

# Section 7

## DVTEL Latitude 6

### ControlCenter User Guide

## Learner guide

version 6.0.1

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# Table of Contents

1	ControlCenter Start-up/Login.....	7
1.1	Start-up.....	7
1.2	Login.....	7
2	Workspace .....	9
2.1	Application Menu .....	10
2.2	Navigation Tree .....	11
2.2.1	Navigation Tree Button .....	11
2.2.2	Navigation Tree Filter / Hi-Lighter .....	11
2.2.3	Window resize line.....	12
2.2.4	Navigation Tree .....	12
2.2.4.1	Typical Entity icons .....	13
2.2.4.2	Icon State Symbols.....	14
2.3	Viewing Pane .....	14
2.3.1	Layout tabs .....	14
2.3.1.1	Add .....	14
2.3.1.2	Load.....	14
2.3.1.3	Configure .....	15
2.3.1.4	Remove .....	15
2.3.2	Video Tiles.....	15
2.3.2.1	Status Description.....	15
2.3.2.2	Status Image.....	15
2.3.2.3	Viewing Tile Border .....	16
2.3.2.4	Viewing Tile Multi Layer.....	16
2.3.2.5	Viewing Tile Toolbar .....	17
2.3.2.6	Armed Tiles.....	18
2.3.2.7	Armed Tile Rules .....	18
2.3.2.8	In-Tile PTZ Controls .....	19
2.3.3	Audio Tiles.....	19
2.3.3.1	Audio Tile Toolbar.....	19
2.3.4	Tile Patterns .....	19
2.3.5	Viewing pane toolbar .....	20
2.3.5.1	Video Control Buttons.....	20
2.3.5.2	Audio Control Buttons.....	20
2.3.5.3	Virtual Matrix information .....	21
2.3.5.4	Information Fields .....	21
2.3.6	Training Exercise .....	21
2.4	Multi Pane #1 .....	22
2.4.1	Motion Query .....	22
2.4.1.1	Motion Query Pane fields .....	22
2.4.1.2	Motion Query Pane Buttons .....	23
2.4.2	Query Pane .....	24
2.4.2.1	Query Pane fields .....	24
2.4.2.2	Query Pane Buttons .....	25
2.4.2.3	Training Exercise .....	25
2.4.3	PTZ Controller .....	26
2.4.3.1	PTZ control & Presets .....	26

2.5	Multi Pane #2 .....	27
2.5.1	Query Results Pane.....	27
2.5.1.1	Buttons.....	27
2.5.2	File Playback Pane.....	28
2.5.2.1	Buttons.....	28
2.5.3	Timeline Pane.....	29
2.5.3.1	Time line zoom .....	29
2.5.3.2	Marking a section.....	30
2.5.3.3	Marked Section RC options .....	30
2.5.3.4	Export options.....	30
2.5.3.5	Training Exercise.....	30
2.5.4	Alarm Pane.....	31
2.5.4.1	Buttons.....	31
2.5.4.2	Alarm forwarding & Manual alarm triggering .....	31
2.5.4.3	Training Exercise.....	31
2.5.5	Export Status Pane.....	32
2.5.5.1	Buttons.....	32
2.5.6	Events Pane .....	32
2.5.6.1	Buttons.....	32
2.6	Sidebar.....	33
2.6.1	Show/Hide .....	33
2.6.2	Modes.....	33
2.6.2.1	Supervisor mode.....	33
2.6.2.2	Monitor mode .....	33
2.6.2.3	Forensic mode .....	34
2.6.2.4	CaseBuilder mode .....	34
2.6.2.5	Access Control mode .....	34
2.6.2.6	Favorites mode.....	35
2.6.2.7	Training Exercise.....	35
2.7	Notifier.....	35
3	Options Menu.....	36
3.1	Content Display .....	36
3.1.1	Alarms .....	36
3.1.2	Events .....	36
3.1.3	Timeline.....	36
3.1.4	Query.....	37
3.2	Video .....	37
3.2.1	Video Quality .....	37
3.2.2	Instant Replay.....	37
3.2.3	Synchronised Play .....	37
3.3	View Settings.....	38
3.3.1	Full Screen .....	38
3.3.2	Layout Tour .....	38
3.3.3	Advanced.....	38
3.3.4	Layout Patterns .....	39
3.3.5	OSD.....	39
3.3.6	Tile Toolbar.....	39
3.3.7	Notifier .....	39

3.3.7.1	Event Displayer.....	40
3.4	Export.....	40
3.4.1	Snapshot.....	40
3.4.2	Clip.....	40
3.4.2.1	OSD.....	40
3.5	SceneTracker.....	41
3.6	Keyboard.....	41
3.7	PTZ.....	41
3.8	Joystick.....	41
3.9	Audio.....	42
3.10	CaseBuilder.....	42
3.11	Login Settings.....	42
4	Common Tasks.....	43
4.1	Viewing Live Video.....	43
4.2	Viewing an Instant Replay.....	43
4.3	Creating an Incident.....	43
4.4	Searching for Archived Media.....	43
4.5	Controlling Archived Video Playback.....	44
4.6	Exporting a Video Clip.....	44
4.6.1	To export a clip from its beginning:.....	44
4.6.2	To export a clip from the timeline:.....	44
4.7	Viewing Pane Configuration.....	45
4.7.1	Video Tiles.....	45
4.7.2	Audio Tiles.....	45
4.8	Handling an Alarm.....	45
4.8.1	From the viewing Tile.....	45
4.8.2	From the Alarm pane.....	45
4.9	Additional Resources.....	45

# Control Centre

ControlCenter is Latitude's client application for monitoring and reviewing video, audio and alarms. It allows users to view up to sixteen live and archived video sources per monitor, with multiple monitors supported on each workstation. With proper hardware and encoders (or IP cameras) video can be viewed at full motion (30 fps NTSC, 25 fps PAL) 4CIF quality.

Other major features of the application include:

- Audio and video independence. Audio inputs and outputs are no longer tied to a video source. The relationship between the two types of media in Latitude has been transformed from one-to one to many-to-many, giving users the ability to mix audio sources and link any combination of such sources to multiple camera scenes.
- Sequences and guard tours. Latitude NVMS 5.0 introduces the ability to record sequences.
- PTZ Control and Digital Zoom. These two frequently used functions have been integrated into a single intuitive interface, which allows users to easily take advantage of the best available tool without having to switch windows.
- Multiple-source bookmarking. Bookmarks are now enhanced by incidents, a powerful new feature that allows users to associate multiple media sources to a single occurrence simply by highlighting multiple tiles prior to clicking the bookmark button. The set of bookmarks created this way constitutes a single incident.
- Full alarm management capabilities.
- Interactive maps. Multiple maps and web pages can now be placed in each site, eliminating the need to create extraneous sites for the sole purpose of housing maps.
- Instant replays with alternative content arming. Alternative content tile arming is similar to alarm arming but used for other content, typically instant replays. This allows users to determine in advance where and how the alternative content will be displayed.
- Workspace customisation. The location and size of all workspace areas other than the Application Menu can be modified.
- Simplified and enhanced navigation. All logical entities are now shown in a single Navigation Tree.
- Scene stacking. Refer 3.3.3 on page 38

The Control Centre workspace is almost entirely customizable by the user. The only part of the screen that is fixed in place is the application menu. The image below shows one typical workspace configuration. Note that some panes may appear as tabs when not in use in order to better utilize the available screen space.

## 0.1 Preamble

Ensure the following before continuing.

- DVTel is installed and Licensed with all required features.
- All required Service Packs have been installed.
- SQL and SafRun are running normally
- All configuration has been performed via AdminCenter.

## 1 ControlCenter Start-up/Login.

ControlCenter is Latitude's client application for monitoring and reviewing video, audio and alarms. It allows users to view up to sixteen live and archived video sources per monitor, with multiple monitors supported on each workstation.

### 1.1 Start-up

ControlCenter can be started by one of the following methods:

- Desktop Icon
- Start menu
- AdminCenter - Sidebar - Application button.

Using this method will auto login using the current AdminCenter credentials.



### 1.2 Login

The 'Login' screen allows an authorised user to login to 'AdminCenter'

The 'Login' screen has four fields.

- Authentication  
Select either 'iSOC' or 'Windows' authentication.

**Note:** Windows authentication requires MS Active Directory to be available and a DVTel license.

Refer to the online help for information on the benefits and setting up of Windows Authentication.



- Username  
This is the login name of the user.
- Password  
This is the password for the associated Username.
- Directory or Gateway  
This is either the computer name or IP address of the computer running the **Directory** service.

**Note:** After the first login, AdminCenter will resolve the IP address or computer name to the name of the 'Directory' (default = 'iSOC') for future logins.

**Note:** A newly installed system has a default 'admin' User pre-programmed. 'admin' has no password as default. A password can be configured for 'admin' via the 'iSOC', 'Change Password' top menu, whilst logged in as 'admin'

Enter the login details and press the 'OK' button to login to AdminCenter. Once logged in, maximise the AdminCenter screen.

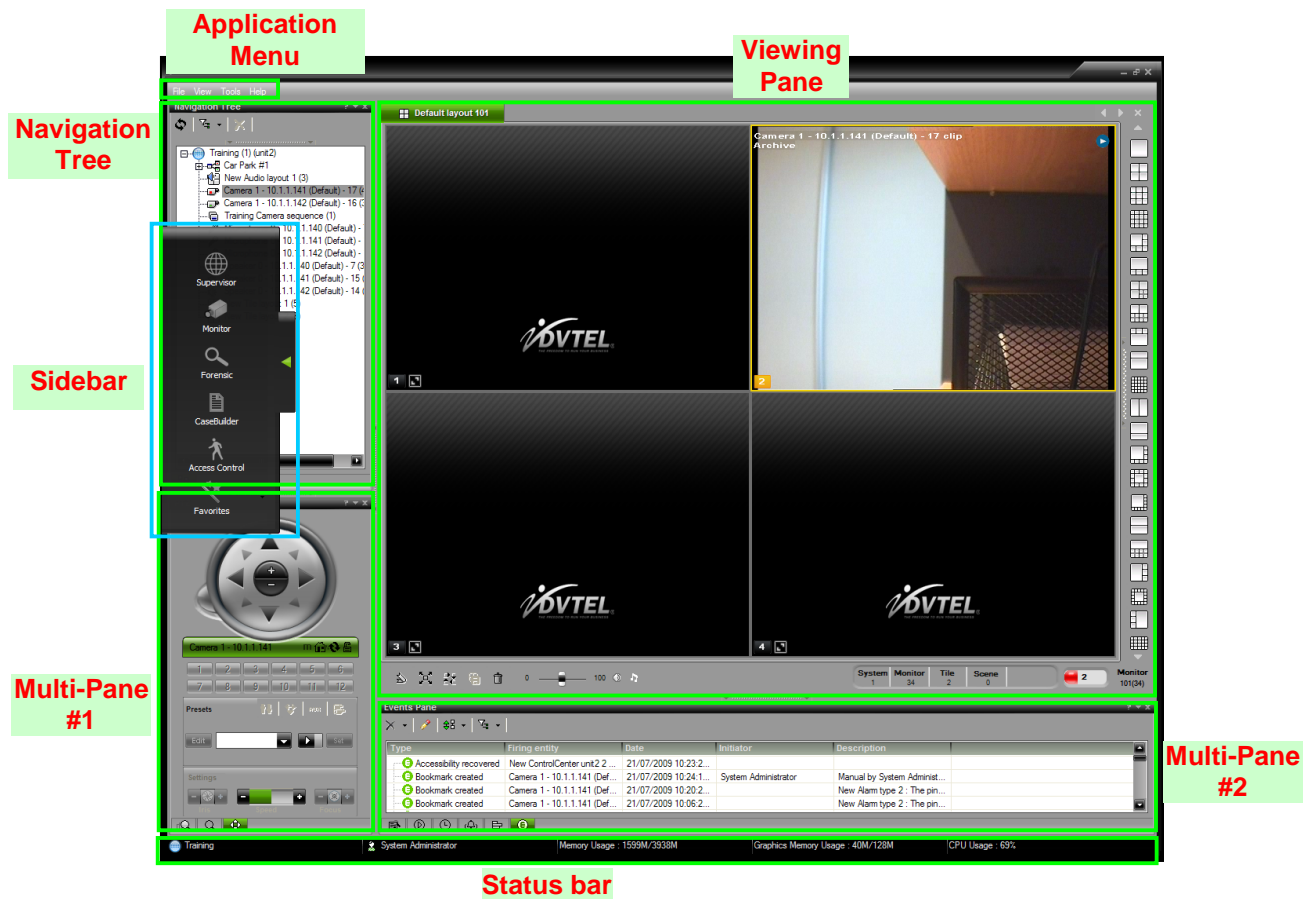
**Note:** If you have the 'Directory' incorrect, it will not allow you to connect to the host. HOWEVER, if you click the 'Cancel' button from the login screen, it will bring up the 'ControlCenter' but you will not be connected to any Host or Directory.



## 2 Workspace

The ControlCenter workspace is divided into a number of areas, some of which are typically shown in the form of tabs to better utilise the available screen space:

- Application Menu,
- Navigation Tree
- Viewing Pane
- Multi-Pane #1
  - Query Pane
  - PTZ Controller
- Multi-Pane #2
  - Query Results Pane
  - Events Pane
  - Timeline Pane
  - Alarms Pane
- Status bar
- Sidebar



## 2.1 Application Menu

The application menu is used to perform mostly non-routine tasks, such as accessing the options window. The Application menu structure is:



- File  
The file menu allows users to connect or disconnect from iSOC systems, change their password, display exported video clips in the proprietary .dvt format and exit the application.

**Note:** The 'Admin' user password is changed via this menu option.

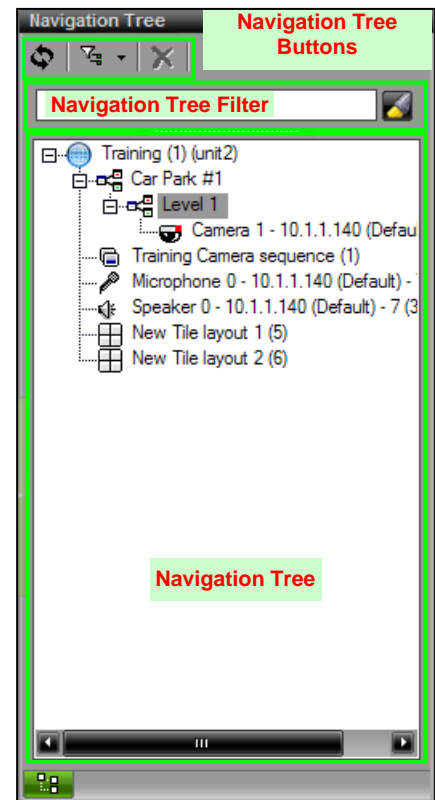
- View  
This menu allows users to choose which panes to display, show/hide the default audio and video layouts, and enter full screen mode
- Tools  
This menu is used to open the Options window, from which a number of application settings are configured.

Refer to section 3 - Options Menu on page 36 for details on the Options settings.

- Help menu  
This menu is used to show the About screen or open the help file

## 2.2 Navigation Tree

The navigation pane is used to browse for logical system entities and display or play them in the Viewing Pane or through external output devices (i.e. analog monitors and speakers)



### 2.2.1 Navigation Tree Button

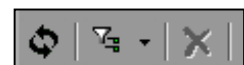
There are a number of buttons above the **Navigation Tree** that can be used to update or change the **Navigation Tree** viewing.

#### Refresh

Click the **Refresh** button to refresh the **ControlCenter** workspace.

#### Filter

Clicking the **Filter** button displays a list of entity types that can be selected or de-selected to restrict the types of entities that are listed in the Entity Tree.



Refresh

Filter

### 2.2.2 Navigation Tree Filter / Hi-Lighter

This field can be used to either filter or hi-light the entities within the Navigation Tree.

Any text string entered into this field is used as a wild search to either filter or hi-light the entities in the Navigation Tree.

Click on the 'hi-light' button to toggle between filter and hi-light mode.

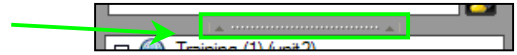


**Note:** Although this option may not be shown in all images within this manual, it is always available within the ControlCenter application.

**Note:** The filter / hi-lighter field can be seen and used in many sections of the software.

### 2.2.3 Window resize line

DVTel uses resize lines to easily expand or shrink selected areas within the screen.



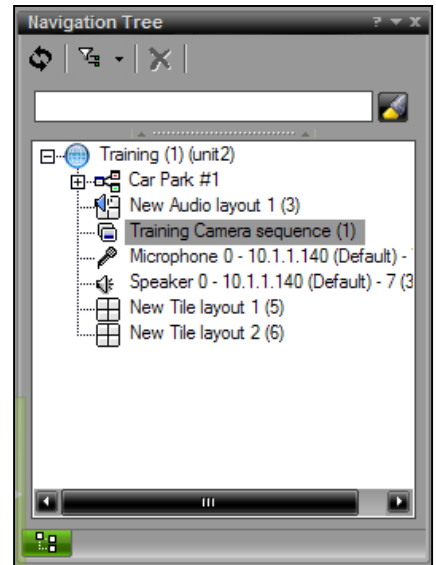
Click on the line to expand or shrink the area.

**Note:** Although this option may not be shown in all images within this manual, it is always available within the ControlCenter application.

**Note:** The window size line can be seen and used in many sections of the software.

### 2.2.4 Navigation Tree

The Navigation Tree presents a hierarchical view of the system's logical entities (e.g. sites, cameras, speakers, etc.) It is most commonly used to start displaying live video or playing live audio within the application or via external output devices (i.e. analog monitors and speakers).



#### **To display a camera, sequence or map scene on a tile**

Drag and drop the scene onto a viewing tile or double-click it to display on the first unoccupied tile. If audio streams are associated with a camera, they will activate and appear under the Linked Audio tab.

#### **To display a camera, sequence or map scene on a monitor**

Drag and drop the scene onto the desired analog monitor in the Navigation Tree. Audio streams linked to a camera utilize the audio input/output devices linked to the monitor, if any are defined.


















#### **To play audio through the workstation's speakers**

Drag and drop the speaker onto a Viewing Pane audio layout and use the audio tile's controls to adjust volume and other parameters.

#### **To transmit audio using a connected microphone**

Drag and drop the microphone onto a Viewing Pane audio layout and click the microphone button to begin talking and transmitting

**2.2.4.1 Typical Entity icons**






Entity	Icon	Description
iSOC		An entity that represents the entire system and is used to configure system-wide parameters and launch unit discovery.
Enterprise		An enterprise is a part of the system associated with entities (including users) and its own password and locking policies.
Site		A site is a grouping of logical entities, typically based on their location.
User		A user of the system has a number of attributes, including a name, password and privileges.
Camera		A camera is any NTSC or PAL analog video capture device that can be connected to an encoder's video input port (an IP camera thus consists of a video input port and a camera).
PTZ Camera		A camera with Pan-Tilt-Zoom capabilities (the icon changes from a regular camera icon once PTZ settings are configured).
Analog Monitor		An analog monitor connected to a decoder's video out port.
Map		An html page that can be viewed in a ControlCenter tile and may contain links to various Latitude entities, such as alarms and cameras.
Microphone		A microphone connected to a unit's audio input jack.
Speaker		A speaker connected to a unit's audio output jack.
Tile Layout		A ControlCenter tile arrangement in which each tile may be associated with an arming state and a video, video and audio, or map source.
Audio Layout		A ControlCenter audio tile arrangement in which each tile may be associated with an audio source as well as various audio settings, such as volume and solo.
Camera Sequence		A video stream managed by an Archiver that is comprised of live video selected in sequence from different cameras based on user-defined parameters (sources, dwell time, etc.)
SceneTracker View		A scene comprised of a number of cameras that are "stitched" together using Latitude's built-in SceneTracker application.
Input Pin Device		An input connected to a unit's input pin.
Output Pin Device		An output connected to a unit's output pin.
Serial Device		A device connected to a unit via one of its serial ports that is not a PTZ motor.

### 2.2.4.2 Icon State Symbols

The state of an entity is sometimes reflected in the appearance of its icon as shown in entity trees throughout the system, including those in the Navigation Pane.

**Note:** Multiple state symbols may be shown at once, as with the icon for a camera linked to a microphone and being recorded.

The following state icons may appear superimposed over an entities icon.

Symbol	Description
	Entity being recorded
	Disconnected or unavailable entity.
	Linked to a microphone
	Input/output pin device in an abnormal state.
	Input/output pin device in an unknown state.

## 2.3 Viewing Pane

The viewing pane is used to display cameras, sequences, alarms, maps, instant replays and archived video clips. It is also used to receive and transmit audio.

The viewing pane is generally made up of three parts.

- Top – Layout tabs.
- Middle – Video / Audio tiles
- Right – Tile patterns
- Bottom – Viewing Pane toolbar



**Note:** The video / audio tiles (except default) can be configured for a specific tile layout and tile purpose. Refer to 4.7 on page 45 for further details.

### 2.3.1 Layout tabs

The Viewing Pane's layout tabs allow users to easily switch between layouts. The tabs appear automatically when layouts are opened (loaded)

#### 2.3.1.1 Add

Tile layouts are created via AdminCenter, but configured in ControCenter. Refer to the AdminCenter user guide for further details.

#### 2.3.1.2 Load

A pre-created layout can be added to the viewing pane in the following ways.

- Auto load upon User login.  
Refer to the User configuration Paragraph of the AdminCenter user guide.
- Double click the appropriate layout in the Navigation tree window.
- Drag the appropriate layout from the Navigation tree window to the viewing pane window.

### 2.3.1.3 Configure

The video / audio tiles (except default) can be configured for a specific tile layout and tile purpose. Refer to 4.7 on page 45 for further details.

### 2.3.1.4 Remove

Active layouts (tabs) can be removed in the following ways.

- With the layout to be removed active, click the **x** button at the right of the tab layout strip.
- RC the layout tab to be removed and select the 'Remove Layout' option.

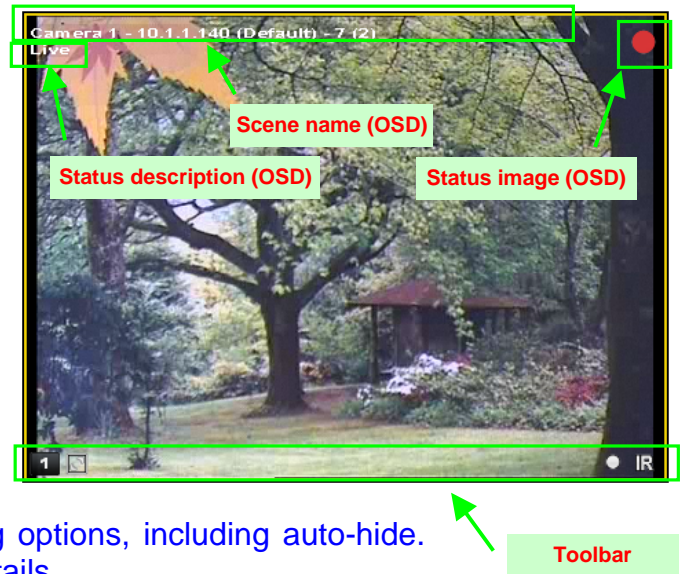
### 2.3.2 Video Tiles

The Video tile is used to display selected video.

The viewing tile contains a viewing area and a toolbar.

#### Notes:

- Other OSD may also be viewable depending on OSD option settings. Refer to 3.3.5 on page 39 for details.
- The toolbar has various viewing options, including auto-hide. Refer to 3.3.6 on page 39 for details.



#### 2.3.2.1 Status Description

The Status Description can indicate the following:

- Live
- Archive
- Sequence
- Alarm

#### 2.3.2.2 Status Image

The Status Image can indicate the following:

- Red – Live recording
- Blue – Playback
- Green – Live, not recording



### 2.3.2.3 Viewing Tile Border

The border of a tile's viewing area provides important information about the tile's state:

COLOUR	INDICATION
<b>YELLOW Border</b>	<p>The tile is focused.</p> <p>A tile turns focused when it is clicked or when new <i>unarmed</i> content is dropped onto it.</p> <p>You must focus a tile in order to expand it to fill the viewing pane or to user digital zoom or PTZ controls on its video content.</p> <p>Only one tile can be focused at any given time.</p>
<b>GREEN Border</b>	<p>The tile is selected.</p> <p>Multiple tiles can be selected by selecting the tile with the CTRL button pressed. A focused tile is inherently selected.</p> <p>The most common uses for this is when bookmarking or removing multiple tiles at the same time.</p>
<b>RED Border</b>	<p>An Armed tile begins playing.</p> <p>The border disappears as soon as the tile is clicked. Multiple tiles can have red borders at the same time.</p>

### 2.3.2.4 Viewing Tile Multi Layer

An important feature of the viewing tile is that it can be multi-layered. When a scene is displayed on a non-empty tile, it "covers" the tile's former content but does not remove it. When the top scene is removed, the previously hidden content is shown again. A maximum of 5 (default =1) scenes can be placed into one tile.

















Refer to 3.3.3 on page 38 for details

**Note:** Exceeding the number of scenes on a tiles limit will force the lowest scene to be removed.






### 2.3.2.5 Viewing Tile Toolbar

The viewing tile is used to view live cameras, sequences, instant replays, archived video clips, alarms, maps and html pages. Each tile contains its own toolbar that features the following buttons, which appear based on the entity displayed:

Element	Entities	Description
	All	This button, which displays the tile's logical ID, is also used to arm it for one of the following states <ul style="list-style-type: none"> <li>• Un-armed</li> <li>• Armed for alternative content</li> <li>• Armed for alarms</li> </ul> Refer to 2.3.2.6 on page 18 for further details on arming states.
	Camera	Click this button to start and stop listening to the audio inputs linked to the displayed entity.
	Camera	Click this button to start and stop transmitting audio through a linked microphone.
	Camera	This button is used to start and stop manual recording of the camera scene.
	Camera	Click this button to start or resume the playback of a video clip. In Sequence mode, return to the sequence that was played before clicking Pause.
	Camera	Click this button to view an instant replay of the live video. You must have at least one tile armed for alternative content to view instant replays.
	Video Clip, Sequence	Click this button to increase a video clip's playback speed (displayed by the tile ID) or start forward playback when in reverse mode. When viewing a sequence, use the button to jump to the next camera.
	Video Clip, Sequence	Click this button to pause a video clip's playback or, when viewing a sequence, to prevent progress to the next camera until you click the button again.
	Video Clip, Sequence	Click this button to increase a video clip's reverse playback speed (displayed next to the tile ID) or start reverse playback when in normal mode. When viewing a sequence, use the button to go back to the previous camera.
	Map	The "Back" button when viewing a map.
	Map	The "Home" button when viewing a map
	Map	The "Forward" button when viewing a map.
	Alarm	Click this button to acknowledge an alarm.
	Map	Click this button to display a map or other URL linked to an audio/video tile. You must have at least one tile armed for alternative content to view a linked map/URL
	Alarm	Click this button to snooze an alarm.
	Camera	The volume slider is used to determine the volume level of the audio inputs

### 2.3.2.6 Armed Tiles

Tile arming allows users to prioritize certain types of content for display on a viewing tile. The three possible arming states, indicated by the color of the left part of each tile's ID button, are:

-  Un-armed
-  Armed for alternative content/instant replays
-  Armed for alarms

A tile's arming state does not effect its capabilities (i.e. what kind of entities it can display) but does determine whether its content may be replaced, under certain circumstances, without any user action.

### 2.3.2.7 Armed Tile Rules

The following rules govern how armed tiles are used.

#### 2.3.2.7.1 *For Instant Replays*

1. If any tiles armed for alternative content are empty, the instant replay will be displayed on the first (i.e. lowest numbered) of them
2. If all tiles armed for alternative content are in use, the instant replay will be displayed on the first tile displaying something other than an instant replay
3. If all tiles armed for alternative content are displaying instant replays, the instant replay will not be shown. You must clear one of the armed tiles or arm an additional tile to display an instant replay in this case

#### 2.3.2.7.2 *For Alarms*

1. When an alarm is triggered, ControlCenter will first check if any tiles armed for alarms are not displaying an active alarm. If such tiles are available, the alarm will be displayed on the lowest numbered of them (even if it is displaying some other content).
2. If all armed tiles are displaying active alarm, the new alarm will replace the one with the lowest priority if its own priority is higher
3. If the new alarm's priority is equal to or lower than the lowest of the displayed alarms' priorities, it will not be displayed until an armed tile becomes available as a result of one of the displayed alarms' acknowledgement, forwarding or snoozing. If multiple alarms of the same priority are active but not displayed, the oldest will be shown first (i.e. the first criteria is priority, the second age).

#### Notes:

- You can always view an alarm by dragging and dropping it from the Alarms Pane to an unarmed tile. Once an alarm is displayed, however, you cannot replace it with any other content. It must be dealt with in order to free up the tile.
- An alarm may be "copied" to another tile in the form of a client-side sequence. This allows a user to switch between the scenes displayed by the alarm manually, regardless of the dwell time. Copying an alarm has no effect on its status.

### 2.3.2.8 In-Tile PTZ Controls

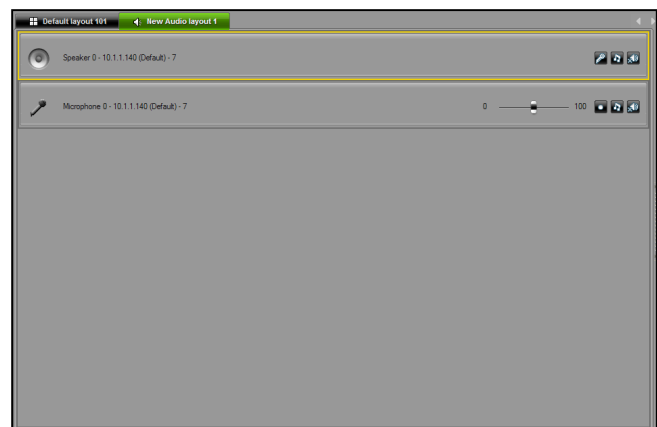
When using a scroll-wheel mouse, you can control digital and analog PTZ functionality directly from the tile

- To enter PTZ control mode with your mouse hovering over a tile, click the scroll-wheel button. Depending on the mouse's location in the tile, the cursor will turn into one of eight directional green arrows
- To pan or tilt, move the mouse so that the cursor points in the direction in which you would like to move the camera in and click the left mouse. The speed of the movement is proportional to the distance from the cursor from the middle of the tile.
- To zoom in, scroll upwards with the scroll-wheel, to zoom out, scroll down with the scroll-wheel
- To exit PTZ control mode, click the scroll-wheel

### 2.3.3 Audio Tiles







The audio tiles area is used to display the configured audio layout associated with the selected tab.

It is used to directly control microphones, speakers and audio clips, even ones that are not attached to cameras. Audio tiles are shown in audio layouts.



#### 2.3.3.1 Audio Tile Toolbar

The buttons appear in audio tiles are:

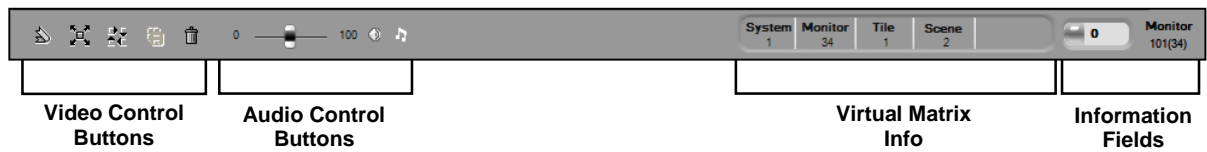
Button	Entities	Description
Volume Bar	<b>All</b>	Use this volume bar to adjust the scene's volume.
	<b>All</b>	Click this button to mute or stop muting the scene.
	<b>All</b>	Click this button to mute or stop muting all audio scenes except the currently selected tile's.
	<b>Microphone</b>	Click this button to start or stop manual audio recording.
	<b>Clip</b>	Click this button to start or stop audio clip replay.
	<b>Speaker</b>	Click this button to start or stop transmitting audio (from a microphone connected to the client PC).
	<b>Microphone</b>	Click this button to playback a recorded audio clip

### 2.3.4 Tile Patterns

These buttons can be used to change the tile pattern of the current layout. The patterns shown on the buttons reflect their corresponding viewing tile patterns. Use the triangular buttons at the top and bottom of this section of the toolbar to see additional available patterns.

### 2.3.5 Viewing pane toolbar

The Viewing Pane Toolbar contains three sets of buttons and one information field.



#### 2.3.5.1 Video Control Buttons

Button	Description
	This button creates an incident comprised of one or more bookmarks, each corresponding to one of the cameras (and speakers) associated with the selected tiles at the time the button is clicked.
	Click this button to expand the focused tile to fill the entire viewing area of the pane (this can also be done by double clicking the tile or by right-clicking it and choosing Show Only This Tile).
	Click this button to begin a guard tour.
	Click this button to save the current layout (not available for the default layout).
	Click this button to remove the contents of the selected tiles (this can also be done by right-clicking the selected tiles and choosing Remove).

#### 2.3.5.2 Audio Control Buttons

Button	Description
<b>Volume Bar</b>	Use this volume bar to adjust the selected tiles' audio level.
	Click this button to mute the selected tiles' audio streams.
	Click this button (the "Solo" button) to mute audio from all tiles except those that are currently selected.

### 2.3.5.3 Virtual Matrix information

Using the number keypad of your PC keyboard, you can quickly select specific camera scenes to a specific **System – Monitor – Tile**.

The information in this area informs you of the active **System – Monitor – Tile** and the last **Scene** that was selected to the current Tile.

The numbers shown here are the logical ID's for the entities.

**Note:** Logical ID's can be changed within AdminCenter iSOC entity.

To set a new active **Tile**, within the current **System - Monitor**, enter the **Tile** followed by a dot (.)  
I.e. **2**.

To set a new **Scene** for the current **System - Monitor – Tile**, enter the Scene followed by the enter key.  
I.e. **3<Enter>**

**Note:** Refer to the [DVTel PC Keyboard usage](#) PDF for a list of all keyboard shortcuts.

### 2.3.5.4 Information Fields

This section of the toolbar lists the number of active alarms and the workstation's Monitor ID. You may need to use this ID for a variety of functions, including operating ControlCenter and its peripherals through a PTZ keyboard.

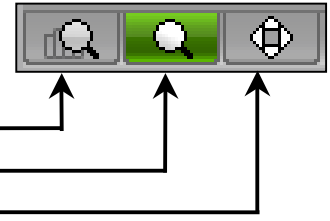
### 2.3.6 Training Exercise

- 1 Load one of your Tile Layouts that was created in AdminCenter.
- 2 Set the Tile pattern for a 3 x 3 matrix
- 3 Load your camera into Tiles 1 & 3
- 4 Arm tiles 4, 5 & 6 for Alternative content
- 5 Arm tile 9 for Alarms
- 6 Save your Tile Layout
- 7 Perform an instant replay of the camera in tile 1
- 8 Save your Tile Layout  
Why didn't it save?

## 2.4 Multi Pane #1

This Multi Pane area consists of the following three (3) available Panes to the user.

- Motion Query
- Query
- PTZ Controller



Select the required window by clicking on the tab on the bottom of the multi pane area.

**Note:** If the required pane is not displayed, ensure that it is selected in the 'View'–'Content' option in the Application menu.

### 2.4.1 Motion Query

The Motion Query pane provides an easy-to-use interface for searching motion in three modes.

- Motion Indication  
Motion search based on the amount of motion that is present in a scene.
- Smart Search  
Motion search based levels of motion within a zone.
- Motion Bookmarks  
Motion search based on bookmarks generated by the **Motion Detection** event.

#### 2.4.1.1 Motion Query Pane fields

##### Motion Query type – (Required)

Select from the drop down list what type of search you wish to perform.

##### Select Scenes – (Required)

Select from the list which cameras (or sites) you wish to search on.

##### Time Selection – (Required)

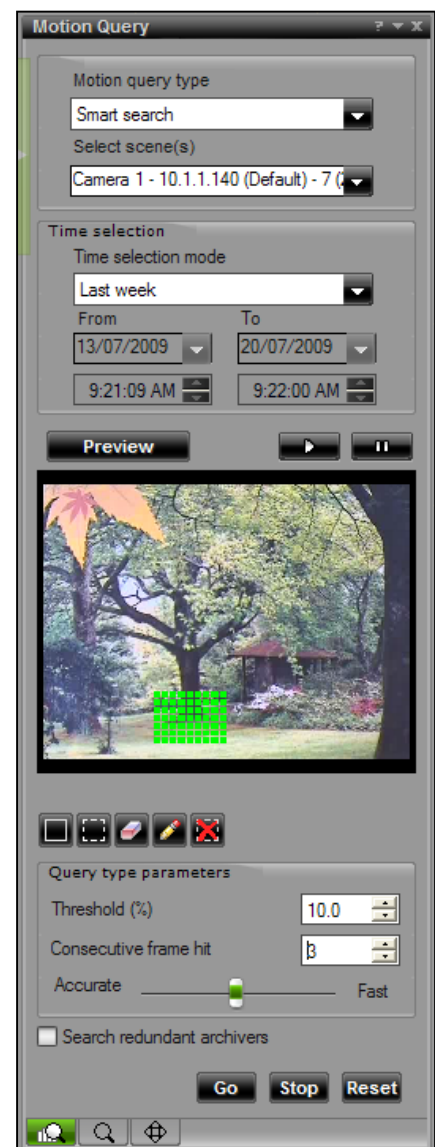
Select either a pre-defined range, or select **Manual** and enter the dates and times for your search range

##### Preview / Play / Pause buttons

In **Smart Search** mode, you can preview / play / pause the selected camera stream in the preview window.

##### Motion Search area – (Required)

In **Smart Search** mode, you can use the drawing icons to mark your motion detection area in the preview window.



### Query Type Parameters

These options change depending in which **Motion Query Type** was selected above.

- Motion Indication  
Use the sliding bar to indicate a percentage of motion in a scene you wish to search on.
- Smart Search – (Required)  
Set the **Threshold** and **Consecutive Frames hit** fields similar to VMD.  
Move the sliding bar to compromise between an **Accurate** or **Fast** search.
- Motion Bookmark  
N/A




### Motion Indication Search Parameters

In **Motion Indication** mode, you can set the minimum level of motion you wish to search for.

### Search redundant archivers

Check this box if you wish to search through redundant archivers.

## 2.4.1.2 Motion Query Pane Buttons

Button	Description
	Start the query
	Manually stop a running query
	Reset the query parameters

## 2.4.2 Query Pane

The Query Pane provides an easy-to-use interface for searching the system's video and audio archives.

It supports search based on

- date and time
- scene
- incident
- bookmarks
- recording triggers and motion.

It is also used to launch synchronised playback.

### 2.4.2.1 Query Pane fields

Query type – (Required)

Select one of the following as the query type you would like to search on.

- Scenes
- Incidents
- Bookmarks
- Alarms

Search for – (Optional)

Enter text to search on, or leave blank for all.

The field that the search is performed on is based on the Query type as follows:

- Scenes = Camera name
- Incidents = Incident title
- Bookmarks = Bookmark name
- Alarms = Alarm Type name

Select scenes – (Required)

Select from the list which cameras (or sites) you wish to search on.

Not applicable when using the Alarms as the Query type.

Time Selection – (Required)

Select either a pre-defined range, or select **Manual** and enter the dates and times for your search range



### Query Type Parameters

These options change depending in which **Query Type** was selected above.

- Scenes
  - Archiving triggers – (Required)  
What initiated the recording.
  - Users – (Optional)  
Who initiated the recording, if any.
  - Protection status – (Required)  
Search for **Locked** and/or **Un-Locked** recordings
  - Show motion preview Y/N  
Indicates level of motion in results.
  - Search redundant archivers. Y/N
- Bookmark
  - Users – (Optional)  
Who initiated the recording, if any.
  - Search redundant archivers. Y/N
- Incident
  - Users – (Optional)  
Who initiated the recording, if any.
  - Search redundant archivers. Y/N
- Alarm
  - Alarm types – (Required)  
Which **Alarm type** to search for.
  - Acknowledge by – (Optional)  
Who Acknowledge the Alarm.
  - Alarm description – (Optional)  
Enter text to search on, or leave blank for all. Looks in Alarm type - Description field.
  - Priority – (Required)  
Set a priority level where only higher priority (lower number) **Alarm types** will be displayed.

Query type parameters

Archiving triggers  
Alarm, Event, Manual, Schedule

Users  
[Empty field]

Protection status  
Both

☐ Show motion preview

☐ Search redundant archivers

Query type parameters

Users  
[Empty field]

☐ Search redundant archivers

Query type parameters

Alarm types  
[Empty field]

Acknowledged by  
[Empty field]

Alarm description  
[Empty field]

Priority  
1 [Slider] 100

### 2.4.2.2 Query Pane Buttons

Button	Description
<b>Go</b>	Start the query
<b>Stop</b>	Manually stop a running query
<b>Reset</b>	Reset the query parameters
<b>Sync</b>	Play multiple synchronised clips that match the query parameters in a new Tile layout. Max clips being synch can be set in the CC options.

### 2.4.2.3 Training Exercise

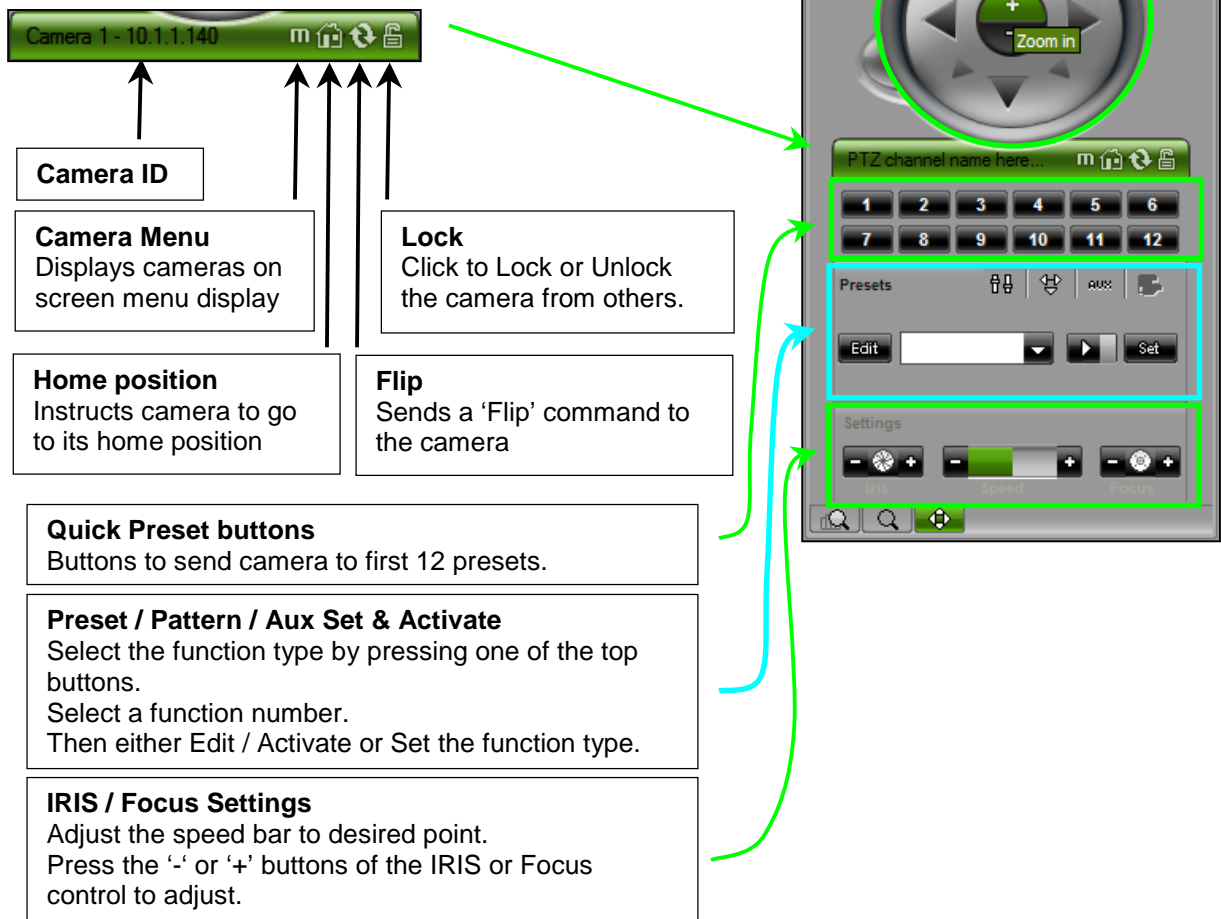
- 1 Perform a Query search for Bookmarks from your camera today or yesterday.
- 2 Double click on one of the results in the Query Results pane to view the video.

### 2.4.3 PTZ Controller

The PTZ pane provides controls for manipulating a PTZ camera displayed in the focused viewing tile or analog monitor. In addition, it can also be used to control digital pan-tilt-zoom functionality in non-PTZ cameras.

#### 2.4.3.1 PTZ control & Presets

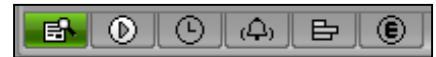
Proportional speed control can be achieved by left clicking and holding the mouse button on a Pan or Tilt button and by moving the mouse away.



## 2.5 Multi Pane #2

This Multi Pane area consists of six (6) available windows.

- Query Results Pane
- File Playback
- Timeline Pane
- Alarms Pane
- Exports Status
- Events Pane



Select the required window by clicking on the tab on the bottom of the multi pane area.

### Notes:

- The order of the panes may change as the workspace layouts are changed.
- If the required pane is not displayed, ensure that it is selected in the 'View'–'Content' option in the Application menu.

### 2.5.1 Query Results Pane

The Query Results Pane lists the results of queries performed in the Query Pane.

Scenes	Start time	End time	Expiration time	Archiving trigg...	System Name
Camera 1 - 10.1.1.140 (Default) - 7 (2)	20/07/2009 1:25:09 PM	20/07/2009 4:26:28 PM	3/09/2009 4:26:54 PM	Schedule	Training
Camera 1 - 10.1.1.140 (Default) - 7 (2)	20/07/2009 9:01:45 AM	20/07/2009 1:07:25 PM	3/09/2009 1:07:25 PM	Schedule	Training
Camera 1 - 10.1.1.141 (Default) - 17 (4)	20/07/2009 2:20:33 PM	20/07/2009 2:25:32 PM	3/09/2009 2:25:32 PM	Event	Training
Microphone 0 - 10.1.1.140 (Default) - 7 (2)	20/07/2009 1:25:09 PM	20/07/2009 4:26:28 PM	3/09/2009 4:26:09 PM	Schedule	Training
Microphone 0 - 10.1.1.140 (Default) - 7 (2)	20/07/2009 9:01:45 AM	20/07/2009 1:07:47 PM	3/09/2009 1:07:47 PM	Schedule	Training

This pane displays the following information for each clip that is returned from the query.

- Scene – (The icons shown alongside the scene names in the Scenes column indicate whether or not each retrieved clip is locked)
- Start and End times
- Expiration Time (the time it is scheduled to be erased from storage)
- Archiving Trigger (scheduled, manual, event or alarm-based recording).

#### 2.5.1.1 Buttons

The following buttons are used in the query results pane.

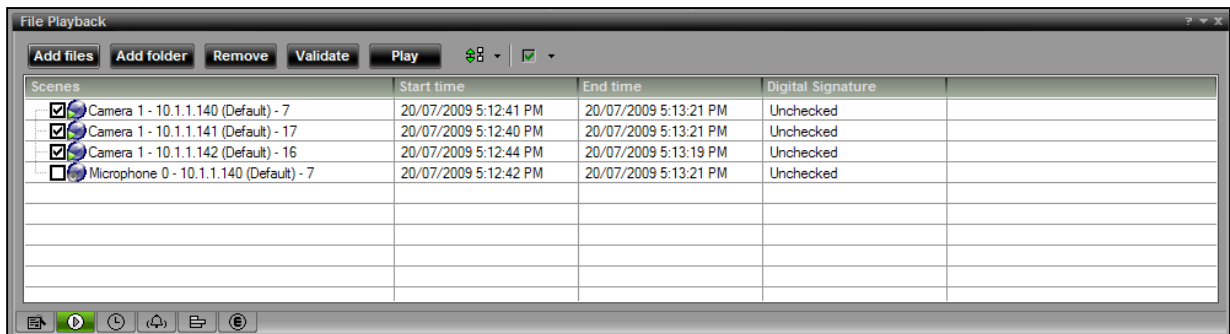
Button	Description
	Click this button to clear the selected query result from the list. To clear the entire list, click the down arrow and choose Clear All.
	Export the selected clips.
	Lock or unlock the selected clips.
	Edit the selected result title. Typically Incidents and bookmarks.
	Change how results are grouped. The available options are: no grouping, by scene, and by incident.
	Add the selected clips to a case in the CaseBuilder.

## 2.5.2 File Playback Pane

The File Playback pane is used to play exported clips in DVTel format. It enables the concurrent playing of multiple media clips that occurred at the same time and were recorded by different cameras or audio sources. In addition, media clips that were exported in segments can be played as one clip. In the File Playback pane, you can also validate the authenticity of any DVTel format clip, and indicate whether or not a clip has been tampered with.








The **File Playback** pane can be used without being logged into a system.

If ControlCenter is started without logging into a system, (pressing the **Cancel** button on the log in screen) the **File Playback** pane is automatically displayed.



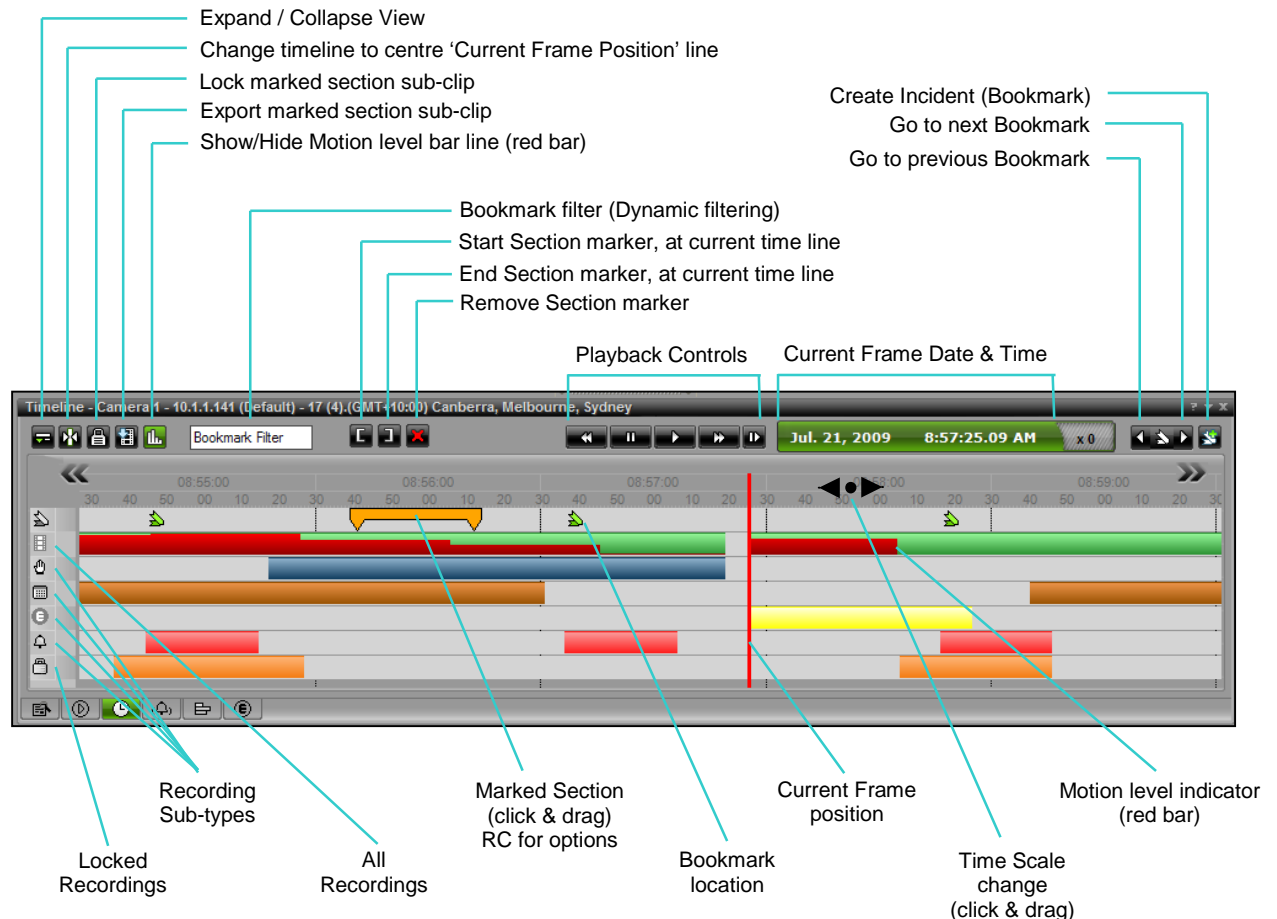
### 2.5.2.1 Buttons

The following buttons are used in this pane.

Button	Description
	Add individual dvt files
	Add all dvt files directly under a specific folder.
	Remove selected files
	Validate selected files
	Play selected files
	Click this button to change the grouping method.
	Select all, or none.

### 2.5.3 Timeline Pane

The timeline presents temporal information for an archived clip displayed in the focused tile and provides tools for navigating it. The information displayed includes the time periods for which different types of recording are available (i.e. schedule-based, manual, etc.) as well as incident and alarm times. The timeline can also be used to export or lock a part of an archived clip.



A recording may be associated with multiple recording triggers. In these kinds of cases, the quality and time-to-live settings applied to the clip are the highest and longest for the relevant triggers.

#### 2.5.3.1 Time line zoom

The ability and means to change the timeline scale is very important. DVTel offers a couple methods to change the scale.

##### 2.5.3.1.1 Increase / Decrease scale

Left click the mouse within the time area of the timeline and dragging the mouse left and right will increase and decrease the time scale. Let the button go when you have set the appropriate time scale.

##### 2.5.3.1.2 Zoom

Right click and drag the mouse within the time area and green recording indicator to zoom in on a specific period of time.



### 2.5.3.2 Marking a section

A section (time period) of the time line can be marked (selected) for the various purposes. There are two ways you can mark a section in the timeline.

#### 2.5.3.2.1 Left mouse button click and drag.

Left mouse click just above the green timeline and drag the mouse to an end position and release the left mouse button. A **Marked Section** bar will appear to identify the section.

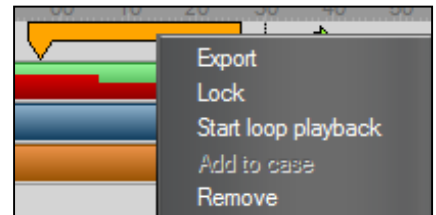
#### 2.5.3.2.2 Toolbar Start/End Section markers

Move the current frame position red line to the start point and press the  button.  
Move the current frame position red line to the end point and press the  button

### 2.5.3.3 Marked Section RC options

RC on a marked section displays an options menu.

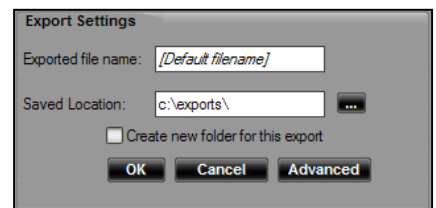
- **Export** - identical to the toolbar option
- **Lock** - identical to the toolbar option
- **Start loop playback** - start a loop playback cycle of the marked section.
- **Add to case** - add the marked section to an open CaseBuilder case.
- **Remove** - identical to the toolbar option



### 2.5.3.4 Export options

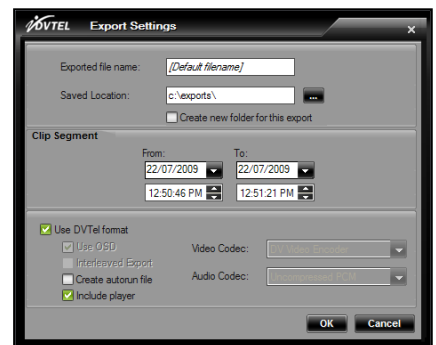
ControlCenter has an option to display an **Export Settings** window when an Export function is selected. Refer to 3.4.2 on page 40 for details on setting the **Advanced Mode**.

This allows the user to change any default Export settings.



#### 2.5.3.4.1 Advanced options

Pressing the **Advanced** button provides the user with more advanced Export options.



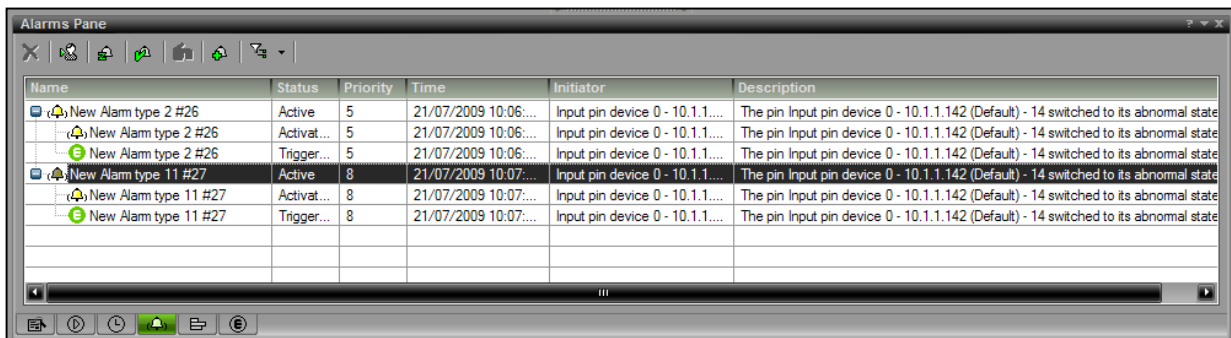
### 2.5.3.5 Training Exercise

- 1 Using the mouse click and drag method, mark a one (1) minute section of time and export to the desktop with the player included.
- 2 Using the Start/End section markers method, mark a one (1) section of time and start a loop playback.

## 2.5.4 Alarm Pane

The Alarm Pane is used both to trigger alarms and to handle them. It consists of two parts:

- A table that displays basic information about the alarms the user received during the login session
- A number of buttons at the top of the pane.



### 2.5.4.1 Buttons

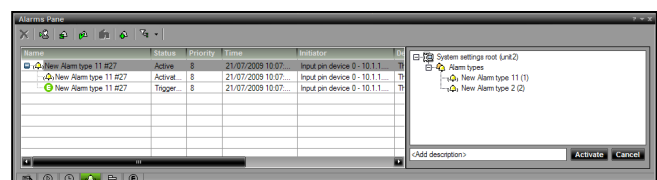
The following buttons are used in the alarms pane.

Button	Description
	<b>Clear</b> an alarm or alarm related action from the table. An alarm may be cleared only after it has been acknowledged or forwarded.
	<b>Forward</b> the alarm to another user.
	<b>Snooze</b> the selected alarm (the snooze duration can be specified by going to Options in the Tools menu. The default value is 60 seconds).
	<b>Acknowledge</b> the selected alarm.
	<b>View the procedure</b> associated with the alarm (if applicable).
	<b>Manually trigger an alarm.</b>
	<b>Filter</b> the alarm information shown in the pane based on alarm state.

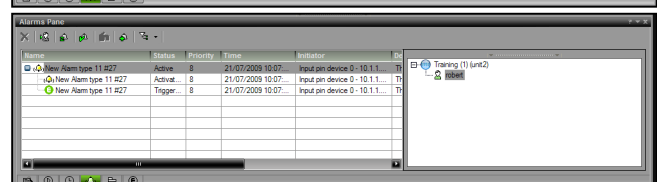
### 2.5.4.2 Alarm forwarding & Manual alarm triggering

When triggering an alarm or forwarding an existing one, a new section is added to the pane from the right side, as shown below.

To activate an alarm, select an alarm type and press the Activate button.



To forward an alarm to another operator, double click the appropriate operator.



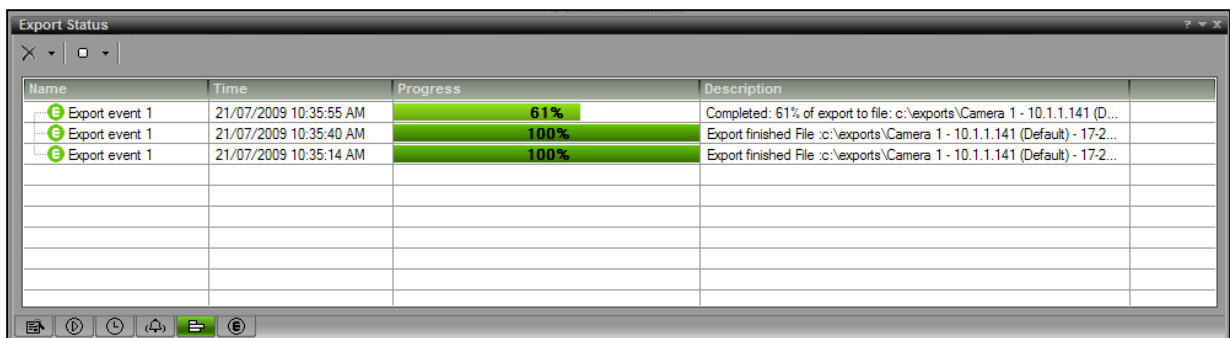
### 2.5.4.3 Training Exercise

- 1 Manually trigger your Alarm Type.
- 2 Acknowledge the alarm.



### 2.5.5 Export Status Pane

The Export Status pane is used to display the status, location, time and progress of ongoing and completed exports and to stop one or all ongoing export processes.



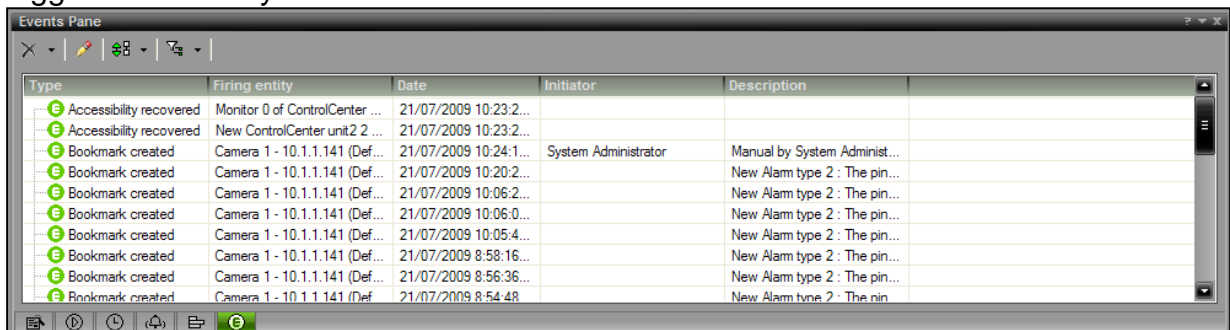
#### 2.5.5.1 Buttons

The following buttons are used in the pane.

Button	Description
	Click the 'X' button to clear the selected line. Click the arrow to select either <b>Clear All</b> or <b>Clear finished</b> .
	Click on the 'Square' to stop the select export. Click on the arrow to select <b>Stop All</b> exports

### 2.5.6 Events Pane

The Events Pane presents a list of events that have occurred since the current user logged on to the system.



For each event, the pane provides a description as well as information on the firing entity; date and time; initiator; and the event type.

#### 2.5.6.1 Buttons

The following buttons are used in the events pane.

Button	Description
	Click the 'X' button to clear the selected line. Click the arrow to select <b>Clear All</b> .
	Edit an incident or bookmark's description (not applicable to other type of events).
	Change the grouping method from one of the options.
	Change the filtering method from one of the options.



## 2.6 Sidebar

The Sidebar allows a user to easily manage different tasks in ControlCenter by adjusting the workspace layout with a single button click.

Clicking on one of the available modes will hide or show specific panes in a specific orientation in ControlCenter.

### 2.6.1 Show/Hide

The Sidebar can be viewed by clicking on the faint green arrow on the far left hand side of the ControlCenter GUI.

To close the Sidebar, click on the green arrow.

### 2.6.2 Modes

The Sidebar consists of six (6) modes. Five (5) are pre-defined, whilst the last mode (Favorites) allows for user defined workspace layouts.

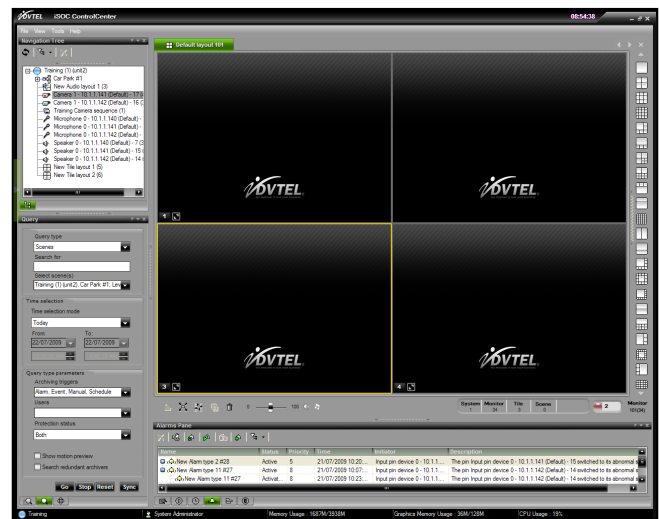


#### 2.6.2.1 Supervisor mode

For a supervisor overview of the security environment

The following panes are displayed:

- Navigation
- Query
- Alarms
- Viewing

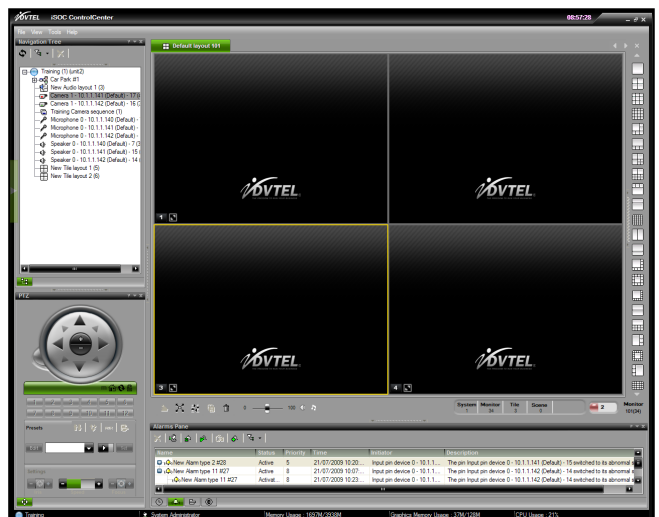


#### 2.6.2.2 Monitor mode

For live video and audio monitoring

The following panes are displayed:

- Navigation
- PTZ
- Alarms
- Viewing

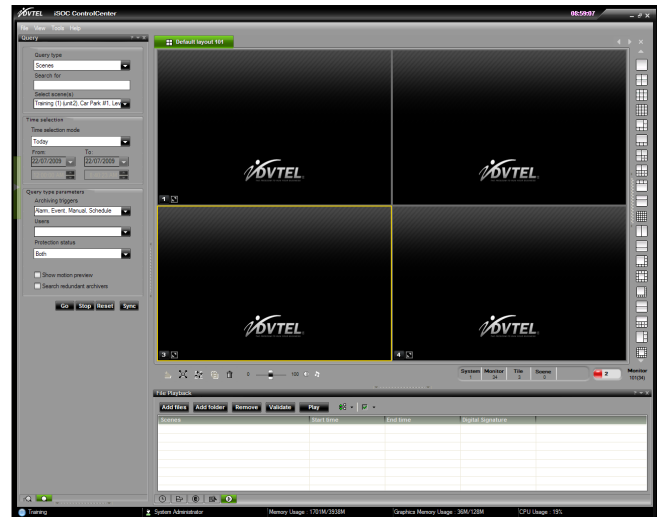


### 2.6.2.3 Forensic mode

For searching and reviewing of recorded information

The following panes are displayed:

- Query
- Query Results
- Viewing



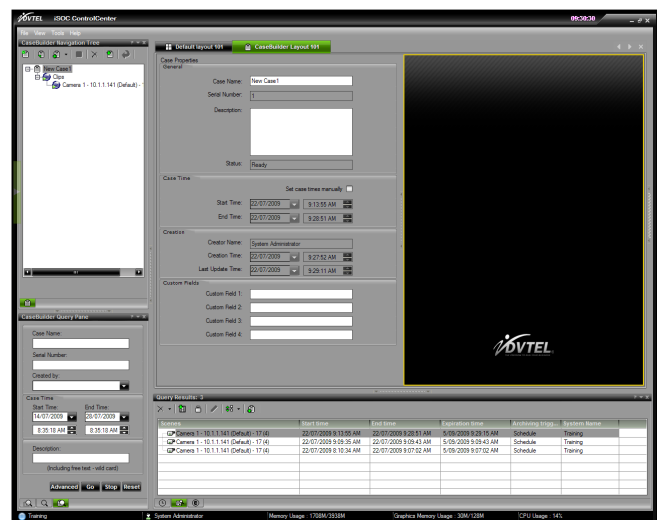
### 2.6.2.4 CaseBuilder mode

An authoring tool used to collect and review recorded data in specific cases

The following panes are displayed:

- CaseBuilder navigation pane
- CaseBuilder Query pane
- CaseBuilder Query Results pane
- Viewing pane

**Note:** The CaseBuilder server must be setup for the panes to display.

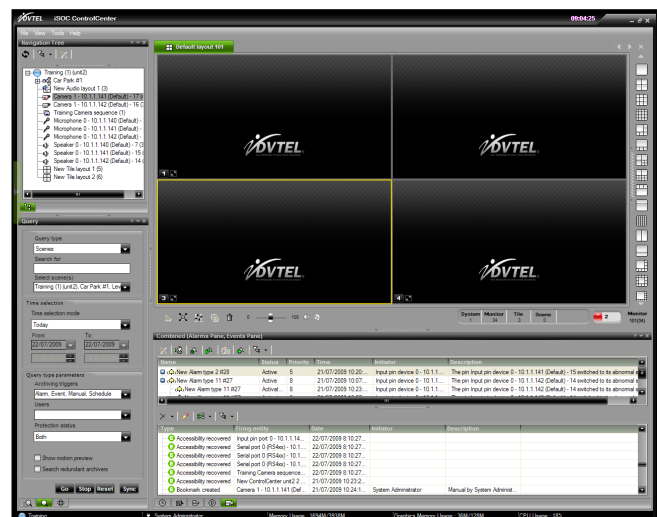


### 2.6.2.5 Access Control mode

For a unified video and access control system

The following panes are displayed:

- Navigation
- Query
- Alarms & Events
- Viewing



### 2.6.2.6 Favorites mode

This allows the user to create and save additional custom workspace configurations to best suit the security environment and maximize operation efficiency.

#### 2.6.2.6.1 Adding a Favorite

- 1 Create a layout that suits your needs, using the following parameters.
  - Order, visibility and size of the different panes
  - Open layouts (multiple systems)
  - Open tiles (allowing tiles from multiple systems)
- 2 Click on the arrow of the Favorites mode button and select the **Save Workspace as favourite** option.
- 3 Enter a name for the Favorite and press the **Save** button.

#### 2.6.2.6.2 Using Favorites

- 1 Click on the arrow of the Favorites mode button and select one of the saved Favorites

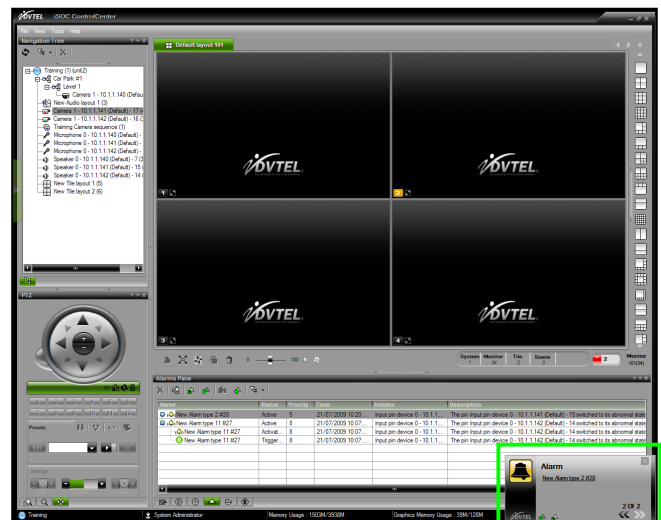
### 2.6.2.7 Training Exercise

- 1 Setup your own workspace layout and save it.

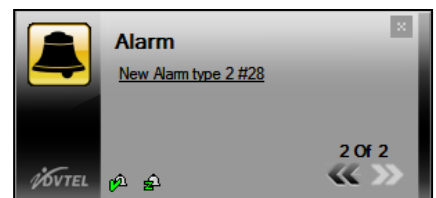
## 2.7 Notifier

The Notifier window is used to alert the user when specific alarms and or events occur.

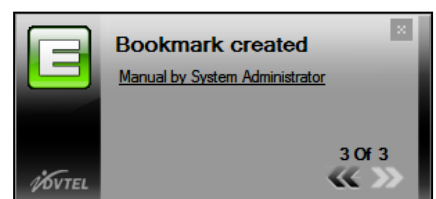
Refer to 3.3.7 on page 39 for details on configuring what events and alarms trigger the Notifier.



Typical 'Alarm' notifier.



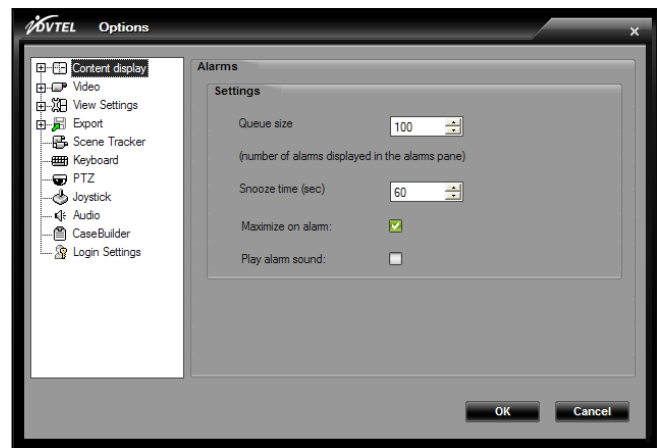
Typical 'Event' notifier.



### 3 Options Menu

The Options menu is used to configure operational settings within ControlCenter.

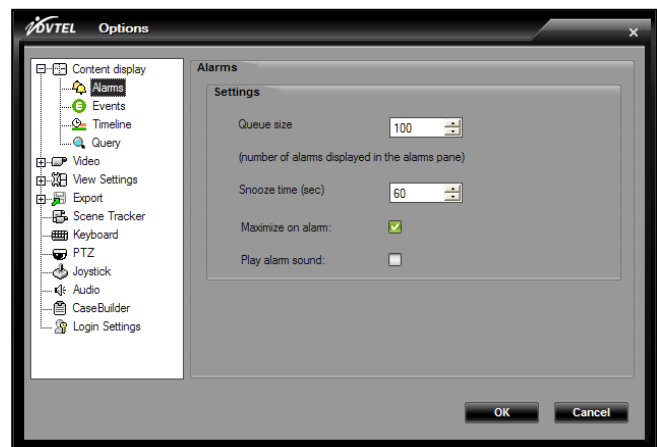
The options window contains the following property sheets, accessible through the function tree on the left side of the window.



#### 3.1 Content Display

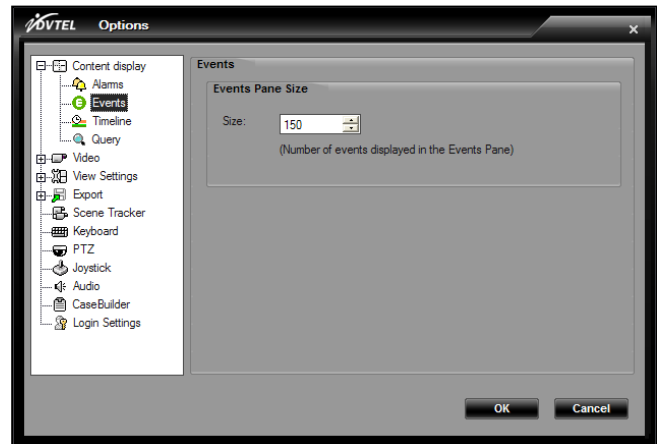
##### 3.1.1 Alarms

Used to set the alarm pane Queue size, the Snooze time and to specify whether to play a sound upon alarm. Additionally, it allows you to specify whether the application should be maximized when an alarm occurs



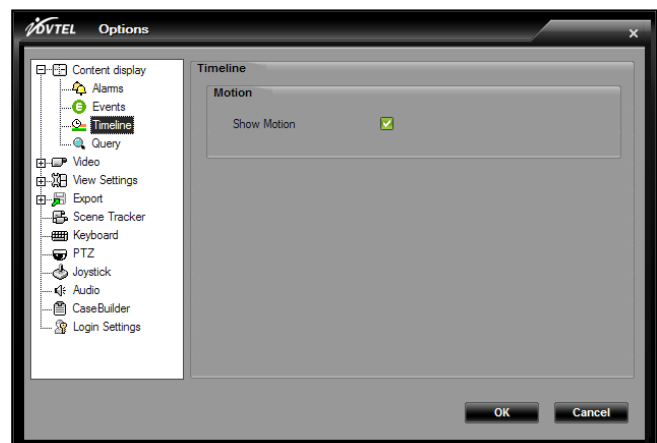
##### 3.1.2 Events

Used to specify how many events are shown in the Events pane



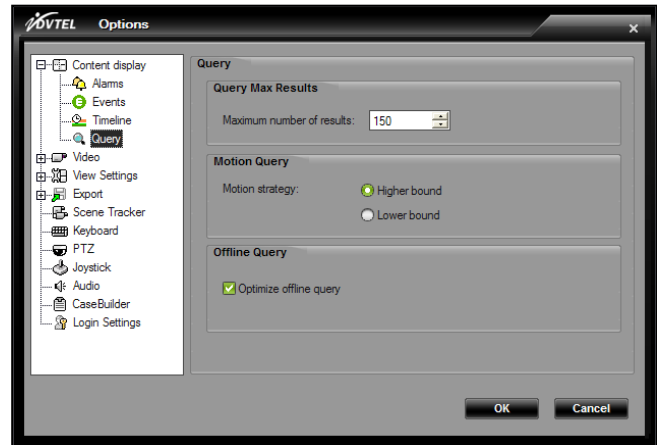
##### 3.1.3 Timeline

Used to specify whether to Show Motion in the timeline.



### 3.1.4 Query

Used to set the maximum number of results shown in the query results pane as well as to specify the motion strategy used in motion-based searches

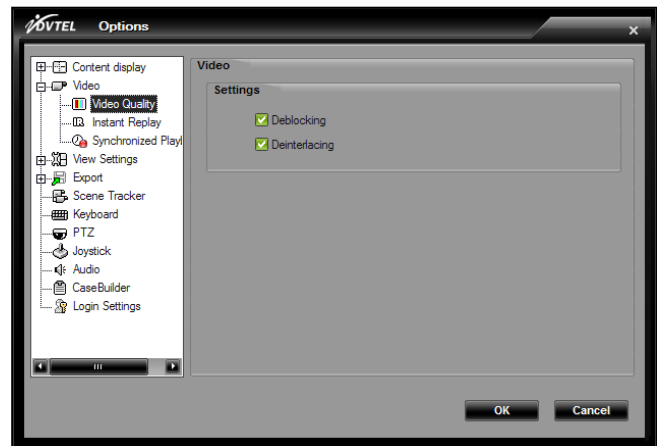


## 3.2 Video

### 3.2.1 Video Quality

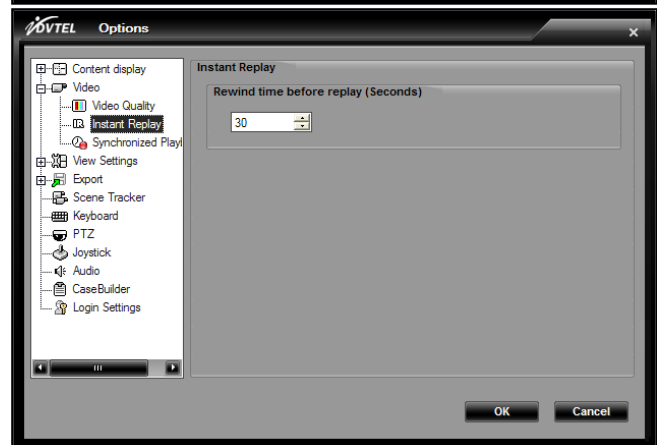
Used to specify whether Deblocking and/or Deinterlacing filters should be applied to video displayed in the application.

Refer to the Glossary at the start of the manual for information on these items



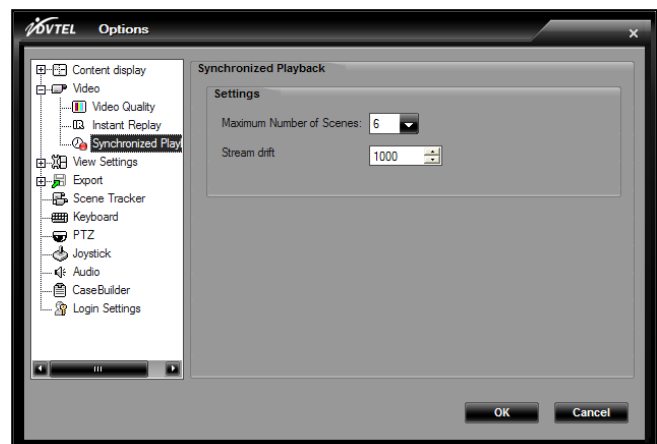
### 3.2.2 Instant Replay

Used to set the instant replay Duration.



### 3.2.3 Synchronised Play

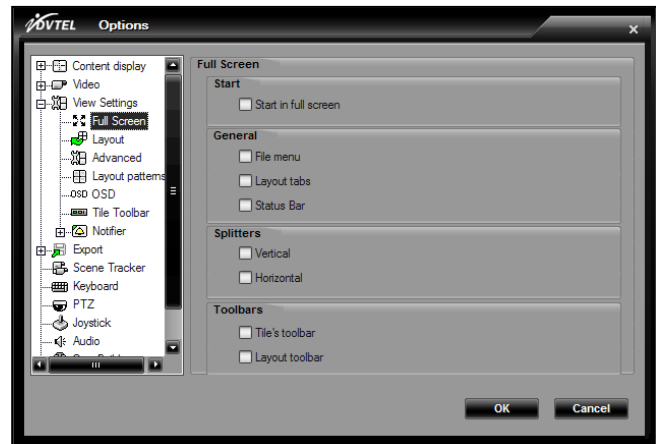
Used to specify how many scenes can be synchronised during playback.



### 3.3 View Settings

#### 3.3.1 Full Screen

Used to specify which GUI elements should be shown in full screen mode



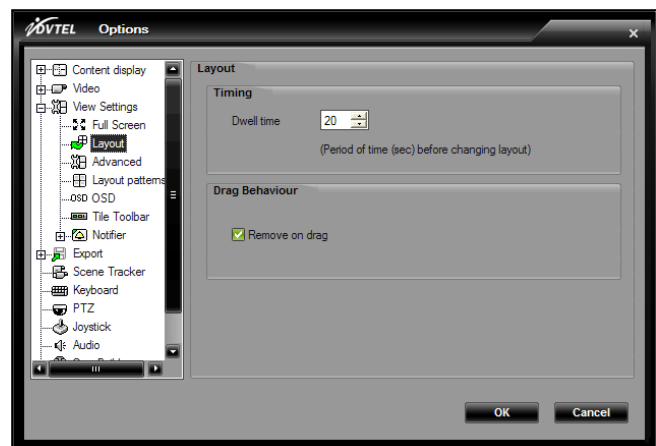
#### 3.3.2 Layout Tour

##### Dwell Time

Used to specify how long each layout should be displayed during layout tours (the Dwell time).

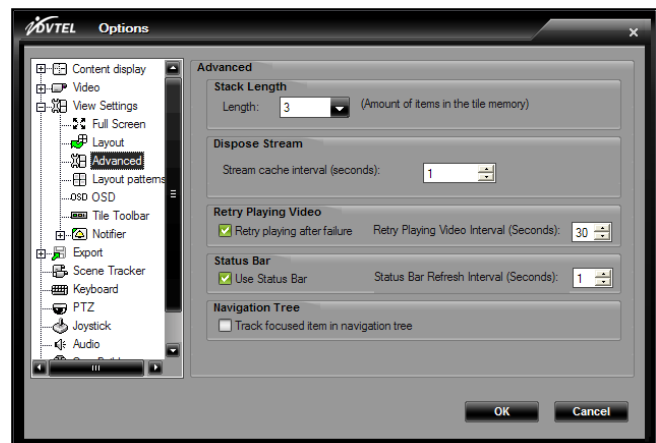
##### Drag Behaviour

Used to specify if a User can remove a camera view from a tile by dragging it outside of the tile layout screen.



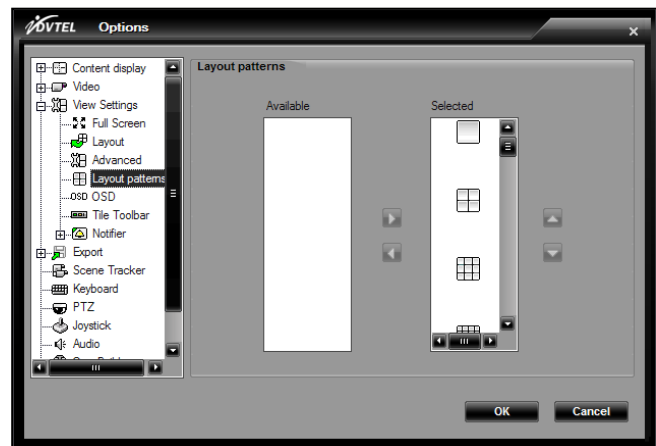
#### 3.3.3 Advanced

- Used to specify the number of previously displayed scenes "remembered" by the tile when a new item is placed over an existing one. Max = 5
- The stream caching interval;
- Whether or not to retry playing video streams in case of failure
- Whether or not to display the status bar (and how frequently it should be refreshed if it is displayed).



### 3.3.4 Layout Patterns

The Layout Patterns submenu is used to determine which layout patterns are available. Move the desired layouts from the Available list to the Selected list using the arrows

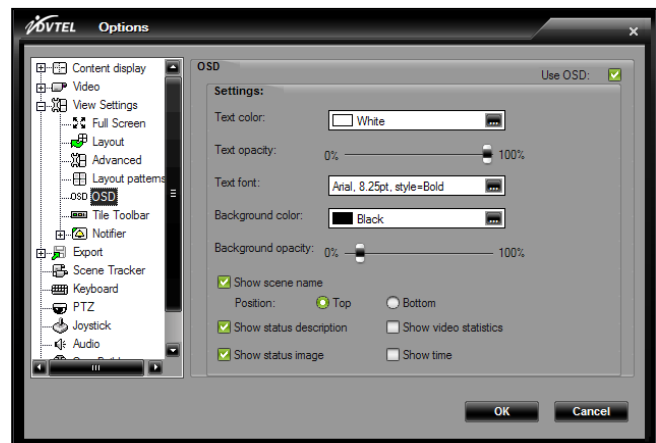


### 3.3.5 OSD

Used to specify whether OSD is on, and the display settings of the OSD text.

Additional OSD text options can be selected, like **Show Video Statistics** which adds further information to the OSD.

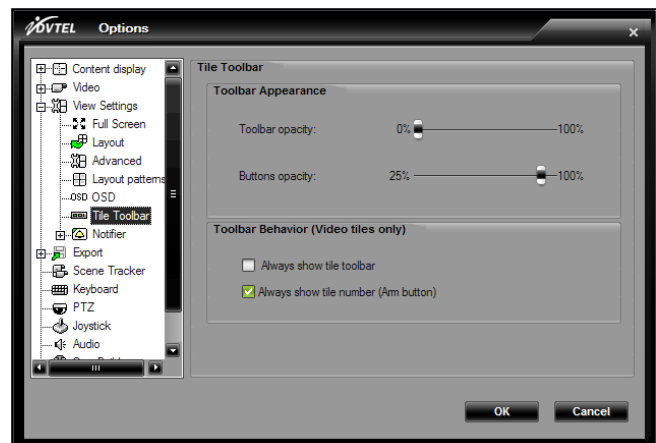
I.e. FPS, bps, resolution.



### 3.3.6 Tile Toolbar

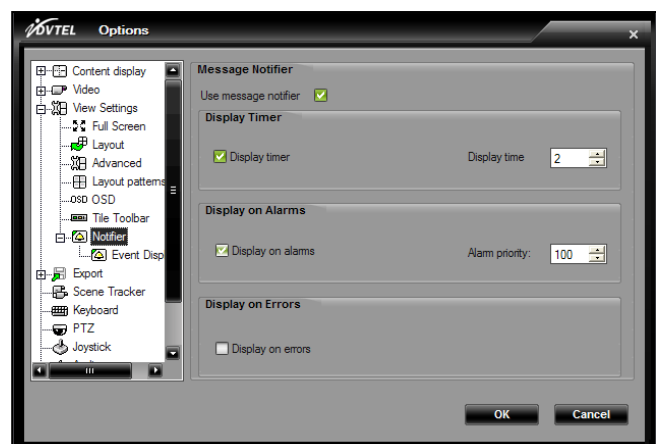
The Tile Toolbar submenu is used to determine the Opacity level of the toolbar background and buttons as well as the visibility of the tile toolbar and the tile number.

By default, the toolbar background is very transparent and it fades when the cursor is not placed on top.



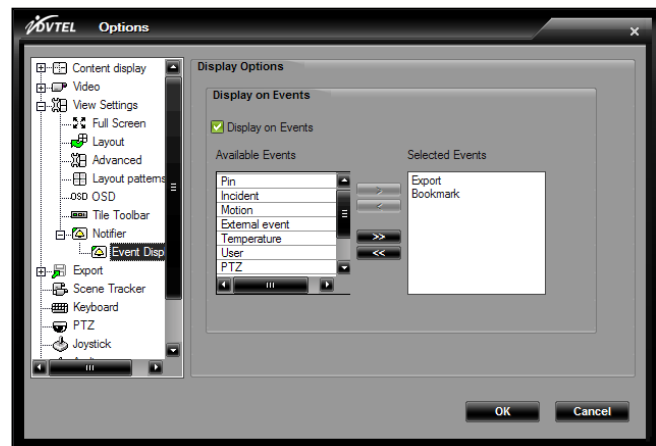
### 3.3.7 Notifier

Used to specify which events, alarms and errors should cause the system to show the notifier.



### 3.3.7.1 Event Displayer

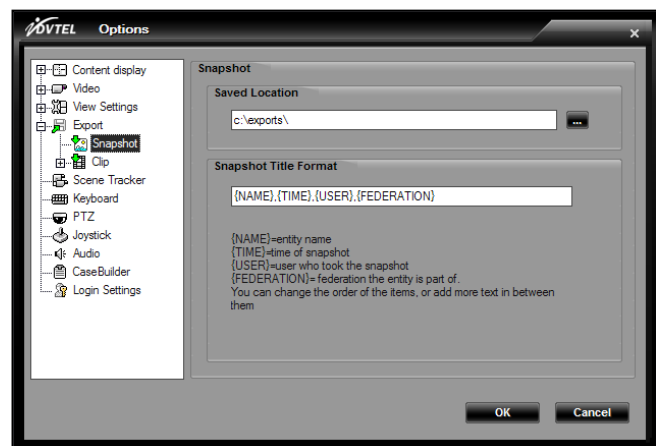
Used to specify which events will be displayed in the notifier.



## 3.4 Export

### 3.4.1 Snapshot

Used to specify the default file storage location and the filename format of snapshots.

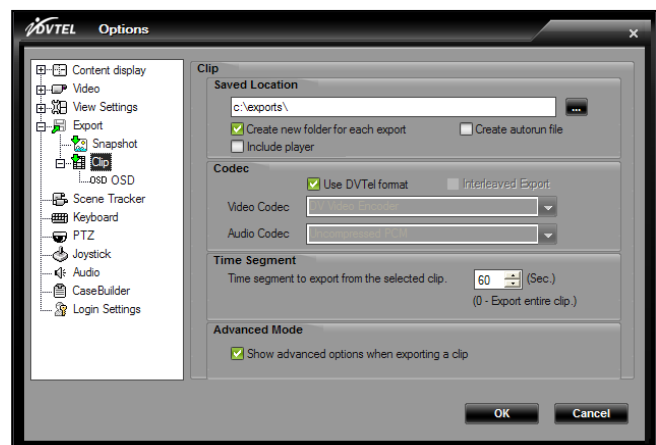


### 3.4.2 Clip

Used to specify the default file storage location, include player, create autorun file and codec format.

**Time Segment** is only applicable when exporting from the query results pane.

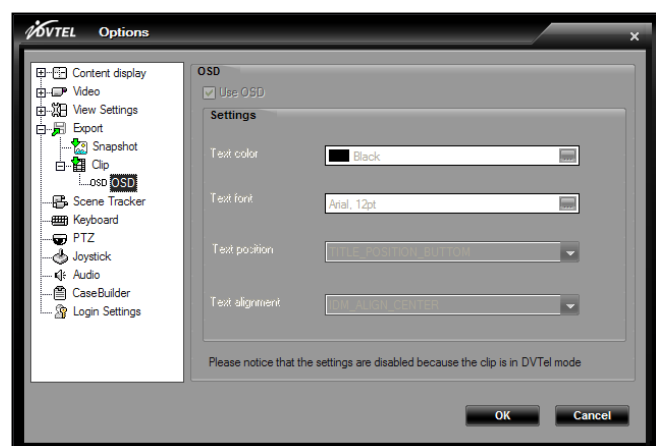
The **Advanced Mode** determines if the Export Setting window will appear when an Export function is run.



### 3.4.2.1 OSD

Used to specify the OSD text format and location on an exported video clip.

**Note:** All the option in this screen will be greyed out if the 'Use DVTel Format' option is selected in the 'Clip' option window above.

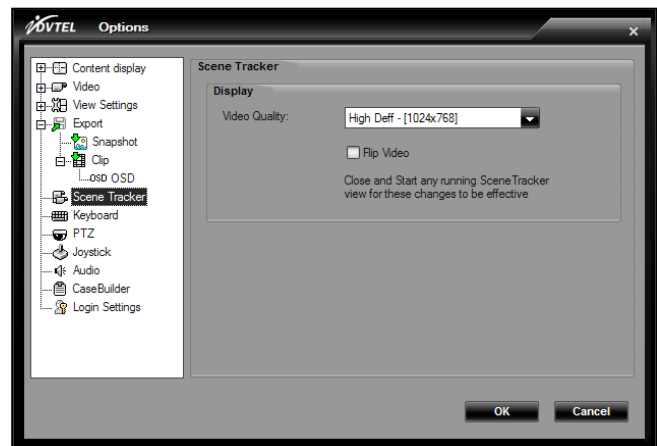




### 3.5 SceneTracker

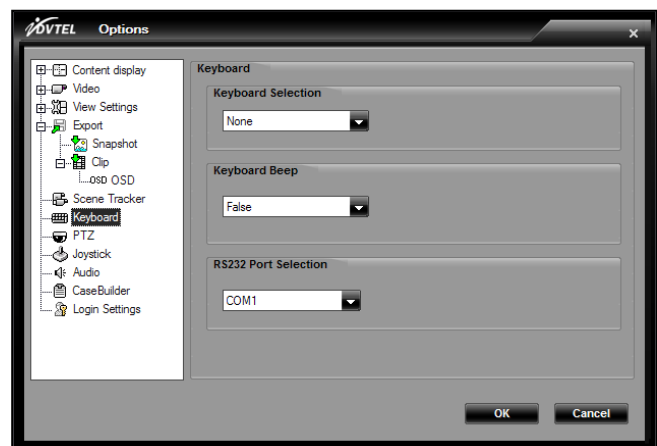
Used to choose the Video Quality used within Scenetracker.

You can also flip the video frame option.



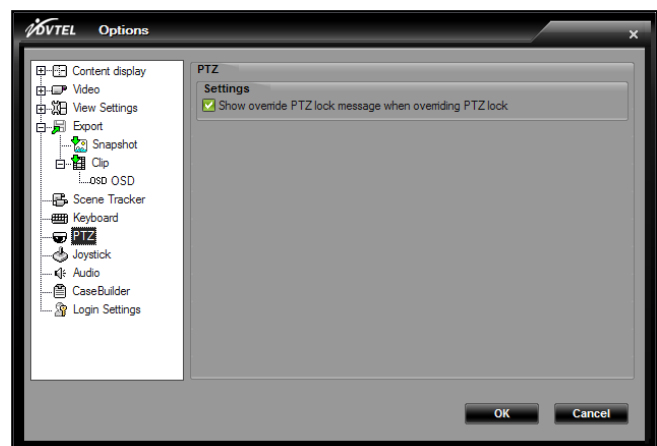
### 3.6 Keyboard

Used to specify the type and port address of a keyboard connected to the client machine's RS232 serial port, as well as whether keyboard beeping should be enabled



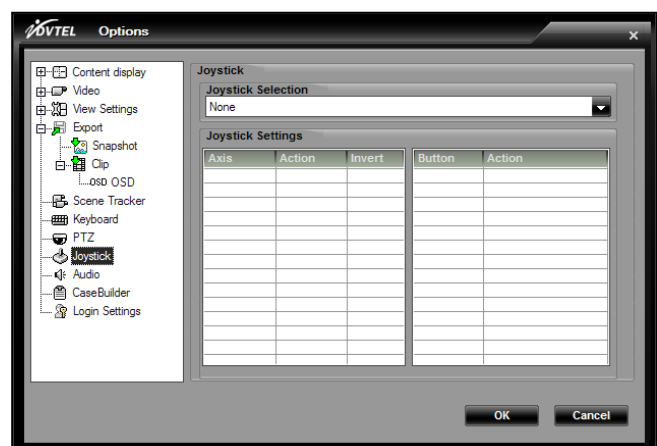
### 3.7 PTZ

Used to specify if the PTZ over-ride message is displayed.



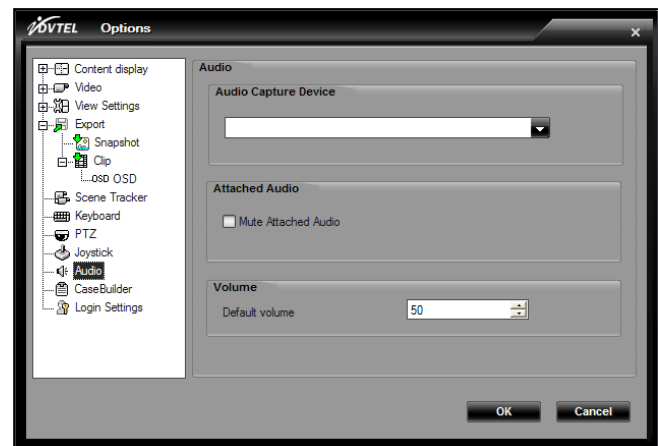
### 3.8 Joystick

USB joysticks can be connected to a client PC's USB port. Since the connection is local, the use of a joystick does not have an effect on privileges. Joysticks with Direct USB connections can be used in the ControlCenter.



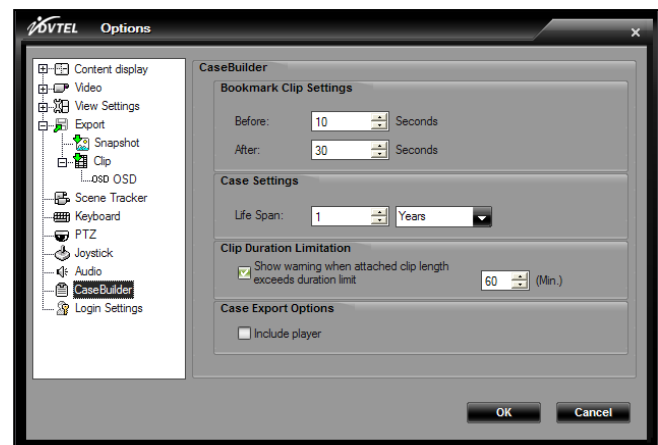
### 3.9 Audio

The Audio menu is used to select the Audio capture device, determine whether to mute the attached audio, and set the default volume



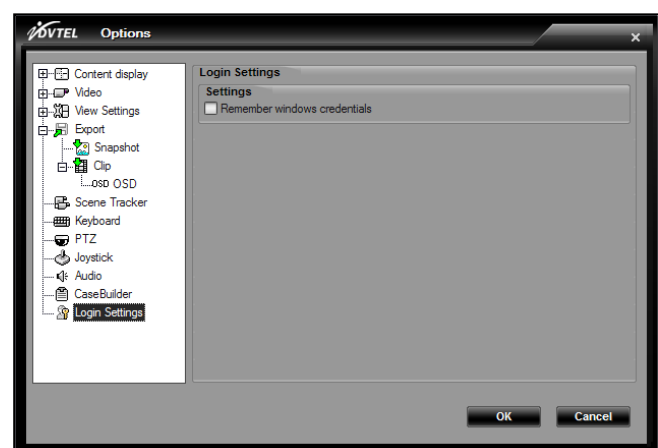
### 3.10 CaseBuilder

The CaseBuilder menu is used to set the bookmark clip settings (how long before and after the bookmark the clip should be saved), the lifespan of cases and to the clip duration limitation



### 3.11 Login Settings

Used to specify if the ControlCenter will remember your login settings for the next time you login.



## 4 Common Tasks


This chapter contains instructions for performing a number of common Control Centre tasks.

### 4.1 Viewing Live Video


To view a camera on a viewing tile, double click it in the Navigation Pane or drag and drop it from the pane onto a viewing tile.

To view a camera on an analog monitor, drag and drop it onto an analog monitor in the Navigation Pane.

### 4.2 Viewing an Instant Replay

1. Make sure that at least one tile in your current viewing layout is armed for alternative content.
2. Click the  button on the tile toolbar of the tile displaying the relevant camera to begin an instant replay.

### 4.3 Creating an Incident

1. Select the tiles whose entities you would like to associate with the incident. To select more than one tile, hold down the Control key on your PC keyboard.
2. Click the  button on the Viewing Pane Toolbar.
3. Enter an incident description in the field that appears in the right side of the Events Pane and click the save button.

### 4.4 Searching for Archived Media

From the Query pane:

1. **Query Type**  
Choose a search type from one of the following.
  - Scenes
  - Incidents
  - Bookmarks
  - Alarms
2. **Search for**  
Enter a search phrase (If applicable).  
The search phrase may be part or all of a camera name when searching based on scenes, or part or all of the description when searching based on incidents, bookmarks or alarms.
3. **Select scenes**  
Checkmark the scenes you would like to search  
(you can select a logical location such as a site to search all applicable scenes in the location).
4. **Time selection**  
Select a date/time range
5. **Query type parameters**  
Complete the options in this area to tighten your search options.

#### 6. **Search redundant Archivers**

If you would like to retrieve clips from redundant, as well as primary Archivers, checkmark this option. (this may lead to duplicate results being retrieved)

7. Click **Go** to view the results of your query in the **Query Results Pane** or click the **Sync button** to play them in sync in a new Synchronised Playback layout.

### 4.5 Controlling Archived Video Playback


When playing a video clip, the viewing tile's toolbar contains controls for rewinding, fast-forwarding, playing and pausing. The timeline provides additional controls, such as slow playback and reverse playback, as well as a comprehensive view of the entire camera's archive, showing recording triggers and bookmarks.

An additional way to browse a camera's archives with the timeline is by moving the red playback cursor.


### 4.6 Exporting a Video Clip

Ensure the Export options have been set for each ControlCenter computer. Refer to 3.4.2 on page 40 for details.

#### 4.6.1 To export a clip from its beginning:

1. Perform a query to find the clip that you would like to export.
2. From the Query Results Pane, select the required clip and click .
3. The following options will appear if the **Advanced Mode** option is selected in the Options - Export screen. Refer to 3.4.2 on page 40 for details.
  - a. Make any required changes in the Export Settings window.
  - b. If required, press the **Advanced** button to view/change advanced options.
  - c. Press the **OK** button to start the export.
4. The **Export Status** pane will automatically appear showing the status/progress of the export.


#### 4.6.2 To export a clip from the timeline:

1. Mark the section of the archived clip that you would like to export. Refer to 2.5.3.2 on page 30 for details on marking a section.
2. Click the  button at the top of the timeline pane.
3. Exporting options will appear if the **Advanced Mode** option is selected in the Options - Export screen. Refer to 3.4.2 on page 40 for details.
  - a. Make any required changes in the Export Settings window.
  - b. If required, press the **Advanced** button to view/change advanced options.
  - c. Press the **OK** button to start the export.
4. The **Export Status** pane will automatically appear showing the status/progress of the export.


## 4.7 Viewing Pane Configuration

Layouts are the only types of entities that are configured (though not created) via ControlCenter rather than AdminCenter. A tile layout consists of a tile pattern, content (the entities displayed on the tiles), and arming states (audio layouts are associated only with audio content).

### 4.7.1 Video Tiles


1. Switch to the layout that you would like to modify by clicking its tab at the top of the Viewing Pane or double clicking its icon in the Navigation Pane (layouts must be initially created with AdminCenter).
2. Choose a tile pattern by clicking one of the tile pattern buttons.
3. Drag and drop cameras, sequences and maps from the Navigation Pane onto viewing tiles.
4. Arm viewing tiles for alternative content or alarms as applicable.
5. Click the  button to save your layout.

### 4.7.2 Audio Tiles




1. Switch to the layout that you would like to modify by clicking its tab at the top of the Viewing Pane or double clicking its icon in the Navigation Pane (layouts must be initially created with AdminCenter).
2. Drag and drop microphones and speakers from the Navigation Pane onto the layout
3. Click the  button to save your layout.

## 4.8 Handling an Alarm

### 4.8.1 From the viewing Tile

An alarm can be acknowledged or snoozed directly from the tile displaying it using the  and **Z** buttons, respectively.

### 4.8.2 From the Alarm pane

Using the alarm pane, you can also acknowledged () or snoozed () and alarm, as well as forward() an alarm to another user.

Refer to 2.5.4 on page 30 for full details on the Alarm pane.

You can also view a history of the alarms you received during the current login session.

## 4.9 Additional Resources

For more information about Latitude NVMS 6, please review the Latitude NVMS 6 system's help file.