

# VIDEOINSIGHT

**End User Guide Using Monitor Station and the Web Client**  
Viewing Live and Recorded Video  
Version 4.2

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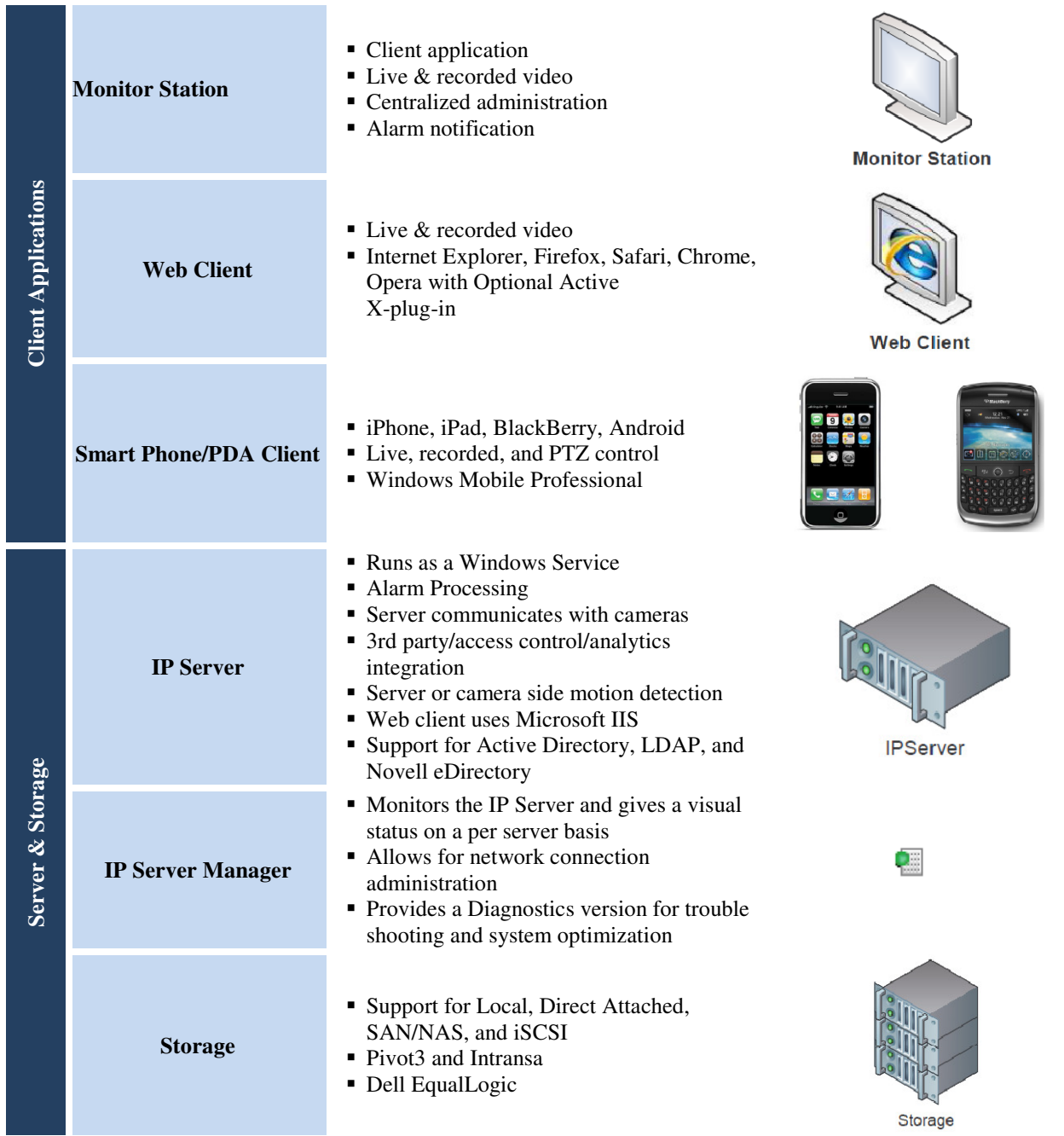
## 2 System Overview

With the Enterprise IP v4.2 product suite you can view live or recorded video from cameras all over your enterprise. Our easy to use system installs quickly and will be immediately useful. The following pages will guide you through the install and setup process



### 2.1 Software Components

The system is a robust software platform that has 3 main components that are used to capture and view live or recorded video from anywhere: the IP Server; the Monitor Station; and the Web Client.

#### Product Suite: Enterprise IP v4.2





Utilities	<b>Health Monitor</b>	<ul style="list-style-type: none"><li>▪ Accessory application which monitors the health of all of your servers and cameras from a single location</li><li>▪ Email notification on error</li></ul>	 Health Monitor
	<b>LTS – Long Term Storage</b>	<ul style="list-style-type: none"><li>▪ Accessory application which can move recordings from the server to a storage location</li><li>▪ Scheduled on a per camera basis</li></ul>	 LTS

## 2.2 Client Applications

The Video Insight Client Applications connect to the IP Server, not directly to the camera. Use the Client Applications to view live and recorded video from a single or multiple servers.

### Monitor Station

The Monitor Station is the primary user interface in the product suite. From an end user point of view, it provides centralized viewing of live and recorded images from any server. System and Security Administrators use the Monitor Station to setup and configure all servers and cameras from a central location.

### Web Client

The Web Client allows you to view live or recorded video from anywhere using a browser including Microsoft Internet Explorer, Firefox, Chrome, or Safari. You can view a single camera or select up to 16 different cameras from multiple servers to view simultaneously. You can control PTZ cameras and playback recorded video. The system supports multiple users and is tightly integrated into the Windows operating system for complete security. Supports Internet Explorer, Firefox, Safari, Chrome, Opera with Optional Active X-plug-in. The web client detects the client used and has views specific for the type of client used. For example, the Web client will provide different options when access through an iPhone or an iPad or a Windows Desktop.

### Smart Phone/PDA Client

iPhone, iPad, BlackBerry, Android  
View live, recorded, and PTZ control  
Windows Mobile Professional

## 2.3 Server and Storage

### IP Server

The IP Server is the basic engine of the product suite. It processes and stores images received from all connected IP cameras as well as streams video to the client for viewing. The IP Server is installed on a standard Windows based PC and runs as a Windows service that does not require a user login to be in operation.

The IP Server can be linked to other servers to support hundreds of cameras. With the software you can have a single server, multiple servers at one location or multiple servers at multiple locations. Recordings can be stored on local or direct attached storage, NAS, SAN, or Network File Servers. The software stores all settings and log entries inside Microsoft SQL database tables. This gives the software a very solid platform to deliver advanced features. Most setup and configuration of servers and cameras is performed using the Monitor Station.

### IP Server Manager

Limited setup is performed using the IP Server Manager for each instance of the IP Server. The IP Server Manager performs the following functions:

- Monitors the IP Server and gives a visual status on a per server basis
- Allows for network connection administration
- Provides a Diagnostics version for trouble shooting and system optimization
- Manages licensing and registration

## **2.4 Utilities**

In addition, the software also provides the following accessory products to assist you in managing your servers and cameras:

### **Health Monitor**

The Health Monitor monitors each of your servers on a regular basis to ensure server uptime and reporting of any issues affecting the servers. The Health Monitor can be configured to send email alerts to the appropriate individual if the server has not responded in the pre-determined time frame or if certain thresholds have been exceeded. The Health Monitor status windows can also be viewed in the Monitor Station

### **LTS – Long Term Storage**

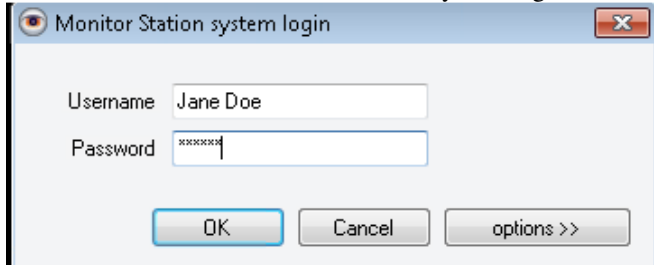
The LTS is a standalone application that helps you manage your recorded video. The easy to use application connects to the video data directory allowing you to Move, Recompress or Trim the original AVI files. The LTS can also recompress the original AVI file using Microsoft's WMV format and is able to double the available storage space. You can specify which cameras to copy, how many days to keep before the copying and what time of the day to execute the copy. The new copied files can be viewed Video Insight software or any Windows Media Player.

## 3 Monitor Station

The Monitor Station provides three main functions: live site monitoring, viewing past history and events, and centralized administration and optimization of all of your IP Servers. The system is designed to be easy to use while having very powerful features.

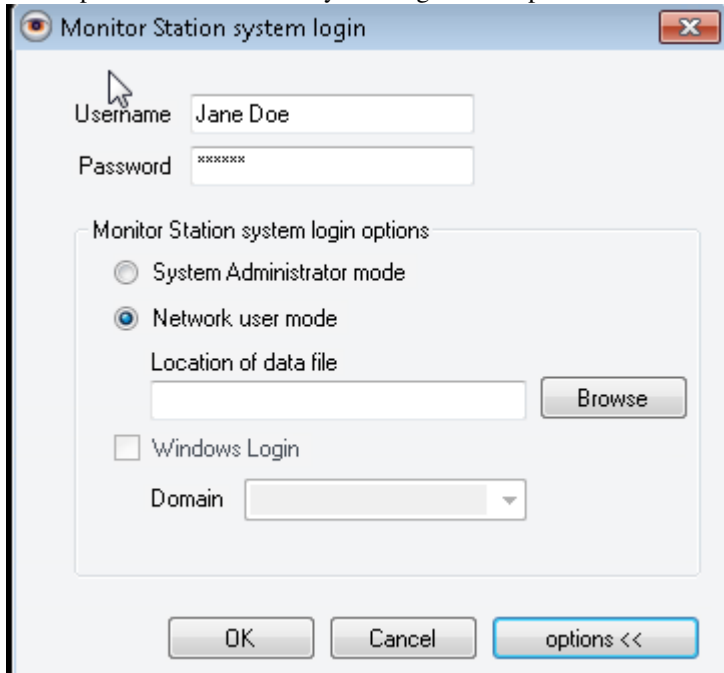
### 3.1 Login

When the Monitor Station is initiated, a system login screen appears:



Check with your system administrator for your login information. For setting up users and groups, please see the Setup and Configuration Guide.

More options can be viewed by clicking on the Options button.

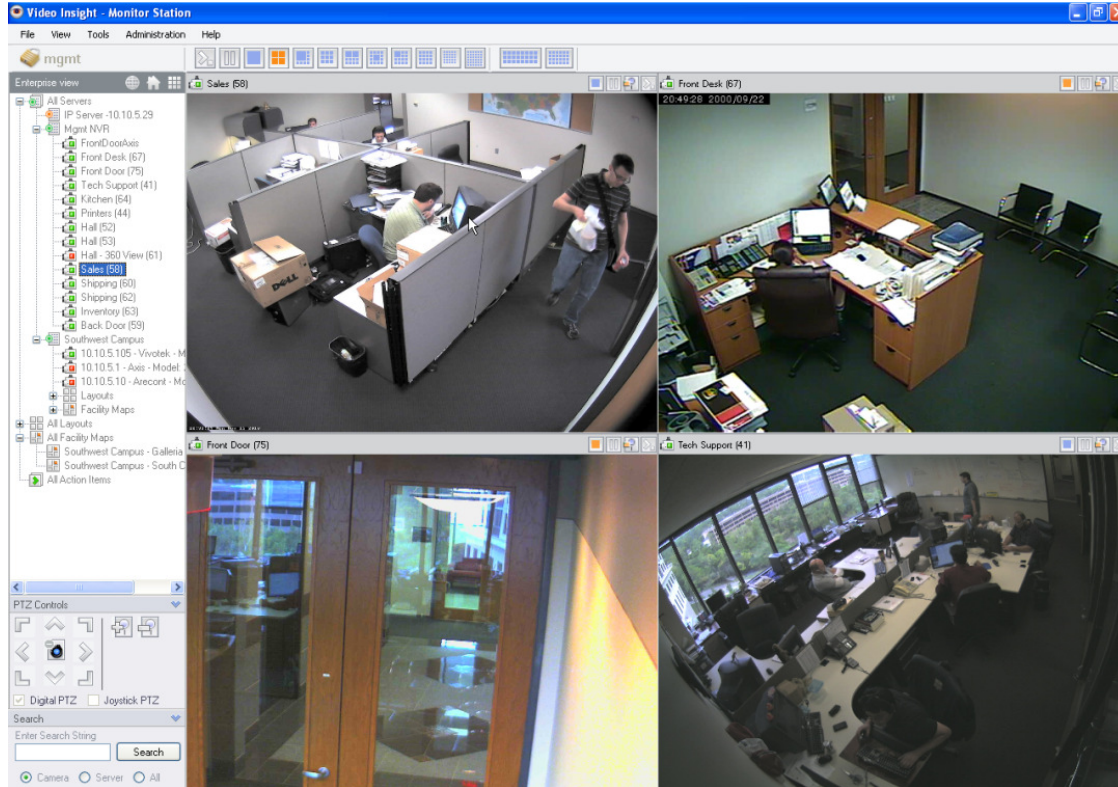


See your system administrator for more information on Options.

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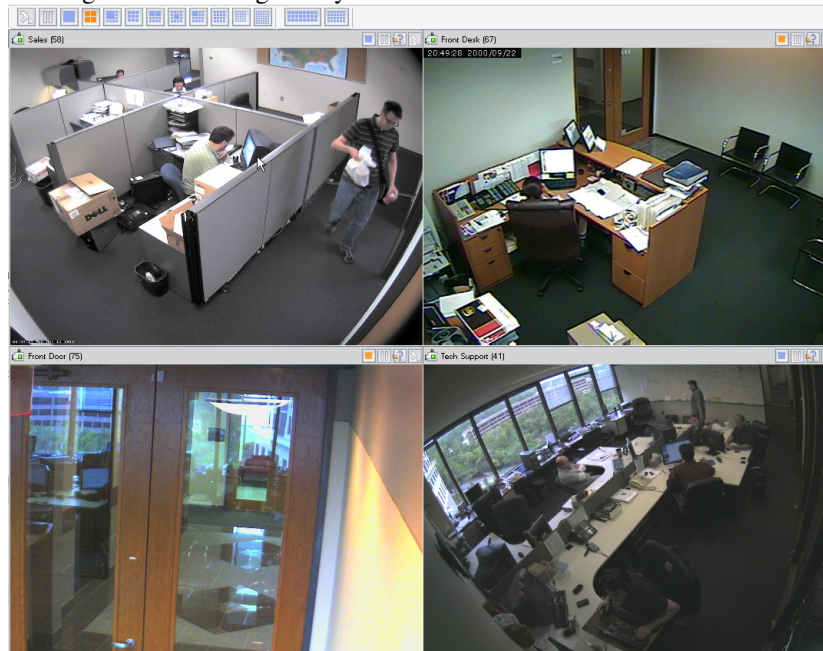
## 3.2 Monitor Station Standard Screen Layout Overview

When you start the Monitor Station, the following screen appears:



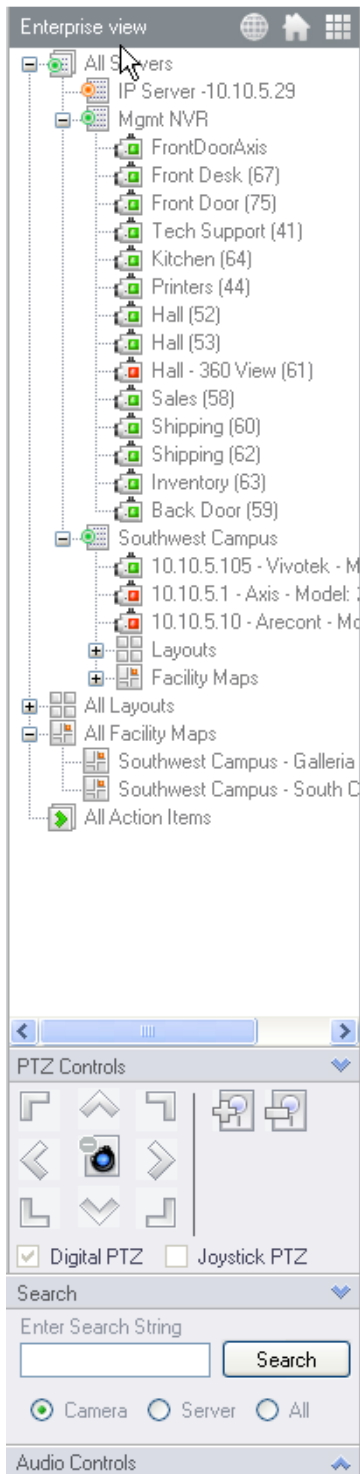
There are three main sections of the screen:

Viewing Panel including the layout tool bar

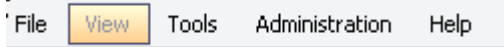


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Left Navigation tree structure - used to navigate from camera to camera in a hierarchical structure from server to camera and to view live and recorded files



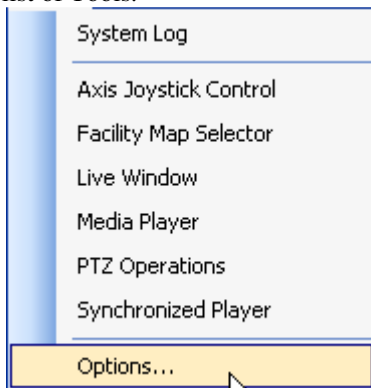
Tool Bar - provides convenient access to commonly used tools



### 3.3 Startup Customization

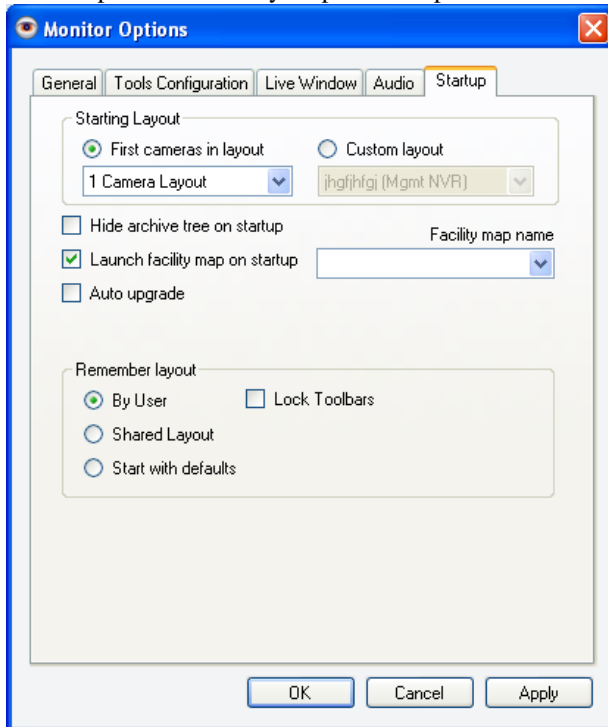
The Video Insight Enterprise IP Server provides the ability to customize what appears on startup of the system. You have several different options that may be appropriate for different users.

For instance, for users that are performing primarily live monitoring, you might want to configure the system to start up without the left navigation tree. Additionally, each user might want to have the system startup with a particular layout or facility map. To set Startup options, select Tools from the tool bar, then select Options at the bottom of the list of Tools.



When the Monitor Option screen appears, go to the last Tab, Startup and the following screen appears:

On this screen, you can select a starting layout (either standard or custom), elect to hide the navigation tree and launch a particular facility map on startup.



For a more detailed description of Monitor Options, please see section in the Appendix of this Manual.

## 3.4 Viewing Panel

The viewing panel can be configured to show from one to 32 cameras in various configurations.

### 3.4.1 Title Bar with Layout Buttons

The layout buttons at the top of the viewing panel allow you to control the number of cameras displayed.



Click on the desired layout icon, and the viewing panel changes to reflect the new viewing configuration. You can also create any number of custom views and select the layout to display on startup. To create custom layouts, please see the Setup and Configuration manual. The last two layouts are designed for wide screens or dual monitors. The layout buttons work in conjunction with the navigation tree. If you selected “All Servers” and press the four camera layout, we will show the first 4 cameras. Then each time that layout is pressed, it will show the next 4 cameras. If you select a Server, it will only cycle the cameras for that server. In this way, a user can cycle through all of their cameras without using a custom layout. To create custom layouts, please see the Setup and Configuration manual.

To pause all live video in the viewing pane, select



To launch the Media Play (described in a later section), select



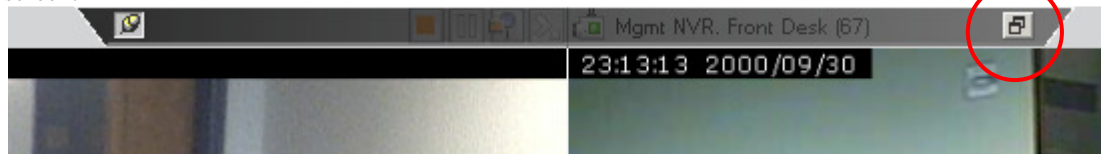
### Aspect Ratio

By default, the picture in each layout takes the maximum allowable space. However, you have the option of preserving the proper aspect ratio. To preserve the proper aspect ratio, go to Tools>Options>General> Force aspect ratio. If the aspect ratio is preserved, then the picture will retain the correct aspect regardless of the size and shape of the viewing window.

### 3.4.2 Function Keys

In addition to using the layout buttons in the title bar to bring up layouts, you can use Function Keys (F1 thru F10). By pressing F1 on your keyboard, the first layout (single pane) will appear and by pressing F2 on your keyboard, the second layout (4 panes) will appear. Use function keys to bring up each of the 10 layouts.

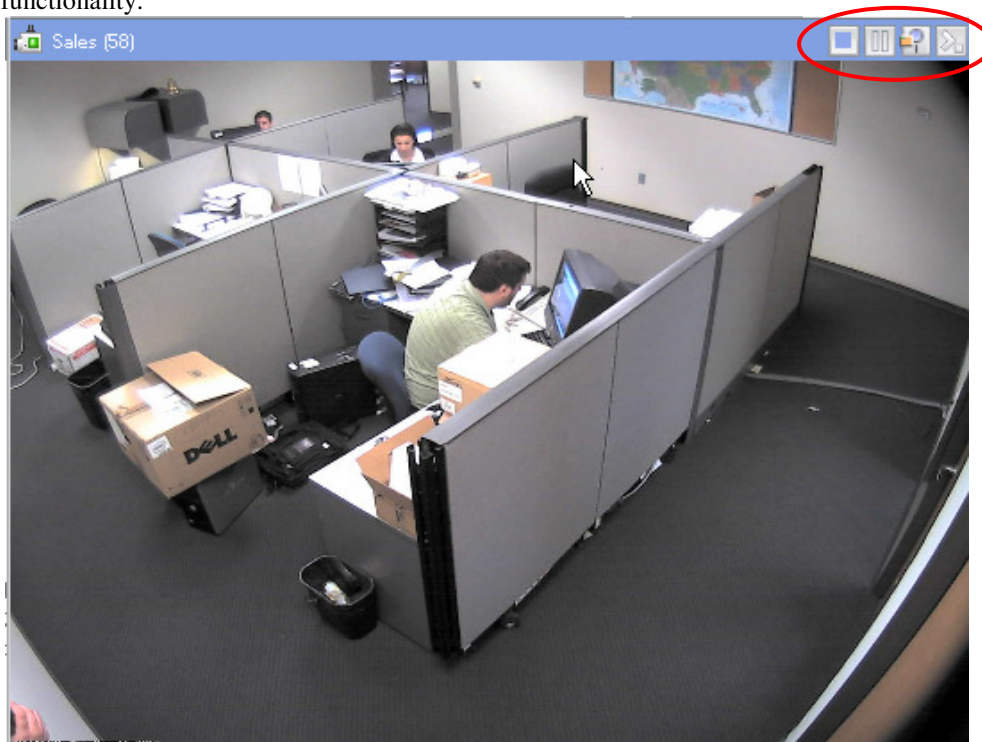
The F11 function key changes the view to Full Screen. In Full Screen, you see only the viewing panel. No left screen navigation or tool bars will be present. Your Windows tool bar at the bottom of your screen will also disappear. To return to normal viewing after viewing in Full Screen Mode, select the resize icon at the top of the screen.





## 3.4.3 Camera Image

Each pane in the layout shows a consistent view of the image and supports easy to use icons and “Right Click” functionality.





### Title Bar

On the top of each picture, there is a Title Bar with commonly used functions.

Name of the camera – the default setting is to show the name of the camera in the Title Bar. However, you can change the title bar to not show the name of the camera by going to Tools>Options>General and deselecting the Show Camera Name option.


Name of the Server (optional) – By default, the name of the server does not show on the title bar. However, you can change the title bar to show the server as well by going to Tools>Options>General and selecting Show Server name

 - Turns orange if motion has occurred in the picture. Click to reset.


 Freezes the Frame

You can also pause all live video by selecting the pause button at the top of the entire viewing panel to the left of the layout buttons.

When live video is paused, the system will not only not display that video, it will stop streaming that video from the IP Server to the Monitor Station.

 Pops up a live window that can be repositioned on your screen

By default, the live display in the viewing panel continues to show video. If the user wishes to pause the main display window when a live window launches, go to Tools>Options>Live Window tab and select Pause Main Display When Live Windows Launches. This option would be helpful for people performing single tasks and reducing the bandwidth usage.

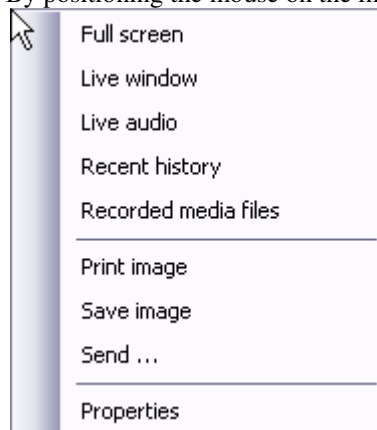
 Replays the last 30 seconds of recorded video.



If you want to emphasize the existence of motion in the viewing pane, you can set up the Monitor Station to turn the title bar red and flash when motion is detected. To implement this option go to Tools>Options>Live Window and select Flash Red on Motion.

### 3.4.4 Right Click on Image

By positioning the mouse on the image and right clicking, the following menu appears:



#### **Full Screen**

The Full Screen option enlarges the image to cover the entire viewing panel.

#### **Live Window**

The Live Window option creates another Window containing the image. The user can then move that Window to anywhere on the screen or another screen if multiple monitors are setup.

#### **Live Audio**

The Live Audio option activates audio from that camera.

#### **Recent History**

The Recent History option automatically displays the last 30 seconds of recordings. If the camera is set to Motion Only Recording, there must be motion in the last 30 seconds in order for the 30 seconds of recording to display.

#### **Recorded Media Files**

This option brings up the Video Player. See the documentation on the Video Player below.

#### **Print Image**

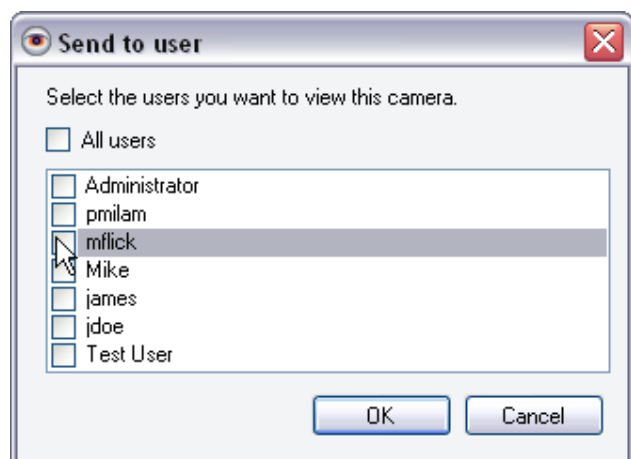
Sends the image in the frame to the printer.

#### **Save Image**

The Save Image option brings up the Save As dialogue box and allows the user to save the current image to a local or networked storage device.

#### **Send**

The Send function allows the user to send a copy of that live viewing pane to anyone that is logged in to another Monitor Station. When the option is selected the following screen appears:



You can then select the users that you want to receive the live view of this camera. Please note that if the user does not have viewing rights to this camera, they will not receive the live view from the camera. In addition, only those users that are currently logged into the system will receive the live view from the camera. When a live window is sent to a user, it will immediately popup on their screen regardless of whether they are viewing the Monitor Station at the time. For instance, they may be running Monitor Station but have it minimized while at the same time working on a Word document. When a live Window is sent to them, it pops up on their screen automatically. If you want to block receiving Live Popups, go to Tools>Options>Live Window tab and check Block Live Window Popups.

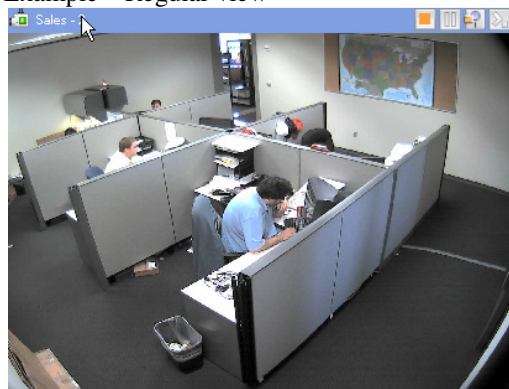
## Properties

The Properties option brings up the Property and Settings for that Camera. See the Setup and Configuration Manual for details on these settings.

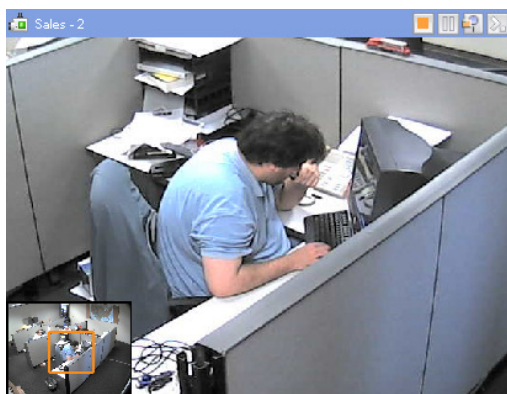
### 3.4.5 Left Click to Zoom and Picture within a Picture

To zoom in on a picture, position the mouse on the upper left hand corner of the area that you want to zoom in on, then press the left mouse button and drag the mouse over the area to be zoomed. The system will then zoom in on the area. To zoom out, position the mouse in the lower right hand corner, then press the left mouse button and drag the mouse back over the area. The system will then zoom out to the original view. You can then use the PTZ controls in the left pane to control the zoom function as a digital PTZ. You can click on the middle of the camera image to return to the normal view. When you use the zoom function, a picture within a picture displays in the lower left corner. The picture without the zoom displays in the picture within a picture with the zoomed area enclosed in an orange box.

#### Example – Regular view



Zoomed view with picture within picture.



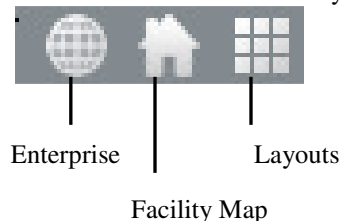
You can also drag the orange box around the picture to create a digital PTZ control.

### 3.5 Left Panel Navigation Tree Structure

The Left Navigation Tree Structure provides the main means of navigating between locations and cameras. You can navigate to particular locations (servers) and cameras, or you can navigate to custom layouts and facility maps. The key elements found in the navigation tree are Servers/Cameras, Layouts, Facility Maps and Action Items. The following sections discuss each element in detail.

There are three different methods for navigating between locations and cameras: Enterprise, Facility Maps and Layouts.

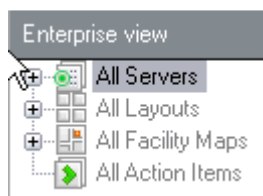
These views can be selected by using the icons at the top of the Left Navigation Tree Structure



### 3.6 Enterprise View

The Enterprise view is a server centric view. All of the cameras are organized based off the server that is currently managing that camera. In order to locate a specific component, go to the server that manages that component. All cameras, layouts, and maps associated with that server are located under that server. The Enterprise View has a structure of

- Servers
- Layouts
- Facility Maps
- Action Items



#### 3.6.1 Elements in Left Navigation Tree Structure

##### Servers and Cameras

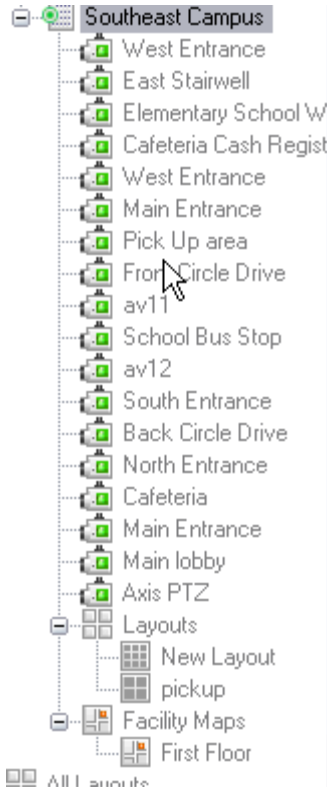
The list of Servers shown in the left navigation tree is the list of all of the servers that this particular user has access to. A server is an instance of the software with various cameras attached. All Servers can be expanded to include a view of all servers

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By selecting a particular server, all cameras from that server will be displayed in the viewing pane.

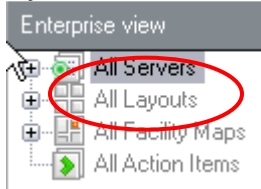
Each Server can then be expanded to show the cameras assigned to that server as well as any layouts or facility maps associated with that server.



When a particular camera is selected, that camera's live view will be displayed in the viewing pane.

Note that when a server or camera is operational, the icon to the left of the name will be green. If the server or camera is not operational, the icon will be orange.

## Layouts

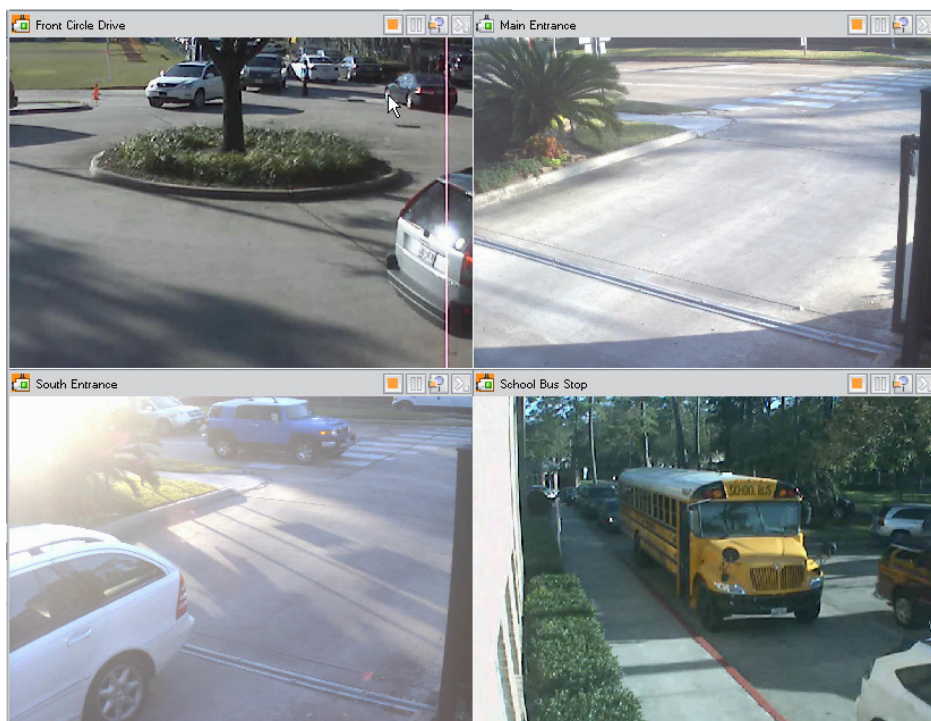


You can set up customized layouts that can display cameras from one or multiple servers.



In the example above, the administrator has set up two custom layouts: one consisting of the Key Locations within the Southeast Campus and one of the Pickup areas of the Southeast Campus. In the example above, when the layout "Pickup" is selected, the following view appears showing cameras at each pickup entrance of each of 4 different campuses

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Layouts are stored on particular servers. However, given the right security access, anyone on any server can view any custom layout. For more details on setting up custom layouts, consult the Setup and Configuration Guide.

## Layout Touring

The software gives you the ability to setup Layout Touring wherein live images from several cameras can “tour” through a single pane in the layout view. For instance, the above layout could contain pane 1 with the South Circle Drive, pane 2 with the Main Entrance, pane 3 with the South Entrance and pane 4 could contain the cycling views of the School bus stop, the crosswalk, and the South school entry way. For detailed information on setting up Layout Touring, please consult the Setup and Configuration Guide.

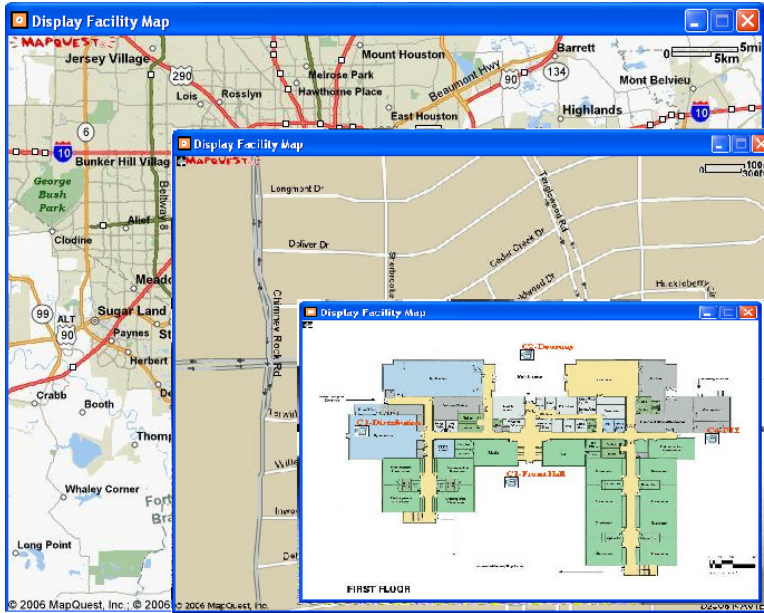
## Dynamic Layouts

You can also create dynamic layouts by selecting and dragging cameras onto the viewing panes. Select cameras from the left navigation tree and drag them into the desired viewing panes. Cameras can be selected from any server.

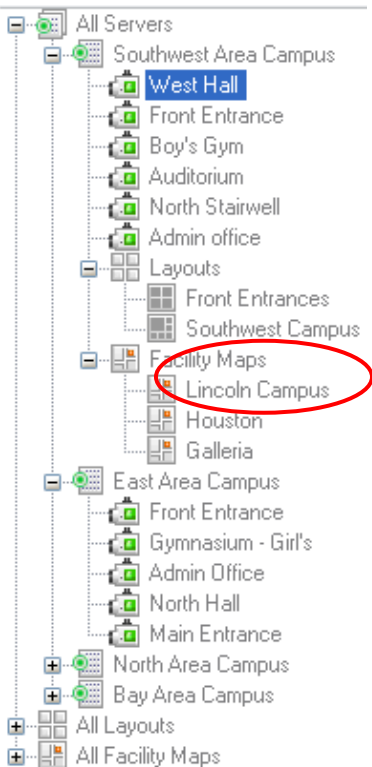
### 3.6.2 Multi-Layered Facility Map

To help locate cameras across your organization, you can import images of your facilities into the system. Our easy to use setup, allows you to take advantage of this feature without any customization.

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If Facility maps have been set up, they will appear in the Navigation Tree. As with layouts, facility maps are stored on particular servers. However, given the correct security access, you can view facility maps from any server. Facility maps can be layered for drill down purposes. You can set up a map for an entire town, then drill down to an individual campus, and then drill down to an individual floor. You can set up default facility maps for a server. For instance, the default facility map for the server is Lincoln.

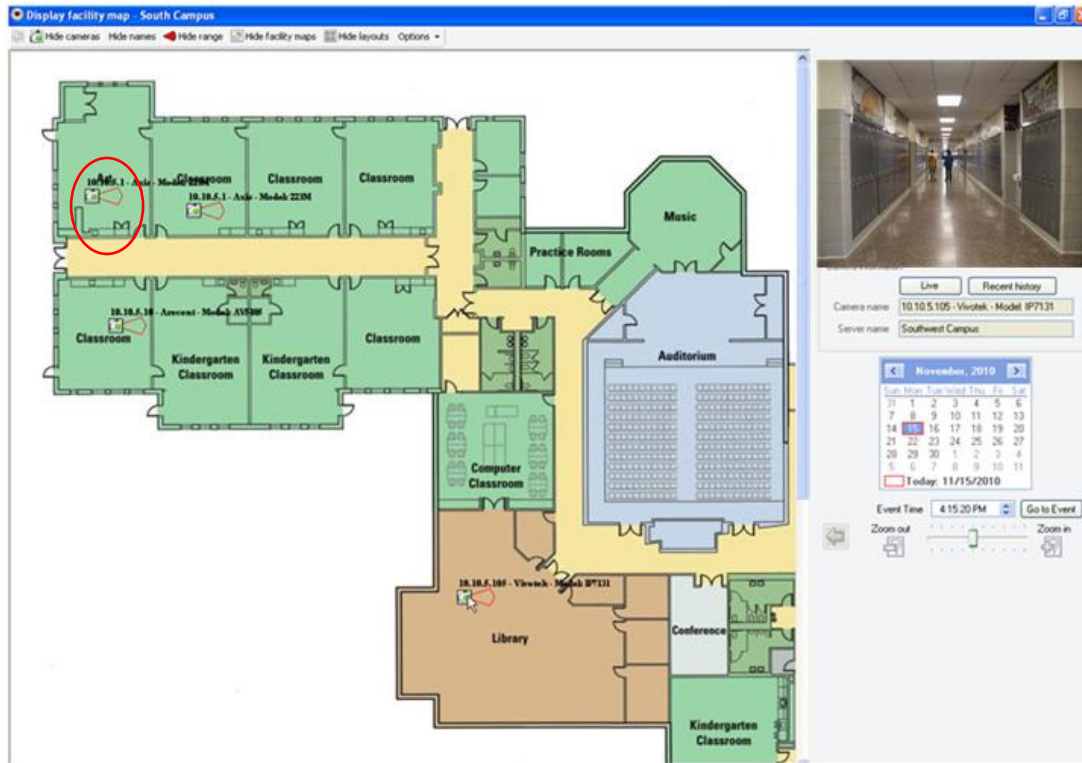


By selecting the Lincoln Campus from the left navigation tree, the floor plan for Lincoln High School will appear. You can mouse over the camera and that camera's live image will appear in the pane to the right. By default, the facility maps overlay the viewing panel, i.e. they are similar to a popup live window. If you wish to have the facility

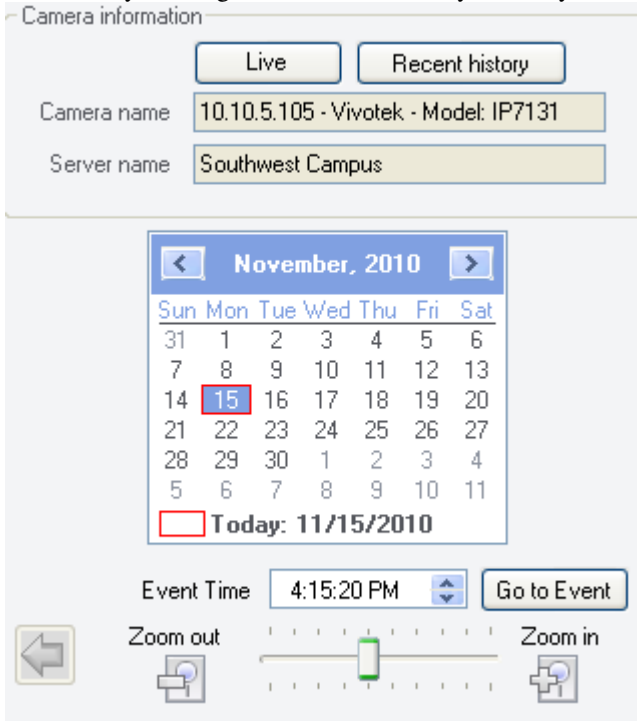


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maps integrated into the viewing panel (not a popup), the go to Tools>Options>Live Window Tab and select Integrated Facility Map.



In the lower right hand corner is information on the camera, the Live Window option and the zoom in and out controls. By clicking on the Recent History button, you can review the last 30 seconds of recording for that camera.

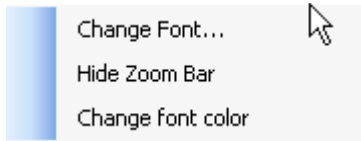


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You can also search for specific recorded events based on date and time.  
The left arrow moves the view to the next higher facility map if you have set up multi-level facility maps.



At the top of the facility map are options to show or remove the cameras, camera names, camera ranges, facility maps, and layouts from the facility map.



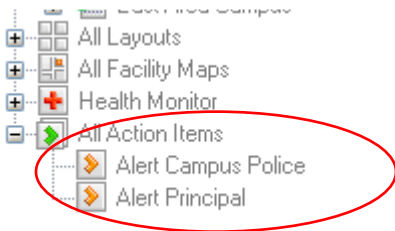
You can also change the font size and color on the camera names and remove the zoom bar from the camera view.

### 3.6.3 Health Monitor

If there are Health Monitors set up and connected to this Monitor Station, then the red cross icon will appear. See the Setup and Configuration Guide for more information on Health Monitors.

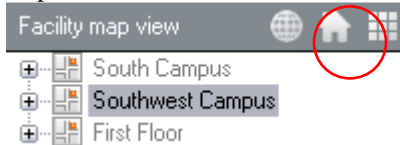
### 3.6.4 Action Items

Action items are essentially buttons that can be clicked to initiate certain actions. In this case, we have set up two buttons: Alert Campus Police and Alert Principal. When these actions are clicked, they automatically generate actions such as sounding an alarm or sending an email of a motion event. Action Items are setup using the Rules Manager. Please see the Setup and Configuration Guide for more information on Action Items and the Rules Manager.



### 3.7 Facility Map View

When the Facility Map View is selected the tree structure changes from the Enterprise view (Server oriented) to a Map oriented tree

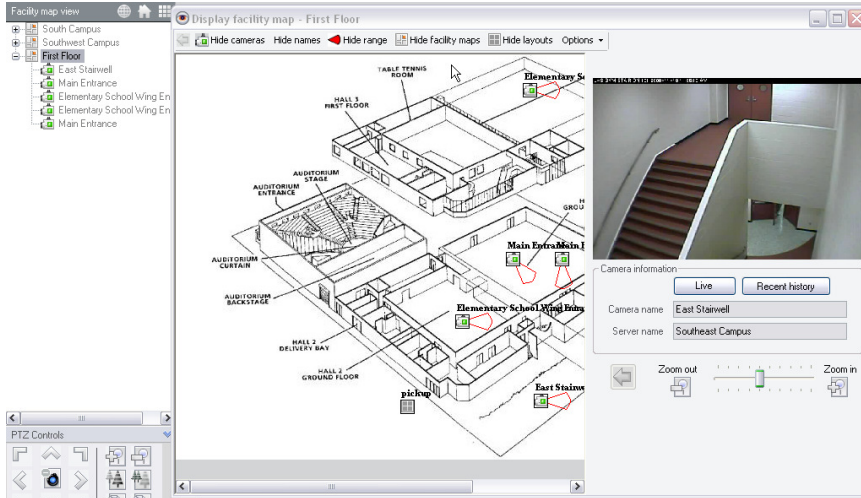


In this case we have set up three different maps: one for the South Campus, one for the Southwest Campus and one for the first floor.

If you select one of the maps, then the list expands to show the cameras and the designated map appears.



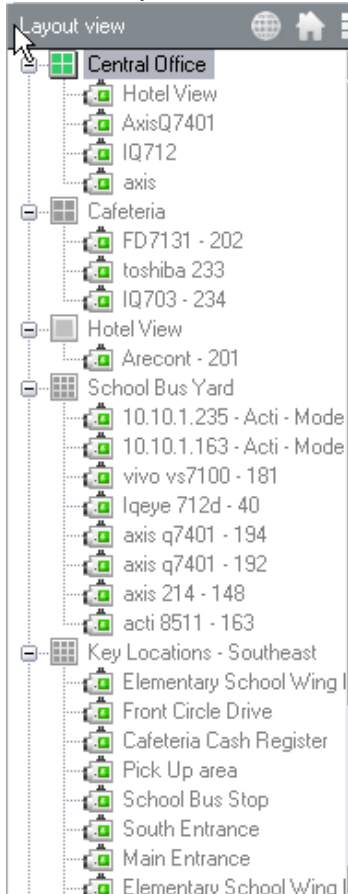
# Video Insight End User Manual



You can then use the camera icons on the map to view the image from that camera.

## 3.8 Layout View

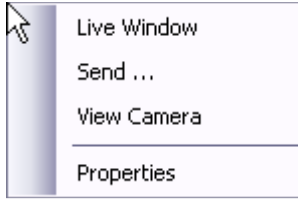
When the Layout View is selected, the tree structure changes to a Layout oriented tree.



Select the layout from the tree structure and that layout will appear in the viewing pane.

## 3.9 Right Click on Camera Name

When you right click on the camera, several options appear.

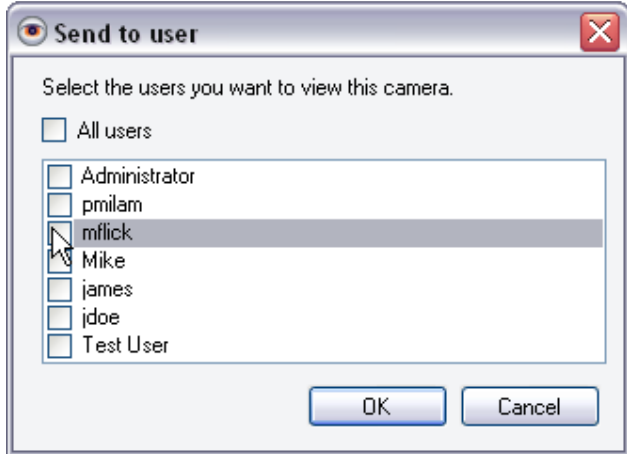


## Live Window

When you select this option, a free floating live window for that camera pops up. You can move or enlarge this image by using your mouse.

## Send...

The Send function allows the user to send a copy of that live viewing pane to anyone that is logged in to another Monitor Station. When the option is selected the following screen appears:



You can then select the users that you want to receive the live view of this camera. Please note that if the user does not have viewing rights to this camera, they will not receive the live view from the camera. In addition, only those users that are currently logged into the system will receive the live view from the camera.

## View Camera

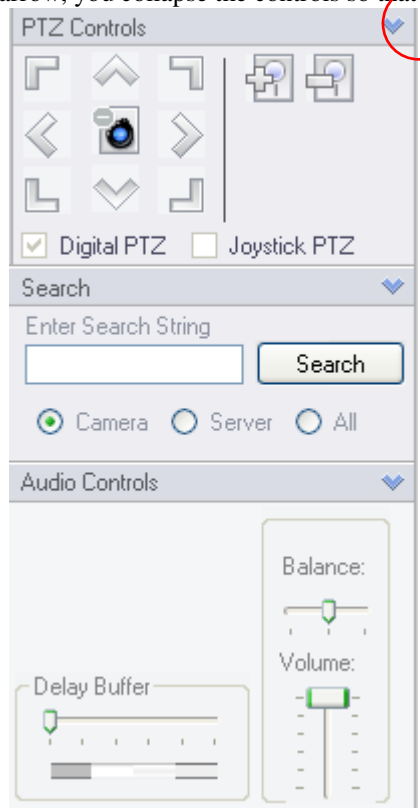
This option places this camera in the viewing pane.

## Properties

By selecting this option, you will be taken to the corresponding camera setup screens. For more detail on camera setup, consult your Setup and Configuration Guide.

## 3.10 PTZ, Search, and Audio Controls

At the bottom of the left navigation area are controls for PTZ cameras as well as Audio Controls. By clicking on the arrow, you collapse the controls so that they no longer appear in the left navigation area



### 3.10.1 PTZ Controls

With the PTZ Controls, you can control the PTZ camera by clicking on the arrows to move the camera, clicking on the zoom in and zoom out buttons. When a PTZ camera is selected in the viewing panel, the PTZ controls affect the camera that is selected.

Use Digital PTZ – When this is selected, there is no actual movement of the camera. You can also use the mouse scroll wheel to control zooming.

### 3.10.2 Search

The Search box will assist you in locating specifically named cameras or servers. Enter the name to search. Select the option to search just cameras, just servers, or All. When the Search button is clicked, the found object will be highlighted in the left navigation tree.

### 3.10.3 Audio Controls

Balance – Balances sound between the left and right speakers.

Delay Buffer – sets the size of the audio buffer. This can be adjusted when you have a slow network connection.

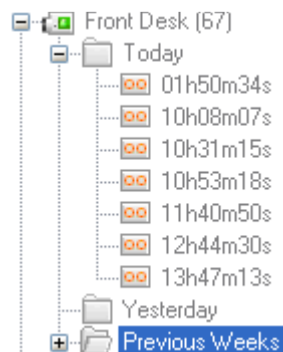
Volume – sets the speaker volume.

## 4 Recorded Video

There are two ways of viewing recorded video: from the left navigation tree and from the Media Player. The Media Player provides the ability to view recordings by motion events and time lines and will be discussed in the next section.

### 4.1 To View a Recorded File

Using the left navigation tree, double click on a camera. The view will expand to show Today, Yesterday, and Previous Weeks. By default, expanding the view to show recordings requires a double click. You may change this option to only require a single click to expand the view by going to Tools>Options>General Tab and deselecting the “Double Click Expands Camera”.

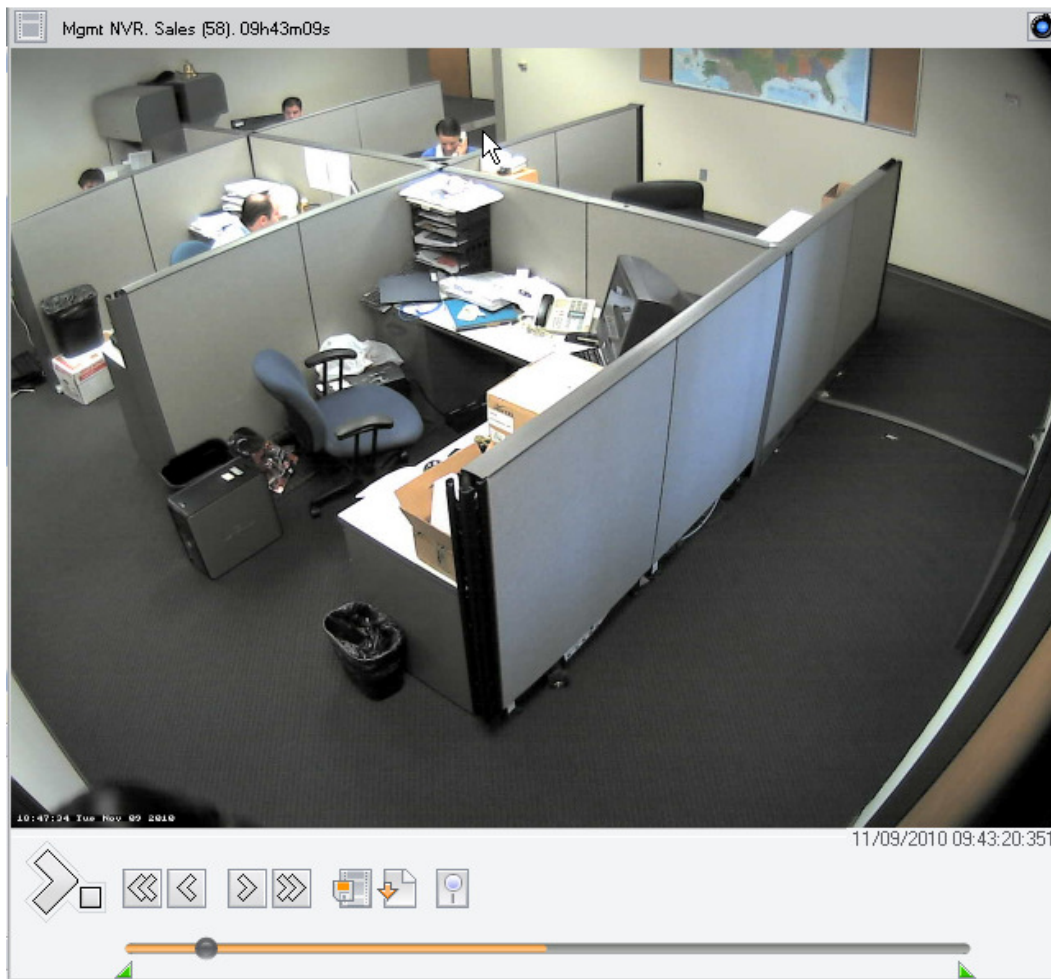


Recorded files are organized into folders starting with Today. Click the folder to view the recorded files from today. The file names represent the time when the file was created. For example, 06h44m09s means 6:44:09AM. The system creates a new file whenever the file size has reached the specified size (default is 200mb). See the Setup and Configuration Guide for instructions on changing these settings. The file will play back in the viewer and you can use the navigation buttons to move through the file. The system stores its files in a standard AVI format with the camera name, date and time stored on the file. The file format is compatible with any Windows Media player and can be distributed without the requirement of a special viewer

The system automatically creates a new file at midnight, regardless of size, to keep all files organized by date. Depending on the amount of activity and your settings, you might see as few as 1 file or as many as 20 files for a single day.

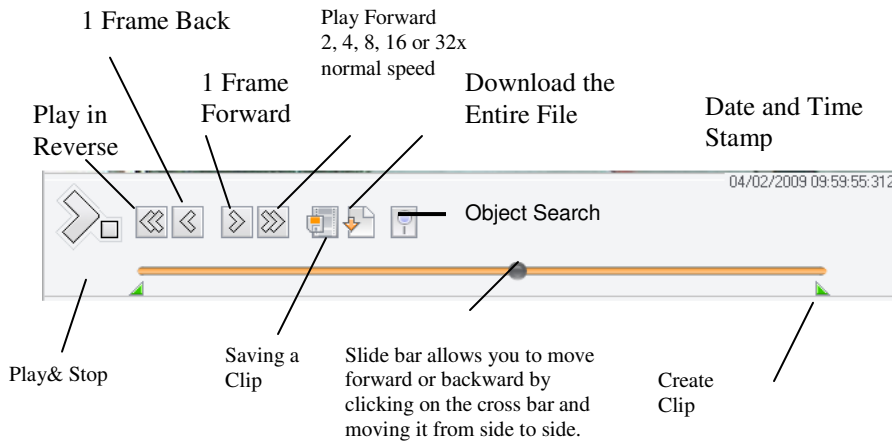
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When you click on a recording, a playback screen will appear with the playback options shown below.



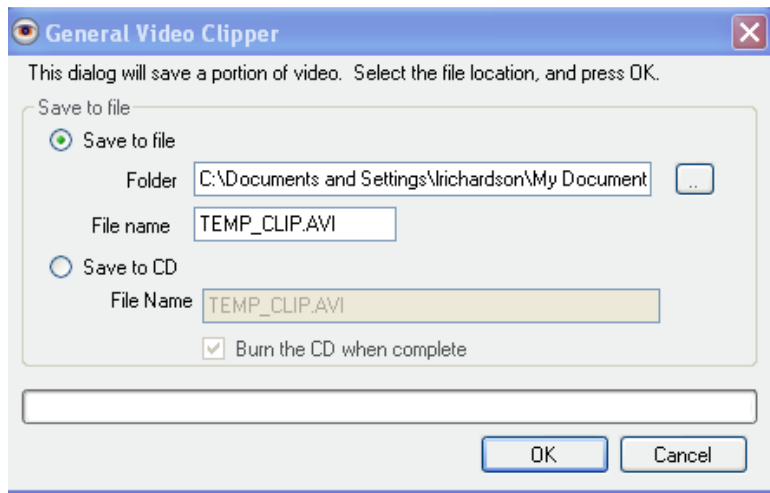
Note that the software uses a progressive download similar to YouTube. The orange bar shows the status of the download. In the example above, approximately 50% of the video has been downloaded. The amount of time it takes for the software to download the video depends on several factors including frame rates and resolution. The files are downloaded as temporary files stored on your local hard drive based off of your windows temporary folder. These temporary files are deleted daily. To change the location of the temporary folder, go to Window Control panel, select system, and then "Advanced system properties", in the System Properties applet, select the advanced tab, and then press the Environment Variables. You can then modify the User variables. The default for Windows 7 is %USERPROFILE%\AppData\Local\Temp

## 4.2 Playback Buttons



### 4.2.1 Saving a Clip

To save a clip, open the recorded file and press the Pause button to stop playback. Notice the “clip indicators” under the scroll bar. Drag the left indicator to the start of the clip and drag the right to the end of the clip. Once in position, click the diskette icon to bring up the clip menu. You can save the file to a folder or directly to a CD. If you save to a CD, the system will give you the option of include a Standalone Video Player with the clip.

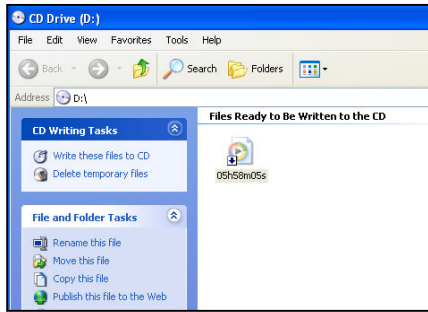


The system stores its files in a standard AVI format with the camera name, date and time stored in the path and file name. on the file. The file format is compatible with any Windows Media player. Recorded files can be distributed without the requirement of a special viewer or any conversion.

### 4.2.2 Save a Clip on CD

After a clip has been created or a file has been saved to the CD, an information box will display on the bottom toolbar with the message “You have files waiting to be written to the CD”. Click on this message to start the process of saving a clip to the CD.

- Click “Next” on the CD Writing Wizard.
- Put a blank CD in the drive.
- Click on the “Write these files to a CD”
- The process will automatically complete. Remove the CD from the drive when the process says it is complete.



### 4.2.3 Downloading the entire file

If you need to save the entire file to a CD or other Windows media mouse click on the



This action opens a Browse dialog box that you can use to save the file to a local computer or other media.

### 4.2.4 Object Search

The software includes many tools to help review recorded video. One of these tools is the smart, or object search tool.



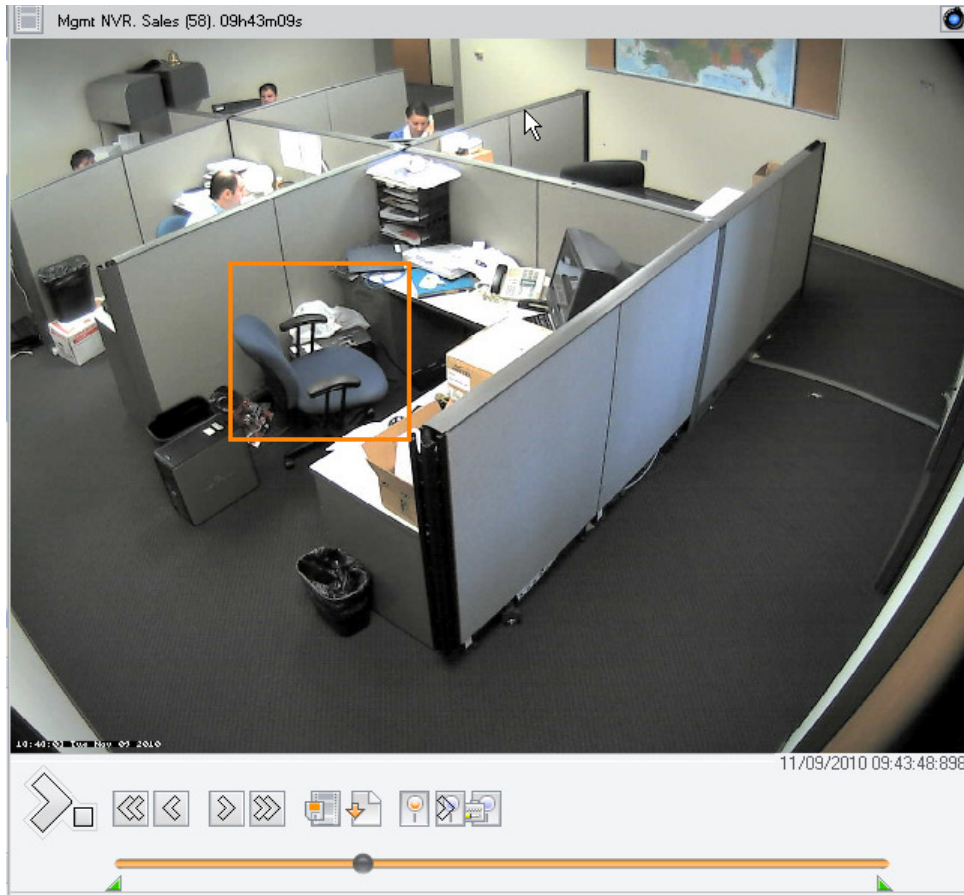
When the Object button is selected, the following additional buttons appear.

Begin Object Search



And Object Search Options

From the left navigation tree, select the camera and the day you wish to search. First select the recorded file from the drop down box that you wish to search. The first image of the file will be displayed. Using the mouse, hold the left button down and draw a box on the screen where you want to search. Click the "Next" button. The file will automatically advance to the next frame that has movement inside the box. Clicking "Next" again, advances the file to the next instance. Clicking the "Play" button will play the video from that point forward. The system will search from one file to another until it finds movement inside the box. You can adjust the sensitivity from the drop down menu if it's finding too much or too little. If you need to abort the search, click "Cancel."



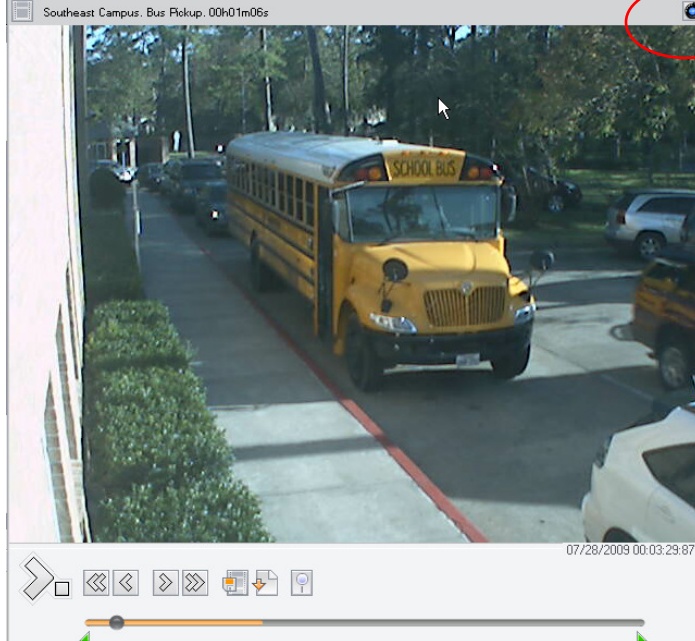
## 4.2.5 Zoom On Playback

The software provides the ability to zoom on playback as well as live view. To zoom in on a picture, position the mouse on the upper left hand corner of the area that you want to zoom in on, then press the left mouse button and drag the mouse over the area to be zoomed. The system will then zoom in on the area. To zoom out, position the mouse in the lower right hand corner, then press the left mouse button and drag the mouse back over the area. The system will then zoom out to the original view. You can then use the PTZ controls in the left pane to control the zoom function as a digital PTZ. You can click on the middle of the camera image to return to the normal view.

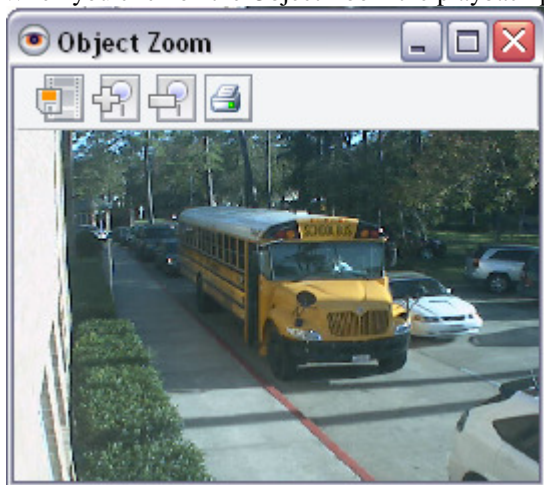


## 4.2.6 Object Zoom and Print

In the upper right corner of the playback window is an icon for Object Zoom



When you click on the Object Zoom the playback pauses and a new window appears.



Using the Object Zoom, you can save the current image.



Increase or decrease the size of the Window



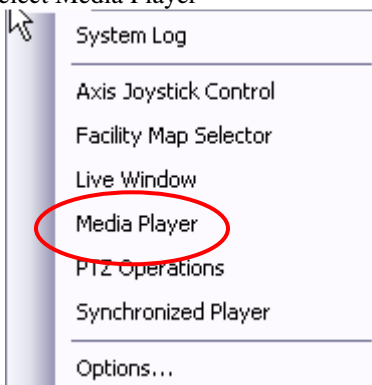
Or Print the current image in the window.



You can also use the zoom function described above, i.e. left click on the area to be zoomed.

## 4.3 Media Player

You may also use the Media Player to view recorded video. The Media Player provides the ability to view recordings by motion events and time lines. To access the Media Player, Select Tools from the top tool bar and then select Media Player



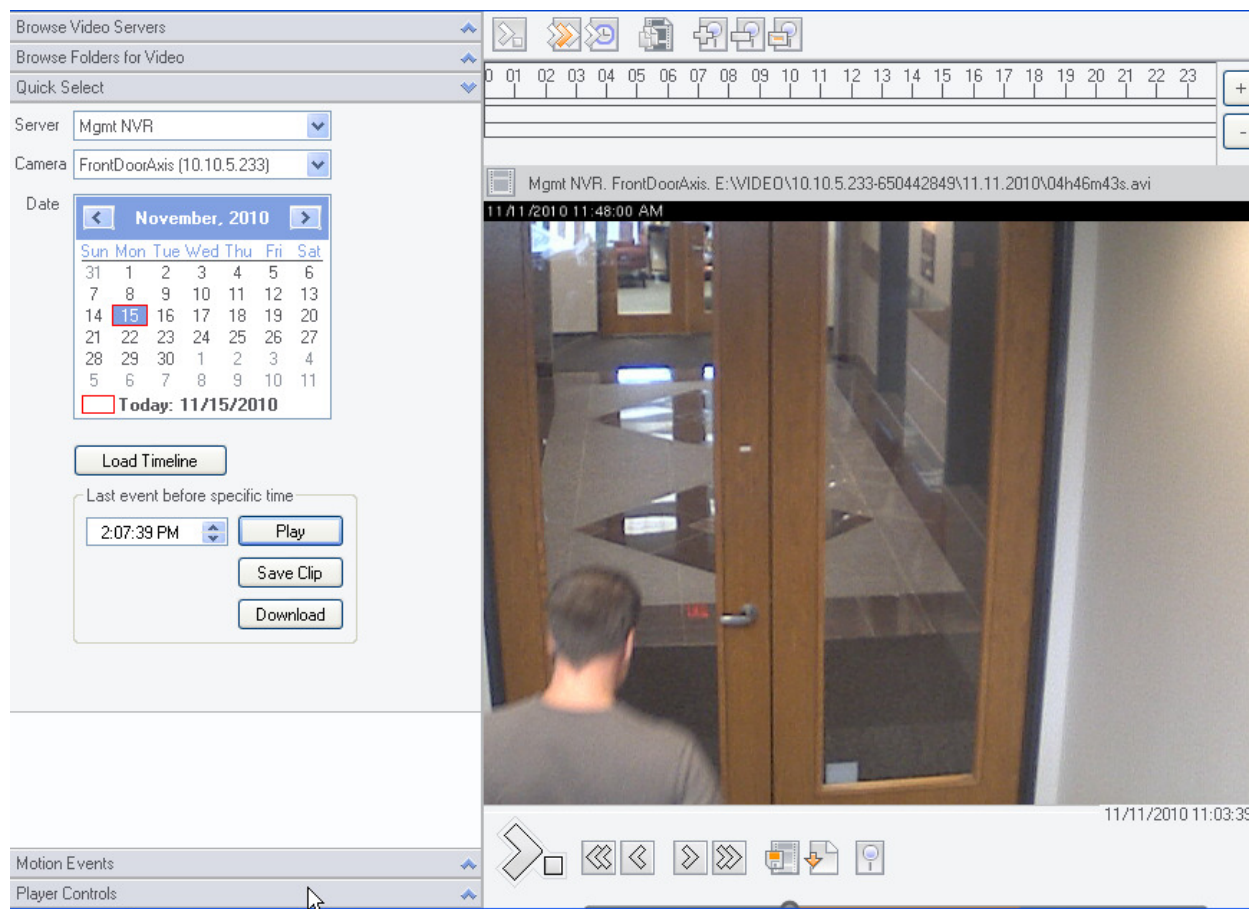
Recorded files are organized into folders starting with Today. Click the folder to view the recorded files from today. The file names represent the time when the file was created. For example, 06h44m09s means 6:44:09AM. The system creates a new file whenever the file size has reached the specified size (default is 200mb). See the Setup and Configuration Guide for instructions on changing these settings. The file will play back in the viewer and you can use the navigation buttons to move through the file. The system stores its files in a standard AVI format with the camera name, date and time stored on the file. The file format is compatible with any Windows Media player and can be distributed without the requirement of a special viewer

The system automatically creates a new file at midnight, regardless of size, to keep all files organized by date. Depending on the amount of activity and your settings, you might see as few as 1 file or as many as 20 files for a single day.

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The Media Player's screen layout has the following sections:

- Selection panel which determines what recording is played
- Viewing panel (Playback panel)
- Tool Bar



## 4.3.1 Selection Panel

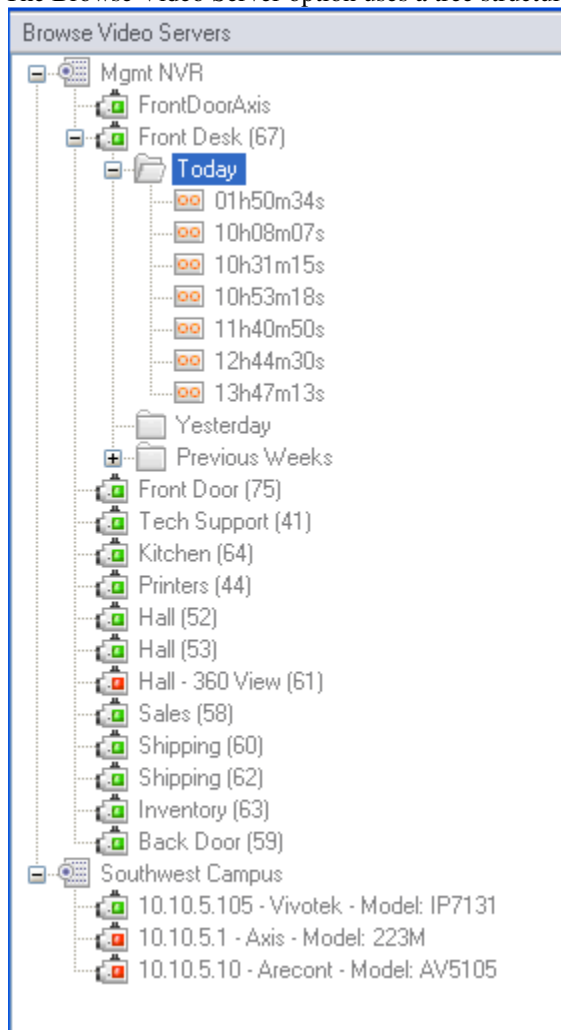
There are four ways to select video recording to be played

- Browse Video Servers
- Browse Folders for Video
- Quick Select
- Motion Events
- Player Controls

Use the down and up arrows to select the option.

## Browse Video Servers

The Browse Video Server option uses a tree structure consisting of servers, cameras, and dates.



Navigate to the desired server, camera, date, and time to select the recorded video to be played.

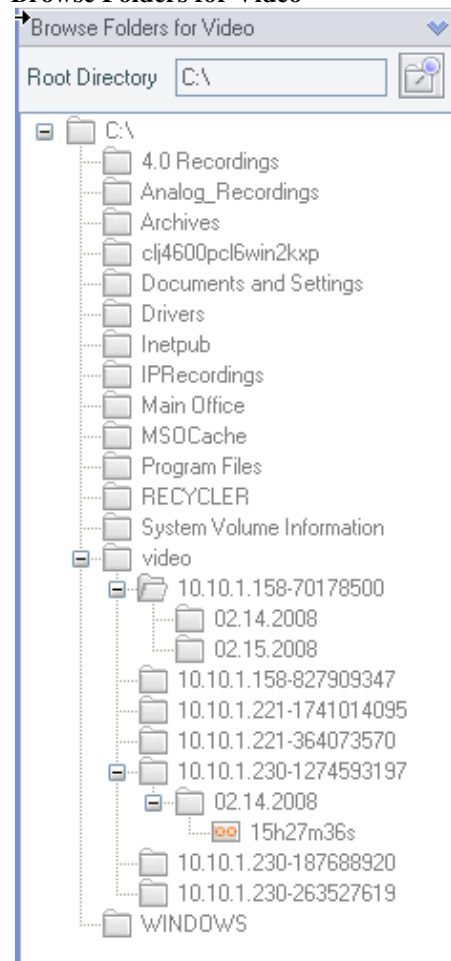
# Video Insight End User Manual

When you click on a recording, a playback screen will appear with the playback options shown below.



The playback window functions in the same manner as described above.

## Browse Folders for Video



Using this option, you can browse folders directly on the server or other servers attached to the network. This option does not use the streaming to the Monitor Station to play recorded video. Note that in order to play video through this option, you must have the correct CODEC installed on your computer.

## Quick Select

Using this option you can select recordings based on a calendar and timeline.

Quick Select

Server: Mgmt NVR

Camera: FrontDoorAxis (10.10.5.233)

Date: November, 2010

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4
5	6	7	8	9	10	11

Today: 11/15/2010

Load Timeline

Last event before specific time

2:18:22 PM

Play

Save Clip

Download

Select the Server and the Camera

Select the day from the calendar.

You then have the option of Loading the Timeline view. If this is selected, the timeline will appear in the top of the viewing panel. The Timeline chart is a graphical representation of where motion occurred throughout the day.

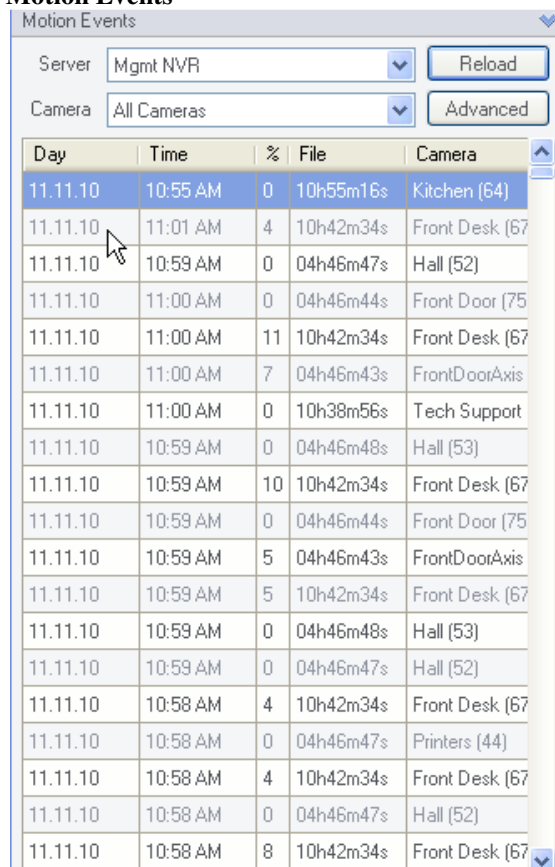


By clicking on the orange lines, the system will play that piece of video. It's a great tool for quickly reviewing the previous day's video. You can also zoom in on the timeline chart by selecting the "+" button on the right.

If you prefer, you can select the day and then using the time box, select the time and click on the Play button. The last motion event prior to that time will play in the viewing panel. Click on the Save Clip button to quickly save a clip of that motion event. Click on Download, to download the entire recording.

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## Motion Events



Day	Time	%	File	Camera
11.11.10	10:55 AM	0	10h55m16s	Kitchen (64)
11.11.10	11:01 AM	4	10h42m34s	Front Desk (67)
11.11.10	10:59 AM	0	04h46m47s	Hall (52)
11.11.10	11:00 AM	0	04h46m44s	Front Door (75)
11.11.10	11:00 AM	11	10h42m34s	Front Desk (67)
11.11.10	11:00 AM	7	04h46m43s	FrontDoorAxis
11.11.10	11:00 AM	0	10h38m56s	Tech Support
11.11.10	10:59 AM	0	04h46m48s	Hall (53)
11.11.10	10:59 AM	10	10h42m34s	Front Desk (67)
11.11.10	10:59 AM	0	04h46m44s	Front Door (75)
11.11.10	10:59 AM	5	04h46m43s	FrontDoorAxis
11.11.10	10:59 AM	5	10h42m34s	Front Desk (67)
11.11.10	10:59 AM	0	04h46m48s	Hall (53)
11.11.10	10:59 AM	0	04h46m47s	Hall (52)
11.11.10	10:58 AM	4	10h42m34s	Front Desk (67)
11.11.10	10:58 AM	0	04h46m47s	Printers (44)
11.11.10	10:58 AM	4	10h42m34s	Front Desk (67)
11.11.10	10:58 AM	0	04h46m47s	Hall (52)
11.11.10	10:58 AM	8	10h42m34s	Front Desk (67)

The Motion Event Log is a very powerful tool that allows you to rapidly review recorded events. The system creates an entry that includes the camera name, time and duration each time a camera detects motion. For example, if you review the video in the morning from the previous night, you can start by looking at the Motion Event Log. Select the camera and the date desired. Clicking on an entry plays just that piece of the video and gives you a quick snapshot of the night's events. The Motion Event Log can keep as many days of history as you feel is necessary and all entries are stored in the Microsoft SQL database. You can enable the Motion Event Log by accessing the Server and selecting the Setup/Server Configuration/Advanced Tab. The system also gives you the capability to label events (event tags). You can set up a specific event such as Door Open that reflects a specific motion event rather than just motion on a camera. For instance, you can set up an event label called Door Open. When that event occurs, an entry in the event log shows that label. Event labels are set up under Setup and Configuration/ Camera Configuration, Motion Settings.

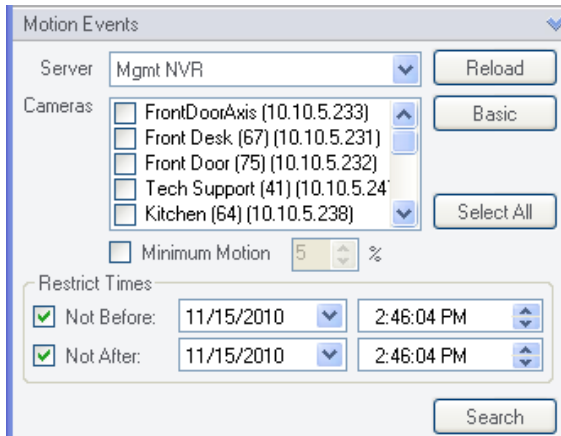
Select the Server that you are interested in.

Then select All cameras or a single camera.

Then click on the Reload button and the motion events will appear.

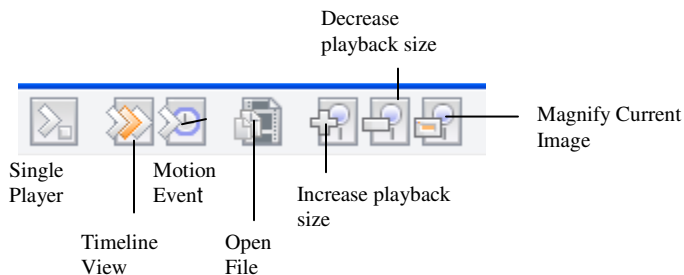
For advanced searching functionality, click on the Advanced button and the following dialogue box opens:





You can then refine your search to multiple cameras for that server, motion events with greater than X percent motion and for specific times.

### 4.3.2 Media Player Tool Bar



The tool bar on the Media Player presents icons for the easy navigation between various ways of selecting recordings to be viewed as well as zoom in and out functionality.

#### Single Player

When the Single Player icon is selected, the Browse Folders for Video selection option appears in the selection panel to the left. Click on the file to be played.

#### Timeline View

**When the Timeline View icon is selected, the Quick Select option appears in the selection panel on the left. Click on the day and then select the time from the timeline chart.**

#### Motion Events

When the Motion Events icon is selected the Motion Event option appears in the selection on the left. Select the Motion event that you want to view.

#### Open File

#### Increase/Decrease Playback size

This option increases or decreases the size of the viewing panel for playback

#### Magnify Current Image and Print

When you click on the Magnify Current Image a new window appears.



Using the Object Zoom, you can save the current image.



Increase or decrease the size of the Window

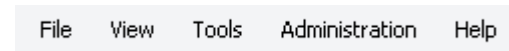


Or Print the current image in the window.

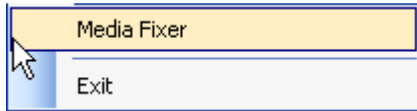


You can also use the zoom function described above, i.e. left click on the area to be zoomed.

## 5 Pull Down Menus



### 5.1 File

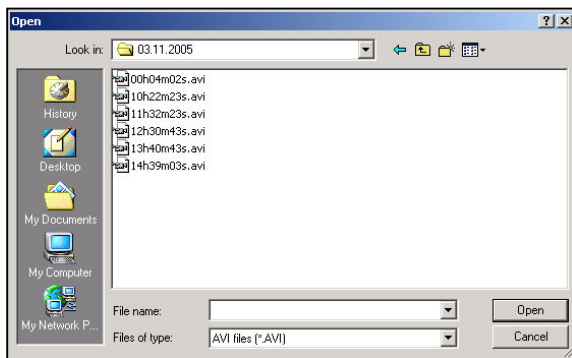
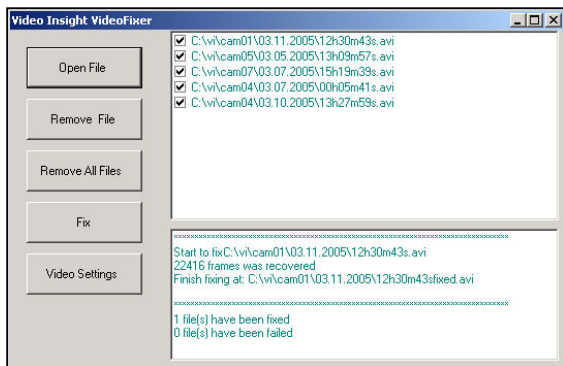


#### 5.1.1 Media Fixer

If the server is shut down unexpectedly due to a power outage or other situations that corrupt a video file, you can repair the damage with the Video Fixer. This utility examines the file and deletes any corrupted portions that prevent the file from playing.

To fix a file:

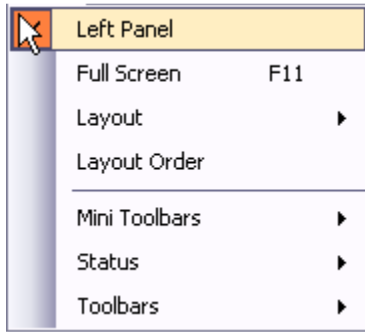
- Click the “Open File” button to select the file to be repaired.
- You can use the Remove file or Remove all files button.
- Once the file has been specified, click the Fix button to start the process. This function is for fixing a file on the local system. If you want to fix the file on the server, you should right click on that file, and the video server will perform the media fixing.



#### 5.1.2 Exit

Exits the application

## 5.2 View



The View Pull Down menu presents an easy to use means for choosing to display or not display various sections of the screen.

### 5.2.1 Left Panel

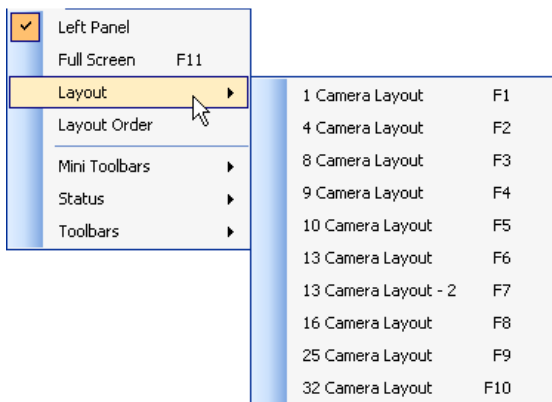
To remove the left panel from the display, uncheck the Left Panel option. After this has been unchecked, only the camera views will display.

### 5.2.2 Full Screen

You can maximize the viewing area by clicking on “Full Screen” or hitting the F11 key (exit full screen with F11). This mode will expand the images to full screen, hide the left navigation tree and hide the tool bars. Once in this mode, you can navigate between the layouts by using the F1-F10 keys. By enabling security you can prevent users from exiting the full screen mode.

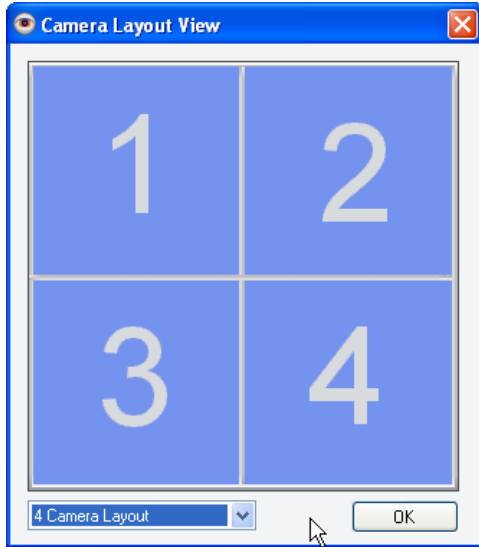
### 5.2.3 Layout

Using the Layout option under View is another way of selecting the layout of the cameras on the viewing screen. This option also shows the function keys that can be used to toggle between layouts.

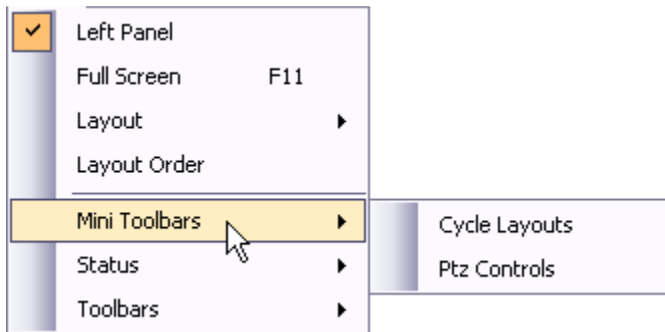


### 5.2.4 Layout Order

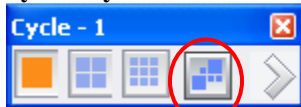
This option displays the order of the cameras in the various 1, 4, 16, and 32 camera layouts.



## 5.2.5 Mini Toolbars

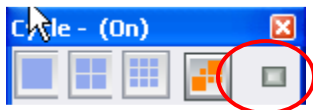


## Cycle Layouts



This feature turns on the automatic cycling. When this is activated the server will cycle between all 32 cameras via 1, 4, or 9 camera layout.

You can also create your own customized layouts for cycling by selecting the button on the right circled in red. Clicking on the arrow will begin the cycling. You can turn off the cycling by clicking on the box.



## PTZ Control





Cycle through all PTZ cameras



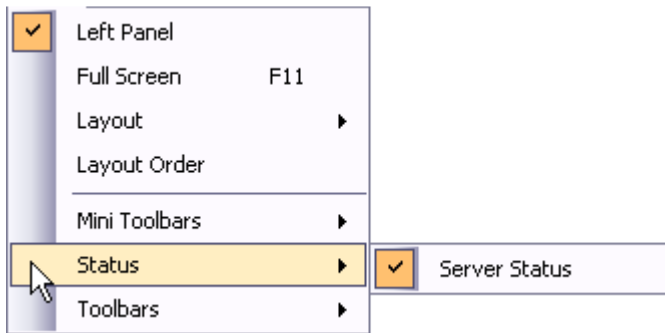
Cycles through the presets on that camera



- Stops movement

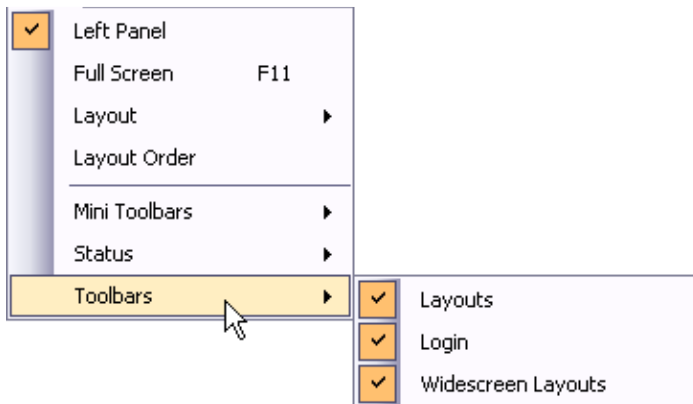
The options shown on the PTZ controls depend on the specific camera. For example, if the camera does not support focusing, those buttons will be hidden.

## 5.2.6 Status



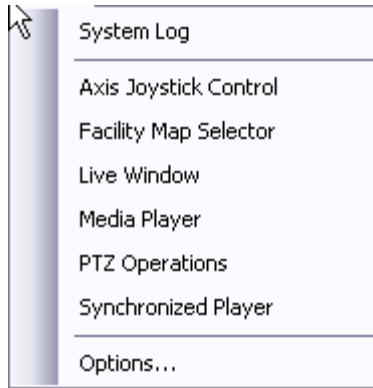
When Server Status is turned on, then the status of all servers appears at the bottom of the viewing pane.

## 5.2.7 Toolbars



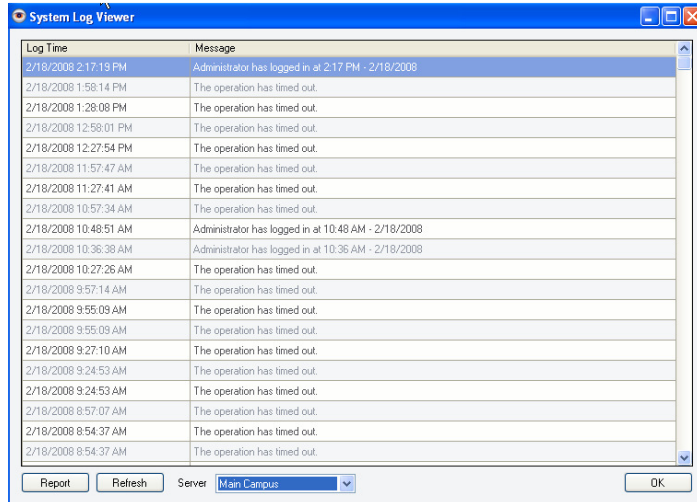
Use these options to remove layout buttons from the screen. If you do not wish to show the login id of the current user at the upper left hand corner of the left panel, turn the login option off.

## 5.3 Tools



## 5.3.1 System Log

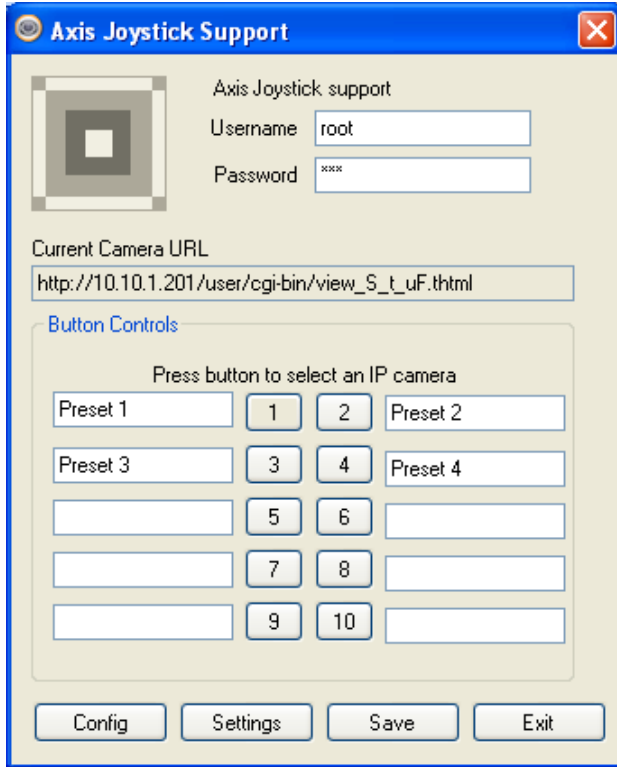
The System Log allows you to view all system events that have occurred. The Date and Time of the action as well as the Message is shown. System events include logs of the details of what changed on cameras and servers as well as server shutdown.



## 5.3.2 Axis Joystick Control

This option links to the standalone executable for the Axis Joystick. You can then use the joystick to move the PTZ.



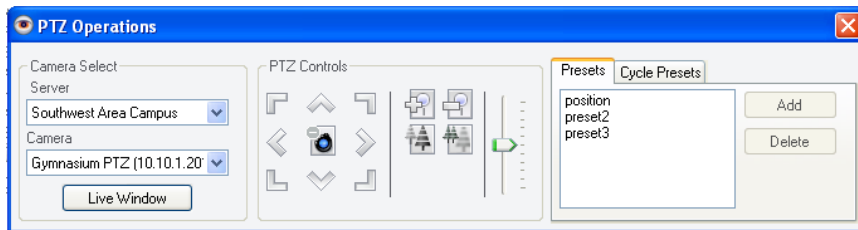


### 5.3.3 Live Window

When Live Window is selected, a new window will be opened. You can select the camera to be viewed and move the window around the screen or across multiple monitors.

### 5.3.4 PTZ Operations

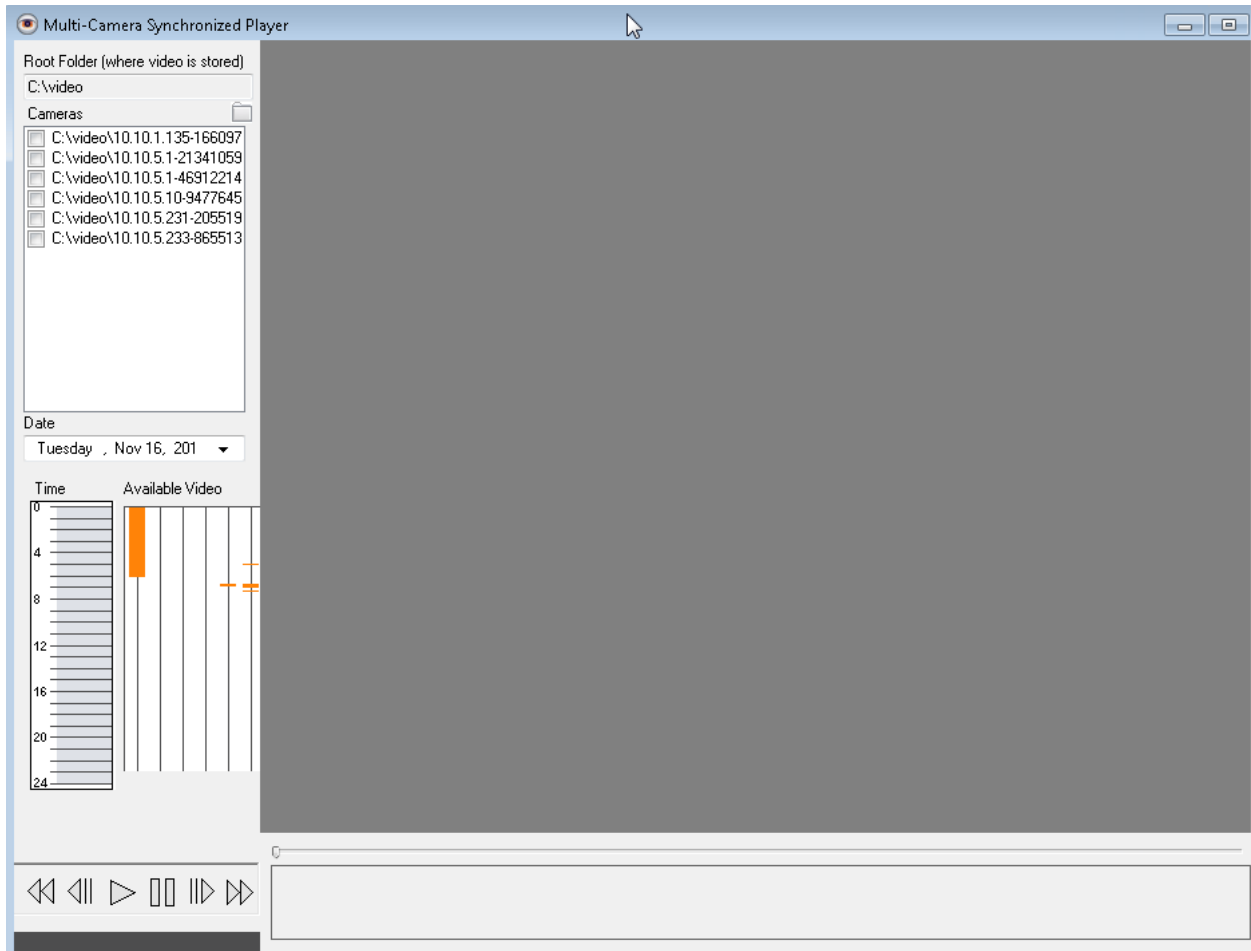
You can control Pan-Tilt-Zoom cameras from the Monitor Station or Web Client. These controls allow you to move the camera in all directions and save preset locations for quick access. In addition, you can cycle through presets in a specified interval. This cycling can be started and stopped from the Monitor Station and the Web Client. You can setup up to 16 PTZ cameras per server under the Setup/Cameras/PTZ setup screen and all 16 cameras can be cycled. If you manually move a cycling camera, the cycling will pause for 30 seconds then resume the preset cycle.



### 5.3.5 Synchronized Playback

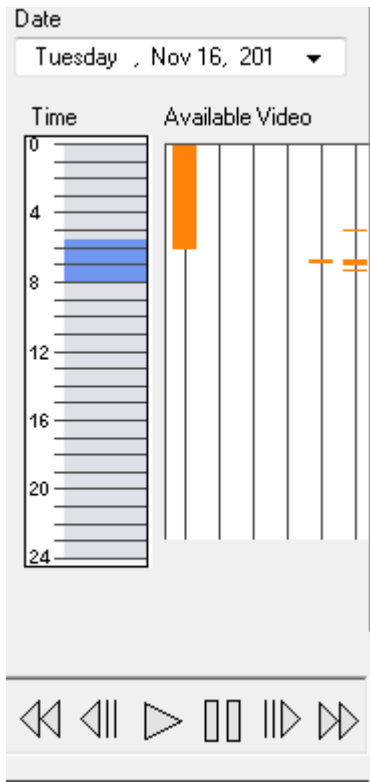
With the Synchronized Playback function you can achieve perfect playback of recorded files between 1 and 16 cameras. When Synchronized Playback is selected, point the system to the correct folder with the video from the cameras to be displayed. Once the folder is selected, the following screen appears:

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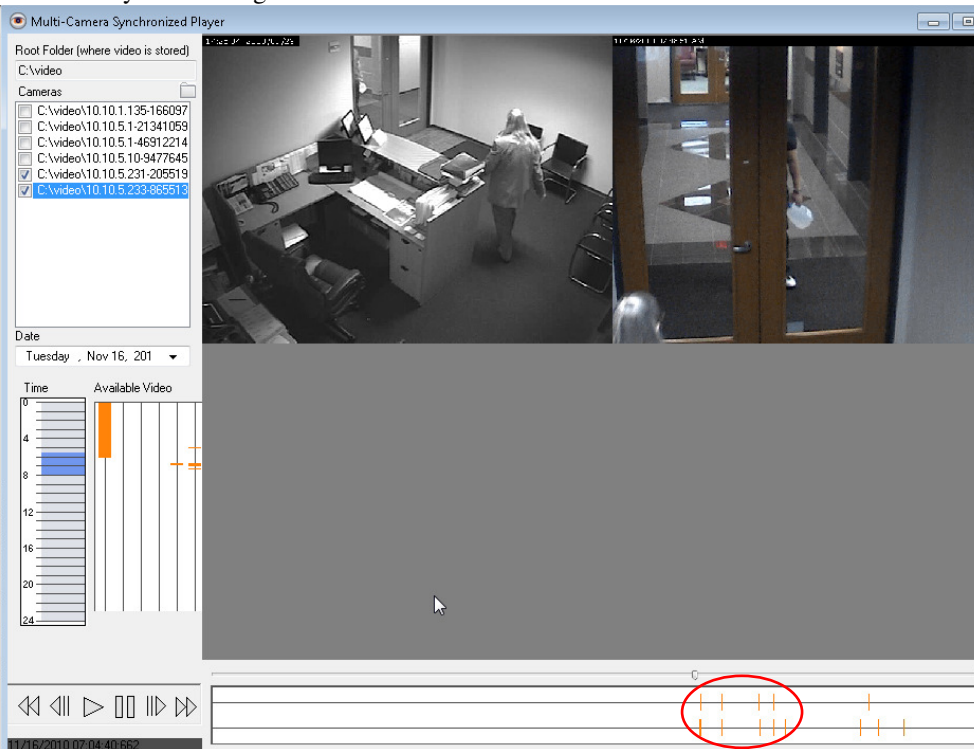


Select the desired folder of video recordings, then select the cameras to be viewed. Select the date of the recordings. Once the date has been selected, a time line appears with an indication of times of motion for each camera. To select a time frame to view, move your cursor along the time line, and then left click and drag the cursor to highlight the time frame. In the example below, the time between 12 noon and 2 PM will be viewed.

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Once the time frame has been selected, select the play button at the bottom of the screen. The system will begin the synchronous display of the selected cameras. Note also that at the bottom of the picture, there is a time line as well. This is a detailed time line of the period selected from the Time frame on the left. Note also that you can drag the pointer to anywhere along the time line.



## 5.3.6 Media Player

See description of Media Player above.

## 5.3.7 Options

See the description of the Monitor Options in the Setup and Configuration Guide.

## 5.4 Administration

The Administration tab is discussed in the Setup and Configuration User Guide.

## 5.5 Help



### 5.5.1 License Agreement

This option links to the License Agreement. When software is first installed, the terms of the agreement must be accepted.

### 5.5.2 Online IP address

Looks up your current external IP address.

### 5.5.3 Online Support

Brings up a pdf of the documentation

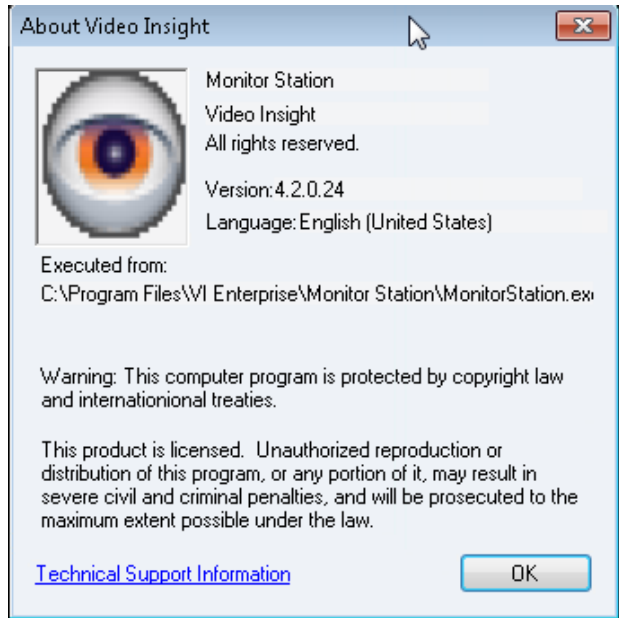
### 5.5.4 Remote Support

The Remote Support option sets up a connection so that Technical support can make a VNC connection into your server. Before making a connection, please call Technical Support at 713 621 9779. They will indicate which support line to use.



### 5.5.5 About Video Insight

The Video Insight About shows the current version and the location of the executable files.



## 6 Web Client

The Web Client provides the basic functionality of the Monitor Station without having to install additional software on a remote computer. Users can view cameras from multiple servers at the same time and view recorded video from any of the cameras. PTZ control, map-based navigation, and continuous playback of recorded video is also supported.

The Web Client will work on operating systems that support traditional web browsing, including Microsoft Windows, Mac OS X, and Linux.

The Web Client is compatible with most modern web browsers. The browser must support javascript and have javascript enabled. Supported browsers include:

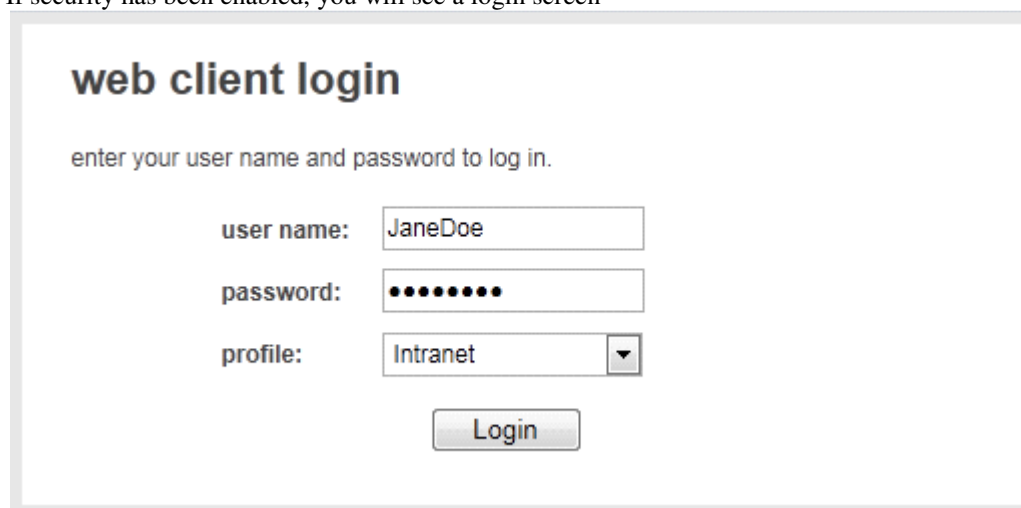
- Microsoft Internet Explorer 7 or higher
- Mozilla Firefox
- Apple Safari
- Opera
- Google Chrome

### 6.1 Accessing the Web Client

To access the Web Client, navigate your browser to <http://<your- IP- Address>/videoinight4>. You will see a login screen if security has been enabled, or you will see the default camera view.

### 6.2 Login Screen

If security has been enabled, you will see a login screen



**web client login**

enter your user name and password to log in.

user name:

password:

profile:  ▼

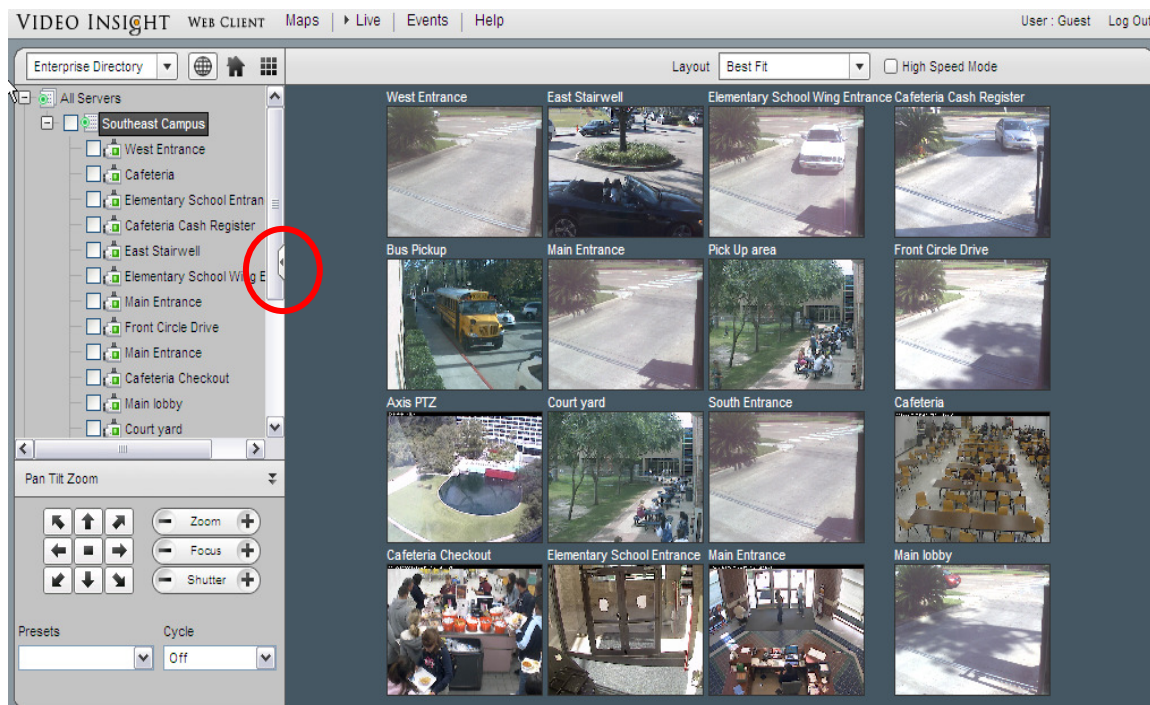
Enter your username and password and click Login to continue.

Note: If your system is configured to use Active Directory, you can login using your standard network login, e.g. mycorp\janedoe.

Profile – The Profile option allows you to choose which profile to use when accessing the Web Client. This is used primarily when you are accessing the system over the internet or when you need to limit how much bandwidth you use for video. For example, you may have an intranet user profile that permits high speed video over a local area network and an internet user profile that limits video frame rates for use on slower internet connections. you are using the web client from. Choose the Profile from the drop down list.

### 6.3 Screen Layout

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There are two main sections of the screen:

- Left Navigation tree structure which can be used to navigate from camera to camera and to view recorded files.
- Viewing Panel

## 6.3.1 Left Navigation Tree Structure

The Left Navigation Tree Structure on the Web Client functions in a manner very similar to the Monitor Station. Just above the navigation tree structure are three options for sorting the tree:



Enterprise View – orders the navigation tree based on server hierarchy. You can view the cameras, layouts, and facility maps for each server.



Facility View – orders the navigation tree based on a facility hierarchy. This view lists all of the cameras and layouts for each facility map.

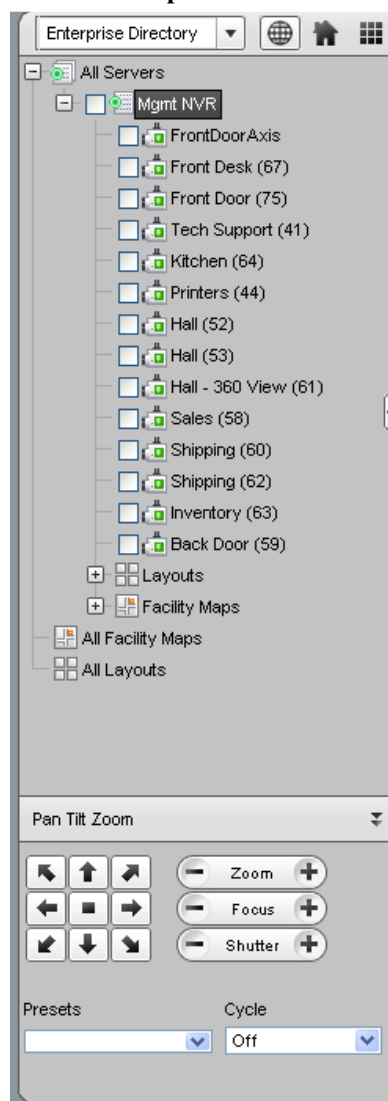


Layout View – orders the navigation tree based on a layout hierarchy. This view lists all of the cameras for each layout.

The navigation panel can be minimized or expanded by clicking the button located along the right hand side of the tree. See circle above.



## 6.3.2 Enterprise View

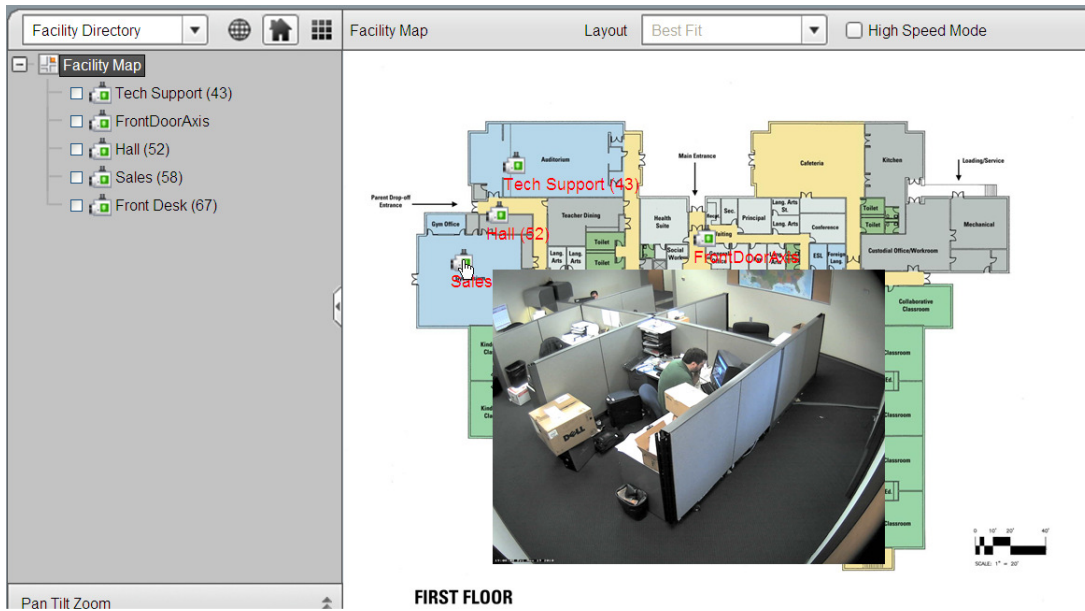


Under this view, a listing of all servers, cameras, layouts and facility maps is shown. From the list of the cameras, maps or layouts, you select the cameras that you wish to appear in the Viewing Pane. You may also select a layout or a facility map.

## 6.3.3 Facility Map View

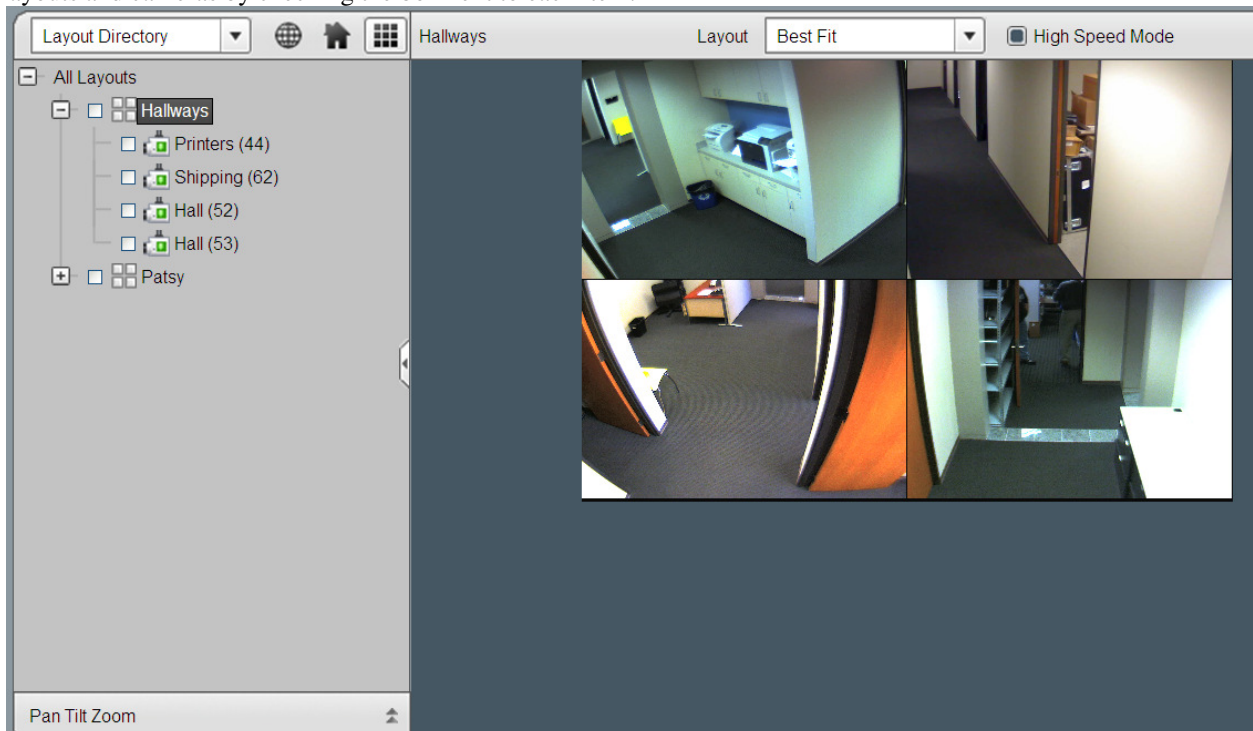
As with the Monitor Station, you can also select the Facility Map view. Once you select a facility map, the map appears in the viewing pane. You can mouse over the camera icons on the maps to view live images from that camera.

# Video Insight End User Manual



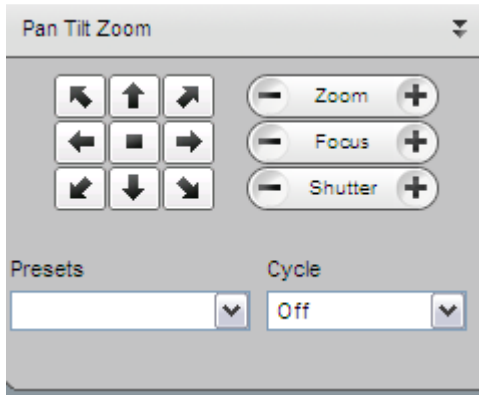
## 6.3.4 Layout View

The Layout View brings up the list of predefined layouts. Select the layout from the tree displays the layout on the right hand side of the screen. You may also select individual cameras from each layout, or mix and match multiple layouts and cameras by checking the box next to each item.



## 6.3.5 PTZ Control

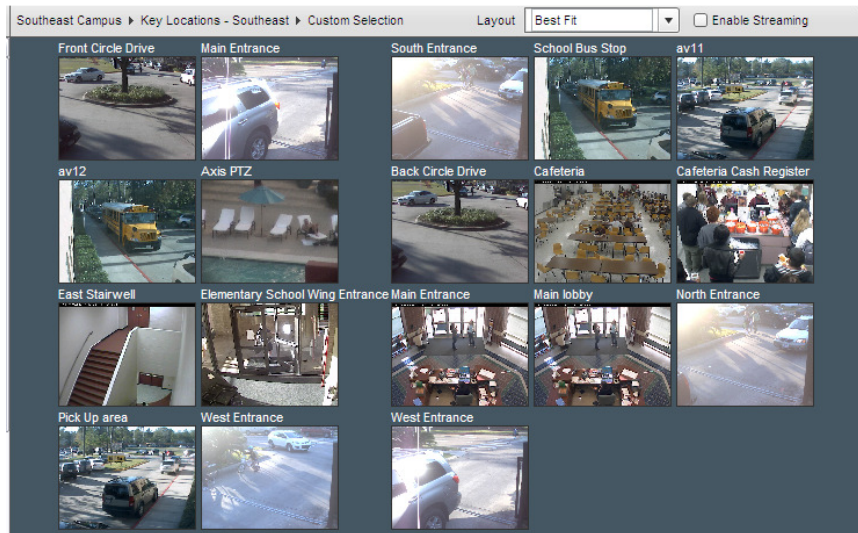
Selecting a pan/tilt/zoom enabled camera from the navigation tree automatically expands the PTZ Control panel. Alternately, you may expand or minimize the panel by clicking the double arrows at the lower right hand side of the navigation tree.



Predefined camera presets are listed in the Presets drop down list. See your system administrator concerning these presets. The cycle option allows you to cycle through presets on the selected camera.

## 6.4 Viewing Panel

Once you have selected the cameras or layouts from the left navigation tree, the images from those cameras will appear in the Viewing Pane



### 6.4.1 Layout Option

The Layout drop down list allows you to change the layout for viewing camera images. You can choose one of the predefined camera layouts, or let the system automatically display the optimum layout by selecting “Best Fit”.

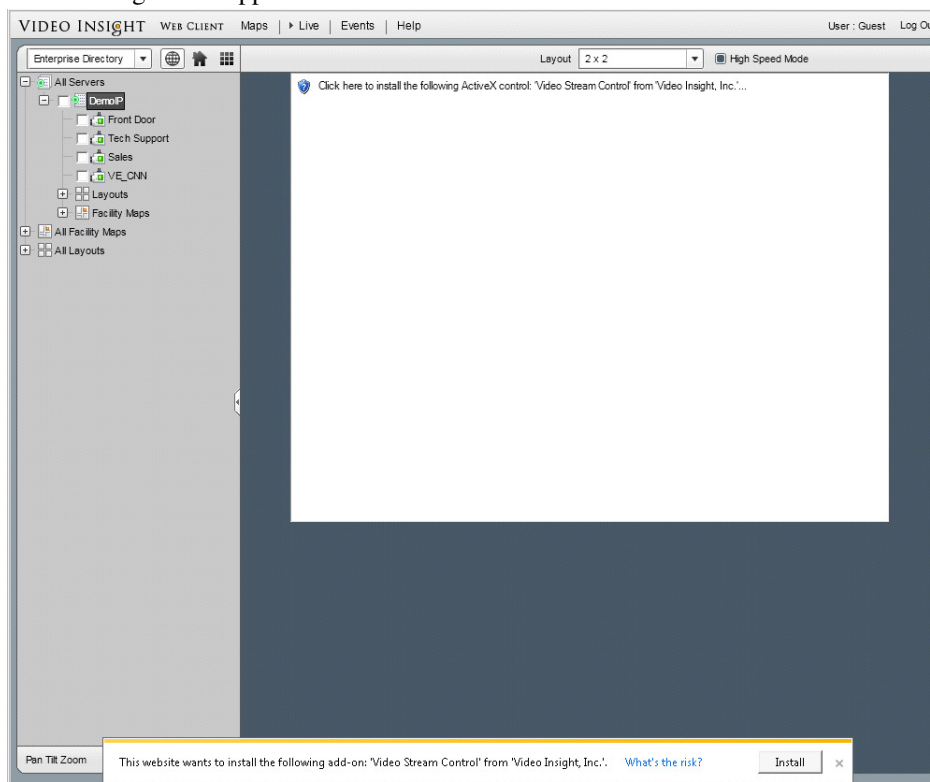


## 6.4.2 High Speed Mode

Checking this box enables high-speed video streaming in your browser. This option requires Microsoft Internet Explorer and a one time install of the Video Stream control. Once installed, you will be able to view MPEG4 and H.264 video in your browser.

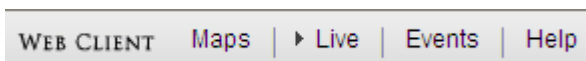
To install the Video Stream Control

1. Using Internet Explorer to view the Web Client, select a server or camera from the navigation tree.
2. Check the High Speed Mode box in the panel header just above the video.
3. You will be prompted to install the Vide Stream Control. Depending on what version of IE you are using, the following screen appears:



4. Click Install and wait while the software installs. Note: If video does not appear after a few seconds, try clicking “Refresh” on your browser. You will see high speed video after the installation completes.

## 6.5 Web Client Tool Bar

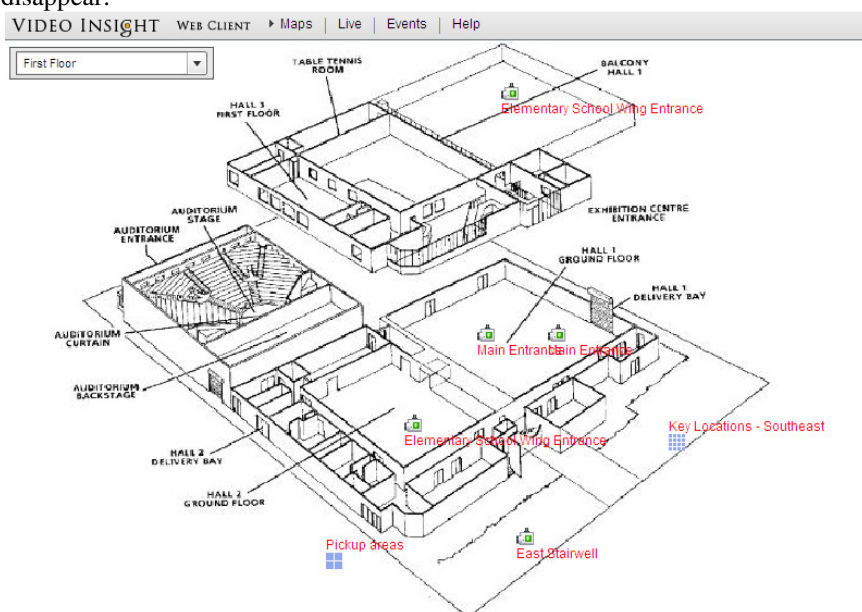


### 6.5.1 Live View

When the web client is first opened, this Tool Bar will be set to Live. When Live is selected, the camera images in the Viewing Pane are live images.

### 6.5.2 Maps

When the Maps Option is selected, only the Facility maps will appear on the web client. The left navigation bar will disappear.

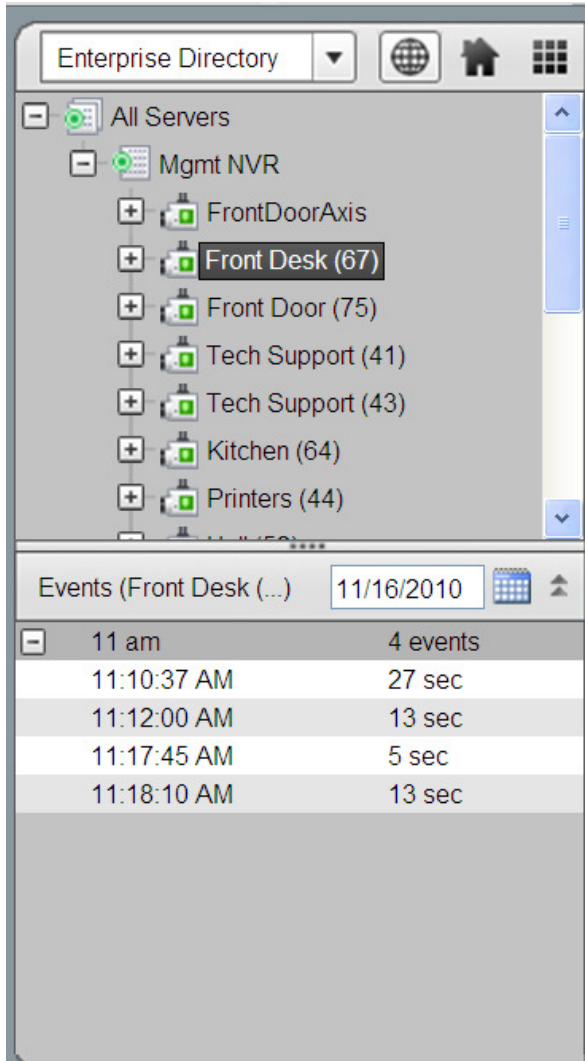


### 6.5.3 Events

Clicking the Events link in the menu bar will take you to the Events Screen. The Events screen allows you to replay recorded images from cameras. The navigation tree is similar to the Live screen and gives you the option to select camera recordings via the Enterprise, Facility, or Layout View.

There are two sections of the Events panel: the Camera Selector and the Events.

The top pane is used to select the cameras or recordings. Once the camera has been selected, select the desired date and a list of events for that date appear.



To view recorded video select the individual recordings.





The selected recording video will appear in the Viewing Pane.

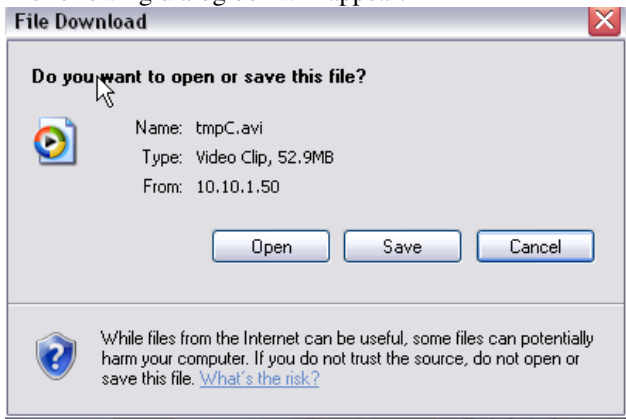
The playback controls will depend on whether Streaming is enabled. If streaming is not enabled, then a simplified playback control appears.



Use the Slider bar to navigate through the recording.

To create a clip, click on the Clip icon and set the clip indicators to the portion of the recording that you want to save. Then click on the Download Clip Icon.

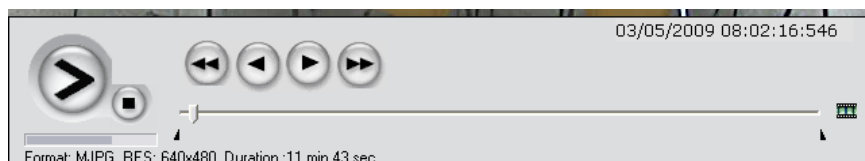
The following dialog box will appear:



Save the clip to the desired media or directory.

If Streaming is Enabled, then the more robust playback controls appear.





These controls function in exactly the same manner as the Playback controls in the Monitor Station client.

### **Zoom on Playback – Available only when streaming is disabled**

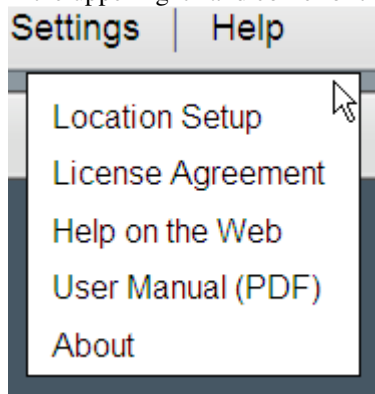
The software provides the ability to zoom on playback as well as live view. To zoom in on a picture, position the mouse on the upper left hand corner of the area that you want to zoom in on, then press the left mouse button and drag the mouse over the area to be zoomed. The system will then zoom in on the area. To zoom out, position the mouse in the lower right hand corner, then press the left mouse button and drag the mouse back over the area. The system will then zoom out to the original view.

### **Saving a Clip**

To save a clip, open the recorded file and press the Pause button to stop playback. Notice the “clip indicators” under the scroll bar. Drag the left indicator to the start of the clip and drag the right to the end of the clip. Once in position, click the diskette icon to bring up the clip menu. You can save the file to a folder or directly to a CD. If you save to a CD, the system will give you the option of include a Standalone Video Player with the clip.

## **6.6 Help**

In the upper right hand corner of the web client view is the Help option.



### **6.6.1 Location (Profile) Setup**

See your system administrator for information on locations

### **6.6.2 License Agreement**

This option links to the Video Insight License Agreement. When Video Insight is first installed, the terms of the agreement must be accepted.

### **6.6.3 Help on the web**

This option links to the Video Insight Support pages. These pages offer helpful tips and answers to frequently asked questions.

### **6.6.4 User Manual**

This option links to the User Manual in PDF format. The manual can be viewed online or printed for later reference.

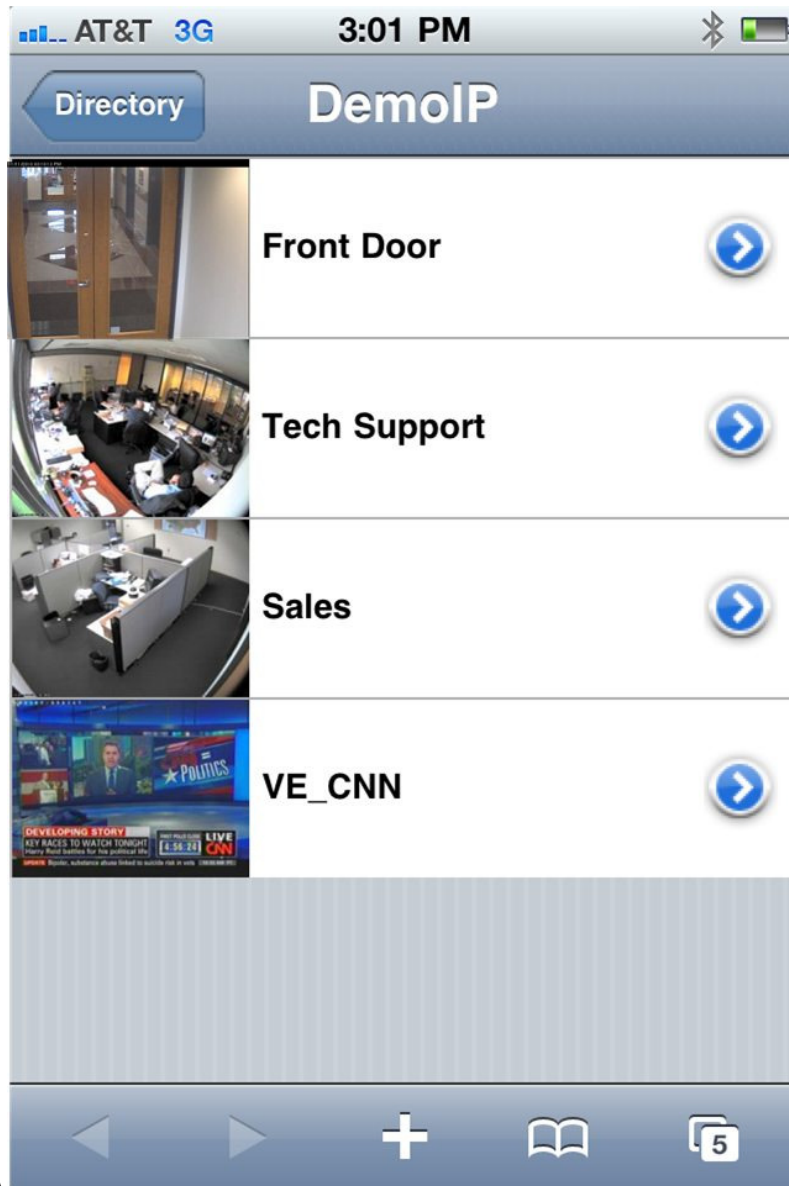
## **6.6.5 About Video Insight**

The Video Insight About shows the version, model number, and serial number for the product. It also shows the dates that technical support will no longer be available as well as the dates after which no product upgrades will be available. In addition it shows the Name and Company that are licensed to use this product and the authorized phone number. This phone number must be referenced when calling for technical support

## 7 PDA Client

As with the Web Client, the PDA client is supported on most modern javascript enable handheld browsers. This includes iPod, Blackberry, and many others. To access the PDA client, navigate your handheld device's browser to the same address that you use for the Web client. The system will automatically detect if you have a supported device and will format the display for your screen.

The video will now smoothly display giving you the ability to select different cameras, and perform PTZ commands from your mobile device.



### 7.1 View Live Image

Select the image either using the appropriate method for your device. On an iPhone, tap the picture that you want to view and the following live view appears:

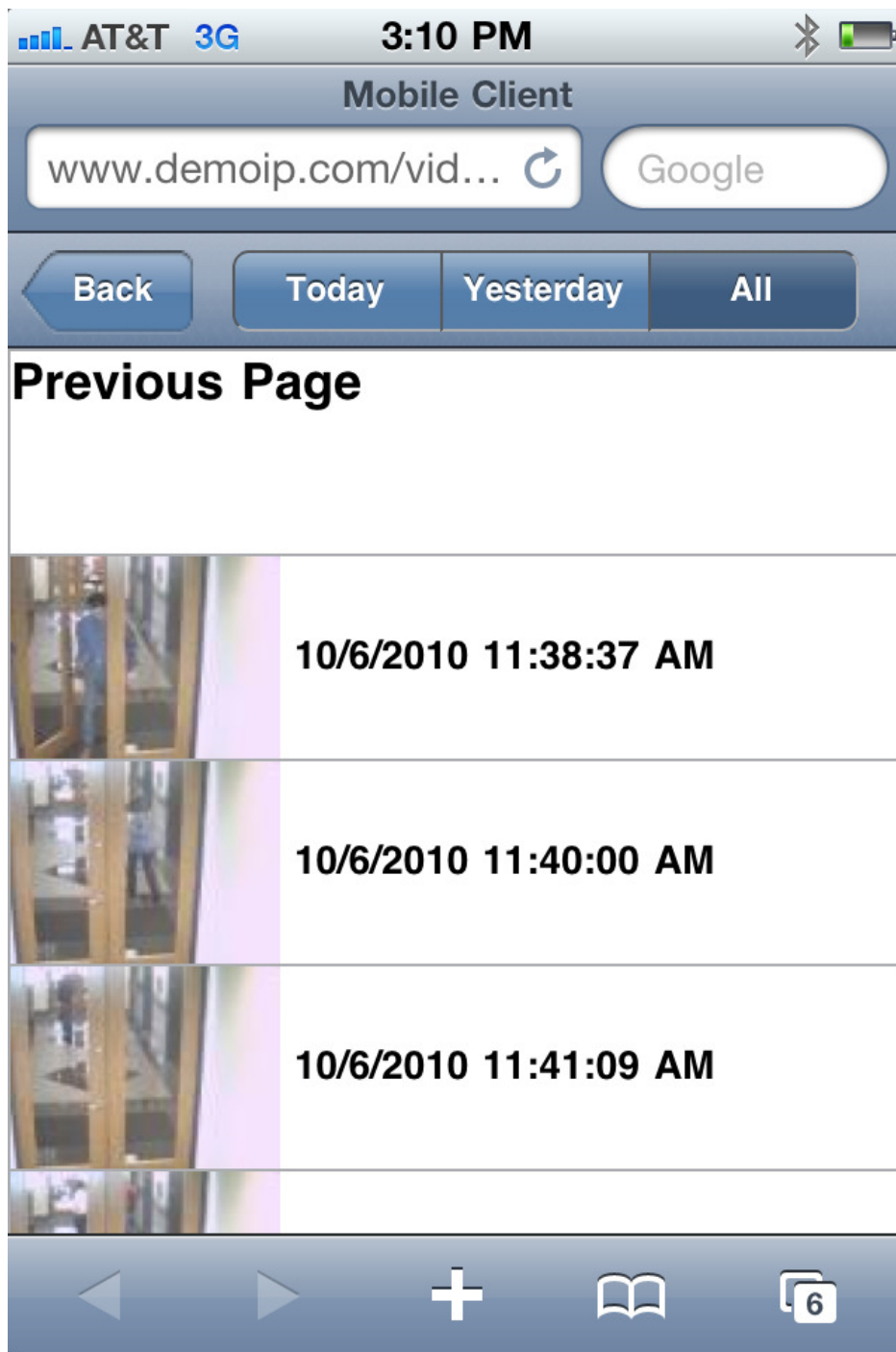
# Video Insight End User Manual

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## 7.2 View Recorded Video

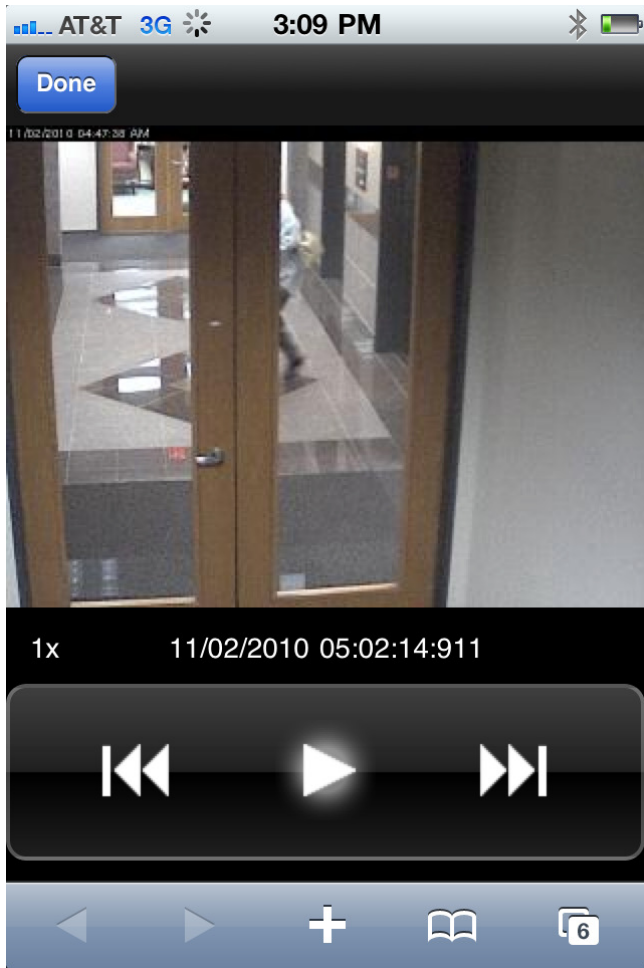
From the front screen, select the arrow to the right of the image and the following screen appears:



On this screen, you can select recordings from Today, Yesterday, or All available recordings. Select the recording that you want to view and the device will then play that video.

# Video Insight End User Manual

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## 8 Appendices

### 8.1 Installing Monitor Station

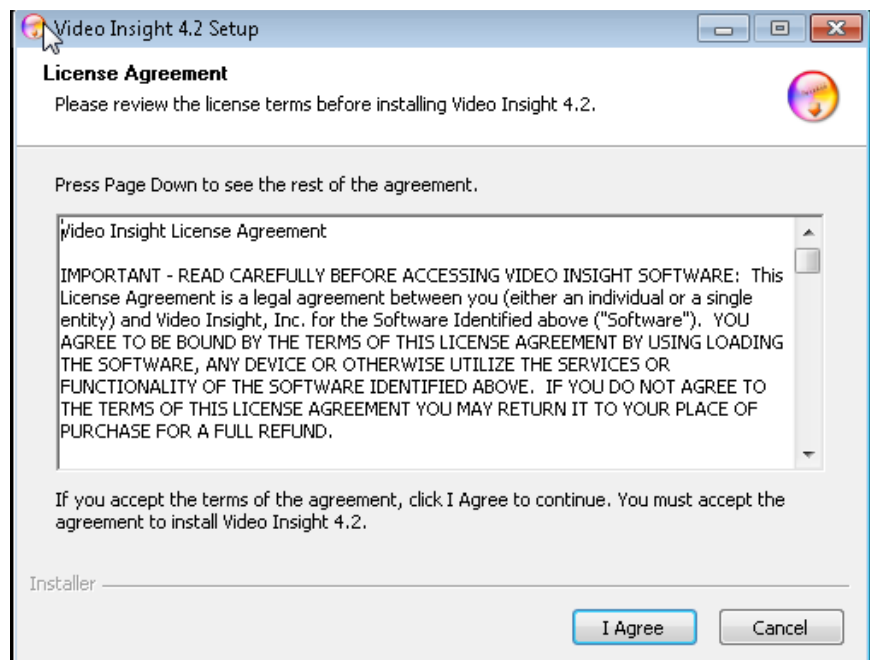
#### 8.1.1 Minimum Requirements

Running one instance of the Monitor Station on the same machine as the IP Server will use approximately 300 MB of memory and 30-50% of the CPU. For this reason, we recommend that the Monitor Station be installed on a separate machine from the IP Server. The disk requirements for Monitor Station are minimal, 100 MB. The total memory required for the Monitor Station is dependent on several factors, most notably the number of cameras to be viewed as well as the method of compression. We recommend a minimum of 1 GB memory for the Monitor Station. If you are using H.264 or MPEG4 compression, the memory requirements for the Monitor Station increase because CPU is required to decompress the images. Obviously, if you view more compressed images, you will need more CPU.

Another factor in running the Monitor Station is Direct Show. The Monitor Station uses a video component called Direct Show to display full resolution images. If the client PC's graphics card supports Direct Show (9 or higher), the Monitor Station will use this and not the PC's CPU for displaying the images. If the PC's graphics card does not support Direct Show, the PC compensates for this by using the CPU. Another factor in

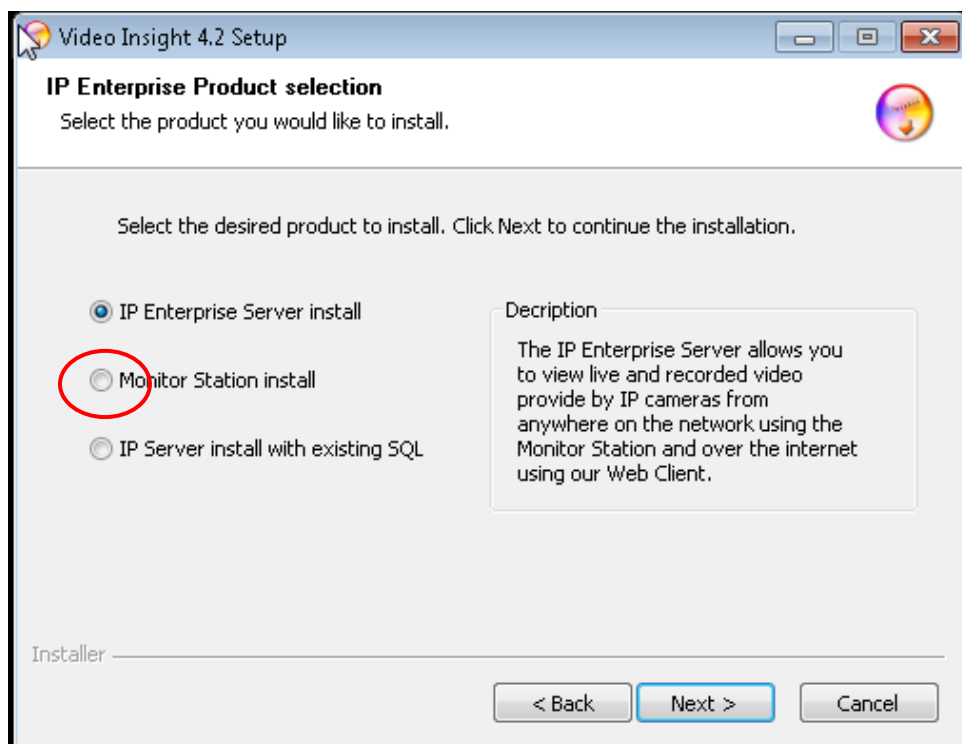
#### 8.1.2 Installing Monitor Station

Browse the CD and run the Setup.exe.

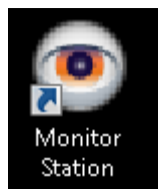


On the License Agreement screen click "I Agree" or "Cancel"

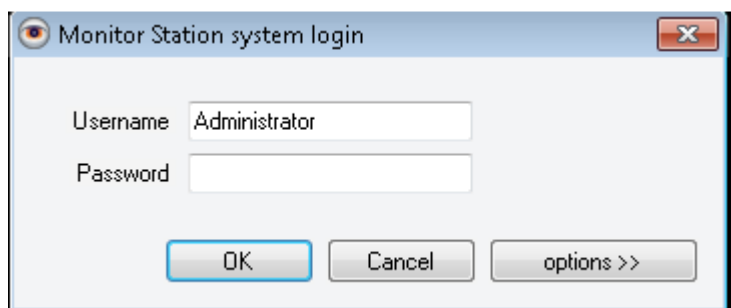




Monitor Station Install - Use this option if you already have IP Server installed and only want the Monitor Station. This process takes approximately 1 minute. Once installed, the Monitor Station icon will appear on your desktop.

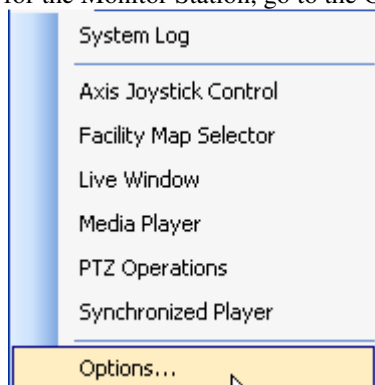


Click on the icon and the Monitor Station system login will appear.



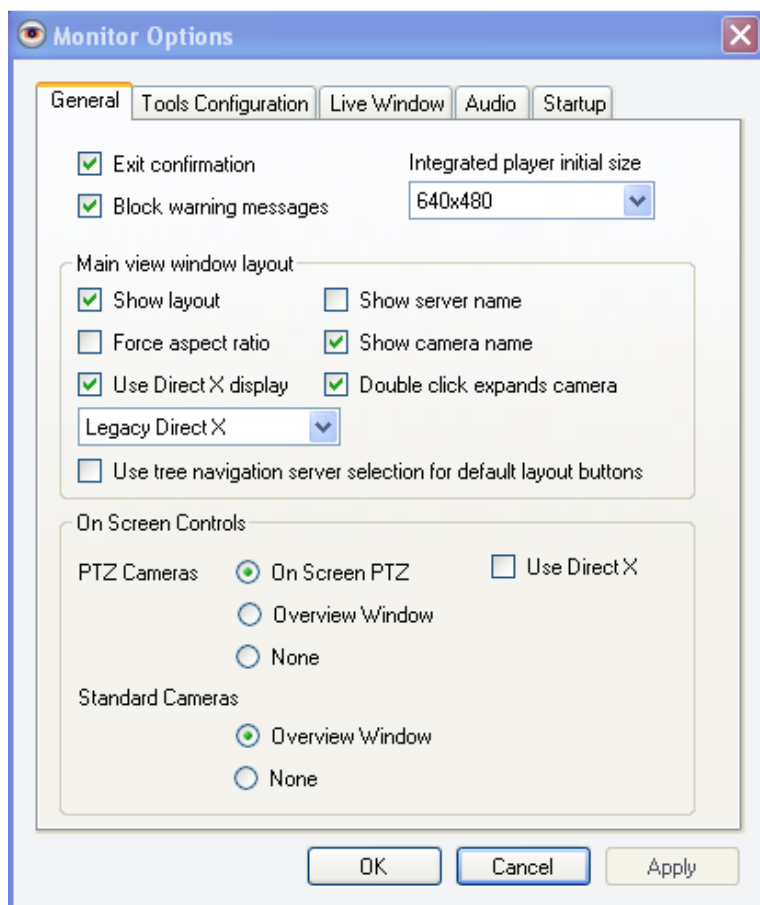
## 8.2 Monitor Options

There are many ways to customize each Monitor Station install depending on the requirements of the individual user. Different users will have different ways that they wish to view their live and recording video. To set options for the Monitor Station, go to the Options at the bottom of the list of Tools.



When Options is selected, the following screen appears:

### 8.2.1 General Tab



**Exit Confirmation** – When this is checked, the system will request a confirmation prior to shutting down the Monitor Station.

**Block warning messages** – When a camera is no longer operational, the system generates warning messages. To prevent a user from seeing these messages, check this box.

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Integrated player initial size – This option sets the size of the viewing panel when a recording is selected from the left navigation tree. The default is 640 by 480; however this size can be increased or decreased using this parameter.

## Main View Window Layout

Show Layout – This option actually applies to the title bar over the individual live camera views. If this is not selected, there will be no title bar. If this is selected, then you can elect to show the Server name or the Camera name or both in the Title bar.

- Show server name – shows the server name on the title bar of the camera pane
- Show camera name – shows the camera name on the title bar of the camera pane

Force Aspect Ration - By default, the picture in each layout takes the maximum allowable space. However, you have the option of preserving the proper aspect ratio. If the aspect ratio is preserved, then the picture will retain the correct aspect regardless of the size and shape of the viewing window.

## Use Direct X Display

Double Click Expands Camera – This option gives you the ability to specify whether a single or double click is required to expand the camera in the left navigation tree to show recordings. If Double Click is selected, then a single click on the camera name merely shows the camera in the viewing panel.

## On Screen Controls

PTZ Cameras

On Screen PTZ

Overview window

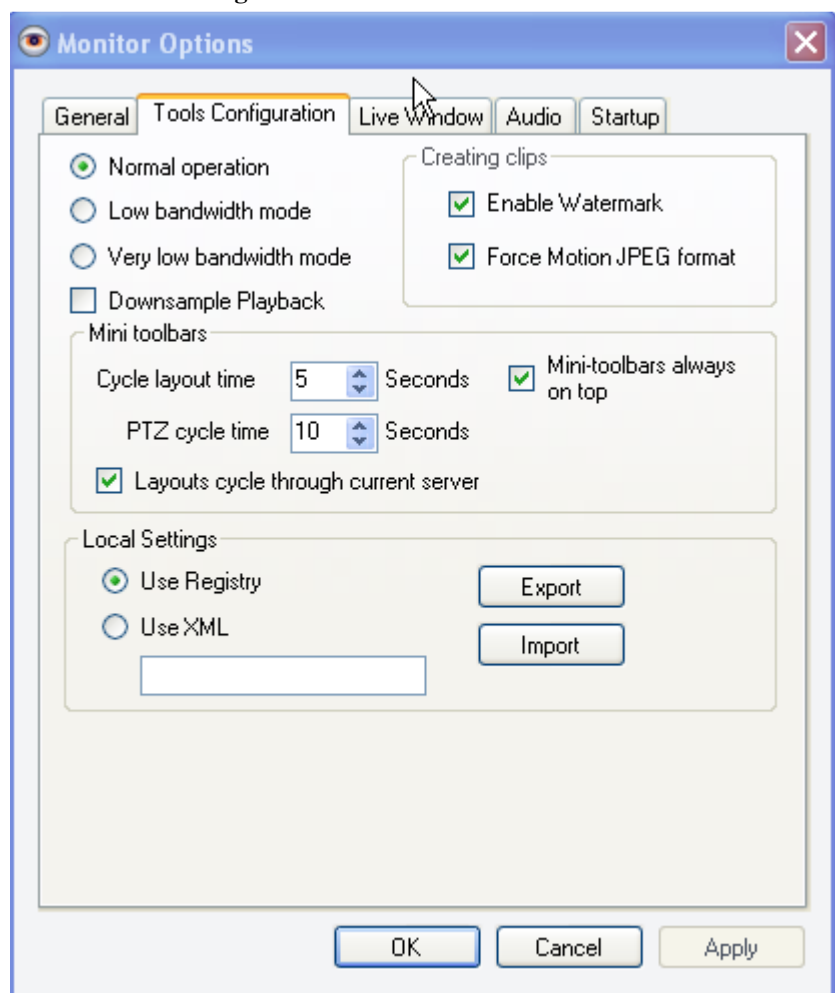
None

## Use Direct X

Standard Cameras

Overview Window or None – This option governs left click to zoom and picture within a picture functionality. If the Overview Window is checked, then the functionality will be present on the live camera view. If it is unchecked, then this functionality will not be present.

## 8.2.2 Tools Configuration



### Normal Operation vs. Low bandwidth mode vs. Very low bandwidth mode

These options relate to how the video is streamed to the client and allow the streaming to be set at each client (Monitor Station) individually. These options are dependent also on the server settings for the IP Server. In the Advanced tab of the Server Configuration (See Setup and Configuration Manual), you can set the Server to High bandwidth, Low CPU or Low bandwidth, High CPU. If Low bandwidth/High CPU is selected at the server level, all images will be streamed as compressed and the options in this Tools Configuration are not applicable. However, if High bandwidth/Low CPU is selected, images are normally streamed at full MJPEG (uncompressed). These options under Tools Configuration can then be set at an individual client (Monitor Station) level. For instance, you may have some clients that have very good connectivity and thus you want to stream at Normal which will send all images as uncompressed MJPEG. But you may have some clients with a medium or poor quality connection and thus you want to stream compressed images. The difference between Low bandwidth mode and Very Log bandwidth mode is somewhat subtle. In Low bandwidth mode if you are viewing multiple images on a screen it will compress those images but if you switch to a single image it will send that image as uncompressed. In Very Low bandwidth mode, all images will be compressed regardless of whether you viewing multiple or a single image.

**Downsample Playback** – This option allows for faster download and playback of recordings. If it is selected, then the software will downsample the recordings as they are being downloaded. Downsampling (or "subsampling") is the process of reducing the sampling rate of a signal.

### Creating Clips

**Enable Watermark** – places a watermark on all created video clips

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Force Motion JPEG format – All clips will be created in Motion JPEG format. This ensures that they can be read by most available off the shelf players

## Mini toolbars

These options set the parameters of the Mini toolbars Cycle Layouts and PTZ Controls

Cycle Layout Time controls the time interval between cycles for the Cycle Layout mini tool bar



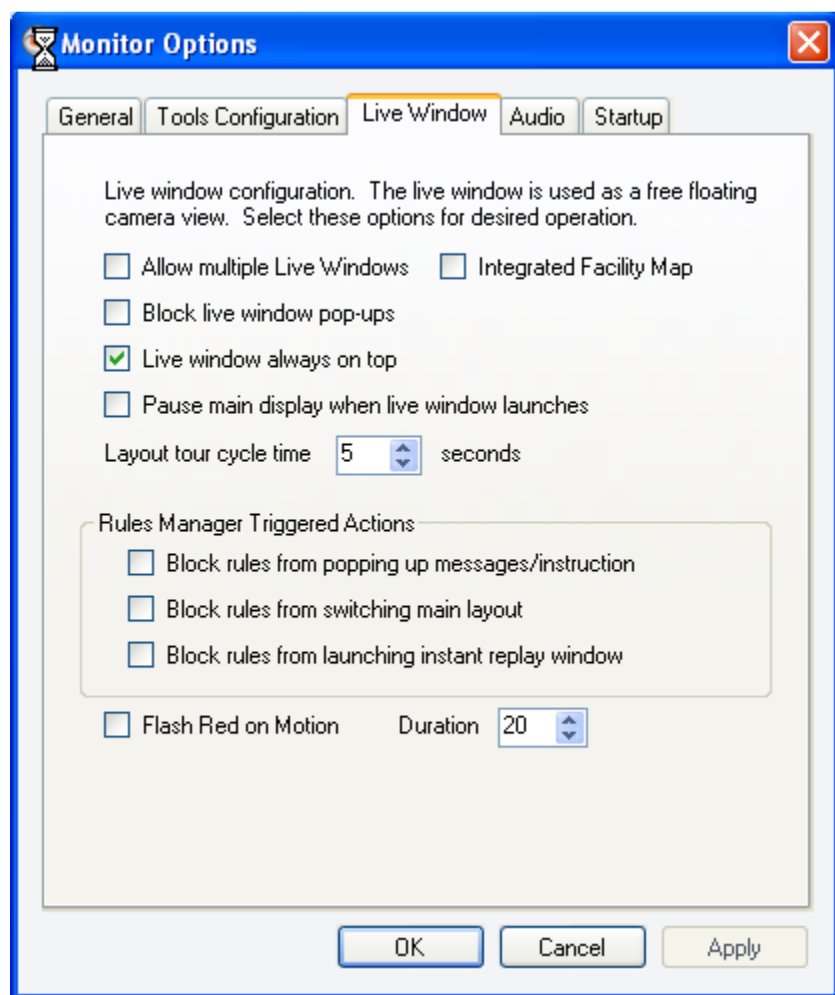
PTZ cycle time controls the cycle time for the PTZ Tool bar when the cycle button  is selected on the PTZ tool bar.



Layouts cycle through current server – This option drives which cameras will cycle through on the Cycle Layout mini tool bar. If this option is selected, the live view will cycle through the cameras on the selected server. If it is not selected, then the live view will cycle through the cameras on all servers that are connected to this Monitor Station.

Mini tool bars always on top – If this option is selected, then when you utilize either the Cycle Layout or PTZ mini tool bar, the tool bar will always appear on top of the current window.

## 8.2.3 Live Window



**Allow Multiple Live Windows** – Allows the user to initiate multiple live windows at the same time. By right clicking on the camera and selecting Live Window, the user can create live windows for multiple cameras. If this box is checked, then the user can only have one live popup open at once.

**Block live windows pop-ups** – Live windows can be sent to any user that is currently logged onto Monitor Station (right click on camera and then select Send). If this option is selected, then the user will not receive any of those Live Windows.

**Live Window Always on Top** - If this option is selected, then the Live Window will always appear on top of any open Window.

**Pause Live Display when Live Windows Launches** - If the user wishes to pause the main display window when a live window launches, check this option. This option would be helpful for people performing single tasks and reducing the bandwidth usage.

**Integrated Facility Map** - By default, the facility maps overlay the viewing panel, i.e. they are similar to a popup live window. If you wish to have the facility maps integrated into the viewing panel (not a popup), check this box.

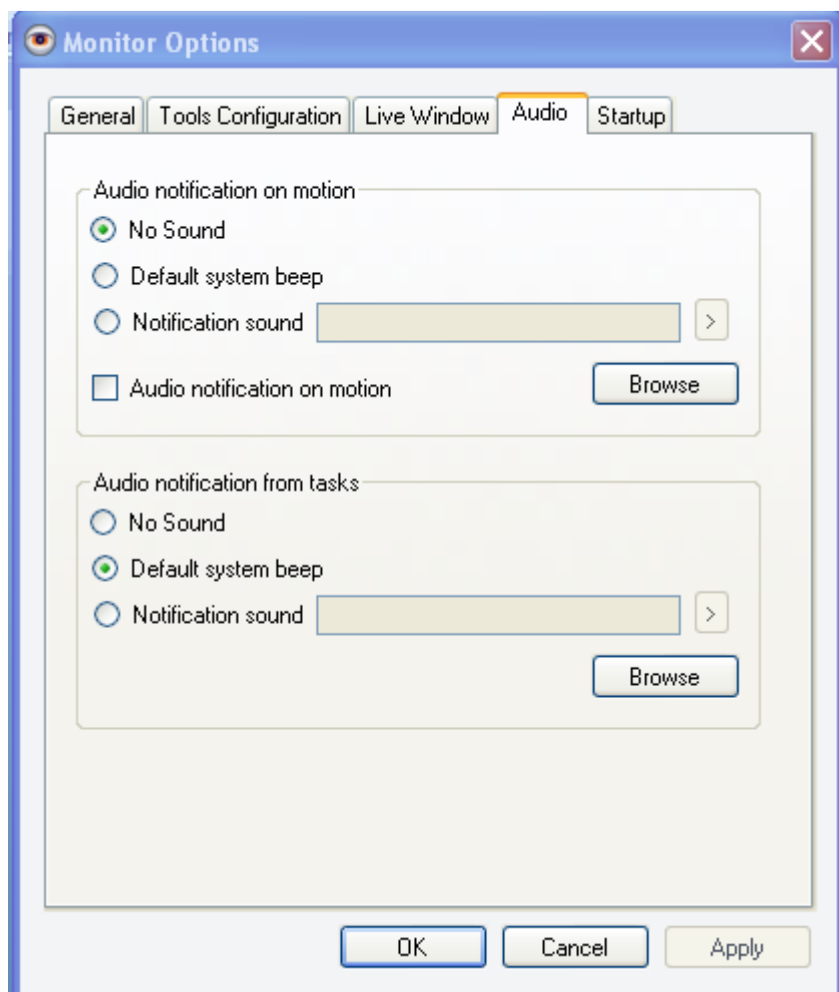
**Layout tour cycle time** – This option sets the cycle time (time between changes in camera) if layout tours are being utilized.

## Rules Manager Triggered Options

The Rules Manager provides the ability to set up trigger events and automatic resulting actions. For instance, when motion is detected on a particular camera, the system automatically sends messages, instant replay, or changes the live view to that camera. However, for some users, you may want to block these types of actions. Check the appropriate box to block the following types of triggered events:

- Popping Messages Instructions
- Switching main layout
- Launching instant replay window

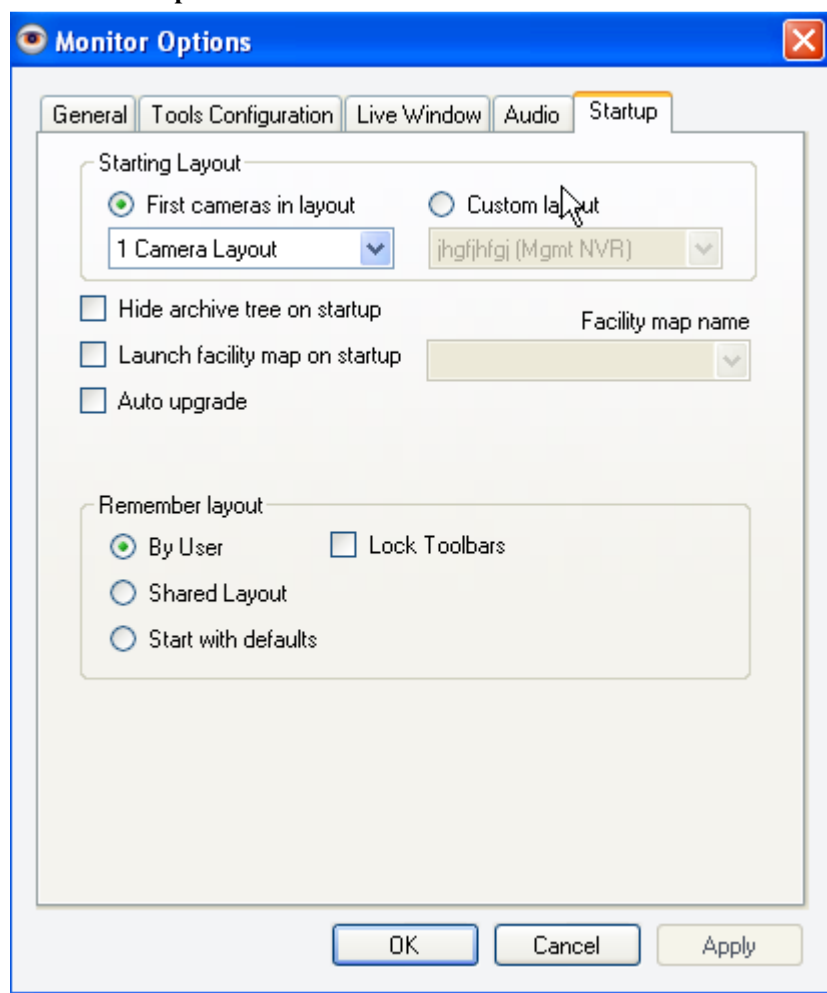
### 8.2.4 Audio



Audio notification on motion – This option gives the user the ability to specify if there will be any audio notification on motion in a camera. You have the option of no sound, the default system beep, or you can load your own notification sound.

Audio notification on tasks - In some situations, rules have been created that specify that an audio notification will be generated based on some predetermined set of events. You can elect to have no sound, the default system beep or you can load your own custom notification sound.

## 8.2.5 Startup



Since different users may have different requirements in terms of their usage of the Monitor Station, this tab allows customization of how the Monitor Station appears on startup. You may have some users that only view live video and therefore do not need to see the left navigation tree. You may have some users that only want to view the facility maps or even a particular facility map.

**Starting Layout** – This option governs which layout will appear on the startup. Select from the list of layouts or select a custom layout.

**Hide archive tree on startup** – Hides the left navigation tree

**Launch facility map on startup** – When this option is checked, then the designated facility map is automatically launched at startup.

**Auto Upgrade** – When this option is checked, when the Monitor Station is launched, the system will immediately compare the software version of the Monitor Station with the software version of the IP Server that it is connected to. If the system detects that IP server is on a later release of the software than the Monitor Station, then it will upgrade the Monitor Station to the same release. This option is useful for ensuring that all instances of the software are on the most current release of the software.



## 9 Technical Support Options

**Your registered Video Insight product includes a one year software maintenance and technical support plan that begins on your purchase date. You can contact Video Insight's technical support staff by phone or by e-mail to receive one-on-one support when you are experiencing issues or have questions.**

Online: [www.video-insight.com/support](http://www.video-insight.com/support)

Email: [support@video-insight.com](mailto:support@video-insight.com)

Call: 800-513-5417