

# STEP 1 SETTING UP YOUR DIGITAL VIDEO RECORDER (DVR)

\* This set-up guide assumes you are connecting cameras (not included with this system) to the Digimerge DVR. Consult your DVR's owners manual for alternative DVR connection and/or information to install a hard drive.

### Package Contents



- |  |                              |
|--|------------------------------|
| 1 - DHU500 Series Digital Video Recorder | 1 - Quick Installation Guide |
| 1 - Power Cord                           | 4 - Rubber Feet (for base)   |
| 1 - Owners Manual & Warranty             | 1 - Rack Mount Bracket Kit   |
| 1 - Need Help Insert                     | 1 - Remote Control           |

**NOT INCLUDED - CAMERAS / BROADBAND ROUTER**

**1** Connect the cameras (not supplied) to the CH1, CH2, CH3, CH4 Video Inputs (BNC Inputs)

BACK OF THE DVR

**2** Connect one end of the Power Cord to the DVR; the other end to an electrical outlet

BACK OF THE DVR

**3** Ensure to turn ON the Power switch (located at the front of your DVR).



Your system is now ready to use. Refer to your DVR's owner's manual to learn how to record, playback, use the search features and all other features available with this system. Refer to Step 4 for Setting Up Remote Security Monitoring.

**NOTE: YOU WILL REQUIRE A PASSWORD TO ACCESS CERTAIN MENUS. THE DEFAULT PASSWORD IS 00000000**

The number of cameras displayed on submenus will change based on the model of DVR: 4, 8, or 16 channel versions.

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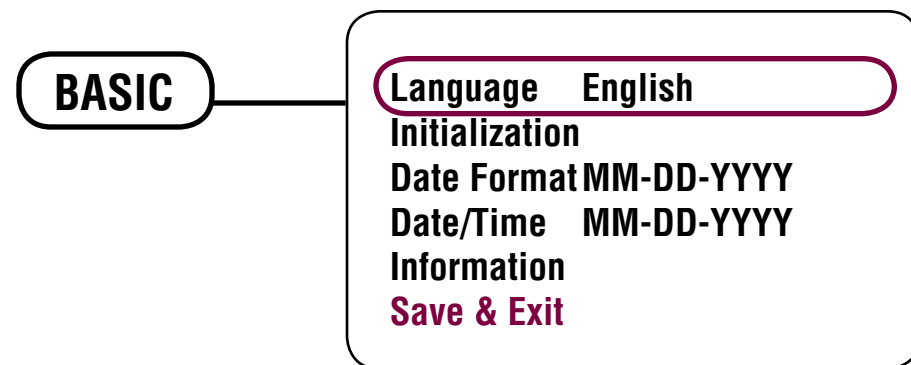
# STEP 2 SETTING UP YOUR DIGITAL VIDEO RECORDER (DVR) - BASIC SETUP

**BASIC SETUP - SETTINGS FOR GENERAL PARAMETERS. CHECK YOUR OWNERS MANUAL FOR DETAILED INFORMATION.**

Press Menu button & select **SYSTEM SET** to do the **BASIC SETUP** of your DVR

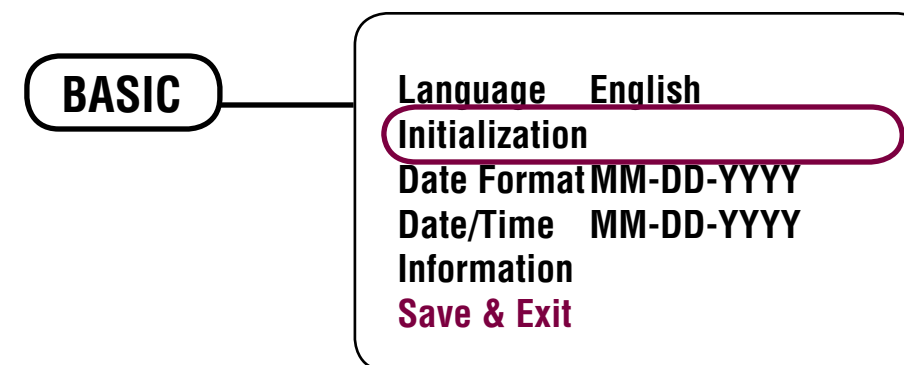
**1**

**Language** - Displays the current default language on the DVR (English by default).



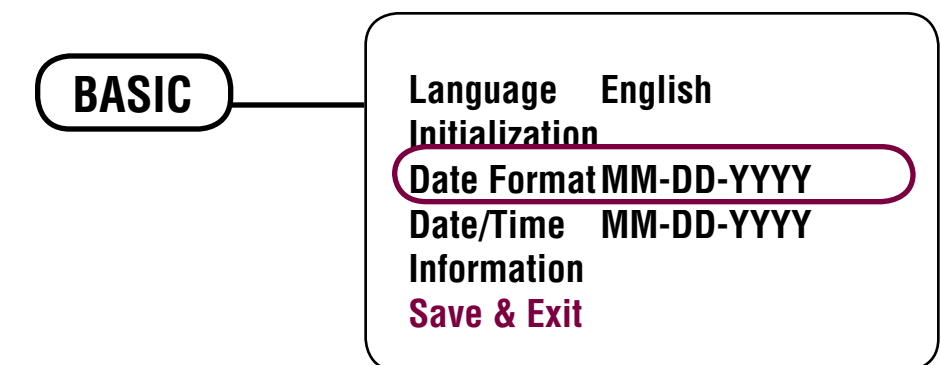
**2**

**Initialization** - Resets all settings to Factory Default



**3**

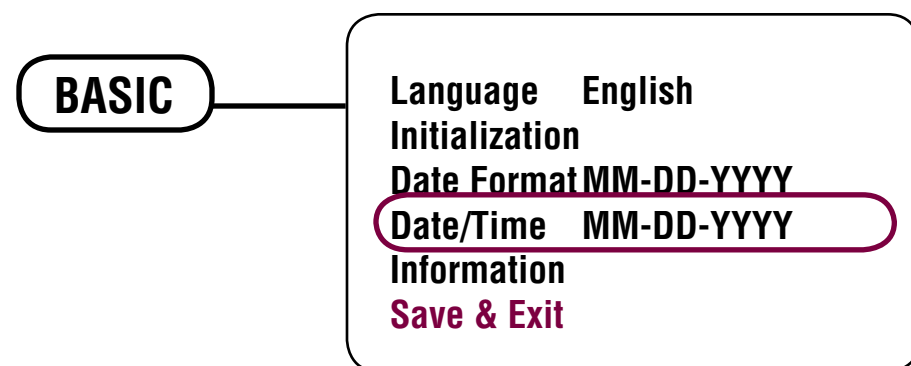
**Date Format** - Configures Date Display on the DVR



**\* ALWAYS REMEMBER TO SAVE YOUR SETTINGS PRIOR TO EXITING THE MENU**

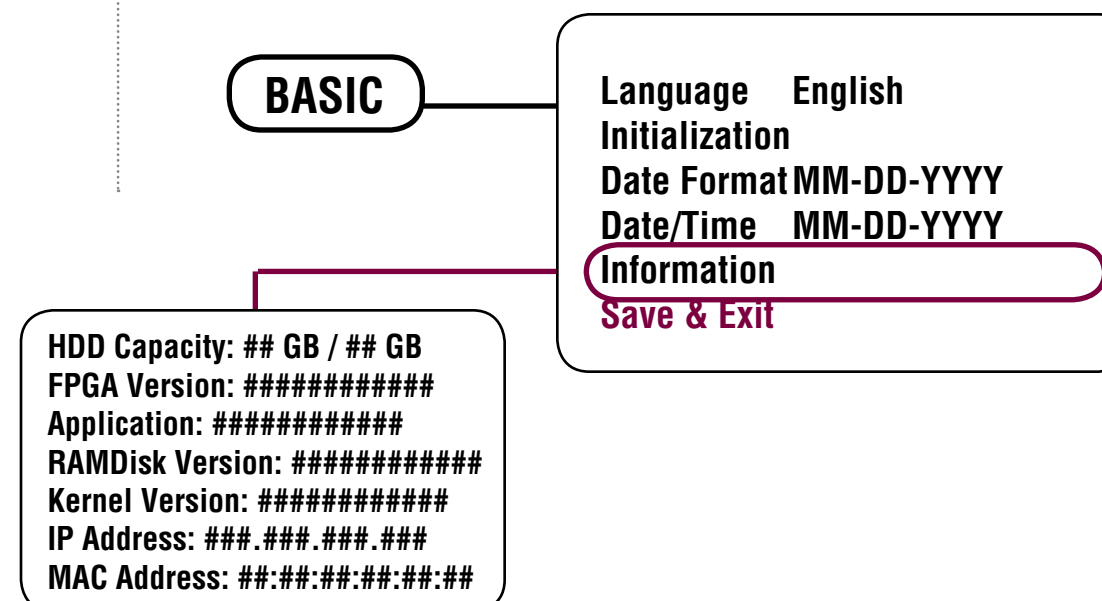
**4**

**DATE/TIME** - Sets the Date and Time for the unit.



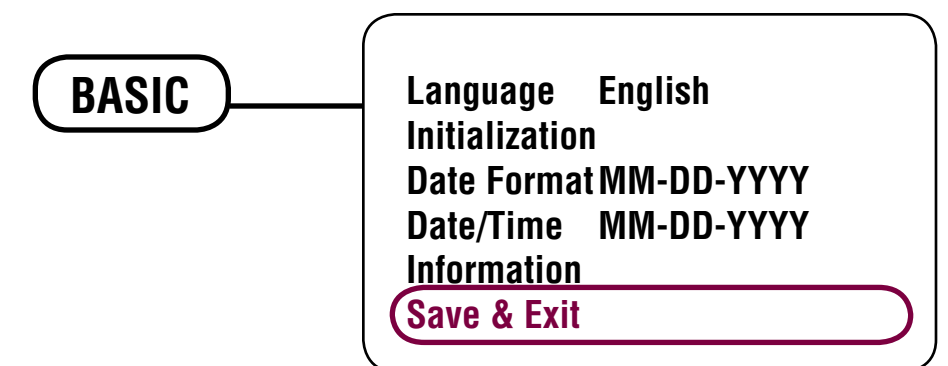
**5**

**INFORMATION** - Displays System Information



**6**

**SAVE & EXIT** - Saves any changes made, and exits to the Main Menu.



**NOTE: YOU WILL REQUIRE A PASSWORD TO ACCESS CERTAIN MENU. THE DEFAULT PASSWORD IS 0000000**

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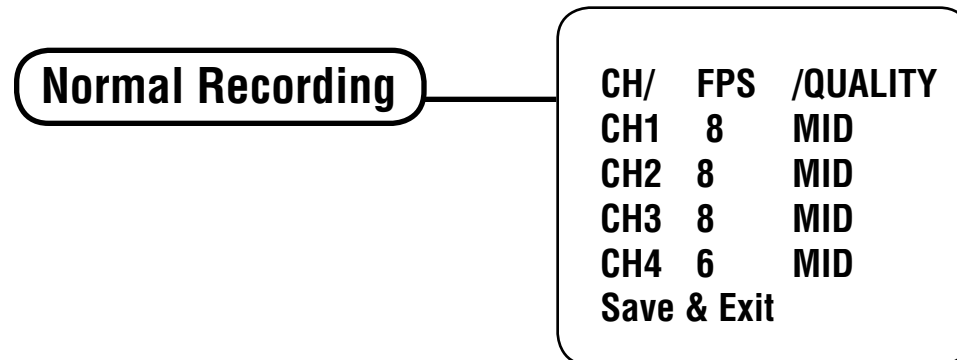
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# STEP 3 SETTING UP YOUR DIGITAL VIDEO RECORDER (DVR) - RECORDING SETUP

**CAMERA AND RECORDING SETUP - SETTINGS FOR GENERAL PARAMETERS. PRESS MENU BUTTON & SELECT RECORDING SET FOR CAMERA & RECORDING SETUP. CHECK YOUR OWNERS MANUAL FOR DETAILED INFORMATION.**

**1**

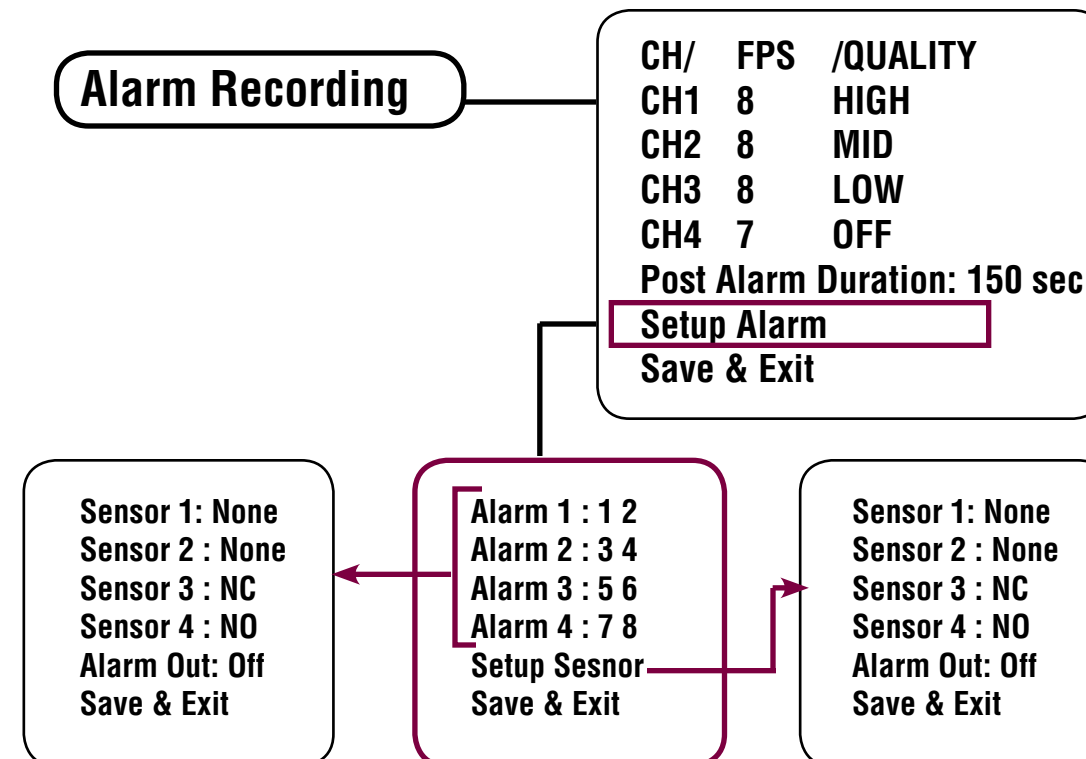
**Normal Recording - Controls the settings for Manual Recording**



1. CH1 - CH4: Lists all available cameras for configuration. Press the **↑** and **↓** buttons to highlight, and press the **←→** buttons to select the FPS or Quality for each CH. Use the **↑** and **↓** buttons to change the settings, and press **SEL** to accept the changes:
  - FPS: A set number of Frames Per Second (total) is divided between all available cameras based on Resolution settings.
  - QUALITY: Set the quality level for the recording - High, Mid or Low
2. **SAVE & EXIT:** Saves any changes made, and exits to the Main Menu. Press the **↑** and **↓** buttons to highlight, and press the **SEL** button to accept the changes.

**2**

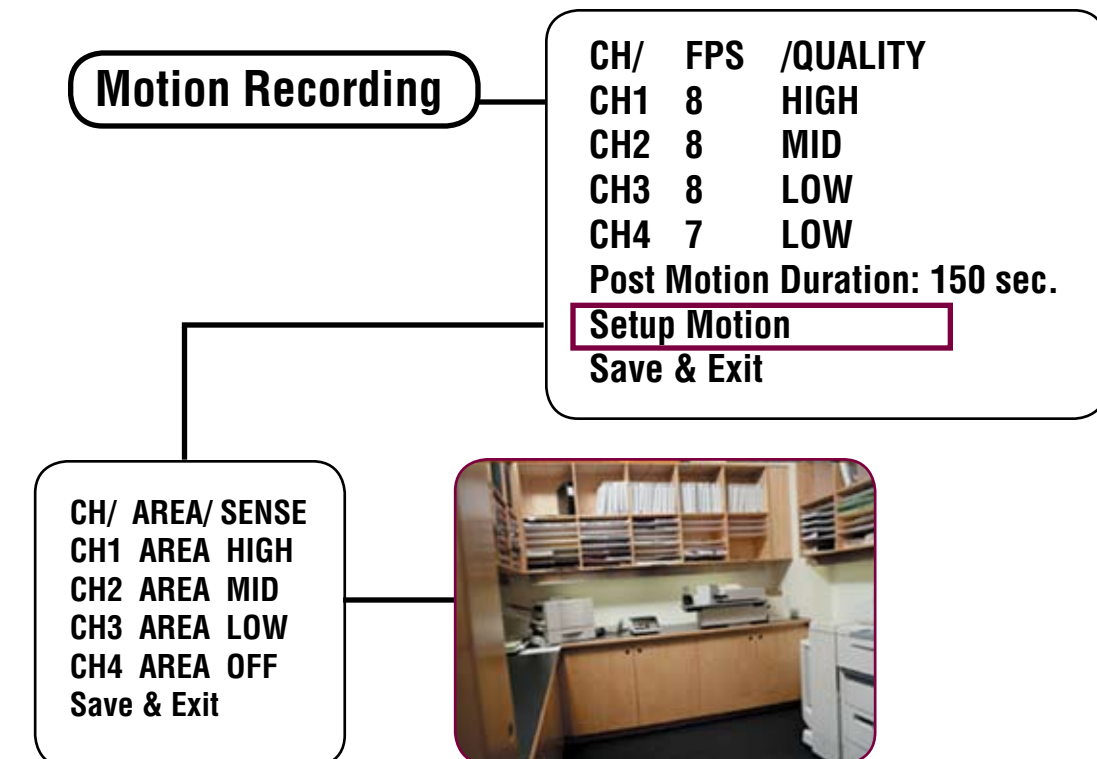
**Alarm Recording - Sets Alarm settings for your DVR**



1. CH1-CH4: Lists all available cameras for configuration. Press the **↑** and **↓** buttons to highlight, and press the **SEL** button to select the CH#. Use the **↑** and **↓** and **SEL** buttons to change the FPS and Quality settings:
  - FPS: A set number of Frames Per Second (total) is divided between all available cameras based on Resolution settings.
  - QUALITY: Set the quality level for the recording - High, Mid or Low.
2. **POST ALARM:** Set the duration that the alarm will continue once detected: 5, 30, 60, 90, 120, 150, 180, 210 or 240 seconds.
3. **SETUP ALARM:** Configuration sub-menus for Alarm and Sensors. Press the **↑** and **↓** buttons to highlight, and press the **SEL** button to access the Alarm Submenu. Use the **↑** and **↓** buttons to choose the cameras to be associated to each alarm:
4. **SETUP SENSOR:** Configuration for any Sensors attached to the Alarm block. Press the **↑** and **↓** buttons to highlight, and press the **SEL** button to access the Sensor Submenu. Use the **↑** and **↓** buttons to set the Sensor type: NO (Normally Open), NC (Normally Closed) or None.
5. **SAVE & EXIT:** Saves any changes made, and exits to the Main Menu. Press the **↑** and **↓** buttons to highlight, and press the **SEL** button to accept the changes.

**3**

**Motion Recording - Configures for Motion Sensor events**



1. CH1 - CH4: Lists all available cameras for configuration. Press the **↑** and **↓** buttons to highlight, and press the **←→** buttons to select the FPS or Quality for each CH. Use the **↑** and **↓** buttons to change the settings, and press **SEL** to accept the changes:
  - FPS: A set number of Frames Per Second (total) is divided between all available cameras based on Resolution settings.
  - QUALITY: Set the quality level for the recording - High, Mid, Low or Off
2. **POST MOTION DURATION:** Set the duration that the alarm will continue once detected: 5, 30, 60, 90, 120, 150, 180, 210 or 240 seconds.
3. **SETUP MOTION:** Configuration for each Motion Sensor enabled Camera Press the **↑** and **↓** buttons to highlight the Setup Motion option, and press the **SEL** button to access the SETUP MOTION submenu. Press the **↑** and **↓** buttons to highlight a specific Camera, and press the **SEL** button to select.
  - AREA: Press the **SEL** button on the AREA option to specify segments of the Camera view to have Motion Detection. Use the **↑** and **↓** and **←→** buttons to navigate around the Motion Setup screen, and press the **SEL** button to turn a segment **ON/OFF**. Press the **MENU** button once complete. Dark Blue indicates that a section has been selected for motion detection, and blank areas indicate that motion will not be detected in those areas.
  - SENSE: Sets the Sensitivity of the Motion Detection: Use the **↑** and **↓** and **SEL** buttons to change the setting to High, Mid, Low or Off.
4. **SAVE & EXIT:** Saves any changes made, and exits to the Main Menu. Press **↑** and **↓** buttons to highlight, and press the **SEL** button to accept the changes.

**NOTE: YOU WILL REQUIRE A PASSWORD TO ACCESS CERTAIN MENU. THE DEFAULT PASSWORD IS 00000000**

The number of cameras displayed on submenus will change based on the model of DVR: 4, 8, or 16 channel versions.

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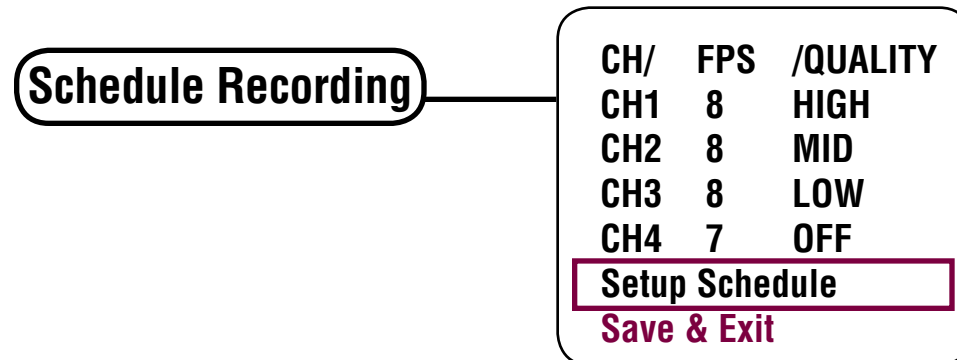
# STEP 3

## SETTING UP YOUR DIGITAL VIDEO RECORDER (DVR) - RECORDING SETUP (continued)

**CAMERA AND RECORDING SETUP - SETTINGS FOR GENERAL PARAMETERS. PRESS MENU BUTTON & SELECT RECORDING SET FOR CAMERA & RECORDING SETUP. CHECK YOUR OWNERS MANUAL FOR DETAILED INFORMATION.**

### 4

#### Schedule Recording - Configures for Scheduled events

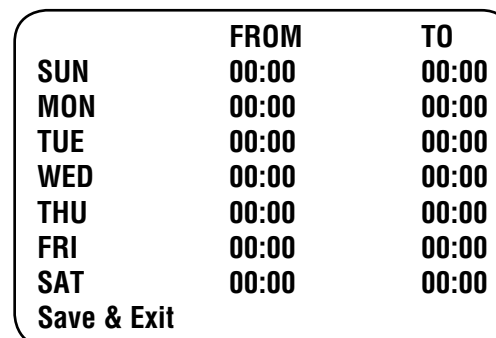


1. CH1 - CH4: Lists all available cameras for configuration. Press the ↑ and ↓ buttons to highlight, and press the ←→ buttons to select the FPS or Quality for each CH. Use the the ↑ and ↓ buttons to change the settings, and press **SEL** to accept the changes:

- FPS: A set number of Frames Per Second (total) is divided between all available cameras based on Resolution settings.
- QUALITY: Set the quality level for the recording - High, Mid, Low

2. SETUP SCHEDULE: Settings for scheduled recording times. Press the ↑ and ↓ buttons to highlight, and press the **SEL** button to access the Schedule Setup Submenu:

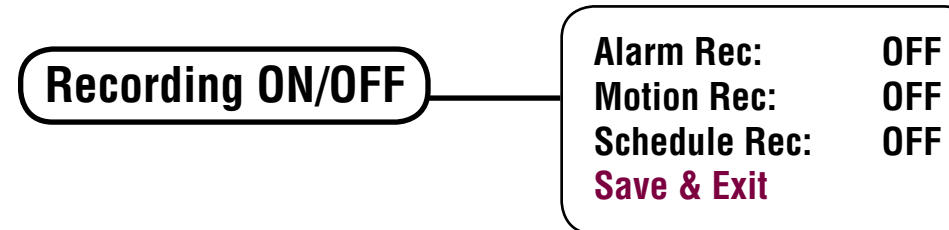
- Use the ↑ and ↓ buttons to choose a day (SUN-SAT) and SEL to set the schedule.
- Use the ↑ and ↓ ←→ buttons to set the recording Start Time and End Time
- Select SAVE & EXIT to return to the Menu



3. SAVE & EXIT: Saves any changes made, and exits to the Main Menu. Press the ←→ buttons to highlight, and press the **SEL** button to accept the changes.

### 5

#### Recording ON/OFF - Controls the Recording for Event Types



ALARM RECORDING: Turns Alarm Recording ON/OFF. Press the ↑ and ↓ buttons to highlight, and press the ←→ buttons to switch between ON and OFF.

MOTION RECORDING: Turns Motion Recording ON/OFF. Press the ↑ and ↓ buttons to highlight, and press the ←→ buttons to switch between ON and OFF.

SCHEDULE RECORDING: Turns Schedule Recording ON/OFF. Press the ↑ and ↓ buttons to highlight, and press the ←→ buttons to switch between ON and OFF.

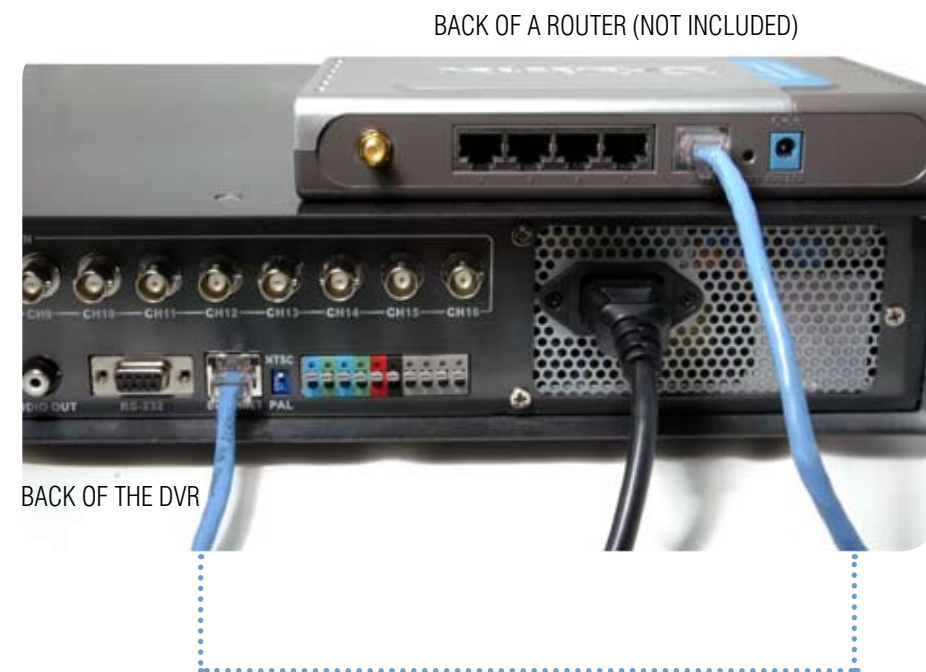
SAVE & EXIT: Saves any changes made, and exits to the Main Menu. Press the ↑ and ↓ buttons to highlight, and press the **SEL** button to accept the changes.

**Note: After setting the Normal, Alarm, Motion, Schedule Recording, RECORDING ON/OFF MUST BE set to ON individually to activate the functions.**

# STEP 4 SETTING UP REMOTE SECURITY MONITORING

Port forwarding Your Router and the Creation of a DDNS Account with Digimerge is required in order for you to have Remote Internet Access.

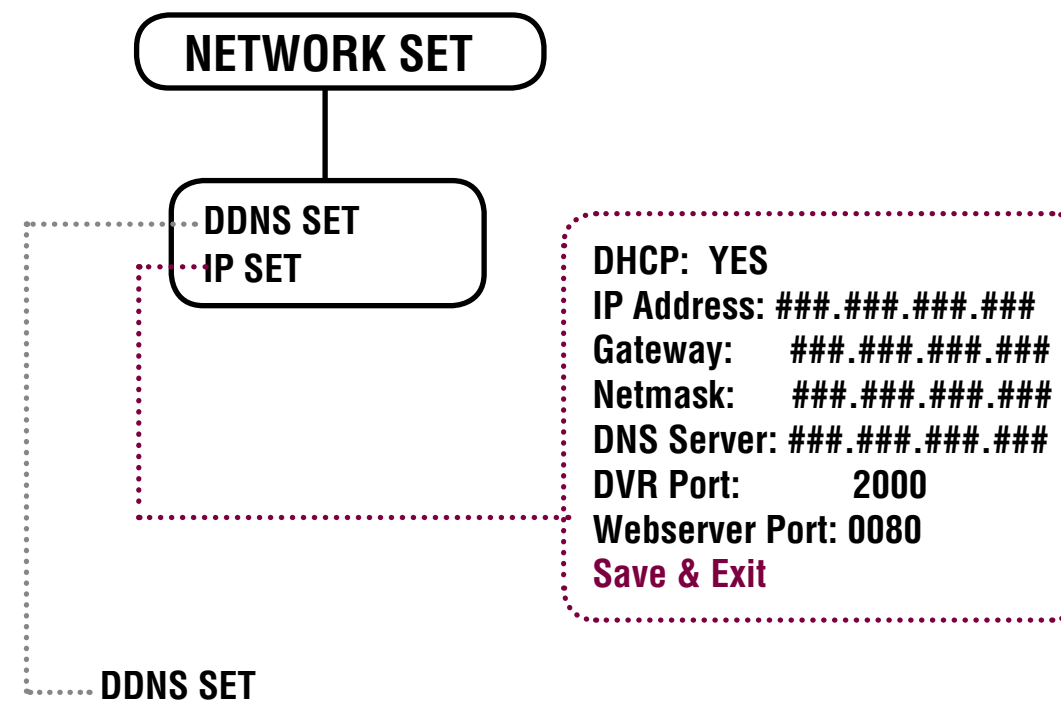
**1** Connect one end of ethernet cable (not supplied) to the DVR, the other end to the broadband router (not included). Power router and DVR ON if not already ON



**NOTE:** Go to MENU from under NETWORK SET and select IP SET and set the DHCP to YES. Save and Exit and allow few seconds for the unit to obtain an IP Address from the Router. Please note down the IP and MAC Address(s) for further use on the DVR.

**2** Record the MAC and IP Address(s) NETWORK SET

This submenu allows you to change the NETWORK options for the DVR unit. The options in the DDNS Set menu control access to the DVR using the free DDNS, and the options in the IP Set section controls local network settings for local access to the DVR. To obtain the DVR's IP and MAC address, press the INFO button from the DVR Remote control. Page 45 on your owners manual will have additional network instructions.



The options in the DDNS Set menu allow the DVR unit to be accessed remotely using the Free DDNS Server ON and the internet. All information will need to be manually entered based on information from the free DDNS Setup (see page 48 for details). Set the USE DYNAMIC IP option to YES if you will be using the Free DNS Website service to connect to your DVR.

**3** Open your Web Browser. Enter <http://ddns.digimerge.net>



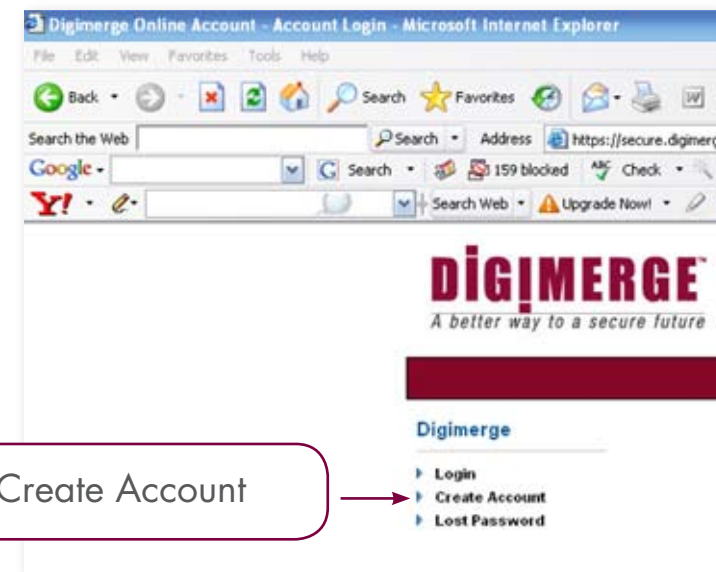
**NOTE: YOU WILL REQUIRE A PASSWORD TO ACCESS CERTAIN MENU. THE DEFAULT PASSWORD IS 00000000**

# STEP 4 SETTING UP REMOTE SECURITY MONITORING (continued)

Port forwarding Your Router and the Creation of a DDNS Account with Digimerge is required in order for you to have Remote Internet Access.

4

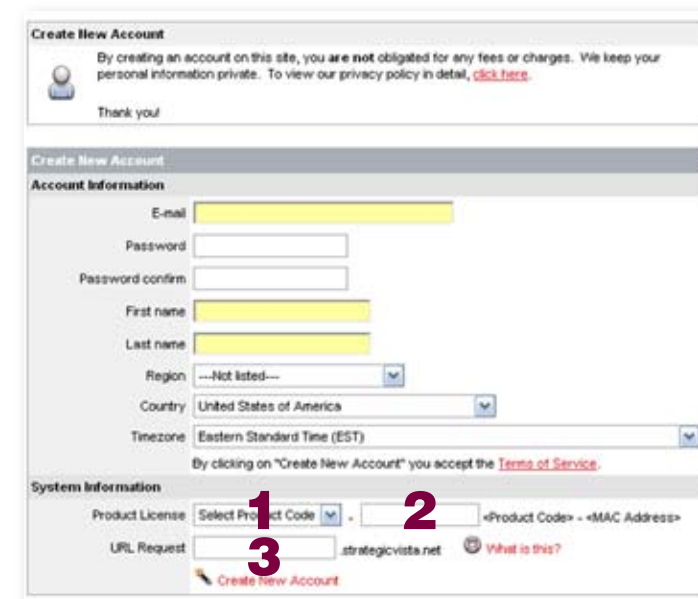
## Select the Create Account Option



5

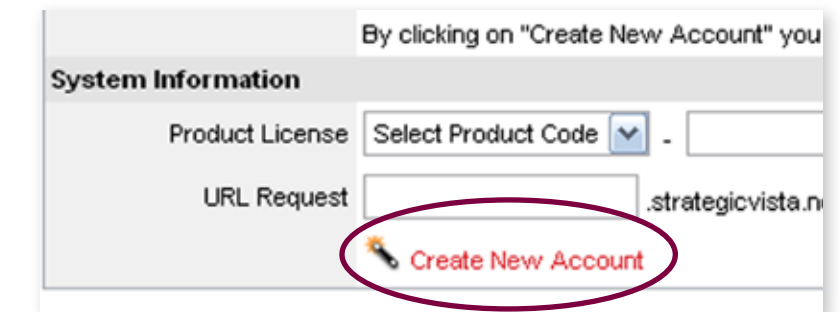
## Complete Account Information

1. For Product License: Select your Product Model Number from the drop down menu (DHU500 Series)
2. For Product Code enter the MAC address (without any space) recorded earlier
3. For URL Request choose a URL Name (not to exceed 15 characters) (e.g. your name, your company etc.)



6

## Select the Create New Account Link



7

## An Automated Confirmation email will be sent to you. Record the information below

DDNS:	YES
Domain name:	house
User name:	JohnDoe
Password:	<enter the password>
DDNS Status:	Check
Web Port:	80
Video Port:	2000
Save & Exit	

Once the DDNS Account has been configured (and the account details are received in Email), then these settings can be added to the DVR unit. See the DDNS Set menu options on Page 35 of your owner's manual for further details.

1. Press the Menu button on the front panel of the DVR. Select the Network Set option, and select the DDNS Set option.
  - Set DDNS to YES (if using remote access to the DVR. Otherwise, leave this option as NO).
  - Setup the Domain Name, User Name and Password manually, based on the settings received in email.
  - Select the DDNS Status Check to confirm that the DDNS Service can be reached.

**CHECKING DDNS NOW**  
Please wait...  
It may take a few minutes

2. Select SAVE & EXIT to save the changes.

If your information is correct the system will display the following message:

**DDNS STATUS OK**  
Move the cursor to "Save & Exit" and press the select button.  
Press the menu button a few times to exit the menu

8

**Port Forward your Router. You will need to Forward ports 2000 and 80 (default).**  
**All routers are different. To Port Forward your Router:**  
**Refer to your Router's manual for specific instructions on port forwarding**

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# STEP 4 SETTING UP REMOTE SECURITY MONITORING (continued)

Port forwarding Your Router and the Creation of a DDNS Account with Digimerge is required in order for you to have Remote Internet Access.

## 9

### Accessing the DVR Locally / Remotely with a PC

Once the DVR and the Local Network have been successfully configured, a connection can be made with a Local PC (a PC within the same network as the DVR), or remotely (a PC from outside the network via the Internet) using Microsoft Internet Explorer

#### Local: (IF ON THE SAME ROUTER)

Use the internal network IP address which you recorded earlier. For Example:

- http://192.168.0.150 (example)

#### Remote: (IF NOT ON THE SAME ROUTER)

Use either the external IP address or the DDNS name, as well as the Web Server port. For Example:

- http://216.15.59.221 (example)
- http://tomsmith.digimerge.net

**Internet Explorer Settings - Installation of Active X Controls and Allowing POP-UPS are necessary.**

**To correctly load the Web Client Software, the security settings in Internet Explorer may need to be adjusted. Please check your owner's manual for detailed instruction on setting your Internet Explorer.**

**NOTE: YOUR COMPUTER MUST BE CONNECTED TO THE SAME ROUTER THAT YOU HAVE YOUR DVR CONNECTED.**

**NOTE: YOU WILL REQUIRE A PASSWORD TO ACCESS CERTAIN MENU. THE DEFAULT PASSWORD IS 00000000**

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### Logging Into Live Monitoring

Once the Web Client application has loaded through Internet Explorer, a pop-up window will appear. Log in as:

- Username: **admin**
- Password: **00000000** (may be different if the default system password on your DVR was changed)



The Web Client software will load once the Login has been completed successfully. Failure to login correctly will close the Web Client window.



Press the Connect Button to view the Camera images



## It's all on the web

- Product Information
- Specification Sheets
- User Manuals
- Software Updates
- Quick Start Guides
- Firmware Upgrades

FOR ADDITIONAL INFORMATION OR TROUBLESHOOTING HELP, REFER TO YOUR OWNERS MANUAL FOR ASSISTANCE. YOU CAN ALSO CALL OR EMAIL FOR FURTHER SUPPORT.

TOLL FREE TECHNICAL SUPPORT: 1-866-344-4674 or +905-946-8477

EMAIL SUPPORT: TECH@DIGIMERGE.COM

WEBSITE: WWW.DIGIMERGE.COM