



EMINENT

EM6304
Full HD Network Video Recorder

en

Manual

EM6304 Full HD Network Video Recorder

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1.0 Introduction

Congratulations with the purchase of this high-quality Eminent product! This product has undergone extensive testing by Eminent's technical experts. Should you experience any problems with this product, you are covered by Eminent warranty. Please keep this manual and the receipt in a safe place.

Register your product now on www.eminent-online.com and receive product updates!

1.1 Packing contents

The following parts need to be present in the packing:

- Full HD Network Video Recorder
- Power supply
- Remote control
- 2 Batteries
- Mouse
- 4 screws for HDD
- Quick install guide

2.0 Explanation of the connections

2.1 EM6304 4 Port network video recorder



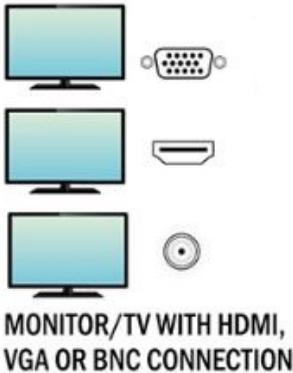
1. Line-In: Can be used to connect a microphone to the Audio-In channel.
2. Audio-Out: Can be used to connect to an analogue receiver or powered speaker.
Video-Out: Can be used to connect a CVBS cable to receive the surveillance recorder's image(s).
3. VGA connection. Used to connect a VGA monitor or TV to view the Surveillance recorders Video streams.
4. HDMI connection. Used to connect a HDMI monitor or TV to view the Surveillance recorders Video streams (Recommended).
5. LAN connection.
6. **2x USB ports which can be used for USB drive, keyboard or mouse.**
7. Power connector.

3.0 Using the surveillance recorder

During the following chapters we will explain how to setup the Network video recorder.

3.1 Connecting the surveillance recorder to your television or monitor

1. Take the surveillance recorder out of the packaging.
2. Connect the surveillance recorder to a monitor/TV which has a VGA or HDMI connection. Also, you can connect the surveillance recorder to a special security monitor which has a BNC connection. If you connect the surveillance recorder to a television which has a cinch connection, then you can use an optional BNC to cinch converter. (You can also use the surveillance recorder without the use of a monitor, then you can view the images of the surveillance recorder via your network, using a computer).



3.2 Connecting the mouse to the surveillance recorder

1. Take the mouse out of the packaging.
2. Connect the USB mouse to one of the available USB ports on the surveillance recorder.

3.3 Connecting the surveillance recorder to your network

1. Connect a network cable to the 'RJ45' port of the surveillance recorder.
2. Connect the other side of the network cable to your modem, router or switch.

3.4 Connecting the surveillance recorder to the power grid

1. Connect the plug of the power supply to the 'DC +12V IN' of the surveillance recorder.
2. Connect the power supply to a wall outlet.
3. The recorder will now boot. It last 90 seconds before you will see an image.

4.0 Using the setup wizard

Once the surveillance recorder has been booted, a setup wizard will be shown. Using this wizard, you can setup the basic settings of the surveillance recorder.

Note: The surveillance recorder will always start in the English language until you have chosen a different language!

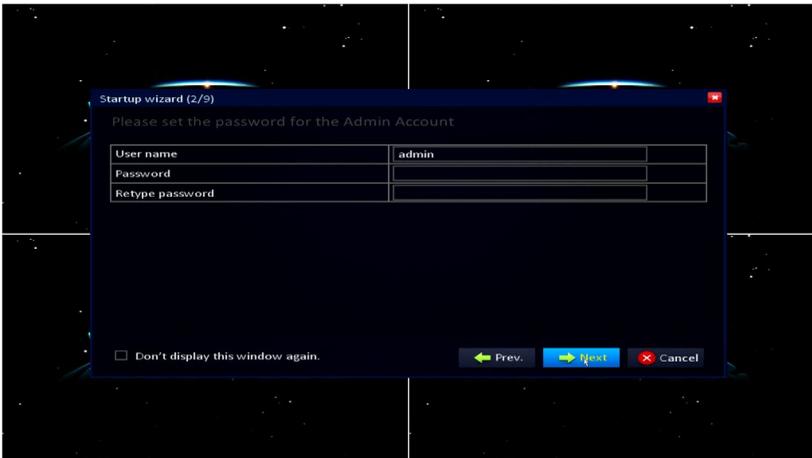
Hint: If you do not want the setup wizard to be shown again, you need to mark 'don't display this window again'.

Step 1:

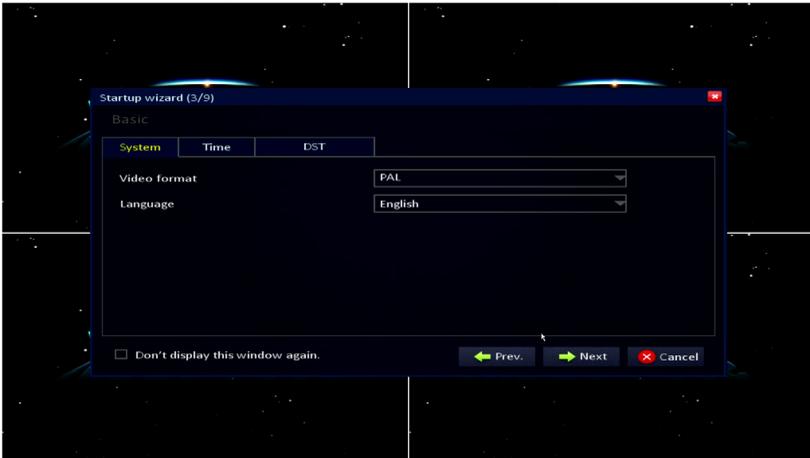
The wizard starts with the text 'Welcome to the Setup Wizard'. Click **Next**.

**Step 2:**

In the following screen, you can setup a password for the 'admin' account. Fill out a password at the 'Password' field. Confirm your chosen password at the 'Retype password' field. Click 'Next'.

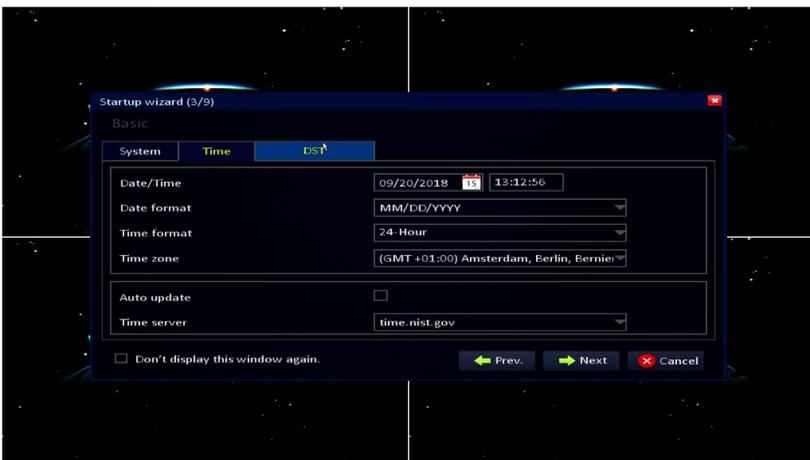
**Step 3:**

Select your 'Video format'. Select 'PAL'. Also, select your language. In this case, 'English'.



Select the tab **'Time'** if to set the correct date and time. Also, you can select the **'Time format'** and **'Time zone'**. At **'Time server'**, you can select an online time server which will synchronize the date and time. Mark **'Auto update'** if you want the time and date to be updated automatically.

Important: In order to add an Eminent IP camera properly it is necessary to setup the correct date and time. You can either change the time manually or mark **"Auto Update"**. When you enable **"Auto update"** we advise you to reboot the NVR after finishing the wizard. You can find the option **"Reboot"** under tab **"Maintenance"**

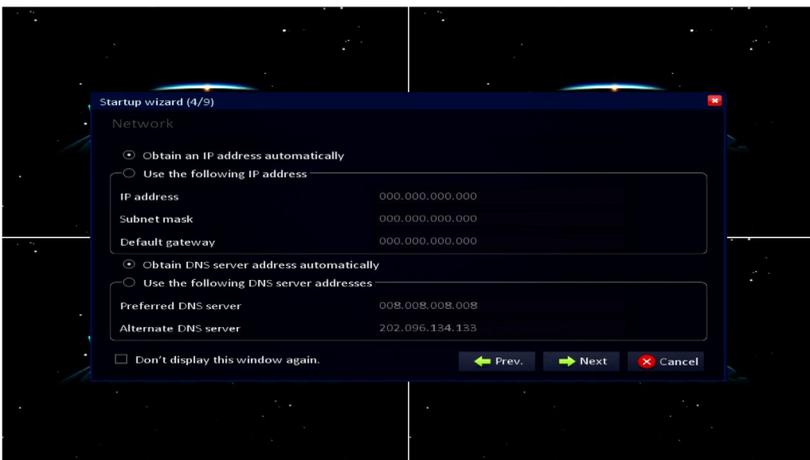


Select the tab **'DST'**. In the following screen, you can select the daylight saving time, by placing a mark at **'Enable'**. Also, you can set the **'Offset'** in hours. For example: One hour. You can also set the starting and end date of the daylight saving time (DST) at the **'From'** and **'To'** fields. Click **'Next'**.



Step 4:

In the following screen, you need to select whether you want to obtain an IP Address by DHCP or setting an IP Address manually. Usually, obtaining an IP Address automatically is sufficient. If you want to obtain the IP Address automatically, click **'Next'**.



However, it can be handy to set the IP Address data manually. If you do not have a DHCP server in your network, in that case, select **'Use the following IP address'** and

fill out the correct data such 'IP address', '**Subnet mask**' and '**default gateway**'. (Use the mouse to select and change the data). Also, fill out the correct 'Preferred' and '**Alternate DNS Server**'. Click '**Next**'.

Step 5:

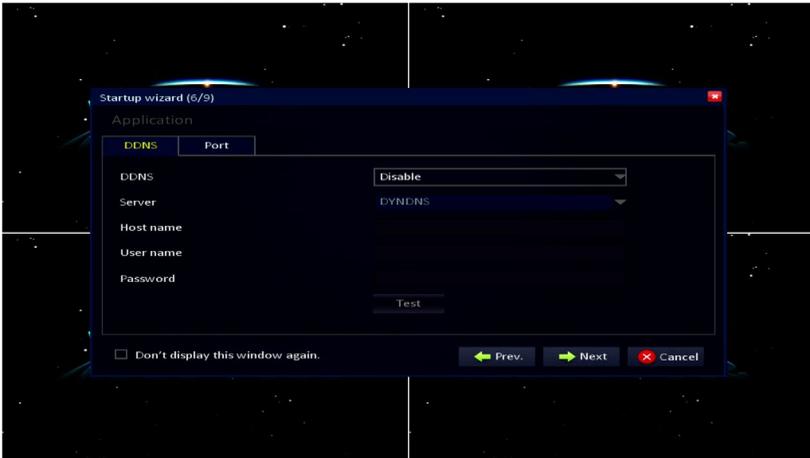
A new screen appears. The network connection will be tested first. Then, an overview appears. This overview shows the IP-Address data, DNS server addresses and your (Internet) WAN IP Address. Click '**Next**'.



Step 6:

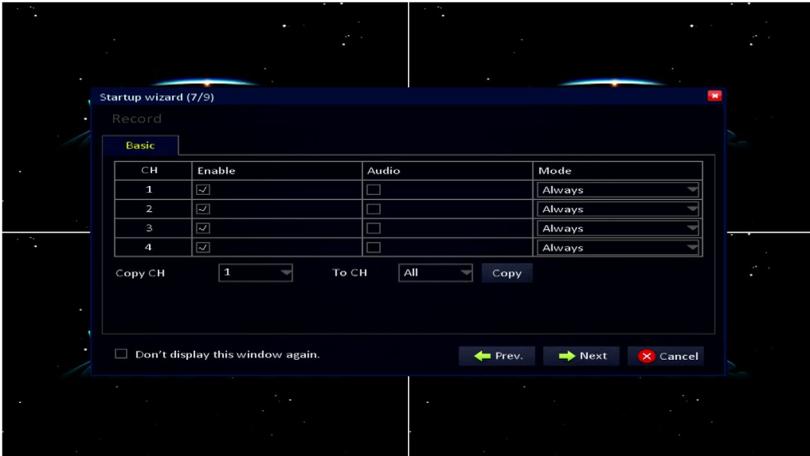
If you want to use a DDNS account, set the '**DDNS**' option to '**Enable**' in the following screen and then select your DDNS provider. Also, you need to fill out the hostname, user name and password of your DDNS account.

Click '**Port**'. In this screen, the '**Media port**' and the '**Web port**' are shown. The '**Media port**' is used by devices such as smartphones which are accessing the surveillance recorder externally. The '**Web port**' is used by computers which are accessing the surveillance recorder externally. If needed, the '**Media port**' and '**Web port**' can be changed manually. Click '**Next**'.



Step 7:

In the following screen, you can select from which channel (CH) you want to record. Each channel represents a connected camera. If a mark is placed at **'Enable'** at the corresponding channel, it means recording from this channel is activated. You can also select whether audio needs to be recorded at **'Audio'**. At **'Mode'**, you can select whether the recordings need to take place continuously, or scheduled.



Step 8:

At the following screen, you can see the status of the internal hard disk and the capacity of the internal hard disk. At **'Overwrite'**, you can select the 'by capacity' option. Which means that the oldest recorded files will be overwritten when the hard disk reaches its maximum capacity.

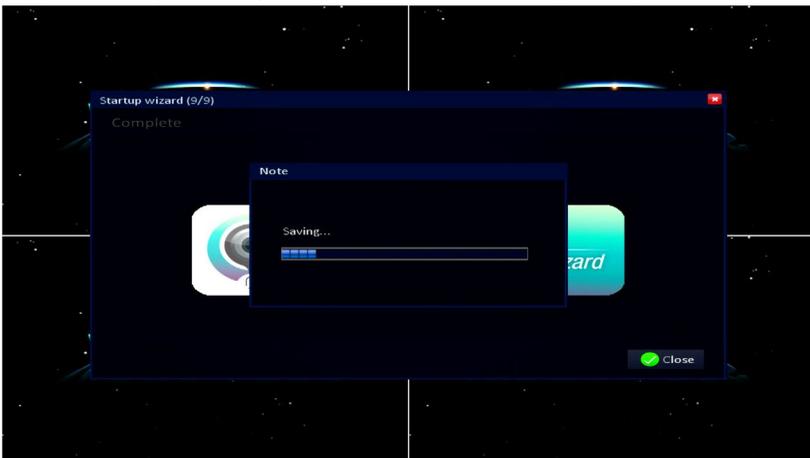
If you want the files to be overwritten after a pre-set amount of days, select 'by days' and set the amount of days.

Place a mark at '**Format**' and then click '**Format**' to begin formatting the internal hard disk. Please be patient while the hard disk is being formatted. Click '**Save**'.



Step 9:

Click '**OK**' to finish the setup wizard.



5.0 Manual settings

If you have not used the setup wizard, or you want to setup a password manually to prevent third parties to gain access, or you want to manually set the date and time,

you can manually set the surveillance recorder. If your surveillance recorder has been connected to your network, you can manually set the IP address data.

5.1 Setting up passwords

In order to prevent third parties gaining access to the settings of the surveillance recorder, you can setup a password in the surveillance recorder. There are two different types of accounts which can be used to setup a password: a user account with a password and an admin account with a password. A user account is supposed to be used for the 'normal' user which can only view images and cannot alter any settings. If needed, you can also create a user account and add privileges you want to add for this user account.

An admin account is supposed to be used for the person who is able to view and alter all settings.

5.1.1 Setting up a user account

1. Make sure the surveillance recorder is completely booted, and you can see the surveillance recorder's image on your screen.
2. Click **'Start'**.



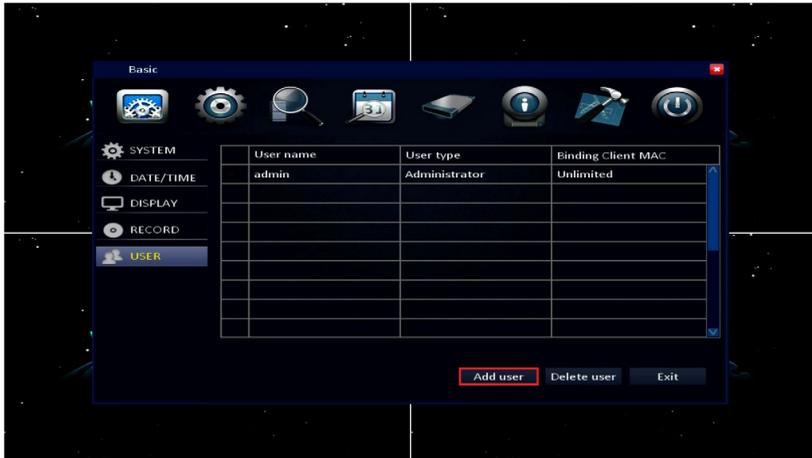
3. Fill out the password you have set during the wizard and click **'Login'**. Leave the password field empty when there is no password or the wizard has not been used and click **'Login'**.



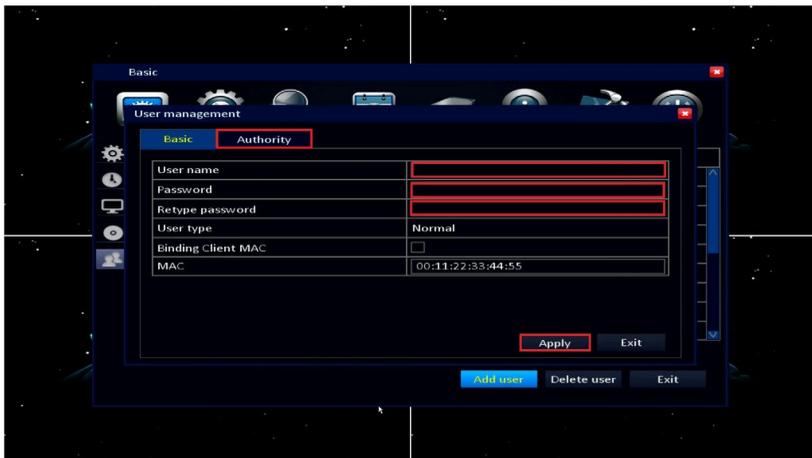
4. Click '**Basic**' and then select '**User**'.



5. Click '**Add user**'.



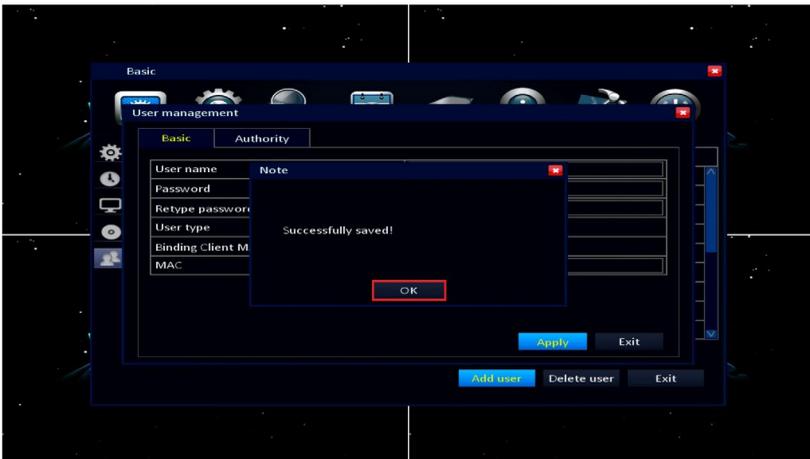
6. Fill out a user name for this account at '**User name**'. Use the mouse and the onscreen keyboard to fill out the data and click '**Enter**' to confirm.
7. Fill out a password for this account at '**Password**'. Use the mouse and the onscreen keyboard to fill out the data and click '**Enter**' to confirm.
8. Confirm the password at '**Retype password**'. Use the mouse and the onscreen keyboard to fill out the data and click '**Enter**' to confirm.
9. Select the '**Authority**' tab.



10. If this account only may have access to the images of the camera's (no privilege to change anything), click '**Clear**'.



11. Click 'Apply'.
12. Click 'OK' at the 'Successfully saved' screen.

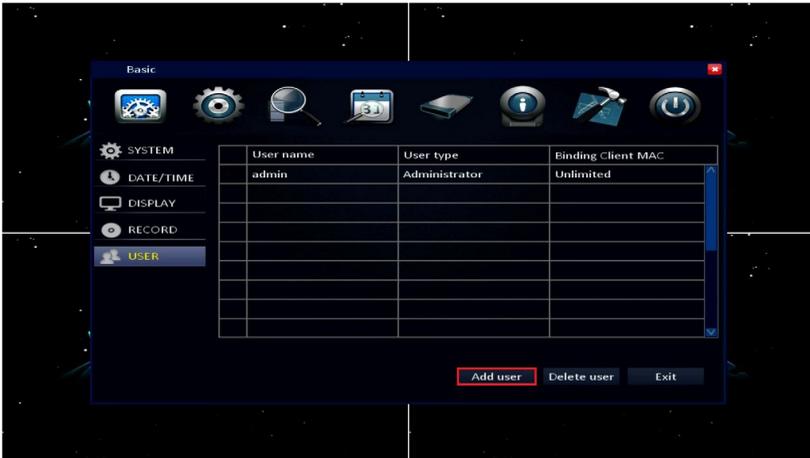


13. Click 'Exit' until you are at the 'User' menu.

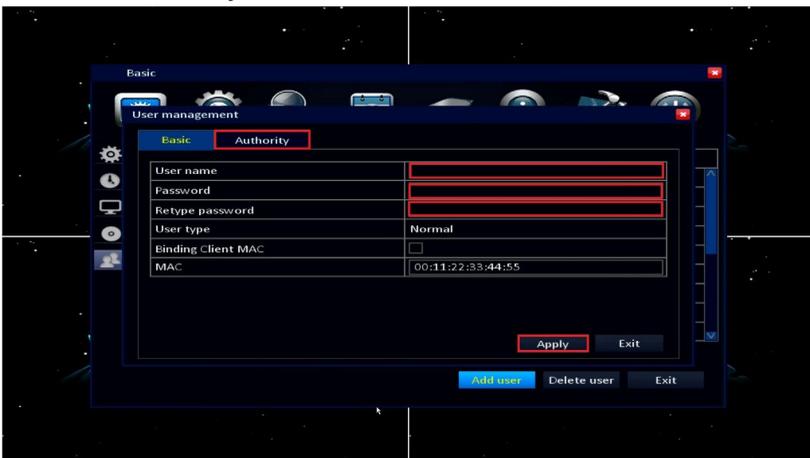
Note: Your password can have a maximum of 16 characters.

5.1.2 Setting up an admin account

1. Click 'Add user'.



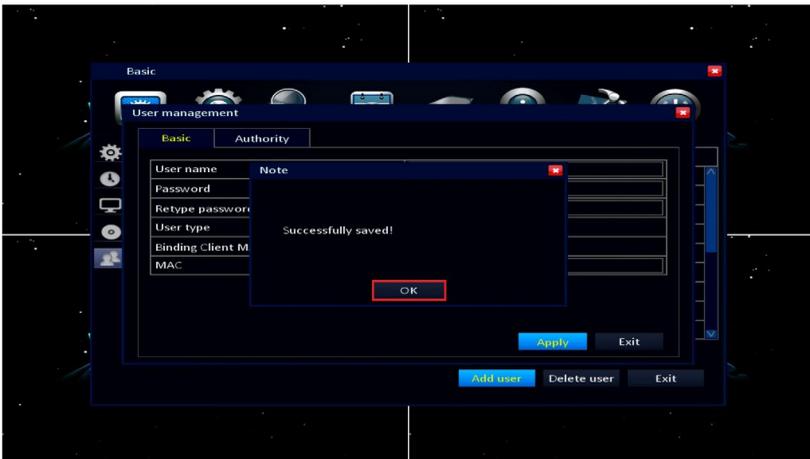
2. Fill out a user name for this account at '**User name**'. Use the mouse and the onscreen keyboard to fill out the data and click '**Enter**' to confirm.
3. Fill out a password for this account at '**Password**'. Use the mouse and the onscreen keyboard to fill out the data and click '**Enter**' to confirm.
4. Confirm the password at '**Retype password**'. Use the mouse and the onscreen keyboard to fill out the data and click '**Enter**' to confirm.
5. Select the '**Authority**' tab.



6. Since we are creating an admin account, we need to make sure all items are selected. You can select this manually or select the button "**All**"



7. Click 'Apply'.
8. Click 'OK' at the 'successfully saved' screen.



9. Click 'Exit' until you are at the main menu.

Note: Your password may contain a maximum of 16 characters.

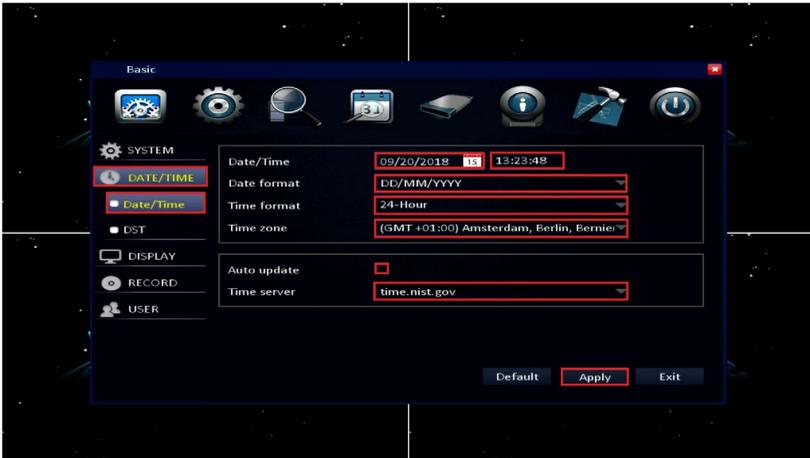
5.2 Setting up date and time

1. Click 'Basic'.
2. Click 'Date/Time'.

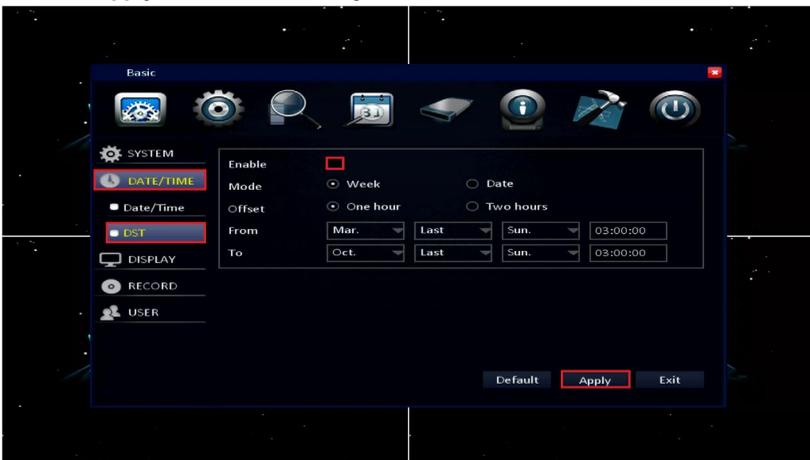


3. Fill out the date, year and time at the '**Date/Time**' field.
4. You can set the display of date, time and year at the '**Date Format**' field.
5. Fill out the time display at the '**Time format**' field. You can choose between '**24-Hour**' and '**12-Hour**'.
6. Select the correct time zone at the '**Time zone**' field.
7. Place a mark at '**Auto update**' if you want the time and date to be updated automatically.
8. Select a time server at the '**Time server**' field. You can select an online time server which will synchronize the date and time.

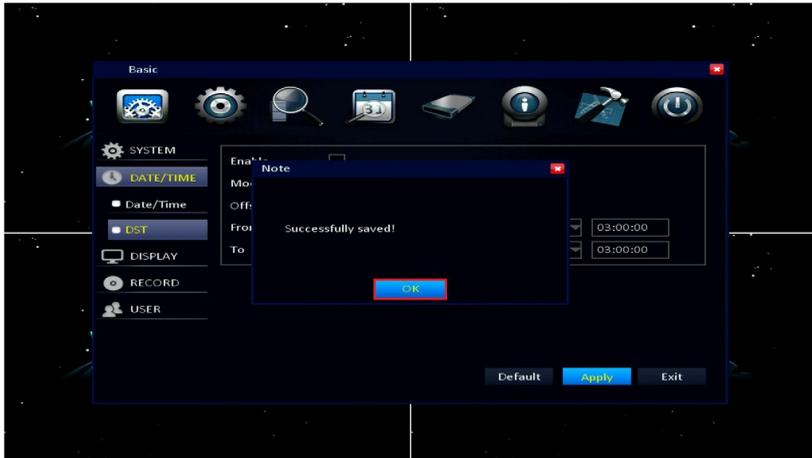
Important: In order to add an Eminent IP camera properly it is necessary to setup the correct date and time. You can either change the time manually or mark "**Auto Update**". When you enable "**Auto update**" we advise you to reboot the NVR after applying the date/time settings. You can find the option "**Reboot**" under tab "**Maintenance**"



9. Click **'DST'**. In the following screen, you can select the daylight saving time, by placing a mark at **'Enable'**. Also, you can set the **'Offset'** in hours. For example: One hour. You can also set the starting and end date of the daylight saving time (**DST**) at the **'From'** and **'To'** fields.
10. Click **'Apply'** to save these settings.



11. Click **'OK'** at the 'successfully saved' screen.



12. Click 'Exit' until you are at the main menu.

5.3 Setting up network settings

1. Click 'Advance'.
2. Click 'Network'.



3. 'Obtain an IP address automatically' and 'Obtain DNS server automatically' are selected by default. This is the ideal setting if you have a DHCP server within your network and you do not want to setup the network data manually.
4. If there is no DHCP active within your network, or you want to manually fill out an IP Address, place the mark at 'Use the following IP address' and fill out the correct data such as 'IP address', 'Subnet mask' and 'Default gateway'. (You can use

the mouse to select and change the data). Also, fill out a correct **'Preferred'** and **'Alternate DNS server'**.

5. Click **'Apply'** to save these settings
6. Click **'OK'** at the **'successfully saved'** screen.
7. Click **'Exit'** until you are at the main menu.

Attention! In order to access the surveillance recorder using the Internet, make sure you have filled out the IP Address data correctly. If not, a connection via the Internet may not be established.

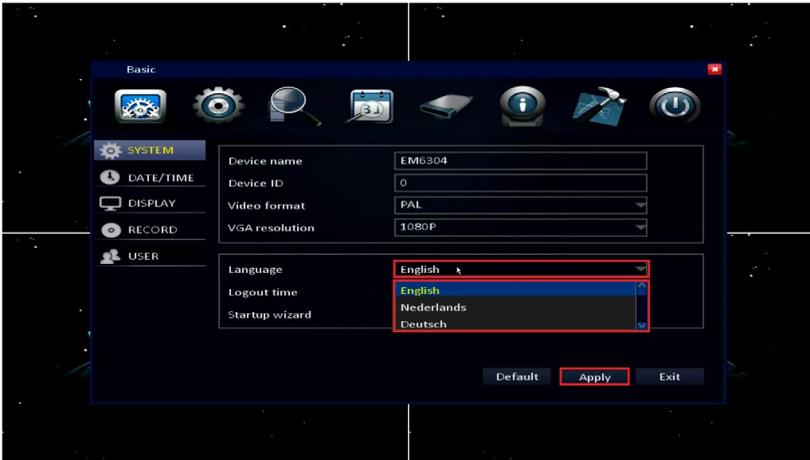
5.4 Selecting the screen language

Both the on-screen display and webpage of the surveillance recorder are available in several languages. This manual is based on the English language which is the default language setting of the surveillance recorder. You can select your own language with these instructions:

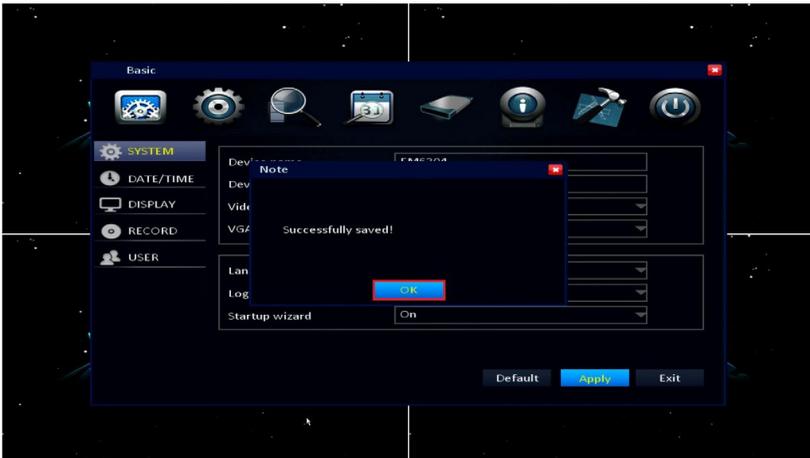
1. Click **'Basic'**.



2. Select **'Language'** in the middle of the screen.
3. Select your desired language from the list.
4. Click **'Apply'**.



5. Click 'OK' at the 'successfully saved' screen.



6. Click 'Exit' until you are at the main menu.

6.0 Connecting a camera

6.1 Connecting an IP camera

The EM6304 Network Video Recorder works with the Eminent Camline Pro camera and most of the Onvif supported cameras. The recorder supports up to Onvif version 2.4 and lower. If the Onvif version of your camera is higher than 2.4 then we cannot guarantee that all functions of your camera will work with the recorder. In the following chapter, we will explain how to connect these cameras.

Before mounting the cameras you need to take the following precautions:

- Make sure the cameras can view the areas you want to guard. It can be handy to test some locations before mounting the cameras.
- Do not place the cameras directly to the window or other glass surfaces to prevent reflections.
- The night vision of the cameras is limited compared to viewing the image during day time. So make sure the cameras are mounted in such a way, the night vision is sufficient to view the intended area(s) during night time.
- Avoid direct sunlight into the camera, it could cause overexposure
- Place the camera on a spot which is not too easy for unwanted people to sabotage the camera.

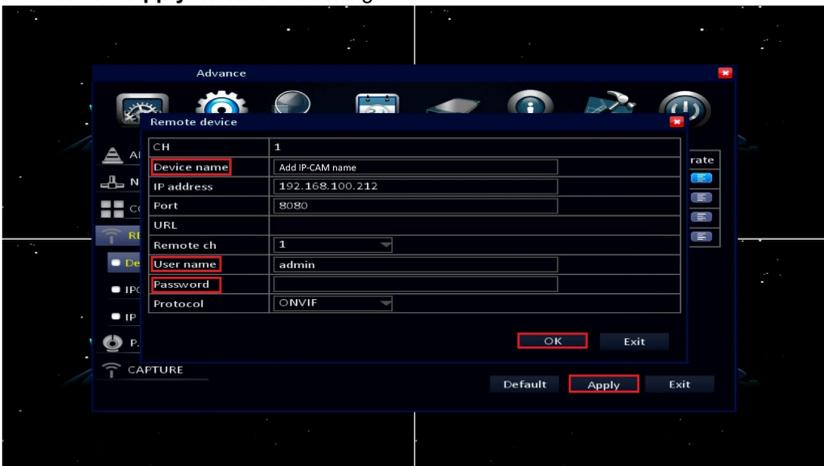
1. First, make sure your IP camera is connected to the same network as the NVR.
2. Click on the **"Start"** button and login with your credentials. Click on **"Login"**.



3. Click on **"Advance"**.
4. Go to **"Remote"**. You will notice that the network video recorder automatically detects and fills out your IP cameras which are connected to your home network.
5. Select the IP camera you wish to add to the network video recorder and click on the menu button located next to the magnifying glass, at the right side located below **"Operate"**.



6. Fill out the username and password of your IP camera.
7. Press "OK".
8. Click on "Apply" to save the settings.



9. You will see the note "Successfully saved".



10. Click "OK".
11. The camera now has been added to the camera overview.

6.2 Checking the cameras image

1. Once the camera is connected, the image can be checked.
2. As soon as the surveillance recorder has been started, you will see that the screen is divided into several squares. Each square represents a camera-input.

Double-click the square which represents the cameras image. To see the image in full screen double click the square that represents the camera.

6.3 Setting up the surveillance recorder for PTZ usage

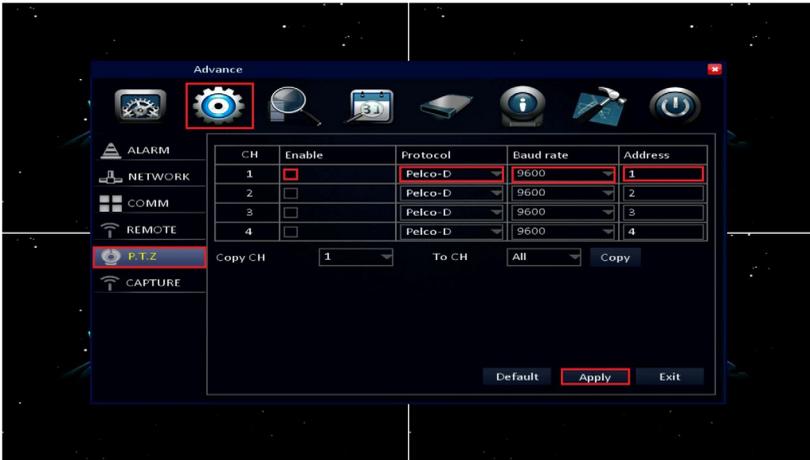
1. Make sure that the surveillance recorder is completely started, and you can see the surveillance recorder's image on your screen.
2. Click 'Start'



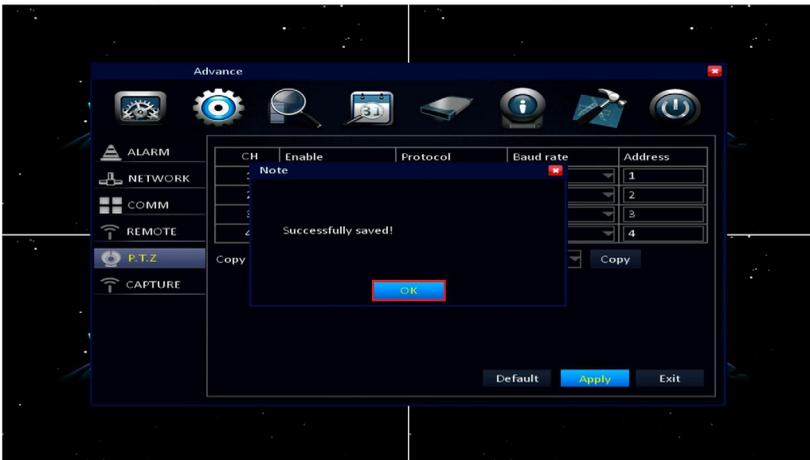
- Fill out the password you have set during the wizard and click '**Login**'. Leave the password field empty when there is no password or the wizard has not been used and click '**Login**'.



- Click '**Advance**'.



5. Click '**P.T.Z.**'.
6. Click '**Enable**' at the channel your PTZ camera is connected to.
7. Make sure the '**Pelco-D**' protocol is selected at the same channel the PTZ camera is connected to.
8. Make sure the '**Baud rate**' is set to the same baud rate as your PTZ camera is set to. Refer to the manual of the camera for more details.
9. Make sure the correct '**Address**' is selected at '**Address**'.
10. Click '**Apply**'.
11. Click '**OK**' at the '**successfully saved**' screen.



12. Click '**Exit**' until you are at the main menu.

6.4 Checking the PTZ camera

1. Now you have connected a PTZ camera, the camera's image and function(s) of the PTZ camera can be tested.
2. Click the '**P.T.Z**' icon at the lower right part of the screen.
3. Fill out the password you have set during the wizard and click '**Login**'. Leave the password field empty when there is no password or the wizard has not been used and click '**Login**'.
4. A new screen appears with several new icons and new functions. If you have connected the PTZ camera properly and the '**Baud rate**' settings are correct, you will be able to use the PTZ functions. For Example: If your camera has Pan/Tilt options, you can use the directional buttons onscreen to move the camera's image. Use the '**Zoom+**' button to zoom in. Use the '**Zoom-**' button to zoom out etc.

6.5 Adjusting the surveillance recorder's resolution

It is possible to change the screen resolution. Use the following steps to change the resolution:

1. Make sure the surveillance recorder is completely started and you see the image of the surveillance recorder on screen.
2. Click '**Start**'.



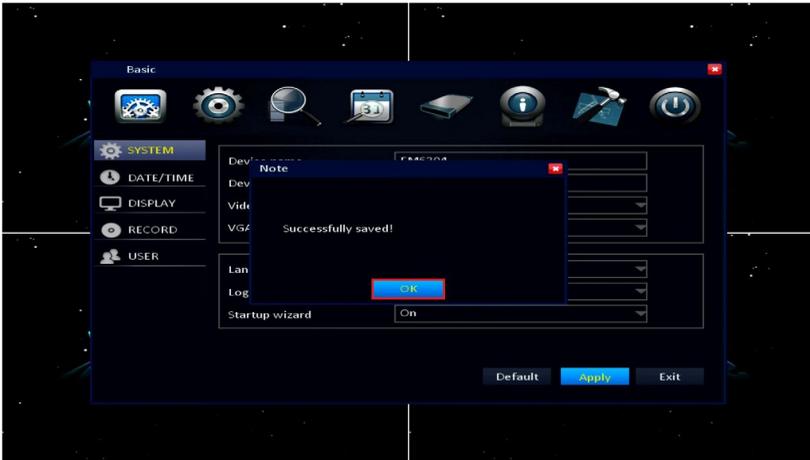
3. Fill out the password you have set during the wizard and click '**Login**'. Leave the password field empty when there is no password or the wizard has not been used and click '**Login**'.



4. Click **'Basic'**.



5. Select **'VGA resolution'** at the right side of the screen.
6. Select the desired resolution.
7. Click **'Apply'**.
8. Click **'OK'** at the **'Successfully saved'** screen.



9. Click 'Exit' until you are at the main menu.

7.0 Recording

The default settings of the network video recorder are set to record images all the time. There are several other ways to record images as well. You can record manually, time based recordings, and recording during motion detection. You can also adjust the quality and resolution of the recordings. We will explain how to alter the settings.

To make sure the surveillance recorder keeps recording, even when the hard disk has reached its capacity, the 'Overwrite' option is activated by default. Using this option, the oldest recordings will be overwritten automatically to maintain sufficient disk space.

7.1 Resolution and bit rate of the recordings

1. Make sure the surveillance recorder is completely started and you can see the surveillance recorder's image on screen.
2. Click 'Start'.



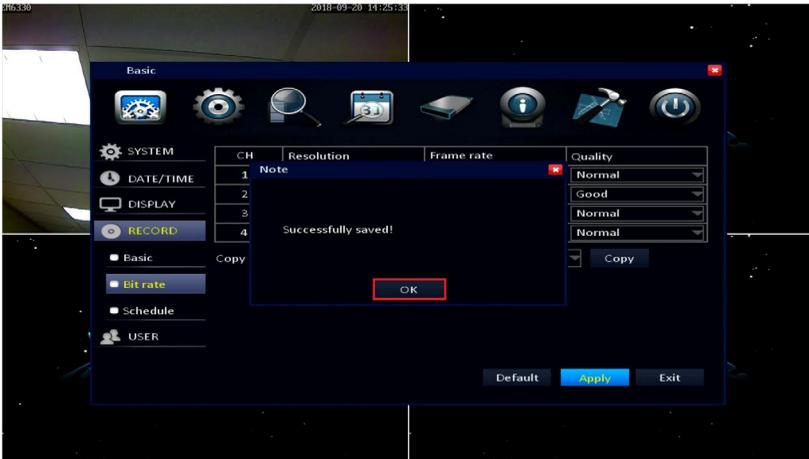
3. You need to login using an admin account. Fill out the password you have set during the wizard and click **'Login'** or do not fill out a password if you have not used the wizard or if you do not have set a password and click **'Login'**.



4. Click **'Basic'**.



5. Click **'Record'**.
6. Click **'Bit rate'**.
7. Choose the desired resolution at **'Resolution'**.
8. At **'Frame rate'**, you can select the frame rate (amount of images shown per second). **'25'** is the highest frame rate possible and delivers the most fluent images. The lower the frame rate, the less fluently the recorded image will appear. A higher frame rate will consume more hard disk space.
9. Click **'Quality'**.
10. At **'Quality'**, you can select the quality of the image. Setting the quality to **'Best'**, means the quality is as good as possible. However, setting a higher quality also means more hard disk space will be used.
11. Click **'Apply'**.
12. Click **'OK'** at the **'Successfully saved'** screen.



13. Click **'Exit'** until you are at the main menu.

HOW LONG CAN YOU RECORD WITH AN HDD?

Based on: Full HD, 1080p, 25 frames, 24/7 recording

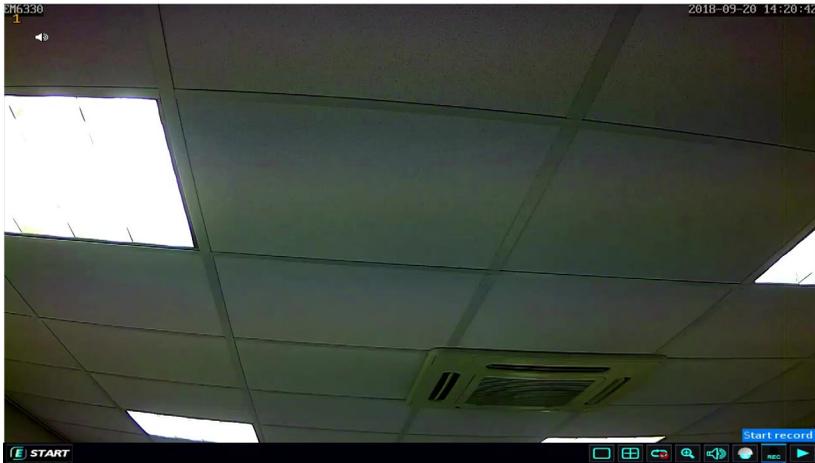
NOTE: Amount of recorded data may vary due to motion and day/night scenes

	 HDD 1 TB	 HDD 2 TB	 HDD 4 TB	 HDD 8 TB
1 CHANNEL	22 DAYS	44 DAYS	88 DAYS	176 DAYS
2 CHANNELS	11 DAYS	22 DAYS	44 DAYS	88 DAYS
3 CHANNELS	7 DAYS	14 DAYS	28 DAYS	56 DAYS
4 CHANNELS	5 DAYS	11 DAYS	22 DAYS	44 DAYS

Note: The higher you set the resolution, frame rate and quality, the better the picture on screen will look. However, the higher these settings, the more disk space is needed for the recordings.

7.2 Recording manually

1. Make sure the surveillance recorder is completely started and you see the surveillance recorder's image on screen.
2. Click **'Start'**.
3. Fill out the password you have set during the wizard and click **'Login'**.
Leave the password field empty when there is no password or the wizard has not been used and click **'Login'**.
4. Click the **'Rec'** button at the lower right part of the screen.



5. The surveillance recorder will start recording the camera's image.
6. If you want to stop the recording, you need to click the **'Stop record'** button at the lower right part of the screen.



7.3 Recording continuously

1. Make sure the surveillance recorder is completely started and you can see the surveillance recorder's image on screen.
2. Click **'Start'**.



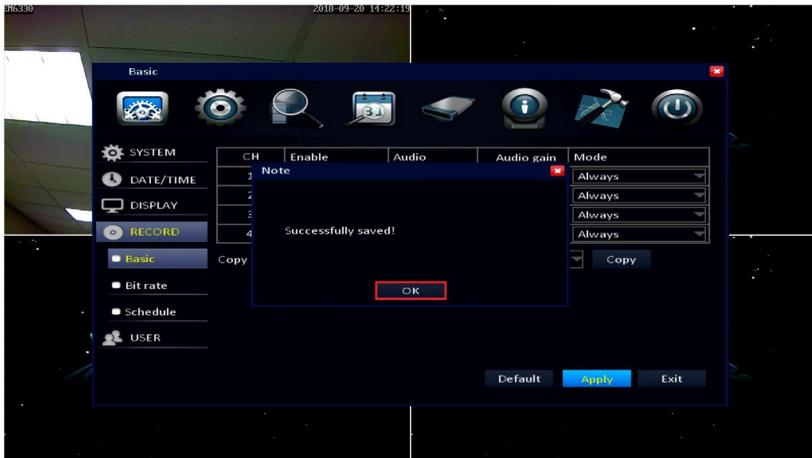
3. Fill out the password you have set during the wizard and click '**Login**'. Leave the password field empty when there is no password or the wizard has not been used and click '**Login**'.



4. Click '**Basic**'.
5. Click '**Record**'.



6. Make sure the channel(s) you want to record are marked. (Place a mark at **'Enable'**). Also, the 'Mode' needs to be set to **'Always'**.
7. Click **'Apply'**.
8. Click **'OK'** at the **'Successfully saved'** screen.



9. Click **'Exit'** until you are at the main menu.

7.4 Recording during motion detection

1. Make sure the surveillance recorder is completely started and you see the surveillance recorder's image on screen.
2. Click **'Start'**.



3. Fill out the password you have set during the wizard and click **'Login'**. Leave the password field empty when there is no password or the wizard has not been used and click **'Login'**.



4. Click **'Advance'**.



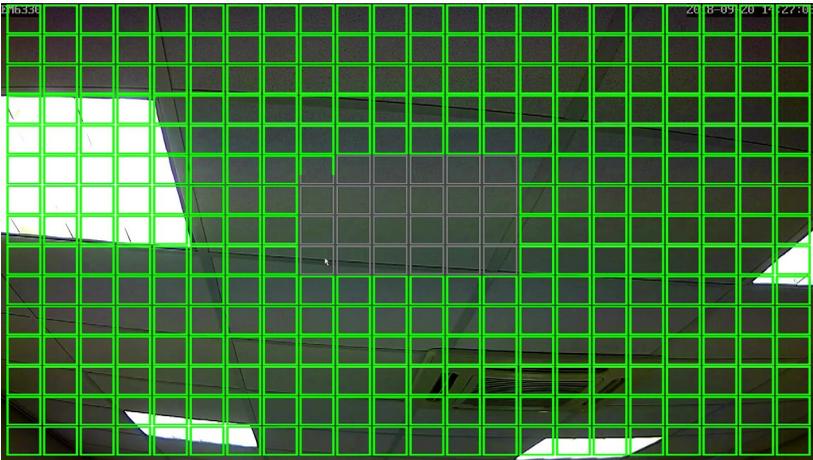
5. Make sure the channel(s) (CH) you want to record by using motion detection is marked (Place a mark at '**Enable**').
6. Click the field below '**Sensitivity**'.



7. Select the sensitivity of the motion detection for the selected channel. You can make a selection between '1' till '8'. '1' is the most sensitive, '8' is the least sensitive.
8. Click the '**Setting**' field below '**Area**'.



9. The image of the selected channel (CH) will be showed. By default, the entire screen is selected as motion detection area (green colour). By pressing the left mouse button and keeping it pressed while simultaneously moving the mouse, you can select a specific area on screen. The selected area will be given a grey colour. It means the grey coloured area is excluded from motion detection. If movement is detected in a motion detected area (green colour), the grid will revert to a red colour.



10. Click the right mouse button once to leave the grid view.
 11. Click **'Apply'**.
 12. Click **'OK'** at the **'Successfully saved'** screen.



13. Click **'Exit'** until you are at the main menu.

7.5 Time based recording with motion detection

Recordings using motion detection on specific times, will save hard disk space compared to other methods of recording. Therefore, older recordings will be stored longer. 'Time based recordings with motion detection' is recommended to use.

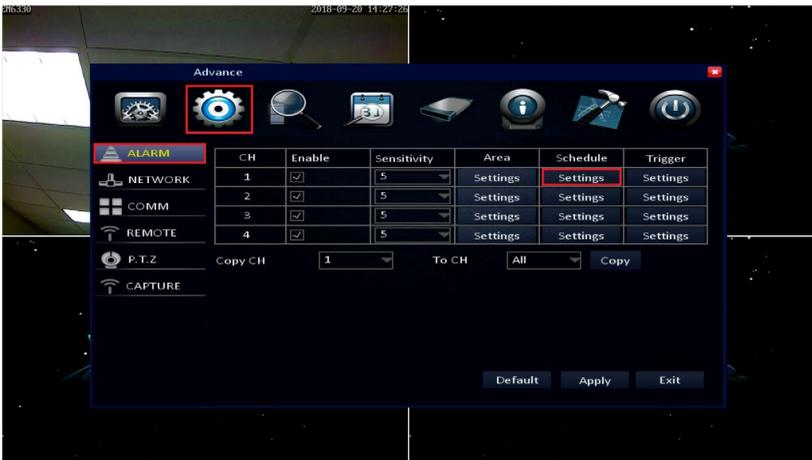
1. Make sure the surveillance recorder is completely started and you see the surveillance recorder's image on screen.
2. Click **'Start'**.



3. Fill out the password you have set during the wizard and click **'Login'**. Leave the password field empty when there is no password or the wizard has not been used and click **'Login'**.



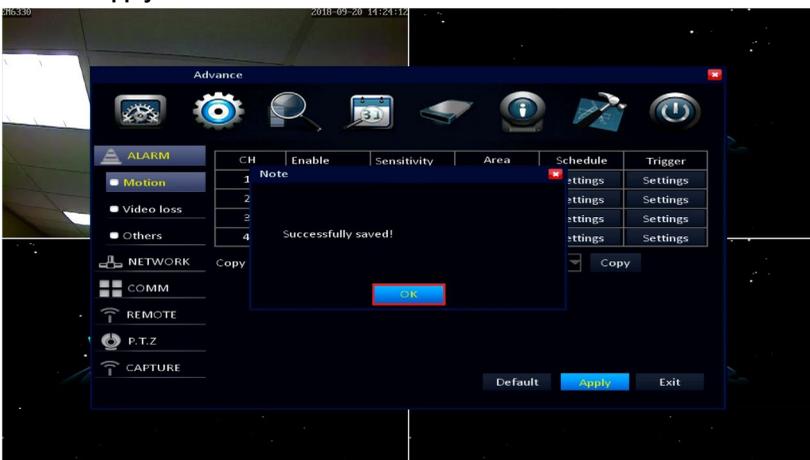
4. Click **'Advance'** and then click on **Alarm**



5. Click the **'Settings'** field below **'Schedule'**.
6. In the following screen you will see the days of the week (Sun. till Sat.).



7. If you want the surveillance recorder to start recording in case an event occurs during a selected time frame, you need to make sure '**Alarm**' is selected. Also refer to chapter 8.
8. Select a red coloured square next to a day and double-click this square.
9. You can now select a '**Start time**' and an '**End time**'. This means, if you have set the '**Start time**' to '22:00:00' and the '**End time**' to '23:59:00', the alarm notification(s) will become active between '22:00 and 23:59'. If motion is detected during this time frame, an alarm notification will become active and this '**event**' or motion detection will be recorded. In case you are using a mouse you can also select a red coloured square, then hold and slide it to a specific time to make a scheduled alarm setting.
10. Click '**OK**'.
11. Click '**Apply**'.



12. Click **'OK'** at the **'Successfully saved'** screen.
13. Click **'Exit'** until you are at the main menu'.

*If you want to use the 'standard' recording during a specified time, instead of recording during an event, then select **'None'** instead of **'Alarm'**. Only a recording will take place the moment motion is detected.*

8.0 Setting up an alarm notification

You can setup the surveillance recorder in such a way, an alarm notification will be given at the same moment motion is detected. Also, you can setup the amount of time this alarm notification will last. This alarm notification can be a buzzer (beeping sound), e-mail, snapshot and an alarm output. Use the following steps to setup an alarm notification.

8.1 Setting up an alarm notification during motion detection

1. Make sure the surveillance recorder is completely started and you see the surveillance recorder's image on screen.
2. Click **'Start'**.



3. Fill out the password you have set during the wizard and click **'Login'**. Leave the password field empty when there is no password or the wizard has not been used and click **'Login'**.



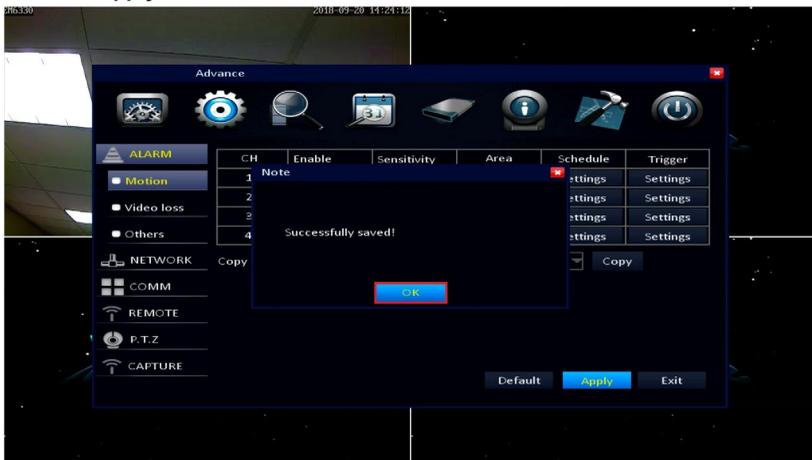
4. Click 'Advance'.



5. Click the 'Settings' field below 'Trigger'.



6. Select the type of alarm notifications: You can choose between 'Record', 'Snapshot', 'Send E-mail' and 'Alarm output'. You can also make an extra selection at 'Alarm output'. You can select a 'Buzzer' and the duration of this 'Buzzer' sound. For Example: Select '10s' at 'Buzzer'. This means a buzzing sound will be heard during ten seconds if motion is detected. You can also set the duration of the recording time if motion is detected at 'Pre-record' and 'Post record' ('Record' needs to be enabled).
7. Click 'OK'.
8. Click 'Apply'.



9. Click 'OK' at the 'Successfully saved' screen.
10. Click 'Exit' until you are at the main menu'.

8.2 Sending an email during alarm notification

Hint: It is also possible to setup the e-mail option using the web interface of the recorder. Setting up the e-mail option using the web interface is usually faster and easier. Once the settings have been saved using the web interface, the settings will be saved to the surveillance recorder itself.

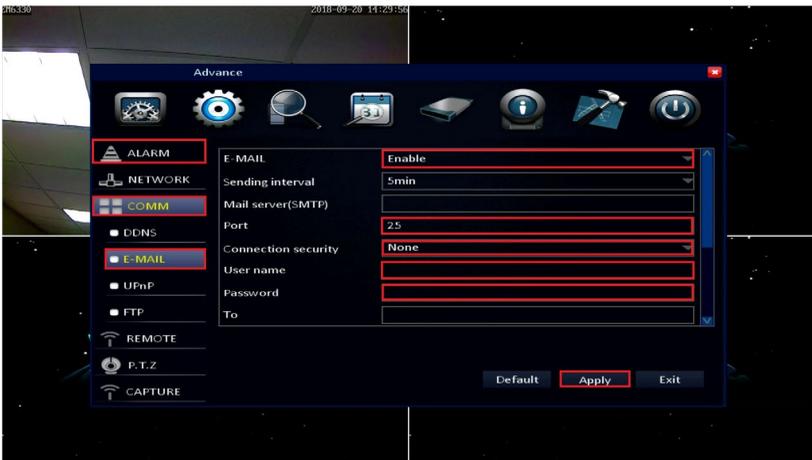
1. Make sure the surveillance recorder is completely started and you see the surveillance recorder's image on screen.
2. Click **'Start'**.



3. Fill out the password you have set during the wizard and click **'Login'**. Leave the password field empty when there is no password or the wizard has not been used and click **'Login'**.

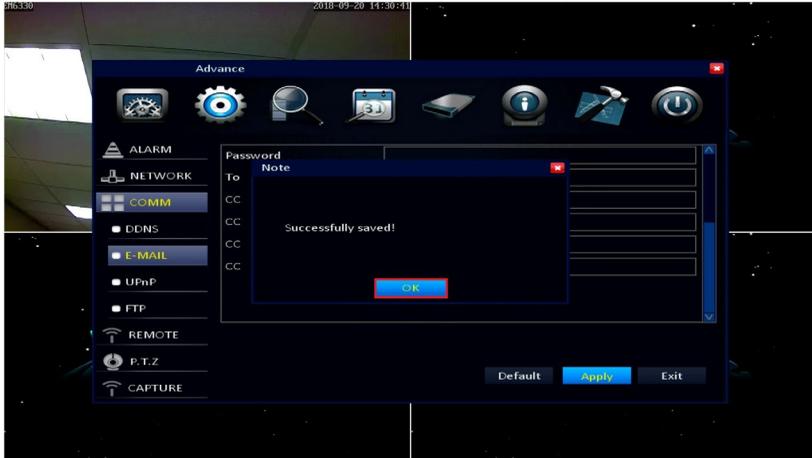


4. Click '**Advance**'.
5. Click '**Comm**'.
6. Click '**E-mail**'.



7. Set '**Email**' to '**Enable**'.
8. Select the interval time. For Example: '**30s**'. This means a snapshot of the camera which detects motion detection, will be send to your e-mail address every 30 seconds.
9. Fill out your (provider's) SMTP server at the '**Mail server (SMTP)**' field.
10. Fill out the port number of your (provider's) SMTP server at the '**Port**' field. Usually, port 25 is used. However, sometimes another port is used by certain mail providers. For Example: Gmail uses port number **465** for **SSL/TLS**. If you are not sure which port to use, please refer to your mail provider.

11. If your mail provider uses security/authentication, you need to set the '**Connection security**' to '**SSL/TLS**'.
12. Fill out the username of your e-mail account at '**User name**'.
13. Fill out the password of your e-mail account at '**Password**'.
14. Fill out the recipients e-mail address at '**To**'. For Example: If you want to send an alarm notification to your own e-mail address, you need to fill out your own e-mail address at the '**To**' field.(max. 30 characters).
15. Click '**Apply**'.



16. Click '**OK**' at the '**Successfully saved**' screen.
17. Click '**Exit**' until you are at the main menu.

Hint: You can also setup an alarm notification in case of video loss. You can setup this feature by clicking 'Advance' in the main menu. Click 'Alarm' and then click 'Video loss'. Here you can setup the alarm trigger(s) in case of video loss.

9.0 Control the recordings of the surveillance recorder

When the surveillance recorder has recorded images, you can search and playback these recordings. There are several ways to playback these recordings: you can search for recordings made at a specific time and you can search for recordings made during an event, such as motion detection. You can back up the recorded files and transfer them to a USB memory stick. This is ideal when the recorded files need to be handed over to a qualified authority.

9.1 Searching for recordings at a specific time

1. Make sure the surveillance recorder is completely started and you see the surveillance recorder's image on screen.
2. Click **'Start'**.



3. Fill out the password you have set during the wizard and click **'Login'**. Leave the password field empty when there is no password or the wizard has not been used and click **'Login'**.



4. Click **'Search'**.



5. At the left side of the screen, you will see 'Record type'.
6. If you want to search for a 'normal' recording which has been made on a specific date, you need to set the 'Record type' to 'Normal'. Also, select the date you want to search on at the calendar which is shown at the upper left part of the screen.
7. Click 'Search' after which the 'normal' recordings of the chosen date will be shown at the right part of the screen.
8. Double-click a specific recording, after which the recording will be played on screen.
9. If you want to search for an 'Alarm' recording which has been made on a specific date, you need to set the 'Record type' to 'Alarm'. Also, select the date you want to search on at the calendar which is shown at the upper left part of the screen.
10. Click 'Search' after which the 'Alarm' recordings of the chosen date will be shown at the right part of the screen.
11. Double-click a specific recording, after which the recording will be played on screen.



12. Right-click the mouse to return to the previous screen.

Note: If you want to back up a recording, continue with chapter 9.2

Hint 1: You can also select the channel (CH). Each channel (CH) represents a camera. If you only want to search for recordings which are made by a specific camera, you need to deselect the other channels (CH) and only mark the channel (CH) you want to use.

Hint 2: You can use the **'Start time'** and **'End time'** option to search for recordings which are made between specific time frames.

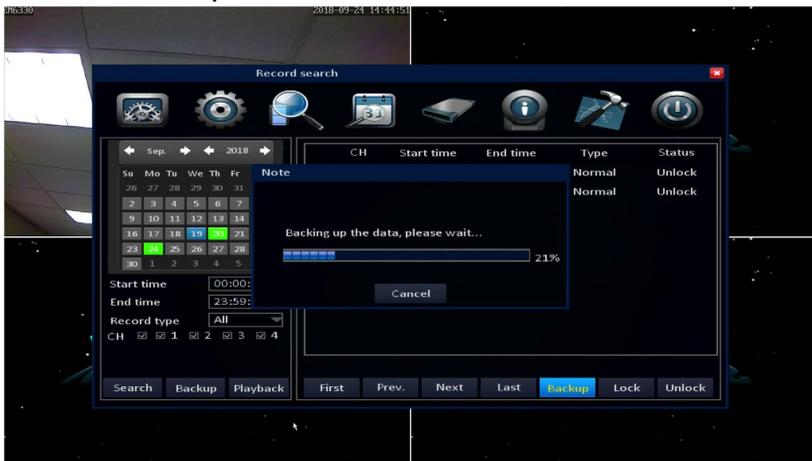
9.2 Backup a recording

The surveillance recorder is able to copy recordings to a USB memory stick by using the surveillance recorder's USB 2.0 port. This way, recorded files can be used as evidence. Copying the recordings can take a while, depending on the size of the recordings.

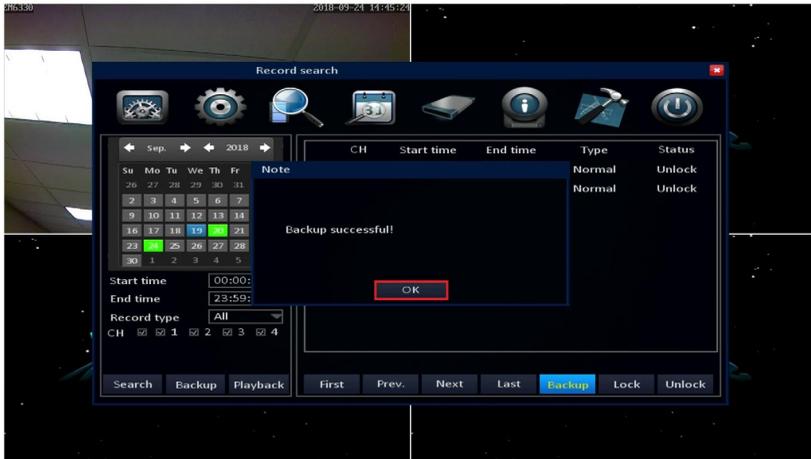
1. Place a USB memory stick in the USB 2.0 port of the surveillance recorder.
2. Once you have searched and found a recording you want to backup as shown in chapter 9.1, you need to place a mark in the square in front of the specific recording(s).



3. Then click **'Backup'**.



4. You will see an on-screen notification **'Backing up the data, please wait'**.
5. As soon as the backup has been made, you will see the notification **'Backup is successful'**.



6. Click 'OK'.
7. You have now made a backup of the recording.
8. Right-click the mouse until you are at the main menu.
9. The file(s) from which you have just made a backup, are AVI files by default. This means most capable media players are able to play these types of files.

10.0 Access the surveillance recorder locally

You can view the live video of the surveillance recorder and change settings on your Windows computer using Internet Explorer.

To be able to access the surveillance recorder using your computer, you need to make sure the surveillance recorder is connected to your network.

1. First, please make sure you download the ActiveX N9 plugin from our website. You can download the plugin for the EM6304 on our Eminent support page.
2. Make sure the surveillance recorder is completely started and you see the surveillance recorder's image on screen.
3. Click 'Start'.



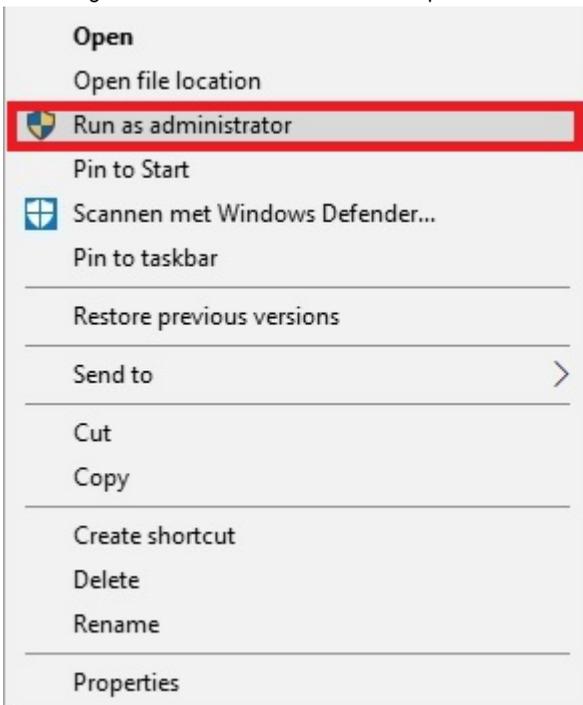
4. Fill out the password you have set during the wizard and click '**Login**'. Leave the password field empty when there is no password or the wizard has not been used and click '**Login**'.



5. Click '**Information**'.
6. Click '**Network**'.



7. Check if the NVR has received an IP Address, and check the **'Web port'** number.
8. Run your computer's web browser "Internet Explorer" as administrator by clicking the right mouse button on the Internet Explorer Icon.



9. Enter the IP Address of the NVR in the address bar followed by the web port number. For example, if the NVR has the IP address 192.168.1.120 and web port number '1024', you need to enter 'http://192.168.1.120:1024' in the address bar.
10. Press the '**Enter**' key on your keyboard to open the page.



11. You will now see a login page where you can enter your username and password. Fill out the password you have set during the wizard and press the '**Enter**' key on your keyboard.
12. The NVR will ask you to change the password.

Change PWD.	
User name	admin
New password	
Confirm password	

13. The NVR password must contain at least one capital letter and the total password must be a minimum of 8 characters. You will see the following screen:



14. Once the password is changed successfully the NVR will force you to login again.

Message from webpage ✕



You are forced offline

OK

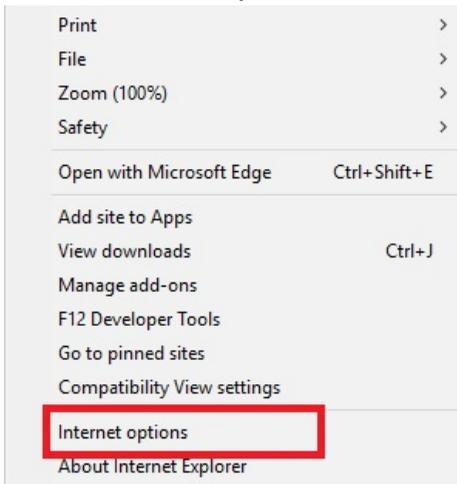
15. Please re-enter the new credentials.



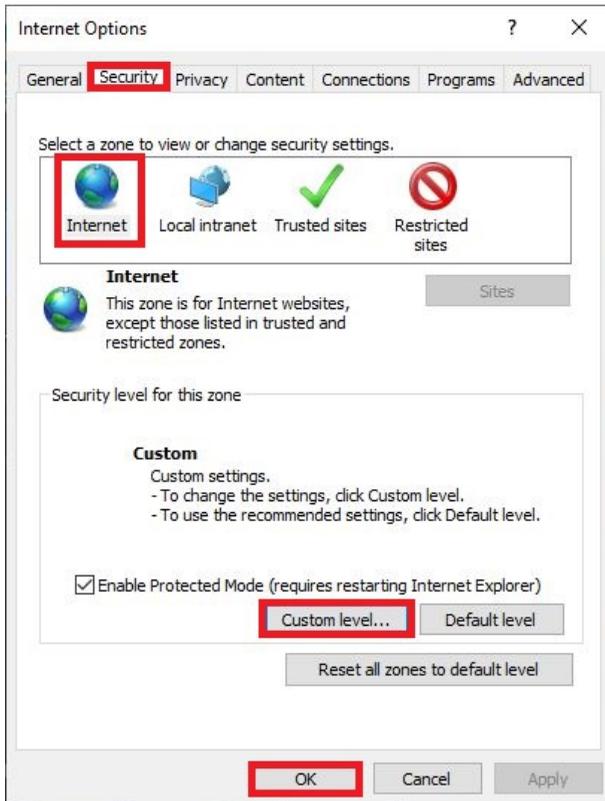
16. When you open the NVR web interface for the first time, you will be asked to install a plug-in. This requires some adjustments to your internet explorer browser due to ActiveX. Use the following instructions before installing the plug-in.



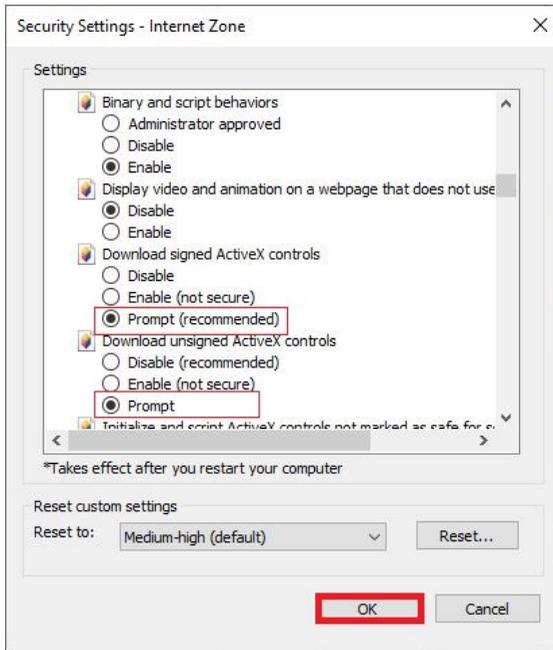
17. Open your internet browser and click on the following icon at the top right of the webpage.
18. Click on **“Internet options”**.



19. Go to tab **“Security”** and click on **“custom level”**. Click **“OK”**



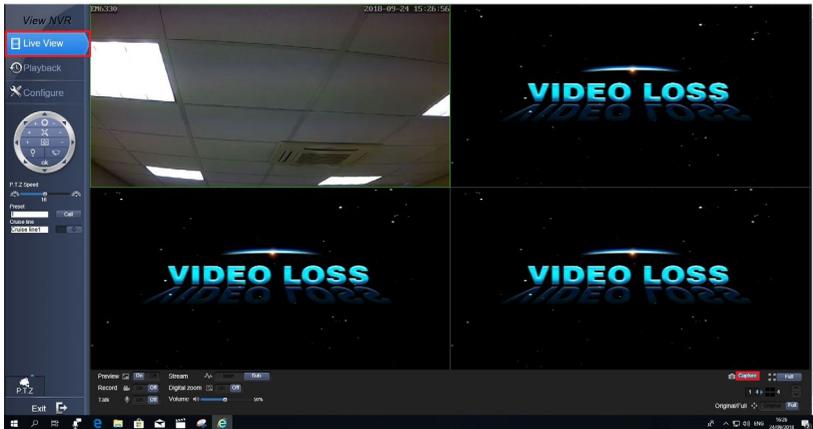
20. Set the security settings like below picture:



21. Click "OK".
22. Please login again at the web interface of the NVR via the NVR's IP address username and password. The browser will ask you now to install a plugin. Click "install".

10.1 Take a snapshot using the web interface

1. Fill out the IP Address of the surveillance recorder in the address bar of the web browser and press the 'Enter' key. Or fill out the IP Address of the surveillance recorder followed by the port number you have set. If you have port '1024' as 'HTTP' port, you need to fill out the IP-Address of the surveillance recorder followed by the port number. For Example: http://192.168.1.25:1024
2. You need to login using an admin account. Fill out the password you have set during the wizard and click 'Login' or do not fill out a password if you have not used the wizard or if you do not have set a password and click 'Login'.
3. Click the 'Live View' icon and the live image(s) of the camera(s) will be shown.



4. Click the '**Capture**' button at the lower part of the screen. The image will be captured.
5. The captured image will be shown directly.

*Hint: You can always view the captured images again. Click '**Configure**' and copy the '**Snap Path**' or write this path down. Open your Windows Explorer (or Internet Explorer) and paste the path into the address bar. You will see a folder with the name of the recorder's IP Address. Open this folder and then open the 'Capture' folder. After this, open the channel folder to view the image.*

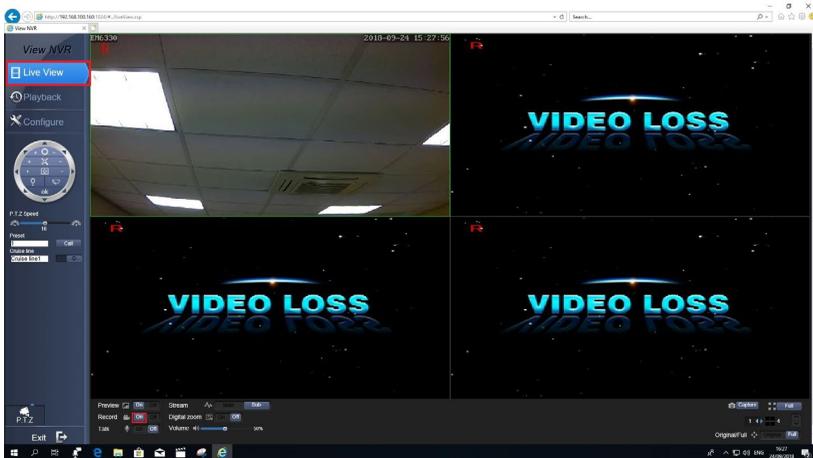
10.2 Recording using the web interface

You can also make a record and/or backup using the web interface of the surveillance recorder. Use the following steps to do so:

*Hint: In order to make a recording via the web interface when using Windows 7 or Windows 8, you need to make sure you have started Internet Explorer as '**Administrator**'. You need to right-click the '**Internet Explorer**' icon and choose '**Run as Administrator**'. The web browser will be opened.*

1. Fill out the IP Address of the surveillance recorder in the address bar of the web browser and press the '**Enter**' key. Or, fill out the IP Address of the surveillance recorder followed by the port number you have set. If you have port '**1024**' as '**HTTP**' port, you need to fill out the IP Address of the surveillance recorder followed by the port number. For Example: http://192.168.1.25:1024
2. You need to login using an admin account. Fill out the password you have set during the wizard and click '**Login**'. Leave the password field empty when there is no password or the wizard has not been used and click '**Login**'.
3. Click the '**Live View**' icon after which the live image(s) of the camera(s) will be

shown.



4. Click the **'Record'** button at the lower part of the screen to start the recording.
5. Once you have recorded the desired images, click the **'Record'** button once more to stop the recording.

Note: All available channels will be recorded once you click the **'Record'** button.

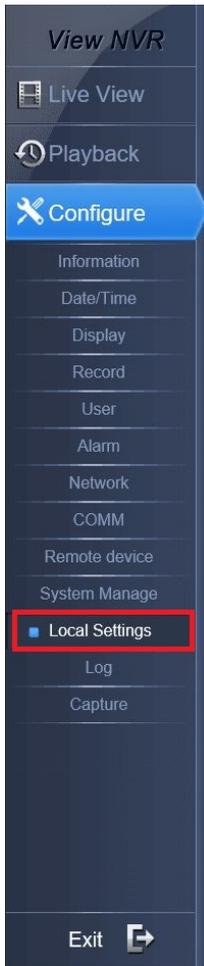
Hint: You can set a **'sub stream'** and a **'main stream'** recording. A **'sub stream'** is a recording which will use less frames per second and uses a lower resolution. The necessary amount of storage capacity is less compared to using a **'main stream'** recording. A **'main stream'** recording uses the regular resolution and shows the images more fluently. Also, when using a smartphone to view the live images, the **'sub stream'** option will require less network capacity, since the resolution and frames per second are lower. This way, the smartphone will be more capable to show the live image. The **'sub stream'** and **'main stream'** options can be found at the bottom of the page of the web interface.

10.3 Playback the recordings

1. First, please make sure you download the **"MiniPLAYER"** software from our Eminent EM6304 support page to make sure that you can open the recorded video's on your Windows PC/laptop.
2. Make sure the web page of the surveillance recorder is still open
3. Click the **'Configure'** button at the top of the screen.



4. Click '**Local Settings**'.



5. You will see a rule name which is named '**Record Path**'. Select and copy the text which is shown at the text field behind '**Record Path**', or write down this record path.

Record pack time	<input type="text" value="30Minute"/>	<input type="button" value="↕"/>
Snap Path	<input type="text" value="C:\Users\Eminent\NVR\"/>	<input type="button" value="Browse"/>
Record Path	<input type="text" value="C:\Users\Eminent\NVR\"/>	<input type="button" value="Browse"/>
Record backup path	<input type="text" value="C:\Users\Eminent\NVR\"/>	<input type="button" value="Browse"/>

6. Open the software that you have installed in chapter 3.5.
7. Click the **'Open'** button in the lower left part of the screen.
8. Click **'Open File'**.
9. Browse to the recorded file(s) using the path you have just copied or you have just written down.
10. If correct, a folder which has the same name as the IP Address from your surveillance recorder will be showed.
11. Open this folder.
12. Open the **'Record'** folder.
13. There are several new folders visible. Each folder represents a camera channel.
14. Open the correct folder.
15. You will see a file. This file is the recording that you just have made.
16. Select this file after which the file will be played automatically.

Note: The supplied software is only intended to be used to view the recordings made by using the web interface. This software is not able to convert the recorded files!

11.0 Accessing the surveillance recorder externally and the use of DDNS

It is possible to access the surveillance recorder via the internet. In this case you need to know the WAN IP Address.

11.1 Accessing the surveillance recorder through the Internet

Open or forward port 1024 and 9000 in your router to access the surveillance recorder through the Internet. Refer to the manual of your router how to forward these ports.

Once the correct settings are made, fill out the following to access the surveillance recorder: <http://12.34.56.78> (Where you have to fill out your WAN IP address on the same spot as the numbers).

*Note: If the **'Web port'** number is different than port **'1024'**, you need to forward this port number instead of port **'1024'**. For Example: If port number **'80'** is set at **'Web port'**, you need to forward port **'80'**.*

Hint: In order to view your WAN IP address, type in your address bar the following: www.eminent-online.com/ip

11.2 Using DDNS

Some Internet Service Providers do change your WAN IP Address once a month or even every week. In that case, you are no longer able to access the surveillance

recorder externally. In such a case, the use of DDNS is the ideal solution: Thanks to DDNS you can access the surveillance recorder externally, no matter if your WAN IP address has been changed.

11.2.1 What is DDNS?

With the use of DDNS you can link a domain name to your WAN IP Address permanently, even if your WAN IP Address has been changed. Without DDNS, you would lose the connectivity with your network equipment the moment your WAN IP Address has been changed.

A big advantage of using DDNS is the use of a fixed name, instead of the use of an IP Address. You only have to remember the self-created domain name instead of a whole number sequence. Also, your network equipment will remain accessible, even if your WAN IP Address has been changed. The domain name, linked to the WAN IP Address, will remain the same. This way, you will always be able to login if you have an Internet connection available.

Hint: Create a DDNS account on: www.dyndns.org (Paid service) or create a DDNS account on <http://www.no-ip.com> (Free service). There are many other DDNS services which can be found using the internet.

11.2.2 Setting up DDNS in the surveillance recorder

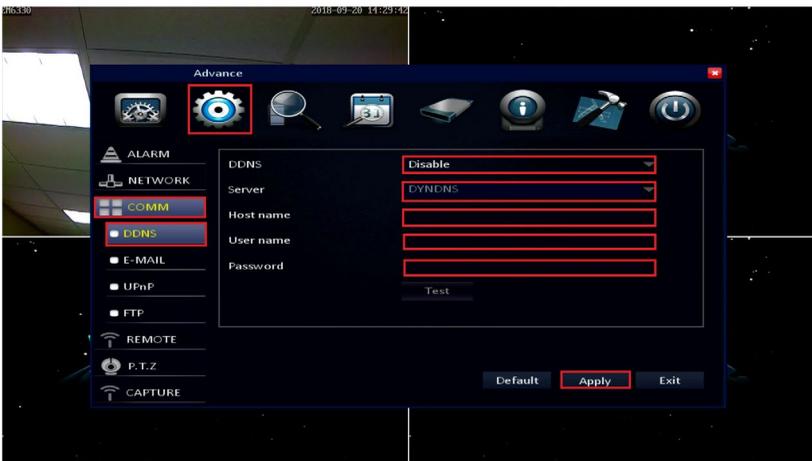
1. Make sure the surveillance recorder is completely started and you see the surveillance recorder's image on screen.
2. Click 'Start'.



3. Fill out the password you have set during the wizard and click 'Login'. Leave the password field empty when there is no password or the wizard has not been used and click 'Login'.



- Click **'Advance'**.



- Click **'Comm'**.
- Set **'DDNS'** to **'Enable'**.
- Select your DDNS provider at **'Server'**.
- Fill out your hostname or domain name at **'Host name'**.
- Fill out the username of your DDNS account at **'User name'**.
- Fill out the password of your DDNS account at **'Password'**.
- Click **'Apply'**.
- Click **'OK'** at the **'Successfully saved'** screen.



11. Click '**Exit**' until you are at the main menu.

Hint: If you have already setup a DDNS account in your router, there is no need to setup a DDNS account in the surveillance recorder.

12.0 Playback images on your smartphone or tablet

It is possible to view the camera's images by using your smartphone or tablet. Android and iOS devices are supported by using specially designed Eminent Apps.

*Android devices: Visit Google '**Play Store**'. Search "**Eminent DVR/NVR**" and install the APP.*

*IOS devices: Visit Apple '**App Store**'. Search "**Eminent DVR/NVR**" and install the APP.*

12.1 Setting up the surveillance recorder for your smartphone or tablet

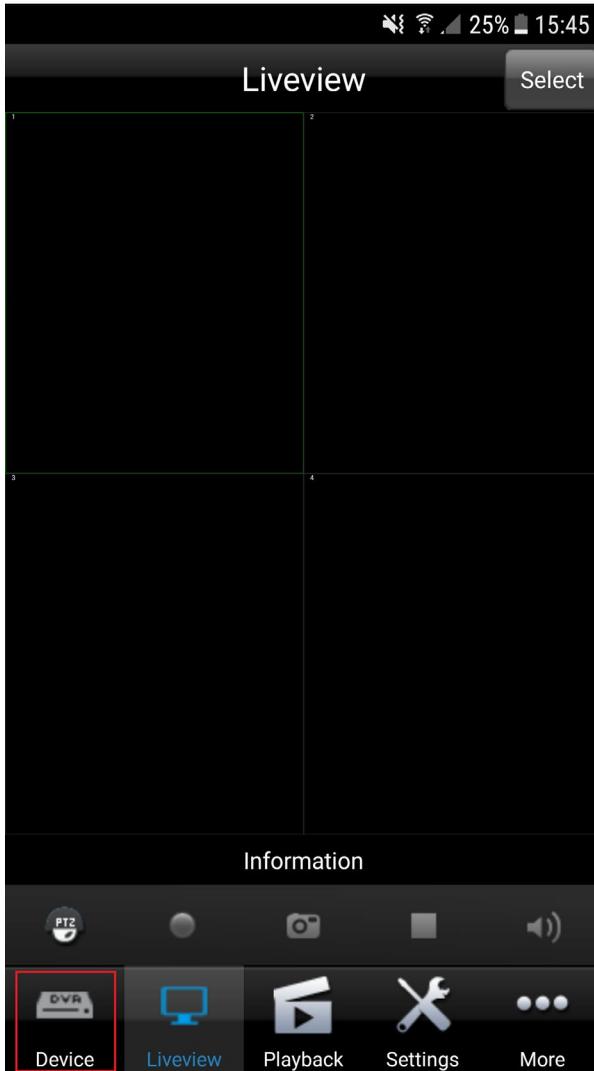
1. Make sure the surveillance recorder is completely started and you see the surveillance recorder's image on screen.
2. Click '**Start**'.
3. You need to login using an admin account. Fill out the password you have set during the wizard and click '**Login**'. Leave the password field empty when there is no password or the wizard has not been used and click '**Login**'.
4. Click '**Advance**'.
5. Click '**Network**'.
6. Click '**Port**'.
7. You will see two port numbers which are listed at '**Media port**' and '**Web port**'. Write down these numbers. If the shown port numbers are already in use within your network, you can click a port number and change the port number to another port number.

Hint: The port numbers, specified at 'Media port' and 'Web port', need to be forwarded in the firewall of your router. If you do not forward or open these ports, images cannot be seen on your smartphone or tablet. Refer to the manual of your router how to open these ports.

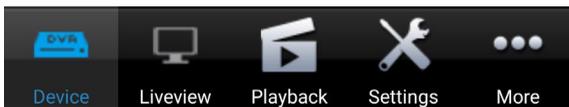
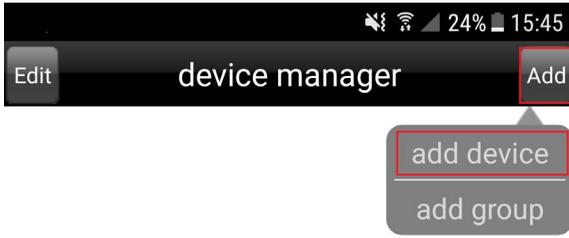
12.3 Setting up your smartphone or tablet

The surveillance recorder can be used with smartphones or tablets which are using the Android or IOS operating system.

1. Android devices: Visit Google's '**Play Store**'. IOS devices: Visit Apple's '**App Store**'.
2. Search for the '**Eminent DVR/NVR**' App.
3. Download and install the App.
4. Open the App.
5. Press '**Device**'.



6. Press **'Add'** and then select **"add device"**.



The following screen will appear.

Cancel

Save

Device Name

IP 

Media Port

Web Port

UserName

Password

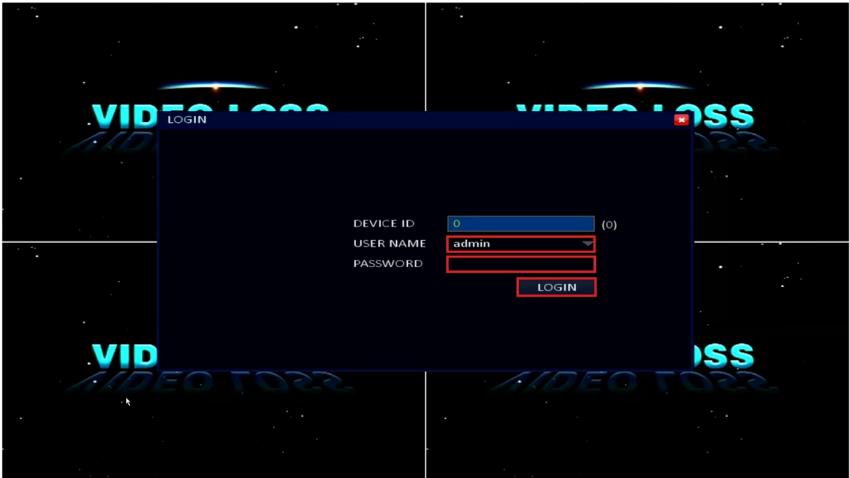
Channel 1 4 8 16 24 32 Auto

7. Fill out a device name at the '**device name**' field. For Example: 'Surveillance recorder'.
8. Fill out the IP Address at the '**IP**' field. If you are using the 'NVR' App locally, you need to fill out the local IP Address of the surveillance recorder. If you want to access the surveillance recorder externally (using the internet), you need to fill out the (Internet) WAN IP Address of the location the surveillance recorder is located.
9. Fill out the '**Media port**' number at the '**Media Port**' field. Default port is **9000**.
10. Fill out the '**Web port**' number at the '**Web Port**' field. Default port is **1024**.
11. Fill out the surveillance recorder's Administrator username if you want to login as an Administrator at the '**UserName**' field. Fill out the surveillance recorder's User username if you want to login as a normal user at the '**UserName**' field.
12. Fill out the surveillance recorder's Administrator password if you want to login as an Administrator at the '**password**' field. Fill out the surveillance recorder's User password if you want to login as a normal user at the '**password**' field.
13. Set the amount of channels (camera connections) your surveillance recorder can deal with.
14. Press the '**Save**' button to save your configuration.
15. A settings overview appears with the name you have given at step 7. Press this name to view the camera's image.
16. Use the function buttons on the screen of your smartphone or tablet to start recording the images.

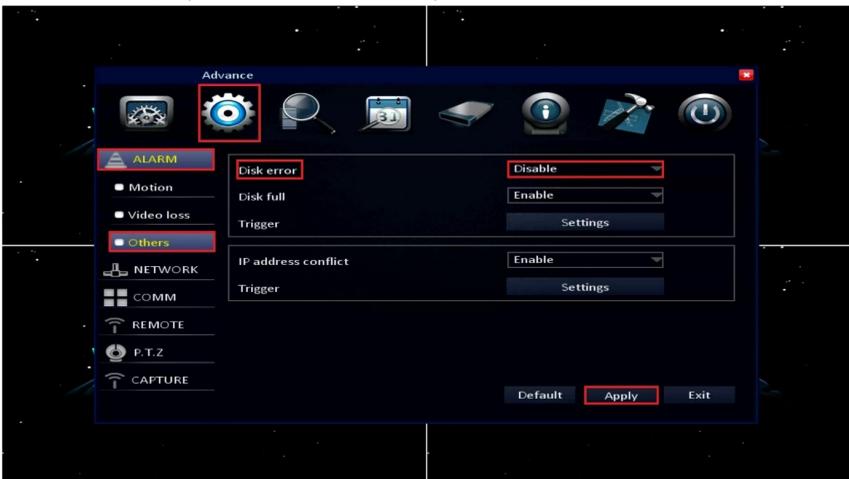
13.0 Mounting a (new) hard disk

After the first start, you will hear a buzzer which means that the network video recorder cannot detect a hard drive. This will occur when you do not have installed a hard drive or if your hard drive is not formatted yet. To make sure that the network video recorder will stop the buzzer, you can format the hard drive when following the wizard if you are using a new hard drive. In case you have not installed a hard drive, proceed as follow:

1. Click on the "**Start**" button and login with default credentials. Username = admin. Leave password empty. Click on "**Login**".



2. Click on **“Advance”** (screenshot) – **“Alarm”** and then **“Others”**.
3. You will see the option: **“Disk Error”**.
4. Click on the drop down menu to see the option **“Disable”**.



5. Choose **“Disable”** and click on **“Apply”**.
6. You will now see the note **“Successfully saved”**. Which means that the buzzer has stopped.



15.0 Other functions

In the menu of the surveillance recorder, you will find a few functions which have not been explained yet. In this chapter we will shortly explain these functions.

Main menu (default screen)

Auto Sequence: This function is located in the main menu of the surveillance recorder. By using this function, the surveillance recorder will use all available channels and shows each channel separately on screen. The surveillance recorder will switch to another channel automatically. You can change the 'Auto sequence' settings if you are logged in the main menu and then select 'Basic→Display→Auto sequence'.

Main menu (When logged in)

Disk: Here you can view the status of the built-in hard disk. You can format the hard disk which is built-in the surveillance recorder. You can also enable or disable the overwrite option, which is on by default.

Information: View the software status, MAC Address and serial number of the surveillance recorder at 'Device'. Also, the network data can be shown at 'Network'. At 'Record', you can see the amount of disk space therecording (s) will consume per hour. Also, the Resolution, Frame Rate and Quality are shown. Note: The higher

the Resolution, Frame Rate and Quality, the more disk space is needed!

Maintenance: Perform a firmware update, reset the device back to factory defaults or restart the device.

16.0 Frequently Asked Questions and other related information

The latest Frequently asked questions for your product can be found on the support page of your product. Eminent will update these pages frequently to assure you have the most recent information. Visit www.eminent-online.com for more information about your product.

17.0 Service and support

This user manual has been carefully written by Eminent's technical experts. If you have problems installing or using the product, please fill out the support form at the website www.eminent-online.com/support.

You can also contact us by phone. Please check www.eminent-online.com/support for the helpdesk phone number and opening hours.

18.0 Warning and points of attention



Due to laws, directives and regulations set out by the European parliament, some (wireless) devices could be subject to limitations concerning its use in certain European member states. In certain European member states the use of such devices could be prohibited. Contact your (local) government for more information about this limitations.

Always follow up the instructions in the manual*, especially where it concerns devices which need to be assembled.

Warning: In most cases this concerns an electronic device. Wrong/improper use may lead to (severe) injuries!

When you connect the device to the mains, make sure it will not be damaged or subject to (high) pressure.

A power socket is needed which should be close and easy accessible from the device.

Repairing of the device should be done by qualified Eminent staff. Never try to repair the device yourself. The warranty immediately voids when products have undergone self-repair and/or by misuse. For extended warranty conditions, please visit our website at www.eminent-online.com/warranty.

Dispose of the device appropriately. Please follow your countries regulation for the disposal of electronic goods.

Please check below safety points carefully:

- Do not apply external force on the cables
- Do not unplug the device by pulling the power cable
- Do not place the device near heating elements
- Do not let the device come in contact with water or other liquids
- If there is any strange sound, smoke or odor, remove the device immediately from the power outlet.
- Do not put any sharp objects into the venting hole of a product
- Do not use any damaged cables (risk of electric shock)
- Keep the product out of reach of children
- Wipe off the product with soft fabric, not water mop.
- Keep the power plug and outlet clean
- Do not unplug the device from the power outlet with wet hands
- Unplug the device when you don't use it for a long time
- Use the device at a well ventilated place

**Tip: Eminent manuals are written with great care. However, due to new technological developments it can happen that a printed manual does not longer contain the most recent information. If you are experiencing any problems with the printed manual or you cannot find what you are looking for, please always check our website www.eminent-online.com first for the newest updated manual.*

Also, you will find frequently asked questions in the FAQ section. It is highly recommended to consult the FAQ section. Very often the answer to your questions will be found here.

19.0 Warranty conditions

The Eminent warranty applies to all Eminent products. After buying a second-hand Eminent product the remaining period of warranty is measured from the moment of purchase by the product's initial owner. Eminent warranty applies to all Eminent products and parts, indissolubly connected or mounted to the product it concerns. Power supply adapters, batteries, antennas and all other products not directly integrated in or connected to the main product or products of which, without reasonable doubt, can be assumed that wear and tear during use will show a different pattern than the main product, are not covered by the Eminent warranty. Products are not covered by the Eminent warranty when exposed to incorrect/improper use, external influences or when opening the service parts of the product by parties other than Eminent. Eminent may use refurbished materials for repair or replacement of your defective product. Eminent cannot be held responsible for changes in network settings by internet providers. We cannot guarantee that the Eminent networking product will keep working when settings are changed by the internet providers. Eminent cannot guarantee the working of web services, apps and other third party content that is available through Eminent products

When my product gets defective

Should you encounter a product rendered defective for reasons other than described above: Please contact your point of purchase for taking care of your defective product.



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