

Network Video Recorders

Quick Guide

Version: V1.04

BOM: 3101C0FC

Thank you for purchasing our product. Contact your local dealer if you have any questions or feedback. No part of this manual may be copied, reproduced, translated, or distributed in any form or by any means without prior consent in writing from our company. Contents of this manual are subject to change without prior notice. No statement, information, or recommendation in this manual shall constitute formal guarantee of any kind, expressed or implied.

Safety Information

Read through the instructions carefully before starting installation and operation.

- Installation and maintenance must be performed by qualified personnel.
- This device is a class A product and may cause radio interference. Take measures if necessary.
- Disconnect power before installation and cable connection. Wear antistatic gloves during installation. Use the manufacturer recommended battery. Improper use or replacement of the battery may cause risk of explosion. Dispose of the used battery according to local regulations or the battery manufacturer's instructions. Never dispose of the battery in fire.
- The device is intended for indoor use only. Ensure a proper operating environment, including temperature, humidity, ventilation, power supply, and lightning protection. The device must always be properly grounded. Keep the device from dust, excessive vibration, liquid of any kind, and strong electromagnetic radiation. Do not stack devices. A sudden power failure may cause device damage or loss of data.
- Take necessary measures to ensure data security and protect from network attack and hacking (when connected to Internet).

Regulatory Compliance

FCC statements

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

sales@collsam.com

[HTTPS://COLLSAM.COM](https://collsam.com)

support@collsam.com

(951) 282-8707

Images May Not Reflect the Actual Product.

(213) 210-6744

Design and specifications are subject to change without notice.

Caution: The user is cautioned that changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

NOTE: This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

LVD/EMC Directive



This product complies with the European Low Voltage Directive 2014/35/EU and EMC Directive 2014/30/EU.

WEEE Directive–2012/19/EU



The product this manual refers to is covered by the Waste Electrical & Electronic Equipment (WEEE) Directive and must be disposed of in a responsible manner.

Battery Directive-2013/56/EC



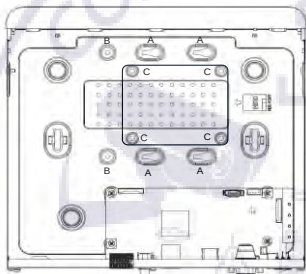
Battery in the product complies with the European Battery Directive 2013/56/EC. For proper recycling, return the battery to your supplier or to a designated collection point.

► Default IP, Username and Password

- Default IP address: **192.168.1.30**
- Default admin username: **admin**
- Default admin password: **123456** (intended only for first-time login and should be changed to a strong one with at least 8 characters including upper and lower case letters, digits and symbols for security)

► Disk Installation

Caution: Disconnect power before installation. Use antistatic gloves or wristband throughout installation.



The screw holes are for different uses:

- A: For 3.5" HDD with 4 screw holes.
- A and B: For 3.5" HDD with 6 screw holes.
- C: For 2.5" HDD.

- A1~A4: For 3.5" HDD with 4 screw holes.
- A1~A6: For 3.5" HDD with 6 screw holes.

Note:

- The three dotted lines (for illustration) divide four sets of screw holes. Do not install across the lines.
- An 8 HDD device has two mounting plates. Take out the mounting plates, secure all disks on the mounting plates, and then fix the mounting plates in the device.





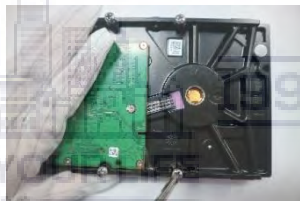
for installation.

Choose an option as appropriate. Use a 1# or 2# screwdriver as needed. All photos are only for illustration.

▶ 1 or 2 HDD Installation

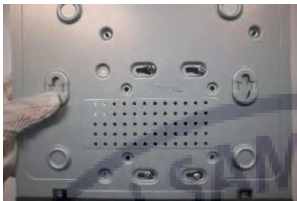


1. Loosen screws on the rear panel and both sides. Remove the cover.



2. Connect data and power cables
3. Loosen screws on the disk

to the disk.



halfway.



4. Slide the disk in the screw holes.

5. Tighten the screws.



6. Connect the power cable to the motherboard.

7. Connect the data cable to the motherboard.

8. Put the cover back in place and tighten the screws.

EST.

1998

WE SECURE YOUR LIFE

4 or 8 HDD Installation



1. Loosen screws on the rear panel.



2. Press with both thumbs and slide open the cover.



3. Loosen screws on both sides.



4. Take out the mounting plate.



5. Secure disks on the mounting plate and tighten the screws.



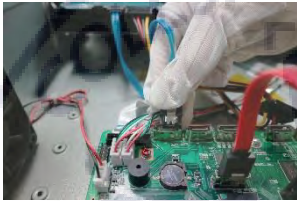
6. Place the mounting plate back in place.



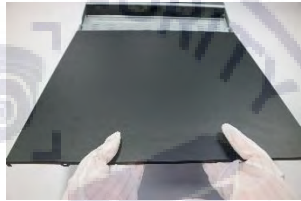
7. Tighten screws on both sides to secure the mounting plate.



8. Connect power and data cables to the disk.

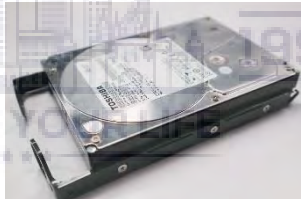


9. Connect the data cable to the motherboard.



10. Put the cover back in place. Tighten screws on the rear panel.

▶ Take Mounting Bracket as an Example



1. Identify the left and right 2. Fix the disk to the mounting

mounting brackets.

brackets.

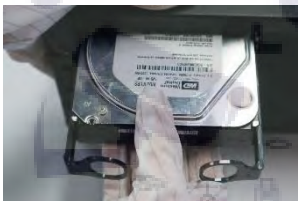
3. Choose a way as appropriate to detach the front panel.



Loosen the screws to detach the front panel.



Press the latches on both sides to detach the front panel.



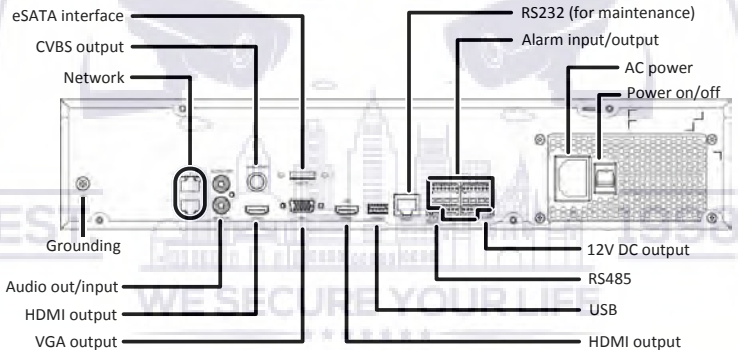
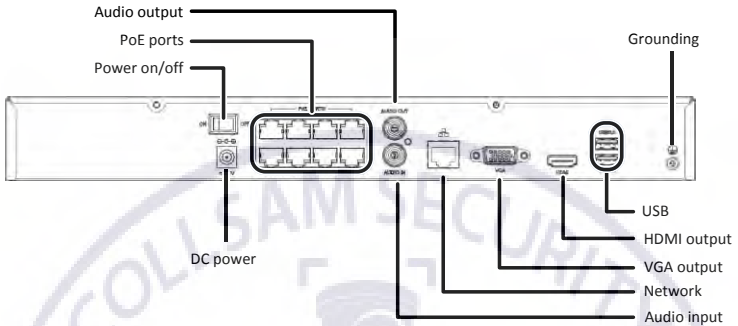
4. Align the disk with the slot, insert and push gently till it clicks in position.



5. Install all disks in the same way and then install the front panel.

▶ Ports, Interfaces and LEDs

The ports, interfaces, connectors, power on/off switch and LED indicators may vary with device model. See the following two examples.



LED	Description
PWR(Power)	Steady on: Connected to power.
RUN(Operation)	- Steady on: Normal. - Blinks: Starting up.
NET(Network)	Steady on: Connected to network.
GUARD(Arming)	Steady on: Arming is enabled.
IR	- Steady on: Activated for remote control. - Blinks: Authenticating device code.
ALM(Alarm)	Steady on: Device alarm occurred.
CLOUD	Steady on: Connected to cloud.
HD(Hard disk)	One HD LED only: - Steady on: No disk; or disk is abnormal. - Blinks: Reading or writing data. One HD LED for each disk: - Steady green: Normal. - Blinks green: Reading or writing data. - Steady red: Abnormal. - Blinks red: Rebuilding array.

Startup

Verify installation and cable connection are correct. Connect to power and then turn on the power on/off switch (if applicable). Follow the wizard to complete the basic setup after the NVR starts up.

▶ Live View

Click **Menu > Camera > Camera**. The discovered cameras are listed. Click  to add a camera. To search a network segment, click **Search**. If a camera is added but live video is not available, check network connection and make sure the correct camera username and password are set in the system. Modify if necessary.

▶ Playback

Right-click a preview window and then choose **Playback** to view video recorded on the current day. A 24/7 recording schedule is enabled at delivery and can be edited under **Menu > Storage > Recording**.

▶ Access Using a Web Browser

Access the NVR using a Web browser (e.g., Internet Explorer) from a connected computer.

1. Enter the NVR's IP address in the address bar and then press **Enter**. Install the plugin as prompted. Close all Web browsers when the installation starts.
2. Open the Web browser and log in with the correct username and password.

▶ Access from Mobile App

Scan the QR code on the NVR device to download the mobile app. Install the app and sign up for a cloud account. Use the app to scan the QR code again to add the NVR. And then you can access your NVR from your mobile phone anytime anywhere.

Note: Make sure your NVR is connected to a router with Internet connection. If the app is not available by scanning the QR code, please contact your local dealer.

▶ Shutdown

Use the **Shutdown** menu instead of by disconnecting power or turning off the power on/off switch. A sudden power failure may cause device damage and loss of data.