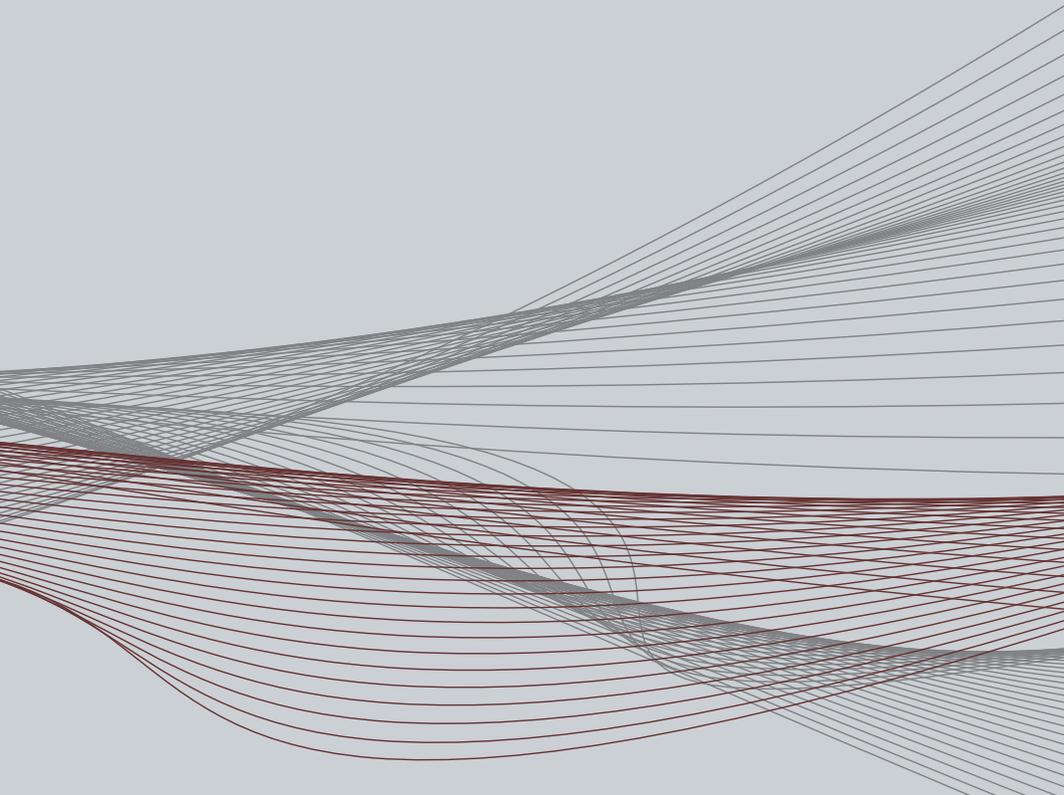




Training Guide



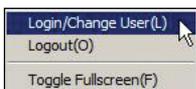
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LOGIN VIEW

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.

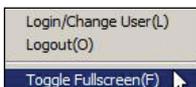


- To change users, follow the same steps using a different ID and password.

TOGGLE FULL SCREEN

How to Enter and Exit Out of Full Screen Mode

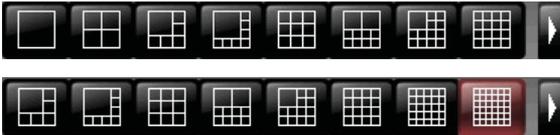
- To enter or exit Full Screen Mode, right click on the DTT OnSite™ program and select “Toggle Full screen(F)”, or type “F” on your keyboard.



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.

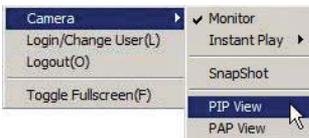


- Once you have selected the camera number that you want to view, you can select a frame on the screen in which to view it. You have 3 options: Regular View, Picture in Picture, or Picture and Picture.

PICTURE IN PICTURE (PIP)

Allows You to Zoom into a Certain Part of a Frame

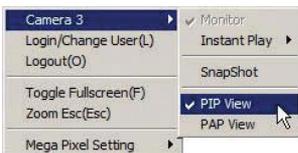
- Right click on the camera that you want to activate in PIP.
- Select the camera on the menu.
- Select "PIP View."



- 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.



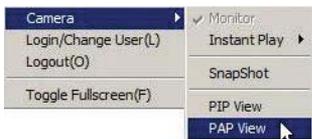
- To exit, right click on the frame and unselect "PIP View."



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).



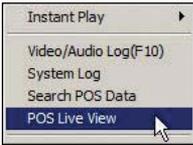
- To exit, right click on the frame and unselect "PAP View."



POS TRANSACTIONS ON LIVE CAMERA FEED

How to View POS Transactions Live on DVR

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



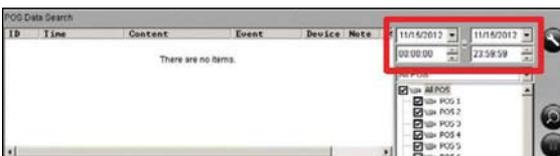
- Another window will appear for transactions, video and tool bar icons.



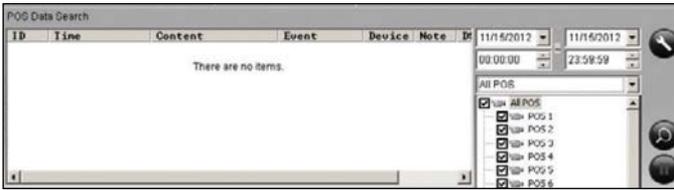
- Left click the following icon  and select "Advanced Search" to open the Advanced Search Log.



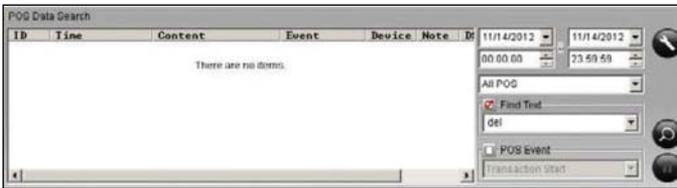
- Select Date and Timeframe. Range of 1-7 days is available.



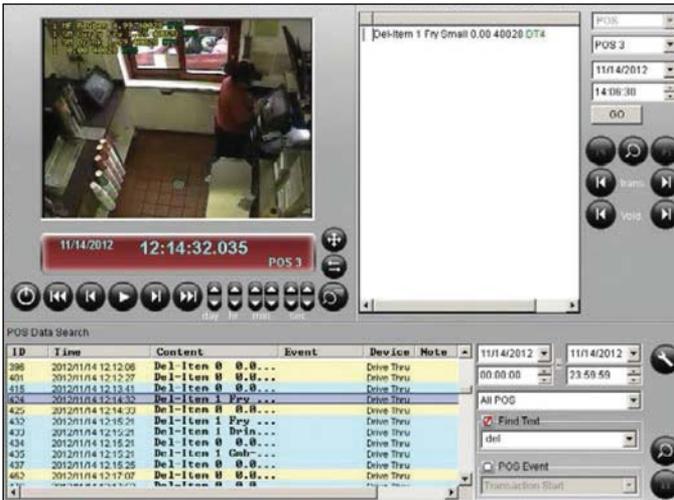
- Click "All POS" to enable the search throughout all terminals integrated.



- 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.

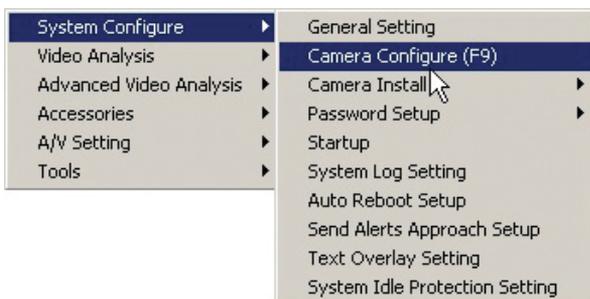


- Press the Exit icon when finished.

CHANGE CAMERA NAMES

How to Change the Camera Names Displayed in the Frame

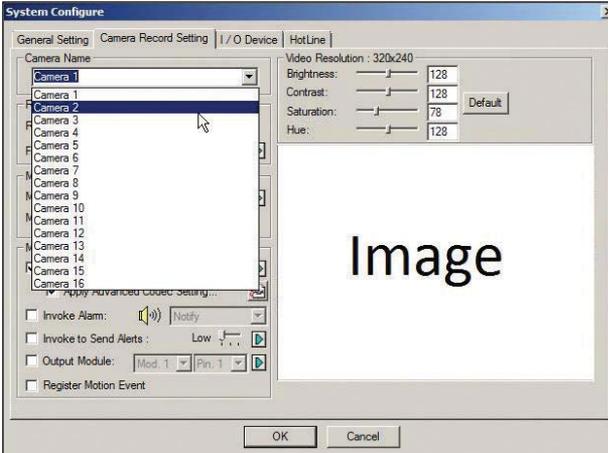
- To access System Configurations, select .
- Highlight "System Configure."
- Select "Camera Configure (F9)."



- 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.



- 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

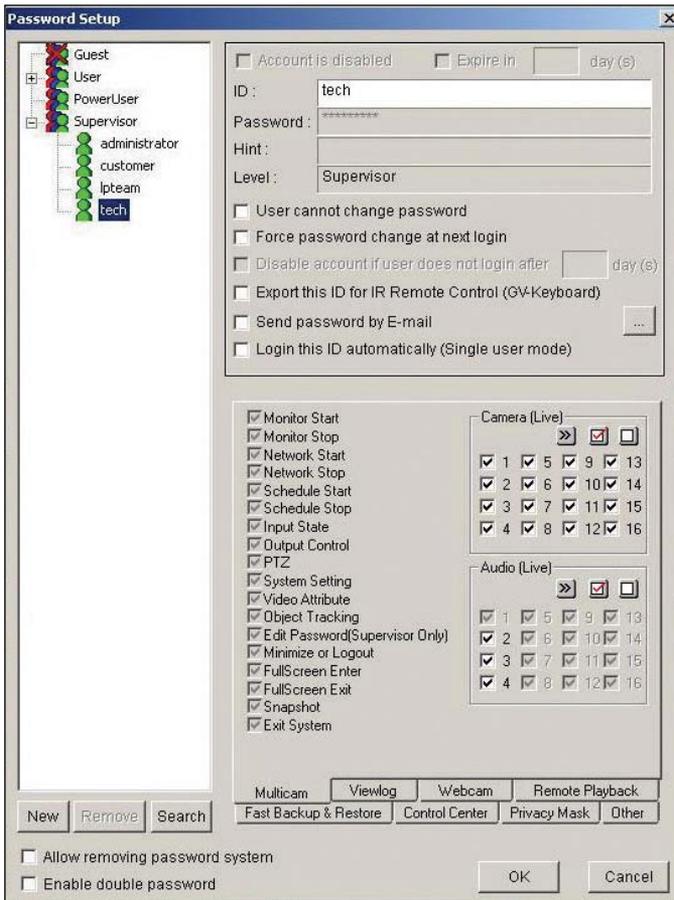
- Make sure you are logged into the system and select .
- Highlight "General Setting."
- Highlight "Password Setup."
- Then left click "Local Account Edit."



Supervisor – All access for owner.

Power User – Limited access for manager.

User – No rights.



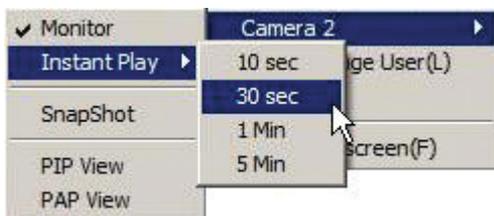
If you have supervisor rights you will be able to create a new user.

- 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.

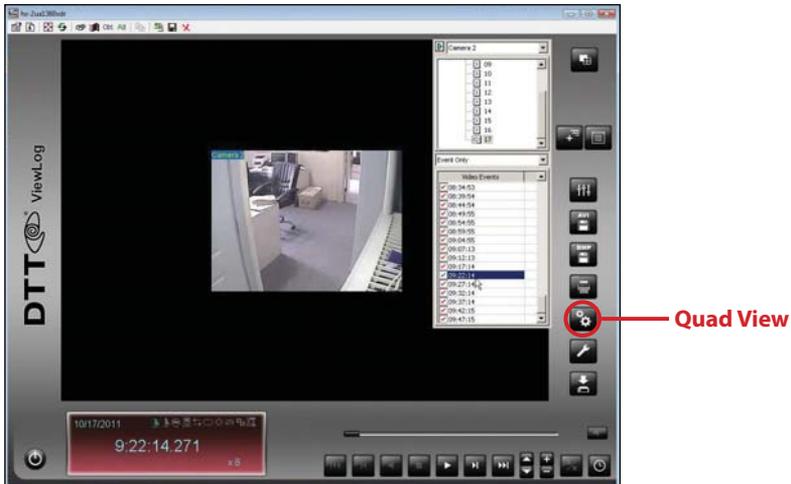


- To exit ViewLog; select  and click "Exit."

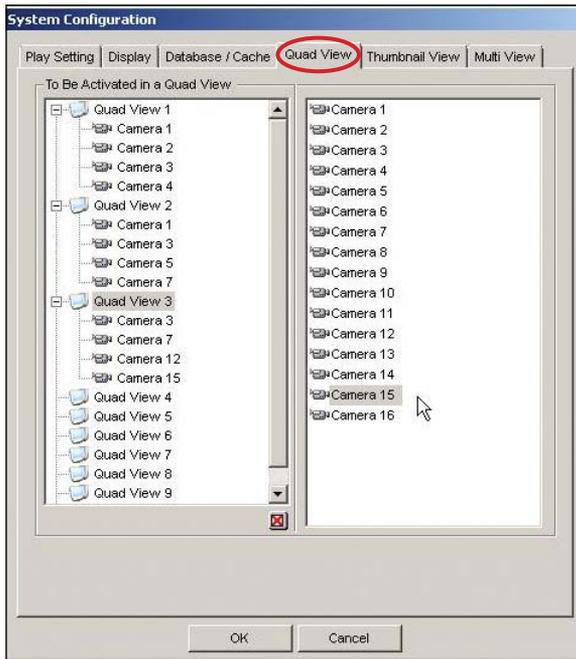
RECORDED HISTORY

Review and Playback Past Video

- To access, click  .
- 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  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 2 3 4 5 6 7 8 9

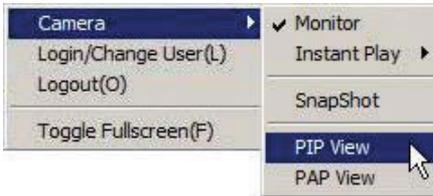
1. Go back to the previous video file.
2. Back up frame by frame.
3. Play backwards/pause the video.
4. Stop the video and access the dates and times.
5. Play/pause.
6. Go forward frame by frame.
7. Skip to the next video file.
8. Speed up and slow down the video.
9. Zoom in and out of the video; left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

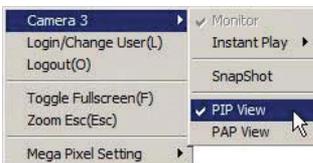
- Right click on the camera that you want to activate in PIP.
- Select the camera on the menu.
- Select PIP.



- 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."

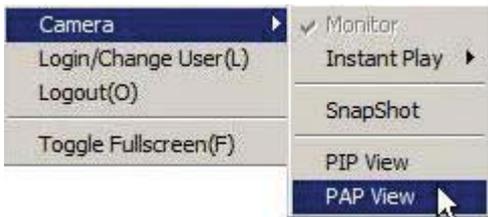


- Left click  to exit.

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."



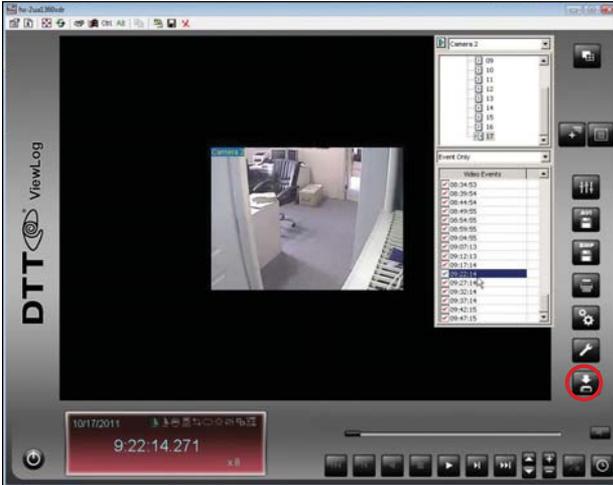
- Left click  to exit.

CREATING A BACKUP CD

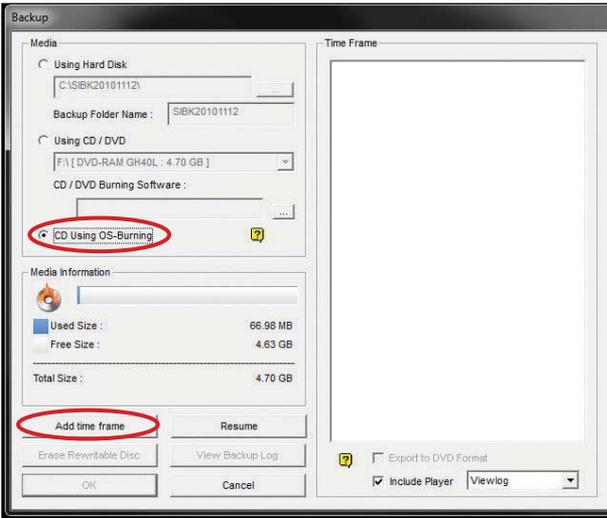
How to Burn a Video Clip to a CD or DVD

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

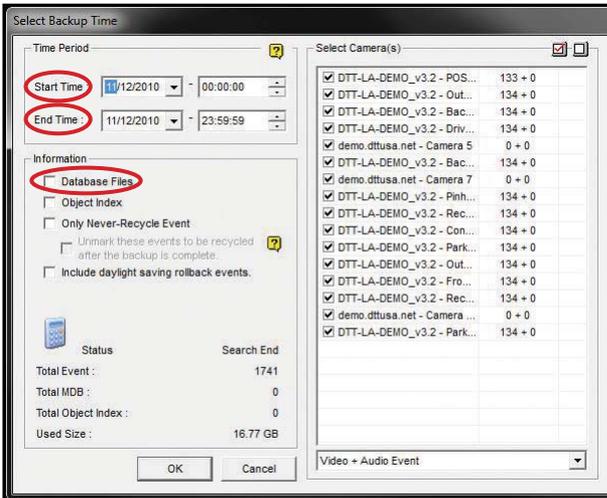
- To create a backup disc, hit (F10) from “DTT Onsite™,” which will take you to ViewLog.



- Once in ViewLog select  or press “B” on your keyboard.



- 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.

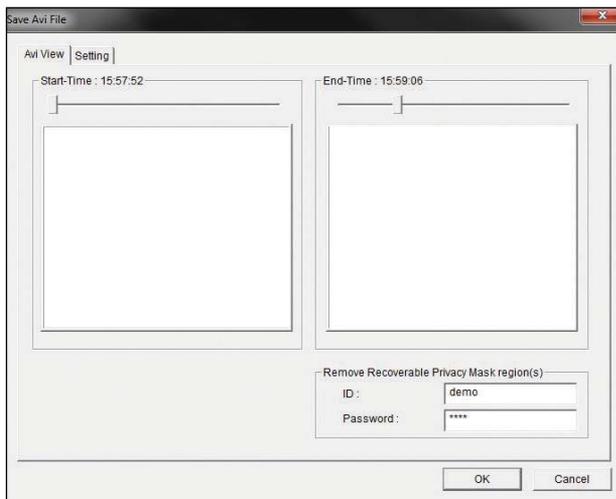


Make sure to check the “Database Files” box!

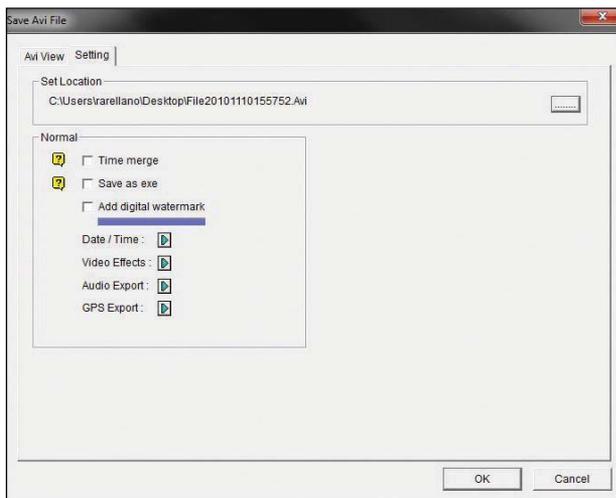
- Enter the start date and time, enter the end date and time, uncheck any unwanted cameras.
- Select “OK” and burning will commence.

SAVING AVI FILES

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



- 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.



SAVING A BMP

How to Save a Snapshot of the Video on Your DVR

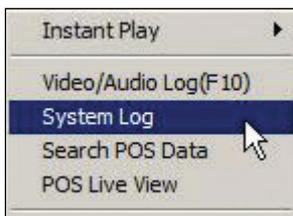
- To save a snapshot select .
- A window will appear asking you where you want to save the image.
- Name the file and select "Save."



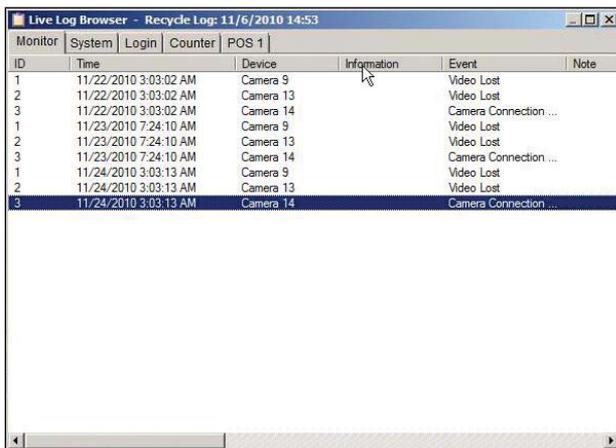
SYSTEM LOG

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.

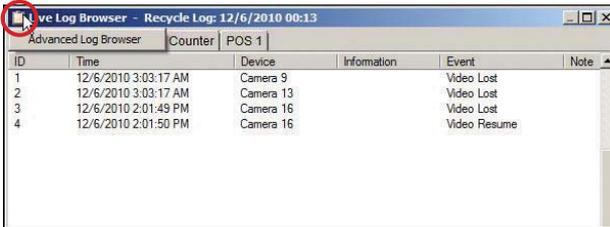


- The **Monitor** tab shows you what cameras, if any, have lost video.
- The **System** tab tells you when the monitoring was stopped, started, or when email alerts were sent.
- The **Login** tab shows who has been logging into the system and whether it was locally or remotely.
- The **POS** tabs show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

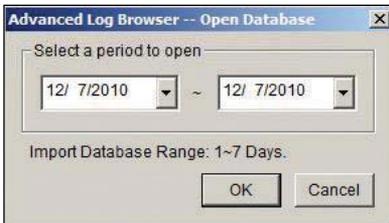
ADVANCED SEARCH

How to Search for Specific Transactions Using Filters

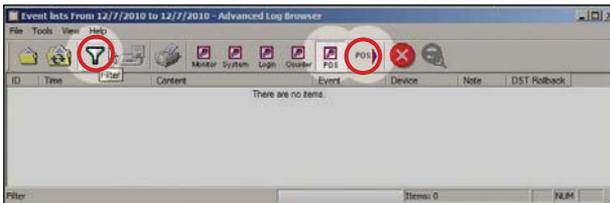
- When you have “System Log” open, click on the icon on the upper left hand corner of the window and select “Advanced Log Browser.”



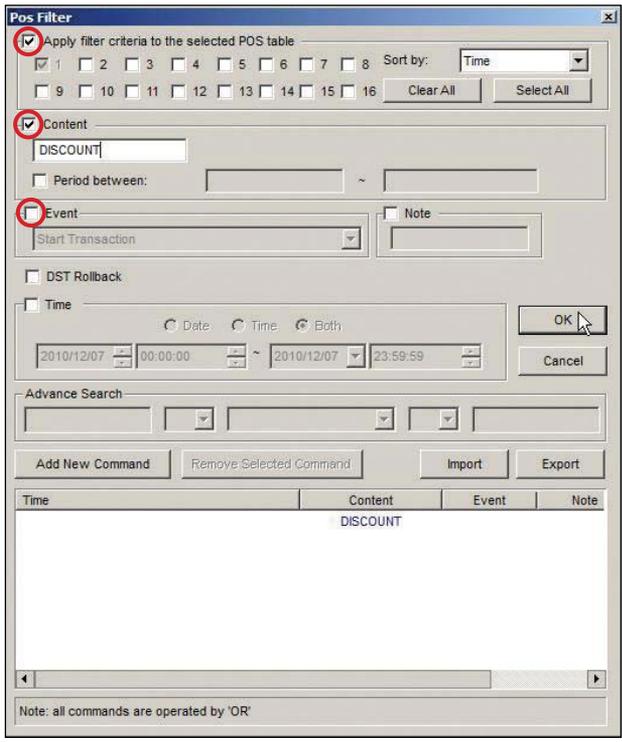
- Select the date that you want to search.



- In the main window the Advanced Log Browser, select the POS terminal number desired (POS), then click on the filter icon (funnel) 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.



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

Event lists from 10/17/2011 to 10/17/2011 - Advanced Log Browser

ID	Time	Content	Event	Device	Note	DST Rollback
1910	2011/10/17 09:17:41	CLUB h 1 \$5.00AvRgFT\$510215		POS 1		
2014	2011/10/17 09:21:27	CLUB h 1 \$5.00AvRgFT\$510215		POS 1		
2619	2011/10/17 09:50:20	CLUB h 1 \$5.00AvRgFT\$510215		POS 1		
3029	2011/10/17 10:12:39	CLUB h 1 \$5.00AvRgFT\$510215		POS 1		
3031	2011/10/17 10:12:39	CLUB h 1 \$5.00AvRgFT\$510215		POS 1		
3090	2011/10/17 10:16:49	CLUB h 1 \$5.00AvRgFT\$510215		POS 1		
3190	2011/10/17 10:20:26	CLUB h 1 \$5.00AvRgFT\$510215		POS 1		
3432	2011/10/17 10:29:09	CLUB h 1 \$5.00AvRgFT\$510215		POS 1		
3467	2011/10/17 10:47:19	CLUB h 1 \$5.00AvRgFT\$510215		POS 1		
2564	2011/10/17 10:56:36	CLUB h 1 \$5.00AvRgFT\$510215		POS 1		
3705	2011/10/17 10:59:05	CLUB h 1 \$5.00AvRgFT\$510215		POS 1		
4029	2011/10/17 11:56:40	CLUB h 1 \$5.00AvRgFT\$510215		POS 1		
4165	2011/10/17 12:27:11	CLUB Ex 1 \$4.50 10115		POS 1		
4400	2011/10/17 13:09:19	CLUB h 1 \$5.00AvRgFT\$510215		POS 1		
4862	2011/10/17 14:14:25	CLUB Ex 1 \$4.50 10115		POS 1		

Ready Search Completed Items: 15 34.84

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



Event

Store 25866

Date 10/17/2011 01:19:54

Clerk 007

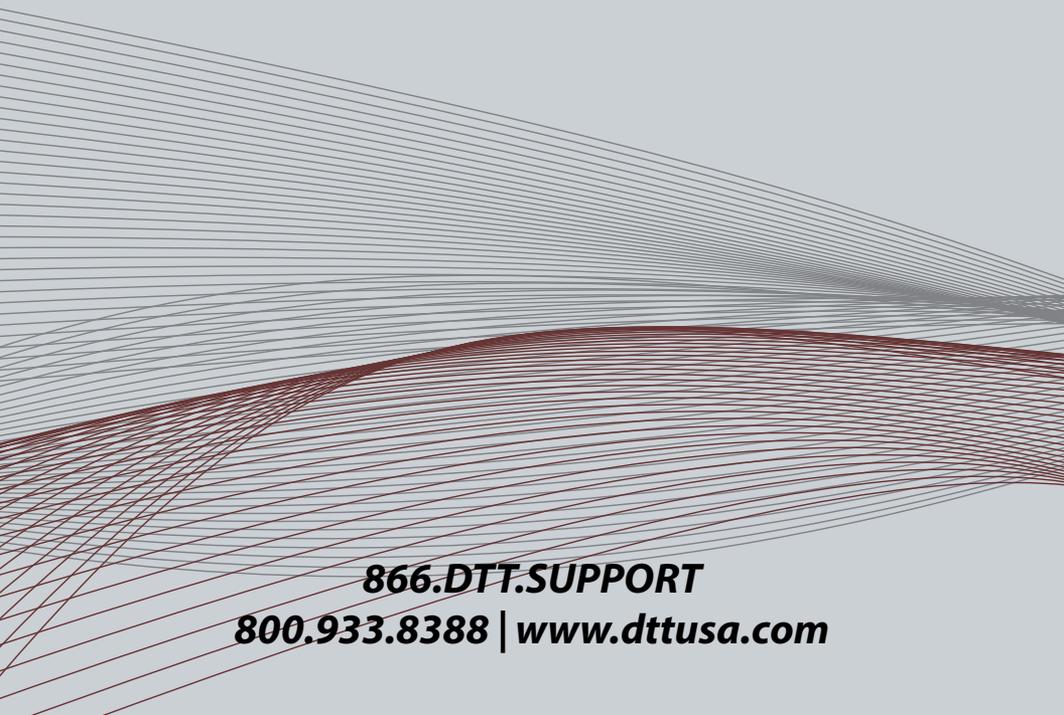
Trans# 136

Receipt# 429255

ITEM	QTY	PRICE	MEMO
CHTeriPt	Fr 1	\$5.00hRgJ	
SS Pctng	1	\$8.00hRgJ	
Subtotal		\$5.00	
Sales Tx		\$8.35	
Total		\$5.35	
Tpe		\$5.35	
Amt Tendered		\$5.35	
Change Due		\$8.00	

10/17/2011 10:14:00.470 POS 1

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



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