

# 7 Inch & 10 Inch Android Indoor Station

**User Manual** 

# **Symbol Conventions**

The symbols that may be found in this document are defined as follows.

Symbol	Description
<u> </u>	Indicates a hazardous situation which, if not avoided, will or could result in death or serious injury.
Caution	Indicates a potentially hazardous situation which, if not avoided, could result in equipment damage, data loss, performance degradation, or unexpected results.
iNote	Provides additional information to emphasize or supplement important points of the main text.

# **Regulatory Information**

#### **FCC Information**

Please take attention that changes or modification not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

FCC compliance: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- —Increase the separation between the equipment and receiver.
- —Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- —Consult the dealer or an experienced radio/TV technician for help

This equipment should be installed and operated with a minimum distance 20cm between the radiator and your body.

**FCC Conditions** 

This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions:

- 1. This device may not cause harmful interference.
- 2. This device must accept any interference received, including interference that may cause undesired operation.

#### **EU Conformity Statement**



This product and - if applicable - the supplied accessories too are marked with "CE" and comply therefore with the applicable harmonized European standards listed

under the EMC Directive 2014/30/EU, RE Directive 2014/53/EU, the RoHS Directive 2011/65/EU



2012/19/EU (WEEE directive): Products marked with this symbol cannot be disposed of as unsorted municipal waste in the European Union. For proper recycling, return this product to your local supplier upon the purchase of equivalent new equipment, or dispose of it at designated collection points. For more information see: www.recyclethis.info



2006/66/EC (battery directive): This product contains a battery that cannot be disposed of as unsorted municipal waste in the European Union. See the product documentation for specific battery information. The battery is marked with this symbol, which may include lettering to indicate cadmium (Cd), lead (Pb), or mercury (Hg). For proper recycling, return the battery to your supplier or to a designated collection point. For more information see:www.recyclethis.info

# **Industry Canada ICES-003 Compliance**

This device meets the CAN ICES-3 (B)/NMB-3(B) standards requirements.

This device complies with Industry Canada licence-exempt RSS standard(s). Operation is subject to the following two conditions:

- 1. this device may not cause interference, and
- 2. this device must accept any interference, including interference that may cause undesired operation of the device.

Le présent appareil est conforme aux CNR d'Industrie Canada applicables aux appareils radioexempts de licence. L'exploitation est autorisée aux deux conditions suivantes :

- 1. l'appareil ne doit pas produire de brouillage, et
- 2. l'utilisateur de l'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre le fonctionnement.

Under Industry Canada regulations, this radio transmitter may only operate using an antenna of a type and maximum (or lesser) gain approved for the transmitter by Industry Canada. To reduce potential radio interference to other users, the antenna type and its gain should be so chosen that the equivalent isotropically radiated power (e.i.r.p.) is not more than that necessary for successful communication.

Conformément à la réglementation d'Industrie Canada, le présent émetteur radio peut fonctionner avec une antenne d'un type et d'un gain maximal (ou inférieur) approuvé pour l'émetteur par Industrie Canada. Dans le but de réduire les risques de brouillage radioélectrique à l'intention des autres utilisateurs, il faut choisir le type d'antenne et son gain de sorte que la puissance isotrope rayonnée équivalente (p.i.r.e.) ne dépasse pas l'intensité nécessaire à l'établissement d'une communication satisfaisante.

This equipment should be installed and operated with a minimum distance 20cm between the radiator and your body.

# 7 Inch & 10 Inch Android Indoor Station User Manual

Cet équipement doit être installé et utilisé à une distance minimale de 20 cm entre le radiateur et votre corps.

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# **Chapter 1 About this Manual**

Get the manual and related software from or the official website (http://www.hikvision.com).

Product	Model
Network Indoor Station	DS-KH9310-WTE1(B)
	DS-KH9510-WTE1(B)

# **Chapter 2 Wake Up the Device**

You should wake up the device from the standby mode to enter the main page.

When you enable the gesture password function, you should enter the gesture password to unlock the device.

#### **Steps**

- 1. Touch the screen to wake up the deivce.
- 2. Enter the gesture password to unlock the device.



- When you forget the gesture password, you can tap **Forgot Gesture Password** or **Use admin password** to enter admin password to unlock.
- When you tap Settings → Advanced Settings to disable Unlock by Gesture, you can skip the step.

# **Chapter 3 Main Page Introduction**

Wake up the device. Refers to Wake Up the Device for details.

# **Main Page Introduction**

On the home page of the device, you can slide up or down to enter the call page, alarm page and the third-party App settings page.

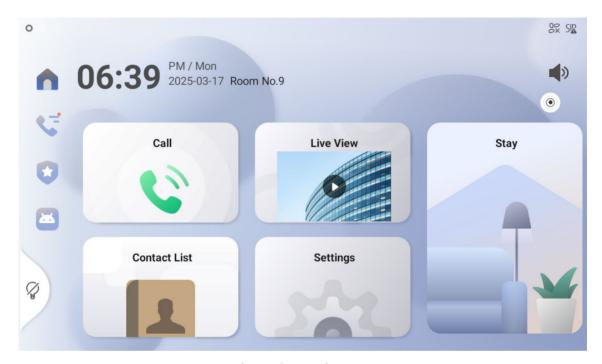


Figure 3-1 Main Page

#### **Main Page**

You can call resident, view and add contact, live view remotely, arm or disarm the device on the main page.

#### One-Push to Arm/Disarm

Tap to or disarm the device.

#### **Relay Settings**

Tap = to enable or disable the relays you have set.

#### SOS

Tap sus to call SOS.

#### **Call Elevator**

When the device is connect to the elevator controller, tap 💶 to call elevator.

#### **Call Center**

Tap 🚨 to call center.

#### **Lock the Screen**

# **Mobile Client Settings**

Tap + to add the account to the mobile client. And you can operate the device remotely via mobile client.

### **Call Page**

You can view call logs and search notice on the call page.



Figure 3-2 Call Page

### **Alarm Page**

You can view alarm logs, pictures in album on the alarm page.

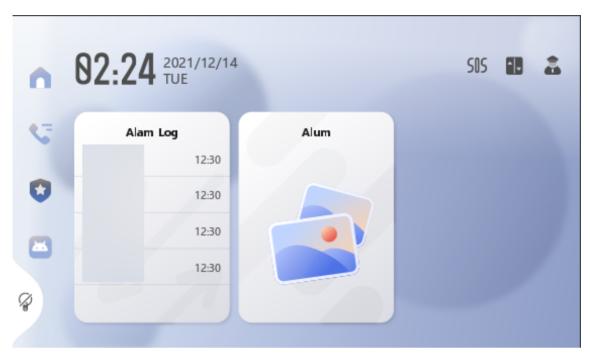


Figure 3-3 Alarm Page

# **The Third-Party App Settings Page**

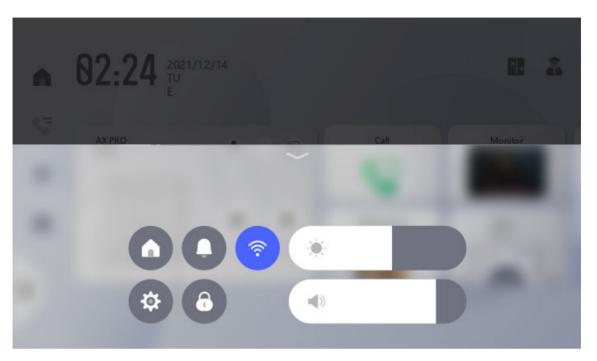
You can add or run the third-party Apps on the third-party App settings page.



Figure 3-4 The Third-Party App Settings Page

#### **Shortcut Control Center**

Slide up from the bottom of the screen, you can set the device easily.



**Figure 3-5 Control Center** 

### Go Back to the Main Page

Tap \( \lambda \) can go back to the main page of the device from any page.

#### **Do Not Disturb**

Tap \( \bigcirc \) to enable or disable the Do Not Disturb function.

#### Wi-Fi

Tap so to enable or disable the Wi-Fi function, and you can connect to wireless network.

### **Settings**

Tap to enter the settings page.

#### **Lock the Screen**

Tap 🛛 to lock the screen.

### **Adjust Brightness**

Slide to adjust the brightness of the screen.

### **Adjust Volume**

Slide to adjust the volume of the device.

# **Chapter 4 Local Operation**

# 4.1 Quick Operation

After device activation, the wizard page will pop up. The description is for other indoor stations.

#### **Steps**

1. Choose language and tap Next.

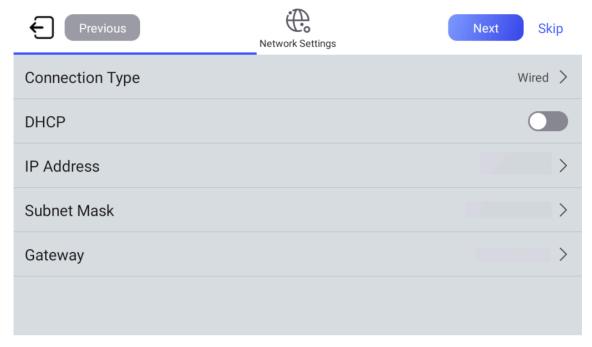


Figure 4-1 Language Settings

Note

There are two pages of language options to choose from. Tap  $\P$  or  $\P$  to change pages.

- 2. Set network parameters and tap Next.
  - Edit IPv4 Address, IPv4 Subnet Mask and IPv4 Default Gateway manually.
  - Enable **DHCP**, the device will get network parameters automatically.



**Figure 4-2 Network Parameters** 

- 3. Configure the indoor station.
  - 1) Select **Device Type** as **Indoor Station** or **Indoor Extension**.
  - 2) Set Room No..
  - 3) Configure advanced settings. Set Comminity No., Building No., Floor No. and Unit No.
  - 4) Set Time Zoneand Time and Date
  - 5) Tap Next.

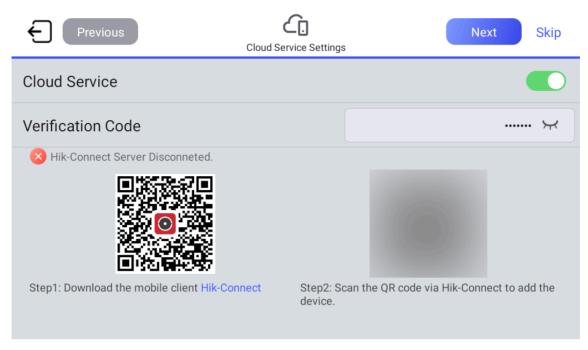


**4.** Link related devices and tap **Next**. If the device and the indoor station are in the same LAN, the device will be displayed in the list. Tap the device or enter the serial No. to link.



**Figure 4-4 Related Device** 

- 1) Tap the door station in the list to link.
- 2) Tap Next.
- **5. Optional:** Enable **Indoor Extension** and link related indoor extension devices. Tap **Next**. If the indoor extension and the indoor station are in the same LAN, the device will be displayed in the list. Tap the device or enter the serial No. to link.
  - 1) Tap the indoor extension in the list to link.
  - 2) Edit the network parameters of the indoor extension manually.
- **6.** Configure the **Hik-Connect** service settings.
  - 1) Enable Cloud Service.
  - 2) Edit verification code or use the activation password by default.
  - 3) View **Hik-Connect** Server Status.
  - 4) Scan the first QR Code to download the APP of **Hik-Connect**. Scan the second QR Code to add your device to the APP. After adding the device to the APP, you can configure the device remotely.



**Figure 4-5 Cloud Service Settings** 

**7.** Please wait for a short peroid when pairing. If suceed, a 'Configured' notification will pop up on the screen after the pairing process finished.

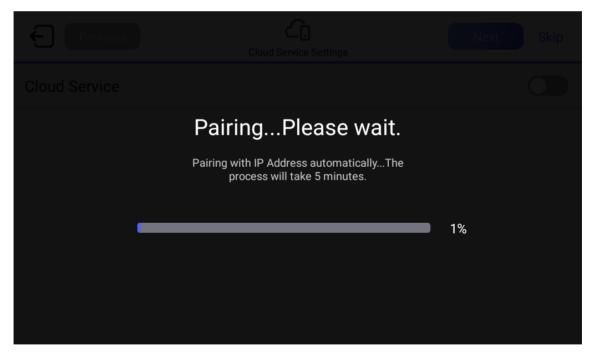


Figure 4-6 Pairing

# 4.2 Settings

Basic settings is required before starting using the indoor station. It is necessary to set the indoor station network, room No., linked devices, device time display, and so on.

Click **Settings** → **Basic Settings** to enter this page.

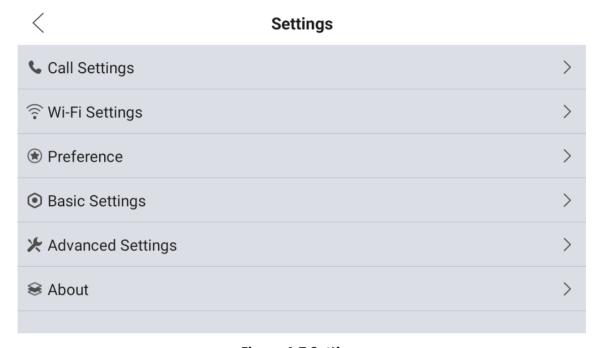
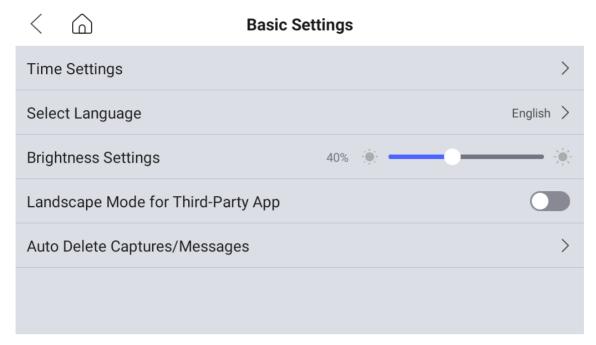


Figure 4-7 Settings

# 4.2.1 Basic Settings

You can format or install TF card, clean the screen, set system language and adjust the screen brightness on this page.

Tap **Settings** → **Basic Settings** to enter this page.



**Figure 4-8 Basic Settings Page** 

#### **Time Settings**

You can set the displayed time and date format, current time. You can also tap **Sync Time** and enable NTP to synchronize the device time.

**i**Note

- Make sure your device is connected with the network or the NTP function will not available.
- For details, see **Synchronize Time** .

#### **Select Language**

Tap **Select Language** to change the system language.

 $\bigcap$ i Note

The indoor station supports 35 languages.

### **Brightness Settings**

Slide to adjust the screen brightness.

#### **Landscape Mode for Third-Party App**

Slide to enable this function.

Once enabled, third-party applications can operate in a horizontal (landscape) screen orientation on the indoor station.

#### **Auto Delete Captures/Messages**

Tap **Auto Delete Captures/Messages**. Then you can configure the time interval for deleting messages and captures.



Figure 4-9 Auto Delete Captures/Messages

The captures and messages stored in the indoor station will be deleted when reaching the configured time interval.

#### 4.2.2 Set Indoor Station Network Parameters

Network connection is mandatory for the use of the indoor station. Set the network parameters after activating the indoor station. Only when the IP address of the indoor station is in the same network segment as other devices, it can work properly in the same system.

#### **Before You Start**

Wake up the device. Refers to **Wake Up the Device** for details.

#### **Steps**



The default IP address of the indoor station is 192.0.0.64.

Two ways are available for you to set IP address: DHCP, and set IP address manually.

1. On the main page of the device, tap Settings → Advanced Settings → Network Settings to enter the network settings page.

# Note Admin password is required to enter the advanced settings page. **Network Settings DHCP** Local IP Address Subnet Mask Gateway **DNS** DNS2 **Figure 4-10 Network Settings** 2. Enable DHCP, then the indoor station can search and get an IP address automatically. $oldsymbol{\widetilde{i}}$ Note Skip the following steps if you have enabled DHCP. 3. Set the Local IP, Subnet Mask and Gateway manually. 4. Configure the DNS address according to your needs. 4.2.3 Set Wi-Fi Set Wi-Fi connection.

Tap Settings → Wi-Fi Settings . Enable Wi-Fi, and the indoor station will search available Wi-Fi automatically.

 $oldsymbol{\widetilde{i}}$ Note

The Wi-Fi IP can be changed.

Select an Wi-Fi and connect.

#### 4.2.4 Set Linked Device IP

Linked network parameters refers to the network parameters of devices (like door station, doorphone, main station, center, etc.), to which the indoor station is linked. Linked devices for the indoor station refers to door station, center, main station, and doorphone.

#### **Before You Start**

Wake up the device. Refers to Wake Up the Device for details.

# Steps

**i** Note

Here take door station network settings as example.

1. On the main page of the device, tap Settings → Advanced Settings → Device Management to enter the device management page.

**i**Note

Admin password is required to enter the advanced settings page.

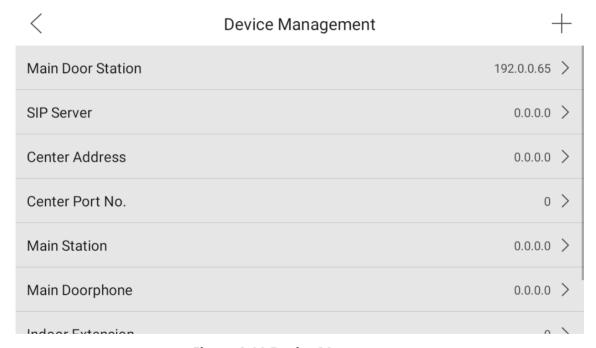


Figure 4-11 Device Management

2. Tap Main Door Station to pop up the device information dialog.

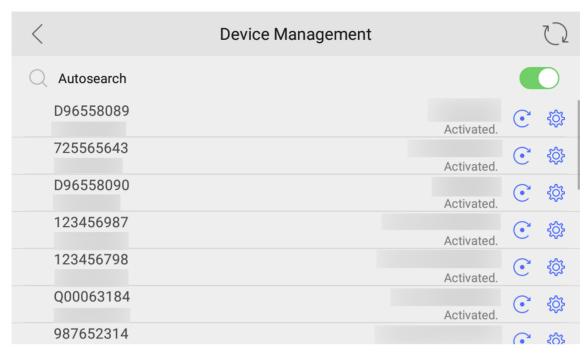


Figure 4-12 Device Information

Restore the door station via indoor station.

Tap ⓒ to restore the parameters of the door station.

Tap ⊚ to modify the IP address of door station.

Tap ⊚ to modify the IP address of door station.

**3.** Select the device to link. Edit the network parameters.

#### 4.2.5 Set Indoor Station No.

#### **Before You Start**

Wake up the device. Refers to Wake Up the Device for details.

Indoor station No. and the indoor extension No. are numbers, which can be dialed by other devices to call the indoor station and the indoor extension in an intercom system. The indoor station No., is composed of the floor No. and the room No.

The indoor extension No. should be a numeric from 1 to 15.

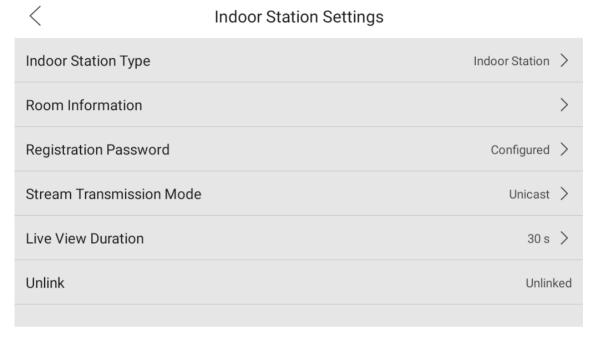
Up to 15 indoor extensions can be set for 1 indoor station.

#### **Steps**

1. On the home page of device, tap Settings → Advanced Settings → Indoor Station Settings to enter the indoor station No. settings page.

i

Admin password is required to enter the advanced settings page.



**Figure 4-13 Indoor Station Settings** 

- 2. Configure the indoor station and indoor extension information.
  - Select Indoor Station as Indoor Station Type. Tap Room Information to edit the Room Name, Community No., Building No., Unit No., Floor No. and Room No.
  - Select Indoor Extension as Indoor Station Type. Tap Room Information to edit the Room Name and Extension No.

# 4.2.6 SIP Settings

Devices can communicate with each other via SIP protocol. You create set the SIP register password, enable standard SIP and set VIOP account.

#### **Steps**

- 1. Tap Settings → Advanced Settings , and enter admin (activation) password.
- 2. Tap SIP Settings in Local Information Page.
- 3. Set SIP registration password.
  - 1) Tap Registration Password.
  - 2) Create a new SIP register registration password and confirm the password.
  - 3) Tap **OK**.
- 4. Optional: Enable standard SIP.
  - 1) Enable Enable Standard SIP.

2) Tap **VOIP Account Settings** and configure the account information, including the user name, the phone number, the registered user name, the password, the domain, the port No., and the expiration date.

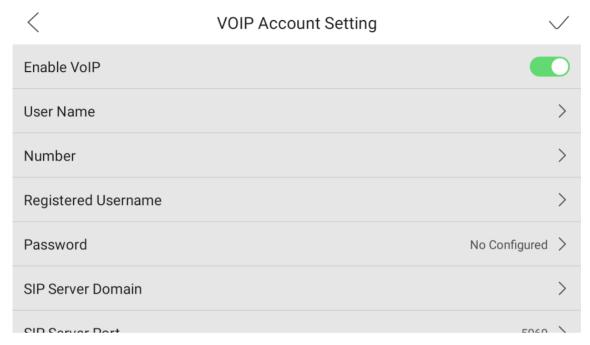


Figure 4-14 VOIP Account Settings

**i**Note

Up to 32 characters are allowed in the user name.

# 4.2.7 Door Lock Display Settings

You can configure the number of locks displayed.

#### **Steps**

- **1.** Tap **Advanced Settings** → **Local Information** → **Door Lock Display Settings** to enter the setting page.
- **2.** Swtich to choose whether to display locks on the call page or preview page and how many locks to be displayed.



Figure 4-15 Door Lock Display Settings



- By default, locks will be displayed. But you can configure according to your actual needs.
- You can choose to display one of the locks, two locks or none on the page.
- For different scenarios, you can configure different settings for your main door station and sub door stationor.

For example, if a door station is installed in a security room or outer door, it only allows opening one lock. If installed at a resident's entrance or inner door, it can have access to open two locks. There are also cases in which the door station does not connect to any locks, and the option to display lock at the call page is not required.

#### 4.2.8 Add Camera

#### **Before You Start**

Wake up the device. Refers to **Wake Up the Device** for details.

#### Stens

1. On the main page of the device, tap Settings → Advanced Settings → Device Management to enter the device management page.



Admin password is required to enter the advanced settings page.

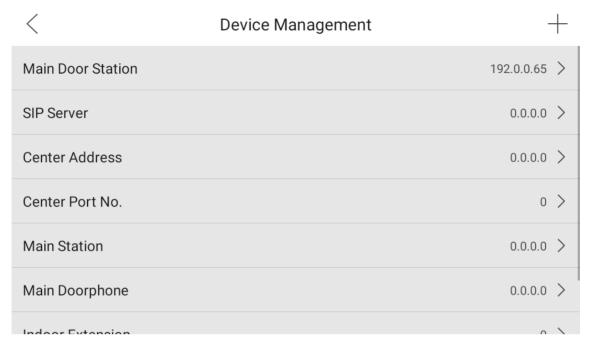


Figure 4-16 Device Management

- 2. Enter the Add Camera settings page.
  - Tap + and select **Camera** to pop up the dialog box.
  - Tap Camera and tap + to enter the settings page.

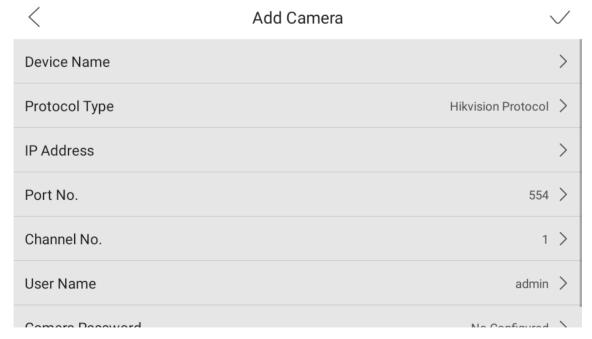


Figure 4-17 Add Camera

- 3. Enter the device name and IP address.
- 4. Enter the port No. and channel No.
- 5. Enter the user name and password of the camera.
- 6. Tap **√** to add the camera.

# 4.3 Password Settings

# 4.3.1 Security Settings

If you forgot the admin password, you can change your password via the reserved email address or the security questions.

#### **Steps**

1. Tap Settings → Advanced Settings , and enter the admin (activation) password. Then Tap Security Settings to enter security setting page.

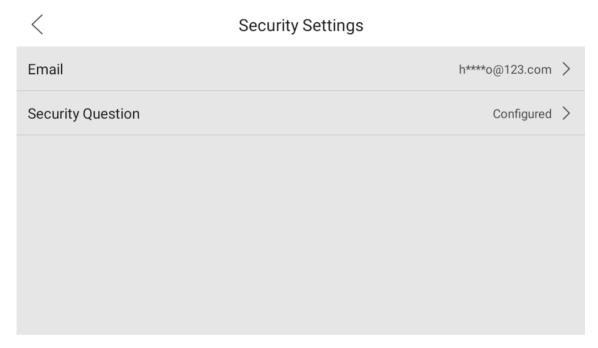


Figure 4-18 Security Settings

- 2. Tap Email Address. Enter or edit the address.
- **3.** Tap **Security Question**. Select questions and enter the answers.
- **4.** After the settings, you can reset your password via the reserved email address or via answering questions.

# 4.3.2 Edit Operation Password

#### **Before You Start**

Wake up the device. Refers to Wake Up the Device for details.

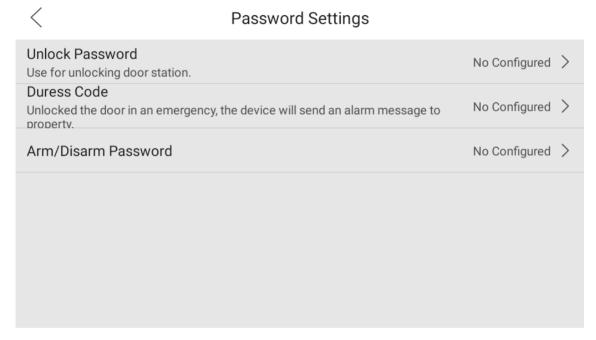
You can edit the duress code, unlock password and arm/disarm password of the indoor station. You can edit the arm/disarm password of the indoor extension.

#### **Steps**

1. On the main page of the device, tap Settings → Advanced Settings → Password Settings to enter the operation password settings page.



Admin password is required to enter the advanced settings page.



**Figure 4-19 Password Settings** 

2. Tap Unlock Password, Arm/Disarm Password, or Duress Code to pop up the password settings dialog box.

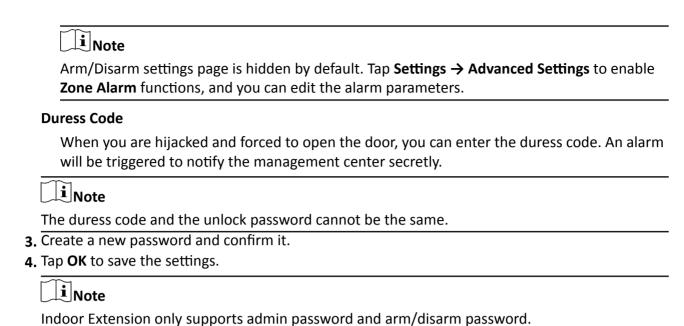
#### **Unlock Password**

Enter the unlock password and room No. on the door station to open the door.

#### **Arm/Disarm Password**

Create an arm/disarm password before configuring alarm parameters.

Arm or disarm the zone for the indoor station by entering the arm/disarm password.



5. Tap Settings → Basic Settings to enable Scene Mode Switching without Password and enter the arm/disarm password. There is no need to enter the password during scene mode switching.

### 4.4 Device Information

View the device information, including the version, model, serial No. and open source disclaimer.

#### **Steps**

- 1. Tap Settings → Advanced Settings → Device Information to enter the Device Information page.
- 2. View the device version, model, and serial No.
- 3. Optional: Tap Open Source Disclaimer to view the OSS statement.

### 4.5 Preference

You can configure zone settings, scene settings and shortcut settings on the preference page.

Tap **Settings** → **Preference** to enter the preference page.



Figure 4-20 Preference-1

### **Basic, Security and Call Functions**

Enable call elevator, alarm, call management center, leave message or snapshot and the icon will be displayed on the home page.

You can set the leave message time and snapshot time if the two functions are enabled.

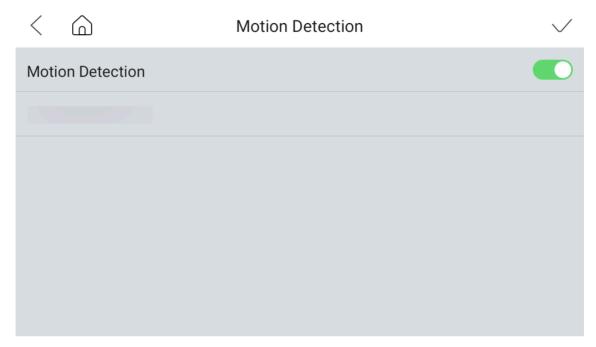
### **Tampering Alarm**

You can enable **Tampering Alarm** in preference.

When tampering button is loosen, the alarm of the door station will be triggered.

#### **Motion Detection**

You can enable **Motion Detection** in preference.



**Figure 4-21 Motion Detection** 

Only when the door station and indoor station both enable this function, can the indoor station start recording when people's movement detected.

To view motion detection records, you can tap records in **Call Log** at the main page or visit **Album**.

#### **Door Unlock Record**

You can enable **Door Unlock Record** of the indoor station in preference.

Once enabled, you can see it in **Event Record** page.



Figure 4-22 Preference-2

#### Video Record

You can enable Video Record in preference.



- You have to insert TF card to enable this function.
- The video record here is the video generated when the door station, doorphone or outer door station call the indoor station.
- To view video records, you can tap records in **Call Log** at the main page or visit **Album**.

#### **Blocklist**

You can enable **Blocklist** in preference.

Once enabled, you can see it in **Contact List** page.

The contacts in the blocklist won't be able to call the device.

#### **Change Voice**

You can enable **Change Voice** in preference.

Then you can choose to use your original voice, or change your voice to clown sound or uncle sound.

Once enabled, you can see it on all video intercom pages.

Note
You can click the icon on your page to change voice.

#### **Auto Unlock Door When Call**

You can enable **Auto Unlock Door When Call** in preference.



Figure 4-23 Auto Unlock Door When Call

Then you can choose which lock to operate auto unlock and configure the auto unlock door period.

Tap **OK** to save your configurations.

**i**Note

Once enabled, the indoor station will unlock automatically when receiving call from the main station.

### **Press to Unlock**

You can enable **Press to Unlock** in preference.



Figure 4-24 Press to Unlock

The indoor station supports physical unlock buttons. Once enabled, lock 1 or lock 2 of the main door station will automatically unlock when someone press the button.

### **Zone Settings**

**i** Note

Only when enable **Alarm** in the shortcut settings, can the **Zone Settings** displayed on the Preference page.

Set the zone parameters. For details, see .

### **Scene Settings**

Note

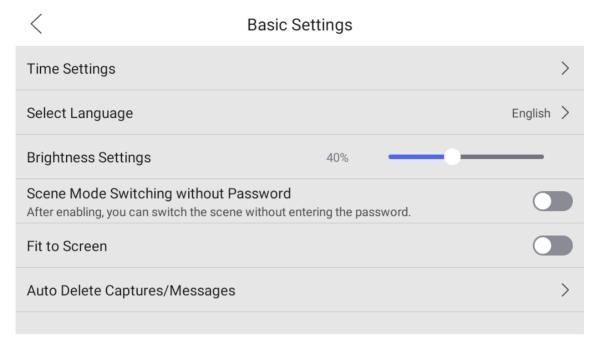
Only when enable **Alarm** in the shortcut settings, can the **Scene Settings** displayed on the Preference page.

Set the scene parameters, including the stay mode, the away mode, the sleeping mode, or customize the scene. For details, see <u>Arming Mode Settings</u>.

# 4.6 System Settings

## Language

Tap **Settings** → **Basic Settings** → **Select Language** to change the system language.



**Figure 4-25 Basic Settings** 

## **Brightness Adjustment**

Tap **Settings** → **Basic Settings** to adjust the brightness.

#### **View Device Information**

Tap **Settings**  $\rightarrow$  **About**  $\rightarrow$  **Device Information** to enter the page.

You can view the Version, System Version, Model, Serial No., Playing Library Version, Two-Way Audio Library Version and OSS Statement.

## **View Open Source Disclaimer**

Tap **Settings** → **About** → **Open Source Disclaimer** to view the detail informations.

## **Do Not Disturb**

Tap **Settings** → **Call Settings** → **Do Not Disturb** to enter the settings page.

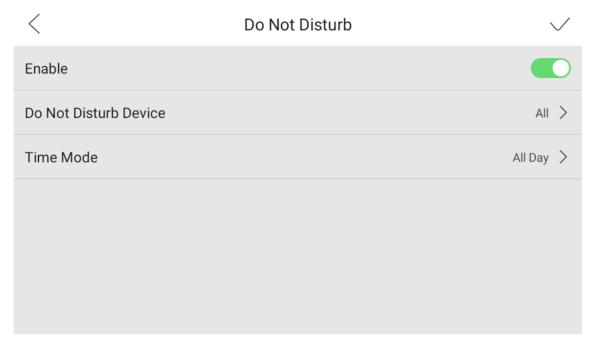


Figure 4-26 Do No Disturb

Slide to enable the function and select **Do Not Disturb Device** and **Time Mode**.



If you select the **Custom**, you should set the start time and end time.

## **Fit to Screen**

Tap **Settings** → **Basic Settings** , and enable **Fit to Screen** to force the device into horizontal mode or view.

## **Mood Light**

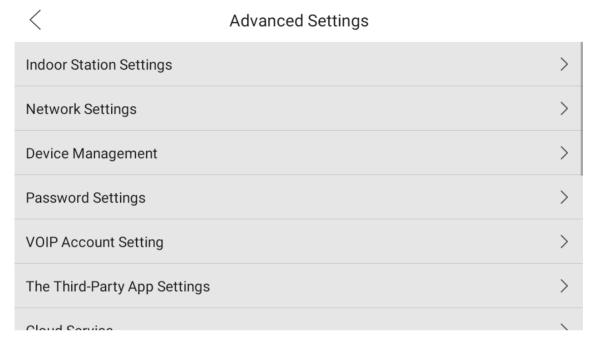
Tap **Settings** → **Basic Settings** → **Mood Light** to enable the mood light. Select **Time Mode** as **All Day** or **Custom**.



If you select the **Custom**, you should set the start time and end time.

## **System Switch**

Tap **Settings** → **Advanced Settings** to enable **System Switch**.



**Figure 4-27 Advanced Settings** 

Note

Admin password is required to enter the advanced settings page.

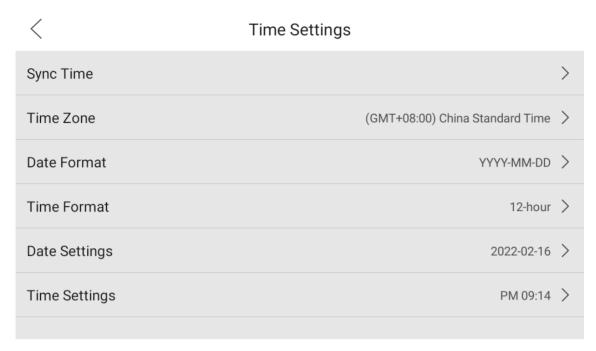
## 4.7 Synchronize Time

## **Before You Start**

Wake up the device. Refers to Wake Up the Device for details.

## **Steps**

1. On the main page of the device, tap Settings → Basic Settings → Time Settings to enter the time settings page.



**Figure 4-28 Time Settings** 

- 2. Synchronize the system time.
  - Configure the Date Format, Time Format, Date Settings and Time Settings manually.
  - Tap **Sync Time** to enable NTP.

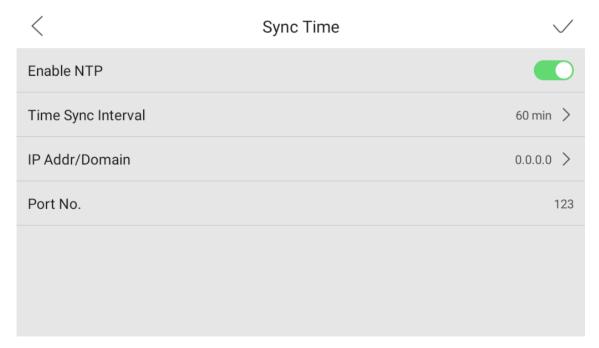


Figure 4-29 Sync Time

Set the synchronizing interval, enter the IP address/domain of NTP server and port No., and select the time zone.

iNote

The default unit of synchronizing interval is minute.

## 4.8 Sound Settings

Set the ringtone sound and the volume.

## 4.8.1 Sound Settings

You can set the ringtone, ring duration, call forwarding time, volume of microphone and loudspeaker and enable/disable touch sound on call settings page.

#### **Before You Start**

Wake up the device. Refers to Wake Up the Device for details.

### **Steps**

1. On the main page of the device, tap Settings → Call Settings to enter the call settings page.

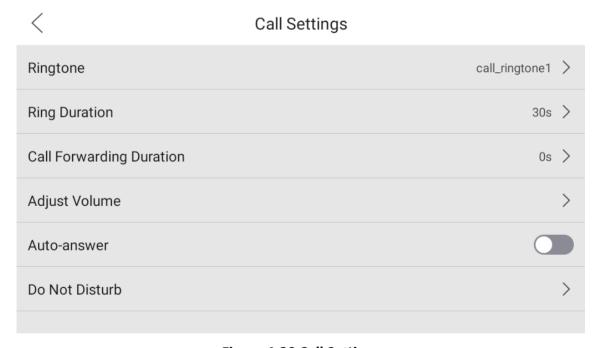


Figure 4-30 Call Settings

2. Set corresponding parameters.

Ringtone

There are 3 ringtones by default, and you can custom and import at most 4 ringtones via Batch Configuration Tool or iVMS-4200 Client Software.

Ringtone Duration: The maximum duration of indoor station when it is called without being accepted. Ringtone duration ranges from 30 s to 60 s.

## **Call Forwarding**

The ring duration limit beyond which the call is automatically forwarded to the mobile phone designated by the resident. Call forwarding ranges from 0 s to 20 s.

## **Adjust Volume**

Adjust the notification volume, call volume and touch-sound.



Indoor Extension does not support the ring duration settings, or call forwarding settings.

## 4.8.2 Volume Settings

Set the microphone volume, prompt sound volume, call volume, and enable touch sound.

#### **Steps**

- **1.** Tap **Settings**  $\rightarrow$  **Settings** to enter the volume settings page.
- **2.** Set the microphone volume, prompt sound volume, and the call volume. You can also enable **Touch Sound** to turn on the key sound.

## 4.9 App Settings

The device support adding to Hik-Connect and configuration remotely via the client.

## 4.9.1 Link to the Mobile Client

#### Steps

- 1. Tap Settings → Advanced Settings → Cloud Service to enter the settings page.
- 2. Enable Cloud Service.
- 3. Optional: Scan QR code on the screen to add the device to the mobile client.

#### 4.9.2 Unlink the Account

Remove the account from the mobile client.

#### Steps

- 1. Tap Settings → Advanced Settings , and enter the admin (activation) password.
- 2. Tap System Maintenance to enter the page.
- **3.** Tap **Unlink App Account**, and follow the steps on the page.

# **Chapter 5 Other Operations on Device**

## 5.1 Unlock Door

You can unlock the door by entering password.

Enter the # + Public Password + # via keypad module, and click OK to unlock.

Enter the # + Password + # via keypad module, and click OK to unlock.



- · Password contains 6 digits. Refer to the user manual for detailed information.
- You're allowed to set 3 public passwords via iVMS-4200 Client Software.
- The password varies according to different rooms.

## 5.2 Call Settings

## 5.2.1 VoIP Account Settings

Enable VoIP account functions, and others can call via VoIP number you have set.

#### **Before You Start**

Wake up the device. Refers to Wake Up the Device for details.

#### **Steps**

1. On the main page of the device, tap Settings → Advanced Settings → VoIP Account Settings to enter the settings page.

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Admin password is required to enter the advanced settings page.

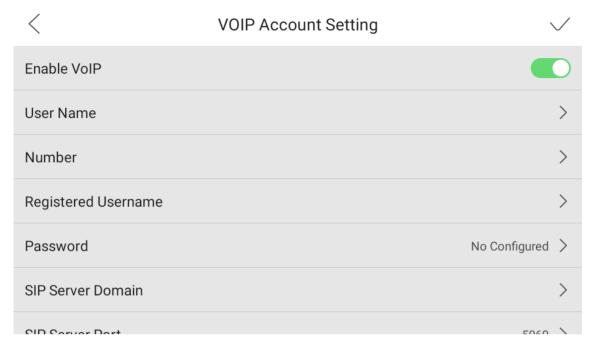


Figure 5-1 VoIP Account Settings

- **2.** Enable the function.
- **3.** Set the parameters according to your needs and the page.
- **4.** Tap **√** to enable the settings.

## 5.2.2 Add Contact

#### **Before You Start**

Wake up the device. Refers to Wake Up the Device for details.

## **Steps**

1. On the main page of the device, tap Contact List to enter the contact list page.

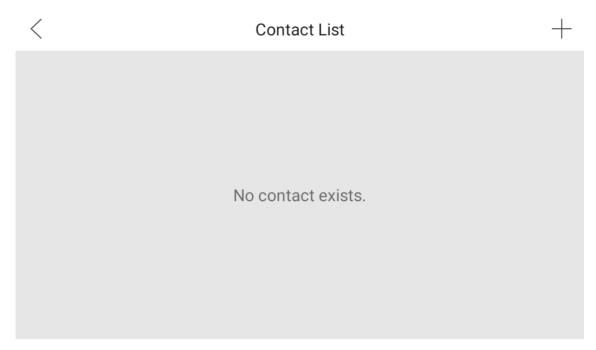


Figure 5-2 Contact List

2. Tap + to pop up the contact adding dialog.

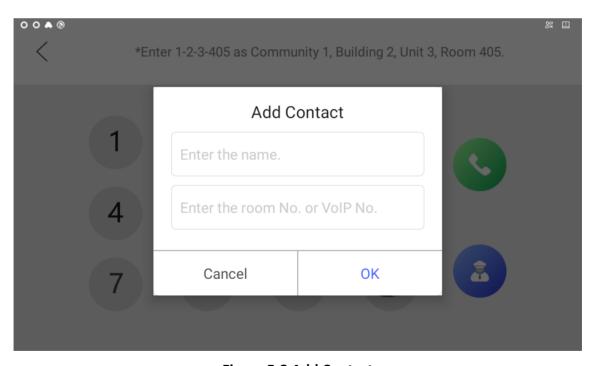


Figure 5-3 Add Contact

3. Enter the contact name and room No.

If you enable the VoIP account functions, you should enter the contact name and the phone number of VOIP account for the standard SIP protocol.

4. Tap OK to save the settings.

Note

Up to 200 contacts can be added.

## 5.2.3 Call Resident

#### **Before You Start**

Wake up the device. Refers to Wake Up the Device for details.

## **Steps**

1. On the main page of the device, tap Call to enter the residents calling page.

 1
 2
 3

 4
 5
 6
 0

 7
 8
 9
 2

\*Enter 1-2-3-405 as Community 1, Building 2, Unit 3, Room 405.

Figure 5-4 Call Resident

- 2. Enter the calling number to call.
  - If you want to call room, the calling number format should be x-x-x-xxx. For example, the calling number of Community 1, Building 2, Unit 3, and Room 405 is 1-2-3-405. Tap the call button to start an audiovisual call.



- If you want to call VoIP contact, the calling number should be the phone number of VoIP account.

## 5.2.4 Call Indoor Extension/Indoor Station

If you install indoor station and indoor extensions at home, you can call the indoor extension via your indoor station, and vice versa. If you have installed more than 2 indoor extensions, you can also call the indoor extension from the indoor extension.

## **Call Indoor Extension from Indoor Station**

Enter [0-indoor extension No.] on the indoor station to start calling the target indoor extension.

## **Call Indoor Station from Indoor Extension**

Enter [0-0] on the indoor extension to call the indoor station from the indoor extension.

#### **Call Indoor Extension from Indoor Extension**

Enter [0-indoor extension No.] on the indoor extension to start calling the target indoor extension.

#### 5.2.5 Receive Call

The indoor station and indoor extension can receive calls from the door station, the main station or iVMS-4200 Client.

On the call from door station interface, there are 2 unlock buttons: Unlock 1, and Unlock 2. When you tap **Unlock 1**, the building gate will open by default, and when you tap **Unlock 2**, the door connected to the door station with the secure control door unit will open.

Tap the capture button to capture the live view picture when speaking with the door station. And prompts "Captured" will display on the screen.

Indoor extension can receive calls from the door station and the main station only.

## 5.2.6 View Call Logs

#### **Before You Start**

Wake up the device. Refers to Wake Up the Device for details.

#### **Steps**

**1.** On the main page of the device, tap  $\rightarrow$  Call Log to enter the call log page.

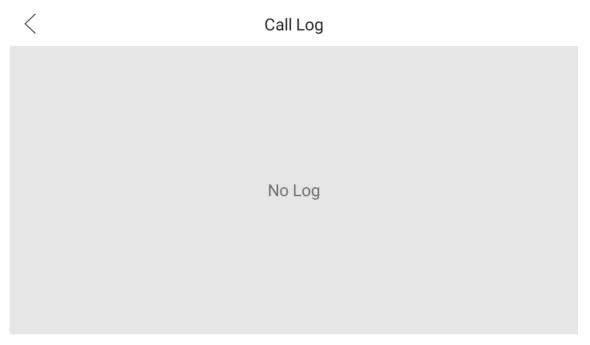


Figure 5-5 Call Logs

2. Tap a piece of call logs in the list to call back.



- Indoor extension does not support this function.
- The indoor station saves call logs from door station, outer door station, management center and other indoor stations.
- Hold a piece of call logs, and tap **Delete Logs** to delete.
- Tap Clear to delete all pieces of call logs.

## 5.3 Live View

On the live view page, you can view the live video of added door station and network camera.

## Steps



- Wake up the device. Refers to Wake Up the Device for details.
- Make sure the network camera or door station is well-connected.
- Make sure the indoor extension and the indoor station are well-connected.
- 1. On the main page of the device, tap Live View to enter the live view page.

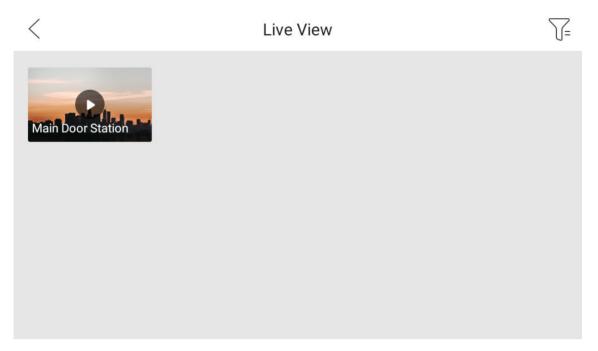


Figure 5-6 Live View

2. Tap Main Door Station to enter the live view page of door station.



- On the Call from Door Station page, there are 2 unlock buttons: Unlock 1, and Unlock 2. When you tap **Unlock 1**, the building gate will open by default. When you tap **Unlock 2**, the door station connected door will open.
- On the Call from Door Station page, there are 1 capture button. You can tap the button to capture the picture via door station.
- 3. Tap Camera to enter the live view page of network cameras.

## 5.4 Arm/Disarm

The indoor station has four kinds of scene modes: sleeping mode, stay mode, away mode, and custom mode. You can arm or disarm your room in each scene mode manually. The selected scene mode will be displayed on the main page of the indoor station.



You should create an Arm/Disarm Password first.

## 5.4.1 Arm Room

Select the arm mode to arm your room.

#### **Before You Start**

- Wake up the device. Refers to Wake Up the Device for details.
- On the main page of the device, tap Settings → Advanced Settings to enable the Zone Alarm functions.
- You should create an arm/disarm password. Please refers to *Operation Password Settings* for the details.

#### **Steps**

- 1. On the main page of the device, tap Stay to enter the scene page.
- 2. Select Stay, Away, Sleeping or Custom.
- **3.** Enter the arm/disarm password to enable the scene.
- **4.** Tap **OK**.

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1	•	
		NIALA
۱ –	_	Note

You can also tap  $\triangledown$   $\rightarrow$  **Arm** to enable the scene.

## 5.4.2 Disarm Your Room

#### **Before You Start**

Wake up the device. Refers to Wake Up the Device for details.

#### Steps

- 1. On the main page of the device, tap ♥ → Disarm to disarm.
- 2. Enter the arm/disarm password.
- 3. Tap **OK**.

## **5.5 Arming Mode Settings**

4 arming modes can be configured: stay mode, away mode, sleeping mode and custom mode.

#### **Before You Start**

Wake up the device. Refers to Wake Up the Device for details.

Tap **Settings** → **Advanced Settings** to enable **Zone Alarm** functions.



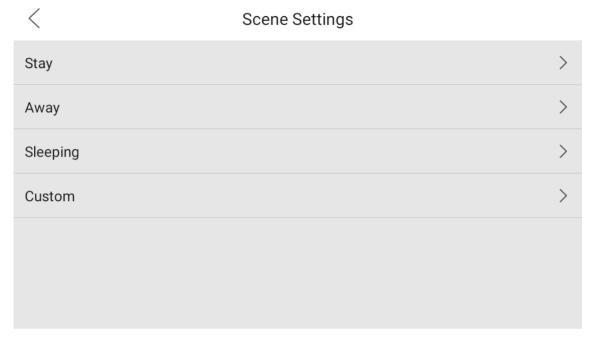
Admin password is required to enter the advanced settings page.

## **Steps**



Arming status page and zone settings page are hidden by default. You should enable alarm function first.

1. On the main page of the device, tap Settings → Preference → Scene Settings to enter the arming mode settings page.



**Figure 5-7 Scene Settings** 

2. Tap Stay, Away, Sleeping, or Custom to enter the page.



**Figure 5-8 Arming Mode Settings** 

#### 3. Arm the selected zone.



- Zones are configurable on the arming mode page.
- 24H alarm zone including smoke detector zone, gas detector zone and doorbell zone will be triggered even if they are disabled.
- When the doorbell zone is triggered, the device will ring but not upload the alarm signal.
- Arming mode settings should be configured with the settings of arming status on the user page of the device.

## **5.6 Information Management**

You can view public notice, visitor message, alarm log and capture log on information management page.

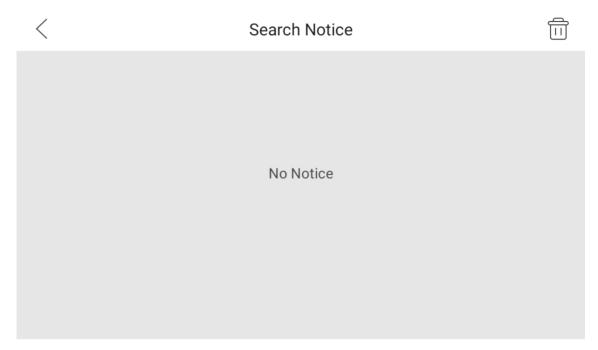
Wake up the device. Refers to Wake Up the Device for details.



Indoor extension only supports alarm log and capture log.

#### **Notice**

On the main page of the device, tap so or slide down the page to enter the call information page. Tap **Search Notice** to enter the notice details page. You can view the notice locally or that from mobile client.



**Figure 5-9 Search Notice** 

#### **Details**

Tap the item to view the details of the notice.

## **Delete**

Tap delete button at the upper-right corner of the page and select items to delete. Or slide the item to the left to delete the item only.

## **Alarm Log**

On the main page of the device, tap sor slide down to enter the alarm information page. Tap **Alarm Log** to view the alarm logs.

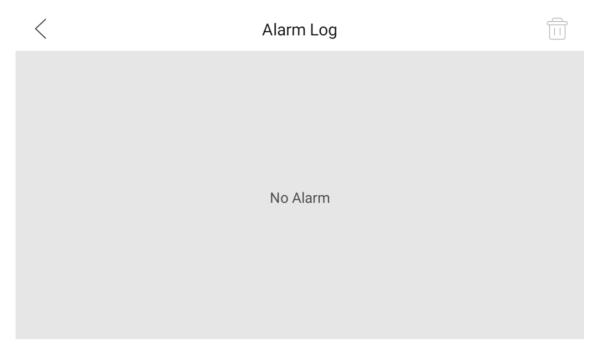


Figure 5-10 Alarm Logs

#### **Details**

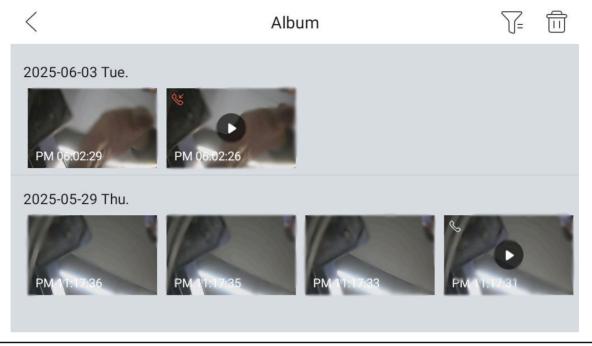
Tap the item to view the details of the alarm log.

## **Delete**

Tap delete button at the upper-right corner of the page and select items to delete. Or slide the item to the left to delete the item only.

## **Album**

On the main page fo the device, tap or slide down to enter the alarm information page. Tap Album to view the captures and images of the device.



**i** Note

Icons like \( \subseteq \) and \( \subseteq \) at the upper-left corner of the records mean that the indoor station has or hasn't picked up the call.

Figure 5-11 Album

#### Zoom In

Tap the item to zoom in the picture.

## Delete

Tap delete button at the upper-right corner of the page and select pictures to delete. Or slide the item to the left to delete the item only.

## **Delete Captures and Messages Automatically**

On the main page of the device, tap **Settings**  $\rightarrow$  **Basic Settings** to enter the settings page.

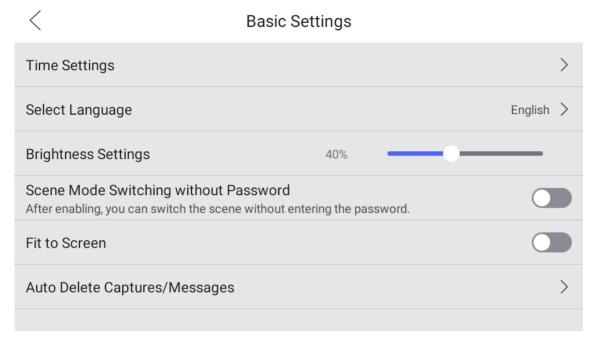


Figure 5-12 Basic Settings

Tap Auto Delete Captures/Messages to set the interval to delete automatically.

# **Chapter 6 Client Software Configuration**

## **6.1 Device Management**

Device management includes device activation, adding device, editing device, and deleting device, and so on.

After running the iVMS-4200, video intercom devices should be added to the client software for remote configuration and management.

## 6.1.1 Add Video Intercom Devices

#### Steps



- You can add at most 512 indoor stations and main stations in total to the client, and add at most 16 door stations to the client.
- For video intercom devices, you are required to create the password to activate them before they can be added to the software and work properly.
- You can add online video intercom devices, and add them manually. Here take adding online video intercom devices as example.
- 1. Click Maintenance and Management → Device Management to enter the device management page.
- 2. Click the **Device** tap.
- 3. Click Add to add the device to the client.

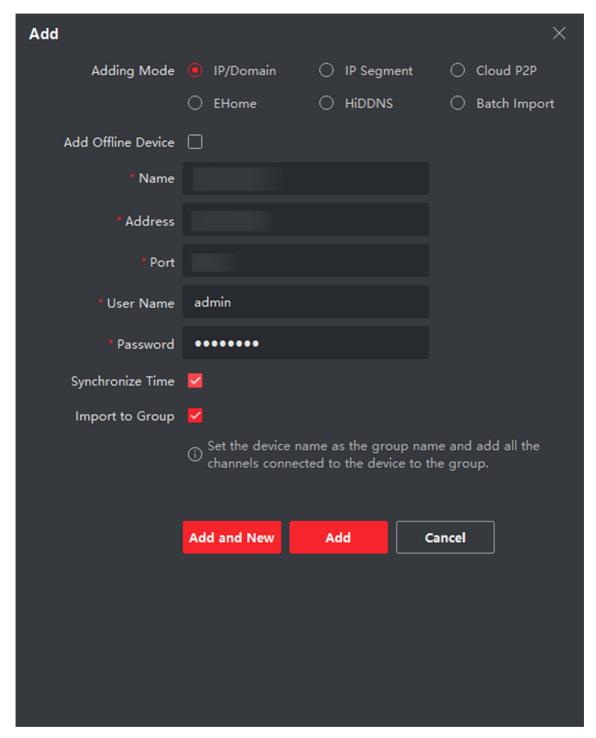


Figure 6-1 Add the Device

**4. Optional:** Click **Online Device**, the active online devices in the same local subnet with the client software will be displayed on the **Online Device** area.



To add online devices to the software, you are required to change the device IP address to the same subnet with your computer first.

- 1) You can click **Refresh Every 60s** to refresh the information of the online devices.
- 2) Select the devices to be added from the list.
- 3) Click Add to Client to add the device to the client.
- 5. Input the required information.

#### **Nickname**

Edit a name for the device as you want.

#### **Address**

Input the device's IP address. The IP address of the device is obtained automatically in this adding mode.

#### **Port**

Input the device port No. The default value is 8000.

#### **User Name**

Input the device user name. By default, the user name is admin.

## **Password**

Input the device password.

**6. Optional:** You can check the checkbox **Export to Group** to create a group by the device name. All the channels of the device will be imported to the corresponding group by default.

The client also provides a method to add the offline devices. Check the checkbox **Add Offline Device**, input the required information and the device channel number and alarm input number, and then click **Add**. When the offline device comes online, the software will connect it automatically.



- Add Multiple Online Devices: If you want to add multiple online devices to the client software, click and hold **Ctrl** key to select multiple devices, and click **Add to Client** to open the device adding dialog box. In the pop-up message box, enter the user name and password for the devices to be added.
- Add All the Online Devices: If you want to add all the online devices to the client software, click Add All and click OK in the pop-up message box. Then enter the user name and password for the devices to be added.

## **6.1.2 Modify Network Information**

Select the device from the device list, click  $\blacksquare$ , and then you can modify the network information of the selected device.



You should enter the admin password of the device in the **Password** field of the pop-up window to modify the parameters.

## **6.2 System Configuration**

You can configure the video intercom parameters accordingly.

## **Steps**

- 1. Click Maintenance and Management → System Configuration → Acs and videoIntercom to enter the system configuration page.
- 2. Enter the required information.

### Ringtone

Click ... and select the audio file from the local path for the ringtone of indoor station. Optionally, you can click of for a testing of the audio file.

#### **Max. Ring Duration**

Input the maximum duration of the ringtone, ranging from 15 seconds to 60 seconds.

## Max. Speaking Duration with Indoor Station

Input the maximum duration of speaking with the indoor station, ranging from 120 seconds to 600 seconds.

### Max. Speaking Duration with Door Station

Input the maximum duration of speaking with the door station, ranging from 90 seconds to 120 seconds.

3. Click Save to save the settings.

## **6.3 Remote Configuration**

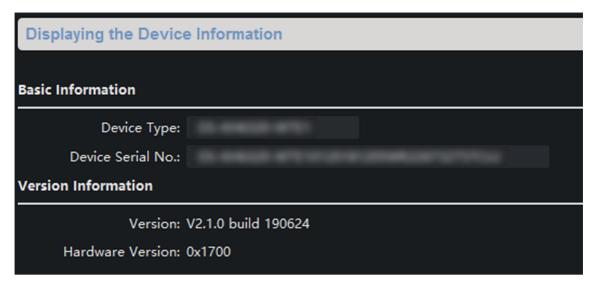
In the device list area, select a device and click on to enter the remote configuration page.

## 6.3.1 System

Click **System** on the remote configuration page to display the device information: Device Information, General, Time, System Maintenance, User, and RS-485.

## **Device Information**

Click Device Information to enter device basic information page. You can view basic information (the device type, and serial No.), and version information of the device.



**Figure 6-2 Device Information** 

## General

Click **General** to enter device general parameters settings page. You can view and edit the device name and device ID.



Figure 6-3 General

## **Time**

Click **Time** to enter the device time settings page.

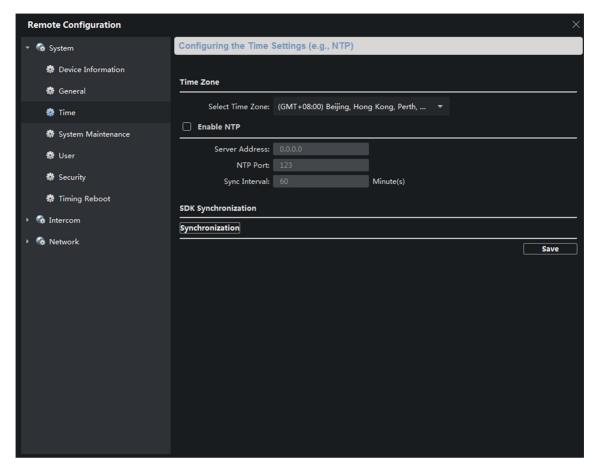


Figure 6-4 Synchronize Time

Select **Time Zone** or **Enable NTP**. Click **Save** to save the time settings.

- · Time Zone
  - Select a time zone from the drop-down list menu.
  - Click Synchronization.
- NTP
  - Check the checkbox of Enable NTP to enable NTP.
  - Enter the server address, NTP port, and synchronization interval.



The default port No. is 123.

## **System Maintenance**

Click **System Maintenance** to enter the page.

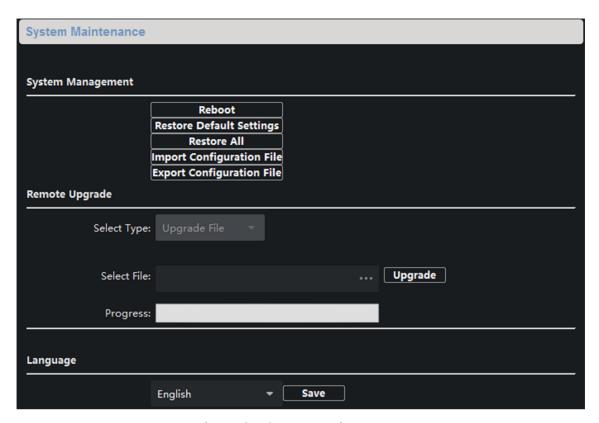


Figure 6-5 System Maintenance

- Click **Reboot** and the system reboot dialog box pops up. Click **Yes** to reboot the system.
- Click **Restore Default Settings** to restore the default parameters.
- Click **Restore All** to restore all parameters of device and reset the device to inactive status.



- Click Restore Default Settings, all default settings, excluding network parameters, will be restored.
- Click Restore All, all default settings, including network parameters, will be restored. The
  device will be reset to inactivated status.
- Click Import Configuration File and the import file window pops up. Select the path of remote
  configuration files. Click Open to import the remote configuration file. The configuration file is
  imported and the device will reboot automatically.
- Click **Export Configuration File** and the export file window pops up. Select the saving path of remote configuration files and click **Save** to export the configuration file.
- Click ... to select the upgrade file and click **Upgrade** to remote upgrade the device. The process of remote upgrade will be displayed in the process bar.
- Select a language, and click **Save** to change the device system language.

# $\bigcap$ iNote

- The device supports 11 languages: English, Russian, German, Italian, French, Portuguese, Spanish, Turkish, Arabic, Polish, and Vietnamese.
- Rebooting the device is required after you change the system language.

#### User

Click **User** to enter the user information editing page. Select the user to edit and click **Modify** to enter the user parameter page.

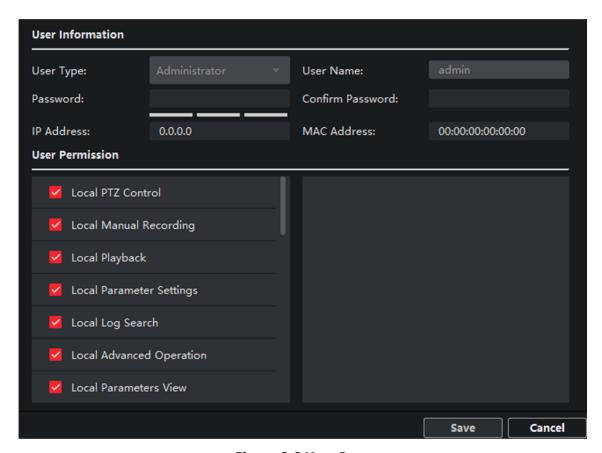


Figure 6-6 User Page

# iNote

- The new password and confirm password should be identical.
- After editing the password of device, click refresh button from the device list, the added device
  will not be there. You should add the device again with new password to operate the remote
  configuration.

## **RS-485**

Click **RS485** to enter the RS-485 settings page. You can view and edit the RS-485 parameters of the device.

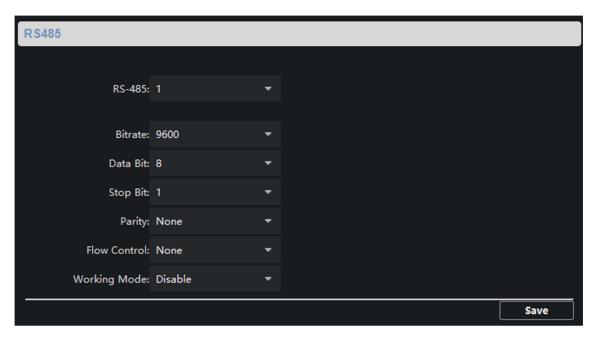


Figure 6-7 RS-485 Settings



For indoor station and main station, there are 3 choices for the working mode: transparent channel, disable, and custom.

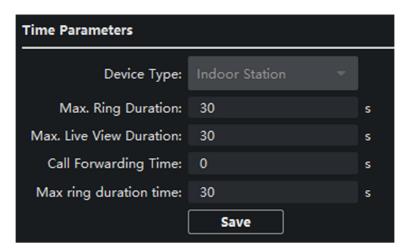
## 6.3.2 Video Intercom

Click **Video Intercom** on the remote configuration page to enter the video intercom parameters settings: Device Number Configuration, Time Parameters, Password, Zone Configuration, IP Camera Information, and Volume Input and Output Configuration, and so on.

## **Time Parameters**

#### Steps

1. Click Time Parameters to enter time parameters settings page.



**Figure 6-8 Time Parameters** 

- 2. Configure the maximum ring duration, maximum live view time, and call forwarding time.
- 3. Click Save.



- Maximum ring duration is the maximum duration of indoor station when it is called without being received. The range of maximum ring duration varies from 30s to 60s.
- Maximum live view time is the maximum time of playing live view of the indoor station. The range of maximum live view time varies from 10s to 60s.
- Call forwarding time refers to the ring duration limit beyond which the call is automatically forwarded to the mobile phone designated by the resident. The range of call forwarding time varies from 0s to 20s.
- For indoor extension, it only requires setting the maximum live view time.

## **Volume Input and Output**

#### Steps

1. Click Volume Input/Output to enter the volume input and output page.

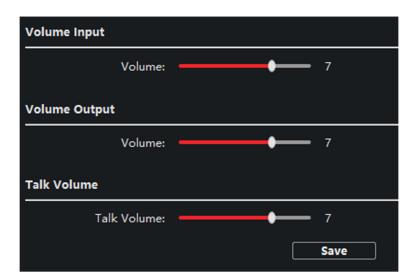


Figure 6-9 Volume Input and Output

- 2. Slide the slider to adjust the volume input, volume output and talk volume.
- 3. Click Save to enable the settings.

## **Ring Import**

#### **Steps**

1. Click Ring Import to enter the ring configuration page.

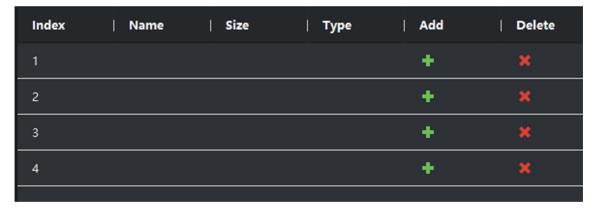


Figure 6-10 Ring Import

2. Click + to add the ring, and click x to delete the imported ring.



- The ring to be imported should be in the wav format, and the size of the ring cannot be larger than 300k.
- Up to 4 rings can be added.

## **Deploy Info**

Click **Deploy Info**, you can get the deploy informations.

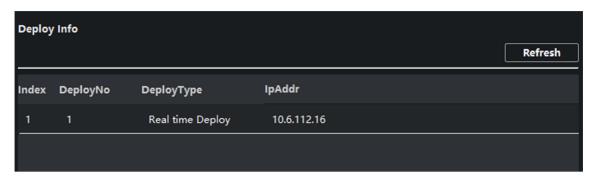
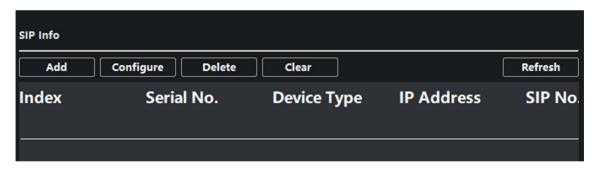


Figure 6-11 Deploy Info

## **SIP No. Settings**

## **Steps**

1. Click SIP No. Settings to enter the settings page.



**Figure 6-12 Extension Settings** 

2. Click Add.

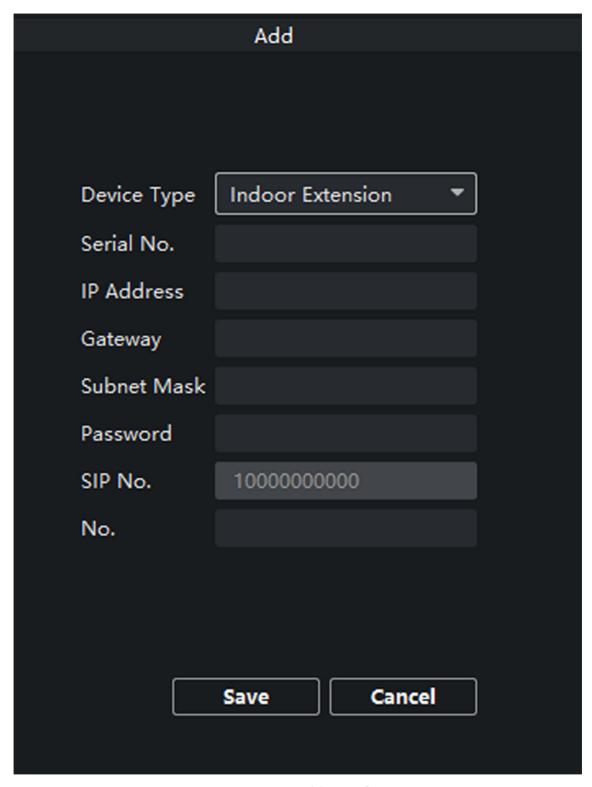


Figure 6-13 Add SIP Info

3. Select Device Type as Indoor Extension.

4. Enter the required information.

#### Serial No.

Enter the device's serial No.. The serial No. is on the rear panel of the device (A fixed-length number with 9 digits).

#### **IP Address**

Enter the device's IP address.

#### Gateway

Enter the device's gateway.

#### **Subnet Mask**

Enter the device's subnet mask.

#### **Password**

Enter the device password, ranging from 8 to 16 characters in length.

#### No.

Enter the device No., ranging from 1 to 5.

- **5.** Click **Save** to enable the settings.
- **6.** Set SIP information.

**Click Configure** Configure serial No., IP address, gateway, subnet mask, password and No. of

the device.

Click Delete Delete the SIP Number.
Click Clear Clear all SIP numbers.
Click Refresh Refresh SIP Information.

## **Intercom Protocol**

#### **Steps**

- 1. Select Protocol as Private Protocol 1 or Private Protocol 2.
- 2. Click save to save the settings.

## **Custom Button**

#### Steps

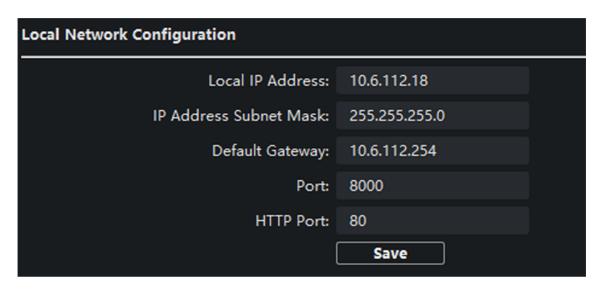
- 1. Click **Custom Button** to enter time parameters settings page.
- 2. Select **Key Number** as 1, 2, 3 or 4 depending on which button you would like to custom.
- 3. Configure different functions for buttons by selecting different **Key Settings**.
- **4. Optional:** Select **Open** in **Screen Display Parameters** area to display icons of **Call Management Center** or **Call Elevator** on the menu.

## 6.3.3 Network

## **Local Network Configuration**

#### Steps

1. Click Local Network Configuration to enter local network configuration page.



**Figure 6-14 Local Network Configuration** 

- 2. Enter the local IP address, subnet mask, gateway address, and port No.
- 3. Click Save to enable the settings.



- The default port No. is 8000.
- After editing the local network parameters of device, you should add the devices to the device list again.

## **SIP Settings**

#### **Steps**

1. Click SIP Settings to enter the settings page.

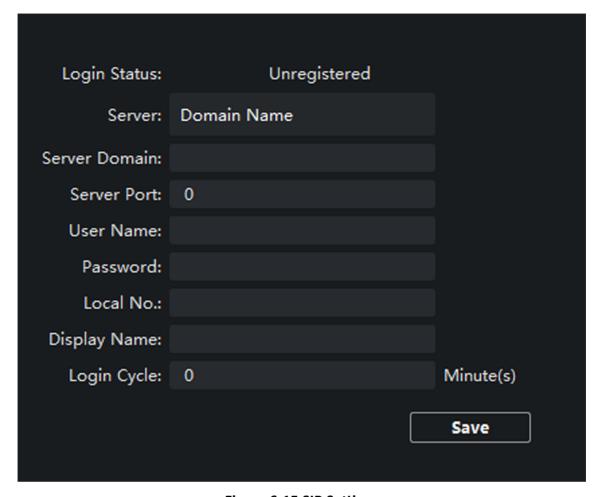


Figure 6-15 SIP Settings

- 2. Set the parameters according to your needs.
- 3. Click Save to enable the settings.

## **DNS Settings**

The indoor station supports 2 DNS address.

Click **Advanced Settings** to enter DNS address settings page.

Edit the IP address and click Save.

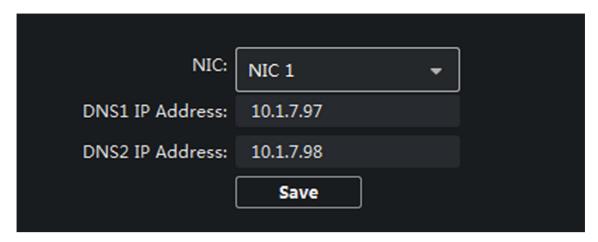


Figure 6-16 DNS Settings

# **Configure Mobile Client Connection**

Configure Hik-Connect server parameters before viewing videos via mobile client.

## **Before You Start**

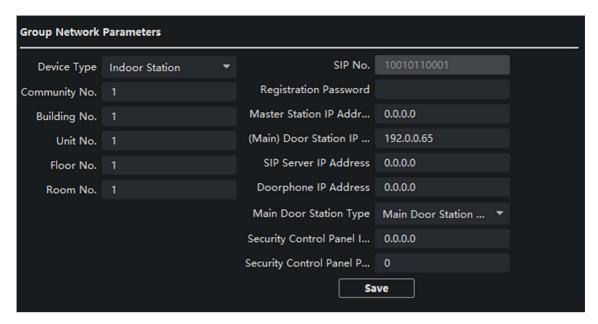
Make sure the indoor station connects to the network.

#### **Steps**

- 1. Click Hik-Connect to enter configuration page.
- 2. Enable Enable Hik-Connect Access.
- 3. Enable Custom and edit Service Address
- 4. Enter the Verification Code.
- 5. Click Save.

# **Group Network Settings**

Click **Group Network Settings** to enter the group network settings page.



**Figure 6-17 Group Network Settings** 

# **Device No. Settings**

Select the device type from the drop-down list, and set the corresponding information.



- Device type can be set as indoor station or indoor extension.
- When you select indoor extension as device type, the device No. can be set from 1 to 5.

Click Save to enable the settings.

# **Linked Device Network Settings**

Enter Registration Password and set the corresponding information.

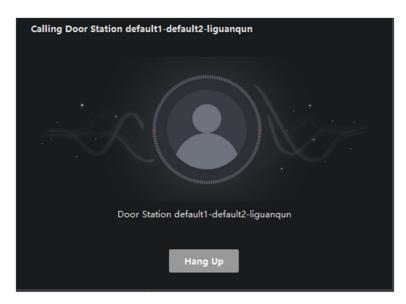


- D series refers to door station, and V series refers to villa door station.
- Registration password is the password of the SIP server.

# 6.4 Call Indoor Station via Client Software

#### **Steps**

- 1. On the main page, click **Access Control** → **Video Intercom** to enter the Video Intercom page.
- 2. Select a resident and click in the Call Household column to start calling the selected resident.



**Figure 6-18 Calling Indoor Station** 

- 3. After answered, you will enter the In Call window.
  - Click to adjust the volume of the loudspeaker.
  - · Click Hang Up to hang up.
  - Click I to adjust the volume of the microphone.



- One indoor station can only connect with one client software.
- You can set the maximum ring duration ranging from 15s to 60s, and the maximum speaking duration ranging from 120s to 600s via the Remote Configuration of indoor station.

# 6.5 Receive Call from Indoor Station/Door Station

# **Steps**

**1.** Select the client software in the indoor station or door station page to start calling the client and an incoming call dialog will pop up in the client software.

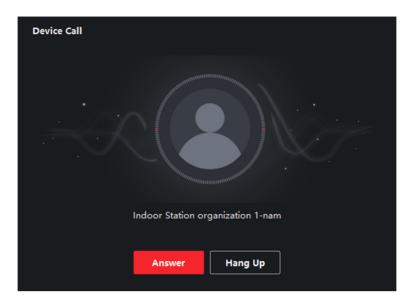


Figure 6-19 Incoming Call from Indoor Station

- 2. Click Answer to answer the call. Or click Hang Up to decline the call.
- 3. After you answer the call, you will enter the In Call window.
  - Click n to adjust the volume of the loudspeaker.
  - · Click Hang Up to hang up.
  - Click I to adjust the volume of the microphone.
  - For door station, you can click **III** to open the door remotely.



- One video intercom device can only connect with one client software.
- The maximum ring duration can be set from 15s to 60s via the Remote Configuration of the video intercom device.
- The maximum speaking duration between indoor station and client can be set from 120s to 600s via the Remote Configuration of indoor station.
- The maximum speaking duration between door station and client can be set from 90s to 120s via the Remote Configuration of door station.

## 6.6 View Live Video of Door Station and Outer Door Station

You can get the live view of the door station and outer door station in the Main View module and control the door station and outer door station remotely.

In the Main View module, double-click a door station or outer door station device or drag the device to a display window to start the live view.

You can click **Unlock** on the menu to open the door remotely.

# 6.7 View Call Logs

You can check all the call logs, including dialed call logs, received call logs and missed call logs. You can also directly dial via the log list and clear the logs.

#### **Steps**

- 1. On the main page, click **Access Control** → **Video Intercom** to enter the Video Intercom page.
- 2. Click the Call Log tab to enter the Call Log page. All the call logs will display on this page and you can check the log information, e.g., call status, start time, resident's organization and name, device name and ring or speaking duration.

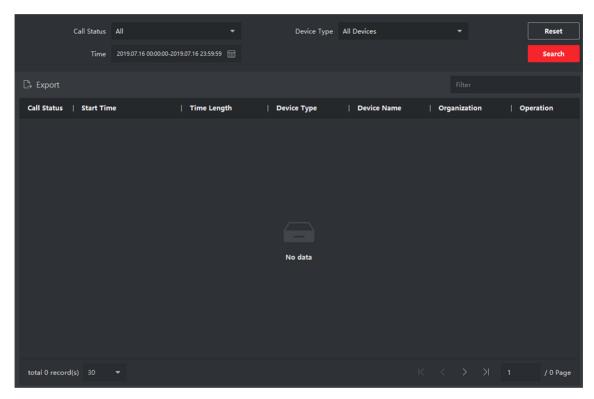


Figure 6-20 Call Log

**3. Optional:** Click the icon in the Operation column to re-dial the resident.

### 6.8 Release Notice

You can create different types of notices and send them to the residents. Four notice types are available, including Advertising, Property, Alarm and Notice Information.

#### Steps

- 1. On the main page, click Access Control → Video Intercom to enter the Video Intercom page.
- 2. Click Notice to enter the Release Notice page.

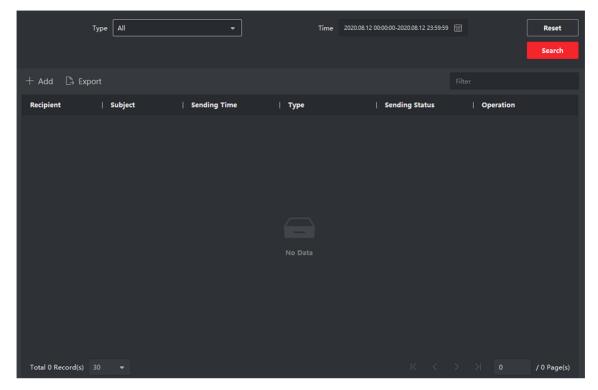


Figure 6-21 Release Notice

3. Click Add on the left panel to create a new notice.

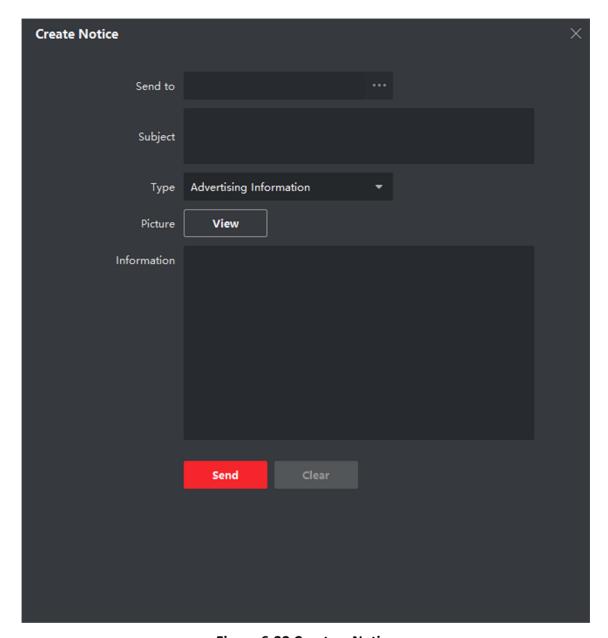
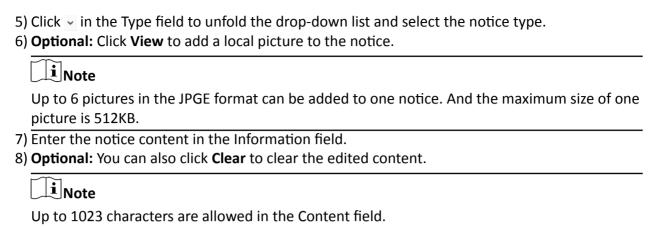


Figure 6-22 Create a Notice

- 4. Edit the notice on the right panel.
  - 1) Click ... on the Send To field to pop up the Select Resident dialog.
  - 2) Check the checkbox(es) to select the resident(s). Or you can check the **All** checkbox to select all the added residents.
  - 3) Click **OK** to save the selection.
  - 4) Enter the subject on the Subject field.



Up to 63 characters are allowed in the Subject field.



**5.** Click **Send** to send the edited notice to the selected resident(s). The sent notice information will display on the left panel. You can click a notice to view the details on the right panel.

# 6.9 Search Video Intercom Information

You can search the call logs between the iVMS-4200 client software and video intercom devices, device unlocking logs and the sent notice information.

On the main page, click Access Control to enter the access control module.

In the Access Control module, click **Video Intercom** to enter the Video Intercom page.

# 6.9.1 Search Call Logs

#### **Steps**

- 1. On the main page, click **Access Control** → **Video Intercom** to enter the Video Intercom page.
- 2. Click Call Log to enter the Call Log page.

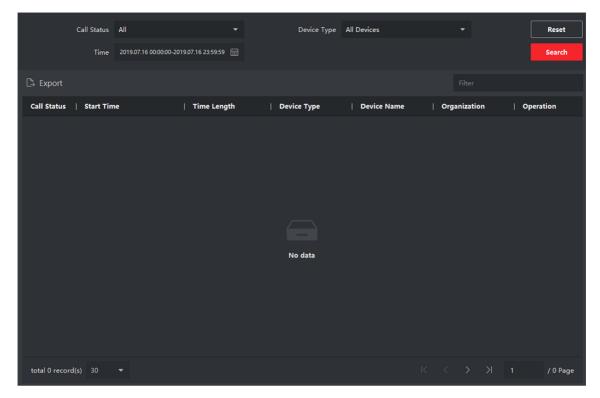


Figure 6-23 Search Call Logs

3. Set the search conditions, including call status, device type, start time and end time.

#### **Call Status**

Click vito unfold the drop-down list and select the call status as **Dialed**, **Received** or **Missed**. Or select **All** to search logs with all statuses.

#### **Device Type**

Click value to unfold the drop-down list and select the device type as **Indoor Station**, **Door Station**, **Outer Door Station** or **Analog Indoor Station**. Or select **All Devices** to search logs with all device types.

# Start Time/End Time

Click to specify the start time and end time of a time period to search the logs.

- 4. Optional: You can click Reset to reset all the configured search conditions.
- 5. Click Search and all the matched call logs will display on this page.
  - Check the detailed information of searched call logs, such as call status, ring/speaking duration, device name, resident organization, etc.
  - Input keywords in the Search field to filter the desired log.
  - Click **Export** to export the call logs to your PC.

#### 6.9.2 Search Notice

#### Steps

- 1. On the main page, click **Access Control** → **Video Intercom** to enter the Video Intercom page.
- 2. Click Notice to enter the Notice page.

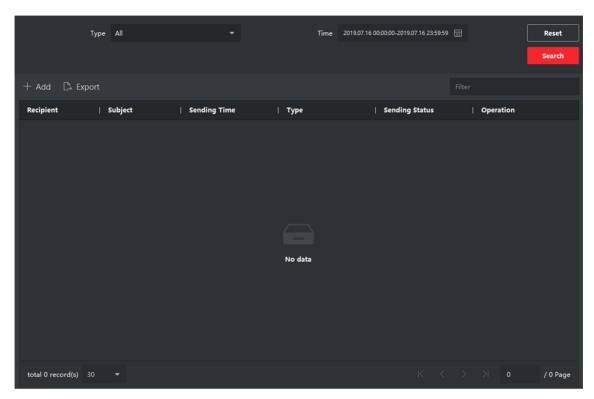


Figure 6-24 Search Notice

**3.** Set the search conditions, including notice type, subject, recipient, start time and end time.

#### Recipient

Input the recipient information in the Recipient field to search the specified notice.

#### **Subject**

Input the keywords in the Subject field to search the matched notice.

#### **Type**

Click value to unfold the drop-down list and select the notice type as **Advertising Information**, **Property Information**, **Alarm Information** or **Notice Information**. Or select **All** to search notices with all types.

- **4. Optional:** You can click **Reset** to reset all the configured search conditions.
- **5.** Click **Search** and all the matched notices will display on this page.
  - Check the detailed information of searched notices, such as sending time, sending status, etc.
  - Input keywords in the Search field to filter the searching result.

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<ul><li>6. You can view and edit the notice details, check the sending failed/sent succeeded/unread users, and resend the notice to sending failed/unread users.</li><li>7. Optional: Click Export to export the notices to your PC.</li></ul>

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