

Training Guide

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LOGIN VIEW How to Log In to Your Surveillance System

- The OnSite[™] server will be in Full Screen Mode and will not allow you to exit Full Screen Mode unless the user is logged in.
- To log in, you must first right click and select "Login/Change User(L)" or "L" on the keyboard.



• A login window will pop up where you will enter your ID and password.

Login	×
R	8
ID :	
Password :	Password
	Forgot Password
	Change Password
	Send Password
	OK Cancel

• To change users, follow the same steps using a different ID and password.

TOGGLE FULL SCREEN

How to Enter and Exit Out of Full Screen Mode

• To enter or exit Full Screen Mode, right click on the DTT OnSite[™] program and select "Toggle Full screen(F)", or type "F" on your keyboard.



CAMERA VIEWS

How to Change the Number of Cameras Displayed on the Screen

• On the lower left hand corner of the multi-cam interface there are buttons that offer different view options.



SWITCHING CAMERAS

How to Switch Between Single Cameras

• To switch between different cameras, first select a camera number from the number bar above Camera View Selections, then left click on the number of the camera you want to view.



• Once you have selected the camera number that you want to view, you can select a frame on the screen in which to view it. You have 3 options: Regular View, Picture in Picture, or Picture and Picture.

PICTURE IN PICTURE (PIP) Allows You to Zoom into a Certain Part of a Frame

- Right click on the camera that you want to activate in PIP.
- Select the camera on the menu.
- Select "PIP View."



- Within the camera view that you have just activated will appear a smaller frame.
- The smaller frame will have a green square that you can move within the larger frame to view zoomed in.



• To exit, right click on the frame and unselect "PIP View."



PICTURE AND PICTURE (PAP)

Allows You to Select One Frame and Multiple Sections Within a Frame to Zoom

- Right click on the frame you want to activate in PAP.
- Select "PAP View."



- Use the mouse to create a box; left click and hold on the screen, a green box appears. Move the mouse to make the box larger or smaller and then release the left click. The image inside the green box appears on the right. The larger the box, the less magnified the image.
- You can select multiple areas within PAP (7 different areas maximum).



• To exit, right click on the frame and unselect "PAP View."



POS TRANSACTIONS ON LIVE CAMERA FEED How to View POS Transactions Live on DVR

- Select Of on the lower right hand corner.
- Right click and select "POS Live View."



• Another window will appear displaying the transactions and tool bar icons (from left to right).





To view the previous transaction.



To view the next transaction if you are in previous transactions.



To freeze the transaction.



To switch or add POS views.



To exit.

POS TRANSACTIONS ADVANCED SEARCH

How to Search POS Transactions

- Select **Select** in the lower right hand corner.
- Right click and select "Search POS Data."



• Another window will appear for transactions, video and tool bar icons.



 Left click the following icon
 and select "Advanced Search" to open the Advanced Search Log.



• Select Date and Timeframe. Range of 1-7 days is available.

POBE	ata Search						
10	Time	Content	Event	Device Note	11/15/2012 .	11/15/2012 .	
		There are	no items.		02:00:00	23:58:59	٣
					Image: State		0

• Click "All POS" to enable the search throughout all terminals integrated.



Click "Find Text," enter a keyword (i.e. "del") and click the search icon



- All transactions with the word "del" are displayed.
 - Double click on any line item. The corresponding video will be played and the transaction will be listed in the transaction window.



• Press the Exit icon when finished **O**.

CHANGE CAMERA NAMES

How to Change the Camera Names Displayed in the Frame

To access System Configurations, select



• Select "Camera Configure (F9)."

System Configure	►	General Setting	
Video Analysis	۲	Camera Configure (F9)	
Advanced Video Analysis	٠	Camera Install	۲
Accessories	٠	Password Setup	۲
A/V Setting	٠	Startup	
Tools	+	System Log Setting	
		Auto Reboot Setup	
		Send Alerts Approach Setup	
		Text Overlay Setting	
		System Idle Protection Setting	

• A prompt window will ask you to stop monitoring; select "OK."

UPDATE CAMERA NAMES

- Select the tab labeled "Camera Record Settings."
- The drop down menu within that window allows you to select a particular camera.
- Highlight the text and type in the new name.

eneral Setting Camera Record Setting 1/0 Dev	rice HotLine
Comera Name	Web Resolution: 320x240 Brightness: 128 Saturation:

• To start monitoring once again click and select "Start Monitoring." If this does not happen the system will go into "System Idle Protection" where after 5 minutes of inactivity the system will reset itself to start recording under user mode.

PASSWORD MANAGEMENT

How to Create New Usernames and Passwords

• Make sure you are logged into the system and select 🔽 .



- Highlight "General Setting."
- Highlight "Password Setup."
- Then left click "Local Account Edit."



Supervisor – All access for owner.

Power User - Limited access for manager.

User – No rights.

Guest	F Account	is disabled 🗖	Expire in	day (s)		
Bowerl Iser	ID :	tech				
Supervisor	Password :	*******				
- A administrator	Hint:					
	Level :	Supervisor				
L. Z tech	🗖 User ca	🖵 User cannot change password				
	Force pa	assword change at ne	ext login			
	🗖 Disable	account if user does	not login after	day (s		
	Export th	Export this ID for IR Remote Control (GV-Keyboard)				
	Send pa	issword by E-mail				
	C Login th	is ID automatically (Si	ngle user moo	ie)		
	IF Network IF Network IF Schedul IF Schedul IF Output (IF PTZ IF System IF Video AI IF Object 1 IF Edit Pas IF AulScre IF AulScre IF Snaph IF Exit Syst	Start Stop Is Start le Start Scontrol Setting trribute racking sword(Supervisor Only) or Logout en Enter en Exit ot tem	I I	9 13 10 14 10 14 11 15 12 16 12 16 10 14 10 14 11 10 12 13 10 14 10 14 11 15 12 16 12 16		
	Multicam	Viewlog We	ebcam Rer	note Playback		
CONCERNING STORES	T USE D BUKU	particitione j conditione	under j invacy	mask j other		

If you have supervisor rights you will be able to create a new user.

- Select the "New" button on the lower left hand corner of the window.
- Enter the new ID and password.
- Select the level of access.
- Select "OK" and the login will be created.

INSTANT PLAYBACK To Playback Video Within the Last 5 Minutes

- To activate instant playback, right click on the frame you want to play.
- Select "Camera #."
- Select "Instant Play."
- Select the time frame you want to see again.



• Another window will appear to play the video.



• To exit ViewLog; select 🔘 and click "Exit."

RECORDED HISTORY

• To access. click

Review and Playback Past Video



• Select "Video/Audio Log (F10)." Please allow a few moments for the application to launch.



- To select a specific time, go to the window located on the upper right corner of "Viewlog."
- Left click then choose "Single View," "Quad View," or "Multi View."
 - **Single View** only views 1 camera at a time; the user must select which camera they want to view. Single View allows you to use Picture in Picture (PIP) and Picture and Picture (PAP) and is the best view to use when you are zoomed in on a camera view.



- Quad View allows the user to view any 4 cameras at one time. To setup quad views, left click the step then left click the "Quad View" tab. Once you see the view above, left click and hold on a camera then drag and drop into the Quad View of your choice. You can create up to 10 Quad Views.
- Multi View shows all the cameras.
- Once the user has chosen the view and camera/cameras, you will need to select the month, date, and time (time will be in military format) to play back. The files are 5 minutes long but if you want to view longer than 5 minutes, left click on the time to you want to start, hold the "Shift" key, and left click on the time you want to end.
- Once a time has been selected, click then use the available buttons to review the video.



- 1. Go back to the previous video file.
- 2. Back up frame by frame.
- 3. Play backwards/pause the video.
- 4. Stop the video and access the dates and times.
- 5. Play/pause.
- 6. Go forward frame by frame.
- 7. Skip to the next video file.
- 8. Speed up and slow down the video.
- 9. Zoom in and out of the video; left click the (+) or (-) then left click on the view.

If the user is in Single View they can also use PIP and PAP as seen on the following page.

VIEW LOG: PICTURE IN PICTURE (PIP) Allows You to Zoom into a Certain Part of a Frame

- Right click on the camera that you want to activate in PIP.
- Select the camera on the menu.
- Select PIP.



- Within the camera view that you have just activated will appear a smaller frame.
- The smaller frame will have a green square that you can move within the larger frame to view zoomed in.



• To exit, right click on the frame and unselect "PIP."



• Left click 🔘 to exit.

VIEW LOG: PICTURE AND PICTURE (PAP)

Allows You to Select One Frame and Multiple Sections Within a Frame to Zoom

- Right click on the frame you want to activate in PAP.
- Select "PAP View."



- Use the mouse to create a box; left click and hold on the screen, a green box appears. Move the mouse to make the box larger or smaller, and then release the left click. The image inside the green box appears on the right. The larger the box, the less magnified the image.
- You can select multiple areas within PAP (7 different areas maximum).



• To exit, right click on the frame and unselect "PAP View."



• Left click 🔍 to exit.

CREATING A BACKUP CD How to Burn a Video Clip to a CD or DVD

Please visit http://www.dttusa.com/files/manuals/creating-a-backup-cd.pdf for more info.

• To create a backup disc, hit (F10) from "DTT Onsite™," which will take you to ViewLog.



• Once in ViewLog select 🛃 or press "B" on your keyboard.

		Time Frame			
C Using Hard Disk		-			
C:\SIBK20101112\					
Backup Folder Name :	SIBK20101112				
C Using CD / DVD	,,				
F:\[DVD-RAM GH40L :	4.70 GB] 👻				
CD / DVD Burning Softw	are :				
CD Using OS-Burning	2				
Media Information					
Media Information					
Media Information	66.98 MB				
Media Information	66.98 MB 4.63 GB				
Media Information	66.98 MB 4.63 GB 4.70 GB				
Vedia Information	66.98 MB 4.63 GB 4.70 GB Resume				
Vedia Information	66.96 MB 4.63 GB 4.70 GB Resume View Backup Log		Export to DVD	Format	

- The backup window will appear.
- You must select "CD Using OS-Burning."
- Then select "Add time frame."
- A new window will appear where you can select the start and end times.

Time Period		- Select Camera(s)	
		DTT-LA-DEMO_v3.2 - POS	133 + 0
Start Time	00:00:00	DTT-LA-DEMO_v3.2 - Out	134 + 0
Time Line Line		DTT-LA-DEMO_v3.2 - Bac	134 + 0
ind time 11/12/2010 -	23:59:59	DTT-LA-DEMO_v3.2 - Driv	134 + 0
		demo.dttusa.net - Camera 5	0 + 0
formation		DTT-LA-DEMO_v3.2 - Bac	134 + 0
Database Files		demo.dttusa.net - Camera 7	0 + 0
C Object Index		DTT-LA-DEMO_v3.2 - Pinh	134 + 0
		DTT-LA-DEMO_v3.2 - Rec	134 + 0
Only Never-Recycle Eve	nt	DTT-LA-DEMO_v3.2 - Con	134 + 0
offer the backup is or	to be recycled	DTT-LA-DEMO_v3.2 - Park	134 + 0
Include devlicht eaving r	allback evente	DTT-LA-DEMO_v3.2 - Out	134 + 0
I include dayight saving in	bildek events.	DTT-LA-DEMO_v3.2 - Fro	134 + 0
		DTT-LA-DEMO_v3.2 - Rec	134 + 0
(demo.dttusa.net - Camera	0 + 0
222		DTT-LA-DEMO_v3.2 - Park	134 + 0
Status	Search End		
Total Event :	1741		
Fotal MDB :	0		
Total Object Index :	0		
Used Size :	16.77 GB		
	_	Video + Audio Event	

Make sure to check the "Database Files" box!

- Enter the start date and time, enter the end date and time, uncheck any unwanted cameras.
- Select "OK" and burning will commence.

SAVING AVI FILES

- To save a video file select T on the right side of ViewLog.
- A window will appear where you can select the time frame of the video you want to watch.

- Start-Time : 15:57:52	Find-Tim	ne : 15:59:06
	Remove	demo

- In "Setting" you can select where you want the file to be saved. You also have the option to add a watermark.
- Select "OK" to save.

C.Osersirareiranoiceskiopinie20101110155/52.4W	
Normal	
😰 🥅 Time merge	
😰 🥅 Save as exe	
Add digital watermark	
Date / Time :	
Video Effects	
Audio Export	
GPS Export:	

SAVING A BMP

How to Save a Snapshot of the Video on Your DVR

To save a snapshot select



- A window will appear asking you where you want to save the image.
- Name the file and select "Save."

Save in:	Desktop	1	•	+	* 📰 🕶	
Recent Places		braries /stem Folder				
Desktop	C Sy	omputer /stem Folder				
Libraries	Pr Fi	roposals le folder				
Computer Computer Network	File name:	Network System Folder			٦ (Save
	Save as type:	Windows Bitmap (*.bn	np)			Cancel
	ne Image	10	848) 		-	
Stamp Text on th	N	Camera name				
Stamp Text on th						
Stamp Text on the Former of Text on the Form	V	Time				
Stamp Text on the Fost of the Fost name Fost name Fost Date Fost De-Interlace	र ज	Time Watermark				
Stamp Text on the Host name Date De-Interlac Transparer	ेष हार्ट्स	Time Watermark		In	nage	

SYSTEM LOG

How to Access Information About Your Surveillance System

To access System Log, click



Select "System Log."



- A new window with 5 tabs will appear.
- Click one of the 5 tabs to access the Monitor, System, Login, Counter, or POS.

Live	e Log Browser - Recycle Log:	11/6/2010 14:53			_ [] ×
Monito	or System Login Counter	POS 1			
ID	Time	Device	Information	Event	Note
1	11/22/2010 3:03:02 AM	Camera 9	13	Video Lost	
2	11/22/2010 3:03:02 AM	Camera 13		Video Lost	
3	11/22/2010 3:03:02 AM	Camera 14		Camera Connection	
1	11/23/2010 7:24:10 AM	Camera 9		Video Lost	
2	11/23/2010 7:24:10 AM	Camera 13		Video Lost	
3	11/23/2010 7:24:10 AM	Camera 14		Camera Connection	
1	11/24/2010 3:03:13 AM	Camera 9		Video Lost	
2	11/24/2010 3:03:13 AM	Camera 13		Video Lost	
3	11/24/2010 3:03:13 AM	Camera 14		Camera Connection	
•					

- The Monitor tab shows you what cameras, if any, have lost video.
- The System tab tells you when the monitoring was stopped, started, or when email alerts were sent.
- The Login tab shows who has been logging into the system and whether it was locally or remotely.
- The **POS** tabs show the transactions that were logged into.

ADVANCED SEARCH

How to Search for Specific Transactions Using Filters

• When you have "System Log" open, click on the icon on the upper left hand corner of the window and select "Advanced Log Browser."

Ådvi	anced Log Browser Counter	POS 1				
ID	Time	Device	Information	Event	Note	
1	12/6/2010 3:03:17 AM	Camera 9		Video Lost		
2	12/6/2010 3:03:17 AM	Camera 13		Video Lost		
3	12/6/2010 2:01:49 PM	Camera 16		Video Lost		
4	12/6/2010 2:01:50 PM	Camera 16		Video Resume		

• Select the date that you want to search.



 In the main window the Advanced Log Browser, select the POS terminal number desired , then click on the filter icon and select "Default Filter."



- Another window will appear where you can select what POS you would like to filter out.
- You can also refine the content by key POS words.
- By selecting "Time" you can filter out a specific time.

		□ 7 □ 8 Sort by	Time	Select All
Content				
DISCOUNT				
Period between:		~ [-
Event		Not	e	
Start Transaction		-		-
DST Rollback				
Time				
	C Date C Time	🖲 Both		OK
2010/12/07	0:00 201	0/12/07 💌 23:59:59	<u>></u>	Cancel
Advance Search				
	¥	<u>~</u>	-	
Add New Command	Remove Selected	Sommand	Import	Export
		Content	Event	Not
ïme 🛛				NUC

• Double click on any line filter to playback specific times and transactions.

	1	8	-	y	Monitor	System	Login	Courter	P05	Past	ଷାର୍	1	
D	Time			Content	0.1				Event		Device	Note	DST Rolback
1910	2011/18	17 09:12	7:41	CLUB	11	\$5.00An	RoFTS	610215			P051		
2014	2011/10	17 09.2	1.27	CLUB	ft 1	\$5.00Ari	RoFTS	510215			POS 1		
2619	2011/10/	17 09.5	3.20	CLUB	#1	\$5.00An	Roffs:	510215			P051		
3029	2011/10/	17 10.12	239	CLUB	h 1	\$5.00Ari	RgFT\$	510215			P0S 1		
3031	2011/10/	17 10.12	2:39	CLUB	ft 1	\$5.00An	RgFT\$	510215			POS 1		
3098	2011/10/	17 10.1	5:49	CLUB	fr 1	\$5.00An	ngFT\$	510215			P051		
3190	2011/10.	17 10.2	126	CLUB	h 1	\$5.00An	RgFT\$	510215			P0S 1		
3433	2011/10/	/17 10:3	3.09	CLUB	ft 1	\$5.00An	RgFT\$	510215			POS 1		
3467	2011/10	17 10.4	7:19	CLUB	h 1	\$5.00An	RoFTS	510215			P0\$ 1		
3564	2011/10.	/17 10.5	1.36	CTUB	h 1	\$5.004ni	RgFT\$	510215			POS 1		
3705	2011/10	17 10.5	3:05	CLUB	11 1	\$5.00An	RgFT\$	510215			POS 1		
4029	2011/10	17 11:54	5:40	CLUB	11	\$5.00An	RoFTS	510215			POS 1		
4165	2011/10	17122	/11	CLUB	61	\$4.50	101	15			POS 1		
4408	2011/10/	17130	219	CLUB	# 1	\$5.00An	ROFTS	510215			POS 1		
4662	2011/10/	171414	125	CLUB	61	\$4.50	101	15			POS 1		

 To view the video with the POS data displayed beside the video, left click •.



- The buttons are the same as in playback.
- To exit, left click 🔍.

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