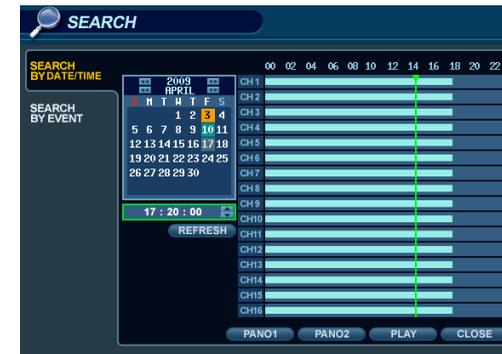# GANZ DIGIMASTER

Quick Reference Guide

Search, Playback and Archive a Video Clip

Searching and Playback

- Press the '**Search**' button on the Front Panel, or click the '**Search**' button on the Status / Menu Bar, select a **username** and enter the **password**. Using the **directional buttons**, choose either '**Search by Date/Time**' or '**Search by Event**'.

- Press the '**Enter**' button to select, and you will see the calendar highlighted in green. Press '**Enter**' again to select the calendar, and it will be highlighted in yellow. Use **directional buttons** to navigate the calendar. Choose a date and press '**Enter**'. Now cursor over to the right, to select the **timelines**, and press '**Enter**'. Move the **timeline indicator bar** to select a position on the timeline to begin **playback** from. The **timeline** is split into 10-minute sections of time. A light-blue area on the timeline represents the presence of video; a dark-blue area represents no recorded video. You may also select a specific time by using the **time display** below the calendar.

- Once you have selected a position on the timeline, click '**Play**' to begin **playback**. Use the **directional buttons** or the **jog/shuttle** wheel to control the playback speed and direction. During **playback**, press '**Cancel**' at any time to return to the '**Search by Time**' menu. When using a mouse in playback mode, click on the icon to return to the Search menu.

- Within the '**Search by Event**' menu, select one or more channels, and select each of the types of events that you want to search for in the system event log. Select the '**From**' and '**To**' dates and times. Click '**Search**' to search for events. An event list will be generated. Use the '**Page Down**' and '**Page Up**' buttons to scroll through the event list.
- Select an event from the list. Press '**Enter**' to begin playback of the selected event. During **playback**, you may press the '**Cancel**' button (or click on the icon) at any time to return to the '**Search by Event**' menu.

Archiving a Video Clip

- Press the '**Archive**' button on the Front Panel, or from the Status / Menu Bar. Name the archive in the '**Tag**' field. Select the '**From**' and '**To**' dates and times. Select the archiving device to use, '**USB Storage**' or '**Internal CD-R/W device**'. Check off each of the **video and audio channels** you wish to include in the archive. Click '**Query**' to measure the size of the video data you have selected. Click '**Reserve**' to reserve the archive for later, or click '**Burn**' to burn immediately.

- When the archiving process has completed, you will see that the archive data was written onto the destination device (in **AVI format**), along with a **Setup file** (*setup.exe*) for the **video codec** needed to view archived video on a **PC** using **Windows Media Player**, and a **self-executable video player** program (*player.exe*). Archived video files can also be viewed using the '**Backup Player**' function within the *GANZ DMS* client software, which is included on the **DIGIMASTER DVR Setup CD**.

- The '**Reserved Data Management**' section of the menu allows you to browse any of the archives that you have previously reserved, view tag and memo information, burn now, or delete.

[*For all other DVR functions and settings, please refer to the DIGIMASTER DVR Instruction Manual.*]

Recording Configuration, Firmware Upgrades & Web Browser Access

Recording Configuration

*The DVR system can be configured to provide recording in various modes (**Continuous / Motion / Alarm / Panic**), using a set of overlapping schedules. All recording schedules and parameters are adjustable on a per channel, per hour basis.*
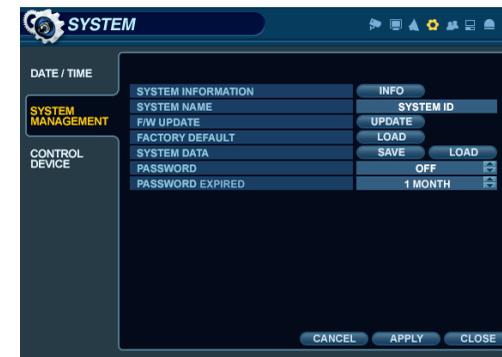
- The DVR is set to record on **all channels** by default, in **CIF** (352 x 240) resolution, **30ips** per channel, '**Highest**' quality.

- Press the '**Setup**' button on the Front Panel, or click '**Menu**' on the Status / Menu Bar. Choose '**Record Setup**'. In the '**Recording Operations**' menu, choose either '**Daily**' or '**Weekly**' scheduling mode, and set the amount of **Pre-** and **Post-Recording Time**. From the '**Continuous / Motion Recording**' menu, set the recording parameters for each channel, such as **Resolution**, **Image Rate**, **Quality Level**, and **Audio**. On the '**Schedule**' tab of this menu, you can select the type of recording for each hour of the day on each channel, either '**Continuous**', '**Motion**' or both.

- The '**Alarm Recording**' menu defines the recording parameters for event recording, allowing you to choose which channels will be activated for each hour of the day. The '**Continuous / Motion**' and '**Alarm**' schedules overlap, so that you may choose a different set of recording parameters for normal and event-based recording modes.

- The '**Panic Recording**' menu only allows you to determine the recording parameters for '**Panic**', as this type of recording is not scheduled but is determined by a keypress. Panic mode can be toggled manually using the '**Panic**' button on the Front Panel, or by clicking on the '**REC**' button on the Status / Menu Bar. There is an '**Auto**' reset option, where Panic mode will be reset after a specific '**Duration**' of time, or the Panic button feature can be completely disabled from the '**Recording Operations**' menu.

How to Upgrade the DVR Firmware

*From time to time, **GANZ** will release a new DVR Firmware, which contains the internal programming code of the DVR. You may be instructed by Tech Support to update the firmware, in order to correct any errors found in previous versions.*

- Insert a **CD/DVD** or **USB Thumb Drive** with the firmware update (downloaded from our website) in the root directory.
- Press the '**Setup**' button, or click the '**Menu**' button on the Status / Menu Bar. Select '**System Setup**', and press '**Enter**'.
- Go to the '**System**' menu, and press '**Enter**'. Then go to the '**System Management**' menu, and press '**Enter**'.
- Next to '**F/W Upgrade**', click '**Upgrade**'. The system scans the **CD/DVD** or **USB Thumb Drive** for firmware updates.
- Select a version from the list, and press '**Start**' to update the DVR. After performing the update, the system will reboot.

How to use the DIGIMASTER Web Browser Application

The DIGIMASTER Web Browser Application includes live view, search, playback, and remote configuration & archiving.

- Type the **IP Address** of the DVR (or DDNS Name Server Address) into the **Address Bar** of your Web Browser. The default **username** and **password** of the DVR are **ADMIN** & **1234**, respectively.
- To use the web browser remote viewing application, you must first install an **ActiveX control**. Choose '**Run Add-On**'. If the applet does not load, this may be due to Security settings within your web browser.
- For more information on all of the buttons and functions contained within the DIGIMASTER Web Browser Application, please refer to the DIGIMASTER Instruction Manual.

*[For all GANZ DMS Client Software functions, such as Remote Monitoring and Configuration, please refer to the **GANZ DMS** Instruction Manual.]*