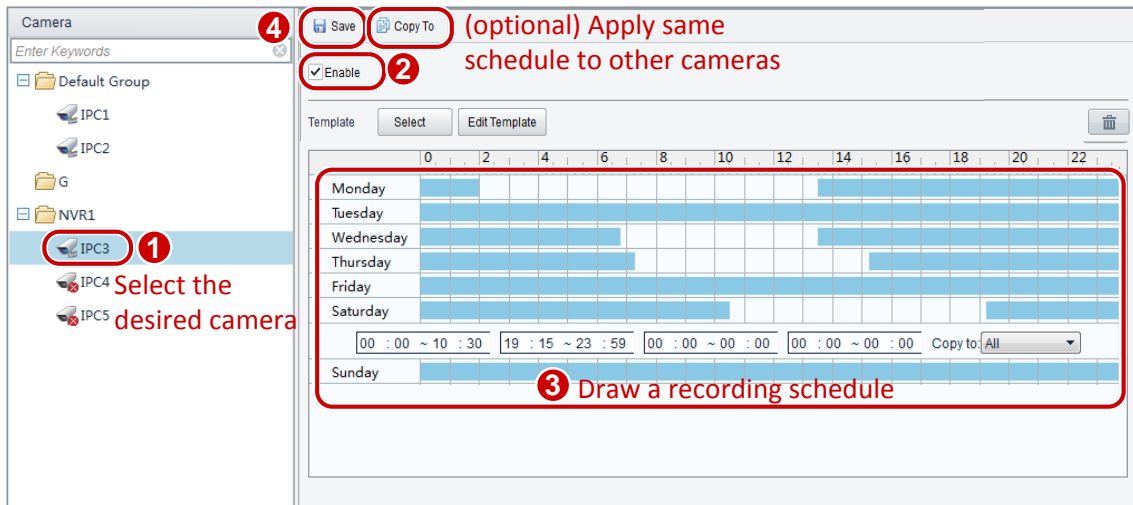
**For cameras connected to NVR**



**NOTE!**

The following configuration is applicable only to the cameras that the Video Management Software manages through a third-party NVR.

On the control panel, select **Recording Schedule**, and then follow the steps shown in the figure below to configure a recording schedule for a camera directly connected to an NVR.



For description of the key parameters, see [For cameras directly connected to the Video Management Software](#).



**Manually Record Videos**

You can record and save the video playing in a window to your client PC as local recordings.



## NOTE!

- You can set the default path and file format under **System Configuration > Audio & Video > Recording**.
- You can view the content of a local recording file by dragging it to a live view window.

1. On the control panel, select **Live View**.
2. Select the window where the desired video is being played.
3. Click  on the toolbar to start local recording.
4. To stop local recording, click  on the toolbar.



## Alarm-Triggered Video Recording

When an alarm occurs, the Video Management Software triggers an action of storing recordings automatically.

Before the Video Management Software begins to record, make sure that you have added a storage device (see [Add a Storage Device](#)) to the system and configured storage resources and alarm-triggered actions for the associated camera.



## NOTE!

You can set the duration for storing alarm-triggered recordings in system configuration.

## Playback

You can play stored video recordings of a camera in a window. First search for recordings, and then click an area in color (indicating a time range with video recorded) to play the recording. While the recording is playing, you can control it by using the buttons on the recording control toolbar and playing floating toolbar.



## NOTE!

During synchronous playback, frequent operations, such as pausing, resuming, and setting playback speed, degrade the synchronizing effect.

## Play Back Remote Recordings


You can query and play back the desired remote recordings by following the steps below:

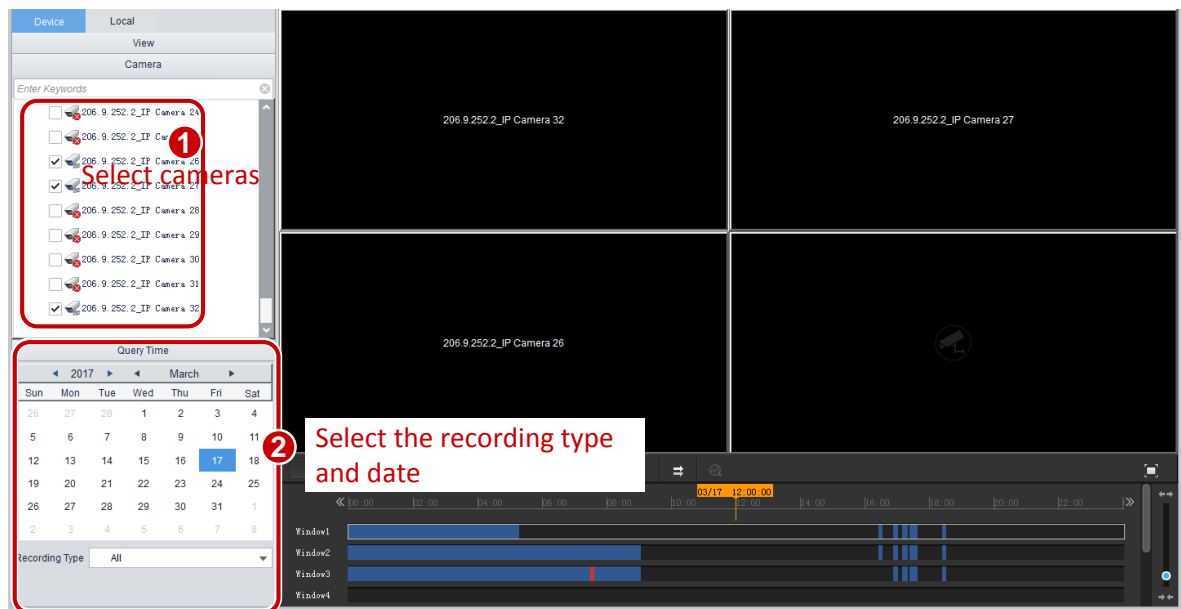
1. On the control panel, select **Playback**.
2. Click the **Device** tab in the upper-left corner and choose to query remote recordings by camera or view.
  - By view: You can query recordings from the cameras saved to a custom view. Before the query, make sure that a recording schedule has been configured for the cameras in the view.
  - By camera: You can query recordings from a camera. Before the query, make sure that the associated storage device is communicating properly.
3. In the **Query Time** area, select the recording type and date.



## NOTE!

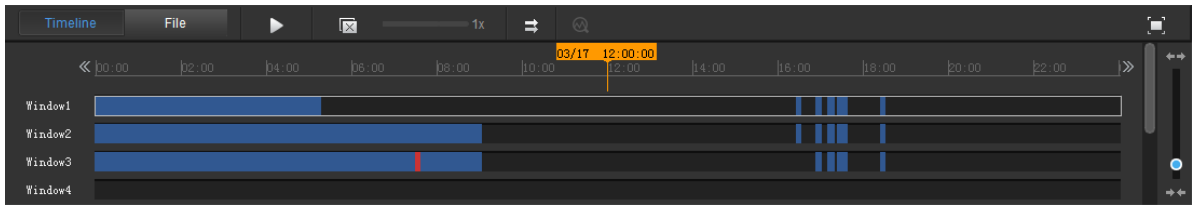
Currently, you can query recordings from a maximum of 16 cameras at a time. If you select more than 16 cameras, excessive ones will be ignored.

4. In the lower-right pane, select **Timeline** or **File**.
  - Timeline: You can drag the timeline bar when watching recordings.
  - File: You can view recordings by file.
5. Click  to play the recordings, as shown in the following figure.



## Recording Control Toolbar

The following figure shows the recording control toolbar in timeline mode.



The following figure shows the recording control toolbar in file mode.





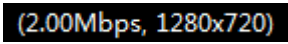
Start Time	Duration	Recording Type
<input checked="" type="checkbox"/> 206.9.252.2_IP Camera 26		
<input type="checkbox"/> 2017-03-17 00:00:00	07:36:18	General
<input type="checkbox"/> 2017-03-17 07:36:18	00:01:30	Alarm
<input type="checkbox"/> 2017-03-17 07:37:48	01:26:18	General
<input type="checkbox"/> 2017-03-17 16:59:32	00:00:25	General

The following table describes the buttons on the toolbar.

Button	Description
	Plays recordings by timeline or file.
	Plays/Pauses recordings.
	Closes all windows playing recordings.
	Controls the recording playing speed.
	Normal playback.
	Synchronous playback.
	Smart search
	Plays recordings in full-screen mode.x
	Timeline. You can drag the timeline bar when watching recordings.
	An area in color indicates a time range with video recorded. You can click a colored area to view the recording.
	Moves the timeline leftward and rightward.
	Zooms out/in on the timeline.
	Downloads files.



## Playing Floating Toolbar

Button	Description
	Takes snapshots. <b>Note:</b> You can set the path to store screenshots in <a href="#">System Configuration</a> .
	Enables or disables digital zoom. <b>Note:</b> Zooms in on a region of the live video playing in the current window.
	Clip video to download. <b>Note:</b> For details, see <a href="#">Download</a> .
	Adjusts the speaker volume or mutes it for the PC.
	Bit rate and resolution of the current video.




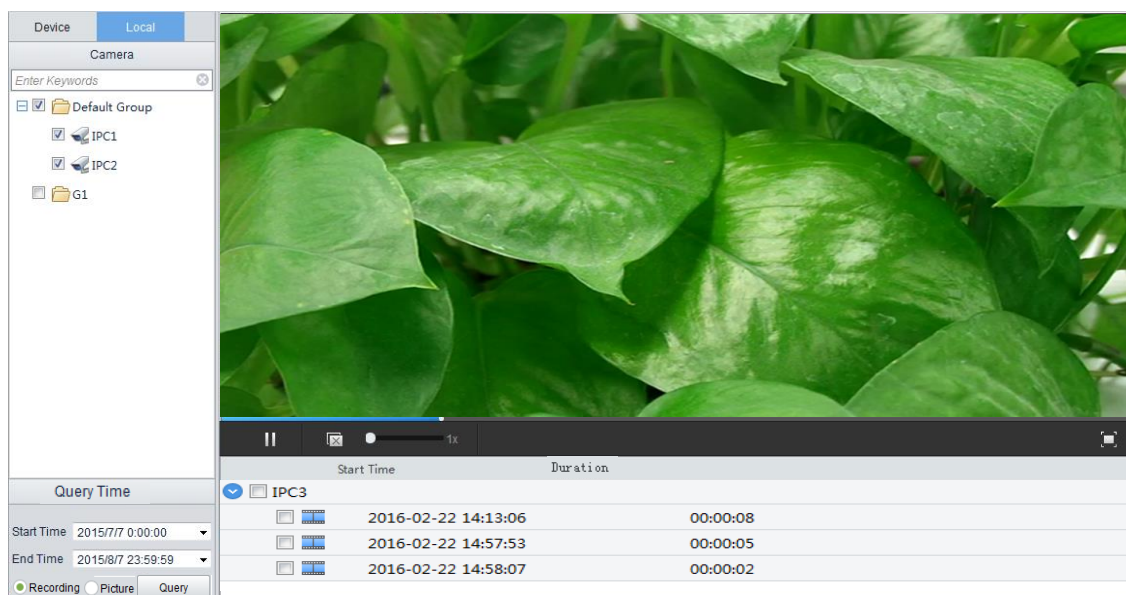
### NOTE!

Before playing a recording, you can set the video transmission protocol based on the network environment to improve the image quality.

## Play Back Local Recordings

You can query and play back the desired local recordings by following the steps below:

1. On the control panel, select **Playback**.
2. Click the **Local** tab in the upper-left corner and select the desired camera.
3. In the **Query Time** area, select **Recording**, set the start and end time, and click **Query**.
4. Select the desired recording and click , as shown in the following figure.



The screenshot shows a video playback interface. On the left, there is a 'Camera' selection panel with a search bar and a list of cameras: 'Default Group', 'IPC1', 'IPC2', and 'G1'. Below this is a 'Query Time' section with 'Start Time' set to '2015/7/7 0:00:00' and 'End Time' set to '2015/8/7 23:59:59'. The 'Recording' radio button is selected. The main area displays a video feed of green leaves. At the bottom, there is a playback control bar with a play button, a progress bar, and a table of query results.

	Start Time	Duration
<input checked="" type="checkbox"/>	IPC3	
<input type="checkbox"/>	2016-02-22 14:13:06	00:00:08
<input type="checkbox"/>	2016-02-22 14:57:53	00:00:05
<input type="checkbox"/>	2016-02-22 14:58:07	00:00:02



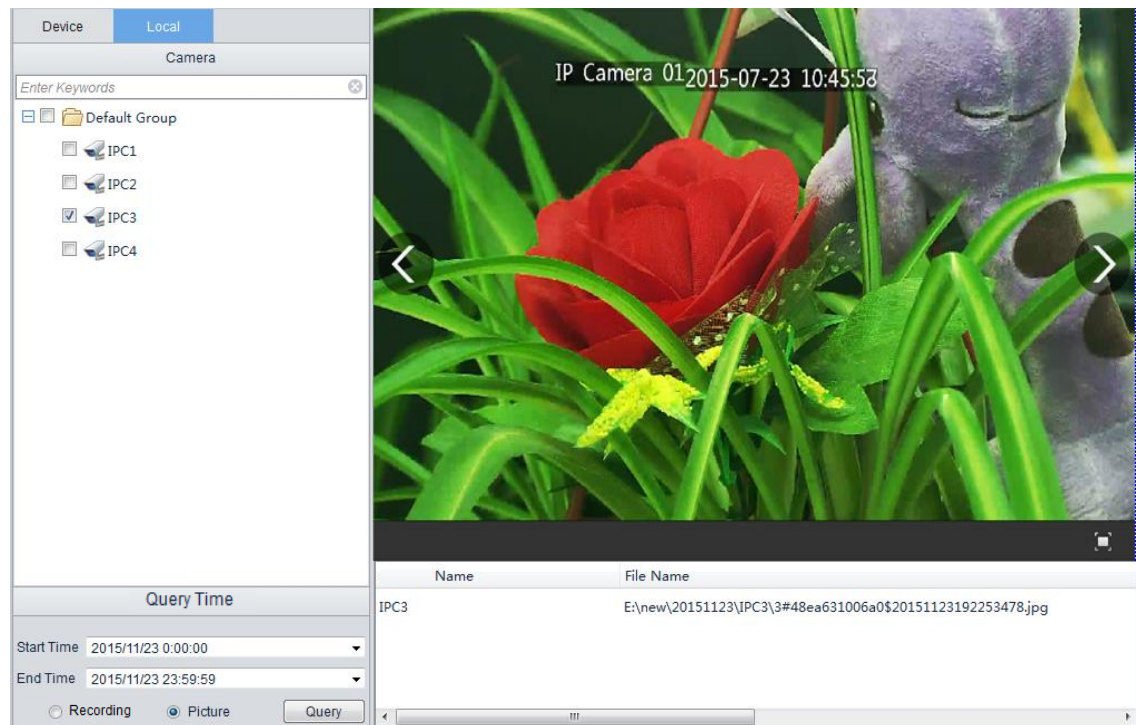
## NOTE!

For details about the toolbar, see [Recording Control Toolbar](#) and [Playing Floating Toolbar](#).

## View Local Snapshots

You can query and view the desired local snapshots by following the steps below:

1. On the control panel, select **Playback**.
2. Click the **Local** tab in the upper-left corner and select the desired camera.
3. In the **Query Time** area, select **Picture**, set start and end times, and click **Query**.
4. Select the desired snapshot to view in the window, as shown in the following figure.



## Download

To download a recording file:


1. On the control panel, select **Playback**.
2. Click the **Device** tab in the upper-left corner.
3. Create a download task.
  - Clip and download


In the playback tool bar, click  to start clipping, and then click  to stop.

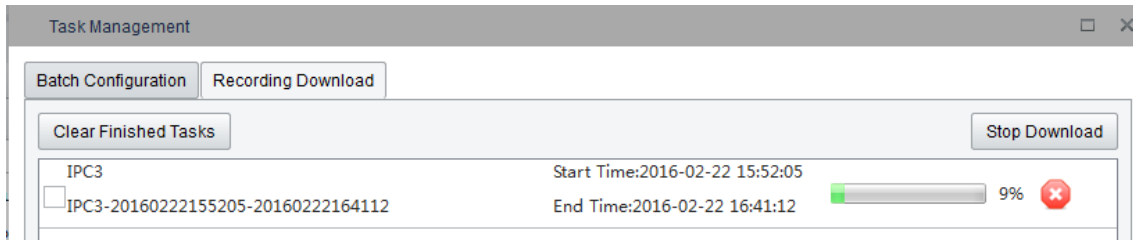
- In file mode

Select the desired recording file and click .

- In camera mode

Select the desired camera and click , or select **Download** from the shortcut menu in the playback window. Specify the start and end time, and download the recording.

4. Click  in the lower-left corner. In the **Task Management** dialog box, you can manage the download task on the **Recording Download** tab.





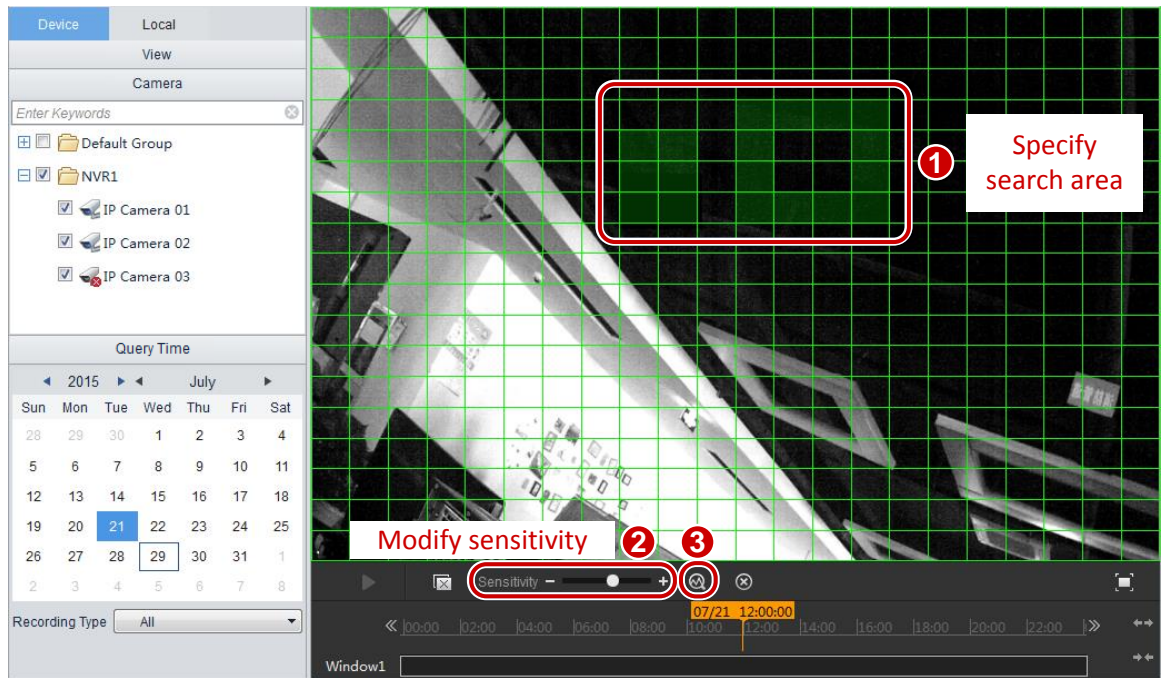
## NOTE!

- You can set the default path and file format for downloaded recordings under **System Configuration > Audio & Video > Recording**.
- Before playing a downloaded recording, make sure your media player supports the format of the recording. VLC player is recommended.

## Smart Search

While recording, your NVR device will record the amount of movement in each section of the image. When playing back the recording, you can query desired periods of the recording by specifying time, area and sensitivity. Follow the steps below:


1. On the control panel, select **Playback**.
2. Click the **Device** tab in the upper-left corner. Select the desired camera under the NVR, select the desired date and click **Timeline**.
3. Select a desired window or a timeline. Click  to enter the configuration page of smart search.
4. Specify the search area and modify sensitivity. Click  again to start smart search, as shown in the following figure.



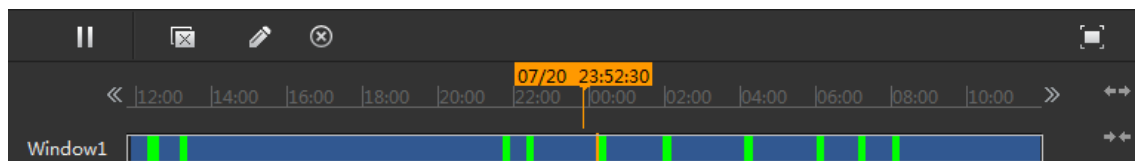
5. The result is shown on the timeline, and will be played from the very beginning.






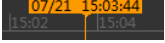



## NOTE!

- After specifying the area and sensitivity, change the date for another query.
- Uncheck the camera or click  to quit smart search.

The control bar is shown below:



Button	Description
	Plays/Pauses recordings
	Closes the window
	Configures smart search, including search area and sensitivity
	Quits smart search
	Full screen
	Timeline. Drag to examine different periods of the recording.
	Green sections indicate the periods of detected motion, and will be played at normal speed. Other sections do not match any search conditions, and will be played at higher speed.

Button	Description
⏪, ⏩	Zooms in/out on timeline.
⏮, ⏭	Moves the timeline leftward and rightward.

## 6 Stream Media Server

You can configure a stream media server to forward live preview data on a camera if video streams on the camera reach the limit or the network bandwidth is insufficient.

### Stream Media Server Management

#### Add a Stream Media Server

To add a media server:

On the control panel, select **Device Management**, and then follow the steps shown in the figure below.

The screenshot shows the 'Device Management' interface. On the left, the 'Device' menu is open, and 'Stream Media Server' is selected. The main area displays a table of managed devices with columns for Name, IP Address, and Port. A 'Streamer 1' device is listed with IP 203.132.1.39 and port 29000. A 'Device Info' dialog box is open, showing fields for Device Name, IP/Domain, and Port. The 'Add' button is highlighted.

Annotations in the image:

- 1: Device menu
- 2: Stream Media Server selected in the menu
- 3: Add button in the device list
- 4: Device Info dialog box
- 5: Add button in the Device Info dialog box

Text annotations:

- The list displays the added storage device
- IP/Domain indicates the IP address or domain name of the PC where the stream media server resides
- Enter device information

#### Modify a Stream Media Server

To modify a stream media server:

1. On the control panel, select **Device Management**.
2. Select **Device > Stream Media Server**.
3. In the stream media server list, select the desired server and click **Edit**.
4. In the **Device Info** dialog box (see the figure in [Add a Stream Media Server](#)), modify parameters.

## Delete a Stream Media Server

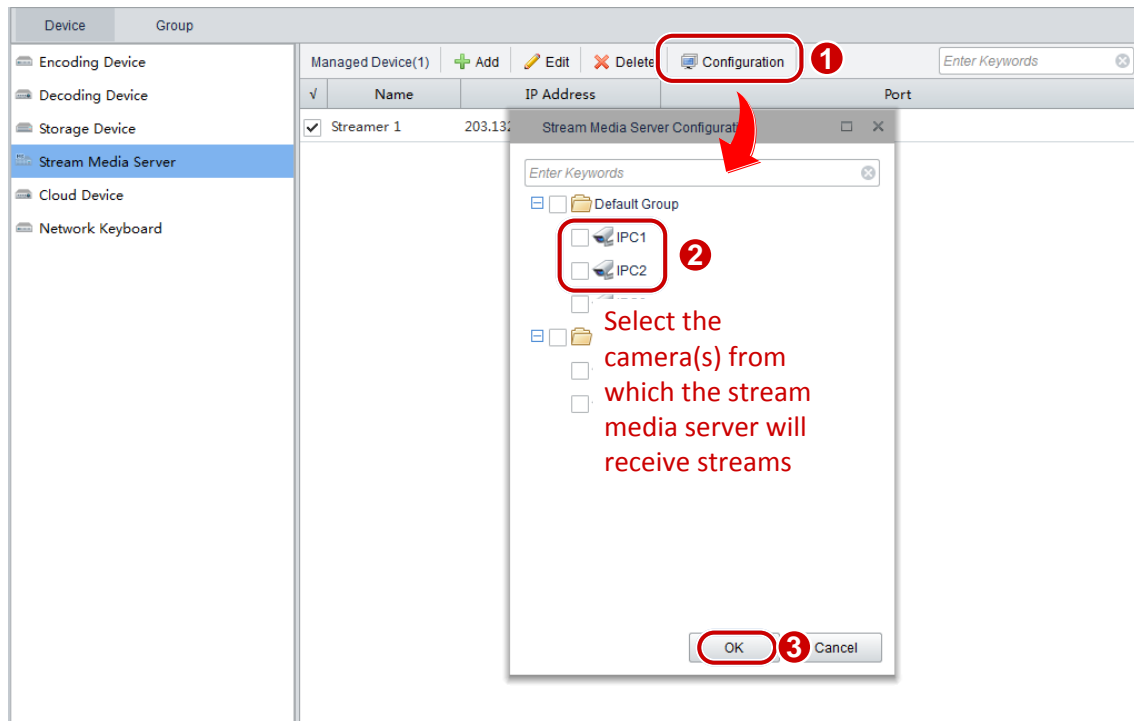
To delete a stream media server:

1. On the control panel, select **Device Management**.
2. Select **Device > Stream Media Server**.
3. In the stream media server list, select the desired server(s) and click **Delete**.
4. In the **Info** dialog box, click **Yes**.

## Configure a Stream Media Server

To configure a stream media server:

1. On the control panel, select **Device Management**.
2. Select **Device > Stream Media Server**.
3. In the stream media server list, select the desired server, and then follow the steps shown in the figure below.



The stream media server will receive streams from the specified cameras and display the stream receiving records.

# 7 Decoding and Displaying Videos on the Video Wall

## Decoding Device Management

### Add a Decoding Device

#### Search for and add an online device

On the control panel, select **Device Management**, and then follow the steps shown in the figure below.

The screenshot shows a web interface for device management. On the left, a sidebar lists device categories: Encoding Device, Decoding Device (highlighted with a red circle and '2'), Storage Device, Stream Media Server, Cloud Device, and Network Keyboard. The main area is titled 'Managed Device(1)' and contains a table with columns for Device Name, IP Address, and Serial No. A single device is listed: DC430\_206.9.252.34 with IP 206.9.252.34 and status Online. Below this, a red text box says 'The selected decoding device is displayed'. At the bottom, there is an 'Online Device' section with a table containing one device: IP Address 206.9.252.34, Model, Device Configuration, and Serial No. 210235C0JW3161. A red circle and '3' highlights the checkmark in the first column of this table, with a red arrow pointing to it and the text 'Select the desired device'. A red circle and '4' highlights the '+' icon next to the 'Online Device' header.



#### NOTE!

- By default, the system automatically searches for all online devices on the LAN and updates the list periodically. To search a specified network segment, click and select the **IP Segment** check box.
- You can also click . Then the system searches for all online devices on the same network and automatically adds them to the device list.

#### Manually add one device

Click right to **Managed Device**. A dialog box appears. Complete device information in the dialog box and then click **Add**. The added decoding device is displayed on the managed device list.

## Modify a Decoding Device

To modify a decoding device:

1. On the control panel, select **Device Management**.
2. Select **Device > Decoding Device**.
3. In the decoding device list, select the desired device and click **Edit**.
4. In the **Device Info** dialog box (see the figure in [Add a Decoding Device](#)), modify parameters.

## Delete a Decoding Device

To delete a decoding device:

1. On the control panel, select **Device Management**.
2. Select **Device > Decoding Device**.
3. In the decoding device list, select the desired device and click **Delete**.
4. In the **Info** dialog box, click **Yes**.

## Remotely Configure a Decoding Device

To remotely configure a decoding device:

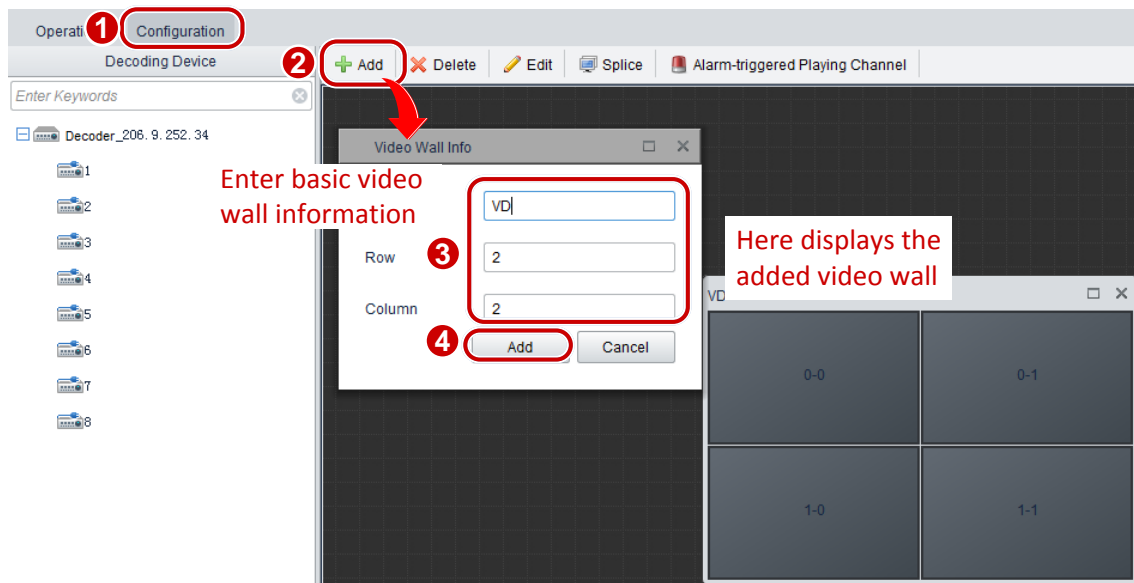
1. On the control panel, select **Device Management**.
2. Select **Device > Decoding Device**.
3. In the decoding device list, select the desired device and click **Configure**.
4. On the Web interface, configure parameters.


## Video Wall Management

### Add a Video Wall

On the control panel, select **Video Wall**, and then follow the steps shown in the figure below.



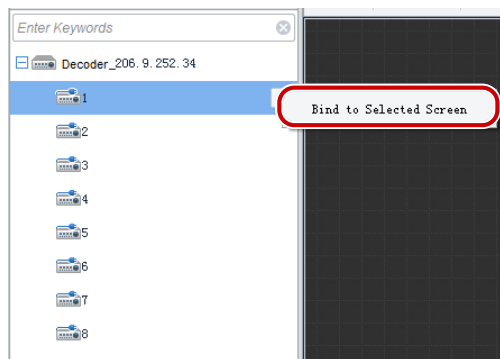


To modify a video wall, select it and then click **Edit**. To delete a video wall, select it, click **Delete** (or click  in the upper right corner), and then click **Yes** in the dialog box displayed.

## Configure a Video Wall

### Bind a decoding output channel to the specified screen

Click to select a screen on the video wall and then click **Bind to Selected**. To cancel the binding, click **Unbind Channel**.



### Splice Screens

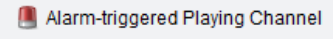

Splice multiple screens on a video wall into a larger one to play videos from one camera. Before you start, make sure the decoding device supports this function, and the screens to splice are bound to channels of the same decoding device.

1. Hold **Ctrl** and select screens you want to splice.
2. Click **Splice**. The selected screens are spliced into one.

To cancel the splicing, select the spliced screen and click **Restore**.

## Configure an alarm-triggered playing channel

After binding a screen to a decoding channel, you can set the screen as an alarm-triggered playing channel, so when an alarm occurs, live video from the linked camera will play on the screen.

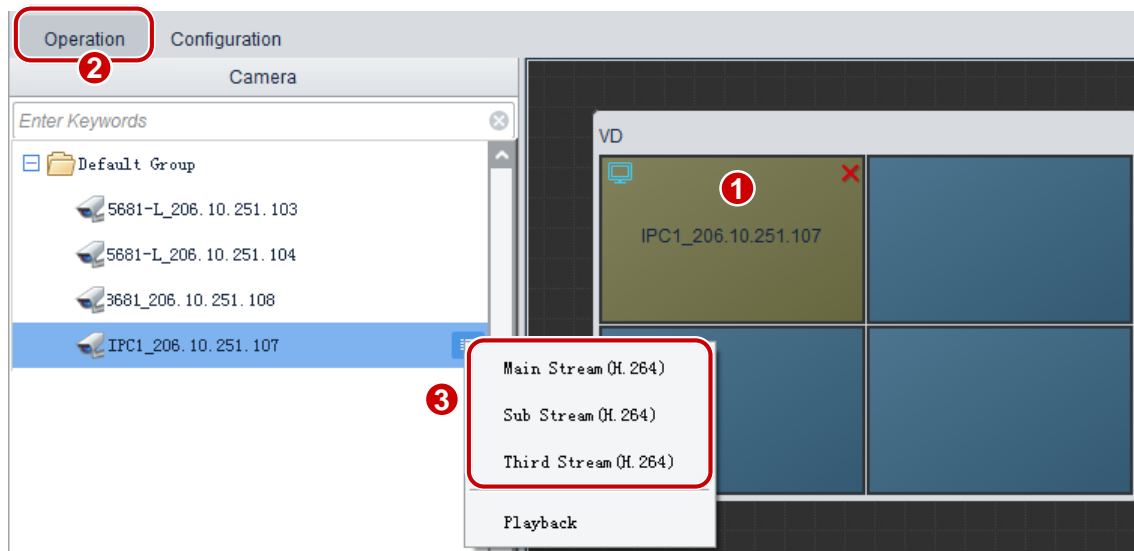
1. Select the screen and then click . If the operation is successful,  appears in the upper-left corner of the screen.
2. To cancel or modify the alarm-triggered playing channel, select the screen and then click




## Video Wall Operations

### Display Live Video on Video Wall

After binding a screen to a decoding channel, you can play live video from a camera on the screen.



Instead of selecting a stream type in Step 3, you may also drag the camera to the screen directly. You may right-click the screen to change the stream type when live video has started.

To close live video on the screen, click  in the upper right corner.

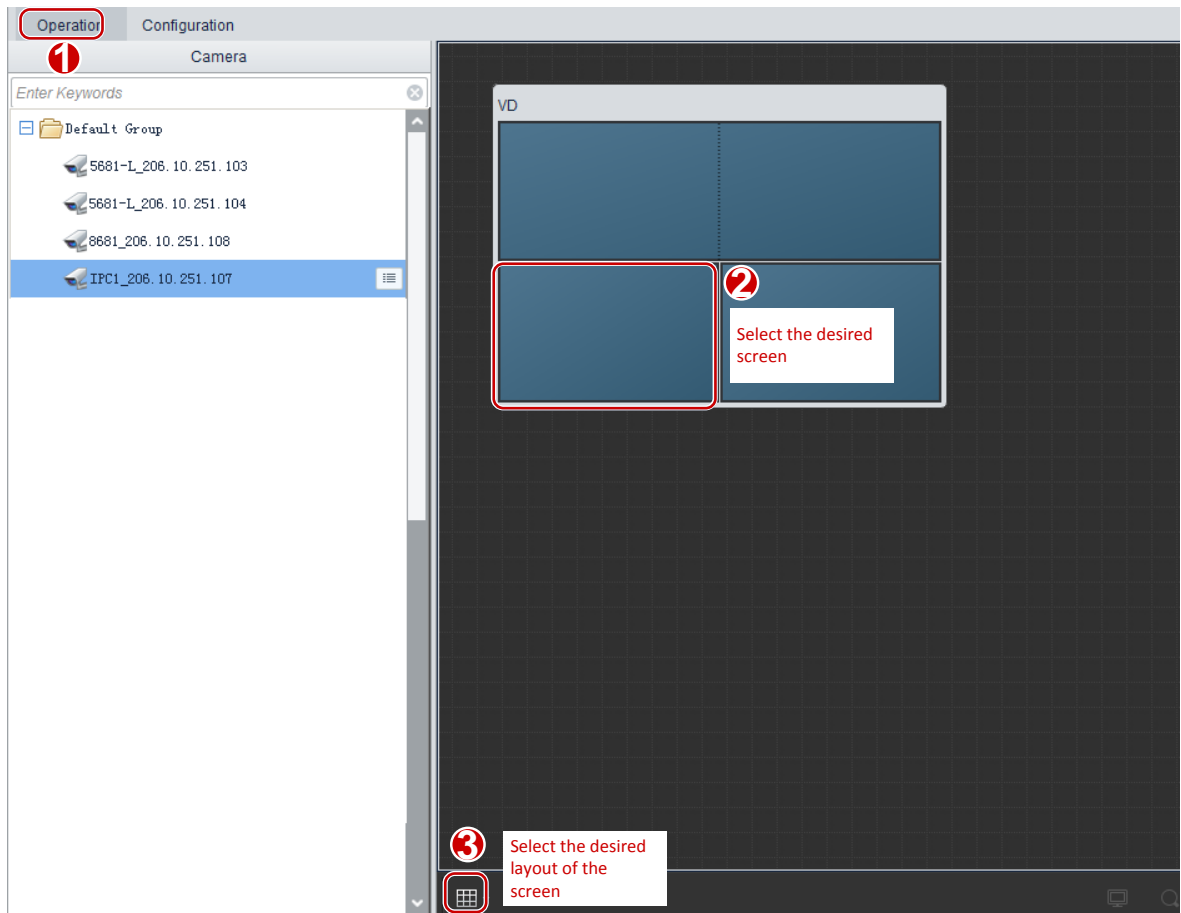
### Split Screen for a Decoding Output Channel

Split a screen into multiple windows in the desired layout and display live video from multiple cameras on the screen.

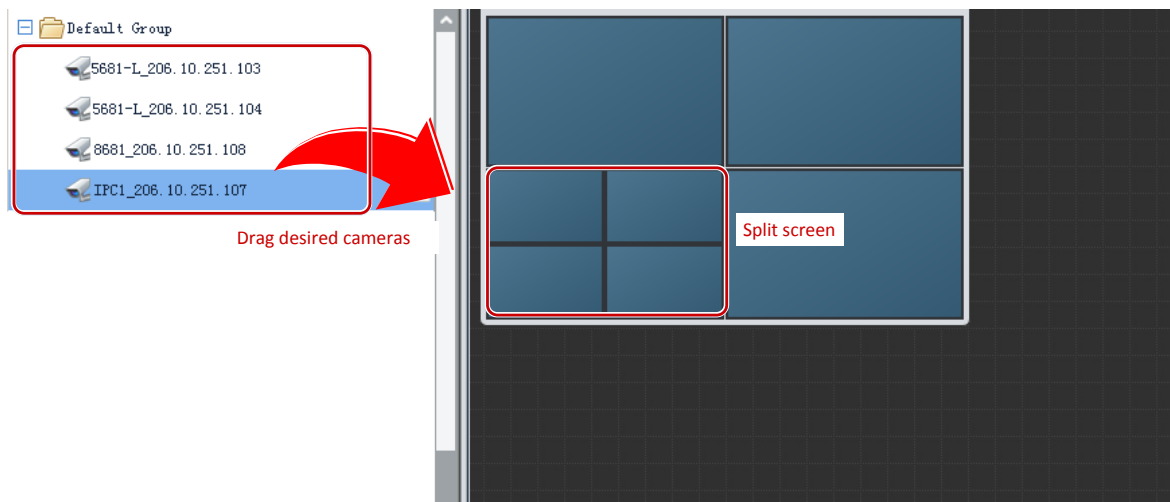


#### NOTE!

You need to stop the live video in a decoding output channel before splitting the screen.




After the screen is split, drag the desired cameras to the split screen one by one.



## Sequence Display on a Video Wall







You can enable sequence display for a camera group on a video wall. Before you start, make sure that cameras have been imported to the group. For details about how to import cameras to a group, see [Group Management](#).

1. On the control panel, select **Video Wall > Operation**.
2. Select a screen.

3. Click the menu on the right of the group and select **Sequence Display in Single Window**. Live video from cameras in the group will be played on the screen in sequence.
4. If the screen is split, select a window on the screen and then select **Sequence Display in Single Window** to start sequence display in the window; or select **Sequence Display in Multiple Window** to start sequence display in all windows on the screen.
5. To stop sequence display, click .

The following table describes the sequence display toolbar.



Parameter	Description
	Switches the window layout.
	Stops the sequence display
	Skips to the previous camera or camera group to start the sequence display.
	Pauses the sequence display, and starts playing the live video of the sequenced cameras. Clicks the play button to resume the sequence display.
	Adjusts the time interval of the sequence display.
	Skips to the next camera or camera group to start the sequence display.




#### NOTE!

After sequence display is started, you may right-click a window to change the stream type. If the current camera does not support the selected stream type, the system will automatically switch to an available one.

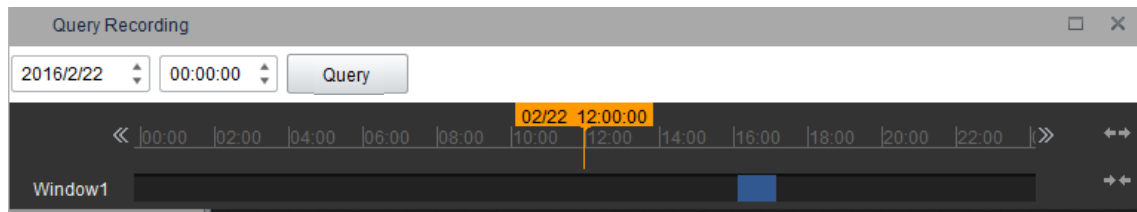
## Play Back Recordings on Video Wall

This operation plays recordings from NVR devices on a specified screen on video wall.

Perform the following steps to play a recording on video wall:

1. On the control panel, select **Video Wall > Operation**.
2. Click and drag a camera to the window to view its live video, and then click  at the bottom to query recordings in the pop-up window. Alternatively, click the menu on the right of the camera and select **Playback**.

The query window is shown below.



Parameter	Description
	Timeline. You can drag the timeline when watching the video.
	An area in color indicates a time range with video recorded. You can click a colored area to view the recording.
	Moves the timeline leftward/rightward.
	Zooms in/out on the timeline.

- The system displays the recording of the current day by default, you can change the date to update the timeline. Click on the blue-colored recording bar or change the start time and then click **Go** to start playing the recording.

You can use the toolbar to control the playing. The following table describes the parameters on the toolbar.



Parameter	Description
	Switches the window layout.
	Stops, pauses, and resumes the playing of a video.
	Controls the playing speed.
	Query recordings.
	Goes back to live view.

## Alarm-Triggered Live Video to Video Wall

When an alarm is triggered, the alarm icon will be flashing on the specified screen, and live video of the linked camera will be displayed. After the alarm is acknowledged, the alarm icon will stop flashing and the live video will stop.

# 8 People Counting

On the control panel, select **People Counting**, and then follow the steps shown in the figure below to display the people counting statistics.

The screenshot shows the 'Select Device' panel on the left with '206.10.251.90' selected. The main area displays a 'DAILY' chart for 'Entered' counts. A table below the chart shows the following data:

Statistics time	People Entered	People Left
12:00-13:00	0	--
13:00-14:00	0	--
14:00-15:00	0	--
15:00-16:00	0	--
16:00-17:00	1	--
17:00-18:00	0	--
18:00-19:00	0	--
19:00-20:00	0	--
20:00-21:00	0	--
21:00-22:00	0	--
22:00-23:00	0	--

Annotations in the image include: '1' pointing to the selected device; '2' pointing to the 'Report Type: Daily', 'Counting Type: Entered', and 'Date: 2016-09-13' settings; '3' pointing to the 'Search' button; and red text explaining the chart and table data.



## NOTE!

People Counting is applicable only to the cameras that the Video Management Software manages through a third-party NVR.

# 9 E-map

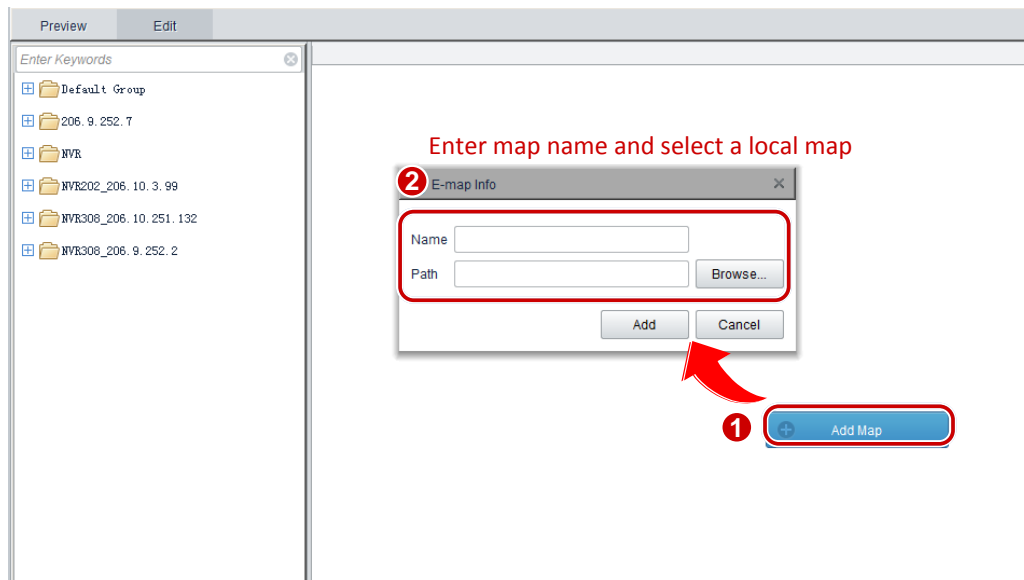
You can manage surveillance for intended areas in accordance with the scene.

## E-map Management

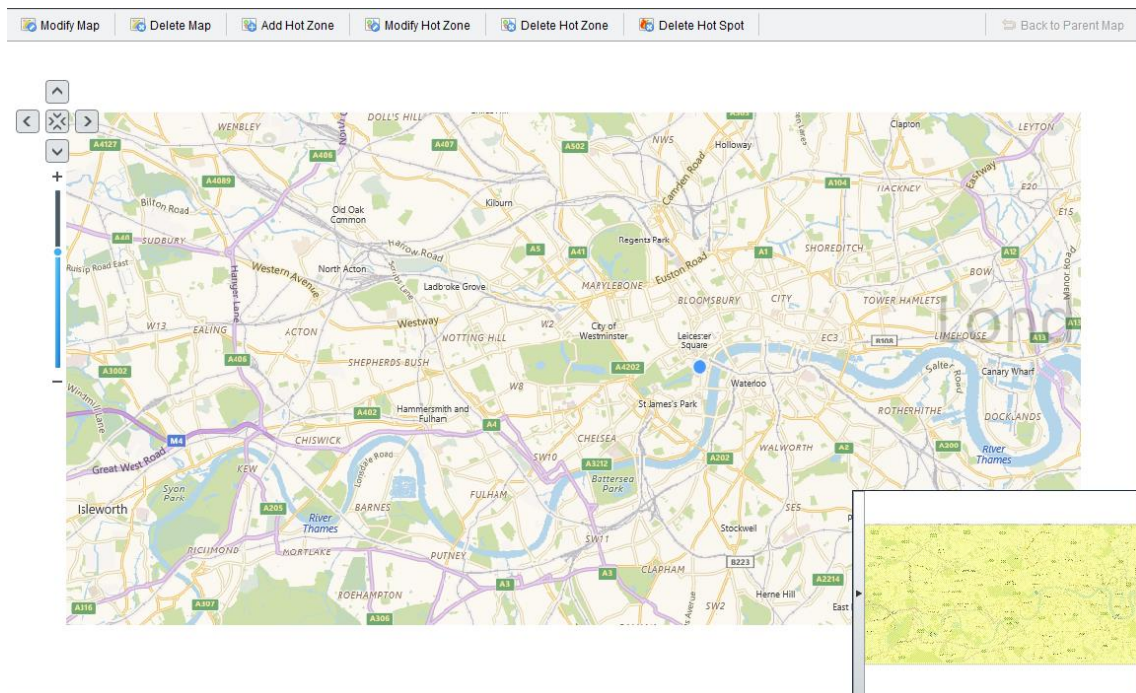
### Add an E-map

To add an e-map:

On the control panel, select **E-map**, and then follow the steps shown in the figure below.



The following figure displays the successfully added e-map.



## Modify an E-map

To modify an e-map:

1. On the control panel, select **E-map**.
2. Click the **Edit** tab.
3. Click **Modify Map**.
4. In the **E-map Info** dialog box (see [Add an E-map](#)), modify the map name or switch to another map as required.

## Delete an E-map

To delete an e-map:

1. On the control panel, select **E-map**.
2. Click the **Edit** tab.
3. Click **Delete Map**.
4. In the **Info** dialog box, click **Yes**.



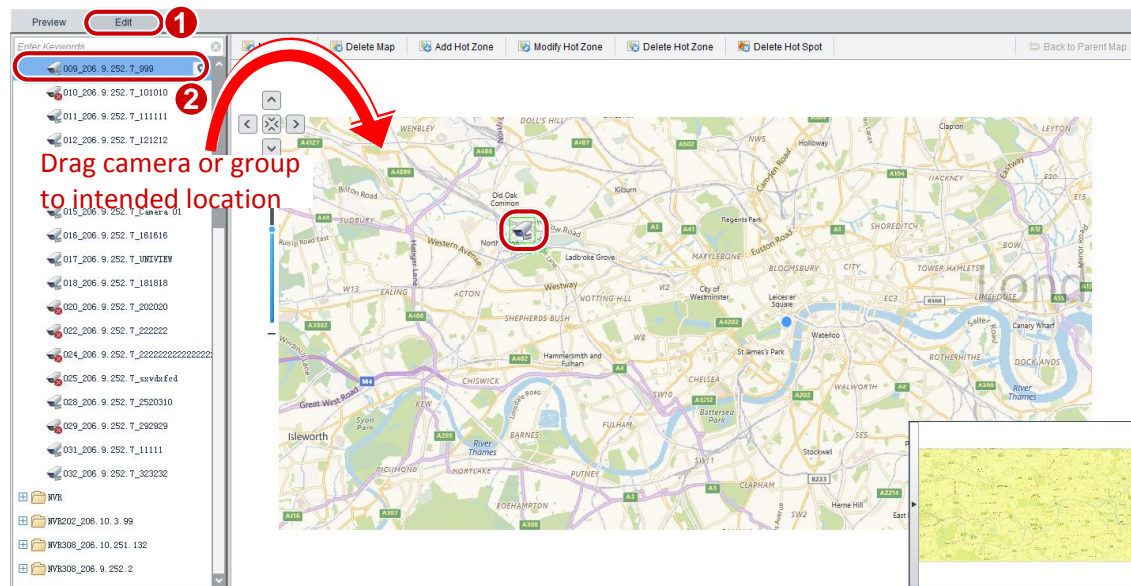
### NOTE!

- Deleting a map also deletes all the hot spots and hot zones on it.
- For a map that has a parent map, the parent map is displayed after the map is deleted. Otherwise, **Add Map** is displayed.

## Add a Hot Spot

To add a hot spot:

On the control panel, select **E-map**, and then follow the steps shown in the figure below.



## Modify a Hot Spot

To modify a hot spot:

1. On the control panel, select **E-map**.
2. Click the **Edit** tab, right-click the hot spot you want to modify, and then select the desired color for the hot spot.

## Delete a Hot Spot

To delete a hot spot:

1. On the control panel, select **E-map**.

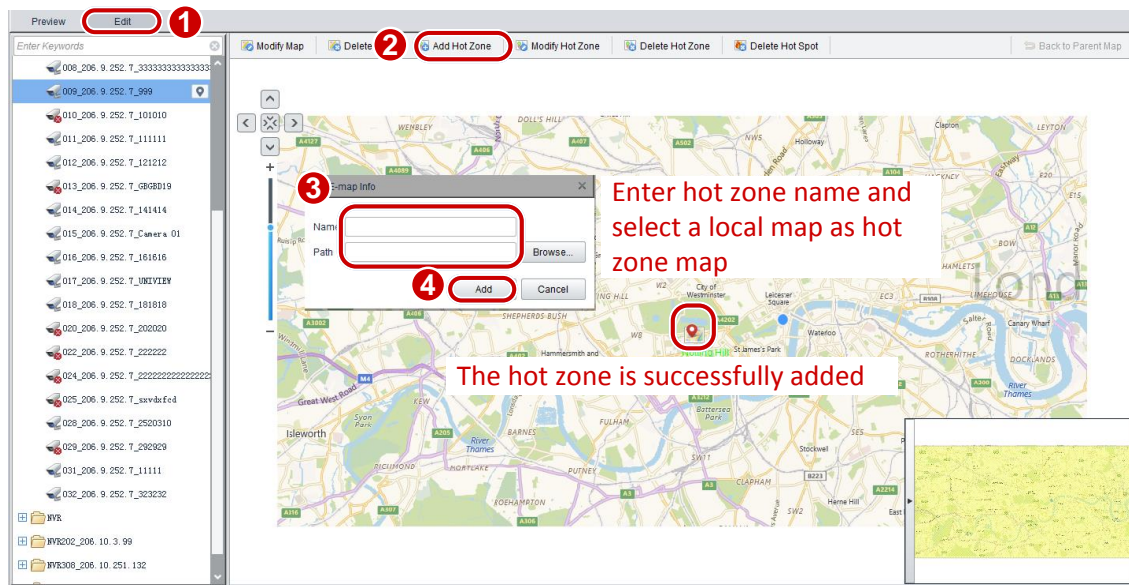


2. Click the **Edit** tab.
3. Select the hot spot you want to delete, click **Delete Hot Spot**, and then click **Yes** in the **Info** dialog box.
4. You may also right-click the hot spot you want to delete, choose **Delete** from the shortcut menu, and then click **Yes** in the **Info** dialog box.

## Add a Hot Zone

To add a hot zone:

On the control panel, select **E-map**, and then follow the steps shown in the figure below.



## Modify a Hot Zone

To modify a hot zone:

1. On the control panel, select **E-map**.
2. Click the **Edit** tab.
3. Select the hot zone you want to modify and then click **Modify Hot Zone**.
4. In the dialog box that appears (see [Add a Hot Zone](#)), modify the map name or select another map as required.

## Delete a Hot Zone

To delete a hot zone:

1. On the control panel, select **E-map**.
2. Click **Edit**.
3. Select the hot zone you want to delete, click **Delete Hot Zone**, and then click **Yes** in the **Info** dialog box.

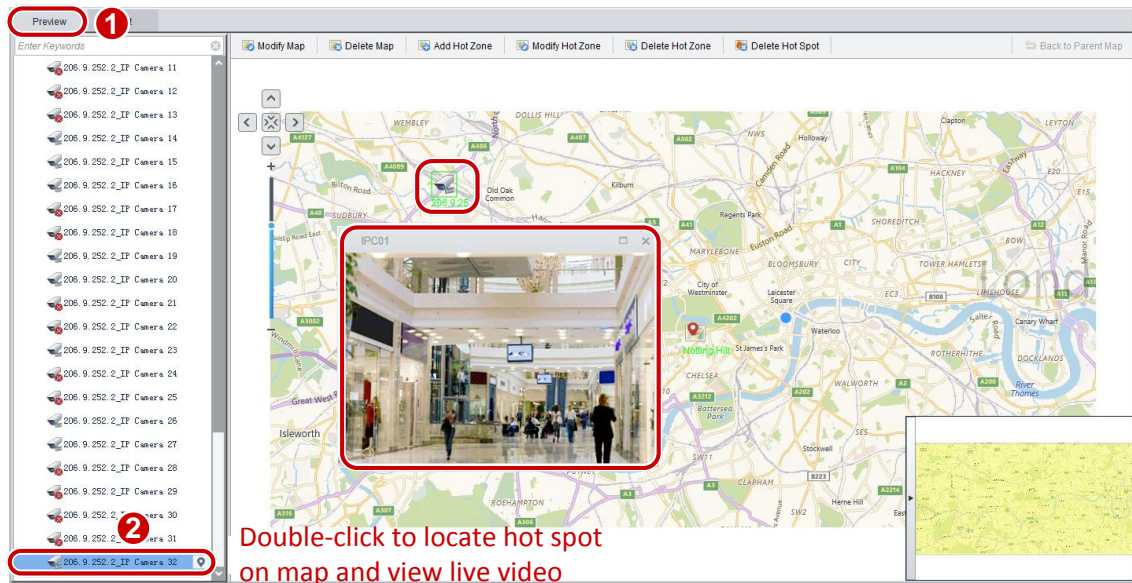
4. You may also right-click the hot zone, choose **Delete** from the shortcut menu, and then click **Yes** in the **Info** dialog box.

## E-map Operations

### View a Hot Spot

To view a hot spot:

On the control panel, select **E-map**, and then follow the steps shown in the figure below.



### NOTE!

You can also double-click a hot spot on the map to view live video from the hot spot.

### View a Hot Zone

To view a hot zone:

1. On the control panel, select **E-map**.
2. Click the **Preview** tab.
3. On the parent map, double-click a hot zone to open it.
4. To go back to the parent map, click **Back to Parent Map** in the upper right corner.

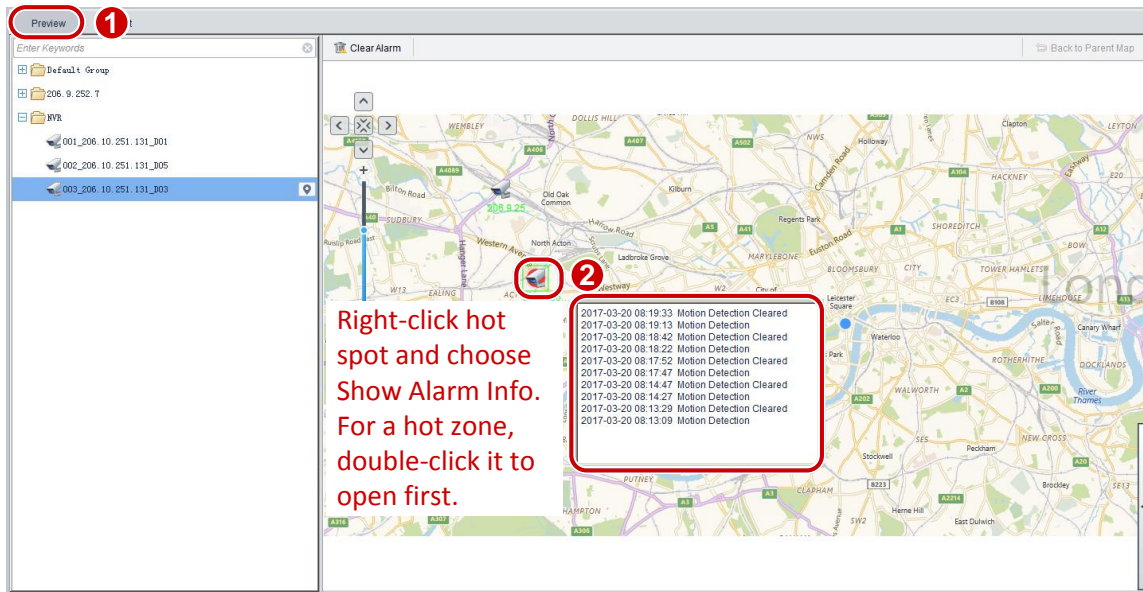
### View Hot Spot/Hot Zone Alarms

If a hot spot (including hot spot in a hot zone) generates an alarm (for example, device offline), the hot spot or hot zone blinks red for alarming.

To view hot spot or hot zone alarms:

1. On the control panel, select **E-map**.

2. Click the **Preview** tab, and then follow the instruction shown in the figure below.



## Clear Hot Spot/Hot Zone Alarms

To clear hot spot alarms:

1. On the control panel, select **E-map**.
2. Click the **Preview** tab.
3. Select the desired alarming hot spot, click **Clear Alarm**. To clear hot zone alarms, double-click the hot zone, select the alarming hot spot in the hot zone, and then click **Clear Alarm**.

After alarms are cleared, the hot spot or hot zone restores to the normal state.

# 10 Voice Communication

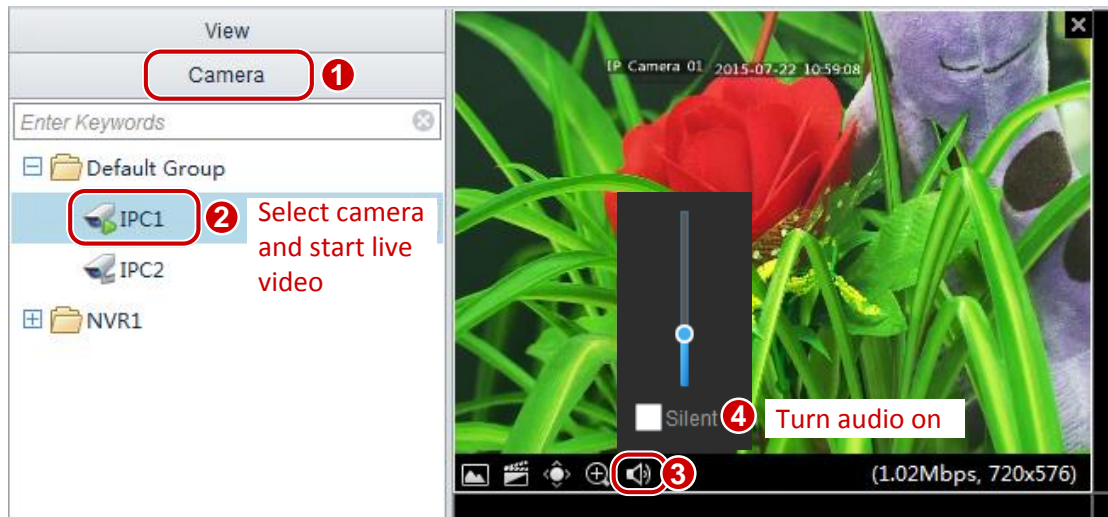


## CAUTION!

The video associated audio, two-way audio, and voice broadcast services are mutually exclusive. If one of the services is ongoing, starting another will stop the ongoing service.

## Video Associated Audio

Video associated audio refers to audio that is transmitted with live video simultaneously. Video associated audio is sent one way from a camera to users and stops when live video stops.



### CAUTION!

You can listen to the video associated audio from one camera at a time. Starting video associated audio for another camera will stop that from the existing camera.

## Two-Way Audio

Two-way audio refers to a bidirectional voice session between the Video Management Software and a camera.



### NOTE!

Two-way audio requires that the camera be online, audio input and output devices be connected to ports supporting two-way audio on the camera, and audio input and output devices be connected to the PC that runs the Video Management Software. In addition, you need to start live view for two-way audio.

To start two-way audio, right-click anywhere on live video and then select **Two-way Audio** from the shortcut menu. To stop two-way audio, deselect **Two-way Audio** on the shortcut menu.



### CAUTION!

- Two-way audio stops with live view.
- You can start a two-way audio with only one camera at a time. Starting another one stops the existing session.

## Voice Broadcast

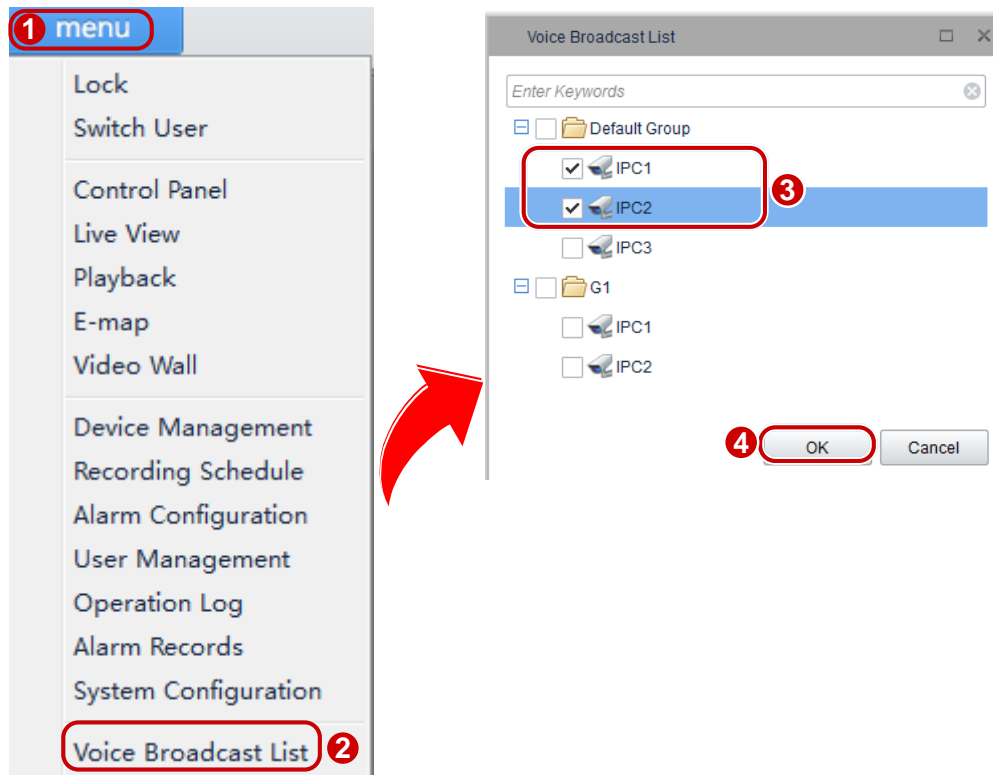
Broadcast here refers to a one-way voice broadcast from the Video Management Software to multiple cameras.



### NOTE!

Broadcast requires that the cameras be online, audio output devices be connected to the Audio Out ports on the cameras, and audio input devices be connected to the PC that runs the Video Management Software.

On the control panel, follow the steps shown in the figure below to start voice broadcast.



To stop voice broadcast, perform steps in the figure above and then deselect the cameras from the voice broadcast list.

## 11 Alarm Management

---

You can set actions to be triggered by an alarm so that the alarm can be handled in time.

### Configure Alarm-Triggered Action

---

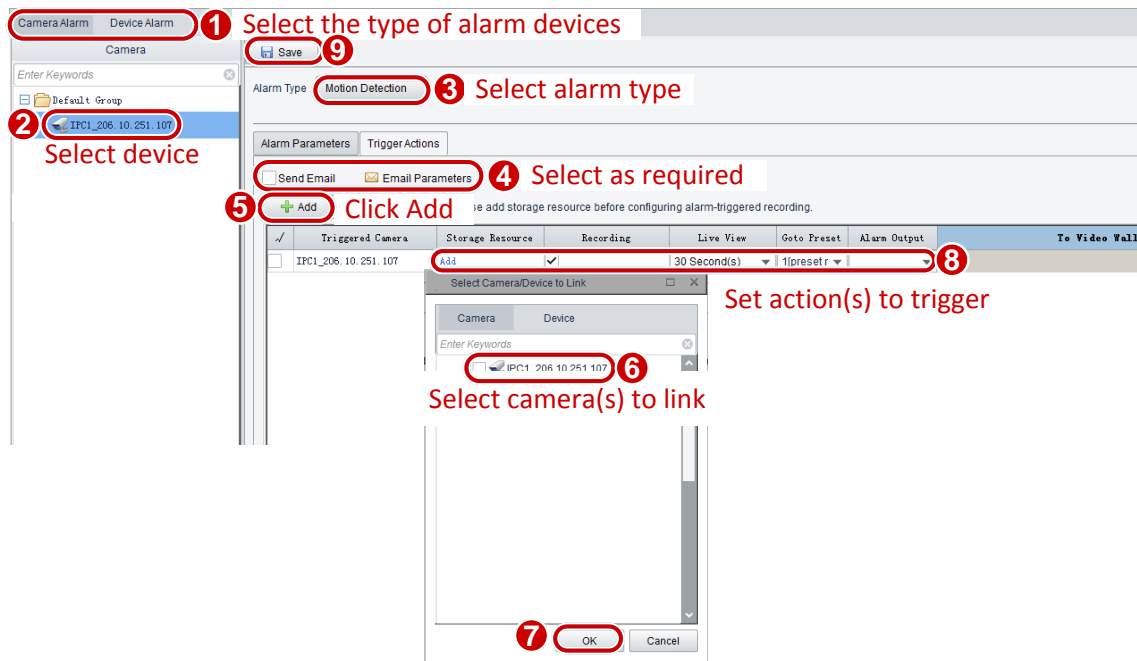


#### CAUTION!

Before the configuration, make sure that alarm-related parameters listed in the following table are configured.


---





On the control panel, select **Alarm Configuration**, and then follow the steps shown in the figure below to add an alarm device.



For some alarm types, you need to click **Alarm Parameters** to set alarm details. For example, you need to set a detection area and detection sensitivity for motion detection alarms.

Configure desired alarm-related actions according to the following table.

Action	Procedure
Recording	<p>Records and stores the video of the camera when a specific alarm occurs for later reference.</p> <p>Before configuring this action, you need to configure storage resource for the camera first.</p> <p>To configure storage for alarm-triggered recording:</p> <ul style="list-style-type: none"> <li>• Select <b>Recording</b>.</li> <li>• Click <b>Add</b> in the <b>Storage Resource</b> list.</li> <li>• In the <b>Storage Configuration</b> dialog box, select the storage device to store the resource from this camera and configure related parameters.</li> <li>• Click <b>OK</b> to complete the configuration.</li> </ul> <p><b>Note:</b></p> <ul style="list-style-type: none"> <li>• To delete an added camera, select the camera and then click .</li> <li>• For a camera with storage resource configuration, you can click the storage resource to modify the settings.</li> </ul>
Goto Preset	<p>Moves a PTZ camera to the preset position when a specific alarm occurs, so that users can capture images of the position as needed.</p> <p><b>Note:</b></p> <ul style="list-style-type: none"> <li>• This alarm-triggered action will preempt the PTZ when a specific alarm occurs.</li> <li>• To configure this action, you need to set a preset position for the camera first.</li> <li>• Only cameras with PTZ are supported.</li> </ul> <p>To configure this action, select a preset position for the camera in the list.</p> <p><b>Note:</b></p>

Action	Procedure
	To delete an added camera, select the camera and then click  .
Live View	<p>Plays the live video of a specified camera on a pop-up window when a linked alarm occurs.</p> <p><b>Note:</b> If multiple cameras are linked to the alarm-triggered live videos, the CPU usage of the PC will become very high once the alarm is triggered. As a result, some services may be affected. Therefore, configure this alarm-triggered action properly.</p> <p>To configure live video playing action: In the <b>Live View</b> list, select the desired duration.</p> <p><b>Note:</b></p> <ul style="list-style-type: none"> <li>To delete an added camera, select the camera and then click .</li> <li>Click  in the lower-left corner to see latest alarms. You can check <b>Display Triggered Live View</b> to see alarm-triggered video in a pop-up window.</li> </ul>
Alarm Output	<p>Outputs an alarm when a specific alarm occurs, so as to trigger third-party devices.</p> <p>To configure alarm output triggering: Configure the alarm output of the camera in the list.</p> <p><b>Note:</b> To delete an added camera, select the camera and then click .</p>
To Video Wall	<p>When an alarm occurred, the specified screen on video wall will display the live video of the linked camera. For related video wall operations, see <a href="#">Configure an alarm-triggered playing channel</a> and <a href="#">Alarm-Triggered Live Video to Video Wall</a>.</p> <p><b>Note:</b> Please select only one camera to be linked with the channel.</p>

## Alarm Records

You can view and acknowledge live and history alarms to know about camera exceptions and locate system problems.

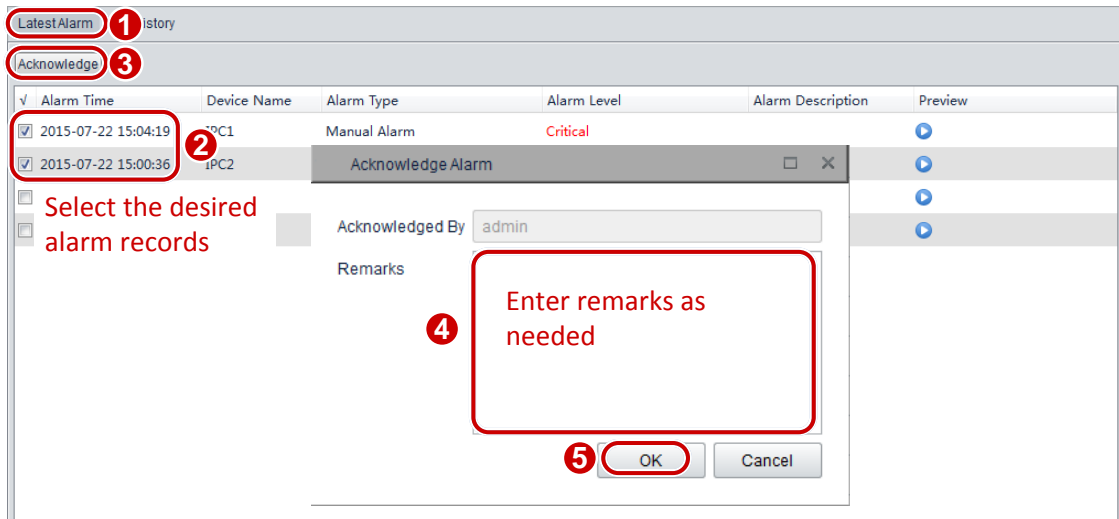
When an alarm occurs, the system reports the alarm automatically. The system also sounds an alert if you have configured an alarm alert. For details, see [System Configuration](#).

## Acknowledge Live Alarms

The live alarm list displays the latest alarms since the latest login. An alarm report includes alarm type, camera name, alarm level, alarm time, and descriptive information.

To acknowledge live alarms:

On the control panel, select **Alarm Records**, and then follow the steps shown in the figure below.



**NOTE!**

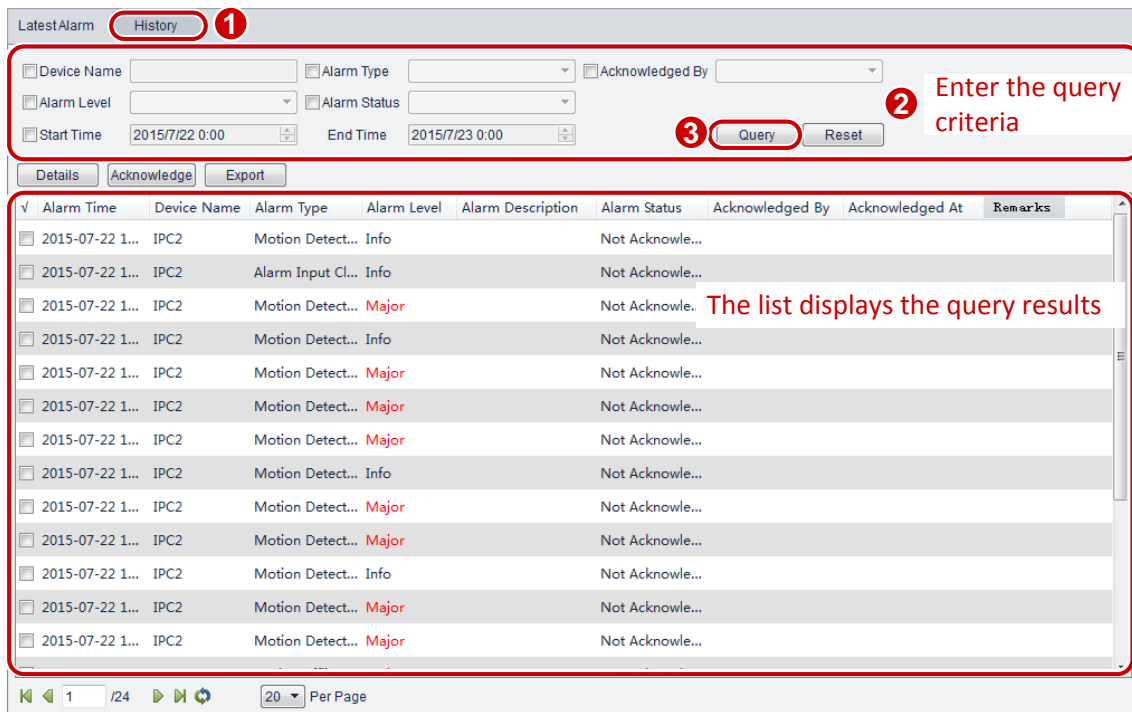
Acknowledged alarms are not displayed in the alarm list.

### Query History Alarms

You can search for history alarms and perform operations on the **History** page.

To query history alarms:

On the control panel, select **Alarm Records**, and then follow the steps shown in the figure below.



In the query results list, select an alarm record and click **Details** to view details of the alarm.



## Acknowledge History Alarms

See [Acknowledge Live Alarms](#) for details. The operations are similar.

## Export Alarm Records

To export alarm records to your local PC:

1. On the control panel, select **Alarm Records**.
2. Click the **History** tab.
3. In the history alarm list, select the desired records and click **Export**.

You can export alarm information to an Excel file and save it to your local PC.

# 12 Operation Logs

---

You can view or export operation logs.

## Query Operation Logs

On the control panel, select **Operation Log**, set query criteria, and then click **Query**. Query results will be displayed. To view log details, select the desired record and then click **Details**.

## Export Operation Logs

To export operation logs to your local PC:

1. On the control panel, select **Operation Log**.
2. In the operation log list, click **Export**.

You can export the operation logs to an Excel file and save it to your local PC.

# 13 Other Functions

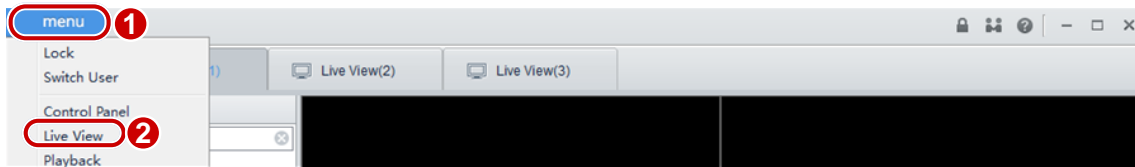
---

## Auxiliary-Monitor Preview

You can use the auxiliary-monitor function on a PC with multiple monitors connected. In this case, you can use multiple monitors in addition to the main monitor to view live videos, recordings, and alarms without frequent switching. This helps comprehensive and convenient surveillance. You can only preview live videos but cannot configure parameters on the auxiliary monitors.

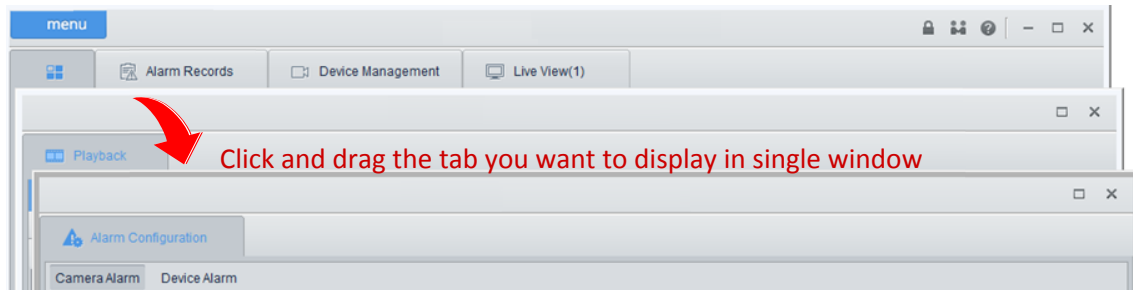
Option 1: Click **Live View** on the control panel. Each time you click **Live View**, a live view window is displayed.

Option 2: Follow the steps shown in the figure below.



## Multi-Window Display

The software supports multi-window display. You can drag a tab out of the original window into a new separate window, or drag and move it to other windows.



## Cloud Device Management

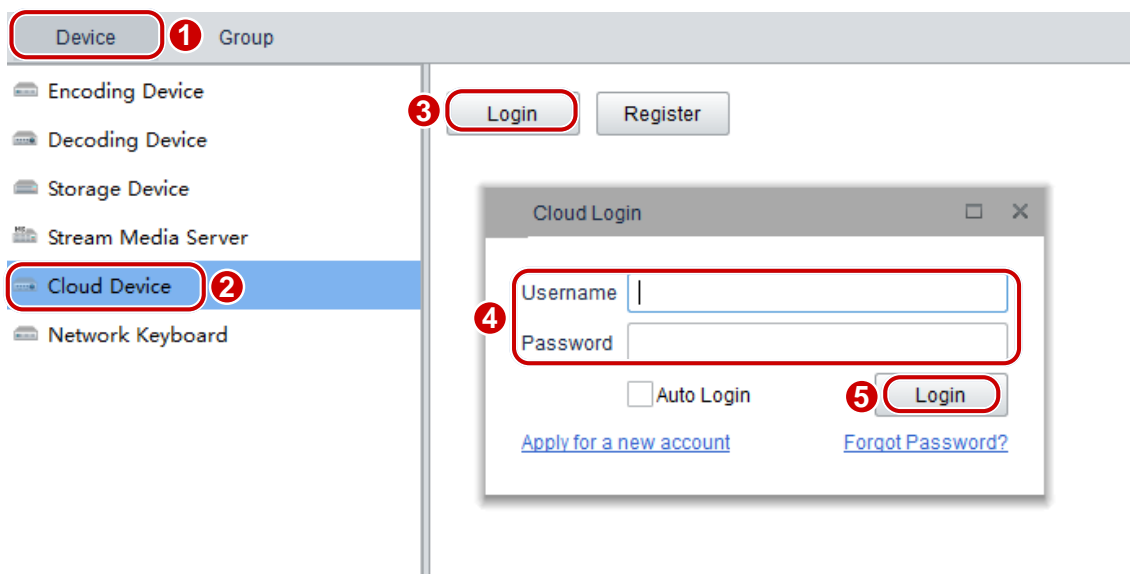
### Log in to the cloud

1. On the control panel, select **Device Management**.
2. Click **Device > Cloud Device > Login**. Then follow the steps in the figures below.



### NOTE!

For your first login, you should register first.



## Configure a cloud device

Select **Device Management** on the control panel and then select the **Device** tab.

After you have logged in to the cloud, you can add, edit, share and delete a cloud device and view the sharing history, as shown in the following figure.

Cloud Account: y1234 [Refresh](#) [Switch Account](#) [Logout](#) **Configure cloud devices**

My Cloud Device(5) [+ Add](#) [Edit](#) [Delete](#) [Sharing](#) [Sharing Records](#)

Device Name	Model	Device Configuration	IP Address	Status
123	HIC02		203.1.4.40	Online(server mode)
211	NVR2		203.133.1.205	Offline(request timed out)

List of added cloud devices

**Configure shared cloud devices**

Shared Cloud Device(0) [Edit](#) [Cancel Sharing](#)

Device Name	Model	Device Configuration	IP Address	Status	Device Owner	Valid Until
IPC	IPC		203.133.1.220	Online	c02	2015-11-27 00:00:01

List of shared cloud devices



## NOTE!

- When you add a device, the registration code can be obtained from the web of the device. For the detailed information, see the user document.
- Click **Sharing Records** to see detailed sharing information or cancel existing sharings.
- Before deleting a device, you need to delete the storage resources first if the device has been configured with storage resources.

# 14 Other Configurations

## System Configuration

You can set PC parameters through system parameter configuration to implement specific functions. To configure system parameters, select **System Configuration** and configure parameters in the **System Configuration** dialog box.

The following table describes the key parameters.

Parameter		Description	
Audio & Video	Video	Processing Mode	In proper network transmission, the <b>Short Delay</b> mode is recommended. When network transmission has delay, the <b>Fluent</b> mode is recommended.
	Video	Display Mode	Change the mode according to the display capability of the computer.
	Video	Stream Transmission Protocol	A transmission protocol for a camera to send video data to the display window. <b>Note:</b> <ul style="list-style-type: none"><li>• <b>TCP</b> is recommended in poor network conditions. If you change the stream transmission protocol, the change will take effect after you restart Live View.</li><li>• If you select <b>UDP</b>, make sure the Video Management Software is not disabled by the firewall.</li></ul>
	Video	Enable VCA Rule	With this function enabled, the VCA rule will be displayed in the video playing interface.
Picture	Snapshot Format	Format of snapshot images, which can be: <ul style="list-style-type: none"><li>• BMP: non-compressed images and require more space.</li><li>• JPEG: compressed images and require less space.</li></ul> <b>Note:</b> The default format is <b>JPEG</b> . To get better image quality, select <b>BMP</b> .	

Parameter		Description	
System	Startup	Enable Auto Login	With this function enabled, the Video Management Software is automatically started after Windows is started and you can log in to the Video Management Software without entering the username and password.
		Enable Auto Login to Windows	You need to enter the username and password for Windows in order to use this function. You can automatically log in to Windows after the computer is restarted.
	Serial Port	Port	Port for external devices to communicate with the PC. <b>Note:</b> To connect external devices (such as specialized keyboard or control handler) to the PC, you need to set the serial port parameters of the PC to match the devices.
		Baud Rate(bit/s)	Baud rate of the serial port. <b>Note:</b> The baud rate of the serial port must be consistent with that of the device connected to the serial port.
		Data Bits	Data bits for serial port communication.
		Keyboard Protocol	Keyboard protocol supported by an external device.
	Log	Save Operation Log For	Length of time operation logs will be stored.
		Save Alarm Log For	Length of time alarm logs will be stored.
	Maintenance	Import Configuration	Imports existing configurations to save time.
		Export Configuration	Exports current configuration files for future import.
Operation	Alarm	Enable Alarm Sound	Enables/disables alarm sound. If enabled, you need to set the alarm sound duration. You can set unique alarm sound for different alarm types. Currently the software provides six options for alarm sound selection.
		Post-record	Duration of video recording triggered by alarms.

Parameter		Description
	Service	<p>Enable Auto Time Sync</p> <p>With this function enabled, the Video Management Software synchronizes the time of its managed cameras with the system time, that is, the time of the PC where it runs.</p> <p>Automatic time synchronization interval: the time period between two successive time synchronizations.</p>
		<p>Enable DHCP</p> <p>With this function enabled, the PC where the program runs acts as a DHCP server. In inter-connected networks, cameras with DHCP enabled will send an application for IP addresses to the DHCP server automatically.</p> <p>You can set the following DHCP parameters:</p> <ul style="list-style-type: none"> <li>• Start Address: the beginning IP address.</li> <li>• End Address: the end IP address.</li> <li>• Subnet Mask: specifies a subnet mask.</li> <li>• Default Gateway: specifies the default gateway.</li> </ul>
	Email	For detailed steps, see the following.
File Management	Save File To	Local path for saving files. You can change it as needed.
	Import	Imports files to the path.
	Export	Exports files in the path to another location.
	Default	Restores the default path.

After the Email is configured, the system sends an email to the specified receiver address when an alarm is triggered.

Select **System Configuration** on the control panel and then set as follows.



### NOTE!

After configuration is completed, you can enter a valid email address in the **Recipient1** text box and then click **Send Test Mail** to verify that emails can be received.

## User Management

A user who is assigned role permissions can perform operations to manage the system after logging in to the system.

In the user management interface, you can add, edit, and delete user accounts.

The default username is **admin**, and the password is **123456**. Admin is the super administrator of the system and has the full permissions. You cannot modify or delete Admin but can change the password.



### NOTE!

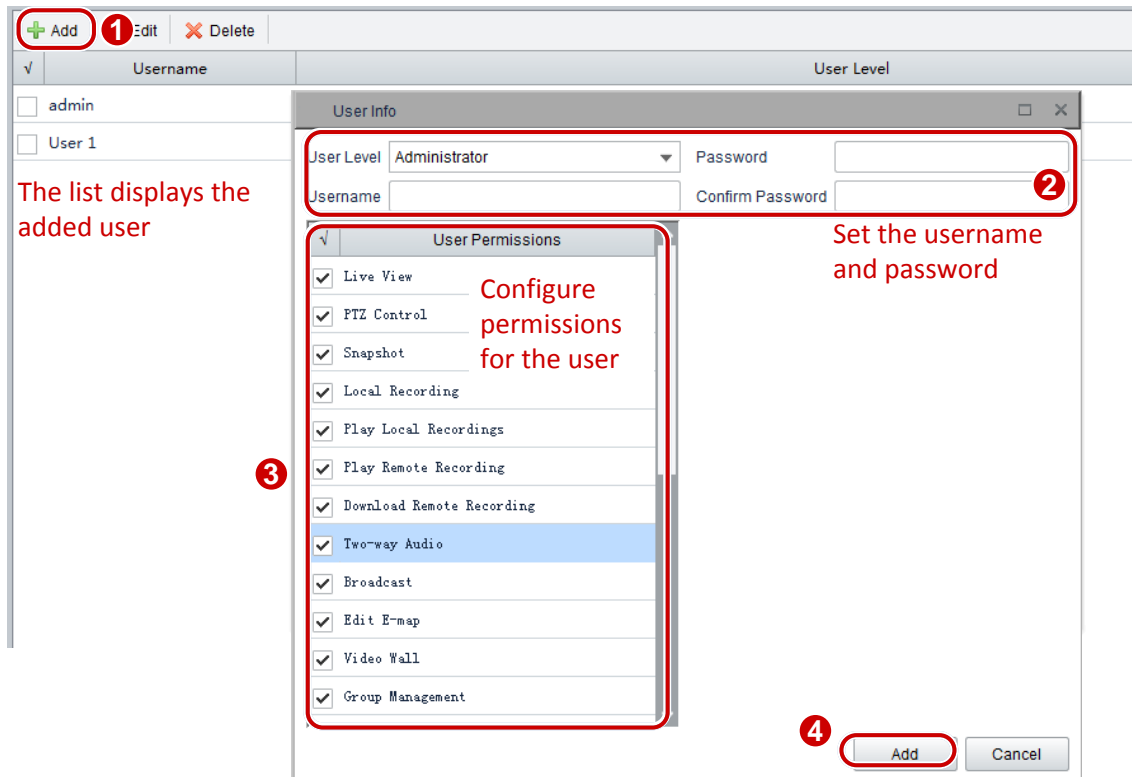
The menu being grayed out or invisible may mean that you do not have the permission to operate. You can view user permissions by checking the user role. And you can ask the administrator to modify user permissions if required.

## Add a User

You can add a user (except admin) and assign permissions to the user.

To add a user:

On the control panel, select **User Management**, and then follow the steps shown in the figure below.



- Administrator: can be added by super administrator (admin) only. By default, administrator has all permissions in the system, and the permissions can be modified as required. After being assigned the user management permission, administrator can add operators.
- Operator: added by super administrator (admin) or administrator who has the user management permission. By default, an operator has no permission when added, and you need to assign permissions to the operator as required.

## Modify User Account Information

To modify user account information:

1. On the control panel, select **User Management**.
2. Select the desired user account and click **Edit**.
3. In the **User Info** dialog box, modify parameters.



### NOTE!

You can also edit a user account by double-clicking the line where the user account lies in the user account list.

## Delete a User Account



### CAUTION!

The *admin* user account cannot be deleted.

To delete a user account:

1. On the control panel, select **User Management**.



2. Select the desired user account and click **Delete**.

---



**NOTE!**

You can delete multiple user accounts at a time by selecting them and then clicking **Delete**.

---