



# Carbon

CathexisVision

Carbon 3.1 (Sites Installation)

App-note

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While Cathexis has made every effort to ensure the accuracy of this document, there is no guarantee of accuracy, neither explicit nor implied. Specifications are subject to change without notice.

## 1. Introduction

This *CathexisVision Carbon 3.1 (Sites installation) App-note* explains the installation and operating procedures a user might perform when accessing a CathexisVision site using the Carbon 3.1 interface. This document details the instructions for using the available features of CathexisVision Carbon (Sites installation).

- Carbon is a new client user interface (available in CathexisVision 2022 and later).
- Carbon (Sites installation) displays information about a single CathexisVision site.
- Carbon users can either connect to a single site, or a cloud-based Enterprise for multi-site management.  
**Note: Carbon (Enterprise installation) is in development and has not yet been released.**
- The new CathexisVision mobile app allows users to access many of Carbon's functions, provided the site is CathexisVision 2022.1 or later.

### 1.1 Resources

For information about Carbon (Sites installation), or the new CathexisVision mobile app, see the following, available on the Cathexis website (<http://cathexisvideo.com/>):

- *Carbon 3.1 (Sites installation) White Paper*
- *Carbon 3.1 (Sites installation) Operator's Manual*
- *CathexisVision Mobile App 3.1 Guide*
- *CathexisVision Mobile App 3.1 Quick Guide (Mobile Version)*
- *CathexisVision Mobile App 3.1 White Paper*

### 1.2 Supported Languages

- English,
- German,
- Russian.

## 1.3 Requirements and Specifications

### 1.3.1 General Requirements

- CathexisVision 2022.1 and later on the site to which the Carbon GUI is connecting.
- CathexisVision Carbon 3.1 or later.
- Windows 10 and later; Window Server 2019 and later.
- Minimum 8GB of RAM required.

### 1.3.2 License Requirements

License	Name	Description
None	Carbon	Local sites must be licensed as per existing requirements.

### 1.3.3 Ports to Open

For direct site connections, the Carbon (Sites installation) GUI and CathesisVision mobile app need the following ports to be open to the NVR site: TCP 30010 to 30100.

For a “tunnelled” connection, this setting must be selected and port 30011 has to be open to the site.

## 1.4 Features and Abilities: Carbon (Sites Installation)

### 1.4.1 General

Carbon (Sites installation) allows the user to view/review cameras and databases from one site only. The user navigates using four tabs: Monitor, Databases, Maps, and Configuration.

### 1.4.2 Monitor Tab

The Monitor tab is where cameras can be viewed, reviewed, searched, and archived. Maps can also be added to a monitor panel.

	Features/Abilities
<b>General</b>	<ul style="list-style-type: none"> <li>• Carbon allows the user to create and save custom layouts, or use automatic options.</li> <li>• Layouts can display cameras in live and review mode simultaneously, and maps can be included in a saved layout.</li> <li>• The view and review tools drop-down menu is available using a mouse right-click or using the menu icon from the main panel.</li> </ul>
<b>Monitor Tab Settings</b>	<ul style="list-style-type: none"> <li>• Adjacent cameras: enable or disable.</li> <li>• Show stream information.</li> <li>• Show stream statistics.</li> <li>• Left side panel: enable or disable.</li> <li>• Right side panel: enable or disable.</li> <li>• Live streaming stats.</li> </ul>
<b>Layout Options</b>	<ul style="list-style-type: none"> <li>• Create and save custom templates.</li> <li>• Add maps and/or cameras to a template.</li> <li>• Auto layout.</li> <li>• Black screen monitoring.</li> </ul>

<p><b>View and Review Tools: Drop-down Menu</b></p>	<ul style="list-style-type: none"> <li>• Monitoring using the side panel.</li> <li>• Resource view editor/customised resource view.</li> <li>• Copy link.</li> <li>• Switch between live/review modes.</li> <li>• Sync review.</li> <li>• Pause/un-pause all.</li> <li>• Export snapshot.</li> <li>• Archive.</li> <li>• Add bookmark.</li> <li>• Bookmarks.</li> <li>• Smart search.</li> <li>• Advanced (connection logs).</li> <li>• Overlays.</li> <li>• Dewarping.</li> <li>• Video format.</li> <li>• Video quality.</li> </ul>
<p><b>Smart Search Tools</b></p>	<ul style="list-style-type: none"> <li>• Snap search.</li> <li>• Motion quick search.</li> <li>• Motion search.</li> </ul>
<p><b>Dewarping</b></p>	<ul style="list-style-type: none"> <li>• Disable.</li> <li>• Single.</li> <li>• Quad.</li> <li>• Panorama single.</li> <li>• Panorama double.</li> <li>• Overview.</li> </ul>
<p><b>Top Menu Bar Icons</b></p>	<ul style="list-style-type: none"> <li>• Templates.</li> <li>• Action.</li> <li>• Archive.</li> <li>• Bookmark.</li> <li>• Save layout.</li> </ul>
<p><b>Action Icon</b></p>	<ul style="list-style-type: none"> <li>• Switch all feeds to live/review.</li> <li>• Review all feeds/review all live feeds.</li> <li>• Pause all feeds.</li> <li>• Unpause all feeds.</li> <li>• Clear all panels.</li> </ul>
<p><b>Main Display Tools</b></p>	<ul style="list-style-type: none"> <li>• Interactive timeline.</li> <li>• Date and time pop-up on timeline.</li> <li>• Click to show/un-show PTZ control.</li> </ul>

	<ul style="list-style-type: none"> <li>• Operate PTZ control.</li> <li>• Area zoom on an Axis or Dahua PTZ camera.</li> <li>• Click to mute/unmute camera.</li> <li>• Navigate panel history.</li> <li>• Minimise/maximise panel.</li> <li>• Close panel.</li> <li>• Adjacent Cameras.</li> <li>• Review controls.</li> </ul>
<p><b>Review Controls</b></p>	<ul style="list-style-type: none"> <li>• Select track (where available).</li> <li>• Go to beginning/end.</li> <li>• Play/step forward/backwards.</li> <li>• Adjust playback speed.</li> <li>• Tags.</li> <li>• Bookmarks.</li> <li>• Live/Review mode switch.</li> <li>• Sync review.</li> <li>• Date/time panel.</li> </ul>
<p><b>Review Controls: Compact Mode</b></p>	<ul style="list-style-type: none"> <li>• Play backwards.</li> <li>• Pause.</li> <li>• Play forwards.</li> <li>• Set tags.</li> <li>• Switch to live mode.</li> <li>• Open date/time panel.</li> </ul>
<p><b>Maps</b></p>	<ul style="list-style-type: none"> <li>• Place map in a template/layout.</li> <li>• View individual cameras in a new panel.</li> <li>• Open a camera group from the map.</li> <li>• View state of output and control output.</li> <li>• View state of input.</li> <li>• Open layout from the map.</li> <li>• Navigate panel history.</li> <li>• Reset view.</li> <li>• Show/hide camera viewing areas.</li> </ul>

### 1.4.3 Databases Tab

The databases section combines access to metadatabases (text) and video database recordings in one interface. The icons distinguish between the two types.

A unique metadatabase is created on the server for an integration. The Carbon interface has configurable filters based on device event information and time stamping. The filtered event/s, and the associated video, are available for review in a new window. An archive can then be created and exported.

#### 1.4.3.1 Metadatabase Interface

<b>Features/Abilities</b>	
<b>General</b>	<ul style="list-style-type: none"> <li>• View and filter options vary according to the integration or database selected.</li> <li>• Search results may be filtered then exported. The Export tool allows further selections to be made in the COLUMNS tab, where items may be unchecked.</li> </ul>
<b>Interface</b>	<ul style="list-style-type: none"> <li>• Custom view.</li> <li>• View options.</li> <li>• Sorted by.</li> <li>• Play mode.</li> <li>• Max rows.</li> <li>• Database menu.</li> <li>• Controls.</li> <li>• Filter.</li> <li>• Go to (exact time date).</li> <li>• Filter this page.</li> </ul>
<b>Play mode</b>	<ul style="list-style-type: none"> <li>• Normal.</li> <li>• Skip.</li> <li>• Loop.</li> </ul>
<b>Database menu</b>	<ul style="list-style-type: none"> <li>• Export.</li> <li>• Manage reports.</li> <li>• Settings.</li> </ul>
<b>Controls (for pages)</b>	<ul style="list-style-type: none"> <li>• First.</li> <li>• Previous.</li> <li>• Next.</li> <li>• Last.</li> <li>• Refresh.</li> </ul>

### 1.4.3.2 Video Database Interface

<b>Features/Abilities</b>	
<b>General</b>	<ul style="list-style-type: none"> <li>• Search results may be filtered then exported.</li> <li>• The Export tool allows further selections to be made in the COLUMNS tab, where items may be unchecked.</li> </ul>
<b>Interface</b>	<ul style="list-style-type: none"> <li>• Play mode.</li> <li>• Max rows.</li> <li>• Database menu.</li> <li>• Controls.</li> <li>• Go to (exact time/date).</li> <li>• Filter this page.</li> </ul>
<b>Database menu</b>	<ul style="list-style-type: none"> <li>• Export.</li> <li>• Settings.</li> </ul>
<b>Controls (for pages)</b>	<ul style="list-style-type: none"> <li>• First.</li> <li>• Previous.</li> <li>• Next.</li> <li>• Last.</li> <li>• Refresh.</li> </ul>

### 1.4.4 Maps Tab

The Carbon GUI provides configurable site maps that feature multi-layered, hierarchical, interactive interfaces providing representation and control of a site and its resources.

<b>Feature</b>	<b>Abilities</b>
<b>General</b>	<ul style="list-style-type: none"> <li>• When viewed from the Maps tab, cameras will open as pop-ups over the map when double-clicked.</li> <li>• Maps may be added to a panel in the monitor tab while viewing cameras.</li> <li>• To view a map's camera in the monitor tab, drag and drop an icon into an empty display panel.</li> <li>• In addition to the map editing tools detailed below, the top panel tools allow users to align and distribute icons, and copy and paste properties/settings from one icon onto another.</li> <li>• All resources (with the exception of permission groups) may be added to the map as objects. However, the list below shows map objects that currently perform actions.</li> </ul>
<b>Top panel tools</b>	<ul style="list-style-type: none"> <li>• Reset view.</li> <li>• Show/hide camera viewing areas.</li> </ul>

<b>Map Editing Tools</b>		<ul style="list-style-type: none"> <li>• Change settings (name and image).</li> <li>• Toggle select/pan.</li> <li>• Select by object type.</li> <li>• Distribute row.</li> <li>• Distribute column.</li> <li>• Align row.</li> <li>• Align column.</li> <li>• Copy (icon).</li> <li>• Paste.</li> <li>• Paste special.</li> <li>• Show grid.</li> </ul>
	<b>Layers</b>	<ul style="list-style-type: none"> <li>• Add layers (map/window).</li> </ul>
	<b>Basic</b>	<ul style="list-style-type: none"> <li>• Opacity.</li> <li>• Rotating whole resource.</li> </ul>
	<b>Icon</b>	<ul style="list-style-type: none"> <li>• Change foreground/background colour.</li> <li>• Rotation.</li> <li>• Size.</li> <li>• Opacity.</li> </ul>
	<b>Text</b>	<ul style="list-style-type: none"> <li>• Colour.</li> <li>• Show: Auto/Show/Hide.</li> <li>• Wrap mode.</li> <li>• Size mode.</li> </ul>
	<b>Camera</b>	<ul style="list-style-type: none"> <li>• Viewing area: None/sector/manual/fisheye.</li> <li>• Colour (Viewing area).</li> <li>• Opacity.</li> <li>• Fill mode.</li> <li>• Angle.</li> <li>• Size.</li> </ul>
	<b>PTZ</b>	<ul style="list-style-type: none"> <li>• Add PTZ zone.</li> <li>• Add PTZ preset.</li> <li>• Colour.</li> <li>• Opacity.</li> </ul>
	<b>Input</b>	<ul style="list-style-type: none"> <li>• State unknown: foreground/background colour.</li> <li>• State high: foreground/background colour.</li> <li>• State low: foreground/background colour.</li> </ul>
	<b>Output</b>	<ul style="list-style-type: none"> <li>• Click action: None/On/Off/Pulse/Toggle.</li> <li>• State unknown: foreground/background colour.</li> <li>• State on: foreground/background colour.</li> <li>• State off: foreground/background colour.</li> </ul>

<b>Map Objects</b>	<b>Available Objects (perform actions)</b>	<ul style="list-style-type: none"> <li>• Cameras.</li> <li>• PTZ camera.</li> <li>• Fisheye camera.</li> <li>• Camera group.</li> <li>• Inputs.</li> <li>• Outputs.</li> <li>• Maps.</li> <li>• Layouts.</li> </ul>
	<b>Output Actions</b>	<ul style="list-style-type: none"> <li>• Switch on.</li> <li>• Switch off.</li> <li>• Pulse.</li> <li>• Toggle.</li> </ul>

### 1.4.5 Configuration Tab

The Configuration tab allows users to view and organise resources, users, roles, and permissions.

<b>General</b>	<ul style="list-style-type: none"> <li>• The Configuration Tab can be used to modify access rights.</li> <li>• Access levels are renamable in Carbon and are called Roles.</li> <li>• New Users must be added on the CathexisVision client/server software.</li> </ul>	
<b>Resource management</b>	<ul style="list-style-type: none"> <li>• View all resources.</li> <li>• Add or edit camera groups.</li> <li>• Delete maps.</li> <li>• Auto generated or manually configured resources tree options.</li> </ul>	
<b>User Management</b>	<b>Users</b>	<ul style="list-style-type: none"> <li>• Change user details.</li> <li>• Change permissions for a single user.</li> <li>• Add resources to a user.</li> <li>• Change global permissions for a user (Configuration, Maps).</li> <li>• Assign a role to a user (inherited roles).</li> <li>• Remove a role from a user.</li> </ul>
	<b>Roles</b>	<ul style="list-style-type: none"> <li>• Add a new role.</li> <li>• Modify a role.</li> <li>• Add resources to the role.</li> <li>• Change global permissions for the role (Configuration, Maps).</li> <li>• Add another role to the role (inherited roles).</li> </ul>

	<b>Permissions</b>	<ul style="list-style-type: none"> <li>• View.</li> <li>• Review.</li> <li>• Export.</li> <li>• PTZ.</li> <li>• Presets.</li> <li>• Control (output/map).</li> <li>• Edit (maps).</li> <li>• Manage views (metadatabase).</li> <li>• Manage reports.</li> </ul>
	<b>Resources</b>	<ul style="list-style-type: none"> <li>• Cameras.</li> <li>• Inputs.</li> <li>• Outputs.</li> <li>• Resource group.</li> <li>• Layouts.</li> <li>• Maps.</li> <li>• VMS events.</li> <li>• Video databases.</li> <li>• Metadatabases.</li> </ul>
<b>Permission Groups</b>	<b>Groups</b>	<ul style="list-style-type: none"> <li>• Add a permission group.</li> <li>• Edit a permission group.</li> <li>• Choose Domain, and Type of Resource.</li> <li>• Available to domain only, or global.</li> <li>• Add resources.</li> </ul>
	<b>Resource</b>	<ul style="list-style-type: none"> <li>• Cameras.</li> <li>• Inputs.</li> <li>• Outputs.</li> <li>• Video databases.</li> <li>• Metadatabases.</li> <li>• Maps.</li> </ul>

## 1.5 Carbon (Sites Installation) and CathesisVision Site Interface: General Comparison

- Carbon (Sites installation) and CathesisVision both operate at the level of a single site.
- Carbon (Sites installation) receives information from the CathesisVision sites so that resources like cameras and databases can be viewed and reviewed.
- CathesisVision is used on the server side for settings and configuration. Carbon (Sites installation) is suited for use on the client side.

## 1.5.1 Configuration Options

- Some configuration and setup can only be managed on CathesisVision client or server software (CatSite).
- Events management (cameras, triggers and actions) and analytics cannot be configured on Carbon (Sites installation).
- New users cannot be added on Carbon (Sites installation).
- This configuration must be set up using CathesisVision client or server software.
- User permissions can, however, be modified on Carbon using the Roles feature.
- Alarm Management cannot currently be configured on Carbon but this feature will be incorporated into future updates.
- Sometimes the term CatSite is still used. **Note:** CatSite is an older, now mostly outdated term replaced by CathesisVision.

## 2. Setup

### 2.1 Install CathexisVision Carbon

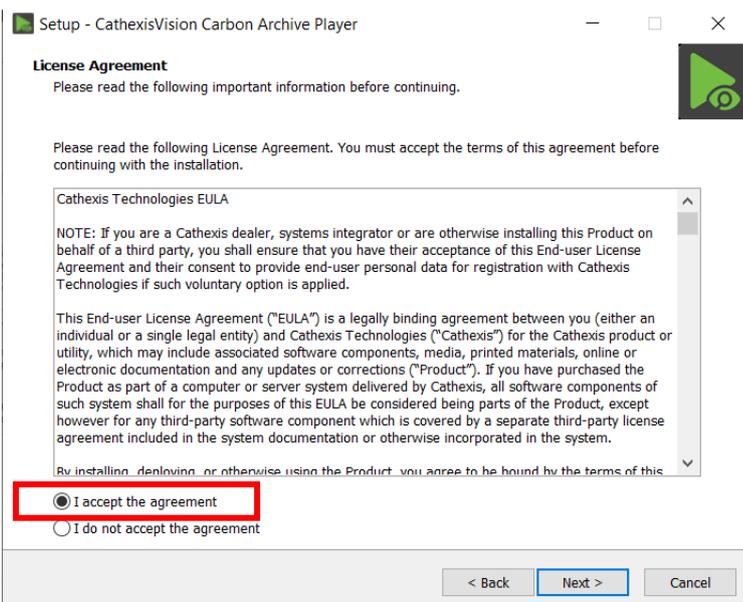
Download the CathexisVision Carbon Desktop installation software from the website at <https://downloads.cathexisvideo.com/> or contact Support at [support@cat.co.za](mailto:support@cat.co.za).

Once the software has been downloaded on the required client unit, run the installation, which will present the setup wizard. Follow the steps below.



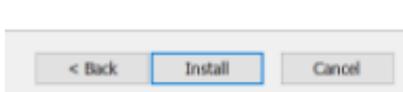
Read the information.

Click **Next**.

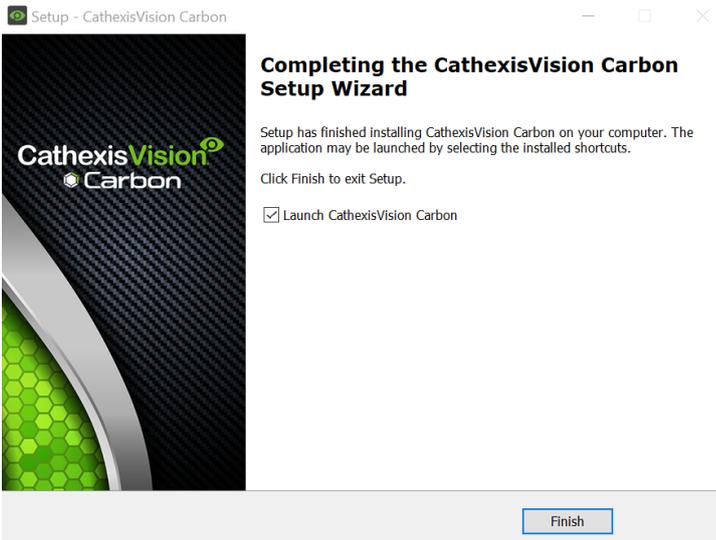


Select the option to **accept** the agreement.

Click **Next**.

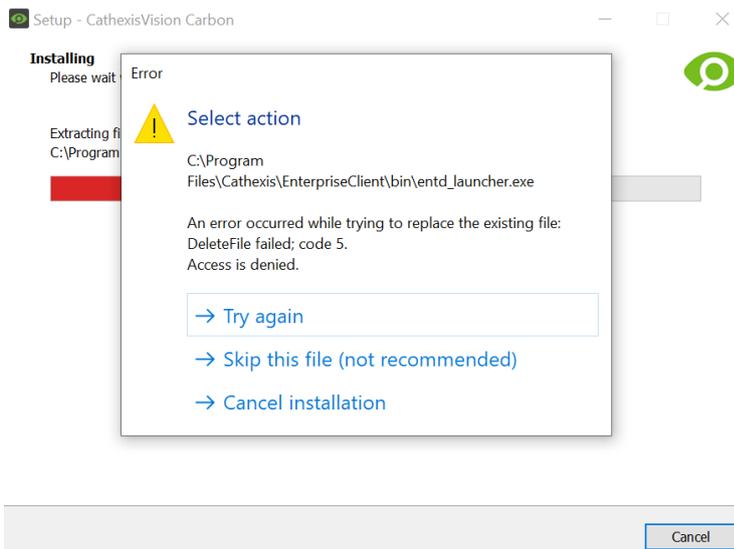


In the new dialogue box, click **Install** to continue.



When installation is complete, click **Finish**.

### 2.1.1 Code 5 Error During Installation



Resolve a code 5 error by making sure the **app and launcher are closed**.

To do this from the task manager on Windows:

- Press Ctrl+Alt+Delete.
- Select Task manager.
- Search the options and close related applications.

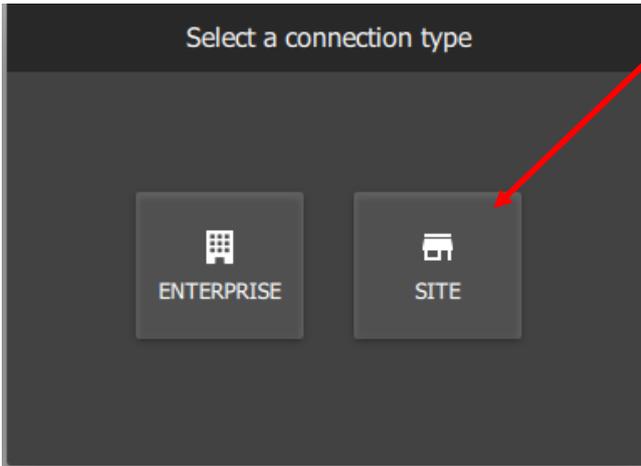
Then return to the error message and select **Try again**.

### 2.2 Add a New Account Type



Open Carbon by **double-clicking** the desktop icon.

After opening the app for the first time, the new account type screen will open.



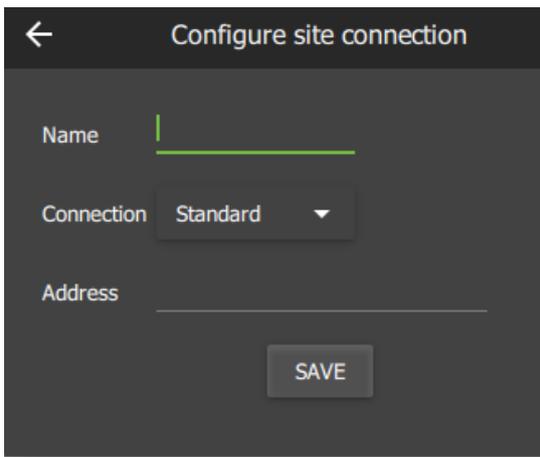
Click **SITE**.

This will allow the user to add a new site, and will take the user to the site configuration screen.

## 2.3 Add a Site

### 2.3.1 Add a Site: First Login

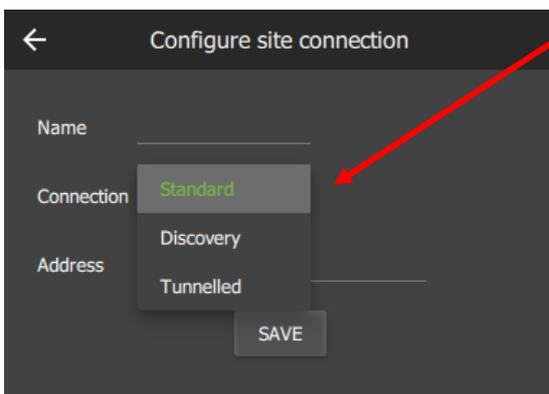
#### 2.3.1.1 Add a Site: Standard Connection (Recommended)



Type the site **Name** and **Address** supplied by the administrator.

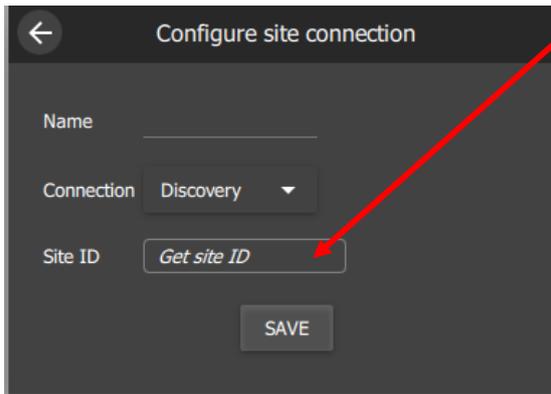
Click **SAVE**.

#### 2.3.1.2 Add a Site: Discovery Connection

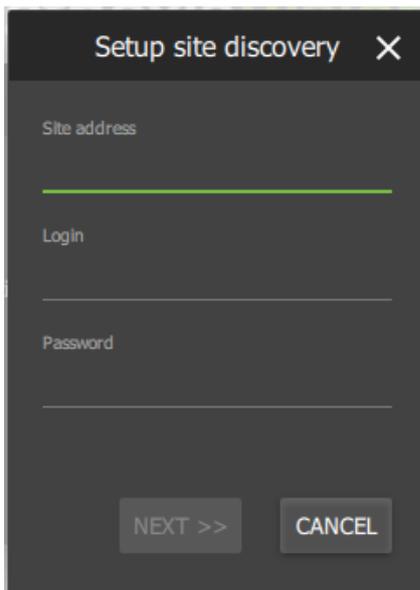


Click the **drop-down menu** to see options.

Click **Discovery**.



Click the **field** where the text reads “Get site ID”.



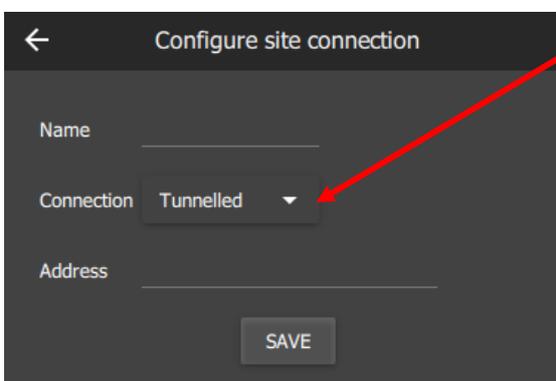
A new dialogue will open.

Fill in the **Site address**, **Login**, and **Password** provided by the administrator.

Click **NEXT>>** and complete setup.

### 2.3.1.3 Add a Site: Tunnelled Connection

For setup of a **tunnelled** connection, **port 30011** must be open on the site.



Click the **drop-down menu** to see options.

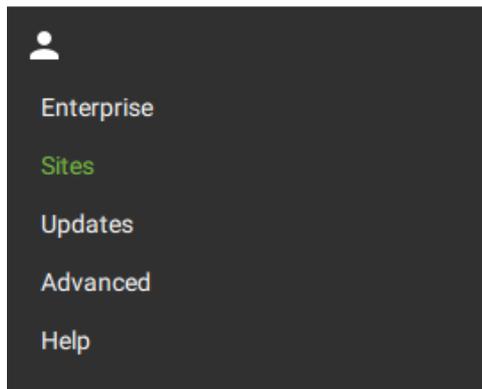
Click **Tunnelled**.

Enter **Name** and **Address** provided by the administrator.

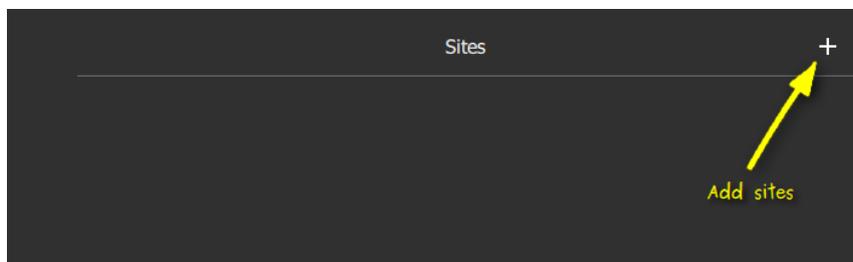
Click **SAVE**.

## 2.3.2 Add a Site: Subsequent Logins

CathesisVision Carbon - 3.1.rc24



To add a CathesisVision site at any time, click **Sites** on the menu at the top left-hand side.



Click the **plus** icon.

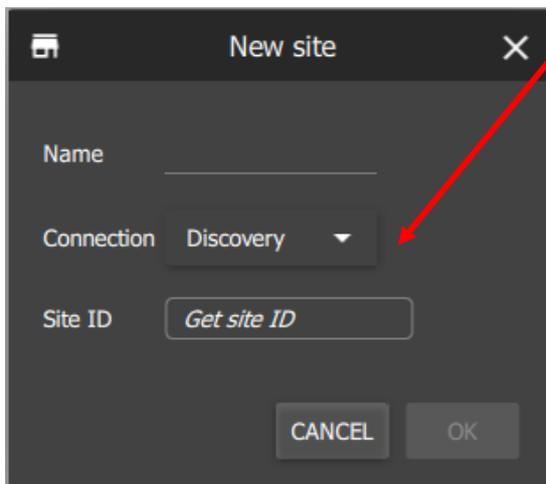
### 2.3.2.1 Add a Site: Standard Connection (Recommended)

A 'New site' dialog box with a close button (X) in the top right. It contains three input fields: 'Name', 'Connection' (with a dropdown menu showing 'Standard'), and 'Address'. At the bottom are 'CANCEL' and 'OK' buttons.

Type the site **Name** and **Address** supplied by the administrator.

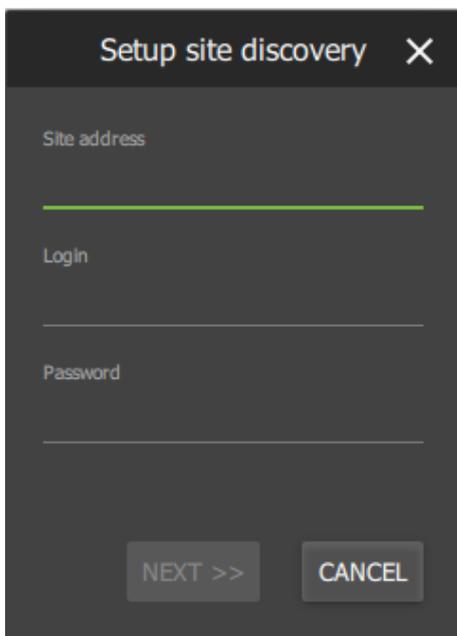
Click OK.

### 2.3.2.2 Add a Site: Discovery Connection



Select the **Discovery mode** from the drop-down menu for the option to Get site ID.

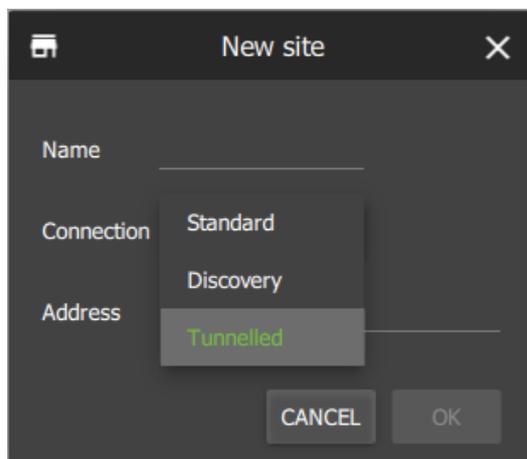
Click **Get site ID**.



Enter the **Site address, Login and Password**.

Click **NEXT**.

### 2.3.2.3 Add a Site: Tunnelled Connection



For setup of a **tunnelled** connection, **port 30011** must be open on the site.

### 3. General Interface



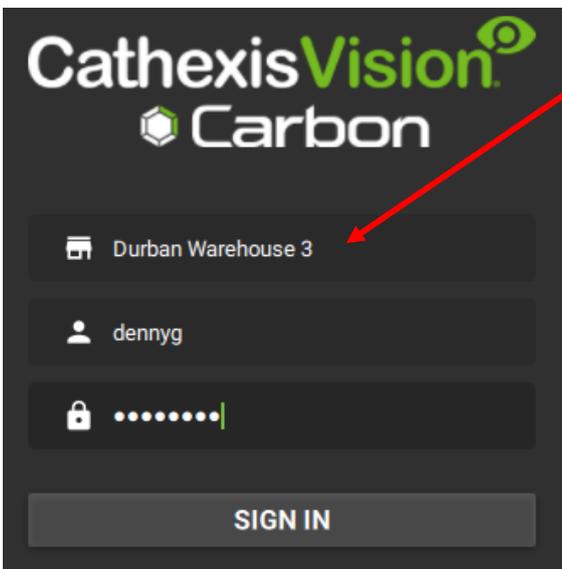
Open CathesisVision Carbon by **double-clicking** the icon.

#### 3.1 Log in



Enter the credentials for **login and password** supplied by the administrator.

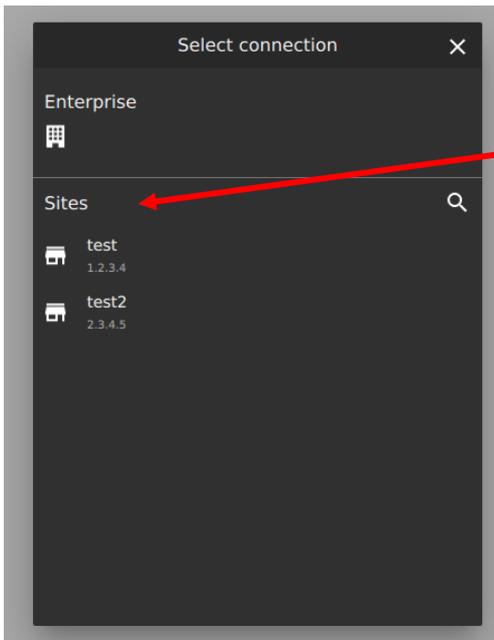
Click **SIGN IN**.



If an additional field is displayed in the top row, **click the field** for more options.

A new dialogue box will open.

**Left-click** on the **site name** to see other sites already configured in the GUI.

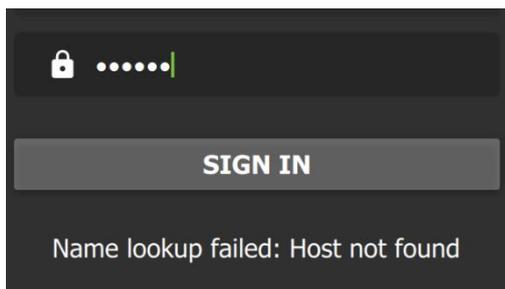


If **multiple sites** have been added, users may **select one site** from a list of options.

**Select** the appropriate site underneath the heading: **Sites**.

**Note:** The Enterprise installation of Carbon is in development and has not yet been released.

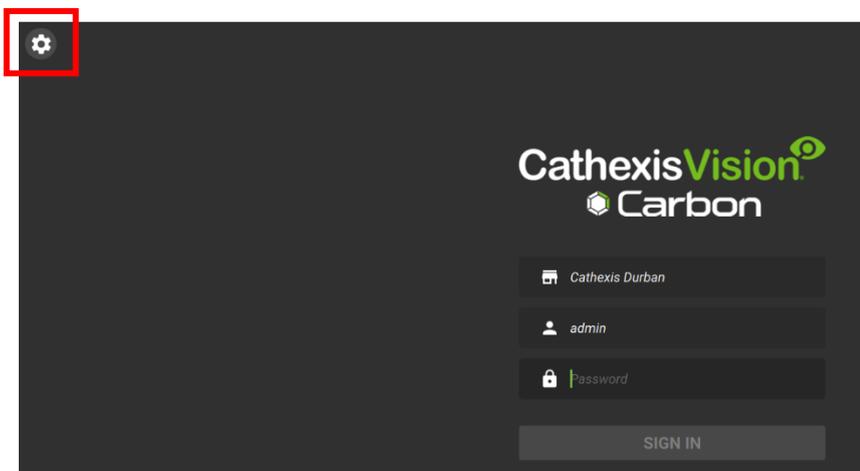
### 3.1.1 Error Message: Name Lookup Failed



If the **Name lookup failed** error message is received, there may be a problem with the internet or network **connection**.

Contact the Administrator to check the connection.

### 3.2 Start Screen



To open **Settings**, click the **gear icon** in the top-left corner.

### 3.3 Configuring Settings on Carbon (Sites Installation)

It is not necessary to set up Carbon (Sites installation) prior to use, but the user may wish to configure updates or other settings.

The user must log out in order to access these settings.

CathesisVision Carbon - 3.1



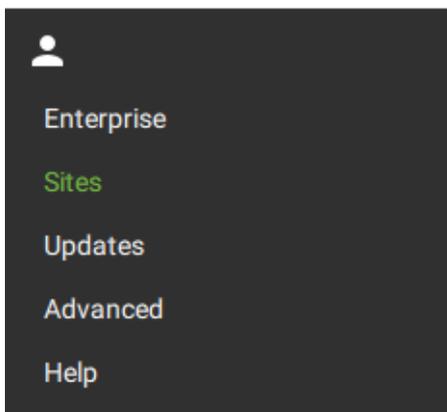
To access Carbon (Sites installation) **settings**, click the **gear icon** in the top left of the main screen.

A menu will appear.

**Note:** Although Enterprise appears as an option in the menu, the Enterprise installation is in development and has not yet been released.

#### 3.3.1 Site Settings: Edit or Delete Properties

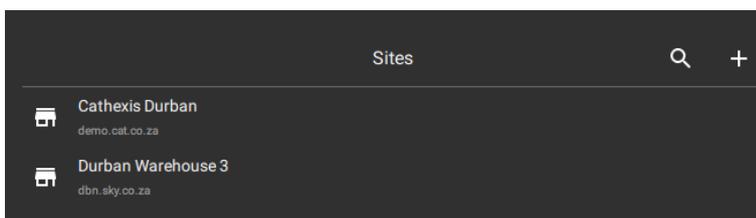
CathesisVision Carbon - 3.1



To change **site name or address**, navigate to the user icon in the top left-hand corner of the screen.

Then, select **Sites** from the menu.

Available site names and addresses will appear in the main panel in the centre of the screen.



To edit, **hover** over the field until the **menu icon** appears. Select it.

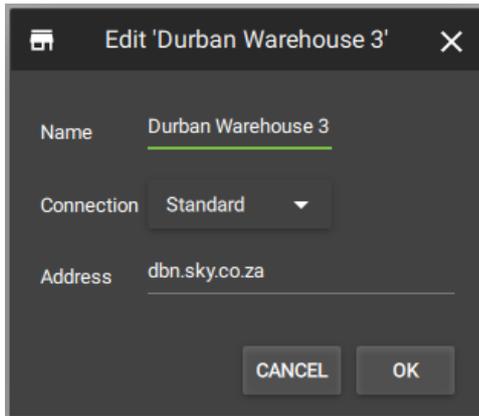
A drop-down menu will appear.



Click **Delete site** to remove a site.



Select **Properties** to edit.



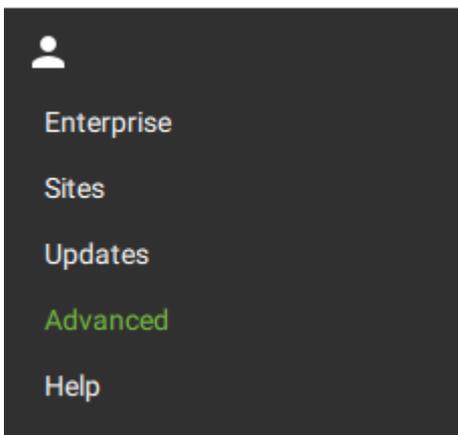
A new dialogue box will open.

Change the **Name** and **Address** by re-entering details in the fields.

Click OK to save changes.

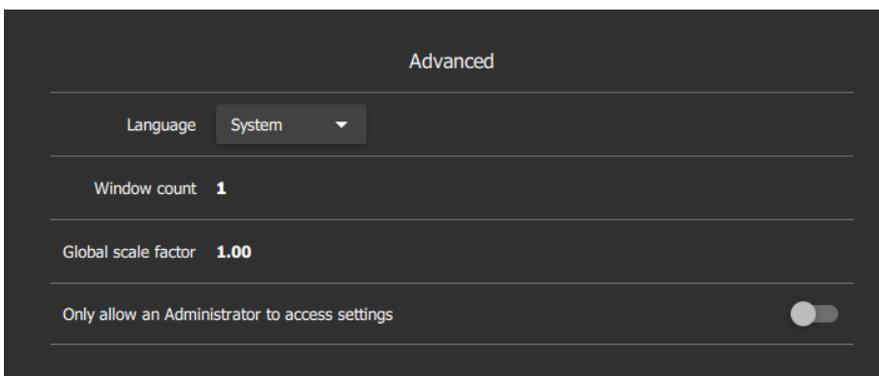
### 3.3.3 Advanced Settings

#### CathesisVision Carbon - 3.1



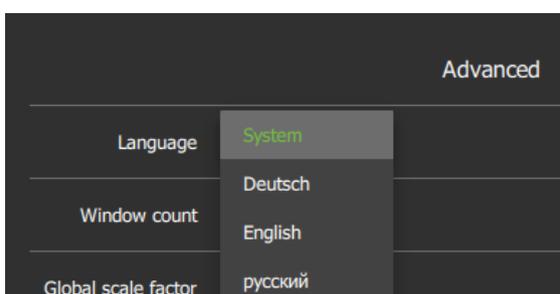
For more settings options, navigate to the user icon in the top left-hand corner of the screen.

Select **Advanced** from the menu.



The Advanced settings options will appear in the main panel in the centre of the screen.

#### 3.3.3.1 Change Language



From this Advanced Settings menu, click the drop-down menu to select a **Language**.

Choose between System, Deutsch, English, and Russian.

Changes will save upon exit.

### 3.3.3.2 Change Window Count

Window count can increase the total number of windows open on the desktop.



To **edit** Window count, **hover** over the field until the edit icon appears, and **click**.

The field will become active:



Use the **plus and minus signs** to increase or decrease the window count.



Then, click the **save icon** to keep changes.

### 3.3.3.3 Change Global Scale Factor (Size)

Global scale factor increases the size and appearance of the everything in the user interface



To **edit** Global Scale factor, **hover** over the field until the edit icon appears, and **click**.

The field will become active:



Use the **plus and minus signs** to change the scale factor.



Then, click **the save icon** to keep changes.

Increase by 1.25 will show the display at 125% of the normal size.

To increase the size of the timeline only, see [3.3.5.2 Global Settings](#).

### 3.3.3.4 Administrator Access Settings



Toggle the switch on the **Administrator access** to enable this feature. This will allow only operating system administrators to be change settings.

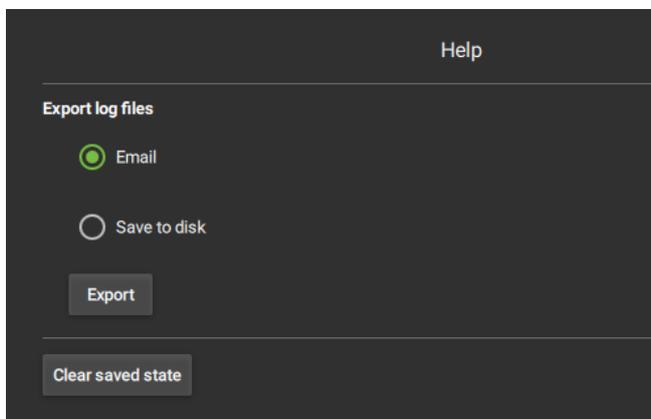
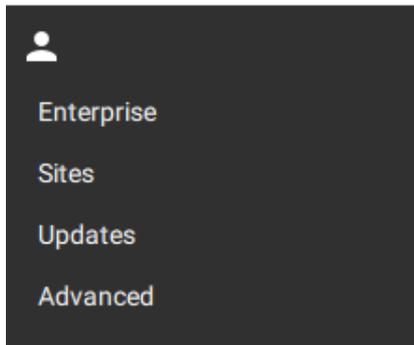
A dialogue box will pop up asking permission for the app to make changes to device.

Click Yes to enable the administrator-only feature.

### 3.3.4 Help Settings

CathesisVision Carbon - 3.1

To configure help settings, select **Help** from the drop-down menu.



Select from options to Email log files or Save to disk.

Click **Export**.

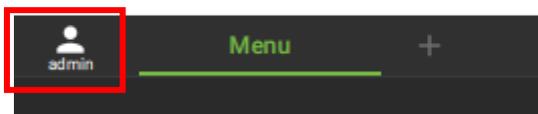
Use the **Clear saved state** button to Reset the saved tabs from the previous session.

### 3.3.5 User Settings

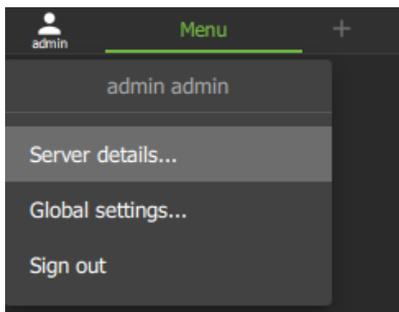
After logging in, some user settings can be changed from the home screen. These settings modify how the interface is used.

CathesisVision Carbon - 3.1

Click the user icon to select.



### 3.3.5.1 View Server Details

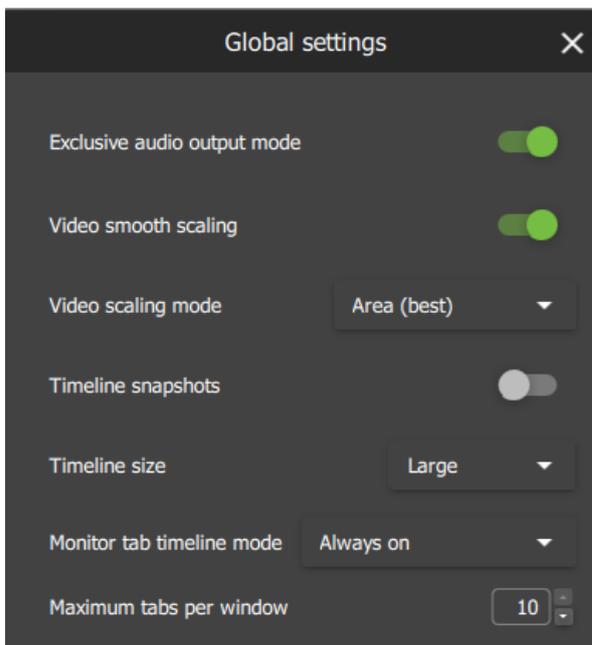


To view **Server details**, select this item from the drop-down menu.

A new dialogue box will open displaying the information (server version).

### 3.3.5.2 Global Settings

Select **Global settings...** from the menu to make changes to the appearance of the interface and the way it is used.



**Toggle the switches** to enable or disable features.

**Click the drop-down menus** to see more options. Then click to select.

**Click the arrows** to increase or decrease quantities.



Click the **cancel icon** to **exit**. This will **save changes**.

GLOBAL SETTINGS OPTIONS	DETAILS
<b>Exclusive audio output mode</b>	This allows audio to play for only one camera at a time.
<b>Video smooth scaling</b>	This fits cameras into displays using a higher performance mode. It offers better picture quality and takes more processing power.
<b>Video scaling mode</b>	Choose between options for better video image quality or faster performance. <ul style="list-style-type: none"> <li>• Area (best)</li> <li>• Bilinear (fastest)</li> </ul>
<b>Timeline snapshots</b>	This shows a thumbnail on the timeline of the footage when the mouse hovers over a point in time.
<b>Timeline size</b>	Change the size of the timeline when viewing or reviewing footage. Choose from: <ul style="list-style-type: none"> <li>• Small</li> </ul>

	<ul style="list-style-type: none"> <li>• Medium</li> <li>• Large</li> </ul>
<b>Monitor tab timeline mode</b>	<p>Choose to see the timeline in the monitor tab at certain times only, or at all times:</p> <ul style="list-style-type: none"> <li>• Always on</li> <li>• Review only</li> <li>• Always off</li> <li>• Review on, live auto</li> </ul>
<b>Maximum tabs per window</b>	<p>This will change the total tabs that can be opened from the home screen, where 10 is the maximum.</p>

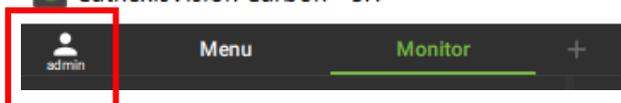
**Note:** For settings regarding resources, roles and permissions, see instructions in [7. Configuration Tab](#).

### 3.3.6 Signing Out: Return to Menu

In order to view another site, it is necessary to log out first and return to the main menu.

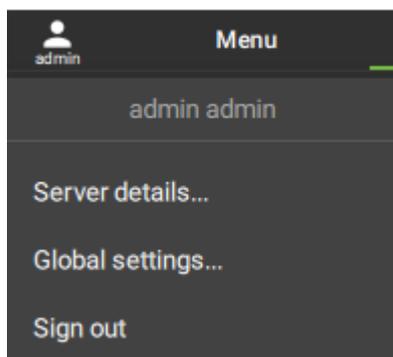
CathesisVision Carbon - 3.1

Click the user icon at the top of the screen.



CathesisVision Carbon - 3.1

A drop-down menu will appear.



Click **Sign out**.

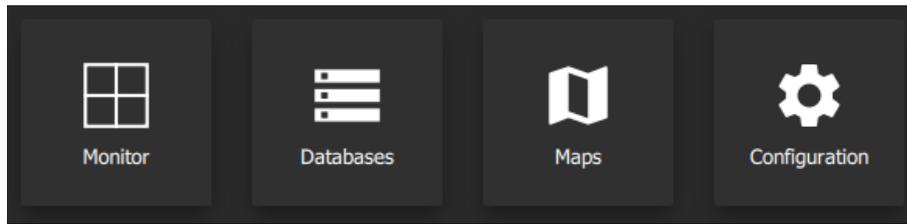
The user will be logged out and returned to the Sign in screen.

### 3.4 Home Menu Tab

Navigate the **Carbon 3.1 (Sites Installation)** interface by opening tabs from the home menu. Tabs remain open during a session and will automatically be saved for the next session. Tabs are accessed by a mouse left-click on the “+” in the top bar of the GUI next to the “admin” icon.

Carbon 3.1 (Sites installation) is designed for clients to access resources easily. Four tabs are available from the Menu: Monitor, Databases, Maps, and Configuration.

### 3.4.1 Using Tabs

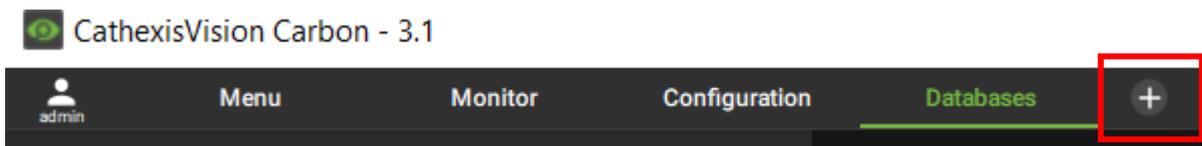


Select an option from one of the four menu items, and it will open as a new tab.

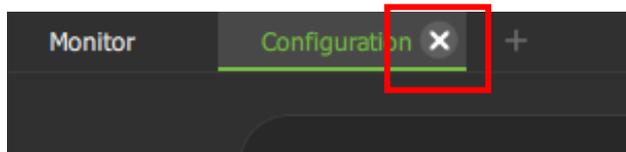
All open tabs can be viewed along the top of the screen.

#### 3.4.1.1 Return to Home Menu

To return to the *home menu tab* at any time, click the **plus icon** at the top of the screen (as illustrated below). This will open a new *home menu tab*. In this example, the plus icon is on the right-hand side. Clicking here will allow the user to add new tabs from the main menu.



### 3.4.2 Closing Tabs



To close a tab, **hover** the mouse over the tab label until the cancel icon appears.



Click the cancel icon to close the tab.

## 4. Monitor Tab

The Monitor tab is where cameras can be viewed, reviewed, searched, and archived.

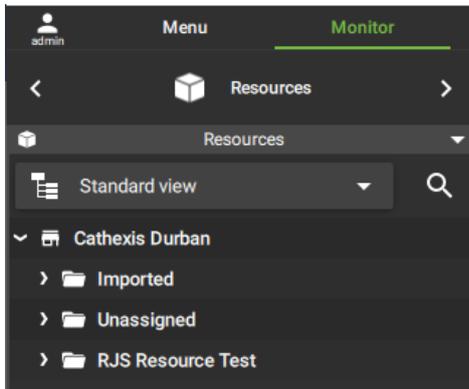


From the home menu, click the Monitor icon to create a new Monitor tab.

### 4.1 Viewing and Searching Resources in the Folder Tree

Cameras and maps can be viewed from the Monitor tab. Navigate the folder tree on the left side panel to access resources.

#### 4.1.1 Using the Folder Tree



Click on a **site icon** to view resources in the folder tree.



To view folders, click the **arrows**.

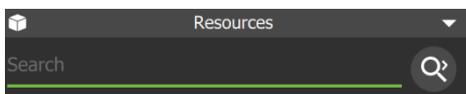
The icons indicate:



Cameras

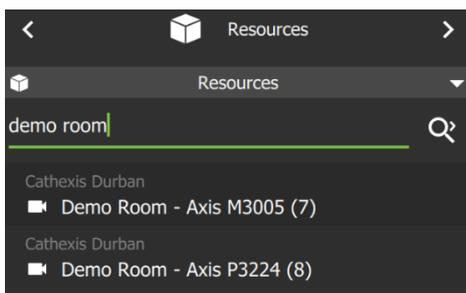
PTZ cameras

Maps



To search resources, click the **search icon**.

Then **type a term** in the search bar that appears.



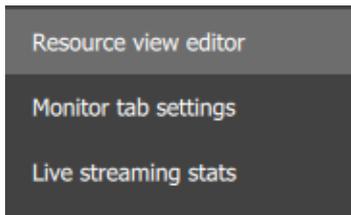
For example, the search term “demo room” yields all resources labelled with the search term.

## 4.1.2 Using the Resource View Editor

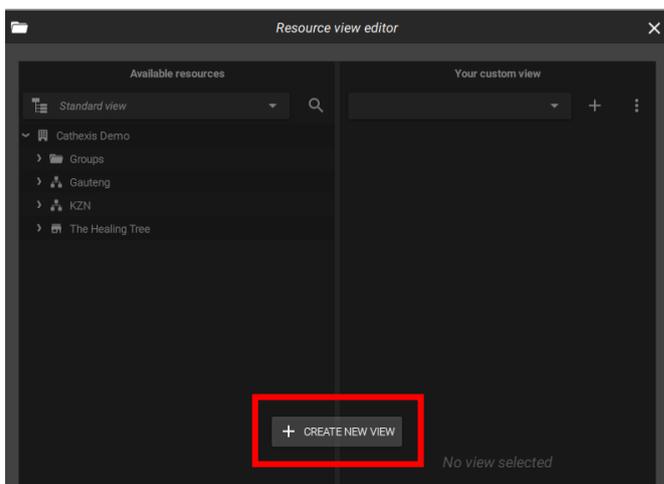
The Resource view editor allows the user to customise the folder tree for use in the monitor side panel.

### 4.1.2.1 Add a Custom Resource View

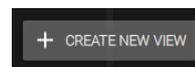
 Click the menu on the **top right** of the Monitor tab screen.



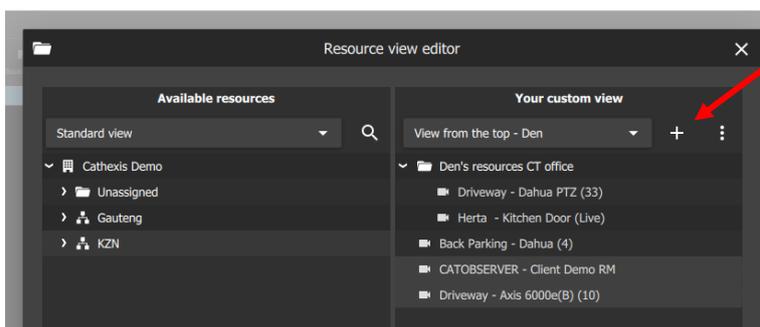
Select **Resource view editor** from the drop-down menu.



When creating a custom resource view for the *first time*, the option to add a new view will pop up in the middle of the screen.



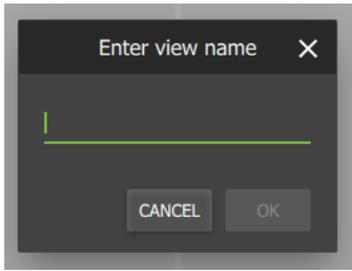
Click the button to begin creating a **custom resource view** for the first time.



If it is *not* the first time creating a resource view, use the tools on the right-hand side.



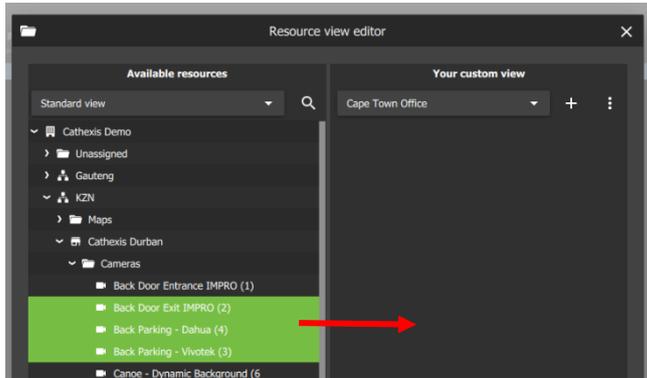
Click the **plus icon** on the right-hand side to create an additional custom resource view.



A new dialogue will pop up.

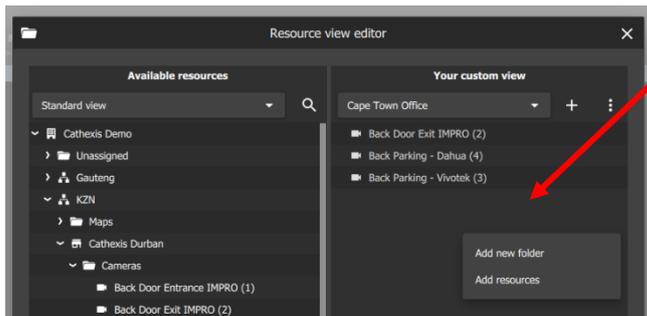
Give the custom view a descriptive name.

Select OK.



Select and drag resources from the folder tree on the left into the custom view panel on the right.

Changes will save on exit.



To add a new folder, **right-click** on the custom view panel, which is on the right.

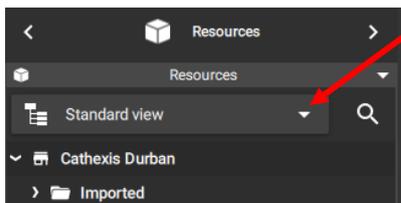
Select **Add new folder**.

**Select and drag** resources into the new folder.

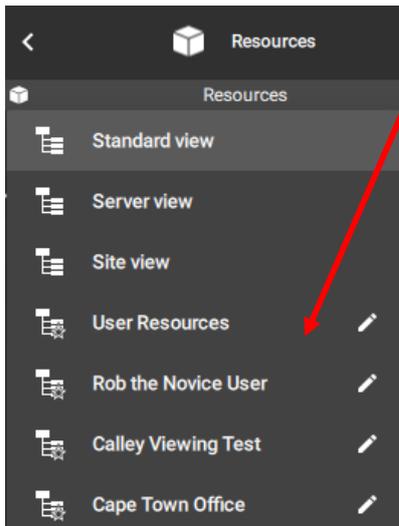
Exiting the editor will save changes to the custom view.

#### 4.1.2.2 View Custom Resource View

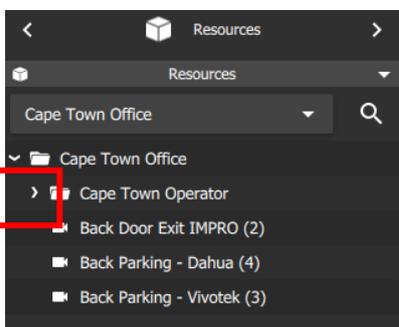
To change from standard view to a customised view of the folder tree, return to the side panel of the monitor tab main screen.



Select the drop-down menu labelled **Standard view** to see more options.



Select the **custom view** from the drop-down menu.



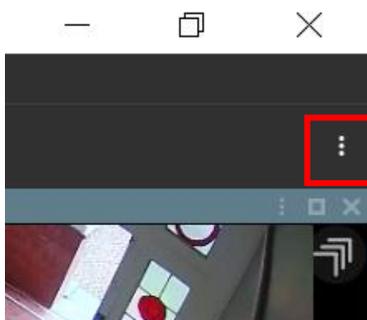
Click the arrow to open the folder.

Resources that have been added will be displayed.

## 4.2 Monitor Tab Settings Menu

Settings in the Monitor tab can be changed to allow operators to view stream information, statistics, and adjacent cameras as overlays. Timeline mode and side panels can also be adjusted. Live streaming statistics are available. **Note:** See [Section 4.1.2](#) for information on the **Resource View Editor**.

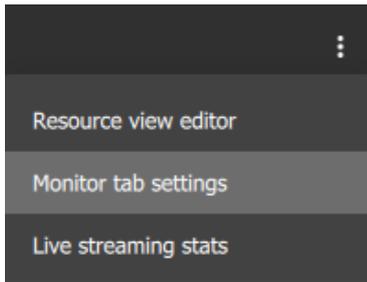
### 4.2.1 Changing Monitor Tab Settings



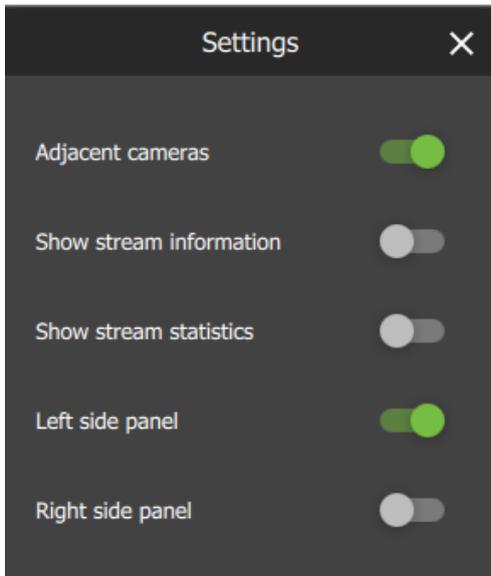
The monitor tab settings can be found in the **top right**. It is the **larger** (black) menu icon.



To change settings, select the Monitor tab **menu icon**.



Select **Monitor tab settings** from the drop-down menu.



A new dialogue box will appear.

**Toggle** the switches to enable or disable settings.

- Disabling **Adjacent cameras** will mean that clickable overlays/arrows to indicate nearby cameras will not display on videos.
- For examples of **stream information** and **stream statistics**, see below.
- **Side panels** are identical and show Resources, Layouts, Bookmarks, and Cameras with Activity.

**Tip:** A second side panel is useful for using the Cameras with Activity feature while monitoring (see [4.8.13 Monitoring Using the Side Panel](#)).

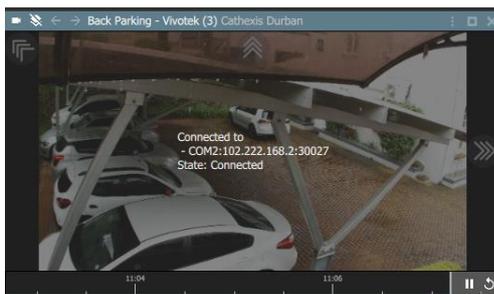


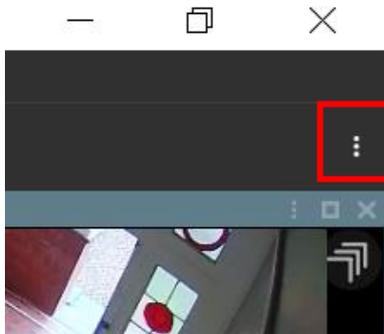
Image left: **Show stream information** (enabled).



Image left: **Show stream statistics** (enabled).

## 4.2.2 View Live Streaming Statistics

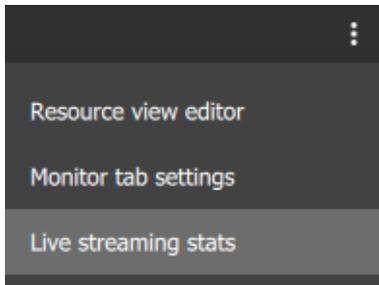
Live streaming statistics are available from the Monitor tab settings menu. First, open a layout or add cameras to the display.



The Monitor tab settings can be found in the **top right**. It is the **larger** (black) menu icon.



To change settings, select the Monitor tab **menu icon**.



Select **Live streaming stats** from the drop-down menu.

A new dialogue window will open.

When the **CAMERAS** tab is selected, as illustrated below, statistics will be shown about the cameras currently displayed in the Monitor tab.

Live stream statistics

—
□
>

CAMERAS		DECODER THREADS							
Summary									
Cameras: 6	Frame rate: 59	Drop rate: 5	Buffered size: 59.0 MB						
Decoder input Q: 10	Stalled sources: 0	Stalled decoders: 0	Decoders dropping: 0						
		Receive rate: 13.4 Mbps							
Cameras									
Camera Name	Panel	Video	Source	Decoder	Decoder	Frame timing	Display buffering	Decoder stats	Transmission stats
Back Parking - Vivotek (3)	-1x-1	-1x-1	stalled	stalled	dropping	Frame rate: 0.0 fps, Frame jitter: 0 ms, Arrival jitter: 0 ms, Display jitter: 0 ms	Frames: 0, Time: 0 ms, Drop rate: 0.0 fps	In Q: 0, Out Q: 0	In Q queued: 0, In Q rate: 0.000, Out Q rate: 0.000, Update time: 16385
Rear PTZ	-1x-1	-1x-1	stalled	stalled	dropping	Frame rate: 0.0 fps, Frame jitter: 0 ms, Arrival jitter: 0 ms, Display jitter: 0 ms	Frames: 0, Time: 0 ms, Drop rate: 0.0 fps	In Q: 0, Out Q: 0	In Q queued: 0, In Q rate: 0.000, Out Q rate: 0.000, Update time: 16385
Front Door - Exit (18)	-1x-1	-1x-1	stalled	stalled	dropping	Frame rate: 0.0 fps, Frame jitter: 0 ms, Arrival jitter: 0 ms, Display jitter: 0 ms	Frames: 0, Time: 0 ms, Drop rate: 0.0 fps	In Q: 0, Out Q: 0	In Q queued: 0, In Q rate: 0.000, Out Q rate: 0.000, Update time: 16385
Back Parking - Vivotek (3)	793x410	1920x1080	stalled	stalled	dropping	Frame rate: 5.4 fps, Frame jitter: 4 ms, Arrival jitter: 0 ms, Display jitter: 11 ms	Frames: 4, Time: 600 ms, Drop rate: 0.0 fps	In Q: 0, Out Q: 1	In Q queued: 0, In Q rate: 4.420, Out Q rate: 0.000, Update time: 16385
Rear PTZ	793x410	1920x1080	stalled	stalled	dropping	Frame rate: 27.8 fps, Frame jitter: 6 ms, Arrival jitter: 0 ms, Display jitter: 15 ms	Frames: 7, Time: 240 ms, Drop rate: 0.0 fps	In Q: 9, Out Q: 2	In Q queued: 0, In Q rate: 4.420, Out Q rate: 0.000, Update time: 16385
Front Door - Exit (18)	793x410	1920x1080	stalled	stalled	dropping	Frame rate: 25.6 fps, Frame jitter: 0 ms, Arrival jitter: 0 ms, Display jitter: 7 ms	Frames: 8, Time: 280 ms, Drop rate: 4.5 fps	In Q: 1, Out Q: 2	In Q queued: 0, In Q rate: 4.520, Out Q rate: 0.000, Update time: 16385

Live stream statistics



Select the **DECODER THREADS** tab to switch display to decoder threads statistics.

Live stream statistics

ID	Jobs	Load	Load score
17220	1	5%	2.09 MP
15716	1	12%	2.07 MP
13428	1	15%	2.09 MP
12996	1	7%	2.09 MP
11636	1	13%	2.07 MP
1560	0	4%	0.00 MP

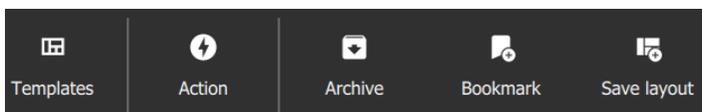
Decoder threads will appear as illustrated.

## 4.3 Templates

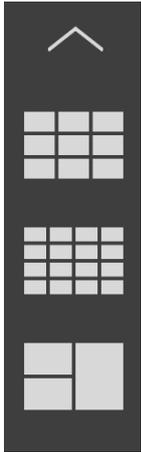
The user may select from various templates or customise a unique display by modifying the shape, size, and number of panels.

Once a template has been saved, multiple resources can be added, and saved, to create a layout.

### 4.3.1 Choosing a Template

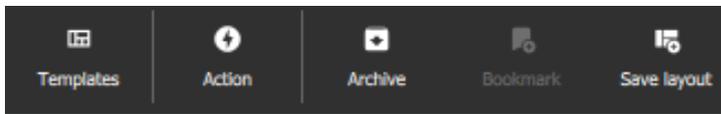


To choose a **standard display**, click **Templates** at the top of the screen.

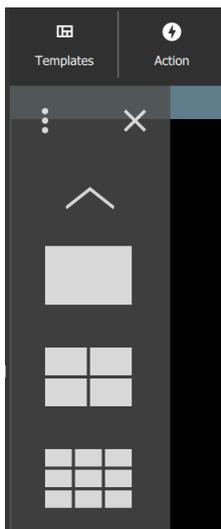


Some examples of templates are illustrated in the image alongside.

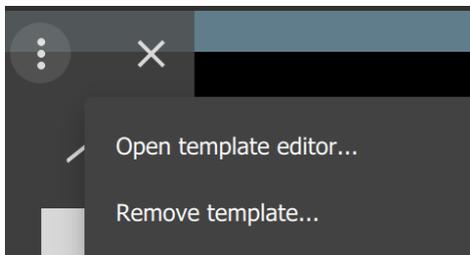
### 4.3.2 Building a Display for a Customised View



To build a customised display, navigate to the **templates tab** at the top of the screen.



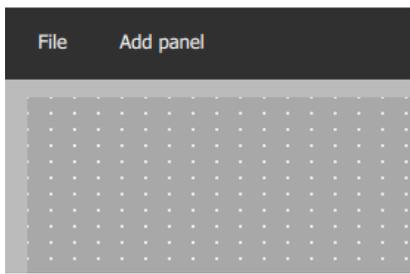
Click the **menu icon** on the top left of the drop-down display.



Select **Open template editor...**

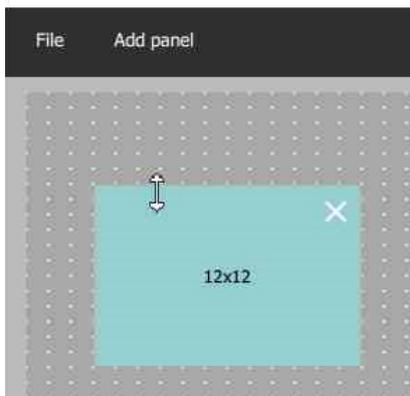
### 4.3.2.1 Creating a Template

Template Editor



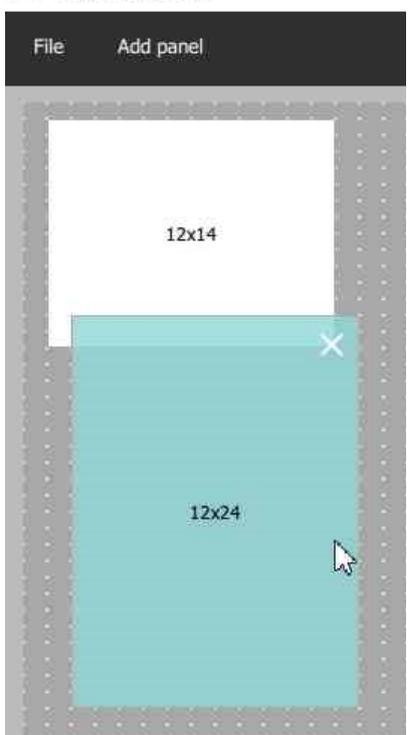
Select the **Add panel** button or right-click to add new panels.

Template Editor



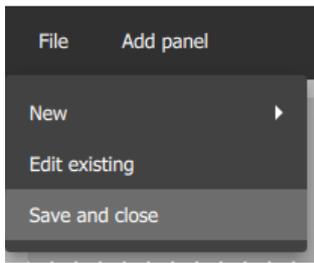
Use the **resize tool** to increase or decrease the dimensions of the panels.

Template Editor

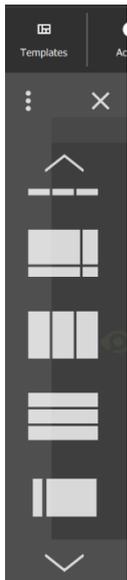


Click and **drag panels** to arrange.

**Template Editor**



To save, go to **File**, and select **Save and close** from the drop-down menu.

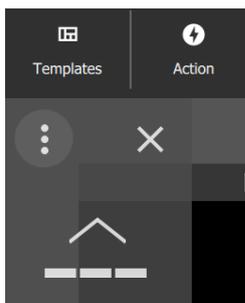


To locate the new template, go to the main Monitor tab.

Select **Templates**.

**Scroll down**. The new template will appear **at the bottom** of the saved templates.

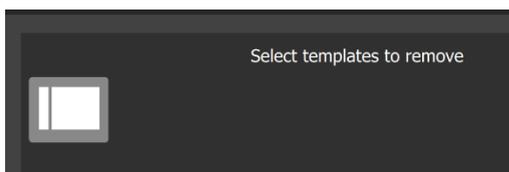
#### 4.3.2.2 Removing a Template



To remove or delete a template, select the **menu icon** from the Templates drop-down menu.

Select **Remove template...**

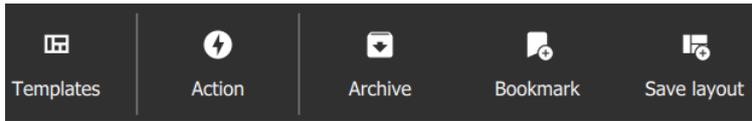
A new dialogue box will open.



Select from options of templates created by the user. Click REMOVE SELECTION at the bottom of the screen.

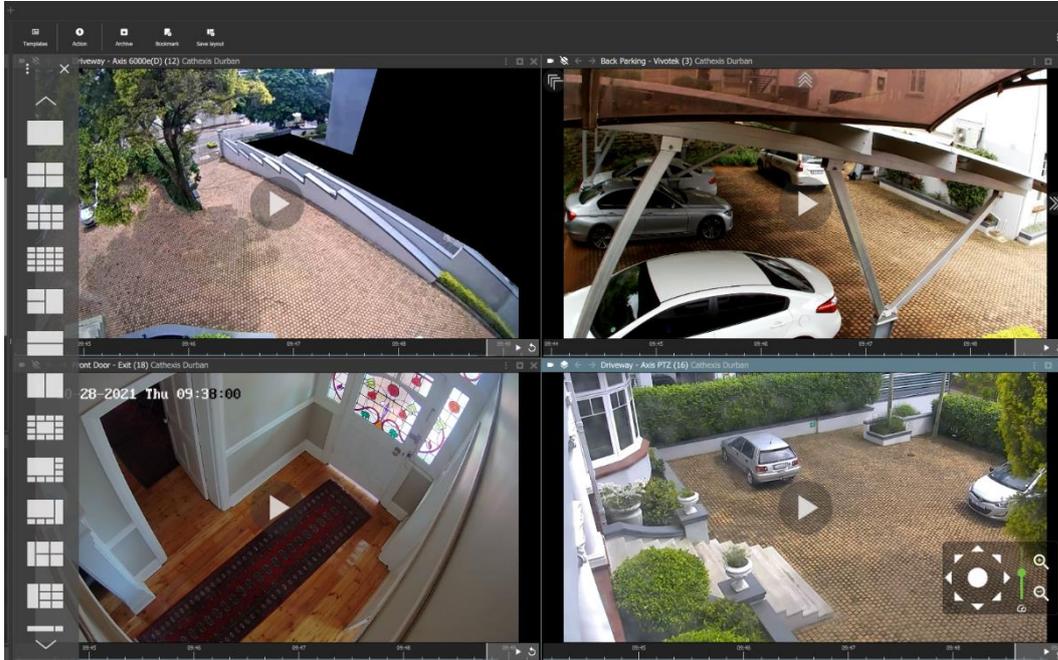
#### 4.3.2.3 Changing the Template While Viewing Cameras

It is possible to change the format of a display during viewing, if more or fewer cameras are required.

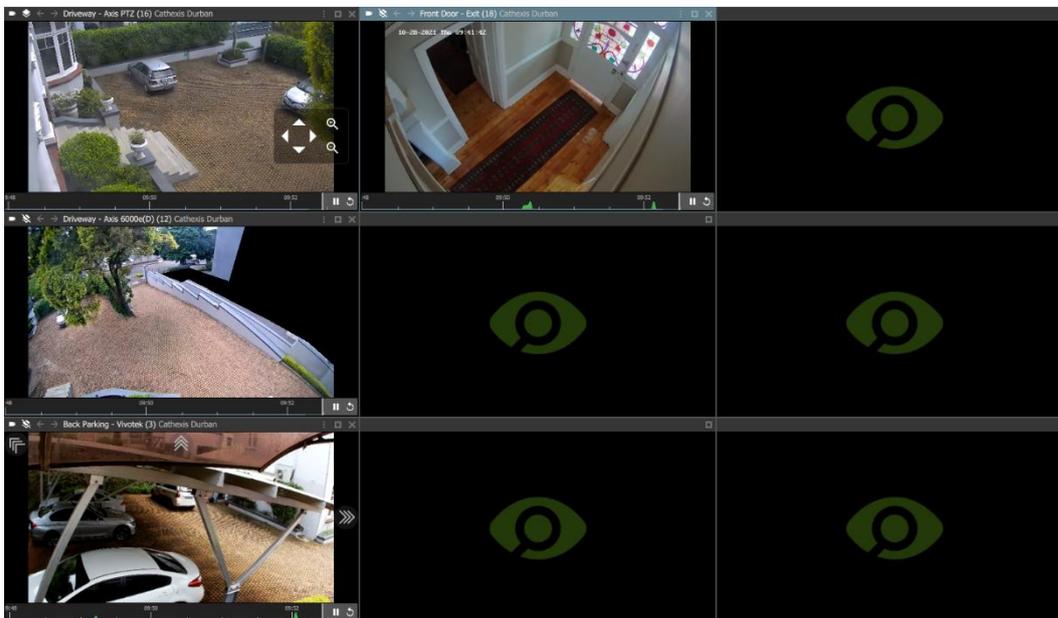


Click the **Templates** icon on the top menu bar.

The saved templates will drop down over the display as illustrated below. **Select** a new template.

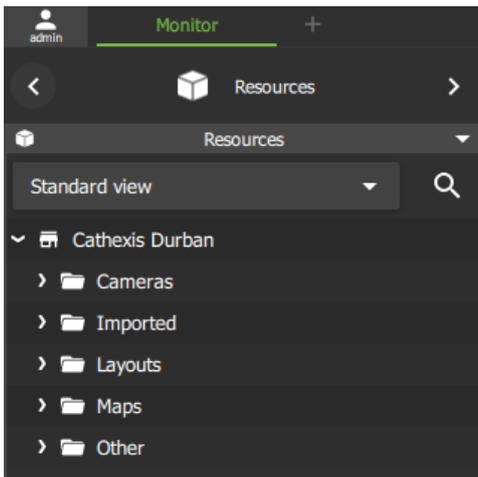


The feeds will automatically rearrange within the new template. Illustrated below is an example of an automatic rearrangement in a 3x3 display.



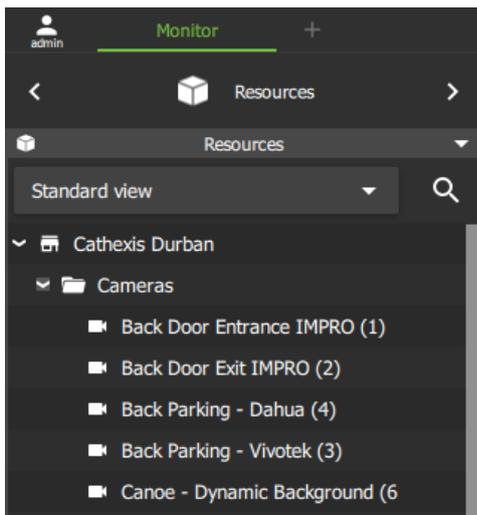
To move cameras between displays, **click the menu bar** at the **top** of a thumbnail. Then, hold down the mouse to **drag and drop** onto any other display panel.

## 4.4 Creating a Layout: Adding Resources to a Template



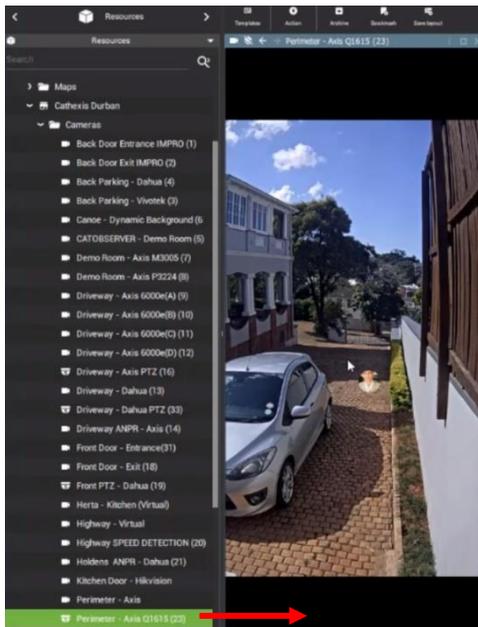
Click the **arrows** next to the resource folders to view lists of individual **resources**.

### 4.4.1 Adding a Camera



To view available **cameras**, click the **arrow** next to Cameras on the folder tree.

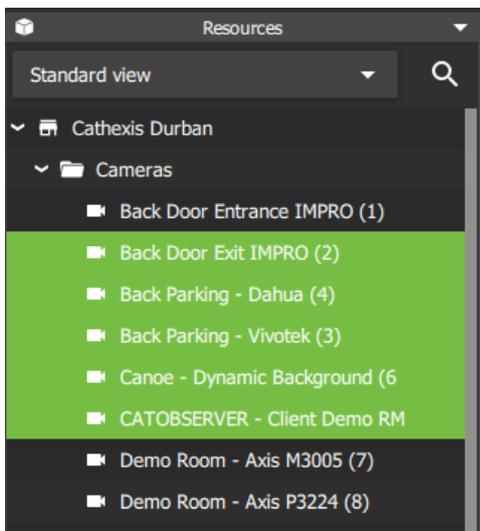
The cameras will open in a list below.



**Drag and drop** from the Cameras list onto the display panel.

Match the camera view to the appropriate display panel. The size and shape of the display may be different depending on the type of camera.

In the image alongside, the vertical display panel fits the perimeter camera display size.



A user may **select and drag** multiple items at once. To select multiple resources:

- Ctrl + Click** Hold down Control, and click non-consecutive (separate) items to include.
- Shift + Click** Hold down Shift, and click the first and last item in a list of consecutive items (next to each other). This will include all resources between the first and last clicked item.

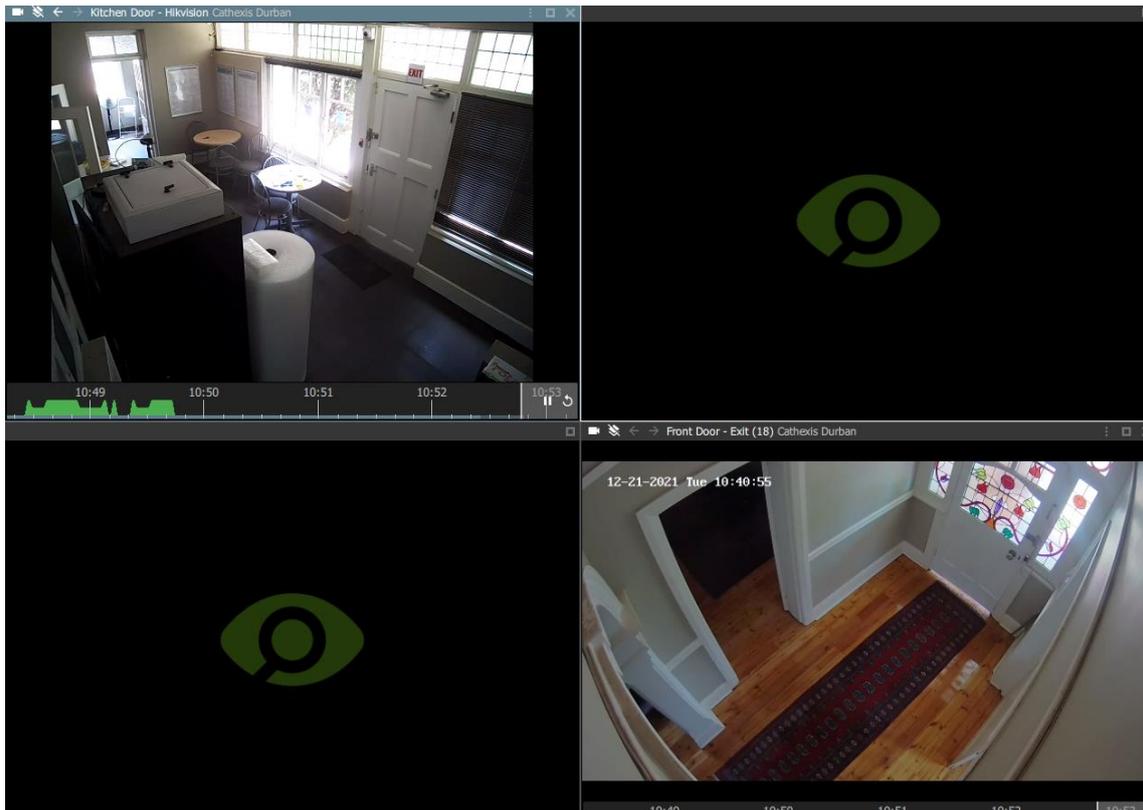
#### 4.4.1.1 Rearranging Cameras in Display Panels

To move a camera from one display panel to another:

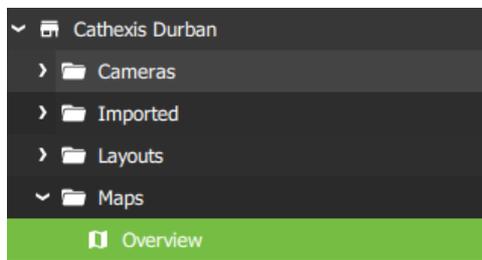


**Left-click** the **bar** on top of the display panel; **hold** down; **drag** into an empty display panel.

A thin white square around the frame will indicate the placement. Then release the mouse to drop the camera into the panel.



### 4.4.2 Adding a Map



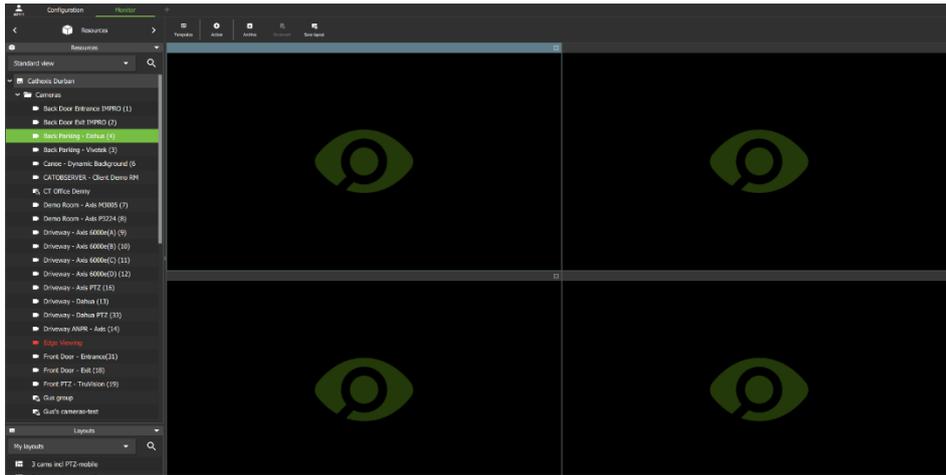
From the folder tree, select the **folder or group** where the map is saved.

**Drag and drop** the map into a display panel.

## 4.5 Auto Layout

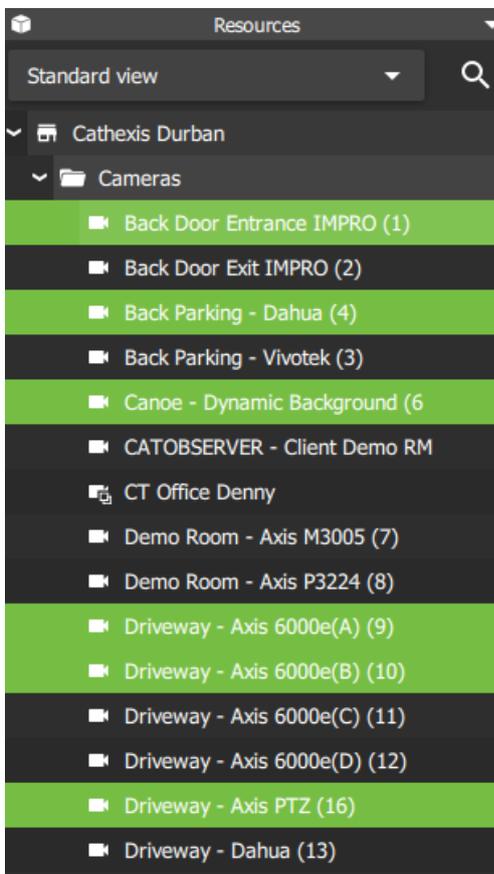
### 4.5.1 Add Selected Cameras Using Auto Layout

When adding cameras, it is not always necessary to create a layout or choose a template. Auto layout adapts the display to fit the number of cameras that are added.



Begin with any template or display.

Displays containing video will be replaced.

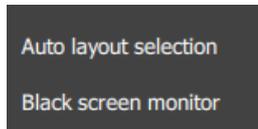


Select multiple cameras at once:

**Ctrl + Click** Hold down Control, and click non-consecutive (separate) items to include.

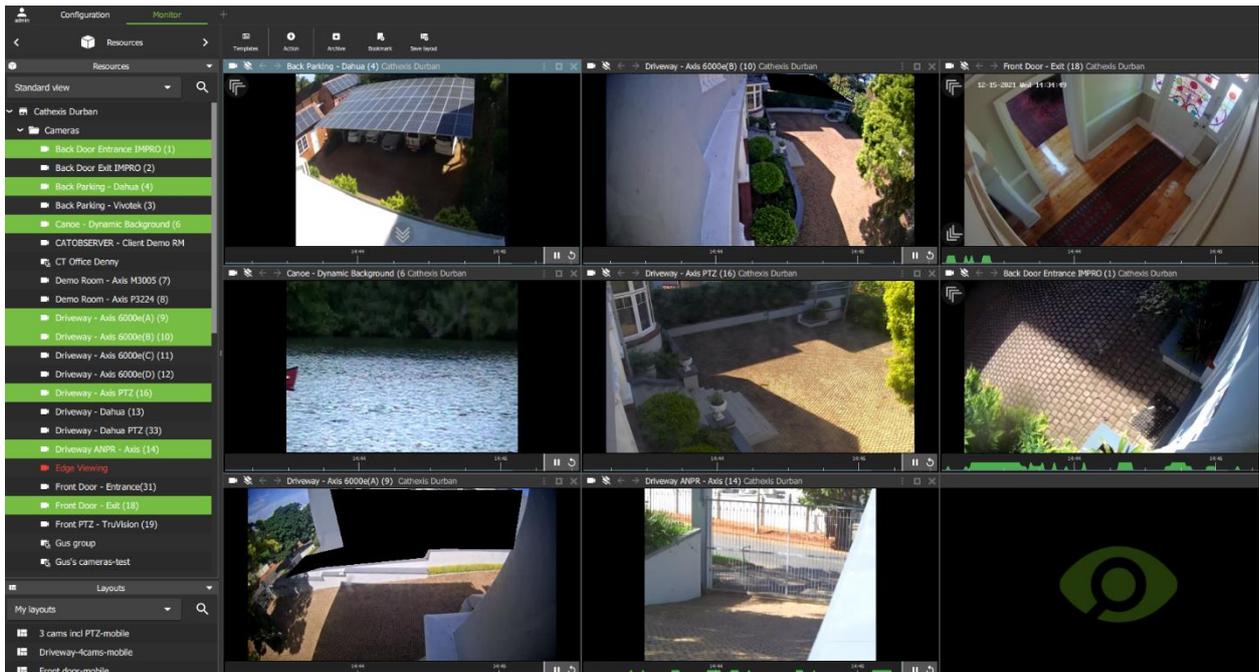
**Shift + Click** Hold down Shift, and click the first and last item in a list of consecutive items (next to each other). This will include all resources between the first and last clicked item.

**Right-click** on one of the selected cameras.



Select **Auto layout selection** from the drop-down menu which opens.

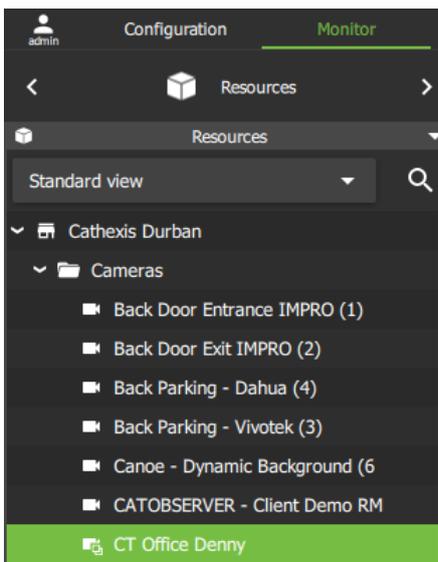
The cameras will open in the display on the right, as illustrated in the image on the following page.



### 4.5.2 Add a Camera Group Using Auto Layout

For existing camera groups, the auto layout feature places the cameras in display panels in a suitable format. There are two ways of adding a camera group to the display using auto layout.

#### OPTION 1: RIGHT-CLICK

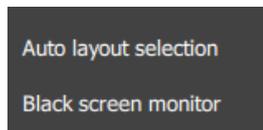


Select the **camera group** from the list in the folder tree on the left.



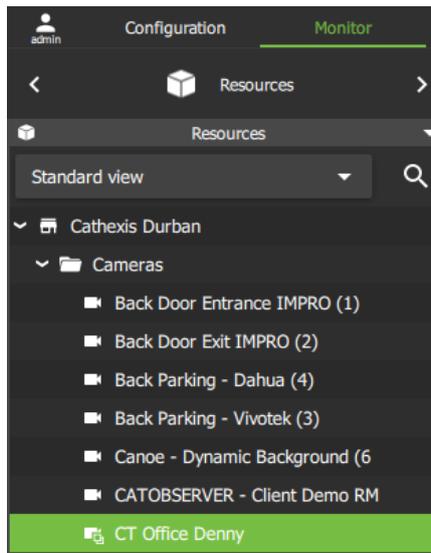
Camera groups are indicated by the **groups icon**.

Right-click the group name.



Select **Auto layout selection** from the drop-down menu which opens.

## OPTION 2: DRAG AND DROP



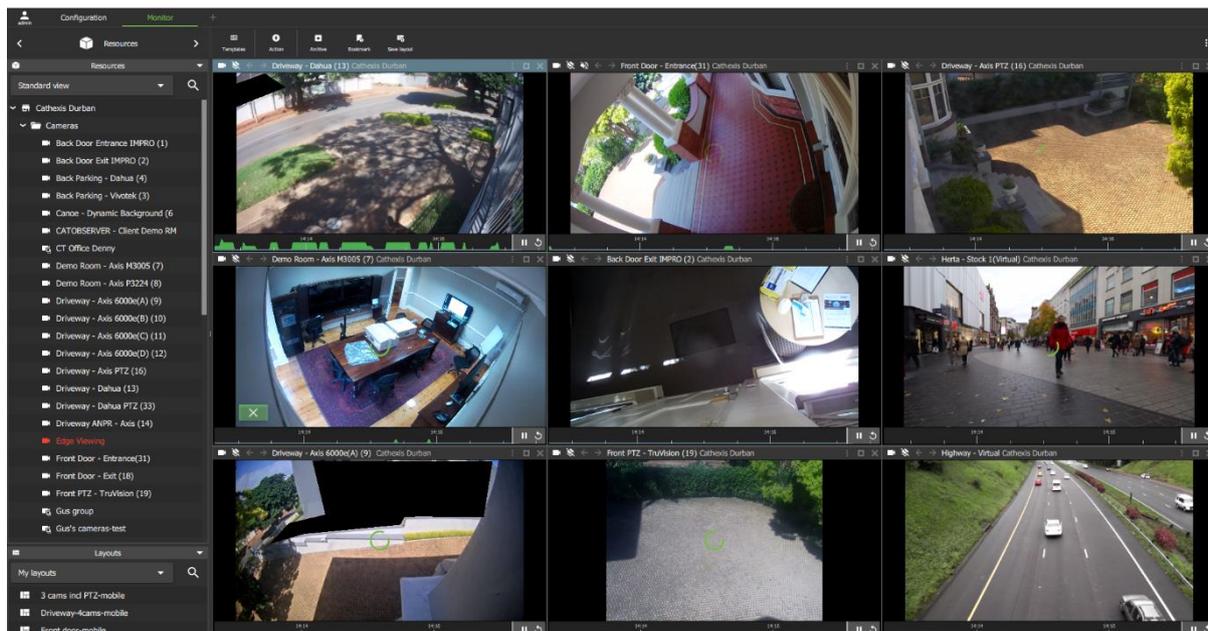
Select the **camera group** from the list in the folder tree on the left.



Camera groups are indicated by the **groups icon**.

**Drag** the item from the list into **any display panel** on the right-hand side.

All the cameras in the group will open in the display on the right.



The camera group will replace videos in the displays.

**Note:** Camera groups can be created in the Configuration menu.

## 4.6 Layout for Black Screen Monitoring

Black screen monitoring is a function where only cameras which generate alarm signals activate footage in monitors. Black screen monitoring in a Cathesis system incorporates Cathesis analytics, system events, and third-party integrations into this feature. The black screen monitoring function allows video to be sent to a monitor only when these events are detected.

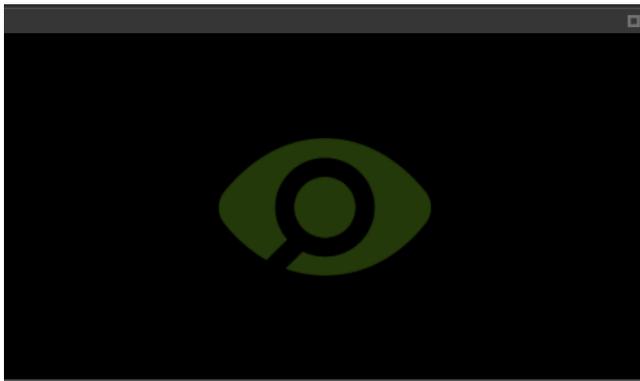
Events may include, for instance, line crossing, object detection, or a third-party system event like a person entering a gate using an access control system.

**Note:** Details of events may be viewed from the Database tab on Carbon, but configuration and setup must be managed from the CatSite (CathexisVision client) interface.

### 4.6.1 Add Cameras to Display for Black Screen Monitoring

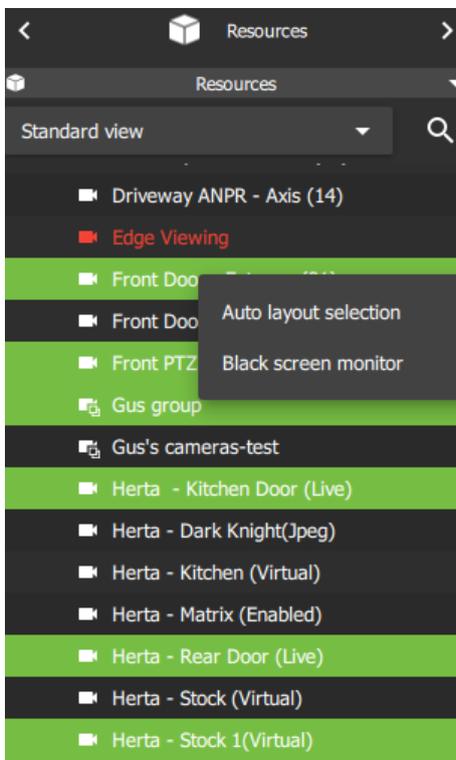


Choose a suitable template or use a single display.



Select a destination display panel by clicking anywhere within the panel.

This display panel will become active after selecting cameras.

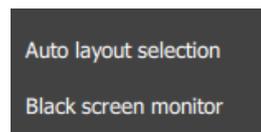


A user may select multiple items at once. To select multiple resources:

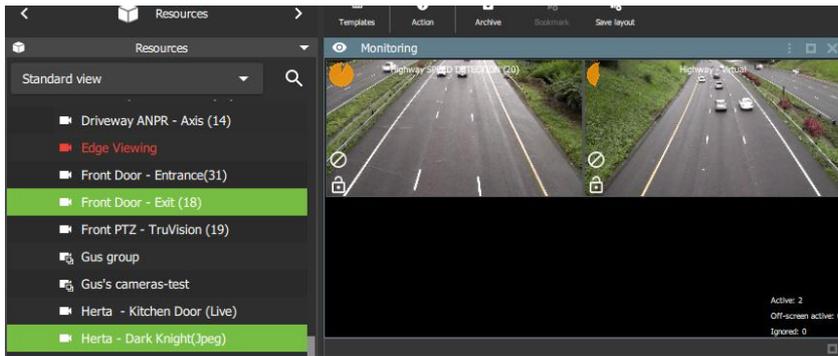
**Ctrl + Click** Hold down Control, and click non-consecutive (separate) items to include.

**Shift + Click** Hold down Shift, and click the first and last item in a list of consecutive items (next to each other). This will include all resources between the first and last clicked item.

**Right-click** on one of the selected cameras.



Select **Black screen monitor** from the drop-down menu which opens.

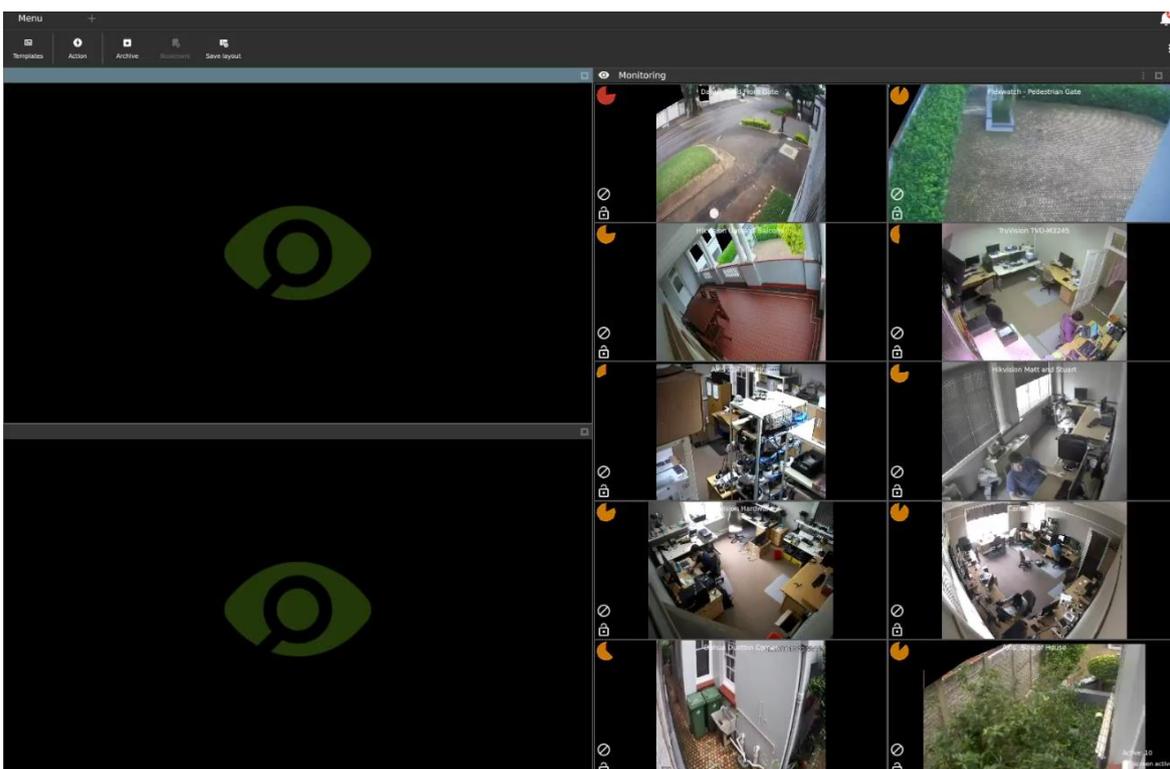


All cameras will display in the single selected display panel.

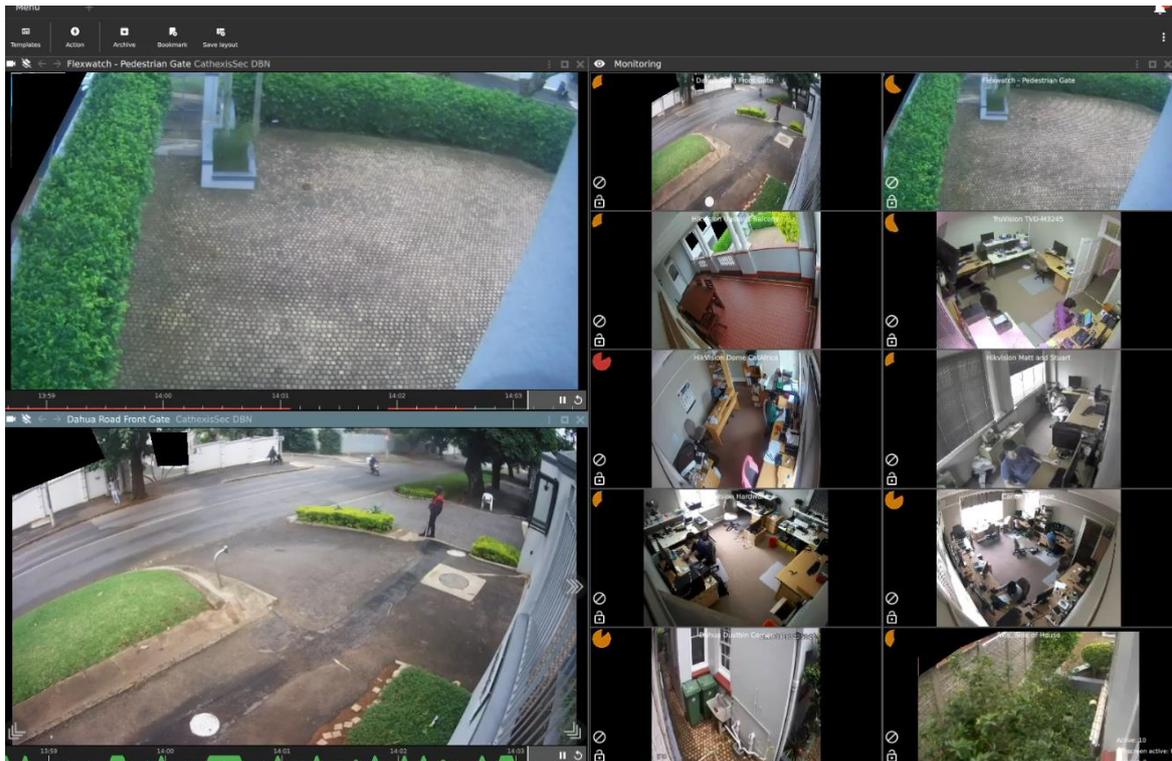
#### 4.6.1.1 Open Black Screen Monitor Cameras in Other Display Panels

After black screen monitor cameras have been added to a display panel, it is then possible to open one of those cameras in another monitor panel.

In the example below, a template has been chosen with a larger vertical panel, on the right, for the black screen monitor cameras. Two empty display panels, on the left, are available for individual cameras to be displayed.



To display individual cameras, **left-click** a camera, and **drag and drop** into the empty display. In the example below, the two cameras in the top row of the group are selected; then a drag and drop action is used to display the cameras in the two empty display panels.



## 4.6.2 Layout Settings for Black Screen Monitoring

### 4.6.2.1 View Options

The following view tools are available:



Click the **cancel icon** to ignore the camera. This will hide the camera.



Click the **lock icon** to lock the cameras on screen, so that video footage will show in the black screen monitor panel without being triggered by an event.



Click the closed lock icon to **unlock** the camera, and return to default. The camera will only appear when triggered by an event.



The **clock face** is a visual depiction of the remaining time the footage will display after the event. Adjust expiry time and minimum display time to change the length of time.



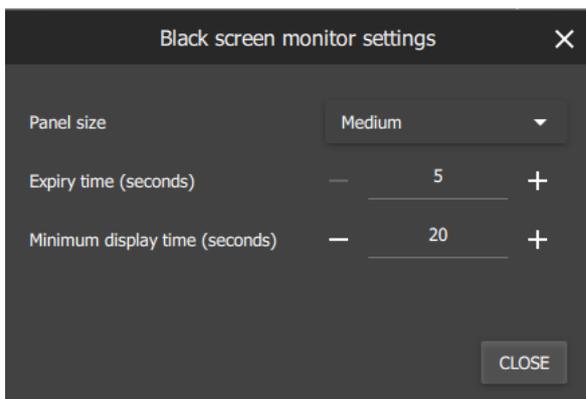
View option changes will reflect in the overlay in the bottom right-hand corner of the display panel.

### 4.6.2.2 Settings (Black Screen Monitor)



To change settings, **right-click** a display panel.

A new dialogue box will open with settings options.



Adjust **Panel size** using the drop-down menu. Choose between:

- Small
- Medium
- Large

Adjust **Expiry Time** and **Minimum display time** (seconds) using plus and minus buttons.

**Expiry time** is the length of time the camera remains displayed in the monitor after no further activity.

Example Using the settings in the image alongside, the camera feed will drop off the screen 5 seconds after the event/motion stops.

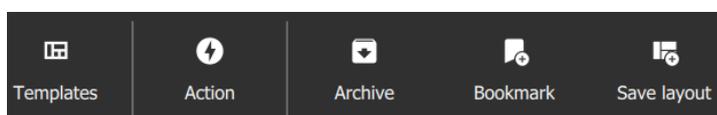
**Minimum display time** is a minimum length of time for all clips to be displayed.

Click CLOSE to finish.

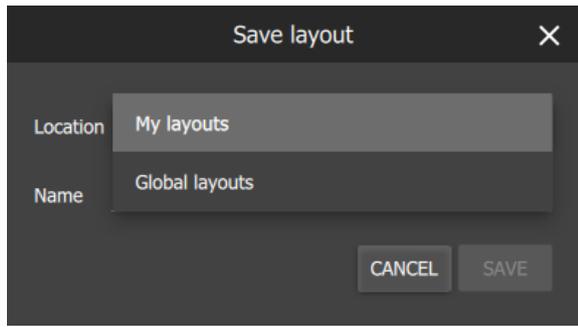
## 4.7 Save Layout

### 4.7.1 Save New Layout

The selected camera views and layout format can be saved to be viewed at a later stage. To save layout and camera views:



Click the **Save Layout icon** on the top menu bar.



Choose a **file location**.

**My layouts** will only be available to the user.

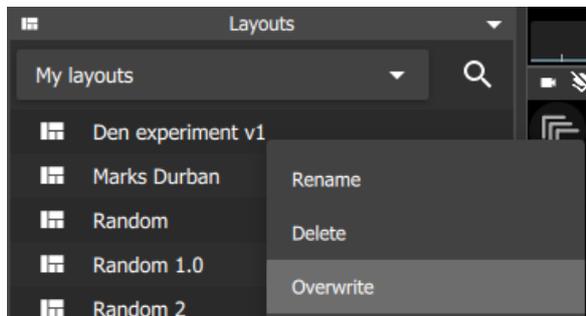
**Global layouts** are visible to other users using the Carbon GUI or new CathexisVision Mobile. They are not compatible with the CathexisVision GUI.

Enter a descriptive name.

Click **SAVE**.

### 4.7.2 Save Changes to Layout

It is possible to change the resources at any time, and save over the existing file.



To save changes: go to the **Layouts menu** on the left-hand panel.

**Right-click** the file/layout name.

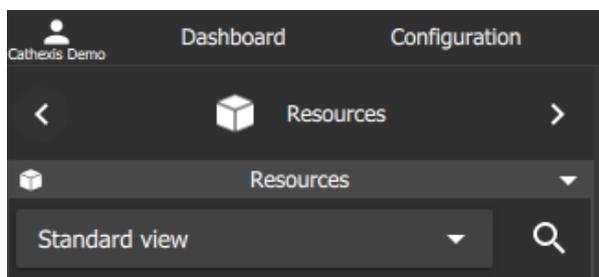
Select **Overwrite** from the drop-down menu.

Click **OK**.

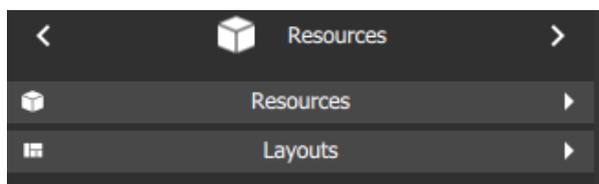
### 4.7.3 Locating Saved Layouts

There are two ways of locating the saved layout.

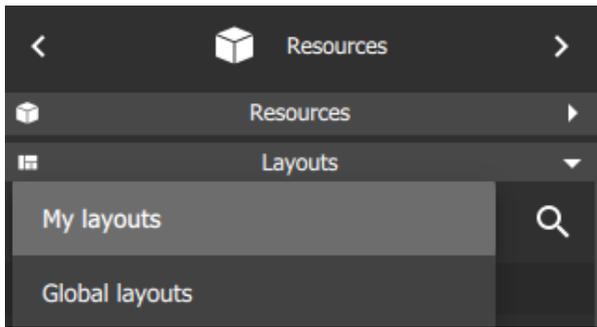
#### OPTION 1: SMALL LAYOUT MENU BAR



Click the smaller **Resources menu bar** on the left of the screen to collapse the folder.



Click the **Layouts folder**, which sits underneath Resources.

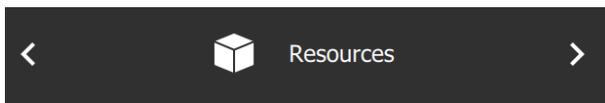


Select the folder where the layout was saved.

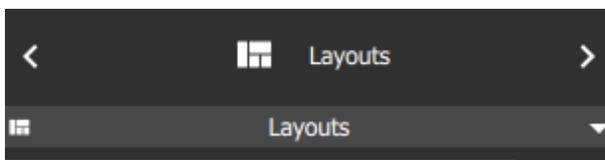


Select the saved layout from the menu on the left-hand side.

#### OPTION 2: LARGE LAYOUT MENU BAR



From Resources, **click the arrows** to scroll. Click the right arrow twice.



The Layouts menu should appear next.

## 4.8 Viewing and Reviewing Cameras

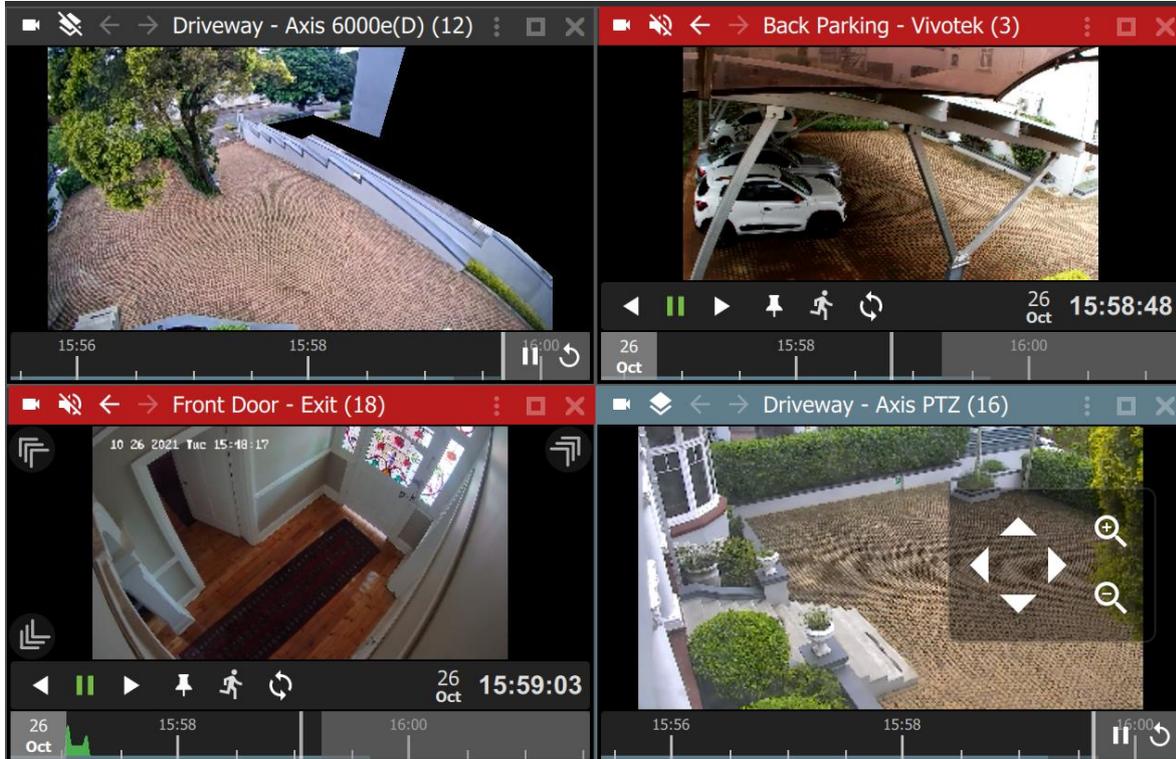
Users may view live camera feeds and review recorded footage *at the same time* using multiple display panels.

- Live mode allows the user to view a camera in *real time*.
- Review mode allows *recorded video* to be searched, tagged, bookmarked, and archived.

This section contains a description of the main display and a short glossary, followed by detailed instructions for search tools. The Smart search features supported by Cathexis are **Snap search**, **Motion quick search**, and **Motion search**.

### 4.8.1 Camera Panel Display

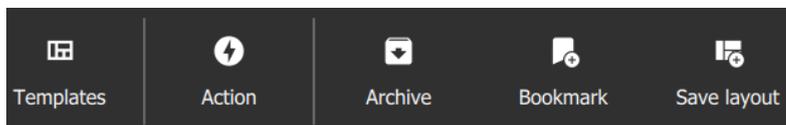
The cameras will display according to the saved layout. Cameras can be added and removed at any time. Live and review modes can be viewed simultaneously as illustrated below.



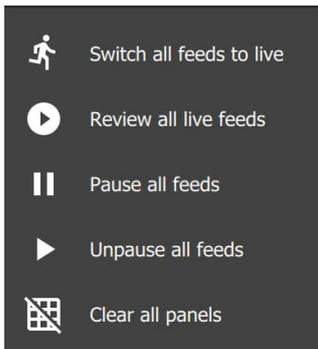
#### 4.8.1.1 Switch Between Live Mode and Review Mode

- Live mode allows the user to view a camera in real time.
- Review mode allows recorded video to be searched, tagged, bookmarked, and archived.

#### Action Icon



Click the **Action icon** on the top panel to switch between modes.



Select from the drop-down menu.

Click **Switch all feeds to live** to change all review feeds to live mode.

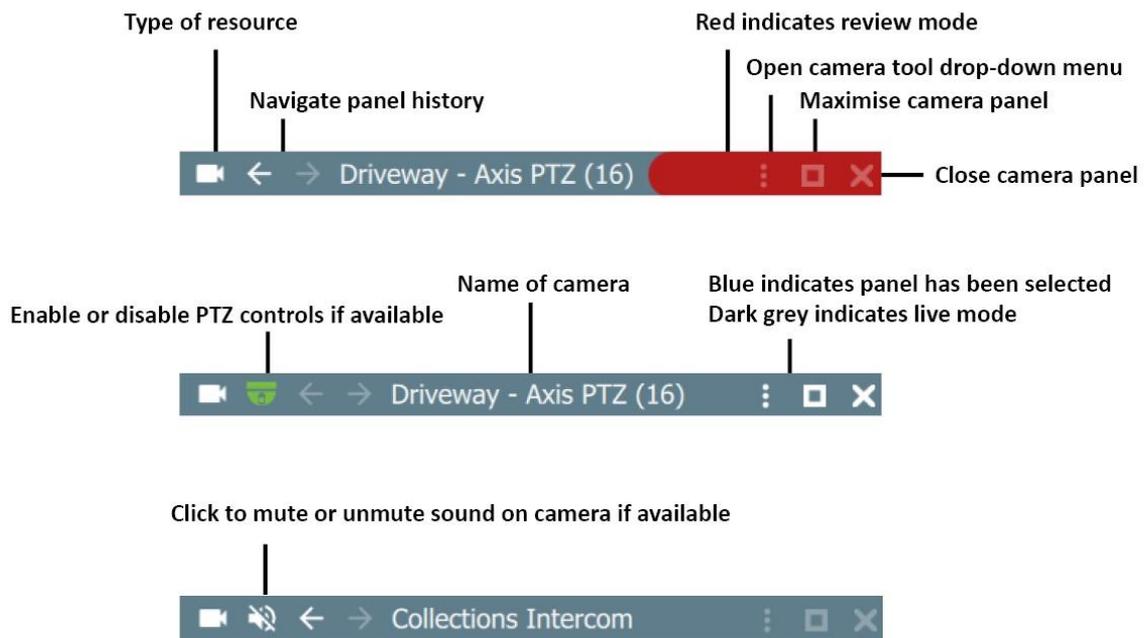
Click **Review all live feeds** to view all feeds in review mode.

Select **Clear all panels** to remove cameras from the display panels in the template.

Alternatively, switch from live to review mode by double-clicking the timeline. The review controls will appear.

#### 4.8.1.2 Display Panel Top Bars

The top bar indicates mode by colour, and can be used to access menu items, overlays, sound settings, or to enlarge a display panel. See the diagram below for details.



#### 4.8.1.3 New Display/Single Panel Menu Icons

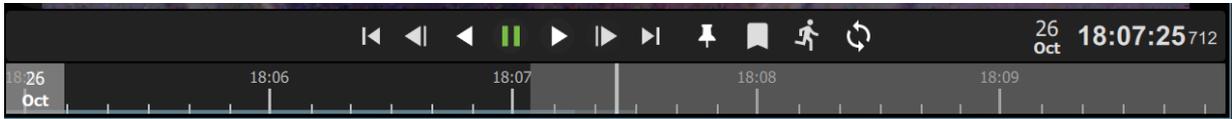


If a camera has been opened into a single panel display, clicking the **minimise/small square** icon will return the user to the layout.

The **close/cross** icon will close **all** cameras, including the Layout. Open a Layout to start again.

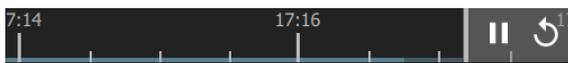
#### 4.8.1.4 Timeline

The timeline bar underneath the camera feed represents chronological time, and is interactive for searching in review mode.



##### Live mode

In live mode, the timelines in the view screens will move in real time.



ICON	FUNCTION
	Click Pause live icon to hold an image in place.
	Click the Skip icon to skip back five seconds.

##### Review Mode

In review mode, the timeline can be used to search footage by scrolling left and right. The timeline indicates the ongoing live recording, by showing future time in grey as depicted below.



#### 4.8.1.5 Timeline Key

SYMBOL	DESCRIPTION
	The thin blue line at the bottom of the bar indicates that there are recordings available (non-event recording).
	No blue line indicates no recordings. No blue line may indicate that a connection is down. Use the dashboard tab to view status.
	The grey area at the end of the timeline represents future time.
	The vertical bar indicates the end of the timeline in live mode, and corresponds with present time.
	A red line indicates event recording.
	The green graph indicates motion. More motion is depicted by a higher crest.

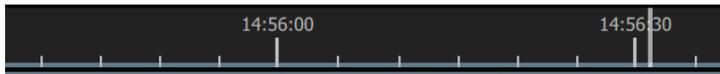
#### 4.8.1.6 Zoom in or Out on Timeline to Adjust Time Frame

The time frame, represented by the timeline bar, can be adjusted ranging from days to seconds.

The zoom in/zoom out function is available on a mouse with a scroll tool.

First, click on the timeline to select.

**Note:** If the display panel is selected, rather than the timeline, using the scroll tool on the mouse will enlarge or reduce the scale of the image in the display.

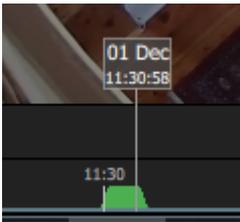


Narrow the time frame (zoom in) by scrolling up with the wheel.



Widen the time frame (zoom out) by scrolling down with wheel.

#### 4.8.1.7 Date and Time Pop-up on Timeline



**Hover** over a point in the timeline to see the date and exact time. A pop-up will appear.

Click to **skip** to the date and time indicated by the pop-up.

#### 4.8.1.8 Digital Zoom on any Monitor

It is possible to zoom in on any camera using *digital* zoom.

Alternatively, to zoom in by *controlling* a PTZ camera, see the instructions in the next sections: [4.8.1.9](#) and [4.8.1.10](#).



To zoom in digitally, **click on an area in the display** e.g. the top right corner.



Then, use the **scroll tool** on the mouse to **zoom in** on the selected area.

An *orange dot* will indicate the centre of the zoom area.

The relative position within the video will be indicated in green in the bottom left of the frame.



Click the cancel icon to return the monitor to its original view.

#### 4.8.1.9 PTZ Control Using PTZ Overlay

If a Pan-Tilt-Zoom camera is added to the display, it may be possible to control the camera remotely depending on user permissions.

This subsection shows how to use the PTZ controls that appear in the main display. For information about how to use the PTZ menu bar that appears on the left-hand side, see section [4.8.12 PTZ Menu](#).

PTZ overlays only function in live mode, and only on PTZ cameras.

### Enabling PTZ Control

#### OPTION 1: OVERLAY ICON

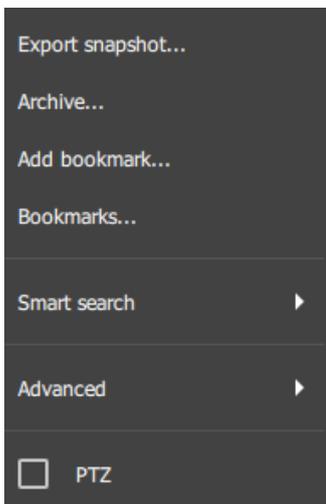


Click the **overlay icon** on the top menu bar in the display panel.

The icon will turn green when overlays are enabled and the PTZ control overlay will appear in the main display.

#### OPTION 2: RIGHT-CLICK

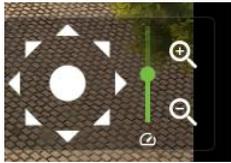
Right-click a display panel to see the drop-down (context) menu.



Click in the PTZ checkbox to select.

**Note:** This function will only be available if the camera on the selected display has pan-tilt-zoom capability.

## Using PTZ Controls



To change the direction of the camera, **single click** the arrows, or, use a **long hold** on the arrows.



Pull the central control like a joystick to move the direction of the camera.



To zoom in or zoom out, **single click** or use a **long hold**.

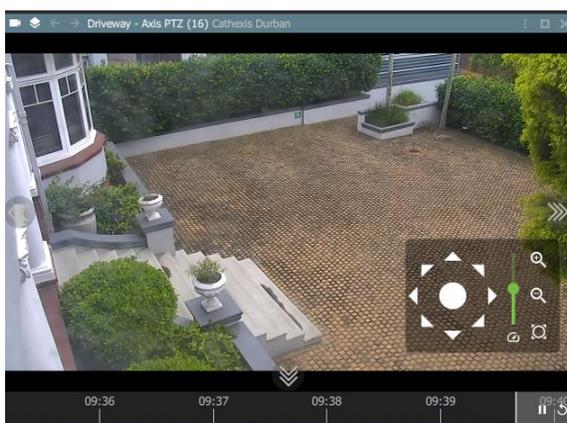


On smaller displays, a limited control tool is available, as shown in the image on the left.

### 4.8.1.10 Area Zoom an Axis or Dahua PTZ Camera

The area zoom tool is a quick way of controlling the camera when a user wishes to zoom in on a specific area. Instead of using the controls, and manually adjusting the camera, it is possible to draw a frame around the area on the display on Axis PTZ cameras.

- This is currently only supported for Axis and Dahua PTZ cameras.
- This feature will only be available if the user/role has PTZ permissions.



PTZ overlay must be **enabled**.

The display must be in **live mode**.

This feature is only available on **Axis and Dahua PTZ cameras**.



While holding down **Shift**, **draw a frame** around the zoom area.

Release, and wait a few moments for the camera to zoom in on the selected area.

**Note:** The scroll tool may also be used for *digital* zoom.

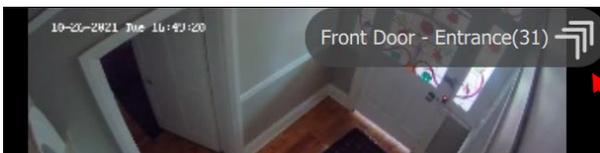
#### 4.8.1.11 Adjacent Cameras Tracking Tool

The adjacent cameras feature allows operators to navigate quickly between cameras.

- This feature can be used to follow a person in **real-time** using linked cameras.
- Adjacent cameras can also be used in **review mode** to track an incident, for example, an intruder or object moving around a property.



Adjacent cameras appear over the camera image as a **triple arrow** with a label in the direction of the camera, as configured in CathesisVision by the site administrator.



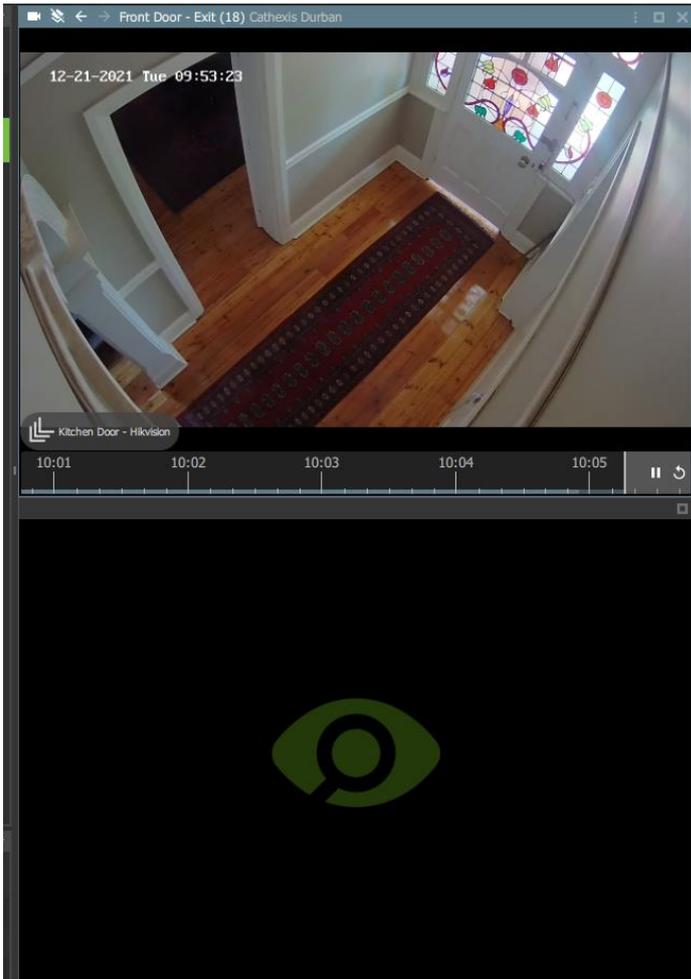
**Hover** the mouse over the display to show arrows and labels.

**Click the arrows** to view the nearby camera in the direction an object is moving.

**Tip:** Use adjacent tracking in combination with tagging and archiving features to save a sequence. For step-by-step instructions see [4.8.3 Archiving](#).

#### 4.8.1.12 Open Adjacent Cameras in a New Display Panel Using a Middle-Click

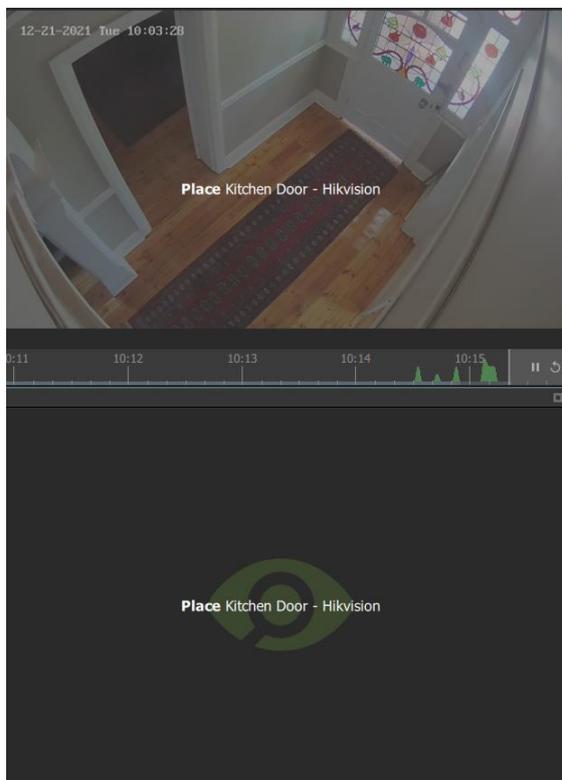
To open adjacent cameras in a new display panel, first choose a template or layout with space for additional display panels.



Hover over the adjacent camera arrow (shown bottom left).

The name of the camera will appear: in the example alongside, the adjacent camera on the left is named “Kitchen Door – Hikvision.”

**Middle-click** on the **arrows**. Use a middle button on the mouse or click with the scroll tool.



The screen with become greyed out, and the **Place** instruction will appear, along with the name of the adjacent camera.

**Left-click** a **display panel** to **Place** the adjacent camera.

This will stop the original display from changing to the adjacent camera view. Instead, the adjacent camera will open in a new display panel.

### 4.8.1.13 Camera Tools Menu

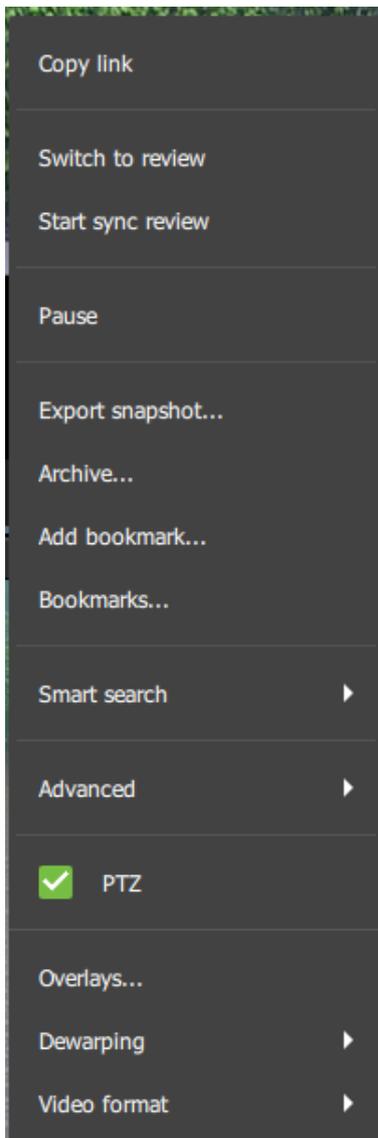
There are two ways to access the drop-down camera tools menu.

#### OPTION 1: MENU ICON

 From the camera panel, select the inset menu icon on the right-hand side.



#### OPTION 2: RIGHT-CLICK (CONTEXT MENU)



Right-click within a display panel.

The drop-down (context) menu will appear.

### 4.8.1.14 Glossary of Camera Tools

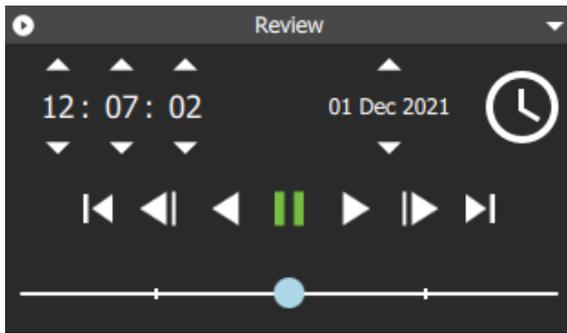
The following tools and settings options are available when viewing or reviewing cameras.

LABEL	DESCRIPTION
<b>Copy link</b>	Create a link. Once this has been selected, the link can be pasted into another display panel.
<b>Switch to review</b>	This allows switching back and forth between live and review footage.
<b>Start sync review</b>	This feature allows simultaneous (synchronized) review, by selecting one display then adding another.
<b>Pause/Unpause</b>	This stops or starts streaming both live and review feeds. Use this for connections with limited data.
<b>Export snapshot...</b>	Open a window to print snapshot, save to folder, copy to system clipboard, or copy to clipboard. The user may choose to include the camera name and time of snapshot in the overlays.
<b>Archive...</b>	Save and export a video segment.
<b>Add bookmark...</b>	Add a bookmark to preserve camera layout at a point in time; cameras which were live at the time of bookmarking will switch to review.
<b>Bookmarks</b>	Bookmarks can be viewed and managed in the bookmarks section.
<b>Smart search</b>	This groups the intelligent search features on this system: Snap search, Motion quick search and Motion search.
<b>Snap search</b>	Use a grid of still images to search for an object or incident by narrowing the search range until the incident appears in the frame.
<b>Motion quick search</b>	Draw a frame (or mask) within the display and search for motion within that area only.
<b>Motion search</b>	Draw multiple frames (masks) within the display and search for motion within those areas. Motion search opens the search feature in a new window.
<b>Advanced</b>	In live mode, the user may view connection logs.
<b>Overlays</b>	Use a PTZ overlay where applicable to control the camera.
<b>Dewarping</b>	Enable or disable dewarping settings on a fisheye camera. Dewarping transforms the view from the full fisheye view (a circle) to a flat view.
<b>Video format</b>	The user may select camera video stream format in live mode.
<b>Video quality</b>	The user may select the camera video stream resolution they wish to view, in review mode.

## 4.8.2 Review Tools

### 4.8.2.1 Review Menu

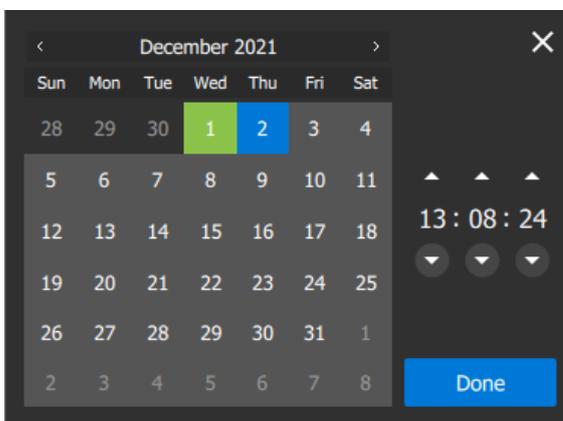
In review mode, a review menu will become available on the left-hand side of display. **Click the bar** to open the menu.



When reviewing footage, the user may use this menu as an alternative to the toolbar in the main display.

-  Click the **arrows** to adjust time and date of playback.
-  Click the **clock icon** to bring up the date and time menu using the calendar.

### Calendar Tool

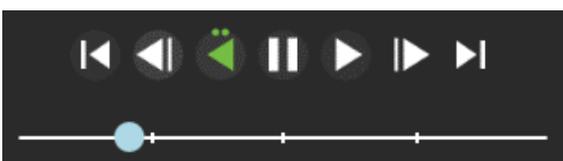


The calendar will open in a new dialogue box.

Click to **select a date**, or **scroll** to change the month and year.

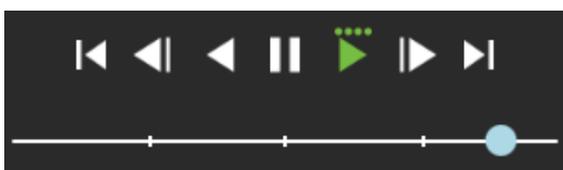
Click **Done**.

### Adjust Playback Speed



Use the playback speed tool to change how footage is reviewed.

Drag the slider to the **left**, (past the vertical lines) to **increase the speed** while playing **backwards**.

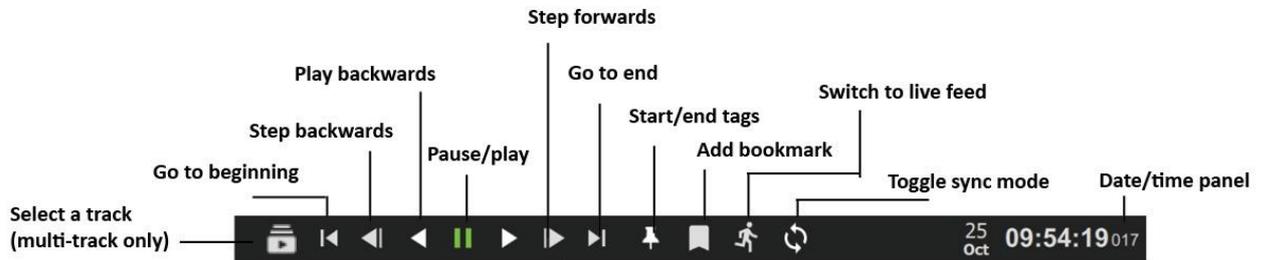


Drag the slider to the **right**, (past the vertical lines) to **increase the speed** while playing **forward**.

Four dots indicate the maximum speed.

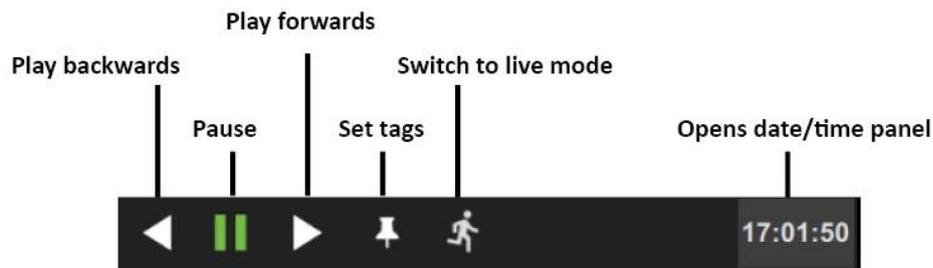
#### 4.8.2.2 Review Controls for Larger Displays or Single Display Panel

In review mode, more comprehensive controls are available on larger displays than smaller displays. To see even more features on the controls, Motion Quick Search can be used.



#### 4.8.2.3 Review Controls for Smaller Displays: Compact Mode

When camera feeds are being viewed in a layout with many display panels or on a smaller screen, the review mode shows a simplified tool bar.



To view more comprehensive review tools from a smaller display, double-click a camera to enlarge the view. The main display will change from the saved layout or template to a single display.

#### 4.8.2.4 Adjust Playback Speed

Use the review controls to adjust the playback speed.



Click the play button once to play forward at normal speed.

Additional short clicks will **increase playback speed**. An increase in speed is indicated by a dot.



Four dots indicate the maximum playback speed.



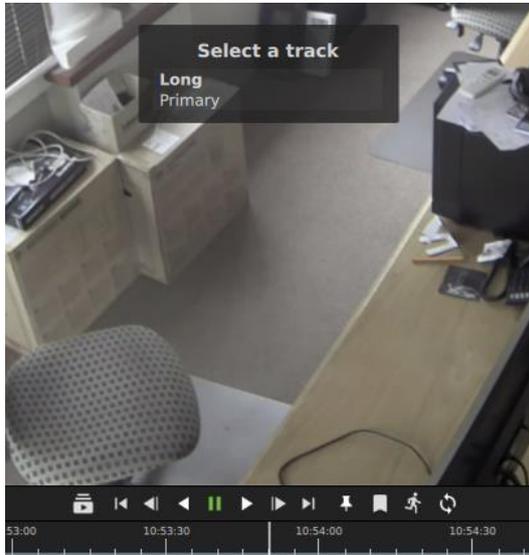
Speed can also be increased when playing backwards.

### 4.8.2.5 Select Tracks on a Multi-Track Camera

If multiple tracks are available on a camera, the **Select track icon** will appear on the controls.



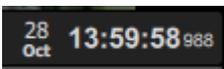
Click the icon to select a track.



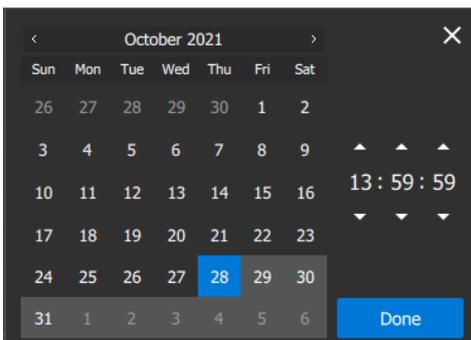
A list will show on the display.

Click an option to select a track.

### 4.8.2.6 Date and Time Panel



To skip to a known point in time, click the date/time panel in the bottom right corner.



Click the date on the calendar that appears in the bottom left corner, and adjust the time using the arrows.

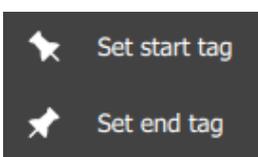
Click Done.

The footage for this date and time will appear in the main display.

### 4.8.2.7 Using Tags

The tags feature is used to demarcate a segment of recorded video of interest. Once a segment is demarcated, it can be bookmarked or archived, and exported.

Locate the beginning of the sequence of interest and display it in the panel.

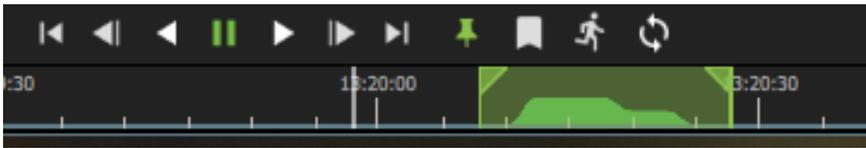


Click **Set start tag**.

Locate the end of the segment.

Click **Set end tag**.

The tags will be displayed on the motion graph.



Beginning and end points can be adjusted by dragging the tags on the timeline.

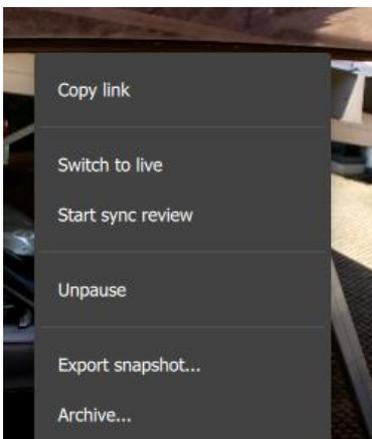
**Note:** Tags will not save after the session or in a bookmark.

#### 4.8.2.8 Archiving a Tagged Segment



Set start and end tags.

**Right-click** on the display.



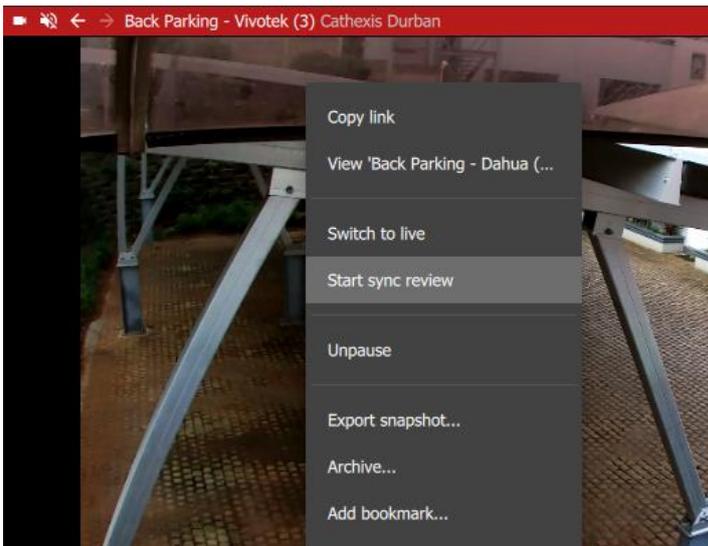
Select **Archive...**

This will send the tagged segment to the archive builder.

For more information about archiving, see [4.8.3 Archiving](#).

#### 4.8.2.9 Synchronised Review

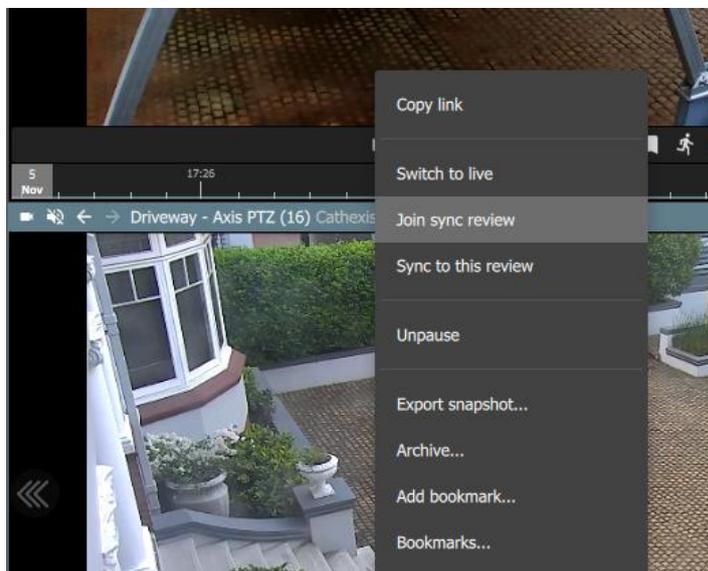
Layouts allow the independent or synchronised review of single or multiple cameras. Cameras must be in review mode.



To initiate synchronised review, **click a camera in a display panel** to select.

**Right-click** the display panel to see the drop-down menu.

Select **Start sync review**.



Choose another camera to sync.

Click the **display panel** to select.

**Right-click** to see the drop-down menu.

Select **Join sync review**.

The two cameras will now be synchronised for recorded video footage.

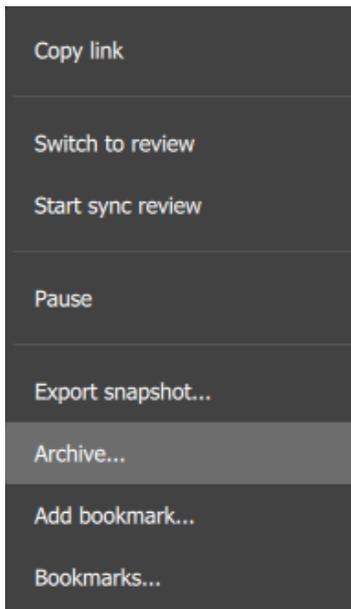
## 4.8.3 Archiving

### 4.8.3.1 Initiating Archiving

There are three ways to initiate archiving.

In the review mode, scroll to the recorded video footage to be archived.

### OPTION 1: RIGHT-CLICK A SEQUENCE

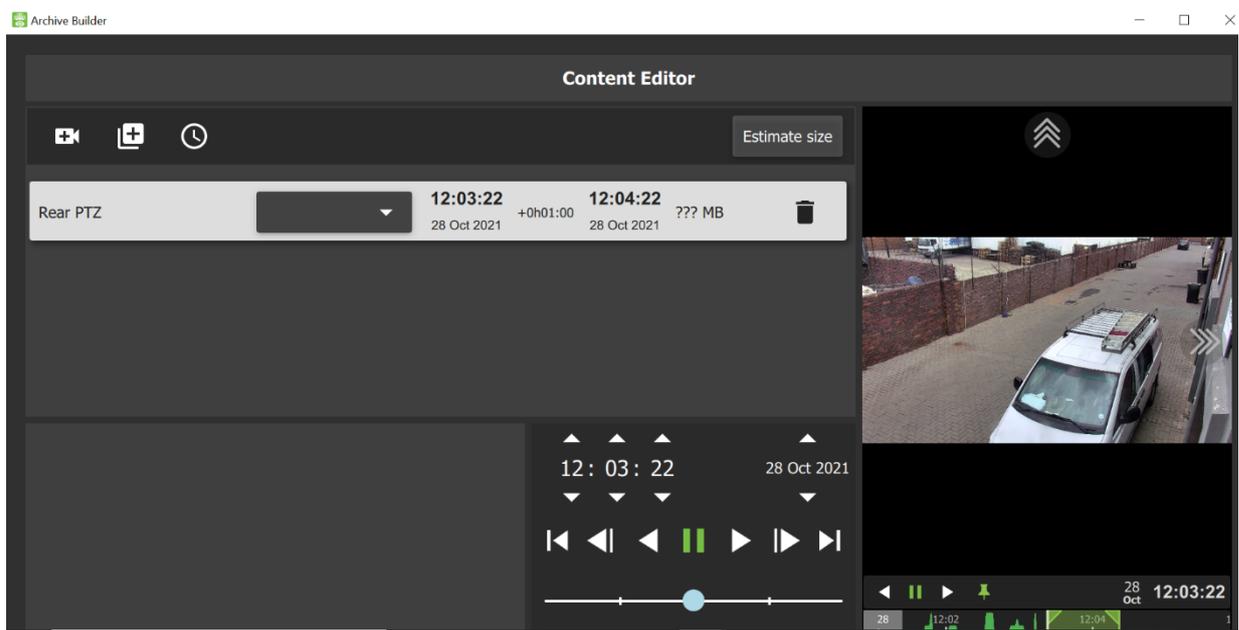


Right-click within the **display**.

Select **Archive...** from the options.

The **Archive Builder** will open in a new window.

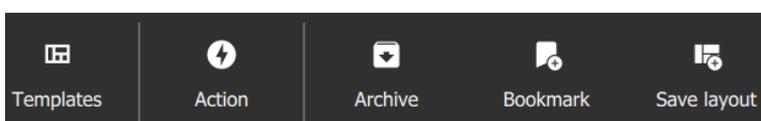
One or more cameras will be shown in a list in the central panel.



### OPTION 2: SELECT THE ARCHIVE ICON

To archive footage using the Archive icon, first click a **point** on the **timeline** beneath a display.

Then navigate to the **menu** along the top of the display.

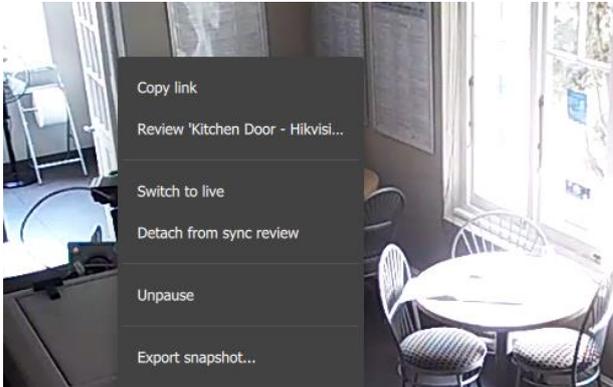


Click to select the **Archive icon**.

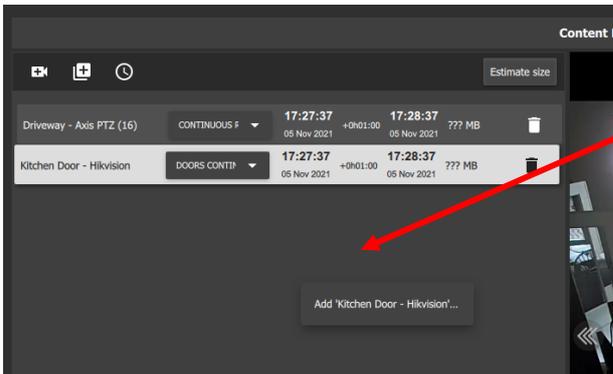
The **Archive Builder** will open in a new window as above.

### OPTION 3: COPYING A LINK INTO THE ARCHIVE BUILDER

A link can be added into the Archive builder once it is open. Add a segment to the archive by copying a link from a review screen.



**Right-click a display** and select **Copy link**.



Maximise the Archive builder.

**Right-click** underneath the list.

The link will appear. **Select** the option to **Add the link**.

#### 4.8.3.2 Adding Cameras in the Archive Builder

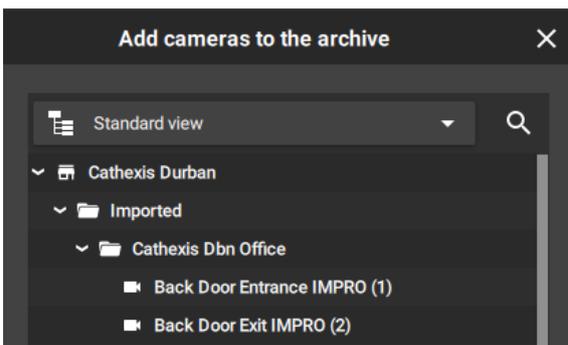
Use the icons to add additional cameras to the archive builder.



To archive only one additional camera, click the **add camera icon**.



To archive multiple additional cameras, click the **add multiple cameras icon**.



A new dialogue box will open.

**Select** the camera/s from the **folder tree** on the left.

Select multiple items using **Shift+click/Ctrl+click**.

Click **ADD**.

Back Door Exit IMPRO (2)	DOORS CONTIN	10:38:10 22 Mar 2022	+0h02:00	10:40:10 22 Mar 2022
Back Parking - Dahua (4)	CONTINUOUS R	10:38:10 22 Mar 2022	+0h02:00	10:40:10 22 Mar 2022
Back Parking - Vivotek (3)	CONTINUOUS R	10:38:10 22 Mar 2022	+0h02:00	10:40:10 22 Mar 2022
CATOBSEVER - Client Demo RM	CONTINUOUS R	10:38:10 22 Mar 2022	+0h02:00	10:40:10 22 Mar 2022
Herta - Kitchen Door (Live)	DOORS CONTIN	10:43:47 22 Mar 2022	+0h01:00	10:44:47 22 Mar 2022

The cameras that have been added using the **add camera icon** or **Add multiple cameras icon** will show in a list in in the Archive Builder.

#### 4.8.3.3 Playback in Archive Builder

Demo Room - Axis M3005 (7)		09:40:54 08 Oct 2021	+0h01:00	09:41:54 08 Oct 2021	??? MB	
Driveway - Axis 6000e(D) (12)		09:40:54 08 Oct 2021	+0h01:00	09:41:54 08 Oct 2021	??? MB	
Back Parking - Vivotek (3)		09:40:54 08 Oct 2021	+0h01:00	09:41:54 08 Oct 2021	??? MB	
Front Door - Exit (18)		09:40:54 08 Oct 2021	+0h01:00	09:41:54 08 Oct 2021	??? MB	

Select the camera storage option available when clicking the drop-down box.



Use the playback speed tool to change how footage is reviewed.

Drag the slider to the **right**, (past the vertical lines) to **increase the speed** while playing **forward**.



Maximum speed is indicated by four dots.

Drag the slider to the **left**, (past the vertical lines) to **increase** the speed while playing **backwards**.

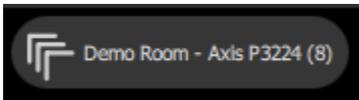
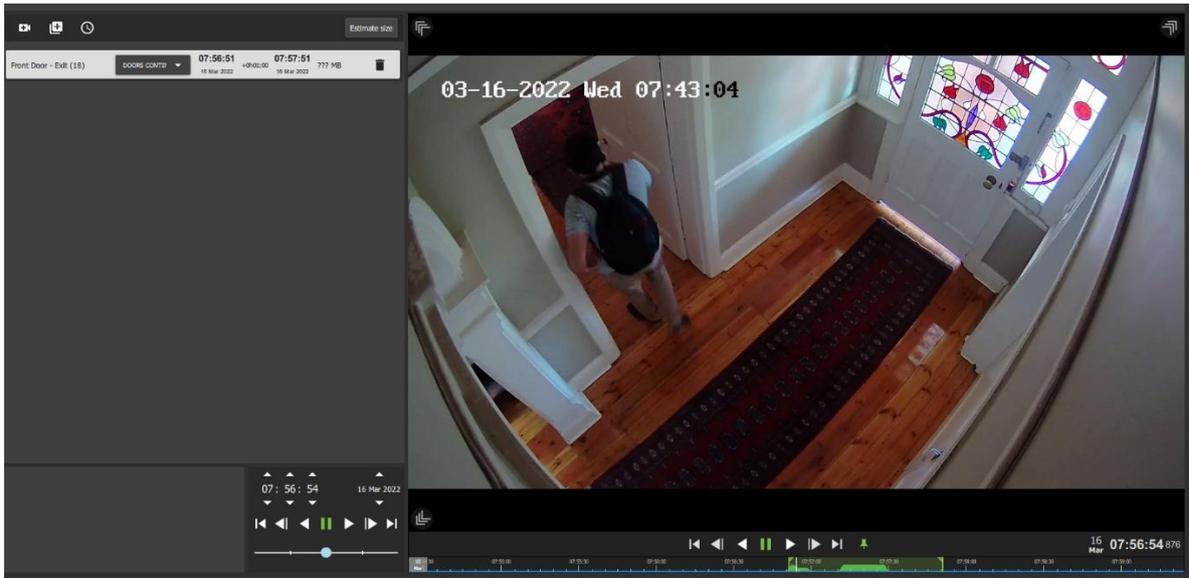
Click **Export** to bring up the archive window.

#### 4.8.3.4 Adding Segments in Archive Using Adjacent Cameras

The adjacent camera mapping tool works *in the archive builder* and can be used to add additional cameras to archive. (An alternative method is to use *tags* together with adjacent cameras to send linked segments to the archive builder from the *main display* [4.8.3.6 Combining Tools for an Incident](#)).

Follow an incident using adjacent camera mapping from *within the archive builder*, and add each camera relevant to the incident to the archive so that the incident can be exported.

The view below shows a man walking into a room. Nearby cameras are shown as three small arrows.

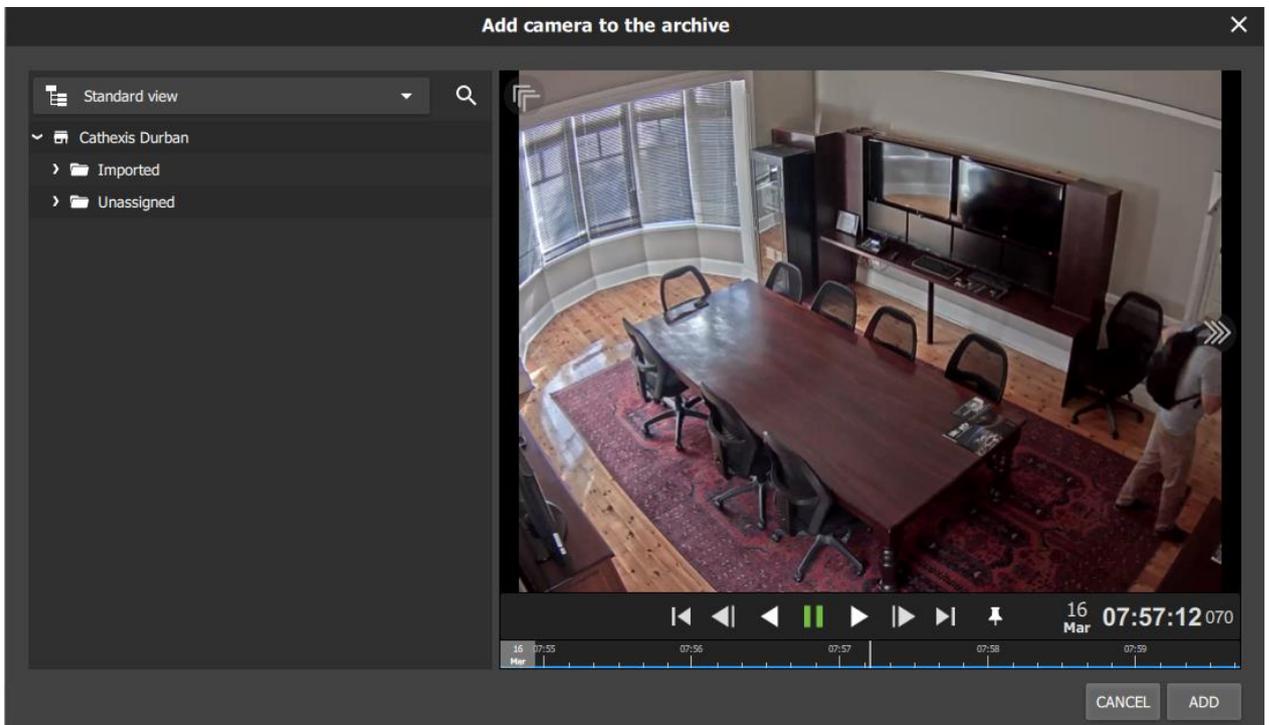


**Choose** the arrows that are pointing in the direction that the person or object is moving.

Using the mouse, **hover** over the arrows to see the name of the nearby camera.

**Click** the arrows to change the camera view.

The adjacent camera will then show in the viewer.



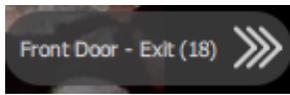
**Play** forwards or backwards to **watch** the video segment.

**Pause** before the moving person exits the camera view.



Click **ADD** to add this camera view to the archive.

The view will return to the main archive builder with a camera view of the end of the last segment.

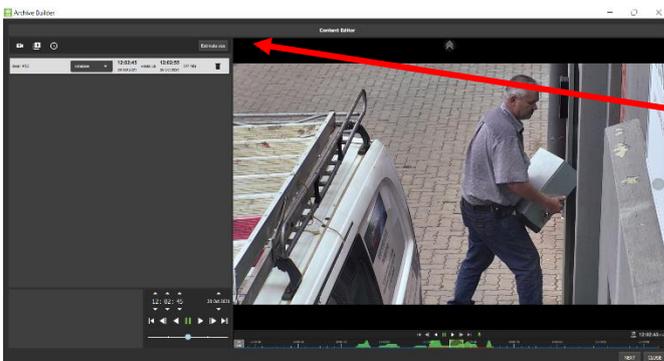


Repeat the steps to **continue tracking** the moving person: click the **next adjacent camera** in the direction the person is moving to add an additional camera to the archive.

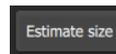
Click **ADD** to complete the step.

**Note:** When exporting, note that only archive/CAR files support multiple tracks.

### 4.8.3.5 Saving and Exporting



Estimate the file size before saving.

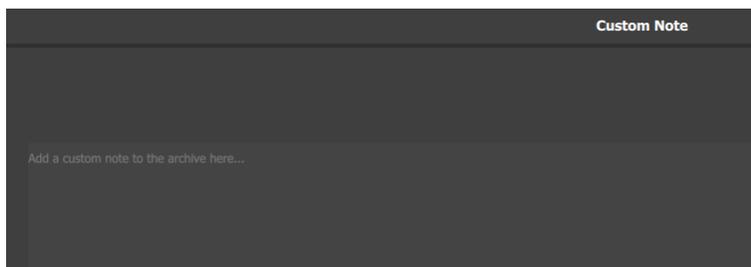


**Click** the estimate size button.



The icon will return a result blue.

Click **NEXT**.



A new dialogue box will open.

Add a Custom Note if desired.

Click **NEXT**.

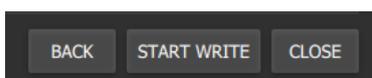
A window will open with **Write Settings**.



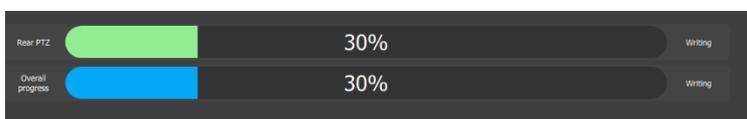
Click the edit icons or drop-down menu arrows to adjust the settings.

See the table below.

ITEM	SETTING
<b>File name</b>	Give the sequence a descriptive name.
<b>Location</b>	Choose between Folder or Optical disk.
<b>Folder</b>	Browse the computer or network and choose a destination folder to save the file.
<b>Format</b>	Choose between a Cathexis archive (CAR) file or a Media file.
<b>Auto redact faces</b>	<p>Toggle the switch to turn Auto redact faces on and off. Auto redact faces blurs the identity of faces when detected.</p> <p>Only Media (MP4) files support this feature.</p> <p><b>Note:</b> This feature is not recommended for fast processing or large files.</p>
<b>Password</b>	Add a password for the file if necessary.
<b>Make archive exportable</b>	Toggle the switch to make the file exportable.
<b>Copy archive viewer</b>	Toggle the switch to copy the archive viewer.



Select the **START WRITE** button to complete the archiving process.

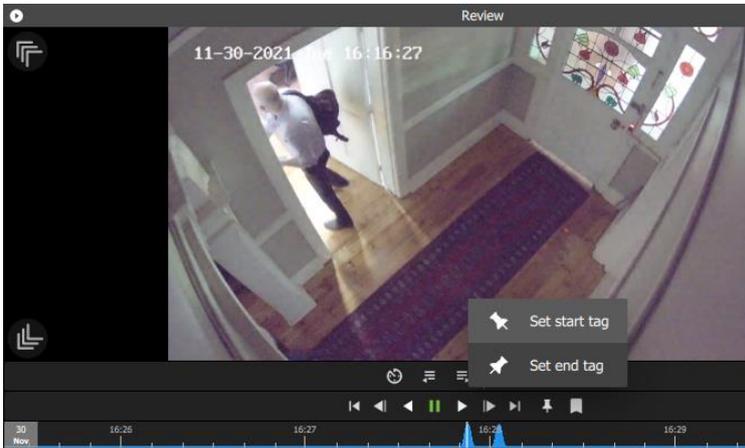


Select **CLOSE** when the progress bars reach 100%.

**4.8.3.6 Combining Tools for an Incident: Adjacent Tracking, Tagging, and Archiving**

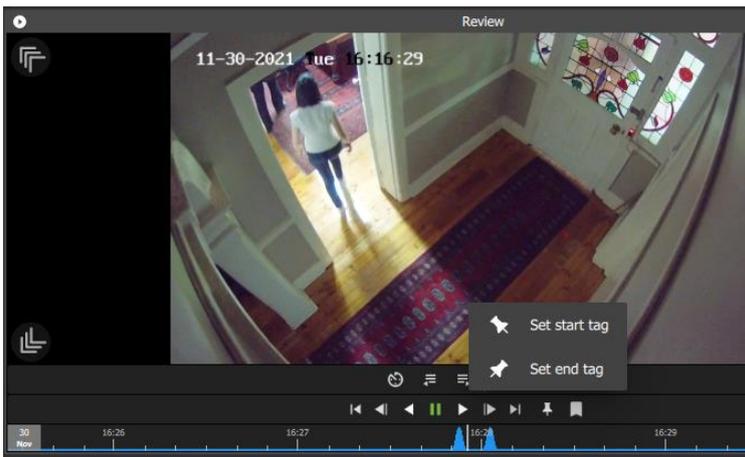
In review mode, use tags while following an incident, and archive each tagged segment. Multiple segments can be added to the archive builder so that the complete incident can be exported and saved. (This is an alternative method to [4.8.3.4 Adding Segments in Archive Using Adjacent Cameras.](#))

First, locate the beginning of the incident.

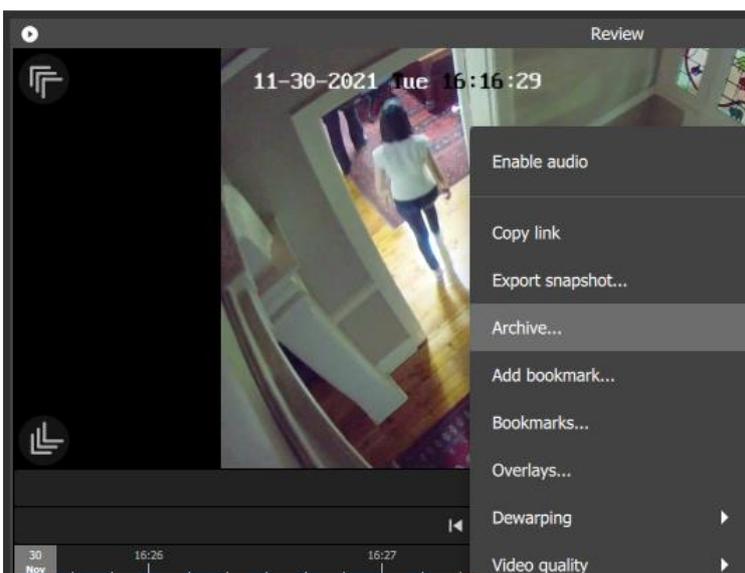


Click the tag icon at the beginning of the segment and select **Set start tag**.

Play until the end of the segment is reached. Then **press pause**.



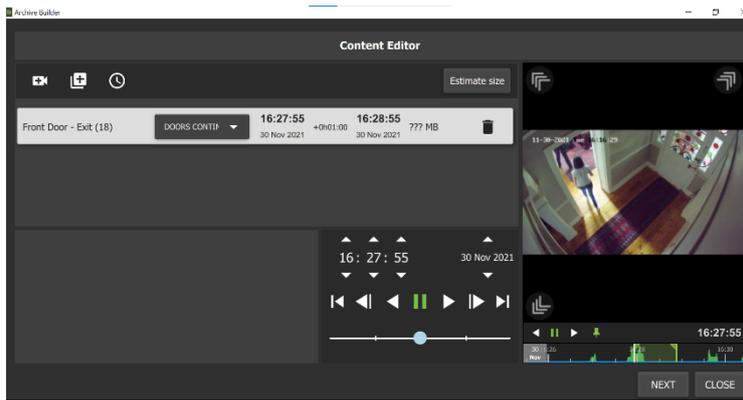
Click the tag button again, and select **Set end tag**.



The first segment of the sequence can be sent to the archive builder.

**Right-click** to view the drop-down menu.

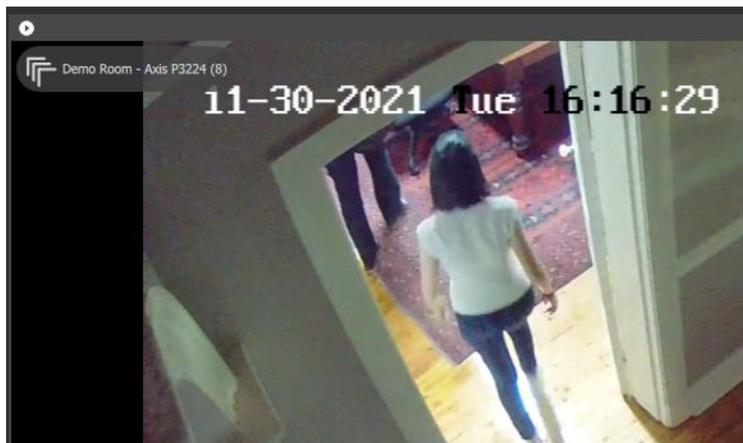
Select **Archive...**



The segment will appear in the archive builder.



**Minimise** the archive builder in order to add additional segments.



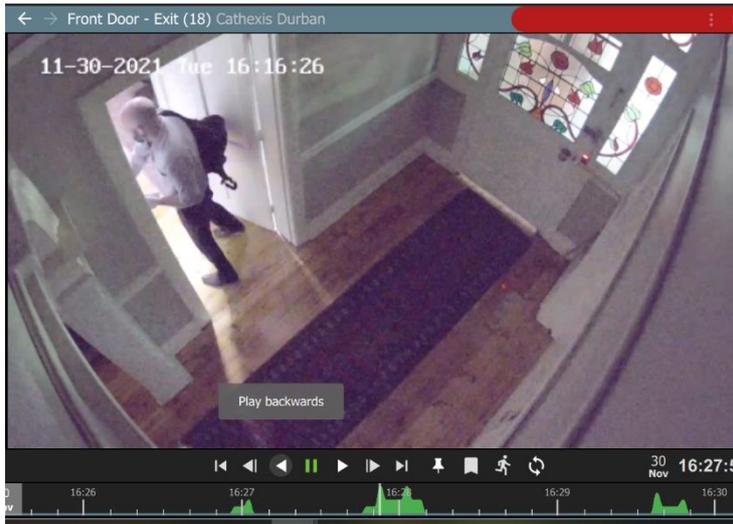
**Press play**, and then follow the person or incident by clicking on the **arrows** representing the camera in the adjacent area.

In the example, both people walk towards the camera labelled Demo Room – Axis P3224 (8).



**Press pause** in order to repeat the tagging and archiving process.

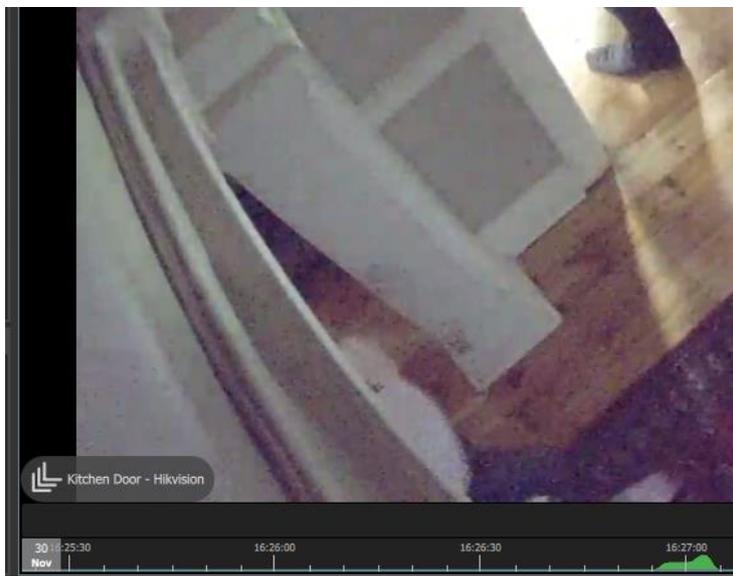
Once another segment has been added to the archive builder, it will show in the list.



In the same way, it is possible to follow an incident backwards.

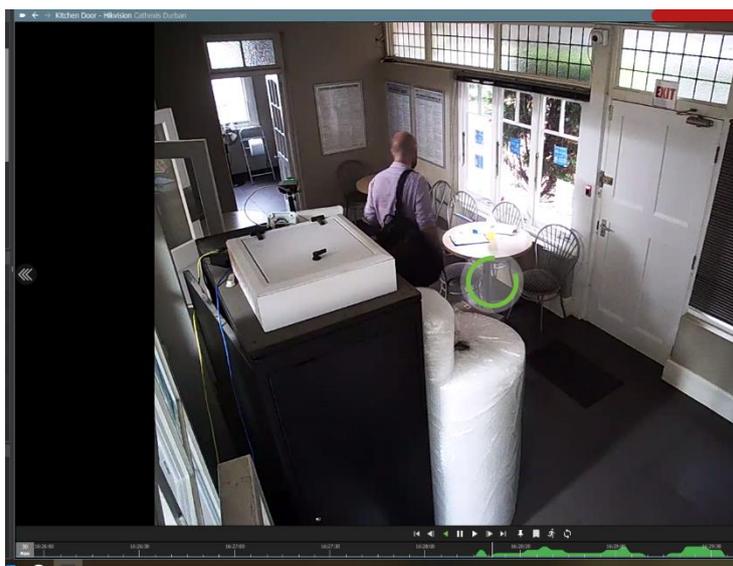
Pictured left, the first frame is repeated.

The **Play backwards** tool has been selected from the toolbar.



Follow the person backwards through the door or gate by **clicking the arrows** representing the adjacent camera.

In the image alongside, the adjacent camera is labelled Kitchen Door – Hikvision.



The display will change to the selected camera.

Playback will continue in reverse mode.

Use tags to add segments to the archive builder.

## 4.8.4 Bookmarks

Bookmarking is a feature which *preserves a point in time* on a camera feed for future reference.

The bookmark is stored on the local database as private data for the specific user and will be available on the mobile application for that user.

The bookmark can be *retrieved* from the bookmarks section (library), or alternatively, by right-clicking the display panel of that camera.

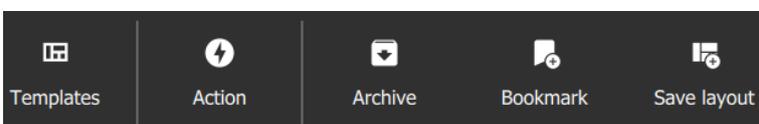
**Note:**

- When a bookmark is recalled, any cameras that were **live** will switch to **review** at the time the bookmark was created.
- Bookmarks will only contain resources to which the user has access.
- Bookmarking will **not** save:
  - a. PTZ position,
  - b. Current digital zoom parameters,
  - c. Live camera sequence running in a display panel.

Bookmarks do not prevent data from being overwritten on the server. If the user requires bookmarked video to be retained, then the user should create an archive.

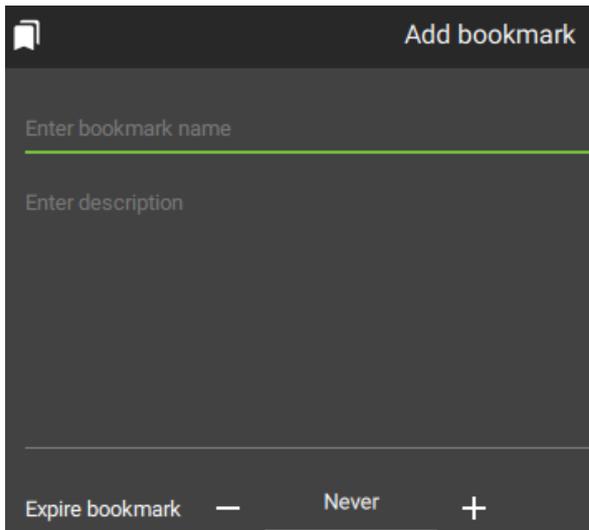
### 4.8.4.1 New Bookmark: Multi-Camera

To create a bookmark, lay out the cameras as desired. Using the *main bookmark icon*, at the top of the tab, allows the user to save the places of *all the current displays at once*. In other words, *the whole layout* can be bookmarked.



Click the **Bookmark icon** on the top menu bar.

A new dialogue box will open.



Give the bookmarks an accurate **name** and **description**.



Choose the expiry time for the bookmark by clicking the plus and minus icons to add or decrease the number of days.

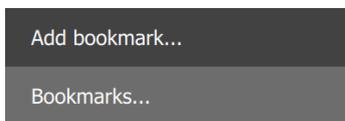
Click SAVE.

**Note:** Bookmarks will no longer be valid once past video recordings have been deleted.

#### 4.8.4.2 New Bookmark: Single Camera

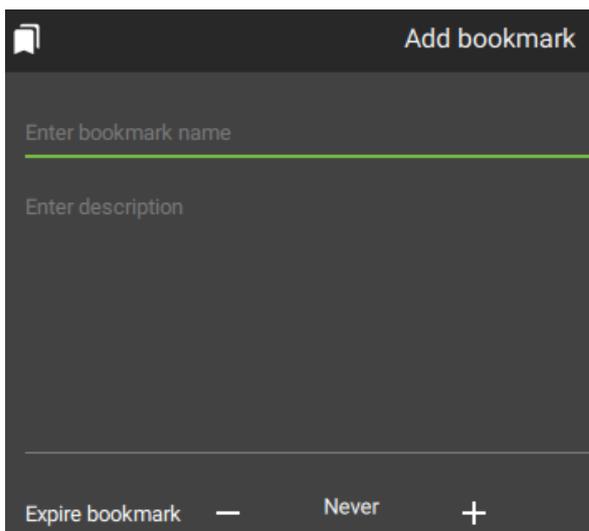
It is also possible to bookmark the position of a single display.

##### OPTION 1: RIGHT-CLICK



Right-click the single display panel and select **Add bookmark...** from the drop-down menu.

A new dialogue box will open.



Give the bookmark an accurate name and description.



Choose the expiry time for the bookmark by clicking the plus and minus icons to add or decrease the number of days.

Click SAVE.

**Note:** Bookmarks will no longer be valid once past video recordings have been deleted.

##### OPTION 2: USE THE BOOKMARK BUTTON ON THE REVIEW CONTROL

In review mode, a place can be saved at any point using the bookmark button.



Once the desired point in time has been located and is displaying on the screen, click the bookmark button on the review controls.

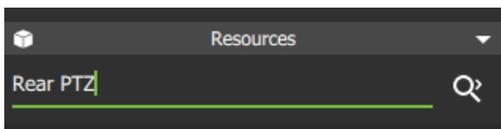
The Add bookmark dialogue box will appear. Give the bookmark a descriptive name and click SAVE.

#### 4.8.4.3 View Bookmarks / Open Saved Bookmarks

Once bookmarks are created, they can be viewed and managed in the bookmarks section. There are two ways to view bookmarks.

#### OPTION 1: VIEW BOOKMARK BY CAMERA OR LAYOUT

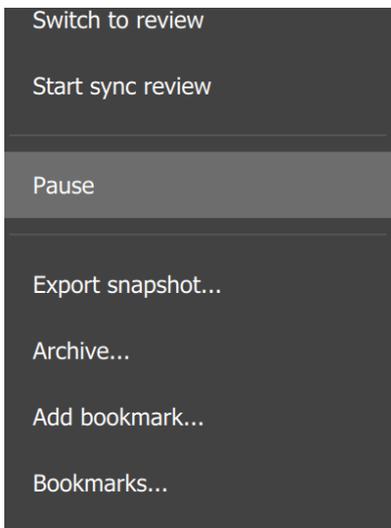
##### Open the Camera



**Add the camera** to the display by searching for the camera by name, or opening a saved Layout.

**Click the camera** in the resources list **to open** it in a display panel.

##### Open the Bookmark

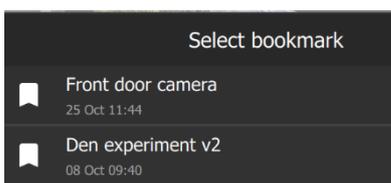


Once the camera is displayed, **right-click** on the main display panel, OR



Click the blue **menu icon** to open the drop-down menu.

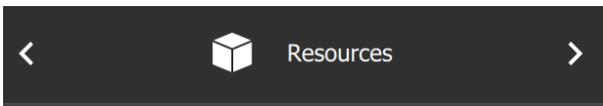
From the drop-down menu, **select Bookmarks....**



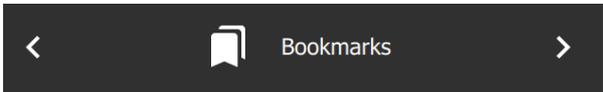
Select a bookmark and **double-click** to open.

## OPTION 2: VIEW ALL BOOKMARKS FROM MENU

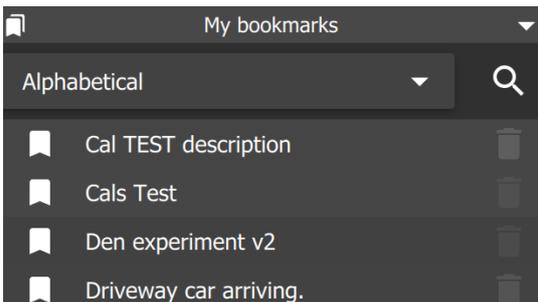
To view all bookmarks from the bookmarks section, scroll through the folder tree menu at the top left-hand side of the main display.



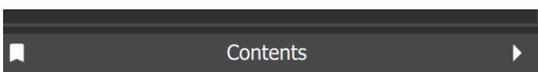
From Resources, **click the arrows** to scroll. Click the right arrow once.



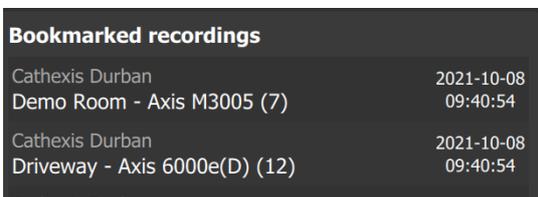
Bookmarks should appear next.



Select a bookmark to open.

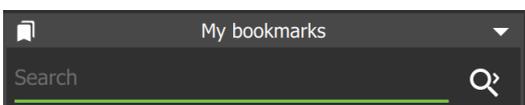


Once the bookmark has been selected, **click the Contents bar** at the bottom of the screen to open the Contents section.

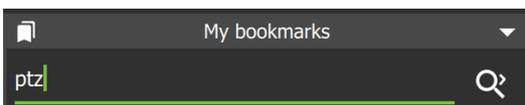


This will open details of bookmarked recordings.

### 4.8.3.4 Search Results

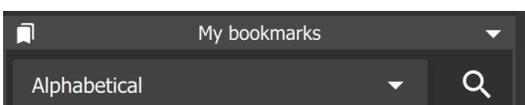


To search bookmarks, click **the search icon**. This will activate the search field.

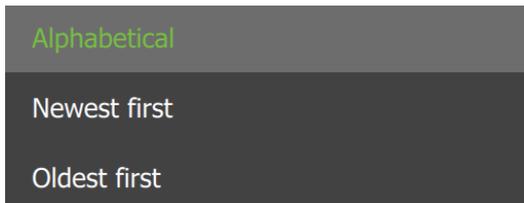


**Enter a search term**. This can be a camera name, or an excerpt from the description.

### 4.8.3.5 Sort Results



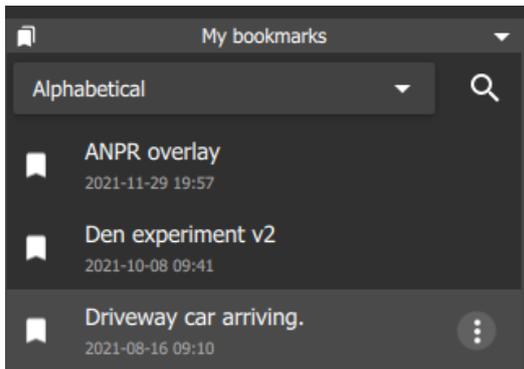
Click the **drop-down menu** to choose how to sort items.



Click an item to select.

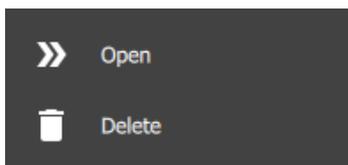
Sort according to Newest first to see the most recent bookmark that was created, or Oldest first to see older entries.

#### 4.8.3.6 Delete a Bookmark



To delete an item, **hover** over an item on the list until the menu icon appears.

**Click** to select.



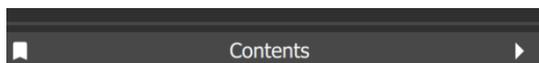
Click **Delete** to remove the bookmark.

#### 4.8.3.7 Archive Bookmark

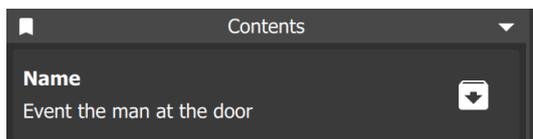
Archiving allows a selection of camera footage to be *saved and exported*.

##### Locate the Bookmark and Open in the Archive Builder

Use the Bookmarks section to locate and open the bookmark.

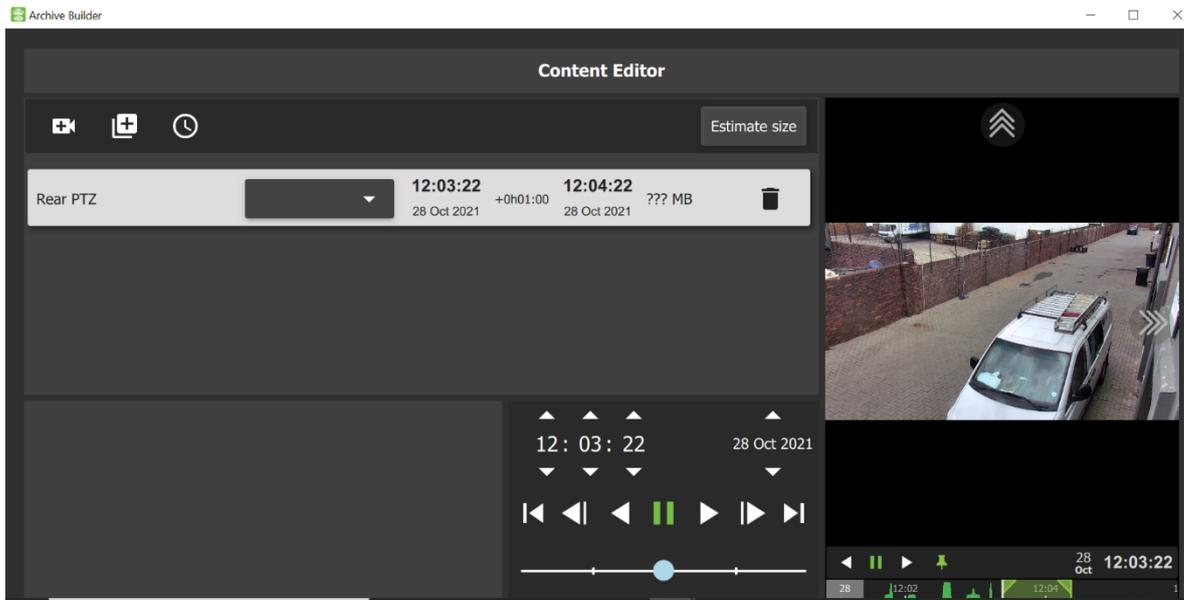


Once the bookmark has been selected, click the **Contents bar** at the bottom of the screen to open the contents section.



To archive the bookmark, select the archive icon next to the bookmark title.

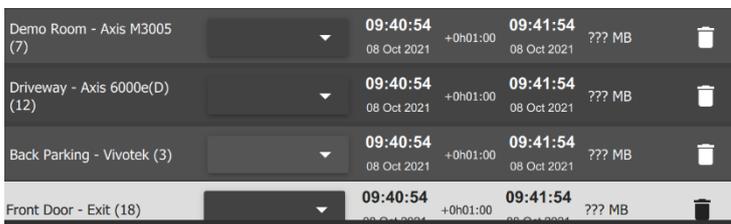
The **Archive Builder** will open in a new window.



One or more cameras will be shown in a list in the central panel.

### Select Storage Option

Illustrated below is a list for a bookmark from a Layout displaying four cameras.



From the drop-down menu, **select** the available **storage option**.

### Playback Tool

Use the **playback speed tool** to change how footage is reviewed in the panel on the right.



Drag the slider to the **right**, (past the vertical lines) to **increase the speed** while playing **forward**.

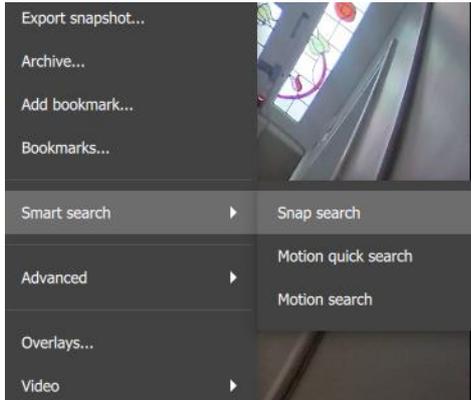


Maximum speed (4x) is indicated by four dots.

Drag the slider to the **left**, (past the vertical lines) to **increase the speed** while playing **backwards**.

Click **Export** to bring up the archive window. See section [4.8.3 Archiving](#) for more information about archiving.

## 4.8.5 Snap Search

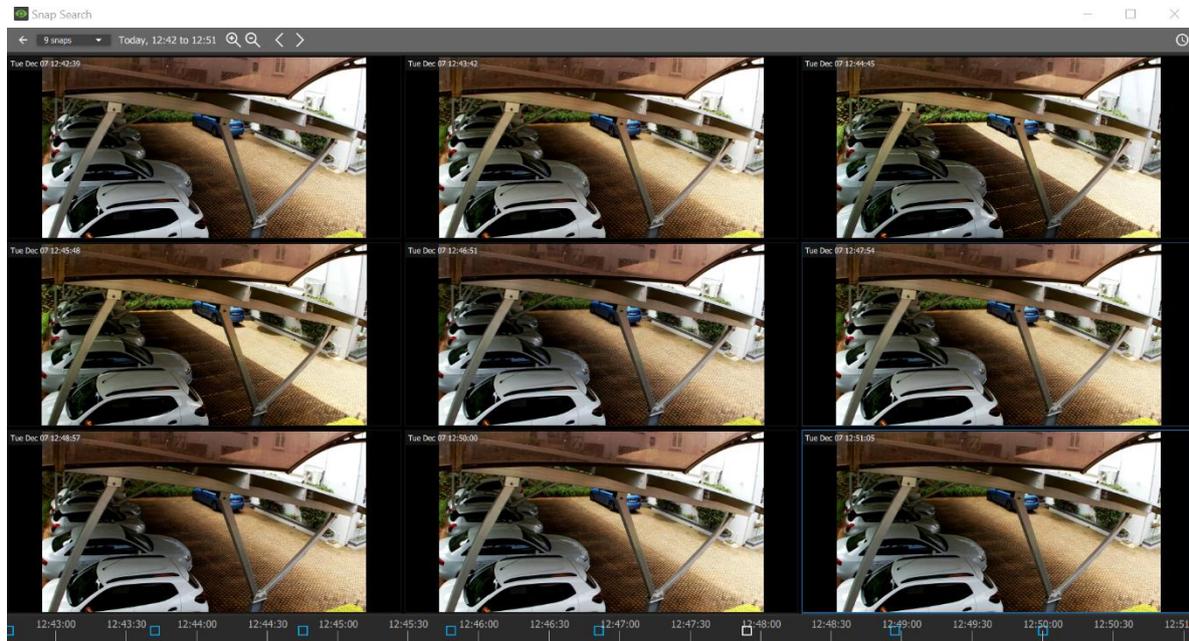


To initiate the Snap search tool, right-click the display panel and hover over Smart search.

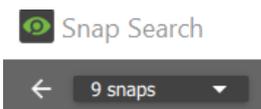
Click Snap search.

Snap Search will open in a new window.

The search will be displayed in the central **Frame Area**. Stills spaced at equal time intervals will be displayed in the panels.



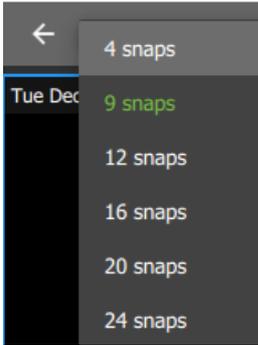
### 4.8.5.1 Snap Search Window: Basics



**Frame display.** Change the number of still images displayed in the frame area by selecting from the drop-down menu.

Snap Search

Click to select the number of frames or snaps to be viewed at one time.



**Time Range Control.** Set the time range of the search, zoom in/zoom out to narrow or widen the time range, or go backwards and forwards between time periods.



**Timeline.** Use the timeline to navigate between relevant frames.

**Note:** If timeline or other features are not displaying, maximise window to full screen.

### 4.8.5.2 Changing Start and End Times

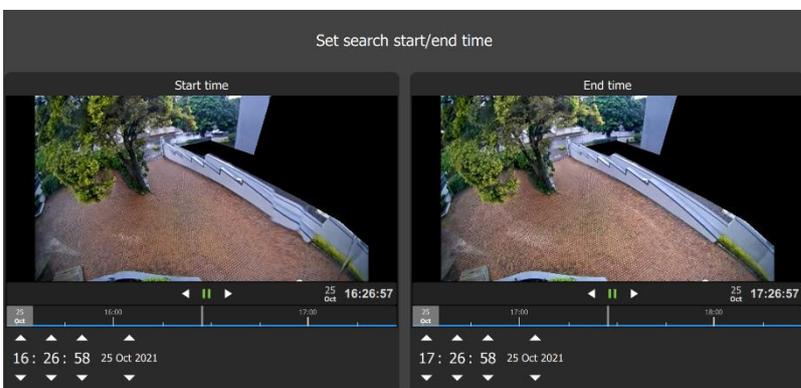
The frame that was initially right-clicked from the monitor tab, and from which Snap search was selected, will be the *end frame* and mark the end time in the Snap search window.

To change start and end times, there are two options.

#### OPTION 1: SELECT THE CLOCK ICON



Left-click the clock icon in the **top right** corner.



A new window will open, showing thumbnails of start and end frames.



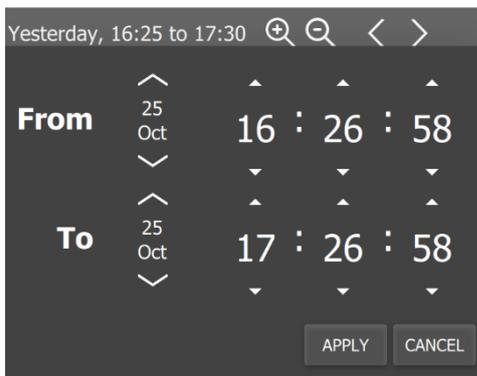
Change the times of the start and end frames using the arrows.

Select APPLY.

#### OPTION 2: SELECT THE DATE AND TIME BAR



Left-click the day and time bar at the **top left** of the window, to open the date and time panel.



Left-click the up and down **arrows** above that date and time in the From and To fields to adjust the start and end times.

This will determine *the first and last frame* in the sequence on the display.

The images will appear in equally spaced intervals.

#### 4.8.4.3 Controls Within the Frame Area

Controls are available within the frame area. These are:

##### Double-Click a Frame

Double-click a frame/thumbnaill to start playback in a new window that opens review tools. The Snap search window will remain open.

##### Right-Click a Frame

Right-click a frame for the option to copy the review link.

#### 4.8.5.4 Search Between Frames

To limit the search range between frames:

1. **Left-click** an image, and hold down.
2. **Drag** to another frame.

A purple line will represent this, and the time between the two frames will be displayed.

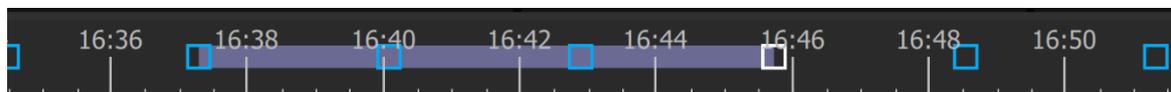
- A negative / positive sign indicates whether the time difference is ahead or behind
- + the selected frame.

3. **Repeat** the process until the desired frame has been located. Search between any frames, in any direction.



The search time frame selected by the mouse will reflect in the timeline at the bottom of the screen.

#### 4.8.5.5 Snap Search Window Timeline

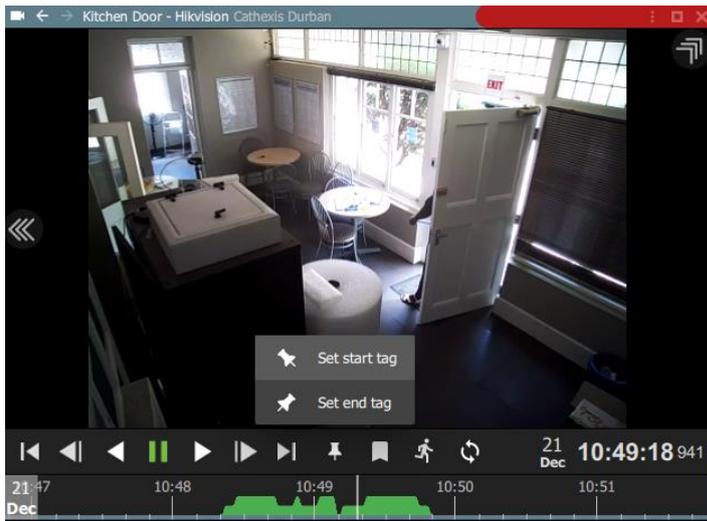


The “Snap search” timeline functions similarly to the main Carbon interface timeline. Click anywhere on the timeline to go to that time point.

FEATURE	DESCRIPTION
	A grey strip on the timeline indicates the time frame of the selected area when searching between frames.
	The white square corresponds to the frame where the mouse is active. When the mouse hovers over the frame at 16:46, the square at 16:46 changes to white and the frame border changes to blue.
	The blue squares on the timeline represent the frames on the display.  Click on a blue square to move all search results in the direction of the selected time point.

#### 4.8.5.6 Using Snap Search to Find an Event in a Tagged Time Period

The Snap search can begin with a predetermined time period by using tags on the footage in the main display.

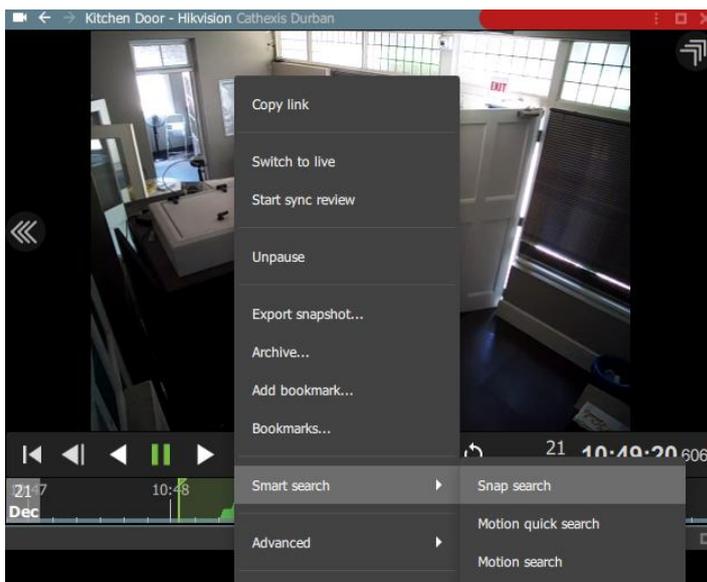


From the main display, **set tags** to demarcate the segment/time period to send to the Snap search window.

For more about tags, see [4.8.2.7 Using Tags](#).



The tags will display as vertical green lines.



**Right-click** the display.

From the drop-down menu, hover over Smart search, and then **select Snap search**.



Snap search will open in a new window.

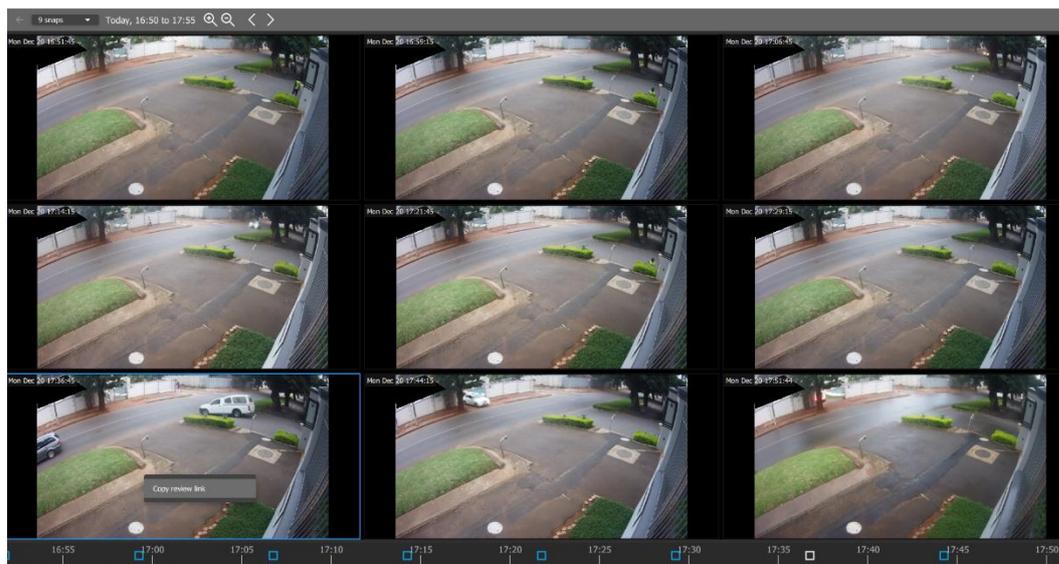
The tags will define the beginning and end of the search period.

The search results will be evenly distributed in terms of time.

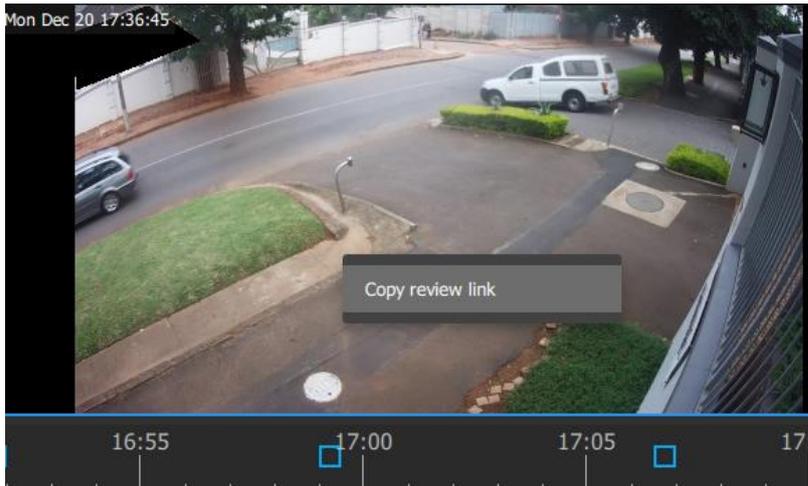
See Snap search basics (above) for more information about adjusting view/results.

#### 4.8.5.7 Importing a Review Time from Snap Search into Monitor Tab

Once a time/incident has been identified in Snap search, it is possible to copy and paste into the monitor tab.

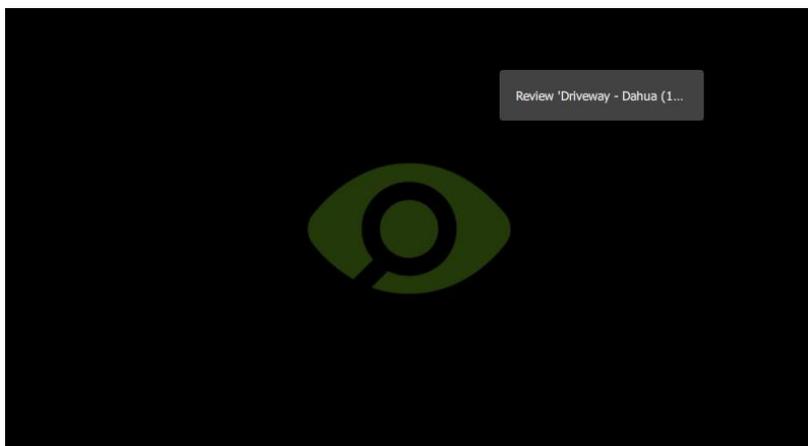


First, from the Snap search window, **right-click** on the display in which the time/incident has been identified.



Click **Copy review link** to select.

Then **minimise** Snap search.



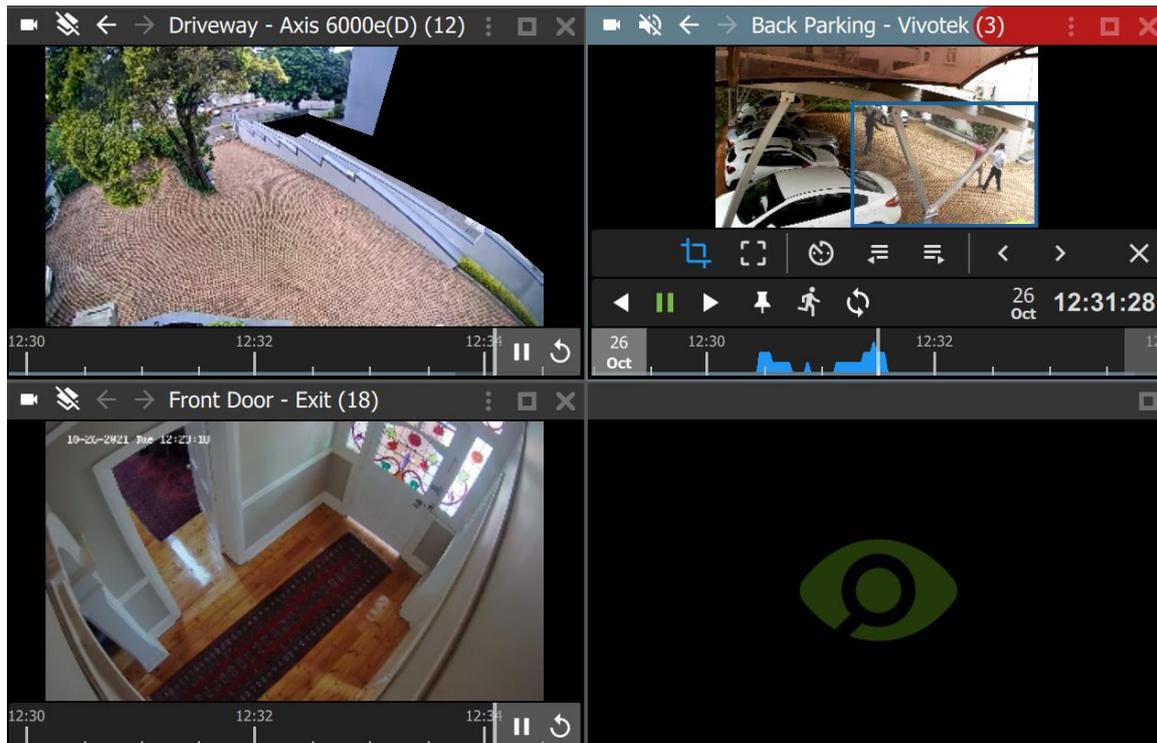
**Right-click** an empty display panel in the monitor tab.

Then click **“Review [camera name]”** to select.

### 4.8.6 Motion Quick Search

The **Motion quick search** function allows the user to search from the main monitor display for recent motion in a selected area of the camera image.

This is shown in the image below, where Motion quick search is active in the top right panel, and has been used to identify people moving within the mask area. The other two display panels on the viewscreen are in live mode.



#### 4.8.6.1 Open Motion Quick Search

There are two ways to locate the Motion quick search feature.

##### OPTION 1: MENU ICON

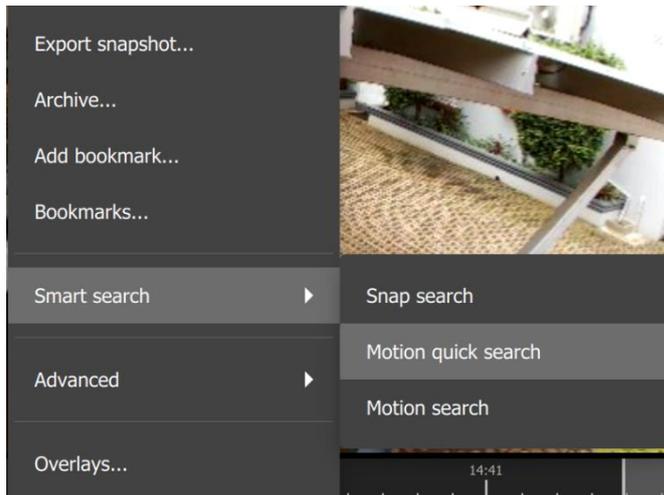


From the camera panel, select the inset menu icon in blue. A drop-down menu will appear.



##### OPTION 2: RIGHT-CLICK

Alternatively, locate the Motion quick search feature by right-clicking within the display panel.



From the drop-down menu, hover over **Smart search**.

Select **Motion quick search**.

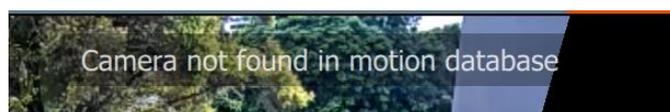
The Motion quick search controls will appear and the feed will switch to review if the view was live.

### 4.8.6.2 Motion Quick Search Controls

In addition to standard review controls, the Motion quick search controls provide quick access to the mask tool, and a tool to skip forwards or backwards to the next sequence in which motion appears.



**Note:** Motion quick search is not available on all cameras. Although the *motion quick search controls* will open in the camera review panel for all cameras, when searching for next or previous motion, an error message will appear as shown below when this feature is not available.



### 4.8.6.3 Searching in Motion Quick Search

The **Motion quick search** functions are similar to the **Motion search** functions, but are accessible from the main monitor display panels and are simplified. Search for motion using the steps below.



Select the **mask** tool.

**Draw a frame** around the area to be searched.

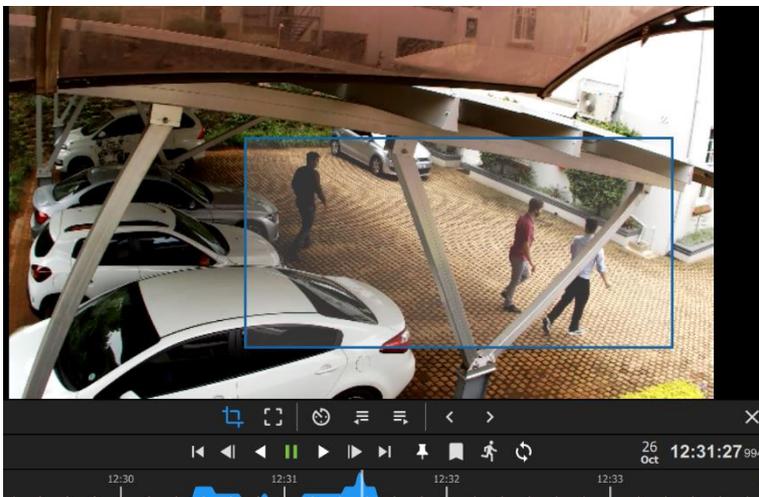
This is called the mask.

To search for time points at which motion is detected in the frame:

1. Click left or right to **scroll** backwards or forwards on the timeline.
2. Click a blue/**motion area** on the timeline to view motion with the mask.



Motion is indicated with blue. Greater motion is depicted as a higher crest.



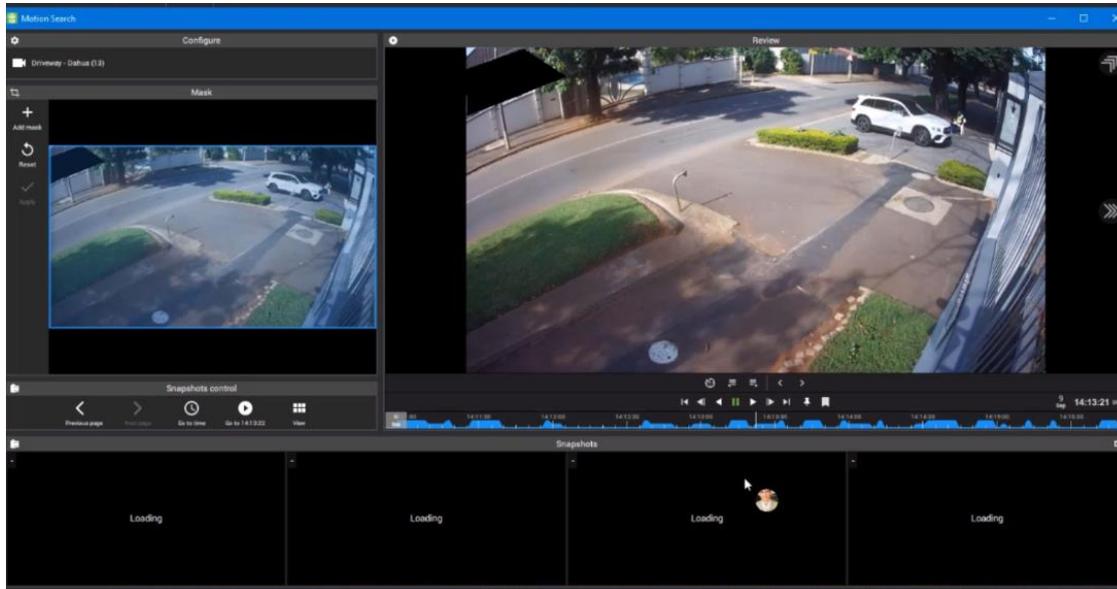
The example image alongside corresponds with the highest crest on the motion graph beneath.

**Note:**

- Camera must be in *review mode* for Motion Quick Search to work.
- Motion quick search uses metadata from the motion analytics database. To perform a motion quick search, cameras must have Motion Search analytics configured on the CathesisVision client.
- Configuration can be done from CathesisVision: **Setup Tab / Configure Servers / Video Analytics / Motion Database.**
- Motion data is gathered in real time. This means that there will not be any data available for periods when Motion Search was not configured.

## 4.8.7 Motion Search

In review mode, the **Motion Search** function allows the selection of certain areas of the camera image to search for recent motion in one or more selected areas.



### 4.8.7.1 Open Motion Search

There are two ways to locate the Motion search feature.

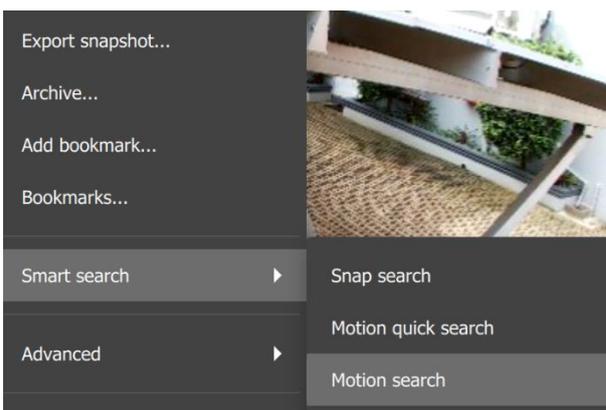
#### OPTION 1: MENU ICON

From the camera panel, select the inset menu icon in blue.



#### OPTION 2: RIGHT-CLICK

Alternatively, locate the Motion search feature by right-clicking within the display panel.



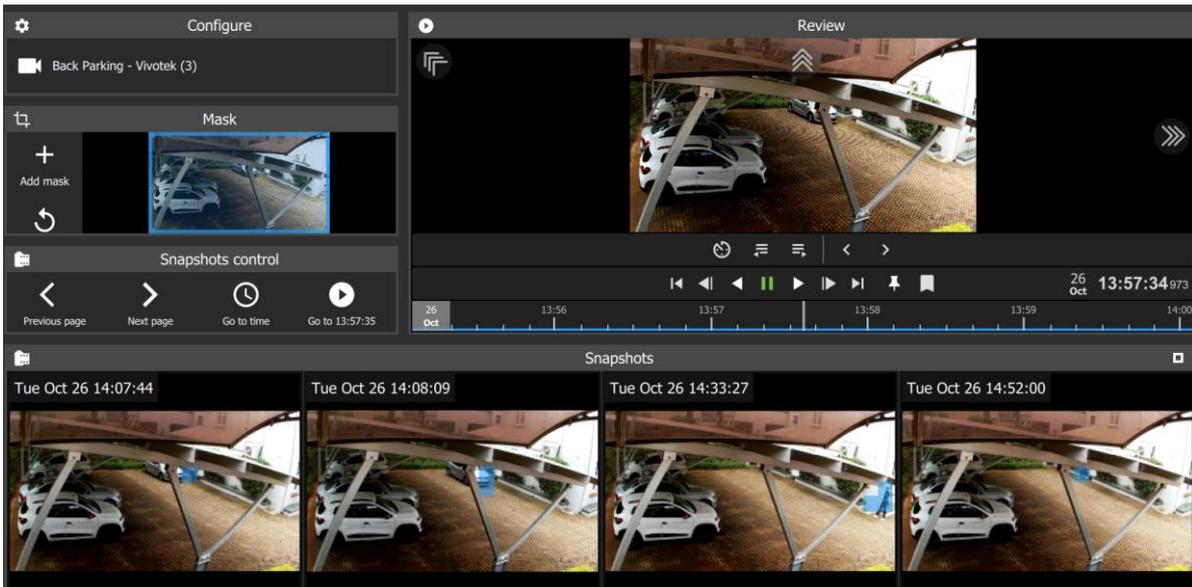
From the drop-down menu, hover over **Smart search**.

Select **Motion search**.

A new window will open displaying the Motion search tools.

### 4.8.7.2 Motion Search Window

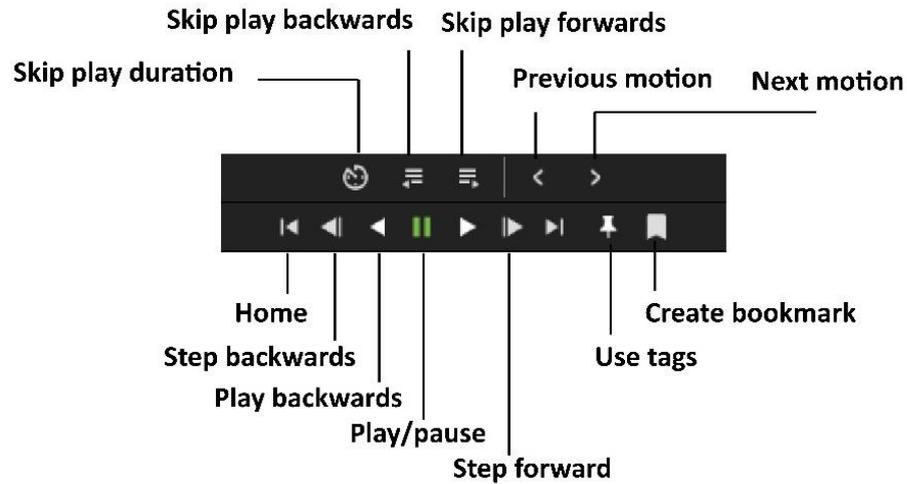
The motion search window displays tools in five separate panels: **Configure**, **Mask**, **Snapshots control**, **Snapshots**, and **Review**, as shown below. The table beneath the image describes the functions in each of these panels.



PANEL	FUNCTION	INSTRUCTIONS
<b>Configure</b>	The user can change which camera is being viewed.	Click the camera name.  Search for a camera in the folder tree.   Click the tick icon to apply.
<b>Masks</b>	The user can create a search frame within the display.	 Select Add mask.  Draw a shape/s over the search area.  Click apply.
<b>Snapshots Control</b>	Use the controls to search snapshots.	Use the Snapshots control buttons to search previous and next snapshot, or search for date/time.   Select the View icon to change the layout and number of snapshots displayed in the panel.
<b>Snapshots</b>	Search results appear as thumbnails in this panel.	Double-click a snapshot to view in the main panel.
<b>Review</b>	The user can review or search footage manually in the large display.	Use the review controls or the timeline to search footage.  Use tags, bookmarking and archive features from this panel.

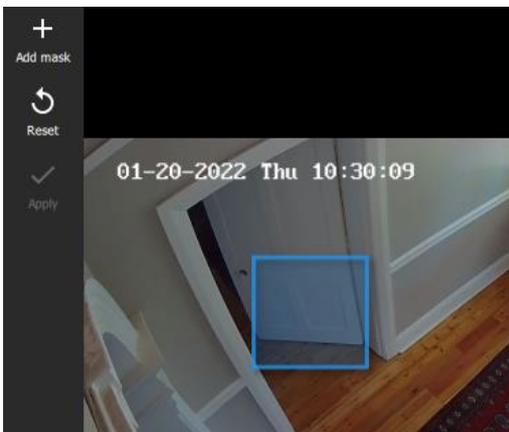
### 4.8.7.3 Motion Search Review Controls

The main display panel allows the user to see a larger image, and shows the motion search timeline underneath the image. Use the timeline or the controls from the main panel to search or play.



### 4.8.7.4 Searching in Motion Search

The motion search **Mask panel** allows the user to select more than one **activity zone** within the frame in which to search for motion. Add masks and then apply, as illustrated below.



Use masks to demarcate the search area, or, activity zone.



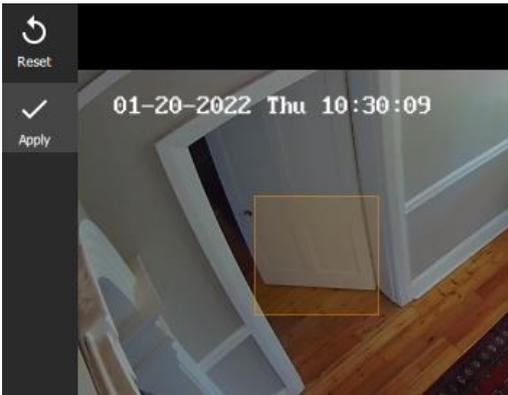
Click the plus icon in the top left corner to add a mask.



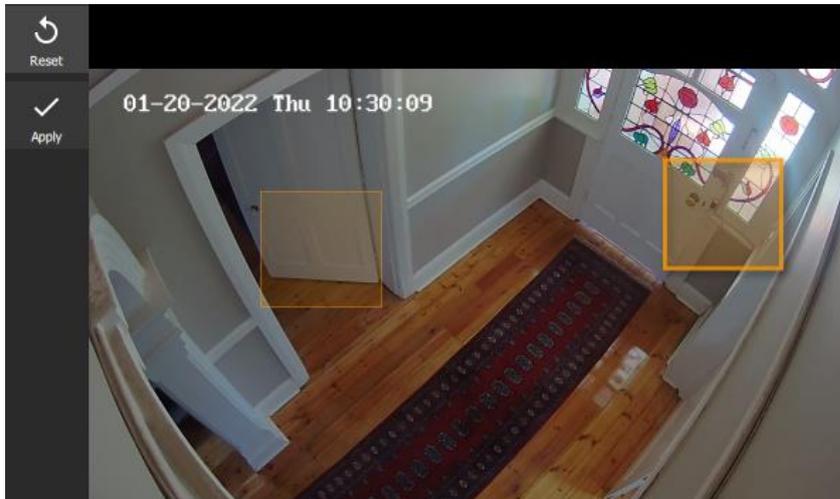
Use arrows on the borders of the frame to resize the mask.



Click and drag to move the mask.

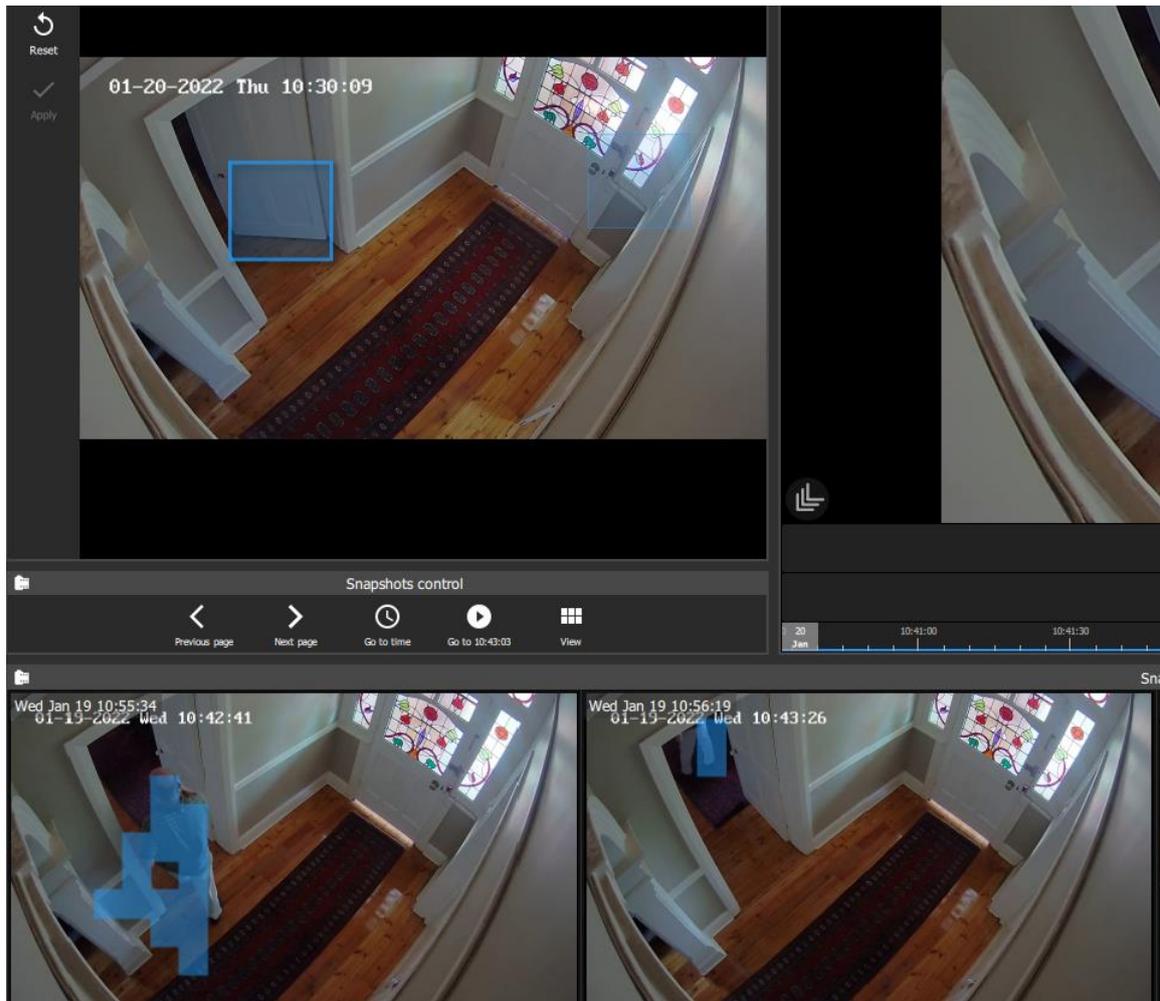


Click **Apply**.



Additional masks can be created in the frame.

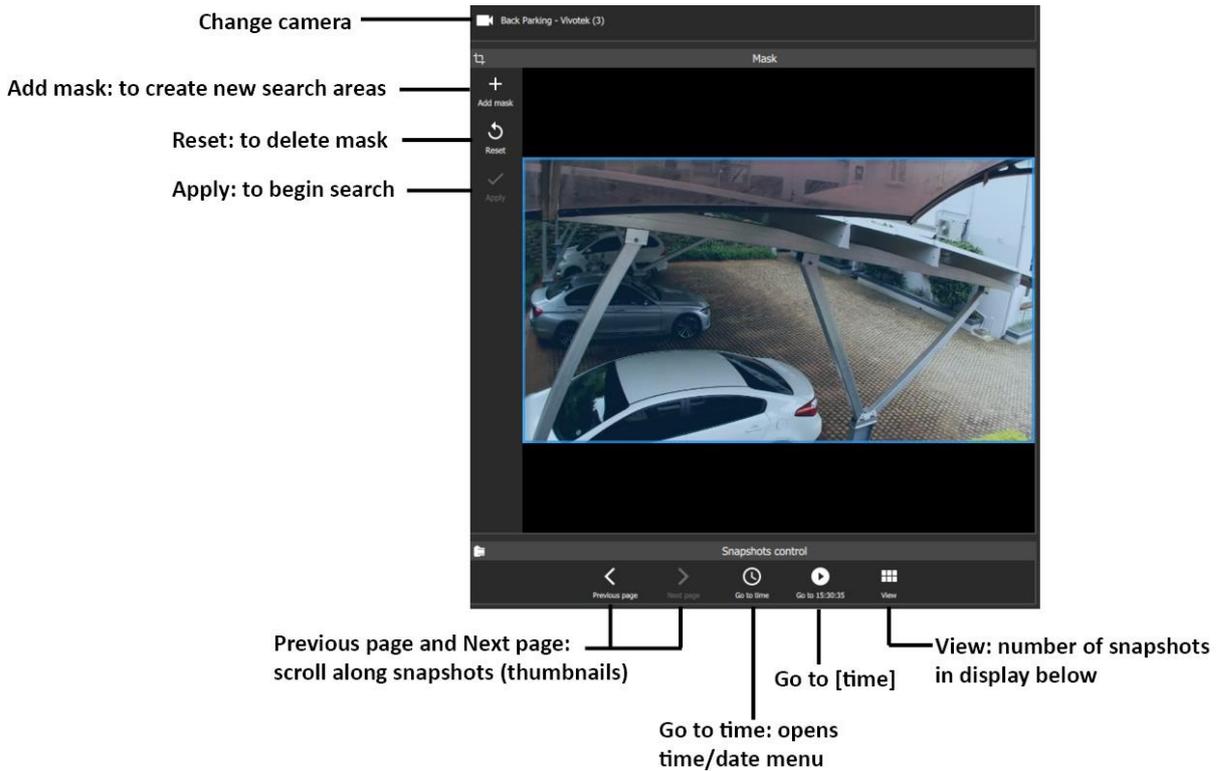
After applying the mask/s, the horizontal strip at the bottom of the screen will turn up snapshot images (thumbnails) where motion appears within the mask area. See the example below.



**Note:**

- Camera must be in review mode.
- Motion Search uses metadata from the Motion Search analytics database. To perform a motion search, cameras must have Motion Search analytics configured on the **CathexisVision client**.
- Configuration can be done from CathexisVision: **Setup Tab / Configure Servers / Video Analytics / Motion Database**.
- Motion data is gathered in real time. This means that there will not be any data available for periods when Motion Search was not configured.

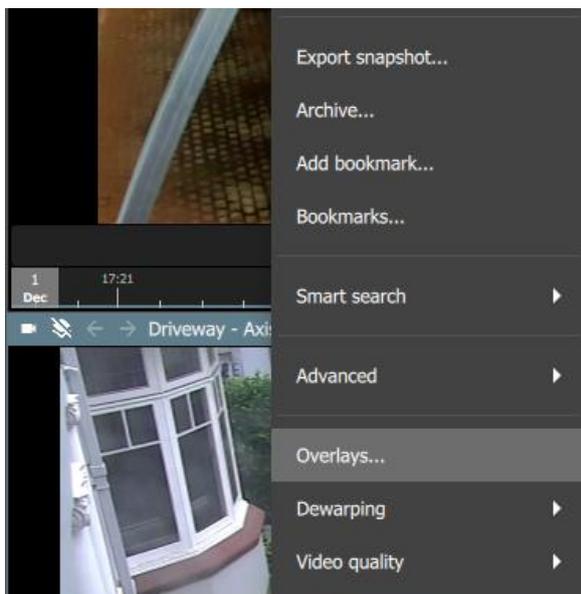
### 4.8.7.5 Summary of Mask Tools and Snapshots Control Tools



### 4.8.8 Integration Overlays

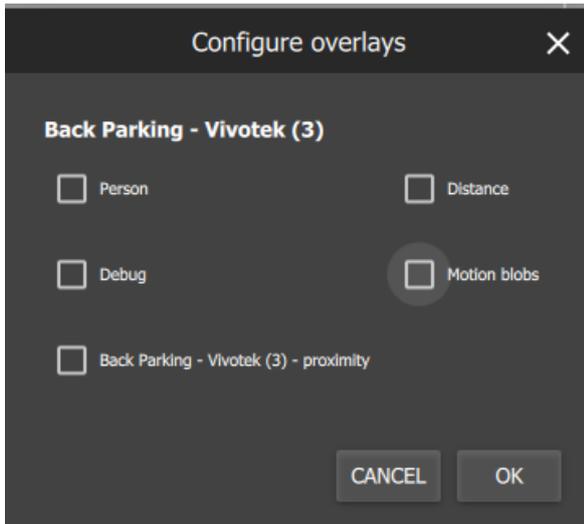
Overlay options vary according to camera and camera setup. Right-click a display panel to see what options are available for the camera.

Analytics overlays are only available in **live and review mode**. Available overlays vary between cameras and integrations.



To control overlays, right-click a display.

Select **Overlays...** from the drop-down menu.

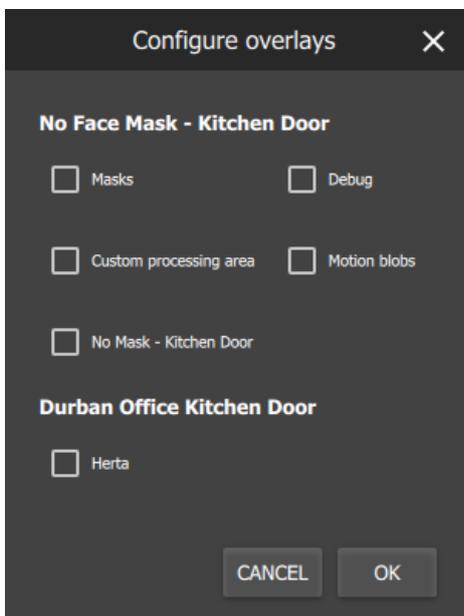


A new dialogue box will appear.

Overlay options will vary according to camera and integration.

Illustrated alongside, the Vivotek camera allows for person, distance, proximity, and motion detection analytics.

**Check boxes** to select options and click **OK**.



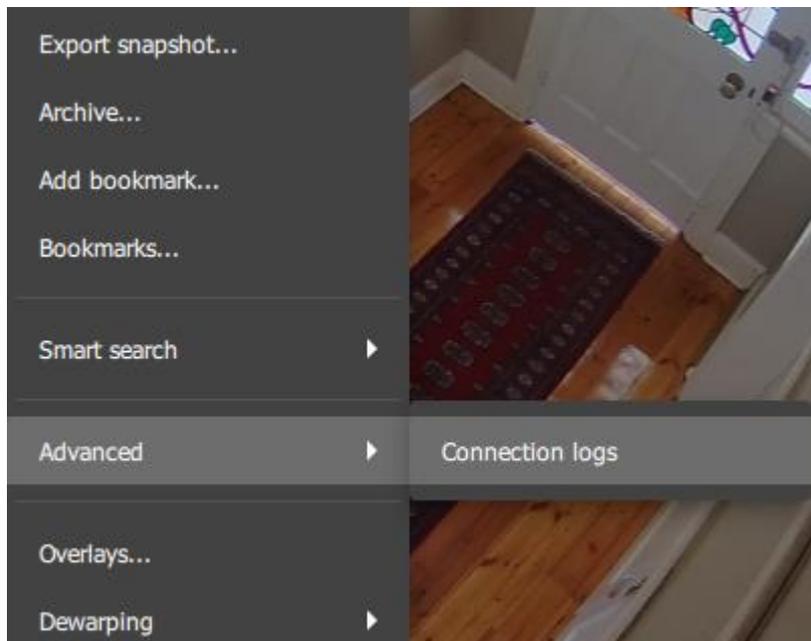
The image alongside shows the overlay options for a Herta camera. The analytics include face-mask detection.



The image alongside shows the display with the overlays enabled on the Vivotek camera.

### 4.8.9 Advanced: Connection Logs

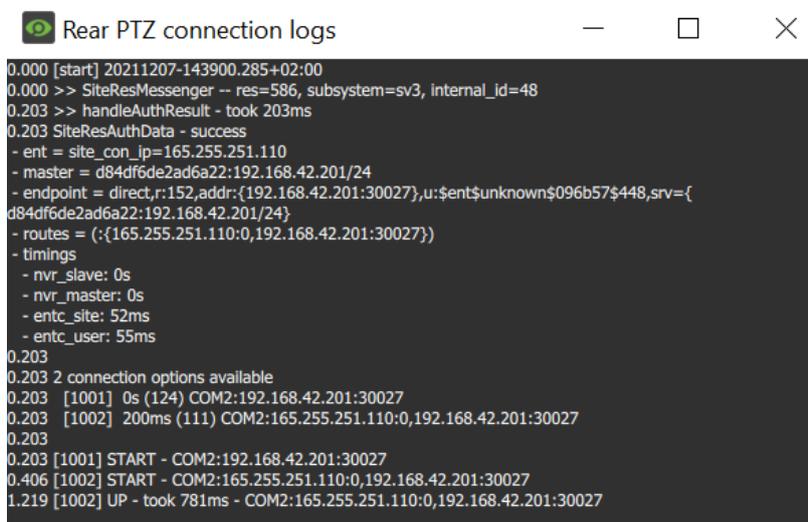
An advanced tool is available to view connection logs of footage in live mode.



**Right-click** the display in live mode.

**Hover** over Advanced.

Select **Connection logs**.

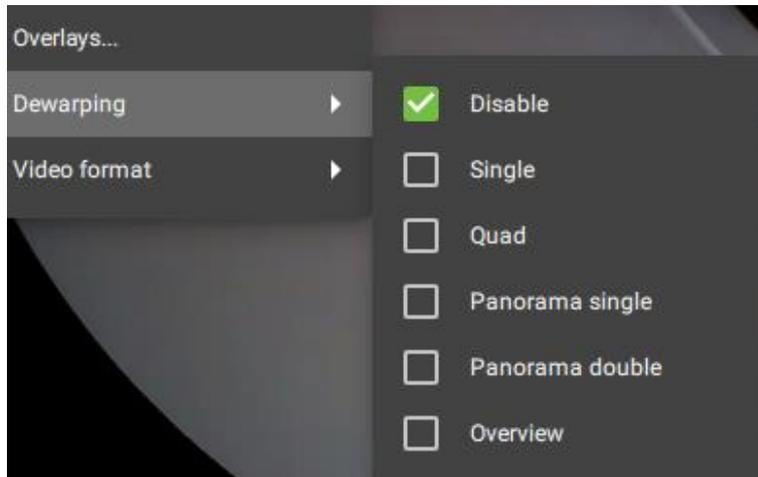


The connection logs will open in a new dialogue box.

✕ Use the **cancel icon** to exit.

## 4.8.10 Dewarping

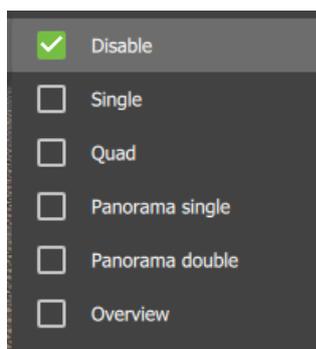
Use the dewarping tool to transform a fisheye camera into a flat view.



**Right-click** a display. The drop-down menu will appear.

**Hover** over Dewarping.

Another menu will appear.



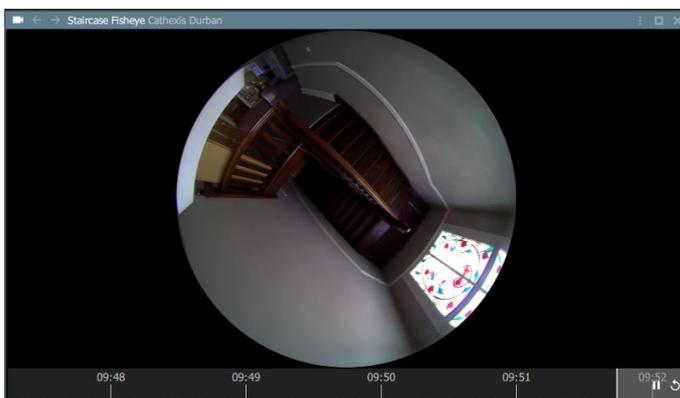
**Check** the boxes to adjust the settings on the cameras.

Choose from:

- Disable
- Single (1/4)
- Quad (breaks the view into 4 flat sections)
- Panorama single (top left and right quarters)
- Panorama double
- Overview (drag the blue section around to change the fisheye view).

### 4.8.10.1 Disable Dewarping

#### Disable on a Fisheye Camera



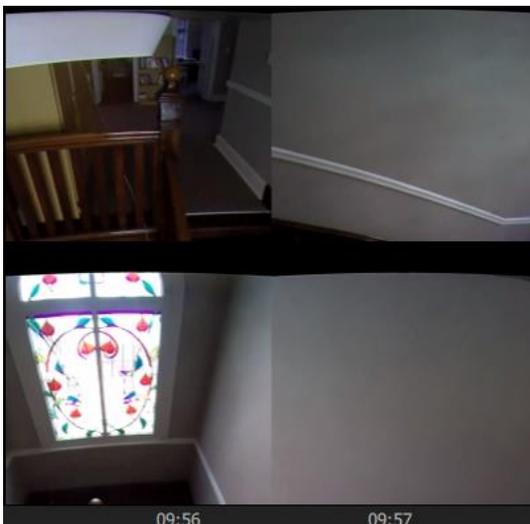
On a **fisheye** camera, **disable** will **remove dewarping**, and show the full fisheye view.

## Disable on a Regular Camera



Selecting **disable** on a regular camera will also send the camera view to the monitor **without making changes** to the feed.

### 4.8.10.2 Dewarping Options

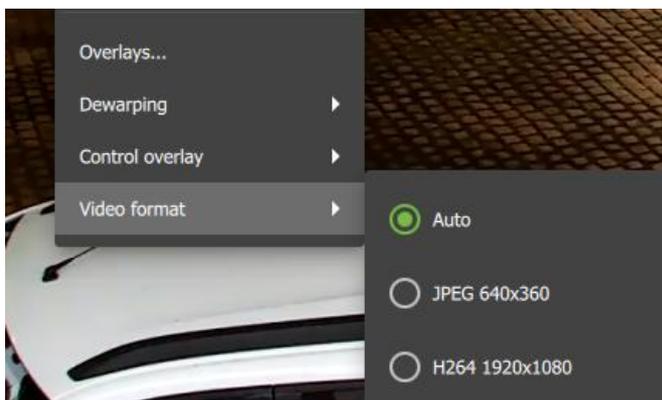


The dewarping options break the fisheye view into flat images.

In the example on the left, the **quad** option breaks the fisheye feed into four flat sections. Any of these four sections can be clicked and controlled using the mouse.

## 4.8.11 Video Settings

### 4.8.11.1 Change Video Format in Live Mode



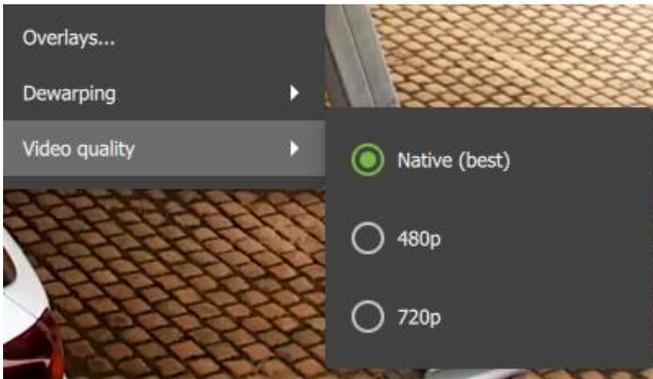
**Right-click** to open the drop-down menu.

Select **Video format**.

The video format default is set to Auto.

Choose from available options to change the video format, and click to select.

### 4.8.11.2 Change Video Quality in Review Mode



**Right-click** to open the drop-down menu.

Select **Video quality**.

The video quality default is set to best.

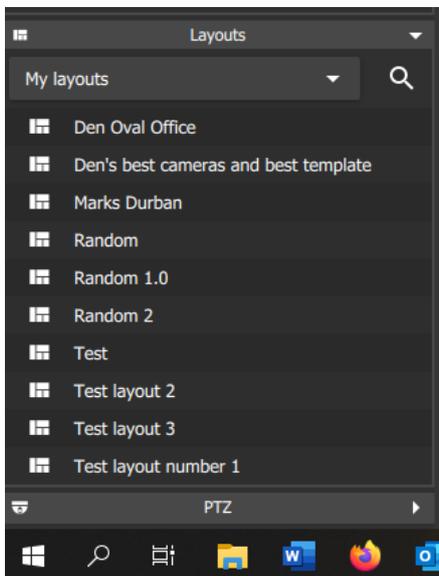
Choose from available options to change the video quality, and click to select.

### 4.8.12 PTZ Menu

When a display panel with a PTZ camera is selected, in live mode, an additional menu bar will appear on the left-hand side underneath the Layouts menu. This is found under the Resources main menu bar.

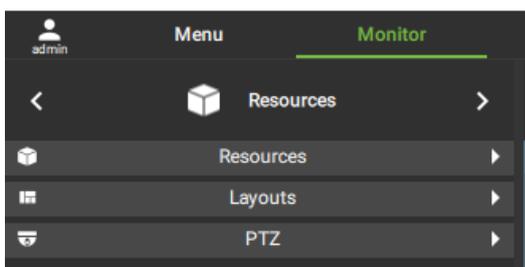
The PTZ menu enables the user to control PTZ movement in real-time as well as save PTZ presets for the camera.

For information about how to use the PTZ overlay in the main display, see [4.8.1.8 PTZ Control](#).

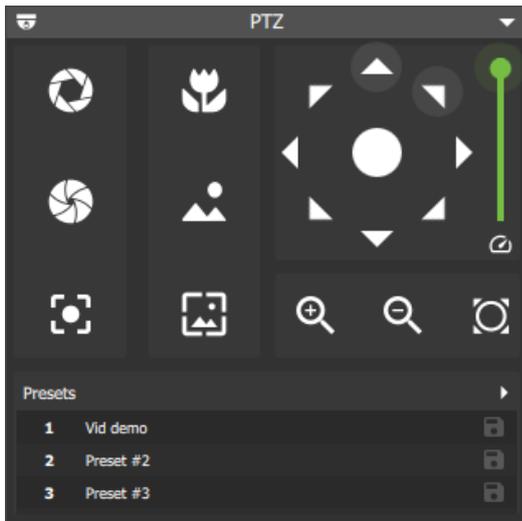


Once the display is clicked, the PTZ menu bar usually appears at the bottom of the screen, on the left-hand side.

**Click** on the **PTZ bar** to open up the menu.



The image alongside illustrates the positions of the menu bars once collapsed.

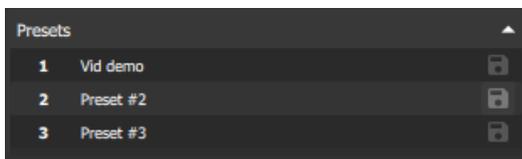


Open the PTZ menu and use the navigation and zoom functions to control the camera’s movement manually.

Select from features such as:

- Open iris
- Close iris
- Focus near
- Focus far
- Auto iris
- Auto focus

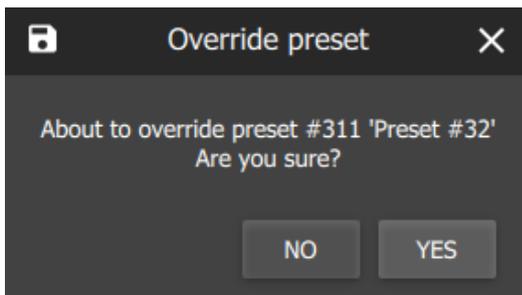
Features will depend on the capabilities of the individual PTZ camera.



Choose an unused slot or row.

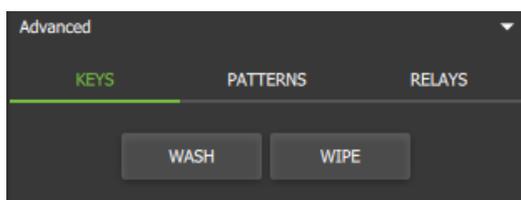


Click the save icon to save the preset.

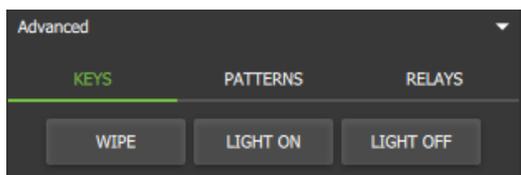


Select YES to save the new preset.

### PTZ Menu: Advanced

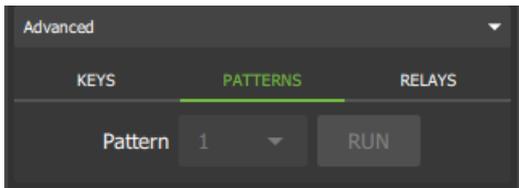


Click the **Advanced menu bar** at the bottom to view Advanced options. These are **Keys, Patterns,** and **Relays.**



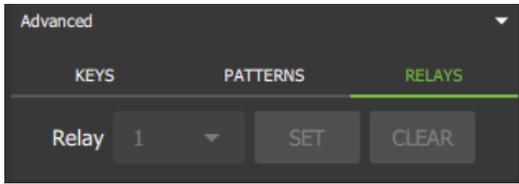
Keys will vary depending on the specifications of the PTZ camera. These buttons or “keys” allow the user to access PTZ functions.

**Click a “key”** e.g WIPE to **activate** an on-camera function.



A pattern is a pre-recorded path for the camera to follow. The patterns are numbered.

Select a pattern using the **drop-down menu** and click RUN.



Relays are switches on the camera.

Select a relay using the **drop-down menu** and click SET.

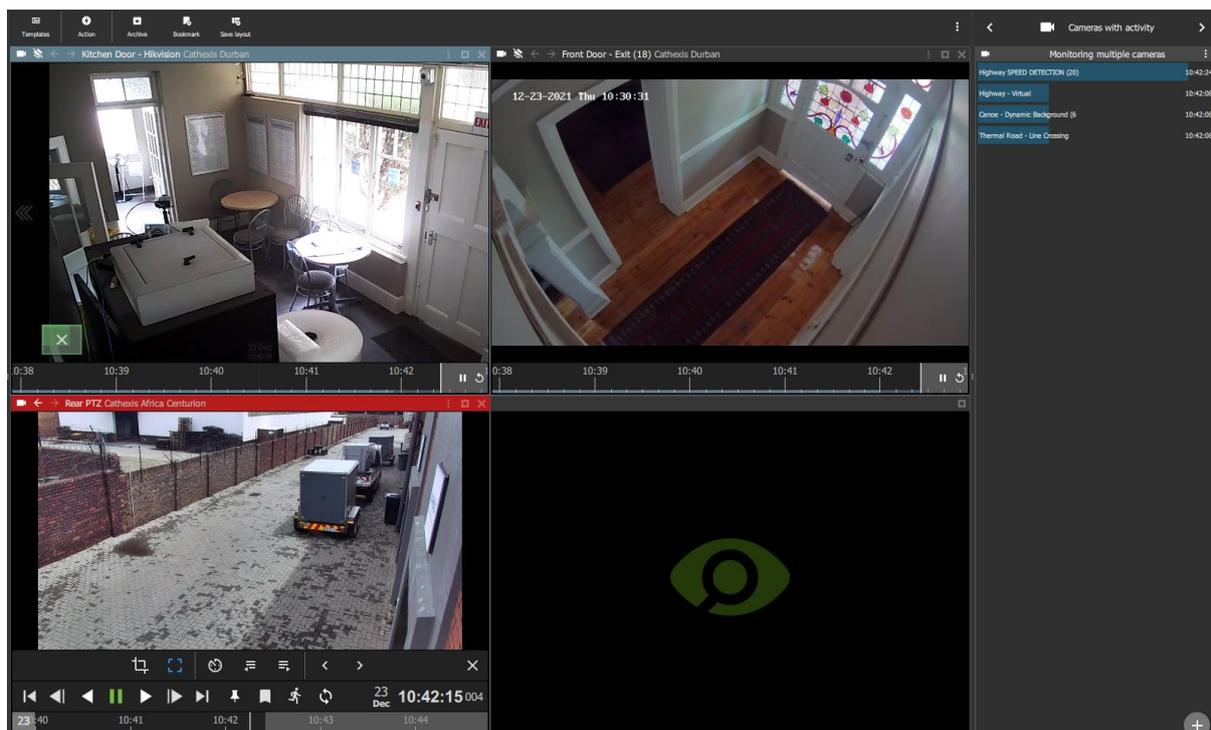
**Note:** Patterns and relays must first be configured before features can be used. These will need to be set up on the server.

### 4.8.13 Monitoring Using the Side Panel

The side panel displays camera with activity (triggered cameras) as *text items in a list*, not as video. This feature remains active even while the central display panels are being used for other cameras.

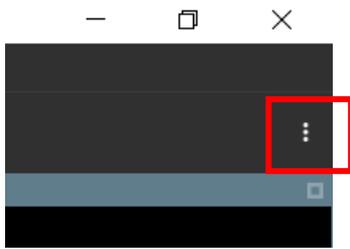
Section [4.6 Layout for Black Screen Monitoring](#) describes the setup for black screen monitoring, which only displays *video footage* of triggered cameras.

In the example below, the list of cameras with activity that are displayed on the right side panel are different to the cameras displayed in the central panels.

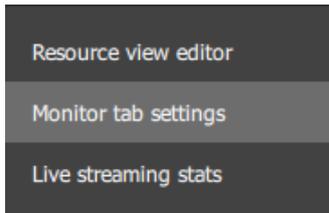


To use the side panel for monitoring, it is recommended first to enable the right side panel from the menu settings.

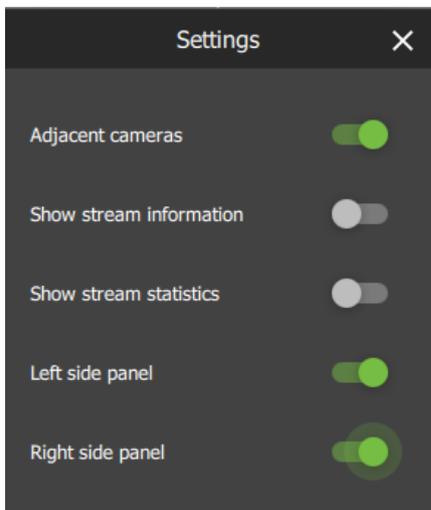
### 4.8.13.1 Enable Right Side Panel



Click the main **menu icon**.

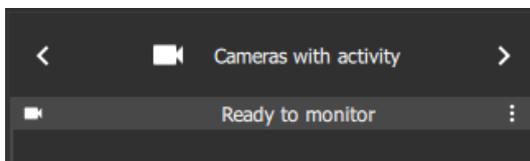


Select **Monitor tab settings**.



In the dialogue box that opens, toggle the bottom switch to enable **Right side panel**.

### 4.8.13.2 Monitoring Using Groups or Manually Adding Cameras

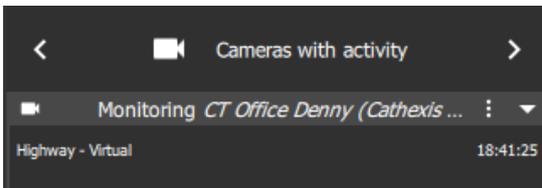
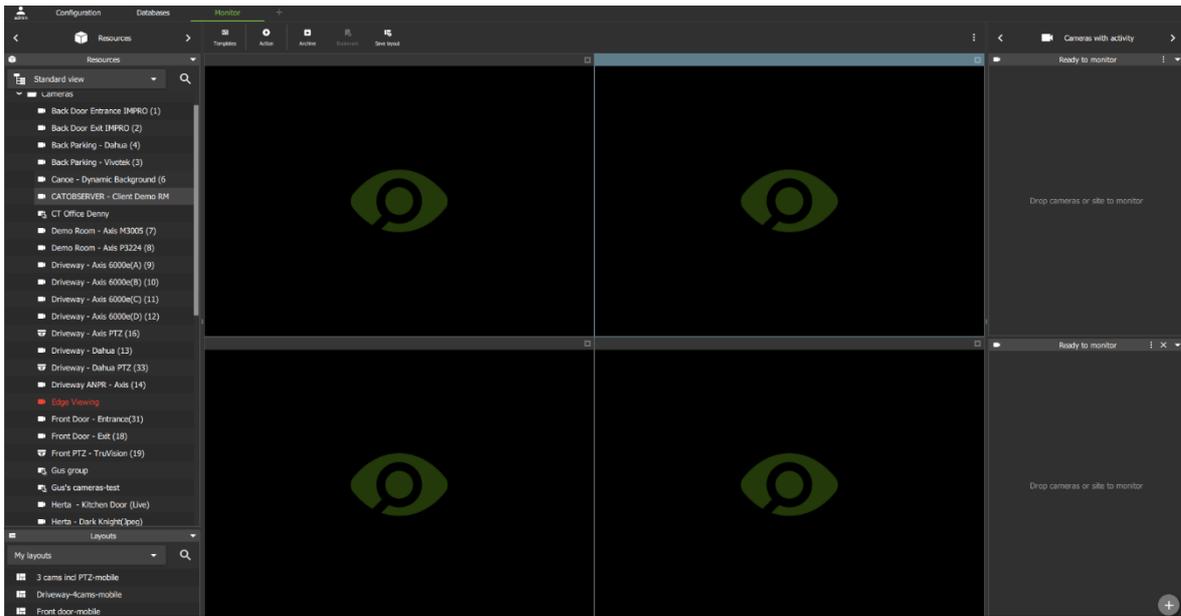


Once the side panel has been enabled, use the arrows on the menu bar to **scroll** through menu items to find **Cameras with activity**.



Select the plus icon in the bottom right corner to add additional monitoring panels.

In example below, the **left side panel** displays the **Resources menu** and the **right side panel** displays the **Cameras with activity** menu:



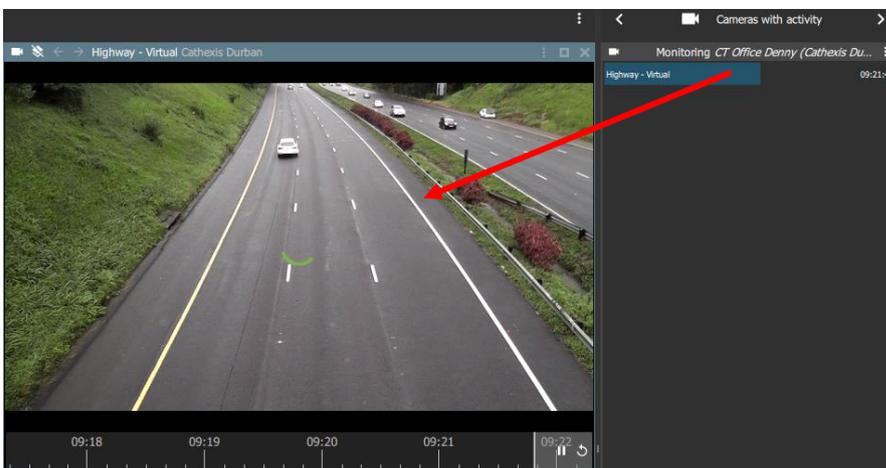
Click on a **camera group** in the **Resources** section, on the left, to **select**.

Then **drag and drop** the camera group into the **Cameras with activity** panel on the right.

Alternatively, add cameras **manually** using **Shift+click** or **Ctrl+click** and drag them across.

The menu text will change from **Ready to monitor** to **Monitoring [group name]**, and cameras will begin to appear underneath.

### 4.8.13.3 View a Monitored Camera



Click a camera in the list.

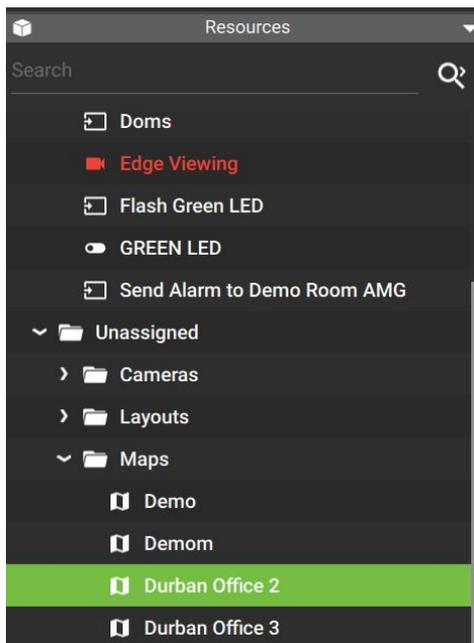
**Drag and drop** into a video display panel to see footage.

## 4.9 Using Maps from the Monitor Tab

Maps can be viewed and used in the Monitor tab as well as the Map tab. The sections below describe how to use maps in the monitor tab, including actions that can be performed using the map objects.

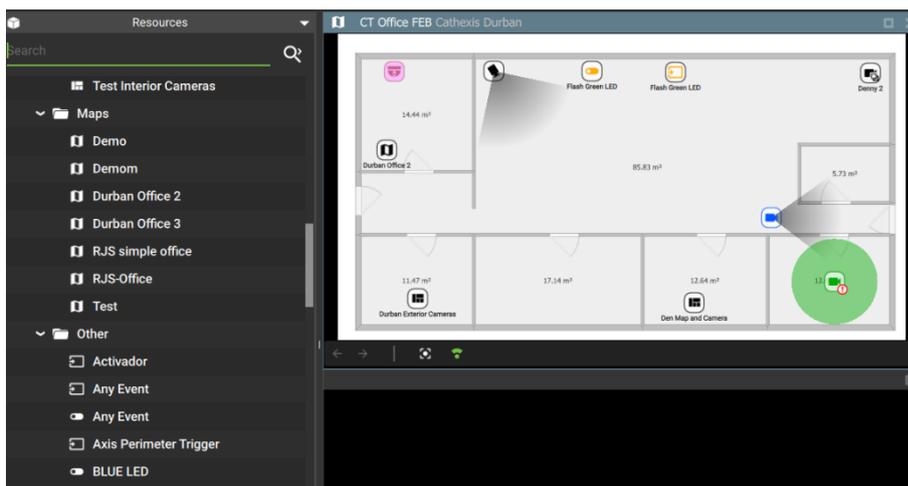
### 4.9.1 Place Map in Template

To use the map from the monitor tab, the map must first be added to a template or open display panel.



**Locate the map** in a folder, using the folder tree on the left. Alternatively, use the search bar to search for the map by name.

**Click a map** on the list to select.



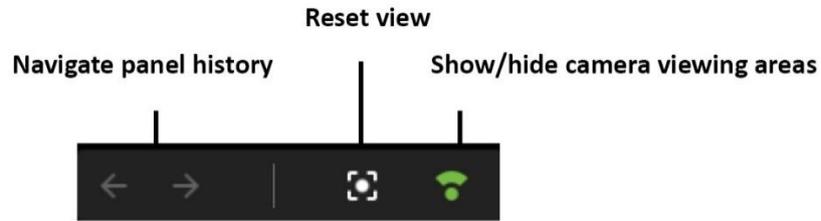
**Drag and drop** the map onto a display panel.



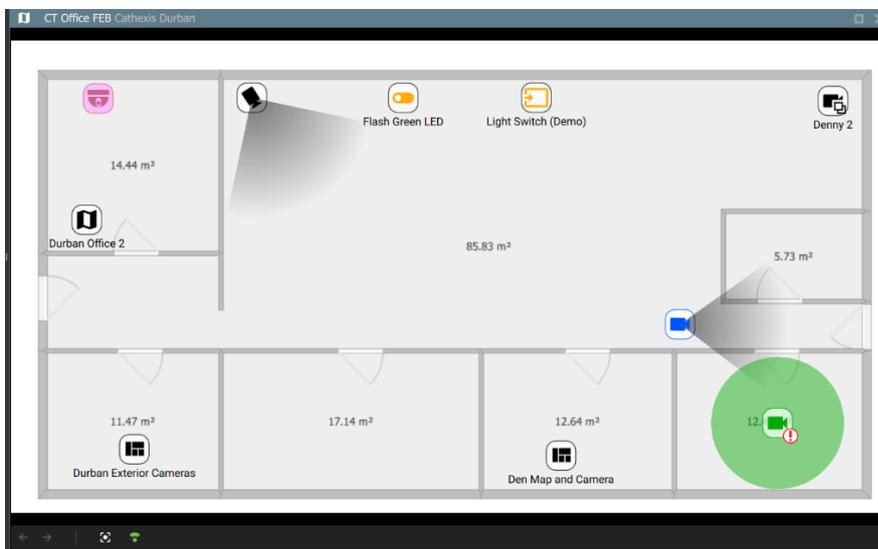
Click **save layout** to use the arrangement in the future.

**Note:** It is recommended to choose a template with at least one other display panel.

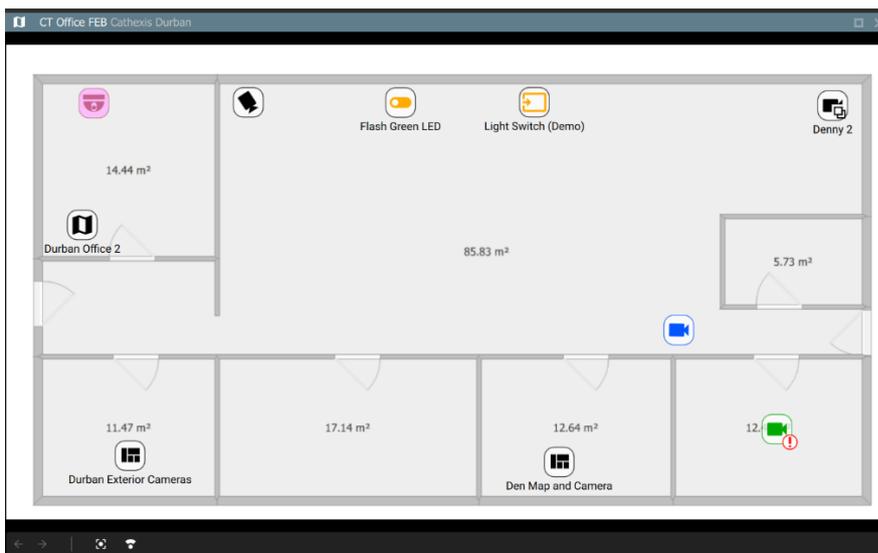
## 4.9.2 Monitor Tab Map Tools



Toggle the viewing areas icon to show or hide the field that indicates the range of the camera view.



Pictured left is a map where **camera viewing areas** are shown.

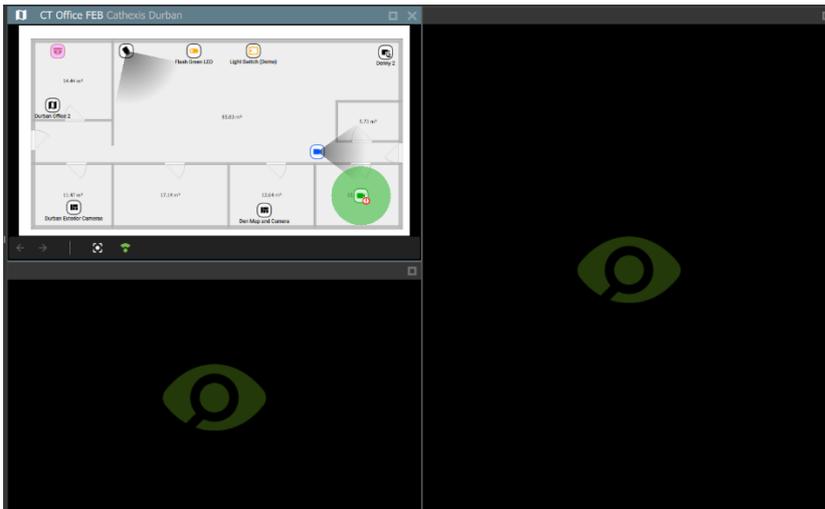


Pictured left is the same map where **camera viewing areas** are hidden.

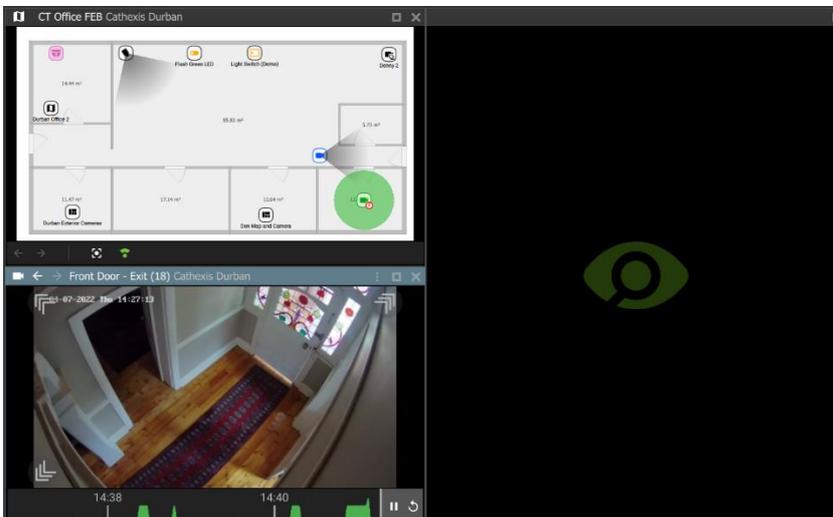
## 4.9.3 Viewing the Map's Cameras

The camera icons on the maps represent cameras that can be viewed in other display panels in the Monitor tab.

### 4.9.3.1 Viewing Individual Cameras



Choose a **template** with at least one **available display panel** in order to see camera views.



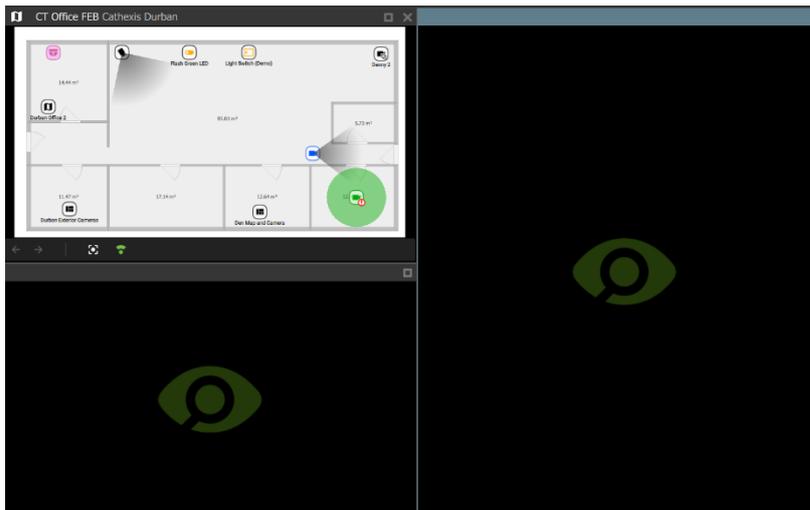
To see the video footage of the camera, **select a camera icon** on a map.

Then, **drag and drop** the icon into another panel.

The panel will change to display the camera's video footage.

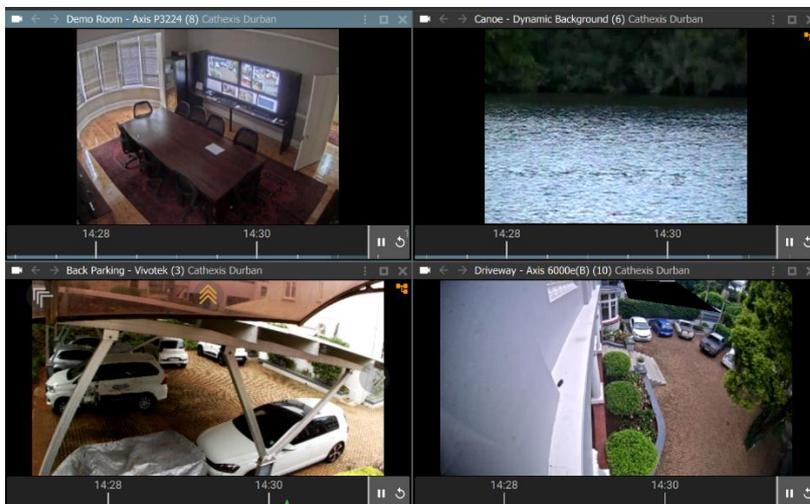
### 4.9.3.2 Viewing Camera Groups

If a *camera group* has been added to the map, video footage of the cameras in the group can be displayed.



 **Left-click** the camera group icon on a map.

**Drag and drop** the icon into another display panel.



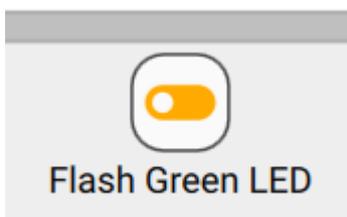
The template will change, and the saved camera group will **fill the display panels**. The display panels will show the video footage.

The *map* will *no longer* be displayed.

## 4.9.4 Viewing and Controlling Outputs

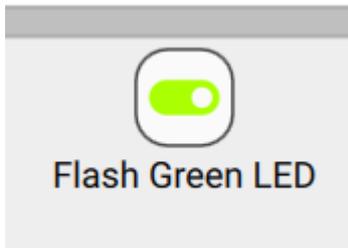
### 4.9.4.1 View State

To view the *state* of an Output, it is necessary to know the settings for the icon that were created using the map editor tool ([6.1.3 Edit Appearance of Icons](#)).



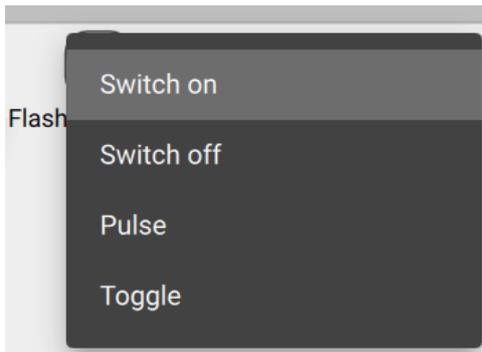
**Colours** can be used to represent the state:

- Unknown
- On
- Off.



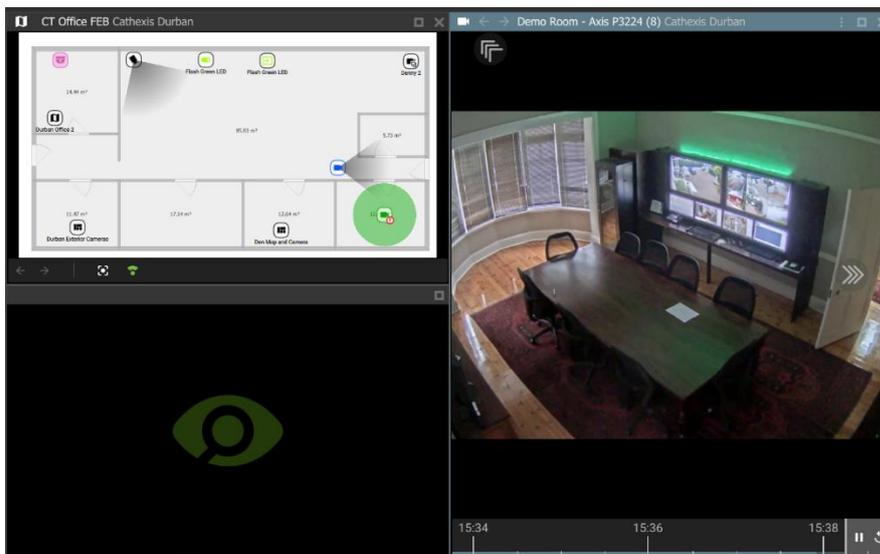
The *state* of the output will be indicated on the map by showing the *designated colour*.

#### 4.9.4.2 Control Output



**Right-click** an output icon on the map for options to **control** the output.

From the drop-down menu that appears, **click an option** to select.



If there is a camera associated with the output, **drag and drop** the camera into another display panel to view the effects of the output action.

### 4.9.5 Viewing Inputs

#### 4.9.5.1 View State

To view the *state* of an input, it is necessary to know the settings for the icon that were created using the map editor tool ([6.1.3 Edit Appearance of Icons](#)).



Colours can be used to represent the state:

- Unknown
- High
- Low.

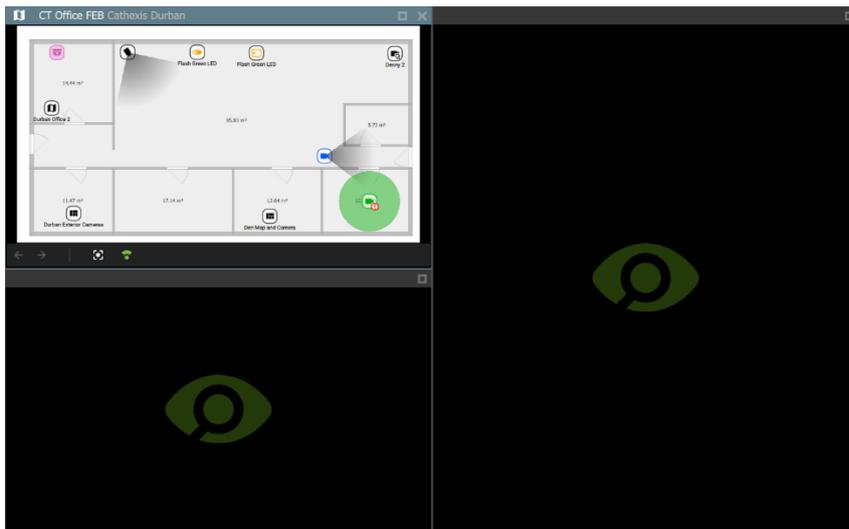


The *state* of the input will be indicated on the map by showing the *designated colour*.

In the example on the left, the *output* icon (left) has been used to “switch on”, which results in a state change displaying on the *input* icon (right).

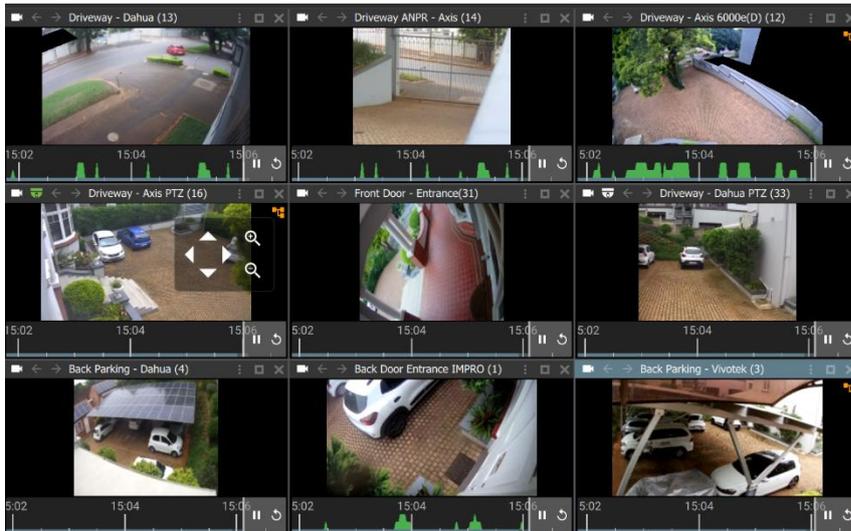
### 4.9.5 Placing Layouts

Layouts can be added as map objects.



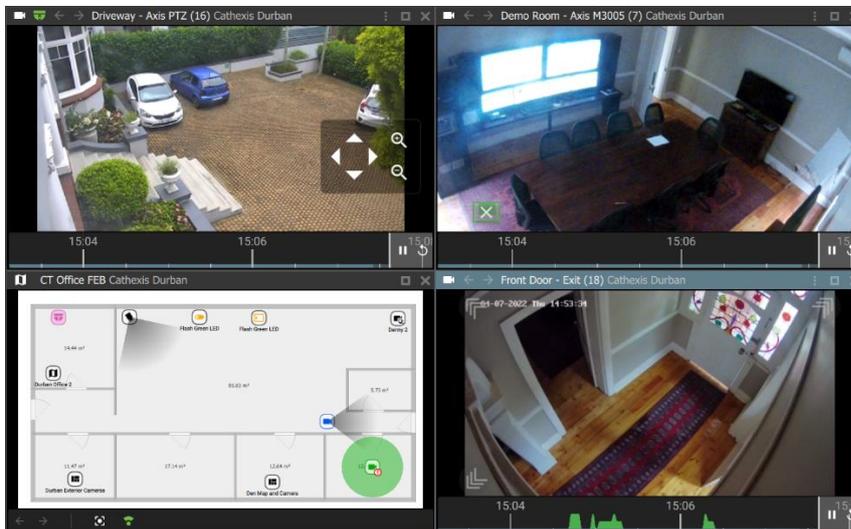
**Left-click** the layout icon on the map.

**Drag and drop** the Layout icon into another display panel.



The display will change, and the saved layout will fill the display panels.

If the map is not saved on the new layout, it will no longer be displayed.



When creating a layout, it is possible to *add a map* and save as a new layout.



Include a map in a saved layout to see the map when using Layout icons.

## 5. Databases (Main) Tab

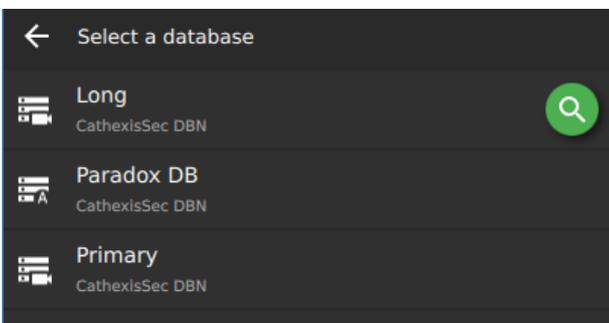


To search databases, navigate to the **Databases icon** and **click** to open a new tab.

Databases will appear in a list on the left-hand side.

### 5.1 Viewing and Searching a Database

The databases section combines access to metadatabase and video database recordings in one interface. The icons distinguish between the two types.



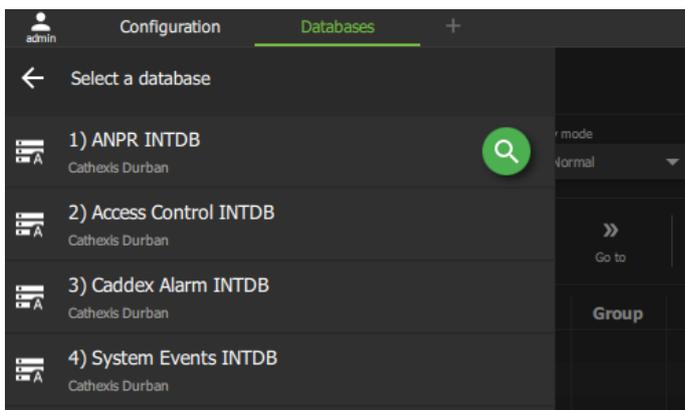
**A metadatabase**, indicated left with the **'A' icon**, contains extensive detail using **text data**.

Use links to access associated video footage.



**A video database**, indicated left with the **camera icon**, is where video is stored.

#### 5.1.1 Select a Database



**Double-click a list item** to select a database.



Click the search icon to open the search field.

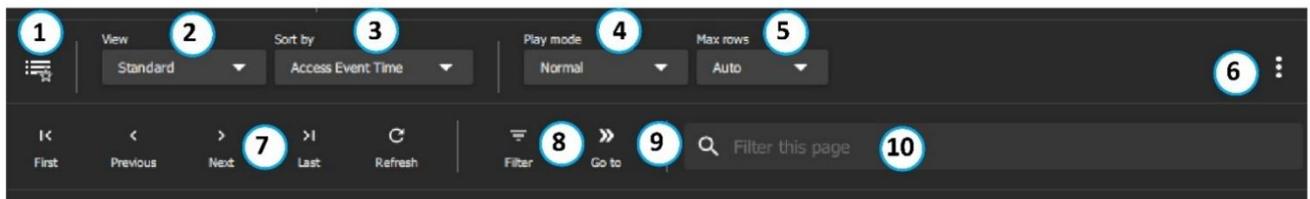
Type the name of the database to search for a database name e.g. Herta.

The database will open in the panel, where events and details will be listed. Details correspond with the type of database. In the example below, the ANPR database displays License plate details.

Time	LPR Detector	License plate	Group	Confidence	Place of Issue	Tags	E
2022-05-23 10:04:46.997	Road LPR - Axis 1125			81			wh
2022-05-23 10:04:52.797	Road LPR - Axis 1125			78			wh
2022-05-23 10:05:00.717	Road LPR - Axis 1125			78			wh

The interface for the metadatabase differs slightly from the interface for the video database. The features of each are described in the subsections below.

### 5.1.2 Metadatabase Interface

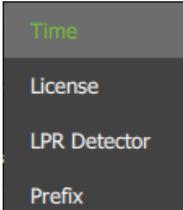


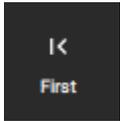
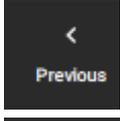
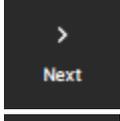
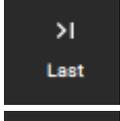
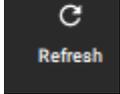
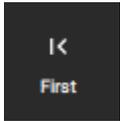
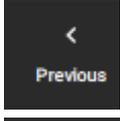
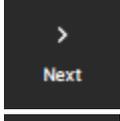
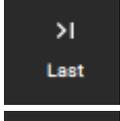
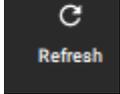
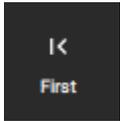
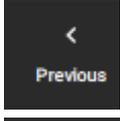
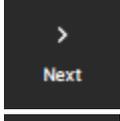
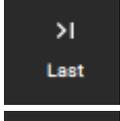
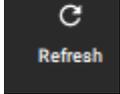
**Note:**

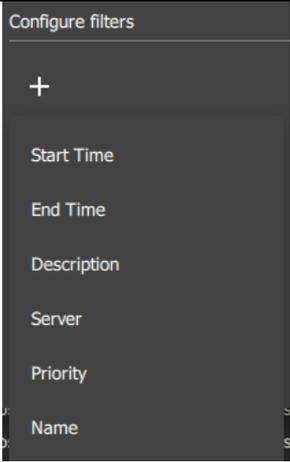
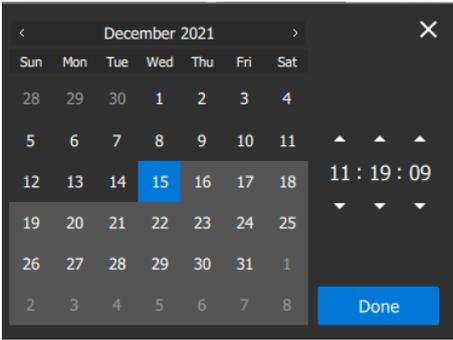
1. Click the **Filter icon** (8) to search *all* data.
2. Use the **Filter this page** (10) tool to narrow down results from *only* those currently displayed on the page.
3. The **controls** (7) can be used to page through displayed results, which are limited by the **number of rows**.

For example, if the **Max rows** (5) chosen is 1000 results per page, click the **Previous** icon to see the 1000 results that precede those on the display.

<p><b>1 Custom View</b></p>	<p>Users may change the way the database is presented, by adjusting any View and Sort by options.</p> <p> Saving the sorted list creates a custom view.</p> <p>For example, a search can be filtered according to ID, and saved as a Custom View named “Events sorted by ID.”</p>
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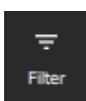
<p><b>2</b> View</p>	<p>View options can be adjusted. Some integration databases have multiple View options.</p> <p>For instance, the ANPR database presents the following drop-down menu as View options:</p> 						
<p><b>3</b> Sorted by</p>	<p>Events can only be sorted by certain parameters. These are specific to each database. For example, the following search parameters are available for an ANPR database:</p> 						
<p><b>4</b> Play mode</p>	<p>The way event footage is reviewed in the right-hand display can also be changed. Choose between:</p> <table border="1" data-bbox="651 1429 1386 1686"> <tr> <td><b>Normal</b></td> <td>After the event plays, the video stream will continue playing forward until paused.</td> </tr> <tr> <td><b>Skip</b></td> <td>After an event plays, the next item in the database list will begin playback.</td> </tr> <tr> <td><b>Loop</b></td> <td>An event will play until the end of the segment, then begin again on repeat.</td> </tr> </table>	<b>Normal</b>	After the event plays, the video stream will continue playing forward until paused.	<b>Skip</b>	After an event plays, the next item in the database list will begin playback.	<b>Loop</b>	An event will play until the end of the segment, then begin again on repeat.
<b>Normal</b>	After the event plays, the video stream will continue playing forward until paused.						
<b>Skip</b>	After an event plays, the next item in the database list will begin playback.						
<b>Loop</b>	An event will play until the end of the segment, then begin again on repeat.						
<p><b>5</b> Max rows</p>	<p>Choose from a list of options the number of rows displayed in the main page, between <b>10 and 10 000</b>, or choose the <b>Auto</b> function to fit rows to the screen size.</p> <p>The <b>pages</b> created can then be navigated using the <b>Controls</b>.</p>						

<p>6 Database menu</p>	<p> The menu icon opens database menu options.</p> <table border="1" data-bbox="655 331 1382 667"> <tr> <td><b>Export...</b></td> <td>Generate metadatabase reports in PDF or CSV format.</td> </tr> <tr> <td><b>Manage reports...</b></td> <td>Add a new report, and modify settings, including filters.</td> </tr> <tr> <td><b>Settings...</b></td> <td>Change the playback settings for events. Adjust the number of seconds of lead-in and lead-out time.</td> </tr> </table> <p>For more information, see section <a href="#">5.2 Database Menu</a>.</p>	<b>Export...</b>	Generate metadatabase reports in PDF or CSV format.	<b>Manage reports...</b>	Add a new report, and modify settings, including filters.	<b>Settings...</b>	Change the playback settings for events. Adjust the number of seconds of lead-in and lead-out time.				
<b>Export...</b>	Generate metadatabase reports in PDF or CSV format.										
<b>Manage reports...</b>	Add a new report, and modify settings, including filters.										
<b>Settings...</b>	Change the playback settings for events. Adjust the number of seconds of lead-in and lead-out time.										
<p>7 Controls</p>	<p>Controls relate to the pages created by using the <b>Max Rows</b> tools.</p> <p>Use a control tool to jump to other pages.</p> <p>For example, if the Max Rows (per page) is set at 500:</p> <table border="1" data-bbox="587 1039 1420 1644"> <tr> <td></td> <td>The <b>First icon</b> can be used to jump to the <b>first page</b> of results (e.g. the first page of 500 rows).</td> </tr> <tr> <td></td> <td>The <b>Previous icon</b> can be used to jump to the previous page of results (e.g. the previous 500 rows).</td> </tr> <tr> <td></td> <td>The <b>Next icon</b> can be used to navigate forward in time to more recent pages of (e.g. forward through pages of 500 rows).</td> </tr> <tr> <td></td> <td>The <b>Last page</b> shows the most recent entries, and can be used to jump quickly back to these results.</td> </tr> <tr> <td></td> <td>Click <b>Refresh</b> to reload the page which can then include up-to-the-minute results from the database.</td> </tr> </table>		The <b>First icon</b> can be used to jump to the <b>first page</b> of results (e.g. the first page of 500 rows).		The <b>Previous icon</b> can be used to jump to the previous page of results (e.g. the previous 500 rows).		The <b>Next icon</b> can be used to navigate forward in time to more recent pages of (e.g. forward through pages of 500 rows).		The <b>Last page</b> shows the most recent entries, and can be used to jump quickly back to these results.		Click <b>Refresh</b> to reload the page which can then include up-to-the-minute results from the database.
	The <b>First icon</b> can be used to jump to the <b>first page</b> of results (e.g. the first page of 500 rows).										
	The <b>Previous icon</b> can be used to jump to the previous page of results (e.g. the previous 500 rows).										
	The <b>Next icon</b> can be used to navigate forward in time to more recent pages of (e.g. forward through pages of 500 rows).										
	The <b>Last page</b> shows the most recent entries, and can be used to jump quickly back to these results.										
	Click <b>Refresh</b> to reload the page which can then include up-to-the-minute results from the database.										
<p>8 Filter</p>	<p>Use the <b>Filter</b> tool to search <i>all</i> data in the integration database.</p> <p>Multiple filters can be added from this window.</p> <p>The filter options will change for each database. Below is an example of a drop-down menu of filter options:</p>										

	 <p>See below, <a href="#">5.1.2.1 Using the Filter in the Metadatabase</a>, for instructions about how to add search filters.</p>
<p><b>9</b> Go to</p>	<p>Enter and search for an event using the time and date panel. It will open in a new dialogue from the Go to icon:</p> 
<p><b>10</b> Filter this page</p>	<p>Organise the results in the page using the <b>Filter this page</b> tool. Use the tool to narrow down results from <i>only</i> those currently displayed on the page.</p> <p>Filter by any term or part of items that appear in the main page, for example, “Door,” “ND121,” “Tamper alarm,” or “Cathy.”</p> <p>Only the results from the current page will display.</p>

### 5.1.2.1 Using the Filter in the Metadatabase Interface

Use this tool to search and filter *all* entries, including those currently not displayed on the page.

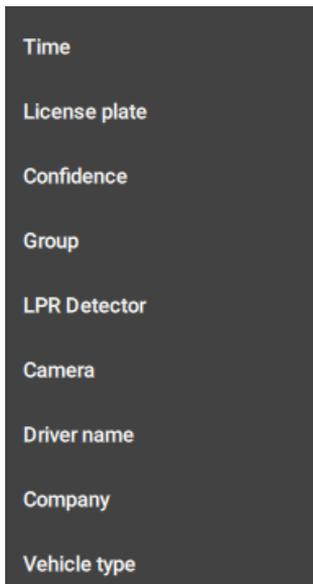


Click the **filter icon** to open the filter dialogue.

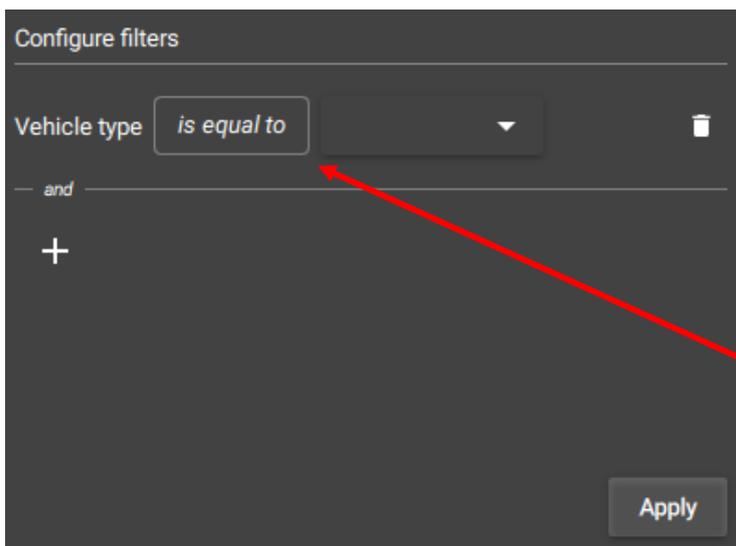


Click the **plus icon** to add/configure filters.

A drop-down menu will appear. The filter options will vary according to the database. Below is an example of a drop-down menu of filter options:



Click an item to select.



**Additional fields** will appear which allow the user to search using the filter.

For example, if filtering by Vehicle Type, it will be necessary to specify Ford/Kia etc.

Click the **text field** to see more options, or **click the arrow** to see the drop-down menu.



Click the **plus icon** to **add filters**.

Click Apply to finish.

Depending on which filter is chosen, the search will be further specified by:

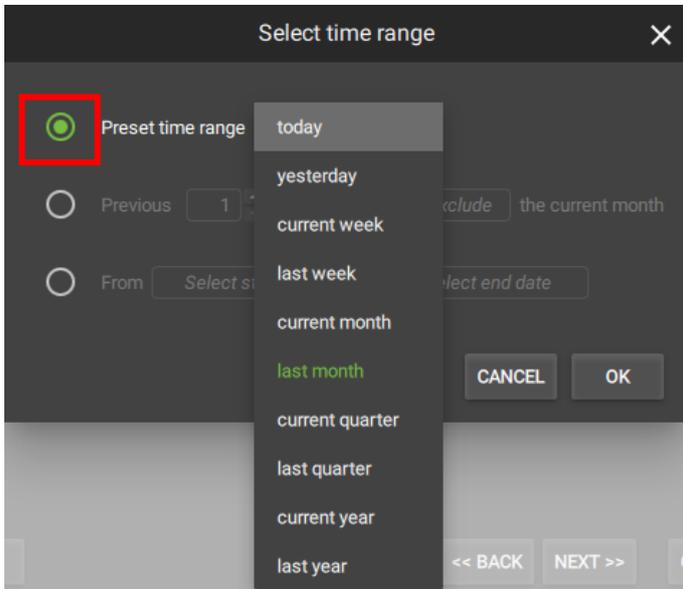
- a) typing into a text field,
- b) by choosing and option from a drop-down menu,
- c) or by following prompts in a new dialogue box.

### **Time/Time Stamp/Start Time Filters: Select Time Range**

If the filter that is chosen is Time, Timestamp or Start Time (this depends on the integration), a new dialogue box will prompt the user.

For filtering results according to Start Time, Time or Timestamp, a time range must be selected. There are three options for how to do this.

- The first option filters by a *preset* time range, *by periods* such as week, month, or year.
- The second option specifies the *number* of days/week/months in the *previous* period.
- The third option specifies *exact dates*.

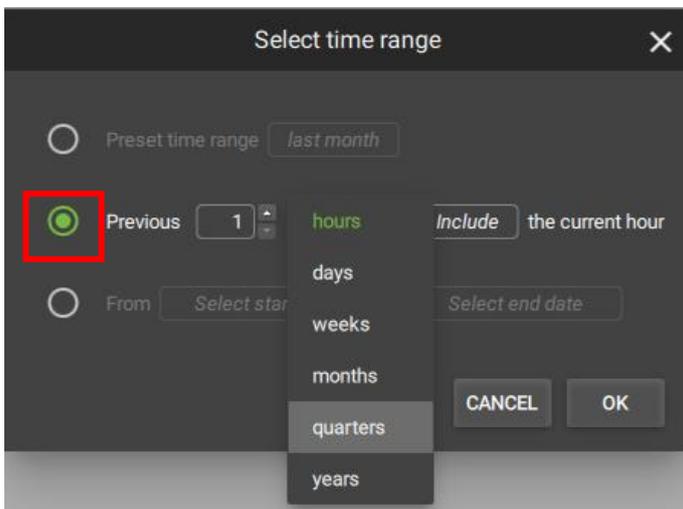


To choose or change the *preset time range*, make sure this option is **selected** by clicking the bullet so that it turns green.

Click the **text field** to open the drop-down menu.

Choose a **period of time** by which to filter the results.

Click OK.



To choose or change the *specified previous period*, make sure the option is **selected** by clicking the bullet so that it turns green.

Use the **arrows** to adjust the number.

Click the **text field** (“months”) to open the **drop-down menu**.

Choose a **time period** for the filter.

Click the “**Include/Exclude**” field to choose between these options. This will include/exclude the current period (e.g. this month).

To choose or change the time filter to be *specified by date*, make sure the option is **selected** by clicking the bullet so that it turns green.

Click both the **start date** and **end date text fields**.

This will open up calendars. Choose the dates from the calendars.

Click OK.

### Add Additional Filter



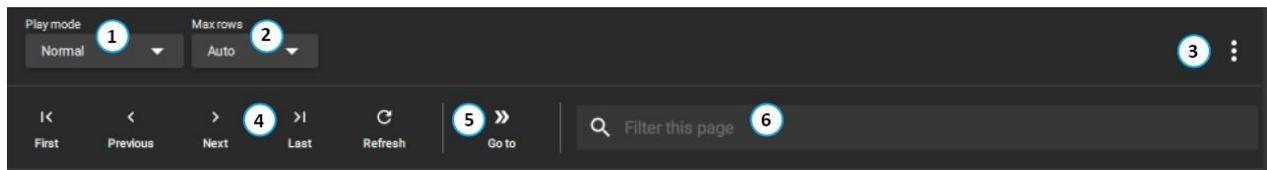
Click the plus icon to add additional filters. A drop-down menu will show, with filters relevant to the metadatabase.

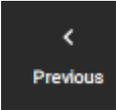
Use the steps above to fill in or select the text fields to complete the filter setup.

### Explanation of Search Terms

Search Term	Explanation
<b>is equal to</b>	The filter will search for the entire item mentioned in the field alongside. A search for Catherine will show all results that contain the whole term. Searching for “Cath”, using “is equal to”, will not show results for Catherine.
<b>is not equal to</b>	The filter will exclude the whole term, and show the remaining entries from the database.
<b>is one of</b>	The filter will provide a list of multiple options that can be added. This is a way to <i>include multiple items</i> of one type in one filter (e.g. more than one vehicle make).
<b>is not one of</b>	The filter will provide a list of multiple options that can be excluded. This is a way to <i>exclude multiple items</i> of one type in one filter (e.g. more than one vehicle make).
<b>contains</b>	The filter can conduct a search using part of the word or phrase. The search returns results using any part of the term that is typed into the field. Searching for “Cath” or “Cat” will both yield “Catherine” in the results.
<b>does not contain</b>	The filter can conduct a search using part of the word or phrase. The search returns results excluding any part of the term that is typed into the field. Searching “does not contain” and using “Cath” or “Cat” will both exclude “Catherine” in the final results.

## 5.1.3 Video Database Interface

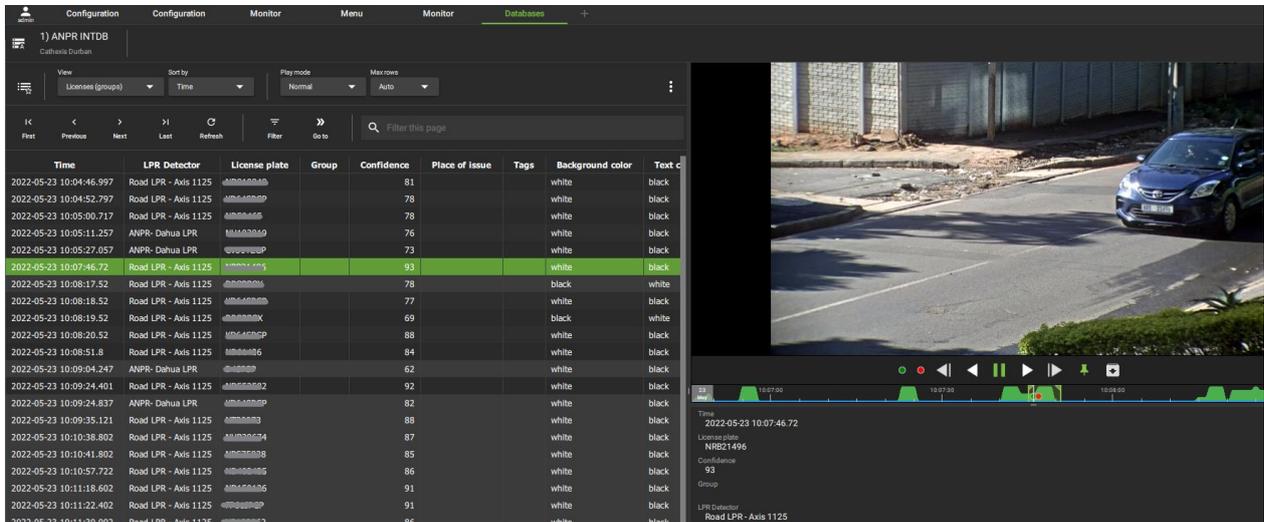


<p><b>1</b> Play mode</p>	<p>The way event footage is reviewed in the right-hand display can also be changed. Choose between:</p> <ul style="list-style-type: none"> <li><b>Normal</b> After the event plays, the video stream will continue playing forward until paused.</li> <li><b>Skip</b> After an event plays, the next item in the database list will begin playback.</li> <li><b>Loop</b> An event will play until the end of the segment, then begin again on repeat.</li> </ul>
<p><b>2</b> Max Rows</p>	<p>Choose the number of rows displayed in the main page, between <b>10 and 10 000</b>, or choose the <b>Auto</b> function to fit rows to the screen size.</p> <p>The <b>pages</b> created can then be navigated using the <b>Controls</b>.</p>
<p><b>3</b> Database Menu</p>	<p> The menu icon opens database menu options.</p> <ul style="list-style-type: none"> <li><b>Export...</b> Generate metadatabase reports in PDF or CSV format.</li> <li><b>Settings...</b> Change the playback settings for events. Adjust the number of seconds of playback lead-in and lead-out time.</li> </ul>
<p><b>4</b> Controls</p>	<p>Controls relate to the <i>pages</i> created by using the <b>Max Rows</b> tools.</p> <p>Use a control tool to jump between pages.</p> <p>For example, if the Max Rows (per page) is set at 500:</p> <ul style="list-style-type: none"> <li> The <b>First icon</b> can be used to jump to the <b>first page</b> of results (e.g. the first page of 500 rows).</li> <li> The <b>Previous icon</b> can be used to jump to the previous page of results (e.g. the previous 500 rows).</li> </ul>

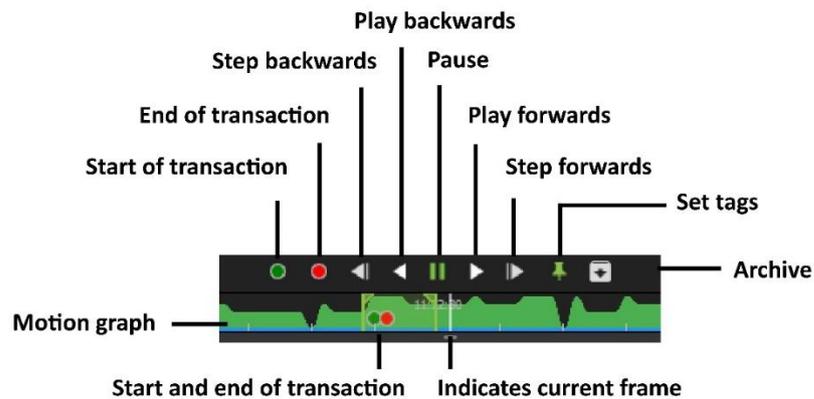
	<div data-bbox="614 174 730 293" data-label="Image"> </div> <p>The <b>Next icon</b> can be used to navigate forward in time to more recent pages of (e.g. forward through pages of 500 rows).</p> <div data-bbox="614 300 730 418" data-label="Image"> </div> <p>The <b>Last page</b> shows the most recent entries, and can be used to jump quickly back to these results.</p> <div data-bbox="614 425 730 544" data-label="Image"> </div> <p>Click <b>Refresh</b> to reload the page which can then include up-to-the-minute results from the database.</p>
<div data-bbox="213 636 288 707" data-label="Text"> <p>5</p> </div> <p><b>Go to</b></p>	<p>Enter and search for an event using the time and date panel. It will open in a new dialogue.</p> <p><b>Click the field</b> in the pop-up.</p> <div data-bbox="710 828 1316 1097" data-label="Image"> </div> <p>This will provide a calendar view. <b>Choose the date and time</b> and select Done.</p> <div data-bbox="785 1220 1241 1563" data-label="Image"> </div>
<div data-bbox="213 1621 288 1693" data-label="Text"> <p>6</p> </div> <p><b>Filter this page</b></p>	<p>Organise the results in the page using the <b>Filter this page</b> tool. Use the tool to narrow down results from <i>only</i> those currently displayed on the page.</p> <p>Filter by any term or part of items that appear in the main page, for example, “Door,” “ND121,” “Tamper alarm,” or “Cathy.”</p> <p>Only the results from the current page will display once the filter has been applied.</p> <p>“Filter this page” applies automatically.</p>

### 5.1.4 Viewing Video Footage Associated with an Event

Click an item in the list on the left (as shown below) to play video footage associated with the event. Video will play in the review panel on the right-hand side.

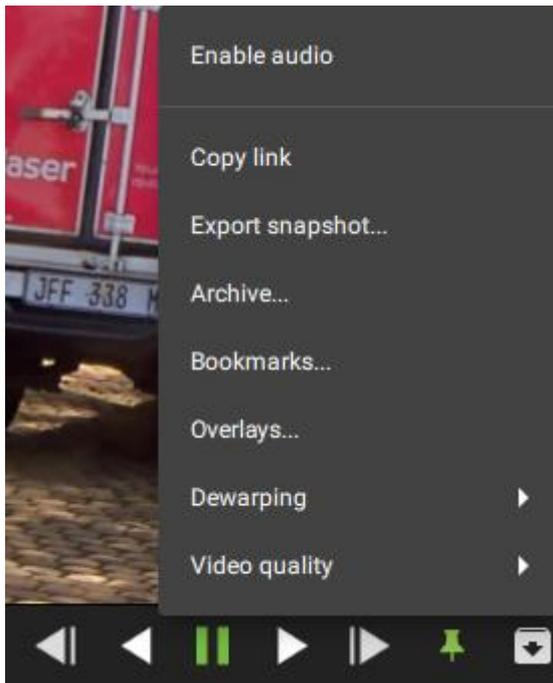


#### 5.1.4.1 Database Review Controls



#### 5.1.4.2 Database Review Panel Right-Click Menu

Many of the review features available in the Monitor tab are also available in the database review window.



**Right-click** the display panel.

A drop-down menu will appear.

**Click an item** to select.

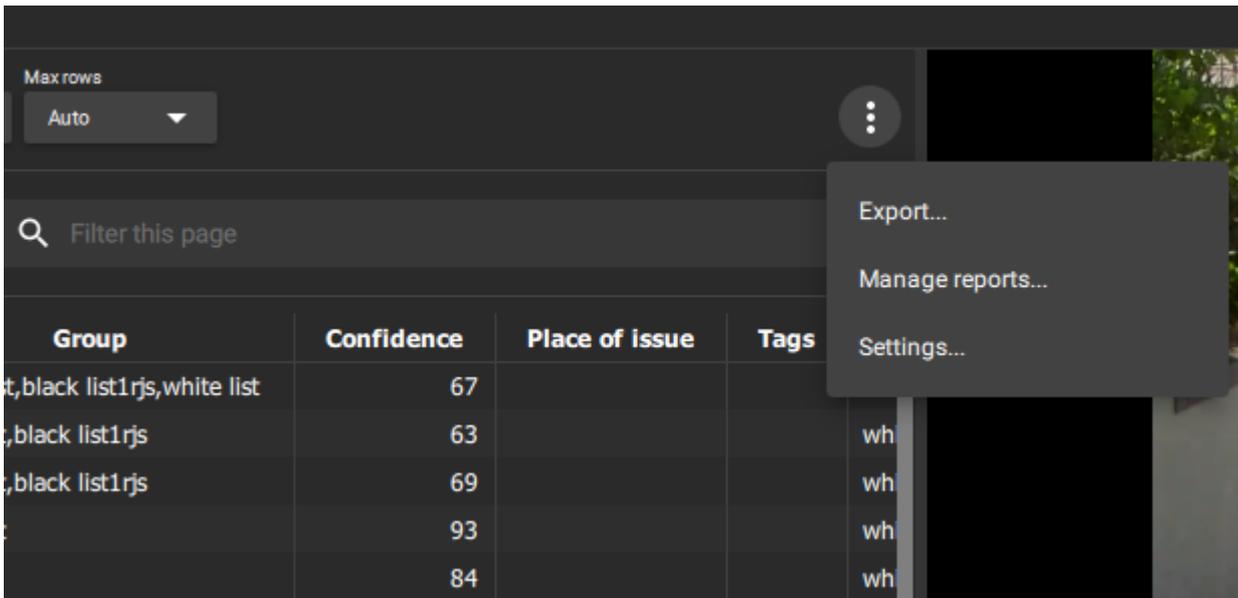
### Review Features Summary Table

LABEL	DESCRIPTION
<b>Enable audio</b>	Listen to the audio track where one is available.
<b>Copy link</b>	Create a link. Once this has been selected, the link can be pasted into another display panel.
<b>Export snapshot...</b>	Open a window to print snapshot, save to folder, copy to system clipboard, or copy to clipboard. The user may choose to include the camera name and time of snapshot in the overlays.
<b>Archive...</b>	Save and export a video segment.
<b>Bookmarks</b>	Bookmarks can be viewed and managed in the bookmarks section.
<b>Overlays</b>	Use a PTZ overlay where applicable to control the camera.
<b>Dewarping</b>	Enable or disable dewarping settings.
<b>Video quality</b>	The user may select the camera video stream resolution they wish to view.

## 5.2 Database Menu

The database menu is found at the top of table and indicated by three dots (the menu icon).

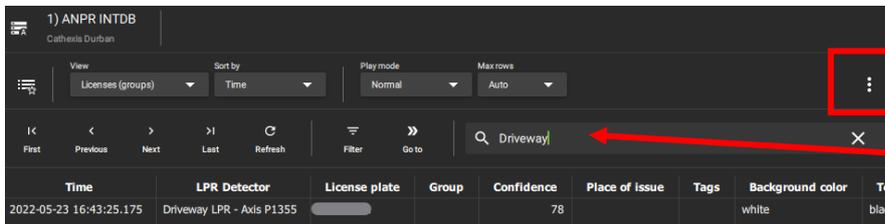
**Click** the menu icon **once** to see the drop-down menu as shown in the image below.



The subsections below explain how to use the menu functions. These are Export, Manage reports, and Settings.

### 5.2.1 Export

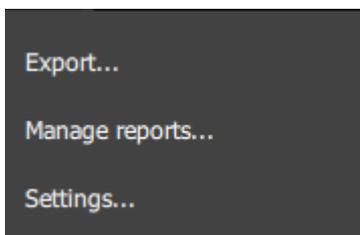
To export search results and save, first, **filter search results** using the tools in the top panel.



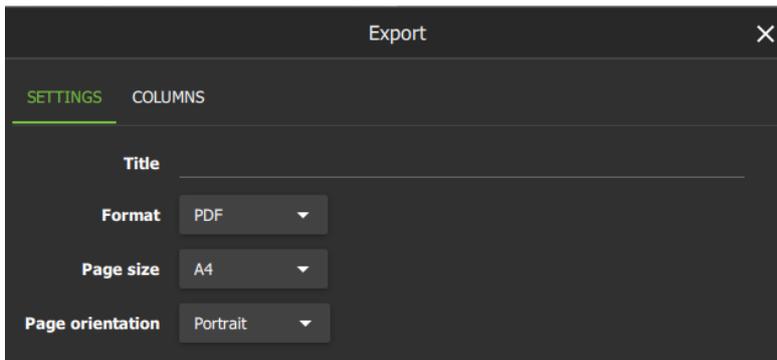
For example, type a **key word** into the search bar to filter results on the page. E.g. Driveway.



Then click the menu icon.



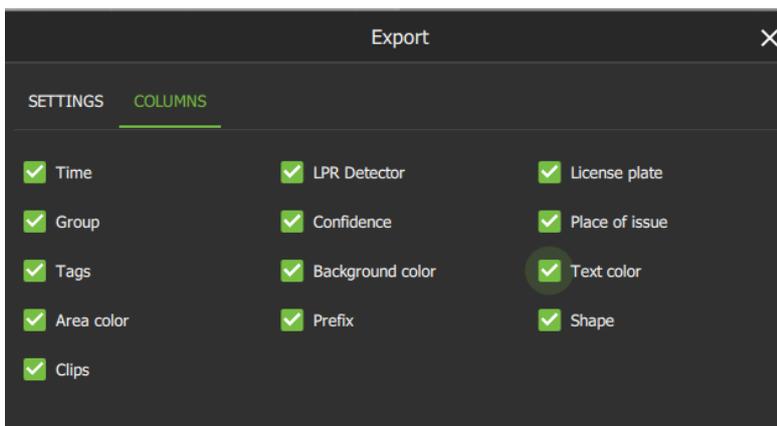
Click **Export...** to select.



In the **SETTINGS** tab, enter a title for the document.

Use the **drop-down menus** to choose between:

- **PDF and CSV** format.
- **A3 and A4** Page size.
- **Portrait and Landscape** Orientation.



In the **COLUMNS** tab, choose which columns will show in the document.

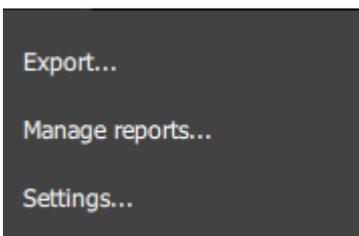
**Uncheck** boxes to deselect columns.

The options that appear in this tab will *vary* according to the integration or *database*.

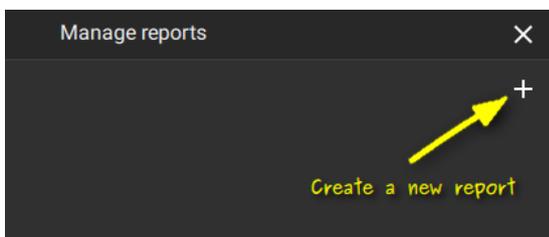
### 5.2.2 Manage Reports (Metadatabase Only)



To **manage reports**, click the **menu icon**.



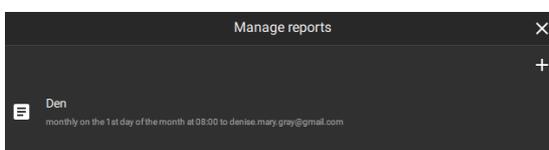
Click **Manage Reports...** to select.



A new window will open with the Manage reports screen.

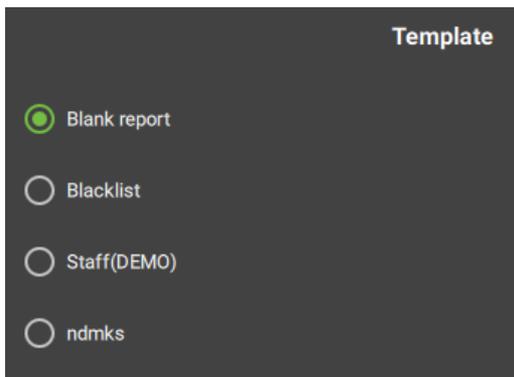


Click the **plus icon** as indicated to create a new report.



Or, click on an existing report to edit the report.

### 5.2.2.1 New Report: Template



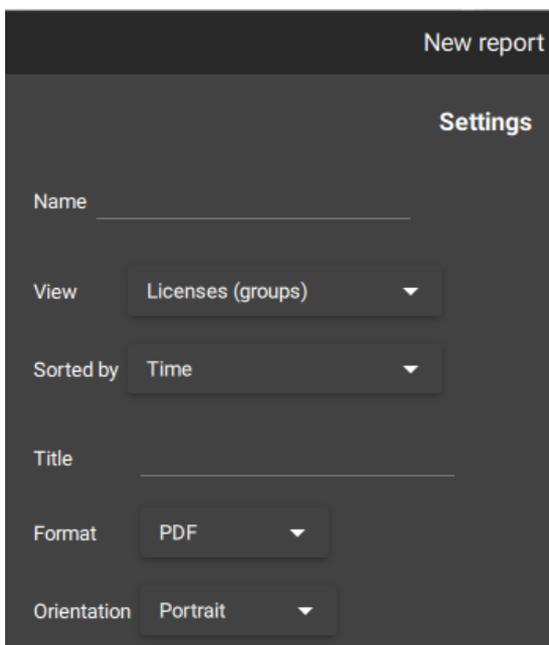
Some integrations will show the Templates window, which allows the user to choose between template types.

In the example shown on the left, the ANPR database has a number of saved templates.

**Choose** a suitable option.

Click **NEXT**.

### 5.2.2.2 New Report: Settings



For all integrations, create a new report by entering the Settings.

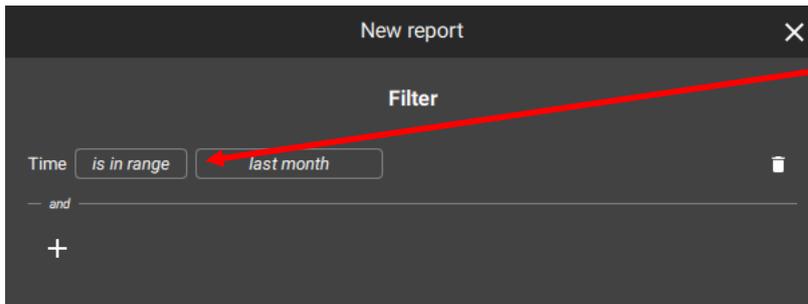
- Enter a **descriptive name** in the text field.
- Click the **drop-down menu** to choose a **view**. Options vary depending on the metadatabase.
- Click the **drop-down menu** to choose a **sorting** option. These vary depending on the metadatabase.
- Enter a **title** in the text field.
- Click the **drop-down menu** to choose between **PDF** and **CSV** format.
- Click the **drop-down menu** to choose between **Portrait** and **Landscape** page orientation.

Click **NEXT**.

### 5.2.2.3 New Report: Filter

When sending a report, a recommended filter is suggested at the top of the new window. This is **Start Time**, **Time**, or **Timestamp** (this depends on the integration).

The subsections below explain how to add a filter like this.



Click **the text fields** to see more options.

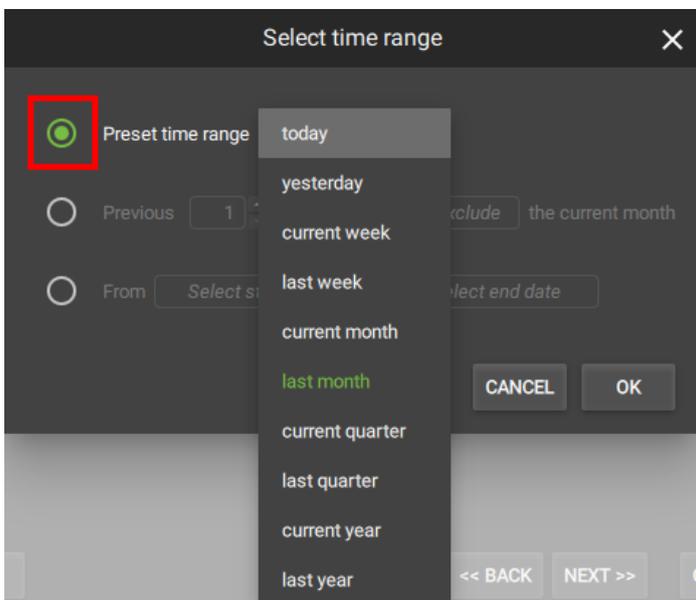
In the example alongside, the first text field provides options to determine the **search range**.

The second field opens a new window with **time range** options. These are explained below.

### New Report: Select Time Range

Choose from one of three time range options when filtering results according to Start Time, Time or Timestamp.

- The first option reports a preset time range, by periods such as week, month, or year.
- The second option specifies the number of days/week/months in the previous period.
- The third option specifies exact dates.

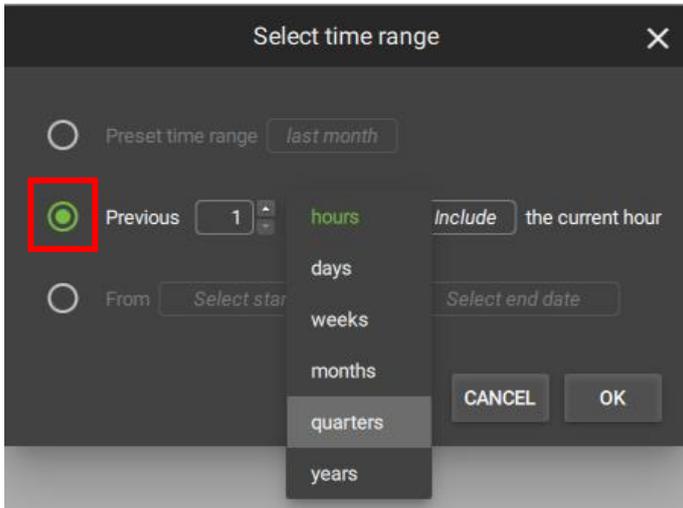


To choose or change the **preset time range**, make sure the option is **selected**.

Click the **text field** to open the drop-down menu.

Choose a **period of time** by which to filter the results.

Click OK.



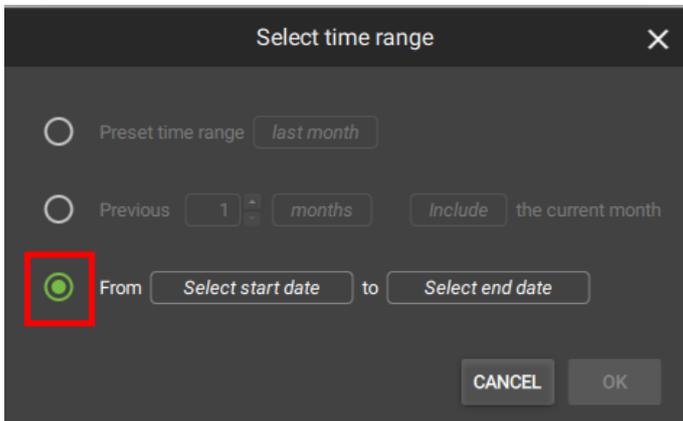
To choose or change the **specified previous period**, make sure the option is **selected**.

Use the **arrows** to adjust the number.

Click the **text field** (“months”) to open the **drop-down menu**.

Choose a **time period** for the filter.

Click the “**Include/Exclude**” field to choose between these options. This will include/exclude the current period (e.g. this month).



To choose or change the time filter to be **specified by date**, make sure the option is **selected**.

Click both the **start date** and **end date text fields**.

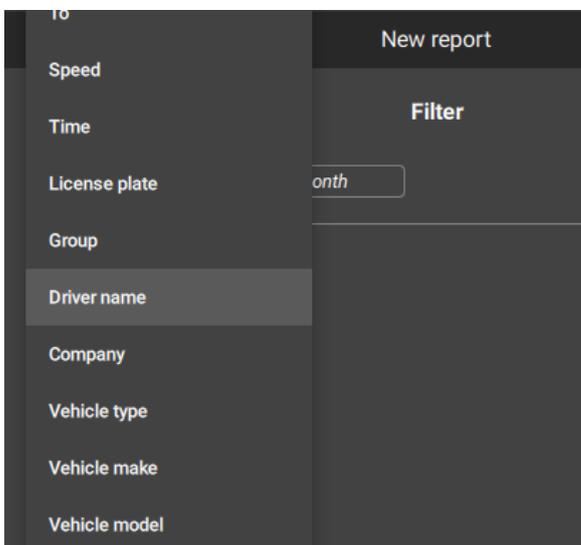
This will open up a calendar. Choose the dates from the calendar.

Click OK.

### New Report: Add Additional Filter



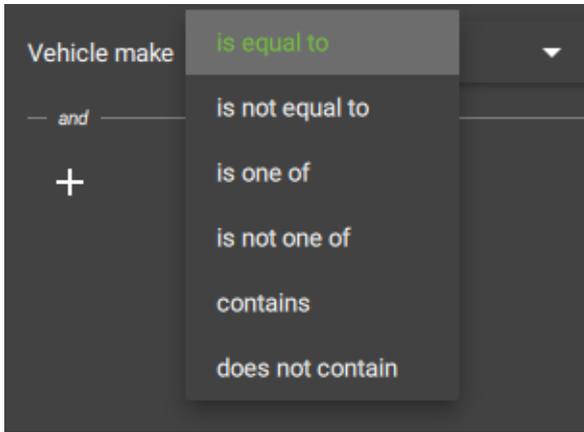
Click the plus icon to add filters. A drop-down menu will show, with filters relevant to the metadatabase.



Click a **filter** to select.



Click the **text field** (here, “is equal to”) to open a drop-down menu.

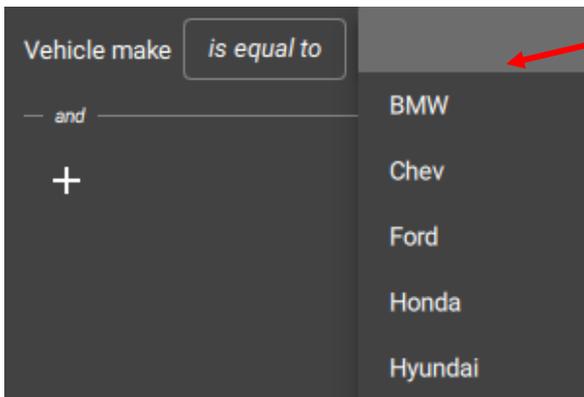


**Choose** a search term.

This field modifies the field which follows.

In this example, the term “is equal to” relates to the drop-down menu which appears alongside.

See the table in the following section for an explanation of these search filters.



**Select an item** from the drop-down menu.

The search will be filtered according to this item.

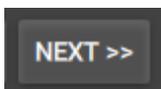
The options in the drop-down menu vary depending on the database.



Click the **trash icon** to delete a search filter.



Click the **plus icon** to add additional filters.



Click **NEXT**.

## Explanation for Search Terms

The following search terms are options on the drop-down menu that may appear when the text field next to the filter is clicked.

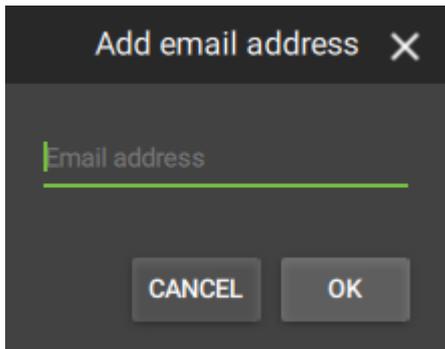
Search Term	Explanation
<b>is equal to</b>	The filter will search for the entire item mentioned in the field alongside. A search for Catherine will show all results that contain the whole term. Searching for “Cath”, using “is equal to”, will not show results for Catherine.
<b>is not equal to</b>	The filter will exclude the whole term, and show the remaining entries from the database.
<b>is one of</b>	The filter will provide a list of multiple options that can be added. This is a way to <i>include multiple items</i> of one type in one filter (e.g. more than one vehicle make).
<b>is not one of</b>	The filter will provide a list of multiple options that can be excluded. This is a way to <i>exclude multiple items</i> of one type in one filter (e.g. more than one vehicle make).
<b>contains</b>	The filter can conduct a search using part of the word or phrase. The search returns results using any part of the term that is typed into the field. Searching for “Cath” or “Cat” will both yield “Catherine” in the results.
<b>does not contain</b>	The filter can conduct a search using part of the word or phrase. The search returns results excluding any part of the term that is typed into the field. Searching “does not contain” and using “Cath” or “Cat” will both exclude “Catherine” in the final results.

### 5.2.2.4 New Report: Set Up Email

- Select the Email report **check box**.
- Click the field to choose the **frequency** of reports.
- Choose between **date or day** of the month
- Use the **arrows** to set the day/date and time to send reports
- Enter the **email subject** in the field.



Click the **plus icon** to add email **recipients**.



Enter the **email address** of the recipient in the field.

Click **OK**.

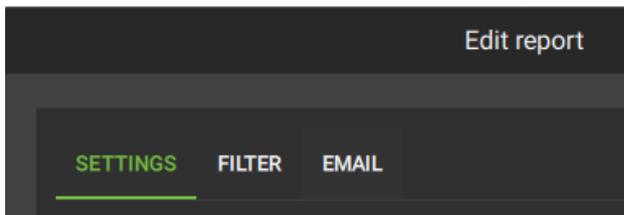
To add additional recipients, click the plus icon again.

Click **OK** to complete the Email setup.

### 5.2.2.5 Manage Reports: Edit Report

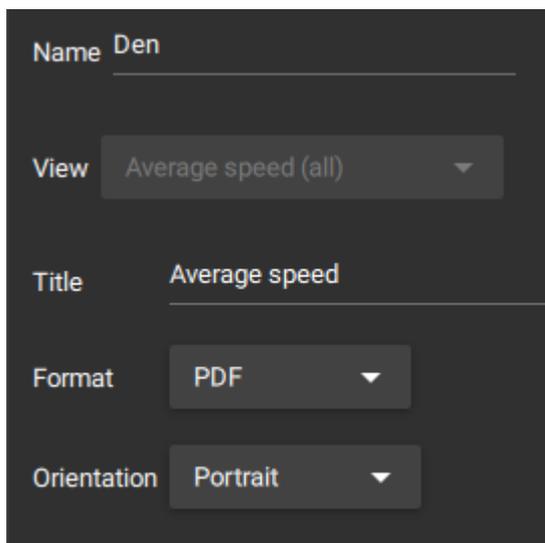
Click an item in the Manage report screen to edit a report.

Here, the information captured in the setup process (above) can be found under the three tabs: **SETTINGS**, **FILTER**, and **EMAIL**.



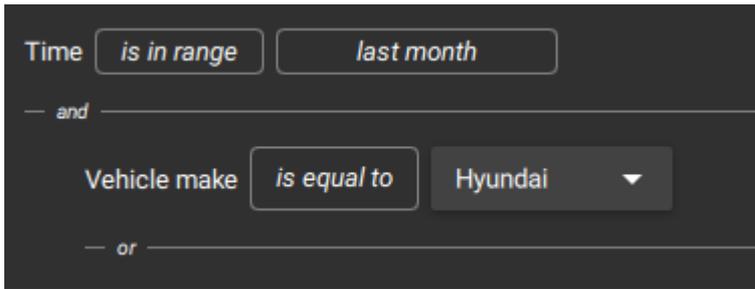
Choose a tab to edit the report.

### Edit Report: Settings



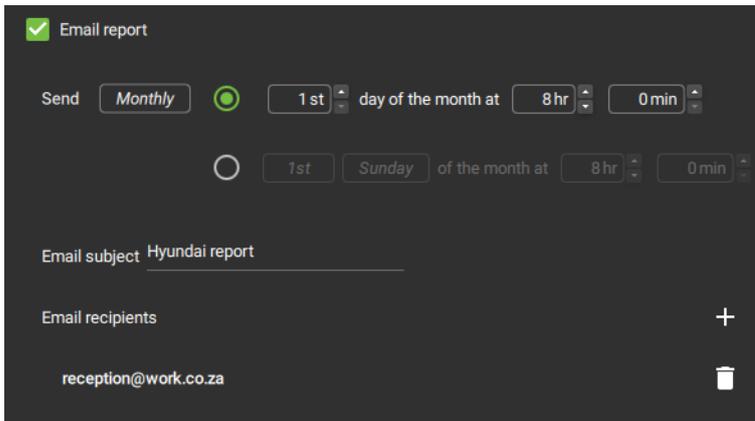
Select the **SETTINGS** tab to change the report Name, View, Title, Format, and Orientation.

### Edit Report: Filter



Select the **FILTER** tab to change the time range, and to add or delete filters.

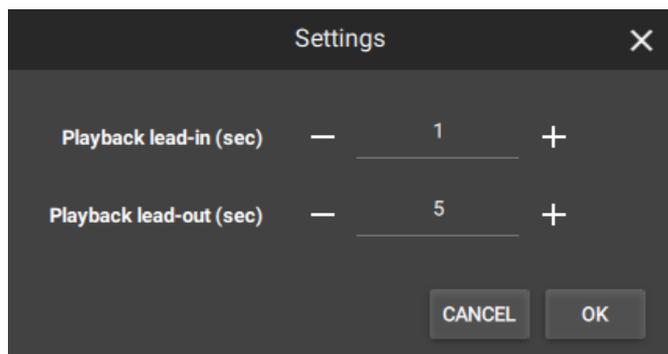
### Edit Report: Email



Select the **EMAIL** tab to change the time and date the message is sent, as well as the recipient address.

## 5.2.3 Database Settings

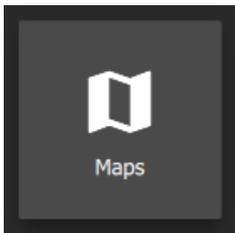
The database settings change the timing on the video playback. Lead-in and lead-out time is extra time that plays before and after an event is detected.



Click the **plus and minus icons** to add or remove time (in seconds) to the beginning and end of the video footage.

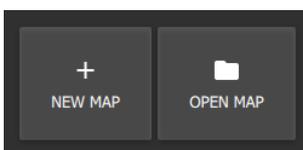
Click OK.

## 6. Maps Tab

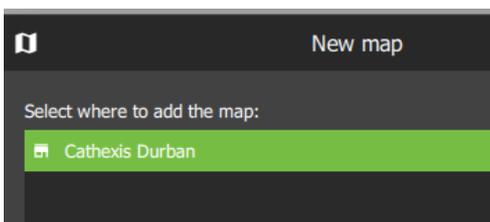


To create maps or view resources in map format, click the Maps icon to open a new dashboard tab.

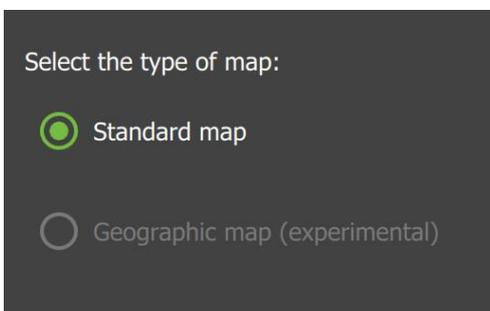
### 6.1 Create New Map



Click **NEW MAP** to create a new map.

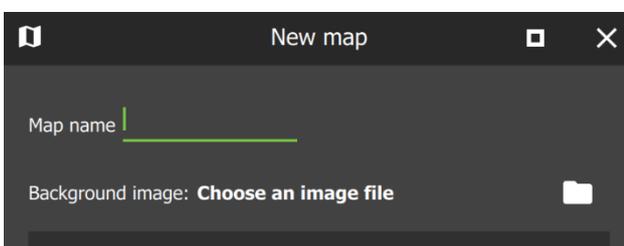


To add a map, **select the site** to which the map will be added.



Click the **NEXT** button when the type of map dialogue box appears.

Only Standard map is currently available (geographic maps are still in development).



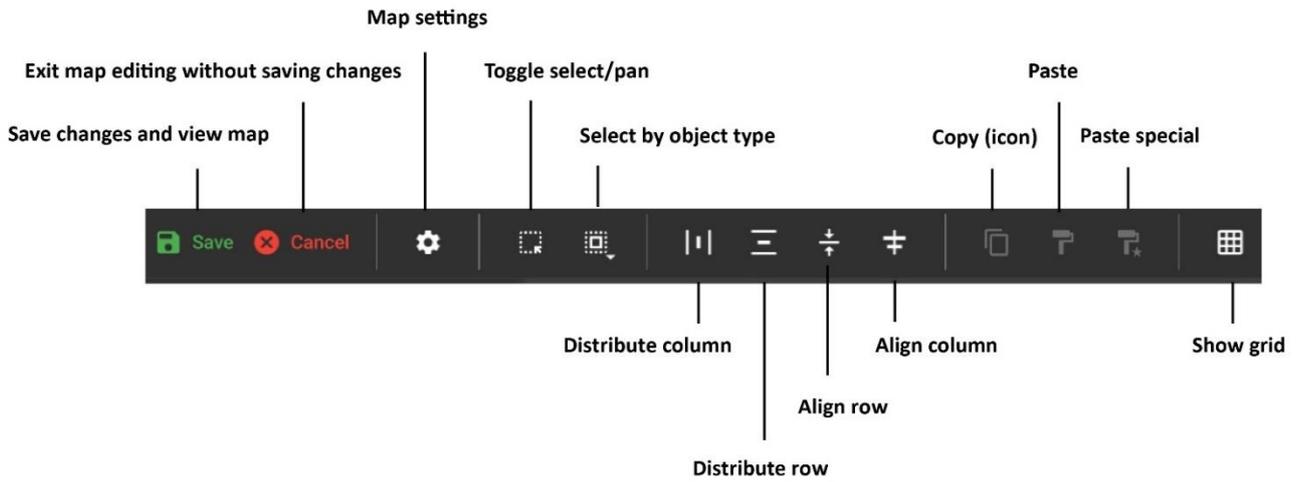
Give the map a descriptive **name**.

Click the folder icon to choose a **background image**, such as a photograph or diagram.

Click OK.

#### 6.1.1 Map Tools: Top Menu Bar

The top panel contains map editing tools that are useful for modifying maps. See [6.1.3 Edit Appearance of Icons](#) for instructions about using the side panel tools to customise individual icons.



### Settings

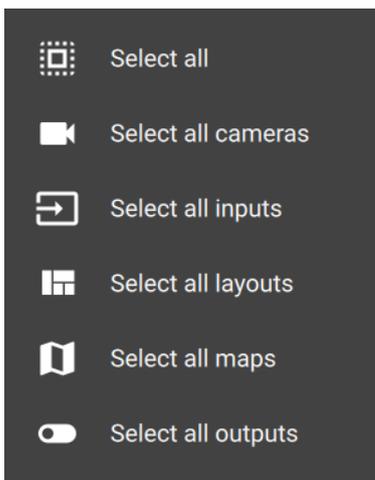


Click the **gear icon** to change map name or select a new background image.

### Select All by Type



Click this **select all** icon to open a drop-down menu.



The menu will adjust depending on map objects.

**Click an option** to select *all icons* of a particular type.

## 6.1.2 Adding Resources to Map

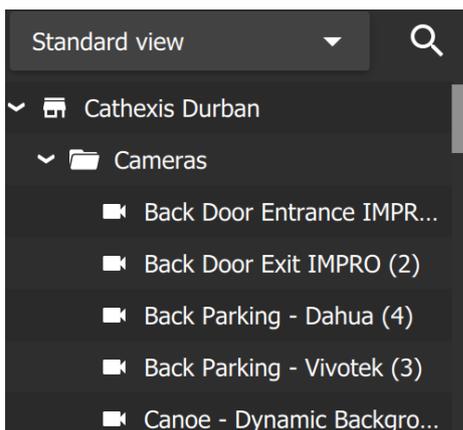


Once the map has been opened, click the **edit tool** in the top left to open up editing settings.

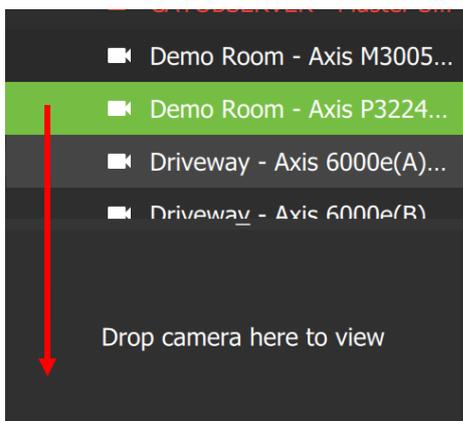
**Note:** To view and edit a resource on the map, the user needs *permission*. Permission can be given in the Configuration Tab, by selecting the user, and then the PERMISSIONS tab. Click the drop-down menu on the RESOURCE tab to select the relevant resource (e.g. outputs), and then use the plus icon to add items. Additionally, click the GLOBAL tab and check the boxes to edit and delete maps. Once permissions have been granted, resources will appear in the folder tree on the left-hand side of the map editor in the Maps tab.

### 6.1.2.1 Add Cameras to Map

Use the steps below to add a camera, PTZ camera, fisheye camera, or camera group to the map.

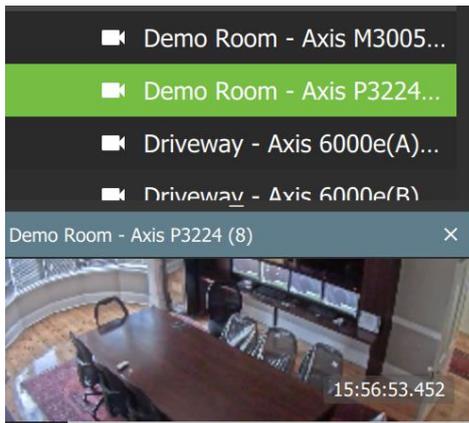


Open the relevant folder from the list on left-hand side, e.g. Cameras.



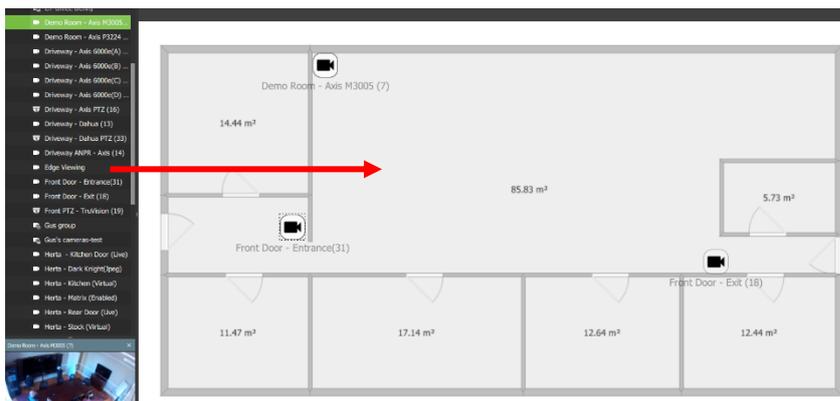
Click on a camera in the list.

Then, **drag and drop** to the **small display panel** below to view the camera.



The selected camera will play in the view screen below.

You can **zoom in or out** with a mouse that has a scrolling tool.



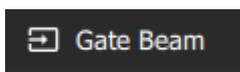
To add a camera to the map, **drag and drop** cameras from the list onto the background image.

The cameras will appear as icons on the image.

**Note:** Camera *groups* cannot be previewed in the Maps tap but can be used in the Monitor tab.

### 6.1.2.2 Add Inputs and Outputs to Map

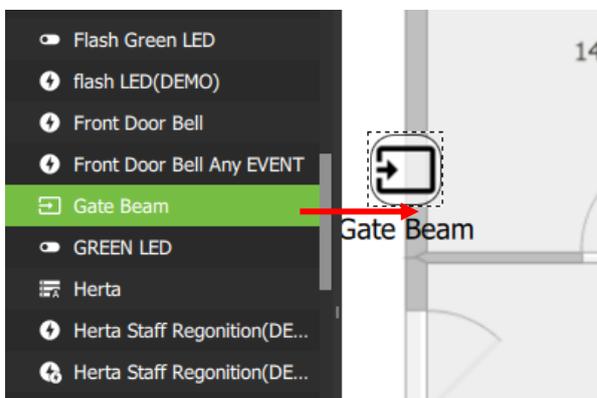
First, locate inputs or outputs in the folders in the resource folder tree on the left-hand side.



**Inputs** are indicated by a **square and arrow** icon.



**Outputs** are indicated by a **switch** icon.



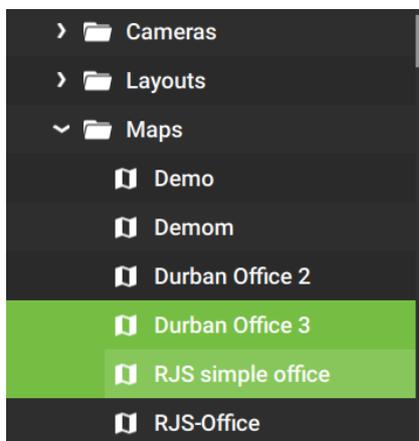
To add an input to the map, **select an input** from the folder tree on the left.

**Drag and drop** onto the map.

A menu will appear on the right for editing the icon.

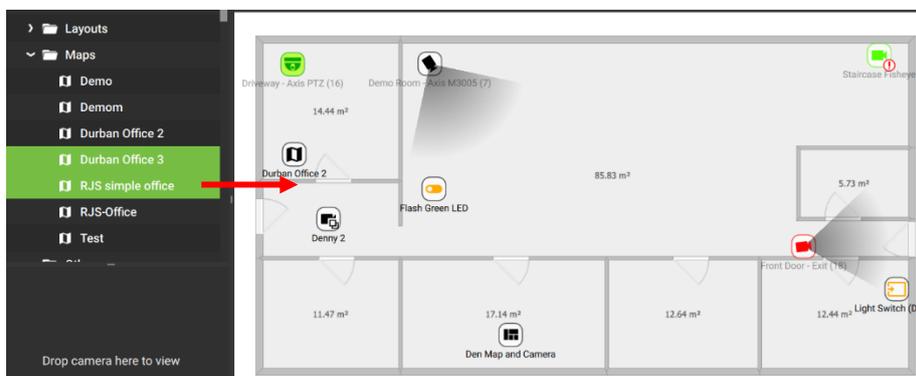
### 6.1.2.3 Add a Map (Icon) to Map

First, locate available maps in on the left-hand side of the map editor.



Open the **appropriate folder** in the folder tree on the left-hand side.

**Click on a map** in the list. Multiple items may be selected.



**Drag and drop** the map/s from the list onto the background image.

The maps will appear as icons on the image.

### 6.1.2.4 Add Other Resources to Map

Various resources can be added to the map as icons in the map editor.

#### Other Resources Which Perform Map Actions



The **camera layout icon** and the **camera group icon** can be added to the map by **dragging and dropping** from the folder tree on the left-hand side onto the background image.

These two icons only perform actions when using the map in the Monitor tab. From the Monitor tab they can be dragged onto an open display panel. Cameras represented by the layout or group will appear in the panels.

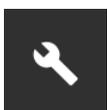
## Resources Which Cannot Perform Map Actions

Currently, many icons can be placed on the map, but cannot be used to perform map actions.

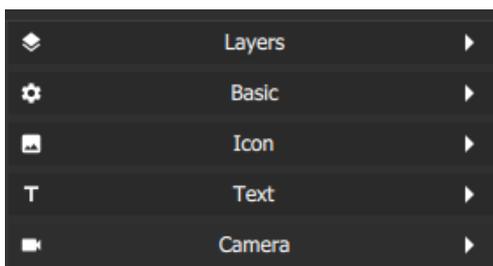
The following icons can be placed on the map by dragging and dropping, but do not allow map actions at this time:

ICON	DESCRIPTION
	VMS event
	VMS sub-event
	Line crossing sensor
	Metadatabase
	Motion sensor
	Presence sensor
	Speed sensor
	Stop in area sensor
	Video databases

### 6.1.3 Edit Appearance of Icons

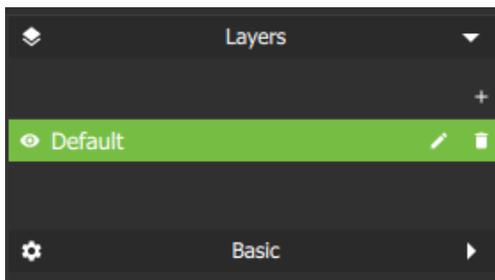


From the map editor, click the edit tool in the top left to open up editing settings.



Double-click the camera icon on the map to open editing tools for icons.

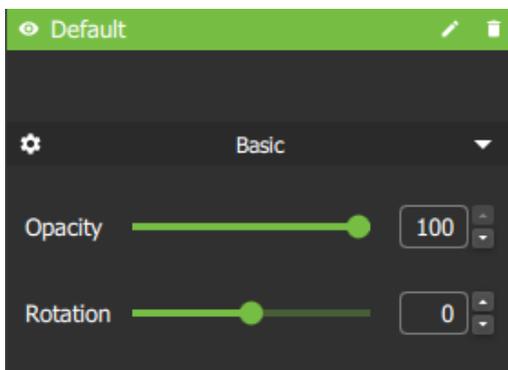
### 6.1.3.1 Layers



Open the Layers menu to view the Default menu bar.

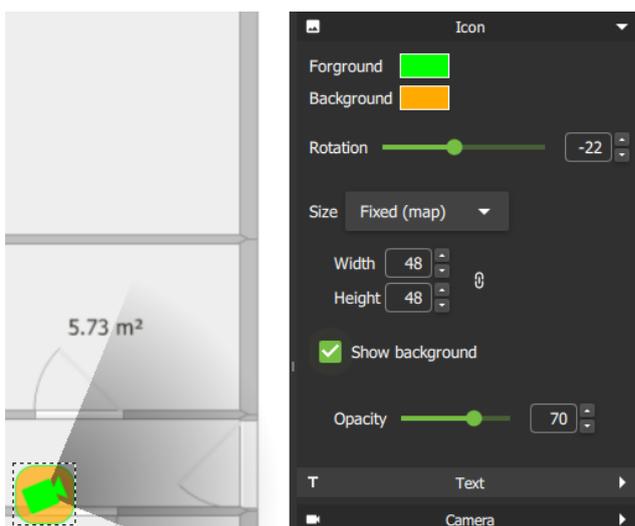
-  Click the view icon to hide or show cameras.
-  Click the edit icon to give the layer a name.
-  Click the trash icon to delete the layer, which will remove the cameras from the background image.

### 6.1.3.2 Basic



Click the **Basic** menu bar to open editing options.

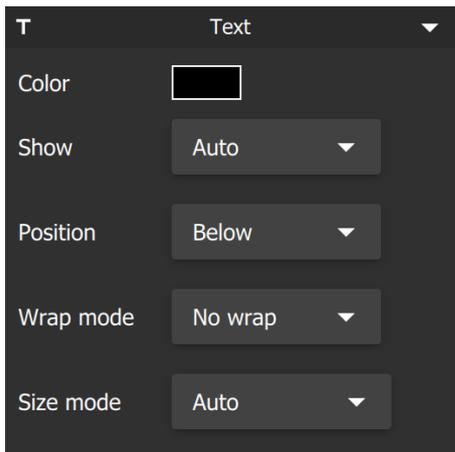
- The default opacity is 100. To modify the transparency of the icon, **slide the switch**, use arrows, or enter digits.
- To **rotate** the camera icon in the direction of the device, **slide the switch**, use arrows, or enter digits.



Click the **Icon** menu bar for more settings.

- Select the **blocks of colour** alongside Foreground and Background to choose new colours for the icons, and surrounding squares.
- Adjust the **size** of the icon by selecting options from the **drop-down menu**, or manually adjusting the width and height using the **arrows**.
- **Check Show background** to add a **rounded square** background around the icon.
- Adjust the **transparency** of the square using the **Opacity** slider.

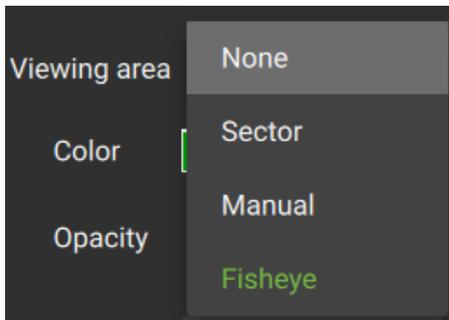
### 6.1.3.3 Text



Click the **Text** menu bar to edit text settings.

- Click the **colour block** to change **text colour**.
- To edit Display settings, Position, Wrap mode, and Size mode, select from the drop-down menus.

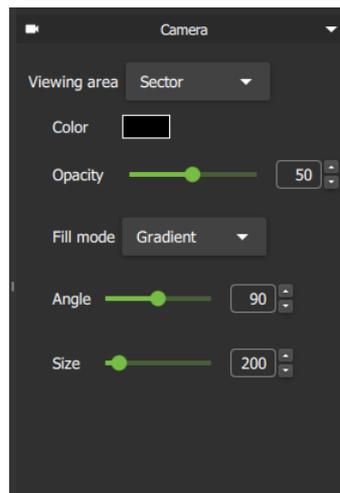
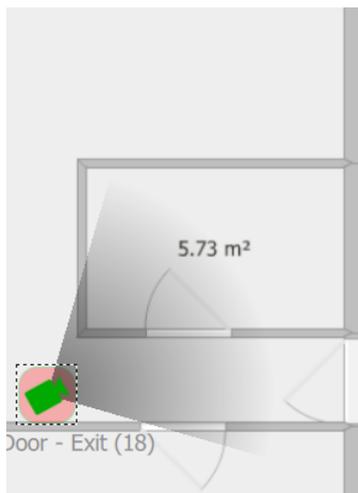
### 6.1.3.4 Camera (Viewing Area)



Click the **Camera** menu bar to edit the camera **Viewing area**. This enables a visual representation of the area covered by the camera's vision

- Click the **drop-down menu** to open more options.
- Select from **None, Sector, Manual, or Fisheye**.

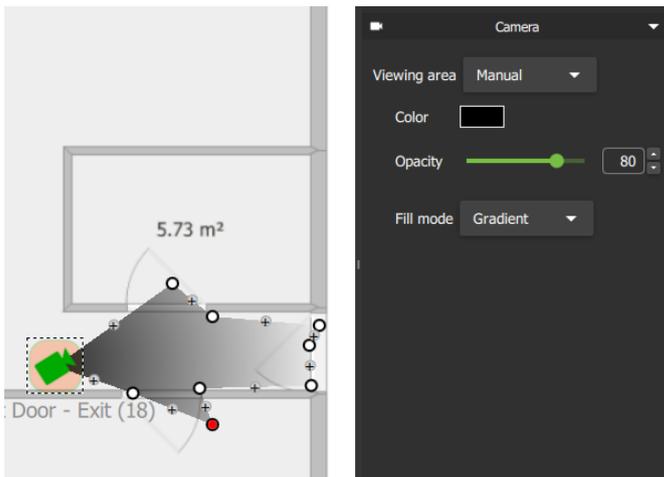
#### Sector



Select **Sector** from the drop-down list to depict the camera viewing area as shown alongside.

The **opacity, fill mode, angle, and size** of the field can be adjusted.

## Manual

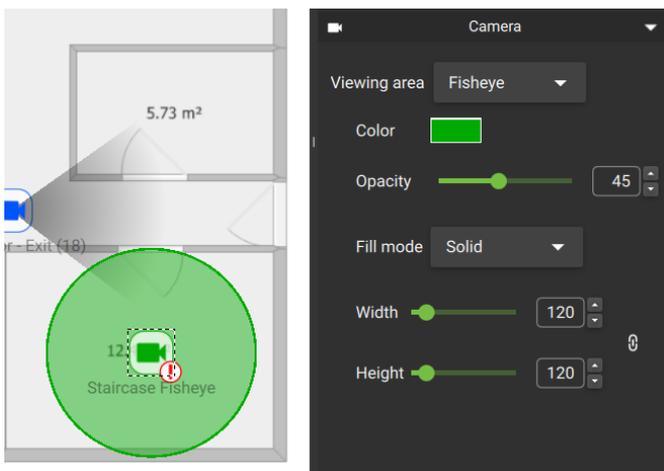


Select **Manual** from the drop-down list to adjust the viewing area on the map.

This allows the user to create **irregular shapes** for the camera view.

Click a **plus sign** on the map to add a new point. **Click and drag** a circle to move the point.

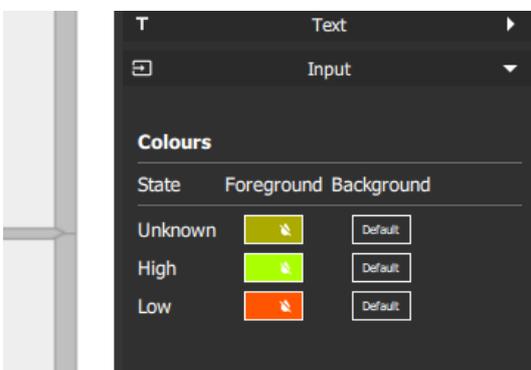
## Fisheye



Select **Fisheye** from the drop-down list to depict the camera viewing area as shown alongside.

The **colour, opacity, fill mode, angle, width, and height** of the field can be adjusted.

### 6.1.3.5 Inputs



If an input is added to the map, an **Input menu** will appear on the right.

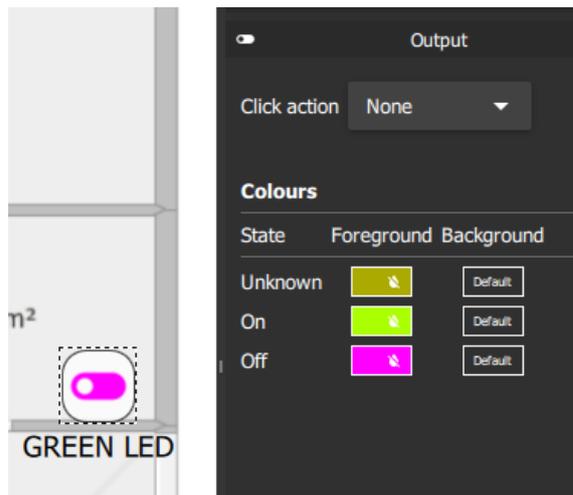
Click the **horizontal bar** (Input) to open.

The default foreground and background colour is black.

Click the colour box to change the colour of the icon to indicate **State**. Use colours to represent:

- State: **Unknown**
- State: **High**
- State: **Low**

### 6.1.3.6 Outputs



If an output is added to the map, an **Output menu** will appear on the right.

Click the **horizontal bar** (Output) to open.

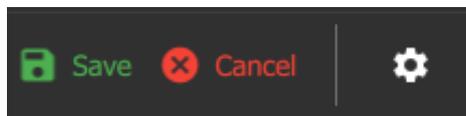
Open the drop-down menu to change the **click action**.

The default foreground and background colour is black.

Click the colour box to change the colour of the icon to indicate **State**. Use colours to represent:

- State: **Unknown**
- State: **On**
- State: **Off**

### 6.1.4 Saving or Renaming Maps



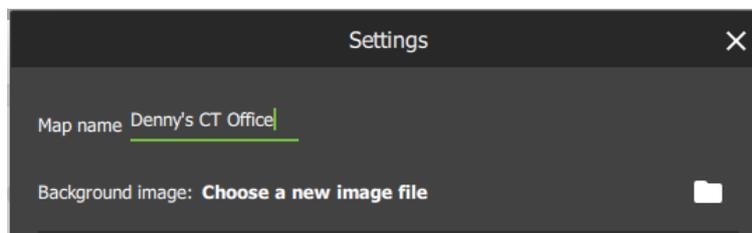
To **save** the new map, and to save any changes, click the **save icon**.

To change the **map name**, click the **settings icon**, edit the name and click OK.

### 6.1.5 Choose a New Background Image



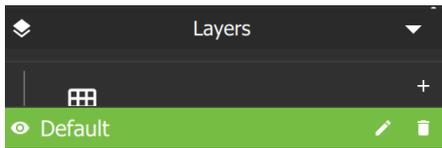
To change the background image of the map, click the **settings icon**.



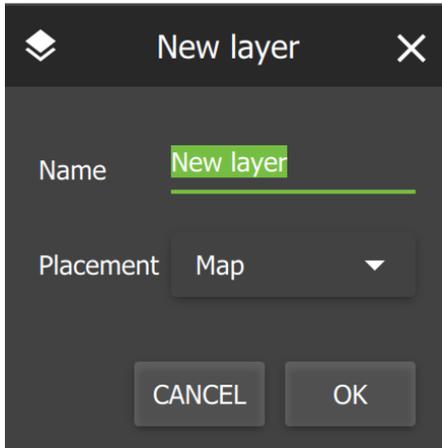
Click the **folder icon** and upload a new background image, for example, a photograph or diagram.

Click OK.

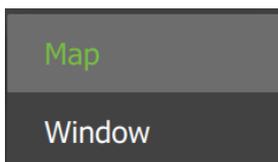
## 6.1.6 Add a New Layer



To add layers to a site, for example, a third-floor map, click the **plus sign icon** beneath the Layers menu on the right-hand side.



Give the new layer a **descriptive name**, for example: "South Coast Data Centre Basement Storage".



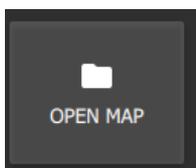
Choose placement from the drop-down menu.

Click OK.

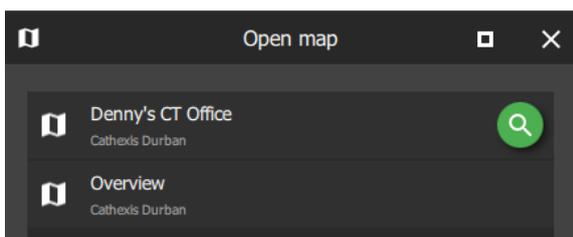
Create and edit icons using the editing tools, then save.

## 6.2 Using Maps

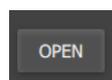
### 6.2.1 Open Maps



Click **OPEN MAP** from the Maps tab home page to begin using a map.

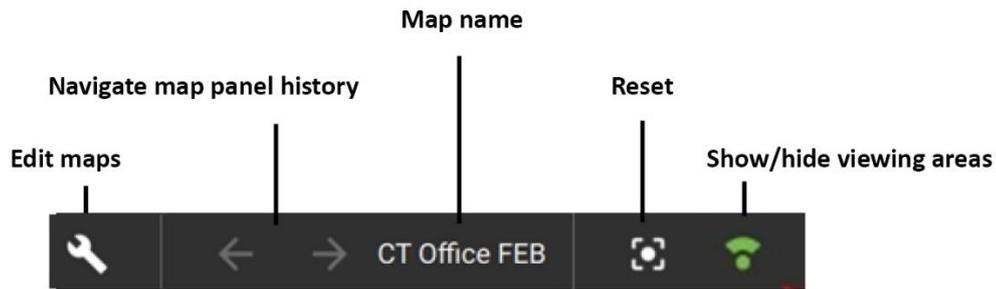


To open a Map, click the **file name** e.g. Denny's CT Office.



Then click the Open button.

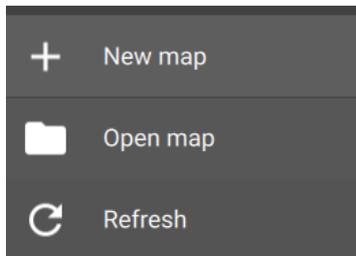
## 6.2.2 Maps Tab Navigation



When moving between map views, the map name next to the navigation arrows will change accordingly.



Click the **map settings menu** to see map settings options.



**Click an option** to select: add a new map, open a map, or refresh the current map.

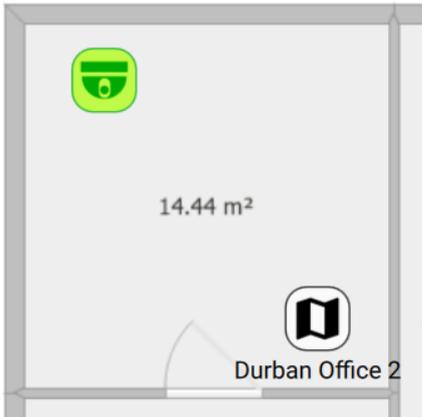
## 6.2.3 Using Icons on Maps

### 6.2.3.1 Map Icons Summary

The table below describes map icons which can perform actions.

ICON	DESCRIPTION	INSTRUCTION
	Camera	Double-click to view the camera.
	PTZ camera	Double-click to view the PTZ camera.
	Maps/levels	Double-click to redirect to the level or map.
	Input	Use colours to indicate state on the map.
	Output	Right-click to see properties and to control actions.
	Layout	This icon only performs an action in the Monitor tab.
	Camera group	This icon only performs an action in the Monitor tab.

### 6.2.3.2 Camera Icons



**Double-click** the camera icon to view footage from the camera.



A preview will pop-up.

Use adjacent camera overlays, PTZ control overlays and the timeline as normal.

**Right-click** to see the drop-down (context) **menu** with view and review features.

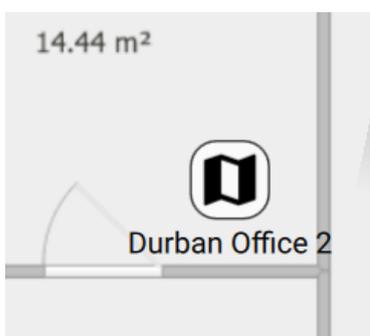
**Scroll** along the bar at the bottom of the display panel to move forward or backwards in time/adjust playback.



To adjust time manually, click the date and time and enter the point of playback.

See [4.8.1.11 Glossary of Camera Tools](#) for more information about the features in the right-click (context) menu.

### 6.2.3.3 Map Icons

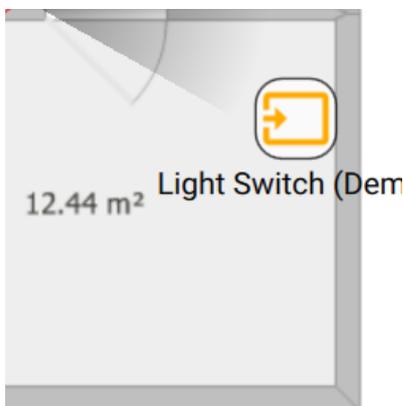


**Double-click** on map icons to view additional maps/levels.



Additional maps/level will be displayed in the panel.

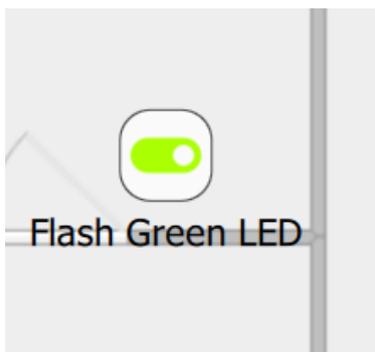
### 6.2.3.4 Input Icons



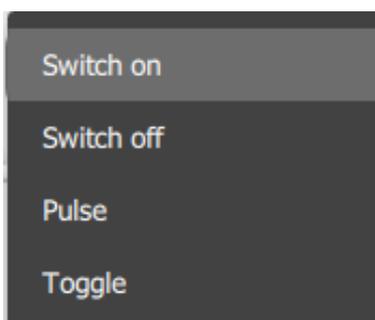
Use the map editing tools to set up **icon colour changes**. View colour changes from the map which represent:

- State – **Unknown**
- State – **High**
- State – **Low**

### 6.2.3.5 Output Icons

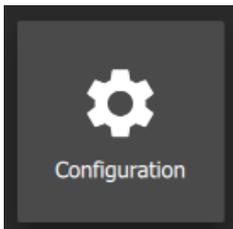


To control actions on an output, **right-click** the output icon.



**Choose an action** from the drop-down menu and click to select.

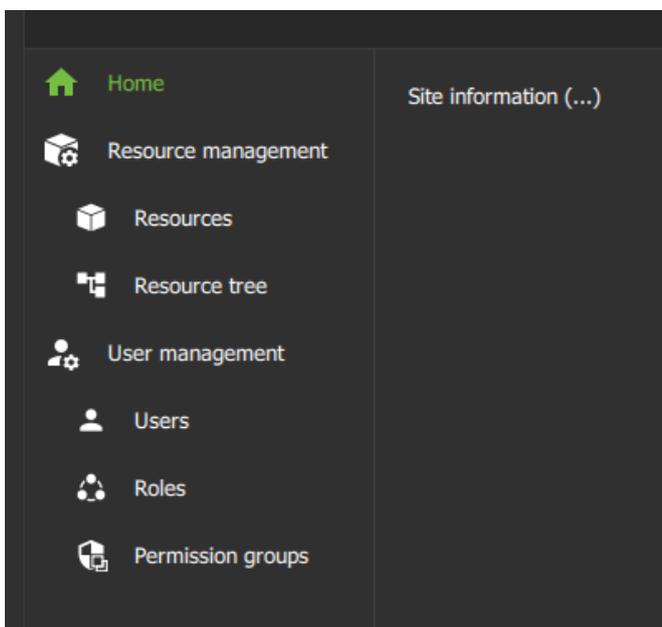
## 7. Configuration Tab



To change access rights, navigate to the **Configuration icon** and **click to open** a new tab.

Access levels are renamable in Carbon, and are called Roles. The Configuration tab allows users to edit connection settings, organise resources, and to view and edit user roles and permissions.

### 7.1 Home



Connection information currently does not reflect in the main panel.

### 7.2 Resource Management

From the Resource management menu, cameras can be organised into resource groups.

- Groups will be added to the folder tree.
- Groups can be opened in the Monitor tab to view cameras easily.

The Resource management menu also allows operators to switch to manual configuration of the folder tree/resources.

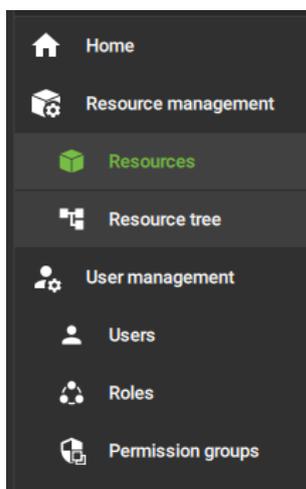
## 7.2.1 Resources

All resources will appear in a list on the main panel (pictured below).

- Camera groups can be created and edited here.
- The list can be searched and filtered according to resource type.
- Maps can be deleted.

Cathexis Durban		
Home	Name	Server
Resource management	\$Back Parking Dahua Object Tracking - presence	Cathexis Demo
Resources	1) ANPR INTDB	Cathexis Demo
Resource tree	2) Access Control INTDB	Cathexis Demo
	3) Caddex Alarm INTDB	Cathexis Demo

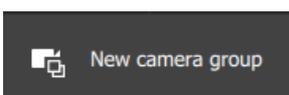
### 7.2.1.1 Adding a Camera Group to Resources



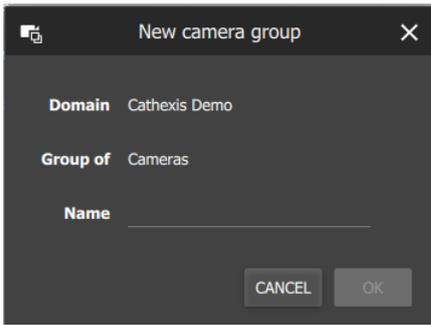
To add a camera group to resources, select **Resources** in the left panel.



Click the **plus icon** or the menu icon at the top of the screen to add a camera group.



**Select** New camera group.



Give the group a descriptive **name**.

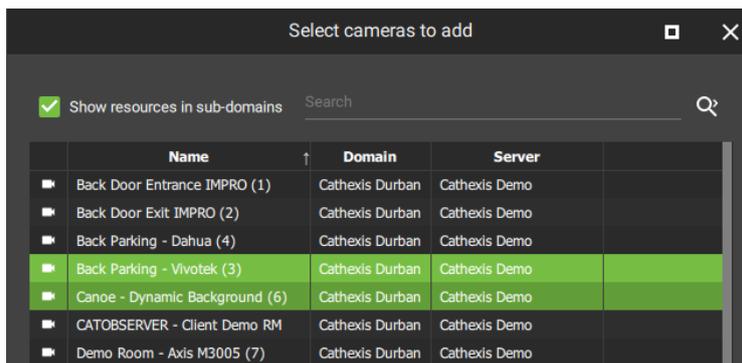
Click **OK**.



A new window will open.



Click the **plus icon** to **add a camera** to the new camera group.



Available cameras will show on a list.

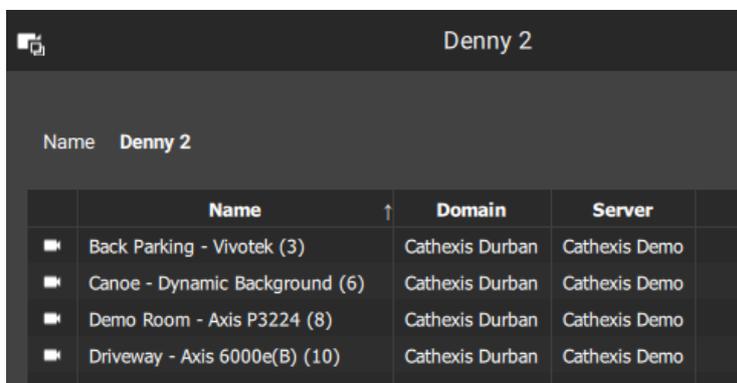


Click the **search icon** to find a camera by **name**.

**Click the cameras** to select. These will be added to the new camera group.

**Select multiple** cameras using Shift+click/Ctrl+click.

Then click **OK**.



The cameras that have been added will display in a list.

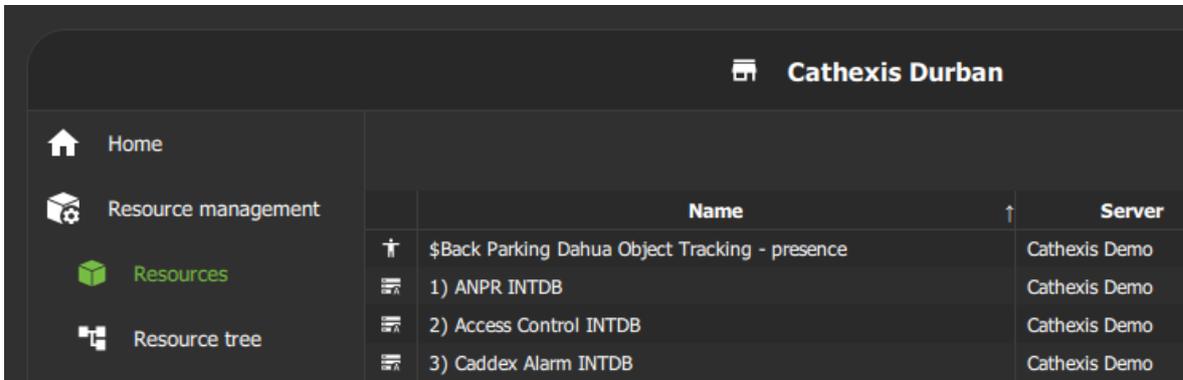


Click **cancel** to exit and **return** to Resource Management section.

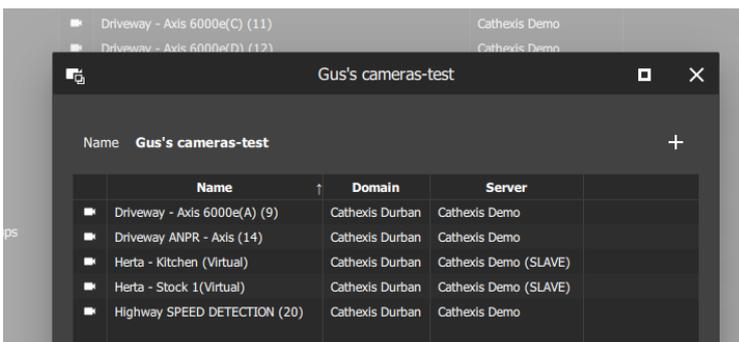
Changes will save on exit.

### 7.2.1.2 Edit or Remove a Camera Group

To modify camera groups, select **Resources** in the left panel. All resources, including camera groups, will appear in a list on the main panel, (pictured below).



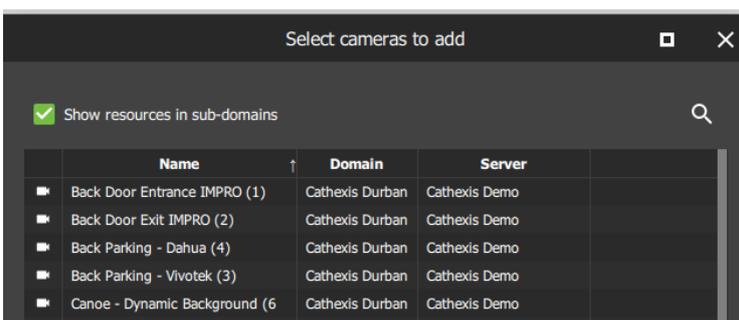
Click a **resource group** from the list in the main panel to select. Resource groups are indicated by the **groups icon**.



A new dialogue box will appear showing the cameras in the group.



Click the **plus icon** from this window to add a camera to the group.



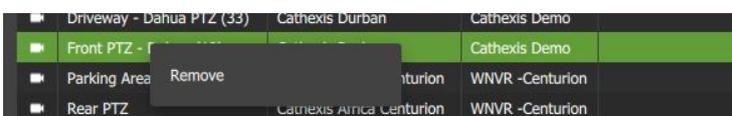
Another dialogue box will open.



Click the **search icon** to find a camera by **name**.

Click a **camera** to select, or use Shift+click/Ctrl+click to select multiple cameras.

Click OK.

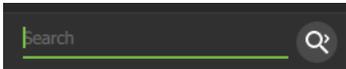


**Right-click** an item for the **Remove** option, and click to select.

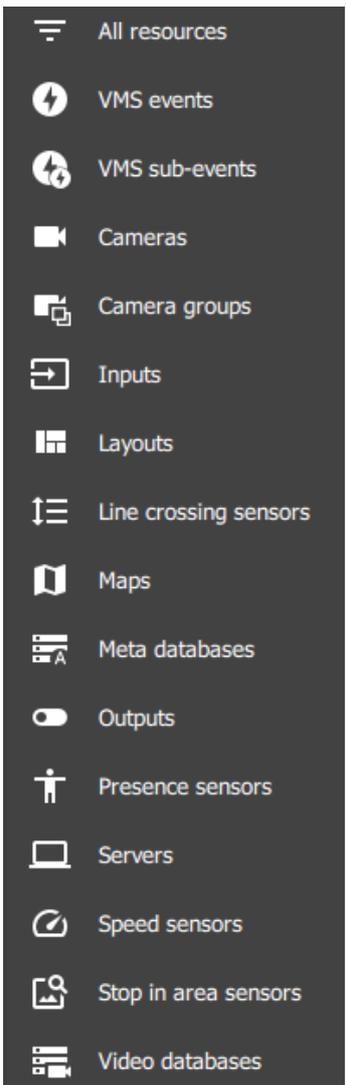
### 7.2.1.3 Search and Filter Resource Groups



Use the **search** and **filter icons** at the top of the screen to search for a resource or filter results.

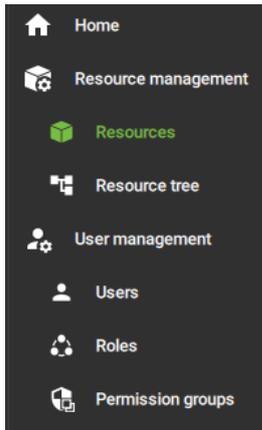


To **search by term**, click the **search icon** and enter a term into the field that opens.

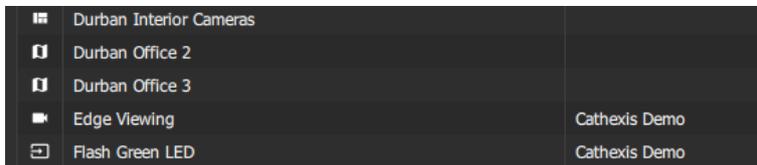


To filter results, click the **filter icon**, and choose from the **drop-down menu**.

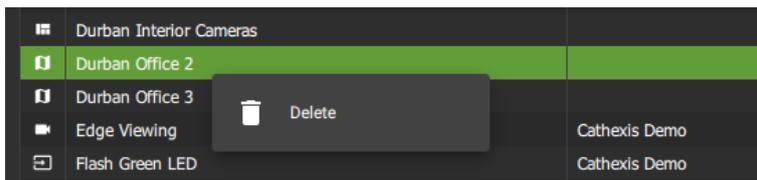
### 7.2.1.4 Delete a Map



To delete a map, **click Resources** to open.

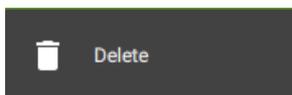


Find the map in the list.



**Right-click** the map on the list.

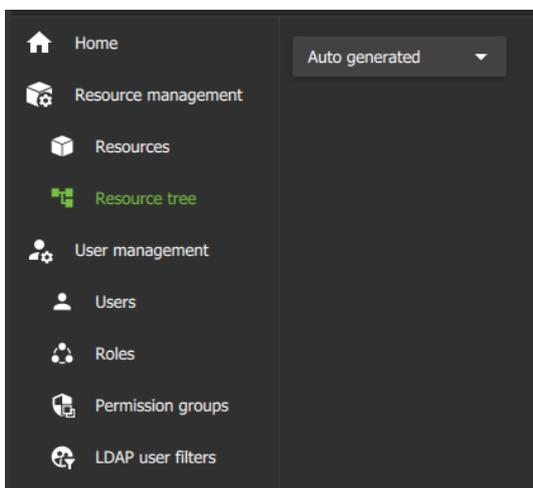
This will bring up the option to Delete.



**Click Delete.**

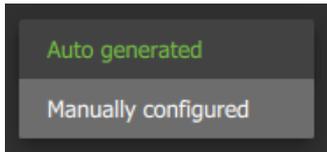
## 7.2.2 Resource Tree: Auto or Manual Configuration

Users can change the resource tree settings to manual configuration of the folder layout.

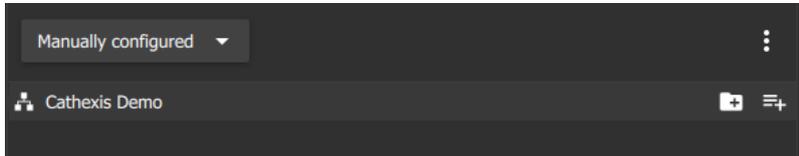


To change to **manual configuration**, navigate to the Resource tree **menu**.

Click the **drop-down menu** in the panel on the right, as pictured in the image alongside.



Click **Manually configured** to switch from default (Auto generated) to manual.

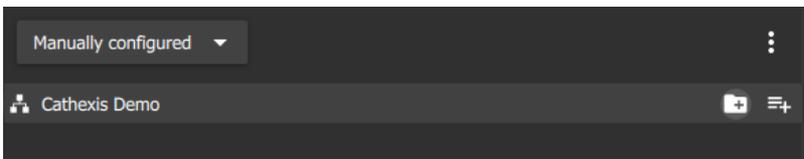


More configuration options will appear:

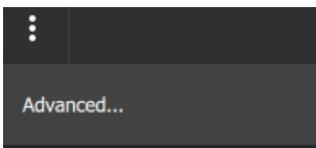
-  Advanced settings
-  Add folder
-  Add resources.

### 7.2.2.1 Manual Resource Tree Configuration: Advanced

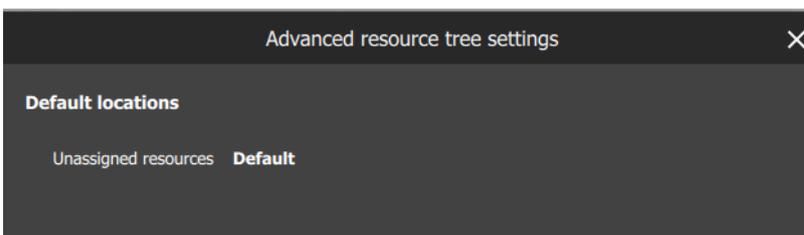
Use the Advanced settings to change default locations of the folder.



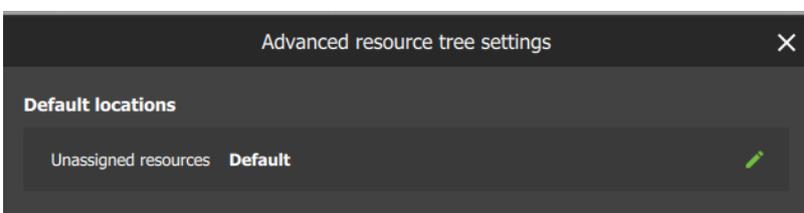
 Select the menu icon.



Click **Advanced**.

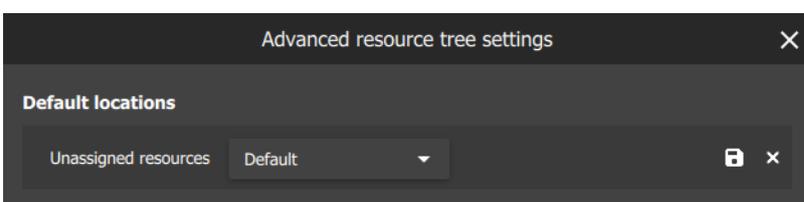


A dialog box will appear.

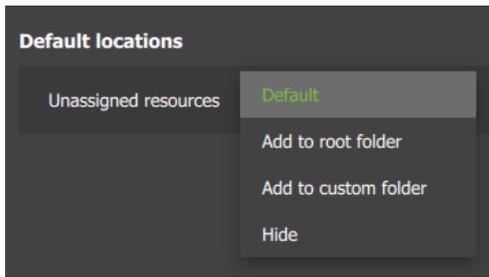


**Hover** over the Unassigned resources field to activate.

 **Click the edit icon to select.**



Click **Default** to open the **drop-down** menu.



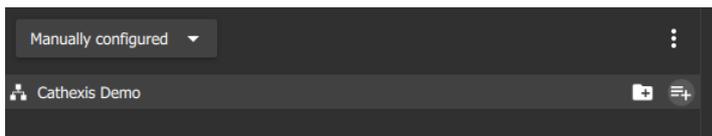
Select an option from the drop-down menu.



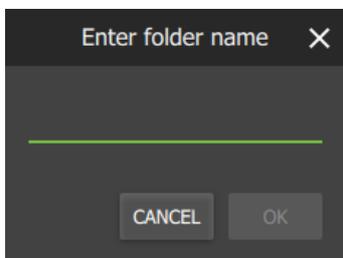
Click **save** when complete.

Or, click the cancel icon to exit without changes.

### 7.2.2.2 Manual Resource Tree Configuration: Add Folders



Click the icon to add a folder.

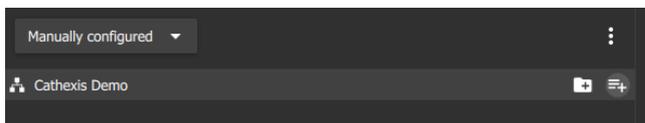


A new dialogue box will open.

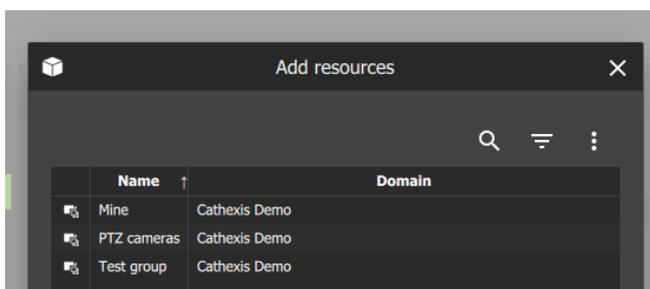
Enter a descriptive **folder name**.

Click OK.

### 7.2.2.3 Manual Resource Tree Configuration: Add Resources



Click the icon to add resources. A new dialogue box will appear.



Click the search icon to use **search terms**.



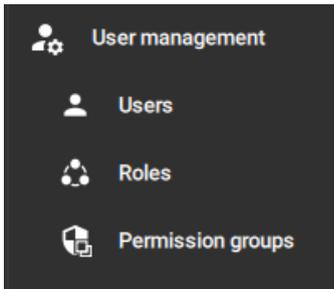
Click to **filter icon** to **sort** results:

- All
- Cameras
- Layouts
- Resource groups
- Maps.



Click the menu icon for the option to enable or disable the **Hide resources** checkbox.

## 7.3 User Management



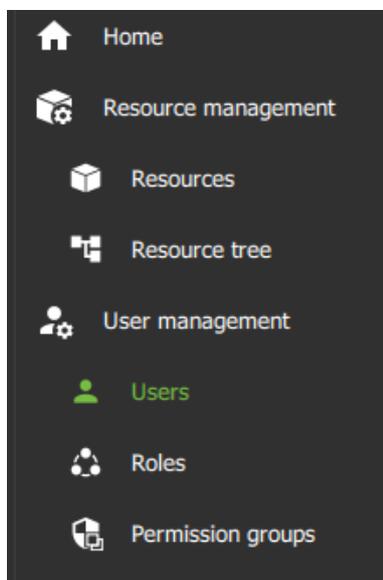
Access rights can be added or changed for users in a number of ways in the User Management section.

- The Users section allows resources to be added to individual users.
- The Users section also allows permissions for individual users to be managed.
- Alternatively, access can be managed by allocating Roles to users.
- Roles are renamable and replace Levels (on CathesisVision), so that settings can be shared.
- Roles can be created and modified in the Configuration tab.
- Permission groups are groups of like resources (e.g. a group of outputs) which can be added to a User or Role.
- This means that permissions for multiple similar resources can be edited at once.
- Permissions for the permission group must be edited in the Users or Roles sections.

**Note:** New users must be added on the CathesisVision client/server software (CatSite). To do so, navigate to **Site/Open tab/Setup** and select the **Users icon**. Consult the *CathesisVision Operator's Manual* for more information.

### 7.3.1 Change User Details: Settings Tab

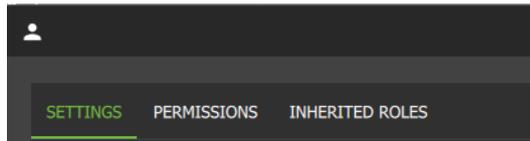
The name and surname of an existing individual user can be changed from the settings tab in the user management menu.



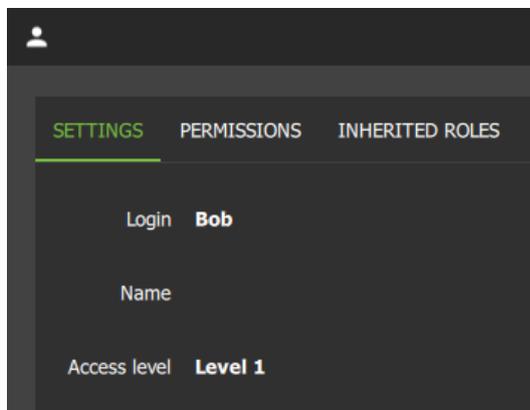
Under the **User management** menu, click **Users** to view users in a list.

	LogIn	Name	E-mail	Access level
	adg			Administrator
	admin			Administrator
	apple			Level 4
	Audreya			Level 6
	bheko			Administrator
	Bob			Level 1
	bob			Level 1
	circglobal			Level 1
	cmsapi			Administrator
	craig			Administrator

Double-click to **select a user** from the list and open



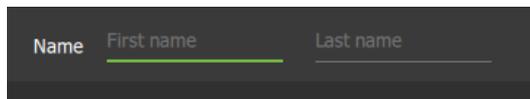
To change the name and password, navigate to the **SETTINGS** tab.



**Hover** over the Name field to expose the Edit icon.



Click the **icon** to select.



Type a **name** and **surname**.

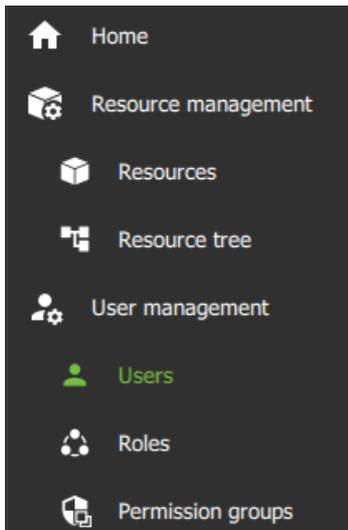


Select the **save** icon.

### 7.3.2 Manage Permissions: Add a Resource to an Individual User

To access resources (such as cameras, maps, inputs, outputs and databases), resources can be added to a user profile. Thereafter, permissions should be managed using the checkboxes.

**Note:** Alternatively, a user may gain access as a result of inheriting a Role, which grants access to a suite of functions associated with the role.

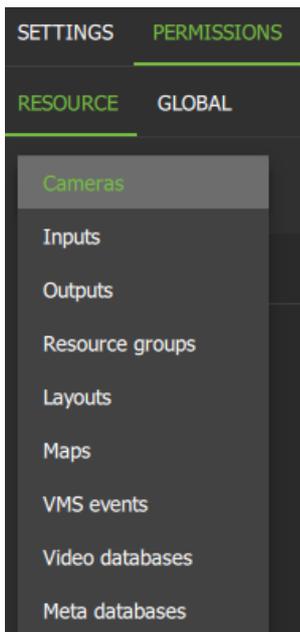


To grant a user access to a resource, click **Users** on the folder tree.

	Login	Name	E-mail	Access level
	adg			Administrator
	admin			Administrator
	apple			Level 4

Select the user from the list in the panel on the right-hand side by double-clicking.

A new dialogue box will open.



Click the **PERMISSIONS** tab.



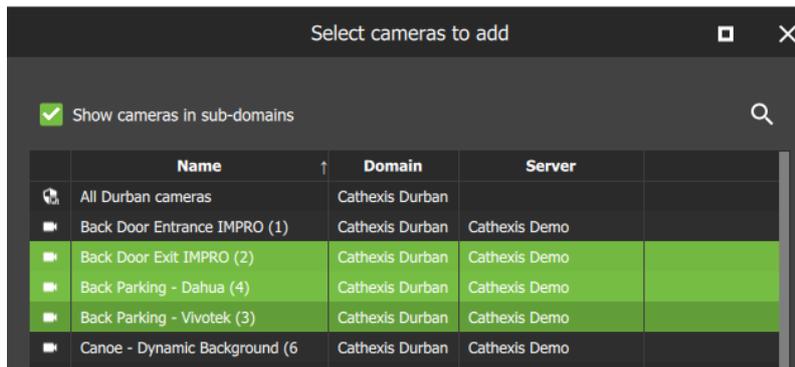
Click the **RESOURCE** tab.

Then, click the **drop-down menu**.

To access a resource, **choose the type of resource** from the drop-down menu and click to select.



From the PERMISSIONS view, click the **plus icon** to add a resource (e.g. camera) to the user.

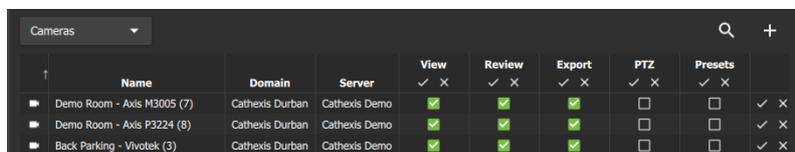


Click the items (e.g. cameras) to select and add.

Multiple resources may be selected using Shift+click /Ctrl+click.

A permission group consisting of multiple items can also be added here if it has been created.

Click **OK**.



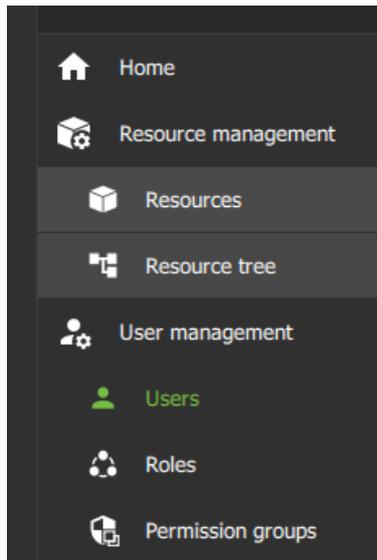
Once resources have been added, manage permissions/access from the **PERMISSIONS** tab by using the checkboxes (see following subsection).

### 7.3.3 Manage Permissions: Modify Permissions for a Single User

Permissions for various functions can be given to or removed from individual users. Permissions for resources already added to a user's profile can be managed by using checkboxes. This will control user access.

The following functions can be managed from the **PERMISSIONS** tab using the checkboxes:

Function	Description
<b>View</b>	The user has permission to view the selected resource. If it is a camera, permission is given to view the camera in live mode.
<b>Review</b>	The user has permission to review and search recorded footage from the camera.
<b>Export</b>	The user has permission to export segments of video footage to another location, either from the archive builder or from the video database.
<b>PTZ</b>	The user has permission to operate the PTZ control using the overlay in the display or the PTZ menu.
<b>Presets</b>	This user has permission to create or modify a preset on a PTZ camera.
<b>Control</b>	The user has permission to control an output on a map.
<b>Edit</b>	The user has permission to edit maps.
<b>Manage views</b>	The user has permission to change and customise views in a metadatabase.
<b>Manage reports</b>	The user has permission to create metadatabase reports.

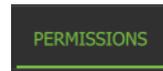
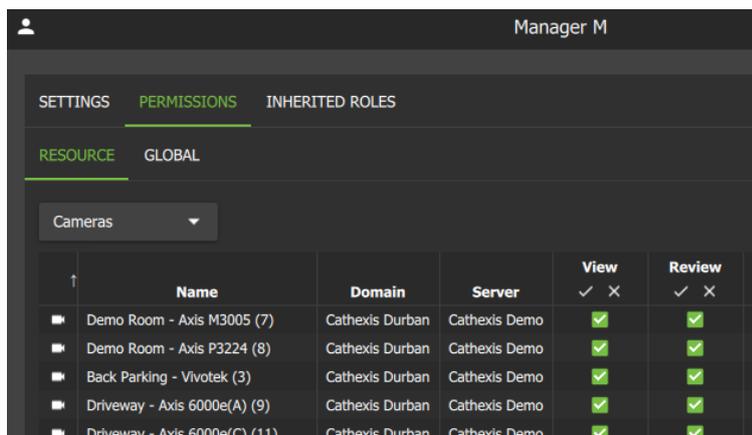


To change user access rights, navigate to the **User management** menu.

Click **Users** to view users in a list.

	Login ↑	Name	E-mail	Access level
	adg			Administrator
	admin			Administrator
	apple			Level 4

Double-click to **select a user** from the list and manage permissions.

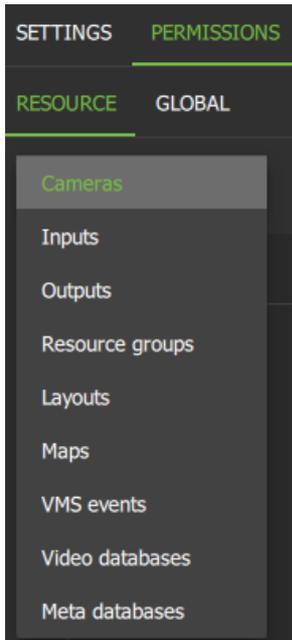


Click the **PERMISSIONS** tab at the top.



Then, click the **RESOURCE** tab underneath.

### 7.2.3.1 Single User Permissions: Resource Tab

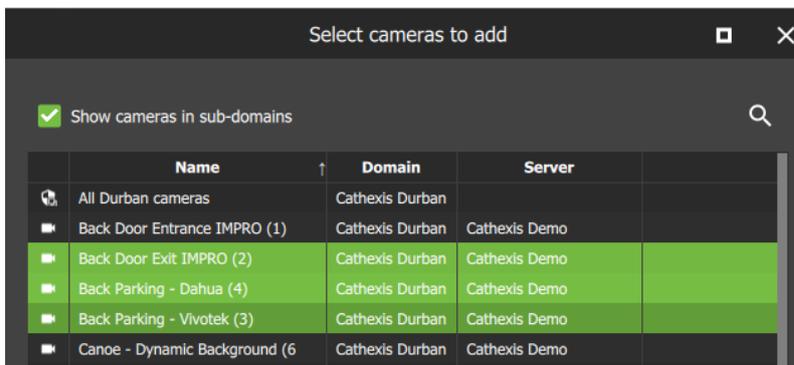


From the Resource tab, click the **drop-down menu** to open. The drop-down menu usually shows “Cameras” and sits beneath the Resource tab.

To edit permissions for a resource, **select the resource** from the drop-down menu.



From the PERMISSIONS view, click the **plus icon** to add additional resources (e.g. camera or output) to the user.



Click the **items** (e.g. cameras) to select and add.

**Multiple resources** may be selected using Shift+click /Ctrl+click.

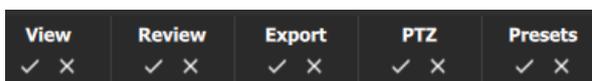
A **permission group**, which consists of multiple items can also be added here if it has been created.

Click **OK**.

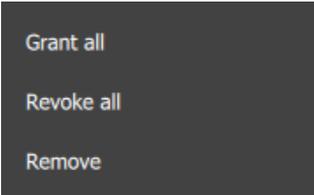


Permission options differ for each resource.

Click or unclick the **checkboxes** to add or remove permissions.



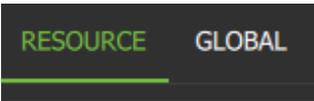
Click the tick or cross buttons along the top to check or uncheck **all items** in a column.



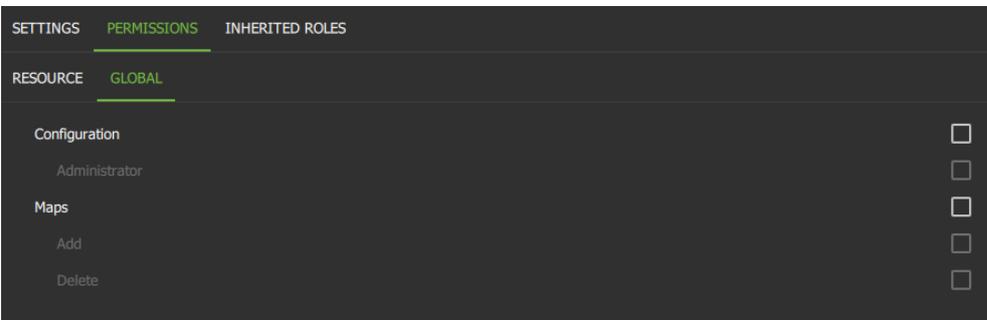
**Right-click** an item/resource for options to add or remove all permissions, or to delete the resource.

Multiple users can be selected.

### 7.2.3.2 Single User Permissions: Global Tab



Click the **GLOBAL** tab to manage global settings. Global settings define user permissions for actions unrelated to individual resources, such as configuration.



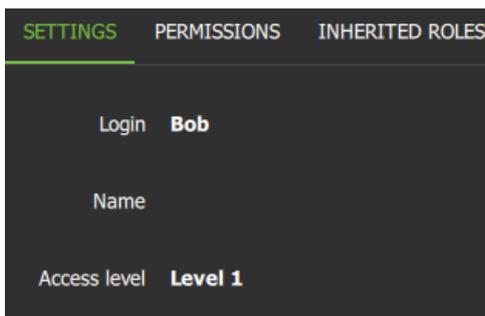
**Check or uncheck** the boxes to modify global settings for a user.

### 7.3.4 View Permissions for a User

For some users, a summary of permissions/access can be viewed.

	Login ↑	Name	E-mail	Access level
	adg			Administrator
	admin			Administrator
	apple			Level 4
	Audreya			Level 6
	bheko			Administrator
	Bob			Level 1
	bob			Level 1

Double-click the user to open the properties.



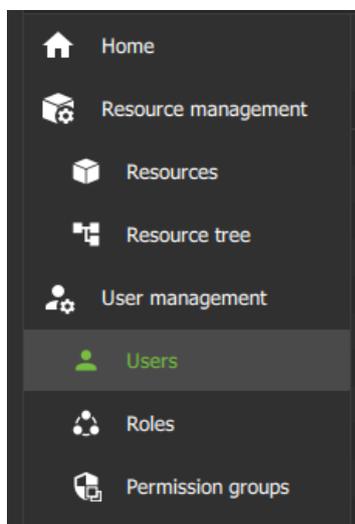
In the **SETTINGS** tab, double-click the field next to **Access level** e.g. Level 1.

Access level					
Cameras					
	Name	Domain	Server	View	Review
▶	Highway - Virtual	Cathexis Durban	Cathexis Demo	✓	✓
▶	Back Parking - Dahua (4)	Cathexis Durban	Cathexis Demo	✓	✓
▶	Front Door - Exit (18)	Cathexis Durban	Cathexis Demo	✓	✓
▶	Highway SPEED DETECTION (20)	Cathexis Durban	Cathexis Demo	✓	✓
▶	POS (DEMO)	Cathexis Durban	Cathexis Demo	✓	✓
▶	Front Door - Entrance(31)	Cathexis Durban	Cathexis Demo	✓	✓
▶	Demo Room - Axis P3224 (8)	Cathexis Durban	Cathexis Demo	✓	✓

A view-only screen will open showing the user's access permissions.

To edit permissions, use the PERMISSIONS tab, following the steps in the sub-section above.

### 7.3.5 Manage Permissions: Assign a Role to a User (Inherited Roles)



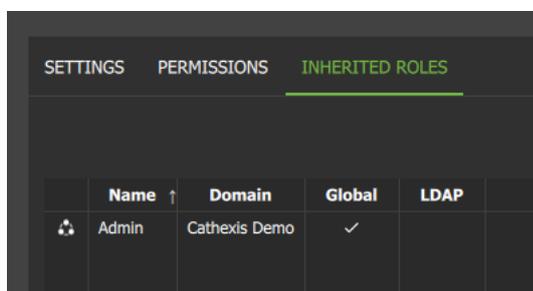
To add a role to a user, navigate to the **User management** menu.

Click **Users** to view users in a list.

	Login	Name	E-mail	Access level
▶	adg			Administrator
▶	admin			Administrator
▶	apple			Level 4

Select the **user** from the list in the panel on the right-hand side by double clicking.

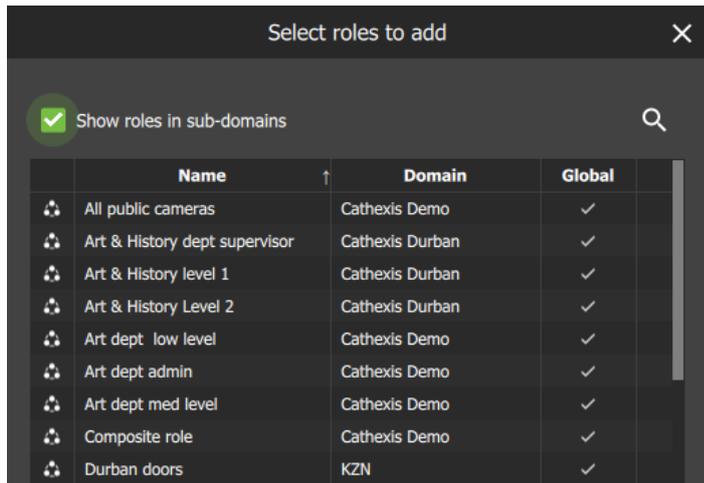
A new dialogue box will open.



Select the **INHERITED ROLES** tab.



Next, select the plus icon to add a role.



Another dialogue box will open showing available roles.

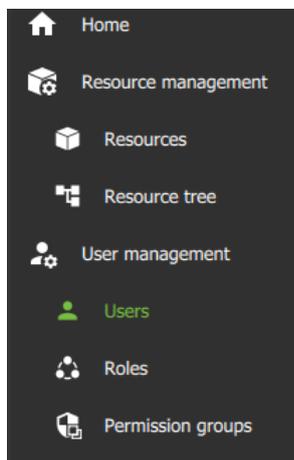
Select a role to add to a user.

Multiple items may be selected using Shift/Ctrl+click.

Click **OK**.

The added roles will reflect in the INHERITED ROLES tab.

### 7.3.6 Manage Permissions: Remove a Role from a User



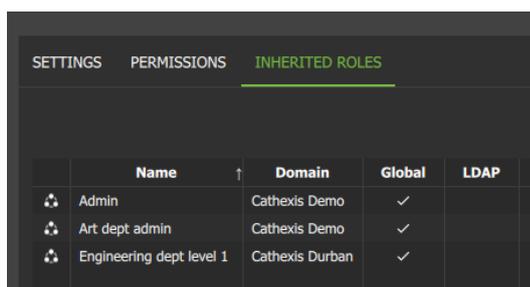
To remove a role from a user, navigate to the **User management** menu.

Click **Users** to view users in a list.

	Login	Name	E-mail	Access level
👤	adg			Administrator
👤	admin			Administrator
👤	apple			Level 4
👤	Audreya			Level 6
👤	bheko			Administrator
👤	Bob			Level 1
👤	bob			Level 1

Select the user from the list in the panel on the right-hand side by double clicking.

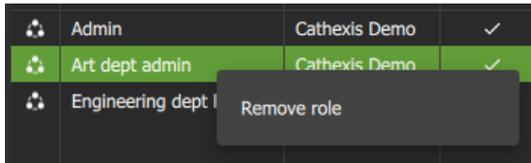
A new dialogue box will open.



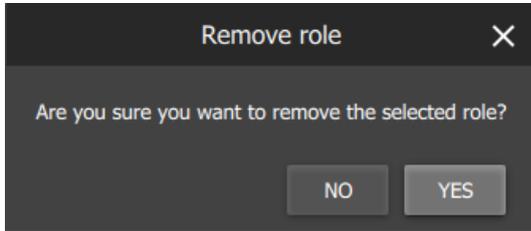
Select the **INHERITED ROLES** tab.

Right-click a role to remove it.

Multiple roles may be selected.



Select Remove role.



From the new dialogue box, click YES to confirm.

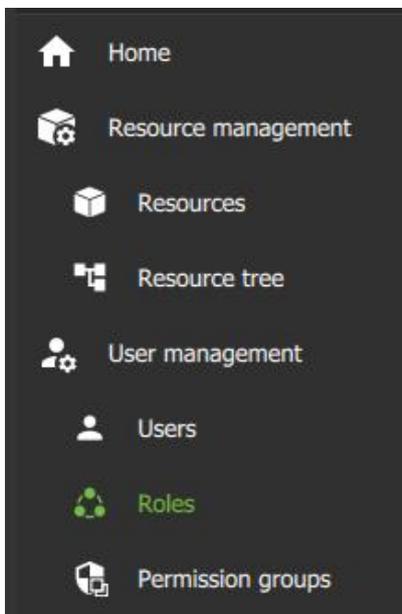
## 7.4 Roles

For instructions about how to assign a role to a user, see [7.3.5 Manage Permissions: Assign a Role to a User](#).

Use the instructions below to create or modify the role itself.

For example, create roles for managers, day staff, and night staff, by allocating different access levels to each role. The role can then be assigned to one user or many users. Users' access permissions for Carbon will then be determined according to roles.

### 7.4.1 Create a New Role

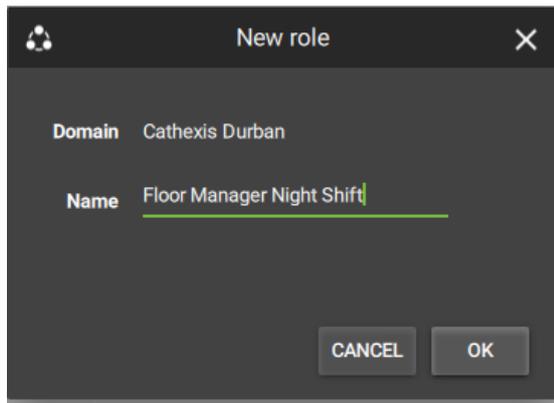


Navigate to **User management**.

Click **Roles**.



From the Roles section, click the **plus icon** on the right-hand side to add a new Role.



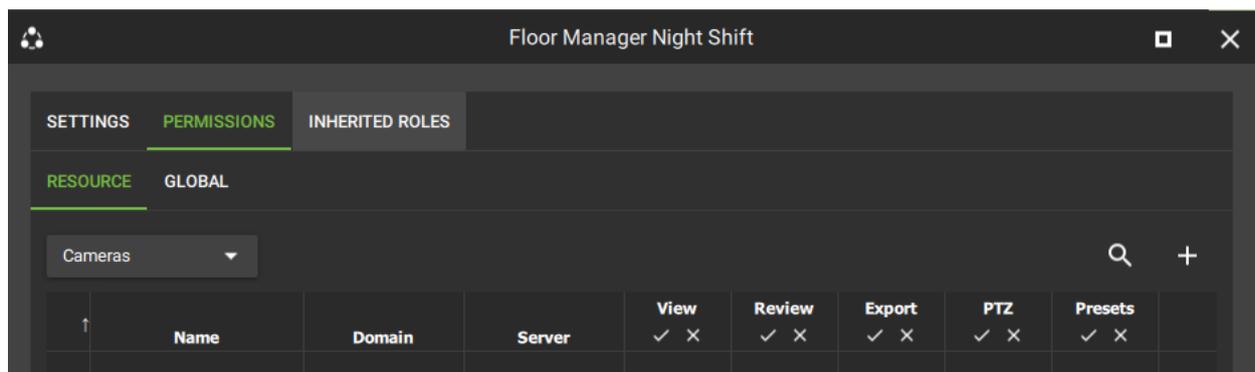
Give the role a descriptive **name** e.g. Floor manager night shift.

Select OK.

A new window will open.

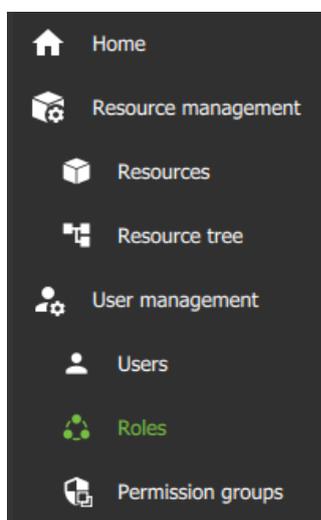
- Here, use the Permissions tab to add resources to the Role, such as access to view cameras and outputs
- Use the Global tab to give access to other functions not related to resources, for instance, configuration.

See [7.4.2.2 Modify a Role: Permissions](#), below, for instructions about how to add resources or change access to global functions.



## 7.4.2 Modify a Role

Roles can be associated with users. Users' access permissions will then be configured according to roles.



To add or edit roles, navigate to the **User management** tab, and click **Roles**.

Home			
Resource management			
Resources			
Resource tree			
User management			
Users			
Roles			
Permission groups			

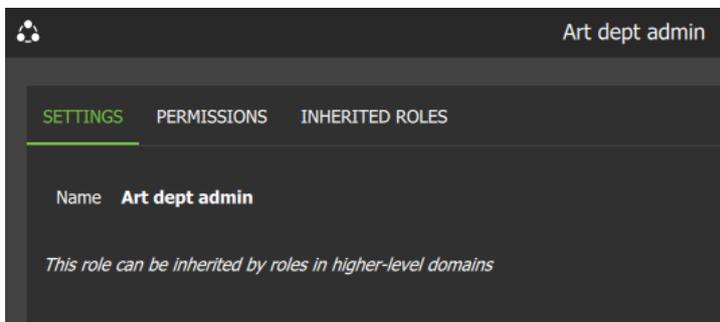
  

	Name	Global
Admin	✓	
All public cameras	✓	
Art dept low level	✓	
Art dept admin	✓	
Art dept med level	✓	
Composite role	✓	
Global site security	✓	
Marks role	✓	
Physics Department Supervisor	✓	
Test role		

Double-click a role to edit.

A new dialogue box will open.

### 7.4.2.1 Modify a Role: Settings



To edit the name, go to the **SETTINGS** tab.

Click the field to activate and enter a new name.

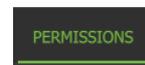


Click the **save** icon to save changes.

### 7.4.2.2 Modify a Role: Permissions

	Name	Domain	Server	View	Review	Export	PTZ
	Art dept cams	Cathexis Demo		✓	✓	✓	✓

To edit access to resources:

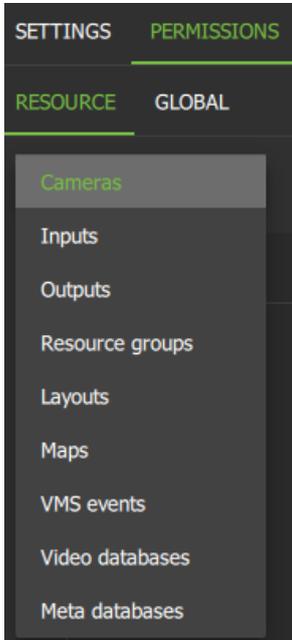


Click the **PERMISSIONS** tab on top.

## Resources



From the PERMISSIONS tab, click the **RESOURCE tab** underneath.

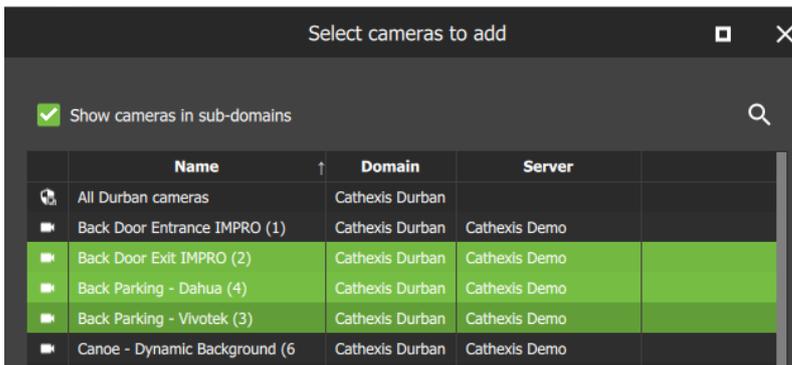


Click the **drop-down menu** to open.

To edit permissions for a resource, **select the type resource**.



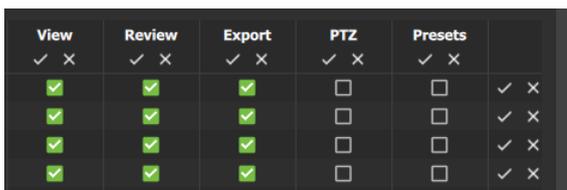
From the PERMISSIONS view, click the **plus icon** to add a resource (e.g. camera or output) to the user.



Click the **items** (e.g. cameras or outputs) to select and add.

**Select multiple resources** by using Shift+click /Ctrl+click.

Click **OK**.



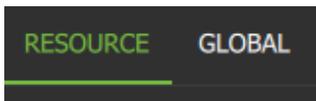
Permission options differ for each resource.

Click or unclick the **checkboxes** to add or remove permissions.

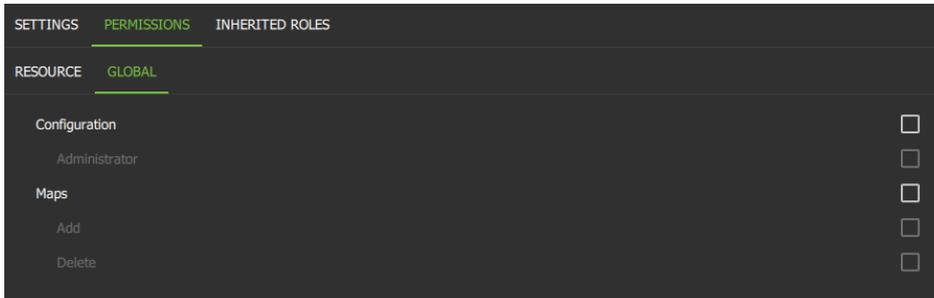


Click the **tick or cross buttons** along the top to check or uncheck all items in a column.

## Global Permissions

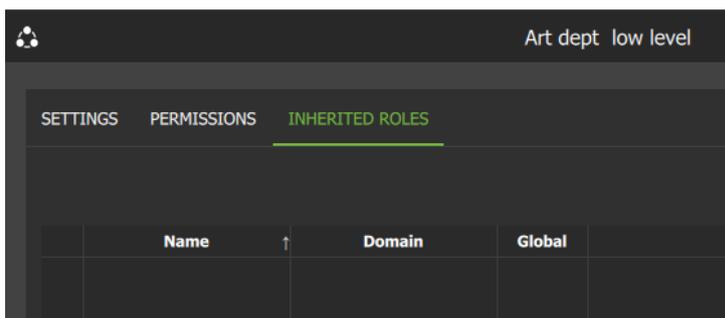


Click the **GLOBAL tab** to manage global settings. Global settings define user permissions for actions unrelated to individual resources, such as configuration.



**Check or uncheck** the boxes to modify global settings for a user.

### 7.4.2.3 Modify a Role: Inherited Roles



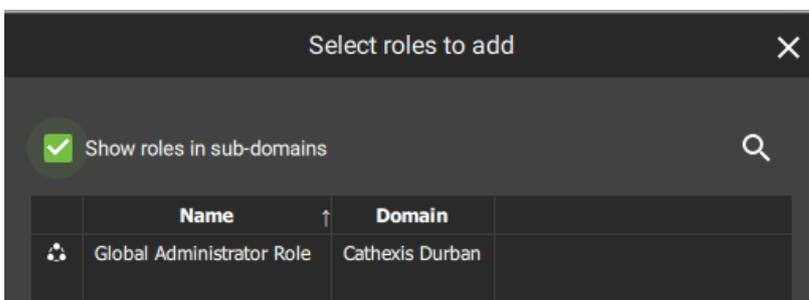
Use the **INHERITED ROLES** tab to add or modify inherited roles.

Here, it is possible to *add* a role to *another* role.

### Add an Inherited Role: Add a Role to Another Role



To add one role to another role, click the plus icon.



Select a role from the list.

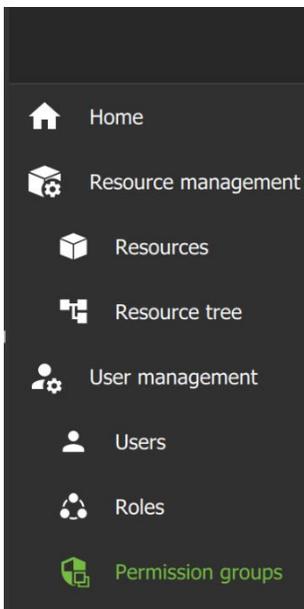
Click OK.

	Name	Domain	Global
	Global Administrator Role	Cathexis Durban	

In the example alongside, the *Floor manager Night Shift* role has inherited *Global Administrator Role*, which includes all the access rights.

## 7.5 Permission Groups

Permission groups can be viewed, added or edited from the configuration menu.



Select the site in the folder tree on the left.

Select **Permission groups** to view, add, or edit.

	Name	Global
	All Durban cameras	✓

Existing groups will be listed in the main panel.



To search in a list, select the **search icon** and type in the field that appears.



Select the **plus icon** to add a new permission group.



Select the **menu icon** to add a new group, or to change view to display group's sub-domains, or refresh.

## 7.5.1 Create a New Permission Group

Permission groups are groups of like resources that can be added to roles or users.

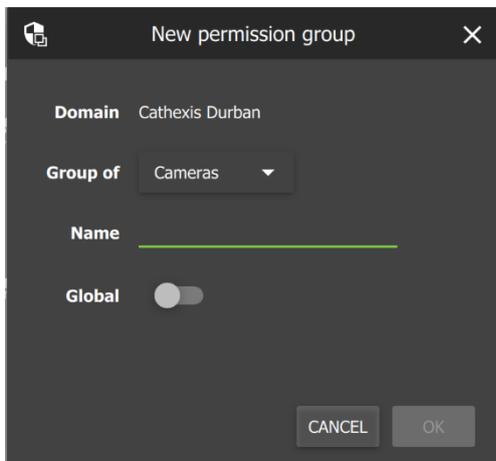
- For example, create an outputs permission group with a selection of chosen outputs.
- Then add this group to a role or to an individual user.
- This user/role will then have the configured permissions (view/control) these outputs.



Select the **plus icon** to add a new group;



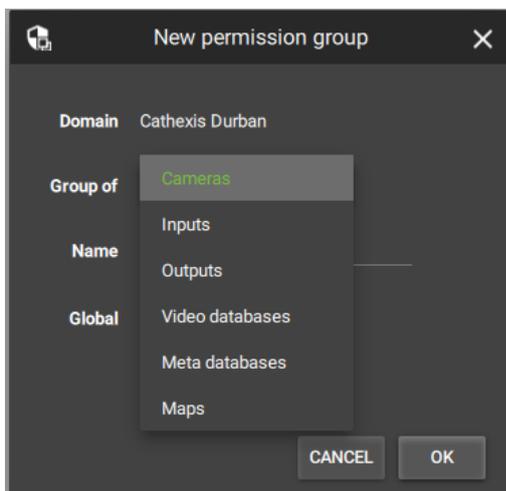
**Or**, select the menu icon on the top right panel and choose **New permission group** from the **drop-down** menu.



Give the group a **descriptive name**.

**Toggle** the switch to enable or disable **global** settings.

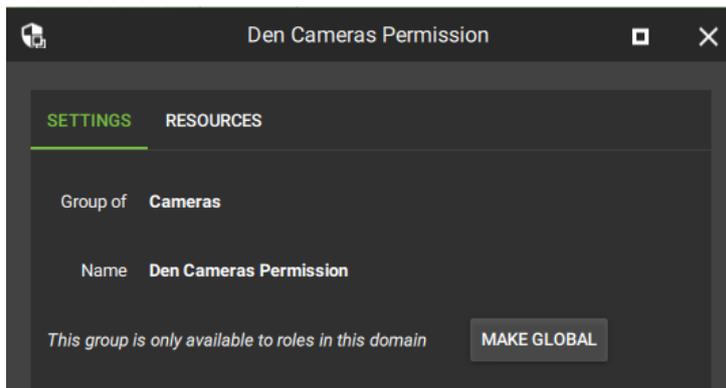
Click the arrow/"Cameras" to select the type of resources to be added to the group.



Choose a resource from the drop-down menu.

Click OK to finish.

### 7.5.1.1 Create a New Permission Group: Settings

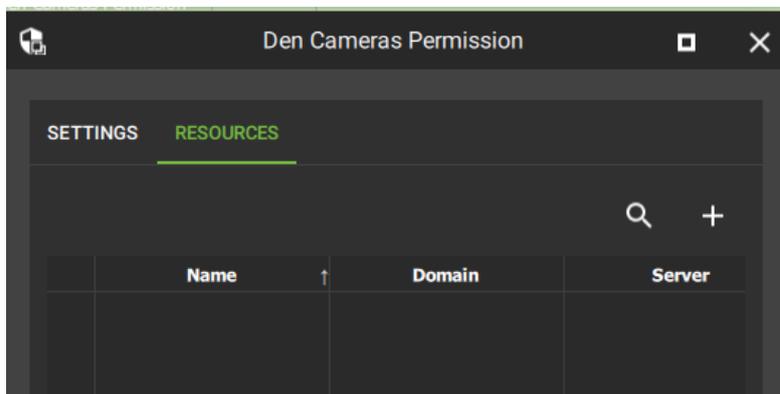


From the SETTINGS tab, **select the fields** to make changes to the type of resource or the group name.



Click the **MAKE GLOBAL icon** to make the group available to roles in higher domains.

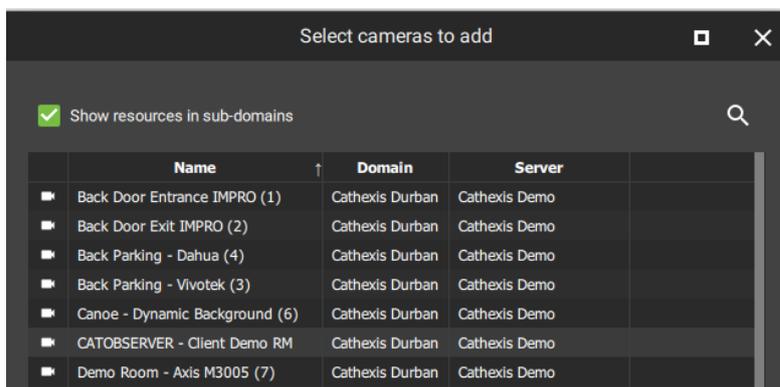
### 7.5.1.2 Create a New Permission Group: Resources Tab



Click the **RESOURCES** tab.



Click the **plus icon** to **add resources** to the group.



A list of available resources will open, according to the type selected.

Click items to **select from the list**.

**Select multiple** items using Ctrl+click or Shift+click.

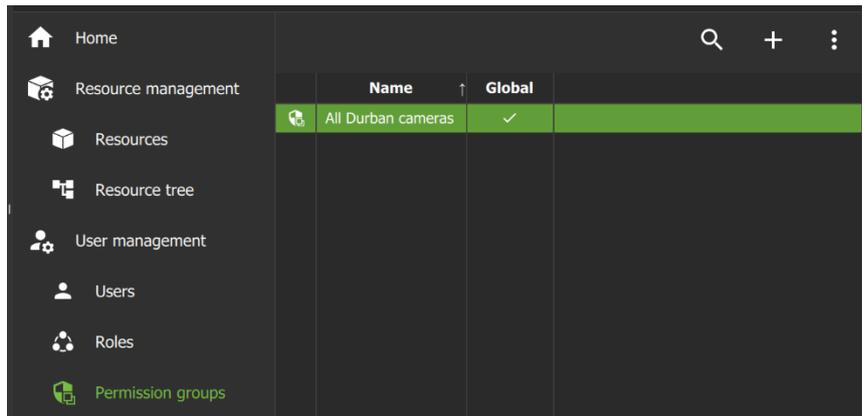


Click the **search icon** and enter a **search term** to filter results.

**Left-click a resource** and select **OK** to add the resource to the group.

This group can now be added to a user or role. This enables all items in the group to be modified *at one time* when adding or editing permissions (e.g. control PTZ).

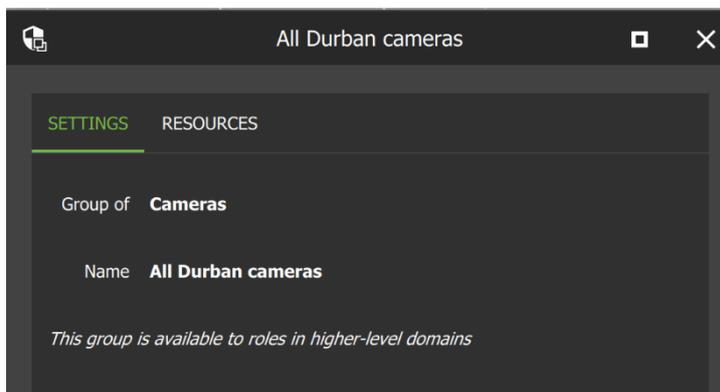
## 7.5.2 Edit a Permission Group



**Double-click** a group on the list in the main panel to edit settings and resources.

A new dialogue box will open.

### 7.5.2.1 Edit a Permission Group: Settings

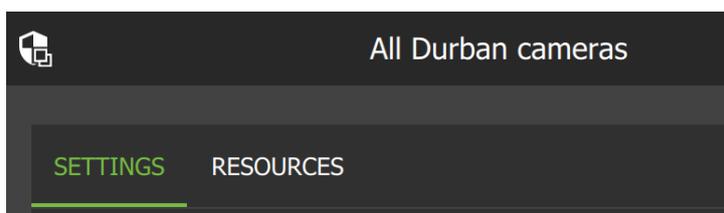


From the settings tab, **hover** over the group name until the **edit icon** appears.

**Edit** the current name by **entering text** into the field.

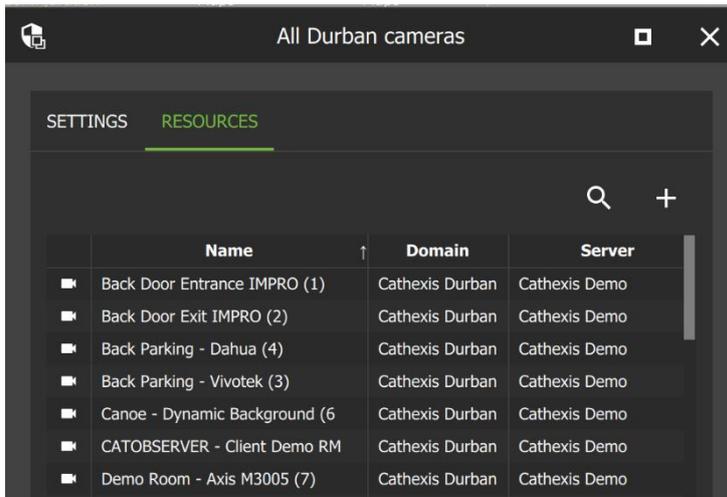


Select the **save** icon to make changes.



To add resources to the group, select the **RESOURCES** tab in the same dialogue box.

### 7.5.2.2 Edit a Permission Group: Resources

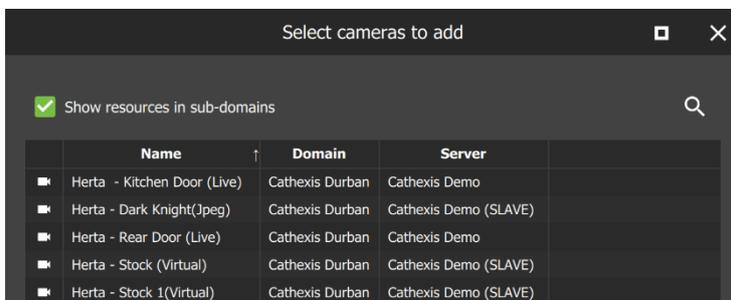


The resources listed in the group will appear in a list.



To add a resource to the group, click the **plus icon**.

A new dialogue box will open with a list of resources, according to the type of resource selected in the **SETTINGS** tab.



Click the **search icon** and enter a **search term** to filter results.

**Left-click** a **resource** and select **OK** to add the resource to the group.

## 8. Conclusion

**Note:** This app-note was designed to deal with the installation and features of Carbon (Sites installation).

For more information about CathesisVision software, consult the **CathesisVision Operator's Manual** and the **CathesisVision Setup Manual** (<https://cathesisvideo.com/>).

For support, email [support@cat.co.za](mailto:support@cat.co.za).

### USEFUL LINKS

To view **tutorial videos** on CathesisVision products and setup, visit

<https://cathesisvideo.com/resources/videos>

Find answers to Cathesis **Frequently Asked Questions**: <https://cathesis.crisp.help/en/?1557129162258>