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**CATHEXISVISION CARBON 6  
OPERATOR'S GUIDE**

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# 1. Introduction

This *CathexisVision Carbon 6 Operator's Guide* explains the operating procedures a user might perform when using the Carbon 6 user interface to access:

- a single site (a single CathexisVision site installation)
- multiple sites (a CathexisVision **Multisite** installation)
- multiple sites (a CathexisVision **Enterprise** installation)

For information on setting up Carbon, refer to the *Carbon 6 Manual*.

## 1.1 Other Resources

Consult the following, available on the Cathexis website (<https://cathexisvideo.com/>):

- *Carbon Suite 6 Release Notes*
- *Carbon 6 White Paper*
- *Carbon 6 Quick Start Guides*
- *CathexisVision MultiSite 6 Installation Guide*
- *CathexisVision Enterprise 6 Installation Guide*
- *CathexisVision Mobile 6 App-note*
- *CathexisVision Mobile 6 Quick Guide*
- *CathexisVision Mobile 6 White Paper*

Consult the *CathexisVision Setup Manual* for information on setting up CathexisVision.

## 1.2 Supported Languages

- English,
- Croatian\*,
- French\*,
- German,
- Italian\*,
- Portuguese\*,
- Russian,
- Spanish\*,
- Ukrainian\*.

**\*Note:**

- These languages are supported in Carbon 4.2 and later.
- Full translation support is offered in Carbon 6.2.

## 1.3 Requirements

### 1.3.1 General Requirements

- Windows 10 and later; Windows Server 2019 and later.
- Minimum 8GB of RAM required.

### 1.3.2 Product Interoperability

The table below shows the Carbon’s interoperability with other CathexisVision products.

	Carbon		
	4	5	6
CathexisVision 2022			
CathexisVision 2023			
CathexisVision 2024	-	-	
Enterprise 4			
Enterprise 5			
Enterprise 6	-	-	
MultiSite 4			
MultiSite 5			
MultiSite 6	-	-	

Supported   -   Not supported

### 1.3.3 License Requirements

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

For information on MultiSite and Enterprise licensing requirements consult the **CathexisVision Software Product Description and Licensing** document. Download it from <https://cathexisvideo.com>.

### 1.3.4 Ports to Open

Open the following ports on an NVR site for incoming connections from Carbon, CathexisVision, or CathexisVision Mobile	<b>NVR site</b>	TCP 30010 to 30100
Open the following ports on an Enterprise/MultiSite to allow incoming Carbon or site connections	<b>MultiSite</b>	TCP 28000 to 28019
	<b>Enterprise</b>	TCP 28000 to 28029

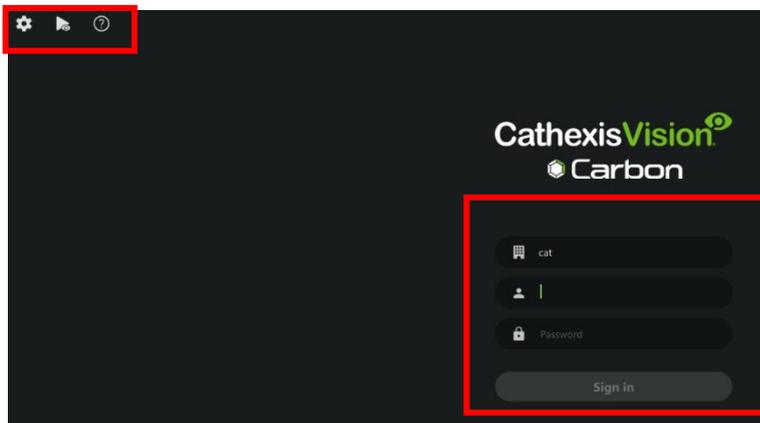
## 2. General Interface



Double-click the icon to open CathexisVision Carbon.

### 2.1 Start Screen

Once Carbon has been opened, the start screen will display:



**Application settings.**



Click to open the **Archive Viewer**.



**Help Menu:** Click to access *Carbon Manual* and *Carbon Operator's Guide*, and to view Carbon information.



Connection log button in the bottom right corner.

### 2.3 Log In

To log in:



→ If the additional field is displayed in the top row, click the field to open the **Select connection** dialogue. Then select the connection type.

→ Enter the username.

→ Enter the password.

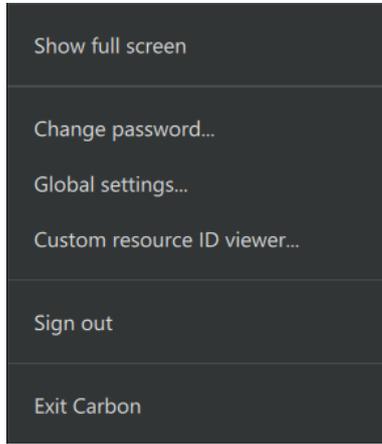
→ Click **Sign in**.

## 2.4 User Settings

After logging in, some user settings can be changed from the home screen.



- Click the **user icon** to configure further settings.
- Click the **server icon** to check server details.



## 2.5 Sign Out



- Click the **user icon** at the top of the screen. A menu will open.
- Click **Sign out**. The user will be logged out and returned to the **Sign in** screen.

## 2.6 Using Tabs

Navigate Carbon by opening tabs from the home menu. Tabs remain open during a session and will be saved automatically for the next session.

→ Click a menu item and it will open as a new tab. Open tabs can be viewed along the top of the screen.

<b>Add a new tab</b>	<ul style="list-style-type: none"> <li>→ Right-click on a tab. A menu will appear.</li> <li>→ Click <b>New tab</b>. The Home Menu will open.</li> <li>→ Alternatively, click the <b>plus icon</b> at the top of the screen.</li> </ul>
<b>Rename tab</b>	<ul style="list-style-type: none"> <li>→ Right-click on a tab. A menu will appear.</li> <li>→ Select <b>Rename tab</b> to rename the selected tab.</li> </ul>
<b>Remove tab</b>	<ul style="list-style-type: none"> <li>→ Right-click on a tab. A menu will appear.</li> <li>→ Select <b>Remove tab</b> to remove the selected tab.</li> </ul>
<b>Return to Home Menu tab</b>	<ul style="list-style-type: none"> <li>→ Right-click on a tab. A menu will appear.</li> <li>→ Select <b>Home</b> to return to the Home Menu in the selected tab.</li> <li>→ Alternatively, click the plus icon at the top of the screen. This will open a new <i>home menu tab</i>.</li> </ul>
<b>Close tab</b>	<ul style="list-style-type: none"> <li>→ Hover the mouse over the tab label until the <b>cancel icon</b> appears. Click the cancel icon to close the tab.</li> </ul>

## 2.6 Fullscreen

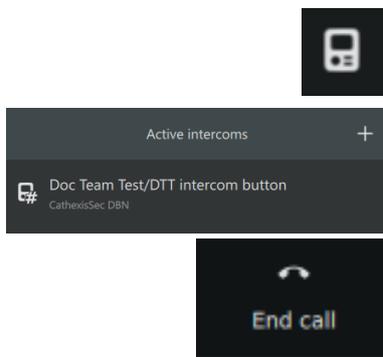
To switch to a fullscreen view, press the **F11 key**. To switch out of fullscreen, press the **F11 key**.

## 2.8 Intercoms

If an intercom has been configured, it is possible to make or receive calls from the Carbon interface.

### 2.8.1 Open Intercom/Make a Call in Carbon

To call the intercom:



- Click the intercom icon in the top-right corner of the interface. The **Active intercoms** pop-up will open.
- Double-click the intercom name. The intercom window will open and the intercom will be called.
- Click **End call** to end the call.

### 2.8.2 Receive a Call in Carbon

Once a Carbon user has been connected to an intercom, the user will receive notifications from that intercom through the Carbon UI (when a call is received).



- To accept the call, click **Accept**.
- To reject the call, click **Reject**.

**Note:** Intercom previews will be displayed on incoming calls if this type of intercom notification has been set up in Carbon's Global settings.

**(Log in to Carbon / Click User / Global settings / General tab / Intercom call notification)**



- Click the intercom output button to toggle the relay output. (For example, a relay output could be toggled to open a gate, once the operator has spoken to the individual who called the intercom.)

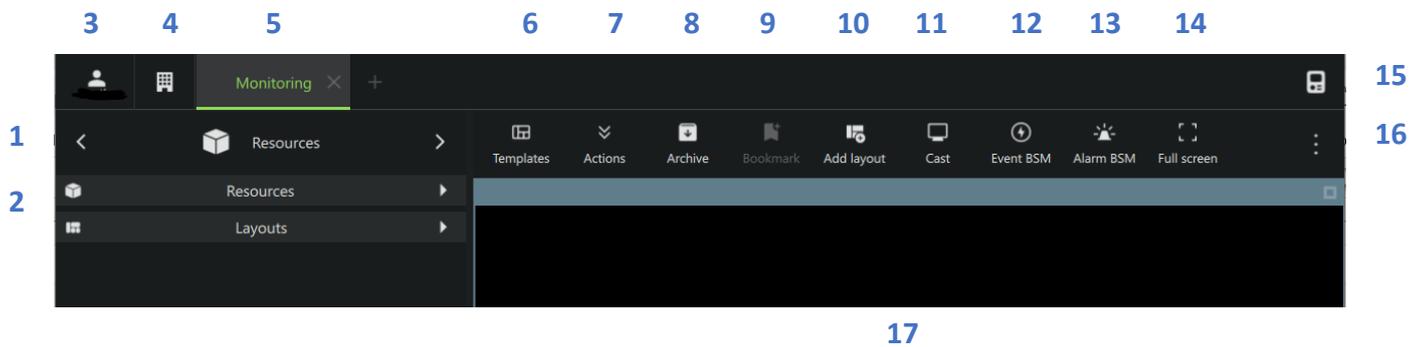
## 3. Monitoring Tab

This section deals with the Monitoring tab. The Monitoring tab is where cameras and resources and can be viewed, reviewed, searched, and archived.



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

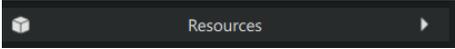
### 3.1 Monitoring Tab at a Glance



	Description
1	Click the arrows on the left and right to move between <b>Resources, Bookmarks, Layouts, and Cameras with Activity</b> . Alternatively, click on the name to display a drop-down menu.
2	Click to view saved <b>layouts</b> and <b>resources</b> .
3	Click the user icon to configure Global settings, Show full screen, Sign out, or Exit Carbon.
4	Click the site/installation icon to view server details.
5	The selected tab will be highlighted in green.
6	Click to select a <b>template</b> , open the template editor, or remove a template.
7	Click to switch all feeds to live, review all live feeds, pause/resume all feeds, or clear panels.
8	Click to open the <b>Archive builder</b> .
9	Click to open <b>Bookmarks</b> .
10	Click to add a <b>layout</b> .
11	Click to send/cast a layout to a <b>monitor</b> .
12	Click to open <b>Event black screen monitor</b> .
13	Click to open <b>Alarm black screen monitor</b> .
14	Click to make the monitor panels full screen.
15	Intercom button
16	Monitoring Tab Settings Menu
17	Camera Panel Display

## 3.2 The Resource Folder Tree

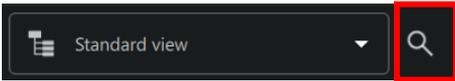
Navigate the folder tree on the left sidebar to access resources.



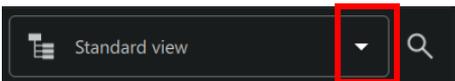
→ Click **Resources** to expand the drawer.



→ To expand the folders in the resource tree, click the **arrows** next to the folder names. Resource icons indicate the type of resources.



→ Click the **search icon** to search resources. The type a term in the search bar that opens.



→ Click the arrow to select Standard or Server view.

**Standard view** lists resources by resource type.

**Server view** lists resources according to NVR.



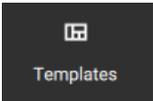
This icon appearing at the end of a camera name indicates that motion is detected in that camera's view.



A red camera or icon indicate the resource is offline.

## 3.3 Templates

Once a template has been saved, multiple resources can be added to it, and saved, to create a **layout**. It is possible to change the format of a display during viewing, if more or fewer cameras are required.



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

→ Then click a template to select it.

## 3.4 Add Resources to Display Panel

To add a resource to the display panel:

- Locate the resource/camera in the folder tree.
- Double-click the resource. It will be added to the selected panel.
- Alternatively, drag and drop the resource into the display panel.

### 3.4.1 Auto Layout and Auto Add Selection

The **Auto layout** and **Auto add selection** tools adapt the display to fit the number of cameras that are added.

<b>Auto layout</b>	Auto layout will replace an existing display with a layout of the selected cameras. Panels containing video will be replaced.
<b>Auto add selection</b>	Auto add selection will add the selected cameras into available panels.

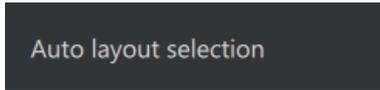
Begin with any template or display.



→ Select a camera group, or cameras from the resource panel on the left. To select multiple cameras:

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

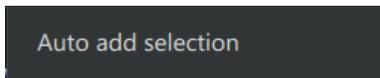
**Shift + Click** Hold down Shift, and click the first and last item in a list of consecutive items. This will include all resources between the first and last clicked item.



→ Right-click one of the selected cameras.

→ Click **Auto layout selection**. The cameras will open in the display on the right.

### 3.4.3 Auto Add Selection



→ After selecting multiple cameras, right-click.

→ Click **Auto add selection**. The selected cameras will be added into available panels.

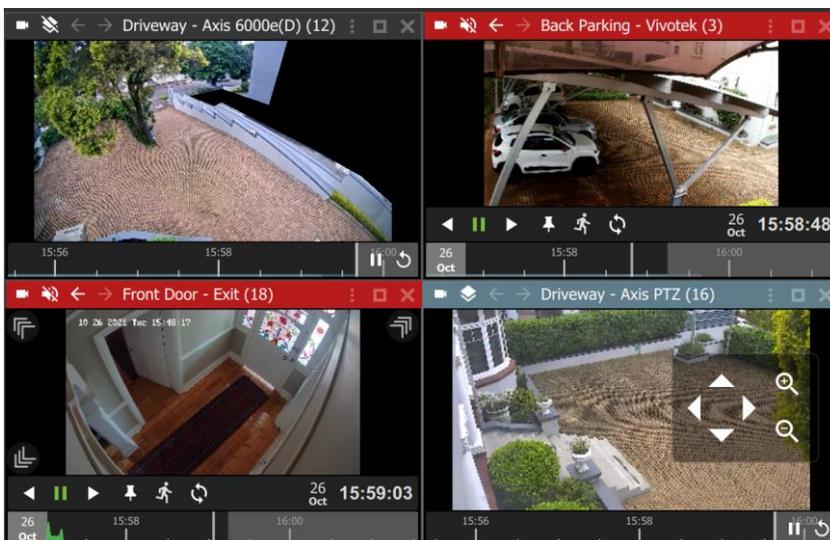
## 3.5 Viewing and Reviewing Cameras

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

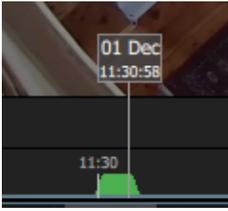
Cameras will display according to the chosen saved layout, or template as selected. Cameras can be added and removed at any time. Live and review modes can be viewed simultaneously.



This icon indicates that there is packet loss on the camera.



### Date and Time Pop-up on Timeline

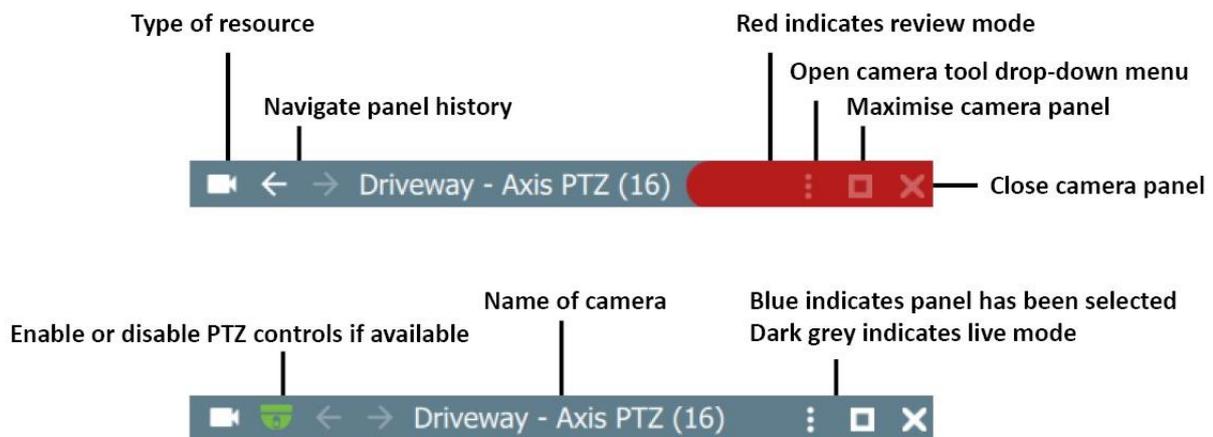


→ **Hover** over a point in the timeline to see the date and exact time. A pop-up will appear.

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

### Top Bar

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.



### Top Bar Colours

	<i>Review mode</i>	Not selected
	<i>Live mode</i>	Not selected
	<i>Review mode</i>	Selected
	<i>Live mode</i>	Selected
For an Enterprise or MultiSite connection, the top bar will also indicate which site the camera is from:		

### Top Bar Icons



→ Click to view further options. See [Review Tools](#) for details on the review panel review tools.



→ Click to minimise/maximise the panel.



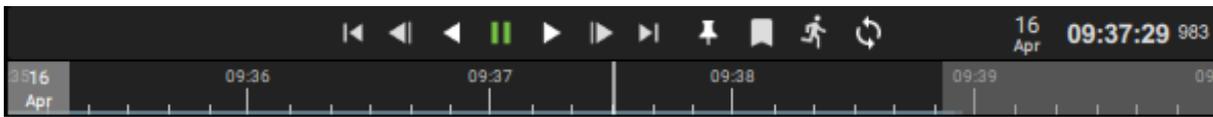
→ Click to close the camera.



→ Click to toggle **Activity trails**.

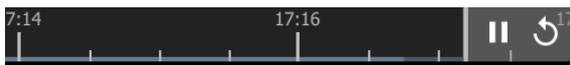
## Timeline

The timeline bar underneath the camera feed represents 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.



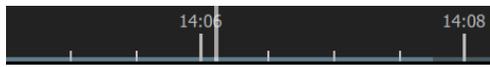
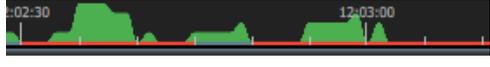
 Click Pause live icon to hold an image in place.

 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.

### Timeline Key

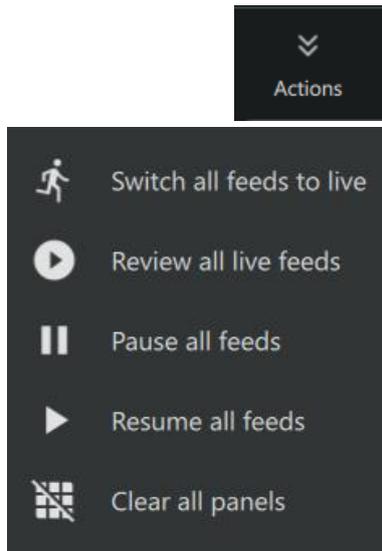
	The thin blue line at the bottom of the bar indicates that there are recordings available (non-event recording).
	No blue line indicates no recordings. No blue line may indicate that a connection is down. Use the dashboard tab to view status.
	The grey area at the end of the timeline represents future 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.

## Rearranging Cameras in Display Panels

To move a camera from one display panel to another:

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

### 3.5.1 Actions Button



→ Click the **Action button** on the top panel to switch between modes. A menu will open.

→ Select from the 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.

Click **Pause all feeds** to pause all feeds in the layout.

Click **Resume all feeds** to resume playback of all feeds.

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

Alternatively, to switch a selected camera from live to review mode, double-click the timeline. The review controls will appear.



Click the live icon in the review controls to return to live mode.

### 3.5.2 Zoom and PTZ

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

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.

#### 3.5.2.2 Digital Zoom on any Camera

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

→ To zoom in digitally, click on an area in the display.

→ 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. Alternatively, scroll back on the mouse.

### 3.5.2.3 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). **Note:** PTZ overlays only function in live mode, and only on PTZ cameras.

#### To enable 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

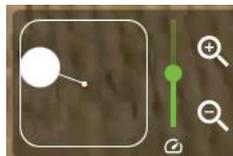
→ Right-click a display panel to see the drop-down (context) menu. **Note:** For a full breakdown of all options in this menu, see [Camera Tools Menu](#).

→ Click the **PTZ** checkbox.

#### 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**.



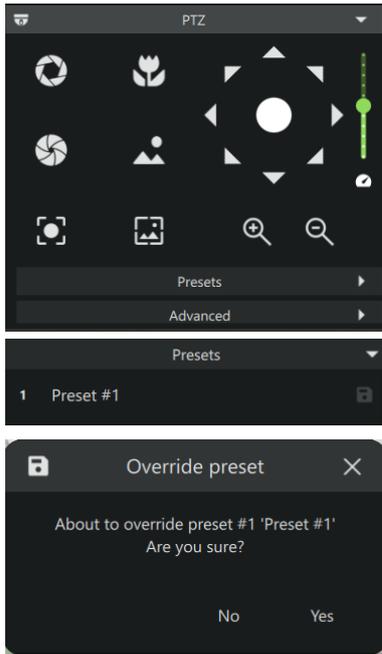
On smaller displays, a limited control tool is available, as shown in the image on the left.

### 3.5.2.4 PTZ Menu

The PTZ menu enables the user to control PTZ movement in real-time as well as save PTZ presets for the camera. When a display panel with a PTZ camera is selected, in *live mode*, a PTZ drawer will appear on the Resources panel on the left.



→ **Click the PTZ drawer** to open it.



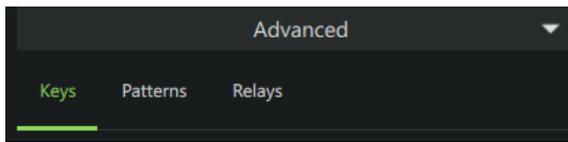
→ Use the navigation and zoom functions to control the camera’s movement manually. Features will depend on the capabilities of the individual PTZ camera.

→ Choose an unused slot or row.

→ Click the save icon to save the preset.

→ Click **Yes** to save the new preset.

### PTZ Menu: Advanced



→ Click the **Advanced drawer** to view Advanced options. These are **Keys**, **Patterns**, and **Relays**. Click each tab to configure those settings.

Keys 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**.

### 3.5.3 Adjacent Camera Mapping

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



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



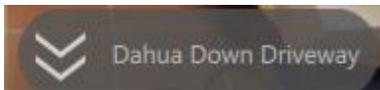
An orange adjacent camera arrow indicates motion has been detected in the adjacent camera's field.



→ **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.

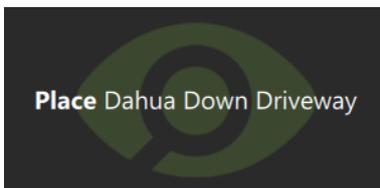
**Tip:** Use adjacent tracking in combination with tagging and archiving features to save a sequence.

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. The name of the camera will appear.

→ Middle-click on the arrows. Use a middle button on the mouse or click with the scroll tool. The panels will become greyed out, and the **Place** instruction will appear, along with the name of the adjacent camera.



→ Left-click a display panel. This will place the selected adjacent camera in the *new display panel*. (**Note:** Simply clicking on the adjacent camera icon would cause it to replace the stream shown in the original display panel.)

### 3.5.4 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.

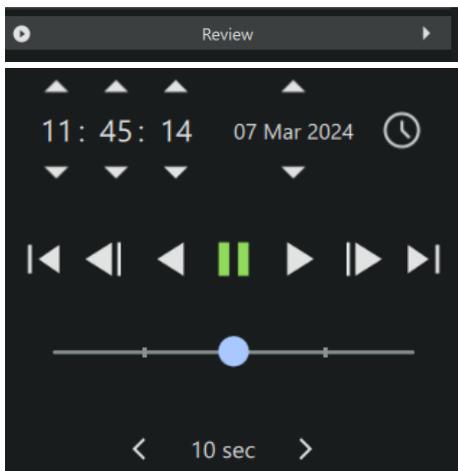
#### OPTION 2: RIGHT-CLICK (CONTEXT MENU)

→ Right-click within a display panel. The drop-down (context) menu will appear.

Option	Description								
<b>Copy link</b>	Create a link. Once this has been selected, the link can be pasted into another display panel. <b>Note:</b> Once the link has been copied, the option to paste the link remains in the menu.								
<b>Send to monitor</b>	Send the camera stream being viewed/displayed to a site monitor.								
<b>Switch to review</b>	This allows switching back and forth between live and review footage.								
<b>Start sync review</b>	This 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.								
<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, and Feature Search.								
	<table border="1"> <tr> <td><b>Snap search</b></td> <td>Use a grid of images to search for an object or incident by narrowing the search range until the it appears in the frame.</td> </tr> <tr> <td><b>Motion Search (quick)</b></td> <td>Draw a frame (or mask) within the display and search for motion within that area only.</td> </tr> <tr> <td><b>Motion Search</b></td> <td>Draw multiple frames (masks) within the display and search for motion within those areas.</td> </tr> <tr> <td><b>Feature Search</b></td> <td>Send an image from the Monitoring tab to the Feature search tool in order to find similar/matching images.</td> </tr> </table>	<b>Snap search</b>	Use a grid of images to search for an object or incident by narrowing the search range until the it appears in the frame.	<b>Motion Search (quick)</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.	<b>Feature Search</b>	Send an image from the Monitoring tab to the Feature search tool in order to find similar/matching images.
	<b>Snap search</b>	Use a grid of images to search for an object or incident by narrowing the search range until the it appears in the frame.							
	<b>Motion Search (quick)</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.								
<b>Feature Search</b>	Send an image from the Monitoring tab to the Feature search tool in order to find similar/matching images.								
<b>Advanced</b>	In live mode, the user may view connection logs.								
<b>Activity trails</b>	Activity trails are time-stamped overlays that depict the trail of motion in a scene.								
<b>Overlays</b>	Configure camera overlays. <b>Note:</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 stream</b>	Live mode: The user may select camera video stream format.								
	Review mode: The user may select the camera video stream resolution they wish to view.								
<b>Video quality</b>	The user may select the camera video stream resolution they wish to view, in review mode.								
<b>Close</b>	Close the camera stream.								

### 3.5.5 Review Tools

In review mode, a review menu will become available on the left-hand side of display.



→ Click the bar to open the menu.

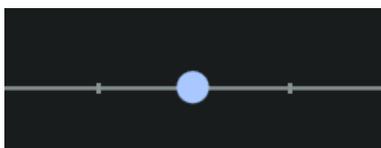
When reviewing footage, the user may use this menu as an alternative to the toolbar in the main display.



→ Click the arrows to adjust the time and date of playback.



→ Click the clock icon to bring up the date and time menu using the calendar. The calendar will open in a new dialogue. Click **Done** to save changes.



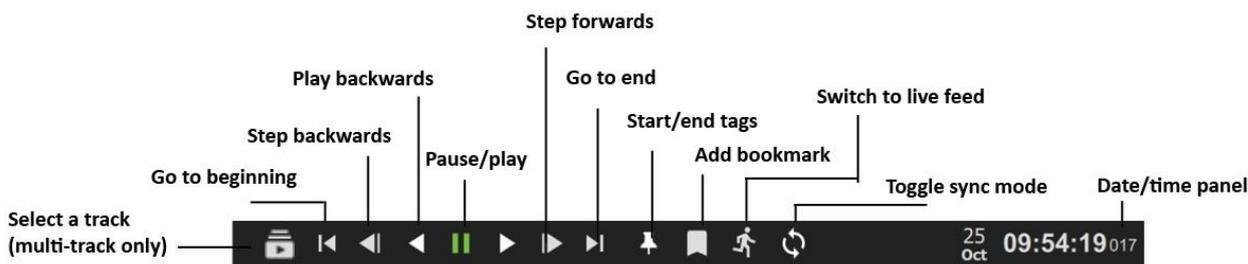
Use the playback speed tool to change how footage is reviewed.

→ Drag the slider to the **left**, (past the vertical lines) or click (up to four times) on the play backwards arrow to **increase the speed** while playing **backwards**.

→ Drag the slider to the **right**, (past the vertical lines) or click (up to four times) on the play arrow to **increase the speed** while playing **forward**. Four dots indicate the maximum speed.

#### 3.5.5.1 Review Controls

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



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.

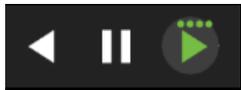
- To view more comprehensive review tools from a smaller display, double-click a camera to enlarge the view, or click the maximise icon in the top right of the panel. The main display will change from the saved layout or template to a single display.
- Do the same on the enlarged display to return to the smaller display.

### 3.5.5.2 Adjust Playback Speed

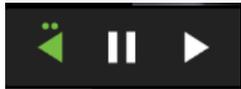
Use the review controls to adjust the playback speed.



- 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.

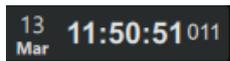
### 3.5.5.3 Select Tracks on a Multi-Track Camera

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

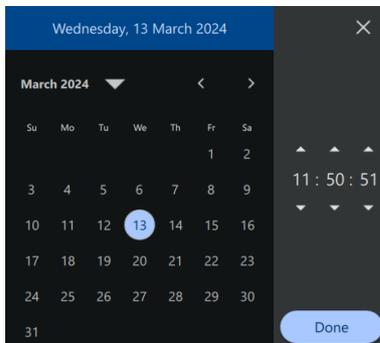


- **Click the icon** to select a track. A list will show on the display.
- Click an option to select a track.

### 3.5.5.4 Date and Time Panel



- Click the date/time panel in the bottom right corner to skip to a known point in time. A calendar will open.



- Click the date on the calendar, and adjust the time using the arrows.
- Click **Done**. The footage for this date and time will appear in the main display.

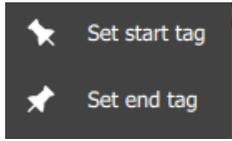
### 3.5.5.5 Using Tags

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 the tag icon on the review control panel. This will bring up the start and end tag option.



→ Click **Set start tag**.

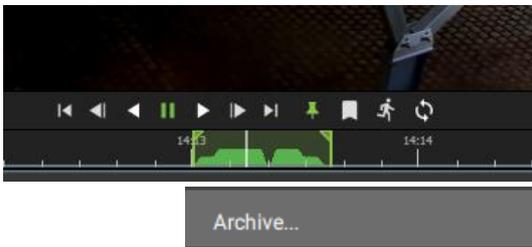
→ Locate the end of the segment. Click **Set end tag**.



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.

### 3.5.5.6 Archiving a Tagged Segment



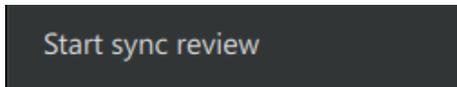
→ Set start and end tags.

→ **Right-click** on the display.

→ Select **Archive**. This will send the tagged segment to the Archive Builder.

### 3.5.5.7 Synchronised Review

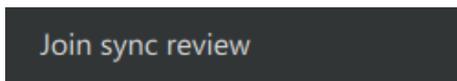
Cameras must be in review mode.



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

→ Right-click the 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 footage.

#### Toggle Sync Mode



To quickly add a camera to synchronised review, click the Toggle Sync Mode button in the timeline panel.



The icon will change to orange when the camera has been added to sync mode.

### 3.5.6 Archiving

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

There are three ways to initiate archiving. In the review mode, scroll to the recorded video footage to be archived.

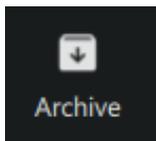
#### OPTION 1: Right-click footage



- **Right-click** within the **display**.
- Select **Archive...** from the options. The **Archive Builder** will open in a new tab. One or more cameras will be shown in a list in the central panel.

#### OPTION 2: Select the Archive Icon

- Click a point on the timeline beneath a display.
- Then navigate to the **menu** along the top of the display.



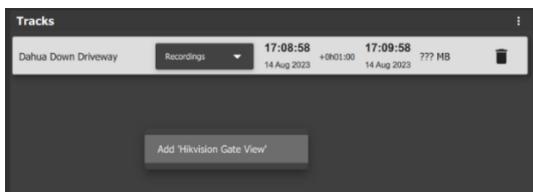
- Click to select the **Archive icon**. The **Archive Builder** will open in a new tab as above.

#### OPTION 3: Copying a Link into the Archive Builder

A link can be added into the Archive builder once it is open.



- Right-click a display in review and click **Copy link**. There are two ways to add a link to the Archive builder.

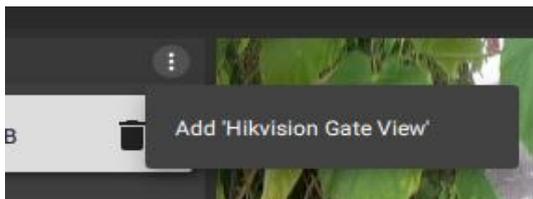


#### In the Archive builder:

##### Option 1:

- **Right-click** underneath the list. The link will appear.
- **Select** the option to **Add the link**.

##### Option 2:

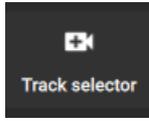


- Click the menu icon at the top-right side of the Archive builder.
- Select the link when the pop-up appears.

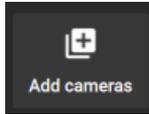
Multiple links from different cameras can be added to the same Archive builder. They will be added in chronological review order.

### 3.5.6.1 Archive Builder: Adding Cameras

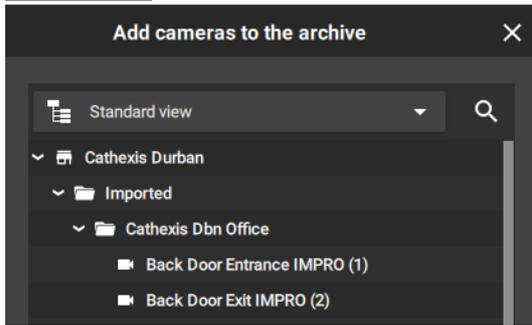
Use the icons to add additional cameras to the archive builder.



→ To archive only one additional camera, click the **Track selector icon**.



→ To archive multiple additional cameras at the same time, click the **add multiple cameras icon**.

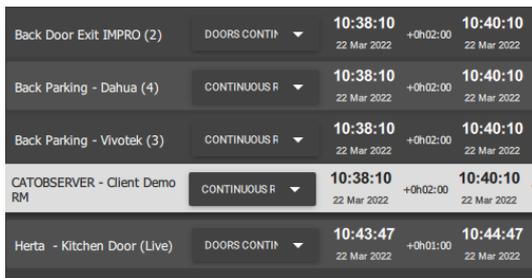


A new dialogue will open.

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

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

→ Click **Add**.



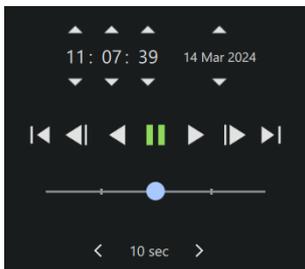
The cameras that have been added using the **add camera icon** or **Add multiple cameras icon** will show in a list in in the Archive Builder.

### 3.5.6.2 Archive Builder: Playback



→ Click the drop-down arrow.

→ Select the camera storage option.



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

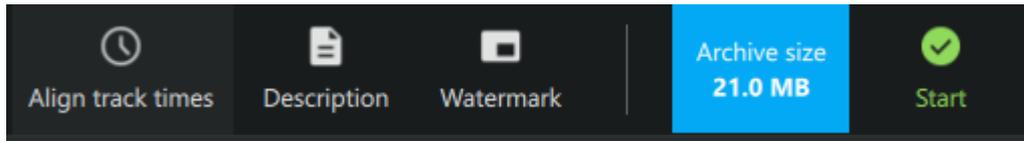
→ Drag the slider to the **right** (past the vertical lines) to **increase the speed** while playing **forward**.

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

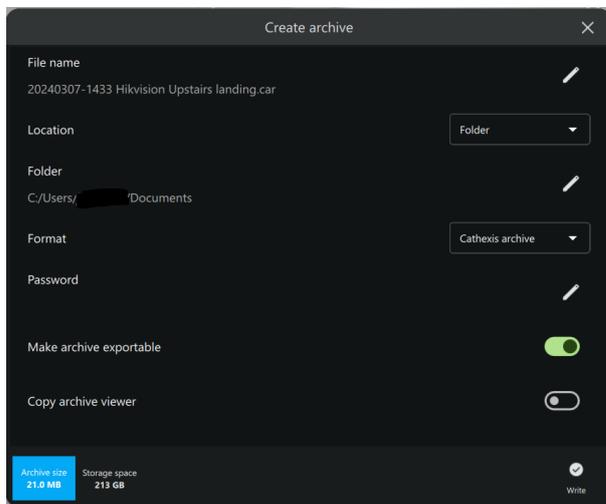
→ Maximum speed is indicated by four dots.

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

### 3.5.6.3 Archive Builder: Saving and Exporting

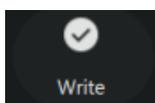


- Use the **Align tool** to make all recordings in the list start and end at the same time.
- Click the **Description** icon to add additional information to the file before saving.
- Click the **Watermark** icon to add a watermark to the files.
- Click **Estimate size** before exporting to see how much space the recordings will require. The **Estimate size** button will change to a blue button indicating the size of the recordings.
- Click **Start** to Export the file/s. A new window will open with configuration settings.



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

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>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.



→ Click **Write** to complete the archiving process.



Click the **close icon** when the progress bars reach 100%.

### 3.5.6.4 View Archived Files in the Archive Player

- To view **archived files**, open a new tab in Carbon and select **Archive Player**.
- **Browse** for the **folder** the file was saved in.
- **Select the folder**. The recently saved file (and any viewable archived files saved in the same location) will be displayed in the Camera Viewing Panel of the Archive Player.

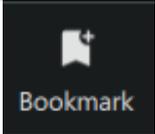
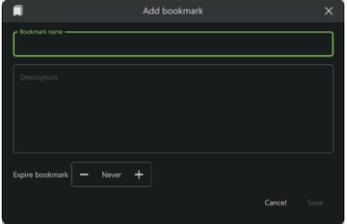
## 3.5.7 Bookmarks

Bookmarking preserves a point in time on a camera feed for future reference. The bookmark is stored on the local database as data for the specific 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.

### 3.5.7.1 Create New Bookmark

Lay out the camera/s as desired.

<b>MULTIPLE CAMERAS</b>		→ Click the <b>Bookmark icon</b> on the top menu bar. A new dialogue will open.
<b>SINGLE DISPLAY</b>	  	→ Right-click the single display panel and click <b>Add bookmark</b> from the drop-down menu. A new dialogue will open.  → Alternatively, in review mode, click the bookmark button on the review controls. The <b>Add bookmark</b> dialogue will open.
<b>BOTH</b>		→ Give the bookmark a <b>name</b> and <b>description</b> . → Choose an expiry time for the bookmark by clicking the plus and minus icons to add or decrease the number of days. → Click <b>Save</b> . <b>Note:</b> Once past video recordings have been deleted, bookmarks will no longer be valid.

### 3.5.7.2 View Bookmarks / Open Saved Bookmarks

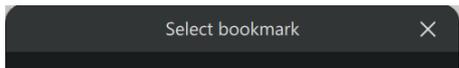
Once bookmarks are created, they can be viewed and managed in the bookmarks section.

#### Option 1: View Bookmark by Camera or Layout



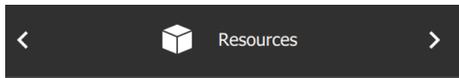
→ Right-click a camera in the display panel. Alternatively, click the menu icon in the top-right corner to open the Camera Tools menu.

→ Click **Bookmarks**. The **Select bookmark** dialogue will open.



→ Select a bookmark and double-click it to open.

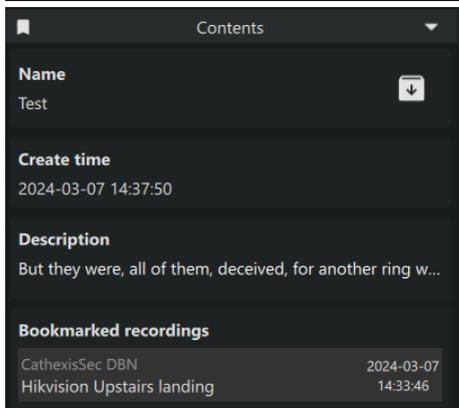
#### Option 2: View All Bookmarks from Menu



→ From Resources, **click the side arrows** to scroll. Click the right arrow once. Bookmarks should appear next.



→ **Double-click a bookmark** to open.

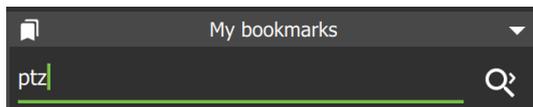


Selecting a bookmark will cause the **Contents bar** at the bottom of the screen to open. This will display details of the selected bookmarked recording.



Click the **Archive icon** to open the Archive builder and archive the selected bookmark. See [Archive Bookmark](#) for details on this.

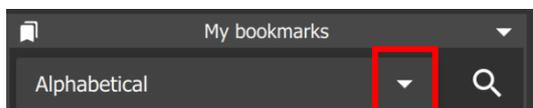
### 3.5.7.3 Search Results



→ 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.

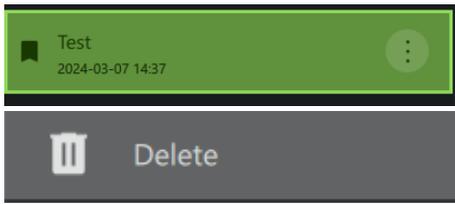
### 3.5.7.4 Sort Results



→ 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.

### 3.5.7.5 Delete Bookmark

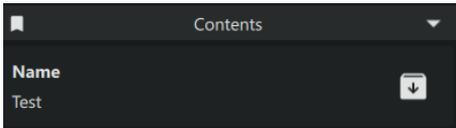


→ To delete an item, **hover** over an item on the list until the menu icon appears. Click to select.

→ Click **Delete** to remove the bookmark.

### 3.5.7.6 Archive Bookmark

Archiving allows a selection of camera footage to be *saved and exported*. Use the Bookmarks section on the sidebar to locate and open the bookmark.

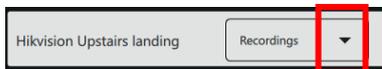
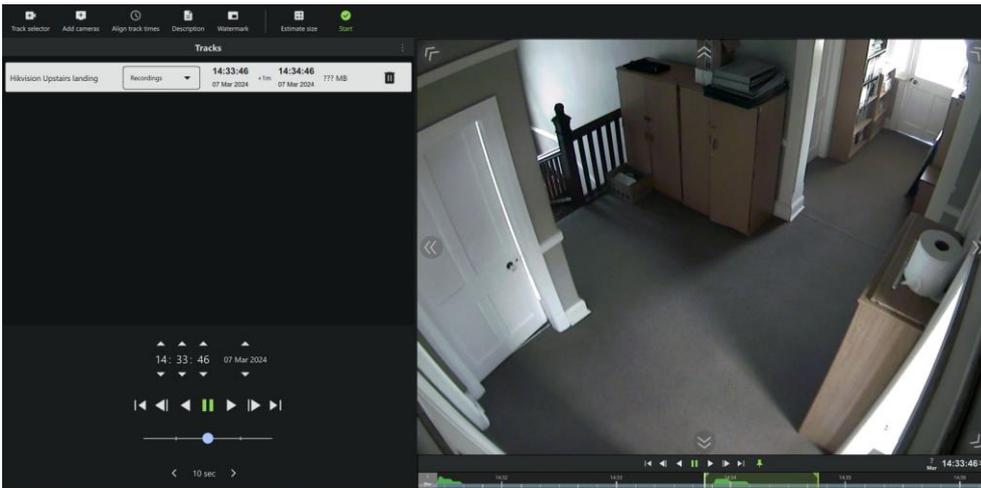


→ Once the bookmark has been selected, click the **Contents bar** at the bottom of the screen to open the contents section.

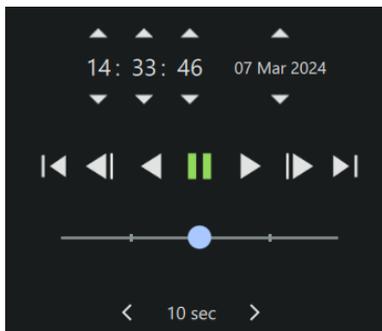


→ To archive the bookmark, **select the archive icon** next to the bookmark title.

The **Archive Builder** will open in a new window. One or more cameras will be listed in the left panel.



→ From the drop-down menu, select the storage option.



→ 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**.

→ See [Archiving](#) for more information about archiving.

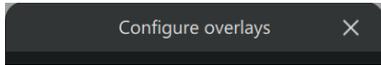
### 3.5.8 Overlays

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



→ To control overlays, right-click a display.

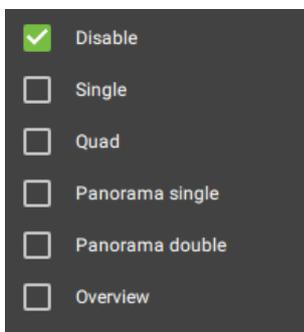
→ Select **Overlays** from the drop-down menu. The **Configure overlays** dialogue will open.



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

### 3.5.9 Dewarping

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



→ Right-click a display. A drop-down menu will open.

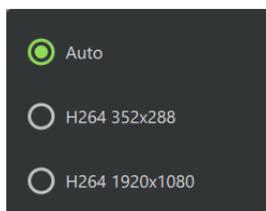
→ Hover over **Dewarping**. Another menu will open.

→ Check the boxes to adjust the dewarping settings on the camera. Choose from:

- **Disable** (On a fisheye camera, disable will remove dewarping, and show the full fisheye view. Selecting disable on a regular camera will also send the camera view to the monitor without making changes to the feed.)
- **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).

### 3.5.10 Video Settings

#### 3.5.10.1 Change Video Stream Format in Live Mode

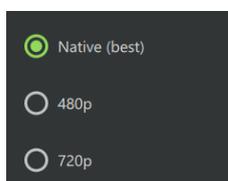


→ **Right-click** to open the drop-down menu.

→ Click **Video stream**. The video format default is set to Auto.

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

#### 3.5.10.2 Change Video Quality in Review Mode



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

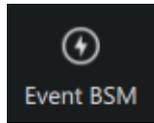
→ Click **Video quality**. The video quality default is set to best.

→ Choose an option to change the video quality, and click.

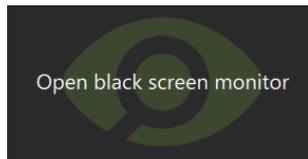
## 3.6 Black Screen Monitoring (BSM)

### 3.6.1 Event BSM

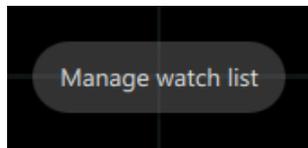
When **Event Black screen monitoring (BSM)** is used, only cameras which generate events will activate footage in monitors. BSM allows video to be sent to a monitoring panel only when events are detected.



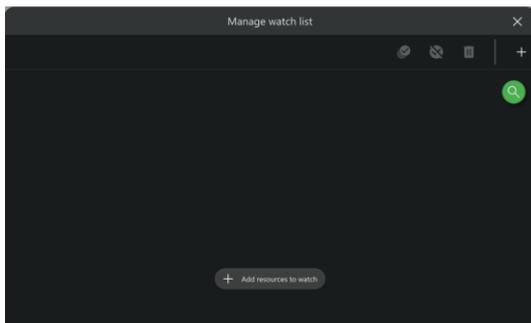
- Select a display panel.
- Click the **Event BSM** button.



- Click **Open black screen monitor** in the desired panel.



- Click **Manage watch list**. The **Manage watch list** dialogue will open.



- Click **Add resources to watch**. A new dialogue will open.
- Select a resource and click **OK**. (Ctrl+click to select multiple resources.)

The selected cameras will be added to the Event BSM panel.

#### 3.6.1.1 Event BSM Icons



Click this icon to expand the panel for the selected BSM camera.



Click this icon to restore the black screen monitoring panel to its previous size.



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.

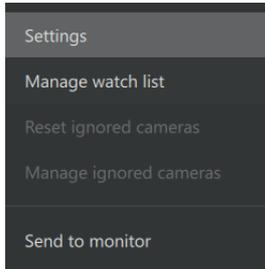


The **clock face** is a visual depiction of the remaining time the footage will display after the event, indicating the amount of time left since the alarm was triggered. Adjust expiry time and minimum display time to change the length of time.

### 3.6.1.2 Open BSM Cameras (Live Mode) in Other Display Panels

→ After BMS cameras have been added to a display panel, it is then possible to open one of those cameras in live mode in another panel. Click a camera and drag and drop into the empty display.

### 3.6.1.3 Right-Click Event BSM Menu Options

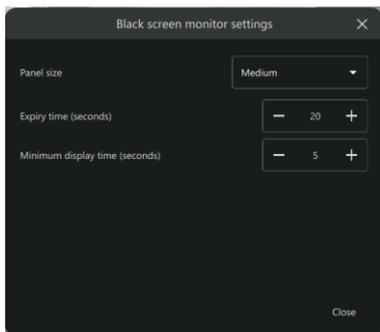


→ **Right-click** a BSM display panel. A drop-down menu will open.

- **Settings,**
- **Manage watch list,**
- **Reset ignored cameras** (if applicable),
- **Manage ignored cameras** (if applicable), and
- **Send to monitor.**

#### Settings

Click **Settings** to configure black screen monitor settings.



→ Adjust **Panel size** using the drop-down menu.

→ Adjust **Expiry Time**.

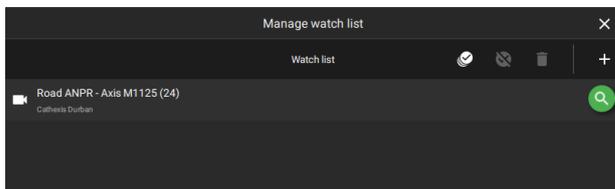
**Expiry time** is the length of time the camera remains displayed in the monitor after no further activity.

→ Adjust **minimum display time** (seconds) using plus and minus buttons.

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

→ Click **Close** to finish.

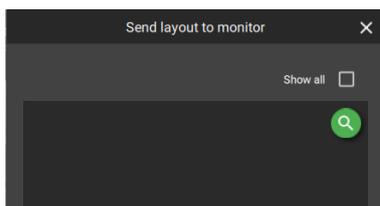
#### Manage watch list



Click **Manage watch list** to add resources to or delete resources from a watch list.



#### Send to monitor



→ Click **Send to monitor** to send the layout being viewed to an available **site monitor**. Any appropriate monitors will be shown.

→ **Click** the desired site monitor to which to send the layout/display.



**Note:** Only cameras on the same local site as the site monitor may be displayed on the site monitor.

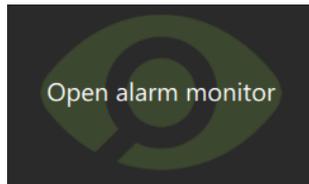
### 3.6.2 Alarm BSM

When **Alarm Black screen monitoring (BSM)** is used, only cameras which generate alarm signals activate footage in monitors. BSM allows video to be sent to a monitoring panel only when alarms are detected.

→ Select a display panel.



→ Click the **Alarm BSM** button. The text “Open alarm monitor” will appear in the centre of the selected panel.



→ Click **Open alarm monitor** in the desired panel. The selected panel will be populated with alarm feeds as they come in.

#### 3.6.2.1 Alarm BSM Icons



→ Click this icon to maximise the black screen monitoring panel.



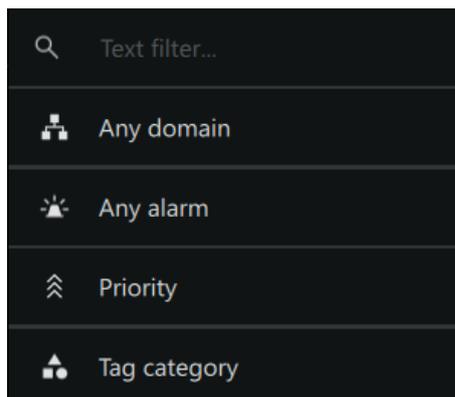
→ Click this icon to restore the black screen monitoring panel to its previous size.



The **clock face** is a visual depiction of the remaining time the footage will display after the event, indicating the amount of time left since the alarm was triggered. Adjust expiry time and minimum display time to change the length of time.



→ Click the filter icon to select filters for the incoming alarms.



→ Enter text in the field to filter by text.

→ Click **Any domain** to filter by a specified domain.

→ Click **Any alarm** to filter by a specified alarm.

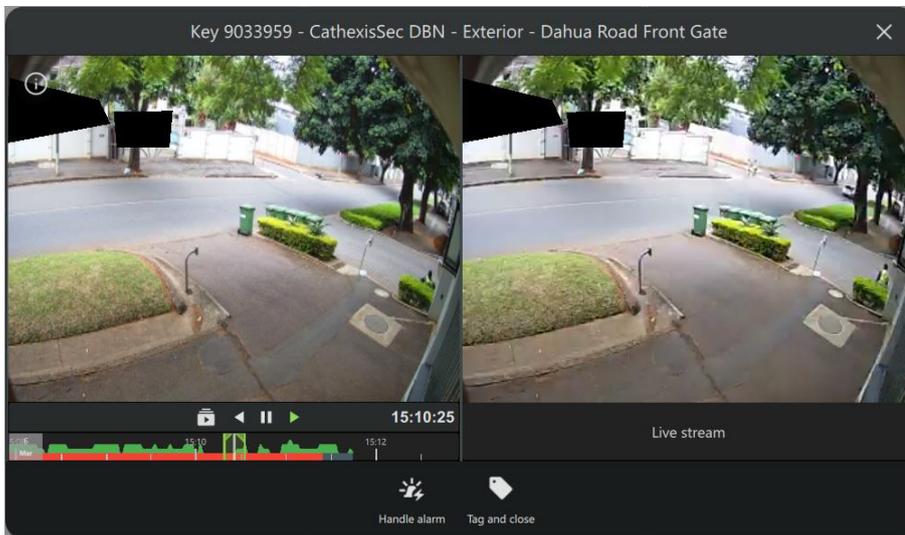
→ Select the priority.

#### 3.6.2.2 Open BSM Cameras (Live Mode) in Other Display Panels

→ After BSM cameras have been added to a display panel, it is then possible to open one of those cameras in live mode in another panel. Click a camera and drag and drop into the empty display.

### 3.6.2.3 Preview Alarm

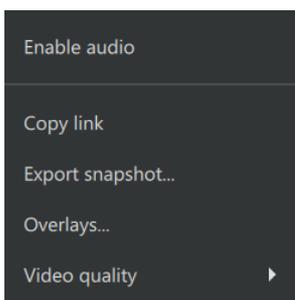
→ Double-click an alarm feed to open the **Preview Alarm** dialogue. Preview footage will display on the left, and the live stream from that camera will display on the right. The domain and alarm trigger are listed at the top.



- Click the information icon to view the alarm information.
- Use the navigation bar at the bottom of the preview panel to pause, play, go back, and scrub the feed.
- Click **Handle alarm** to open the **Alarm Viewer**.
- Click **Tag and close** to select a tag for the alarm and then close it.

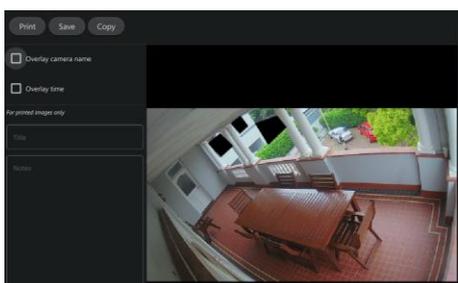
### Alarm Preview Right-Click Options

→ Right-click the alarm feed in the **Preview Alarm** dialogue to view further options. Click an option to select it.



- Enable audio:** Enable audio (if this option is available on that camera).
- Copy link:** Copy a link to the stream, which can be pasted in the Archive builder.
- Export snapshot:** Export a snapshot of the alarm.
- Overlays:** Configure overlays.
- Dewarping:** Select a dewarping option (if applicable).
- Video quality:** Select video quality.

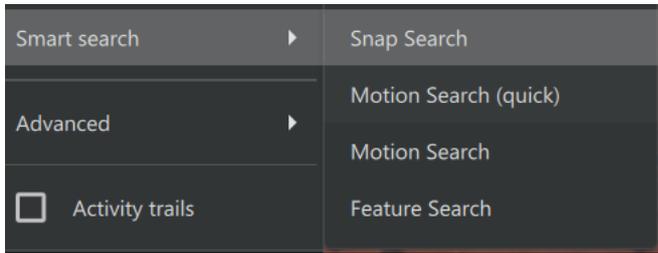
### Export snapshot



- Selecting **Export snapshot** will open this window.
- Select whether the snapshot will display the camera name in an overlay.
- Select whether the snapshot will display the time in an overlay.
- For printed images, it is possible to add a title and notes.
- Click **Print**, **Save** or **Copy** (a link to the snapshot).

### 3.7 Smart Search Tools

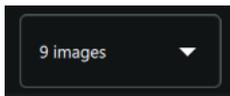
To open any of the Smart Search tools, right-click the display panel. A menu will open.



- Hover over **Smart search**.
- Click the Smart Search option.

#### 3.7.1 Review Mode: Snap Search

**Note:** Snap Search works in *review mode*. The search will be displayed in the central **Frame Area**. Stills spaced at equal time intervals will be displayed in the panels.

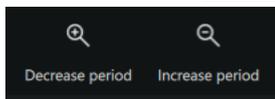


**Frame display.** Change the number of still images displayed in the frame area by selecting from the drop-down menu.

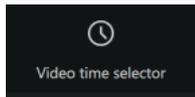
- Click to select the number of frames/images to be viewed at one time.



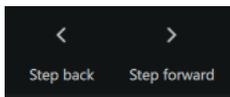
- Click the **edit icon** to change the date and time range manually.



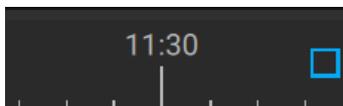
- Use the zoom in/zoom out icons to narrow or widen the time range.



- Click the **video time selector** to open a new window showing previews of the start and end time.



- Use these buttons to step a “time page”. E.g. If the current range shows 10:55-13:00, Step forward to show 13:00-15:05.



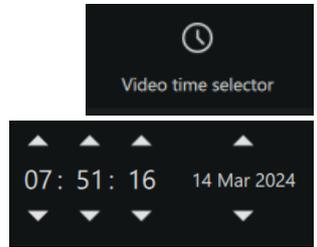
- **Timeline.** Use the timeline to navigate between relevant frames.

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

### 3.7.1.1 Change Start and End Times

The frame that was initially right-clicked from the Monitoring tab 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 Video Time Selector

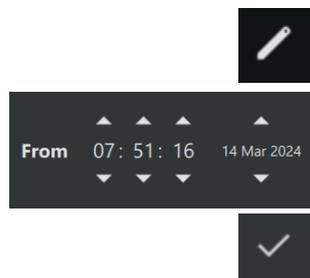


→ Left-click the video time selector icon. A new dialogue will open, showing start and end frames.

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

→ Click **Apply**.

#### Option 2: Select the Date and Time Bar



→ Click the **edit icon** next to the day and time bar at the top left of the of the window. A pop-up will open.

→ Click the **up and down arrows** in the **From** and **To** fields. This will determine *the first and last frame* in the sequence on the display.

→ Click the **tick icon** to save changes and exit the pop-up.

### 3.7.1.2 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.

→ Click the **X** to close the new window.

→ **Right-Click a Frame:** Right-click a frame for the option to copy the review link.

### 3.7.1.3 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.

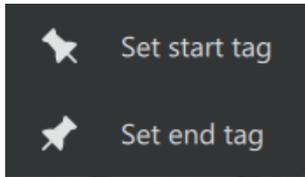
### 3.7.1.4 Snap Search Window Timeline

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.
	Blue squares on the timeline represent the frames on the display. Click a blue square to move all search results in the direction of the selected time point.

### 3.7.1.5 Snap Search: Find an Event in a Tagged Time Period

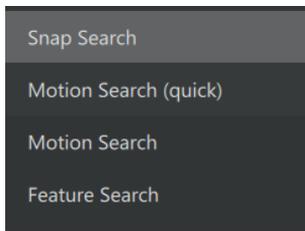
Snap Search can be applied to a time period, using tags on the footage in the main display.



From the main display, click the tag icon to **set tags**. This will demarcate the segment to send to the Snap search window. For more about tags, see [Using Tags](#).



The tags will display as vertical green lines.

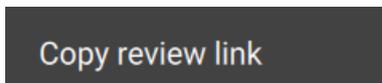


→ **Right-click** the display. Hover over **Smart search**, and then click **Snap Search**. **Snap Search** will open in a new tab.

The tags will define the beginning and end of the search period. The search results will be evenly distributed in terms of time.

### 3.7.1.6 Importing a Review Time from Snap Search into Monitoring Tab

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



→ Return to the Monitoring tab.

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

→ Then click "**Review** [camera name]" to select.

### 3.7.2 Review Mode: Motion Search (Quick)

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

**Note:**

- Camera must be in *review mode* for Motion Search (Quick) to work.
- Motion Search (Quick) is not available on all cameras.
- 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 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.

There are two ways to locate this tool.

#### OPTION 1: Options Menu



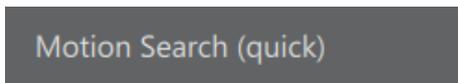
→ From the camera panel, select the inset options menu in the top-right corner. A drop-down menu will open.



→ Hover over **Smart search.**

→ Click **Motion Search (quick).**

#### OPTION 2: Right-Click



→ Right-click within the display panel.

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

→ Select **Motion Search (quick).** The Motion quick search controls will appear and the feed will switch to review if the view was live.

#### 3.7.2.1 Motion Search (Quick) Controls

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



### 3.7.2.2 Search in Motion Search (Quick)

The **Motion Search (Quick)** functions are accessible from the main monitor display panels. Search for motion using the steps below.



→ Select the **mask tool**.

→ Draw a frame around the area to be searched. This is called the motion 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.

### 3.7.3 Review Mode: 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.

**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.

There are two ways to locate the Motion Search feature.

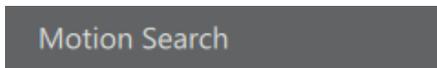
**OPTION 1: Menu Icon**



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

**OPTION 2: Right-Click**

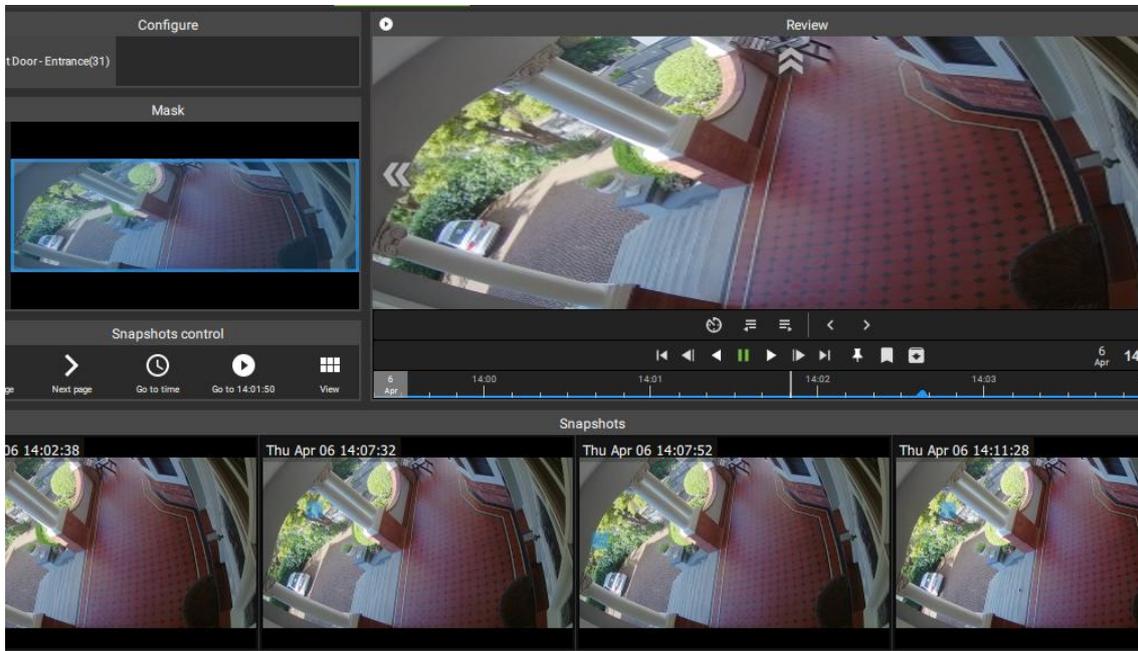
Alternatively, locate the Motion search feature by right-clicking within the display panel.



- From the drop-down menu, hover over **Smart search**.
- Select **Motion Search**. A new window will open, displaying the Motion Search tools.

### 3.7.3.1 Motion Search Window

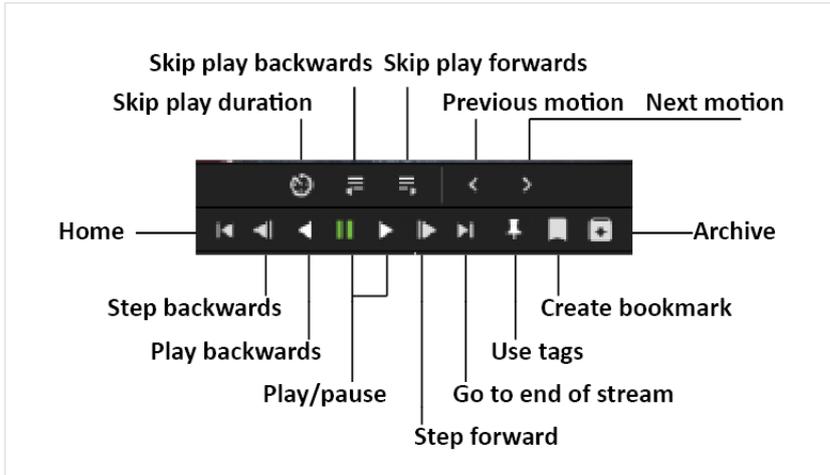
The Motion Search window displays tools in five separate panels: **Configure**, **Mask**, **Snapshots control**, **Snapshots**, and **Review**, as shown below. The table beneath the image describes the functions in each of these panels.



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 <b>tick icon</b> to apply.
<b>Masks</b>	The user can create a search frame within the display.	 Select <b>Add mask</b> . Draw a shape/s over the search area. Click <b>Apply</b> .
<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 <b>View icon</b> 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.

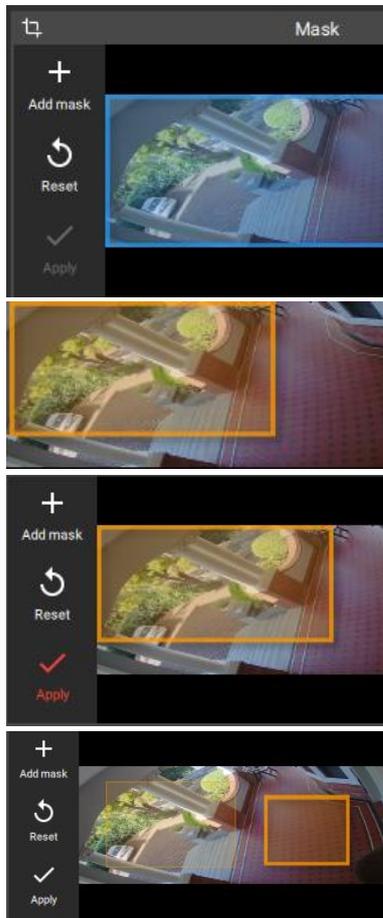
### 3.7.3.2 Motion Search Review Controls

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.

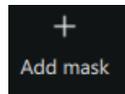


### 3.7.3.3 Search in Motion Search

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.

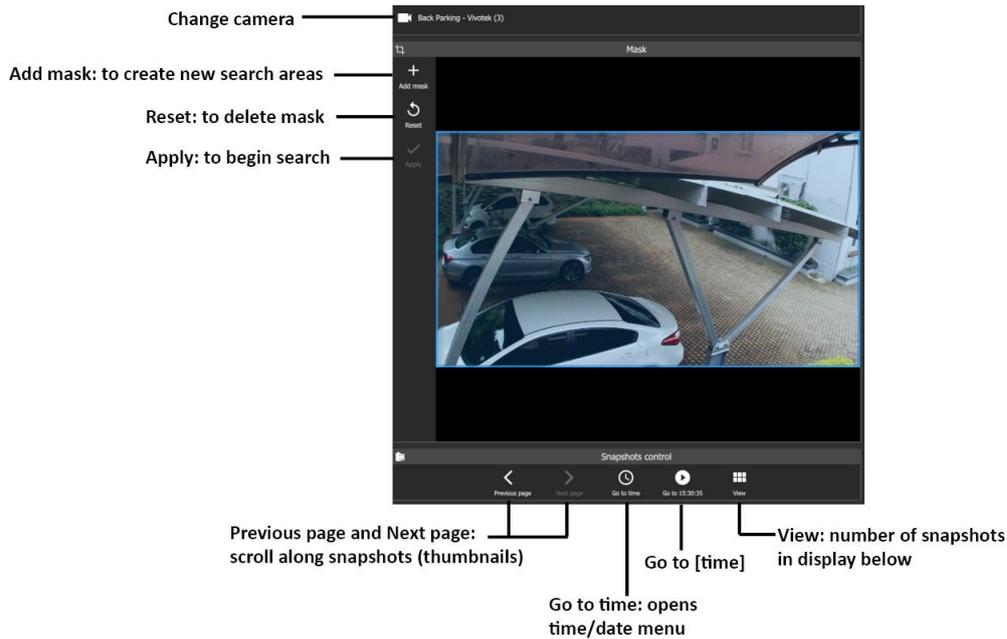
→ Use arrows on the borders of the frame to resize the mask.

→ Click and drag to move the mask.

→ Click **Apply**.

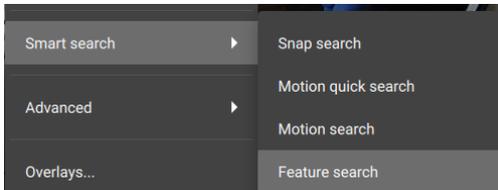
Additional masks can be created in the frame. After applying the mask/s, the horizontal strip at the bottom of the screen will turn up snapshot images (thumbnails) where motion appears within the mask area.

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



### 3.7.4 Feature Search

Feature Search is a tool with a dedicated tab. Use the Monitoring tab to send an image to the Feature search tool. Feature search will match the image with similar results.

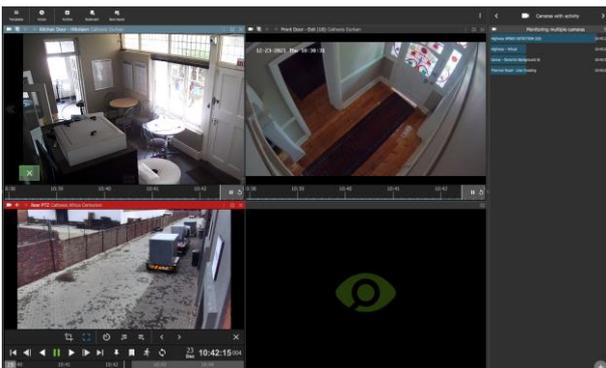


- **Find the frame** using the review tools in the Monitoring tab.
- **Right-click** on the panel. A menu will open.
- Click **Feature search**. The image will be used as the reference/search image in the Feature search tab.

### 3.8 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. 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.



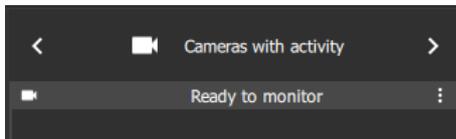
To use the side panel for monitoring, it is recommended first to enable the right side panel from the menu settings.

→ Click the main **menu icon**.

→ Select **Monitor tab settings**.

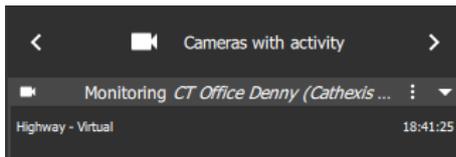
→ In the dialogue box that opens, toggle the bottom switch to enable **Right side panel**.

### 3.8.1 Monitoring Using Groups or Adding Cameras Manually



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

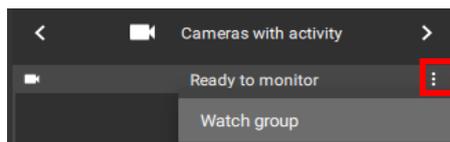
→ Select the **plus icon** in the bottom right corner to add additional monitoring panels.



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

→ 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.



→ A group can also be added by clicking the menu icon on the **Ready to Monitor** bar and selecting **Watch group**.

### 3.8.2 View a Monitored Camera

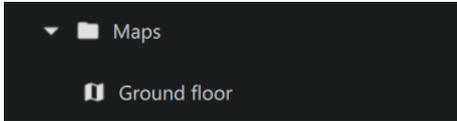
→ **Click a camera** in the list.

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

### 3.9 Using Maps from the Monitoring Tab

Maps can be viewed and used in the Monitoring tab as well as the Map tab. To use the map from the Monitoring tab, the map must first be added to a template or open display panel.

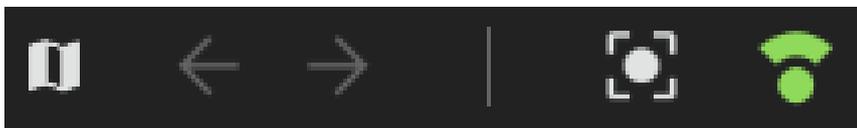
**Note:** It is recommended to choose a template with at least one other display panel.



→ From the folder tree, select the **folder or group** where the map is saved. (**Note:** For a MultiSite or Enterprise connection, all available maps from all sites will be displayed in the folder tree.)

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

#### 3.9.1 Monitoring Tab Map Tools



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



Click the map icon to bring up a list of available maps.



Reset view



Navigate panel history

#### 3.9.2 View the Map's Resources in Another Panel

The camera icons and map icons on maps represent resources that can be viewed in other display panels.

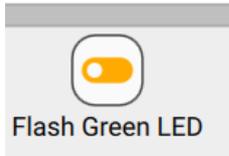
<b>INDIVIDUAL CAMERAS</b>		<ul style="list-style-type: none"> <li>→ Choose a template with at least one available display panel in order to see camera views.</li> <li>→ Select the camera icon on a map.</li> <li>→ Drag and drop the icon into another panel. The panel will change to display the camera's footage.</li> </ul>
<b>CAMERA GROUP</b>		<ul style="list-style-type: none"> <li>→ Left-click the camera group icon on a map.</li> <li>→ Drag and drop the icon into another panel. The template will change, and the saved camera group will fill the display panels. The display panels will show the footage and the map will no longer be displayed.</li> </ul>

### 3.9.3 Inputs and Outputs

**Note:** Inputs and outputs must be configured in CathexisVision in order for them to be available in Carbon.

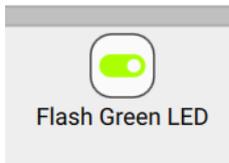
#### 3.9.3.1 View Output State

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.



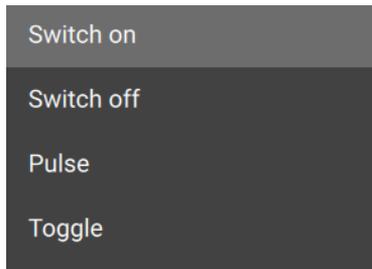
**Colours** can be used to represent the state:

- Unknown
- On
- Off.



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

#### 3.9.3.2 Control Output



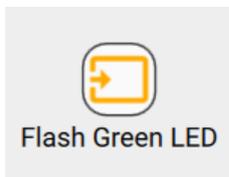
**Right-click** an output icon on the map for options to **control** the output.

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.)

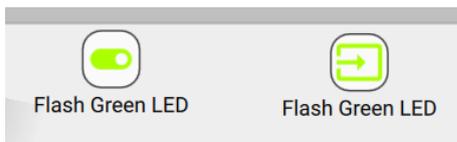
#### 3.9.3.3 View Input State

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.



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

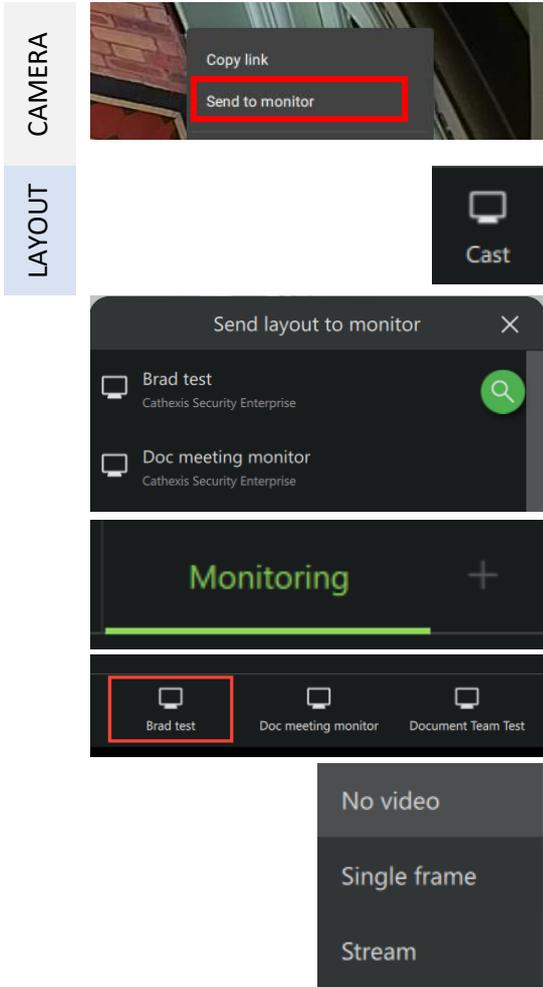
- Unknown
- High
- Low.



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).

### 3.10 Cast a Camera or Layout to a Monitor

A camera or layout can be cast directly to a monitor from the Monitoring tab.



- Right-click the camera feed in the display panel.
- Click **Send to monitor**.
- Open a layout and click the **Cast icon** at the top of the Monitoring tab panel.
- Click a monitor to select it. Depending on the connection, the options shown here will vary.
 

**Note:** The camera or layout cast to the selected monitor will replace the monitor's current contents with a single, full window video feed.
- Open a new **Video Walls** tab by clicking the plus sign at the top of the screen and selecting **Video walls**.
- In the **Video walls tab**, select the name of the monitor at the top of the panel.
- Click the **mimic video mode** drop-down menu to display video options.

## 4. Databases Tab

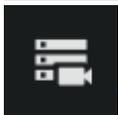
The databases section combines access to metadatabase and video database recordings in one interface.



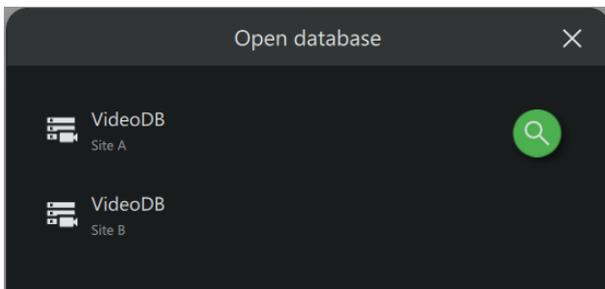
From the home menu, click the Databases icon to open a new Databases tab.  
The **Open database** dialogue will open.



A **metadatabase**, indicated with the 'A' icon, contains extensive detail using text data. Use links to access associated video footage.



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



→ Click a database to select and open it.



Click the **search icon** to open the search field.

Type the name of the database to search for a database name.

The interfaces for the [metadatabase](#) and the [video database](#) differ, as explained in the sections below.

### 4.1 Metadatabase Interface

**Note:** Some integration databases have multiple View options, which can be adjusted.



<p><b>1. Open Database</b></p>	<p>Click the name of the database to open the <b>Open database</b> dialogue.</p>
<p><b>2. Custom View</b></p>	<p>Click this icon to see <b>custom views</b>. Users may change the way the database is presented, by adjusting the <b>Sort by</b> (3) options.</p> <div data-bbox="443 2011 513 2087" data-label="Image"> </div> <p>Saving the sorted list creates a <b>custom view</b>.</p>

<p><b>3. Sort by</b></p>	<p>Events can be sorted by certain parameters. These are specific to each database.</p>								
<p><b>4. Play mode</b></p>	<p>The way event footage is reviewed in the display on the right can be changed.</p> <table border="0"> <tr> <td style="background-color: #e6f2ff; padding: 5px;"><b>Normal</b></td> <td>After the event plays, the video stream will continue playing forward until paused.</td> </tr> <tr> <td style="background-color: #e6f2ff; padding: 5px;"><b>Skip</b></td> <td>After an event plays, the next item in the database list will begin playback.</td> </tr> <tr> <td style="background-color: #e6f2ff; padding: 5px;"><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. Max rows</b></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><b>6. Controls</b></p>	<p>Controls relate to the pages created by using the <b>Max Rows</b> tools. Use a control tool to jump to other pages.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="background-color: #333; color: white; text-align: center; width: 40px;"><b>&lt;&lt;</b></td> <td>Click the <b>First icon</b> to jump to the <b>first page</b> of results.</td> </tr> <tr> <td style="background-color: #333; color: white; text-align: center;"><b>&lt;</b></td> <td>Click the <b>Previous icon</b> to jump to the previous page of results.</td> </tr> <tr> <td style="background-color: #333; color: white; text-align: center;"><b>&gt;</b></td> <td>Click the <b>Next icon</b> to navigate forward in time to more recent pages.</td> </tr> <tr> <td style="background-color: #333; color: white; text-align: center;"><b>&gt;&gt;</b></td> <td>Click the <b>Last page icon</b> to show the most recent entries (i.e. jump back back to these results).</td> </tr> </table>	<b>&lt;&lt;</b>	Click the <b>First icon</b> to jump to the <b>first page</b> of results.	<b>&lt;</b>	Click the <b>Previous icon</b> to jump to the previous page of results.	<b>&gt;</b>	Click the <b>Next icon</b> to navigate forward in time to more recent pages.	<b>&gt;&gt;</b>	Click the <b>Last page icon</b> to show the most recent entries (i.e. jump back back to these results).
<b>&lt;&lt;</b>	Click the <b>First icon</b> to jump to the <b>first page</b> of results.								
<b>&lt;</b>	Click the <b>Previous icon</b> to jump to the previous page of results.								
<b>&gt;</b>	Click the <b>Next icon</b> to navigate forward in time to more recent pages.								
<b>&gt;&gt;</b>	Click the <b>Last page icon</b> to show the most recent entries (i.e. jump back back to these results).								
<p><b>7. Go to</b></p>	<p>Enter and search for an event using the time and date panel. The time and date panel will open in a new dialogue from the <b>Go to</b> icon.</p>								
<p><b>8. Refresh</b></p>	<p>Click the <b>Refresh icon</b> to reload the page.</p>								
<p><b>9. Filter</b></p>	<p>Click the <b>Filter icon</b> tool to search <i>all</i> data in the integration database. Multiple filters can be added from this window. The filter options will change for each database. See below, <a href="#">Configure Filters</a>, for instructions on adding search filters.</p>								
<p><b>10. Filter this page</b></p>	<p>Use the <b>Filter this page</b> tool to narrow down results from <i>only</i> those currently displayed on the page. Filter by any term or part of items that appear in the main page. Only the results from the current page will display.</p>								

### 4.1.1 Configure Filters

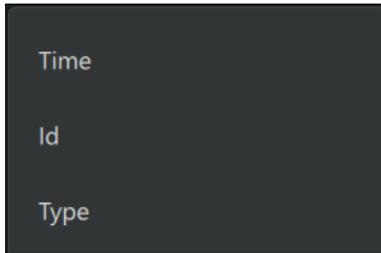
Use the filter tool to search and filter *all* entries, including those currently not displayed on the page.



Click the **filter icon**. The **Configure filters** dialogue will open.

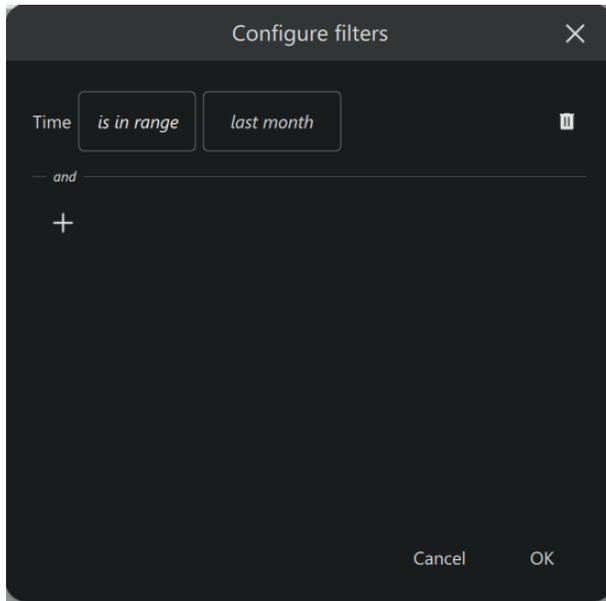


Click the **plus icon**. A drop-down menu will open.



→ Click a filter to select it. (**Note:** The filter options will vary according to the database.)

**Additional fields** will appear which allow the user to configure the filter. Depending on which filter is chosen, the filter will be further specified by typing in a field, choosing an option from a drop-down, or following prompts in a new dialogue.



→ Click the fields to specify the parameters of the filter. In the example alongside, the Time filter is shown.

→ Click the **plus icon** to add more filters. A drop-down menu will open.

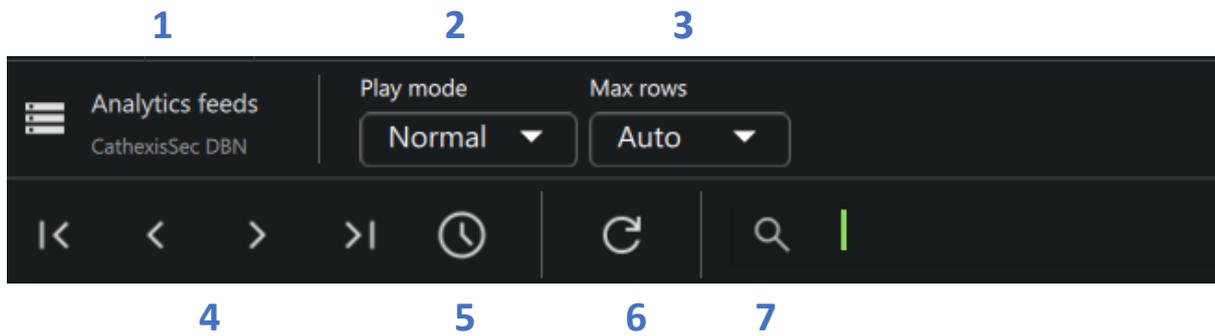
→ Click the **delete icon** to delete a filter.

→ Click **OK** to finish.

Filter search terms will vary according to the filter and the database.

Term	Explanation
<b>is equal to</b>	This will search for the entire/exact item specified in the field alongside.
<b>is not equal to</b>	This will exclude the whole term.
<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 a filter.
<b>is not one of</b>	This 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 a filter.
<b>contains</b>	This will conduct a search using part of the word or phrase. The search returns results using any part of the term that is entered in the field.
<b>does not contain</b>	This will conduct a search using part of the word or phrase. The search returns results excluding any part of the term that is entered in the field.
<b>is greater than</b>	This will yield results that are greater than the value specified.
<b>is greater than or equal to</b>	This will yield results that are greater than, or equal to, the value specified.
<b>is less than</b>	This will yield results that are lower than the value specified.
<b>is less than or equal to</b>	This will yield results that are less than, or equal to, the value specified.
<b>is in range</b>	This will allow the user to specify a range to apply to the search.

## 4.2 Video Database Interface



<b>1. Open Database</b>	Click the name of the database to open the <b>Open database</b> dialogue.								
<b>2. Play mode</b>	The way event footage is reviewed in the display on the right can be changed. <table border="1" data-bbox="432 808 1431 1055"> <tr> <td data-bbox="440 819 544 891"><b>Normal</b></td> <td data-bbox="544 819 1423 891">After the event plays, the video stream will continue playing forward until paused.</td> </tr> <tr> <td data-bbox="440 898 544 969"><b>Skip</b></td> <td data-bbox="544 898 1423 969">After an event plays, the next item in the database list will begin playback.</td> </tr> <tr> <td data-bbox="440 976 544 1048"><b>Loop</b></td> <td data-bbox="544 976 1423 1048">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.								
<b>3. Max rows</b>	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.								
<b>4. Controls</b>	Controls relate to the pages created by using the <b>Max Rows</b> tool. Use a control tool to jump to other pages. <table border="1" data-bbox="432 1272 1431 1585"> <tr> <td data-bbox="440 1283 520 1355"></td> <td data-bbox="520 1283 1423 1355">Click the <b>First icon</b> to jump to the <b>first page</b> of results.</td> </tr> <tr> <td data-bbox="440 1361 520 1433"></td> <td data-bbox="520 1361 1423 1433">Click the <b>Previous icon</b> to jump to the previous page of results.</td> </tr> <tr> <td data-bbox="440 1440 520 1512"></td> <td data-bbox="520 1440 1423 1512">Click the <b>Next icon</b> to navigate forward in time to more recent pages.</td> </tr> <tr> <td data-bbox="440 1518 520 1590"></td> <td data-bbox="520 1518 1423 1590">Click the <b>Last page icon</b> to show the most recent entries (i.e. jump back to these results).</td> </tr> </table>		Click the <b>First icon</b> to jump to the <b>first page</b> of results.		Click the <b>Previous icon</b> to jump to the previous page of results.		Click the <b>Next icon</b> to navigate forward in time to more recent pages.		Click the <b>Last page icon</b> to show the most recent entries (i.e. jump back to these results).
	Click the <b>First icon</b> to jump to the <b>first page</b> of results.								
	Click the <b>Previous icon</b> to jump to the previous page of results.								
	Click the <b>Next icon</b> to navigate forward in time to more recent pages.								
	Click the <b>Last page icon</b> to show the most recent entries (i.e. jump back to these results).								
<b>5. Go to</b>	Enter and search for an event using the time and date panel. The time and date panel will open in a new dialogue from the <b>Go to</b> icon. <b>Click the field</b> in the pop-up. This will provide a calendar view. Choose the date and time and select <b>Done</b> .								
<b>6. Refresh</b>	Click the <b>Refresh icon</b> to reload the page.								
<b>7. Filter this page</b>	Use the <b>Filter this page</b> tool to narrow down results from <i>only</i> those currently displayed on the page. Filter by any term or part of items that appear in the main page. Only the results from the current page will display.								

## 4.2.1 View Video Footage Associated with an Event

Click an item in the list on the left to play video footage associated with the event in the right panel.

Time	Description	Links
2024-03-05 13:48:44	Vivotek Front Steps timer	
2024-03-05 13:48:44	Dahua Road Front Gate timer	
2024-03-05 13:48:44	Hikvision Dining Area timer	
2024-03-05 13:48:44	Hikvision Road pedestrian gate timer	
2024-03-05 13:48:44	Hik DS-2CD7 Server Room timer	
2024-03-05 13:53:44	Vivotek Front Steps timer	
2024-03-05 13:53:44	Dahua Road Front Gate timer	
2024-03-05 13:53:44	Hikvision Dining Area timer	
2024-03-05 13:53:44	Hikvision Road pedestrian gate timer	
2024-03-05 13:53:44	Hik DS-2CD7 Server Room timer	
2024-03-05 13:58:44	Vivotek Front Steps timer	
2024-03-05 13:58:44	Dahua Road Front Gate timer	
2024-03-05 13:58:44	Hikvision Dining Area timer	
2024-03-05 13:58:44	Hikvision Road pedestrian gate timer	
2024-03-05 13:58:44	Hik DS-2CD7 Server Room timer	
2024-03-05 14:03:44	Vivotek Front Steps timer	
2024-03-05 14:03:44	Dahua Road Front Gate timer	



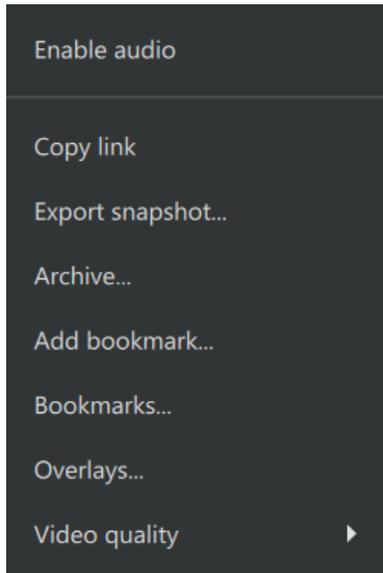
A motion graph is shown below the review controls. The white vertical line indicates the current frame.

### 4.2.1.1 Database Review Controls



-  Start of transaction
-  End of transaction
-  Select track
-  Step backwards
-  Play backwards
-  Pause
-  Play forwards
-  Step forwards
-  Set tags
-  Add bookmark
-  Archive

### 4.2.1.2 Database Review Panel Right-Click Options



- Right-click the display panel. A drop-down menu will appear.
- Click an item to select it.

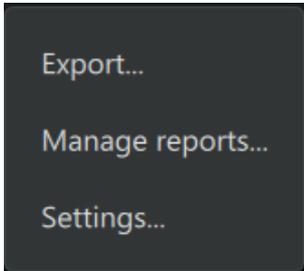
Term	Description
<b>Enable audio</b>	Listen to the audio track where one is available.
<b>Copy link</b>	Create a link and select it. The link can be pasted into another display panel.
<b>Export snapshot...</b>	Open a window to print snapshot, save to folder, copy to system clipboard, or copy to clipboard. 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.

## 4.3 Database Menu

In both the video database and metadatabase views, the menu icon in the top-right corner opens further options.



→ Click the menu icon. Further options will open.



→ Click one of the options to select it.

<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.

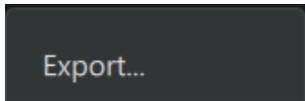
The subsections below explain how to use the menu functions.

### 4.3.1 Export

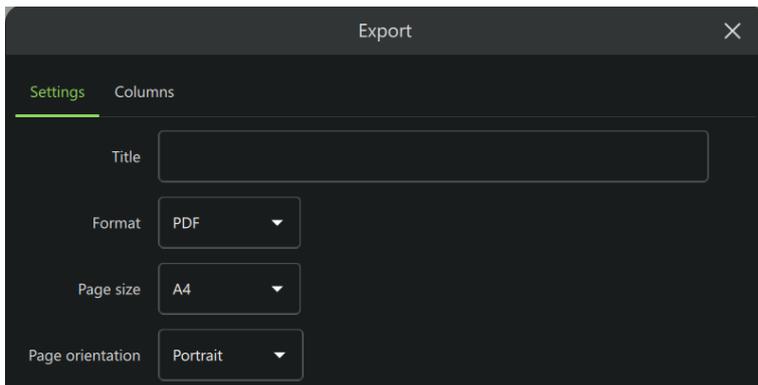
To export search results and save, first, **filter search results** using the tools in the top panel.



→ Click the menu icon.



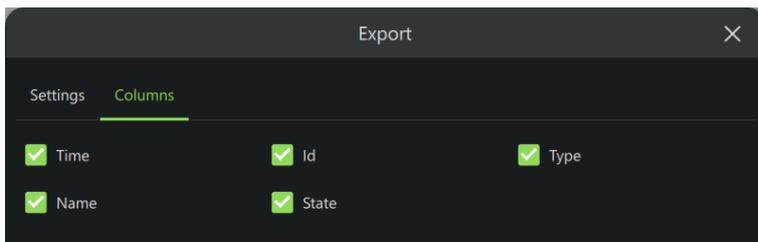
→ Click **Export**.



→ 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.



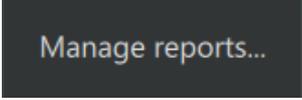
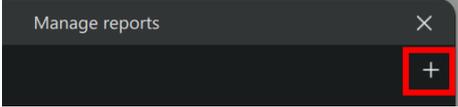
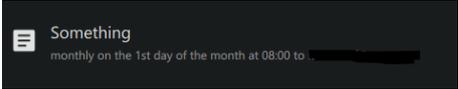
→ In the **Columns** tab, choose which columns will show in the document.

→ Uncheck boxes to deselect columns.

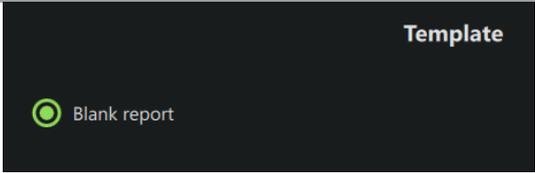
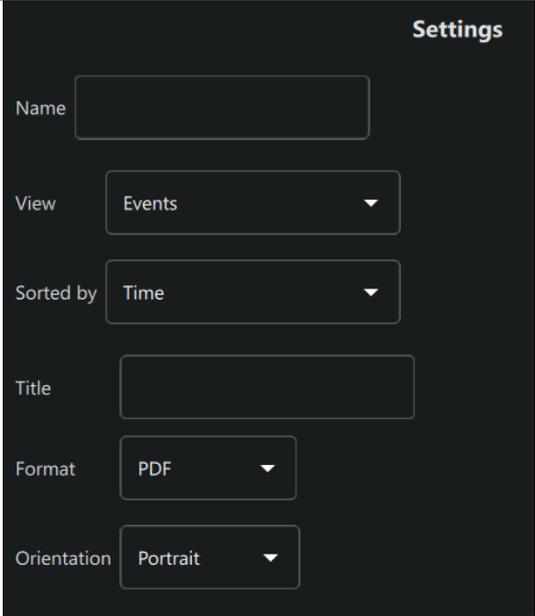
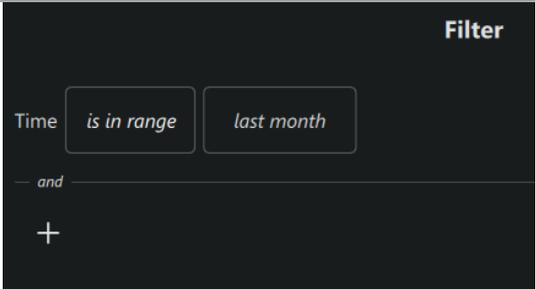
The options that appear in this tab will vary according to the integration or database.

→ Click **Save as** to export the file.

### 4.3.2 Manage Reports (Metadatabase Only)

-  → Click the menu icon.
-  → Click **Manage reports**. The **Manage reports** dialogue will open.
-  → Click the **plus icon** to create a new report. The **New report** dialogue will open.
-  → Or, click an existing report to edit it.

#### 4.3.2.1 New Report

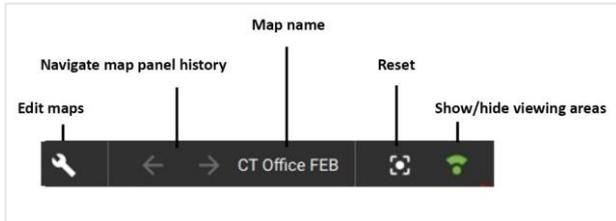
TEMPLATE		<p>→ Choose a saved template, or <b>Blank report</b> to create a new report.</p> <p>→ Click <b>Next</b>.</p>
SETTINGS		<p>→ Enter a <b>descriptive name</b> in the text field.</p> <p>→ Click the <b>drop-down menu</b> to choose a <b>view</b>. <b>Note:</b> Options vary depending on the metadatabase.</p> <p>→ Click the <b>drop-down menu</b> to choose a <b>sorting</b> option. <b>Note:</b> These vary depending on the metadatabase.</p> <p>→ Enter a <b>title</b> in the text field.</p> <p>→ Click the <b>drop-down menu</b> to choose between <b>PDF</b> and <b>CSV</b> format.</p> <p>→ Click the <b>drop-down menu</b> to choose between <b>Portrait</b> and <b>Landscape</b> page orientation.</p> <p>→ Click <b>Next</b>.</p>
FILTER		<p>When sending a report, a recommended filter is suggested at the top of the new dialogue. <b>Note:</b> The options depend on the integration.</p> <p>→ Configure the filters as explained in <a href="#">Configure Filters</a>.</p>

EMAIL	<div style="text-align: right; font-weight: bold; color: white;">Email</div> <div style="margin-top: 20px;"> <input type="checkbox"/> Email report         </div>	<p>→ Check the box to select <b>Email report</b>.</p>
	<div style="background-color: #1a1a1a; color: white; padding: 10px;"> <div style="display: flex; justify-content: space-between;"> <span>✓ Email report</span> <span></span> </div> <div style="margin-top: 10px;">           Send: <span>Monthly</span> <span style="color: green;">●</span> <span>1<sup>st</sup></span> day of the month at <span>8 hr</span> <span>0 min</span> </div> <div style="margin-top: 10px;"> <span>○</span> <span>1<sup>st</sup></span> <span>Sunday</span> of the month at <span>8 hr</span> <span>0 min</span> </div> <div style="margin-top: 10px;">           Email subject: <input style="width: 100%;" type="text"/> </div> <div style="margin-top: 10px;">           Email recipients: <input style="width: 100%;" type="text"/> <span style="float: right;">+</span> </div> </div>	<div style="background-color: #e0f0e0; padding: 10px; margin-bottom: 10px;"> <div style="display: flex; align-items: center;"> <p><b>Note:</b> Email will only function if the SMTP configuration has been done in CathexisVision. Consult the <b><i>CathexisVision Setup Manual</i></b> for more information.</p> </div> </div> <p>→ Click the field to choose the <b>frequency</b> of reports.</p> <p>→ Choose between <b>date or day</b> of the month</p> <p>→ Use the <b>arrows</b> to set the day/date and time to send reports</p> <p>→ Enter the <b>email subject</b> in the field.</p> <p>→ Click the <b>plus icon</b> to add email recipients.</p> <p>→ Click <b>OK</b> to complete the setup.</p>

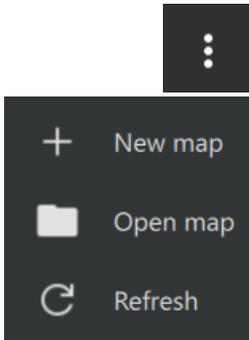
## 5. Maps Tab

Maps allow the operator to create maps or view resources in map format.

- From the home menu, click the Maps icon to open a new Maps tab.
- Click **Open** from the Maps tab home page. The **Open map** dialogue will open.
- Click the file name.
- Click **Open**.



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.

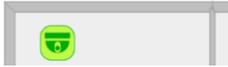
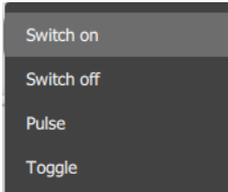
### 5.1 Map Icons for Viewing Purposes

Some icons can be placed on the map, but are purely for viewing purposes. 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

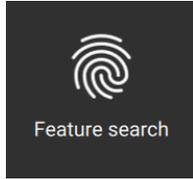
## 5.2 Map Icon Actions

ICON	DESCRIPTION	ACTION
	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 Monitoring tab.
	Camera group	This icon only performs an action in the Monitoring tab.

Type of icon		Instructions
<p><b>Camera</b></p> <p>See <a href="#">Camera Tools Menu</a> for information on the features in the right-click (context) menu.</p>	  	<ul style="list-style-type: none"> <li>→ Double-click the <b>camera</b> icon. A preview will pop up.</li> <li>→ Use adjacent camera overlays, PTZ control overlays and the timeline as normal.</li> <li>→ Right-click to see the drop-down (context) menu with view and review features.</li> <li>→ Scroll along the bar at the bottom of the display panel to move forward or backwards in time/adjust playback.</li> <li>→ To adjust time manually, click the date and time and enter the point of playback.</li> </ul>
<b>Map</b>		<ul style="list-style-type: none"> <li>→ Double-click <b>map</b> icons to view additional maps/levels. Additional maps/levels will be displayed in the panel.</li> </ul>
<b>Input</b>		<ul style="list-style-type: none"> <li>→ Use the map editing tools to set up icon colour changes. View colour changes from the map which represent:                      State – <b>Unknown</b>                      State – <b>High</b>                      State – <b>Low</b></li> </ul>
<b>Output</b>	 	<ul style="list-style-type: none"> <li>→ To control actions on an output, <b>right-click</b> the output icon.</li> <li>→ <b>Choose an action</b> from the drop-down menu and click to select.</li> </ul>

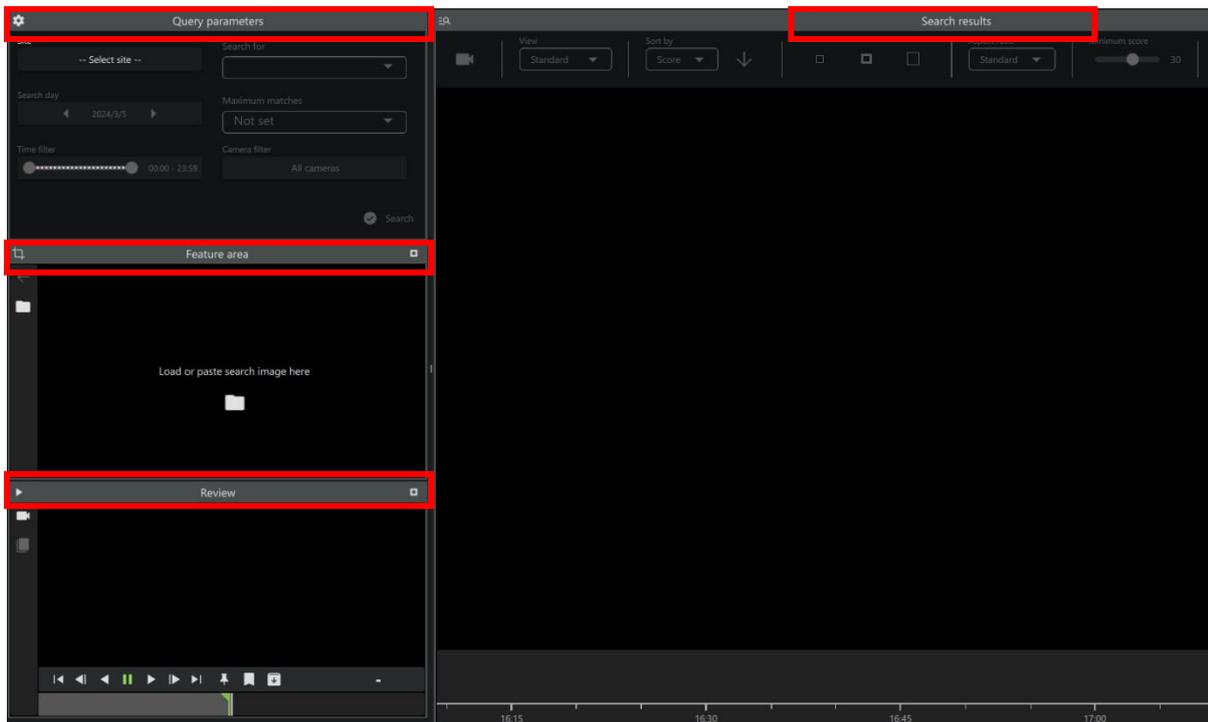
## 6. Feature Search

Feature Search allows the user to select an image of a person or vehicle and search camera feeds for similar images.



From the home menu, click the Feature search icon to open a new Feature search tab.

The Query parameters, Feature area, Review area and Search results window will be displayed:



To use **Feature Search**:

- Select image.
- Choose a feature area.
- Set query parameters.
- Search results.

### 6.1 Select Image

There are three ways to select an image for Feature Search:

- Upload an image of a person or vehicle directly.
- Select a thumbnail image from a review area.
- 'Send' an image from the Monitoring Tab using the context (right-click) menu.

**OPTION 1: Upload image**

In the Feature area:

- Click either **folder icon**.
- Alternatively, **right-click** the feature area.



From the menu that appears:

Load from file:	See below.
Paste image:	Selecting this will paste an image that was copied to the clipboard.

- **Select an image file** from the computer.
- Click **Open**. The image will appear in the Feature area.

**OPTION 2: Find image using thumbnail**

Use the **Review** panel to search for a reference image.

Click the **camera icon** to choose a new camera to review.



**Select** from the list that opens up.

Use the timeline or calendar tool to **locate an appropriate frame** with which to search.



Click the **copy icon** to place the frame in the “Feature area.”

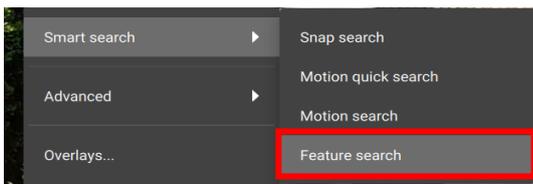


To expand the Review area, click the white square in the right corner of the frame.



To reduce the expanded frame, click the white square in the right corner.

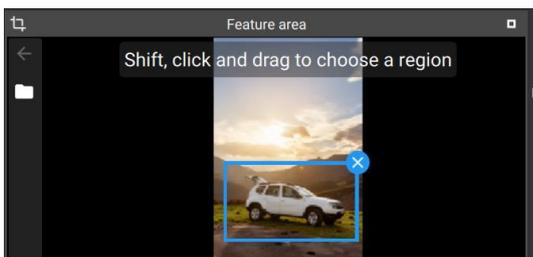
**OPTION 3: Use image from Monitoring Tab**



- In the Monitoring Tab, right-click on a camera feed.
  - **Select Feature search from the context menu.**
- This will send an image to a Feature Search tab.
- The image will appear in the Feature area.

## 6.2 Feature Area

Use this area to upload a file or to choose a sub-region for the search.

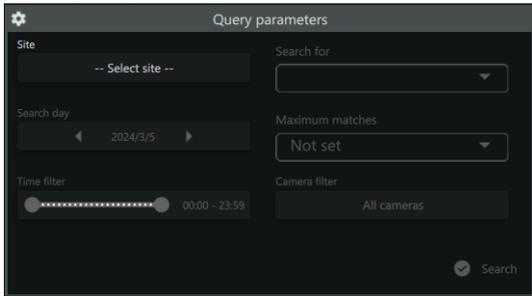


- To select the specific area on the image, **Shift + click and drag**.

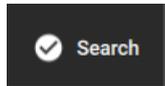
Then complete the search using the Query parameters [\(9.4\)](#).

### 6.3 Query Parameters

Click the fields to open menus.



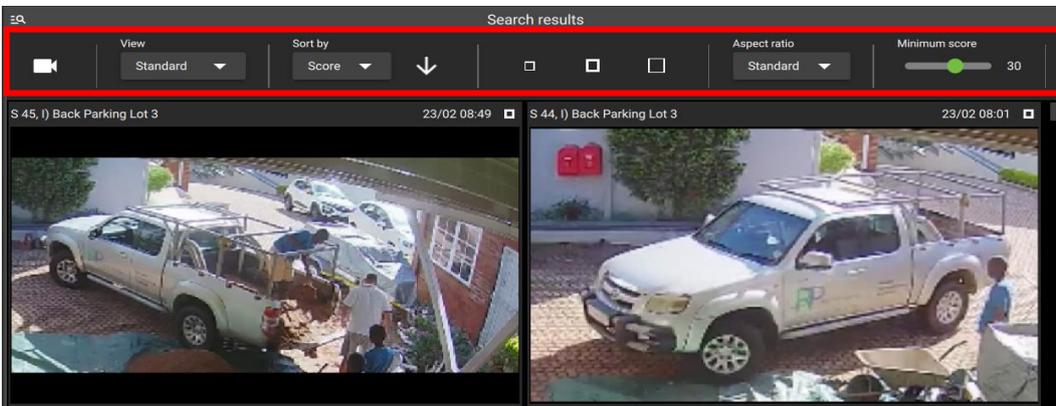
<b>Site</b>	Click the <b>Site</b> field and choose a site from the pop-up that opens.
<b>Search for</b>	Select <b>Vehicle</b> or <b>Person</b> .
<b>Search day</b>	Use the <b>arrows</b> to search next or previous day. Or, <b>click the date</b> to open a calendar.
<b>Maximum matches</b>	Choose between 10–1000 <b>Maximum matches</b> .
<b>Time filter</b>	Use the <b>slider</b> to narrow the <b>time filter</b> .
<b>Camera filter</b>	Select <b>cameras</b> for a search.



Finally, **click Search**.

### 6.4 Search Results

Search results appear in the main panel. These are images which match the reference frame.



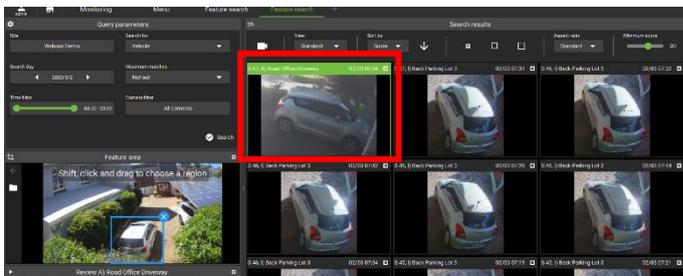
Use the search tools to refine the results.

	Click the <b>camera icon</b> to narrow down results by camera.
	Choose between: - <b>Standard view</b> - <b>View By camera</b> .
	Choose between viewing by <b>Score</b> or <b>Time</b> . The “Score” is the extent to which the match is accurate.

	<p>Choose to view results in <b>ascending</b> or <b>descending</b> order. This indicates how the “Sort by” index will be applied.</p>
	<p>Choose <b>small, medium, or large</b> thumbnails of results.</p>
<p>Aspect ratio</p> <p>Standard ▼</p>	<p>Adjust aspect ratio. Choose between <b>Standard, Tall, or Wide</b>.</p>
<p>Minimum score</p> <p>30</p>	<p>Adjust the <b>Minimum score</b>. This includes or excludes matches based on accuracy.</p>

### 6.4.1 Review Video Footage Using a Search Result

Search results for a feature search allow users direct access to the video footage.



**Double-click a thumbnail** in the search result area on the right-hand side.

The video footage associated with the selected search result will begin to play in the reviewing area on the left.



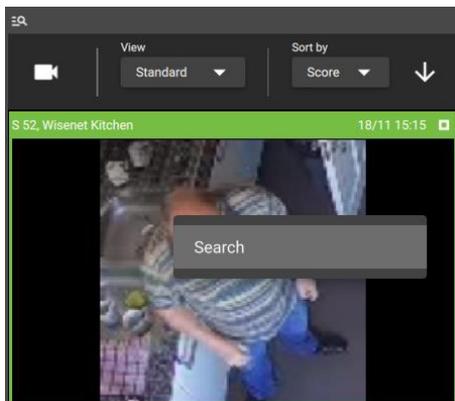
To expand the Review area, click the white square in the right corner of the frame.



To reduce the expanded frame, click the white square in the right corner.

### 6.4.2 Search Using a Search Result

Use a thumbnail (search result) as a reference frame to conduct a further search.



→ **Right-click** the thumbnail.

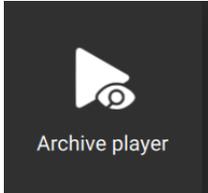
A menu will open.

→ **Click Search.**

Results will show in the main panel.

## 7. Archive Player

The CathesisVision Carbon Archive Player has two interfaces: the [file interface](#) for browsing, and the [review interface](#).



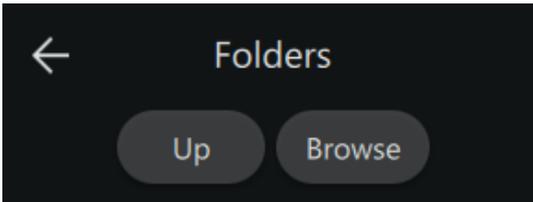
From the home menu, click the **Archive player** icon to open a new Archive player tab.

### 7.1 File Interface

When the Archive Player opens, the file interface will be displayed. Here, files may be browsed in search of CathesisVision archives to review.

The numbers (1-4) in the image correspond to an explanation in the table below.



Area	Description
1	<b>Current location.</b> This shows the location on the computer that is currently selected.
2	<b>File browsing buttons:</b>  <p>Click <b>Up</b> to open the parent folder of the currently selected location.</p> <p>Click <b>Browse</b> to open a file browse window.</p>
3	<b>Folders List.</b> This area will list the folders in the current location. Click a folder to open it.

**4 Archive file display.** If there are any archive files in the current selection, they will be displayed here.



If there are no archive files in the currently selected location, the area will display the 'No archive files found' message.

Click on an archive to switch interface and review it.



Clicking the two dots next to the file icon will open the parent folder of the currently selected location.

### 7.1.1 Review Archive

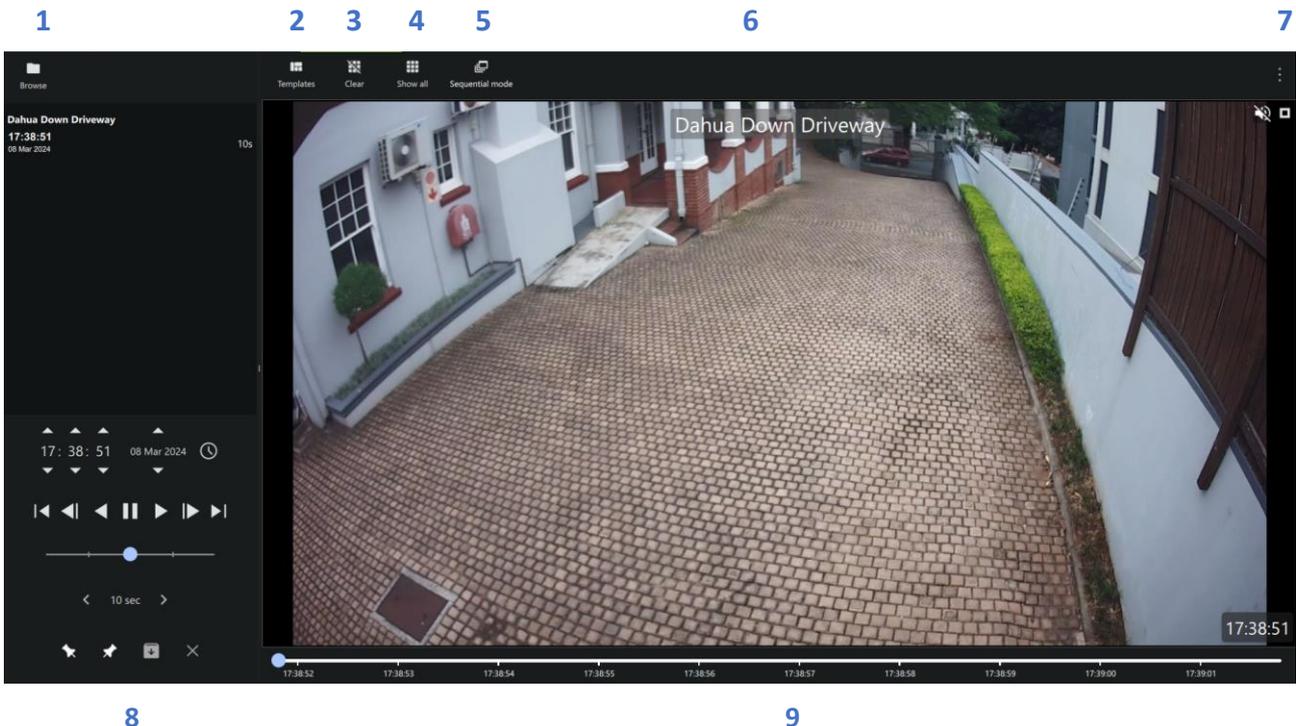
To review, click on a specific archive in the archive file display area. The interface will then switch to Review.



Clicking on the arrow in the top-left corner will also switch to the Review interface. The last archive reviewed will be displayed. If no archive has been previously selected for review, the review interface will be blank.

### 7.2 Review Interface

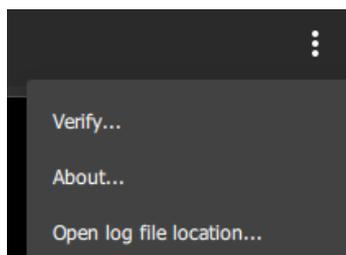
The numbers (1-9) in the image correspond to description/instructions in the tables below.



Area	Description
1	Switch interface
2	Change template
3	Clear all cameras
4	Show all cameras
5	Toggle sequential mode
6	Archive file name
7	More options
8	Timeline and review control
9	Review area

1	→ When in the review interface, click the <b>folder icon</b> /button to switch to the browsing interface.
2	<p>→ Click the <b>Templates button</b> to open the templates panel. The review layout of archived video is managed in the templates panel.</p> <p>→ Alternatively, hover the mouse over the left side of the review panel. An arrow will appear. Click on it to display the templates panel.</p> <p><b>Note:</b> This is disabled in sequential mode.</p> <p>→ Scroll through the list by clicking the arrows at the top and bottom of the panel, or use the mouse wheel.</p> <p>→ Click a template to apply it. If archives have already been selected for review, the archives/archived cameras will automatically be distributed into the panels of the selected template.</p> <p>→ To close the list, click the <b>X</b> in the top-right of the panel.</p>
3	→ Click this icon to clear all cameras. The camera panel/s will go blank.
4	<p>→ Click this icon to show all cameras in the review area.</p> <p><b>Note:</b> For archives with only one archived camera, only one camera will be listed in the panel on the left. For archives with multiple archived cameras, all archived cameras will be listed.</p>
5	<p>→ Click this icon to toggle in and out of sequential mode.</p> <p>Sequential mode can be used where multiple files have been saved together. This mode plays the files in time order, one after the other. (If necessary, the display will divide to play overlapping files). This is useful when a sequence has been saved to record an incident using adjacent cameras or tags.</p> <p><b>Note:</b> Tagging and exporting are disabled in sequential mode.</p>
6	<b>Camera name</b>
8	<b>Timeline &amp; review control.</b> See <a href="#">Timeline and Review Control</a> .
9	<b>Review area.</b> See <a href="#">Review Panel</a> .

## 7.2.1 More Options



→ Click **the menu** (three dots) at the top-right of the review interface to see the options available for the selected archive file:

- [Verify](#)
- [About](#)
- [Open log file location](#)

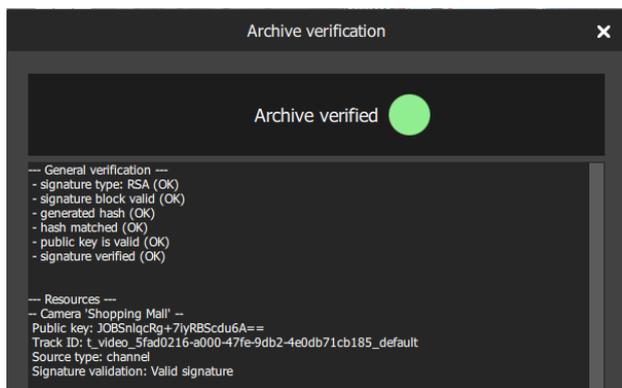
### 7.2.1.1 Verify

**Archive verification** checks for the overall signature which links the archive to the source NVR, and provides a verification report indicating the authenticity of the archive.

The details of the verification report may be copy-pasted and emailed to Cathexis Support for guidance ([support@cathexisvideo.com](mailto:support@cathexisvideo.com)).

**Note:** Sub-archives (archives of archives) cannot be reliably verified because they do not contain the signature generated by the original NVR that sourced the video data.

Once the verification process is complete, one of two reports will be issued: **Archive Verified** or **Archive cannot be verified**.



### Archive Verified

The archive file will be determined a verified archive. The **General Verification** information is listed.

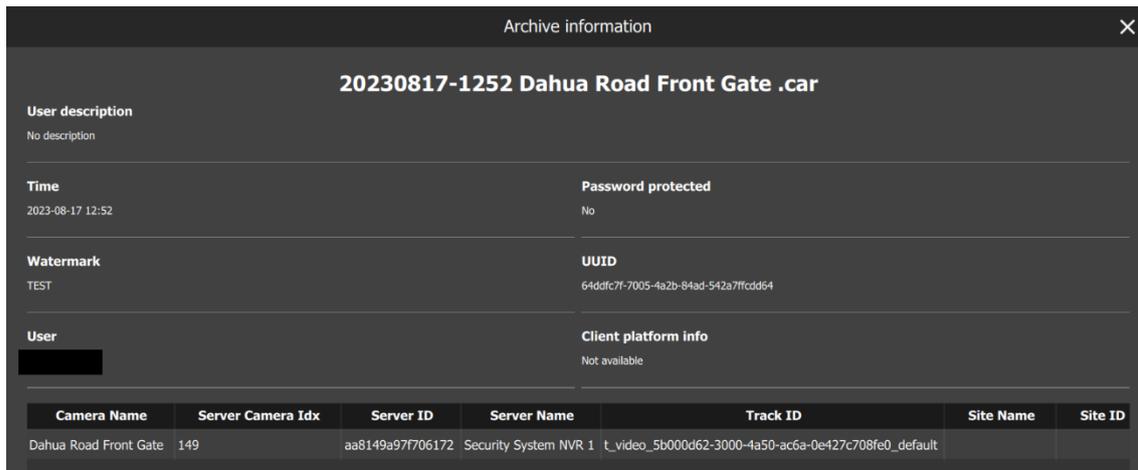
In the case of archives with multiple cameras, the camera resources are listed along with the verified information for each camera.

Report text may be copied.

### Archive Not Verified

In this case, the verification has failed. The general verification information will be listed, particularly the fact that no signature has been retained. Report text may be copied.

### 7.2.1.2 About



→ Click **About** to display information about the selected archive.

The archive information window will display the title of the archive, as well as any user description that was set for it during the archive process. Camera/s will be listed along with associated information. The fields include:

- Archive time
- Password protected status
- Watermark
- Archive UUID
- User
- Client platform info

→ Drag the scrollbar along the bottom of the window to view all information.

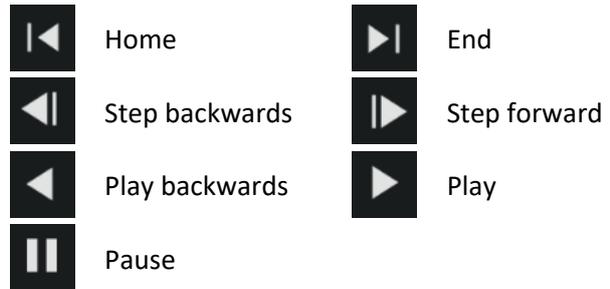
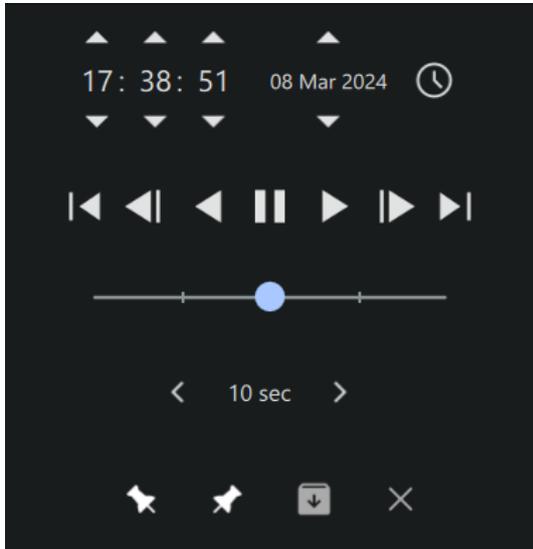
Some of the information listed includes the ID of the camera on the server, the ID and name of the recording server, and the ID and name of the site.

### 7.2.1.3 Open Log File Location

→ Click **Open log file location** to open the folder containing the application log file in an Explorer window.

## 7.2.2 Timeline and Review Control

The **timeline and review control panel** is used to navigate the archived video, as well as to export video from an archive into another archive file, or into a media file.



### 7.2.2.1 Rewind/Fast-Forward

There are two ways to rewind and fast-forward in the Review Control Panel.

#### Option 1



Adjust the playback speed by clicking the **play** or **play backwards** icons again – up to 4 times. Four dots represent the maximum playback speed.

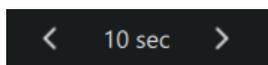
#### Option 2

Drag the slider left to rewind, and drag it right to fast-forward. Leaving the slider in the middle will play video at normal speed.



The further **left** the slider is dragged, the faster the video will rewind. The further **right** the slider is dragged, the faster the video will fast-forward.

### 7.2.2.2 Go Back/Ahead



Click the left/right arrows to go back/ahead in video by ten seconds.

### 7.2.2.3 Start/End Tags



These tags are used to select periods of the video to archive into archive or media files. To select portions for archive/export:

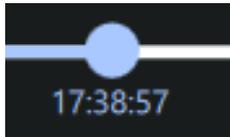


→ Click and drag the blue dot on the timeline to set desired beginning point of the video portion to be archived or exported.

→



→ Click the left/start tag. It will turn green.



→ Drag the blue dot to the desired end point of the selection.

→ Click the right/end tag. The selected video portion will be highlighted in green on the timeline.



→ Click the right/end tag. The tag icon will turn green and the selected video portion will be highlighted in green on the timeline.



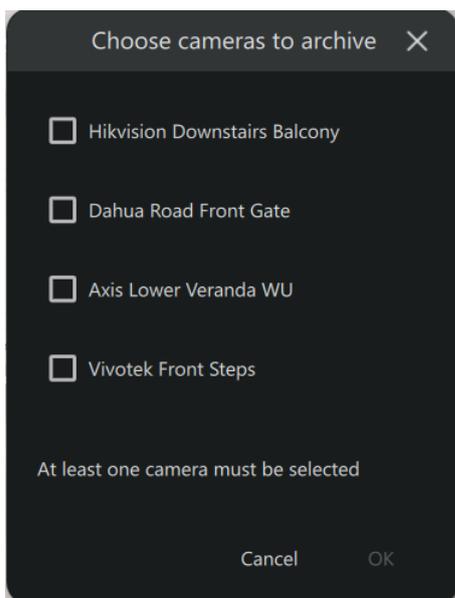
The **Create archive** and **Erase tags** icon will turn red when a selection has been made.

**Note:** Tagging and exporting is disabled in sequential mode.

### 7.2.2.4 Archiving Window



Once the portion of video has been selected, click this icon to archive or export it. The archiving window will then open, explained below.

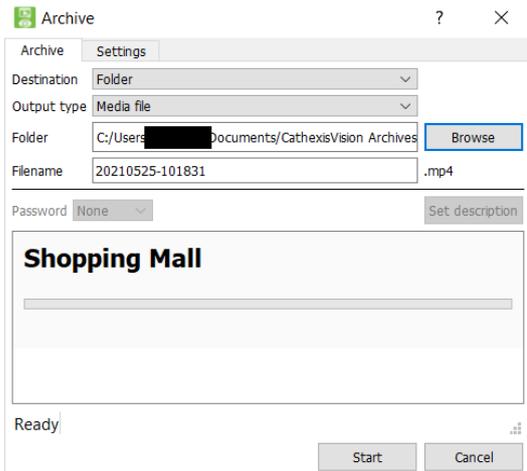


If archiving/exporting an archive that has multiple cameras, the user will be prompted to select the camera/s to archive before the archiving window opens. At least one camera must be selected in order to proceed.

**Note:** Exporting to media (MP4) file will not be available if more than one camera is selected for archive.

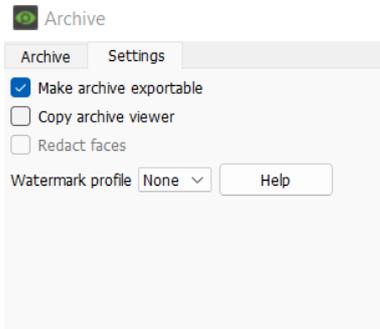
Once the camera/s for archive have been selected (if applicable), the video is ready to be archived. There are two applicable tabs: Archive and Settings.

## Archive Tab

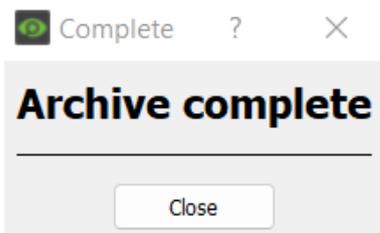


- Set the archive **Destination**.
- Select the **Output Type**.
- Note:** The media file (MP4) option is not available if more than one camera has been selected in the case of multiple-camera archives.
- Select the **output Folder**. (Only applicable when Folder destination is selected.)
- Set the **filename**.
- If desired, set a random generated or Custom **password** required to view the archive later on. (Only applicable to archive/.CAR files).
- Set a **Description** for the archive. (Only applicable to archive/CAR files).

## Settings Tab



- Check the **Make archive exportable** box to enable an archive/.CAR file to be exported as a media/MP4 file at a later stage.
- Check the **Copy archive viewer** box if the archive will be viewed on a unit that does not have the software installed. (Only available for archive/CAR files).
- Check **Redact faces** (media/MP4 files only) if faces need to be redacted from the video.
- Select predefined **Watermark profiles** from the drop-down menu (if available). Watermark profiles are used to enforce/offer the option to apply a watermark to archived video and are created by site administrators in **CathesisVision / Setup Tab / General Site setup**. Click **Help** to show a Watermark profile help window.



- When settings configuration for archiving is complete, return to the Archive tab and click **Start**.  
A pop-up window will appear when archiving is complete.

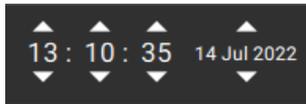
### 7.2.2.5 Cancel Period Selection



→ Click this icon to cancel the selection of video for archiving.

### 7.2.2.6 Date and Time Panel

There are two ways to select the date and time to review on the Timeline and Review Control.



Use the time and date spinner to set the hour/minute/second/day.



Click the clock icon to access up a full calendar to select a specific day.

Navigate to the desired date, and use the time spinner to set the desired time.

### 7.2.2.7 Timeline and Time Markers



The timeline displays the current location/progression in the playback with a green dot. Markers along the timeline indicate time intervals. These are determined in relation to the total length of the video.

## 7.2.3 Review Panel

The review panel is the area where archived video is viewed. Depending on the template chosen, and the number of archived cameras, the review area may display one or multiple camera panels.

→ To drag cameras from the cameras list onto the review area, left-click a camera and drag it to the desired panel.

→ Multiple cameras may be dragged simultaneously onto the review area by control/shift-clicking on the desired cameras and dragging them onto the review area.

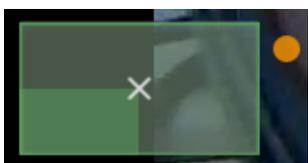
**Note:** If multiple cameras are dragged onto review area, they will only be shown if a review template with enough panels has been selected. To show all listed cameras and automatically adjust number of panels, rather use the **Show all Cameras** button.



The name of the archived camera is displayed over the video at the top of the camera panel.



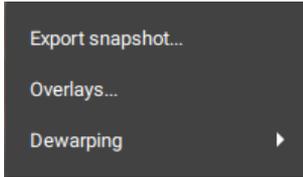
The time in the video is displayed at the bottom right corner of the camera panel.



→ Hold the cursor over the footage in the review panel and scroll with the mouse scrolling wheel to zoom in and out on the video. The scale of the zoom is shown in the bottom left corner of the camera panel.

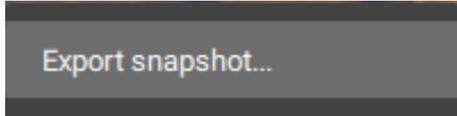


An orange dot appears on the point of focus for the zoom.

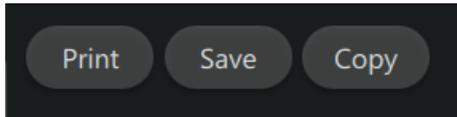


→ Right-click anywhere in the review area to configure these options from the context menu.

### 7.2.3.1 Export Snapshot

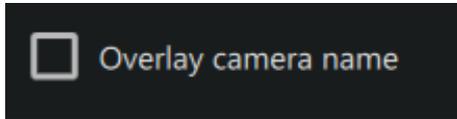


→ Click **Export snapshot** from the context menu. This opens the **Export snapshot** window.

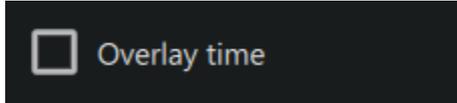


→ Click the options at the top left corner to **Print/Save/Copy** the snapshot.

**Note:** The snapshot will be copied to the clipboard.



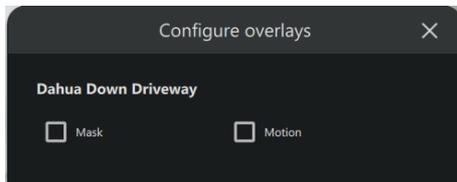
→ Select **Overlay camera name** to overlay the camera name on the snapshot.



→ Select **Overlay time** to overlay the time on the snapshot.

**For printed snapshots only:** Give the snapshot a title and description to be printed along with the image.

### 7.2.3.2 Overlays



→ Select **Overlays** from the context menu to configure overlays. Available overlays for applicable cameras will be shown.

If a file has multiple cameras, overlay options for each camera will be displayed.

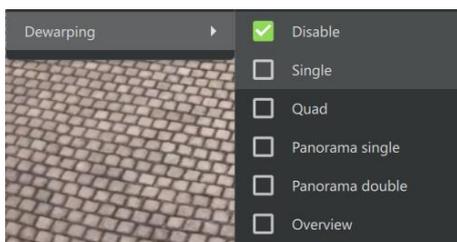
If a camera has multiple overlay options, all will be displayed.

→ Select the desired overlay.

→ Click **OK**.

### 7.2.3.3 Dewarping

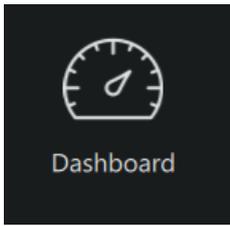
Select Dewarping from the context menu to see options.



→ Check the relevant box to select the desired dewarping option.

→ Use the **dewarping** tools to transform a fisheye camera into a flat view, or, select **Disable** to see the full fisheye (circular) view.

## 8. Dashboard Tab (Enterprise Connections Only)



From the home menu, click the Dashboard icon to open a new Dashboard tab.

The Dashboard tab allows the user to view information about sites, servers, and cameras.

This tab allows the user to locate the time and place of a disconnected camera or server easily. The information can be used to search footage from the Monitoring tab around the time of the incident.

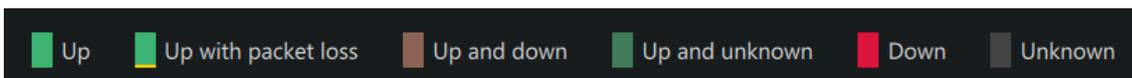
### 8.1 Health Information Display

Information is presented in a summary format. This is represented visually as well as in the table, as illustrated in the image below.



1	<b>Sites:</b> a graphical summary of the status of the sites.
2	<b>Servers:</b> a graphical summary of the status of all servers.
3	<b>Cameras:</b> a graphical summary of the status of all cameras.
4	<b>Search</b>
5	<b>Refresh</b>
6	<b>Export</b>
7	Double-click a <b>site</b> name to open a summary of the last 24 hours

The status of sites, servers, and cameras are represented using colours.



## 8.2 View Site Information/Details



To view details about a specific site, **double-click a site name** on the list in the table.

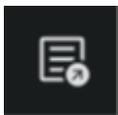
A more detailed screen will appear, as illustrated in the example below.



- The blocks arranged in **rows** represent camera status over **24 hours**.
- Each block represents a 15-minute segment.

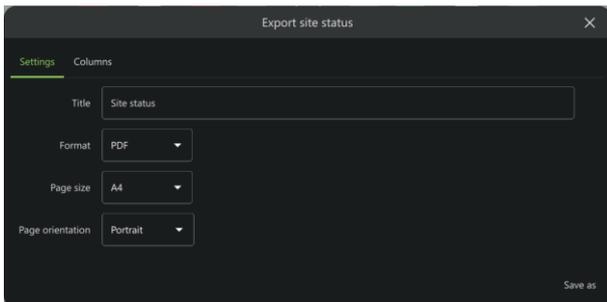
## 8.3 Export Data Table

Information from the data table can be exported in a customised format.



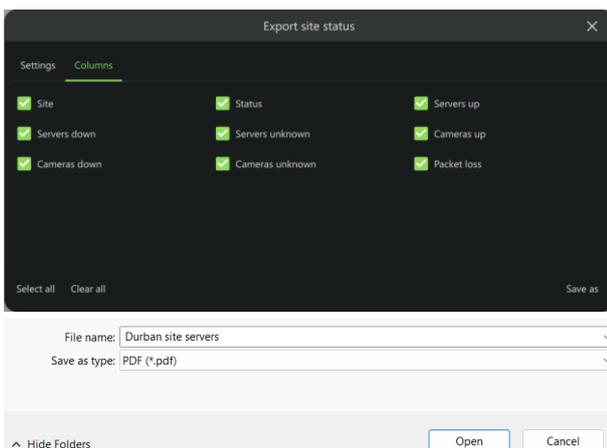
→ Click the **Export icon** to begin customising the report.

A new dialogue will open. Here, configure the report Settings and Columns.



### SETTINGS TAB

- Click the **SETTINGS** tab to open if necessary.
- Enter a suitable **Title** for the report.
- Choose a **format**: PDF or CSV.
- Choose the **page size**: A3 or A4.
- Choose a **page orientation**.

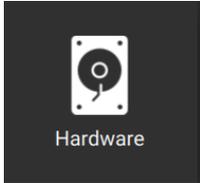


### COLUMNS TAB

- Click the **COLUMNS** tab to open.
- **Check or uncheck** the columns which show on the table to control which information appears in the report.
- Click **Save as**.
- Open an appropriate **folder** on the computer.
- Enter a descriptive **file name**.
- Click **Open**.

## 9. Hardware Tab (Enterprise Connections Only)

The hardware tab allows the user to view specifications and addresses of cameras, and specifications and status of databases, disks and servers.



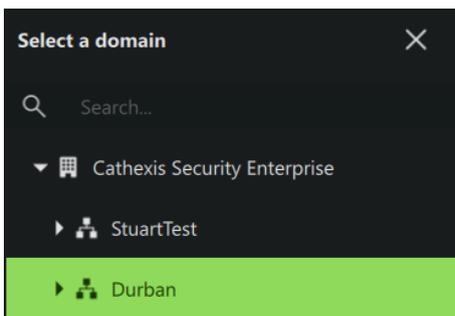
From the home menu, click the Hardware icon to open a new Hardware tab.

The Hardware Tab allows the user to search or filter the items, and export this list.

### 9.1 Select Domain



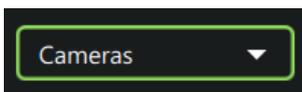
→ Click on the domain name in the top-left corner to open the domain selection options.



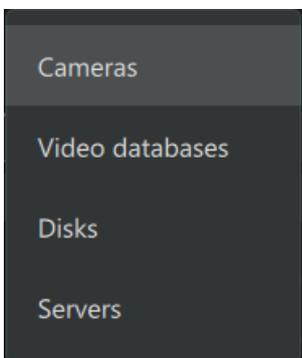
→ Select the desired domain or site.

That domain's hardware information will then be shown in the main display.

### 9.2 Select Category (Cameras, Video Databases, Disks or Servers)



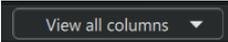
→ Click the drop-down menu.



→ Select whether to view Cameras, Video databases, Disks, or Servers.

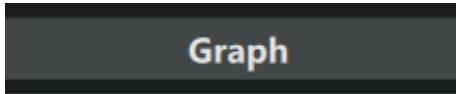
## 9.2.1 Display Columns

The display shows the following columns for cameras, video databases, disks, and servers.

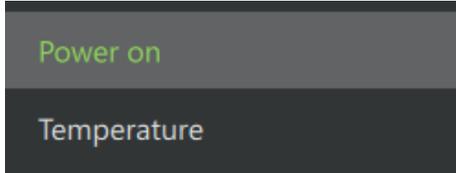
<p><b>Cameras</b></p>	<ul style="list-style-type: none"> <li>• Site name</li> <li>• Server name</li> <li>• Camera manufacturer</li> <li>• Camera model</li> <li>• Firmware</li> <li>• Camera name</li> <li>• Serial number</li> <li>• MAC address</li> </ul>
<p><b>Video databases</b></p> <p> Degraded databases are highlighted with this icon.</p>	<ul style="list-style-type: none"> <li>• Health</li> <li>• Name</li> <li>• Site</li> <li>• Server</li> <li>• Capacity</li> <li>• Tracks</li> <li>• Recording duration (days)</li> <li>• Slices</li> </ul>
<p><b>Disks</b></p>	<ul style="list-style-type: none"> <li>• Health</li> <li>• Site</li> <li>• Server</li> <li>• Manufacturer</li> <li>• Model</li> <li>• Rotation</li> <li>• Capacity</li> <li>• Firmware</li> <li>• Serial number</li> <li>• Power-on years</li> <li>• Temperature</li> </ul>
<p><b>Servers</b></p> <p></p> <p>Click the drop-down in the top-right corner to select which categories of columns to display.</p>	<ul style="list-style-type: none"> <li>• Site</li> <li>• Server</li> <li>• Machine</li> <li>• IP addresses</li> <li>• MAC addresses</li> <li>• Motherboard</li> <li>• CPU</li> <li>• CPU speed</li> <li>• Memory</li> <li>• Serial number</li> <li>• IO board</li> <li>• OS family</li> <li>• OS version</li> <li>• SW version</li> <li>• Site role</li> <li>• Time</li> <li>• Time zone</li> <li>• Master time-difference</li> <li>• Enterprise time-difference</li> </ul>

## 9.2.2 Graph (Disks)

In the Disks category, it is possible to see a graphical representation of the disks' temperature and power on periods.



→ Click the Graph heading to expand.

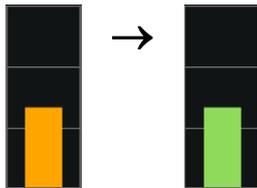


→ It is possible to view graphs depicting **Power on** or **Temperature**.

The unit of measurement in the **Power on** graph is in years. The unit of measurement in the **Temperature** graph is degrees Celsius.

### 9.2.2.1 See List of Corresponding Items

→ Click a bar in the graph to view the list of items it represents.

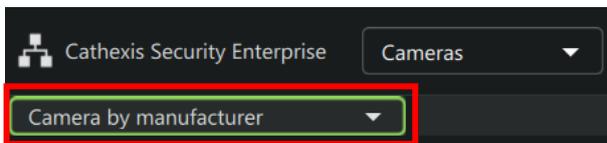


The bar will turn from orange to green, and the details of the items represented by the bar will be listed below the graph.

## 9.3 Change List Display (Cameras, Disks, Servers)

For cameras, disks, and servers, it is possible to sort by categories. Sorting by category is a way of filtering the items in the main display. Once the main display has been organised, the list can be exported.

1. **Click the drop-down menu** in the left panel (underneath the domain name) to change how the items are sorted in the panel beneath.



A drop-down menu will open.

2. **Click the desired option** to sort items in the panel beneath. The options are as follows:

#### Cameras

- Camera by manufacturer
- Camera by model
- Camera by firmware

#### Disks

- Disks by manufacturer
- Disks by model
- Disks by firmware

*Servers*

- Servers by motherboard
- Servers by CPU
- Servers by OS family
- Servers by OS version
- Servers by SW version

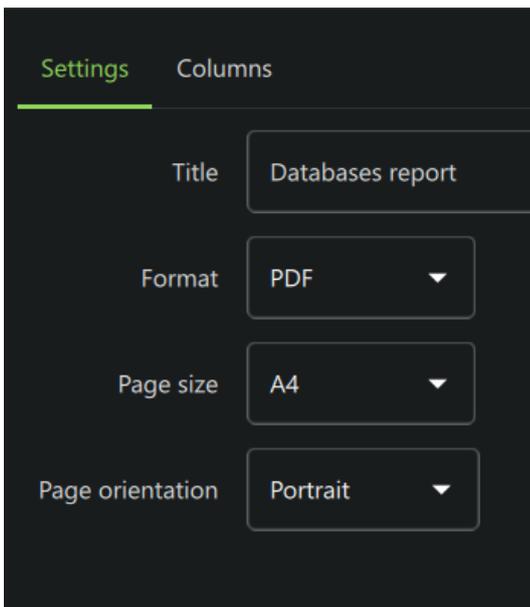
3. Then, **select an item from the list** to filter results. The items that fulfil the search criteria will display in the right-hand panel.

## 9.4 Generate Reports

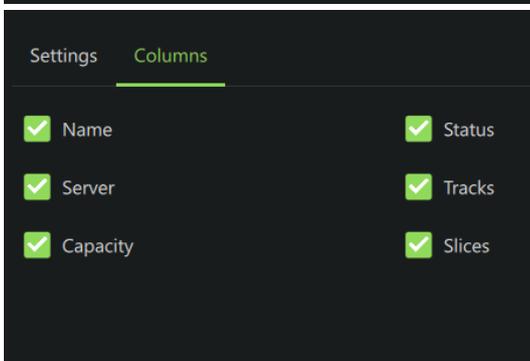
To generate a report, first conduct a search and create a list in the main display. This is the table which will be exported.



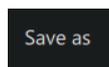
→ Click the **Export icon** in any of the tabs to generate a report.



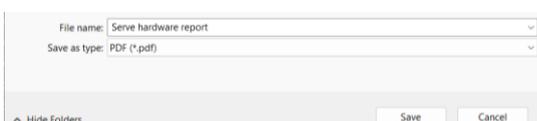
- Select the **Settings** tab.
- Enter a suitable title for the report.
- Select from PDF or CSV **formats**.
- Select **Page size** from A3 or A4.
- Select **Page orientation** from portrait or landscape.



- Select the **Columns** tab.
- Check or uncheck items to display in the report.



→ Click the **SAVE AS** button to confirm both settings and columns, and to **export**.



- Choose a suitable folder and **file name**.
- Click **Save**.

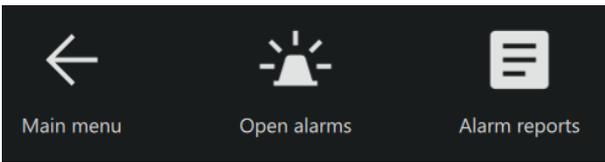
## 10. Alarms Tab (MultiSite and Enterprise)

Events and technical alarms must be set up in CathexisVision. All other alarm configuration is done in Carbon.

**Note:** For alarms to be delivered from a site to the Enterprise/MultiSite, the site must be connected to the Enterprise/MultiSite.



From the home menu, click the Alarms icon to open a new Alarms tab.



Select one of the following options:

- Return to the main menu
- Open alarms
- Alarm reports

### 10.1 Open Alarms

Filter	Key	Time	Alarm	Priority	Domain	Description	Owner	State	Tags
My open alarms	7849777	10:04:23	Motion	Low	CathexisSec DBN	Motion on Hikvision Support Office - mo		New	
	7849778	10:04:23	Doc Team Test	Low	CathexisSec DBN	Motion on Hikvision Support Office - mo		New	
	7849775	10:04:20	Motion	Low	CathexisSec DBN	Motion on Hikvision Rob Office - motion		New	
Any user	7849776	10:04:20	Doc Team Test	Low	CathexisSec DBN	Motion on Hikvision Rob Office - motion		New	
	7849773	10:04:14	Motion	Low	CathexisSec DBN	Motion on rfy Hikvision Upstairs Balcon		New	
Any domain	7849774	10:04:14	Doc Team Test	Low	CathexisSec DBN	Motion on rfy Hikvision Upstairs Balcon		New	
	7849771	10:04:11	Motion	Low	CathexisSec DBN	Motion on Hikvision Reception - motion		New	
Any alarm	7849772	10:04:11	Doc Team Test	Low	CathexisSec DBN	Motion on Hikvision Reception - motion		New	
Priority	7849769	10:04:09	Motion	Low	CathexisSec DBN	Motion on Hikvision Testing Back - moti		New	
	7849770	10:04:09	Doc Team Test	Low	CathexisSec DBN	Motion on Hikvision Testing Back - moti		New	
State	7849767	10:04:05	Motion	Low	CathexisSec DBN	Motion on UNV Side of House - motion		New	
	7849768	10:04:05	Doc Team Test	Low	CathexisSec DBN	Motion on UNV Side of House - motion		New	
Tag	7849765	10:04:04	Motion	Low	CathexisSec DBN	Motion on rfy Hikvision Upstairs Balcon		New	
	7849766	10:04:04	Doc Team Test	Low	CathexisSec DBN	Motion on rfy Hikvision Upstairs Balcon		New	
	7849763	10:04:01	Motion	Low	CathexisSec DBN	Motion on Hikvision Reception - motion		New	
	7849764	10:04:01	Doc Team Test	Low	CathexisSec DBN	Motion on Hikvision Reception - motion		New	
	7849761	10:04:00	Motion	Low	CathexisSec DBN	Motion on Hikvision Testing Back - moti		New	
	7849762	10:04:00	Doc Team Test	Low	CathexisSec DBN	Motion on Hikvision Testing Back - moti		New	
	7849759	10:03:56	Motion	Low	CathexisSec DBN	Motion on Hikvision Support Office - mo		New	
	7849760	10:03:56	Doc Team Test	Low	CathexisSec DBN	Motion on Hikvision Support Office - mo		New	
	7849757	10:03:51	Motion	Low	CathexisSec DBN	Motion on Hikvision Reception - motion		New	
	7849758	10:03:51	Doc Team Test	Low	CathexisSec DBN	Motion on Hikvision Reception - motion		New	
	7849755	10:03:49	Motion	Low	CathexisSec DBN	Motion on UNV Side of House - motion		New	
	7849756	10:03:49	Doc Team Test	Low	CathexisSec DBN	Motion on UNV Side of House - motion		New	
	7849753	10:03:46	Motion	Low	CathexisSec DBN	Motion on Canon Software VMD - motion		New	
	7849754	10:03:46	Doc Team Test	Low	CathexisSec DBN	Motion on Canon Software VMD - motion		New	
	7849751	10:03:42	Motion	Low	CathexisSec DBN	Motion on Hikvision Testing Back - moti		New	

Filters

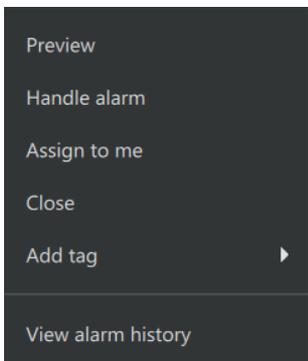
Open alarms

Further options



The alarm icon colour is set in the Configuration tab.

(Carbon / Configuration tab / Enterprise / Alarms / New Alarm / Colour)



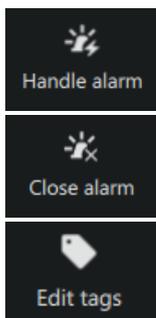
→ Click a category to sort the alarms by that category.

→ Right-click an individual alarm to view and select options.

### 10.1.1 Quick Actions

→ Click on an alarm in the list of open alarms.

→ Then click one of the buttons in the top-left.



Click to open the [Alarm viewer](#).

Click to close the selected alarm/s.

Click to modify the tags of the selected alarm.

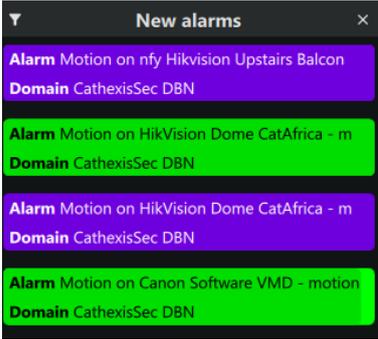
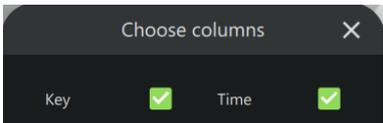
### 10.1.2 Open Alarms Tab Viewing Options

		Status	Explanation	
TABLE LOCK ICON		Unlocked	Click this icon to lock the table manually. The icon will change to <b>manually locked</b> .	→
		Auto-locked	When there is mouse movement, the table view auto-locks (the icon changes from <b>unlocked</b> to <b>auto-locked</b> ). After several seconds of inaction, the icon will change back from <b>auto-locked</b> to <b>unlocked</b> .	→
		Manually locked	The table view will not change as new alarms come in. Click the icon to change the status to <b>auto-locked</b> .	→



→ Click the ellipses icon in the top-right corner of the Open alarms tab to view further options.

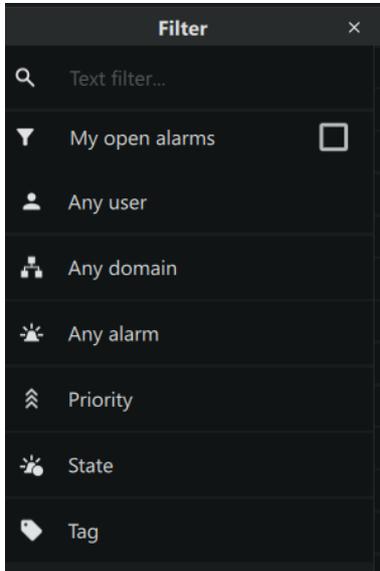
FURTHER OPTIONS

Selection	Explanation
<input checked="" type="checkbox"/> Filter panel	Select this option to open the <b>filter panel</b> in the Open alarms tab.
<input checked="" type="checkbox"/> New alarms panel	Select this option to open the <b>New alarms panel</b> , which shows new alarms as they come in. <div style="display: flex; align-items: flex-start; margin-top: 10px;"> <div style="flex: 1;">  </div> <div style="flex: 1; padding-left: 10px;"> <p>The <b>New Alarms</b> panel will open, showing new alarms as they come in.</p> <div style="display: flex; flex-direction: column; gap: 10px;"> <div style="display: flex; align-items: center;">  <span>→ Click to filter the new alarms.</span> </div> <div style="display: flex; align-items: center;">  <span>→ Click to collapse the <b>New alarms</b> panel.</span> </div> </div> </div> </div>
<input checked="" type="checkbox"/> Previews panel	Select this option to open the <b>Previews panel</b> , which shows alarm previews as they come in. <div style="display: flex; align-items: flex-start; margin-top: 10px;"> <div style="flex: 1;">  </div> <div style="flex: 1; padding-left: 10px;"> <div style="display: flex; flex-direction: column; gap: 10px;"> <div style="display: flex; align-items: center;">  <span>→ Click to filter the new alarms.</span> </div> <div style="display: flex; align-items: center;">  <span>→ Click to collapse the <b>Live preview</b> panel.</span> </div> <div style="display: flex; align-items: center;">  <span>→ To change the number of columns in the live preview panel, click this icon.</span> </div> </div> <div style="margin-top: 20px;">  <p>The time elapsed since the alarm began is indicated by the shape of this icon.</p> </div> </div> </div>
<input type="checkbox"/> Sync filters	<p><b>Sync filters:</b> Selecting this will use the filters set in the <i>Filter panel</i> to override any filters set in the <i>New alarms panel</i> and <i>Previews panel</i>.</p>
<input checked="" type="checkbox"/> Choose columns...	Select this option to choose the columns that will appear in the open alarms area. Check or uncheck categories as necessary. The available column categories are: Alarm priority, Key, Time, Alarm, Priority, Domain, Description, Owner, State, Tags, Trigger time, Arrival time. <div style="margin-top: 10px;">  </div>

### 10.1.3 Filters Panel

 → To collapse the filters panel, click the icon.

The alarms listed in the **Open alarms** panel can be filtered according to the following parameters.

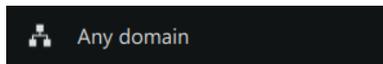


- Entries that match the text entered here
  - Open alarms belonging to the user
  - A specified user
  - A specified domain
  - A specified alarm
  - Critical, high, medium or low priority alarms
  - New, assigned or active alarms
  - Alarm tags
- Currently open alarms and table rows are listed at the bottom of the filters panel.

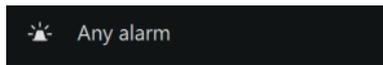
#### 10.1.3.1 Any User, Any Domain and Any Alarm



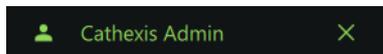
→ To filter by a user, click **Any user**. Select the user in the window that opens.



→ To filter by domain, click **Any domain**. Select the domain in the window that opens.



→ To filter by alarm, click **Any alarm**. Select the alarm type in the window that opens.



→ To clear any of the selected filters, click the X next to the filter.

### 10.1.4 Assign to Me

→ Right-click an alarm entry and select **Assign to me** to assign the alarm to the current user.

→ To remove one's ownership of the alarm, right-click the alarm entry and select **Clear ownership**.

### 10.1.5 Close

→ To close an alarm, right-click an alarm entry and select **Close**.

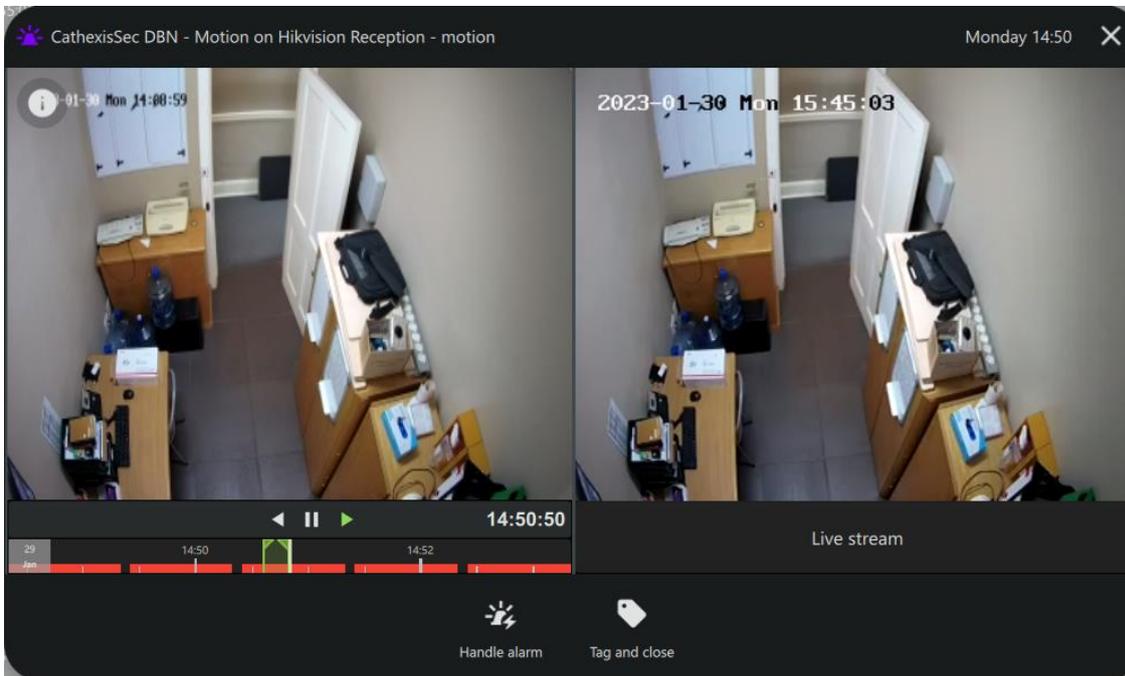
### 10.1.6 Tags

→ To add a tag to an alarm, right-click an alarm entry and hover the mouse over **Tags**. Then select a tag.

### 10.1.7 Preview Alarm

- Right-click an alarm entry and select Preview to open a preview of the event that triggered the alarm. Alternatively, double-click the alarm entry to preview it.

The preview footage will display on the left, and the live stream from that camera will display on the right.



CathexisSec DBN - Motion on Hikvision Reception - motion

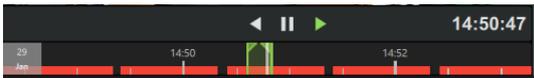
The domain and alarm trigger are listed in the top left.

Monday 14:50

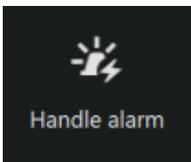
The day and time are listed in the top right.



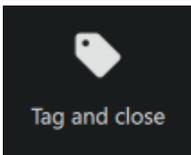
→ Click this icon to view alarm information.



→ Use the navigation bar at the bottom of the preview panel to pause, play, go back, and scrub the feed.



→ Click **Handle alarm** to open the [Alarm Viewer](#).



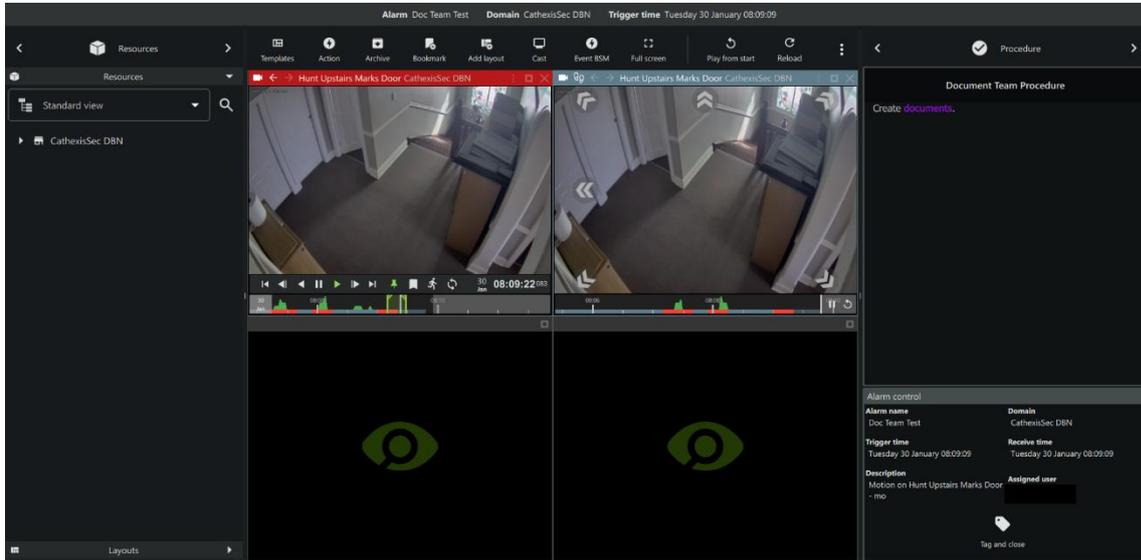
→ Click **Tag and close** to select a tag for the alarm and then close it.

### 10.1.8 Handle Alarm (Alarm Viewer)

→ Right-click an alarm entry and select **Handle Alarm** open the Alarm Viewer.

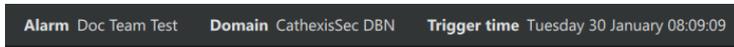
→ To close the Alarm viewer, hover the mouse over the Alarm Viewer tab until the **close icon** appears.

Click the **close icon**.



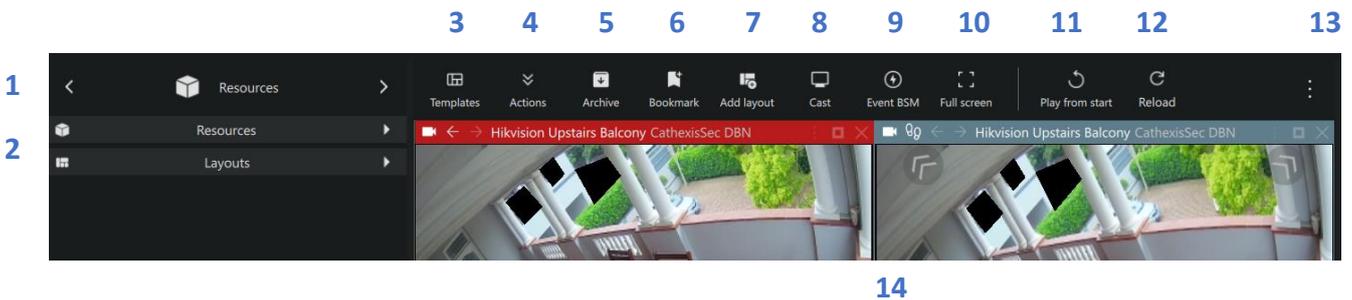
Monitoring area

Alarm information and alarm resources / procedures



Information about the alarm is displayed at the top of the viewer.

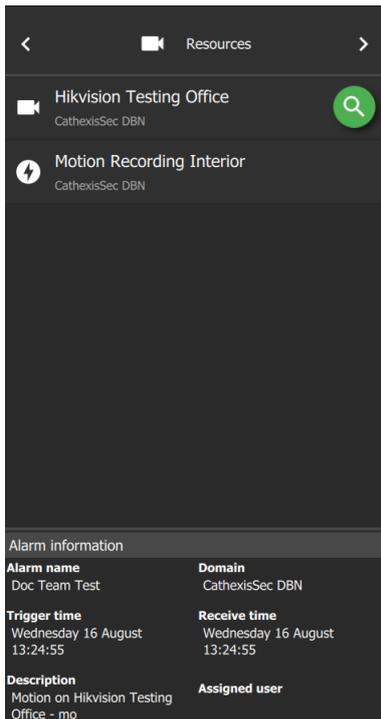
#### MONITORING AREA



		Description
1		Click the arrows on the left and right to move between <b>Resources, Bookmarks, Layouts, and Cameras with Activity</b> . Alternatively, click on the name to display a drop-down menu.
2		Click to view saved <b>layouts</b> and <b>resources</b> .
3		Click to select a <b>template</b> , open the template editor, or remove a template.

4		Click to switch all feeds to live, review all live fees, pause/unpause all feeds, or clear all panels.
5		Click to open the <a href="#">Archive builder</a> .
6		Click to open <b>Bookmarks</b> . A bookmark can be added.
7		Click to add a <b>layout</b> .
8		Click to send/cast a layout to a <b>monitor</b> . Select a monitor.
9		Click to open <b>black screen monitor</b> .
10		Click to make the monitor panels full screen.
11		Play from start
12		Reload
13		<p>Settings Menu</p> <ul style="list-style-type: none"> <li>Resource view editor...</li> <li>Monitoring tab settings...</li> <li>Live streaming stats...</li> </ul>
14	Camera Panel Display	

**ALARM INFORMATION: RIGHT PANEL**



Click the arrows to switch between **Resources** and **Procedures** associated with the alarm.



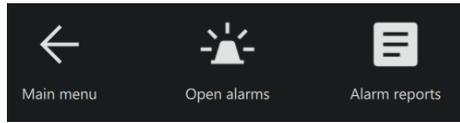
Click this icon to search.

→ To add a camera to the viewing panels, double-click the camera listed under Resources.

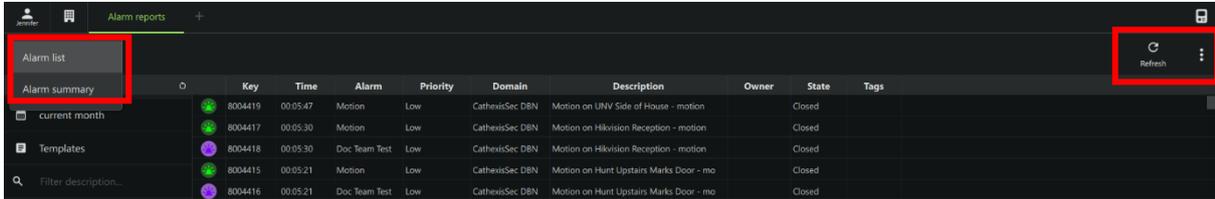
The procedure associated with the alarm (if any) will be displayed when the **Procedures** option is selected.

The alarm information will be listed.

## 10.2 Alarm Reports



After opening a new Alarms tab, select **Alarm reports**.



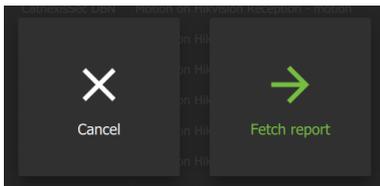
→ Click the arrow to select to view the **Alarm list** or **Alarm summary**.



→ To refresh the page, click the **refresh icon**.



→ Click the **ellipses icon** to reveal further options.



Selecting any option in the filters panel of the **Alarm reports** tab will display this overlay.

Click **Fetch report** to fetch the report.

### 10.2.1 Copy and Paste



The **copy and paste buttons** (in the top-left corner of the left panel) allow for the copying and pasting of alarm filters, or alarm summaries (depending on whether the user is in the **Alarm list** or **Alarm summary** view).

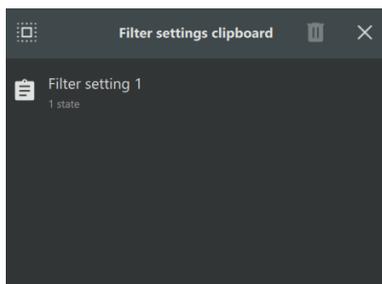


→ Click the copy icon to copy either an alarm filter or an alarm summary.



→ Click the paste icon to paste the last item copied.

→ Pressing and holding the paste button will reveal the clipboard. This will allow the user to paste items into the alarm filter (if in the Alarm list view) or the alarm summary setting (if in the Alarm summary view).



## 10.2.2 Further Options (Alarm List and Alarm Summary)

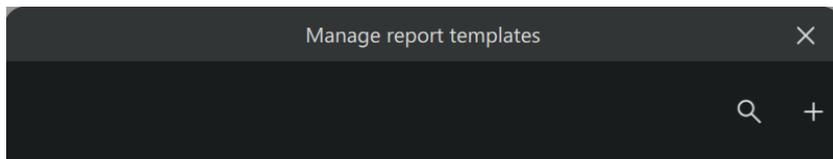
	→ Click the <b>menu icon</b> in the top-right corner.
	→ Click <b>Export</b> . The <b>Export</b> dialogue will open.
	→ Click <b>Manage report templates</b> . The <b>Manage report templates</b> dialogue will open.

### 10.2.2.1 Export

<p style="text-align: center;"><b>Settings Tab</b></p> <p>→ Enter a title for the report.</p> <p>→ Select a format (PDF or CSV).</p> <p>→ Select a page size (A3 or A4).</p> <p>→ Select a page orientation (portrait or landscape).</p>	<p style="text-align: center;"><b>Columns Tab</b></p> <p>→ Check the desired columns.</p>
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------

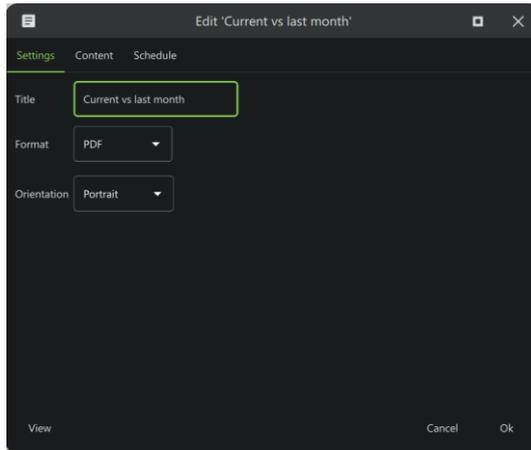
→ To export the report, click **Save as**. Choose a location, enter a file name and click **Save**.

### 10.2.2.2 Manage Report Templates

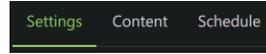


	→ Click a template to edit it.
	→ Click the <b>search icon</b> to search the report templates.
	→ Click the <b>plus icon</b> to add a new template.

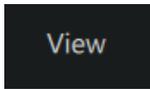
### Edit Template



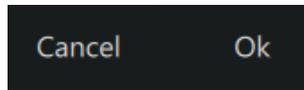
→ Clicking a template will open the **Edit template** dialogue.



Click on the tabs to edit the content in them.



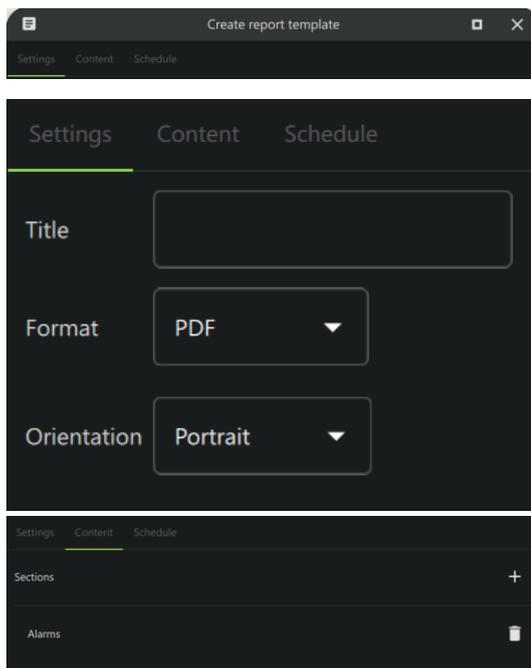
→ Click **View** to view the report file.



→ Click **Cancel** to cancel the changes.

→ Click **OK** to save changes.

### Add a New Template



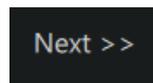
→ Clicking the **plus icon** will open the **Create report template** dialogue.

#### Settings tab

→ Enter a name for the report template.

→ Select a format (PDF or CSV).

→ Select an orientation (portrait or landscape).



Click **Next** to move to the next tab.

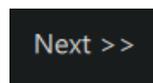
#### Content tab

→ Click the **plus icon** to add a section to the report template. The **Create section** window will open.

→ Or, click the name of a section (in this example, "Alarms") to edit a section that has already been created. This will open the window to edit the section.

→ Edit the name and select the category.

→ Click **OK** to save changes.



Click **Next** to move to the next tab.

**Schedule tab**

- Check **Email report**.
- Click the fields to edit them.
- Use the up and down arrows to adjust the values.
- Enter an email subject.
- Click the **plus icon** to add email recipients.

Save → Click **Save** to save changes.

### 10.2.3 Alarm List

	Key	Time	Alarm	Priority	Domain	Description	Owner	State	Tags
	8783527	05:29:05	Motion	Low	CathexisSec DBN	Motion on Hikvision Reception - motion		Closed	
	8783526	05:28:55	Motion	Low	CathexisSec DBN	Motion on Hikvision Reception - motion		Closed	

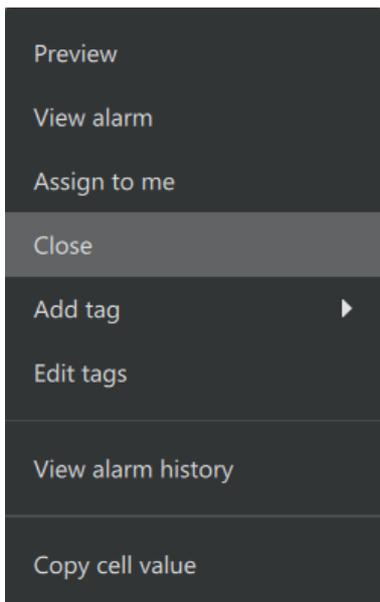


The alarm icon colour is set in the Configuration tab.

**Time**

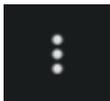
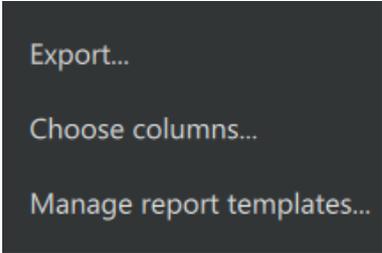
→ Click a category to sort the alarms by that category. The possible categories are: Key, Trigger time, Arrival time, Time, Alarm, Priority, Domain, Description, Owner, State, Tags.

→ Right-click an individual alarm to view the options. See below.



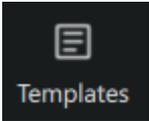
- Click **Preview** to [preview](#) the selected alarm.
- Click **View alarm** to open the [Alarm viewer](#).
- Click **Assign to me** to assign the alarm to the current user.
- Click **Close** to close the selected alarm.
- To add a tag to the selected alarm, hover the mouse over **Add tag**. Then select a tag.
- To modify the tags of the selected alarm, click **Edit tags**.
- Select **View alarm history** to view the history of the selected alarm.
- Click **Copy cell value** to copy the cell text to the clipboard.

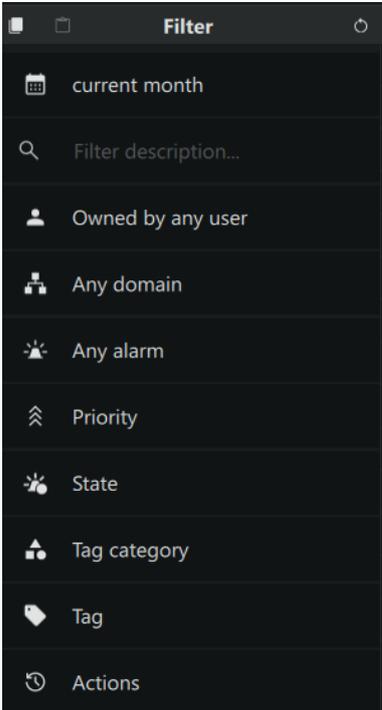
### 10.2.3.1 Export, Choose Columns or Manage Report Templates

	→ To select from further options, click the ellipses icon in the top-right corner.
	→ Click <b>Export</b> to export the alarm list in either PDF or CSV format. The <b>Export</b> dialogue will open.
	→ Select <b>Choose columns</b> . The <b>Choose columns</b> dialogue will open. Check or uncheck column categories as necessary.
	→ Click <b>Manage report templates</b> to select or create a report template.

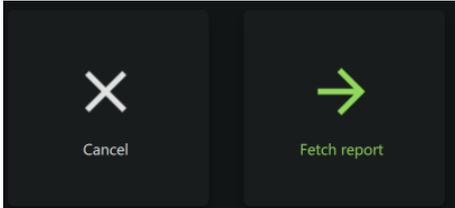
### 10.2.3.3 Filters

The alarms in the **Alarm list** can be filtered according to the following parameters:

	→ To choose a filter template, click <b>Templates</b> . Select the template in the dialogue that opens.
	<b>Note:</b> To create a new template, see <a href="#">Manage report templates</a> . Filter templates are defined by the sections that are set up in the report template. Any section created when setting up a report template can be used as a filter template.

	<ul style="list-style-type: none"> <li>• A specified time period</li> <li>• Entries that match the text entered here</li> <li>• A specific user</li> <li>• A specific domain</li> <li>• A specific alarm</li> <li>• Priorities</li> <li>• Alarm states</li> <li>• Alarm tag category</li> <li>• Alarm tag</li> <li>• Actions</li> </ul>
-------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

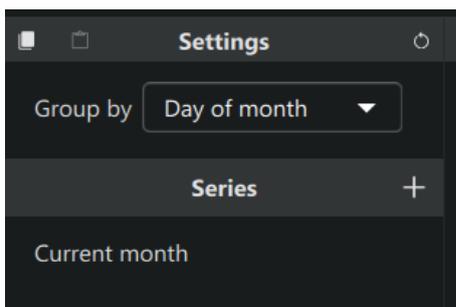
	→ Click the arrows to adjust the maximum number of results that will be shown. Alternatively, enter a value in the field and press ENTER on the keyboard.
	→ Once filter/s have been set, it is possible to reset the entire filter panel to its default state (closed alarms) by clicking the <b>refresh icon</b> .

-  current month → To filter by a time, click the time filter. In the dialogue that opens, either select a **Preset time range**, or choose a **custom time range**. Click **OK** to save changes.
  -  Owned by any user → To filter by a user, click **Any user**. Select the user in the dialogue that opens. Click **OK** to save changes.
  -  Any domain → To filter by domain, click **Any domain**. Select the domain in the dialogue that opens. Click **OK** to save changes.
  -  Any alarm → To filter by alarm, click **Any alarm**. Select the alarm type in the dialogue that opens. Click **OK** to save changes.
  -  Priority → To filter by a priority, click **Priority**. The list of options will expand below. Select a priority.
  -  State → To filter by states, click **State**. The list of options will expand below. Select a state.
  -  Tag category → To filter by tag category, click **Tag category**. Choose from Alarms, False alarms, and Services.
  -  Tag → To filter by a tag, click **Tags**. The list of options will expand below. Select a tag.
  -  Actions → To filter by the action performed by a user, click **Actions**. Select a user and an action, such as closed alarm, added tag, or removed tag)
  -  Tag category X → To clear any of the selected filters, click the X next to the filter.
- 

→ After choosing filters, click **Fetch report**.

### 10.2.4 Alarm Summary

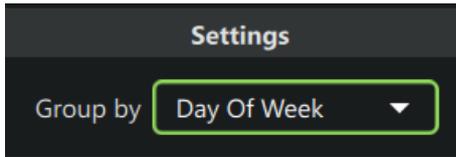
The Alarm Summary section presents the summaries of alarms, grouped according to parameters set by the user.



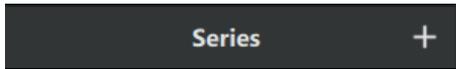
In **Settings**, choose how the alarms will be grouped in the table.

In **Series**, choose the table columns.

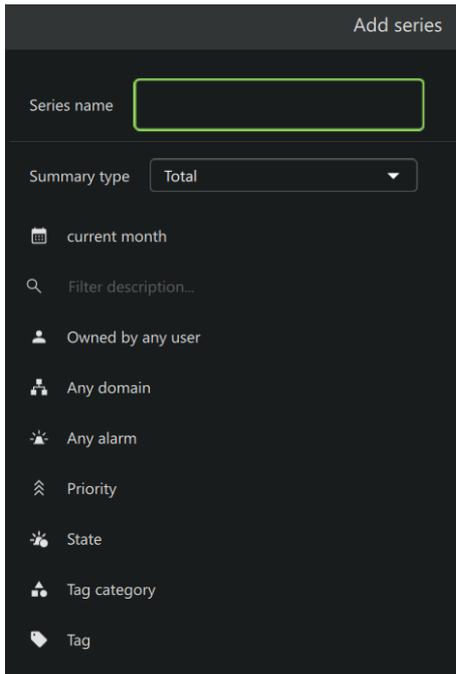
For example:



→ Click the arrow under **Settings** to choose a grouping from the drop-down menu.



→ Click the plus icon next to the **Series** heading. This will open the **Add series** dialogue.



→ Enter a name for the series in the **Series name** field.

→ Select a **Summary type**.

→ Select a filter (column) type.

**Icons in top-right corner of the Add series dialogue:**



→ Click this icon to copy the filter settings to the clipboard.



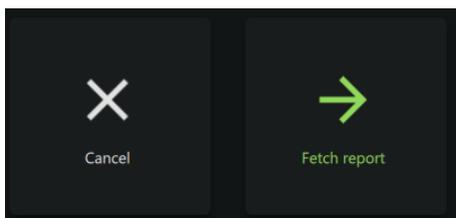
→ Click this icon to paste the copied filter settings.



→ Click this icon to reset the filter settings.

→ Click **OK**.

**Note:** It is possible to add multiple series.



→ Click **Fetch report**.

Settings		Day Of Week	Current month	Ambulance count	Doc team alarms
Group by	Day Of Week	Monday	82825	2	0
		Tuesday	84530	0	0
		Wednesday	67707	0	0
		Thursday	85411	2	22413
		Friday	82074	11	15693
		Saturday	58653	0	0
		Sunday	49899	0	0

The report will be presented, showing the parameters set in the left panel.

## 11. Conclusion

**Note:** This manual was designed to deal with the operating procedures a user might perform when using Carbon. For full configuration instructions, consult the **Carbon 6 Manual**.

For more information about CathesisVision, consult the **CathesisVision Operator's Manual** and the **CathesisVision Setup Manual** (<https://cathesisvideo.com/>).

For technical support, email [support@cathesisvideo.com](mailto:support@cathesisvideo.com).

### 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>