CONTROL CENTER
USER GUIDE

(888) 909-2261
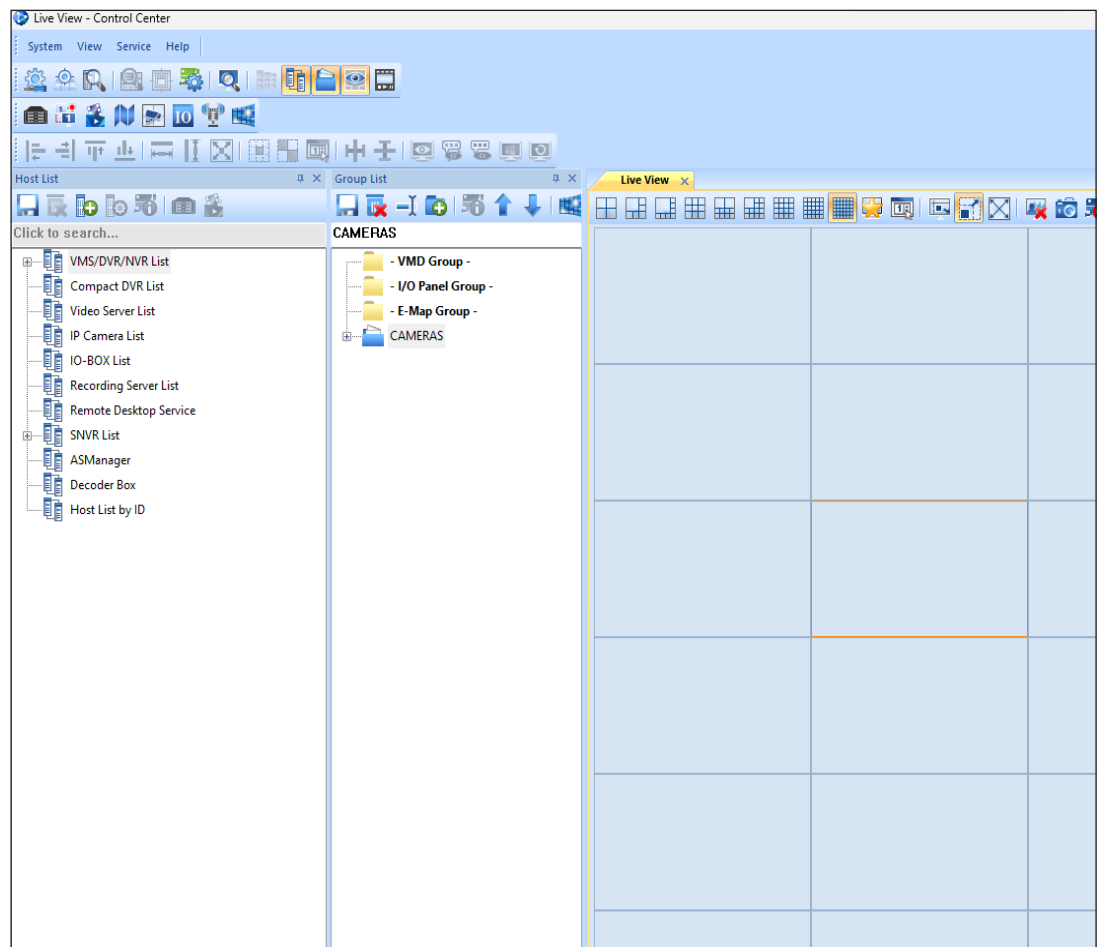
service@hssems.com

Step 1: For live view of the cameras, start by accessing your desktop and clicking the *Control Center* application icon shown below.
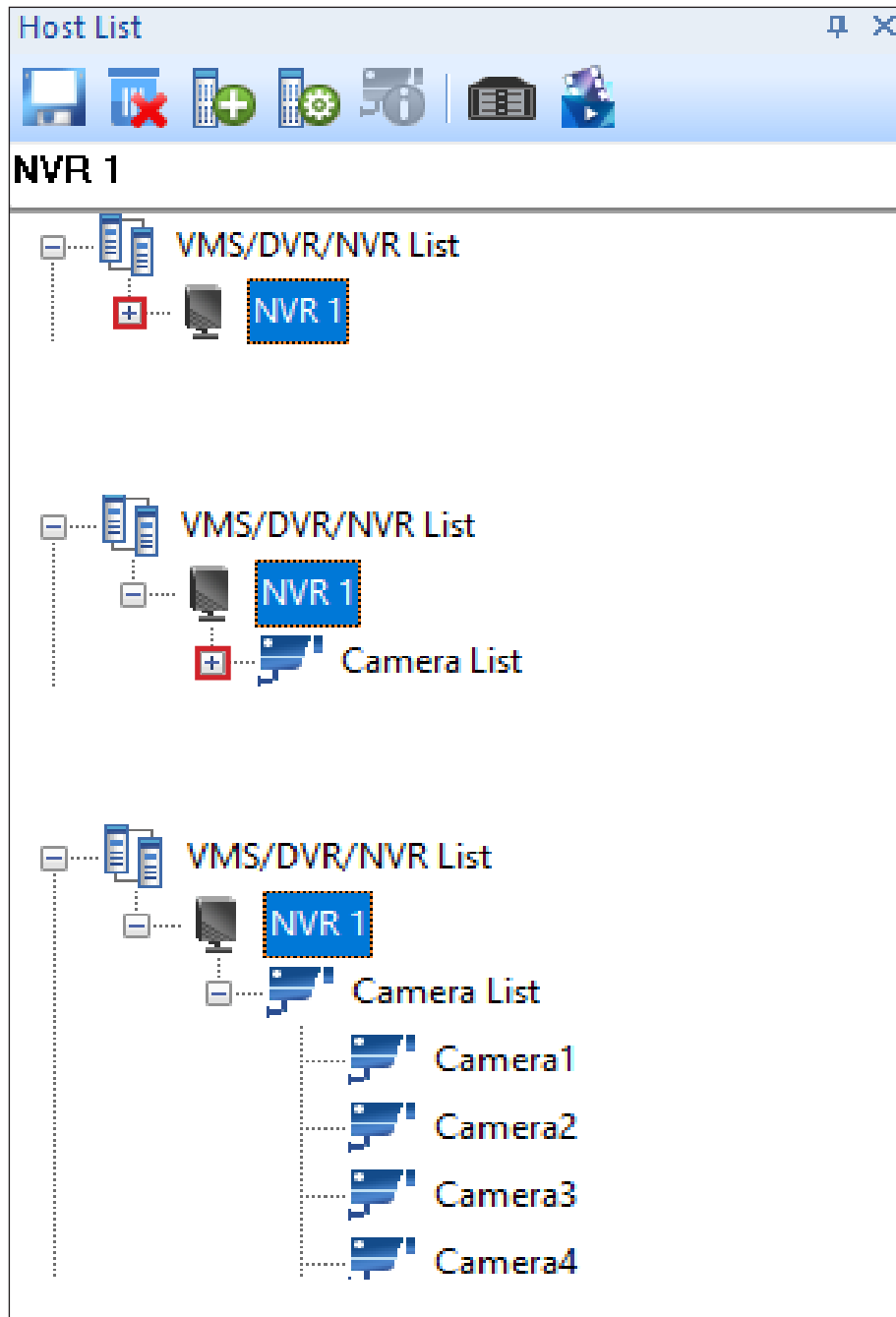

Step 2: Upon opening the application, the following image will appear. Depending on the configuration of the system, matrices may automatically populate during startup.
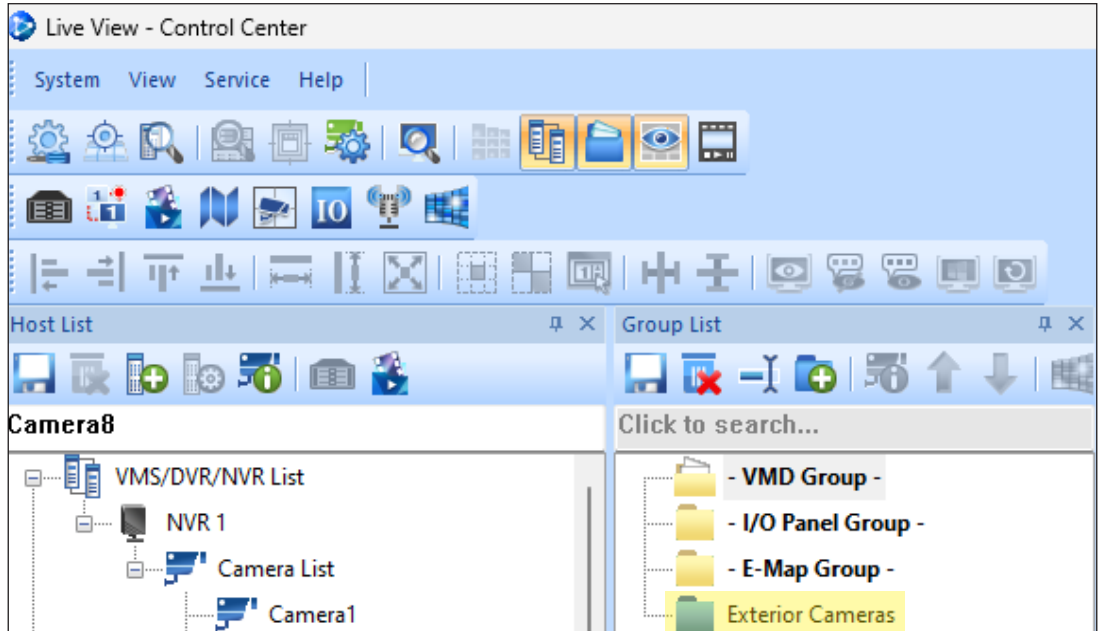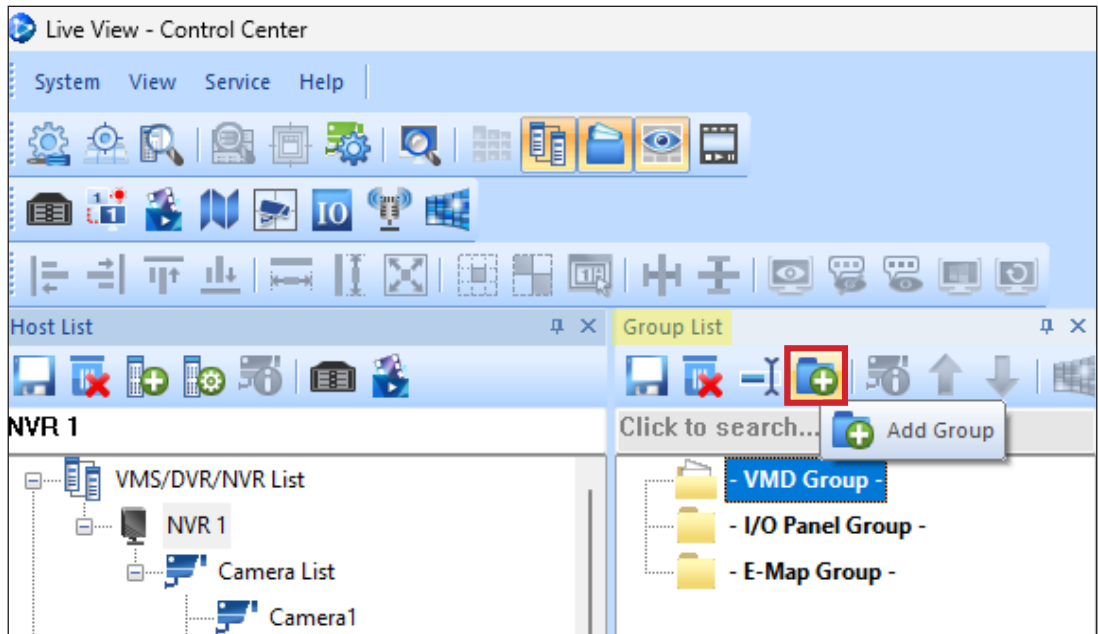
Step 3: The (+) icon on the host list will allow you to view the camera list. Once the camera list has been expanded, a group can be created and arranged according to your preference.
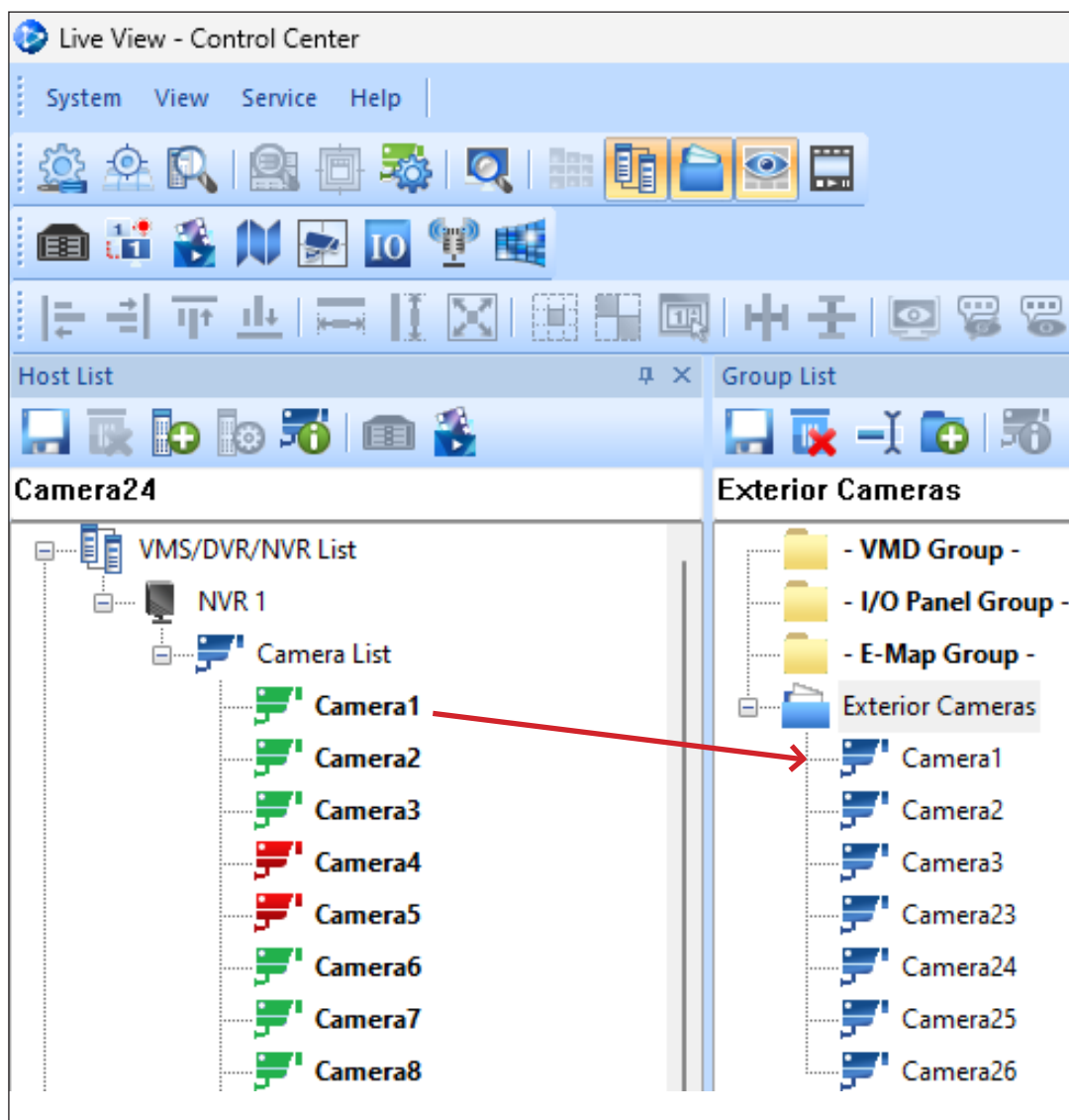
Step 4: In order to create a group, locate and select the folder with a green (+) icon under the group list. The newly created group can be labeled however you wish.
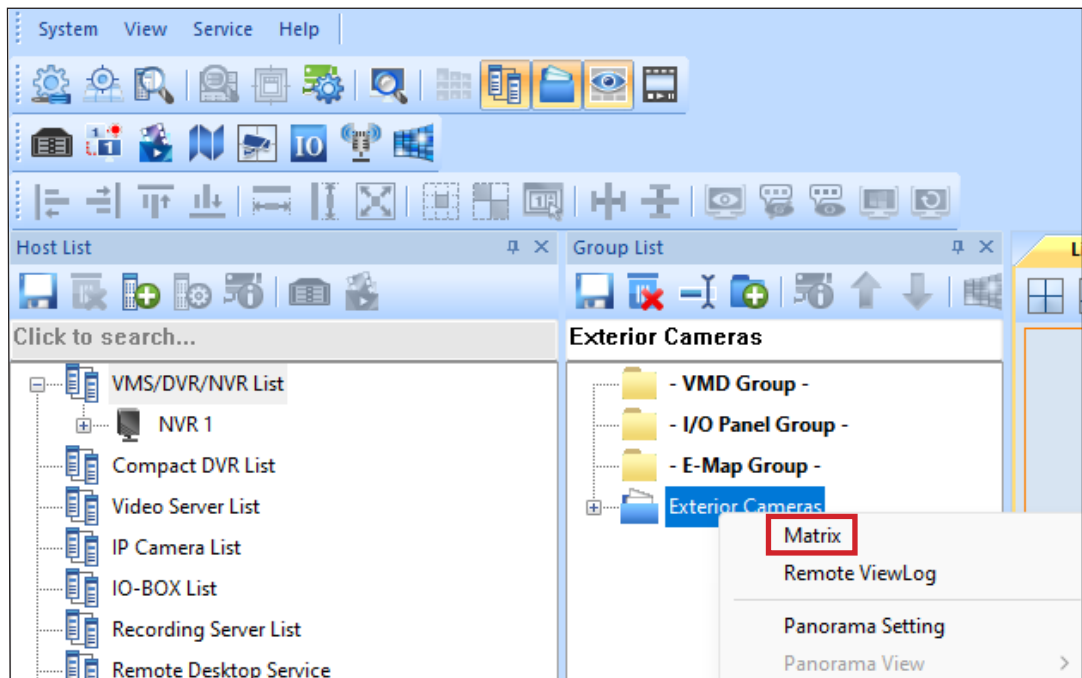
Step 5: After the group has been created, you can now drag and drop any camera from the host list to the new folder. The order in which you place each camera is how they will be displayed in the future.

Step 6: Once the setup is complete, right-click on your new group folder and select the first option, *MATRIX.*
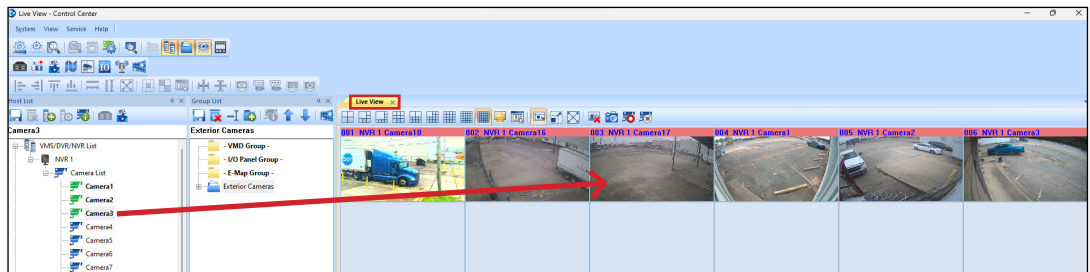

*A maximum of 96 cameras can be viewed at one time. To exit Matrix viewing, click the power symbol in the bottom left corner and select *Exit* or *Minimize*.
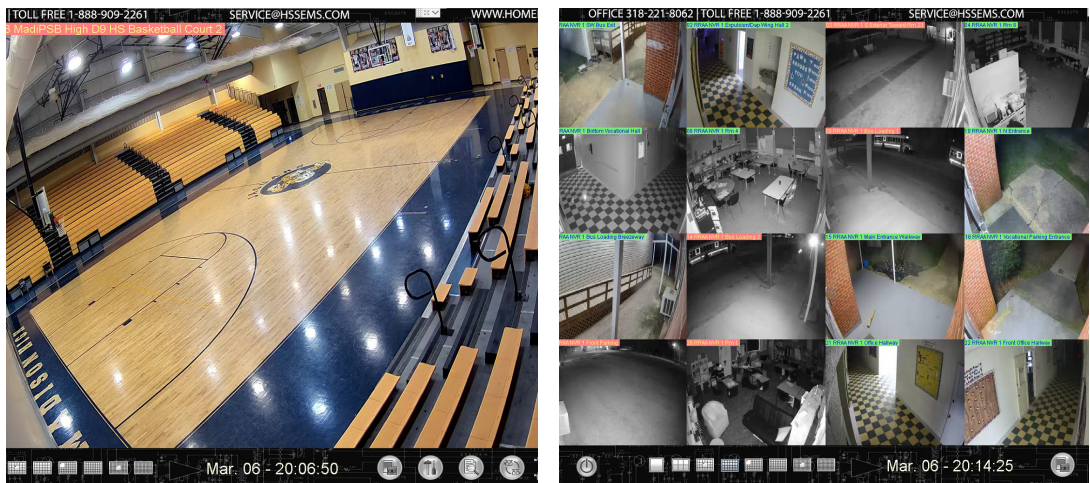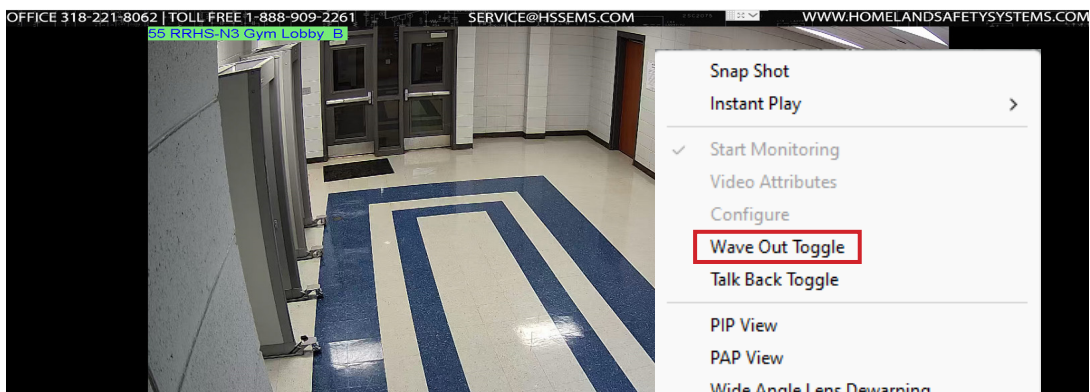
Step 7: An additional way to view your cameras is by using the *Live View* function. The user can drag and drop cameras in any available channels on the grid, viewing up to 36 cameras at one time.

***Full Screen Mode:** To view an image in full screen mode, simply click anywhere on the camera. To return to the sub stream, click once more. This works for both the live view and matrix view function.
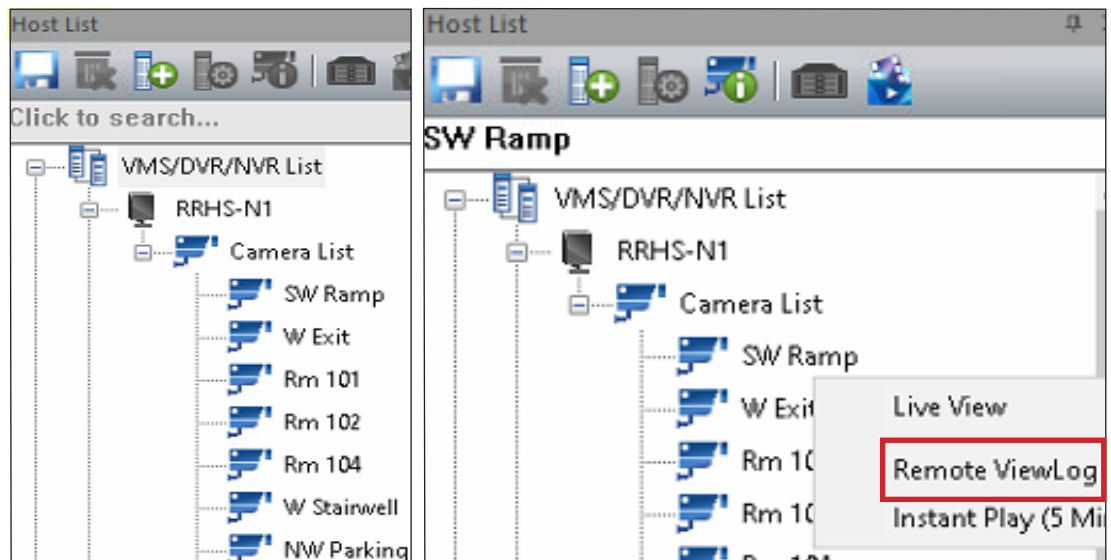

***Audio Cameras**: To access the audio streams, enlarge the image you would like to see and right-click anywhere on the image. Select *Wave Out Toggle*. When finished, right click and deselect *Wave Out Toggle*.
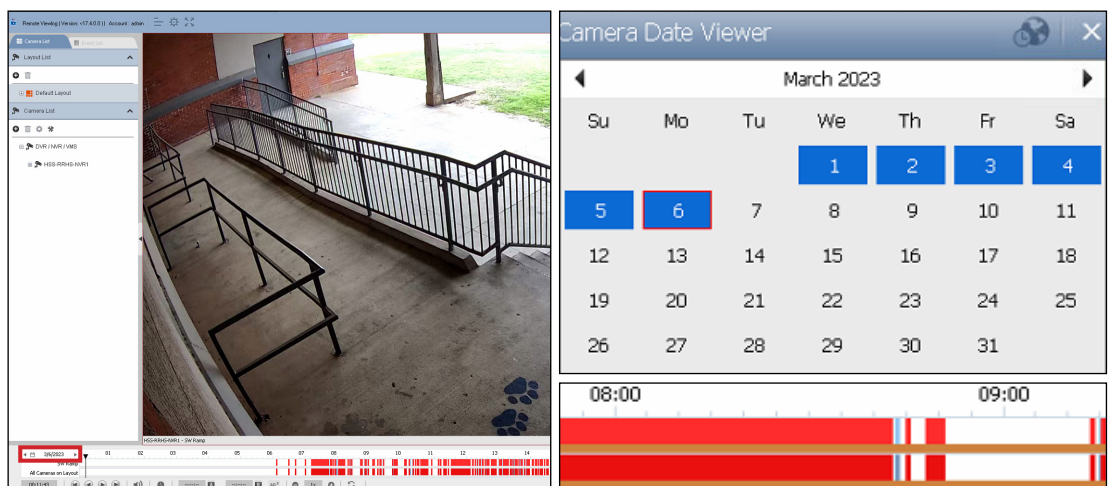
Step 1: In order to access the view log for video playback, navigate to the host list and find the camera you will need to pull recordings from. Right-click on the camera name and select *Remote ViewLog.*
All cameras have DVR/NVR followed by the name in the top left corner of every image.

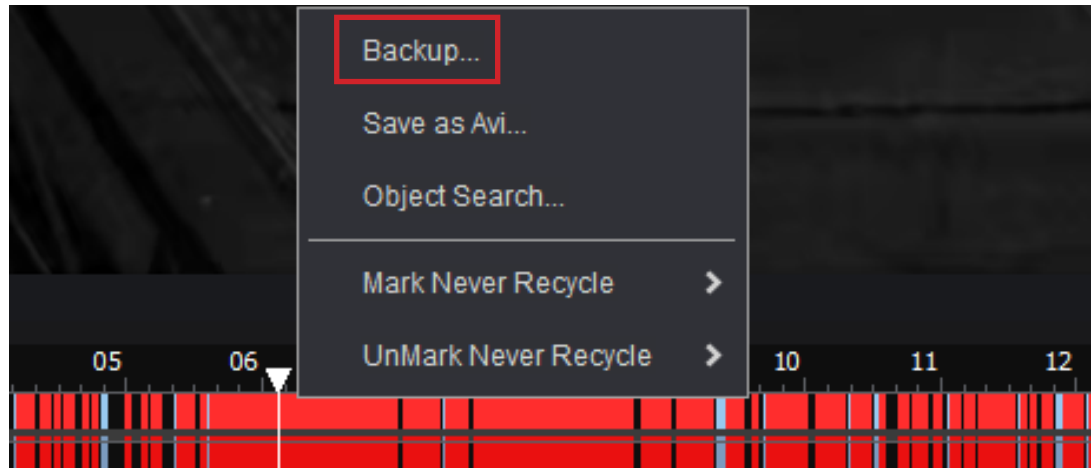**Step 2:** On the following screen, locate the calendar logo on the bottom left and select your date(s).

*Dates highlighted in blue indicate recordings.
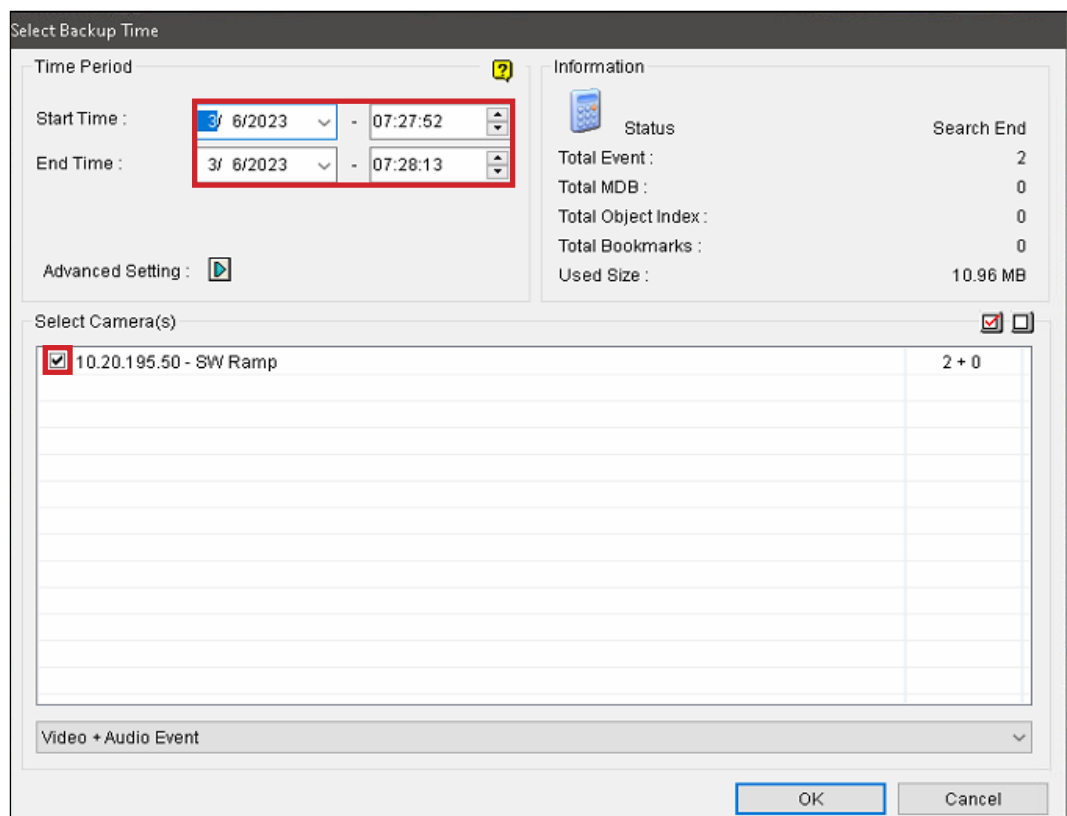*Time frames highlighted in red indicate motion recordings.
*Orange indicates audio recordings.

Step 3: Now that you have found the recordings you need, it is now time to save them. Begin by right-clicking in the time frame. Slightly drag your mouse in either direction and then release. If done correctly, the following image will appear. Select *Backup*.
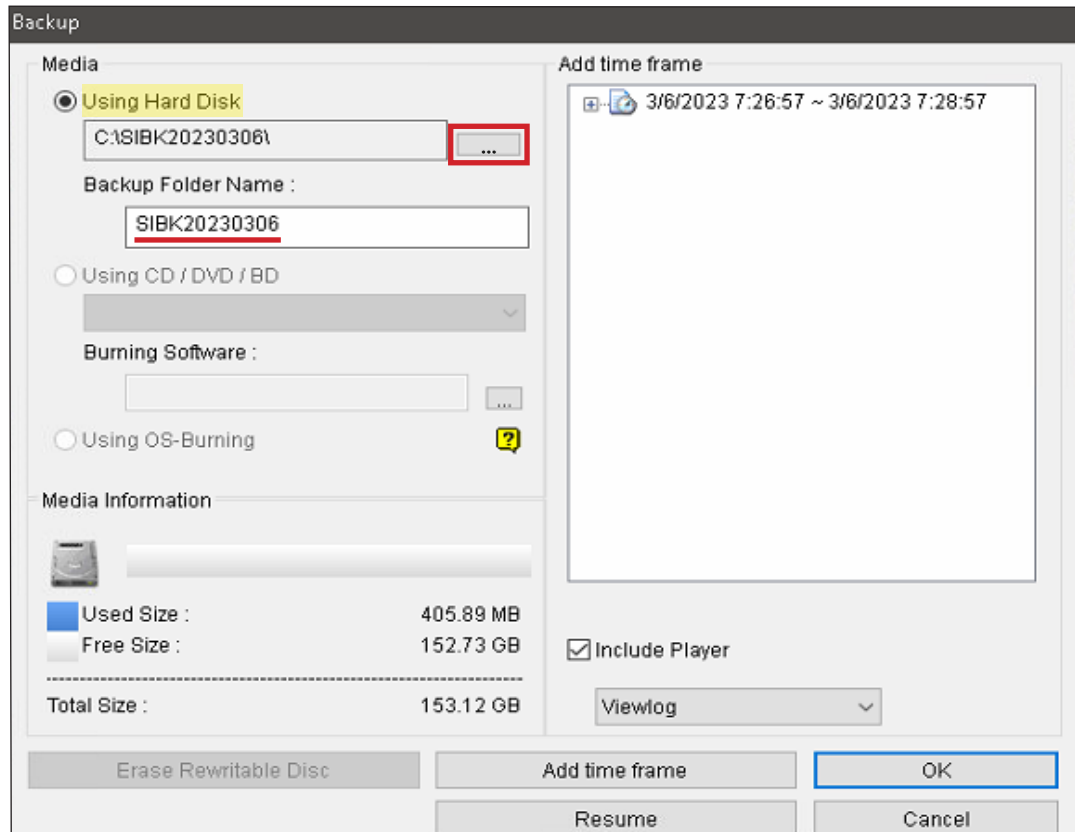

Step 4: Enter the dates and times of the incident you would like to save. After all of the information is entered, ensure that the box next to the camera is checked, and select *OK*.
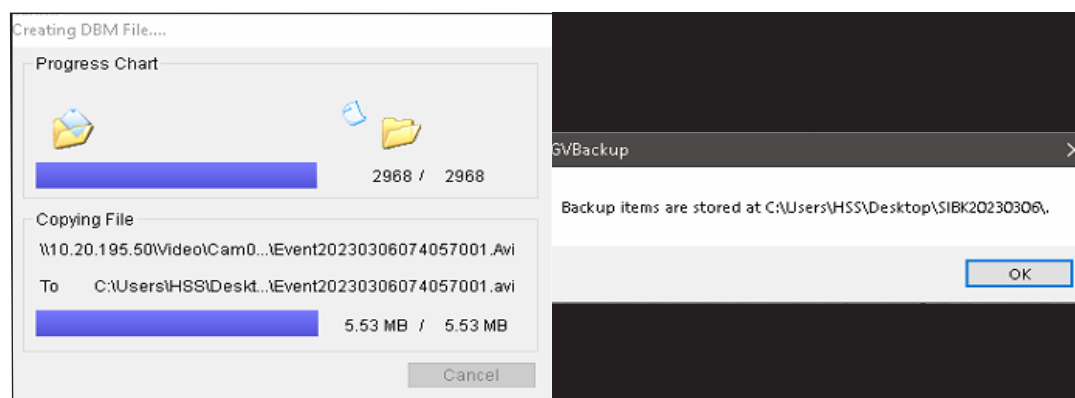
Step 5: Select the three dots under *Using Hard Disk* and choose the folder in which you would like your recordings to be saved. From here, you will want to name the folder. *The box currently has a character limit, but you can save and modify the name later. Select *OK*.
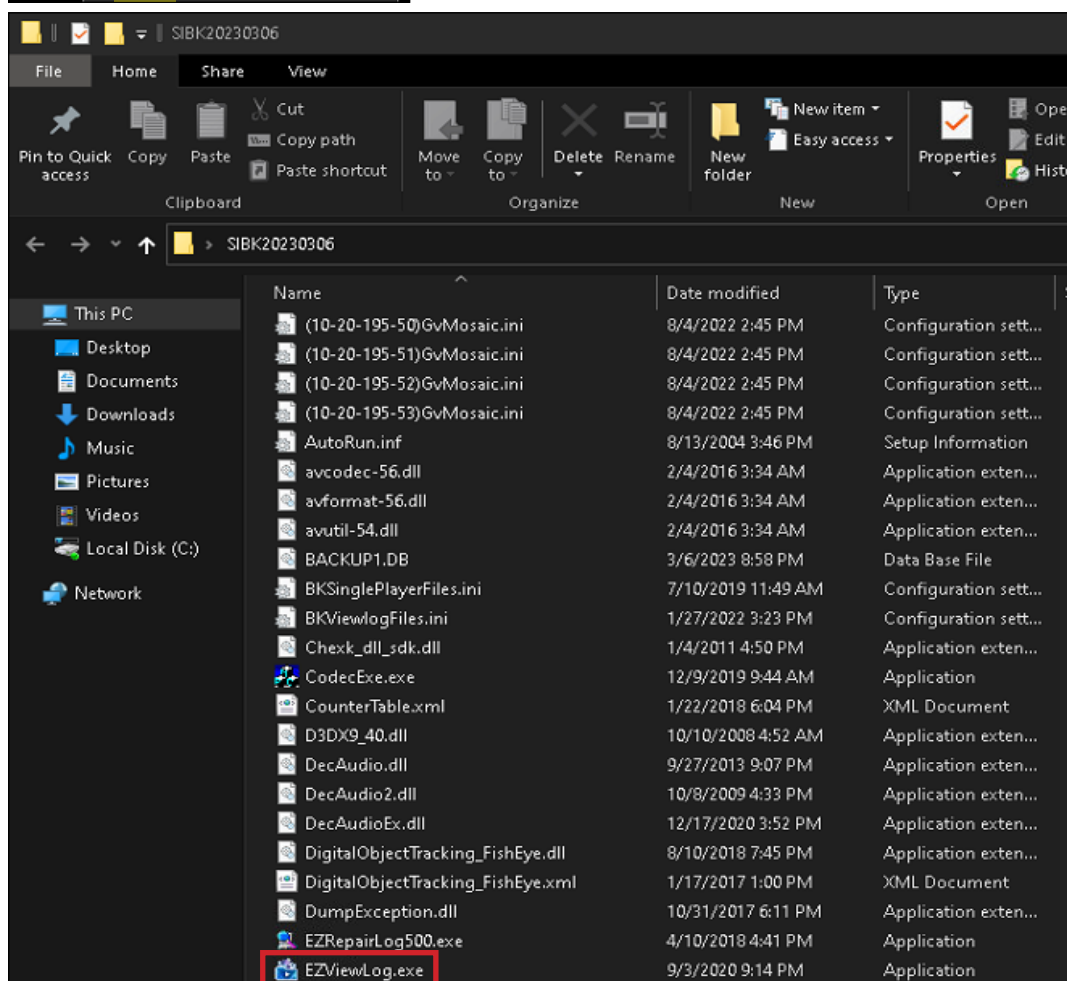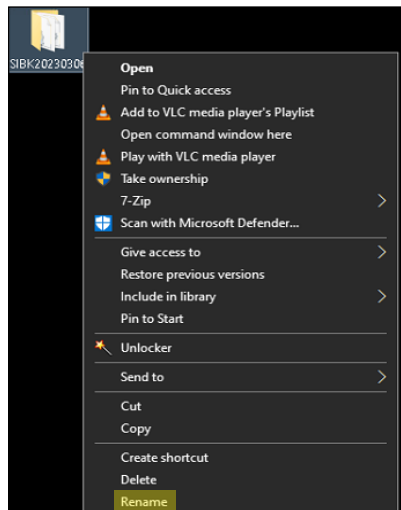

Step 6: The files are now being saved and the following image will appear. When the download is complete, select *OK* once more. You may now close out of the viewlog.

Step 7: Navigate to the location of the saved folder. (You can also right-click and rename the folder at this time.) In order to review the footage, double-click the folder and locate the EZViewLog.exe file. All files are in alphabetical order.

Step 8: After double-clicking this application, you will be presented with the saved video. You may need to click and drag the camera on the left column into an available square if it does not automatically populate. *Double-click the image to make it full screen.