HIKVISION

Network Indoor Station

Configuration Guide

Legal Information

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Symbol Conventions

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

Symbol	Description
⚠ **Danger**	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.
🛈 **Note**	Provides additional information to emphasize or supplement important points of the main text.

Contents

1 Local Operation

1.1 Activate Indoor Station

You can only configure and operate the indoor station after creating a password for the device activation.

Steps

1. Power on the device. It will enter the activation page automatically.

Create Password

Please enter a new password

Please enter the password again

Password length: 8 to 16 characters

OK
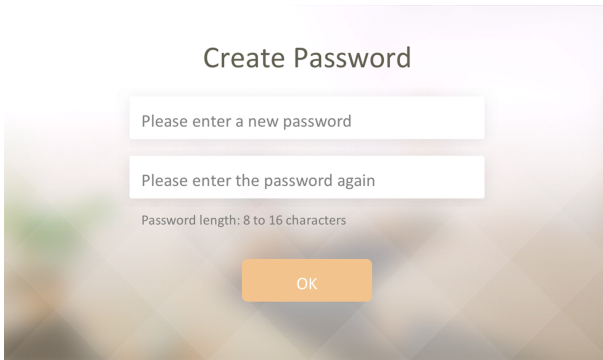
Figure 1-1 Activation Page

2. Create a password and confirm it.
3. Tap **OK** to activate the indoor station.

> **ⅰ Note**
>
> We highly recommend you to create a strong password of your own choosing (using a minimum of 8 characters, including at least three kinds of following categories: upper case letters, lower case letters, numbers, and special characters) in order to increase the security of your product. And we recommend you change your password regularly, especially in the high security system, changing the password monthly or weekly can better protect your product.

1.2 Configuration Settings

Configuration 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.

1.2.1 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.

Steps

 Note

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. Tap **Settings → ☰ → Configuration** , and enter admin (activation) password.

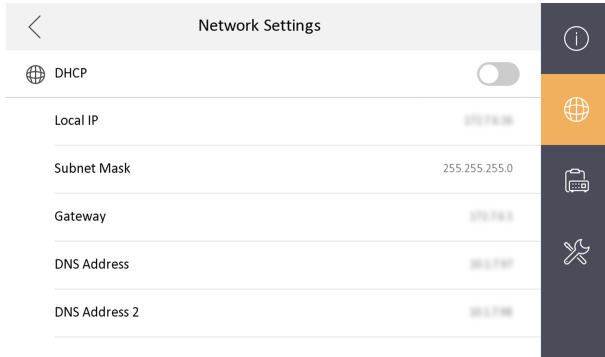2. Tap 🌐 to enter the network settings page.

Figure 1-2 Network Settings

3. Set the network parameters.
   - Enable **DHCP**, and the system can assign an IP address of the indoor station automatically.
   - Disable the DHCP function, and set the IP address manually. You should set the device IP address, the gateway, the DNS address.

1.2.2 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.

With the private SIP protocol, intercom can be realized only when all these devices are in the same network segment with the indoor station.

With the standard SIP protocol, intercom can be realized when all these devices support the standard SIP protocol.

Steps

ⓘ Note

- The doorphone does not support adding with the standard SIP protocol.

- Here take door station network settings as example.

1. Tap **Settings → ☰ → Configuration** , and enter admin (activation) password.

2. Tap 🗂 to enter the device management page.

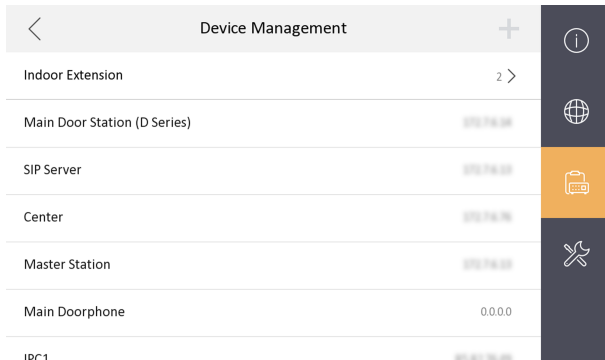| ⟨	Device Management	＋	ⓘ
Indoor Extension		2 ⟩	
Main Door Station (D Series)			⊕
SIP Server			🗂
Center			
Master Station			✕
Main Doorphone		0.0.0.0	
IPC1			

Figure 1-3 Device Management Page

3. Tap **Indoor Extension** and select a connect indoor extension.

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

	Main Door Station				
Auto-search					
523079832	10.7.115.162	V1.5.1build 190116	Activate		
612815852	192.0.0.65	V1.4.27build 190125	Activate		
808143078	10.7.115.177	V1.5.0build 180613	Activate		
201706232	10.7.115.88	V1.5.0build 180613	Activate		
216756473	10.7.115.178	V1.5.1build 190102	Activate		
C22713330					

Figure 1-4 Device Information

⊙ Restore the door station via indoor station.

Tap ⊙ to restore the parameters of the door station.

⚙ Modify the IP address of the linked door station.

Tap ⚙ to edit the IP address of door station.

5. Select the device to link. Edit the network parameters.

1.2.3 Set Indoor Station No.

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 5.

Up to 5 indoor extensions can be set for 1 indoor station.

Steps

1. Tap **Settings → ▤ → Configuration** , and enter admin (activation) password.

2. Tap ⚙ to enter the indoor station settings page.
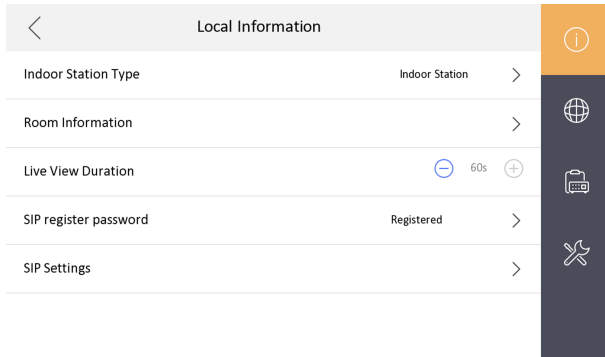
Figure 1-5 Set Indoor Station Information

3. Select **Indoor Station Type** from **Indoor Station** or **Indoor Extension** according to your actual needs.
    - Indoor Station: You can set the indoor station's room information, including the room name, community No., building No., Unit No., floor, and room No., the live view duration, the SIP register password, and the SIP parameters.
    - Indoor Extension: You can set the indoor extension's room information, including the room name and the extension No., live view duration, and the SIP register password.

4. Tap **Room Information** and set room name, community No., building No., unit No., floor No., and room No. according to your actual needs.

1.2.4 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 → 🟧 → Configuration** , and enter admin (activation) password.

2. Set SIP register password.

    1) Tap **SIP register password**.

    2) Create a new SIP register password and confirm the password.

    3) Tap **OK**.

3. **Optional:** Enable standard SIP.

    1) Tap **SIP Settings**.

2) Enable **Enable Standard SIP**.

3) 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.

$\boxed{i}$ **Note**

Up to 32 characters are allowed in the user name.

1.2.5 Add Camera

Steps

1. Tap **Settings → ▤ → Configuration** , and enter admin (activation) password.
2. Tap ▣ to enter the device management page.
3. Tap **+** to pop up the dialog box.
4. Select **HIK Protocol** and you can add the camera depended on the **HIK protocol**.
5. Enter the device name and IP address.
6. Enter the device user name and the password of the camera.
7. Exit the page to save the settings.

1.2.6 Zone and Alarm Settings

Zone Settings

You can set the zone type, alarm type and delay time and other parameters of 8 zones.
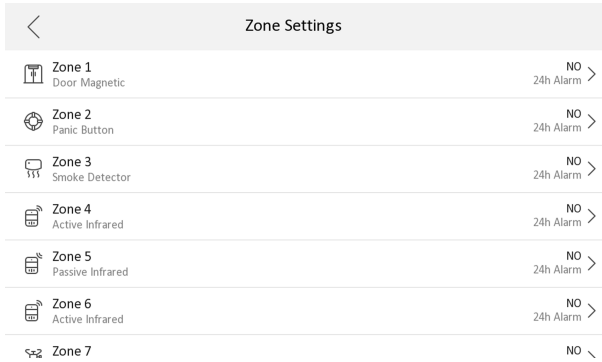
Before You Start
Tap **Settings → ⌂ → Shortcut Settings** , and enable **Alarm**.

Steps

$\boxed{i}$ **Note**

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

1. Tap **Settings → ⌂ → Zone Settings** to enter the zone settings page.

Figure 1-6 Zone Settings

2. Press a zone to pop up the zone editing dialogue box.

3. Set the zone type, alarm type, status of arming status, entering delay, and exiting delay.

4. Tap **OK** to save the settings.

ⓘ Note

- 7 zone types are selectable: Panic Button, Door Magnetic, Smoke Detector, Active Infrared, Passive Infrared, Gas Detector, and Doorbell.

- 3 alarm types are selectable: 24h Alarm, Instant Alarm, and Delay Alarm.
  Set the alarm type as 24h alarm, and the zone will be armed for 24h.
  Set the alarm type as instant alarm, and the zone will alarm once it's triggered.
  Set the alarm type as delay alarm, and you should set the entering delay duration and exiting delay duration.

- Both the entering delay duration and the exiting delay duration are from 30s to 60s.

- For Gas Detector and Smoke Detector, the alarm type is set as default 24h alarm. The alarm type of them can not be changed.

Arming Mode Settings

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

Before You Start

Tap **Settings →** **→ Shortcut Settings** to enable **Alarm**.

Steps

⌐ⅈ **Note**

On the home page, the arming status function and zone settings function are hidden by default. You should enable the alarm function first.

1. Back to the home page, tap **Settings →** **→ Scene Settings** to enter the arming mode settings page.

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

‹	Stay Mode	
	Integrated Video Intercom System	
🖳 Zone1		⊂◯
🗓 Zone2		⊂◯
🗐 Zone3		⊂◯
🗐 Zone4		⊂◯
🗐 Zone5		⊂◯
🗐 Zone6		⊂◯
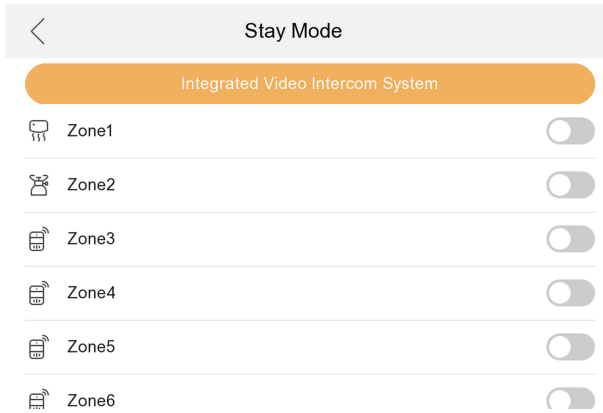
Figure 1-7 Arming Mode Settings

3. Arm the selected zone.

⌐ⅈ **Note**

- Zones are configurable on the arming mode page.
- 24H alarm zone including smoke detector zone and gas detector zone will be triggered even if they are disabled.
- Arming mode settings should be configured with the settings of arming status on the user page of the device.

1.3 Password Settings

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

Steps

1. Tap **Settings → → Password** to enter the password settings page.

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

Arm/Disarm

The password is for arming or disarming the zone for the indoor station.

> **i Note**
>
> By default, the Arm/Disarm page is hidden. Tap **Settings → → Shortcut Settings** and enable **Alarm**. And the Arm/Disarm page will be displayed.

Unlock

Create the indoor station's unlock password. If the device has connected to a lock, enter the password to unlock.

Duress Code

When you are hijacked and forced to open the door, you can enter the duress code. An alarm will be triggered to notify the management center secretly.

> **i Note**
>
> The duress code and the unlock password cannot be the same.

3. Enter the old password.

4. Create a new password and confirm it.

5. Tap **OK** to save the settings.

1.4 Synchronize Time

Steps

1. Tap **Settings → → Time and Date → Sync Time** to enter the time synchronization page.

	Time Synchronization	
Enable NTP		🟢
Sync Interval		60
IP Addr/Domain		0.0.0.0
Port No.		123
Time Zone	(GMT-12:00) International Date Lin...	＞

Figure 1-8 Time Synchronization

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

ⓘ Note

- The default unit of synchronizing interval is minute.
- The time zone can be configured as well if the NTP is not enabled.

1.5 Sound Settings

Set the ringtone sound and the volume.

1.5.1 Call Settings

You can set the ringtone, ring duration, call forwarding time on call settings page.

Steps

1. Tap **Settings →** 📱 to enter the call settings page.
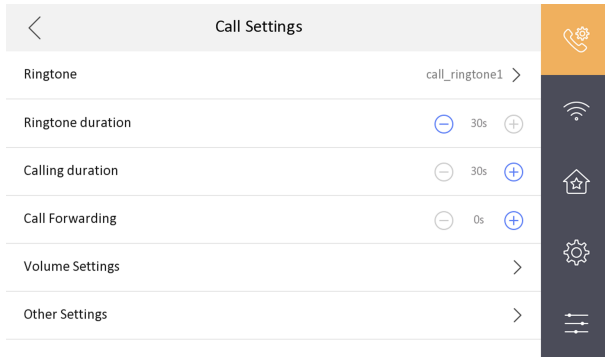
Figure 1-9 Call Settings

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.

Calling Duration

The call will end automatically when the actual calling duration is longer than the configured one. Calling 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.

Other Settings

You can set the Do Not Disturb function.

Do Not Disturb Device

Select **All** and all devices will not disturb this device. Select **Indoor Station** and all indoor station will not disturb this device.

Do Not Disturb

Set the do not disturb schedule. Select **Close** and the do not disturb function will not be enabled. Select **All Day** and this device will not be disturbed all day. Select **Schedule** and you can set the do not disturb

time duration. Within the configured time, this device will not be disturbed.

Note

Indoor extension does not support the ring duration settings, call forwarding settings, or auto-answer function.

1.5.2 Volume Settings

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

Steps

1. Tap **Settings → → Volume 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.

1.6 Link to the Mobile Client

Steps

1. Tap **Settings → → Hik-Connect Service Settings** to enter the settings page.
2. Enable **Enable Hik-Connect Service**.
3. Edit **LBS** server and **Verification Code**.

Note

Verification code is used to add the device to mobile client.

4. **Optional:** Scan QR code on the screen to add the device to the mobile client.

1.7 Restore Indoor Station

Steps

1. Tap **Settings → → Configuration** , and enter admin (activation) password.
2. Tap to enter the system maintenance page.
3. Tap **Restore Default Settings** to restore the default settings and reboot the system.

4. Tap **Restore All** to restore all parameters and reboot the system.

1.8 System Maintenance

You can format or install TF card, clear the screen, view the version information of the indoor station and reboot the system on the system maintenance page.

Tap **Settings →** 🔅 to enter the general settings page.

General Settings	
Password	>
Time and Date	>
System Language	>
Brightness Adjustment	⊖ 60% ⊕
Clean Screen	
TF Card 0GB/14GB	>
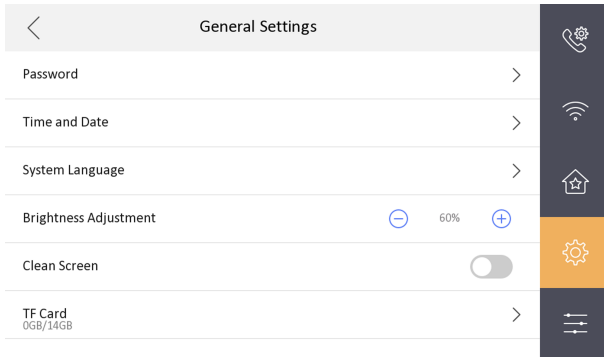
Figure 1-11 General Settings Page

Password

Create the device unlock password and the duress code

Unlock

Create the indoor station's unlock password. If the device has connected to a lock, enter the password to unlock.

Duress Code

When you are hijacked and forced to open the door, you can enter the configured duress code. An alarm will be triggered to notify the management center secretly.

📖 **Note**

The duress code and the unlock password cannot be the same.

Time and Date

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.

⌈ⓘ⌉ **Note**

- Make sure your device is connected with the network or the NTP function will not available.

- For details, see ***Synchronize Time***.

System Language

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

⌈ⓘ⌉ **Note**

The indoor station supports 11 languages.

Brightness Adjustment

Tap **+** or **-** to adjust the screen brightness.

Clean Screen

Enable **Clear Screen** and the screen will be locked for 30s. And you can clear the screen within the time duration.

⌈ⓘ⌉ **Note**

- After enabling Clear Screen function, press and hold the Unlock key to exit the clear screen mode.

- The device without unlock key will exit the clear screen mode automatically when the time is out.

TF Card

Tap **TF Card** to view the TF card and you can also format the TF card.

Tap **Settings →** to enter the system maintenance page.

Reboot Device

Tap **Reboot Device** to reboot the system.

Upgrade

Tap **Configuration**, and enter the admin (activation) password.

Tap → **Upgrade** to get the upgrade package online.

Wizard

Tap **Configuration**, and enter the admin (activation) password.

Tap → **Wizard** and set the language, network, indoor station type, device No., and select a device according to the wizard.

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

Shortcut Settings

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

Zone Settings

Set the zone parameters. For details, see *Zone Settings*.

Scene Settings

Set the scene parameters, including the stay mode, the away mode, the sleeping mode, or customize the scene. For details, see *Arming Mode Settings*.

1.9 Device Information

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

Steps

1. Tap **Settings →** **→ Device Information** to enter the Device Information page.

2. View the device version, module, and serial No.

3. **Optional:** Tap **Open Source Disclaimer** to view the OSS statement.

2 Remote Operation via the client software

The Video Intercom module provides remote control and configuration on video intercom products via the iVMS-4200 client software.

2.1 Activate Device Remotely

You can only configure and operate the indoor station after creating a password for the device activation.

Before You Start
Default parameters of indoor station are as follows:

- Default IP Address: 192.0.0.64.

- Default Port No.: 8000.

- Default User Name: admin.

Steps

1. Run the client software, enter **Device Management**, check the **Online Device** area.

2. Select an inactivated device and click the **Activate**.

3. Create a password, and confirm the password.

   $\boxed{i}$ **Note**

   We highly recommend you to create a strong password of your own choosing (using a minimum of 8 characters, including at least three kinds of following categories: upper case letters, lower case letters, numbers, and special characters) in order to increase the security of your product. And we recommend you change your password regularly, especially in the high security system, changing the password monthly or weekly can better protect your product.

   ---

4. Click **OK** to activate the device.

2.2 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.

2.2.1 Add Video Intercom Devices

Steps

ℹ️ **Note**

- 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 2-1 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.

> **ⅰ Note**
>
> 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. By default, the password is 12345.

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.

> **Note**
>
> - 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.

2.2.2 Modify Network Information

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

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

2.3 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 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.

2.4 Remote Configuration

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

2.4.1 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.
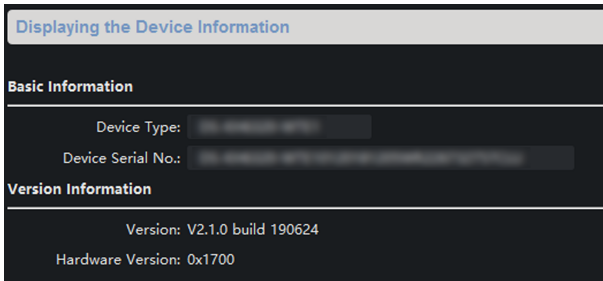
Figure 2-2 Device Information

General

Click **General** to enter device general parameters settings page. You can view and edit the device name and device ID.
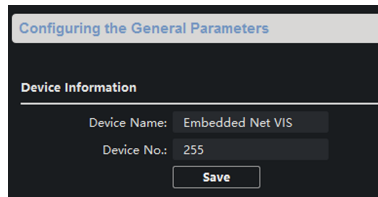
Figure 2-3 General

Time

Click **Time** to enter the device time settings page.
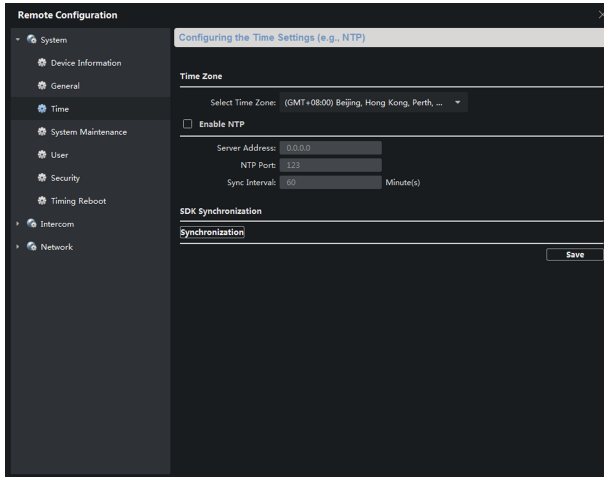
Figure 2-4 Synchronize Time

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.

ℹ Note

The default port No. is 123.

System Maintenance

Click **System Maintenance** to enter the page.
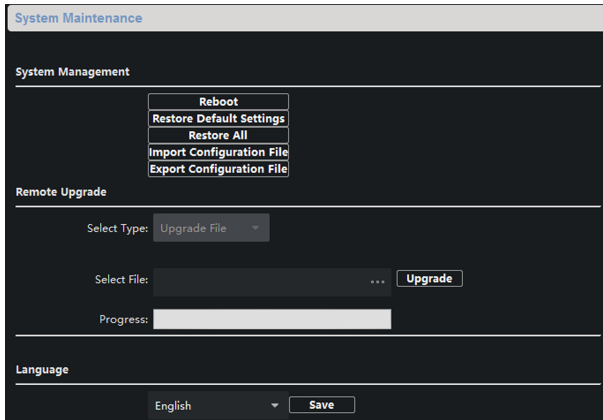
Figure 2-5 System Maintenance

- 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.

> **Note**
>
> - 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.
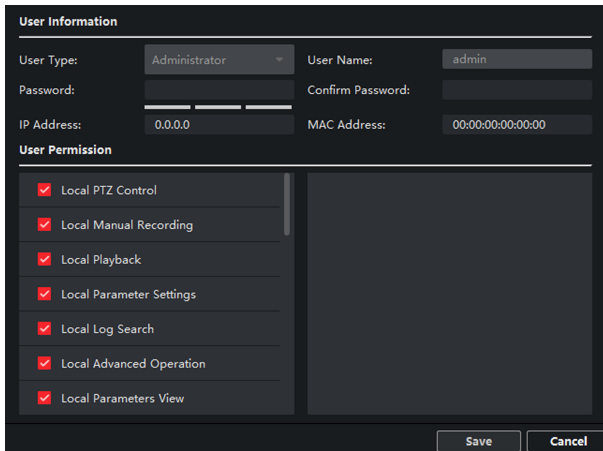
Note

- 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 2-6 User Page

Note

- 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.
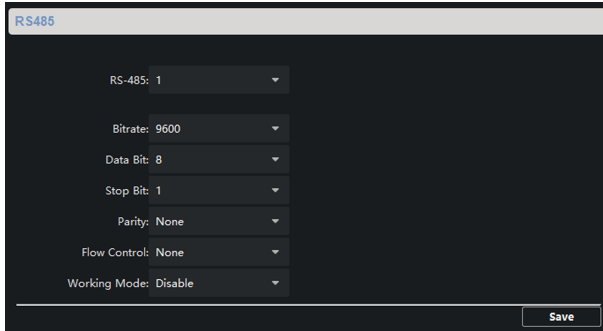
Figure 2-7 RS-485 Settings

⌈ⅈ⌉ **Note**

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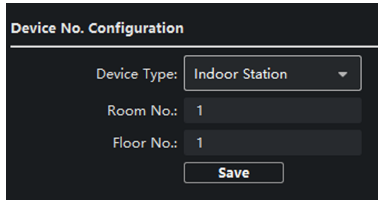
2.4.2 Video Intercom

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.

Device ID Configuration

Steps

1. Click **ID Configuration** to enter device ID configuration page.
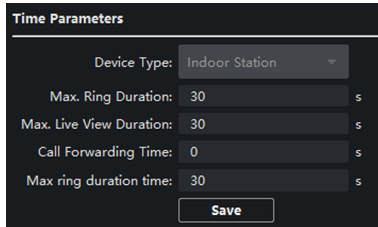
Figure 2-8 ID Configuration

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

3. Click **Save** to enable the device number configuration.

Time Parameters

Steps

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

Figure 2-9 Time Parameters

2. Configure the maximum ring duration, maximum live view time, and call forwarding time.

3. Click **Save**.
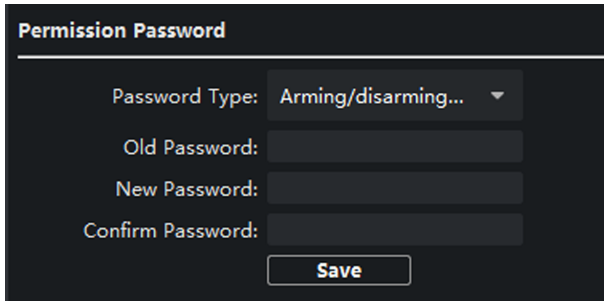
ⓘ Note

- 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.

Permission Password

Click **Permission Password** to enter password changing page.

Permission Password

Password Type:	Arming/disarming... ▼
Old Password:	
New Password:	
Confirm Password:	
	Save

Figure 2-10 Permission Password

For indoor station, you can change the arm/disarm password.

Zone Alarm

Steps

1. Click **Zone Alarm** to enter the zone settings page.

Figure 2-11 Zone Alarm

2. Select **Zone No.**

3. Select **Zone Type**.

4. Select **Alarm Type**.

5. Set the NO/NC status.

6. Set **Entering Delay** and **Exiting Delay**.

7. Select triggers.

8. Click **Save** to enable zone settings.

ℹ️ **Note**

- 7 zone types are supported: Emergency Switch, Door Magnetic Switch, Smoke Detector, Active IR Detector, Passive IR Detector, Combustible Gas Detector, and DoorBell Switch.

- 3 types of alarm mode are supported: Instant Alarm, 24H Alarm, and Delay Alarm.

- When the zone type is set to be Instant Alarm, only under arming mode, the indoor station will receive alarm message when the detector is triggered. Under disarming mode, it will not receive alarm message when the detector is triggered.

- When the zone type is set to be 24H Alarm, the indoor station will receive alarm message when the detector is triggered no matter it is under arming mode or disarming mode.

- When the zone type is set to be Delay Alarm, only under arming mode, the indoor station will receive alarm message when the detector is triggered. Under disarming mode, it will not receive alarm message when the detector is triggered.

- After setting enter delay time, if OK is pressed within the enter delay time after the alarm, the alarm event will not be uploaded to the management center; if OK is not pressed within the enter delay time after the alarm, the alarm event will be uploaded to the management center.

- The exit delay is the time between you enable the arming mode and the arming takes effect.

IP Camera Information

You can add, delete and modify cameras that can be added to the video intercom products, with two ways of getting stream: direct or URL. By exporting and importing the added device information, you can edit added devices parameters in batch.

Add Camera

Steps

1. Click **IP Camera Information** to enter IP camera information page.
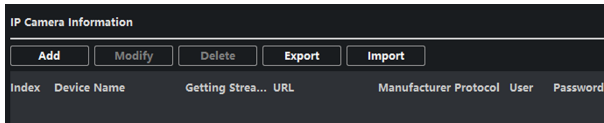
Figure 2-12 IP Camera Information

2. Click **Add** to pop up the device adding dialog box.

3. Enter corresponding information (device name, IP address, port No., user name, password, etc.), and click **OK**.

⌯ Note

Indoor extension does not support this function.

Export and Import Added Device Information

Steps

1. Click **Export** to export the added device information file.

2. Edit parameters of added devices in batch in the exported file.

3. Click **Import** to pop up importing box, and open the edited added device information file.
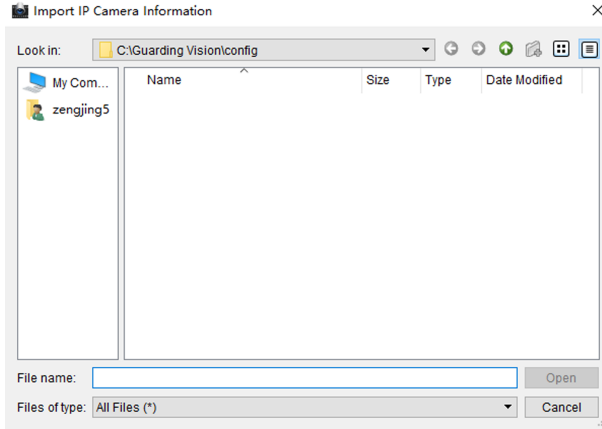
Figure 2-13 Import Added Device Information

Volume Input and Output

Steps

1. Click **Volume Input/Output** to enter the volume input and output page.
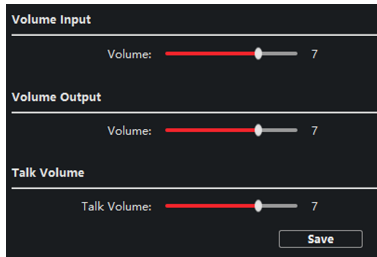
Figure 2-14 Volume Input and Output

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.

Index	Name	Size	Type	Add	Delete
1				✚	✖
2				✚	✖
3				✚	✖
4				✚	✖

Figure 2-15 Ring Import

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

ⓘ **Note**

- 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.

Index	DeployNo	DeployType	IpAddr
1	1	Real time Deploy	10.6.112.16

Figure 2-16 Deploy Info

Incoming Call Linkage

Steps

1. Click **Incoming Call Linkage** to enter configuration the page.
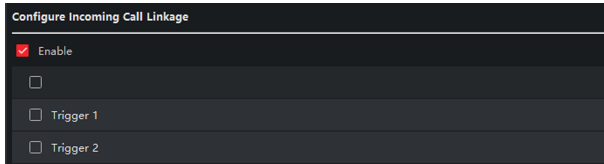
Figure 2-17 Incoming Call Linkage

2. Enable and select triggers.

When the calling incoming, the alarm you linked will be triggered.

Relay

Click **Relay**. Select a relay and click " " and set the relay name and output delay time. Click **Save** to save the settings.

2.4.3 Network

Local Network Configuration

Steps

1. Click **Local Network Configuration** to enter local network configuration page.
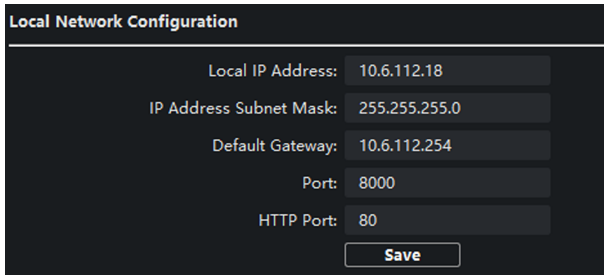
Figure 2-18 Local Network Configuration

2. Enter the local IP address, subnet mask, gateway address, and port No.

3. Click **Save** to enable the settings.

Note

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

Linked Devices Network Configuration

In the linked devices network configuration page, you can configure the network parameters of main stations, SIP servers and management centers of the same LAN. The devices can be linked to the door station and realize the linkage between these devices.

Steps

1. Click **Linked Network Configuration** to enter linked network configuration page.
2. Enter the main station IP address, (main) door station IP address, SIP server IP address, management center IP address, and doorphone IP address.
3. Select the main door station type from the drop-down list.
4. Click **Save** to enable the settings.

Note

- After adding main station IP Address, the linkage between indoor station and main station can be realized.
- After adding the door station IP Address, the video intercom between indoor stations of same building can be realized.
- After adding SIP Server Address IP, the video intercom of same community: video intercom between indoor stations of different building, calling indoor station from outer door station and video intercom between management center and indoors.
- After adding management center IP Address, the events can be uploaded to the management center.
- For indoor extension, only parameter about the main indoor station should be configured.

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**.

DNS1 IP Address: 10.1.7.97
DNS2 IP Address: 10.1.7.98
Save
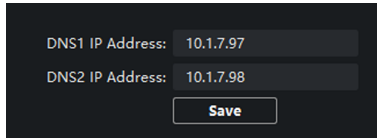
Figure 2-19 DNS Settings

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**.

2.5 Person Management

You can add, edit, and delete the organization and person in Person Management module. Organization and person management is necessary for the video intercom function.

On the main page, click **Person** to enter the page.
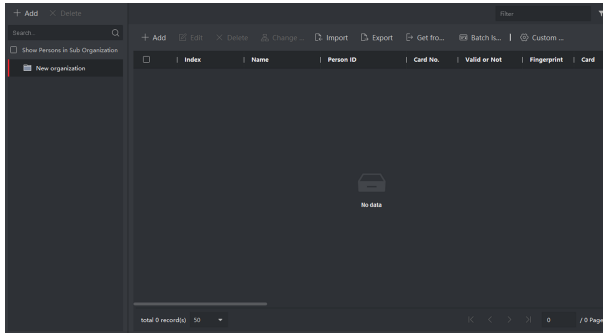
Figure 2-20 Personal Management Application

The page is divided into two parts: Organization Management and Person Management.

Organization Management	You can add, edit, or delete the organization as desired.
Person Management	After adding the organization, you can add the person to the organization and issue card to persons for further management.

2.5.1 Organization Management

On the main page of the Client Software, click **Person** to enter the configuration page.

Add Organization

Steps

1. In the organization list on the left, click **+Add**.
2. Input the organization name as desired.
3. You can add multiple levels of organizations according to the actual needs.
   1) You can add multiple levels of organizations according to the actual needs.
   2) Then the added organization will be the sub-organization of the upper-level organization.

 i Note

Up to 10 levels of organizations can be created.

Modify and Delete Organization

You can select the added organization and click ⊞ to modify its name.

You can select an organization, and click **X** button to delete it.

 i Note

- The lower-level organizations will be deleted as well if you delete an organization.
- Make sure there is no person added under the organization, or the organization cannot be deleted.

2.5.2 Person Management

After adding the organization, you can add person to the organization and manage the added person such as issuing cards in batch, importing and exporting person's information in batch, etc.

 i Note

Up to 10,000 persons or cards can be added.

Add Person

Person information is necessary for the video intercom system. And when you set linked device for the person, the intercom between intercom devices can be realized.

Steps

1. Select an organization in the organization list and click **+Add** on the person panel to pop up the adding person dialog.

 i Note

The Person ID will be generated automatically and is editable.

2. Set basic person information.

   1) Enter basic information: name, gender, tel, birthday details, effective period and email address.

2) **Optional:** Click **Add Face** to upload the photo.

> 🛈 **Note**
>
> The picture should be in *.jpg format.

Click Upload	Select the person picture from the local PC to upload it to the client.
Click Take Phone	Take the person's photo with the PC camera.
Click Remote Collection	Take the person's photo with the collection device.

3. Issue the card for the person.

   1) Click **Credential → Card** .

   2) Click **+** to pop up the Add Card dialog.

   3) Select **Normal Card** as **Card Type**.

   4) Enter the **Card No.**

   5) Click **Read** and the card(s) will be issued to the person.

4. Add fingerprints to the person.

   1) Click **Credential → Fingerprint** .

   2) Click **+** to pop up the Add Fingerprint dialog.

   3) Select **Collection Mode**.

   4) Select **Fingerprint Recorder** or **Device**.

   5) Click **Start** to collect the fingerprint.

   6) Click **Add**.

Import and Export Person Information

The person information can be imported and exported in batch.

Steps

1. Exporting Person: You can export the added persons' information in Excel format to the local PC.

   1) After adding the person, you can click **Export Person** to pop up the following dialog.

   2) Click **...** to select the path of saving the exported Excel file.

   3) Check the checkboxes to select the person information to export.

    4) Click **OK** to start exporting.

2. Importing Person: You can import the Excel file with persons information in batch from the local PC.

    1) Click **Import Person**.

    2) You can click **Download Template for Importing Person** to download the template first.

    3) Input the person information to the downloaded template.

    4) Click **...** to select the Excel file with person information.

    5) Click **OK** to start importing.

Get Person Information from Device

If the added device has been configured with person information (including person details, fingerprint, issued card information), you can get the person information from the device and import to the client for further operation.

Steps

 i **Note**

This function is only supported by the device the connection mothod of which is TCP/IP when adding the device.

1. In the organization list on the left, select an organization to import the persons.

2. Click **Get from Device** to pop up the dialog box.

3. The added device will be displayed.

4. Click to select the device and then click **Get** to start getting the person information from the device.

 i **Note**

- The person information, including person details, person's fingerprint information (if configured), and the linked card (if configured), will be imported to the selected organization.

- If the person name stored in the device is empty, the person name will be filled with the issued card No. after importing to the client.

- The gender of the persons will be **Male** by default.

Modify and Delete Person

Select the person and click **Edit** to open the editing person dialog.

To delete the person, select a person and click **Delete** to delete it.

⌐**i** **Note**

If a card is issued to the current person, the linkage will be invalid after the person is deleted.

Change Person to Other Organization

You can move the person to another organization if needed.

Steps

1. Select the person in the list and click **Change Organization**.
2. Select the organization to move the person to.
3. Click **OK** to save the settings.

A. Communication Matrix and Device Command

Communication Matrix

Scan the following QR code to get the device communication matrix.

Note that the matrix contains all communication ports of Hikvision access control and video intercom devices.

Figure A-1 QR Code of Communication Matrix

Device Command

Scan the following QR code to get the device common serial port commands.

Note that the command list contains all commonly used serial ports commands for all Hikvision access control and video intercom devices.

Figure A-2 Device Command

See Far, Go Further