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## **DVR Quick Tutorial on Search and Video Retrieval**

### Playback Recorded Video by Time:

- Press **SEARCH** button to enter the search menu; the From Time and End Time of the available video is listed on top of the screen. We want to change the FROM to the time the incident occurred.
- Press right arrow ► key twice to go to date, press ENTER and the date blinks. Press UP ▲ DOWN ▼ arrows to select which date and press enter to confirm.
- Press right arrow ► key once to go to the hour, press ENTER and the hour blinks. Press UP ▲ DOWN ▼ arrows to select which hour AM/PM and press enter to confirm. Do the same procedure for the minute + second.
- Once the SELECT time is done. Press the down arrow ▼ to BEGIN PLAYBACK and press enter. The video footage will start to playback.
- See Playback Controls below for forward, reverse, freeze instructions.
- Note to exit out of video search press the PLAY/STOP button to go back to live mode.

### Playback Controls:

<u>Button:</u>	<u>Description</u>
<b>LEFT</b> ◀	The button is for rewinding the recorded video while playing back. Press the button repeatedly to increase the speed of reverse playback by 1x,2x,4x,8x,16x,32x.
<b>RIGHT</b> ▶	The Button is used to play the recorded video fast forward. Press the button repeatedly to increase the speed of forward playback by 1x,2x,4x,8x,16x,32x.
<b>FREEZE</b>	Press FREEZE to pause the playback video. Then the recorded video is paused, press LEFT/RIGHT to resume playback video single step reverse / forward. Press FREEZE to continue playing video.
<b>PLAY/STOP</b>	Press to exit current mode or stop playing back video and back to live mode.

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### Export Video to CD

- Insert Blank CDR into CDROM drive. Always have plenty of CDR on hand.
- Press MENU , insert password 4321 , press ENTER.
- Press down ▼ arrow until you see heading # 9 VIDEO EXPORT , press ENTER
- Go to SELECT DEVICE , press ENTER , wait 10 seconds , press ENTER and now displays “YES”. This enables the cd burner on machine to be the primary device. Press ESC.
- Press down ▼ arrow to SELECT CHANNEL – \*\*skip, no changes.\*\*
- Press down ▼ arrow to FROM: press right arrow ► key twice to go to date, press ENTER and the date blinks. Press UP ▲ DOWN ▼ arrows to select which date and press enter to confirm. Press right arrow ► key once to go to the hour, press ENTER and the hour blinks. Press UP ▲ DOWN ▼ arrows to select which hour AM/PM and press enter to confirm. Do the same procedure for the minute + second.
- Press down ▼ arrow to TO: \*\* The same procedure as the FROM:\*\*
- Press down ▼ arrow SELECT EVENTS: \*\*skip, no changes.\*\*
- Press down ▼ arrow DATA TYPE: \*\*skip, no changes.\*\*
- Press down ▼ arrow to EXPORT FORMAT: DRV must be selected, if DRV not selected, press ENTER , then press down ▼ once until DRV is selected and press ENTER.
- Press down ▼ arrow to DIGITAL SIGNATURE: \*\*skip, no changes.\*\*
- Press down ▼ arrow to ERASE DISK: \*\*skip, no changes.\*\*
- Press down ▼ arrow to BEGIN EXPORT: Press ENTER and the NO blinks, press down ▼ once to “YES” and press ENTER. Wait approx 5 minutes for the video to be transferred to CD. CD ejects. Indicates Export OK. Press ESC twice to go back to live mode.
- Take out CD and insert in another computer system with CDROM.



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### Playback Video Footage on Computer CDROM

- Insert CD into cdrom and DVR player will automatically pop up. If it doesn't come on your screen. (Left) double click on My Computer, then double click on CDROM drive and DVR player will pop up.
- Click on PLAY
- Click on OPEN
- Look in CDROM drive .Pull down menu and find cdrom drive
- (Left) double click on CDROM drive , then double click on date folder i.e. (20051131) , double click on time folder , i.e. (183702), double click on normal folder, double click on 000001 folder
- CLICK OK (checkmark GREEN on the top right of player)
- Video will playback , double click on the individual camera to see an up close view of the camera.
- Click on Mode to see all cameras in grid.

