

# HIKVISION® DVR Quick Start Guide (QSG)

DS-9008HUHI-F8/N, DS-9016HUHI-F8/N

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## Regulatory Information

### FCC Information

**FCC Compliance:** This equipment has been tested and found to comply with the limits for a digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

**FCC Conditions:** This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions:

1. This device may not cause harmful interference.
2. This device must accept any interference received, including interference that may cause undesired operation.

### EU Conformity Statement



This product and, if applicable, the supplied accessories too are marked with "CE" and comply therefore with the applicable harmonized European standards listed under the EMC Directive 2004/108/EC, the RoHS Directive 2011/65/EU.



2012/19/EU (WEEE Directive): Products marked with this symbol should not be disposed of as unsorted municipal waste in the European Union. For proper recycling, return this product to your local supplier upon the purchase of equivalent new equipment, or dispose of it at designated collection points. For more information see: [www.recyclethis.info](http://www.recyclethis.info)



2006/66/EC (battery directive): This product contains a battery that cannot be disposed of as unsorted municipal waste in the European Union. See the product documentation for specific battery information. The battery is marked with this symbol, which may include lettering to indicate cadmium (Cd), lead (Pb), or mercury (Hg). For proper recycling, return the battery to your supplier or to a designated collection point. For more information see: [www.recyclethis.info](http://www.recyclethis.info).

**Industry Canada ICES-003 Compliance:** This device meets the CAN ICES-3 (A)/NMB-3(A) standards requirements.

**Safety Instruction:** These instructions are intended to ensure that the user can use the product correctly to avoid danger or property loss. The precaution measure is divided into "Warnings" and "Cautions."

- **Warnings:** Serious injury or death may occur if any of the warnings are neglected.
- **Cautions:** Injury or equipment damage may occur if any of the cautions are neglected.

 <b>Warnings</b> Follow these safeguards to prevent serious injury or death.	 <b>Cautions</b> Follow these precautions to prevent potential injury or material damage.
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### Warnings

- Proper configuration of all passwords and other security settings is the responsibility of the installer and/or end-user.
- In the use of the product, you must be in strict compliance with the electrical safety regulations of the nation and region. Refer to technical specifications for detailed information.
- Input voltage should meet both the SELV (Safety Extra Low Voltage) and the Limited Power Source with 24 VAC or 12 VDC according to the IEC60950-1 standard. Refer to technical specifications for detailed information.
- Do not connect several devices to one power adapter as adapter overload may cause over-heating or a fire hazard.
- Make sure that the plug is firmly connected to the power socket. When the product is mounted on wall or ceiling, the device shall be firmly fixed.
- If smoke, odor, or noise rise from the device, turn off the power at once and unplug the power cable, and then contact the service center.

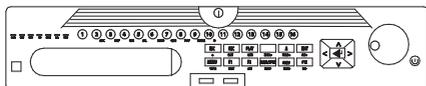


### Cautions

- Make sure the power supply voltage is correct before using the device.
- Do not drop the device or subject it to physical shock.
- If cleaning is necessary, use clean cloth with a bit of ethanol and wipe it gently. If the device will not be used for an extended period, protect it from dirt.
- Do not place the device in extremely hot, cold, dusty, or damp locations, and do not expose it to high electromagnetic radiation. Do not operate product in outside of its stated environmental specs.
- To avoid heat accumulation, good ventilation is required for the operating environment.
- Keep the device away from liquids while in use.
- While in delivery, the device shall be packed in its original packing, or packing of the same durability.
- Regular part replacement: some equipment parts (e.g., electrolytic capacitor) shall be replaced regularly according to their average endurance time. The average time varies because of differences between operating environments and usage history, so regular checking is recommended for all users. Contact your dealer for more details.
- Improper use or replacement of the battery may result in hazard of explosion. Replace with the same or equivalent type only. Dispose of used batteries according to the instructions provided by the battery manufacturer.
- If the product does not work properly, contact your dealer or the nearest service center. Never attempt to disassemble the device yourself. (We shall not assume any responsibility for problems caused by unauthorized repair or maintenance.)

## WHAT'S IN THE BOX

Make sure the following items are in your box:



DVR



Mouse



Remote



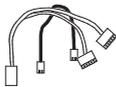
Power Supply



HDD Screws  
(Installed)



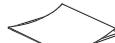
HDD  
(Installed)



HDD Cables  
(Installed)



Ear Mounts

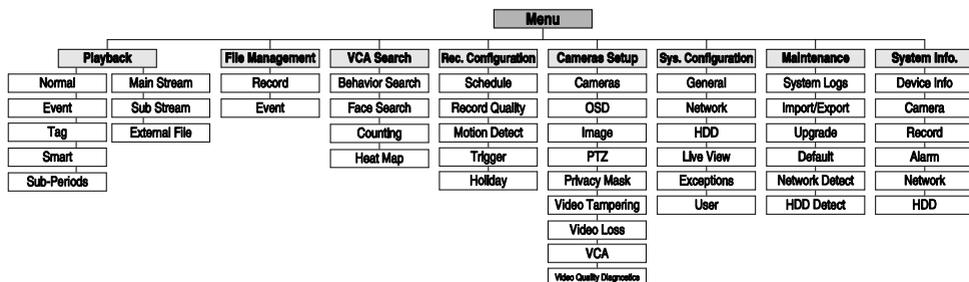


QSG

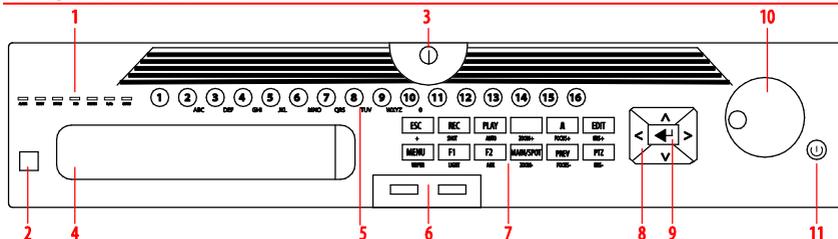


DVD-ROM

## MENU TREE

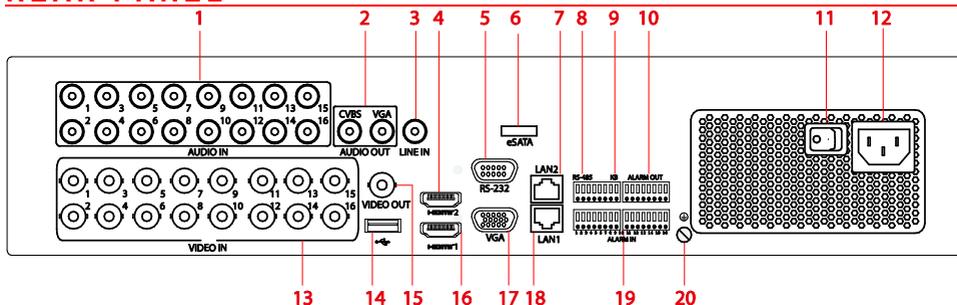


## FRONT PANEL



No.	Item	Description
1.	Status Indicators	Ready
		Flickers red when data is being read from or written to HDD
		HDD
		Blinks red when data is being read from/written to HDD
		Tx/Rx
		Blinks blue when network connection is functioning properly
2.	IR Sensor	For remote control
3.	Front Panel Lock	Locks access to hard drives
4.	DVD Bay	For DVD drive
5.	Number Buttons	To enter numbers
6.	USB Ports	Connects USB mouse or USB flash memory devices
7.	Function Buttons	Use to access device functions
8.	Direction Buttons	Move up/down/left/right
9.	Enter	Confirms menu selection. Ticks checkbox fields. In Playback mode, plays or pauses video. In Single Play mode, advances video a single frame.
10.	Scroll Wheel	Use to scroll through selections
11.	On/Off Power	Glow blue when device is on, red when powered off and in standby mode

## REAR PANEL



No.	Item	Description
1	Audio In	RCA connectors for audio input
2	Audio Out	RCA connectors for audio output
3	Line In	Mic input for two-way communication
4	HDMI2	HDMI video output connector
5	RS-232 Interface	Connector for RS-232 devices
6	eSATA	Connector to external eSATA drive
7	LAN2	Connector for LAN (Local Area Network)
8	RS-485	Connector for RS-485 devices: T+ and T- pins connect to R+ and R- pins of PTZ receiver respectively D+, D- pin connects to Ta, Tb pin of controller (for cascading devices, the first DVR's D+, D- pin should be connected with the D+, D- pin of the next DVR)
9	KB	Connector for keyboard
10	Alarm Out	Connector for alarm outputs
11	Power Switch	Switch for turning device on/off
12	Power Input	100 to 240 VAC power
13	Video In	BNC connectors for video input
14	USB Interface	Connect to USB mouse or USB flash memory devices
15	Video Out	BNC connector for video output
16	HDMI1	HDMI video output connector
17	VGA	DB-15 connector for VGA output to display local video output and menu
18	LAN1	Connector for LAN (Local Area Network)
19	Alarm In	Connectors for alarm inputs
20	Ground	Connect before powering up

# 1

## CONNECT DEVICES

1. Connect power supply to the DVR.
2. Connect DVR to LAN using Cat 5e cable.
3. Connect video monitor(s) to DVR using HDMI and/or VGA cables, as appropriate.
4. Connect mouse to USB port (wireless mouse can be used in lieu of included mouse).
5. Connect to audio I/O using RCA connectors.

# 2

## START THE DVR

1. Plug power supply plug into 110 to 240 VAC outlet (surge suppressor is recommended).
2. Turn power switch on. Power indicator LED will turn green to indicate unit is starting.
3. After startup, power indicator LED will remain green.

# 3

## LOCAL ACTIVATION

System access requires a secure, user-assigned password.



### ▼ Set Admin Password

First-time access requires user to create an admin password.

1. Input same password in **Create New Password** and **Confirm New Password** fields.



#### Strong Password REQUIRED

Password must contain 8 to 16 characters, combining numbers, lower and upper case letters, and special characters. At least two types of the above-mentioned characters are required. Also, reset password regularly.

2. Click **OK** to save password and activate device.

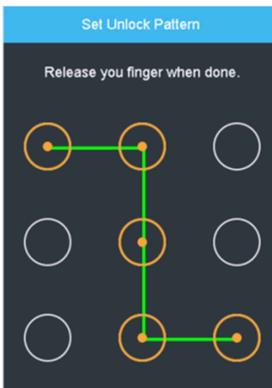
### Password Strength Levels

STRENGTH LEVEL	DESCRIPTION
Level 0 (Risky) DVRs <i>will not</i> accept password	Password is fewer than eight characters, contains only one type of character, is the same as the user name, or is the mirror writing of the user name
Level 1 (Weak) DVRs <i>will</i> accept password	Password contains number + lower case letter or number + upper case letter and is at least eight characters
Level 2 (Medium/Fair) DVRs <i>will</i> accept password	Password contains two types of characters ( <i>neither</i> number + lower case letter <i>nor</i> number + upper case letter) and is at least eight characters
Level 3 (Strong) DVRs <i>will</i> accept password	Password contains more than three types of characters and is at least eight characters

**NOTE 1:** The strength level indicator colors can vary by activation process, model number, and device type. Typical: Risky (no color), Weak (pink), Fair (yellow), Strong (green).

**NOTE 2:** PASSWORD CHARACTERS ALLOWED (ASCII Only):

- Lowercase ASCII Letters: a b c d e f g h i j k l m n o p q r s t u v w x y z
- Uppercase ASCII Letters: A B C D E F G H I J K L M N O P Q R S T U V W X Y Z
- Numerals: 0 1 2 3 4 5 6 7 8 9
- Special Characters: . - \_ : / @ , ? ! ' ( ) \$ & " [ ] { } # % ^ \* + = \ | < >



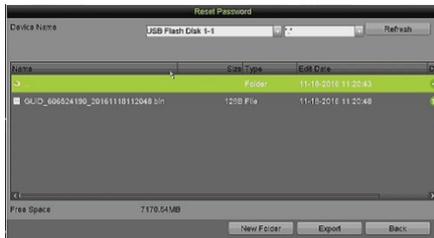
### ▼ Set Unlock Pattern

Admin user will be prompted to configure an unlock pattern for login in place of a password.

1. Hold down left mouse button and draw a pattern by connecting at least four dots on the screen, each dot connected only once).
2. Release mouse button when done.
3. Draw the same pattern again to confirm it.

**NOTE:** If you forget t pattern, click "Forgot Password" to display normal admin login box.

### 3 LOCAL ACTIVATION (continued)



#### ▼ Log In (Unlock Pattern)

1. Draw the unlock pattern to unlock system.

#### ▼ Log In (Dialog Box)

2. **User Name** field will be prefilled with “admin.”
3. Input **Password** (account will lock to prevent access for 30 minutes if seven incorrect password attempts are made).
4. Click **OK**.
5. After the device is activated, the Attention box pops up.

#### ▼ Export the GUID Password Recovery File

6. Generate and save GUID (Globally Unique Identifier) recovery key to be used to reset password. It is unique to each machine.
  - 1) Insert a USB flash disk into the DVR's USB port.
  - 2) Click **Yes** to export GUID recovery key. Reset Password interface pops up.
  - 3) Navigate to the USB flash disk.
  - 4) Click the **New Folder** button to create a folder on the USB flash disk. Name the folder to identify the machine (e.g., “Jones Home, PO3243...”).
  - 5) Double click on the new folder to switch to that location for saving.
  - 6) Click the Export button to export the GUID file to the USB flash disk. System will show the saved GUID file.

**NOTE:** First nine digits after “GUID\_” is serial number of unit from which GUID was exported. Digits after serial number are date of export.

If multiple GUIDs exist for same unit, always use file with latest date.

A GUID can be used only once. Generate and export new GUID once issued GUID has been used.

### 4 INITIALIZE THE HARD DRIVE (IF NEEDED)

The system is set up to record upon power up and will beep and display “Do you want to initialize drive” prompt if the hard drive(s) are not initialized.

1. Go to MENU > SYSTEM CONFIGURATION > HDD.
2. Use the checkboxes to select the HDDs that need to be initialized.
3. Press **INIT**. (Factory installed HDDs come initialized. Initializing again will erase any record video. This does not affect settings).

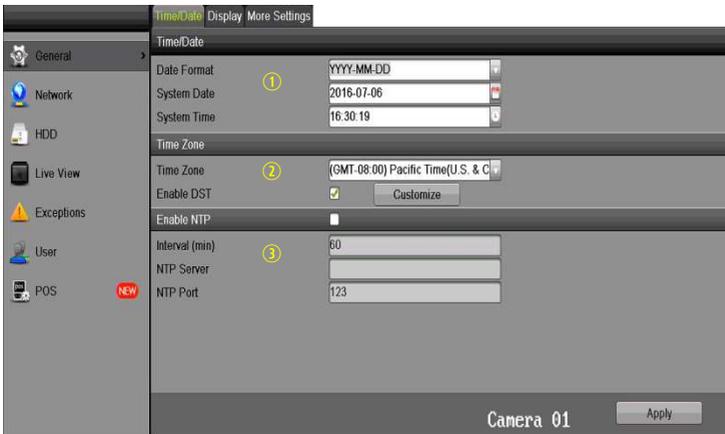
## 4 INITIALIZE THE HARD DRIVE (IF NEEDED) (continued)



- ① HDD LIST
- ② TOTAL HDD SPACE
- ③ FREE SPACE

## 5 SET DATE AND TIME

1. Go to MENU > SYSTEM CONFIGURATION > GENERAL.



- ① **DATE/TIME**  
Date and time settings
- ② **TIME ZONE**  
Time zone and daylight savings time settings
- ③ **ENABLE NTP**  
Network Time Protocol settings

## 6 SET UP NETWORK ACCESS

A network connection is required to access the cameras remotely.

1. Go to MENU > SYSTEM CONFIGURATION > NETWORK > GENERAL.
2. Use pull-down Working Mode menu to select “Multi-address.”
3. Use the pull-down **Select NIC** menu to select the network interface card you want to configure as the camera LAN (“LAN 1” or “LAN 2”).
4. Use the pull-down **Default Route** menu to select the NIC that is to connect to the cameras’ LAN.
5. Uncheck the **Enable DHCP** checkbox.

## 6 SET UP NETWORK ACCESS (continued)

- Set the IPv4 network IP address, subnet mask, and default gateway to match the IP subnet of the cameras.
- Use the pull-down **Select NIC** menu to select the network interface card you want to configure for the external computer LAN.
- Set the IPv4 network IP address, subnet mask, and default gateway to match the IP subnet of the external computer LAN.
- Change the "Preferred DNS Server" value to 8.8.8.8 (leave Alternate DNS Server blank).

The screenshot shows the 'General' tab of the network settings interface. It includes fields for Working Mode (Multi-address), Select NIC (LAN1), NIC Type (10M/100M/1000M Self-ada), Enable DHCP (checked), IPv4 Address (192.168.10.103), IPv4 Subnet Mask (255.255.255.0), IPv4 Default Gateway (192.168.10.1), MTU (1500), Preferred DNS Server (209.18.47.61), and Alternate DNS Server (209.18.47.62). There are also IPv6 address and MAC address fields. A 'Refresh' button is at the bottom.

- GENERAL TAB** (Select)
- WORKING MODE**  
Set to Multi-address
- SELECT NIC** (Choose NIC)
- DEFAULT ROUTE** (Camera LAN)
- ENABLE DHCP**  
Router assigns IP address
- REFRESH** (Press to update)
- IP V4 ADDRESS**  
Default 192.0.0.64
- PREFERRED DNS SERVER**  
Default is 8.8.8.8
- ALTERNATE DNS SERVER**  
Leave blank

## 7 SET REMOTE VIEWING PORTS

After assigning the IP information, click the **More Settings** tab.



The **More Settings** tab contains the ports that need to be forwarded for remote access.

The screenshot shows the 'More Settings' tab with fields for Alarm Host IP, Alarm Host Port, Server Port (8000), HTTP Port (80), RTSP Port (19554), Multi-cast IP, Enable Virtual Host (checked), and Virtual Host Port (Set).

- SERVER PORT** is responsible for the mobile app and client software log-in
- HTTP PORT** is responsible for Web browser log-in
- RTSP PORT** is responsible for video/audio streaming

**NOTE:** The **HTTP port**, **server port**, and **RTSP port** can be changed to avoid conflicts with the ISP or if multiple devices are installed at a single location.

# 8

## SET UP PORT FORWARDING

Port forwarding redirects communication from one address/port number to another to make services on a protected network available to hosts on an external network.

1. Log into the router, and proceed with **port forwarding**. **Port forwarding** steps differ by router. For **port forwarding** assistance, contact your Internet Service Provider (ISP) or router manufacturer. Also refer to [www.portforward.com](http://www.portforward.com) for step-by-step instructions.

**NOTE:** Hikvision USA is not associated with [www.portforward.com](http://www.portforward.com) and is not responsible for any activity between the user and [www.portforward.com](http://www.portforward.com). Avoid accidentally downloading any software from [www.portforward.com](http://www.portforward.com).

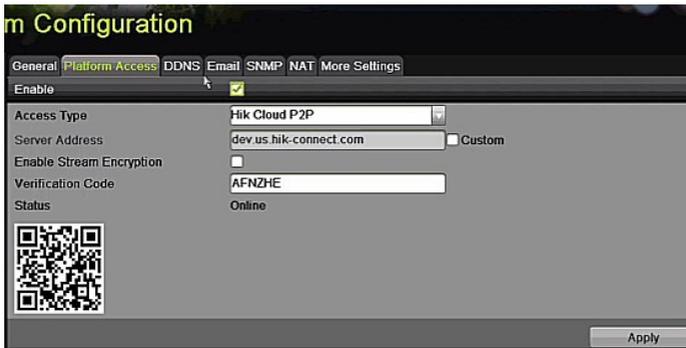
2. Proceed to the **Routers** section on the website for step-by-step instructions.

# 9

## SET UP HIK-CONNECT P2P CLOUD SERVICE

**NOTE:** Ports 9010 and 9020 must not be blocked for the Hik-Connect Cloud service to work. Use the Hik-Connect mobile app (from iOS App Store or Google Play) to create a Hik-Connect P2P Cloud account to connect Hikvision devices over the Internet. See the *User Manual*.

1. Enable Hik-Connect P2P on the DVR.
  - 1) Go to Main Menu > System Configuration > Network > Platform Access.
  - 2) Check the **Enable** checkbox.
  - 3) Server Address must be “dev.hik-connect.com.” If not, check the **Custom** checkbox, and type “dev.hik-connect.com.”
  - 4) Click the **Apply** button. Status will change to “Online” (if all settings are correct).
  - 5) Note the Serial Number and Verification Code shown here (for use when registering the DVR in your Hik-Connect account) or use the QR code displayed.

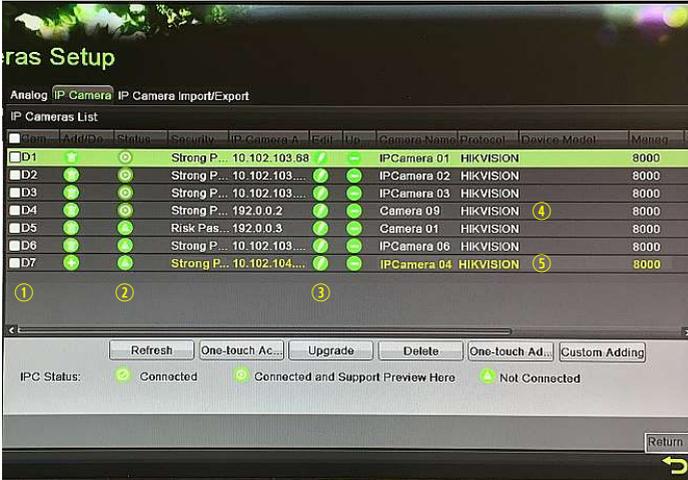


2. To see a device's video stream on the Hik-Connect or iVMS-4500 mobile app, add the device.
  - 1) Login to Hik-Connect mobile app with your user name, e-mail, or mobile number and password.
  - 2) On the Home screen, click the “+” button (upper right corner).
  - 3) Enter the device's information.
    - If you have the device's **QR Code**: Use the QR Code Scanner to scan the device's **QR Code**.
    - If you do not have the device's **QR Code**: Enter the device information manually:
      - a. Click the Edit (pencil) icon on top right corner.
      - b. Enter device serial number (device must be online), then click the **OK** button.
      - c. When the device appears on the “Results” screen, click the **Add** button.
      - d. Enter device's 6-character Verification Code (all upper case), then click the **OK** button.
      - e. Click the **Finish** button.

# 10 ADD IP CAMERAS

1. Right click a window in **Live View** mode to display the menu.
2. Online cameras in the same network segment will be detected and displayed in the camera list.
3. Select camera and click the  button to add it (using DVR's admin password). Or, click the **One-touch Adding** button to add first two cameras in list of three or more (w/same admin password).

**NOTE:** Make sure the camera to add has been activated by setting the admin password, and the camera's admin password is the same as the DVR's.



- ① **DVR CAMERA CHANNELS**  
Cameras connected to DVR
- ② **PLAY**  
Play camera's live video
- ③ **EDIT (Pencil)**  
Change IP address (in LAN range)
- ④ **CAMERA LIST (White)**  
Added cameras
- ⑤ **LAN CAMERAS LIST (Yellow)**  
Detected cameras will appear here

## IP Camera Management Icons

Icon	Explanation	Icon	Explanation
	Edit basic camera parameters		Upgrade the connected camera
	Camera disconnected; click icon to get camera's exception information		Delete the IP camera
	Play connected camera's live video		Camera connected

# 11 ADD ANALOG CAMERAS

### ▼ Adding Analog Cameras

1. Connect analog camera(s) to the "Video In" BNC connectors.

### ▼ Enabling Analog Cameras

1. Analog cameras are enabled by default; no further action is required.

### ▼ Disabling Analog Cameras

**NOTE:** An additional IP camera can be added for each analog camera that is disabled. This will require a system reboot.

1. Go to MENU > CAMERAS > ANALOG (TAB).
2. **Analog Camera List** will display all enabled cameras.

## 11 ADD ANALOG CAMERAS (continued)

3. Disable analog cameras in the **Analog Cameras Enable Status** section:
  - Uncheck the camera checkbox of any camera(s) you wish to disable.
  - Check the **Analog** checkbox to disable/enable all analog cameras.
4. Press **APPLY** to save settings.



- ① **CAMERA LIST (Analog)**
- ② **STATUS**  
Camera enabled or disabled
- ③ **ENABLE**  
Check checkbox to enable camera
- ④ **ANALOG**  
Enable/disable all analog cameras
- ⑤ **APPLY**  
Click to accept settings

## 12 VIEW LIVE VIDEO

Live View displays real-time video.



Icons in the upper right of screen show each camera's record and alarm status.

- **Alarm** (video loss, tampering, motion detection, sensor alarm, or VCA alarm)
- **Record** (manual record, continuous record, motion detection, alarm, or VCA triggered record)
- **Event/Exception** (event and exception information appears at lower-left corner of screen)

## 13 SET UP RECORDING

The system defaults to record video continuously at 8 fps, or at 15 fps when motion is detected.

### ▼ Recording Schedule

Default is to record continuously every day. Do the following to change the recording schedule:

1. Go to **MENU > RECORDING CONFIGURATION > SCHEDULE**.
2. Choose **CONTINUOUS** or **EVENT/(MOTION DETECTION)** under the **Type** pull-down menu.
3. Use cursor to select (days will turn blue [continuous] or yellow [event/motion detect]) or deselect (days will turn gray [off]) the calendar days you wish to record.
4. Apply time settings as desired.
5. Press **APPLY**.

# 13 SET UP RECORDING (continued)



- ① **TYPE**  
Motion or Continuous (default)
- ② **COLOR**  
Shows Recording Schedule days:
  - Blue=Continuous
  - Yellow=Event (motion/alarm)
  - Grey=None
- ③ **TIMES**  
Customize schedule times (ignore for "motion only" recording)
- ④ **ADD**  
Press to add time settings to schedule
- ⑤ **ENABLE SCHEDULE**  
If not checked, camera will not record

## ▼ Motion Detection Areas

To define the image areas that Motion Detection will monitor for each camera, do the following:

1. Go to MENU > RECORDING CONFIGURATION > MOTION DETECT.
2. Use **Camera** pull-down menu to select camera to configure.
3. Check the **Enable Motion Detection** checkbox to enable motion detection.
4. Use the **Sensitivity** boxes to select how responsive the detection should be (the more green boxes lit, the greater the sensitivity).
5. Drag a grid(s) over the area(s) on the image that will be sensitive to motion.
6. Click the **Settings Set** button to configure **Arming Schedule** (when detection is enabled) and **Linkage Actions** (what action(s) to take when motion is detected).



- ① **CAMERA**  
Select camera
- ② **ENABLE MOTION DETECTION**  
Click to enable/disable
- ③ **MOTION GRID**  
Draw area that will detect motion
- ④ **SENSITIVITY**  
Set green squares for sensitivity (in example, sensitivity is 3)
- ⑤ **SETTINGS/SET**  
Arming schedule & linkage actions
- ⑥ **APPLY**

## ▼ Record Quality

### • Main Stream

1. Go to RECORDING CONFIGURATION > RECORD QUALITY > MAIN STREAM and set the following items:
  - **Stream Type** enables/disables audio streaming from the cameras (if the camera does not have audio capabilities, **Stream Type** will have only **Video** option).
  - **Resolution** sets recording resolution.
  - **Bitrate Type:**
    - > **Variable** saves HDD space
    - > **Constant** provides more stable stream



- ① **RECORD (MAIN STREAM)**  
Select tab
- ② **CAMERA**  
Select IP camera
- ③ **EVENT**  
For event recording only (motion or alarm)
- ④ **CONTINUOUS**  
For live view image and continuous recording
- ⑤ **VIDEO QUALITY**  
Select number of green squares to set quality (in example, sensitivity is set to 3)

- **Video Quality** adjusts picture clarity (high setting = four green squares is default). Consider highest if hard drive space allows. Medium setting is a balance between good picture and saving HDD space.
- **Frame Rate** sets recording frame rate (8 fps continuous and 15 fps motion by default). Higher frame rates require more storage, but allow better slow motion playback.
- **Max Bitrate Mode** chooses between pre-set bitrate values and customized values (**General** setting is default).
- **Max Bitrate (kbps)** is chosen bitrate for streaming video. Adjust to meet or exceed the rate recommended by the system for the chosen parameters.
- **Max Bitrate Recommended** is impacted by resolution, quality, and frame rate.
- **Record Audio** turns on audio recording. Requires connection of external microphone or camera with built-in mic.
- **Video Stream** determines which stream is recorded. Leave at default (Main Stream).

# 13 SET UP RECORDING (continued)

## • Substream

1. Go to RECORDING CONFIGURATION > RECORD QUALITY > SUBSTREAM to set up the **Sub Stream** to stream to mobile devices and display multiple cameras locally.

**NOTE:** If upload speed is not sufficient, lower frame rate, bitrate, and/or resolution.



- ① **SUBSTREAM TAB**
- ② **CAMERA** (Select)
- ③ **STREAM TYPE** (Select)
- ④ **RESOLUTION** (Up to 4CIF)
- ⑤ **VIDEO QUALITY**  
green squares sets quality (example is 3)

## • More Setting...

1. Click the **More Setting...** button to display additional settings.



- ① **PRE-RECORD**  
Seconds to record before recording starts
- ② **POST RECORD**  
Seconds to record after recording ends
- ③ **EXPIRED TIME (DAY)**  
Days to keep the recording
- ④ **REDUNDANT RECORD**  
Record to redundant drive
- ⑤ **RECORD AUDIO**  
Check to record audio
- ⑥ **VIDEO STREAM**  
Choose which video stream to record

# 14 PLAY BACK RECORDED VIDEO

1. Go to MENU > PLAYBACK.
2. Select the desired camera(s) from the menu on the right of the screen.
3. Select the desired date (days that contain recordings will be blue if recording was continuous only or yellow if all or part of the day was event recording).
4. Press **PLAY**.
5. Click within the timeline to jump to desired time.

# 14 PLAY BACK RECORDED VIDEO (continued)



- ① **PLAYBACK TYPE MENU**  
Select type of record to play
- ② **FULL SCREEN**  
Goes to full screen for multiple channel playback
- ③ **PLAY/STOP**  
Begin playback (toggles between Play and Stop)
- ④ **CAMERA LIST**  
Select camera(s) to play back
- ⑤ **CALENDAR**  
Select date to play back
- ⑥ **TIMELINE**  
Click on timeline to jump to desired playback time

## Playback Controls



### ▼ Play Back Record Files

1. Go to MENU > LIVE VIEW.
2. Left click a Live View window to bring up toolbar and click on the  icon for instant playback.

### ▼ Playback Controls

1. Right click a Live Image to display a Quick menu and click on  icon for instant playback.

# 15 BACK UP VIDEO RECORDINGS AND CLIPS

Back up recorded video clips to ensure important video is not lost or destroyed.

### ▼ Choose Recorded Video Clips to Back Up

1. Connect a USB flash drive, HDD, or DVD writer to an available USB port (this step is mandatory).
2. Go to MENU > PLAYBACK.
3. Select cameras for playback.
4. Select the date and beginning time of the incident.
5. Click **START CLIPPING**  button.
6. Select the ending time of the incident.

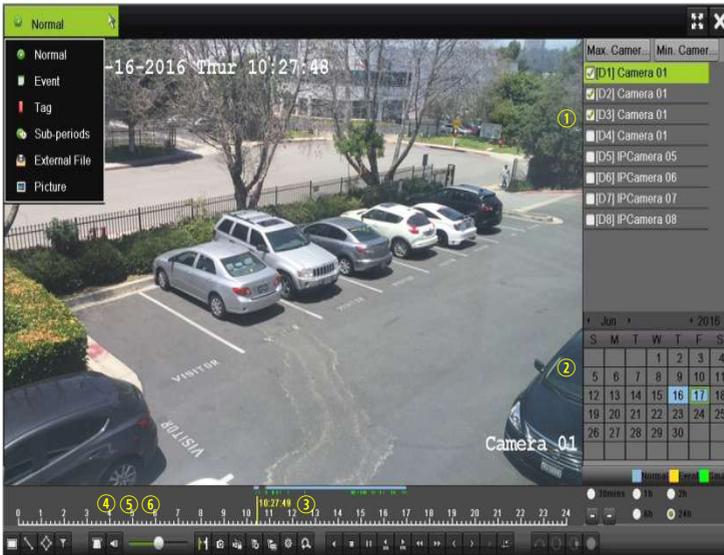
- Click **END CLIPPING**  button (same button as **START CLIPPING**). Clip will be marked.
- Repeat steps 1-6 as many times as required.
- Click **FILE MANAGEMENT**  button to display a new window containing all marked clips.
- Select the desired clips.
- Click **EXPORT** to save files to the inserted USB device.

#### ▼ Lock Video Clips

- Click on the images of the clips you want to lock.
- Press the **LOCK**  button to prevent the file from being erased.

#### ▼ Back Up Video Clips

- Connect a USB flash drive, HDD, or DVD writer to an available USB port.
- Click on the **File Management** button to display the File Management window.
- In the File Management window, choose video clip(s) to back up and click **Export** button.
- Choose backup device (USB flash drive, USB HDD, or DVD writer).
- Click **Export** (to check backup, choose recorded file in Export interface and click  button).



#### ① CAMERA LIST

Select cameras to view

#### ② CALENDAR

Select dates to view

#### ③ PLAY/STOP

Toggles between Play and Stop

#### ④ START/STOP CLIPPING

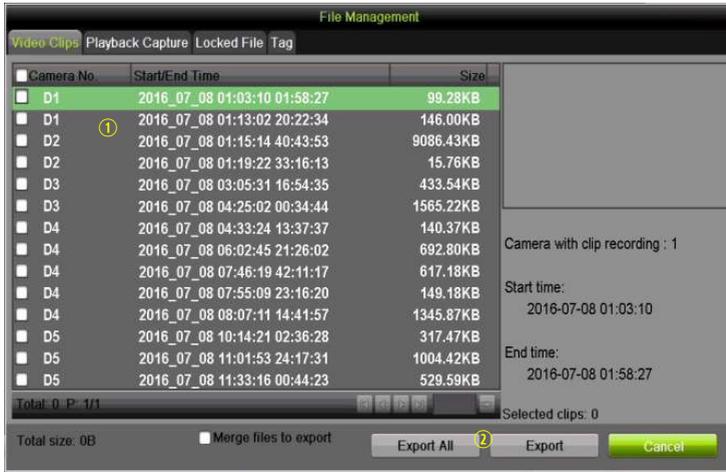
Toggles between Start Clipping and Stop Clipping

#### ⑤ LOCK

Locks selected video clips to prevent them from being deleted

#### ⑥ FILE MANAGEMENT

Displays list of saved clips, export clips from this window



- ① VIDEO CLIPS LIST  
Select desired clips to export
- ② EXPORT BUTTONS  
Save clips to USB device



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