

The HIKVISION logo is displayed on a red horizontal bar with a white diagonal stripe on the left side. The text "HIKVISION" is written in a bold, italicized, white sans-serif font.

***HIKVISION***

# **Video Intercom Face Recognition Door Station**

**User Manual**

# Legal Information

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## About this Manual

The Manual includes instructions for using and managing the Product. Pictures, charts, images and all other information hereinafter are for description and explanation only. The information contained in the Manual is subject to change, without notice, due to firmware updates or other reasons. Please find the latest version of this Manual at the Hikvision website ( <https://www.hikvision.com/> ).

Please use this Manual with the guidance and assistance of professionals trained in supporting the Product.

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### **Data Protection**

During the use of device, personal data will be collected, stored and processed. To protect data, the development of Hikvision devices incorporates privacy by design principles. For example, for device with facial recognition features, biometrics data is stored in your device with encryption method; for fingerprint device, only fingerprint template will be saved, which is impossible to reconstruct a fingerprint image.

As data controller, you are advised to collect, store, process and transfer data in accordance with the applicable data protection laws and regulations, including without limitation, conducting security controls to safeguard personal data, such as, implementing reasonable administrative and physical security controls, conduct periodic reviews and assessments of the effectiveness of your security controls.

## Symbol Conventions

The symbols that may be found in this document are defined as follows.

Symbol	Description
 <b>Danger</b>	Indicates a hazardous situation which, if not avoided, will or could result in death or serious injury.
 <b>Caution</b>	Indicates a potentially hazardous situation which, if not avoided, could result in equipment damage, data loss, performance degradation, or unexpected results.
 <b>Note</b>	Provides additional information to emphasize or supplement important points of the main text.

## Safety Instruction

### **Warning**

- All the electronic operation should be strictly compliance with the electrical safety regulations, fire prevention regulations and other related regulations in your local region.
- Please use the power adapter, which is provided by normal company. The power consumption cannot be less than the required value.
- Do not connect several devices to one power adapter as adapter overload may cause over-heat or fire hazard.
- Please make sure that the power has been disconnected before you wire, install or dismantle the device.
- When the product is installed on wall or ceiling, the device shall be firmly fixed.
- If smoke, odors or noise rise from the device, turn off the power at once and unplug the power cable, and then please contact the service center.
- If the product does not work properly, please 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.)

### **Caution**

- Do not drop the device or subject it to physical shock, and do not expose it to high electromagnetism radiation. Avoid the equipment installation on vibrations surface or places subject to shock (ignorance can cause equipment damage).
- Do not place the device in extremely hot (refer to the specification of the device for the detailed operating temperature), cold, dusty or damp locations, and do not expose it to high electromagnetic radiation.
- The device cover for indoor use shall be kept from rain and moisture.
- Exposing the equipment to direct sun light, low ventilation or heat source such as heater or radiator is forbidden (ignorance can cause fire danger).
- Do not aim the device at the sun or extra bright places. A blooming or smear may occur otherwise (which is not a malfunction however), and affecting the endurance of sensor at the same time.

- Please use the provided glove when open up the device cover, avoid direct contact with the device cover, because the acidic sweat of the fingers may erode the surface coating of the device cover.
- Please use a soft and dry cloth when clean inside and outside surfaces of the device cover, do not use alkaline detergents.
- Please keep all wrappers after unpack them for future use. In case of any failure occurred, you need to return the device to the factory with the original wrapper. Transportation without the original wrapper may result in damage on the device and lead to additional costs.
- 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.
- Improper replacement of the battery with an incorrect type may defeat a safeguard (for example, in case of some lithium battery types).
- Do not dispose of the battery into fire or a hot oven, or mechanically crush or cut the battery, which may result in an explosion.
- Do not leave the battery in an extremely high temperature surrounding environment, which may result in an explosion or leakage of flammable liquid or gas.
- Do not subject the battery to extremely low air pressure, which may result in an explosion or the leakage of flammable liquid or gas.
- CAUTION: Risk of explosion if the battery is replaced by an incorrect type.

## Regulatory Information

### FCC Information

Please take attention that changes or modification not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

FCC compliance: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help

### 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.

This equipment complies with FCC/IC RSS-102 radiation exposure limits set forth for an uncontrolled environment. This equipment should be installed and operated with minimum distance 20cm between the radiator & your body.

ce matériel est conforme aux limites de dose d'exposition aux rayonnements, FCC / CNR-102 énoncée dans un autre environnement. cette équipement devrait être installé et exploité avec distance minimale de 20 entre le radiateur et votre corps.

### 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 2014/30/EU, the RoHS Directive 2011/65/EU



2012/19/EU (WEEE directive): Products marked with this symbol cannot 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 (B)/NMB-3(B) standards requirements.

This device complies with Industry Canada licence-exempt RSS standard(s).

Operation is subject to the following two conditions:

1. this device may not cause interference, and
2. this device must accept any interference, including interference that may cause undesired operation of the device.



Le présent appareil est conforme aux CNR d'Industrie Canada applicables aux appareils radioexempts de licence. L'exploitation est autorisée aux deux conditions suivantes :

1. l'appareil ne doit pas produire de brouillage, et
2. l'utilisateur de l'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre le fonctionnement.

Under Industry Canada regulations, this radio transmitter may only operate using an antenna of a type and maximum (or lesser) gain approved for the transmitter by Industry Canada. To reduce potential radio interference to other users, the antenna type and its gain should be so chosen that the equivalent isotropically radiated power (e.i.r.p.) is not more than that necessary for successful communication.

Conformément à la réglementation d'Industrie Canada, le présent émetteur radio peut fonctionner avec une antenne d'un type et d'un gain maximal (ou inférieur) approuvé pour l'émetteur par Industrie Canada. Dans le but de réduire les risques de brouillage radioélectrique à l'intention des autres utilisateurs, il faut choisir le type d'antenne et son gain de sorte que la puissance isotrope rayonnée équivalente (p.i.r.e.) ne dépasse pas l'intensité nécessaire à l'établissement d'une communication satisfaisante.

This equipment should be installed and operated with a minimum distance 20cm between the radiator and your body.

Cet équipement doit être installé et utilisé à une distance minimale de 20 cm entre le radiateur et votre corps.

# Contents

1 Appearance .....	1
2 Terminal and Wiring Description .....	3
2.1 Terminal Description .....	3
2.2 Wiring Description .....	4
2.2.1 Door Lock Wiring .....	5
2.2.2 Door Contact Wiring .....	5
2.2.3 External Card Reader Wiring .....	6
2.2.4 Alarm Device Input Wiring .....	8
2.2.5 Alarm Device Output Wiring .....	9
3 Installation .....	10
3.1 Junction Box (Sales Separately) .....	10
3.2 Wall Mounting with Junction Box .....	11
4 Activation .....	12
4.1 Activate Device Locally .....	12
4.2 Activate Device via Client Software .....	13
5 Local Operation .....	15
5.1 Local Configuration .....	15
5.1.1 Network Settings .....	15
5.1.2 Information Settings .....	15
5.1.3 Add Residents .....	16
5.1.4 Recognition Parameters Settings .....	17
5.1.5 Change Password .....	17

5.1.6 Volume Adjustment .....	18
5.1.7 Search Version .....	18
5.2 Video Intercom Operation .....	19
5.2.1 Call Resident .....	19
5.2.2 Call Center .....	19
5.3 Unlock Door .....	19
5.3.1 Unlock by Password .....	19
5.3.2 Unlock by Presenting Card .....	20
5.3.3 Unlock by Fingerprint .....	20
5.3.4 Unlock by Face .....	20
6 Configuration via Client Software .....	22
6.1 Edit Network Parameters .....	22
6.2 Add Device .....	22
6.2.1 Add Online Device .....	22
6.2.2 Add Device by IP Address .....	23
6.2.3 Add Device by IP Segment .....	23
6.3 Remote Configuration .....	24
6.3.1 System .....	24
6.3.2 Video Intercom .....	29
6.3.3 Network Settings .....	35
6.3.4 Video Display Settings .....	38
6.4 Device Management .....	39
6.5 Organization Management .....	40
6.5.1 Add Organization .....	40

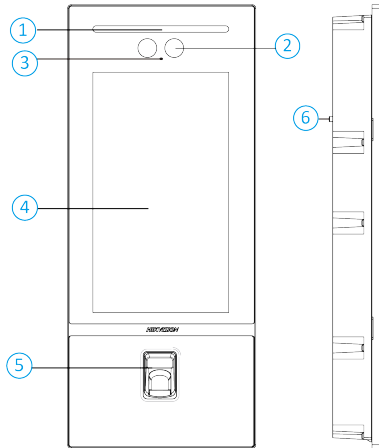
6.5.2 Modify and Delete Organization .....	40
6.6 Person Management .....	40
6.6.1 Add Person .....	41
6.6.2 Modify and Delete Person .....	42
6.6.3 Import and Export Person Information .....	42
6.6.4 Get Person Information from Device .....	43
6.6.5 Change Person to Other Organization .....	44
6.6.6 Add Person in Batch .....	44
6.6.7 Issue Card in Batch .....	44
6.6.8 Permission Settings .....	46
6.7 Video Intercom Settings .....	47
6.7.1 Receive Call from Door Station .....	47
6.7.2 Live View via Door Station .....	48
6.7.3 Release Notice .....	48
6.7.4 Search Video Intercom Information .....	49

# 1 Appearance

 **Note**

The appearance of the device vary according to different model. Refers to actual device.

## With Fingerprint Module

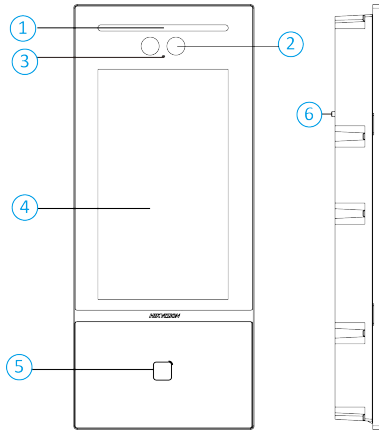


**Figure 1-1 Front and Side Panel**

**Table 1-1 Appearance and Description**

No.	Description
1	Light
2	Camera
3	Microphone
4	Screen
5	Fingerprint Reconition Area
6	TAMPER

### With Card Reader Module



**Figure 1-2 Front and Side Panel**  
**Table 1-2 Appearance and Description**

No.	Description
1	Light
2	Camera
3	Microphone
4	Screen
5	Card Reader Area
6	TAMPER

# 2 Terminal and Wiring Description

## 2.1 Terminal Description

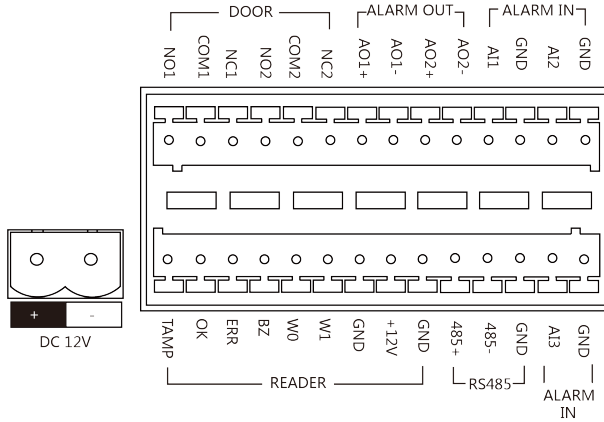


Figure 2-1 Terminal Description

Table 2-1 Description of Terminal and Interface

Name	Interface	Description
Power Input	DC 12 V	12 VDC Power Input
ALARM OUT	AO1+	Alarm Relay Output 1
	AO1-	
	AO2+	Alarm Relay Output 2
	AO2-	
ALARM IN	AI1	Alarm Input 1
	AI2	Alarm Input 2
	AI3	Alarm Input 3
	GND	Grounding

Name	Interface	Description
RS-485	485+	RS-485 Communication Terminal
	485-	
	GND	
READER	TAMP	Wiegand Card Reader TAMPER
	OK	Card Reader Indicator Output (Valid Card Output)
	ERR	Card Reader Indicator Output (Invalid Card Output)
	BZ	Card Reader Buzzer Output
	W0	Data Input Interface Wiegand Card Reader: Data0
	W1	Data Input Interface Wiegand Card Reader: Data1
	GND	Grounding
	12V	Power Supply Output
	GND	Grounding
DOOR	NO1	Door Lock Relay Output 1
	COM1	Common Interface
	NC1	Door Lock Relay Output 1
	NO2	Door Lock Relay Output 2
	COM2	Common Interface
	NC2	Door Lock Relay Output 2

## 2.2 Wiring Description



## 2.2.1 Door Lock Wiring

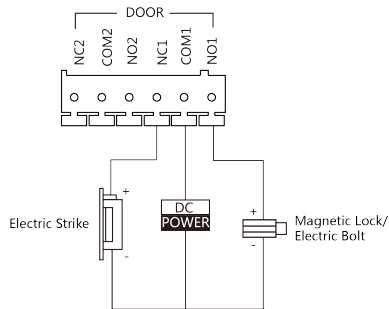


Figure 2-2 Door Lock Wiring

### Note

Terminal NC1/COM1 is set as default for accessing electric strike. Terminal NO1/COM1 is set as default for accessing magnetic lock/electric bolt.

## 2.2.2 Door Contact Wiring

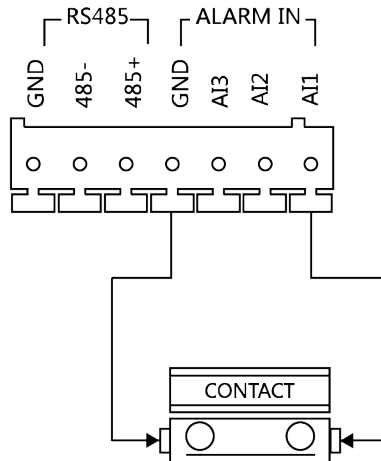


Figure 2-3 Door Contact Wiring

## 2.2.3 External Card Reader Wiring

---

### Note

- Please set the DIP switch first before connecting the card reader.
- If the DIP switch should be configured when the card reader is power-on, please reboot the card reader after configuring the DIP switch.
- The DIP switch description is shown in the following table:

**Table 2-2 DIP Switch Description**

No.	Description	How to Configure
1 to 4	Set the RS-485 address	ON: 1 OFF: 0
6	Select Wiegand protocol or RS-485 protocol	ON: Wiegand OFF: RS-485
7	Set the Wiegand protocol (It is invalid when setting OFF in 6.)	ON: Wiegand 26 OFF: Wiegand 34

---

### RS-485 Card Reader Wiring

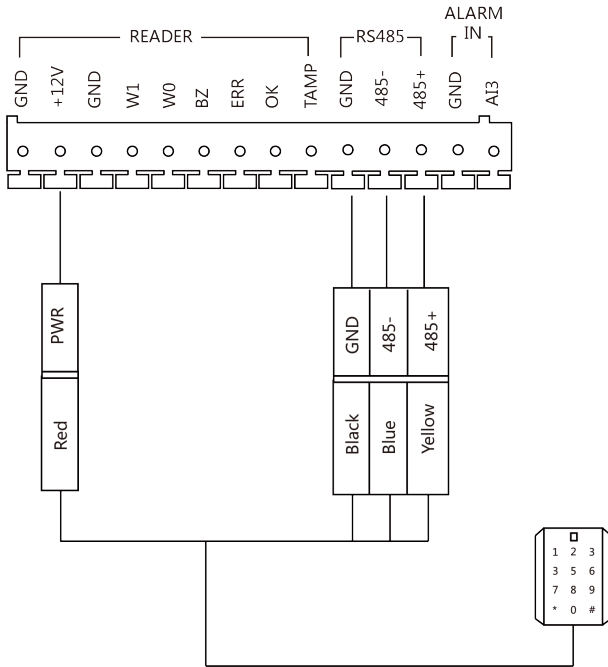


Figure 2-4 RS-485 Card Reader Wiring

## Wiegand Card Reader Wiring

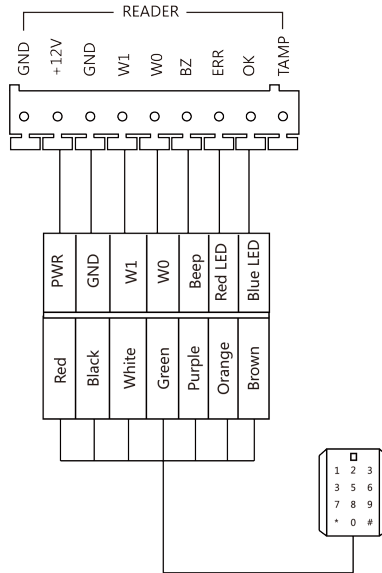


Figure 2-5 Wiegand Card Reader Wiring

### 2.2.4 Alarm Device Input Wiring

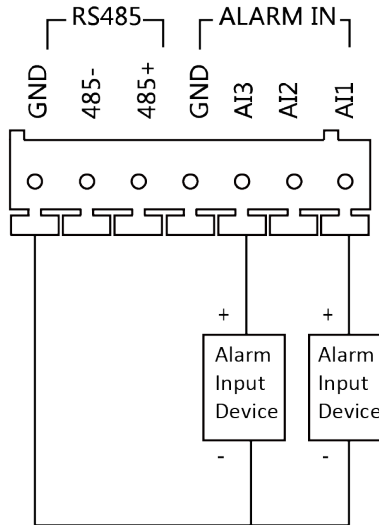


Figure 2-6 Alarm Device Input Wiring

### 2.2.5 Alarm Device Output Wiring

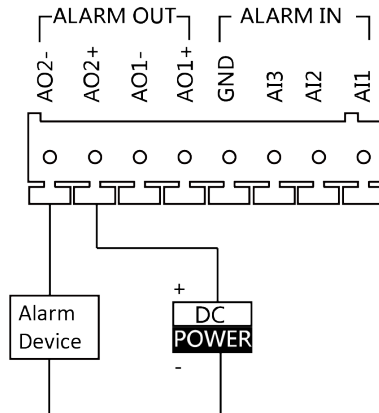


Figure 2-7 Alarm Device Output Wiring

## 3 Installation

### Note

- Make sure the device in the package is in good condition and all the assembly parts are included.
- The power supply the door station supports is 12 VDC. Please make sure your power supply matches your door station.
- Make sure all the related equipment is power-off during the installation.
- Check the product specification for the installation environment.

### 3.1 Junction Box (Sales Separately)

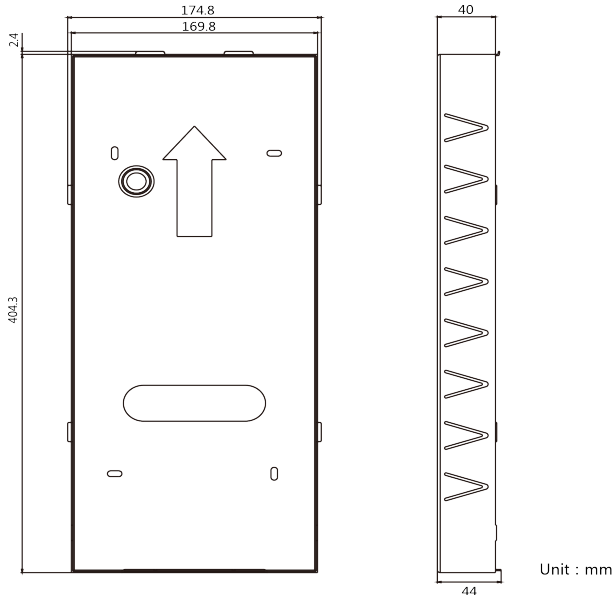


Figure 3-1 Junction Box

 **Note**

- Ask our technique supports and sales and purchase the DS-KABD9613-G junction box.
  - The dimension of the junction box is: 406.7 mm(W) × 174.8 mm(H) × 44 mm(D).
  - The installation hole should be larger than junction box. The suggested dimension of the installation hole is 407.5mm(W) × 175.5(H) × 44.5(D) mm.
- 

## 3.2 Wall Mounting with Junction Box

### Steps

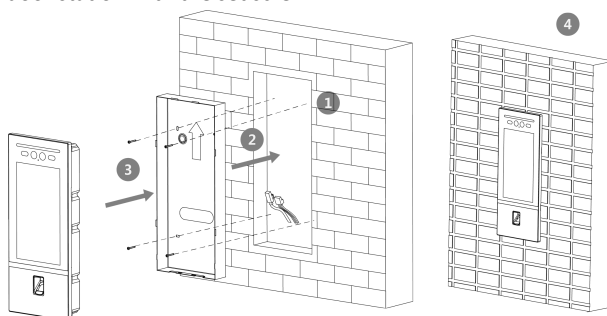
1. Drill an installation hole on the wall.
- 

 **Note**

The suggested size of hole is 407.5mm(W) × 175.5(H) × 44.5(D) mm.

---

2. Insert the junction box to the wall. Secure the junction and the wall with 4 supplied screws.
3. Insert the door station to the junction box.
4. Fix the door station with the set screw.



**Figure 3-2 Wall Mounting with Junction Box**

## 4 Activation

### 4.1 Activate Device Locally

You are required to activate the device first by settings a strong password for it before you can use the device.

#### Steps

1. Power on the device to enter the activation page automatically.
2. Create a password and confirm it.

**Table 4-1 Number Button Description**

No.	Description	No.	Description
1	1,.,?!_-*#	6	6mnoMNO
2	2abcABC	7	7pqrsPQRS
3	3defDEF	8	8tuvTUV
4	4ghiGHI	9	9wxyzWXYZ
5	5jklJKL	0	0

Hold 0 to enter special characters.

**Table 4-2 Number Button Description**

No.	Description	No.	Description
1	1,.,#?	6	6_+=
2	2!@%	7	7[];:
3	3^\$*	8	8"   <
4	4( ) \	9	9 > { }
5	5&/-		



 **Note**

- The password required 8 to 16 characters.
  - The way to enter the password, take button 2 as an example: Press 2 to enter the number '2' or hold 2 for 1.5 s and press 2 again to enter the character 'a'.
  - When you have entered the password, press # to switch to confirm the password.
  - Press \* to delete the wrong character.
- 

3. Press # to activate.

## 4.2 Activate Device via Client Software

You can only configure and operate the door station after creating a password for the device activation.

Default parameters of door station are as follows:

- Default IP Address: 192.0.0.65.
- Default Port No.: 8000.
- Default User Name: admin.

### Steps

1. Run the client software, click **Maintenance and Management → Device Management → Device** to enter the page.
  2. Click **Online Device**.
  3. Select an inactivated device and click **Activate**.
  4. Create a password, and confirm the password.
- 

 **Note**

We highly recommend you to create a strong password of your own choosing (using a minimum of 8 characters, including at least three kinds of following categories: upper case letters, lower case letters, numbers, and special characters) in order to increase the security of your product. And we recommend you reset your password regularly, especially in the high security system, resetting the password monthly or weekly can better protect your product.

---

5. Click **OK** to activate the device.

 **Note**

- When the device is not activated, the basic operation and remote operation of device cannot be performed.
  - You can hold the **Ctrl** or **Shift** key to select multiple devices in the online devices, and click the **Activate** button to activate devices in batch.
-

# 5 Local Operation

## 5.1 Local Configuration

### 5.1.1 Network Settings

Set the network parameters of the door station and linked devices.

#### Steps

1. Long tap on the initial page for 3 s and slide to the left/right and log in the backend.

---

 **Note**

By default, the admin password is activation password.

---

2. Tap **Network Settings**.
3. Edit **IP address**, **Subnet Mask**, **Gateway**, **SIP IP**, **Main Station IP** and **Center IP** according to your needs.
4. Tap < on the top left of the page to save the settings.

### 5.1.2 Information Settings

#### Steps

1. Long tap on the initial page for 3 s and slide to the left/right and log in the backend.

---

 **Note**

By default, the admin password is activation password.

---

2. Tap **Local Settings**.
3. Configure the parameters according to your needs.
4. Tap < to save the settings.

---

 **Note**

- The No. of the main door station is 0.
- The No. of the sub door stations should be set from 1 to 99.

- Every unit should have at least one main door station.
  - Up to 8 sub door station can be linked to the same main door station.
- 

### 5.1.3 Add Residents

#### User Management

##### Steps

1. Long tap on the initial page for 3 s and slide to the left/right and log in the backend.

---

 **Note**

By default, the admin password is activation password.

---

2. Tap **User Management**.
3. Swipe the main card or enter the password to login.

---

 **Note**

Create a password to login for the first time.

---

#### Add Users

##### Steps

1. Tap add button to enter the settings page.
2. Set the **Room No.** for the device.

---

 **Note**

- Room No. = Floor No. + No.
  - The floor No. can be omitted.
- 

3. Add cards.
  - 1) Tap **Card**.
  - 2) Tap **+** to issue card.
  - 3) Set the card No. and swiping the card.
4. Add faces.
  - 1) Tap **Face**.

- 2) Face at the camera and tap **Capture**.
- 3) Tap **Save**.

---

 **Note**

- You can tap **Retry** to capture the face again.
  - Up to 3000 faces can be added to the device.
  - Every users can add only one face picture.
- 

5. Add fingerprints.
    - 1) Tap **Fingerprint**.
    - 2) Tap **+** to add fingerprint.
    - 3) Put your finger on the fingerprint recognition area.
- 

 **Note**

Up to 3000 users can be added. Every user can add up to 10 fingerprints. Up to 5000 fingerprints can be added.

---

6. Tap **V** to save the settings.

### 5.1.4 Recognition Parameters Settings

#### Steps

1. Long tap on the initial page for 3 s and slide to the left/right and log in the backend.
- 

 **Note**

By default, the admin password is activation password.

---

2. Tap **Recognition Parameters**.
3. Configure the parameters according to your needs.
4. Tap **<** to save the settings.

### 5.1.5 Change Password

#### Steps

1. Long tap on the initial page for 3 s and slide to the left/right and log in the backend.

 **Note**

By default, the admin password is activation password.

---

2. Tap **Change Password**.
3. Select **Admin Password**, **User Password** or **Public Password** from the list.

**Admin Password**  
You can configure parameters (such as network parameters, device management, device upgrading, etc.) by entering the admin password on the device first.

**User Password**  
You can add, delete or modify the informations of the users by entering the user password.

**Public Password**  
You can unlock the door by entering public password.

4. Modify the password and tap **√** to save the settings.

### 5.1.6 Volume Adjustment

#### Steps

1. Long tap on the initial page for 3 s and slide to the left/right and log in the backend.

 **Note**

By default, the admin password is activation password.

---

2. Tap **Volume Settings**.
3. Adjust loudspeaker and microphone volume.
4. Tap **<** to save the settings.

### 5.1.7 Search Version

#### Steps

1. Long tap on the initial page for 3 s and slide to the left/right and log in the backend.

 **Note**

By default, the admin password is activation password.

---

2. Tap **About**.
3. The device model and system version display on the page.
4. **Optional:** Scan the QR code to add the device via mobile client.

## 5.2 Video Intercom Operation

### 5.2.1 Call Resident

#### Call Resident from Main/Sub Door Station

Tap **Call/Open** to enter the calling page.

Enter the room No. and press call button.

#### Call Resident from Outer Door Station

Tap **Call/Open** to enter the calling page.

Enter **【Community No. + # + Building No. + # + Unit No. + # + Room No.】** and press call button.

### 5.2.2 Call Center

Tap **Call/Open** to enter the calling page.

On the page, tap **Center** to start calling.

## 5.3 Unlock Door

### 5.3.1 Unlock by Password

### Unlock by Password

Tap **Call/Open** to enter the calling page.

Enter **【 # + Room No. + Password + # 】** , and tap unlock button.

### Unlock by Public Password

---

#### Note

Make sure you have created the public password via iVMS-4200 Client Software remotely.

---

Tap **Call/Open** to enter the calling page.

Enter **【 # + Public Password + # 】** , and tap unlock button.

### 5.3.2 Unlock by Presenting Card

---

#### Note

Make sure you have issued the card to the device. Refers to *User Management* for details.

---

Present the card on the card reading area to unlock.

### 5.3.3 Unlock by Fingerprint

---

#### Note

- Make sure you have added the fingerprint to the device.
- Fingerprint function may vary with different modules. Please refer to the actual devices.

---

Put your finger on the finger recognition module to unlock.

### 5.3.4 Unlock by Face

---

#### Note

Make sure you have added your face picture to the device. Refers to the *User Management* for details.

---



Face forward at the camera to unlock.

## 6 Configuration via Client Software

### 6.1 Edit Network Parameters

To operate and configure the device via LAN (Local Area Network), you need connect the device in the same subnet with your PC. You can edit network parameters via **iVMS-4200** client software.

#### Steps

1. Select an online activated device and click the **Modify Netinfo**.
2. Edit the device IP address and gateway address to the same subnet with your computer.
3. Enter the password and click **OK** to save the network parameters modification.

---

#### Note

- The default port No. is 8000.
  - The default IP address of the door station is 192.0.0.65.
  - After editing the network parameters of device, you should add the devices to the device list again.
- 

### 6.2 Add Device

You should add device to the software so as to configure the device remotely.

#### 6.2.1 Add Online Device

##### Before You Start

Make sure the device to be added is in the same subnet with your computer. Otherwise, please edit network parameters first.

#### Steps

1. Click **Online Device** to select an active online device.
2. Click **Add**.
3. Enter corresponding information, and click **Add**.

**Add** ✕

Adding Mode  IP/Domain  IP Segment  Cloud P2P  
 EHome  HiDDNS  Batch Import

Add Offline Device

\* Name 10.6.112.48

\* Address 10.6.112.48

\* Port 8000

\* User Name admin

\* Password ●●●●●●

Synchronize Time

Import to Group

① Set the device name as the group name and add all the channels connected to the device to the group.

**Add and New** **Add** **Cancel**

Figure 6-1 Add to the Client

### 6.2.2 Add Device by IP Address

#### Steps

1. Click **+Add** to pop up the adding devices dialog box.
2. Select **IP/Domain** as **Adding Mode**.
3. Enter corresponding information.
4. Click **Add**.

### 6.2.3 Add Device by IP Segment

You can add many devices at once whose IP addresses are among the IP segment.

### Steps

1. Click **+Add** to pop up the dialog box.
2. Select **IP Segment** as **Adding Mode**.
3. Enter corresponding information, and click **Add**.

## 6.3 Remote Configuration

Select the device, click  to configure the parameters remotely.

### 6.3.1 System

Click **System** on the remote configuration page to display the device information: Device Information, General, Time, System Maintenance, User, and RS-485.

#### Device Information

Click Device Information to enter device basic information page. You can view basic information (the device type, and serial No.), and version information of the device.

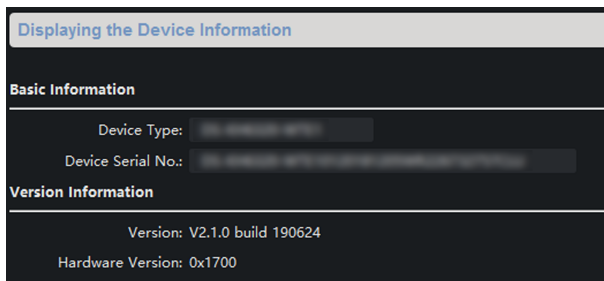


Figure 6-2 Device Information

#### General

Click **General** to enter device general parameters settings page. You can view and edit the device name and device ID.

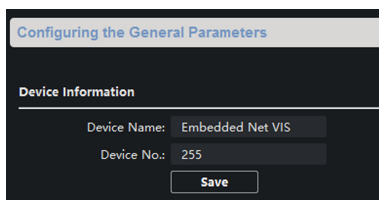


Figure 6-3 General

## Time

Click **Time** to enter the device time settings page.

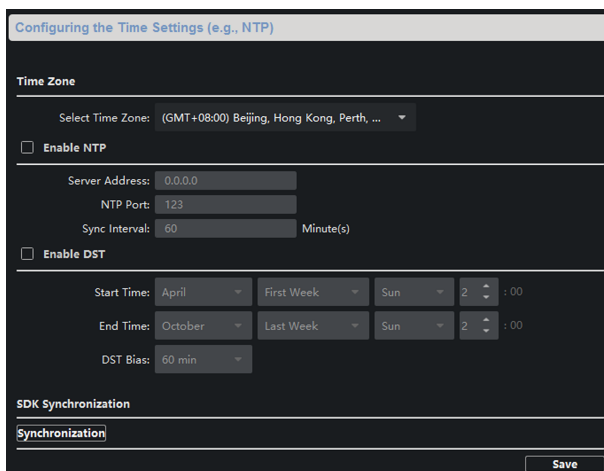


Figure 6-4 Synchronize Time

Select **Time Zone** or **Enable NTP**. Click **Save** to save the time settings.

- Time Zone
  - Select a time zone from the drop-down list menu.
  - Click **Synchronization**.
- NTP

- Check the checkbox of Enable NTP to enable NTP.
- Enter the server address, NTP port, and synchronization interval.
- DST
  - Check the checkbox of Enable DST to enable DST.
  - Enter the start time and end time of DST, and set the DST bias.

---

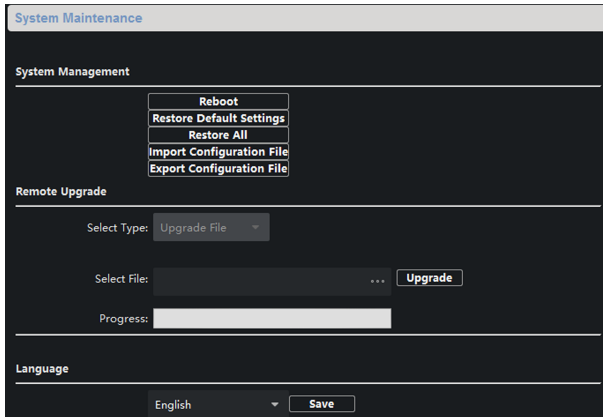
 **Note**

The default port No. is 123.

---

## System Maintenance

Click **System Maintenance** to enter the page.



**Figure 6-5 System Maintenance**

- Click **Reboot** and the system reboot dialog box pops up. Click **Yes** to reboot the system.
- Click **Restore Default Settings** to restore the default parameters.
- Click **Restore All** to restore all parameters of device and reset the device to inactive status.

 **Note**

- Click **Restore Default Settings**, all default settings, excluding network parameters, will be restored.
  - Click **Restore All**, all default settings, including network parameters, will be restored. The device will be reset to inactivated status.
- 
- Click **Import Configuration File** and the import file window pops up. Select the path of remote configuration files. Click **Open** to import the remote configuration file. The configuration file is imported and the device will reboot automatically.
  - Click **Export Configuration File** and the export file window pops up. Select the saving path of remote configuration files and click **Save** to export the configuration file.
  - Click ... to select the upgrade file and click **Upgrade** to remote upgrade the device. The process of remote upgrade will be displayed in the process bar.
  - Select a language, and click **Save** to change the device system language.

 **Note**

- The device supports 11 languages: English, Russian, German, Italian, French, Portuguese, Spanish, Turkish, Arabic, Polish, and Vietnamese.
  - Rebooting the device is required after you change the system language.
- 

## User

Click **User** to enter the user information editing page.

Select the user to edit and click **Modify** to enter the user parameter page.

The screenshot shows a configuration interface with two main sections: 'User Information' and 'User Permission'.  
**User Information:**  
- User Type: Administrator (dropdown menu)  
- User Name: admin (text input)  
- Password: (empty text input)  
- Confirm Password: (empty text input)  
- IP Address: 0.0.0.0 (text input)  
- MAC Address: 00:00:00:00:00:00 (text input)  
**User Permission:**  
- Local PTZ Control:   
- Local Manual Recording:   
- Local Playback:   
- Local Parameter Settings:   
- Local Log Search:   
- Local Advanced Operation:   
- Local Parameters View:   
At the bottom right, there are 'Save' and 'Cancel' buttons.

Figure 6-6 User Page

---

 **Note**

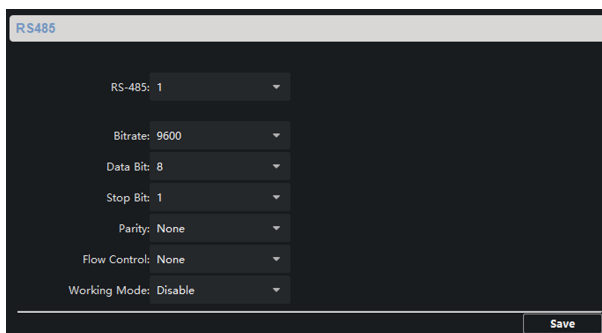
- The new password and confirm password should be identical.
- After editing the password of device, click refresh button from the device list, the added device will not be there. You should add the device again with new password to operate the remote configuration.

---

**RS-485**

Click **RS485** to enter the RS-485 settings page. You can view and edit the RS-485 parameters of the device.





The screenshot shows a configuration window titled "RS485" with a dark background. It contains several settings, each with a dropdown arrow on the right:

- RS-485: 1
- Bitrate: 9600
- Data Bit: 8
- Stop Bit: 1
- Parity: None
- Flow Control: None
- Working Mode: Disable

A "Save" button is located in the bottom right corner of the window.

**Figure 6-7 RS-485 Settings**

---

### Note

For indoor station and main station, there are 3 choices for the working mode: transparent channel, disable, and custom.

---

## 6.3.2 Video Intercom

Click **Video Intercom** to enter the Video Intercom Settings page.

### Device ID Configuration

#### Steps

1. Click **ID Configuration** to enter the device ID configuration page.



The screenshot shows a configuration window titled "Device No. Configuration" with a dark background. It contains several input fields and a dropdown menu:

- Device Type: Door Station (dropdown menu)
- Project No.: 1
- Community No.: 1
- Building No.: 1
- Floor No.: 1
- No.: 0

A "Save" button is located at the bottom center of the window.

**Figure 6-8 Device No. Configuration**

2. Select the **device type** from the drop-down list, and set the corresponding information.

 **Note**

The device type select **Door Station** as default. You can select **Outer Door Station** to change the device type.

---

3. Click **Save** to enable the device number configuration.
- 

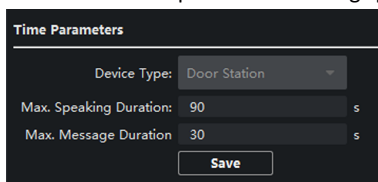
 **Note**

- For main door station, the serial No. is 0.
  - For sub door station, the serial No. is higher than 0. Serial No. ranges from 1 to 99.
  - For each villa or building, at least one main door station should be configured, and sub door stations can be customized.
  - For one main door station, at most 8 sub door stations can be customized.
- 

## Time Parameters

### Steps

1. Click **Time Parameters** to enter time parameters settings page.



Time Parameters	
Device Type:	Door Station
Max. Speaking Duration:	90 s
Max. Message Duration:	30 s
<b>Save</b>	

**Figure 6-9 Time Parameters**

2. Configure the maximum ring duration, maximum live view time, and call forwarding time.
  3. Click **Save**.
- 

 **Note**

For door station, maximum speaking time and maximum message time should be configured. Maximum speaking time varies from 90 s to 120 s, and maximum message time varies from 30 s to 60 s.

---

## Permission Password

### Steps

1. Click **Permission Password** to enter the settings page.
2. Select **Type** of the password.
3. Edit the password.
4. Click **Save** to enable the settings.

## Access Control and Elevator

### Before You Start

- Make sure your door station is in the mode of main door station. Only the main door station support elevator control function.
- Connection between the door station and the elevator controller supports network interface.

### Steps

1. Click **Access Control and Elevator** to enter corresponding configuration page.

### Access Control

---

Upload Alarm for Not-Closed Door

Door No.:

Door-unlocked Duration:

s

Door Name:

Encrypt Card

---

### Elevator Control

Elevator No.:

Elevator Type:

Negative Floor:

Interface Type:

Tip: All elevators should use the same interface type.

Enable Or Not:

Server IP Address:

Server Port:

User Name:

Password:

**Figure 6-10 Access Control and Elevator**

2. Set the **Access Control** parameters.
  - 1) Select the door No.
  - 2) Set the **Door-unlocked Duration**.
  - 3) **Optional:** Enable **Upload Alarm for Not-Closed Door**.
  - 4) Click **Save** to enable the settings.

 **Note**

- The door-unlocked duration ranges from 1 s to 255 s.
  - If you check **Upload Alarm for Not-Closed Door**, an alarm will be triggered automatically if the door is not locked in the configured duration.
  - Enabling **Card Encrypt**, the door station can recognize the encrypted information of the card when you swiping the card on the door station.
- 

3. Set the **Elevator Control** parameters.
    - 1) Select an elevator No., and select an elevator controller type for the elevator.
    - 2) Set the negative floor.
    - 3) Select **network interface** as **interface type**. Enter the elevator controller's IP address, port No., user name, and password.
    - 4) Enable the elevator control.
- 

 **Note**

- Up to 4 elevator controllers can be connected to one door station.
  - Up to 10 negative floors can be added.
  - Make sure the interface types of elevator controllers, which are connected to the same door station, are consistent.
- 

## I/O Input and Output

### Steps

1. Click **I/O Input and Output** to enter the I/O input and output settings page.

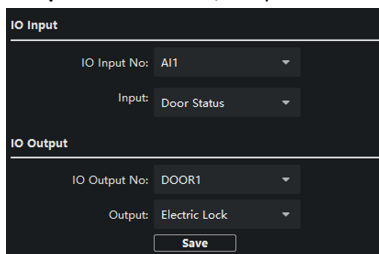


Figure 6-11 I/O Input and Output

2. Select **I/O input No.**, **input mode**, **output No.**, and **output mode**.
3. Click **Save** to enable the settings.

 **Note**

- For door station, there are 4 I/O input terminals. By default, Terminal 1 and 2 correspond to Door Status. Terminal 3 and 4 correspond to interfaces of Door Switch.
  - For door station, there are 2 I/O Output Terminals. Terminal 1 and 2 correspond to Door interfaces (NO1/COM/NC1; NO2/COM/NC2) of door station. Door 1 is enabled by default. You can enable/disable IO Out according to needs.
- 

## Volume Input and Output

### Steps

1. Click **Volume Input/Output** to enter the volume input and output page.
2. Slide the slider to adjust the **Volume Input** and **Volume Output**.
3. Click **Save** to enable the settings.

## Face and Fingerprint Settings

### Steps

1. Click **Face and Fingerprint** to enter the settings page.
2. Configure the parameters.
3. Click **Save** to enable the settings.

## Advertisement Settings

### Steps

1. Click **Advertisement** to enter the settings page.
2. Select the **Mode**.
3. Click + to add the picture.
4. Slide to set the duration.
5. Click **Save** to enable the settings.

 **Note**

- Up to 5 pictures can be added. Picture formats requires JPG. The size of the pictures should be less than 1MB. The switching duration of the picture ranges from 1 to 10 seconds. Refers to the Appendix C for the details.
  - When the device has no ads, the default picture displayed on the main page.
- 

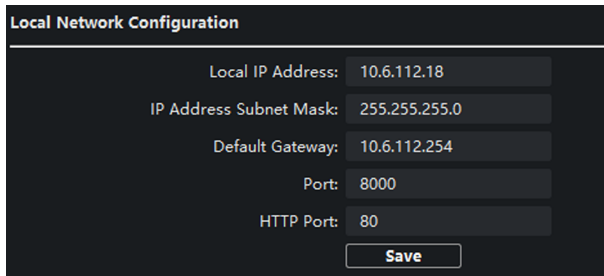
### 6.3.3 Network Settings

Click **Network** to enter the Network Settings page.

#### Local Network Configuration

##### Steps

1. Click **Local Network Configuration** to enter local network configuration page.



The screenshot shows a dark-themed configuration window titled "Local Network Configuration". It contains five input fields with the following values: Local IP Address: 10.6.112.18, IP Address Subnet Mask: 255.255.255.0, Default Gateway: 10.6.112.254, Port: 8000, and HTTP Port: 80. A "Save" button is located at the bottom right of the form.

Field	Value
Local IP Address:	10.6.112.18
IP Address Subnet Mask:	255.255.255.0
Default Gateway:	10.6.112.254
Port:	8000
HTTP Port:	80

Save

**Figure 6-12 Local Network Configuration**

2. Enter the **Local IP Address, Subnet Mask, Default Gateway, Port** and **HTTP Port**.
3. Click **Save** to enable the settings.

---

 **Note**

- The default port No. is 8000.
  - After editing the local network parameters of device, you should add the devices to the device list again.
- 

#### Linked Device Network Configuration

### Before You Start

On the linked devices network configuration page, you can configure the network parameters of main stations, SIP servers and management centers of the same LAN. The devices can be linked to the door station and realize the linkage between these devices.

### Steps

1. Click **Linked Network Configuration** to enter linked network configuration page.
2. Enter the **main Station IP Address, (Main) Door Station IP Address, SIP Server IP Address, Security Control Panel IP Address** and **Port No.**
3. Select the main door station type from the drop-down list.
4. Click **Save** to enable the settings.

---

### Note

- After adding main station IP Address, the linkage between indoor station and main station can be realized.
  - After adding the door station IP Address, the video intercom between indoor stations of same building can be realized.
  - After adding SIP Server Address IP, the video intercom of same community: video intercom between indoor stations of different building, calling indoor station from outer door station and video intercom between management center and indoors.
  - After adding management center IP Address, the events can be uploaded to the management center.
  - For indoor extension, only parameter about the main indoor station should be configured.
- 

### FTP

After configuring the FTP parameters, the captured pictures of door station will be uploaded to the FTP server automatically.

### Steps

1. Click **FTP** to enter the FTP parameters settings page.



Enable Main FTP

Server Type: IP address

FTP Server: 0.0.0.0

Port: 21

Enable Anonymous:

User Name:

Password:

Directory: Save in the Child ...

Parent Directory: Community No.-B...

Child Directory: Enable Time

Picture Naming Rule

Separator: -

Name: Item 1

Named Element: Device Time

Save

**Figure 6-13 FTP Settings**

2. Enable **Enable Main FTP**.
3. Select IP address from the drop-down list of server mode.
4. Enter the FTP server address, and port No.
5. **Optional:** Enable the anonymity.
6. Enter the name and password.
7. Select the directory structure and set the separator, naming item, and naming element.
8. Click **Save** to enable the settings.

---

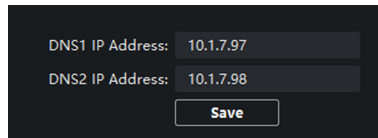
 **Note**

- The default port No. is 21.
  - To enable anonymity or not is according to whether the FTP server enables anonymity.
- 

## Advanced Settings

### Steps

1. Click **Advanced Settings** to enter the advanced network settings page.



**Figure 6-14 Advanced Settings**

2. Enter the DNS server addresses.
3. Click **Save** to enable the settings.

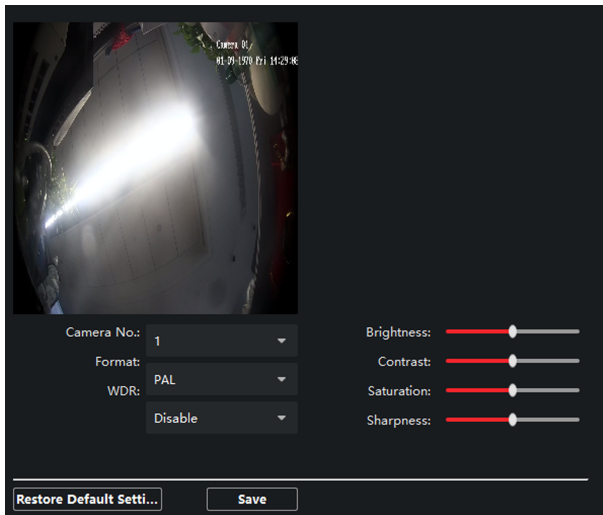
### 6.3.4 Video Display Settings

Click **Video Display** to enter the Video Display Settings page.

### Video Parameters

#### Steps

1. Click **Video Parameters** to enter the video parameters settings page.



**Figure 6-15 Video Parameters**

2. Select the **Camera No.**
3. Select the video standard (PAL and NTSC can be selected).
4. **Optional:** Enable **WDR** mode.
5. Set the **Brightness, Contrast, Saturation** and **Sharpness** of the video.
6. Click **Save**.

---

 **Note**

Click **Restore Default Settings** to restore all video parameters excluding network parameters to the factory settings.

---

## Video & Audio

### Steps

1. Click **Video & Audio** to enter the video parameters settings page.

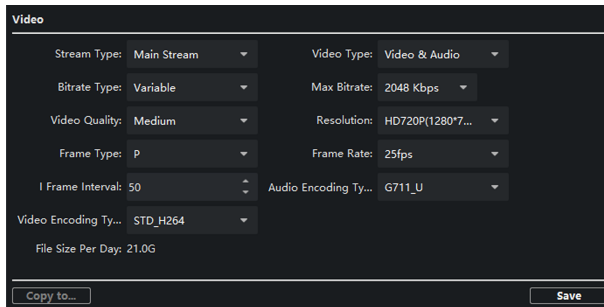


Figure 6-16 Video & Audio

2. Set the parameters.
3. Click **Save**.

---

 **Note**

It's suggested to keep the default settings to ensure the video/image quality.


---

## 6.4 Device Management

Device management includes device activation, adding device, editing device, and deleting device, and so on.

After running the iVMS-4200, video intercom devices should be added to the client software for remote configuration and management.

## 6.5 Organization Management

On the main page of the Client Software, click  **Personal Management** to enter the configuration page.

### 6.5.1 Add Organization

#### Steps

1. In the organization list on the left, click **+Add**.
2. Enter the **Organization Name** as desired.
3. Click **OK** to save the adding.
4. **Optional:** You can add multiple levels of organizations according to the actual needs.
  - 1) You can add multiple levels of organizations according to the actual needs.
  - 2) Then the added organization will be the sub-organization of the upper-level organization.


---

#### **Note**

Up to 10 levels of organizations can be created.

---

### 6.5.2 Modify and Delete Organization

You can select the added organization and click  to modify its name.

You can select an organization, and click **X** button to delete it.

---

#### **Note**

- The lower-level organizations will be deleted as well if you delete an organization.
  - Make sure there is no person added under the organization, or the organization cannot be deleted.
- 

## 6.6 Person Management

After adding the organization, you can add person to the organization and manage the added person such as issuing cards in batch, importing and exporting person's information in batch, etc.

---

 **Note**

- Up to 2,000 persons can be added.
  - Up to 5 cards can be added to each person.
- 

### 6.6.1 Add Person

Person information is necessary for the video intercom system. And when you set linked device for the person, the intercom between intercom devices can be realized.

#### Steps

1. Select an organization in the organization list and click **Add** on the Person panel to pop up the adding person dialog.

---

 **Note**

The Person No. will be generated automatically and is editable.

---

2. Set basic person information.
  - 1) Enter basic information: name, gender, tel, birthday details, effective period and email address.

---

 **Note**

The length of person name should be less than 15 characters.

---

- 2) Click **Add** face to upload the photo.

---

 **Note**

The picture should be in \*.jpg format.

---

- |                                |   |
|--------------------------------|---|
| <b>Click Upload</b>            | Select the person picture from the local PC to upload it to the client. |
| <b>Click Take Phone</b>        | Take the person's photo with the PC camera.                             |
| <b>Click Remote Collection</b> | Take the person's photo with the collection device.                     |

3. Issue the card for the person.
  - 1) Click **Credential** → **Card** .
  - 2) Click **+** to pop up the Add Card dialog.

- 3) Select **Normal Card** as **Card Type**.
  - 4) Enter the **Card No.**
  - 5) Click **Read** and the card(s) will be issued to the person.
4. Link the device to the person.
- 1) Set the linked devices.

#### **Linked Device**

You can bind the indoor station to the person.

---

#### **Note**

If you select **Analog Indoor Station** in the Linked Device, the **Door Station** field will display and you are required to select the door station to communicate with the analog indoor station.

---

#### **Room No.**

You can enter the room No. of the person.

- 2) Click **OK** to save the settings.
5. Click **Add** to save the settings.

### **6.6.2 Modify and Delete Person**

Select the person and click **Edit** to open the editing person dialog.

To delete the person, select a person and click **Delete** to delete it.

---

#### **Note**

If a card is issued to the current person, the linkage will be invalid after the person is deleted.

---

### **6.6.3 Import and Export Person Information**

The person information can be imported and exported in batch.

#### **Steps**

1. Exporting Person: You can export the added persons' information in Excel format to the local PC.
  - 1) After adding the person, you can click **Export Person** to pop up the following dialog.
  - 2) Click ... to select the path of saving the exported Excel file.

- 3) Check the checkboxes to select the person information to export.
- 4) Click **OK** to start exporting.
2. Importing Person: You can import the Excel file with persons information in batch from the local PC.
  - 1) Click **Import Person**.
  - 2) You can click **Download Template for Importing Person** to download the template first.
  - 3) Input the person information to the downloaded template.
  - 4) Click ... to select the Excel file with person information.
  - 5) Click **OK** to start importing.

### 6.6.4 Get Person Information from Device

If the added device has been configured with person information (including person details, fingerprint, issued card information), you can get the person information from the device and import to the client for further operation.

#### Steps

---

#### Note

This function is only supported by the device the connection method of which is TCP/IP when adding the device.

---

1. In the organization list on the left, click to select an organization to import the persons.
  2. Click **Get from Device** to pop up the dialog box.
  3. The added device will be displayed.
  4. Click to select the device and then click **Get** to start getting the person information from the device.
- 

#### Note

- The person information, including person details, person's fingerprint information (if configured), and the linked card (if configured), will be imported to the selected organization.
  - If the person name stored in the device is empty, the person name will be filled with the issued card No. after importing to the client.
  - The gender of the persons will be **Male** by default.
-

## 6.6.5 Change Person to Other Organization

You can move the person to another organization if needed.

### Steps

1. Select the person in the list and click **Change Organization**.
2. Select the organization to move the person to.
3. Click **OK** to save the settings.

## 6.6.6 Add Person in Batch

Enter a short description of your task here (optional).

### Before You Start

Enter the prerequisites here (optional).

Enter the context of your task here (optional).

### Steps

1. Enter your first step here.  
Enter the result of your step here (optional).

### Example

Enter an example that illustrates the current task (optional).

### What to do next

Enter the tasks the user should do after finishing this task (optional).

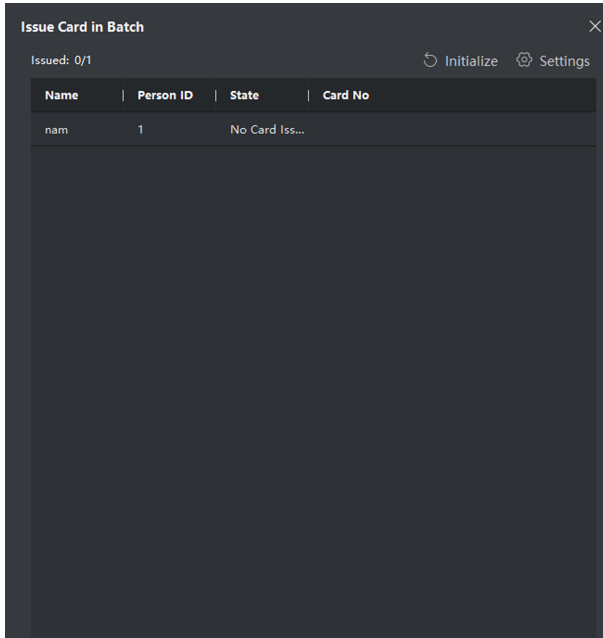
## 6.6.7 Issue Card in Batch

You can issue multiple cards for the person with no card issued in batch.

### Steps

1. Click **Batch Issue Cards** to enter the dialog page. All the added person with no card issued will display in the Person(s) with No Card Issued list.





**Figure 6-17 Issue Card in Batch**

2. Click **Settings**.

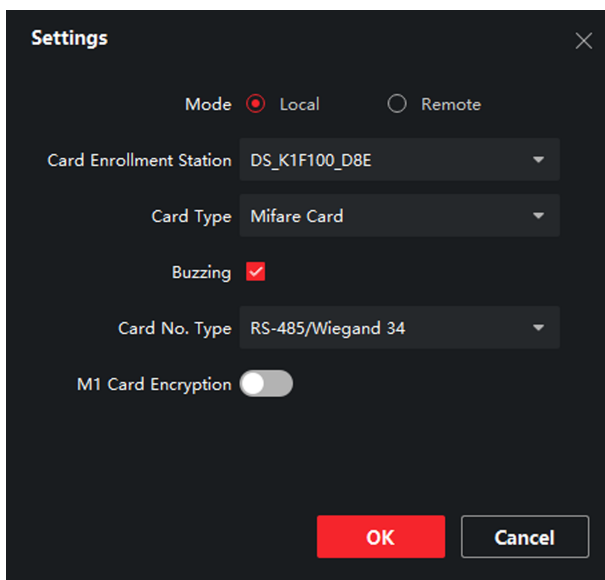


Figure 6-18 Card Settings

3. Select **Card Type** and **Card No. Type**.
4. Click **OK** to save the settings.


### Result

After issuing the card to the person, the person and card information will display in the Person(s) with Card Issued list.

## 6.6.8 Permission Settings


### Add Permissions

#### Steps

1. On the main page, click  **AccessControlInfo** → **Access Group** to enter the page.
2. Click **+Add** to pop up the adding dialog box.
3. Configure the parameters.
  - 1) Enter the **Name** of the permission.

- 2) Select the **Template** of the schedule.
- 3) Check the person to **Selected** according to your needs.
- 4) Check the device to **Selected** according to your needs.
4. Click **Save**.
5. Check the permission and click **Apply All to Device**.  
The status of the permission displays as **Applied**.
6. **Optional**: Click **Applying Status** to check the details.

## Modify/Delete Permissions

On the page of the permission settings, click  to edit the parameters of the permission.

Select one or more permissions, click **Delete** to remove the permissions.

## 6.7 Video Intercom Settings

The Video Intercom Management module provides the function of video intercom, checking call logs and managing notice via the iVMS-4200 Client Software.

---

### Note

For the user with access control module permissions, the user can enter the Access Control module and manage video intercom and search information.




You should add the device to the software and configure the person to link the device in Access Control module before your configuration remotely.

On the main page, click  **AccessControlInfo** → **Video Intercom** → **Video Intercom** on the left bar to enter the Video Intercom page.

### 6.7.1 Receive Call from Door Station

#### Steps

1. Select the client software in the device page to start calling the **iVMS-4200 Client Software** and an incoming call dialog will pop up in the client software.
2. Click **Answer** to answer the call. Or click **Hang Up** to decline the call.
3. After you answer the call, you will enter the In Call window.

- Click  to adjust the volume of the loudspeaker.
- Click  to adjust the volume of the microphone.
- Click **Hang Up** to hang up the dialog.
- Click  to open the door remotely.

---

### **Note**

- One video intercom device can only connect with one client software.
  - The maximum ring duration can be set from 15s to 60s via the Remote Configuration of the video intercom device.
  - The maximum speaking duration between indoor station and iVMS-4200 can be set from 120s to 600s via the Remote Configuration of indoor station.
  - The maximum speaking duration between door station and iVMS-4200 can be set from 90s to 120s via the Remote Configuration of door station.
- 

### 6.7.2 Live View via Door Station

#### Steps

1. On the main page of the client software, click **Main View** to enter the Live View page.
2. In the left list of the window, double-click the device IP or click the play icon to live view.
3. **Optional:** On the Live View page, control-click and select **Capture** to get the picture of the live view.

### 6.7.3 Release Notice

You can create different types of notices and send them to the residents. Four notice types are available, including Advertising, Property, Alarm and Notice Information.

#### Before You Start

Make sure the person has been added to the client.

#### Steps

1. On the video intercom settings page, click **Notice** to enter the page.
2. Click **+Add** to pop up the adding dialog box.
3. Select the person according to your needs.

4. Edit the **Subject**, **Type** and **Information**.
5. Click **View** to select the picture.
6. Click **Send**.

---

 **Note**

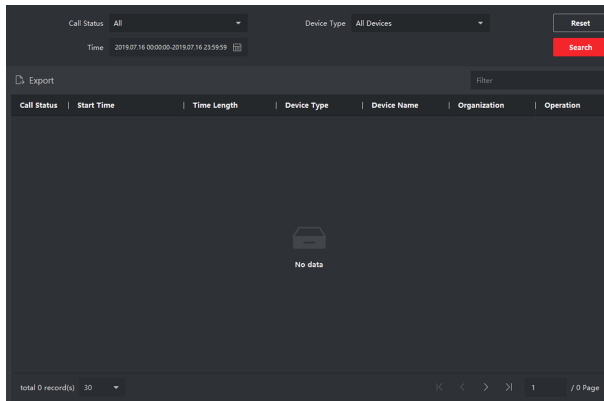
- Up to 63 characters are allowed in the Subject field.
  - Up to 6 pictures in the JPGE format can be added to one notice. And the maximum size of one picture is 512KB.
  - Up to 1023 characters are allowed in the Information field.
- 

## 6.7.4 Search Video Intercom Information

### Search Call Logs

#### Steps

1. On the Video Intercom page, click **Call Log** to enter the page.



**Figure 6-19 Search Call Logs**

2. Set the search conditions, including call status, device type, start time and end time.

#### Call Status

Click **∨** to unfold the drop-down list and select the call status as **Dialed**, **Received** or **Missed**. Or select **All** to search logs with all statuses.

#### Device Type

Click ▼ to unfold the drop-down list and select the device type as **Indoor Station, Door Station, Outer Door Station** or **Analog Indoor Station**. Or select **All Devices** to search logs with all device types.

#### **Start Time/End Time**

Click the time icon to specify the start time and end time of a time period to search the logs.

**Reset the Settings**      Click **Reset** to reset all the configured search conditions.

3. Click **Search** and all the matched call logs will display on this page.
4. **Optional:** Check the detailed information of searched call logs, such as call status, ring/speaking duration, device name, resident organization, etc.
5. **Optional:** Input keywords in the Search field to filter the desired log.
6. **Optional:** Click **Export** to export the call logs to your PC.

## **Search Notice**

### **Steps**

1. On the Video Intercom page, click **Notice** to enter the page.
2. Set the search conditions, including notice type, start time and end time.

#### **Type**

Select **Advertising Information, Property Information, Alarm Information** or **Notice Information** as **Type** according to your needs.

#### **Start Time/End Time**

Click the time icon to specify the start time and end time of a time period to search the logs.

**Reset the Settings**      Click **Reset** to reset all the configured search conditions.

3. Click **Search** and the matched notice will display on this page.
4. **Optional:** Click **Export** to export the notices to your PC.

