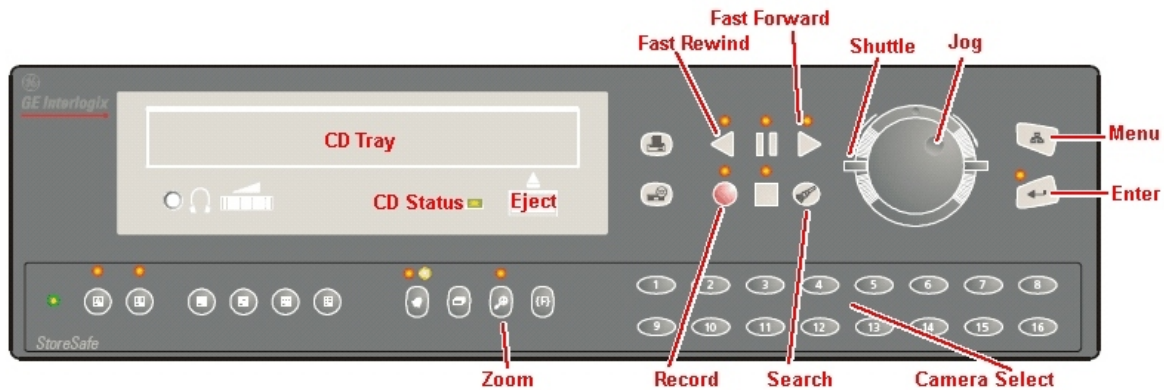


FINDING AND RECORDING EVIDENCE ON A CD (GE STORESAFE DVR)



PREPARE THE CD

- Press the **Eject** button on the CD Recorder and load a blank CD-R (writeable CD) into the drive, then close the **CD Tray**. The **CD Status** light will change colours and flash as it scans the new CD and writes the QuickWave software to the CD. This process will take about a minute, during which time the **CD Status** light will flash and status messages will appear on the monitor.
- When finished the **CD Status** light will be green and will not flash and “QuickWave files written on CD” will appear on the monitor. Press the **Enter** button to OK it once the operation is complete and this message appears.

FIND THE INCIDENT

- You should know exactly what times you need to record, and what cameras. A single CD may only be able to hold a few minutes worth of video data, so you must narrow the search as much as possible. (*Note: the DVR remembers the last Search used. Those same Time, Date, and Camera settings can be used to set up the next search or the Evidence CD recording.*)
- Press the **Search** button. The Search Filters screen will appear. If there is no writeable CD in the drive, the Disk Analysis screen will appear first and you will have to press the **Search** button again to show the Search Filters screen. (*Note: be sure to always have a blank CD in the drive as the first step in creating an Evidence CD.*)
- Using the **Jog** wheel, select the Operation at the top of the Search Filters screen. To review the video and narrow your search, change the selection using the **Shuttle** to “Play from disk”. (*Note: if there is no CD-R in the CD Writer, this option cannot be changed and defaults to “Play from Disk” automatically.*)
- Using the **Jog** wheel, select the box to the left of the date/time settings and press **Enter** until the “start date” is highlighted.

- Change the date using the **Jog** wheel, using the **Shuttle** to move left and right between fields. Select the date and time range you wish to search within.
- Once date and time are entered, press the **Enter** button to return to the main selection menu (the left of the screen).
- Using the **Jog** wheel, select the box to the left of the Activity/Event/Alarm/Text settings and press the **Enter** button until the “Activity” box is highlighted.
- Using the **Shuttle**, select Event and use the **Jog** wheel to set an “X” in the box. (*Note: an Event indicates a recorded piece of video data triggered by video motion, which is what you are most likely to be interested in.*)
- Hit the **Enter** button to return to the main selection menu (the left of the screen).
- Add or Delete cameras from the search by pressing the **Camera Select** buttons. (*Note: if you know an event was only viewed on a single camera, it is best only that camera be selected I.E. its box has an “X” through it).* Pressing the **Zoom** button will add/delete all cameras.
- Use the **Jog** wheel to scroll down to “start search” and press **Enter**.

NARROW THE SEARCH

- The Search result may show as a single segment of video or up to 200 video clips, depending on the amount of data searched and the amount of activity on those camera(s). Using the **Jog** wheel, select the first clip you wish to display. If multiple pages of segments exist, use the **Fast Forward / Fast Reverse** buttons to change pages.
- Press **Enter** to play the highlighted clip.
- While playing the video segment, use the **Jog** wheel and the **Shuttle** to rapidly skip forward and back through video. When a segment finishes playing, the next segment will automatically begin. While viewing video, you can press **Enter** to skip immediately to the next segment.
- Take advantage of the video display (and especially the time/date displayed in the playback) to narrow your start and end search times if necessary, and to determine what segments of video you may need to burn to a CD. (*Note: remember that no matter how many clips you have you can select each one individually.*)
- With narrowed date and time settings, re-enter the Search Filters screen (by pressing the **Search** button) and enter the new values for the start and end date/times. Repeat these steps until you have as exact a time and date as possible.

RECORD THE CD

- When you have narrowed down your search and you have the events ready to record from the Search Filters screen, using the **Jog** wheel, select the Operation at the top of the Search Filters screen. Change the Operation to “Copy from Disk to Archive” by using the **Shuttle**. (*Note: if there is no CD-R In the CD Writer, this option will not be present and you will only be able to “Play from Disk.” Be sure to always have a blank CD in the drive as the first step before doing your search.*)

- Use the **Jog** wheel to scroll down to “Start Search” and press the **Enter** button.
- Choose which clips you wish to add to the CD by using the **Jog** wheel to scroll to them, and the **Shuttle** control to select or deselect them. If multiple pages of results exist, page through them using the **Fast Forward** / **Fast Rewind** buttons. Pressing the **Zoom** button will select or deselect an entire page of video clips.
- The display will show how much video can be stored on the given CD, and how much the currently selected video segments will occupy on that CD. Choose video segments carefully to be sure they will fit on the current CD. On the monitor you can see the total size of the “selected” video clips as well as the “available on target medium” capacity of the CD.
- When you have selected the clips you wish to record, press the red **Record** button. The **CD Status** light will begin to flash, and a progress bar will show on the Display. When the CD has been completed, the **CD Tray** will automatically open. This process can take several minutes.
- This newly created CD will now play from any PC’s CD drive without needing to install any software on that PC.

COPYRIGHT © 2006, FITCH SURVEILLANCE SYSTEMS INC.

<http://www.fitch.ca>

For assistance with this or other issues, contact support@fitch.ca
or call 416-235-1818

