



Hikvision Hik-Connect Instructions

Hikvision's Hik-Connect allows you to remotely view cameras that are connected to one or more recorders at one or more locations. This is done using Hikvision's iVMS-4200 software.

Once the software is installed, you will set up a **Super User**, which is used to log in to the software. You also have a username and password to sign in to your Hik-Connect account, which allows you to view the cameras, search video, etc. Your Hik-Connect account username and password are set up by your installer.

After you log in to the software, then sign in to your Hik-Connect account, you can set up your cameras, regarding which ones you want to view, the order in which they appear, view layout, etc. Please note that when you log out, these settings will be reset. To put it another way, once you set up the system to your liking, don't log out. Just close the iVMS-4200 application (click the "X" in the top right corner).

It's also worth noting that your settings as mentioned in the previous paragraph are on your computer only and are not tied to the Hik-Connect account in anyway. So one person can set their screen up one way, while another person can set theirs up differently.

Software Installation

1. Go to us.hikvision.com/en, then select Software, then **iVMS-4200 Series**, then click on the appropriate version, depending on what platform you're using, Mac or Windows.
2. On the right side of the page under Software, click **iVMS-4200** to download it.
3. Once downloaded, unzip it, then right-click on the application file and select Run as Administrator to begin the installation.
4. When you're notified that the installation is complete, click Finish.



Opening and Configuring the iVMS-4200

1. When the software opens for the first time, you'll be prompted to set up a **Super Username** and password. This is for **you** and **your** computer. This has nothing to do with cameras at this point. It's a security feature so no one else can log into your computer.
2. You must select and provide an answer for each of the three security questions. Once complete, you can click Login, and address any prompts that may appear.

Accessing Your Cameras

1. Toward the top right corner, you'll see a "cloud" icon that says **Not Logged In**.
2. Click on **Not Logged In**, then select your region.
3. When prompted with "You will enter Hik-Connect. Continue?", click **Yes**.
4. Enter your username and password. If your login was successful, the cloud icon will change to read Logged In.

Identifying Cameras

1. Click the **Main View** icon, or click on the "4-square" pattern in the top left corner directly below the iVMS-4200 logo.
2. When you click **Main View**, you'll see a "Group" named per your facility. If you click the arrowhead to the left of your group name, you'll see *all* the cameras for *all* locations.

Note: It's important to note that this shows *all* possible cameras, not necessarily actual cameras connected to each recorder. In other words, you will see 34 cameras, but you may only have 14 actual cameras (as an example) connected to the recorder.

You can remove the non-existent cameras if you so choose. To cull the list of actual cameras and delete those not being used, proceed to the next step.

1. Click on the "4-square" pattern in the top left corner directly below the iVMS-4200 logo, then select **Device Management** (under Maintenance and Management) at the right side of the screen.
2. Under **Device Management** in the left column, click **Group**. This will display *all* cameras within your Hik-Connect account, again, connected or not.
To delete a camera, simply check the box of the appropriate camera, then select **Delete** in the menu bar above the list of cameras.

Re-naming Cameras

1. Click on the “4-square” pattern in the top left corner directly below the IVMS-4200 logo, then select **Device Management**(under Maintenance and Management) at the right side of the screen.
2. Under **Device Management** in the left column, click **Group**. This will display *all* cameras within your Hik-Connect account, again, connected or not.
3. To rename a camera (rather than trying to remember which view Camera 10 is), select a camera with a single click, then select the **Edit** icon in the Operation column to the right of the camera.
4. Change the name accordingly then select OK.
5. Right-click **Encoding Channel** and select **Update Camera Name**.

View Cameras (Main View)

1. While in **Main View**, select each viewport with a single click (the outline of the viewport will turn red), then select a camera and click the little play button to the right of the camera name.
2. When prompted to “Input the stream key”, enter the Stream Keys as provided by your installer

Note: If your system has multiple cameras, you can save some time by loading the first camera only, then entering the stream key. Then you can open other cameras and the stream key will automatically be “plugged in” for those cameras.

If you load all cameras first before entering the stream key, you’ll simply have to enter the stream key for each camera. Just a little time saver if you have a lot of cameras.

3. By default, your screen is divided into four viewports. You can click the **Window Division** icon (lower right corner) to select the viewport layout.

Search Video (Remote Playback)

1. Click on the “4-square” pattern in the top left corner directly below the IVMS-4200 logo, then click **Remote Playback**.
2. Directly above the camera lists is the **Time** box. If you click on the calendar icon within the Time box, you can select a date to review. If you know the time(s) of a given event, you can also select the start and stop time.
3. Similar to viewing cameras, select each viewport with a single-click (the outline of the viewport will turn red), then select a camera and click the little play button to the right of the camera name.



Search Video Remote Playback Cont.

4. At the bottom of the screen, you'll see a light blue timeline reflecting the time you selected in Step 2 above.
5. You can use the "controls" just above the timeline (i.e. Play, Fast-Forward,etc....)
6. In summary: Select a date and time frame and select your cameras.

Download Video

1. Follow the steps above in **Search Video (Remote Playback)**.

Note: Prior to downloading any video, please review where the files are downloaded to on your computer. Select **Maintenance and Management**, then **System Configuration**, then **Files**. This will display where downloaded videos and pictures are stored after downloading. You can change the location by clicking on the "..." following each file path.

1. When you find the appropriate cameras and time frames, select the appropriate viewport (the outline of the viewport will turn red) then click the **Download for Multiple Cameras** icon above the left end of the timeline. In the window that opens up, you can fine tune the dates and times of the video to be downloaded.
2. Check the **Download Player** option so you can review videos after download.
3. Click **Download** at the bottom right corner of the screen. You'll be notified when the
4. download is complete.
5. When the download is complete, a small pop-up window will appear in the lower right corner of the screen. Using the navigation arrows in this small pop-up window. Go to "Page 1" and you'll see the option to open the folder that contains the downloaded video.