

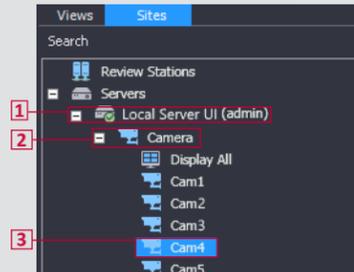
## Login Information

Login to VIGIL Client using the credentials assigned during the setup and installation of VIGIL Server. If at any time you need to change the passwords or create new users, log in to VIGIL Server as an administrator and click the Advanced Settings option in the VIGIL Server system tray right-click menu. Under the *Users* tab, you will be able to create new users, change passwords, and control user permissions through the use of User Groups.

## View Live Video

To bring up live video:

1. Click the + next to your VIGIL Server (Local Server UI).
  - a. If you have not set up automatic login, you will be prompted to enter your credentials as set above.
2. Click the + next to the Camera icon to open the list of cameras on your Server.
3. Double click a camera to bring up its live stream.
  - a. To view all cameras, double click *Display All*.



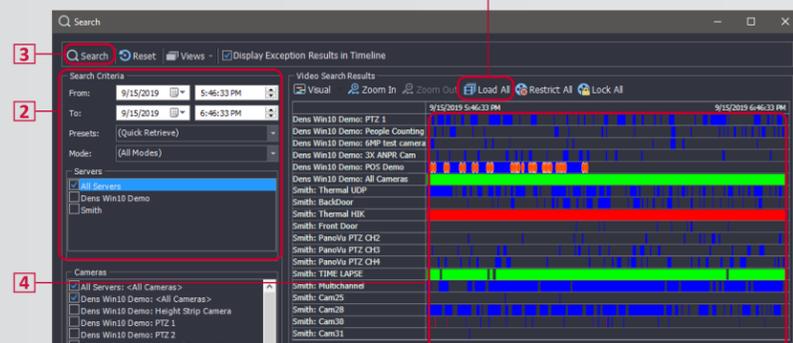
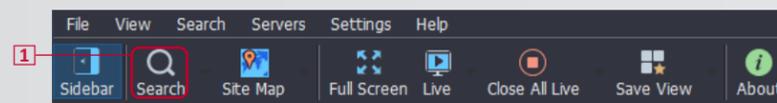
**Note:** VIGIL will automatically update the layout of your cameras based on the number of cameras being displayed.

## Search for Video

1. Click the Search icon on VIGIL Client's Icon Toolbar.

**Note:** By default, the Search window will display the last hour's worth of video for all cameras.

2. Fill in the appropriate time interval using the *To* and *From* fields, or select a timeframe from the *Presets* dropdown.
3. Click *Search* or press *Enter* on your keyboard to begin the search.
4. Your search results will generate at the bottom of the Search window.



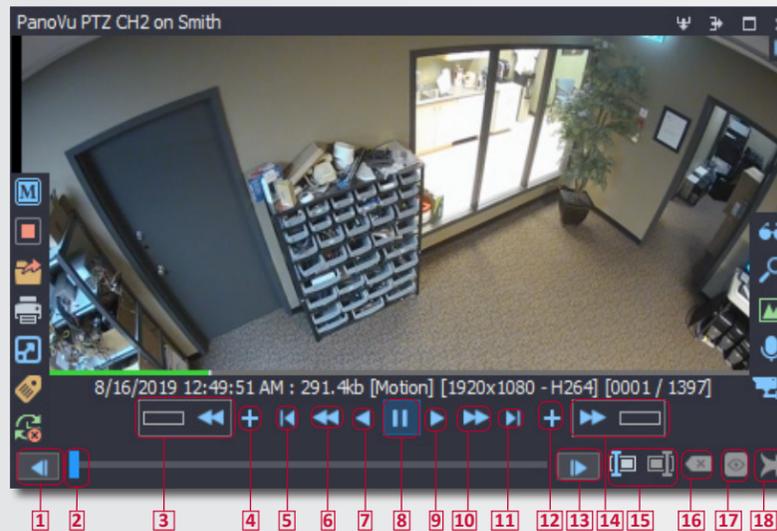
**Note:** The colors in the Video Search Results indicate the type and presence of video.

- Green means there is continuous video recording throughout the time.
- Blue means that the video is only recording when motion is present.
- Red indicates an alarm.
- White indicates that there is no video for that time.
- If a camera is not listed, there is no recorded video for that time period
- If Display Exception Results in Timeline is toggled on in the search window, they will be visible as red blips across a cameras timeline.

5. To begin viewing, double click the *name* of the camera you wish to view. Alternatively you may drag and select (or **Ctrl+Left-click**) multiple entries and click the *Load Selected* button to load the selected cameras simultaneously. A *Load All* button also exists to load all playbacks at once.

## Playback Video

Once video has been loaded, it can be played forward, fast forward, rewind, and fast rewind.

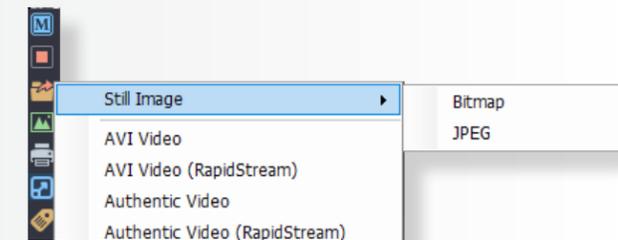


1	Go back one frame	10	Fast Forward
2	Click and hold, then drag to scrub through video	11	Go to the end of the video
3	Click and hold, then drag to go fast backward	12	Add 5 minutes (or another custom value defined in the Playback Settings) of footage to the end of the active playback.
4	Add 5 minutes (or another custom value defined in the Playback Settings) of footage to the start of the active playback.	13	Go forward one frame
5	Go back to the beginning of the video	14	Click and hold, then drag to go fast forward
6	Fast Rewind	15	Start / End sub-range
7	Rewind	16	Clear subrange markers
8	Play / Pause	17	Loads the selected subrange
9	Forward	18	Add the marked sub-range of a file to the current stitched playback assembly list

## Export Still Images

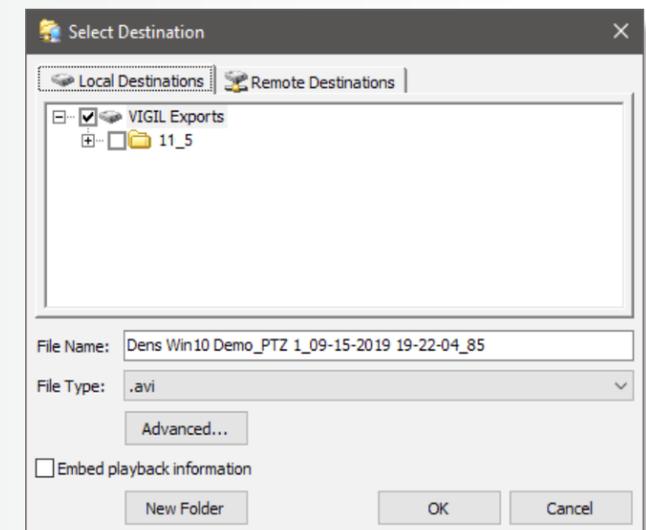
To export a still image, begin by viewing playback video. When you have reached the desired frame (still), pause the video. Bring your *cursor* to the left side of the video frame to reveal the *Left-Edge Control*:

1. Click the **Export** icon ( ).
2. **Mouse-over Still Image**.
3. **Select** the *still image* file type.
  - Bitmaps are higher quality images but have a larger file.
  - JPEGs, while of lesser-quality, have much smaller file sizes.



After choosing an image type, you will be presented with the *Select Destination* window. **Select** one or more of the *export destinations* by **checking** the corresponding **checkbox**. If you are on a server, by default, a location named *Exports* on the E drive will be available. You can create new folders within the Exports folder by **clicking New Folder**. **Name** the *still image file*, and **click OK** to begin the export process.

**Note:** If you place multiple checkmarks, multiple instances of the image will be exported.



After successfully exporting a still image to your destination, the  button will appear in the Left-Edge Control. Clicking this button will save the current still to the last used export destination. This feature is useful if multiple stills must be exported to the same destination.

### Export Video

To export video, begin by viewing playback of the footage you would like to export. Like exporting a still image, **click** the *Export* button in the *Left-Edge Control*. **Choose** either *AVI Video* or *Authentic Video*.

- AVI is a standard video file format, allowing the video to be played in most video players.
- Authentic Video is validated for authenticity upon export and during play by 3xLOGIC's video player, DVPlayer. DVPlayer will notify viewers if the video file has been altered by displaying a large red 'X' across the footage frame.

**Note:** Authentic video can only be played in DVPlayer. See the User Manual for how to set up a destination to automatically include DVPlayer in the Export folder, or download it for free at [www.3xlogic.com](http://www.3xlogic.com).

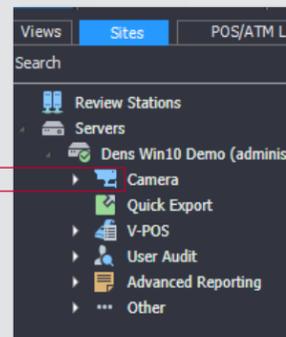
Both AVI and Authentic video types can be exported in RapidStream, which decreases the file size of the export by decreasing the resolution of the video. After **selecting** the *video* file type, the *Select Destination* screen will appear. **Choose** the *export destination(s)*, then **click** *OK*. Upon completion of a successful export, you will be prompted with a confirmation.

**Note:** Multiple videos can be exported simultaneously if they are open in playback mode at the same time.

### Quick Export

In addition to completing a search and exporting video, you can also choose to export video through Quick Export, bypassing the search process.

1. Under your Server in the *Sites* tab, **double click** *Quick Export*.
2. In the *Quick Export* interface, **select** a *Date/Time Range*.
3. **Click** *Browse* to choose the where the video is to be saved.
  - To specify which cameras are to be exported, **click** the *Advanced* button. By default, Quick Export will include all cameras.
4. **Click** *Start Export* to begin exporting the video.



**Note:** You can associate any audio or POS terminal to any camera.

