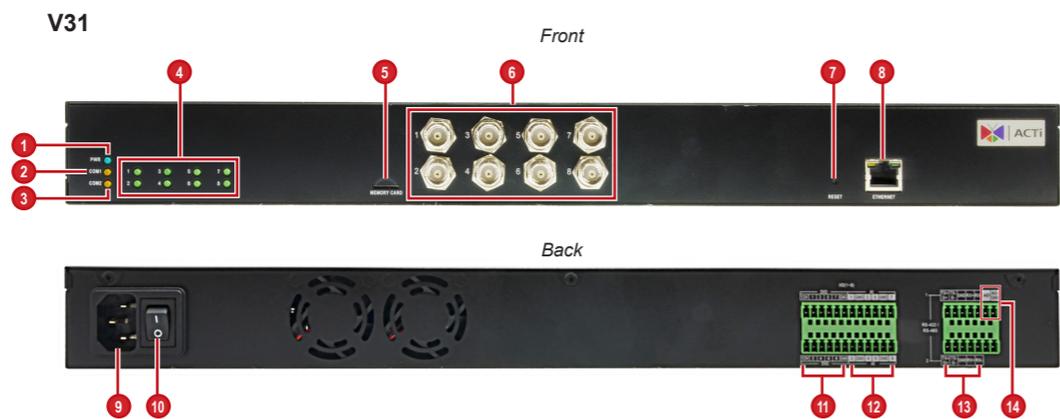


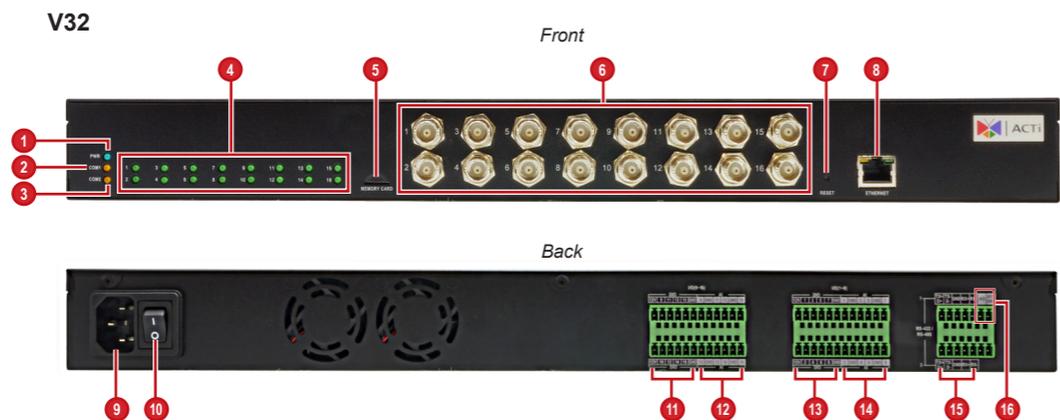
## Device Overview

1	Power LED
2	Serial Port 1 Activity LED
3	Serial Port 2 Activity LED
4	Video Input LEDs (V31: 8 channels / V32: 16 channels)
5	Memory Card Slot
6	Video Input Connectors (V31: 8 channels / V32: 16 channels)
7	Reset Button
8	Ethernet Port
9	AC Power Input
10	Power Switch



**V31**

11	Digital Input/Output Connectors (1-8)
12	Audio Input Connectors (1-8)
13	Serial Port Connectors (1-2)
14	Audio Output Connector



**V32**

11	Digital Input/Output Connectors (9-16)
12	Audio Input Connectors (9-16)
13	Digital Input/Output Connectors (1-8)
14	Audio Input Connectors (1-8)
15	Serial Port Connectors (1-2)
16	Audio Output Connector

## Introduction

This guide contains all the information you need to quickly setup the Video Encoder. For detailed information on installations or operations, please refer to the Hardware Manual and Firmware Manual on ACTi website ([www.acti.com](http://www.acti.com)).

### Step 1: Unpack the Device

Check if the package comes with the following items:



Video Encoder



Power Cord



Socket Converter



Rack Mount Ears



Screws



Terminal Blocks

- Digital & Audio Input/Output
- Audio Output & Serial Communication

### Step 2: Mount the Device

Mount the device on a 19" rack.

1. Attach the ears on each side of the Encoder using the bundled screws.



2. Secure the Encoder onto the rack using four (4) screws.



**Note:** Use the screws that came with the rack; or, purchase applicable screws for rack mounting.

### Step 3: Connect the Device

#### Basic Connection Example

Maximum supported cameras:

- V31 up to 8 analog cameras
- V32 up to 16 analog cameras



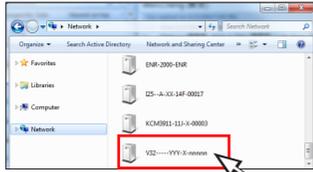
## Step 4: Access the Device

### On Network with DHCP Server / Router (Automatic IP)

1. Connect the device and the PC within the same network segment. Once connected, an IP address will be assigned to the Encoder.
2. Find the Encoder via **Windows Explorer** or **IP Utility**.

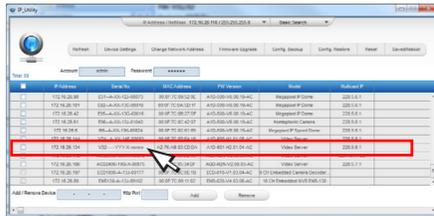
#### By Windows Explorer

- a. Go to **Start > My Computer > Network**.
- b. Double-click on the device name.



#### By IP Utility

- a. Download **IP Utility** from our website ([www.acti.com](http://www.acti.com)).
- b. Run **IP Utility** to start searching for network devices.
- c. Click the IP address of the Encoder.



3. The **Web Configurator** appears with the IP address of the Encoder on the URL bar. Login to access the Encoder.

**Note:** For full functionality, it is recommended to use Microsoft Internet Explorer®. When using non-IE browsers, free 3<sup>rd</sup> party software plug-ins may be required. Refer to the device Firmware Manual for more information.

### On Network without DHCP Server (Default IP)

1. If necessary, configure the IP settings of your PC to match with the network segment of the Encoder.

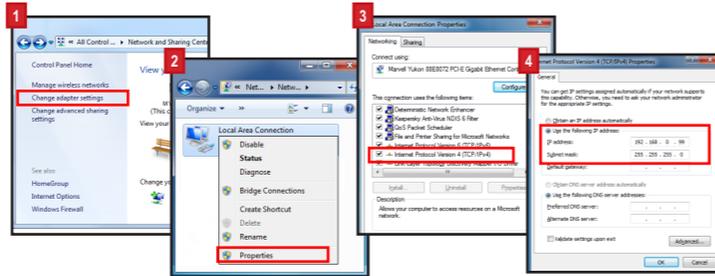
**Encoder Defaults**  
 IP Address: **192.168.0.100**  
 Subnet: **255.255.255.0**



**PC can be assigned with**  
 IP Address: **192.168.0.99** or **192.168.0.101** or **192.168.0.102** and so on  
 Subnet: **255.255.255.0**

#### How to configure the PC IP address?

Click **Start > Control Panel > Network and Sharing Center > Change adapter settings**. Then follow the steps below:



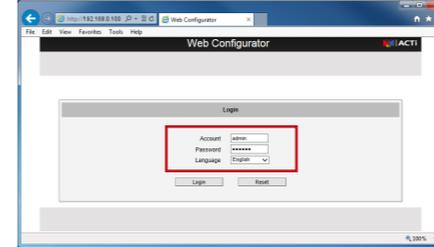
2. Open a web browser and type **192.168.0.100** on the URL address bar. The **Web Configurator** appears. Login to access the Encoder.

**Note:** For full functionality, it is recommended to use Microsoft Internet Explorer®. When using non-IE browsers, free 3<sup>rd</sup> party software plug-ins may be required. Refer to the device Firmware Manual for more information.

## Step 5: Log-in

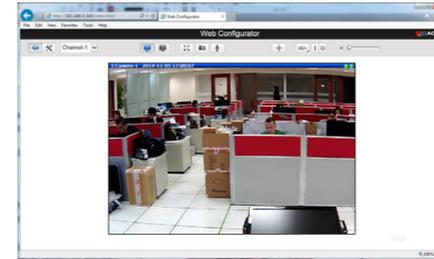
1. On the Login page, type the **Account** and **Password**.

**Default**  
 Account: **admin**  
 Password: **123456**



2. Select **Language**, if necessary.
3. Click **Login**.

The **Live View** screen appears.



4. Click  to access the **Setup** menu to modify the Encoder settings.

**For more detailed instructions, please refer to the "Firmware Manual" downloadable from the website ([www.acti.com](http://www.acti.com)).**

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## Quick Installation Guide V3x Series Encoder



**V31 (8-Channel)**  
**V32 (16-Channel)**