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# USER GUIDE



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## INTRODUCTION

The design goal behind the RedHand Surveillance system has been ease of use whilst being functionally rich. It has been designed with the ordinary CCTV user in mind, rather than for someone who loves playing with IT! However, one must bear in mind that it is hosted on IT equipment and therefore does need an occasional visit to ensure everything is functioning normally.

Please take a moment to read through this guide. It should help you get the best out of RedHand.

There are two software components, Housekeeper and Viewer.

### Housekeeper

#### The Housekeeper must always be running

The Housekeeper communicates with the cameras and manages the picture files and database operation. It also deals with the removal of old picture files, and will periodically set the camera times so that they stay in synchronism with the Host PC. The Housekeeper has no user interface, other than the setting up of the system. However, at least once a day, make sure that the Housekeeper is functioning correctly by checking the small window. Each time a camera sends a picture, it will be displayed on the window. There is also a message line, which flashes up to indicate the picture that is currently being stored.

Apart from the above periodic checking there is no other work to be performed on the Housekeeper.

### Viewer

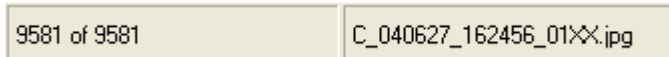
#### Select the day

From the drop down calendar, select the day that you wish to view. You can do this whilst you have Camera windows visible, but the more you have open, the longer it will take to log all the pictures to view the day of your choice.

## Select the camera

### View > Select Camera

This will log all the pictures from the database for the selected camera for the selected day. At the bottom of the screen will be the number of pictures logged and also the current filename:



When you select a camera, you actually take a snapshot of the database from 00:00 up to that point in time. However Housekeeper may still be adding pictures in the background, which will not be visible to you. To get another up to date snapshot, either select:

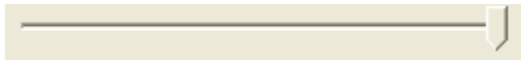
### View > Select Camera,

or simply double click the window panel.

## The Active Window

We will make frequent references to the Active Window. This is the picture window that has focus. To make a window active simply click once on it

## Reviewing the pictures – Scroll Bar



Ensure that the window of interest is the Active Window by clicking on it. To review the pictures from that camera, simply grab hold of the scroll bar and move to the left or right. You will see that it is very easy to quickly locate the time of interest.

## Reviewing the pictures – Cursor Keys/Page Up/Down Keys

In order to get to the exact picture of interest, use the cursor right or left keys. This will move the active window one picture frame forwards or backwards. If you hold down the cursor key, the pictures will scroll back or forward one at a time, but very quickly. If you click the Page Up/Down key, the scroll bar will move forward or backward 1% of the total distance. So if 1000 pictures have been logged, each click of Page Up/Down will move by 10 frames. Again, holding down this key will repeat this action.

## Printing



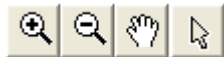
If you have a colour printer connected to your computer, either directly or through the Network, you can print the picture associated with the active window. Ensure you have an active window and click on this button.

## Copy to Clipboard



You can copy the selected picture to the clipboard. This can then be pasted into any windows application. You can E-Mail the picture by pasting into Microsoft Paint and saving the file from within Paint. You can then add the file as an attachment from within your E-Mail client.

## Zooming In/Out



Because RedHand pictures are of a good resolution, it is possible to zoom in to gather more information. Use the + button to zoom in. Use the Hand button to move the picture around. Use the – to zoom out and use the arrow key to cancel zooming.

## View Live Video on an individual camera



You can view live video by making a window active and clicking the above button. There will be a red border drawn around the edge of the picture frame and the words “LIVE PICTURE” will be displayed on the picture frame. During the viewing of live video, the Housekeeper will still be recording pictures as normal in the background. When you watch live video, you will notice that the image tends to jump. This is partly because of the way Computer Networks operate - they are not designed to carry real time data. Also, the housekeeper will be asking the camera to deliver 2 frames per second if triggered, which will contribute to the jumping. Be aware that by using this button, you are placing streaming video on your network. This may cause an operational impact for other users.

To go back to the normal recorded picture, make the picture the active window by clicking on it, and click the View Live Video button again.

### View Live Video on all cameras



This is a useful shortcut if you wish to view a live video from all the cameras at once. Simply press this button at any time. Pressing it again will toggle all cameras back to viewing recorded pictures. It will also re-log all the pictures so you are presented with the most up to date pictures from each camera.

### Picture refresh



If you wish to re-log the pictures from a camera in order to ensure you are viewing the most up to date pictures, you can double click on a single picture. A single click on this handy shortcut button will enable you to re-log all the visible camera panels so that they are up to date.

If you hold this button down for half a second, it will turn red. This will now automatically refresh all the panels every so often. The time that they are refreshed is set by going into View > Options and setting the 'Picture Re-Log Cycle Time' to the desired time. You will need to set this value before using this facility.

To come out of automatic re-log mode, click the button again, which will also return the button to its normal colour.

### Save and Open Layout



You can open a number of camera windows and you can adjust their size and position on the screen. Once you have a pleasing arrangement, you can save this using "Save Layout" and selecting a suitable filename. You can also Open a layout in the same way.

### Synchronised Play



One of the most useful features of the RedHand viewer is the ability to be able to synchronise all the camera windows together in time. To do this, open a few camera windows, select a window and get to your chosen start time using the scroll bar. This will now be the "Active Window". Press the Synch Play button. All the visible picture windows will now be lined up in time. You won't necessarily find them all at the exact time because there may not be pictures from all cameras of exactly the same time as the active window.

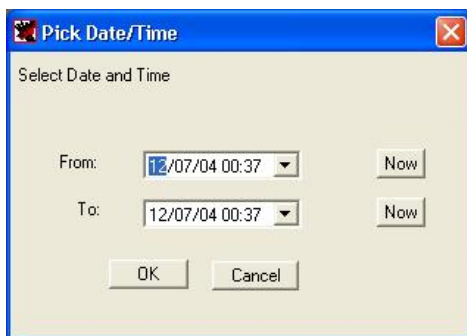
Using the scroll bar, cursor keys, or Page Up/Down you can now move all windows together in time. Note that you can still use the Zoom Buttons. In Synch Play mode, you cannot re-log pictures from the database.

To come out of Synch Play Mode, press the Synch Play button again.

### Go from Date/Time



By clicking the Date/Time button, you will be presented with the following screen:



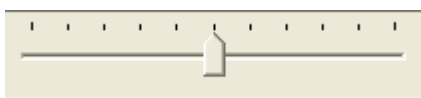
This facility is very useful if for instance you have had a break-in over the weekend. You can select a time by highlighting the digit and using the Cursor-Up and Cursor-Down keys. You can select a date either by clicking the drop-down arrow, or by highlighting a digit and using the Cursor-Up and Cursor-Down Keys. Remember that you can't select a date that is longer ago than the picture retention time. This is set up in Housekeeper at the time of installation.

Press OK. The program will now look through all the cameras on the system and will display picture windows from all the cameras that have been triggered by movement during the selected time period. It will automatically select Synchronized Play and will start at the beginning of the selected time frame. By using the Scroll Bar, Cursor Keys and Page Up/Down Keys, a very rapid assessment of the whole situation can be seen chronologically from every camera's viewpoint.

### Play Button



RedHand Viewer also allows hands free operation, either on an individual picture window, or in Synch Play mode. If Synch Play is required then first select Synch Play. Then press the Play button. You will notice that the Scroll Bar takes on a different shape:



The centre position (as shown) will mean the picture sequence stays still. If you slide the bar to the right, the sequence will gradually speed up in a forward direction. If you slide the bar to the left, the sequence will play in reverse.

You will notice that the Play Button now looks like this:



To come out of play mode, click this button again.

### [Save to CD](#)



RedHand Viewer has the ability to write a selected picture sequence to a CD. This obviously needs a CD writer on your PC, and uses Microsoft built-in CD writer software that comes with Windows XP. This is not available on Win2000.

RedHand also leaves a standalone copy of the Viewer, the database and support files on the CD. This means that the CD can be played in any PC (XP or Win2000).

Click the 'Save to CD' button above. The screen is divided into 4 panels.

Step 1: In the left panel, you will see a list of the cameras that are installed on your system. Click a camera of interest.

Step 2: Select the start and stop times. The Start time is the Date/Time from which you wish the picture sequence for the selected camera to start. Stop time is the end of the sequence. You can 'fine tune' this selection in the next step. When you have selected the Start and Stop times, click the Step 3 Button.

Step 3: A list of picture file will appear. If you click on a filename, you will see the corresponding picture. You can remove pictures from your selection by clicking on the filename and hitting the delete key. You can remove a large number of files by clicking on the first, holding down the shift key, clicking on the next file and then pres the delete key. Note that deletion of these files only removes them from the selection. The actual files will still be intact.

Step 4: Repeat the above steps for the other cameras that you wish to be included on the CD

Step5: Click the 'Copy to CD' button. This copies the picture files to the CD-Burning folder. This folder has been specially configured by Microsoft and as soon as the files start to be copied, you should get the balloon come up from the system tray to say that there are files waiting to be written to the CD. Click on this to see the files. You can then select the option 'Write these to the CD'.