

## Startup Wizard Quick Start Guide

Before commencing the Startup Wizard, please make sure you've done the following:

1. Completed the "Hardware Quick Start Guide" (the blue coloured guide).
2. Able to easily access your router.
3. Your DVR is connected to your TV and both are turned on and visible.
4. Access to a computer to create a new email account.

**Please note:** This guide covers models that have up to 16 channels with 720p, 1080i, 1080p and 3 megapixel camera support. Check the packaging your DVR came in for more information.



# READ ME SECOND!

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## Step Three: Email Configuration

Your DVR requires an email address so it can send you email alerts and to send you a password reset request (if password is forgotten). The following email providers are supported - Gmail [gmail.com](mailto:gmail.com) and Outlook [outlook.com](mailto:outlook.com). On your computer, go to the relevant website to create an account. When finished, input those details here.

**Email not working? Please try the following:**

1. Check that your email address and password are correct.
2. Located at the back of your DVR, you should see one or two flashing LEDs (above the Ethernet port). If you don't see this, disconnect then reconnect the Ethernet cable or try a different port on your router.
3. Search "less secure apps" at [support.swann.com](http://support.swann.com).

**Email:** Click "Enable" to input your email details.

**Encryption:** Leave this on "Auto". This ensures your DVR will always use the correct encryption for your email provider.

**SMTP Port:** Gmail input 00587. Outlook input 00587.

**SMTP Server:** Gmail [smtp.gmail.com](mailto:smtp.gmail.com). Outlook [smtp.live.com](mailto:smtp.live.com).

**User name:** Input the email user name for the account you created.

**Password:** Input the email password for the account you created. Click the "show" checkbox if you would like to hide your password.

**Sender:** Input the email address for the account you created.

**Recipient:** Input the email address that you want to send email alerts to.

**Interval:** This is the length of time that must elapse after your DVR sends an email alert before it will send another. Adjust accordingly.

**Test Email:** Click to verify the information is correct then click "OK". A message will appear on-screen stating if the test has been successful. Click "OK" to continue.

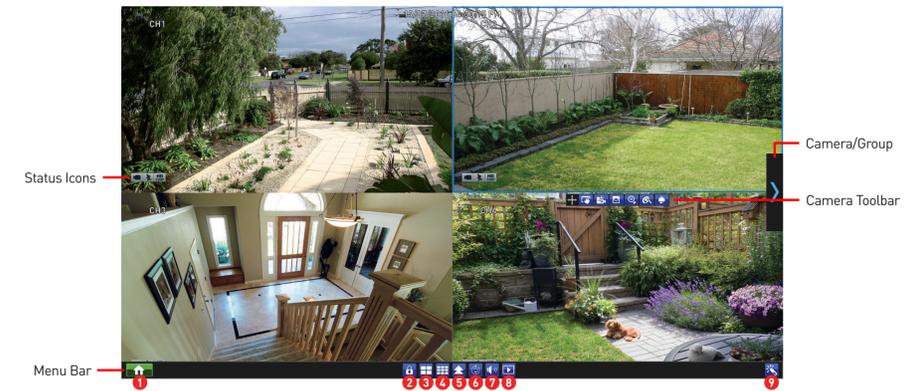
Check the inbox on your device to make sure the test email has been received. If it's not in your inbox, check your junk or spam folder.

If the test failed, try the suggestions above (top right).

Click "Next" to continue.

## Live View Mode

Live View mode is the default display for your DVR. Each camera connected will be displayed (multiple view modes available). You can check the operation of your DVR by using the status icons on the Live View screen. The date and time as well as the name for each camera is also displayed.



Double-click a live video channel to view full screen. Click & drag a live video channel to reposition it. To access the Main Menu, right-click the mouse on the Live View screen to display the Menu Bar (see page 8 for more information).

## Step One: Create a Password

The Startup Wizard automatically runs the first time you start your DVR and will guide you through all the steps to get you up and running. You can re-enter the Startup Wizard at any time to change your password and to access the other settings available. Please be patient as it can take a moment for the Startup Wizard to appear.



Use the on-screen keyboard to input text, numbers and characters. Click "shift" to change from lower-case to upper-case.

**Password:** This step is pretty straight forward, you just have to give your DVR a password. The password has to be a minimum of six characters and can contain a mixture of numbers and letters.

Use a password that you are familiar with, but is not easily known to others. Write down your password in the space provided below for safe keeping.

**Confirm:** Enter your password again to confirm.

**Please note:** If password protection has been temporarily disabled (you can do this by turning off "Menu Timeouts"), your password is still required when using the HomeSafe View app to access your DVR. See the "HomeSafe View Quick Start Guide" for more information.

**Don't forget to write down your password:** \_\_\_\_\_

## Step Four: Internet Time

The NTP (Network Time Protocol) function gives your DVR the ability to automatically sync its clock with a time server. This ensures that the date and time are always accurate (your DVR will periodically sync time automatically). Obviously this is very important for a security system and is an integral function of your DVR.

1. Click the "Update Now" button to automatically synchronize your DVR's internal clock with the time server instantly.

2. A message will appear on-screen stating that the time has been successfully updated. Click "OK" to continue.

Click "Next" to continue.

## Live View Icons & Controls

**Menu Bar**

1. Click this to open the Main Menu.
2. Manually lock your DVR to prevent access to the Main Menu when "Menu Timeouts" is turned off.
3. Four camera view.
4. Eight camera view (8 channel model only).
5. Six camera and eight camera view (8 channel model only).



The Camera Toolbar provides quick access to video playback, manual capture, zoom, PTZ and the ability to change image settings.

To ensure the integrity of your recordings, enter your password and select "Shutdown" when powering off your DVR.

**Camera/Group:** In single or four camera view, move the mouse to the far left or right to reveal the camera/group button. You can cycle through each camera or group of cameras to view.

**Status Icons**

- This icon indicates that the camera is being recorded [either manually or triggered by motion].
- This icon indicates that your DVR is detecting motion from the camera.
- This icon indicates that your DVR is recording at 720p (1280 x 720) resolution.
- This icon indicates that your DVR is recording at 1080L (960 x 1080) resolution.
- This icon indicates that your DVR is recording at 1080p (1920 x 1080) resolution.
- This icon indicates that your DVR is recording at 3 megapixel resolution.
- This icon indicates that your PIR camera has detected one or more warm objects.
- This icon indicates that your DVR does not have a hard drive or it fails to detect the drive that is installed.
- This icon indicates that the channel has lost the feed from its camera.

## Step Two: General System Configuration

**Language:** Select a language you would like the system menus to be displayed in. English, Spanish and French languages are available.

**Video Format:** Select the correct video standard for your country. USA and Canada are NTSC. UK, Australia and New Zealand are PAL.

**Resolution:** Select a resolution that is suitable for your TV. 1920 x 1080 (1080p) resolution will give you the best quality. Make sure your TV supports the resolution selected. For audio out via HDMI, select 1280 x 720 (720p) or 1920 x 1080 (1080p).

**Time Zone:** Select a time zone relevant to your region or city.

**Date Format:** Select a preferred display format.

**Time Format:** Choose between "12Hour" and "24Hour" time.

**Device Name:** Give your DVR a relevant name.

**P2P ID & QR Code:** This is a unique ID code for your DVR. You can scan the QR code (on-screen or the sticker on your DVR) when configuring the HomeSafe View app on your mobile device. See the "HomeSafe View Quick Start Guide" for more information.

Click "Next" to continue.

**Please note:** A message will appear on-screen stating that the video resolution has been changed and your DVR will restart when the Startup Wizard has been completed. Click "OK" to continue.

## Step Five: Daylight Saving

This function allows you to configure your DVR to automatically adjust its time for Daylight Saving in your time zone. You can set when Daylight Saving starts and ends, for example 2 a.m. on the first Sunday of a particular month.

If Daylight Saving does not apply to your locale, click the "Save" button then click "OK" to complete the Startup Wizard.

**DST:** Click "Enable" to apply Daylight Saving to your locale.

**Time Offset:** Select the amount of time that Daylight Saving has increased by in your time zone. This refers to the difference in minutes, between Coordinated Universal Time (UTC) and the local time.

**Daylight Saving Time:** Leave the default selection. Please consult the instruction manual (available from our support center) for information on "Date" mode.

**Start Time/End Time:** Set when Daylight Saving starts and ends, for example 2 a.m. on the first Sunday of a particular month.

Click "Save" then click "OK" to complete the Startup Wizard. Congratulations! Your DVR can now do the following:

1. Record video when motion has been detected.
2. Able to send email alerts when events occur.
3. Able to connect to HomeSafe View for mobile viewing.

You're now ready to download the HomeSafe View app for your Android or iOS mobile device. Follow the instructions in the "HomeSafe View Quick Start Guide" (the green coloured guide).

## Menu Layout

The various functions and options available, are categorised on the left-hand side of the Menu.



To exit or access the previous menu, right-click the mouse.

For more information about the various functions and options available, download the instruction manual from our support center [support.swann.com](http://support.swann.com). Search for - HD Pro DVR Manual.

Clicking each category will reveal a number of tabs or sub-categories that can be changed from their default setting.

Save changes that have been made or restore default settings.

## General Configuration

**Confused on which location to install your cameras?** The cameras included with your security system can be installed in a number of different locations. Camera location can depend on the following:

1. Distance from the camera to your DVR.
2. Environmental conditions.
3. Lighting conditions.
4. The area that you would like to monitor.

When you position cameras correctly, you can eliminate the need for additional cameras to cover your target area and maximise the efficiency of your security system. On the flip side, if you position cameras incorrectly, it can lead to blind spots or to have objects that are not visible or too far for the cameras to view in detail. Keep these points in mind to get the most out of your security system.

**Mount cameras at an elevated position:** Mounting your cameras at an elevated position, can keep your cameras out of range of vandals or would be burglars. It also allows your camera to have a high vantage point increasing its viewing area.

**Cover your target area:** When placing cameras, make sure you provide ample coverage, but not in excess. For example, if you are trying to cover a backyard gate, don't zoom in to only have the gate in frame. Position the camera to cover part of your backyard so you capture as much area as possible without sacrificing video quality.

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## Front Door

It has been found that most burglars will enter your home through the front door, so it is very important that you install a camera here. It is recommended to install the camera either above the door or to the side space permitting. Mount the camera in an elevated position so it is out of range of vandals or would be burglars. Placing the camera at a slight angle will allow you to see who is approaching your front door as well as giving you the ability to have facial recognition.



Place the camera at a slight angle.

Most burglars will knock on the front door first to see if anyone is at home.

💡 Have a look at the image(s) on your DVR first before installing the cameras permanently.

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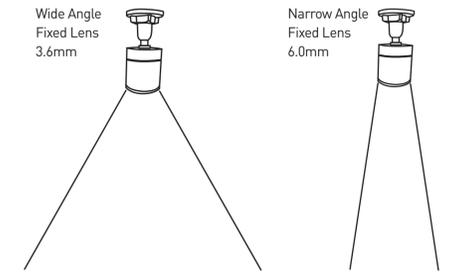
## Camera Field of View

The Field of View produced by a camera is the area that the camera can see. It is an important factor to consider as it determines not just what the camera can see, but also the level of detail that is visible at a given distance. Cameras with a smaller lens, also known as a wide-angle lens, produce a greater Field of View than cameras with a larger lens. This means that the camera can see a large area but the objects will appear smaller within the scene area. This is useful if you want to monitor an entire room or a yard. Cameras with a larger lens also known as narrow-angle have a smaller Field of View. They can see a limited area, but objects will appear larger within the scene area. This is useful if you want to monitor a specific target such as a doorway or entrance.

### Fixed Lens vs. Varifocal Lens

A Fixed Lens is where the camera's focal length (Field of View) is permanently set and cannot be adjusted by the user.

A Varifocal Lens is where the camera's lens can be manually adjusted by the user. This allows for greater flexibility to optimize the camera picture for your specific needs.



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## Front of House and Driveway

To monitor the front of the house, whether it is the front garden, driveway or the entrance to your garage, it is recommended to install the camera where the roof meets the walls of the house, as illustrated below. This will shelter the camera from the elements, have a better field of view, and less likely to be vandalized.



Install the camera where the roof meets the walls of the house.



You may need to install multiple cameras if you want to focus on specific areas that you would like to monitor, for example, one for the driveway, the other on the garage entrance.

💡 Have a look at the image(s) on your DVR first before installing the cameras permanently.

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## Backyard and Side Entrance

Your backyard is mostly filled with a shed with lawn and garden tools, recreational equipment and children's toys. It's a good idea to install a camera so that you have an entire overview of the backyard. Like the cameras installed at the front of the house, it is recommended to install the camera where the roof meets the wall of the house. If you have a side gate or more than one entrance to the backyard, you may want to have an additional camera focused to that area.



This will focus on the entire backyard.



This will focus on the side entrance.

💡 Have a look at the image(s) on your DVR first before installing the cameras permanently.

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## Lighting and Environment Tips

### Lighting

- For best results do not point the camera towards a light source.
- Pointing the camera towards a glass window intending to see outside may result in a poor image because of glare and lighting conditions inside and outside.
- Don't place the camera in a shaded area that is looking into a well-lit area as this will result in a poor display. The light to the sensor located at the front of the camera needs to be the same as the light at the focal target for best results.
- As the camera uses infrared LEDs to see at night, it's recommended to clean the lens from time to time if the picture degrades.

### Environment

- Make sure the power connections are not directly exposed to water or moisture and shielded from other outdoor elements.
- Weatherproof only means that the camera can be exposed to weather such as rain and snow. Weatherproof cameras cannot be submerged under water.
- Do not expose the camera where rain and snow will hit the lens directly.
- Cameras geared for cold weather may work in extreme conditions as low as  $-25^{\circ}$  as the camera produces heat when plugged in.

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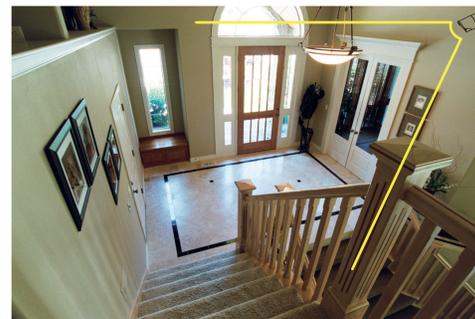
## Front of House and Driveway



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## Indoors

It's recommended that you place cameras inside the house that have high traffic areas such as entry and exit points (front door), hallways and staircases (if applicable). Other ideal locations are next to windows and rooms that have high priced valuables such as electronics, antiques and jewellery.



💡 Have a look at the image(s) on your DVR first before installing the cameras permanently.

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## Camera Cables

When installing cameras outside, it is recommended to install the provided data & power cable away from the elements so it prevents them from deteriorating over time. Whilst cabling, avoid areas that have a high amount of electrical equipment where electrical interference is expected. This can create all types of interference to the video picture. Also avoid sharp bends, which can affect cable impedance and cause interference to the video picture. If you're using cable ties, do not over tighten them and avoid using a staple gun to secure as this can potentially damage the cable. There may be circumstances where you have to join multiple cables together. Go to your hardware store, purchase some electrical tape and use this to seal the connection(s) between each cable. This will prevent moisture and dust forming on the connection(s).

### Summary

1. Protect the cable from the elements to avoid deterioration.
2. Avoid electrical equipment where electrical interference is expected.
3. Avoid sharp bends and do not bend the cable greater than 90 degrees.
4. Do not over tighten when using cable ties.
5. Avoid using a staple gun to secure the cable to a wall.
6. Do not stretch or apply force greater than 25lbs/11kgs.
7. Use electrical tape to seal the connection(s) when joining multiple cables together.

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