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Chapter 1 Installation instructions

1.1 Requirements for running CMS on Computer

1.1.1 Hardware Requirements.

- Processor: Intel Pentium IV 2.0 GHz or higher.
- Memory: 1.5 GB
- Video card: ATI 9800 or higher, with at least 256 MB of memory
- Network card: 100/1000 MB / sec.
- Free space on hard disk 100 MB

1.1.2 Software requirements.

CMS of this version can run on Windows XP, Windows 7, and Windows 8. Please close all anti-virus programs and disable firewall, after that you can install the program correctly; otherwise it may not be able to add a DVR.

1.2 Installation.

1.2.1 Locate "Partizan CMS 3.3.3" on installation CD or download from our website www.partizan-cctv.com and run installation file.

1.2.2 Click "Next", as shown in the picture below.
1.2.3 Click "Accept" to accept the license agreement and continue the installation.

1.2.6 Select the Destination folder you want to install the programme in and click "Next"
1.2.7 Click "Install"

1.2.8 To complete CMS installation click "Finish".
Start Partizan CMS from the desktop, Start Menu or folder in which you installed it.

By default, user name is "super", but there is no password. You can choose "save password" and "automatic login" when the program starts.

After the download is complete, the main menu will be displayed.
Chapter 2 Basic Operations

2.1 CMS Main Menu

Double-click the device name to connect, and then click again to select the video.

2.1.1 Display Devices: In this area you can see available devices and administrator settings, click on the device name or channel to change real-time preview.

2.1.2 Video: You can view video devices in real time.

2.1.3 Date and time, CPU utilization.

2.1.4 PTZ

2.1.5 Operations Log: Activity Log where alarms, generated operations, system information will be displayed.

2.1.6 Menu: Access to programme menus and submenus.
<table>
<thead>
<tr>
<th>№</th>
<th>Main-menu</th>
<th>First sub-menu</th>
<th>Second sub-menu</th>
<th>Functions &amp; description</th>
<th>Permissions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>PTZ</td>
<td></td>
<td></td>
<td>Control cameras up, down, left, right, stop with the Panel. Speed control, zoom, focus, IRIS, presets and tours.</td>
<td>Admin/Users</td>
</tr>
<tr>
<td>2</td>
<td>Colour</td>
<td></td>
<td></td>
<td>Adjust video screen brightness, contrast, saturation and shade</td>
<td>Admin/Users</td>
</tr>
<tr>
<td>3</td>
<td>Device Manager</td>
<td>Add area</td>
<td></td>
<td>Add zone for all devices</td>
<td>Admin/Users</td>
</tr>
<tr>
<td>4</td>
<td>Device Manager</td>
<td>Add device</td>
<td></td>
<td>Add a device for watching videos.</td>
<td>Admin/Users</td>
</tr>
<tr>
<td>5</td>
<td>Device Manager</td>
<td>Modify</td>
<td></td>
<td>Change the device name, IP address, user name, or password.</td>
<td>Admin/Users</td>
</tr>
<tr>
<td>6</td>
<td>Device Manager</td>
<td>Delete</td>
<td></td>
<td>Remove the device from the list.</td>
<td>Admin/Users</td>
</tr>
<tr>
<td>7</td>
<td>Device Manager</td>
<td>Devices imp.</td>
<td></td>
<td>Import device configuration</td>
<td>Admin/Users</td>
</tr>
<tr>
<td>8</td>
<td>Device Manager</td>
<td>Devices exp.</td>
<td></td>
<td>Export device configuration</td>
<td>Admin/Users</td>
</tr>
<tr>
<td>9</td>
<td>Device Manager</td>
<td>Connection test</td>
<td></td>
<td>Test the connection with the device</td>
<td>Admin/Users</td>
</tr>
<tr>
<td>10</td>
<td>Device Manager</td>
<td>Base Config</td>
<td></td>
<td>Select your language, disk drives, and a list of Maintenance log.</td>
<td>Admin/Users</td>
</tr>
<tr>
<td>11</td>
<td>Local Config</td>
<td>Alarm setting</td>
<td></td>
<td>Setting the alarm</td>
<td>Admin/Users</td>
</tr>
<tr>
<td>12</td>
<td>Local Config</td>
<td>Record plan</td>
<td></td>
<td>Setting up a template record</td>
<td>Admin/Users</td>
</tr>
<tr>
<td>13</td>
<td>Local Config</td>
<td>DDNS Config</td>
<td></td>
<td>Selecting the port and server for DDNS</td>
<td>Admin/Users</td>
</tr>
<tr>
<td>14</td>
<td>Local Config</td>
<td>Version info</td>
<td></td>
<td>Information about the product</td>
<td>Admin/Users</td>
</tr>
<tr>
<td>15</td>
<td>Device Config</td>
<td>Guide &amp; device</td>
<td></td>
<td>Configure connected devices</td>
<td>Admin/Users</td>
</tr>
<tr>
<td>16</td>
<td>Users management</td>
<td>Group</td>
<td></td>
<td>Add and remove users, groups, distribution rights.</td>
<td>Admin/Users</td>
</tr>
<tr>
<td>17</td>
<td>Users management</td>
<td>User</td>
<td></td>
<td>Add, delete, and manage users, customize the display of user names, passwords, and access rights to the menu.</td>
<td>Admin/Users</td>
</tr>
<tr>
<td>18</td>
<td>Users management</td>
<td>Local log</td>
<td></td>
<td>View alarm log and performed operations.</td>
<td>Admin/Users</td>
</tr>
<tr>
<td>19</td>
<td>Playback</td>
<td>Play back</td>
<td></td>
<td>Search and play back recorded files.</td>
<td>Admin/Users</td>
</tr>
<tr>
<td>20</td>
<td>Advanced</td>
<td>Decoder</td>
<td></td>
<td>Set the DVR and decode.</td>
<td>Admin/Users</td>
</tr>
<tr>
<td>21</td>
<td>Advanced</td>
<td>Map</td>
<td></td>
<td>Use the map to display each camera on the territory of the organization, and search currently displayed screen</td>
<td>Admin/Users</td>
</tr>
<tr>
<td>22</td>
<td>Advanced</td>
<td>Tour</td>
<td></td>
<td>Specify channel display mode and time interval</td>
<td>Admin/Users</td>
</tr>
<tr>
<td>23</td>
<td>Template conf.</td>
<td>Template Plan</td>
<td></td>
<td>List of templates</td>
<td>Admin/Users</td>
</tr>
<tr>
<td>24</td>
<td>Template conf.</td>
<td>Template Node</td>
<td></td>
<td>Information about template configuration</td>
<td>Admin/Users</td>
</tr>
</tbody>
</table>

User configurable option rights
Chapter 3 Screen

Click this menu to change the display options.

Menu options: View, PTZ, and video settings.

3.1 Viewing

Table 2 Description of playback menu possibilities.

<table>
<thead>
<tr>
<th>№ icons</th>
<th>value</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Click to display a single channel.</td>
</tr>
<tr>
<td>2</td>
<td>Click to display four channels.</td>
</tr>
<tr>
<td>3</td>
<td>Click to display eight channels.</td>
</tr>
<tr>
<td>4</td>
<td>Click to display nine channels.</td>
</tr>
<tr>
<td>5</td>
<td>Click to display thirteen channels.</td>
</tr>
<tr>
<td>6</td>
<td>Click to display sixteen channels.</td>
</tr>
<tr>
<td>7</td>
<td>Click to display twenty-five channels.</td>
</tr>
<tr>
<td>8</td>
<td>Click to display thirty-six channels</td>
</tr>
<tr>
<td>9</td>
<td>Click to display sixty-four channel.</td>
</tr>
<tr>
<td>10</td>
<td>Click to activate the full-screen mode.</td>
</tr>
</tbody>
</table>

3.2 Right-click menu

In the area in use, the user can bring up a context menu by clicking the right mouse button:
• Close window: Closes the current channel.
• Close all windows: closes all channels.
• Audio: enables audio on the current channel.
• Local recording: records the current channel to the configured disk.
• Snapshot: Saves the screenshot to the specified disk.
• Zoom: Digital Zoom.
• Full screen: activates full-screen display.

3.3 PTZ

When speed dome cameras are connected to the DVR, the user can manage them through this menu to turn up, down, left & right, to stop the playback, adjust the speed, to zoom the image, to change the focus and IRIS, to change presets and "Tours". When the user activates the "Tour", the camera will start pre-programmed "Tour".

Features:

<table>
<thead>
<tr>
<th>N</th>
<th>Icon</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td><img src="image" alt="PTZ Icon" /></td>
<td><img src="image" alt="Playback Icon" /> means &quot;playback&quot;, <img src="image" alt="Stop Icon" /> means &quot;stop playback&quot;</td>
</tr>
<tr>
<td>2</td>
<td><img src="image" alt="Slider Icon" /></td>
<td>Drag the slider to change playback speed.</td>
</tr>
<tr>
<td>3</td>
<td><img src="image" alt="Zoom Icon" /></td>
<td>Click «+» to zoom in. Click «-» to zoom out.</td>
</tr>
<tr>
<td>4</td>
<td><img src="image" alt="Focus Icon" /></td>
<td>Click «+» to zoom in focus. Click «-» to zoom out focus.</td>
</tr>
<tr>
<td>5</td>
<td><img src="image" alt="Iris Icon" /></td>
<td>Click «+» to adjust iris. Click «-» to reverse adjustment.</td>
</tr>
<tr>
<td>6</td>
<td><img src="image" alt="Pan Icon" /></td>
<td>Panorama setting display.</td>
</tr>
<tr>
<td>7</td>
<td><img src="image" alt="Preset Icon" /></td>
<td>Select the preset, specify points, PTZ will automatically follow them, add, remove and adjust the preset.</td>
</tr>
<tr>
<td>8</td>
<td><img src="image" alt="Tour Icon" /></td>
<td>Multiple presets combine points in &quot;tours&quot;, specify the sequence of the points so that PTZ follow them.</td>
</tr>
</tbody>
</table>
3.4 Color

<table>
<thead>
<tr>
<th>N</th>
<th>icon</th>
<th>value</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>brightness</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>contrast</td>
</tr>
<tr>
<td>3</td>
<td></td>
<td>saturation</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>shade</td>
</tr>
</tbody>
</table>

Note: Click to restore the default values.

Chapter 4 System

4.1 Devices

4.1.1 Press to add a field, as shown below:
4.1.2 Click to add a device:

- IP Search: Press to automatically find the device in the network.
- Edit: Click to edit the device information.
- Device Name: Enter the device name at your discretion.
- Type of connection: IP Address, Domain, ARSP, Cloud.
- Area: the domain name in the external network, for example, xxx.3332.org; xxx.dyndns.org etc...
- IP Address: IP Address
- Port: TCP port
- User Name: User Name, in DVR or (IP camera).
- Password: Password in DVR or (IP cameras).
Click “OK” after filling out all the parameters, the device will appear on the device list as in the picture below, you can open the device by clicking on it twice.

Note: Select only one domain or IP-address.

4.1.3 Click on the icon to change technical settings, see the image below:
After completing all the changes, click "OK"

4.1.4 Remove Devices: Select the device you want to delete, then press:

Note: Please make sure your device is turned off before you make changes or remove the device.

4.1.5 Export devices: Select the device you want to export, and then click:

4.1.6 Importing devices: Select the device you want to import, and then click:

4.1.7 Connection Test: Select the device which you want to verify, and then click:

5.2 Local Config

5.2.1 Base Config: See the picture below:

- Log Maintenance: The duration of storage of alarm events, and system events
- Snapshot: folder to save images
- Local record: folder to save video
Device:

- Time Synchronization with PC: configures the device and the PC making time overall.
- The Auto Channel latter compound.
- One screen main screen, multi-screen additional stream: In quadmode channels will be displayed in additional stream, by selecting a channel in full screen, the channel will be displayed in the main stream.

Normal settings:

- Language: Select language for the CMS.
- Run On startup: CMS program will start after Windows loading.
- Automatic connects to the latest monitoring channel: on CMS start, the channels will be opened in the same sequences as before closing the program.
- Automatic lock screen: Locks programs in standby mode.
- Password is required to exit: To close the program, you have to enter user’s password.
- Auto Login: automatic login.

4.2.2 Alarm Setting

- Device List: select one device to configure alarms.
- Alarm Enable: select to turn the alarm function on.
- Alarm Prompt Sound: switches on sound at alert.
- Alarm file path: specify the path to the sound that is activated during the event.
- Auto watch warn: includes adding channels with alarm.

Note: Please select the type of alarm at the beginning:

```
I/O Trigger | Video Motion | Video Blind | Video Loss | Intelligent | Device disconnect
```

4.2.3 Record Plan: The ability to customize your schedule for all days and hours, as well as apparatus choice for recording, see picture below:

![Image of record plan interface](image1.png)

Edit the template, see the image below: After selecting the template name, click on "Add" and then "OK".

![Image of edit template interface](image2.png)
First select the channel, and then adjust the recording schedule for all days of the week from Monday to Sunday.

Note: after you create your schedule, to start recording, please, make sure that you have completed all the requirements:

1. Select the drive for local recording.
2. The device is connected to the network and active.
3. PC is always on.
4.3 Remote configuration

First select the device, click the right mouse button and select "Device Config": then you will have access to the settings, see the image below:

4.3.1. Recording: press the "record" – to get into the menu. Configure recording duration, period, style, and so on:
4.3.2 The alarm: Press "alarm" to enter the menu. Activates the configuration of alarms (movement, closed cells, loss of signal, alarming entry, error log), see picture below.

Motion: motion detection, depending on the preset it will automatically record, issue a message, a beep, send Email messages, record video to FTP. You can customize each channel separately.

For The "Off" Position. Cameras, loss of signal, alarming. Enter the same settings.
4.3.3 System: Click System in order to get into the settings.

General: Set system time, Select language, standard video input, automatically exit system, etc… see picture below.

Encode: Set the resolution, FPS, quality video, etc… See the picture below.
Networking: set IP addresses, ports, DNS, etc. ...
Rules for "mobile port" and "remote monitor" see in the menu, as shown in the picture below:

NetService: Set IP filter, DDNS, E-mail, etc... See the picture below
GUI Display: add and modify camera names, display time, channel name, video status, alarm status, transparency, and display resolution, including the mask area, see picture below.

PTZ: Configure PTZ for different cameras.
RS232: Configure RS232 port, see image below

Setting: Advanced: HDD Manage:
Users’ management: change group, edit users, add users and groups, change passwords etc…, see image below:

Auto Maintain: Set automatic reboot, delete files, see picture below.
Default: Restore factory settings

Import/export: import all settings made by the user previously, export settings made by the user, saving the log.
Reboot: Restart device

Upgrade: Update the software on the DVR or IP camera.
Channel Type: (only for hybrid DVRs): the ability to select the operating mode

Available in system menu, hard disk space, event log, and versions of software and firmware.
Chapter 5 Users management

5.1 Groups: Add, delete groups, and customize their rights, refer to the image below:

5.2 Users: add, delete users, and change their passwords.
Chapter 6 Local Log

The user can search for events, alarm events, and other events, such as time, in the log see the image below:
Chapter 7 Recording

7.1 Playback:

Playback is possible in two versions: remote playback and local playback.

Remote Playback: Playback DVR.

Local Playback: Playback of recordings from the PC HDD.

You can play any recording, a maximum of four channels simultaneously.
### Meaning of icons

<table>
<thead>
<tr>
<th>№</th>
<th>icons</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td><img src="image" alt="Play" /></td>
<td>Play</td>
</tr>
<tr>
<td>2</td>
<td><img src="image" alt="Pause" /></td>
<td>Pause</td>
</tr>
<tr>
<td>3</td>
<td><img src="image" alt="Stop" /></td>
<td>Stop</td>
</tr>
<tr>
<td>4</td>
<td><img src="image" alt="Slow motion playback" /></td>
<td>Slow motion playback</td>
</tr>
<tr>
<td>5</td>
<td><img src="image" alt="Fast Playback" /></td>
<td>Fast Playback</td>
</tr>
<tr>
<td>6</td>
<td><img src="image" alt="Previous Frame" /></td>
<td>Previous Frame</td>
</tr>
<tr>
<td>7</td>
<td><img src="image" alt="Next Frame" /></td>
<td>Next Frame</td>
</tr>
</tbody>
</table>

### 7.2 Processing & Archiving

You can download found on the HDD files, by setting time and channel. Select channel length of time, click Load, select the encoding format and choose a folder to save.
Chapter 8 Advanced

8.1 Decoder

Create a decoder device (Registrar), then layout – drag lens (camera) in the desired order – save new configuration window to a friendly name, and then drag the layout in the new configuration window and click...
Save as, then push A new round of the tour program, and click the left mouse button two times click on the desired layout and store by specifying the interval of the tour.
You can also view two Registrars by more than one decoder, and drag the open window of the decoder to the second monitor.

![Decoder Window]

Open decoder window

### 8.2 Map

Go to the Map, put a check mark next to the Change, you will see the device settings and snapshots (images)
Click on the image, then edit image

Add an image to the scene (for example floor plan)

Select the desired area of the image or the whole image
In the right pane, drag the desired image

Then, go to the devices tab and drag your camera

After adding cameras to the picture press the right button to save, Thanks to this function you can always have up-to-date data on your equipment placement for one or more objects.
8.3 Tour

Specify the display mode of the channels and their intervals

Add, remove, or Edit Project Tour

Edit order, spacing and flow display device (Windows)
8.4 Template conf. Task templates display devices

Add a rendering template (for a change) channels

Finishes operating CMS program.