# User's Guide

plustek

## Multi-NVR Manager

- ✓ Quick Start
- ✓ Configuration
- ✓ Usage

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The device is intended to be used in a lawful manner. Certain uses of the device may be prohibited by local laws in some countries of states, such as the surreptitious recording of audio and/or video communications for certain purposes. If you have any question about whether a proposed use of your products is lawful, you should consult a local legal authority before proceeding.

The screen shots in this guide were made with Windows 7. If you are using Windows XP / Vista / 8, your screens will look somewhat different but functions are the same.

Visit our website www.plusteksecurity.com for more customer service information.

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# Introduction

The Multi-NVR Manager program allows you to view videos in an efficient way. By utilizing Multi-NVR Manager, you may view several channels from different devices.

## How to Use This Guide

This User's Guide provides instructions and illustrations on how to operate the related software programs. This guide assumes that you are familiar with Microsoft Windows. If this is not the case, we suggest you learn more about Microsoft Windows by referring to your Microsoft Windows manual before using this program.

The **Introduction** section of this manual provides an outline of this manual, and describes the minimum system requirements.

**Chapter I** describes how to quickly start with the **Multi-NVR Manager**.

**Chapter II** describes how to configure the settings with the **Multi-NVR Manager**.

**Chapter III** describes how to operate the Live View mode.

**Chapter IV** describes how to operate the Playback mode.

**Chapter V** describes how to operate the Alarm View mode.

### Conventions of This Guide

**Bold** — Represents commands or contents on your computer screen.

## Minimum System Requirements

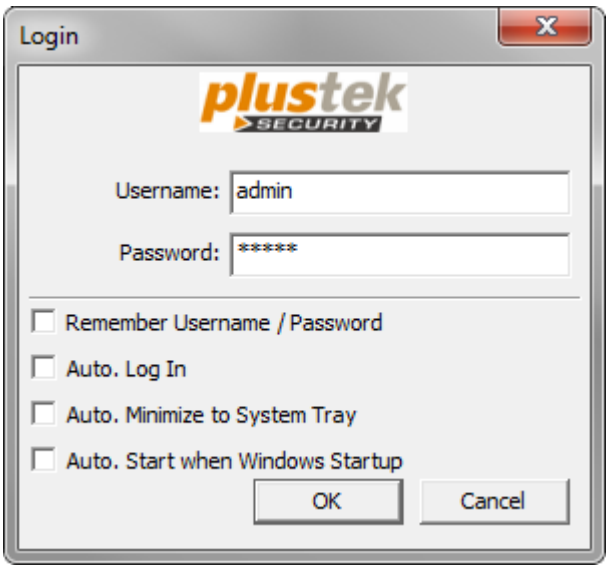
This program is recommended to work with personal computers or networks that meet the following requirements:

| | |
|---|---|
| Operating System | Microsoft® Windows® XP / Vista / 7 / 8 |
| CPU | Intel Pentium® 4 processor or above |
| Network Protocol | TCP/IP Network protocol installed. (DHCP, Static IP, DDNS, SMTP) |
| RAM | 256 MB (512 MB or higher recommended) |
| Ethernet Interface | 10/100 Mbps Ethernet Card and Category 5 cables for network connections |
| Others | CD-ROM/DVD Drive, Video card that supports 16-bit color or greater, 800 MB Free Hard Disk Space |

# Chapter I. Quick Start

Please install the “vcredist_x86.exe” and the “xvid_codec” application files before you launch the **Multi-NVR Manager** program.

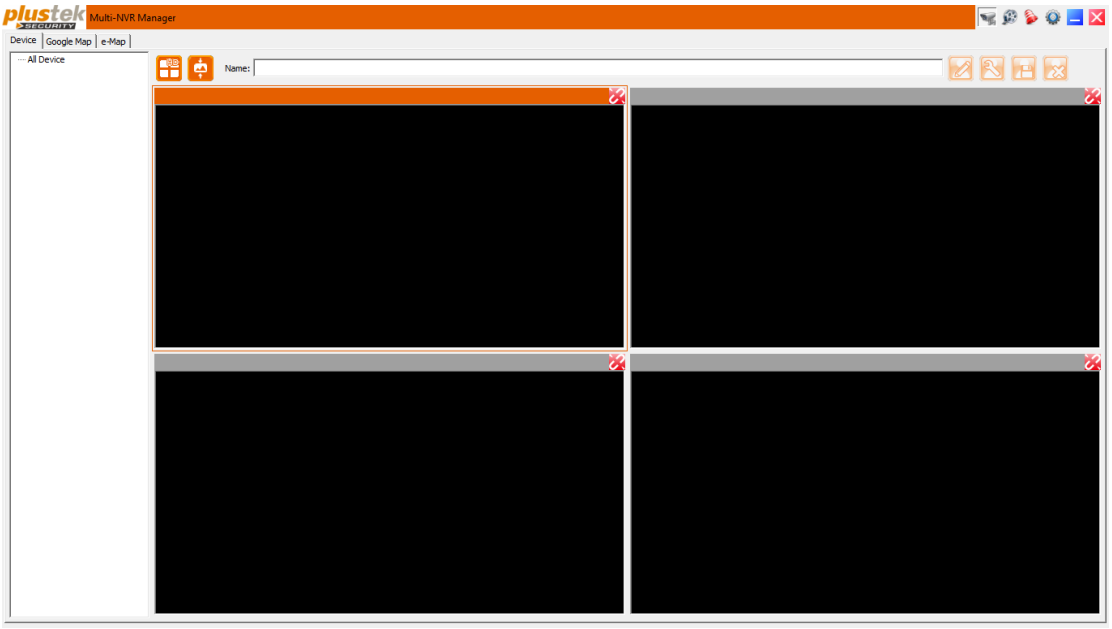
From the Windows **START** menu, point to **All Programs** > **Plustek Inc** > **Multi-NVR Manager** to launch the **Multi-NVR Manager** program. The **Login** window appears. “admin” and “admin” are the default user name and password for your first login to the program as Administrator. Click the **OK** button and you may start to configure the settings.




- **Remember Username / Password:** select this option if you want your username and password to be remembered.
- **Auto Log In:** select this option if you want your computer to automatically login this program when the computer is turned on.
- **Auto Minimize to System Tray:** select this option if you want this program to automatically minimize to system tray.
- **Auto Start when Windows Startup:** select this option if you want this program to automatically start on Windows Startup.

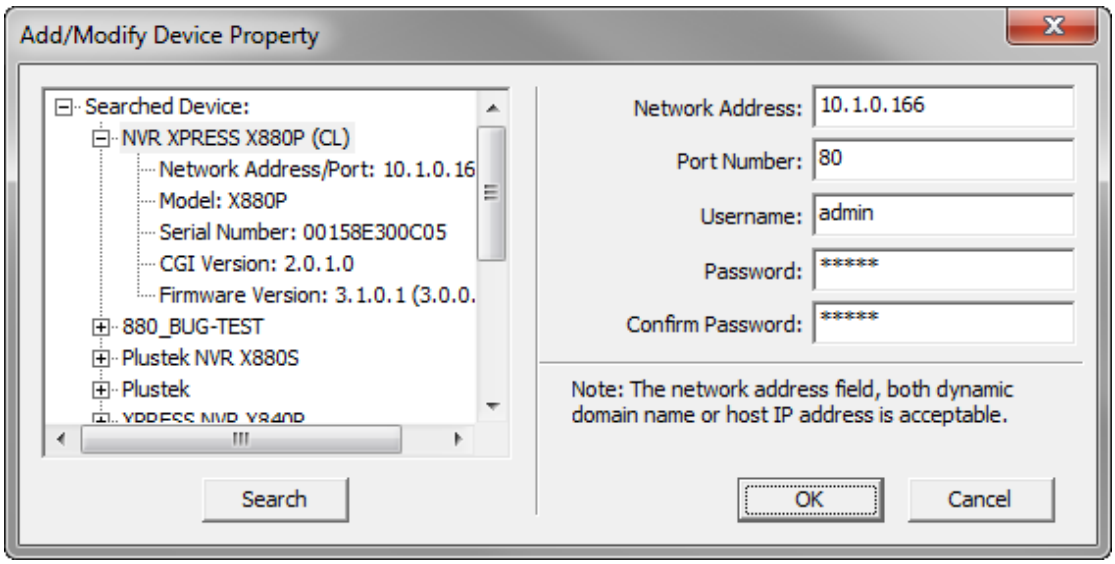
# Add Devices

The **Device** tab will be opened by default. In this section, you may add available devices, and delete unnecessary devices from this program. The icons indicate the devices' and IP cameras' status.




## Add Device

Right-click on the device list area and select **Add Device** to add an available device. Click on the **Search** button to search your network for available devices. Select a device, enter **Username**, **Password** and **Confirm Password**, or enter the **Network Address**, **Port Number**, **Username**, **Password** and **Confirm Password** then press **OK** to complete the procedure. If you wish to continue adding devices, click on the **Yes** button when prompted.



### Remove

Right-click on a device and select **Remove** to delete it.

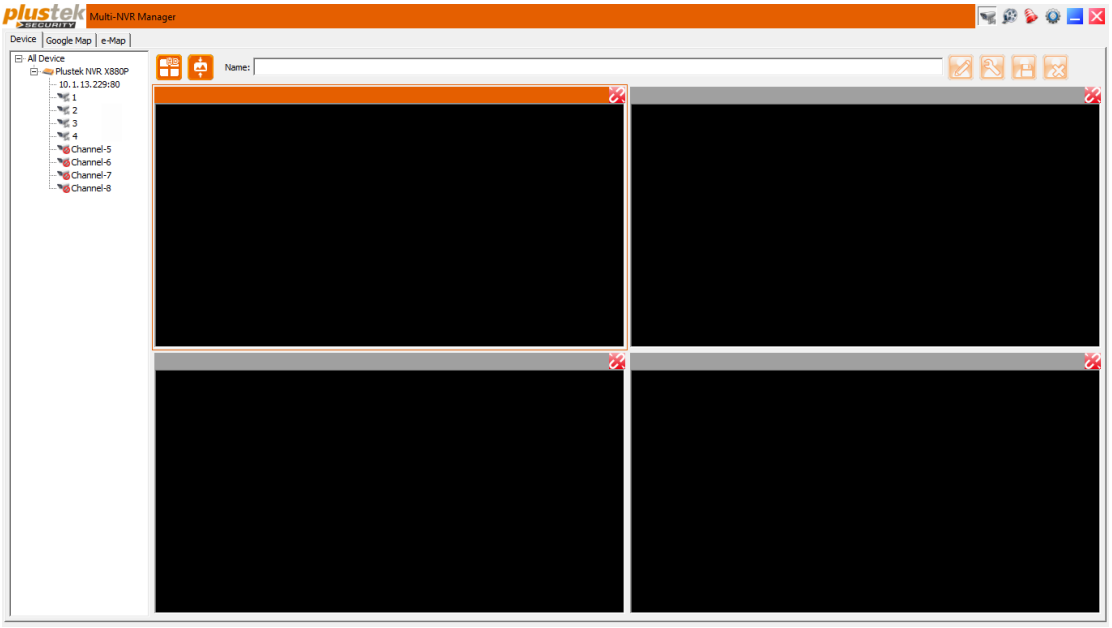
### Connect

Right-click on a device and select **Connect** to open the device's login page in your default web browser.

### Reload

If the connection to a device has been lost, right-click on the device and select **Reload** to reload the connection.

# Add Custom tabs




You may attach channels of several devices located at different sites.

### Add Camera Channels

Drag and drop any number of available cameras channels from the left side to the right side in any layout you like.

### Remove Camera Channels

To remove a camera view you have already added, click on the red button in the top right corner of the view you wish to remove.

## Change View Layout

If you have filled the current view with cameras and wish to add even more, you need to select a layout that can accommodate additional cameras. Click on the **Layout** icon and select a desired layout to display your camera channels in. The following modes are available:

- **1 View per View Group**: Display one live view channel in high resolution at a time.
- **4 Views per View Group**: Display four live view channels in high resolution at a time.
- **8 Views per View Group**: Display eight live view channels at a time in a 1+7 configuration. Window 1 will be streamed at the highest resolution, while the 7 smaller windows will be streamed at low resolution to conserve bandwidth.
- **9 Views per View Group HD**: Display nine live view channels in high resolution at a time.
- **9 Views per View Group**: Display nine live view channels at a time.
- **16 Views per View Group**: Display sixteen live view channels at a time in a 1+15 configuration. Window 1 will be streamed at the highest resolution, while the 15 smaller windows will be streamed at low resolution to conserve bandwidth.
- **16 Views per View Group**: Display sixteen live view channels at a time.
- **25 Views per View Group**: Display 25 live view channels at a time.
- **36 Views per View Group**: Display 36 live view channels at a time.
- **49 Views per View Group**: Display 49 live view channels at a time.
- **64 Views per View Group**: Display 64 live view channels at a time.

## Change Image Fill Mode

Click on the **Image Fill Mode** icon and select a desired mode to display your camera channels in. The following modes are available:

- **Shrink Bigger Image Only**: Only images that exceed their windows' size will be shrunk to fit. Black bars may be visible around the image.
- **Fit in View Windows**: Images will be enlarged to fit their windows' size. Black bars may be visible around the image.
-

**View Video in Actual Size**: Images will be displayed in their native resolution, even if they exceed their windows' size. You can use a left-click with your mouse to move around the image.
- **Full The View Window**: Fills the entire window size with the image. Images may appear distorted.

## Create View Groups

After you have customized your view group, you have to enter a name for it in the **Name** field at the top. Then click on the **Create a View Group** icon to save your view group as a custom tab in the program.

## Customize View Groups

To edit existing custom view groups, click on the **Load View** icon , select the desired view group from the drop-down list and click on the **OK** button. You can now add and delete channels and rearrange the layout. When you are done, click on the **Save to the View Group** icon to save your changes.

## Delete View Groups

To delete existing custom view groups entirely, click on the **Delete the View Group** icon , select the desired view group from the drop-down list and click on the **OK** button. Confirm deleting the view group by clicking on the **OK** button when prompted.

After configuring the settings, you can start to live view the video channels with this program.

# Open & Exit the Program

Clicking on the button will not exit the program, Multi-NVR Manager will only shrink to the system tray. You may right-click on the icon to open a pop-up menu to:

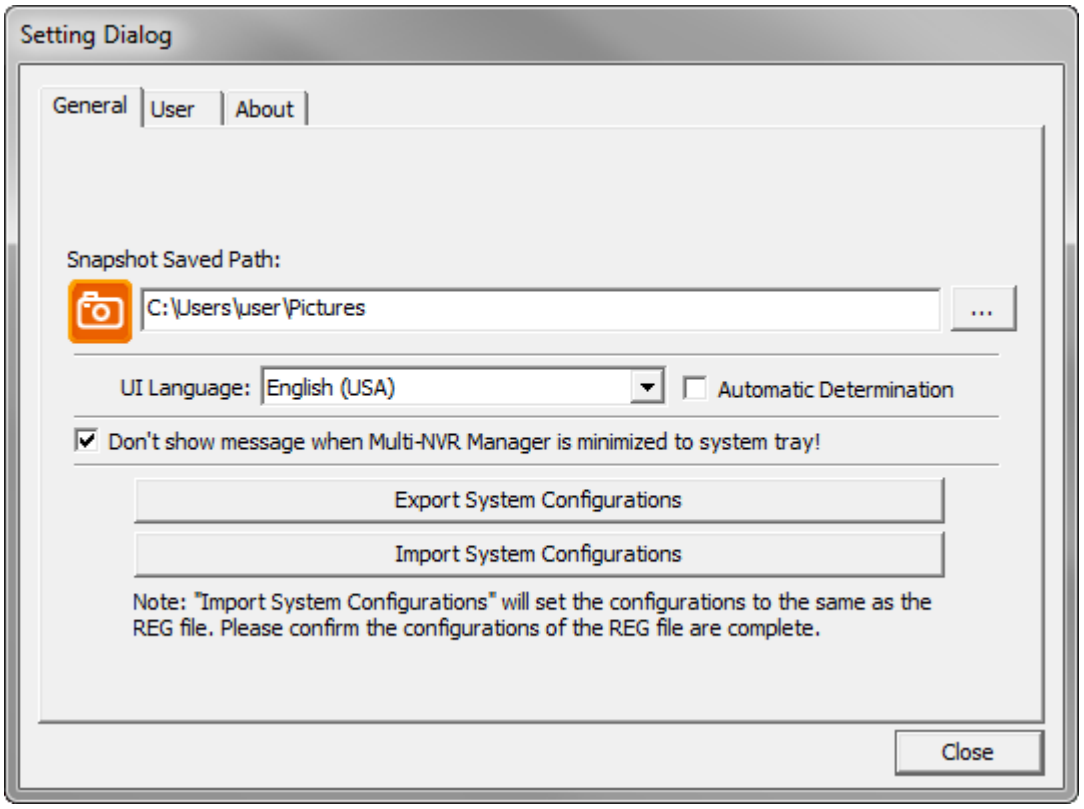
- Display the program window by clicking **Open**.
- Exit the program by clicking **Exit**.

# Chapter II.
# Configuring the Multi-NVR Manager

Click the button on the upper-right of the main window to display the **Setting Dialog** window. There are 3 tabs available: **General**, **User** and **About**. You may start to configure the settings in this window.

## General

Select the **General** tab in the **Setting Dialog** window. In this section, you may select the saving folder for you to back up recorded pictures, decide the program language and export and import system configuration.

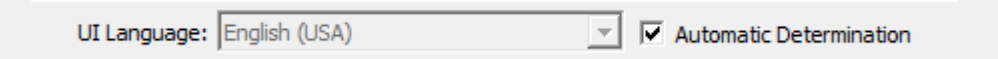



### Saving Folder

To select or modify the saving folder, click to open a dialog box where you may browse your disk drives to select a desired saving folder. All backed up pictures will be saved in the selected folder.

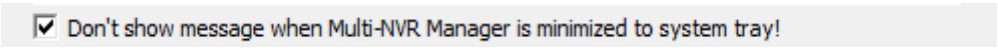
## UI Language

You may choose the program language from the drop-down list. You may tick the **Automatic Determination** check box to determinate the program language by operating system language. The Multi-NVR Manager program has to be restarted for this setting to take effect.



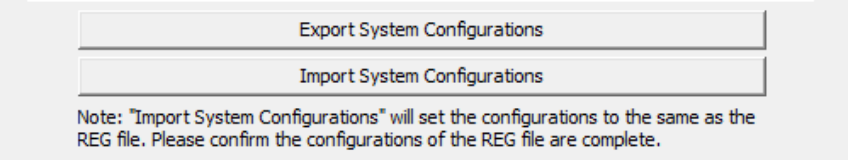

## Don’t show message when Multi-NVR Manager is minimized to system tray

Tick this check box if you do not like the program to popup the **Minimize to System Tray Notification** when you click the button on the window. Clicking on the button will not exit the program, Multi-NVR Manager will only shrink to the system tray and still run. You may right-click on the icon to see the menu or double-click on the icon to bring it back.



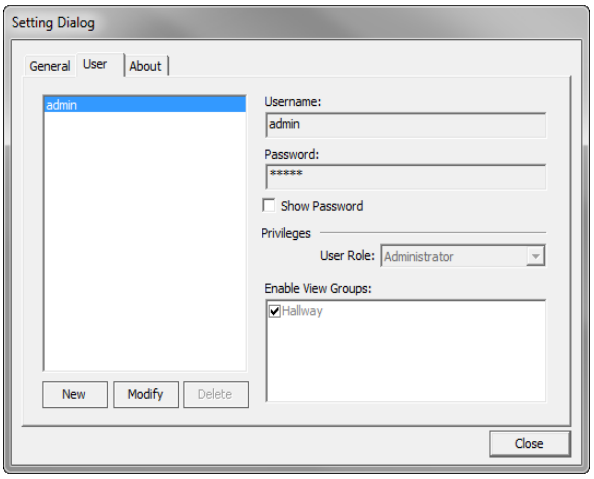

## Export and Import System Configurations

Click on the **Export System Configurations** or **Import System Configurations** buttons respectively to open a dialog box where you may browse your disk drives to select a desired file to save to or import from.



# User

Select the **User** tab in the **Setting Dialog** window. In this section, the administrator can add several **Operators** and **Viewers**. We offer an Administrator account with the Username “admin” and default Password “admin”. Please modify the administrator’s password to avoid unauthorized usage.

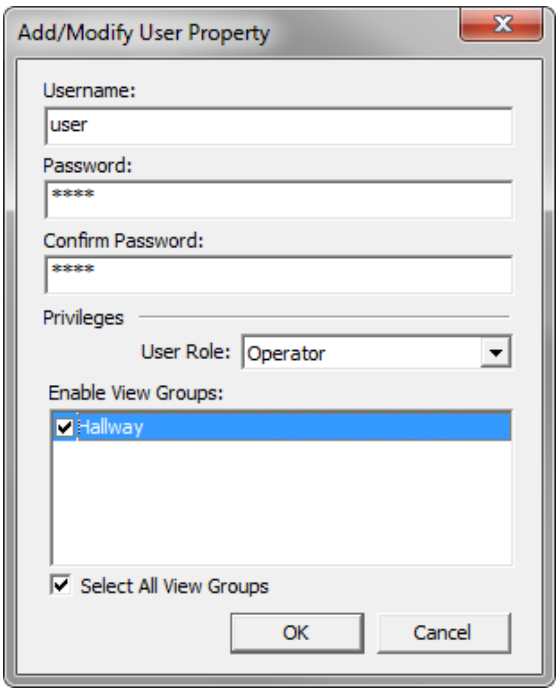



The information of the selected user is displayed on the right side, including: **Username**, **Password**, **User Role** and **Enable View Groups**. You may tick the check box of **Show Password** to display the **Password**.

## New

Click on the **New** button to add users with different privileges. Enter the **Username**, **Password**, **Confirm Password**, select **User Role** from the drop-down list, tick the different privileges check boxes and then press **OK** to complete the procedure.





### Modify

Click on the **Modify**

button to modify information of the currently selected user. Press **OK** to complete the procedure.

### Delete

Click on the **Delete**

button to delete unnecessary users. Select the desired user and click the **Delete** button in the window to delete the selected user.

The following table lists the maximum privilege rights of the different user accounts:

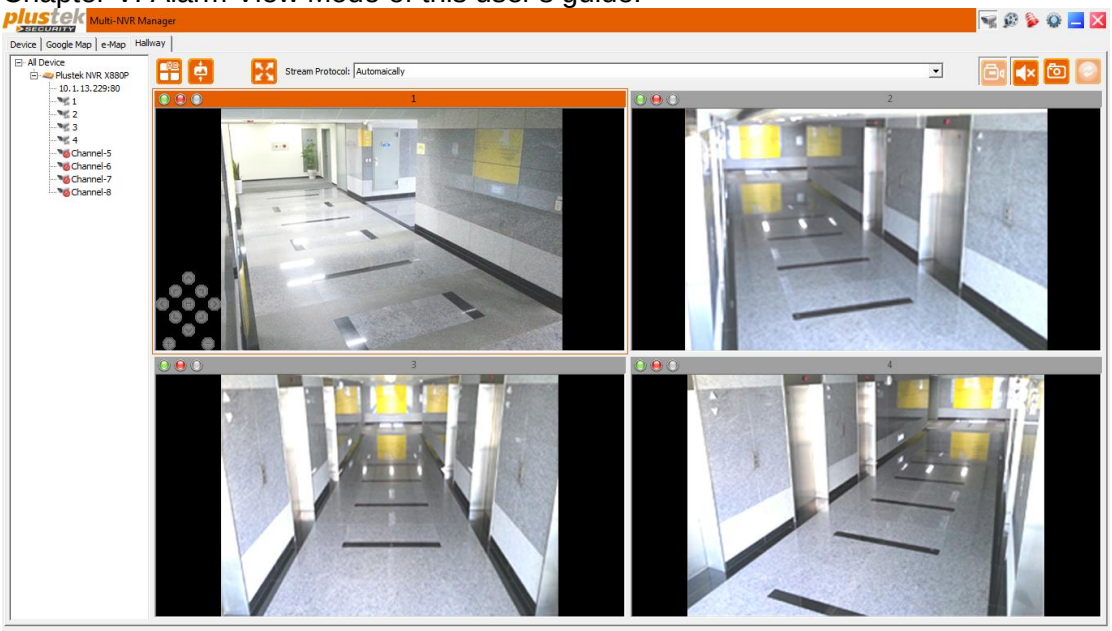
| User Privilege | Viewer | Operator | Administrator |
|---|---|---|---|
| View “Live View” | O | O | O |
| PTZ Operation | X | O | O |
| Modify View Setting | X | X | O |
| Device Manipulation | X | X | O |
| Add new user | X | X | O |

# About

Select the **About** tab in the **Setting Dialog** window to display related information about this program.

# Chapter III. Live View Mode

By default, the Multi-NVR Manager program starts in Live View mode. You can switch to the Playback and Alarm View modes by clicking on the respective buttons on the upper-right of the main window. For more information about the Playback and Alarm View modes, please refer to Chapter IV. Playback Mode and Chapter V. Alarm View Mode of this user's guide.




## Custom View tab

Once you have created at least one custom view group, you can view the live video streams captured by the cameras connected with the devices.

Surrounding the Live View Windows, there are a few buttons for you to configure and control the functions.

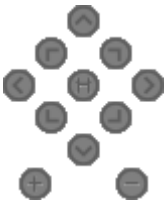
The buttons and their respective functions are shown in the following table:

| Button | Function |
|---|---|
| **Select Views Layout** | Display a dialog where you can select a desired views layout |
| **Select Image Fit** | Display a dialog where you can select a desired image fit mode |
| **View Windows with Full Screen** | Display the view windows in full screen mode |
| **Stream Protocol** | Select a Stream Protocol to use |

| | |
|---|---|
| **Enable/Disable Recording** | Enable/Disable video and audio recording of the selected channel |
| **Mute/Unmute** | Mute/Unmute the selected channel |
| **Snapshot** | Take a snapshot of the selected channel |
| **Refresh** | Refresh the view |

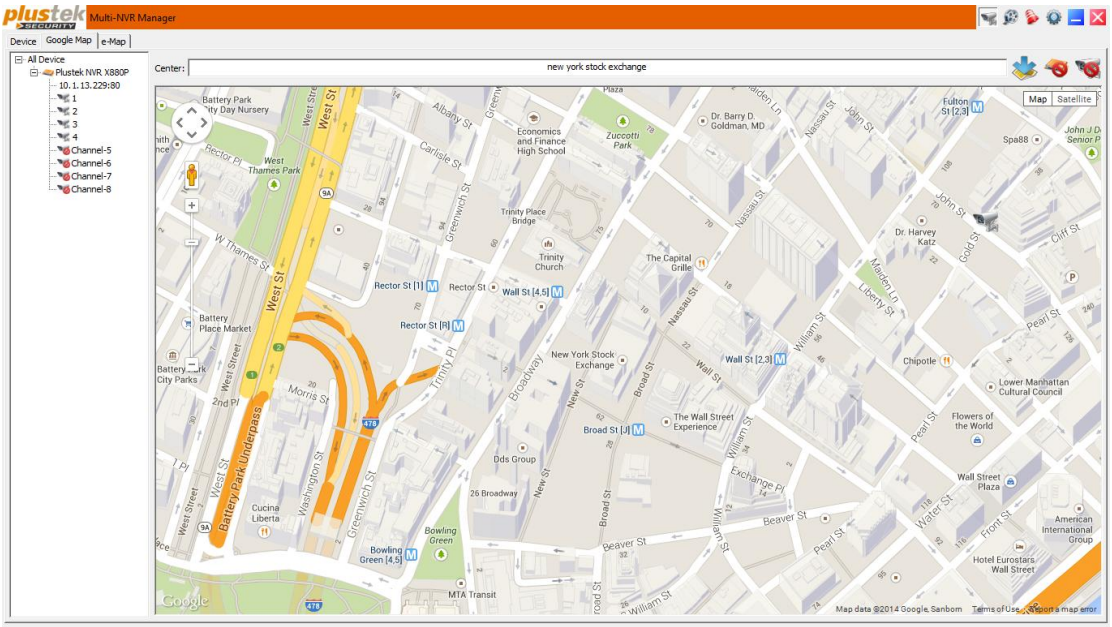
## Camera Control Buttons

When you have selected a window where the connected camera has PTZ-capabilities, you can use the PTZ control buttons or directly click on the camera view to adjust where the camera points. The mouse cursor will turn into a cursor to indicate that you can click on the image. Only authorized **Users** can access these functions. The buttons and their respective functions are shown in the following table:

| Button | Function |
|---|---|
|  | If you are using a PTZ camera, the PTZ Setting buttons will be activated. Click on the buttons to make PTZ adjustments to the camera. Using PTZ control, you may focus the camera to a desired position.<br>Click these arrow buttons to adjust the direction of the camera lens. Click to reset the camera to its home position. |
| **Move Camera towards the Upper-Left Direction** | Click this button to move the camera towards the Upper-Left direction. |
| **Move Camera towards the Left Direction** | Click this button to move the camera towards the Left direction. |
| **Move Camera towards the Lower-Left Direction** | Click this button to move the camera towards the Lower-Left direction. |
| **Move Camera towards the Upward Direction** | Click this button to move the camera towards the Upward direction. |

| | |
|---|---|
| **Move Camera to the Default Position** | Click this button to move the camera to the default position. |
| **Move Camera towards the Downward Direction** | Click this button to move the camera towards the Downward direction. |
| **Move Camera towards the Upper-Right Direction** | Click this button to move the camera towards the Upper-Right direction. |
| **Move Camera towards the Right Direction** | Click this button to move the camera towards the Right direction. |
| **Move Camera towards the Lower-Right Direction** | Click this button to move the camera towards the Lower-Right direction. |
| **Zoom Out** | Click this button to zoom out. |
| **Zoom In** | Click this button to zoom in. |

# Google Map tab




Once you have added at least one device to the Multi-NVR Manager, you can use the **Google Map** tab to view your devices' channels. This may help you better find a specific device or camera for viewing due to the visual nature.

## Set the Map Center

1. Enter an address or landmark in the **Center** field and press the ENTER key on your keyboard to open the location in the Google Maps window below.
2. Use the zoom buttons / and your mouse to navigate around the map to a view you wish to use.
3. Click on the **Set Google Map Center** button to fix this view.

## Place Device and Camera markers

Drag and drop any number of available devices and/or cameras onto the map to indicate the device's / camera's location.

## Toggle All Device/Camera Marker

Click on the **Show/Hide All Device Marker** and **Show/Hide All Camera Marker** buttons to toggle device and camera marker visibility on the map.

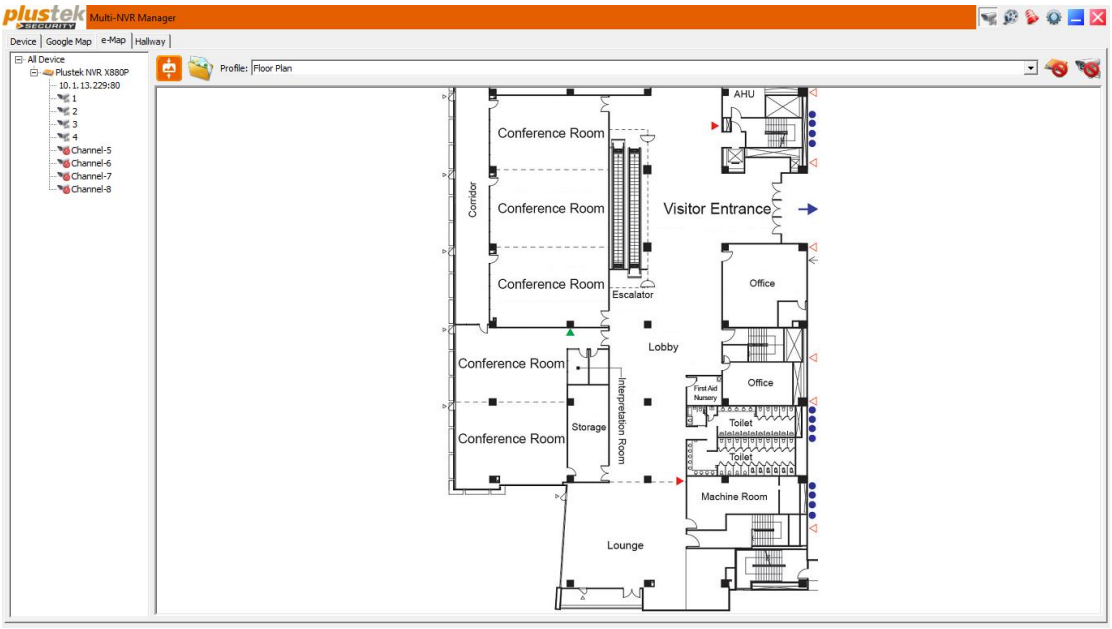
## Remove Device and Camera markers

To remove an existing device and/or camera from the map, right-click on the device's/camera's marker and select **Remove Marker**.

## View Devices and Cameras

To view devices and cameras you have added to the map, simply double click on their respective markers / . The view will be opened in a separate dialog window. Double-clicking on a device's marker will open a grid view of all connected cameras. Double-clicking on a camera's marker will open the camera's view in high resolution.

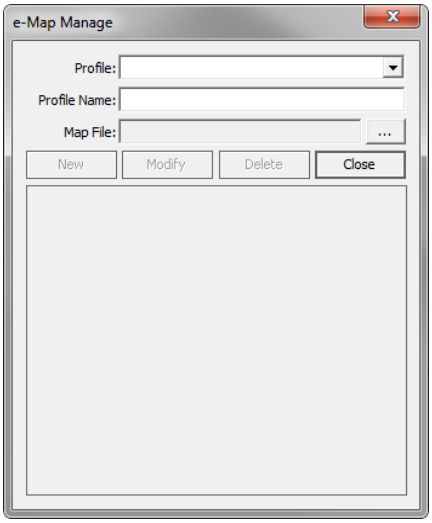
# e-Map tab



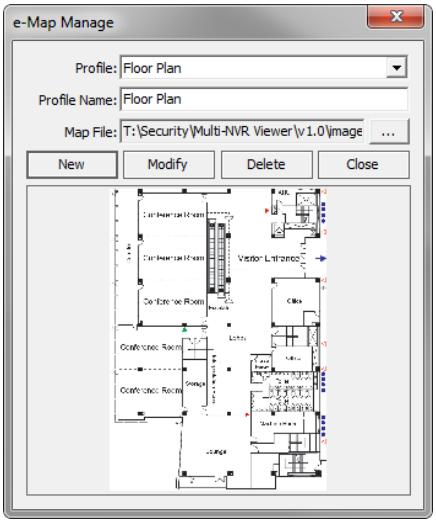

Once you have added at least one device to the Multi-NVR Manager, you can use the e-Map tab to view your device's channels. This may help you better find a specific device or camera for viewing due to the visual nature. In contrast to the Google Map tab, you have to load a image file yourself to serve as the map or floor plan.

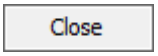
## Create an e-Map profile

1. Click on the **Open Profile Manager** button to open the **e-Map Manage** dialog.

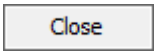



2. Click on the **Browse** button and use the dialog that opens to locate and select a supported image file you wish to use as **Map File**.
3. Enter a name for the profile in the **Profile Name** field.
4. Click on the **New** button to create a new profile with the current **Map File** and **Profile Name**.

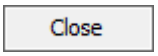



5. Click on the **Close**  button to close the dialog and return to the e-Map tab.

## Modify an e-Map profile

1. Click on the **Open Profile Manager** button to open the **e-Map Manage** dialog.
2. Select the profile you wish to modify from the **Profile** drop-down list.
3. Edit the **Profile Name** and/or change the **Map File**.
4. Click on the **Modify** button to save the changes.
5. Click on the **Close**  button to close the dialog and return to the e-Map tab.

## Delete an e-Map profile

1. Click on the **Open Profile Manager** button to open the **e-Map Manage** dialog.
2. Select the profile you wish to delete from the **Profile** drop-down list.
3. Edit the **Profile Name** and/or change the **Map File**.
4. Click on the **Delete** button to delete the profile. Click on the **Yes** button when prompted.
5. Click on the **Close**  button to close the dialog and return to the e-Map tab.

## Change Image Fill Mode

Click on the **Image Fill Mode** icon and select a desired mode to display your **Map File** in. The following modes are available:

- **Shrink Bigger Image Only**: Only images that exceed their windows' size will be shrunk to fit.
- **Fit in View Windows**: Images will be enlarged to fit their windows' size.
-

**View Video in Actual Size**: Images will be displayed in their native resolution, even if they exceed their windows' size. You can use a left-click and drag with your mouse to move around the image.
- **Full The View Window**: Fills the entire window size with the image. Images may appear distorted.

## Place Device and Camera markers

Drag and drop any number of available devices and/or cameras onto the map to indicate the device's / camera's location.

## Toggle All Device/Camera Marker

Click on the **Show/Hide All Device Marker** and **Show/Hide All Camera Marker** buttons to toggle device and camera marker visibility on the map.

## Remove Device and Camera markers

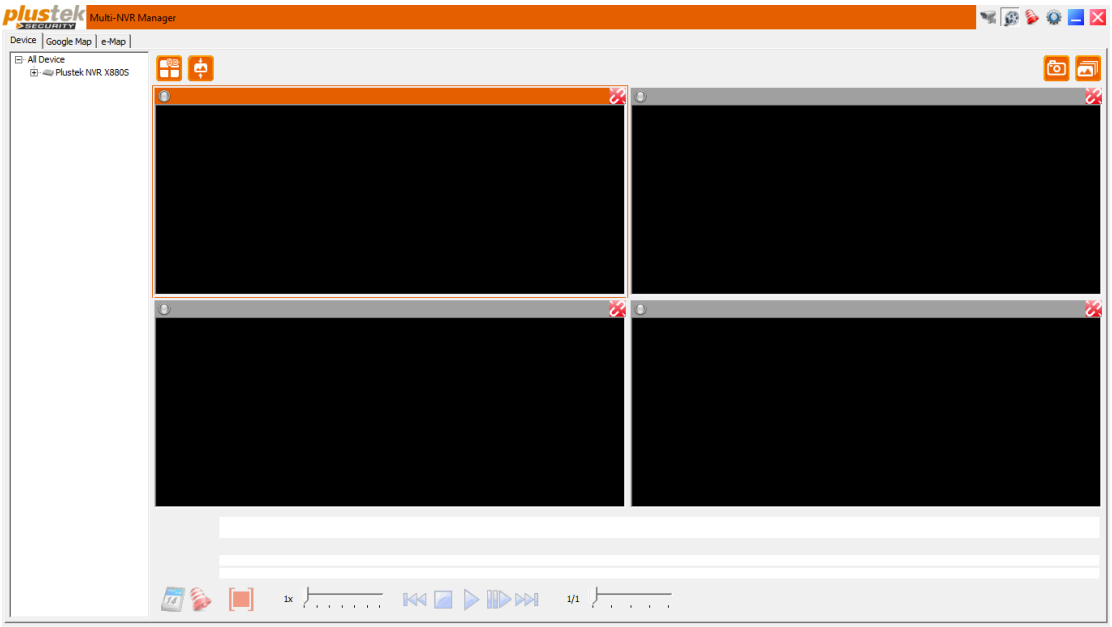
To remove an existing device and/or camera from the map, right-click on the device's/camera's marker and select **Remove Marker**.

## View Devices and Cameras

To view devices and cameras you have added to the map, simply double click on their respective markers / . The view will be opened in a separate dialog window. Double-clicking on a device's marker will open a grid view of all connected cameras. Double-clicking on a camera's marker will open the camera's view in high resolution.

# Chapter IV. Playback Mode

You can switch to the Playback mode by clicking on the respective button on the upper-right of the main window. To switch to the Live and Alarm View modes, click on the respective buttons. For more information about the Live and Alarm View modes, please refer to Chapter III. Live View Mode and Chapter V. Alarm View Mode of this user's guide.




## Custom View tab

You can playback the video streams captured by the cameras connected with the devices.

Surrounding the view windows, there are a few buttons for you to configure and control the functions.

The buttons and their respective functions are shown in the following table:

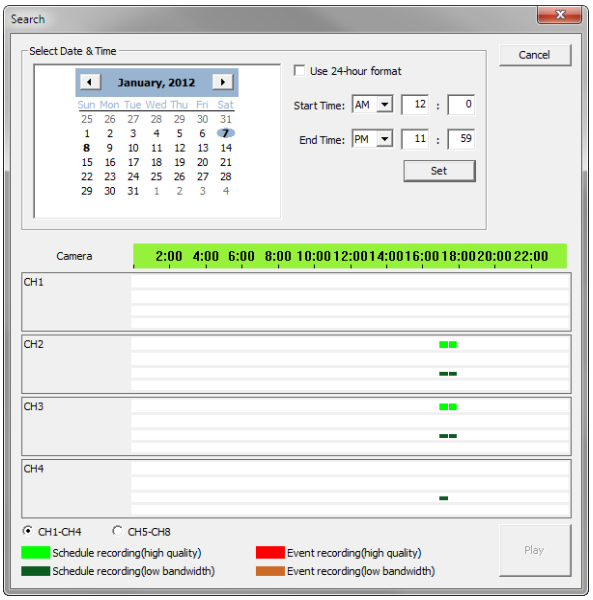
| Button | Function |
|---|---|
| **Select Views Layout** | Display a dialog where you can select a desired views layout |
| **Select Image Fit** | Display a dialog where you can select a desired image fit mode |
| **Snapshot** | Take a snapshot of the selected channel |
| **Export** | Refresh the view |

## To select a record to play

1. Click on the Calendar button to open the “Search” dialog.
   - **Select Date & Time**

     Click on the date you want to review in the calendar. The dates with video records are displayed in bold fonts. Enter the desired “Start Time” and “End Time”. Tick the “Use 24-hour format” checkbox to display in 24-hour format.
   - **Camera**

     The timelines of 4 channels will be shown in the bottom part of the “Search” dialog. If you have an 8-channel model, you can switch between 2 sets of 4 channels by clicking on “CH1-CH4” and “CH5-CH8” respectively.




2. Click on the “Play” button to select the channels for playback. The differences between the colors and thicknesses of the bars are described at the bottom of the “Search” dialog.
3. Click on the “Play” button to begin playback. Click the buttons at the bottom of the playback window to control the video playback. The buttons and their respective functions are shown in the following table:

| | |
|---|---|
| | Event recording: Jump to the previous section of the selected track.<br>Schedule recording: Jump 5 minutes backwards. |
| | Stop |
| | Play |
| | Pause |
| | Move forward to next frame (frame by frame) |
| | Event recording: Jump to the next section of the selected recording.<br>Schedule recording: Jump 5 minutes forward. |

4. You can use the “Speed Control” slider to adjust the playback speed. You can use the “Time Span Scaler” slider to adjust the scale of the timeline bar shown above the controls. You can move the indicator button to a desired location to playback from that point.

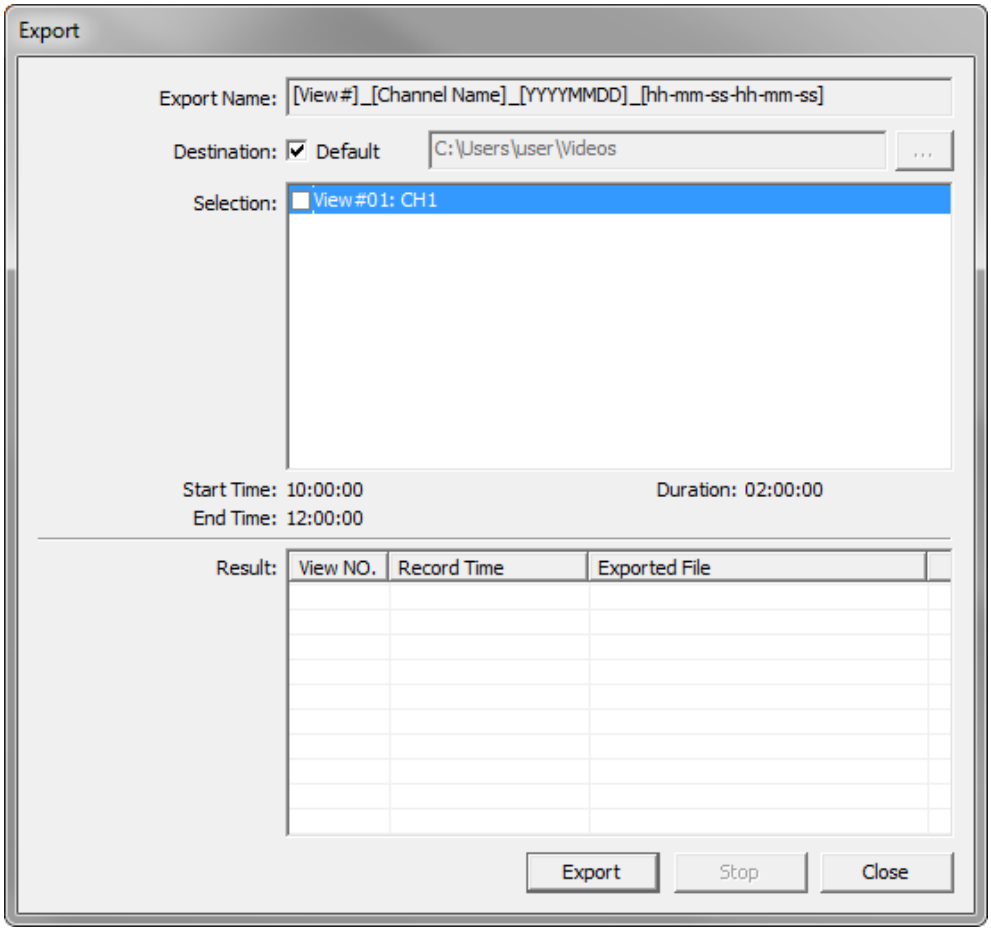
## To take a screenshot during playback

Click the button to take a snapshot of the currently displayed image.

## To export selected channels

1. Click on the button to open the “Select Time Range” dialog. Enter the desired “Start Time” and “End Time”. Tick the “Use 24-hour format” checkbox to display in 24-hour format. Click on the “OK” button to confirm the time range. Adjustable indicator [ ] will show the time range selected for export. You can click and drag the indicators along the timeline to adjust the time range.

2. Click the button to open the “Export” dialog. The “Export Name” field will show how the exported files will be named.




3. The “Destination” field will show where the recordings will be exported to. Deactivate the “Default” checkbox and click on the ... button to select a desired folder to export the recordings to.

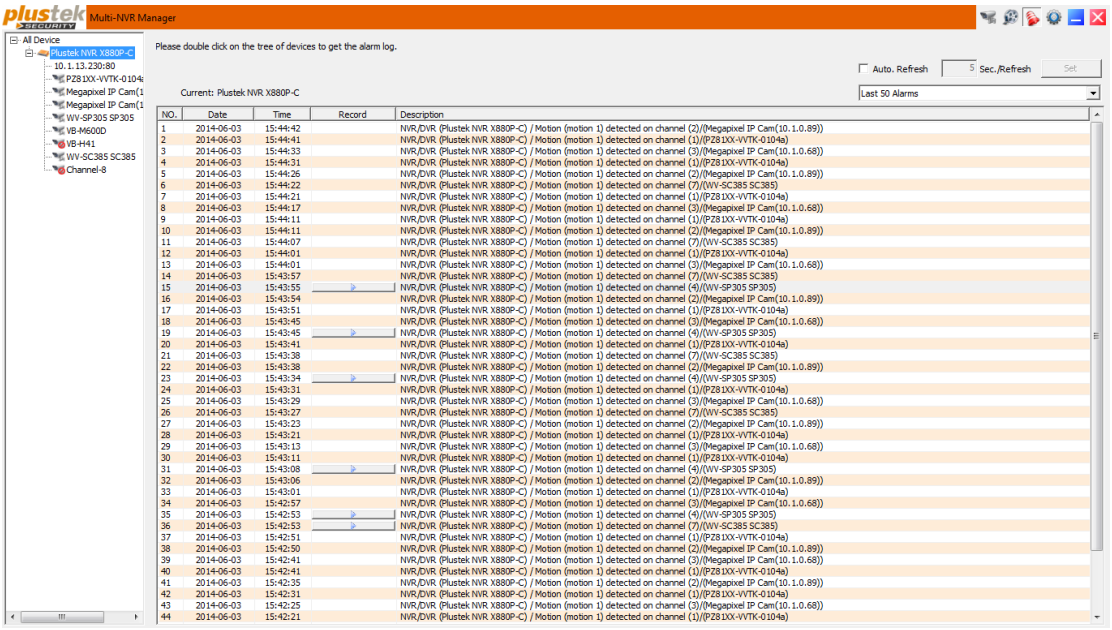
4. In the “Selection” field, activate the checkboxes of the channels you wish to export.

5. The middle of the dialog will show the start and end time of the videos, as well as the duration.

6. Click on the “Export” button to begin exporting the selected recordings. The export status will be shown in the “Result” list in real time. The exported recordings will be split into segments of 30 minutes. Click on the “Stop” button to stop exporting at any time. Click on the “Close” button to close the dialog.

# Chapter V. Alarm View Mode

You can switch to the Alarm View mode by clicking on the respective button on the upper-right of the main window. To switch to the Live View and Playback modes, click on the respective buttons. For more information about the Live and Alarm View modes, please refer to Chapter III. Live View Mode and Chapter IV. Playback Mode of this user's guide.




## Viewing alarm logs

Double click on a device in the left panel to load that device's alarm log. The entries are sorted by newest first, and in the "Description" column you can see which setting triggered the alarm. If an alarm recording was made, the "Record" column will show a "Play" button. Click on a desired "Play" button to playback the recording immediately.

### Auto. Refresh X Sec./Refresh

Activate this checkbox and enter a value between 1 and 30 in the "Sec./Refresh" field after it to define how often the alarm log will automatically refresh.

### Number of alarms to show

Define the number of alarms you want to see in the alarm log by selecting the desired option from the drop-down list.

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