

Quick Installation Guide

GNR-340 72-Channel 5-Bay Tower Standalone NVR

BEFORE YOU START

Thank you for purchasing ACTi Standalone Network Video Recorder (NVR). This guide contains all the information you need to quickly set up the device via local display interface.

For detailed instructions on installation and operation, please search for the product manuals on <u>http://www.acti.com/downloadcenter</u>.

The items below are required for installation:

- Network cameras
- Monitor (with HDMI / DVI / DisplayPort input and cable)
- Network cables
- Network switch
- At least one ACTI-certified 3.5 inch SATA hard disk
 Check the list of certified models in http://www.acti.com/hddselector

If you have any problems during installation, please contact us via <u>https://www.acti.com/CHD</u> or US/Canada toll-free number: 1-866-410-2284 (ACTI)

UNPACK

This package includes the following items:

- NVR Unit
- Power cord
- Socket converter
- Hard disk screw pack
- Front cover keys (2)

AT A GLANCE

FRONT PANEL Image: Constrained state Image: Constate

- 1 Hard Disk Bays
- 2 Power Button
- 3 Reset Button
- 4 LED Indicators
- **5** Power Input Connector
- 6 USB 2.0 Ports (2)
- **7** LAN Ports
- 8 DisplayPort

- 9 HDMI Port
- 10 USB 3.1 Ports (2)
- USB Type-C Ports (2)
- 12 DVI Port
- (13) Serial Ports (2)
- 14 Audio Input
- 15 Audio Output

INSTALL HARD DISK DRIVE

Step 1

Using the bundled keys, unlock the front cover panel.





Step 2

Push the lock towards the right to eject the HDD bay.





Step 3 Pull out the HDD bay.



Step 4

Remove the empty tray from the HDD bay.





Step 6

Push the HDD bay completely into the slot until the bay locks into place.





* Repeat Step 2 to Step 6, to install more hard disk drive.

Step 5

Secure the hard disk on the HDD bracket using the bundled screws.



Step 7 Lock the front cover.



CONNECTIONS

The example below displays a network with the NVR and the basic required peripherals to start using the device.



POWER ON

On the front panel, press the **POWER BUTTON** to turn on the **NVR**.



SOFTWARE CONFIGURATION

CREATE DISK VOLUMES

Use **Windows Disk Management** to create disk volumes so that NVR can access the available storage space.

1. On Windows Search Box, search and enter "computer management".



2. Select "**Disk Management**", right-click on a disk title and select "**Initialize Disk**", choose "**GPT**" as the partition style and click on"**OK**".

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3. Right-click on the initialized disk and select the volume type to make a new volume.

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4. Follow the on-screen **Wizard** to complete. Make sure you assign the desired drive letter and give a proper label name to this volume.

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5. After the volume is created, it is shown on **Volume List** and is ready for recording.

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SET ADMIN PASSWORD

For first-time use, make sure to setup the administrator password.

- 1. On Windows Search Box, search and enter "administrator tool".
- 2. Click **NVR3 Administrator Tool** to open the application.



- On the tool interface, go to the Account page, then click the Password Setup button.
- 4. Type the preferred password, and then click **Apply**.



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LOG IN

On Windows Destop, double-click on to enter NVR interface.



Type the **Account** and **Password**, and click **Login**.

Server Name		¥	
Server IP			
Server Port	80		1
Account	admin		
Password	•••••]
•			
Initial Page			
Language	English		
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CREATE USERS

On NVR screen, click **Setup** button to enter **Setup** page and then **Users** tab.

- 1. Select "User Groups", click "Add" to start adding a new user group.
- 2. Input group ID, Name, and click "Apply".

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- 3. Click on the Users panel, click "Add" to start adding a new user.
- 4. Input the user's **Account**, **Password**, **Email** address and select its User **Group**, and then click "**Apply**".

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a guid		Password	•••••						
		Email	johnsmith@gmai.com						
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SELECT STORAGE DRIVES

1. Go to **Setup** page and then **Storage** tab.

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3.	Click " Apply ".						

ADD CAMERAS

- 1. Go to **Setup** page and then **Devices** tab.
- 2. Select the Camera panel, and then Click "Add".
- 3. Choose a search method based on your network environment and camera brand.



Search Cameras

Use "**Hybrid Search**" to automatically search the network for all cameras, or click "**ONVIF Search**" for ONVIF-compliant cameras of any brand.

After selecting your desired cameras, click "**Apply**".



Add Camera Manually

If you are adding a camera located in another network, use "Add Camera Manually". Fill in Media Type, Protocol, IP Address, HTTP Port, Account and

Password. Finally, click "**Get Device Settings**" and then "**Apply**".



Add Mobile

Use "**Add Mobile**" to search for mobile device cameras in the network. Select the device and click "**Accept**".

CONFIGURE CAMERA SETTINGS

- 1. Go to **Setup** page and then **Devices** tab. Choose the camera from the **Camera List**.
- 2. Select **Basic**, **Video**, **Audio**, **PTZ**, or **Preset Tour** tab to configure related settings.
- 3. Click "**Apply**" to save the settings.

Note Availability of page tabs depend on camera capabilities.



SET RECORDING SCHEDULE

The recording service automatically starts full-time recording for a newly added camera. You can modify the recording schedule to suit your needs.

- 1. Go to **Setup** page and then **Schedule** tab. Select the camera from **Camera List**.
- 2. Choose a recording mode: Schedule Recording Or Event Recording

Schedule Recording: Records video continuously during the scheduled session.

Event Recording: Records video based on specific triggers such as when a motion is deteced by the camera.

- 3. Drag on the time table to define the time session.
- 4. Click "Apply".

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Note

If you have any question during system installation, please feel free to contact our engineers via **ACTi Customer Help Desk** platform at <u>http://www.acti.com/CHD</u>

CUSTOMIZE VIEWS

- 1. Go to **Live View** page. On top of the screen, click on ___ on the **View Tool Bar** to create a new layout, then click on
- 2. Select a layout style.
- 3. To add a camera view, pull a camera from **Camera List** to a channel. To add a map view, mouse over a channel and click on a upload the map. Drag the lower right corner at to adjust the channel size.
- 4. On the **View Tool Bar**, click on 🔀 to save this view.
- 5. You can set this view as default view by clicking on 🕞



VALIDATION



To check live streaming of all channels, go to Live View page, doubleclick on **All Cameras** on **Camera List**.



To check recording, go to **Playback** page, and then select (double-click) a view from **View List** or a camera from **Camera List**. Drag on the time bar to see the recorded video.



Due to continuous product improvements, some contents may have changed from the time this documentation was printed. You can download the latest user documentation, which shall prevail over the printed version provided in the package, from <u>http://www.acti.com/downloadcenter</u>.

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