Dock Station

User Manual

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Symbol Conventions

The symbols that may be found in this document are defined as follows.

Symbol	Description
Danger	Indicates a hazardous situation which, if not avoided, will or could result in death or serious injury.
Caution	Indicates a potentially hazardous situation which, if not avoided, could result in equipment damage, data loss, performance degradation, or unexpected results.
Note	Provides additional information to emphasize or supplement important points of the main text.

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Chapter 1 Introduction

1.1 Product Introduction

Dock station, integrated with Digital Evidence Management System (hereinafter referred to as software), provides you with an easy way to access body cameras, and collect, store, and play audio and video files in the connected body cameras via the software. You can associate user accounts with body cameras, search data collection records, and upload data via the software.

1.2 Key Feature

- Dual system design which is highly stable. Supports wall mount, mobile mount, and desktop mount.
- Ultra-large touchscreen with high resolution and convenient operation.
- Unlocks body camera bin by recognizing face to guarantee safe storage.
- Equipped with multiple body camera bins. Extra dock stations can be connected.
- Supports auto charging of connected body cameras.
- Standard USB interfaces provided. You can connect a keyboard or mouse for software operation, or connect a USB flash disk to upgrade dock station.
- Supports auto uploading of body camera data (picture, video, and audio), and clearing the storage space of body camera automatically.
- Locks important data of body camera to avoid being deleted.
- Supports data protection in sudden power cutoff.
- Log management to record all the operation logs.
- Overwritten storage to overwrite the collected data according to the collection sequence when the storage is full.
- ANR for data uploading to prevent data loss.
- Supports file search in multiple modes, and video, audio, and picture playback.
- Local upgrade.
- Multi-person management. Multi-persons can be associated with one dock station.
- Files can be uploaded to CVR and cloud storage.

Chapter 2 Local Operation

2.1 Basic Operation

2.1.1 Homepage

You will enter the homepage of the software after activation.

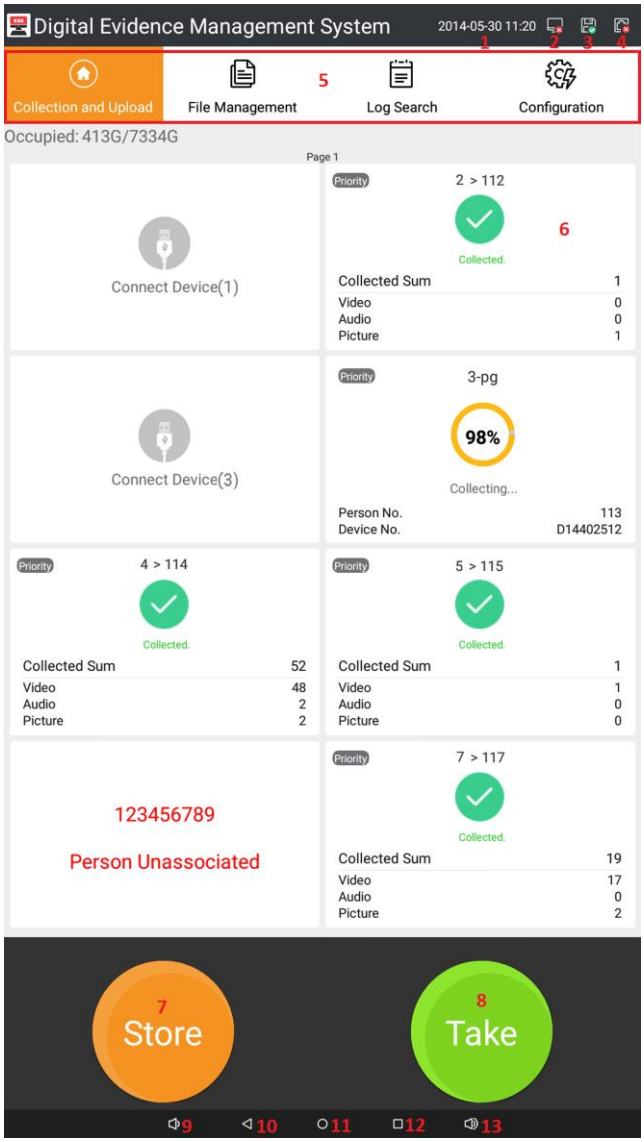

Figure 2-1 Homepage

Table 2-1 Homepage Description

No.	Description
1	Date and time.
2	Platform connection status. After you set the platform parameters, it will appear.
3	Storage status.
4	Network status.
5	Main menu, including **Collection and Upload**, **File Management**, **Log Search**, and **Configuration**.
6	Shows the file collection status, the number of collected files, the associated person information of the connected body camera.
7	Tap it to open the storage bin and connect the body camera. Refer to "Connect Body Camera" for details.
8	Tap it to open the storage bin and disconnect the body camera. Refer to "Disconnect Body Camera" for details.
9	Tap it to decrease the volume.
10	Tap it to return to the previous menu.
11	Reserved.
12	Reserved.
13	Tap it to increase the volume.

2.1.2 Connect Body Camera

Connect body cameras to the dock station before file collection.

Steps

1. Tap **Collection and Upload**, and tap **Store**.
   If you have enabled opening bin randomly, the free body camera bin will open randomly and automatically. If the function is disabled, the free body camera bin will open from left to right, and from top to bottom in sequence.
2. Connect the mini USB interface in the bin to the USB interface of the body camera.
3. Place the body camera in the bin, and close the door.

Result

The body camera will be added to the software automatically after it is connected.

2.1.3 Manage Body Camera

The connected body cameras will be added automatically. The admin user can edit and delete the body cameras, or associate persons to body cameras.

Before You Start

- Connect a body camera to the dock station.
- Add a person according to "Add Person" if you need to associate a person to the body camera.

Steps

1. Tap **Configuration**.
2. Enter the admin password, and tap **OK**.

> **Note**
>
> Every time you enter **Configuration** page, you need to enter the correct admin password to get the permission. No more description about it below.

3. Tap **Device**.
4. Select the added body camera.
5. Edit **Device Name**.
6. Optional: Select **Associated Person**.
   1) Check the person No. of a person or multiple persons.
   2) Tap **OK** to associate the checked person(s) to the body camera.
   3) Tap **Save**.

> **Note**
>
> One body camera can be associated with at most three persons. Each person can only associate one body camera.

7. Optional: You can do the following operations.

Delete	Slide the added body camera item leftward, and tap **Delete** to delete it.
Search	Enter search conditions, and tap **Search** to search body camera information.
Export All	Tap **Export All** to export the body camera information file to the connected USB flash drive when you need to set the same body camera information to another dock station.
Import	Connect the USB flash drive saved with the body camera information file to the host of a new dock station. On the new device, tap **Import** to import the body camera information file.

2.1.4 Collect File

After the body camera is connected, the software will start collecting files automatically.

Person unassociated body camera

For the first-time connected body camera, the default device No. and "Person Unassociated" prompt will be shown on the corresponding bin of the software page. Associate person to the body camera first, or file collection will not start. Refer to "Manage Body Camera" for details.

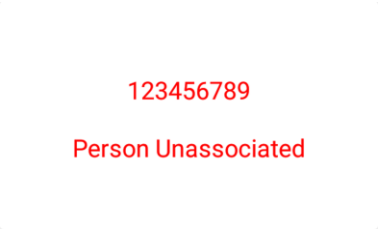

Figure 2-2 Person Unassociated

Person associated body camera

After associating a person to the body camera, the software will start collecting files. During the collection process, you can view the person No., device No., person name, and collection status.

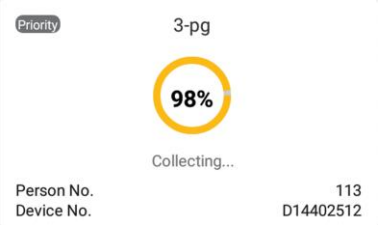

Figure 2-3 Collecting Files

Prior collection

During the collection process, tap **Priority** on the upper left corner of the body camera bin to enable prior collection. File collection of other body camera(s) will stop until the priority collection finishes.

Note

- If no body camera is enabled prior collection, the software will collect files from all the connected body cameras simultaneously.
- During the prior collection process, you can tap **Priority** again to disable the function.

Collection finished

After file collection finished, you can view **Collected Sum** and the number of collected **Video**, **Audio**, and **Picture** respectively. Tap the body camera bin, and you can view **Person Name**, **Person No.**, and **Device No.**

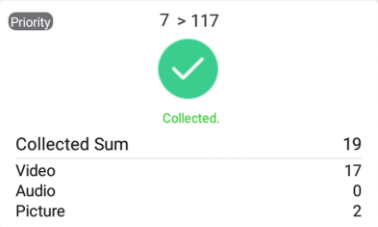

Figure 2-4 Files Collected

2.1.5 Manage File

The admin user and persons with super admin permission can view and manage the files collected from all the connected body cameras. Persons without super admin permission can only view and manage the files collected from the associated body cameras.

Search File

You can search files collected from body cameras.

Steps

1. Tap **File Management**.
2. Set the search conditions.
3. Tap **Search**.

Result

The searched files will be displayed in the list. You can view the thumbnails of the files, file information, upload status, etc.

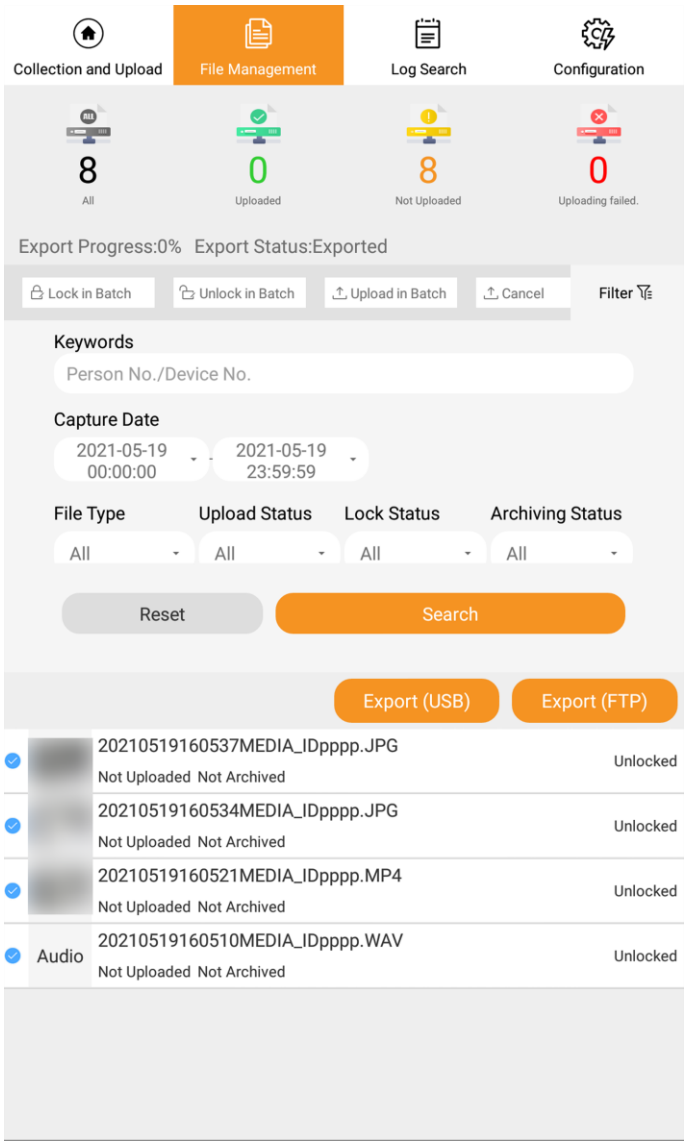

Figure 2-5 File Management

Play and Edit File

You can play and edit the searched files.

Steps

1. Tap **File Management**.
2. Set the search conditions, and tap **Search**.
3. Tap the file thumbnail to play.

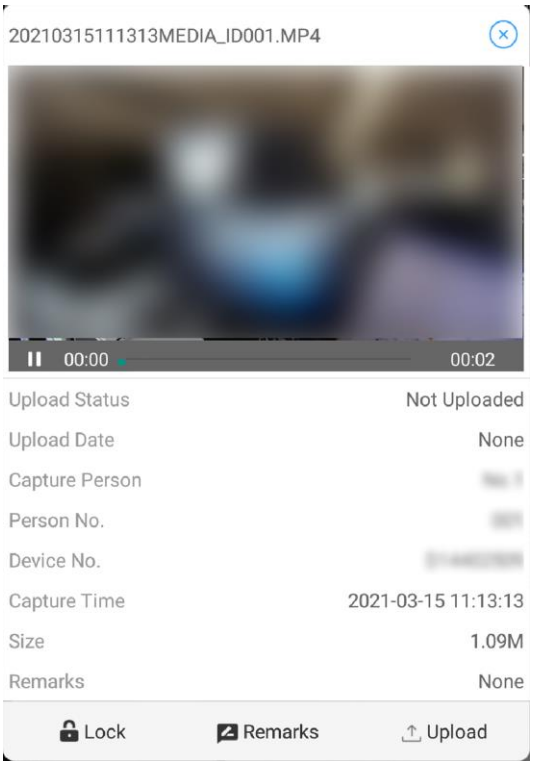

Figure 2-6 Play File

4. View the file information, such as the upload status, person No., device No., capture time, etc.
5. Optional: Tap **Remarks** to add descriptions to the file, and tap **Save**.

Lock File

Lock important files to prevent them from being overwritten or accidentally deleted.

Steps

1. Tap **File Management**.
2. Set the search conditions, and tap **Search**.
3. Lock files.
   - Select a file to play. Tap **Lock** to lock a single file. Tap **Unlock** to unlock it.
   - On **File Management** page, tap **Lock in Batch** to lock all the searched files. Tap **Unlock in Batch** to unlock all the searched files.

Result

The locked files will be marked as "Locked" in the file list. They cannot be deleted or overwritten.

Upload File to Platform

You can upload the collected files to the connected platform.

Before You Start

The device has been connected to the platform.

Steps

1. Tap **File Management**.
2. Set the search conditions, and tap **Search**.
3. Upload files to the platform.
   – Select a file to play, and tap **Upload** to upload it to the platform.
   – On **File Management** page, tap **Upload in Batch** to upload all the searched files to the platform.

Result

The uploaded files will be marked as "Platform Uploaded" in the file list.

Back up File

You can back up the files to the connected USB flash drive or FTP server.

Before You Start

Connect the USB flash drive to the dock station if you need to back up the files to the USB flash drive. Or set the FTP server parameters, and ensure the communication between the device and server is normal if you need to back up the files to the FTP server.

Steps

1. Tap **File Management**.
2. Set the search conditions, and tap **Search**.
3. Check the files that need to be backed up.
4. Tap **Export (USB)** or **Export (FTP)**.

2.1.6 Manage Storage

Clear Storage Space Automatically

The device supports deleting files automatically when the storage space is insufficient.

Steps

1. Go to **Configuration** → **Basic**.
2. Optional: View the local storage information, such as **Total Space**, **Used Space**, etc.
3. Set **Total Free Space** and **Clear Space**.

Note

- The earliest files will be cleared according to time. Back up files in time to avoid data loss.
- You can lock the important files to prevent them from being deleted automatically when the storage space is insufficient.

Example

If you set **Total Free Space** as 10 G, and set **Clear Space** as 5 G, when the free storage space is less than or equal to 10 G, 5 G storage space will be cleared automatically.

4. Tap **OK**.

Clear Body Camera Data

After collecting the files of the connected body cameras, the device supports clearing the files in the body cameras automatically.

Steps

1. Go to **Configuration** → **Basic**.
2. Enable **Clear Body Camera Data**.
3. Tap **OK**.

Connect to Storage Server

Storage server can be used as an extended storage to store the files of body cameras.

Before You Start

- Allocate the storage server.
- The communication between the device and server is normal.

Steps

1. Go to **Configuration** → **Storage**.
2. Select **Storage Type** according to the server type.
3. Enter the server parameters, such as **IP Address**, **Port No.**, etc.

Note

Some servers support **Bucket**, **AKEY**, and other parameters. Keep the parameters same with those of the server.

4. Optional: Enable **Auto Backup** if you want to upload body camera files to the storage server automatically.
5. Tap **OK**.

Upload to FTP Server

Set the FTP server parameters if you want to upload the collected files to the FTP server.

Before You Start

Allocate the FTP server, and ensure the communication between the device and server is normal.

Steps

1. Go to **Configuration** → **Platform**.
2. Select **Platform Type** as **FTP**.

3. Set the server parameters, such as **IP Address**, **Port No.**, etc.
4. Enable FTP.
5. Tap **OK**.

Enable RAID

The device supports RAID to back up data. When one disk fails or is pulled out, the data can also be written into normally, and the already stored data will not lose.

Steps

1. Tap **RAID** on the software application menu.
2. Enable **RAID0**, **RAID1**, or **RAID5**.

Note

You can enable **RAID0** when there are at least two disks, enable **RAID1** when there are at least three disks, and enable **RAID5** when there are at least four disks.

3. Tap **OK**.

2.1.7 Disconnect Body Camera

After file collection, you can disconnect the associated body camera, and take it away in time.

Steps

1. Tap **Collection and Upload**.
2. Tap **Take** to enter **Authentication** page.
3. Authenticate permission.

Note

You can authenticate via associated person information or facial recognition. Refer to "Authenticate Permission" for details.

Result

If you pass the authentication, the associated body camera bin will open automatically.

What to do next

Disconnect the body camera with the mini USB interface and take it away.

2.2 Network

2.2.1 Set IP Address

Set IP address of the host if the device connects to the network via the network cable.

Steps

1. Go to **Configuration** → **Basic** → **Host Address Configuration**.
2. Set the IP address, subnet mask, gateway, etc.

Note

MTU stands for maximum transmission unit. It is the size of the largest protocol data unit that can be communicated in a single network layer transaction.

3. Tap **OK**.

2.2.2 Connect to Platform

Connect the device to the platform if you need to upload the files to the platform or send information to the device via the platform.

Before You Start

- Allocate the platform.
- The communication between the device and platform is normal.

Steps

1. Go to **Configuration** → **Platform**.
2. Select **Platform Type**.
3. Set the platform parameters, such as **IP Address**, **Port No.**, etc.
4. Optional: Enable the upload schedule and set **Upload Time** if you want to upload files in a fixed time period.

Note

If the function is disabled, the files will be uploaded to the platform in real time.

5. Tap **OK**.

Result

If platform connection succeeded, will appear on the upper right corner of the software page. You can upload files if the platform is connected. If connection failed, check the platform parameters and network communication.

2.3 Safety Management

2.3.1 Manage User

To raise file security, you are recommended to distinguish user's permissions to manage files and avoid multiple users using one account to manage multiple body cameras.

Add Person

Add persons to manage body cameras.

Steps

Note

The admin user can add, edit, and deleted the added persons. A person can only edit the information of himself or herself.

1. Go to **Configuration** → **Person**.
2. Add a person.
   1) Tap **Add**.
   2) Enter the person information, such as **Person Name**, **Person No.**, **Password**, etc.

      Note

      Please enter 8 to 16 digits with at least two combinations of numbers, uppercase/lowercase letters, or special characters (!@#$%&*.).

   3) Optional: Tap **Person Picture** to collect face picture if you want to manage the files via facial recognition. Refer to "Collect Face Picture" for details.
   4) Optional: Tap **Fingerprint Entry** to collect the fingerprint if you want to manage the files via fingerprint recognition. Please operate three times according to the page prompt.
   5) Optional: Tap **Credit card type** to enter the card No. if you want to manage the files via swiping card.
   6) Set the person's permissions.

      File Search Permission

      This permission is enabled by default. If you disable the permission, the person cannot manage the files collected from the associated body camera.

      Super Admin Permission

      If you enable this permission, the person can view and manage all the files collected from all the connected body cameras, no matter which body camera is associated with him or her. If you disable this permission, the person can only view and manage the files collected from the body cameras associated with him or her.

7) Tap **Save**.

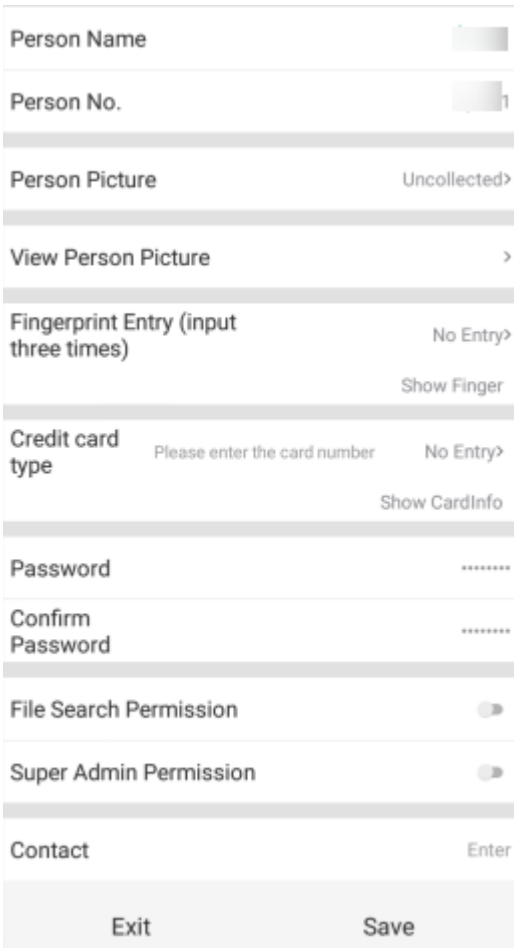

Figure 2-7 Add Person

Note

Up to 200 persons can be added.

3. Optional: You can operate the following options.

Edit	Select the added person to edit the information.
Delete	Slide the added person item leftward, and tap **Delete** to delete the added person.
Search	Set the search conditions, and tap **Search** to search the person information.
Export	Tap **Export All** to export the person information file to the connected USB flash drive when you need to set the same person information to another dock station.

Import	Connect the USB flash drive saved with the person information file to the host of a new dock station. On the new device, tap **Import** to import the person information file.

Collect Face Picture

You can collect face picture of the added person for permission authentication.

Steps

1. When you add person, tap **Person Picture** to enter **Face Picture Collection** page.

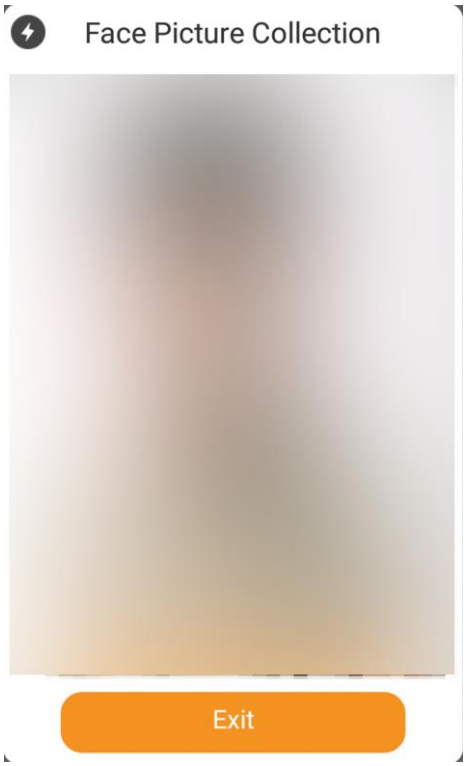

Figure 2-8 Collect Face Picture

2. Adjust your face position until your face is surrounded by a white rectangle.
   The camera on the host will capture your face picture automatically and the confirmation window pops up.
3. Tap **OK**.

What to do next

You can manage files by authentication via facial recognition.

2.3.2 Edit Password

Change the admin password regularly to enhance data security.

Steps

1. Go to **Configuration** → **Password**.
2. Enter **Old Password** and **New Password**.

> **Note**
> The password should be six-digit.

3. Confirm the password.
4. Tap **OK**.

What to do next

After changing the password, use the new password to authenticate the permission.

2.3.3 Set File Search Permission

To raise file security, you are recommended to enable permission authentication for file management.

Steps

1. Go to **Configuration** → **Basic**.
2. Enable **File Search Permission**.
3. Tap **OK**.

Result

You need to enter person No. and password, or recognize face to authenticate the permission for file management.

2.3.4 Authenticate Permission

Before you manage the collected files, authenticate permission to guarantee file security.

Before You Start

- Add the person information, or collect face picture. Refer to "Manage User" for details.
- Associate a person to the body camera. Refer to "Manage Device" for details.

Steps

1. Tap **File Management**.
2. Authenticate permission via the two modes below.

Authenticate via associated person information	1. Enter the person No. and password. 2. Tap **OK**.

Authenticate via facial recognition	1. Tap **Switch to Facial Recognition**. 2. Adjust your face position in the collection area until your face is surrounded by a white rectangle. The camera on the host will capture your face picture automatically and compare it with the one collected when adding person.
Authenticate via Fingerprint	1. Tap **Fingerprint**. 2. Put your finger on the fingerprint recognition positon of the device. The device will compare it with the fingerprint collected when adding person.
Authenticate via card	1. Tap **Slot Card**. 2. Swipe your card on the card swiping positon of the device. The device will read the card information and compare it with the card information added when adding person.

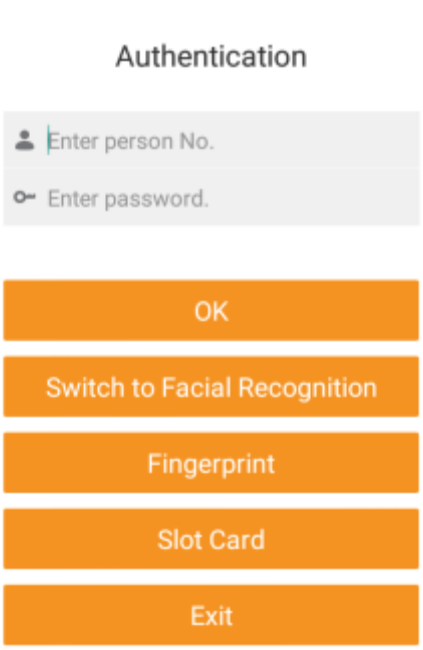

Figure 2-9 Authenticate Permission

Result

If you enter the correct person information, pass the facial recognition, pass the fingerprint recognition, or swipe the matched card, you can manage files.

Note

- Permission authentication is enabled by default. You can disable the function, but you are not recommended to disable the function. Refer to "Set File Search Permission" for details.

- If you have enabled face priority, when you tap **File Management**, the face picture collection window will pop up directly to authenticate your permission via facial recognition.

2.3.5 Set Face Priority

You can enable face priority to recognize face instead of to authenticate person No. and password when you enter **File Management** page or take the body camera.

Before You Start

Enable file search permission. Refer to "Set File Search Permission" for details.

Steps

1. Go to **Configuration** → **Basic**.
2. Enable **Face Priority**.
3. Tap **OK**.

2.4 Maintenance

2.4.1 View Device Information

Go to **Configuration** → **Basic** to view the device information, such as dock station No., host version No., APP version No., etc.

2.4.2 Synchronize Time

Synchronize the device time when it is inconsistent with the actual time.

Steps

1. Go to **Configuration** → **Basic**.
2. Tap **Time Sync.**
3. Select the time zone.
4. Set the time.
5. Tap **OK**.
6. Tap **OK** on **Basic** page.

2.4.3 Search Log

You can search the operation log to troubleshoot problems.

Steps

1. Tap **Log Search**.
2. Set search conditions.

3. Tap **Search**.
   The log information will be displayed in the list.
4. Optional: Export the log file.
   1) Connect a USB flash drive to the USB interface of the host.
   2) Go to **Configuration** → **Basic**.
   3) Tap **OK** of **Export Log File**.
   The log file will be exported to the connected USB flash drive.

2.4.4 Set Voice Prompt

You can enable voice prompt, and the device will output voice prompt when you operate the device.

Steps

1. Go to **Configuration** → **Basic**.
2. Enable **Voice Prompt**.
3. Tap **OK**.

2.4.5 Set Sleeping Time

You can set the device to sleep automatically to save power if there is no operation within a certain time.

Steps

1. Go to **Configuration** → **Basic**.
2. Tap **Sleep**.
3. Select the sleeping time.

Note

If you select **Never**, the screen will always on no matter if there is operation or not.

4. Tap **OK**.

Result

If no operation is done within the set time, the device will sleep automatically.

2.4.6 Upgrade

Upgrade Body Camera

You can upgrade the connected body cameras.

Before You Start

Save the upgrade file of the body camera in the root directory of USB flash drive and connect it to

the host.

Steps

1. Go to **Configuration** → **Upgrade**.
2. Select upgrade file as **Upgrade Body Camera**.
3. Select the upgrade file of the body camera from the USB flash drive.
4. Tap **OK** after **Upload Body Camera Upgrade File**, and wait for the upgrade file to upload completely.
5. Check **Upgrade Body Camera**.

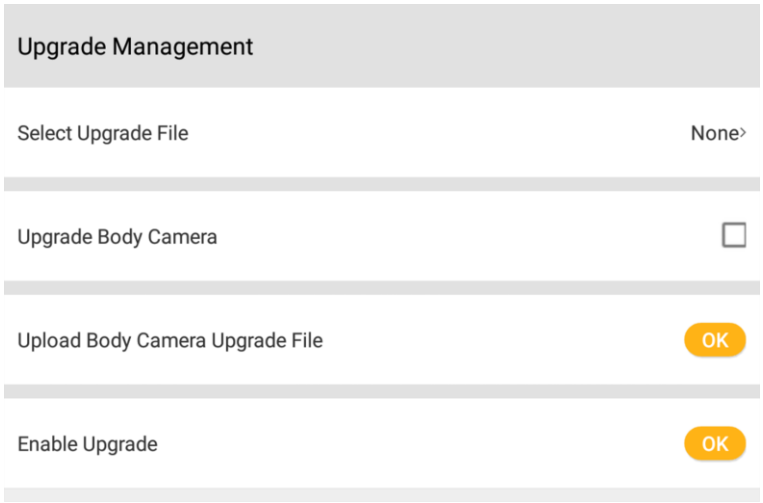

Figure 2-10 Upgrade

Result

The body camera will reboot automatically after upgrade.

Upgrade System

You can upgrade the dock station APK, system, host, and all the software of the dock station.

Before You Start

Download the firmware upgrade file from MPS/official website. Rename the upgrade file to “product model_upgrade_software version No._build date.zip” (E.g., DS-MDS005_update_V1.5.0_build241107.zip). Save the renamed upgrade file to the root directory of USB flash drive and connect it to the host.

Steps

1. Go to **Configuration** → **Upgrade**.
2. Select the upgrade file.

Upgrade APK

To upgrade the application.

Upgrade System

To upgrade the Android system.

Upgrade Host

To upgrade the file collecting host.

Upgrade All

To upgrade APK, system, and host simultaneously.

3. Select the upgrade package from the USB flash drive.
4. Tap **OK** of **Enable Upgrade**.

Caution

- File collection will stop during upgrade.
- DO NOT cut off the power during upgrade.

Result

The dock station will reboot automatically after upgrade.

2.4.7 Format Database

If you want to clear all the local data of the dock station, you can format database.

Steps

Caution

The database will be cleared after formatting. Operate the function carefully.

1. Go to **Configuration** → **Basic**.
2. Tap **OK** of **Format Database**.
3. Tap **OK** on the popup window.

2.4.8 Restore Host Parameters

If there is device exception due to the wrong set parameters, you can restore the host parameters to the default settings.

Steps

1. Go to **Configuration** → **Basic**.
2. Tap **OK** of **Restore Host Parameters**.
3. Tap **OK** on the popup window.

2.4.9 Restore System to Factory Settings

You can restore the Android system of the dock station to the factory settings.

Steps

Caution

Operate the function carefully.

1. Go to **Configuration** → **Basic**.
2. Tap **OK** of **Restore System to Factory Settings**.
3. Tap **OK** on the popup window.

2.4.10 Set Language

You can select the system language.

Steps

1. Go to **Configuration** → **Basic**.
2. Select **Language**.
3. Tap **OK**.

2.4.11 Set Debug Mode

You can set USB flash drive mode or debug mode.

Steps

1. Go to **Configuration** → **Basic**.
2. Select **Debug Mode**.

   USB Flash Drive Mode

   Only in this mode, can the dock station collects files normally.

   Debug Mode

   This mode is used for the software developer to debug the dock station. It is not recommended for the normal user to operate.
3. Tap **OK**.

2.4.12 Set Collection Format

You can set the collection format of video, audio, and picture.

Steps

1. Go to **Configuration** → **Basic**.
2. Tap **Video**, **Audio**, or **Picture** to edit the collection format.

- Tap + to add a new format. Enter the format in the text field, and tap **Save**.
- Tap 🗑 to delete the format.

3. Tap **OK**.

Result

The dock station will only collect the files in the set format.

2.4.13 Open Bin Randomly

After you enable the function of opening bin randomly, when you tap **Store** on **Collection and Upload** page, the free body camera bin will open randomly. If you disable the function, the free body camera bin will open from left to right, and from top to bottom in sequence.

Steps

1. Tap **Configuration** → **Basic**.
2. Enable or disable **Open Bin Randomly**.
3. Tap **OK**.

2.4.14 Open Bin Forcedly

If you forget your person No. or password, or fail to recognize face when you want to take the body camera, you can open the body camera bin forcedly.

Steps

1. Tap **Collection and Upload**.
2. Hold the body camera bin.
3. Tap **Open Forcedly**.
4. Enter the admin password.

Result

The body camera bin will open forcedly, and you can take the body camera out.

2.4.15 Forbid Bin

You can forbid a certain body camera bin, and the files of the body camera will not be collected.

Steps

1. Tap **Collection and Upload**.
2. Hold the body camera bin.
3. Tap **Forbid Bin**.
4. Enter the admin password.

2.4.16 Enable Bin

You can enable the forbidden body camera bin.

Steps

1. Tap **Collection and Upload**.
2. Hold the forbidden body camera bin.
3. Tap **Enable Bin**.
4. Tap **Open Forcedly**.

Note

If a free body camera bin is forbidden, admin password is not needed when you enable it again. If the bin has been connected to a body camera, admin password is needed when you enable it again.

Result

The forbidden body camera bin can be used again.

Chapter 3 Operation via Web Browser

3.1 Activation and Login

3.1.1 Activation

For the first-time access, you need to activate the device by setting an admin password. No operation is allowed before activation. The device can be activated via SADP software.

Default Information

Device default IP address and user name are as follows.

- Default IP address: 192.168.1.64
- Default user name: admin

Activate via SADP

SADP is a tool to detect, activate, and modify the IP address of the devices over the LAN.

Before You Start

- Get the SADP software from the supplied disk or the official website ***http://www.hikvision.com/***, and install it according to the prompts.
- The device and the computer that runs the SADP tool should belong to the same network segment.

The following steps show how to activate one device and modify its IP address. For batch activation and IP address modification, refer to *User Manual of SADP* for details.

Steps

1. Run the SADP software and search the online devices.
2. Find and select your device in online device list.
3. Enter a new password (admin password) and confirm the password.

Caution

STRONG PASSWORD RECOMMENDED-We highly recommend you create a strong password of your own choosing (using a minimum of 8 characters, including upper case letters, lower case letters, numbers, and special characters) in order to increase the security of your product. And we recommend you reset your password regularly, especially in the high security system, resetting the password monthly or weekly can better protect your product.

4. Click **Activate** to start activation.

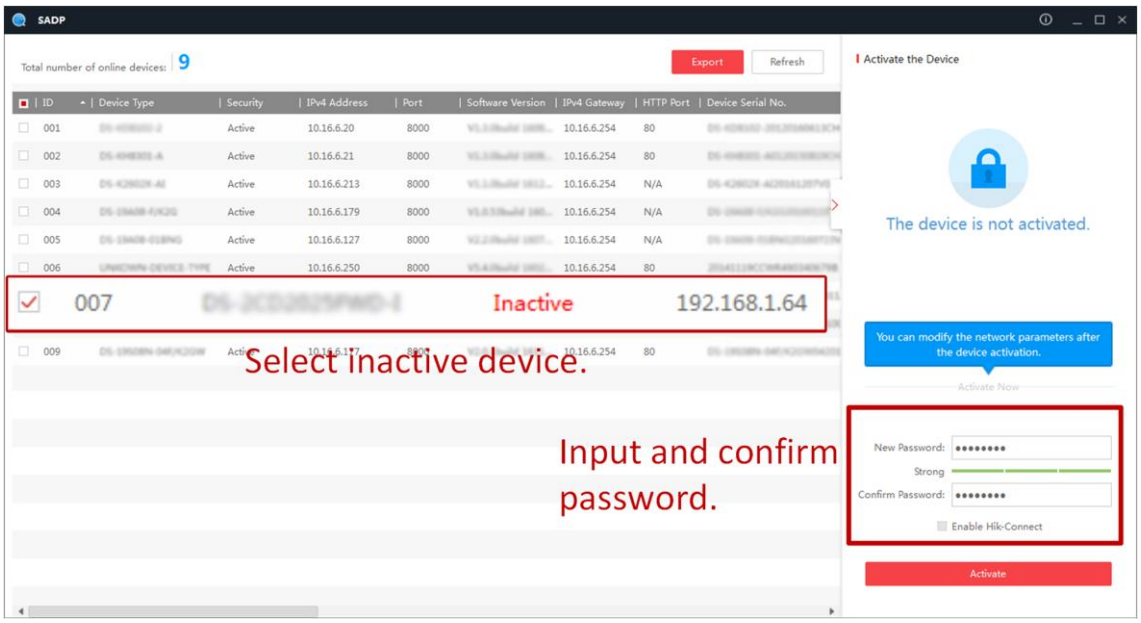

Figure 3-1 Activate via SADP

Status of the device becomes **Active** after successful activation.

5. Modify IP address of the device.
   1) Select the device.
   2) Change the device IP address to the same network segment as your computer by either modifying the IP address manually or checking **Enable DHCP**.
   3) Enter the admin password and click **Modify** to activate your IP address modification.

3.1.2 Login and Logout

Log in to the device via web browser.

Steps

Note

The admin user can set all the functions after login. The permissions of other users are set by the admin user. The configurations below will be illustrated based on the admin permissions.

1. Open the web browser, and enter the IP address of the device to enter the login interface.
2. Enter the user name and password.
3. Click **Login**.
4. Download and install appropriate plug-in for your web browser. Follow the installation prompts to install the plug-in.
5. Reopen the web browser after the installation of the plug-in and repeat steps 1 to 3 to login.
6. Optional: Click the account on the upper right corner of the interface, and click **Exit** to log out of the device.

3.2 Basic Operation

3.2.1 Manage File

The admin user and persons with super admin permission can view and manage the files collected from all the connected body cameras. Persons without super admin permission can only view and manage the files collected from the associated body cameras.

Search File

You can search files collected from body cameras.

Steps

1. Click **File List**.
2. Set the search conditions.
3. Click **Search**.

Result

The searched files will be displayed in the list. You can view the thumbnails of the files, file information, upload status, etc.

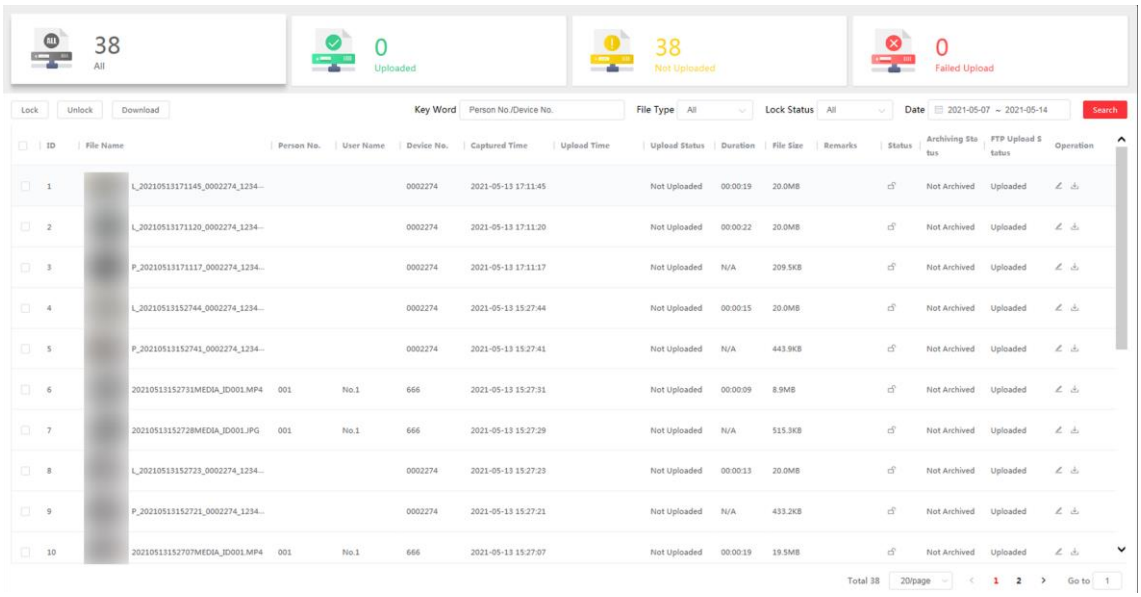

Figure 3-2 File List

Play and Edit File

You can play and edit the searched files.

Steps

1. Click **File List**.

2. Set the search conditions, and click **Search**.
3. Click the file thumbnail to play.

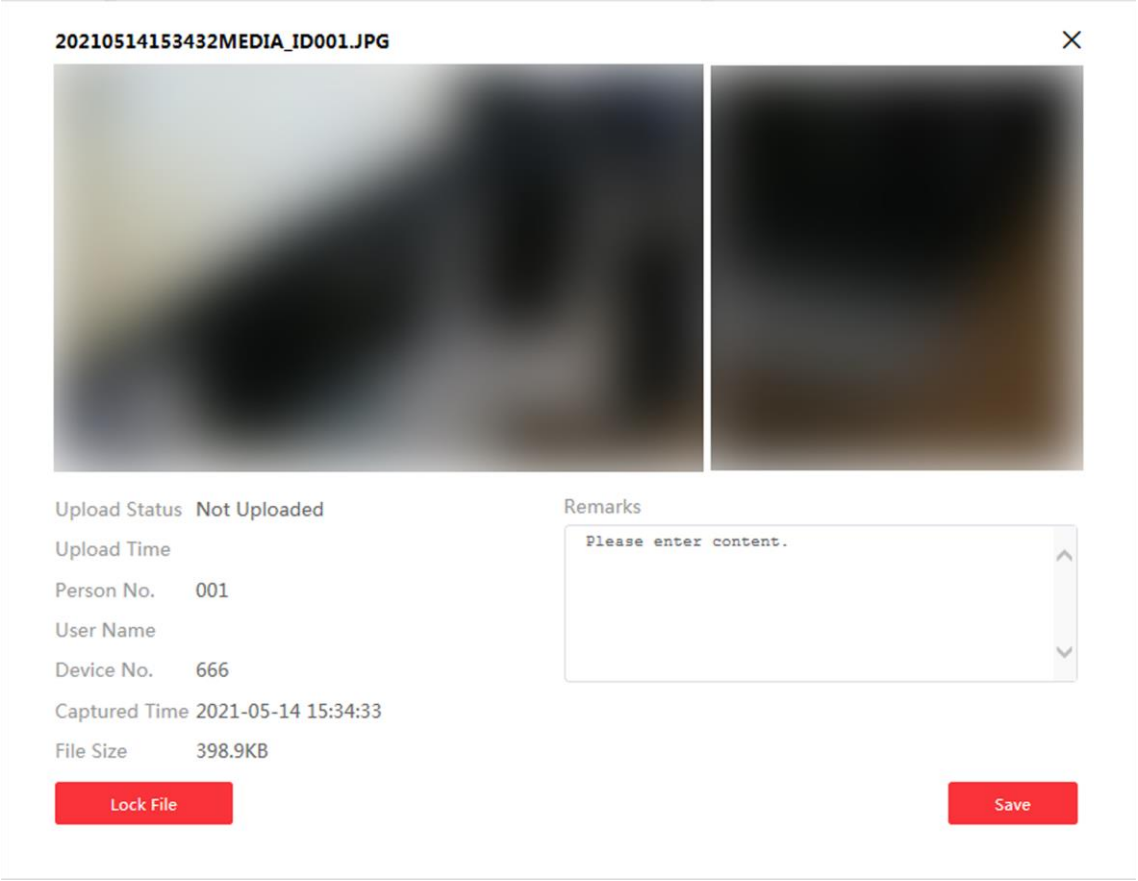

Figure 3-3 Play File

Note

If it is a picture file, when you place the cursor on the left side, the area will be magnified on the right side.

4. View the file information, such as the upload status, person No., device No., capture time, etc.
5. Optional: Edit remarks to add descriptions to the file, and click **Save**.
6. Optional: Operate the following options.

▶	Start playing.
⏸	Stop playing.

Lock File

Lock important files to prevent them from being overwritten or accidentally deleted.

Steps

1. Click **File List**.
2. Set the search conditions, and click **Search**.
3. Lock files.
   - Click of the file item to lock a single file. Click to unlock it.
   - Check multiple items of files, and click **Lock** to lock the selected files in batch. Click **Unlock** to unlock them in batch.

Result

The locked files cannot be deleted or overwritten.

Back up File

You can back up the files to the computer, the connected USB flash drive, or FTP server.

Before You Start

Connect a USB flash drive to the device if you want to back up files to the USB flash drive. Set FTP server parameters if you want to back up files to the FTP server.

Steps

1. Click **File List**.
2. Set search conditions, and click **Search**.
3. Download files.

Download a single file	1. Click of the file item. 2. Select **Download to Computer**, **Download to USB Flash Drive**, or **Download to FTP**. 3. Click **OK**.
Download files in batch	1. Check multiple file items, and click **Download**. 2. Select **Download to Computer**, **Download to USB Flash Drive**, or **Download to FTP**. 3. Click **OK**.

3.2.2 Manage Storage

Manage Disk

You can view the disk capacity and status, or format the disk.

Steps

1. Click **Disk**.
2. View the disk capacity, free space, status, etc.
3. Optional: Format the disk.
   1) Check the disk(s) to be formatted.
   2) Click **Format**.
   3) Click **OK**.

Set FTP Server Parameters

Set the FTP server parameters if you want to upload the collected files to the FTP server.

Before You Start

Allocate the FTP server, and ensure the communication between the device and server is normal.

Steps

1. Click **FTP**.
2. Enable FTP.

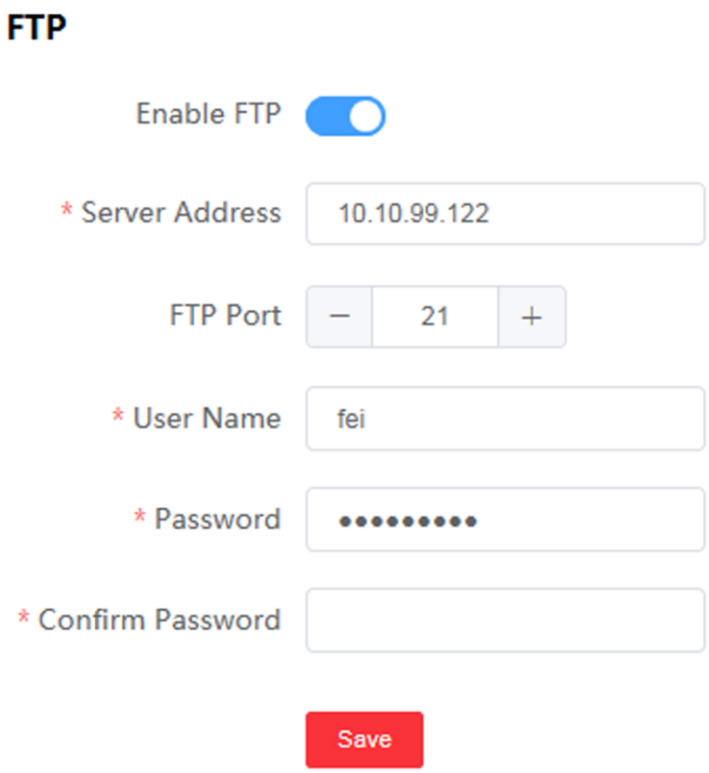

Figure 3-4 Set FTP Server Parameters

3. Enter **Server Address**.
4. Set **FTP Port**.
5. Enter the user name and password, and confirm the password.
6. Click **Save**.

3.3 Network

3.3.1 Set IP Address

Set IP address of the host if the device connects to the network via the network cable.

Steps

1. Click **Network**.

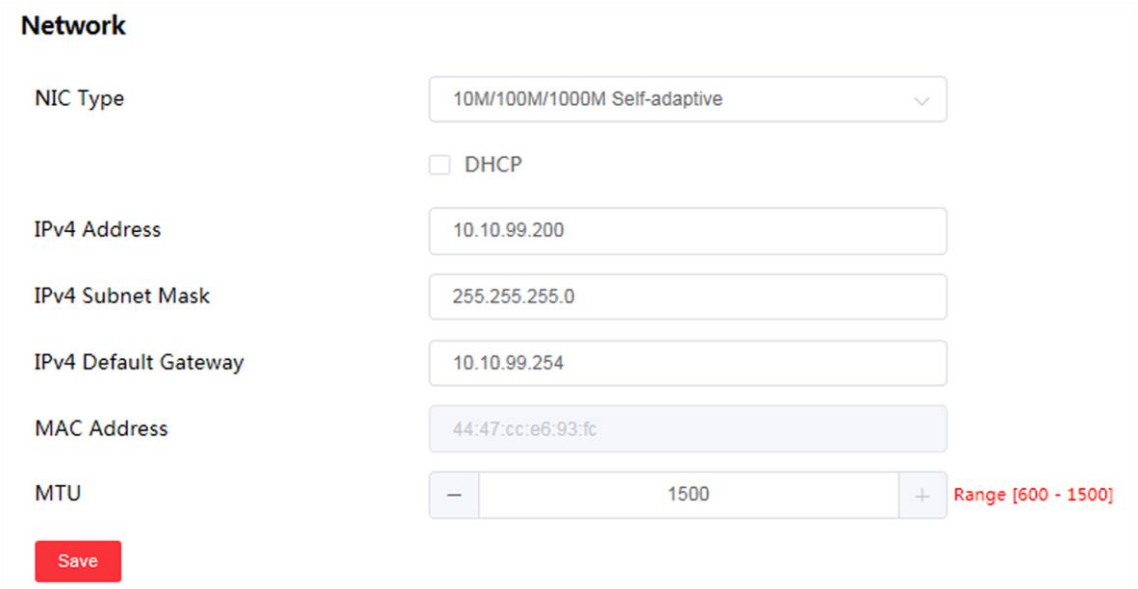

Figure 3-5 Set IP Address

2. Select **NIC Type**.
3. Set IP address, subnet mask, gateway, etc.

Note

- Enable **DHCP** to get the IP address, subnet mask, and default gateway automatically if the network supports distributing the IP address automatically.
- MTU stands for the maximum transmission unit. It is the size of the largest protocol data unit that can be communicated in a single network layer transaction.

4. Click **Save**.

3.3.2 Set Port

The device port can be modified when the device cannot access the network due to port conflicts.

Steps

1. Click **Port**.
2. View or edit the port.

HTTP Port

It refers to the port through which the browser accesses the device. For example, when the **HTTP Port** is modified to 81, you need to enter ***http://192.168.1.64:81*** in the browser for login.

HTTPS Port

It refers to the port through which the browser accesses the device, but certificate verification is needed.

3. Click **Save**.

3.4 Safety Management

3.4.1 Manage User

To raise file security, you are recommended to distinguish user's permissions to manage files and avoid multiple users using one account to manage multiple body cameras.

Steps

Note

The admin user can add, edit, and deleted the added users. A normal user can only edit the information of himself or herself.

1. Click **User**.
2. Add a user.
   1) Click **Add User**.
   2) Enter the user information, such as **User No.**, **Password**, etc.

   Note

   Please enter 8 to 16 digits with at least two combinations of numbers, uppercase/lowercase letters, or special characters (!@#$%&*.).

   3) Set the user's permissions.

   File Search Permission

   This permission is enabled by default. If you disable the permission, the person cannot manage the files collected from the associated body camera.

   Super Admin Permission

   If you enable this permission, the person can view and manage all the files collected from all the connected body cameras, no matter which body camera is associated with him or her. If you disable this permission, the person can only view and manage the files collected from the body cameras associated with him or her.

   4) Click **OK**.

   Note

   Up to 200 users can be added.

3. Optional: When you need to set the same user information to another dock station, you can export or import the user information.

   Export Click **Export**, and select a path to save the file.

Import	1. Click **Import**. 2. Download the import template, edit it, and save it in the computer. 3. Click **Select File**, and select the user information template saving in the computer. 4. Click **Import**.

4. Optional: Operate the following options.
   – Click **Edit** to edit the user information or change the password.
   – Click **Delete** to delete the user.

3.4.2 Edit Admin Password

Change the admin password regularly to enhance data security.

Steps

1. Click **User**.
2. Click **Login Settings** of the admin.
3. Enter **Admin Password**, **New Password**, and confirm it.

> **Note**
>
> Please enter 8 to 16 digits with at least two combinations of numbers, uppercase/lowercase letters, or special characters (!@#$%&*.).

4. Click **OK**.

What to do next

After changing the password, use the new password to log in.

3.4.3 SSH

To raise network security, disable SSH service. The configuration is only used to debug the device for the professionals.

Steps

1. Click **Safety**.
2. Set the SSH service.
3. Click **Save**.

3.5 Maintenance

3.5.1 View Device Information

Click **Basic** to view the device information, such as the dock station No., host version No., etc.

3.5.2 Synchronize Time

Synchronize the device time when it is inconsistent with the actual time.

Steps

1. Click **Time**.
2. Select **Time Zone**.
3. Set the device time.
   - Select **Manual Time Sync** to synchronize time manually. Set time manually, or check **Synchronize with computer time**.
   - Select **NTP Time Sync** to synchronize the device time with that of the NTP server. Set **Server Address**, **NTP Port**, and **Time Sync Interval**. Click **NTP Test** to test if the connection between the device and the server is normal.
4. Click **Save**.

3.5.3 Set DST

If the region where the device is located adopts Daylight Saving Time (DST), you can set this function.

Steps

1. Click **DST**.
2. Enable DST.
3. Set **Start Time**, **End Time**, and **Time Bias**.
4. Click **Save**.

3.5.4 Search Log

You can search the operation log to troubleshoot problems.

Steps

1. Click **Log**.
2. Set the search conditions.
3. Click **Search**.
   The log information will be displayed in the list.
4. Optional: Click **Export** to export the logs to the computer.

3.5.5 Upgrade

Upgrade via Platform

You can upgrade the dock station program sent by the platform.

Before You Start

Connect the dock station to the platform.

Steps

1. Click **Upgrade** → **Upgrade via Platform**.
2. Select the upgrade type.

   Station Host

   To upgrade the host for file collection.

   All Software

   To upgrade the APK, Android system, and host.
3. Click **Upgrade**.

Upgrade System

You can upgrade the dock station APK, system, host, and all the software of the dock station.

Before You Start

Save the upgrade file to the computer.

Steps

1. Click **Upgrade** → **Upgrade**.
2. Select **Upgrade Type**.
3. Click **Select File** to select the upgrade file.
4. Click **Start Upgrade**.

Caution

- File collection will stop during upgrade.
- DO NOT cut off the power during upgrade.

Result

The dock station will reboot automatically after upgrade.

3.5.6 Export Parameters

You can export the parameters of the current dock station, and import them to another device to set the two devices with the same parameters.

Steps

1. Click **Parameters** → **Export**.
2. Click **Export**.
3. Select the saving path to export the parameters according to the prompts.

3.5.7 Import Parameters

Import the configuration file of another dock station to the current device to set the same parameters.

Before You Start

Save the configuration file to the computer.

Steps

Note

Importing configuration file is only available to the devices of the same model and same version.

1. Click **Parameters** → **Import**.
2. Click **Select File**, and select the configuration file from the computer.
3. Click **Import**.

Result

The parameters will be imported, and the device will reboot.

3.5.8 Connect to Third-Party Body Camera

The device can connect body cameras from the third-party manufacturers to collect files.

Steps

1. Click **Manufacture**.
   All the body camera bins will be displayed.
2. Select the manufacturer of the body camera in each bin.
3. Click **Save**.

Result

The device will connect the third-party body cameras according to the selected manufacturer protocols and collect files.

See Far, Go Further