



The Benchmark for Value in CCTV

QUICK REFERENCE GUIDE

ENGLISH VERSION 1.02



VCE400 SERIES
Pentaplex Network DVR

DIGIMERGE

STEP 1 SETTING UP YOUR DIGITAL VIDEO RECORDER (DVR)



*** This set-up guide assumes you are connecting cameras (not included) 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 - VCE400 Series Digital Video Recorder
- 1 - Owners Manual & Warranty
- 1 - Remote controller
- 1 - Need Help Insert
- 1 - Power Cord
- 2 - Power Batteries (AAA Size)
- 2 - Rack Mount
- 1 - Quick Installation Guide
- 1 - VCE400/300 Series DVR software and Support Disk



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



2 Insert the power cord to the DVR



NOT INCLUDED - CAMERAS / BROADBAND ROUTER

3 Insert the other end of the Power Cord to an electrical outlet



4 Ensure to turn ON the Power switch (located on the front of the 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 Dynamic DNS Setup (Step 4) for Setting Up Remote Security Monitoring.

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STEP 2

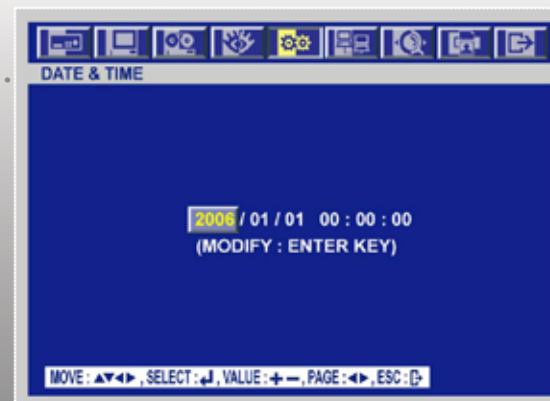
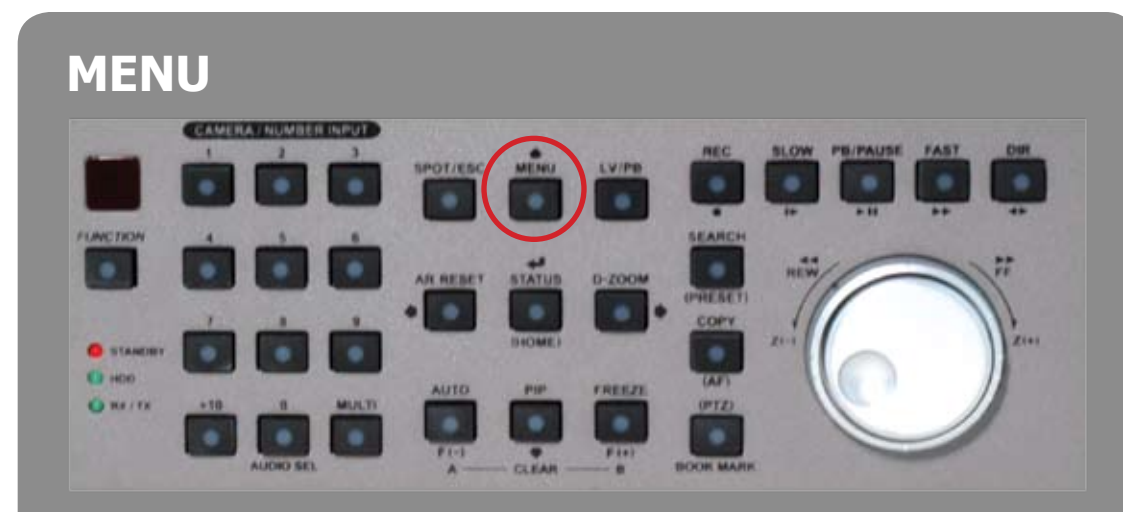
SETTING UP YOUR DIGITAL VIDEO RECORDER (DVR) - BASIC - NETWORK SETUP

1

Setting Date & Time



- Press the "Menu" Button
- Use the Left or Right Arrows to Navigate to the "System" Menu
- Move down to "Clock" and press "status/home/enter"
- Select "Date&Time" and press "status/home/enter"
- Use the arrow keys to highlight which entry to modify (year/month/day hour:minute:second)
- Use the "F-" (auto) or "F+" (freeze) keys to decrement or increment the highlighted values
- Press "status/home/enter" to set the time
- Press the "Spot/ESC" button 3 times
- Move to "Save and Exit" and press "status/home/enter"



2

Setting Camera Names



- Press the "Menu" Button
- Use the Left or Right Arrows to Navigate to the "Screen" Menu
- Move down to "Title" and press "status/home/enter"
- Select desired channel number (i.e. CH 1:) and press "status/home/enter"
- Use the directional arrows to Highlight the desired letters or numbers, Press the "status/home/enter" to select the letter
- Repeat this process until the camera name is displayed in the "CH x: " section
- To make corrections to the data entered, you can use the "F-" (auto) or "F+" (freeze) keys to highlight the letter in the "CH x:" section you want to change/modify, then use the directional arrows to highlight the letter you want to change it to, press the "status/home/enter" to change the selected character
- Press "Spot/ESC" to set the Camera Name
- Repeat this process for each Channel
- Press the "Spot/ESC" button 2 times
- Move to "Save and Exit" and press "status/home/enter"

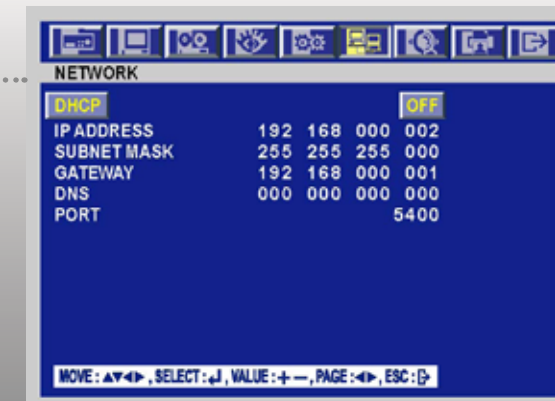


3

Network Setup



- Press the "Menu" Button
- Use the Left or Right Arrows to Navigate to the "Link" Menu
- Select "Network" and press "status/home/enter"
- For more information on these features, refer to the VCE400 Series Manual, under the "6.6.1 Network" section
- Press the "Spot/ESC" button 2 times
- Move to "Save and Exit" and press "status/home/enter"



STEP 2

SETTING UP YOUR DIGITAL VIDEO RECORDER (DVR) - DYNAMIC DNS & MOTION DETECTION SETUP

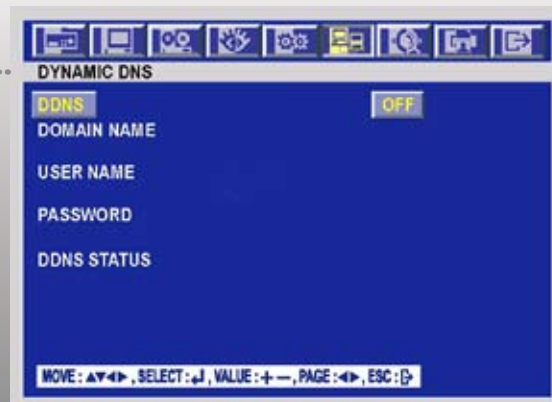
4

Dynamic DNS Setup

CHECK STEP 4 FOR DETAILED INFORMATION



- The information provided in the 'DDNS Confirmation Email' needs to be on hand when completing this section
- Press the "Menu" Button
- Use the Left or Right Arrows to Navigate to the "Link" Menu
- Move down to "Dynamic DNS" and press "status/home/enter"
- Use the "F-" (auto) or "F+" (freeze) keys to toggle the "DDNS" value to "On"
- Move down to "Domain Name" and press "status/home/enter"
- Use the directional arrows to Highlight the desired letters or numbers, Press the "status/home/enter" to select the letter
- Repeat this process until the full domain name is displayed in the "Domain Name" section
- To make corrections to the data entered, you can use the "F-" (auto) or "F+" (freeze) keys to highlight the letter in the "Domain Name" section you want to change/modify, then use the directional arrows to highlight the letter you want to change it to, press the "status/home/enter" to change the selected character
- Press "Spot/ESC" to set the domain name
- Move down to "User Name" and press "status/home/enter"
- Use the directional arrows to Highlight the desired letters or numbers, Press the "status/home/enter" to select the letter
- Repeat this process until the full user name is displayed in the "User Name" section

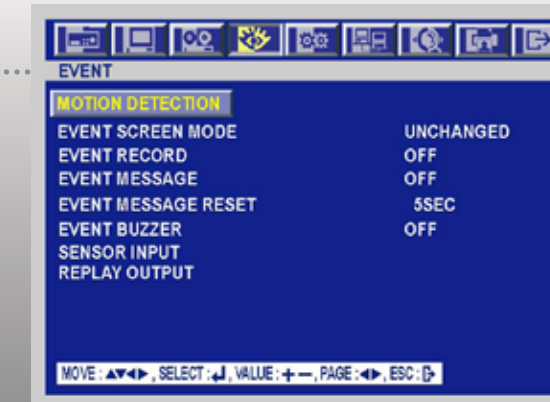


5a

Motion Detection Setup



- Press the "Menu" Button
- Use the Left or Right Arrows to Navigate to the "Event" Menu
- Move down to "Event Record", Use the "F-" (auto) or "F+" (freeze) keys to set the value to "On"
- This setting will enable the event recording, ie: Internal Pixel based motion detection or external dry contacts; by default, this setting is "Off"
- Move down to "Event Message", Use the "F-" (auto) or "F+" (freeze) keys to set the value to "On"
- When this setting is enabled, the OSD will display "MOTION" over the Channel Number, when Motion is detected; by default this setting is "Off"
- Press "Spot/ESC"
- Move to "Save and Exit" and press "status/home/enter"
- For the VCE400 to record on Motion (detection) Events, you will need to follow the Motion Detection Area Setup, and the Custom Program setup



STEP 2

SETTING UP YOUR DIGITAL VIDEO RECORDER (DVR) - MOTION DETECTION, RECORD PROGRAM SETUP

5_b

Motion Detection Area Setup



- Press the "Menu" Button
- Use the Left or Right Arrows to Navigate to the "Event" Menu
- Select "Motion Detection" and press "status/home/enter"
- In this menu, you can modify the Sensitivity for each camera, along with the motion detection area; "dead zones" can be configured in areas where there will be constant or unwanted motion
- Channel:** This will display which channel number you are modifying, Use the "F-" (auto) or "F+" (freeze) keys to decrement or increment the Channel value
- Sensitivity:** This will show the current sensitivity for the for the selected channel; "1" is the lowest, "5" is the highest; by default this value is "3", Use the "F-" (auto) or "F+" (freeze) keys to decrement or increment the sensitivity value
- Area Setup:** This menu will allow you to configure your 'dead zones' or areas in which you do not want the VCE400 to detect motion; Press the "status/home/enter", and use the arrow keys to highlight which square you wish to block out. Press the "status/home/enter" key. This will remove the green tint from the selected square. The VCE400 will ignore motion in all of the non-green squares. By default, all the detection areas are turned "On" (green).
- Press "Spot/ESC" to set the motion area
- Press "Spot/ESC" 2 more times
- Move to "Save and Exit" and press "status/home/enter"



6

Record Program Setup



- Recording Program Setup (Custom Program Setup)**
- Press the "Menu" Button
- Use the Left or Right Arrows to Navigate to the "Record" Menu
- Move down to "Record Program" and press "status/home/enter"
- The Record Program menu defines how you want the DVR to record, this includes Resolution, Normal IPS, Event IPS, Quality, Pre-Alarm, and Post Alarm Settings.
- Use the arrow keys to highlight which entry to modify
- At the top of the screen, make sure that "Rec Program" is set to "Program0" Use the "F-" (auto) or "F+" (freeze) keys to switch Program Numbers
- At the top of the screen, make sure that "Event Rec Type" is set to "Complex/Event CH Only", Use the "F-" (auto) or "F+" (freeze) keys to switch Record Program Type
- Setting the Recording Resolution**
- Please refer to Chart#1 for Maximum record IPS (images per second) per channel for each resolution
- Move down to highlight the value located below the "Image Size" Column

- Use the "F-" (auto) or "F+" (freeze) keys to decrement or increment the Resolution value; the options are (320x240, 720x240, 720x480)
- Setting Normal (continuous) Record IPS**
- The Normal IPS Settings are only used when the "Record" button is pressed.
- Please refer to Chart#1 for Maximum record IPS (images per second) per channel for each resolution
- The maximum IPS value per channel is 30 ips
- Move down to highlight the values located below the "Normal IPS" Column
- Use the "F-" (auto) or "F+" (freeze) keys to decrement or increment the highlighted Normal IPS values
- Repeat this process for each Channel
- The Sum of these IPS values cannot exceed the Maximum IPS for the desired resolution
- Note: if you are planning on connecting to the DVR over the network, do not set the "Normal IPS" to a value lower than 1 IPS per channel, as the "live" video will not be transmitted over the network

Chart #1

VCE400 Resolution	VCE416 Total IPS	VCE416 Max IPS / Channel	VCE408 Total IPS	VCE408 Max IPS / Channel	VCE404 Total IPS	VCE404 Max IPS / Channel
360x240	480	30	240	30	120	30
720x240	240	15	120	15	120	30
720x480	120	7.5	60	7.5	120	30



STEP 2

SETTING UP YOUR DIGITAL VIDEO RECORDER (DVR) - RECORD PROGRAM (continued)

6

Record Program Setup (Continued)



- **Setting Event (alarm/motion detection) Record IPS**
- The Event IPS Settings are only used with an Event is triggered, for example an internally detected motion event, or an external alarm contact
- Please refer to Chart#1 for Maximum record IPS (images per second) per channel for each resolution
- Move right to highlight the values located below the "Event IPS" Column
- Use the "F-" (auto) or "F+" (freeze) keys to decrement or increment the highlighted Event IPS values
- Repeat this process for each Channel
- The Sum of these IPS values cannot exceed the Maximum IPS for the desired resolution
- For the VCE400 to record on Motion (detection) Events, you will need to enable the Event Record, in the Event Menu (Refer to the Motion Detection Setup Section 5a)
- **Setting Continuous/Event Record Quality**
- Quality N Settings are used during continuous/normal recordings
- Quality E Settings are used only when Event recording is triggered, such as internally detected motion, or an external alarm contact

- Move right to highlight the values located below the "Quality N/E" Column
- Use the "F-" (auto) or "F+" (freeze) keys to modify the highlighted Record Quality values
- "B" Indicates Best Quality recording
- "H" Indicates High Quality recording
- "N" Indicates Normal Quality recording
- Repeat this process for each Channel
- **Setting Pre-Alarm and Post Alarm Record Times**
- The Pre-Alarm time reflects the amount of video that is recorded before an Event is triggered (Maximum setting is 5 seconds; this setting is global for all the cameras)
- The Post-Alarm time is the duration of the recording after the event has stopped triggering (Maximum setting is 60 seconds; this setting is camera independent)
- Move right to highlight values located below the "Pre/Post Time" Column
- Use the "F-" (auto) or "F+" (freeze) keys to decrement or increment the highlighted Pre/Post Time values
- Repeat this process for each Channel

- **Setting Event Recording (A/L/M) Triggers**
- These settings dictate what type of events will trigger the VCE400 to record; by default these are all enabled
- "O" indicates the option is enabled, "-" indicates the option is disabled
- "A" indicates an externally triggered alarm contact (dry contact, such as a door trigger, or motion sensor)
- "L" indicates the pre-alarm buffer will be recorded in the event of a Video Loss
- "M" indicates an internal pixel based motion detection trigger (standard motion detection)
- Move right to highlight the value located below the "Event A/L/M" Column
- Use the "F-" (auto) or "F+" (freeze) keys to modify the highlighted Event A/L/M values
- Repeat this process for each Channel
- For more information on these features, refer to the VCE400 Series Manual, under the "6.4.7 Sensor Input" section
- Press "Spot/ESC" 2 times
- Move down to "Save and Exit" and press "status/home/enter"



STEP 2

SETTING UP YOUR DIGITAL VIDEO RECORDER (DVR) - RECORD SCHEDULE SETUP, ENABLING THE PASSWORD

7

Setting the Record Schedule



- In this menu, you can configure a weekly recording schedule; this schedule can include any of the pre-defined or custom programs. You can select different custom programs for different periods of time, for example you can set the VCE400 to record continuously from 8am to 6pm (regular business hours), and then record only on motion after-hours
- Press the "Menu" Button
- Use the Left or Right Arrows to Navigate to the "Record" Menu
- Select "Record Setup" and press "status/home/enter"
- This menu is segmented into 1 hour durations; you can individually select different programs per hour, per day. If you have setup a Custom program as outlined in the previous steps, change all the numbers in the schedule to "0"
- Use the arrow keys to highlight which time period you want to modify; or highlight the "All" column for that day to change all the values.
- Use the "F-" (auto) or "F+" (freeze) keys to decrement or increment the highlighted Schedule values



8

Enabling the VCE400 Password



- Enabling these setting will cause the VCE400 to prompt the user for a password whenever they attempt to enter the menu, or change the record status; the default admin password is "11111111"
- Press the "Menu" Button
- Use the Left or Right Arrows to Navigate to the "System" Menu
- Move down to "Advanced Setup" and press "status/home/enter"
- Select "Password Check"; Use the "F-" (auto) or "F+" (freeze) keys to change the value to "On"
- Press "Spot/ESC" 2 times
- Move down to "Save and Exit" and press "status/home/enter"



STEP 2

SETTING UP YOUR DIGITAL VIDEO RECORDER (DVR) - SETTING & RESETTING THE PASSWORD, FORMATTING THE HARD DRIVE AND RESETTING TO FACTORY DEFAULTS

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9

Setting & Resetting VCE400 Admin Password



- It is recommended that the Admin Password be reset after installation, for security purposes
- Press the "Menu" Button
- Use the Left or Right Arrows to Navigate to the "System" Menu
- Move down to "Advanced Setup" and press "status/home/enter"
- Move down to "Set Password" and press "status/home/enter"
- Select "Admin Password" and press "status/home/enter"
- Use the number buttons on the front of the DVR to enter in your new numeric password, this password can be up to 8 characters long. You will have to re-type the password for verification purposes.
- The DVR will return "Password Changed Successfully" if the 'New Password' and the 'Re-type' fields are the same
- Press "Spot/ESC" 2 times
- Move down to "Save and Exit" and press "status/home/enter"

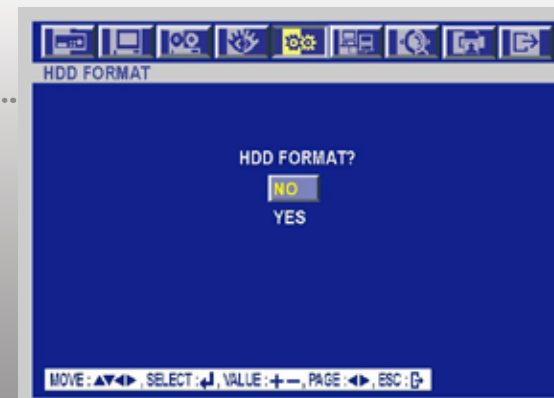


10

Formatting the VCE400 Hard Drive



- Warning: Proceeding with these steps will result in a loss of all recorded data on the VCE400
- Press the "Menu" Button
- Use the Left or Right Arrows to Navigate to the "System" Menu
- Select "HDD" and press "status/home/enter"
- Move down to "Rec HDD Format" and press "status/home/enter"
- Warning: Selecting "Yes" to this option will erase all of your Record Video and Audio
- Move down to "Yes" and press "status/home/enter"
- Press "Spot/ESC" 2 times
- Move down to "Save and Exit" and press "status/home/enter"



11

Resetting VCE400 to Factory Defaults



- This option will return the unit to an out-of-box condition; all settings will be erased, and reset to their factory settings
- Press the "Menu" Button
- Use the Left or Right Arrows to Navigate to the "System" Menu
- Move down to "Advanced Setup" and press "status/home/enter"
- Move down to "DVR Menu Setup" and press "status/home/enter"
- Select "Factory Default" and press "status/home/enter"
- Move down to highlight "Yes" and press "status/home/enter"
- The VCE400 will not be 'defaulted' until you "Save and Exit"
- Press "Spot/ESC" 3 times
- Move down to "Save and Exit" and press "status/home/enter"



STEP 3

DIGITAL VIDEO RECORDER (DVR) - BASIC OPERATION - HOW TO DO A TIME SEARCH, EVENT SEARCH, COPYING RECORDED DATA TO A CD-ROM

1

How to do a Time Search



- Press the "Search" Button
- Move down to "Time Search" and press "status/home/enter"
- Use the directional arrows to Highlight the desired information (Year/Month/Day Hour:Minute:Second); Use the "F-" (auto) or "F+" (freeze) keys to decrement or increment the highlighted values
- Once you have entered desired start time for the search, Press the "status/home/enter"
- After the recording has started to play you can use the VCR style controls (Fast Forward, Pause, Slow Motion, Change Direction)
- To return to the live view of the VCE400, press "LV/PB" (Live/Playback)

2

How to do an Event Search



- This feature will only work if you have the VCE400 setup for Event Recording (see previous sections on Event Recording)
- Press the "Search" Button
- Move down to "Event Search" and press "status/home/enter"
- Select "HDD ID: REC" and press "status/home/enter"
- Use the directional arrows to Highlight the desired Event, Press the "status/home/enter"
- After the recording has started to play you can use the VCR style controls (Fast Forward, Pause, Slow Motion, and Change Direction)
- This will play the recorded video until the selected event stopped recording; the VCE400 will return "Completed" at the end of the recording
- To return to the live view of the VCE400, press "LV/PB" (Live/Playback)

3

How to Copy Recorded Data to a CD-ROM from VCE400



- For best results use only CD-R, or pre-formatted CD-RW media
- Press the "Copy" Button
- Select "Copy" and press "status/home/enter"
- Select "Media: USB_FRONT"; Use the "F-" (auto) or "F+" (freeze) keys to change the value to "Media: INTERNAL CD-RW/DVD"
- By default, all channels are set to be recorded to the CD-R
- "O" indicates that the Channel will be recorded to the CD-R
- "-" indicates that the Channel will not be recorded to the CD-R
- If you do not want to copy all the Channels to the CD-R, Move down to "Channel", Use the directional arrows to Highlight the channel indicators. Use the "F-" (auto) or "F+" (freeze) keys to modify the highlighted values
- Move down to "Copy Start Time" Use the directional arrows to Highlight the desired information (Year/Month/Day Hour:Minute:Second); Use the "F-" (auto) or "F+" (freeze) keys to decrement or increment the highlighted values
- Move down to "Copy End Time" Use the directional arrows to Highlight the desired information (Year/Month/Day Hour:Minute:Second); Use the "F-" (auto) or "F+" (freeze) keys to decrement or increment the highlighted values
- Press "status/home/enter", to finalize the copying settings
- At the "Password Input" Screen, Use the number buttons on the front of the DVR to enter in your numeric password, this password can be up to 8 characters long; If you do not want to password protect the video you are copying to CD-R, Press "Spot/ESC"
- This should return you back to the main camera screen; the "Copying Status" should be displayed in the upper right hand corner of the screen

SEARCH / COPY



STEP 4

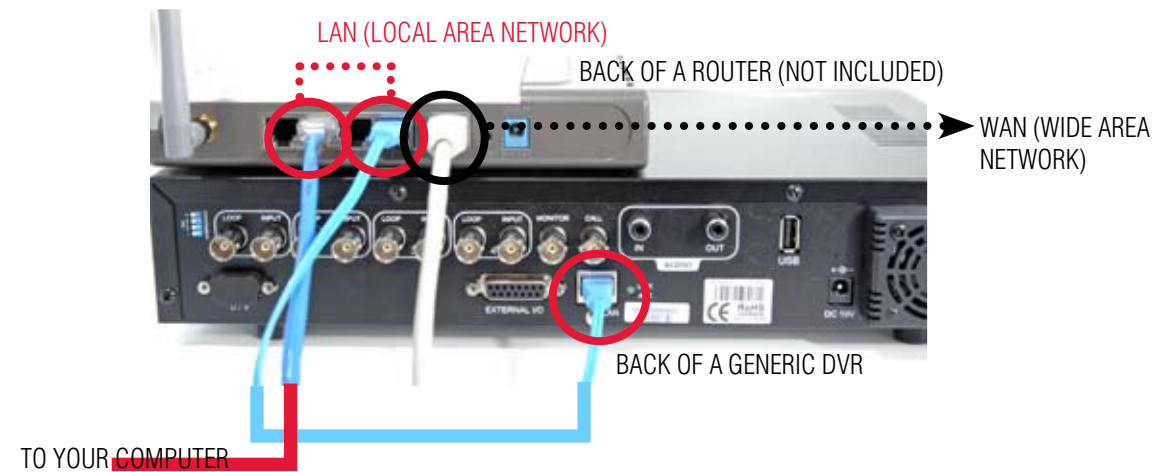
DYNAMIC DNS SETUP FOR REMOTE SECURITY MONITORING



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



2

Record the MAC Address

To find the DVR's MAC address, press the STATUS button on your DVR; the MAC address can be found on page 2/2 of the DVR Status Screen.

STATUS



[DVR STATUS]		2/2
DHCP	:	OFF
IP ADDRESS	:	211 174 251 255
SUBNET MASK	:	255 255 255 128
GATEWAY	:	211 174 251 129
DNS	:	211 174 251 131
PORT	:	5400
DYNAMIC DNS	:	DOMAIN
MAC ADDRESS	:	00 0A 2F XX XX XX
USB STORAGE	:	NOT INSTALL
USB CD/DVD	:	NOT INSTALL

3

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

<http://ddns.digimerge.net>



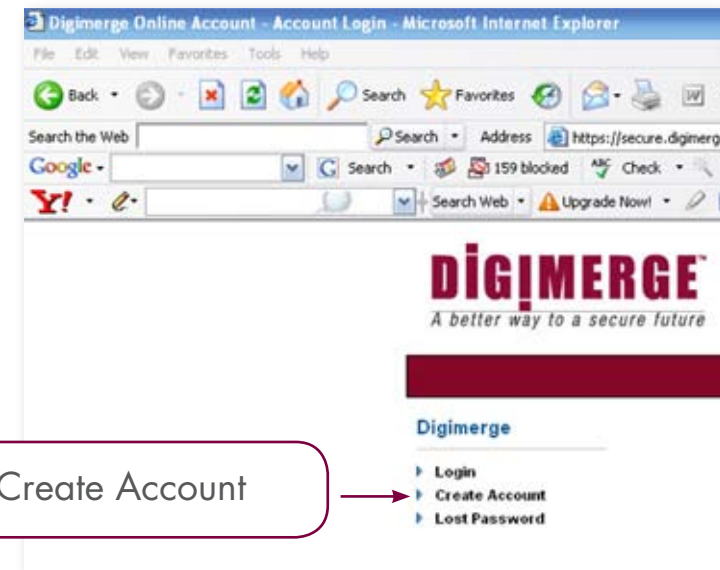
STEP 4

DYNAMIC DNS SETUP FOR 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

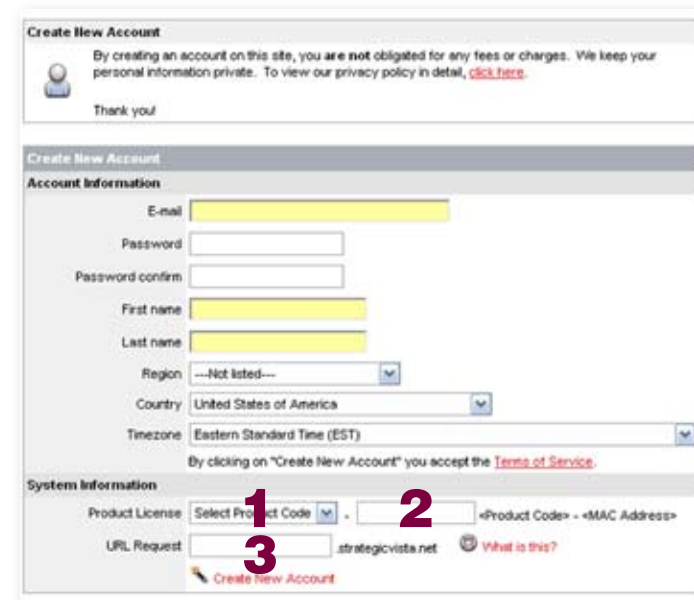
Select the Create Account Option



5

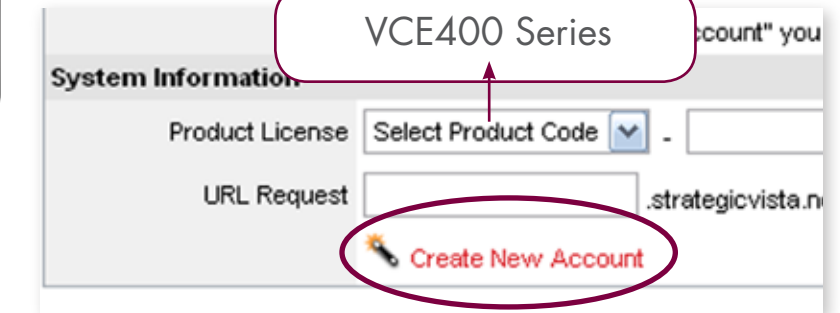
Complete Account Information

1. For Product License: Select your Product Model Number from the drop down menu (VCE400 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:	ON
Domain name:	johnDenver
User name:	johnDenver1
Password:	<enter the password>
DDNS Status:	GOOD

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 your owner's manual for further details.

Once you finish entering the information press ESC twice and use the option SAVE ONLY. Go back to the menu LINK /DYNAMIC DNS and check the DDNS status.

The DDNS Status will show GOOD if your configuration is OK.

Note : If your status is FAILED, check your settings or your internet connection and try again.

8

Port Forward your Router. You will need to Forward port 5400 (default).

All routers are different. To Port Forward your Router:

Refer to your Router's manual for specific instructions on port forwarding

STEP 4

DYNAMIC DNS SETUP FOR 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).

NOTE: YOUR COMPUTER AND YOUR DVR MUST BE CONNECTED TO THE SAME ROUTER

10

Logging Into Live Monitoring

Once the DigiClient has been installed and has been launched on the computer,

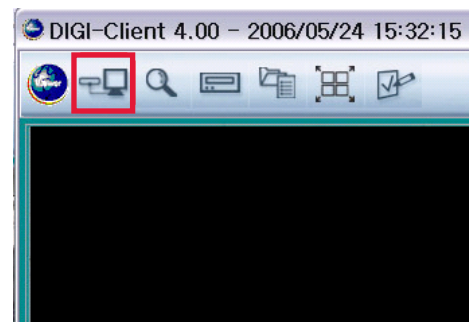


a pop-up window will appear. It should ask you to Register an Admin Password (this password is separate from the numeric DVR password, this password will only be used to login to the DigiClient Software).

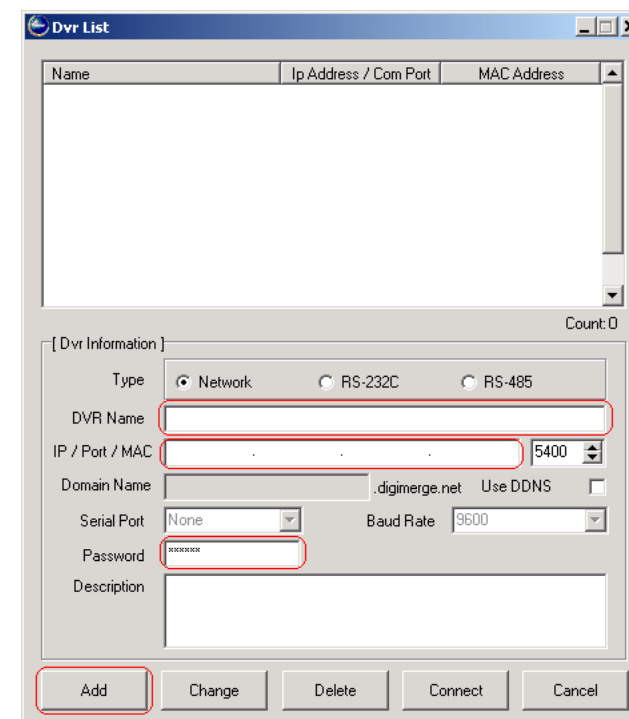
Login in as "Administrator", and enter DigiClient Administrator password .

The DigiClient software interface will load once you have successfully logged in.

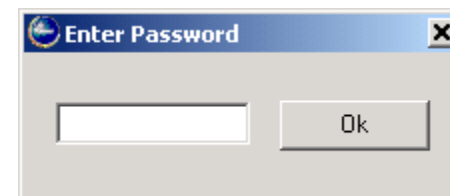
Click on the "DVR List" button located in the top left of the DigiClient 4.0 Screen.



The DVR List should appear, fill in the appropriate network and password information and click the "Add" Button.



The DVR information should be populated in the above list, Select the DVR by clicking on it, and then click on the Connect Button. A login window should appear, Enter in the DVR's 8 digit password, and press "Ok".



If the DVR and the software are correctly configured, the cameras should display in the DigiClient Screen.



It's all on the web

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