

Quick Start Guide



The Vision of Security

GV-HOT SWAP DVR SYSTEM V4



Thank you for purchasing GV-Hot Swap DVR System V4. This guide is designed to assist the new user in getting immediate results from the GV-Hot Swap DVR System V4. For advanced information on how to use the GV-Hot Swap DVR System V4, please refer to *GV-Hot Swap DVR System V4 User's Manual* and *Surveillance System User's Manual on DVD*.



Basic Installation

Check the Accessories Supplied

- D-Type Video Cable x 2 *
D-Type Video Cable x 4 for 32-channel models



- * ONLY supplied with 20-bay models of GV-1480H V4, GV-1240H V4 and GV-1120H V4

- D-Type Audio Cable x 2 *
D-Type Audio Cable x 4 for 32-channel models

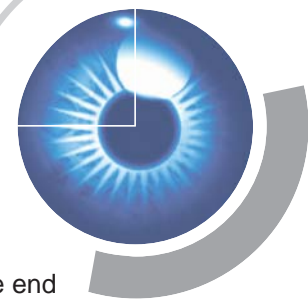


- * ONLY supplied with 20-bay models of GV-1480H V4, GV-1240H V4 and GV-1120H V4

- D-Type Audio and Video Cable x 2 *
D-Type Audio and Video Cable x 4 for GV-2016H V4 * *



- * ONLY supplied with 2-bay and 20-bay models of GV-2008H V4
- * * ONLY supplied with 20-bay models of GV-2016H V4



- AC Power Cord x 1



- GV-Keyboard Package x 1



- RJ-11 to USB Cable x 1

- * Not available for GV-NVRH V4 and all 2-bay models

- GV-IR Remote Control Receiver x 1



- * Not available for all 20-bay models

- Nero CD Burning Software x 1

- Surveillance System Software DVD x 1

- GV-IR Remote Control User's Manual x 1

- GV-Hot Swap DVR System V4 User's Manual x 1

- GV-Hot Swap DVR System V4 Quick Start Guide x 1

- Surveillance System New Feature Guide x 1

- Surveillance System Installation Guide x 1

- RJ-11 to DB9 Cable x 1



- * Not available for GV-NVRH V4 and all 2-bay models

- GV-IR Remote Control x 1



- Self-Stick Rubber Pad x 4

- Recovery DVD x 1

Connecting GV-Keyboard

Using the USB cable supplied with the GV-Keyboard, plug one end into the GV-Keyboard and the other end into the assigned USB port (**COM6**) on the back of the GV-Hot Swap DVR V4.



Note: If you like to plug the Keyboard into other USB ports of the GV-Hot Swap DVR V4, refer to 3.13.1 GV-Keyboard in *GV-Hot Swap DVR System V4 User's Manual*.

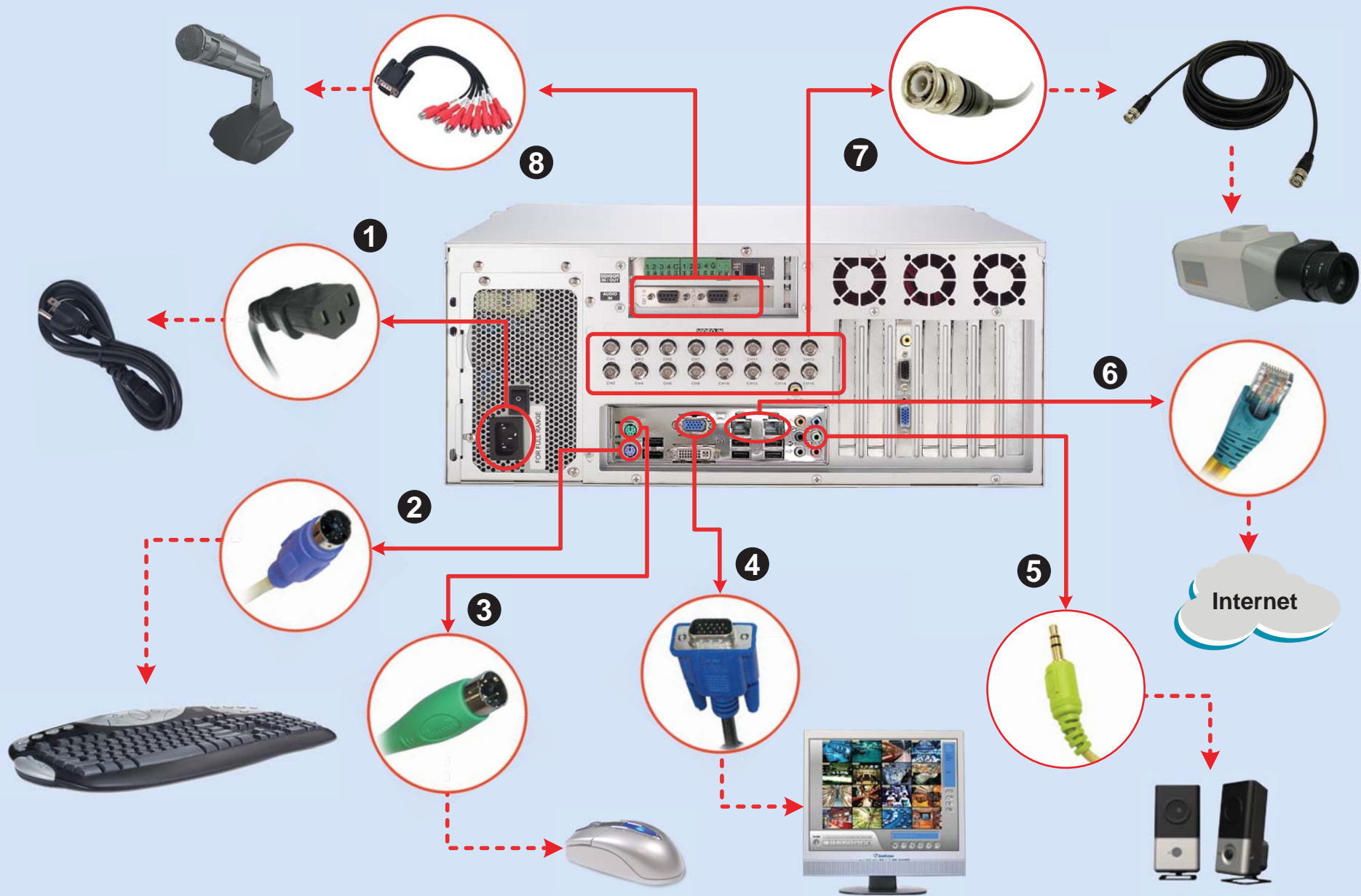
Connecting GV-IR Remote Control

The GV-IR Remote Control provides easy control of the GV-Hot Swap DVR V4. Its receiver is differently installed depending on the models. Except that it is built in all 20-bay models, the Receiver should be plugged into any USB ports of the GV-Hot Swap DVR V4.

For details, see *GV-IR Remote Control User's Manual* included in the package.

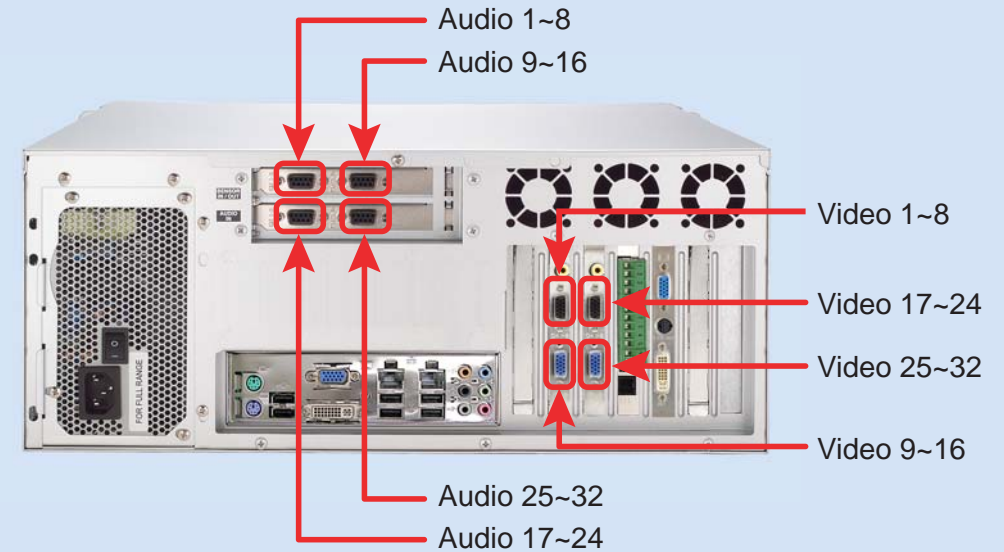


4 / 8-Bay Models of GV-1480H V4 / GV-1240H V4 / GV-1120H V4 (16 Channels)

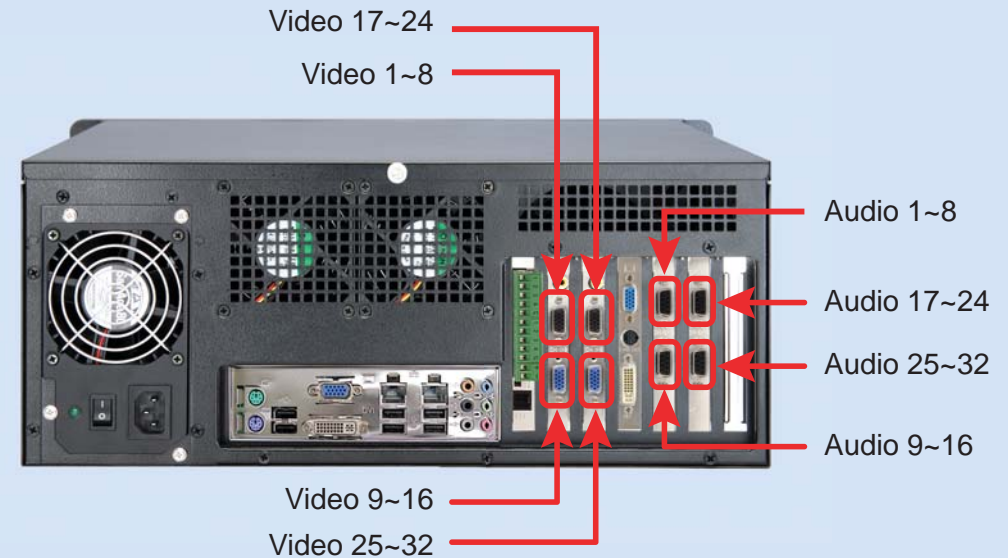


1. Using the supplied power cord, connect one end to the AC input and the other end to the power outlet.
2. Connect the keyboard to the PS/2 input.
3. Connect the mouse to the PS/2 input.
4. Using the VGA cables supplied by the monitor manufacturer, connect the VGA monitor.
5. For video lost beep, connect speakers to the Audio Line Out port.
6. Using the RJ-45 cable, connect one end to the Ethernet port and the other end to Network.
7. Using the BNC video cables, connect one end to the BNC connectors and the other end to video sources.
8. Using the supplied D-type audio cables, connect one end to the audio ports and the other end to audio sources.

4 / 8-Bay Models of GV-1480H V4 / GV-1240H V4 / GV-1120H V4 (32 Channels)



20-Bay Models of GV-1480H V4 / GV-1240H V4 / GV-1120H V4 (32 Channels)



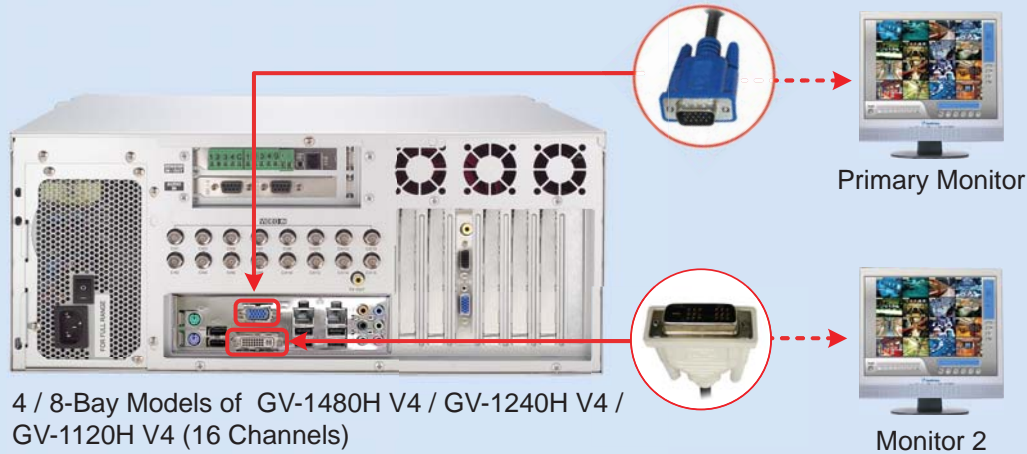
Connecting to 2 Monitors

Available models:

GV-NVRH V4

GV-2008H V4

GV-1480H V4 / GV-1240H V4 / GV-1120H V4 (16 Channels)

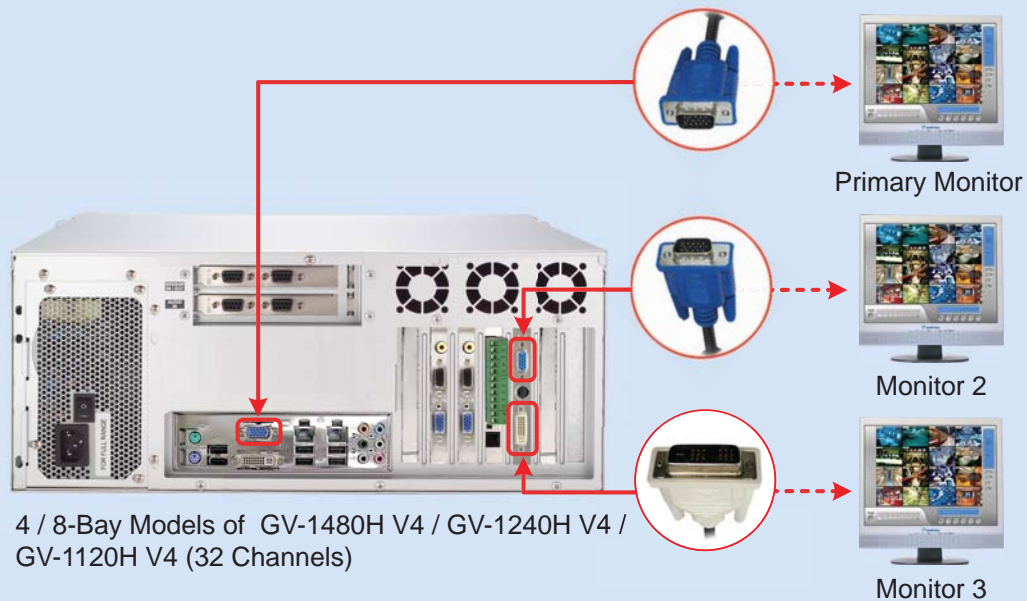


Connecting to 3 Monitors

Available models:

GV-2016H V4

GV-1480H V4 / GV-1240H V4 / GV-1120H V4 (32 Channels)

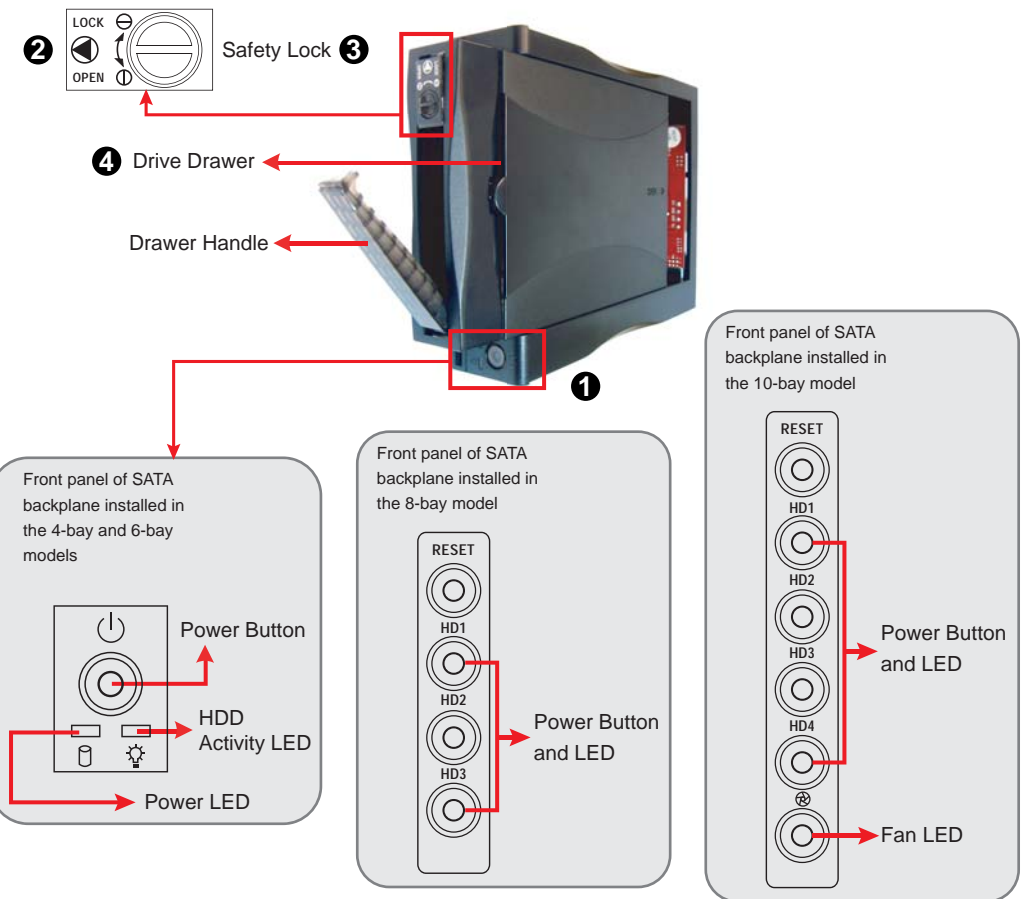


2 Install the Hard Drive

The GV-Hot Swap DVR V4 uses SATA hard drives for video and audio data storage. Before recording, ensure to install your hard drives. Steps to install the hard drive vary from models to models. Be sure to identify your model and follow the right steps to install the hard drive.

2 / 4 / 8-Bay Models

1. Turn off the power of the drive bay. Make sure the Power LED is off.
2. Turn the safety lock to the OPEN position.
3. Press the safety lock. The drawer handle pops up.
4. Pull out the drive drawer.



5. Remove the lid of the drawer.
6. Insert the hard drive in the drawer, and slide the lid back on.



Step 5



Step 6

7. Insert the hard drive in the drawer, and slide the lid back on.



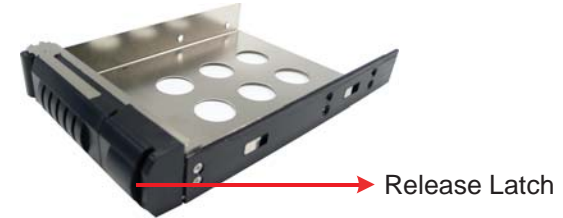
8. Put the drawer back in the drive bay of the GV-Hot Swap DVR V4.
9. Push the drawer handle back, and turn the safety lock to the LOCK position.
10. Press the Power button. When the Power LED indicates green, the hard drive is ready for use.

Note:

- Ensure to format hard drives before they are usable. See *3.4 Formatting the Hard Drive* in *GV-Hot Swap DVR System V4 User's Manual*.
- To assign hot-swap drives as storage locations, see *Adding the Hard Drive to Recording Path* later in this guide.

20-Bay Models

1. Make sure the HDD Activity LED is off before you install the hard drive.
2. Slide the release latch to the right. The drawer handle pops up.



3. Pull out the drive drawer.
4. Insert the hard drive in the drawer.



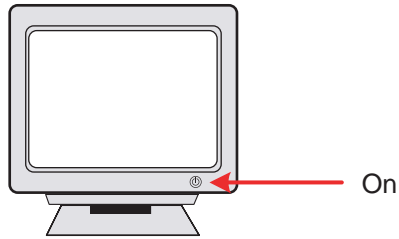
5. Secure the hard drive with the 4 screws (included in the drawer), and make sure all screw heads flush with the surface.



6. Put the drawer back in the drive bay of the GV-Hot Swap DVR V4, and push the latch until it locks. The white LED on the drawer shines, and the hard drive is now ready to use.

3 Turn on the Power

1. Turn on the monitor.



2. Turn on the AC power switch on the rear panel.

4 / 8-Bay Models



20-Bay Models



3. Turn on the main power switch on the front panel.

4 / 8-Bay Models



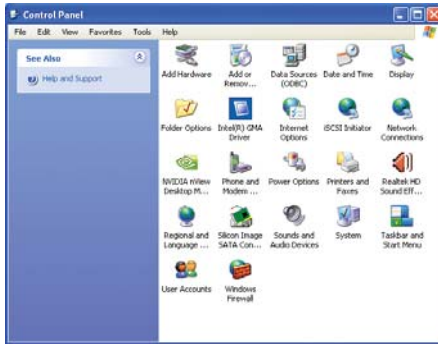
20-Bay Models



Configuring an IP Address

The purpose of configuring an IP address is to support the remote monitoring, control and configuration of the GV-Hot Swap DVR V4 over a network connection.

1. On the GV-Desktop, click the **Programs** button, and then select **Control Panel**.
2. Type the ID and password. The default ID and password are "0000". The Control Panel window appears.



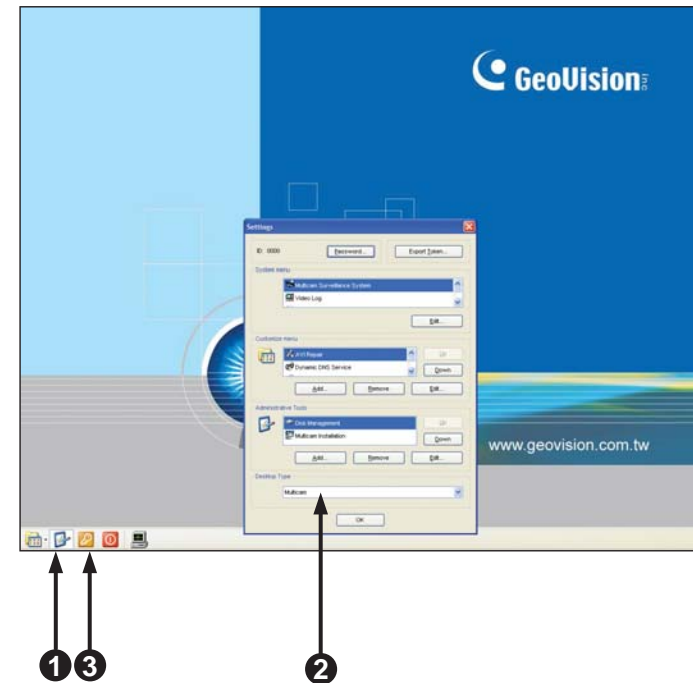
3. Double-click **Network Connections**, right-click **Local Area Connection**, and then select **Properties**.
4. In the Local Area Connection Properties dialog box, select **Internet Protocol (TCP/IP)** and then click **Properties**.
5. Select **Use the following IP address**, type the IP information in the fields, and click **OK** to finish the setting.

For details, refer to *3.8 Configuring an IP Address in GV-Hot Swap DVR V4 User's Manual*.

Exiting to Windows

The unit is protected by GV-Desktop that is limited to run the selected programs. If you need to exit to Windows desktop, follow these steps.

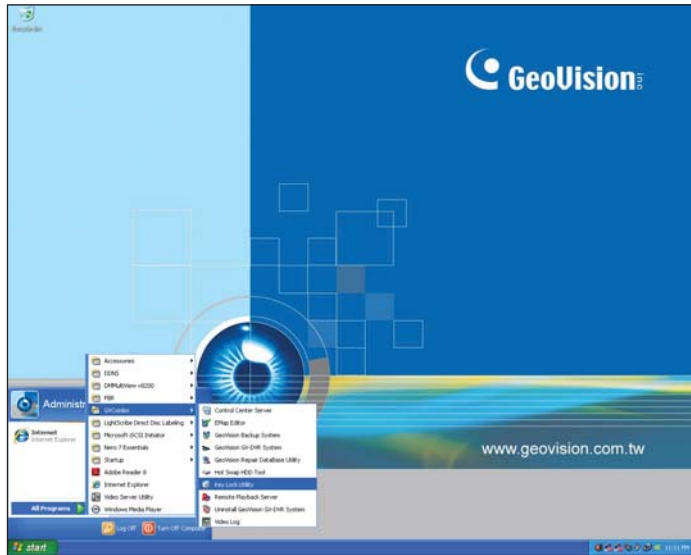
1. On the GV-Desktop, click the **Settings** button, and type the valid ID and password. The default ID and password are "0000". The Setting dialog box appears.
2. Under Desktop Type, select **Windows** from the drop-down list, and click **OK**.
3. Click the **Log Off** button, and enter the valid ID and Password to display the Windows desktop.



4 Main Screen

Returning to GV-Desktop

Click the Windows **Start** button, point to **Programs**, click **GVCombo**, and click **Key Lock Utility**.



Click to call up I/O Control Panel
 Click to call up PTZ Control Panel
 Status indicators for remote applications
 Date / Time / Storage Space
 Camera Name



Logout / Exit / Minimize

Select screen divisions

Select a camera for full screen mode



Start/stop recording



Set up recording schedules



Access system settings



Access ViewLog
to play back video



Start/stop screen rotation



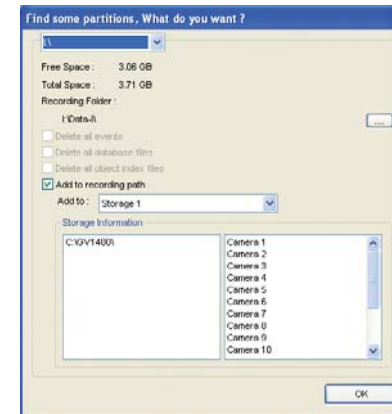
Access remote applications

Adding Hot Swap Drive to Recording Path

Before recording, you need to add the formatted hard drive to the recording path.

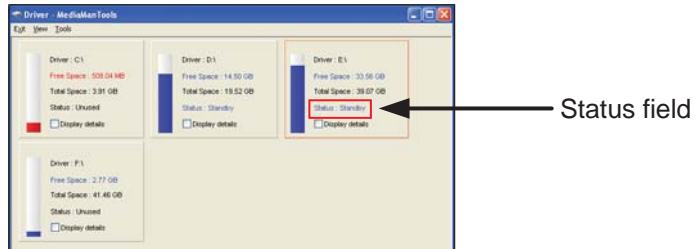
Note: The default recording path for the hot-swap drives starts from F:\

1. On the GV-Desktop, click the **Programs** button, and select **Hot Swap HDD Tool**.
2. If a hard drive is already inserted, right-click it in the MediaMan Tools window, select **Add for recording**, and then select the storage group from the drop-down list.
3. If a hard drive is not inserted, follow these steps:
 - (1) Insert a hot-swap hard drive or plug a portable hard drive to the GV-Hot Swap DVR V4. This dialog box appears.



- (2) Select **Add to recording path**, and select the storage group from the drop-down list.
4. Click **OK** to automatically configure the hard drive to the recording path.


- In the MedianMan Tools window, if the hard drive is successfully added to store data, its Status field should display “Standby”.



- To add another formatted hard drive for storage, repeat the above steps.


Renaming the Camera

You can give a new name for each camera.

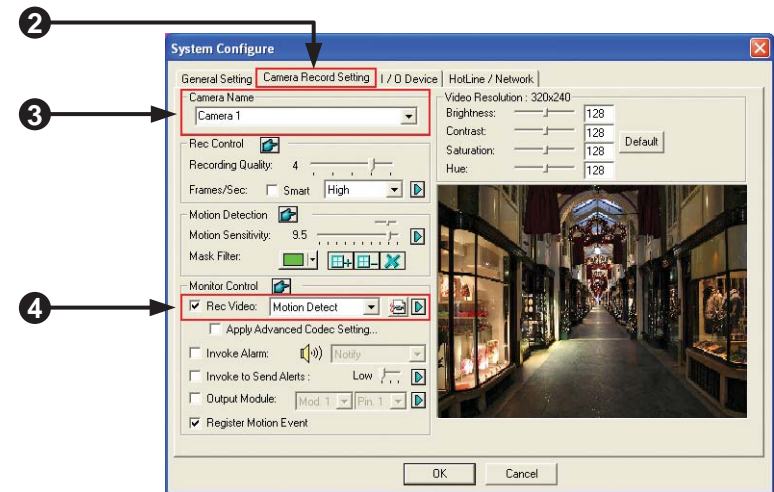
- Click  on the main screen, point to **General Setting**, and select **System Configure**.
- Click the **Camera Record Setting** tab.
- In the Camera Name field, enter a new name for the camera.
- Click **OK**.

Choosing Recording Mode

You can set each camera's recording mode individually for Motion Detection or Round-the-Clock.


- Click  on the main screen, point to **General Setting**, and select **System Configure**.
- Click the **Camera Record Setting** tab.
- From the Camera Name drop-down list, select one camera.
- In the Monitor Control section, select **Rec Video**, and use the drop-down list to select **Motion Detect or Round-the-Clock**.
- Click **OK**.

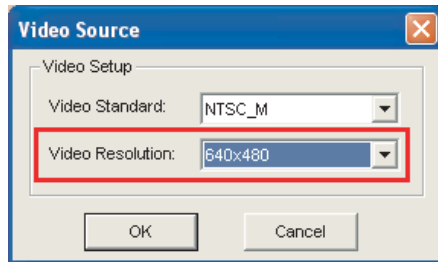
For details on setting camera properties, refer to *Adjusting Individual Camera*, Chapter 1, *User's Manual* on Surveillance System Software DVD.




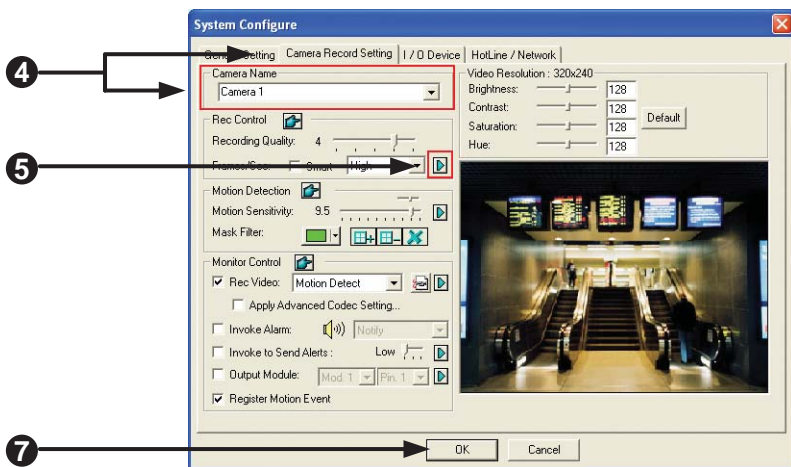
Changing Recording Resolution

The default recording resolution is 320 x 240. You can set each camera's recording resolution individually.

1. Click  on the main screen, point to **A/V Setting**, and select **Video Source**.
2. Select the desired video resolution from the drop-down list, and click **OK**.




3. Click  on the main screen, point to **General Setting**, and select **System Configure**.
4. Click the **Camera Record Setting** tab, and use the Camera Name drop-down list to select one camera.
5. Click the arrow button next to Recording Quality to select the desired resolution.
6. Repeat steps 4 and 5 to set up each camera.
7. Click **OK**.

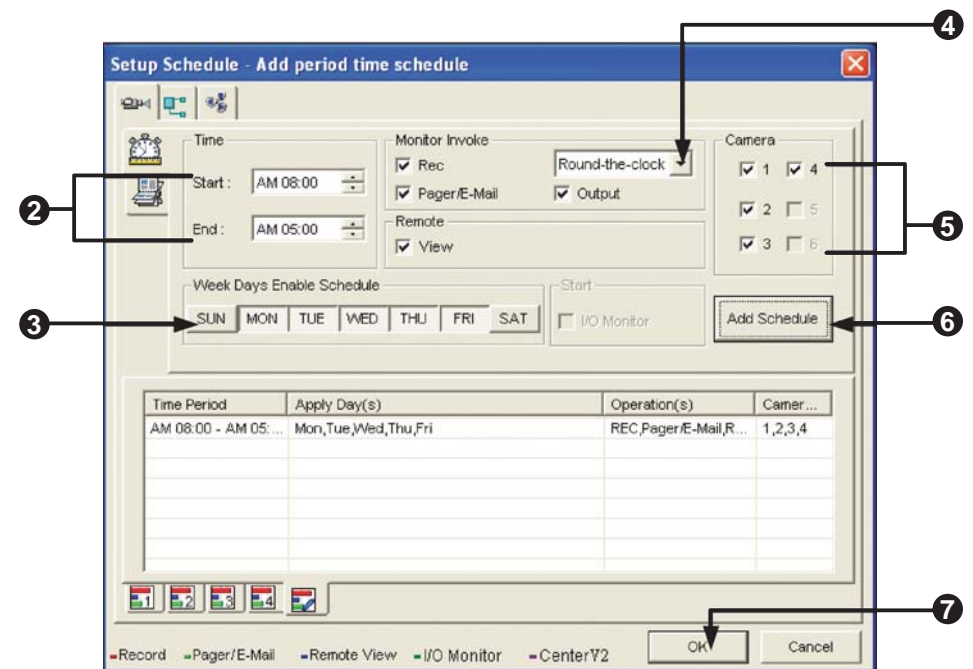


5 Set Up a Recording Schedule

You can program recording to turn on and off at a specific time each day.



1. Click  on the main screen, and select **Schedule Edit**.
2. Select or enter the Start and End time of the schedule.
3. Select day(s).
4. Select **Rec**, and use the drop-down list to select **Round-the-Clock** or **Motion Detect** for recording mode.
5. Select camera(s).
6. Click **Add Schedule**.
7. Click **OK**.

For details, refer to *Recording Schedule*, Chapter 1, *User's Manual* on Surveillance System Software DVD.



6 Play Back Video

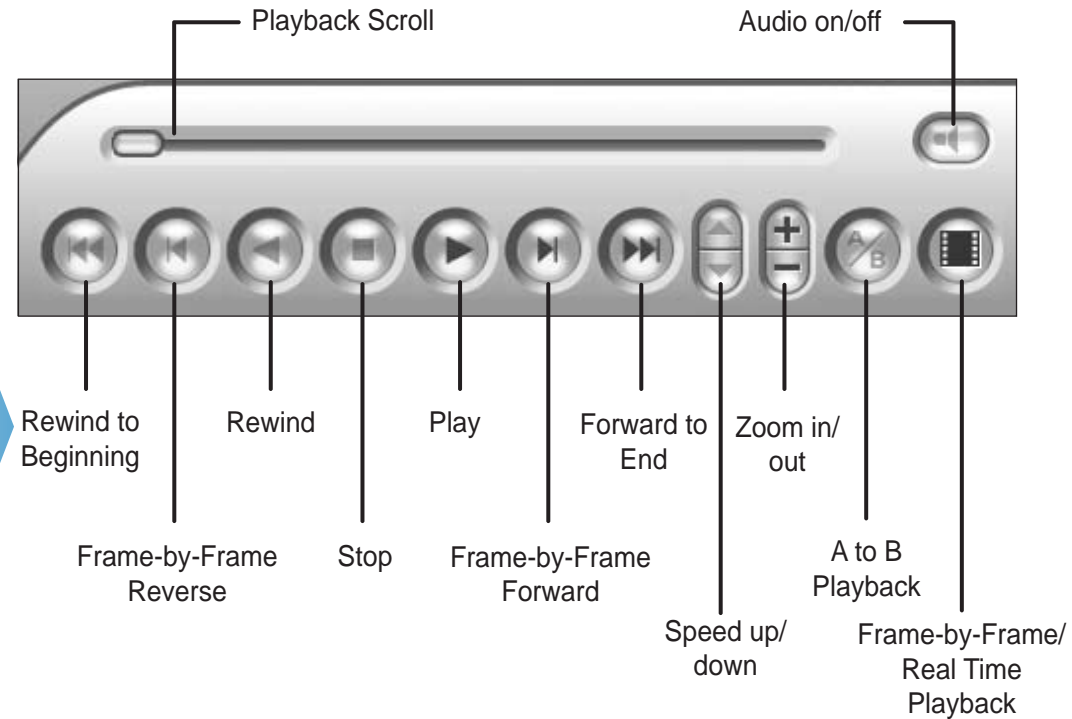
You can play back video recorded during a particular date and time.

1. Click  on the main screen, and select **Video/Audio Log**.
2. Select the camera you wish to view.
3. Select a date folder from the date tree.
4. Select a time from the Video Events list.
5. Click  to begin playback.

For details, refer to *Playing Back on ViewLog*, Chapter 4, *User's Manual on Surveillance System Software DVD*.



Playback Controls





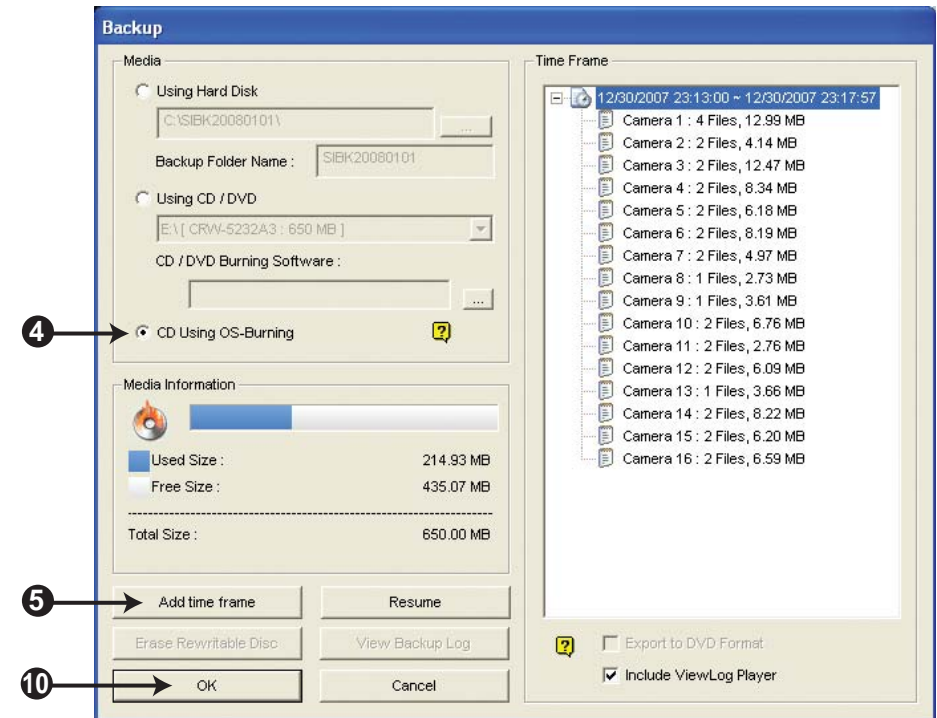
Using the Zoom

- **Zoom in:** Click the **Zoom-in** button, and then click on the area you want to magnify. Each click will increase the zoom level.
- **Zoom out:** Click the **Zoom-out** button, and then click on the image to zoom out. Each click will decrease the zoom level.

7 Back Up Video Files

You can back up video files of the desired time to CD / DVD.

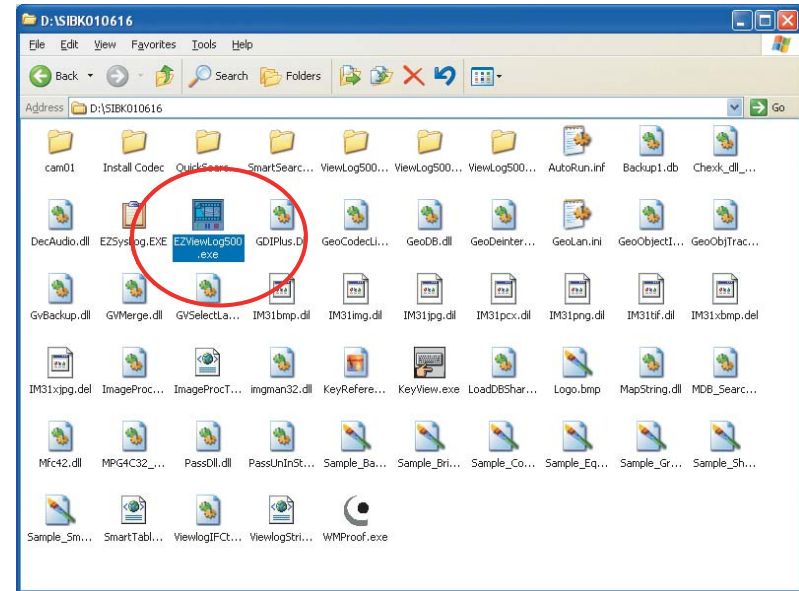
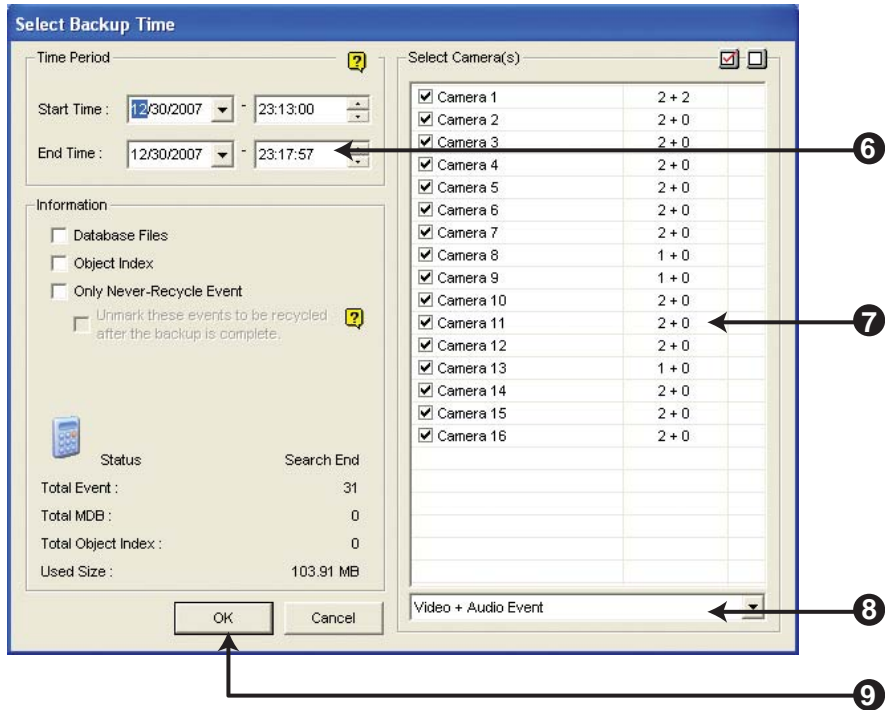
1. Insert the CD / DVD media into the drive.
2. Click  on the main screen, and select **Video/Audio Log**.
3. Click  on the functional panel.
4. Select **CD Using OS-Burning** to burn files with the inbuilt software of Windows XP.
5. Click **Add time frame**.
6. Enter the Start Time and End Time for backup.
7. Select the desired camera(s) for backup. The number of video and audio files of each camera is indicated respectively, e.g. "Camera 3 39+0" means the camera 3 has 39 video files and 0 audio file.
8. Select the types of events for backup, e.g. video, audio or both together.
9. Click **OK** to add the time frame. You can repeat steps 5-8 to create up to 10 time frames.
10. Click **OK** to start burning.



For details, refer to *Backing Up Video Files Using ViewLog*, Chapter 5, *User's Manual* on Surveillance System Software DVD.

Playing Backup Files

Open the backup folder, run **EZViewLog500.exe**, and then follow the instructions in the *Play Back Video* section.



If preinstalled files are damaged, use the supplied Recovery DVD to restore them. To restore the operating system and all preinstalled software, follow these steps:

Note: After recovery, you need to re-install all settings and passwords. But the recovery will not delete your recording files saved in the GV-Hot Swap DVR V4 since it only reformats the partition C and all of your files are still stored at other partitions.

1. Remove or turn off the power of any connected USB devices.
2. Turn off the power of all drive bays.
3. Insert the Recovery DVD.
4. The message “*Recovery your partition now. Are you sure?*” appears. Click **OK**.



5. This message box appears when the recovery begins.



6. When the recovery is complete, the message “*The recovery process is finished. Please remove DVD and press “OK” to reboot*” will appear. Manually remove the DVD and then click **OK**.



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