



# Swann™

*Advanced-Series*



# DVR-4 2600

Four Channel H.264  
Digital Video Recorder

M42600H231210E

# Before You Begin

## ■ **FCC Verification:**

**NOTE:** This equipment has been tested and found to comply with the limits for Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna
- Increase the separation between the equipment and the receiver
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected
- Consult the dealer or an experienced radio/TV technician for help

These devices comply with part 15 of the FCC Rules. Operation is subject to the following two conditions:

1. These devices may not cause harmful interference, and
2. These devices must accept any interference received, including interference that may cause undesired operation.

## ■ **IMPORTANT NOTE: Prohibition against eavesdropping**

Except for the operations of law enforcement officers conducted under lawful authority, no person shall use, either directly or indirectly, a device operated pursuant to the provisions of this Part for the purpose of overhearing or recording the private conversations of others unless such use is authorized by all of the parties engaging in the conversation.

- **WARNING:** Modifications not approved by the party responsible for compliance could void user's authority to operate the equipment.

## ■ **IMPORTANT SAFETY INSTRUCTIONS:**

- Make sure product is fixed correctly and stable if fastened in place
- Do not operate if wires and terminals are exposed
- Do not cover vents on the side or back of the DVR and allow adequate space for ventilation

## **DEFAULT PASSWORD INFORMATION**

To ensure your privacy, this DVR supports password protection.

- There is no "default" password - until you set a password and enable password protection, the DVR will not ask you for one.
- To ensure your ongoing privacy, we strongly recommend setting a password as soon as possible. Choose something that you'll remember, but that others would be unlikely to guess.
- If you do manage to lock yourself out of the DVR, you'll need to contact us at the Swann Technical Support Telephone Helpdesk - the number is on the back cover.

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## **Congratulations on your purchase of the DVR4-2600!**

You've chosen a versatile, powerful and great value security monitoring and recording solution for your home or business. Let's just take a moment to talk about some of the great features that the DVR4-2600 offers and some of the things to think about before installing the system.

### **4 Channel Monitoring and Recording**

The DVR4-2600 can monitor and record four channels simultaneously. You can configure the recording modes for each of the four channels independently. For example, you could have two channels recording on a schedule, one recording constantly and one armed to record on motion. Or any other combination you can think of!

### **Powerful H.264 Compression**

The advanced video codec used by the DVR4-2600, called H.264, offers high quality video files at a fraction of the size of older video codecs such as MPEG-2 or similar. Basically, this means you can store more footage on the DVR's hard drive, and that the quality of that footage can be significantly higher than many older video formats. H.264 has been engineered to provide the highest level of data compression possible (saving space on your hard drive) whilst maintaining a high image quality.

### **Powerful Networking and Remote Access Features**

The DVR4-2600 features an Ethernet port, which can be used to connect the DVR to your local area network (LAN). With the addition of a high-speed Internet service, this allows you to remotely access the DVR from any high-speed Internet terminal on Earth! If that isn't convenient enough, the DVR also features mobile device support, allowing you to connect to it from a device running *Microsoft Windows Mobile*®, *Symbian S60* (3rd/5th editions), *iPhone*, *Blackberry* or the increasingly popular *Android*.

### **Multiple Monitor Connections**

Not only does the DVR4-2600 come with multiple video out ports (allowing you to connect it to two televisions at once) it also comes with a VGA output, allowing you to connect the DVR to a computer monitor. The VGA connection allows for a much higher quality picture than traditional composite video connections, boasting resolutions of up to 1400 x 900 pixels.

### **Installation Tips & Tricks**

One of the most important things to decide early on is where you're going to install the DVR. There are several considerations to make, and some of them conflict with one another.

- Your DVR needs to be located in a central location to allow you maximum options when placing your cameras. This is true whether your cameras are connected via cables or wirelessly - one way, you'll have to physically install cabling, and wireless systems still have a limited range.
- On the other hand, your DVR should be installed somewhere secure. If the DVR is too accessible it could be sabotaged or removed by an intruder.
- Ideally, assuming that you wish to use most features this DVR offers, it should be installed close to a network access point. There is, however, no problem using a long network cable - a Cat 5e Ethernet cable up to approximately three hundred feet (about 90m) should work. Different network cable standards will offer a longer or shorter range.

# Important Information

## IMPORTANT GUIDELINES

- **Do not expose the DVR to moisture.** Water is the arch-enemy of electrical components and also poses a high risk of electric shock.
- **Avoid dusty locations.** Dust has a tendency to build up inside the DVR case, leading to a high risk of failure or even fire.
- **Only install the DVR in a well ventilated space.** The circuitry and hard drive in the DVR produces a significant amount of heat, and this heat needs a way out.
- **Do not open the DVR case** except to install/swap the hard drive inside. There are no user serviceable parts inside.
- **Never open the case whilst the DVR is plugged in**, and never turn the DVR on whilst the case is open.
- **Use only the supplied power adapter.** Other adapters may cause damage to the DVR or cause a fire.
- **Do not cut or modify any cable for any reason.** Doing so will void your warranty, as well as pose a great risk of fire or electrical shock.
- **Do not expose the DVR to sudden bumps or shocks** (for example, being dropped). The DVR is as robust as possible, but many of the internal components are quite fragile.
- Remember that the DVR is, in all likelihood, going to be left on 24 hours a day, 7 days a week. Keep this in mind when choosing a location for installation.

## DEFAULT PASSWORD INFORMATION

To ensure your privacy, this DVR supports password protection.

- There is no "default" password - until you set a password and enable password protection, the DVR will not ask you for one.
- To ensure your ongoing privacy, we strongly recommend setting a password as soon as possible. Choose something that you'll remember, but that others would be unlikely to guess.
- If you do manage to lock yourself out of the DVR, you'll need to contact us at the Swann Technical Support Telephone Helpdesk - the number is on the back cover.

### Not seeing any menus?

The DVR displays the menu on only one output at a time. This means you'll see the menus on either the MAIN VIDEO OUTPUT (a TV) or through the VGA output (PC monitor/high definition TV).

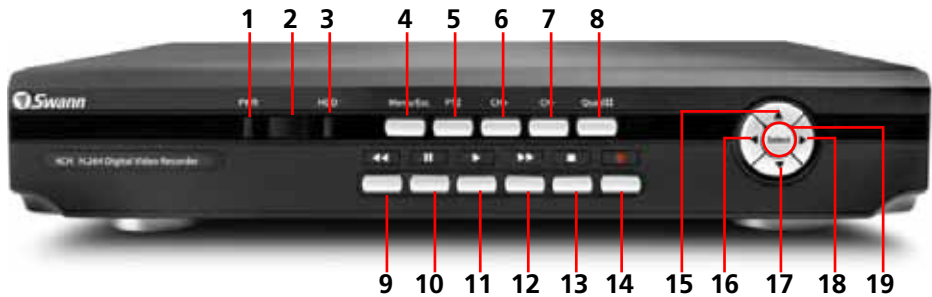
**If the DVR is not displaying the menu on the screen you have connected, press and hold the REWIND button until the DVR beeps to swap displays.**

## Package Contents

- |                            |                              |
|----------------------------|------------------------------|
| ■ DVR4-2600™ Unit          | ■ Network cable              |
| ■ Remote Control           | ■ USB Mouse                  |
| ■ Operating Instructions   | ■ RCA Video Cable            |
| ■ Power Adapter with Cable | ■ Security Stickers (4 Pack) |
| ■ Software CD              |                              |

**If you are missing any of these components, contact Swann Communications for assistance.**

# Layout of the Front Panel



**1) Power Indicator:** This LED is illuminated when the DVR is connected to power and switched on.

**2) Infrared Sensor:** Monitors signals coming from the infrared remote control. If this sensor is blocked or obstructed, then the functionality of the remote will be impaired.

**3) Hard Drive Indicator:** Lights up when the hard drive is active. It will flash rapidly when recording or searching (in time with the read/write cycles).

**4) Menu/ESC:** One of the primary controls for navigating through the menus. When in live-viewing mode, it will enter the main menu. When pressed in the main menu, it will return the DVR to live-viewing mode. Finally, when in a submenu, this button will return you to the main menu.

**5) PTZ:** Opens the Pan, Tilt, Zoom pop-up menu. This is used to control PTZ capable camera systems, and will not affect standard cameras.

**6) CH+:** Moves "up" one channel.

**7) CH-:** As 6, but descends one channel.

**8) Display (Quad) Mode:** Enters split-screen multi-view. The whole screen is split into four sections, each displaying the images from one camera. Press again to return to single channel viewing mode.

**9) Rewind:** During playback, this will reverse the footage. Press multiple times to increase the speed of the reversing. When navigating through menus, this button will move the cursor to the left.

**10) Pause:** During playback, will pause the current recording and leave a still-frame on screen. In live-viewing mode, this will activate the auto-sequence mode, where the display automatically cycles through the available camera signals (this must be correctly configured and enabled to function correctly).

**11) Play:** If pressed in live-viewing mode, this will take you directly into playback mode, and begin playing the most recent recording. In playback mode, use it to resume playback after pausing or stopping a recording.

**12) Fast-Forward:** During playback, this will speed up the footage. Press multiple times to increase the speed of the playback. When navigating through menus, this button will move the cursor to the right.

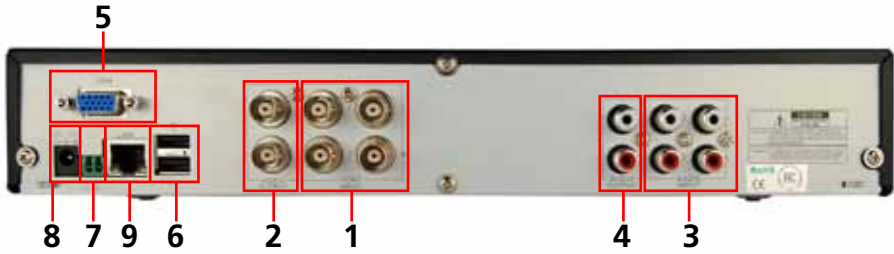
**13) Stop:** In playback mode, pressing this button will stop playback.

**14) Record:** Press to immediately start recording. This acts as a manual override to the schedule and motion recording modes. For a channel to be recorded in this mode (or any other) it must listed as 'active' in the Camera Setup and Record Setup menus.

**15 ~ 18) Arrows:** Move the cursor in the selected direction in the menus.

**19) Select:** The equivalent of Enter/Return on a computer keyboard. Use this button to (as the name suggests) select an option in the menus, or to confirm an entry.

# Layout of the Rear Panel



**1) CH1 ~ CH4 (Video Inputs):** These are the four camera inputs, labelled as per their channel in the DVR's interface. Thus, plug the camera you want to be associated with Channel 1 into the port marked CH1 and so on.

**2) Video Outputs:** This sends a composite video signal out of the DVR. Each of the two ports can be connected to separate monitors. The output marked MAIN will show the main DVR interface (all channels accessible plus menus, unless you've configured the DVR to use the VGA as the main output).

**3) Audio Inputs (CH1 ~ CH4):** Four labelled audio inputs. These will accept standard line-level signals (<1V) and can be assigned to channels later.

**4) Audio Output:** Two mono audio output channels. These output a standard 'line-level' signal, and can easily be connected to the audio inputs on a television or stand-alone audio device.

**5) VGA Output:** For connection to a VGA monitor. This will display the same image as the MAIN video output at a selectable resolution between 800 x 600, to a maximum of 1400 x 900.

**6 Above) USB Mouse Port:** For connecting the included USB mouse (other standard USB mice will also work). This port will not accept a USB flash drive – this port will work with a mouse only.

**6 Below) USB Backup Port:** For connecting a USB flash drive for the purposes of backing up

footage.

**7) RS485 Connections:** This is the serial communication port, used primarily to connect PTZ (pan, tilt, zoom) devices.

**8) Power Connection:** For supplying power to the DVR. Use only the supplied power adaptor, and do NOT change or modify it in any way. Modifications to your power supply radically increases the risk of electrocution or fire, and will immediately void your warranty.

**9) LAN Port:** To connect an Ethernet cable, allowing the DVR to be connected to a local area network. This network, in turn, can be used to give the DVR a connection to the Internet.

# Layout of Remote Control

**1) 0 ~ 9 (Numeric Buttons):** Used to input numbers. 1 ~ 4 can be used as quick channel changing buttons in a similar manner to a television, and these will work during either live-viewing mode or playback. Additionally, the numeric buttons will be used when inputting any numerical information – most often, your password.

**2) ALL:** Activates or deactivates the entire area shown on screen to be armed for Motion Detection recording mode. Motion Detection will need to be correctly configured for this button to function as described.

**3, 7, 8, 9 & 10) Arrow Buttons:** Moves the cursor in the appropriate direction when navigating menus.

**5) Record:** Press to immediately start recording. This acts as a manual override to the schedule and motion recording modes. For a channel to be recorded in this mode (or any other) it must listed as 'active' in the Camera Setup and Record Setup menus.

**6) Menu:** One of the primary controls for navigating through the menus. When in live-viewing mode, it will enter the main menu. When pressed in the main menu, it will return the DVR to live-viewing mode. Finally, when in a submenu, this button will return you to the main menu.

**7) SEL (Select):** The equivalent of Enter/Return on a computer keyboard. Use this button to (as the name suggests) select an option in the menus, or to confirm an entry.

**11) Mute:** Will not affect the function of this DVR in live viewing mode. Toggles the audio on or off during playback.

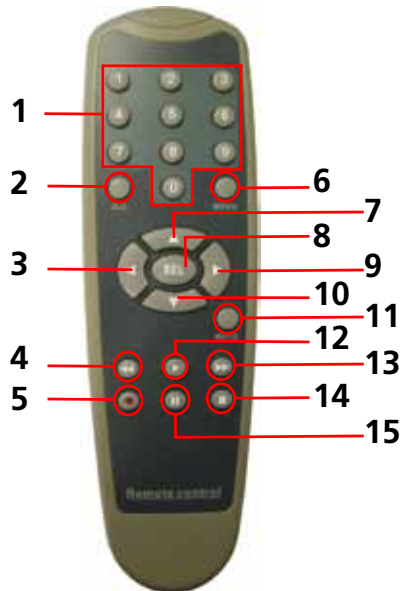
**12) Play:** If pressed in live-viewing mode, this will take you directly into playback mode, and begin playing the most recent recording. In playback mode, use it to resume playback after pausing or stopping a recording.

**4) Rewind:** During playback, this will reverse the footage. Press multiple times to increase the speed of the reversing.

**13) Fast-Forward:** During playback, this will increase the speed of playback. Press multiple times to increase the speed of playback further.

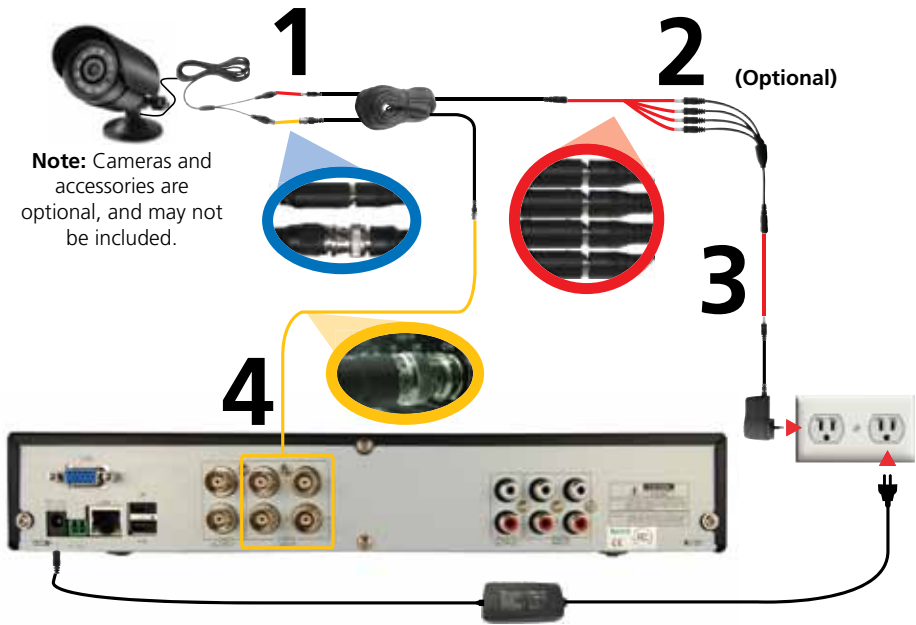
**14) Stop:** In playback mode, pressing this button will stop playback.

**15) Pause:** During playback, will pause the current recording and leave a still-frame on screen. In live-viewing mode, this will activate the auto-sequence mode, where the display automatically cycles through the available camera signals (this must be correctly configured and enabled to function correctly).



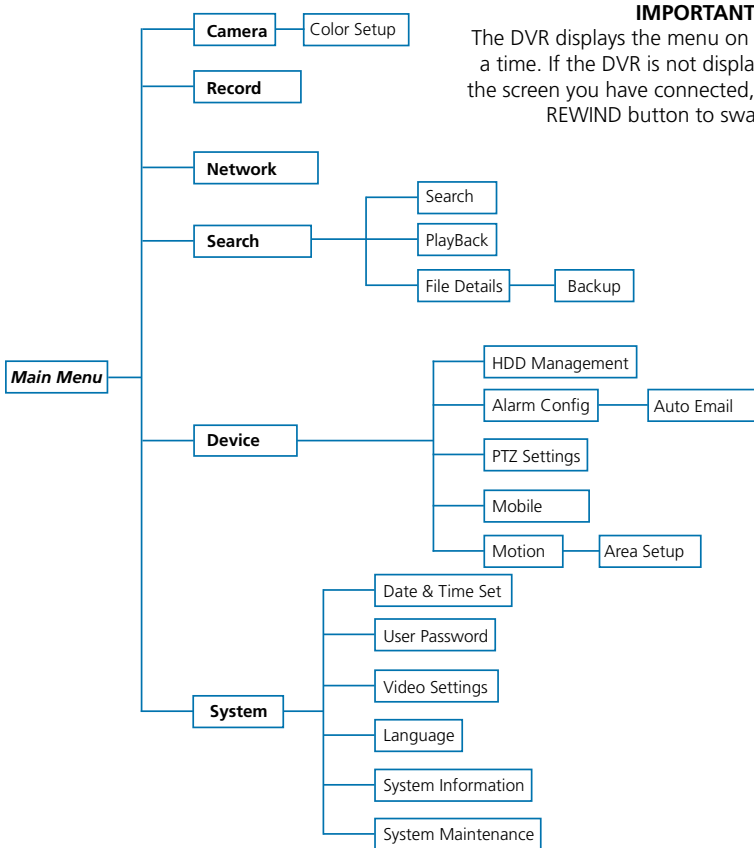


# Connecting Cameras



1. Connect the power and BNC ends of the security camera to an extension cable. Ensure these connections are secure, and shielded from weather, moisture or other hazards. Though *Swann* cameras use low voltage DC power supplies, there is still the possibility of short circuits if water gets into the power plug or socket.
2. If you have multiple cameras which share a power adapter, connect the DC end on the extension cables to the 4 way power splitter plugs. If you've got a dedicated power supply for each camera, skip this step.
3. Connect the camera power supply to the other end of the cable or power splitter, as applicable.
4. Connect the BNC end of the extension cables to the camera connections on the back of the DVR unit (CH1 ~ CH4).
5. Repeat steps 1 ~ 4 for each camera.
6. If your camera has a microphone, connect the audio out to one of the audio input channels.
7. Connect the DVR power supply plug into the power supply socket on the back of the DVR. Ensure you use the right power supply. Although most cameras also use a 12V power supply (though some do not - be careful!) they don't supply enough current to run the DVR and the installed hard drive(s).
8. Plug in the camera power adapter and the DVR power adapter to mains power outlets. Avoid using multiple double-adapters or power boards - if possible, use a single outlet for each power adapter.
9. Connect a monitor or television. Use the MAIN Video Output for older televisions, or ones lacking a VGA port. The VGA output will connect to a computer monitor and many more recent televisions. (*Television not pictured above*)

# Navigating the Menu



## IMPORTANT:

The DVR displays the menu on only one output at a time. If the DVR is not displaying the menu on the screen you have connected, press and hold the REWIND button to swap displays.

There are two main ways to navigate through the menus on the DVR. One way is to use the buttons on the front panel of the DVR and/or the remote control. The other way is to use the included USB mouse.

### Front Panel / Remote Control

For an explanation of the functions of the buttons on the DVR and the remote control, see pages 6 and 8, respectively. Many of the controls operate in a similar manner to controls on a DVD player or similar. However, due to the specific and multi-channel nature of the DVR, the functionality of some buttons may not be immediately obvious.

### USB Mouse

When a USB mouse is attached to the DVR, it allows for easy navigation and operation of the menus. In this capacity, the mouse functions in a very similar manner to the mouse attached to a computer. The left mouse button is used to select, confirm choices and otherwise interact with the menu system. The right mouse button opens the pop-up menu (when pressed in live-viewing mode) or exits a menu (when pressed whilst in the menu system).



The pop-up menu, accessed by right-clicking the mouse in live-viewing mode.

## IMPORTANT - Remembering to Apply Your Changes

When you're using the menus to change settings or values, none of your changes will be saved until you choose the "Apply" option, which is usually located in the lower right-hand corner of the screen.

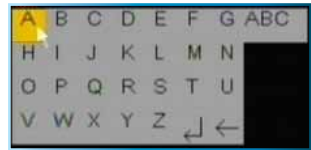
**Always select the APPLY button before leaving a menu if you want to save the changes that you have made.**

There are two reasons why the "Apply" button needs to be expressly selected. For one, it helps prevent accidental modification of the DVR's settings while you're navigating other menus or similar. Secondly, the DVR only checks and loads the settings you've modified when the apply button is pressed. This is important to prevent the DVR operating erratically or performing an unintended operation whilst settings are in the process of being modified.

## Using the On-Screen Keyboard

As the DVR doesn't have a keyboard, when you have to enter text the DVR will present you an on-screen 'keyboard'. This will automatically appear when you select a text field which allows you to enter a value.

If you want to change the type of characters being entered, click the ABC button on the right of the keyboard - this will cycle through the modes available. You can enter letters, numbers or symbols, each with their own mini-keyboard.



## Getting Started

If you've just unpacked your DVR and are not sure where to begin setting up your system, here's a quick rundown of the most important things that need to be set up.

- **Test your system.** Before installing cables into walls, it's a great idea to plug everything in and make sure it all works. This is particularly true if you're using additional cameras to any that came with the DVR (this DVR is available stand-alone or in a kit with cameras). We do our very best to ensure that the equipment reaching you is of the highest quality and will work out of the box, but accidents do occur in shipping and sometimes components can fail. Better to find out now than once everything is screwed in place!
- Then, once the DVR is on and working, the first thing to do is to **set your password** (see page 29 for details on how to do it).
- **Set the Date and Time** (page 28 for details) to ensure that, once you start recording, you are able to index and search the recorded footage easily. Also, if using the DVR's footage in any legal proceedings, then having an accurate date and time on your footage becomes quite crucial.
- **Check your hardware** - specifically, and most importantly, the hard drive (see pages 22 & 23). This is where all your footage will be stored, so it's quite important to ensure that it is functioning correctly.
- **Setup your recording modes and/or schedule** (pages 15 - 16) to make sure that the DVR will record what you want it to, and at the right time.
- **OPTIONAL (Advanced Users):** Configure your network settings (pages 17 & 32 - 37).

# Starting the DVR

Once the DVR has been connected to power it will switch itself on automatically. The DVR takes approximately 45 seconds to boot up, during which time the image to the right will be displayed.



The default mode of the DVR is live-viewing mode. This is the mode which monitors the images coming from your cameras in real-time, and allows you to configure your recording and channel options. The DVR automatically starts in live-viewing mode, with multi-view enabled.

The first thing you'll probably open is the pop-up menu. To access the pop-up menu, right-click anywhere on the live-viewing screen, or press the MENU / ESC button on the front panel of the DVR, or on the remote control. The pop-up menu lets you quickly access the following functions, which can be selected by left-clicking the option you want:

**Main Menu:** Opens the Main Menu of the DVR. See page 13.

**PTZ:** Opens the Pan, Tilt, Zoom controls. The same function can be accessed by pressing the PTZ button on the remote control or front panel.

**PIP (Picture In Picture):** Accesses a list of available PIP modes. You can also access and cycle through these modes using the PIP button on the remote control.

**Rec Search:** Opens the Record Search menu, as detailed on page 18.

**Mute On/Off:** Turns the audio on or off.

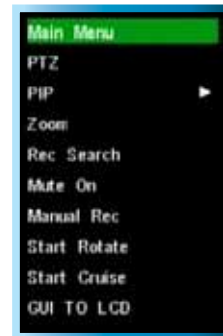
**Manual Rec:** Instantly engages manual recording.

**Start Rotate:** Initiates the automatic display rotation. Channels will be displayed sequentially on an automatic loop. To set the rotate time, use the Video Setup menu (see page 29). If Rotate has already been turned on, then this option will change to **Stop Rotate**, which will disable the rotate function.

**Start Cruise:** This will initiate the cruise mode for PTZ devices. You'll need to have configured your PTZ device using the PTZ Configuration menu (page 23) and then programmed a series of preset points (page 31) to use as a series of cruise movements.

**GUI to LCD or GUI to TV:** Switches which output will display the menus. You can send the menus to the monitor connected to the VGA output (referred to as the "LCD") or through the composite video output (referred to as the "TV"). The actual device you use doesn't matter (so an LCD TV connected to the main video output would still be a "TV", or a CRT display connected to the VGA is still an "LCD").

**Lock (only appears when enabled - see page 31):** Locks the DVR's user interface. Unlocking the DVR requires the correct passcode.



# The Main Menu



The MAIN MENU of the DVR. In this picture, the mouse cursor is currently highlighting the CAMERA icon.

**Camera (Display Setup):** The camera menu contains all the options for setting up how the DVR interfaces with and displays the images from the cameras connected to it. This is where channels are enabled or disabled in live viewing, and where the AUTOSEQ (Automatic Sequence) function can be configured.

**Record:** Where you can configure the recording options for the DVR. You can set channels to be armed for recording constantly or on a schedule, and set the recording resolution, quality and size. You can also enable or disable the associated audio channel. Additionally, the recording function for some or all channels can be disabled entirely.

**Network:** Where you can configure the DVR to operate on your home network and over the Internet. This is the most complex aspect of setting up the DVR, and requires a good working knowledge of networking methods and protocols.

**Search:** Where you look for footage of a specific event. You only need to know the date and time that the incident that you are looking for occurred. You need not know exactly - you can specify a range of times and/or dates. The DVR will list all recordings made in between the start and end points you specify.

**Devices:** Here you can find the setup and configurable options for the devices which can be connected to the DVR. These devices are in order:

*HDD:* The hard drive, where you store your footage.

*ALARM:* The circumstances which will trigger the DVR to record or issue an alert of some kind (such as an email).

*PTZ:* For setting up the DVR to work with Pan, Tilt, Zoom camera systems.

*MOBILE:* For setting up the DVR for access via a compatible mobile/cell phone.

*MOTION:* To configure how and where the DVR looks for motion. This can be used as (and is recommended as) the primary recording mode of the DVR.

**System:** All the remaining options and sub-menus. Here is where you set the Date and Time and your Password, change the video output settings, change languages, or the automatic maintenance schedule of the DVR.

# The Camera (Display Setup) Menu



The DISPLAY SETUP MENU of the DVR. In this picture, the mouse cursor is currently highlighting the CH1 title field.

## Naming Channels

You can change the name of any channel from the default (and rather drab) "CHx" to anything that you would like (provided it's short enough to fit in the box). A descriptive name on each channel often makes it easier to remember what camera is where, and which channel would have captured an event you might be looking for.

**Channel Name:** The name that will be displayed over the image from a channel. Simply highlight this box and enter the new name you would like.

**Position:** Where the title of the channel is displayed on screen. You can choose any of the four corners of the display (UPLEFT being the top left-hand corner, and DOWNRIGHT being the lower, right-hand corner).

## Color Setup

You can fine tune the look of each channel individually by adjusting the HUE, BRIGHT (brightness), CONTRAST and SATURATION values for each channel. Just select the SETUP option under the COLOR heading to open the dialog window.

This is useful if peculiar lighting conditions, a non-standard camera or a conspicuously colored object in the frame cause the display to be inconveniently tinted, or over/under exposed. Basically, this will help fix something that just doesn't look 'right'.

**HUE:** Changes the color mix of the image (this can have very dramatic results). It's somewhat like moving through a rainbow.

**BRIGHT:** Changes how light the image appears to be. However, it can't make the camera see further in the dark, or increase the clarity of an ill-lit image.

**CONTRAST:** Increases the difference between the blackest black and the whitest white in the image. Useful if sections of the image "grey out" but setting the contrast too high will degrade image quality.

**SATURATION:** Alters how much color is displayed in the image. The higher the saturation, the more bright and vivid colors will appear to be. Again, setting this too high can degrade image quality.



## LIVE Viewing - Enabling and Disabling Channels

Monitoring something that you'd rather keep private/secret/unknown to the casual observer? No problems. You can alter which channels appear when in live viewing mode, and which ones appear later on.

To do so is simple: simply locate the LIVE drop down menu - it only contains two options, *Enable* or *Disable*. Simply change the value to *Disable* and that channel will now appear to be blank in live viewing mode. Images on the channel in question will still be recorded - and you'll see it as normal in playback mode.

## Displaying the Time

In the nearby LIVE TIME and RECORD TIME drop down menus, you can select whether you want to see the time displayed on the channel in either live viewing mode or recording, respectively. The time will always be recorded in the event list and in the footage's meta-data (the information included in the file such as when it was recorded - you can access this later) - this simply changes whether or not you see it in the main view screen.

# The Record Setup Menu

In the RECORD SETUP menu you can choose which channels will be active during recording, change the recording quality, enable & disable audio, select record mode and pack time (the maximum size of each recorded file). This menu contains many of the most important settings on the DVR, and correctly configuring them is important to its ongoing smooth operation.



## Enabling / Disabling Recording

Choose whether the channel you've selected will be recorded or not here. A channel which is "disabled" will still appear in live viewing mode, but won't be recorded. This is a "master" setting, and will override the recording schedule or manual recording modes (i.e. pressing the REC button).

## Enabling / Disabling Audio

You can choose whether the associated audio channel will be recorded. Unless you have an audio device connected that you want to record, we recommend disabling the audio as this will save a small amount of hard drive space.

## Quality

The "quality" setting determines how much hard drive space the DVR will use when recording images. The higher the quality, the more detail your images will contain but you won't be able to store as much on the hard drive. A lower quality setting means more footage, but will reduce the amount of detail.

## Pack Time

Pack Time is a measurement of how long the DVR will record for before splitting the output file into discrete units. "Packs" are something like the scene numbers on a DVD - though the video is broken up into separate units, it will still play through as one continuous movie (unless interrupted by the schedule or motion detection turning the recording on or off). If you don't want to worry about setting Pack Times, you can leave it on the default value; it will make little difference to the day-to-day running of the DVR.

## Frame Rate

How many frames per second (FPS) the DVR records. "Real-time" is 25 fps (PAL) or 30 fps (NTSC). However, even lower frame rates are okay - even 3fps is still the equivalent of three photographs per second.

### Frame Rate: Fixed or Manual

If the FPS setting is "fixed", then the DVR will automatically adjust the frame rate to the maximum possible for your selected resolution. If you choose, you can manually set the frame rates for all channels. Doing so is an advanced option and only recommended for experienced users - however, it will allow you to set some channels to record D1 resolution in real-time, which cannot be selected via the fixed frame rate option.



## Resolution

How many little dots (called "pixels") make up your image. More pixels mean a better looking and more detailed image. However, the DVR can only process so many of pixels at once, so increasing the resolution means you'll need to lower your Frame Rate (FPS).

## Schedule

Where you can program the DVR to record constantly or automatically (upon detecting motion or alarm events) at the times you'd like. Click or select the SCHEDULE button to program it (see page 16).

## Copy

Quickly apply the settings you've chosen for this channel to any or all other channels.

**Remember: After making changes to the settings press/click the APPLY button.**

# The Recording Schedule



The SCHEDULE screen. In this image, the schedule is configured to record constantly between 0:00 (12:00AM) Friday morning until midnight Monday, except between 12:00 and 19:00 (7:00PM) on Saturday afternoon, when it will record when triggered by the alarm settings.

At all other times, the DVR is configured not to record anything at all.

The first step in setting the schedule is choosing which channel you'd like to set the schedule for. You can do this using the drop-down menu near the top of the screen.

If you'd like to set the schedule for more than one channel at a time, you have two options. One option is to manually enter the same information for each channel individually.

The other option is to choose ALL from the CHANNEL drop down menu. Selecting this will apply the settings in the schedule to all channels on the DVR. If you want to set a base schedule for all channels, and then configure them individually, select ALL, set your basic schedule, and then fine tune channels one at a time. Changing the ALL schedule will overwrite any schedule already set for individual channels.

## The DVR schedule can be set to record using three different record modes.

**ALARM:** Will record only when the alarm function has been triggered, often this will involve using the motion detection function.

**NORMAL:** Will record based on the general settings on the DVR.

**NO RECORD:** As the name suggests, the DVR will not record.

## Setting the Schedule

The first step in setting the schedule is choosing which channel you'd like to set the schedule for. From the CHANNEL drop-down menu, select the channel you'd like to set the schedule for.

If you'd like to set the schedule for more than one channel at a time, you have two options. One option is to manually enter the same information for each channel individually.

The other option is to choose ALL from the CHANNEL drop down menu. Selecting this will apply the settings in the schedule to all channels on the DVR. If you want to set a base schedule for all channels, and then configure them individually, select ALL, set your basic schedule, and then fine tune channels one at a time. Changing the ALL schedule will overwrite any schedule already set for individual channels.

## Copying and Pasting Schedules from day to day

Rather than enter the same schedule information multiple times for each day you wish, you can use the COPY function.

To copy the schedule settings from day to day, select the day you'd like to copy from on the first drop down menu. Then, select the day you'd like to copy the schedule to from the second. If you'd like all days to operate on the same schedule, choose ALL from the second drop-down menu.

Using the arrow buttons or the mouse, highlight the COPY button, and left click or press select. The schedule for the selected day will be copied to the day(s) you have selected.



# The Network Menu

This is the NETWORK SETUP screen.

**This is the most technically complex aspect to setting up the DVR, and does require a working knowledge of network technologies.**

If you are unfamiliar with networking, then we suggest talking with a professional - ideally, the same person who installed your network, as they'll know exactly how it's configured and how best to setup the DVR.



Configuring your DVR and your home network can be a tricky process - and these two pages are not nearly long enough to cover it. See page 32 (and what follows) for more information.

**TYPE:** Here you can choose between the three different types of networks that the DVR can be connected to. The three types of networks are:

*DHCP (Dynamic Host Configuration Protocol)* is a system where one device on your network (usually a router) will automatically assign IP addresses to devices connected to the network.

*STATIC* networks require all devices need to have their IP addresses manually defined, as there is no device dedicated to automatically assigning addresses.

*PPPoE (Point to Point Protocol Over Ethernet)* is an advanced protocol which allows the DVR to be connected directly to a DSL line, without the need for a router or gateway. This is recommended **for advanced users only**.

**PORT:** This is the port that the DVR will use to send information through. The most important things are that:

1. You'll need to enable UPnP on your router (see page 32) so your router can selectively open these ports, allowing the DVR to communicate via the Internet. If your router doesn't support UPnP, you have two options. You can either get a new router (which we'd actually recommend - UPnP is such a good feature!) **or** you can manually forward ports from the router to the DVR. Port forwarding is a technical and involved process, recommended only for the technically inclined.
2. Nothing else share this port. The default port number is 9000, which is not used by many other devices/programs. However, particularly if you have another DVR or DVR-like device, something might be using this port already. If this is the case, change this value to be unique.

**WEB PORT:** This is the port through which you will be able to communicate with the DVR. Like the PORT, it will need to be forwarded properly in order to ensure smooth, latency-free communication. We recommend changing this value to "85", as this port is seldom used by other devices or applications.

**IP ADDRESS:** Just as houses and businesses need to have an address which identifies their location on the road network, so too do computers and other devices need addresses (called IP ADDRESSES) to identify their position on the electronic network. The DVR uses IPv4 addressing, which consists of four groups of numbers between 0 and 255, separated by periods. For example, a typical IP address might be "192.168.1.24" or something similar. The most important thing when setting the IP address is that nothing else on your network shares that IP address.

**SUBNET MASK:** If the IP address is like a street address, then a subnetwork is like your neighborhood. This will be formatted in a similar way to the IP address (ie. four numbers up to 255 separated by periods) but contain very different numbers. In the above example, the Subnet Mask might be something like: "255.255.255.0".

**GATEWAY:** This is the address of the "way to the Internet" - to continue the road analogy, this is like your local access point to the highway. This is an IP address in the same format as the others, and is typically very similar to the IP address of the DVR. To continue the above examples, it might be something such as: "192.168.1.254".

**DNS:** "Domain Name System". Everything on the Internet is located via an IP address - however, for ease of use, we associate domain names (such as "[www.exampledomainname.com](http://www.exampledomainname.com)") with those IP addresses. This index is accessible in many locations online, and we call those locations "DNS servers".

**Remember: After making changes to the settings press/click the APPLY button.**

# Video Search, File List & USB Backup



The VIDEO SEARCH screen. This is your first stop when you want to locate, playback or back up a recording.

There are a couple of ways to search. You can either search by date and time, and then locate your event on an exported list of files, or you can jump straight into the event log and search manually through all incidents.

## Video Search

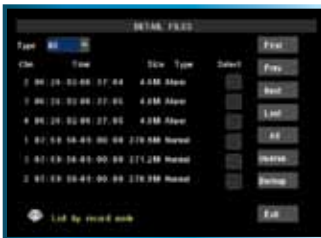
In the VIDEO SEARCH screen you can search for a specific day for a recording and view it in playback mode. This is useful for hunting a specific recording of an incident if you know the time and date it occurred. To search you need to input the date of the video then select the hour of the recording.

Note that if you don't know the exact day you want to search input just the MONTH & YEAR then click the SEARCH button. If you want to be really vague, or look at a really long list, you can input the YEAR alone.

All the days for that month will appear on the monthly calendar. The highlighted days are the days with recordings, color coded to represent the recording mode which triggered the recording at the time (where red = alarm recording; green = normal recording).

### To execute a Video Search:

- Scroll over then left click the date numeric field, or highlight it using the arrow keys and press select.
- Select a digit to alter. Once selected, it will be highlighted red and can be edited. You will see a yellow pop up keypad. Scroll or move over the digits on the keypad & left click or press select to input the date. Note that the first two digits of the year (2 & 0) cannot be changed.
- Highlight the SEARCH button, and left click or press select.
- To be taken straight the Playback interface (bypassing the File List) choose PLAYBACK instead of SEARCH. Playback will start with the first recording made during the interval chosen.



## The File List

This is the main screen you'll use when locating specific incidents and recordings. It's also where you'll need to go to perform a backup to a USB flash drive.

For more about using the File List to perform a backup, see page 19.

## The Event Log

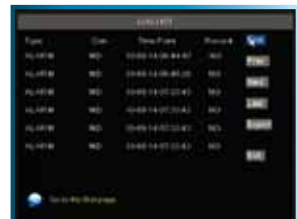
The event log records all the "events" that the DVR detects, even the ones you've otherwise told it to ignore.

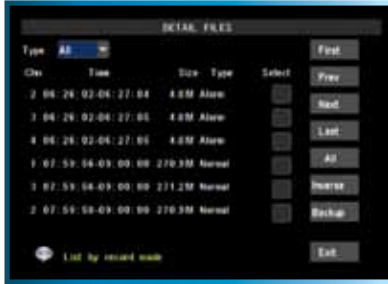
**Type:** The type of event the DVR has detected.

**Con:** The conditions which triggered the type of event, such as motion detected (MD) or a hard drive failure (HDD) and so on.

**Time:** When the event occurred.

**Record:** Whether the DVR recorded any footage as a result of the event. Typically, this will depend on whether the DVR is in ALARM RECORDING mode when the event occurred.





## Preparing a USB Flash Drive

Most, but not all, USB flash drives are compatible with the DVR4-2600.

The flash drive will have to be formatted with the correct file structure, which is FAT32. This can be done via a compatible computer, or you can have the DVR itself format the USB flash drive.

To do this:

- Insert the flash drive into the USB slot on the rear of the DVR.
- Open the Main Menu, and select Device Management.

- From the Device Management menu, select HDD Management.
- Choose the FORMAT USB option. The process will take a few moments, depending on the size of the USB flash drive.

## USB Backup Instructions

- First, insert a USB flash drive into the USB port on the back of the DVR. Inserting a flash drive into the mouse port will not work correctly.
- Make sure there are no files on the USB flash drive that you wish to keep, as data already on the drive may be lost.
- If you need to format the USB flash drive, see the *USB Format* option, covered above.
- Open the **File List** screen - see page 18.
- Locate the file(s) you wish to copy.
- Highlight the BAK check-boxes which correspond to the recordings that you wish to backup, and left click or press select.
- You can backup multiple recordings at once, as long as their cumulative size will fit on the USB flash drive you have inserted into the DVR.
- Highlight the BACKUP button, and left click or press select to start the backup process.

## Notes:

Backing up footage is not an instant process. Copying the footage to the USB device may be a time consuming process, and can take up to as long as the half the time of the recordings you wish to backup, typically about 1/6th the time. For example, if you wanted to backup one hour's footage from two cameras, allow up to an hour for the backup procedure to be executed.

The backed up footage is stored on the flash drive in the same format as it is stored on the DVR. This means that the backed up footage will not play in a computer as a standard video file - you'll need to

# PlayBack

This is an example of the PLAYBACK interface, currently playing back four channels simultaneously in quad view.

Channels 1, 3 and 4 were actively recording. Channel 2 was not recording at this time - hence the display appears blank.

(The image content has been intentionally blurred.)

The playback controls are displayed across the bottom of the screen.

They are as follows:



## Playback Controls

The playback controls work in a similar manner to those you'll find on a DVD player or VCR. The playback controls affect all channels being played back simultaneously.

**Rewind:** Reverses the footage. Pressing this button multiple times will increase the speed at which the footage plays in reverse. Note that, as the H.264 compression used to encode the video is designed to play forwards, it requires considerably more processing power to decode in reverse. For this reason, playback in reverse will not be smooth.

**Slow:** Press to slow down playback. Pressing once will reduce the playback speed to  $\frac{1}{2}$  speed, pressing it again will slow the speed to  $\frac{1}{4}$ , and pressing it a third time will reduce the speed to  $\frac{1}{8}$ .

**Play:** Will play footage if paused.

**Pause:** Will pause playback, retaining still images on the screen.

**Fast Forward:** Increases the speed of playback. Pressing the button multiple times will increase the rate of playback up to 8x.

**Mute:** Checking this box will stop audio playback. It will not affect the audio track on the recorded footage.

**Volume Bar:** Adjusts the volume during playback. For the best audio quality this should be set relatively high, with the volume of the television or stereo system turned down appropriately.

**Volume Level:** A numerical representation of the current volume, as set on the Volume Bar.

**Close Playback:** Closes the playback window and returns you to the event list.



Rewind      Slow      Play      Pause      Fast Forward



Mute      Volume Bar      Volume Level      Close Playback

# Playing Backed Up Footage on a PC

The video files which the DVR backs up are not playable by standard multimedia software. This means that your usual media player is not going to be able to open or display footage from the DVR. The main reason for this is that footage from the DVR is always made of multiple channels of video which are synchronised into one data stream.

Fortunately, the DVR automatically copies the program you need to play back the footage to the same USB flash drive you back up footage to. All you need to do is install this program, and use it to access the other data on the thumb drive.

## Installing the Playback Software

To install the playback software, locate the file on the included CD named "**PLAYER.EXE**". Run this file, and choose to "Continue" or "Allow" if asked to confirm your choice.

Follow the installation prompts - you'll be asked where you'd like to install the software and the shortcuts to access it. We suggest that the default options are usually the best choice - only change these if you have a very specific idea about where you want the software to be installed. Once you've made these choices, simply wait while the installation is processed.

**NOTES:** This software is compatible with Windows operating systems only (XP and more recent versions). Additionally, **multiple monitor setups are not supported**. *Whilst playing back footage using this program, ensure that only one monitor is enabled.*

## The Playback Interface

Assuming that you've used the default installation paths, you can access the playback software by selecting the desktop icon named **PlayerLiteHJ**, or finding the program group of the same name in your Start Menu.

This will take you to the default interface of the playback software, as shown to the lower right.

## Opening Files:

When you start the playback software, you'll be asked to open a file for playback. Navigate to the USB flash drive, and locate the file you wish to playback. The files are labelled as:

*Channel\_Date/Time\_x.dv4*

**Eg:** Channel 1 on the 17th of February 2010 at five minutes to 3PM would be:

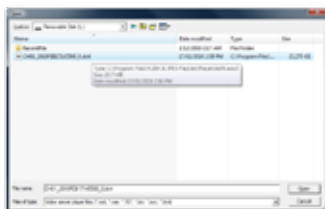
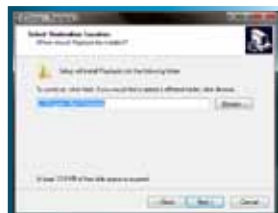
`CH01_2010FEB17145500_0.dv4`

## Playback Controls:

The playback controls are located in the menu named "Play". The Play, Pause, and Stop options work as their counterparts would on a DVD player. Decrease Rate and Increase Rate work like fast-forward and slow motion functions.

Use the Backward Frame and Forward Frame for precise control - they will move back or forward the smallest amount possible (the frame rate is determined by the settings used to record the video).

Use the Capture Picture function to save a single picture as a bitmap (BMP) file. The Mute function will disable audio playback. OSD refers to the on-screen display.



# Device Management & HDD Menu



This is the DEVICE MANAGEMENT menu. Here you'll find options to customise and configure settings for:

- Your Hard Drive
- Alarm Settings
- PTZ (Pan, Tilt, Zoom) Devices
- Access from Mobile Devices
- Motion Detection

## HDD

For accessing information about your hard drive. This is where you go to correct or analyze any problem with your hard drive. Additionally, you'll be able to see at a glance how much recording time you have left at your current quality settings, as well as being able to format (erase all data from) the hard drive here. You can format flash drives from this screen as well.

## Alarm

For configuring the DVR's internal buzzer and auto-email settings.

## PTZ

The setup window for configuring the DVR to act as a PTZ (Pan, Tilt, Zoom) controller. Recommended for advanced users.

## Mobile


For configuring the DVR to interface with mobile devices (mobile devices running *Microsoft Windows Mobile*®, *Android*, *Symbian S60 (3rd or 5th edition)* or *iPhoneOS*).

## Motion

For setting up the motion detection features of the DVR. We suggest that motion detection is, under most circumstances, the most practical recording method for the DVR to employ.



This is the **HARD DRIVE (HDD) MANAGEMENT** screen. All aspects of the hard drive can be managed from this screen. Additionally, this is the place to go if you want to know exactly how much space is left on the hard drive, and how much footage you can record to it. Pictured with OVERWRITE being selected.

**HDD STATUS:** If the hard drive is not installed properly you will see a message saying NO DISK FOUND. The live view screen will display the  icon on the bottom of *Channel 1's* display if the hard drive is not being detected.

**TOTAL SPACE:** Total size of the hard drive currently installed.

**FREE SPACE:** Total amount of freespace available on the hard drive(s) currently installed.

**USEABLE REC. TIME:** Free space currently available in hours, calculated based on your current record quality settings.

# HDD Menu (ctd) & PTZ Menu

**OVERWRITE:** When enabled, the DVR will record over the files already stored on the hard drive. Using the overwrite option is advisable, as the DVR will always be able to record events as they happen. However, it does mean that you'll need to get important events off the HDD before they're overwritten. You can choose how much footage the DVR will overwrite by selecting it from this menu. You can set this as low as an hour (where the DVR will only overwrite an hour's worth of footage at a time) or up to 28 days. Alternately, you can leave it on *Auto*, in which case the DVR will overwrite footage as it deems necessary.

If overwrite is set to **DISABLE** the DVR will stop recording once the DVR is full. Whilst you won't lose old footage, you run the risk of missing new events as they happen. Be sure you want to do this before selecting it.

**HDD FORMAT:** Formatting the HDD will erase all data (i.e. footage) which is stored on it, and re-create the FAT (file allocation table). There are some times when using the format option is very useful. For example, if the value displayed in **TOTAL SPACE** is not correct for the HDD you've installed, or the DVR is displaying errors when trying to write to the hard drive, then a format might fix the problem.

**USB FORMAT:** If you have a USB flash drive connected to the DVR, this will format it, allowing you to use it in the DVR for backup. This will also erase all the data on the drive, but make the flash drive compatible with the DVR for copying footage. To do this, click the **USB FORMAT** button and click **OK**.

## PTZ Setup Menu

This is where you configure the DVR to act as the controller for a PTZ capable camera system. PTZ devices are connected via the RS485 connection on the rear of the DVR. You'll need the manufacturers documentation for your PTZ system on hand to correctly set it up. The DVR is **not** compatible with all PTZ systems - in these cases, you'll need a stand-alone PTZ controller.



**PROTOCOL:** The most important setting to configure correctly. A 'protocol' determines how the DVR communicates with the PTZ system, somewhat like a 'language'. You should set this to match the specifications given for your PTZ system. The DVR4-2600 supports the *Pelco-P* and *Pelco-D* protocols.

**BAUD RATE:** The speed at which the DVR will send information to the PTZ system. This must be set to a compatible level with your PTZ system.

**DATA BIT & STOP BIT:** The amount of data sent in an individual 'packet' (data bits), and the number of bits indicating the end of one packet and the beginning of another (stop bits). Again, this should be matched to the requirements of your PTZ system.

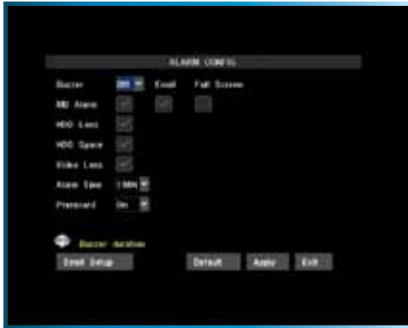
**PARITY:** An error checking method. This should be set in accordance with your PTZ system's requirements.

**CRUISE:** Refers to a mode of operation which can be used for PTZ systems called "Cruise Mode". When using Cruise Mode, the PTZ system can be set up to move constantly, pausing for a user-defined amount of time at preset points. Turning **CRUISE** off here will mean that the PTZ system can only be moved by the manual controls.

**ADDRESS:** The command address of the PTZ system. Typically, PTZ systems allow the user to define their own command address, usually by the use of a series of dip-switches located somewhere on the PTZ system.

**Remember:** After making changes to the settings press/click the **APPLY** button.

# The Alarm Menu



From this menu you can configure the DVR to emit an alarm tone from its internal buzzer, or configure the DVR to send an 'Auto-Mail' email alert when motion is detected or other events occur.

**Copy To:** A quick way to copy the settings for the current channel to any or all other channels.

**MD Alarm:** Whether the DVR's *Motion Detection* function will trigger an alarm event. Note that this can be set independently of the Motion-based recording, which is controlled via the Schedule (page 16) and motion detection configuration (pages 26~27) menus.

**HDD Loss:** Will trigger an alarm/buzzer if the hard drive stops functioning.

**HDD Space:** Will trigger an alarm/buzzer when the hard drive is out of space.

**Video Loss:** Will trigger an alarm/buzzer when a camera stops supplying images.

**Alarm Management:** Here you can configure how the DVR will alert you in the case of an internal alarm event. You can select whether the DVR attempts to trigger an external alarm or sounds an internal buzzer, as well as how long this alarm/buzzer will be active.

**Email Setup:** See page 25.

**Alarm Time:** Allows you to choose how long an alarm event will be; that is, how long the DVR will spend alarmed after an event occurs.

**Pre-Record:** Allows the DVR to save a short amount of footage taken **before** an event actually occurs. This can be particularly useful for video loss alarms, as you might just catch who or what caused this alarm event!



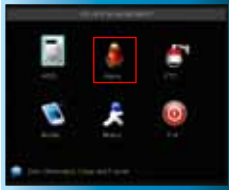
# Auto Email Setup

You can configure the DVR to automatically send you email alerts when it detects an alarm event.

Please note that this function is not compatible with all email servers - as the email the DVR sends is procedurally generated, many email servers misidentify it as spam. We recommend setting up a free webmail account with a compatible email provider, such as Gmail, which is compatible with the DVR's auto-email system.

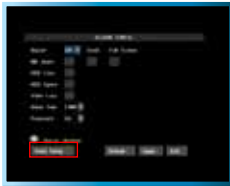
## Step 1

In the DEVICES menu, navigate to the ALARM submenu.



## Step 2

Select EMAIL SETUP from the ALARM submenu.



## Step 3

Here, you'll need to enter all the required information about the email account that you would like the DVR to use when sending emails.



If you're unfamiliar with the proper values for any of these fields, please contact your email provider (or read their documentation) to learn these values. We are unable to offer any answers regarding this - the values and settings can vary dramatically from one email provider to the next.

Note that highlighting a field and pressing SELECT twice will make a keyboard appear onscreen, allowing you to enter alphanumeric characters.

## Step 4

Once you've entered all the required information, the information in the fields should look something like the example shown (below). We stress that this is an example only - the information you'll need to enter will vary depending on your email provider.



In this example, the DVR has been configured to send email via G-mail (a free web-based email service which is, at the time of writing, compatible with the DVR's auto-email system) to an address at Yahoo mail.

## Step 5

Once all your information has been entered, choose APPLY to save your settings. Once they are successfully saved, you should see the message "Saved Successfully!" as shown below.



Choose EXIT to return to the live-viewing screen.

### Tips and Tricks:

- We strongly suggest testing the email setup once it is configured. This simply involves clicking the test button, located in the lower left corner of the menu.
- Some email servers may incorrectly interpret the automatically generated emails as spam. If you're not receiving the emails properly, check your spam folder, or the filtering settings your email provider uses.

**Remember: After making changes to the settings press/click the APPLY button.**

# Mobile Devices & Motion Detection Menu

For more information about accessing the DVR via a mobile device, see page 35.



**USER NAME:** This is the user name that you'll need to use when logging into the DVR via a mobile device. The default user name is "admin" - but this can be set to anything you desire. We suggest changing this setting to something unique, to aid in preventing unauthorized access to the data stored on the DVR.

**PASSWORD:** The security password associated with the above user name, which will allow you to access the DVR. As above, we suggest changing this value to something unique to better safeguard the DVR against unauthorized access.

**SERVER PORT:** The port number that the DVR will use to stream data to your mobile device. See the section on Remote Access (pages 51 - 55) for more information about selecting and configuring ports.

## The MOTION DETECTION menu

Here, you'll be able to choose which channel(s) you want to be sensitive to motion. Additionally, you'll be able to choose how sensitive each channel is. The SETUP button will take you to the MOTION DETECTION CONFIGURATION screen.

**How it Works:** Once motion detection has been enabled for a channel, it will register to the DVR as an ALARM EVENT. Thus, you can use the ALARM RECORDING mode in the schedule to trigger the DVR to record when motion detection triggers an alarm signal.

**Enable:** Whether or not motion detection is enabled on a specific channel. Each channel can be configured independently of one another.

**Sensitivity:** There are eight levels of motion detection sensitivity, **1 being the least sensitive** and **8 being the most sensitive**. To find the right value for you, we suggest setting it and then testing the chosen setting by getting an able volunteer to move through the camera's view and testing whether or not the motion detection is triggered.

**Area:** Click the applicable *Setup* button to setup the motion detection area for that channel. See page 27 for details on how to do this, and what it means.



### Notes

- Analog wireless cameras are not recommended for use with the motion detection functions of the DVR.
- Motion detection is not recommended for use with PTZ systems. Avoid enabling motion detection on a channel which has a PTZ system attached to it - especially when the PTZ system is set to Cruise Mode.
- Setting the motion detection at high sensitivity levels (5 or higher) increases the frequency of false alarms. On the other hand, low sensitivity levels (4 or lower) increase the risk that a significant motion event (such as an intruder) will not trigger the motion detection to record.
- Check the Motion Detection settings both during the day and at night. In low-light conditions (or when your cameras are using infrared night vision) the DVR may be more or less sensitive to motion, depending on your unique circumstances. The difference might be very dramatic!

# Motion Detection Configuration

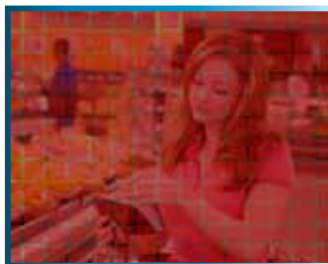
Say, for example, you are trying to monitor your front yard, whilst in the background there is a busy street, and the cars driving past continually set off the motion detection. What can you do about it? Setting only part of the camera's view to be motion sensitive might be the answer. This is useful in a number of circumstances, such as monitoring one particular door at the end of a busy hallway, or a backyard with a tree that keeps blowing in the wind.

## To set the MOTION DETECTION AREA

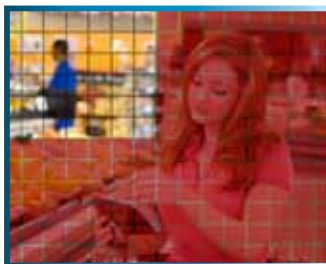
- In the MOTION DETECTION menu, use the mouse or the arrow buttons to highlight the SETUP button for the channel you wish to setup the MOTION DETECTION AREA for, and confirm by pressing select or left clicking.
- You will see a grid (15 x 12) of red boxes.

### The red boxes mark the area that *is sensitive to motion*.

- Use the arrow buttons or the mouse to move the cursor around the screen.
- By pressing select or left clicking an area in the grid, you can toggle motion detection ON or OFF in that location.
- Areas marked by red boxes will be sensitive to motion, those not marked will not be.
- Click and drag to select the area you want to select or deselect.



In this example, the entire motion area activated. Movement anywhere in the screen will trigger the motion detection.



This example shows the same image, but the top left side of the motion area is not activated. Movement in this area will not trigger the motion detection.

## How Motion Detection Works

The way that the DVR looks for motion is quite straight forward - it's a process where it compares one frame (that is, a single image taken approximately a 25th/30th of a second from the previous image) with the next. A certain amount of "difference" between these two "frames" is interpreted as motion.

As a result, the DVR is able to detect when there is a change in the picture. However, this does not necessarily need to be something moving in the frame. For example, a light being turned on or off, a lightning flash or even the sun coming out momentarily on a cloudy day might be enough to trigger the motion detection on the DVR. However, as these events last only a moment (and are relatively rare) they will only create a few very short redundant clips, which will not take up too much space or pose a problem with scanning through footage.

This method of motion detection can, however, become problematic when using wireless cameras. As wireless technology is susceptible to interference, the static and image distortion common to wireless systems is often enough to trigger the motion detection inadvertently.

As a result, we strongly advise against using analog wireless cameras with any of our motion sensitive recording equipment, and advise the use of hard wired cameras. If you simply must use wireless technology, we strongly advise using digital wireless technology, as this technology is much more resistant to interference from other wireless equipment and environmental causes.

For a similar reason, don't use PTZ systems and motion detection simultaneously. The DVR will interpret the camera moving as 'motion' and record. This is particularly true when using Cruise Mode - as the camera is moving almost continually, so too is the DVR recording almost continually!

**Remember: After making changes to the settings press/click the APPLY button.**

# System Setup and Date & Time Menus

The SYSTEM SETUP menu is where most of the advanced settings for the DVR hide out. Most of the time, there isn't much you'll need to change here. However, a few settings might need tweaking from time to time, particularly when you're first configuring the DVR. So here's a quick rundown of what's what.



**DATE/TIME:** Allows you to set the date and time. The DVR will retain an accurate time even whilst turned off - there is a small battery attached to the main circuit board. It may be the case that if the DVR is switched off for an extended period (for example, weeks or months at a time) that this battery may be exhausted. In this case, you will need to setup the time and date settings again.

**PASSWORD:** For enabling/disabling password control to access the DVR, and choosing what this password is. This password will not necessarily be the same as the one you use for remote access (see the section on *Remote Access*, pages 32 - 35, for more details).

**A/V SETUP:** For changing your video standard (PAL or NTSC), configuring the VGA output, selecting where the menu is displayed, and selecting how the DVR processes and outputs audio.

**LANGUAGE:** For changing the language of the on screen display.

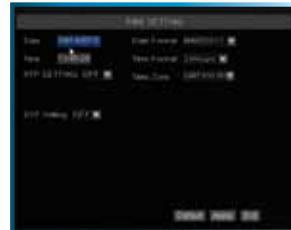
**INFO:** Displays information about the DVR: specifically, it shows the current version of the software and hardware that the DVR is running, as well as the media access control (MAC) address.

**MAINTAIN:** Define and implement an automatic maintenance schedule for the DVR. It is important that the DVR be rebooted on occasion to prevent errors - this function lets you program an automatic schedule of rebooting which the DVR will follow.

## Setting the Date and Time

It is very important if you're planning on using the video search function that the date and time are correctly set.

This is also the case if you want to be able to use the footage from your DVR in a court of law or similar legal proceeding.



**Date:** The date, in the format as chosen in the Date Format drop-down menu.

**Date Format:** The format of the date (eg. DD/MM/YYYY or MM/DD/YYYY and so on).

**Time:** This can be edited in the same way as the Date, or set to update automatically.

**Time Format:** How the time will be displayed, either as 12-hour (AM or PM) or 24-hour time.

**NTP SETTING:** Network Time Protocol. If you've got the DVR connected to the Internet, you can have it automatically sync time with an online server.

**Time Zone:** Particularly important if you've enabled NTP - set this to the time zone wherever you happen to be. For example, people on in eastern Australia (Canberra, Sydney and Melbourne) choose GMT+10:00, whilst the Eastern Time zone in the USA and Canada is GMT-05:00. (GMT stands for Greenwich Mean Time - it's the baseline that keeps all the different time zones in sync.)

**IMPORTANT:** If you change your Time Zone setting, click **APPLY** before you click **UPDATE**.

## Configuring Custom DST MODE

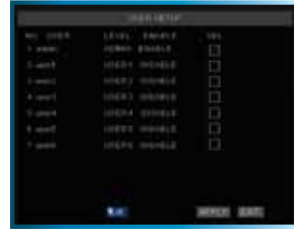
As the standards for daylight savings differ from country to country, and often state to state, you might need to manually tell the DVR exactly when it commences and ends in your locality. First, turn DST on. Then, select the appropriate week from the drop-down menu which lists the 1ST WEEK, 2ND WEEK (and so on) that DST commences in your region. Then, select the appropriate month from the drop-down menu listing months. Repeat these steps for the week and month that daylight savings ends. Once configured, your DVR will automatically adjust the time settings when daylight savings begins and ends without you having to change anything.

**NOTE:** Some NTP servers are NOT fully compatible with DST. This may cause your system to double-count adding one or removing one more hour than they should, or cancel each other out. You may need to intentionally change your time zone to compensate, or simply not use NTP and DST simultaneously.

# Password and Video Setup Menus

## Setting your Password

The system password allows you to protect the DVR's settings & recording. Without the password the DVR menu cannot be accessed. We strongly advise that you set a password as soon as possible to prevent unauthorized access to the DVR, either locally or remotely. It is this same password can must be entered for remote viewing the first time.



### To set your PASSWORD:

- Select a user account to edit using the tick box labeled SEL. The ADMIN account will access all functionality of the DVR. The User accounts will have varying levels of access, as the ADMIN account holder dictates. Click EDIT to change the settings for your selected account.
- In the PASSWORD ENABLE box, you can choose whether logging onto this account requires a password. If the ADMIN account is left unprotected, then all users will have total access.
- If you've enabled the password protection, enter the password in the box below, and again in the adjacent box for confirmation.
- Remember to click APPLY, or changes won't be saved.
- If you want to change a user account's permissions, then you can do this by selecting the account in question on the USER SETUP page, and clicking the button labeled PERMISSIONS. Simply check the boxes next to the services you want that user to have access to.

**NOTE:** The default password to the ADMIN account on this DVR is **nothing** (i.e. leave it blank) - although it should not be enabled by default. If, down the track, you lose or forget your password (thus locking yourself out of the DVR) you'll need to contact Swann Technical Support. Our number is on the back of this booklet. However, we strongly advise that you choose a password you'll remember! It'll save grief later...

## The Video Setup Menu

**Video System:** Here you can choose between PAL and NTSC. PAL is used in Western Europe and Australia, NTSC is used in the US, Canada and Japan. If the DVR's picture is black and white, flickering or similar, then this is probably caused by the video system being set incorrectly.

**Rotate Time:** How long channels will be displayed in Rotate mode.

**VGA Resolution:** This setting will determine how detailed the image sent to a VGA compatible monitor (connected via the VGA port on the rear of the DVR) will be. The term VGA is somewhat of an anachronism, referring to the plug-type, not to the actual resolution. The DVR can be set to four different resolutions: SVGA (800 x 600), XGA (1024 x 768), SXGA (1280 x 1024) and 1400 x 900 (a resolution which doesn't have a short three-or-four-letter "name"). SVGA and XGA are standard 4:3 monitors. SXGA monitors are 5:4 (slightly more square). 1400 x 900 is a widescreen format for 16:10 monitors.



**OSD DEV:** The primary display device you want to use. By default, the menus and other on-screen displays will be shown on this device, unless manually changed. The options are: VOUT, which will output to a TV via the composite video output; VGA, which will output to a PC monitor connected to the VGA port; or AUTO, which will automatically detect which type of device is connected and display the menu on the appropriate output.

**Volume:** Changes the audio output volume from the DVR.

**Margin:** Changes the amount of black border around your images. This is useful if your TV suffers from "overscan" (that is, the image displayed doesn't quite fit on the screen).

**Privacy Zone:** Use this to mask (read: put a black square over) certain areas of your images. You can define up to four areas of the screen to mask. These areas are defined in the same way as the motion detection area. This setting **will** affect recordings - the black mask will still be there!

# Language, Info and Maintenance Menus

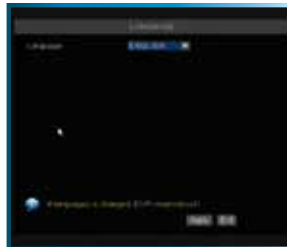
## Language Menu

- Using the mouse or the arrow buttons, select the drop-down menu of languages.
- Choose the language that best suits your needs.
- Confirm your choice by pressing select or left clicking the option.

### A Note on Languages:

Unless you really want to change the language of the DVR menus, stay away from this setting. Having the menus in a foreign language can make it difficult to get back to the menu to put the setting back to the right one!

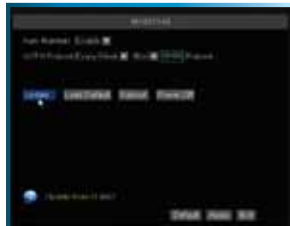
Having said that, if you do change it by mistake (or the DVR is in a foreign language when you get it) in the main menu, select the icon in the bottom right, then in the SYSTEM menu, LANGUAGES is the icon in the bottom left. That will bring you to the drop down menu where you can change languages.



## System Information Menu

The system information menu displays the version of the hardware and software you are running. Additionally, this screen will also display the Media Access Control (MAC) address.

There are two items that you can edit here. One is the DEVICE NAME. This will identify the DVR over a LAN or via the Internet using remote access software - the name helps you identify the DVR, if you have access to multiple. The DEVICE ID is important if you're running multiple DVRs - each needs its own unique device ID to function correctly when networked.



## System Maintenance Menu

To maintain the operational integrity of the DVR, it is suggested that it be rebooted periodically. In much the same way that a computer can become unstable if left on for an extremely long time, the DVR can become unstable. It is strongly suggested that the DVR be rebooted at least once per month. However, as this can be a hassle (particularly if the DVR is stashed away somewhere inconvenient) you can set the DVR up to reboot itself.

**AUTO MAINTAIN:** Whilst OFF, there won't be any other options available on this screen. Turn this ON if you want to set the AUTO REBOOT function.

**AUTO REBOOT:** Will automatically shut the DVR down and restart it at a certain time of the day, week or month.

**SYSTEM UPDATE:** For loading new soft/firmware onto the DVR via a USB flash drive. Usually, you won't need to use this setting unless directed to do so by Swann Technical Support.

**LOAD DEFAULT:** Returns the DVR to it's initial factory settings. Can be useful if, for some unknown reason, the DVR is behaving erratically. You can select specific attributes of the DVR to return to the default - for example, you could reset the Recording Options to the factory default whilst leaving your recording schedule unaffected.

**REBOOT:** Turns off and restarts the DVR immediately.

### About the AUTO REBOOT time:

- If you choose weekly rebooting, you'll need to select the day of the week (from MON through SUN) and the time that you'd like the DVR to reboot.
- If you chose monthly rebooting, you can choose the date of the month that you'd like the DVR to reboot, and then the time on that date.
- Note that, if you chose monthly rebooting and you enter the 31st as the date you'd like the DVR to reboot, there are several months of the year that don't have a 31st day. It is suggested that this date be avoided, for that reason.
- When the DVR is rebooted, no settings will be lost, and it will automatically resume its recording mode and schedule without alteration. The reboot primarily refreshes the software and gives the hardware a moment of 'time out', aiding the ongoing smooth functionality of the DVR. It will not lose your settings.

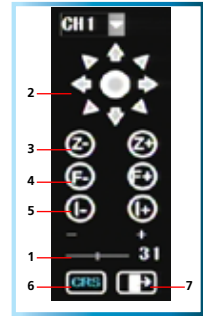
**Remember: After making changes to the settings press/click the APPLY button.**

# PTZ Controls

You can bring up the PTZ Setup window by pressing the PTZ button on the remote control, or by right-clicking the mouse in the live view mode, and choosing PTZ.

**Note: the features which will be usable depend on the capabilities and limitations of your PTZ system.**

Here, you'll be able to aim the camera, as well as alter aspects of the lens and iris configuration. We'll explain a little more about what each of these does:



## 1. SPEED ADJUSTMENT

By selecting this with the mouse or the arrow buttons, you are able to change the speed at which your camera will tilt, pan and zoom. The higher the number, the faster the camera will move.

## 2. ARROW BUTTONS

Used to manually move the camera. The arrow buttons will move the camera in the selected direction, and the centre button toggles Auto-Scan ON and OFF.

## 3. ZOOM

If you are using a variable zoom PTZ camera, you can zoom in or out here. Zooming in will increase the size of objects in view, at the expense of reducing the field of view. You may need to adjust focus when using the ZOOM function.

## 4. FOCUS

Adjusts the focal plane of the lens. If an image is blurry, try adjusting the focus. To best set the focus, move one direction until things become clear, and then blurry again. Move back and forth until you find sharp focus.

## 5. IRIS

Controls how much light gets into the camera. If things look too bright (or white) lower the IRIS value. If things are too dark (or black) raise the IRIS value. Many cameras do this automatically.

## 6. CRUISE SET


Open the CRUISE SETUP screen, see below.

## 7.EXIT


Leaves the PTZ SETUP menu.



## Cruise Mode

To setup CRUISE MODE, you'll need to define "POINTS" for each channel with a PTZ camera you want to "cruise". A POINT is one place that the camera needs to move to on its loop.

- Move the camera to the desired position using the arrows.
- Hit the  button.
- The point will be saved. Its name will be one digit higher than the previous point.
- For easy cruise setup, define your points in the same order as you want the camera to move through them.

The  button will take the camera back to a predefined point.

The  button will remove all your defined points.

When you've set your points, select  then .

- To start cruise mode, select START CRUISE from the pop-up menu.
- To stop cruise mode, select STOP CRUISE from the same menu.



**Remember: After making changes to the settings press/click the APPLY button.**

# Remote Access

The primary requirements for accessing the DVR4-2600 via the Internet are:

## A High-Speed Internet Connection

Video uses a lot of data, so you'll need a fast Internet connection in order to get smooth playback and monitoring remotely. Note that upload speed refers to the rate at which an Internet connection can send data, not receive it. Most Internet plans are 'asymmetrical', which means they can download data faster than they can upload it. We think that an Internet connection with an upload speed of 256kbps is generally sufficient for remote access, but ideally upload speeds of 512kbps or higher are recommended - particularly for multi-channel playback or monitoring at higher resolutions and quality settings.

## Your DVR & Local Network Correctly Configured

It is important that your local network function correctly, and that the information entered into the Networking menu in the DVR (see page 22) matches the general network settings.

The first thing you'll need to determine is whether your router requires devices to use fixed (STATIC) or dynamic (DHCP) addressing. Some routers can use either method, whilst some only support DHCP, and others only support STATIC. **If your router supports it, we recommend using DHCP addressing with UPnP enabled, as it makes locating the DVR from other devices on your network easier.**

In a DHCP configuration, you do not need to enter the IP address, subnet mask or default gateway values into the DVR - the router will automatically assign these.

For a STATIC configuration, the DVR needs to be told what IP address to use (this must be unique) and the subnet mask, gateway address and DNS server address (these must match the other devices on your network). The most common way of discovering these values is to use a computer already connected to the network, which can access the Internet.

## UPnP

Basically, UPnP is the ultimate shortcut when setting up your home network. The big benefit of UPnP is that you don't have to worry about port forwarding, which is one of the most time consuming and difficult stages of configuring your network.

**The requirements for UPnP are:** *A UPnP capable router, with UPnP enabled.*

## Enabling UPnP

UPnP is a setting which can be enabled on certain routers. You'll have to see your router's documentation for instructions on how to enable UPnP, if your router supports it.

**Enabling UPnP will have a minor effect on your network security.** If your network is free from malware (such as viruses, spyware, adware and so on) then UPnP will improve the security of your network. This happens because the ports that programs and devices use while they're open are automatically closed when the program is closed or the device shut down. On the other hand, if UPnP is enabled once the security of your network is already compromised (that is, a device or computer on the network is infected by some kind of malware) then UPnP will reduce your networks ability to quarantine suspect programs by allowing them outbound access through the router's firewall. Basically, if you're planning to use UPnP, be sure your computers are clean and free from malware!

## Port Configuration

The DVR4-2600 needs two ports to be available and properly configured to work correctly over the Internet. If you're not using UPnP (we recommend you do use UPnP) then you'll need to **forward these ports**.

**Media Port:** The default value is "9000".

**Web Port:** The default value is "80" - we strongly suggest changing this as "80" is a port frequently used by various programs (in fact, it's the default HTTP port). Generally, ports "85" (or "3100") are much better choices.

**Remember:** if you're **not** using UPnP, these ports need to be forwarded from your router directly to the DVR. Without these ports forwarded properly, remote access **will not work**.



## Public and Private IP Addresses

The IP address used by the DVR, whether entered manually (STATIC) or assigned by the dynamic host (DHCP) is the **private IP address** of the DVR. The **private IP address** is used to locate the DVR on your private network. However, to access the DVR from a remote location via the Internet, you'll need to know your home networks **public IP address**.

### *What's the difference?*

The IP addressing system that the Internet utilizes at the moment supports up to (approximately) 4 billion addresses. That is a lot, but it's not enough for every device connected to it (computers, phones, video game consoles, DVRs, servers, televisions and even some refrigerators can all have Internet connections) to have individual addresses. This problem is solved by assigning an address to each sub-network on the Internet. This means that all LANs, such as your local network in your home or office, will have a **public IP address** which will allow you to find that network from anywhere connected to the Internet.

This means that all devices connected to your network share one **public IP address**. To differentiate devices on your network, your network has its own IP address range, and this is what is referred to as your **private IP address**. The **private IP address** is used to configure your DVR and router for remote access through a process known as *Port Forwarding*.

### *How do I find these addresses, and what should I do with them?*

If you're setting up a dynamic network (DHCP) then you don't need to know the private IP address of your DVR (it'll probably change over time, anyway). Rather, you only need to define the Media Port and Web Port. If you're not using UPnP (if possible, use UPnP - it's just awesome) then configure your router to forward these ports to the DVR.

If you've configured your network using STATIC IP addressing, then you'll be entering the private IP address directly into the DVR. Then you'll need to choose your Web Port and Media Port. Finally, you'll have to configure your router to forward your selected ports to the private IP address of the DVR.

Finally, to learn your networks public IP address, you'll need a computer with Internet access connected via the same network as the DVR you're configuring. Then, open an Internet browser window. In the address bar, go to [www.whatismyip.com](http://www.whatismyip.com). Your public IP address will be displayed instantly!

## Static and Dynamic IP Addresses

In much the same way as your home network can use static or dynamic IP addresses, many Internet providers don't issue (or charge more for) a static IP address for users. The easiest way to find out is to contact your Internet service provider. Alternately, you can access the [www.whatismyip.com](http://www.whatismyip.com) service, make a note of your IP, then reboot your router/gateway. This should refresh your Internet connection. If your IP address stays the same, you've probably got a static IP address. If it changes, you have a dynamic IP address.

### *How do I deal with a dynamic IP address?*

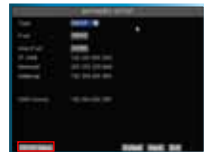
One option is to contact your ISP and request a static IP address. They'll usually charge a small fee for doing this. It's worth noting that not all ISPs offer static IP addresses.

If your ISP does not offer static IP addresses then you can use a dynamic referencing service, like [www.dyndns.com](http://www.dyndns.com). They offer a free service which will give you a text address (such as [www.exampleipaddress.example](http://www.exampleipaddress.example)) which will take you directly to your public IP address. For this service to work correctly, you'll need to set up the DVR to work with DDNS.

**Server:** Choose the server that you're using. There are two options, DYNDNS ([www.dyndns.com](http://www.dyndns.com)) and 3322 ([www.3322.org](http://www.3322.org)). We suggest DYNDNS, unless you are fluent at reading Chinese.

**Host Name:** Enter the host name that you set up in your DDNS service. This is the address you use to access your network.

**Username and Password:** Here, enter the username and password you setup with your DDNS server. These do not have to match your username/password combination in either your DVR or router (for the sake of security, we suggest making them different).



Above: The *DDNS Setup* button, located in the *Network Setup* menu.  
Below: The *DDNS Setup* menu.



# Remote Access via Internet Explorer

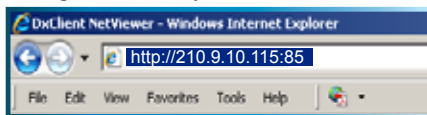
The easiest way to access your DVR remotely is via an Internet browser. These instructions will detail how to access the DVR via *Microsoft Internet Explorer*®. This section assumes that you've already configured the DVR and your network to operate properly. Remotely accessing the DVR via Internet Explorer (IE) is a great way to test if your network is functioning as it should.

*At the time of writing, the DVR supports up to 3 users accessing the DVR remotely at a time.*

**Note:** You may have to alter and configure the ActiveX controls in IE to allow unrestricted access to the DVR. Access might be slowed or blocked completely by IE's built-in security functions. The instructions on how to do this are covered on the next page.

## To access the DVR remotely via Internet Explorer:

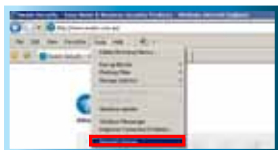
1. Open an *Internet Explorer* window. If you do not have *Internet Explorer* you can download it from the Microsoft website ([www.microsoft.com](http://www.microsoft.com)).
2. In the address bar type "http:///" followed by your **public IP address**, a colon then your **web port**. For example, if your web port is "85" and your public IP address is "210.9.10.115", then you'll need to enter the information, shown on the image, immediately below these words.
3. You will now see a login window. Here, enter your password. If no password is set, leave this dialog box blank.
4. You should now have access to the DVR.



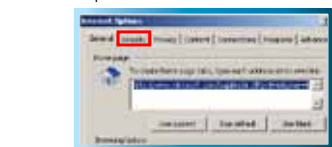
## Adjusting the Security Settings in Internet Explorer

1. Open *Internet Explorer*.
6. You will now see the list below (or similar, depending on the version of IE you are running).

2. Click **Tools --> Internet Options**.



3. In **Internet Options** click on the **Security** tab at the top.



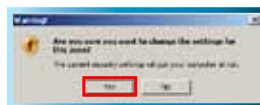
4. Select the INTERNET zone option.



5. Click on the CUSTOM LEVEL button.



7. Set **Download signed ActiveX controls** to **Prompt**.
8. Set **Download unsigned ActiveX controls** to **Prompt**.
9. Set **Initialize and script ActiveX controls not marked as safe for scripting** to **Prompt**.
10. Set **Run ActiveX controls and plug-ins** to **Enabled**.
11. Set **Script ActiveX controls marked safe for scripting** to **Enabled**.
12. After you have made these changes, click **Okay**.
13. You will be asked to confirm your changes. Choose **Yes**.



# Remote Access from a Mobile Device

The DVR4-2600 supports access from mobile devices, such as mobile phones with *Microsoft Windows Mobile*® as their operating system, as well as the increasingly popular *iPhone*. To correctly configure your DVR for remote access via a mobile device, or indeed any remote access, it is important to have your network and Internet connection configured correctly. Typically, this is matter of forwarding ports from your router to specific devices (in this case, your DVR).

## Requirements

To access the DVR via a mobile device, the following conditions must be met:

- A high-speed Internet connection with an upload speed in excess of 256kbps (ideally above 512kbps).
- The DVR attached to this high-speed Internet connection.
- Your home network correctly configured to allow the DVR's SERVER PORT unrestricted access to the Internet. Typically, this requires enabling UPnP (recommended) or forwarding ports (not recommended).
- A compatible mobile device with a supported platform (see below).
- The correct application(s) installed on your mobile device. See page 54 for more details on how to use a mobile device to remotely access the DVR.
- A sufficient signal to your mobile device (areas with intermittent coverage or low signal strength will adversely affect the playback).

## Setting up the DVR for Mobile Access

1. Enter the **Main Menu**.
2. Navigate to **Devices**, and select **Mobile**.
3. Enter a **USERNAME** and **PASSWORD** for mobile access. This may be the same or different to your regular password, depending on your security needs. We suggest using a different password for mobile access, but something that you'll remember.
4. Choose a **PORT** for remote access. If UPnP is not enabled, then this port will need to be properly forwarded from your router to ensure maximum bandwidth for sending footage.

## Preparing your Mobile Device

Mobile technology is becoming increasingly advanced, and the rate of change is increasing. We're constantly updating software to keep up with the evolution of handsets and other devices available, and developing new apps (or "applications", for those who still prefer whole words) for other operating systems and hardware.

Thus, we can't tell you exactly how to prepare your mobile device here. Firstly, there isn't enough space on this page to cover all compatible mobile devices. More importantly, any information we print will probably be out of date by the time you read it!

Check out:

[www.swannsecurity.com/mobile](http://www.swannsecurity.com/mobile)

for guides to set up common mobile devices for use with the DVR4-2600.

## Supported Mobile Platforms

At the time of writing, the DVR4-2600 supports a mobile device (such as a cellphone, tablet, PDA or similar) on a 3G network running:

- *Microsoft Windows Mobile*® (version 6.1 or higher)
- *Android* (version 2.1 or higher)
- *Symbian (S60, 3rd or 5th edition)*
- *iPhone OS*
- *BlackBerry OS* (version 5 or higher)

Some devices may require access to a local area network with Internet access to function correctly, whilst others are able to use mobile Internet (such as HSDPA or similar protocol). It depends on the hardware in your specific device, and there are too many devices out there these days to offer any kind of comprehensive list.

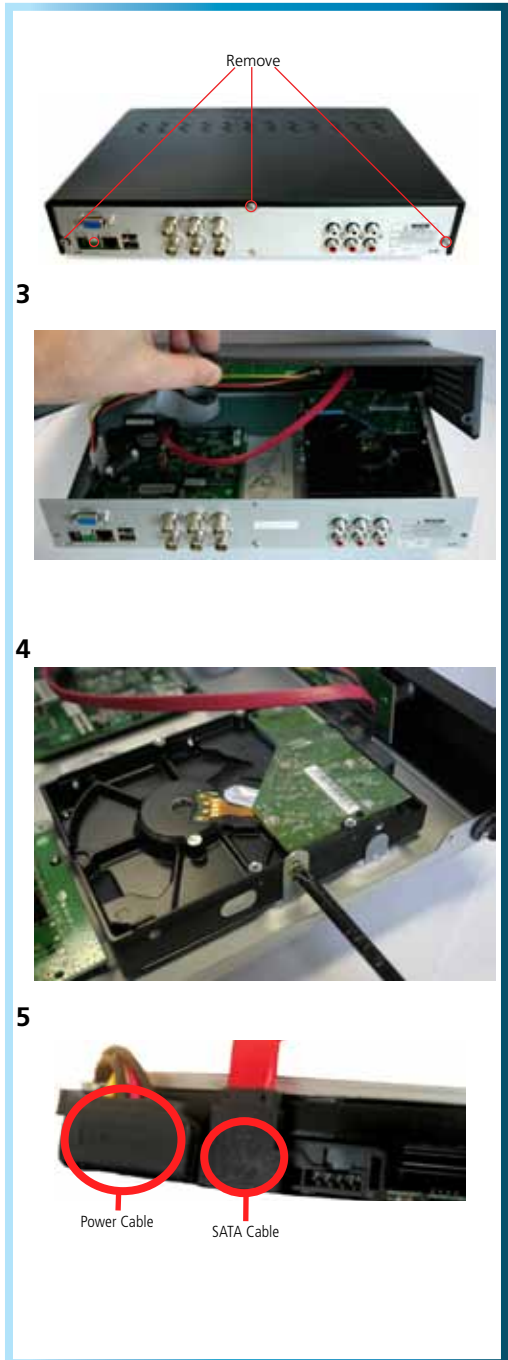
**Disclaimer: We can't guarantee that your mobile device will be compatible with this DVR, even if it has one of the operating systems listed above. Your specific model of phone, tablet or other device, the hardware it contains (and the revision thereof), your service provider, the types of data services they offer and your specific phone/device plan will all affect the performance of your mobile device for remote access of the DVR.**

*At the time of writing, the DVR supports up to 4 users via mobile devices simultaneously.*

# Changing or installing a Hard Drive

**Note:** the following instructions are for installing or changing the hard drive. If your DVR already has a hard drive pre-installed, and you don't want to change it, disregard these steps.

1. Ensure the DVR is **switched off** and **unplugged from mains power**.
2. Locate and remove the 4 screws on the rear of the DVR, and the 2 from each side.
3. Pull up the top case of the DVR.
4. Locate the 2 screws holding down the hard drive chassis. Remove these screws and remove the HDD from the DVR.
5. Push the metal clip on the SATA cable (single **red** or **orange** cable) to unplug the cable from the hard drive. Unplug the power cable (2 black, 1 **yellow**, and 1 **red** cable) from the back of the hard drive.
6. If replacing the hard drive, put the new hard drive into the chassis.
7. Screw in the hard drive to chassis as in step 5, and attach the chassis to the DVR case as in step 4. Remember - the HDD goes in *upside down*, as shown in the image to the right.
8. Replace the top of the case.
9. Screw in the remaining screws to the sides and back of the DVR as in step 2.



# Troubleshooting

**Problem:** I'm not getting a picture on my TV or monitor!

**Solution:** There are a couple of things that could be going on. Here are a couple of theories:

- If you've connected the DVR to a TV via the VIDEO OUT port, ensure that the composite video cable (BNC to RCA) connects the MAIN VIDEO OUT on the DVR to a VIDEO IN on your television. Check that the TV is set to the right channel (*AV, Channel 0, Video, Composite*). Try using a different video input on the television. Try using a different cable. If all else fails, it's time for a different TV!
- If you're using a VGA monitor, check that the resolution that the DVR is outputting is less than or equal to the maximum (or native) resolution of the monitor. You might need to connect a TV or other monitor to change that setting on the DVR - or get a monitor which can display higher resolutions!

**Problem:** My DVR does not switch on.

**Solution:** Make sure you have plugged in the power supply (12V) to the DVR and into the wall socket. Carefully check the integrity of the connections. Try another power socket.

**Problem:** My display is showing "NO HARD DISK" when I press record.

**Solution:** If you have recently changed the hard drive in your DVR unit make sure it is plugged in properly; otherwise the hard drive may be faulty. Try connecting another (working) hard drive to the DVR; if this still doesn't work then the DVR maybe faulty. We suggest calling *Swann* Technical Support. The contact information is on the rear cover of this booklet.

**Problem:** I am not getting pictures from my cameras on any of my displays.

**Solution:** Make sure the cameras are connected properly to the DVR and their power supplies (usually about 12V, but some cameras have different requirements - particularly when one power supply is used for multiple cameras). Check that the cables are not the bits at fault by connecting the cameras directly to the DVR or to a TV (if you have the proper adapters).

**Problem:** One of the displays is not showing on my screen.

**Solution:** Make sure all cameras are set to ON in CAMERA SETUP. Check the integrity of your cables and connections. Check the power supply to the camera. Try attaching another channel to the questionable input.

**Problem:** I cannot login to my DVR remotely using the Internet Explorer browser.

**Solution:** Make sure you have configured the IP, ActiveX and USER SETUP correctly. Remember the USER PASSWORD may be different to the ADMIN PASSWORD. The ADMIN PASSWORD is used to login to the DVR remotely.

**Problem:** I cannot copy files off the DVR.

**Solution:** Make sure the DVR is connected to a USB flash drive, and that the USB flash drive is formatted to have a FAT32 file system. Some flash drives are not compatible with the DVR (these are rare) because they use an uncommon USB device class - in these cases, try using a different USB flash drive.

# Technical Specifications

## DVR4-2600

### Video

Video Format	PAL or NTSC
Video Inputs	4 x Composite BNC Inputs
Video Outputs	2 x Composite BNC Outputs, 1 x VGA Out
Display Resolution	NTSC: 704 x 480, PAL: 704 x 576 (Composite Video) VGA: Up to 1400 x 900
Display Frame Rate	NTSC: 30fps, PAL: 25fps

### Audio

Audio Inputs	4 x RCA Audio Input
Audio Output	2 x RCA Audio Output

### Recording

Compression Format	H.264
Recording Resolution	NTSC: D1 (704x480), HD1 (704x240), CIF (352x240) PAL: D1 (704 x 576), HD1 (704 x 288), CIF (352 x 288)
Recording Frame Rate (Global)	NTSC: 60 fps D1, 120fps HD1, 240fps CIF* PAL: 50fps D1, 100fps HD1, 200fps CIF*
Maximum Frame Rate per Channel	NTSC: 30fps PAL: 25fps
Recording Modes	Manual / Motion / Schedule / Alarm
Multiplex Operation	Triplex
HDD Interface	SATA
Hard Drive Support	Up to 2TB

### Network

LAN Connection	Yes
Network Interface	RJ45
Network Protocol(s)	TCP/IP, DDNS
Network Types	Static IP, DHCP, PPPoE
Remote Operation	Yes

### General

Operating Power	DC12V
Dimensions	
Weight	4 ~ 5lb (2 ~ 2.5kg) - varies by HDD installed
Backup Method	USB to Flash Drive
Mouse Support	1 x USB
Remote Control	1 x Infrared Controller
Remote Battery Type	2 x AAA

\* 240fps/200fps @ CIF resolution is the *equivalent* frame rate.

Channels can have a maximum of 30fps/NTSC or 25fps/PAL, regardless of resolution.

Thus, the DVR has a maximum frame rate of 120fps/NTSC or 100fps/PAL.

Selecting CIF will allow you to store additional footage on the hard drive, or allow other channels to operate at a higher resolution without compromising frame rate.

# Warranty Information

Swann Communications USA Inc.  
12636 Clark Street  
Santa Fe Springs CA 90670  
USA

Swann Communications  
Unit 13, 331 Ingles Street,  
Port Melbourne Vic 3207

Swann Communications LTD.  
Stag Gates House  
63/64 The Avenue  
SO171XS  
United Kingdom

## Limited Warranty Terms & Conditions

Swann Communications warrants this product against defects in workmanship and material for a period of one (1) year from its original purchase date. You must present your receipt as proof of date of purchase for warranty validation. Any unit which proves defective during the stated period will be repaired without charge for parts or labour or replaced at the sole discretion of Swann. The end user is responsible for all freight charges incurred to send the product to Swann's repair centres. The end user is responsible for all shipping costs incurred when shipping from and to any country other than the country of origin.

The warranty does not cover any incidental, accidental or consequential damages arising from the use of or the inability to use this product. Any costs associated with the fitting or removal of this product by a tradesman or other person or any other costs associated with its use are the responsibility of the end user. This warranty applies to the original purchaser of the product only and is not transferable to any third party. Unauthorized end user or third party modifications to any component or evidence of misuse or abuse of the device will render all warranties void.

By law some countries do not allow limitations on certain exclusions in this warranty. Where applicable by local laws, regulations and legal rights will take precedence.

# Helpdesk / Technical Support Details

## Swann Technical Support

All Countries E-mail: [tech@swannsecurity.com](mailto:tech@swannsecurity.com)

Telephone Helpdesk

### USA toll free

1-800-627-2799

(Su, 2pm-10pm US PT)

(M-Th, 6am-10pm US PT)

(F 6am-2pm US PT)

### USA Exchange & Repairs

1-800-627-2799 (Option 1)

(M-F, 9am-5pm US PT)

### AUSTRALIA toll free

1300 138 324

(M 9am-5pm AUS ET)

(Tu-F 1am-5pm AUS ET)

(Sa 1am-9am AUS ET)

### NEW ZEALAND toll free

0800 479 266

### UK

0203 027 0979

See <http://www.worldtimeserver.com> for information on time zones and the current time in Melbourne, Australia compared to your local time.

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The warranty does not cover any incidental, accidental or consequential damages arising from the use of or the inability to use this product. Any costs associated with the fitting or removal of this product by a tradesman or other person or any other costs associated with its use are the responsibility of the end user. This warranty applies to the original purchaser of the product only and is not transferable to any third party. Unauthorized end user or third party modifications to any component or evidence of misuse or abuse of the device will render all warranties void.

By law some countries do not allow limitations on certain exclusions in this warranty. Where applicable by local laws, regulations and legal rights will take precedence.



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### FCC Verification

This equipment has been tested and found to comply with the limits for Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna
- Increase the separation between the equipment and the receiver
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected
- Consult the dealer or an experienced radio/TV technician for help

**WARNING:** Modifications not approved by the party responsible for compliance could void user's authority to operate the equipment.