

Things You Need for Installation

Before you begin, confirm that the CheckVideo devices are registered to the CheckVideo Portal and reside on the same local network as the Viewing Station.

Contact your central station to have the CheckVideo Viewing Station added to their account before moving to Step One.

Included in the box:

- CheckVideo® Viewing Station
- Power supply
- Mouse

You'll also need:

- CheckVideo devices
- Monitor with HDMI or VGA connector

Optional Equipment:

- Keyboard (for local configuration)

Step One Connect Viewing Station to Router

1. For later reference, enter the device's serial number. This number is found on the underside of the Viewing Station:

2. Plug the monitor into the Viewing Station's HDMI or VGA port.
3. Plug the Viewing Station in to the local router. Make sure that the CheckVideo devices and Viewing Station are on the same local network.
4. Power-up the Viewing Station.

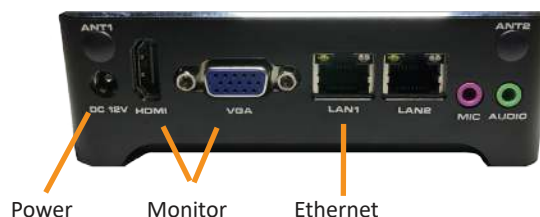


Fig. 1 - CheckVideo Viewing Station Back

Step Two Add Viewing Station

1. If monitored by a Central Station, contact them to add the device to your account. If self-monitored, go to the CheckVideo dashboard login page: portal.checkvideo.net
2. On the CheckVideo Dashboard, click on Devices > Add Device
3. In Register Device section, enter the serial number found on the underside of the Viewing Station and define a Device Name
4. Click the Test Device button to make sure the CheckVideo Software Service (CVSS) can communicate to the device
5. When prompted, update the device firmware.

Step Three Configure Viewing Station Via Portal

1. On the CheckVideo navigation bar, go to Devices > Manage Matrix.
2. Select the Viewing Station from the Devices drop-down. The CheckVideo devices on that same network will appear within the System Map.
3. Place the cameras in to the matrix grid by dragging them from the System Map to the grid. The grid will expand automatically.
4. Click the "Apply Changes" button to set the default view.

Step Four Configure Viewing Station Locally

To complete this step, a keyboard and mouse must be connected to the Viewing Station via any of the available USB ports.

1. Click the Login button in the upper right, signing in with the credentials for that individual user.
2. The Portal configuration for the Viewing Station will appear on the attached monitor.
3. Each login can customize the view by making changes via the three options available:
 - a. Cameras- Choose the cameras to appear on the Viewing Station monitor when in "Fixed mode."
 - b. Views- how many cameras will appear on the monitor at one time.
 - c. Mode- **Fixed** is a set number of cameras which do not change unless the user reconfigure's the view. **Tour** will rotate through all cameras associated to the user's profile.
4. Changes are automatically saved and will display each time the user logs in to that Viewing Station.