

Guide to

CCTV INCIDENTS CAPTURING

XDVR8



DVR Basics

Cameras are motion activated and are set up to record 24 hours a day.

Images from each camera are stored as AVI files (Video) on the PC.

The Date and Time are recorded onto each piece of video footage automatically.

Each file recorded can vary between 15 seconds and 15 minutes duration, depending upon the amount of activity in the camera field.

The following set of instructions will allow users to copy (burn) video pictures and still images of an incident to CD rom.

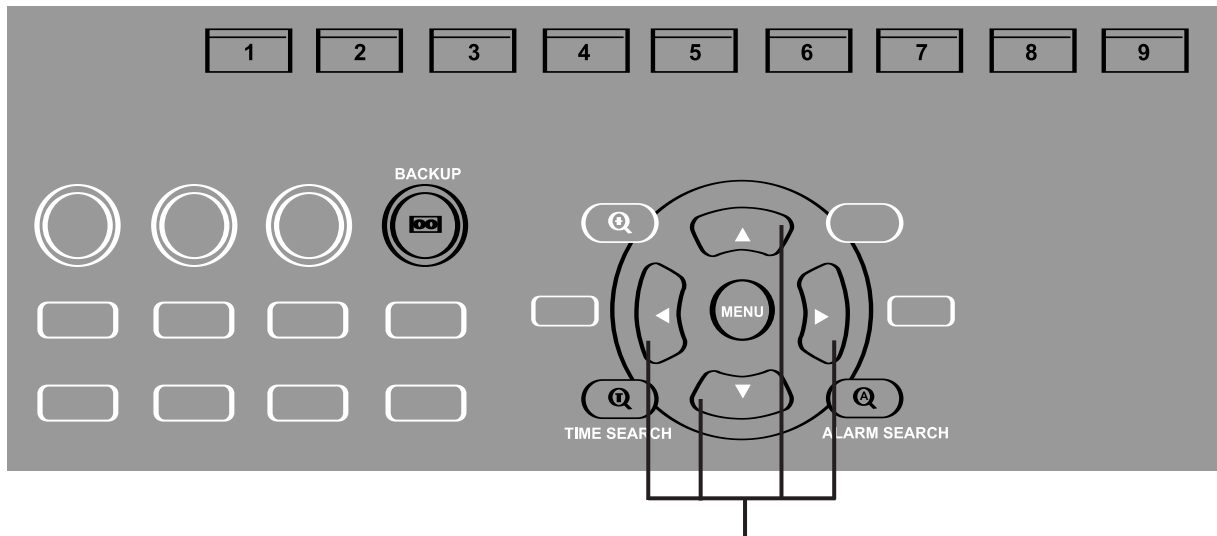
In addition to the above a record of the incident (a master copy) can be stored in you're 'My Documents' Folder. (This will be useful to review the incident at a later date).



Basic Controls of the XDVR8



Front of the XDVR8 unit (above)



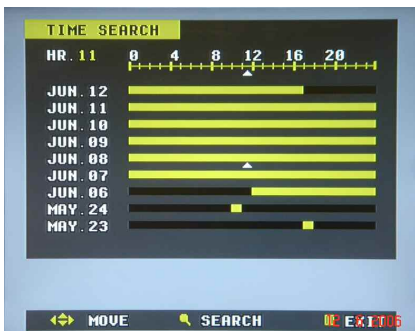
Directional Buttons
Up, Down, Left, Right

The diagram above shows the function buttons that we will be using in this guide.


Basic search- Search for event by time

To access the Time Search screen press the 'Time Search'  button.

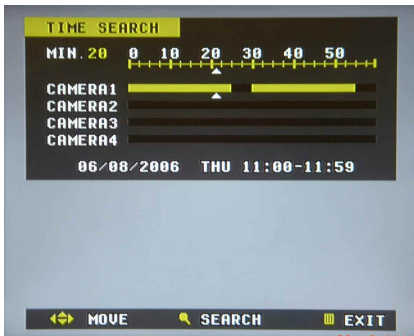
You will enter the search screen where you will use the 'Up' and 'Down' buttons to select the required date from the list.




Basic search- Search for event by time (continued)

Press the 'Time Search'  button again to go to camera/time selection screen.

You will enter the search screen where you will use the 'Up' and 'Down' buttons to select the desired camera and the 'Left' and 'Right' buttons to select the required time.



Note: The green bars denote the start and finish of a recorded event

Press the 'Time Search'  button again once you have selected the desired camera and time.

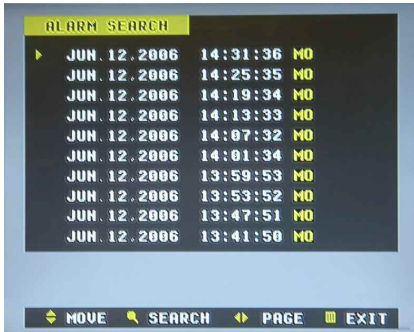
You will now enter the playback screen of your chosen event recording.



Basic search- Selecting an event from the list of events

To access the Alarm Search screen press the 'Alarm Search'  button.

You will enter the search screen where you will use the 'Up' and 'Down' buttons to select the required date from the list in the screen below.



Press the 'Alarm Search'  button again to go to camera/time selection screen.

You will enter the search screen where you will use the 'Up' and 'Down' buttons to select the desired camera and the 'Left' and 'Right' buttons to select the required time.



Note: The green bars denote the start and finish of a recorded event

You will now enter the playback screen of your chosen event recording.

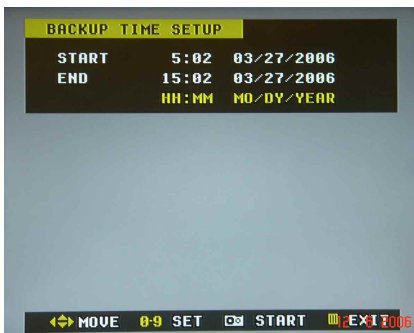



Backing up of chosen recording to CD

Once you have done either of the previous steps to locate your chosen event recording you can then back up the recording on to CD.

Press the 'Backup'  button to go to the backup screen.

You will use the directional buttons to move across and up and down the screen entering the times and dates of your chosen event. To enter values in in the 'START' and 'END' fields use the 0-9 channel selection buttons on the top of the front panel.



Once you have entered all the values press the Backup' button  again to start the backup to CD.

When the backup process is completed the CD tray will automatically eject the CD.



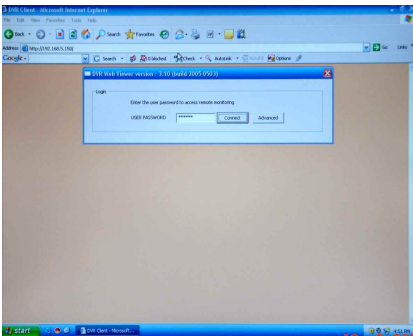
How to access the XDVR8 remotely (over the internet)

In this step you will remotely access the DVR and activate live recording.

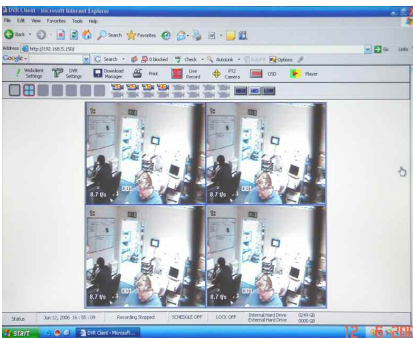
Open your web browser and type the IP address of your XDVR8 into the address bar.

A typical IP address for Branch 954 might look like this: <http://192.29.54.50>

You will then see the following screen where you will enter your user password:



Once you have entered successfully your active cameras will be shown on the following screen:



You are now viewing a 'live' picture from your cameras. You can record any of these cameras. First, you will need to decide where to save this recording.

To do this chose 'Webclient settings' and chose a destination on your PC to save the recording (this might be your 'My Documents' folder). Once you have selected this go back to 'live' cameras screen and select the camera you wish to record by clicking on the image. Then press the red 'Live Record' icon in the grey bar above the screen shots. To stop the recording simply press the 'Live record' icon again.



