Coban Interview Room Setup Manual

Ver. Q1 2014
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Coban IP Interview Rooms

The Coban IP Interview Room System, developed by COBAN Technologies Inc®,Records, stores, manages and retrieves digital video and data. This manual is intended for use by Field Engineers to Mount and set up IP cameras to the Customers Requirements

Camera Hardware

1. Mount Cameras, Connect and mount Microphones.

2. Using a Lap Top and single P.O.E connect to camera by using Camera IP, user name – root, and password – coban, (if pre set up at office, IP will be on Camera box) Aim Camera and focus.

3. Note Camera IP and Location (Room identification)

4. From Server Check firmware settings in cameras and make sure the camera can connect to Network share by user name – cobanip and password – Cobantech

5. Refer to the "IP Interview Room Camera Setup" document for all firmware settings
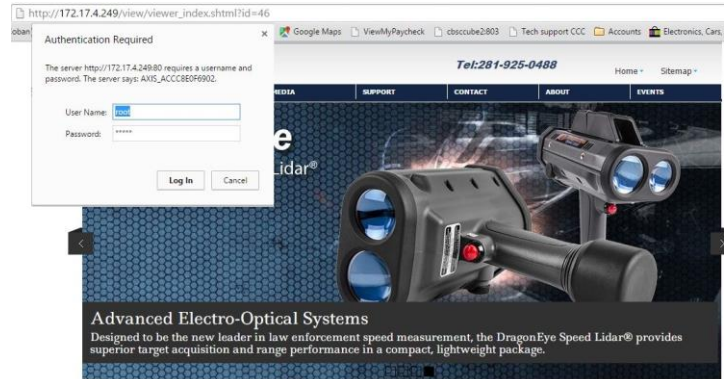
Before you begin. Determine Customer Needs. The number of Servers created in the App section will be determined by access restrictions to Live view and Control View. Each Server you create has a scope that will allow or restrict access to live view and control view of each group of cameras added to each server.

In Coban Command Center select the Admin tab, then on left select the server tab. Then right click on App. Select Add Server.
Adding Servers
Name the server your adding using the group these cameras (Rooms) will be used by: for example CID Group, or Patrol Group, or Internal affairs.

1. On the right of the Advanced section change the Run Away time to 12 or to customers request.
2. Change the Coban IP Stage Localhost to servers IP
3. Check the actual location on Customers Server for the correct drive letter for the cobanIPstage area. (Rarely will it be D)
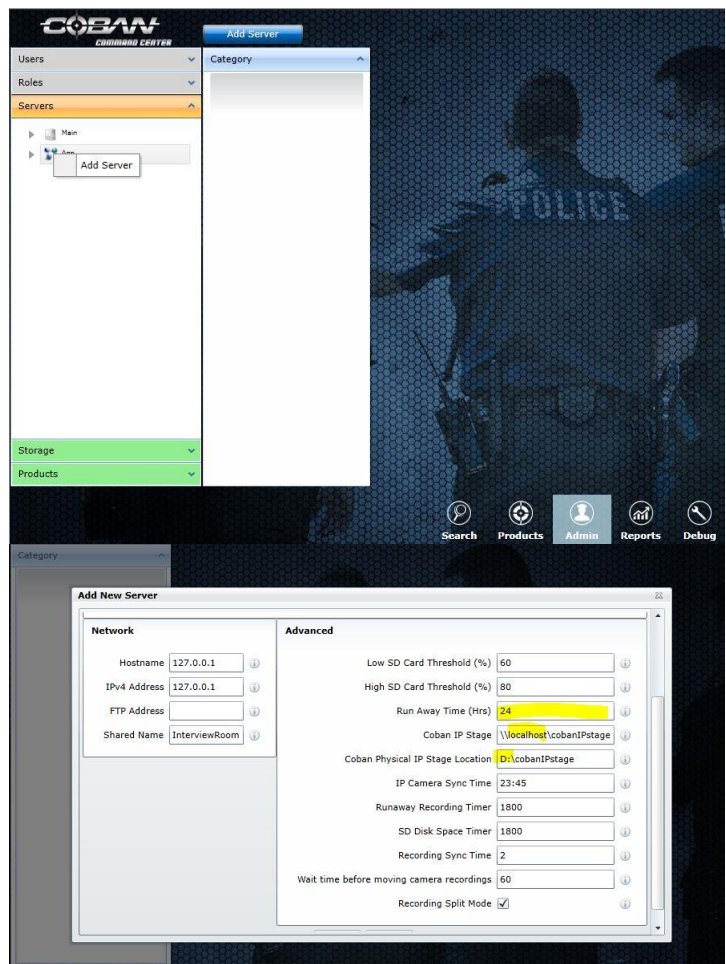
Add Cameras to Server
1. Select Add Camera Button
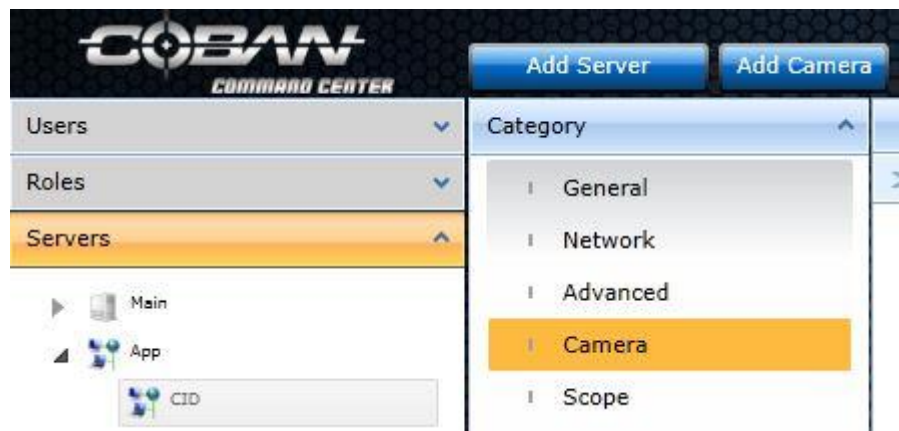
1. Enter the Camera IP after the @ sign on the Stream IP Adress
2. Make sure the Camera Type is ON-Demand.
3. All other settings leave at default
4. Scroll down … notice the default event and user. If customer uses integration with dvms wait until users are pushed down.
5. If the customer will not use integration select default event and user 1111 until you add other users
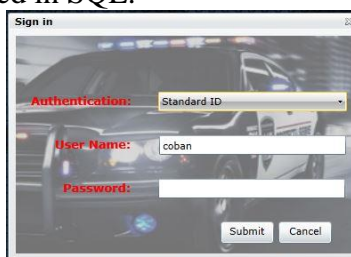6. It is recommended to use room number for the Camera Name.
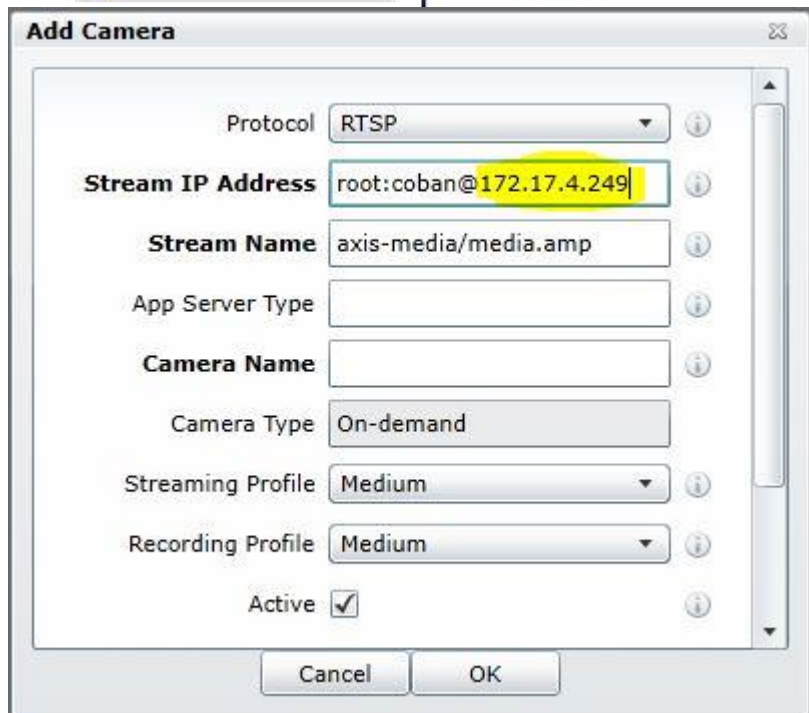
Note:
1. After all cameras are added you can always go back and edit camera settings by selecting Camera in Center Category section.
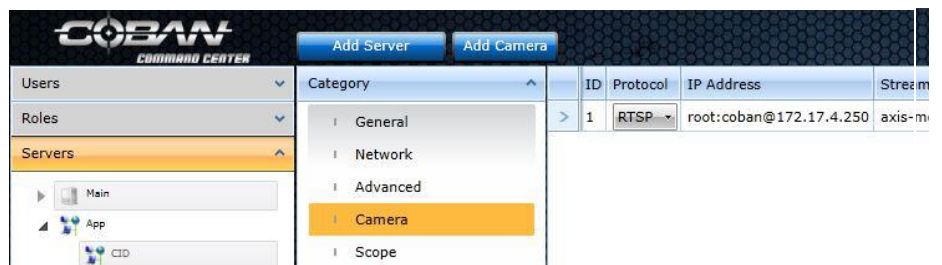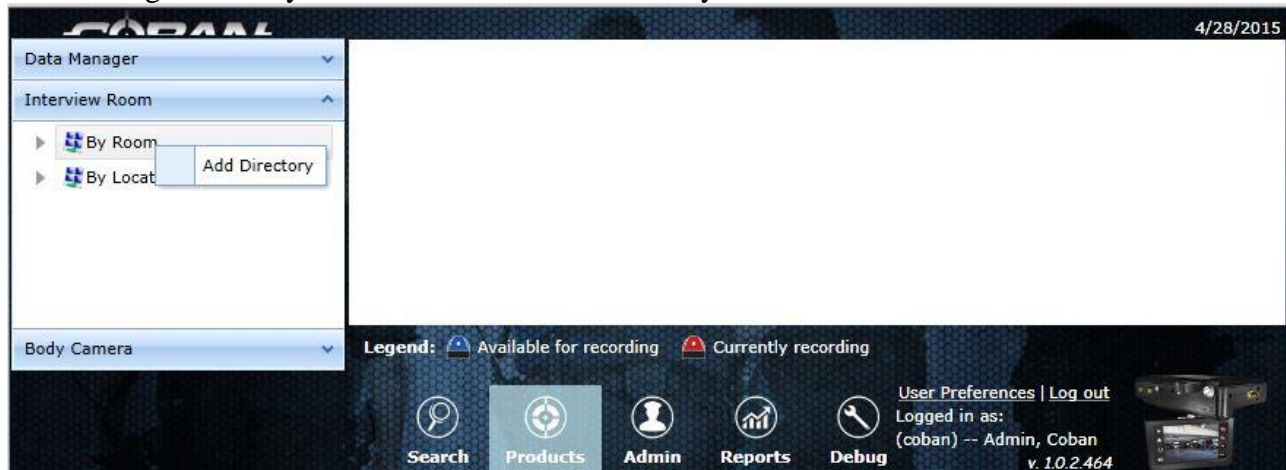
Before adding other servers and camera information always log out and sign back on, otherwise duplicate entries have been experienced in SQL.
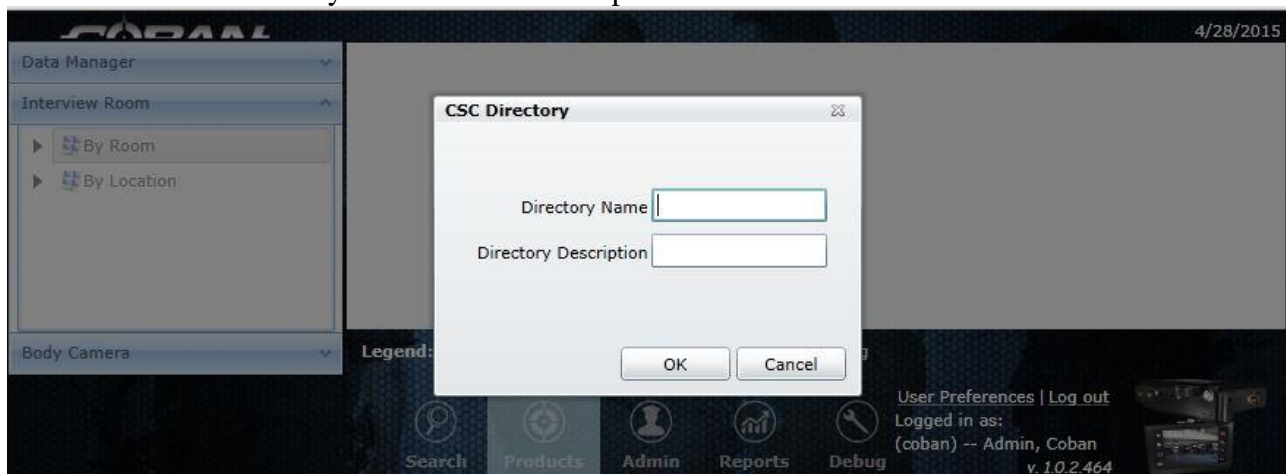
Creating Rooms in Products Section

1. Select Products at bottom of page.
2. Select Interview Room Tab on left side.
3. Select By room under Interview Room Tab.
4. Right click By Room and select Add Directory

Creating Directories

1. Note Directory Name should be the server name you created for this group of cameras
2. Use Directory Name for the Description.


Creating Room

1. Right click on Directory you just created and select Add Room.
2. Add all Rooms associated with this directory
3. After all rooms are added log off and log back on.
4. When entering Name and Room Description either use name on Plate next to door or ask customer how they identify the room.
5. Room Template
   a. Single Camera room = 1X1
   b. 2 or more Cameras per room = 2x2
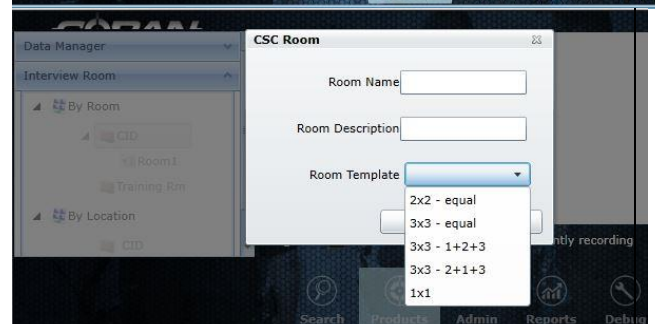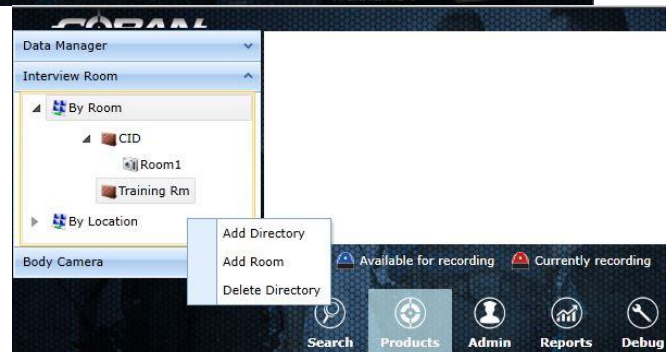
Define Room

1. In center section select Definition.
2. Under Camera Type select On Demand
3. Camera Name = Room Name
4. Select Server created for this group of cameras
5. Select camera (room name)
6. Discription = camera name
7. Before adding next camera in this group log off and log back on.
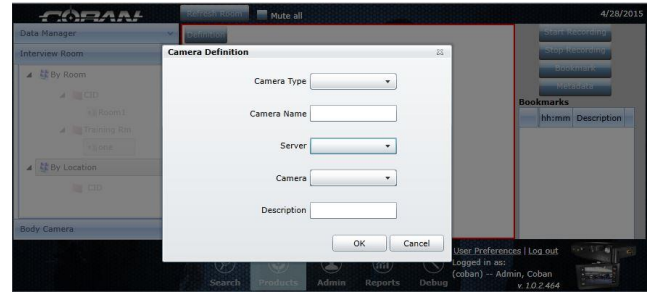
The By Location is not required however it does provide a visual look at all cameras by location map you insert. Typically the PD will have a facility map in a picture format or sometimes in a pdf witch you can take a snapshot and save as bit map or jpeg. Once the map is inserted you can add cameras and drag them to the location on the map.

1. Right click By location and select add location
2. If all rooms are located on one map select 1 column and 1 row. If there are 2 maps select 1 column and 2 rows.
3. Location name will be same as Directory name for By Room
4. Description will be same as Location Name
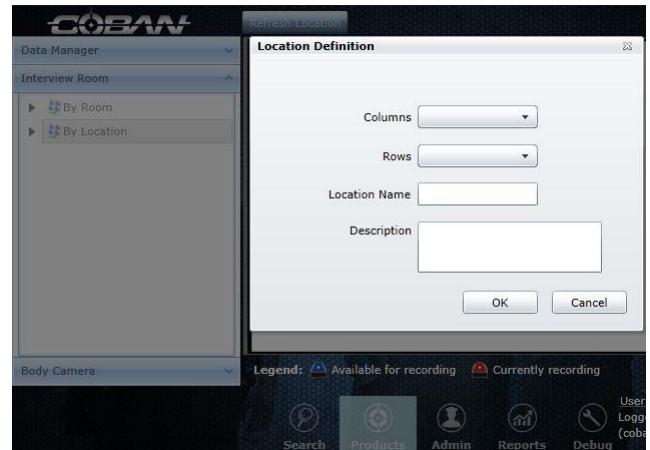
5. Right click in "WHITE" area on right and select Change Location Definition
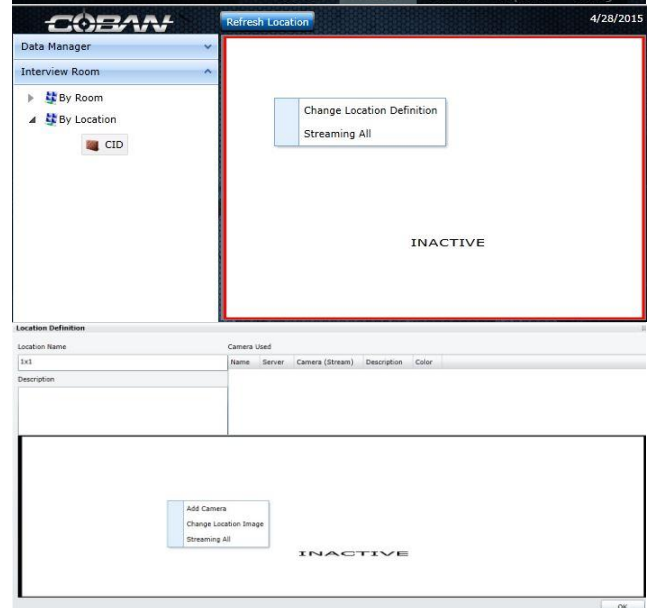
6. To insert the map select Change Location Image. (Note until this bug is fixed you will have to do this twice for it to save the picture.
7. After the image of the map is saved add each camera and drag them to there location in relation to this map. (Note the cameras will show as blue when not recording and Red when recording.

Testing Recording

1. Find the streaming log. This log should be located at C:\Program Files (x86)\COBAN Technologies, Inc\Logs, however if you do not find it here locate the CobanVideos folder on the storage drive (?:\Cobanvideos\Streaming)
2. Rename the streaming log with todays date then Restart just the streaming service.
3. Open the newly created streaming log and check to see if it connected with all the cameras you added to the system. For every camera added it should have a line (Loaded Camera - IP: root:coban@172.17.4.250, CameraName: room1, Server/Target Name: CID)
4. Contact Software to perform the DVMS integration. Report any errors that you experienced during testing.

DVMS Intergration Setup

After Software Department updates and integrates DVMS with Coban Command Center you will need to make sure of a few changes.

1. Log into CCC and select Debug.
2. Make sure Operation Mode is set to Integrated Mode
3. Make sure Interview room is checked.
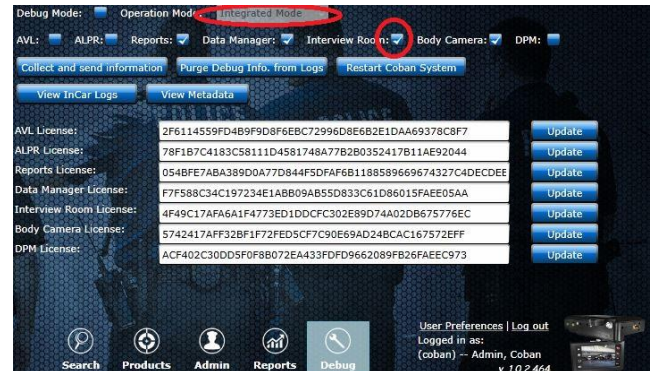
Integrated Mode

Navigate to the admin tab located at center bottom and select products on the far left column. Select Interview Room under Products then select Integrated Mode in the center category column.
1. Make sure than in the Integration Frequency drop down, Immediate is selected.
2. Edit the Files destination entry to include Videos. If this is not included the program can not reach the hdd directory in ftpvideos and videos will not be moved to DVMS.
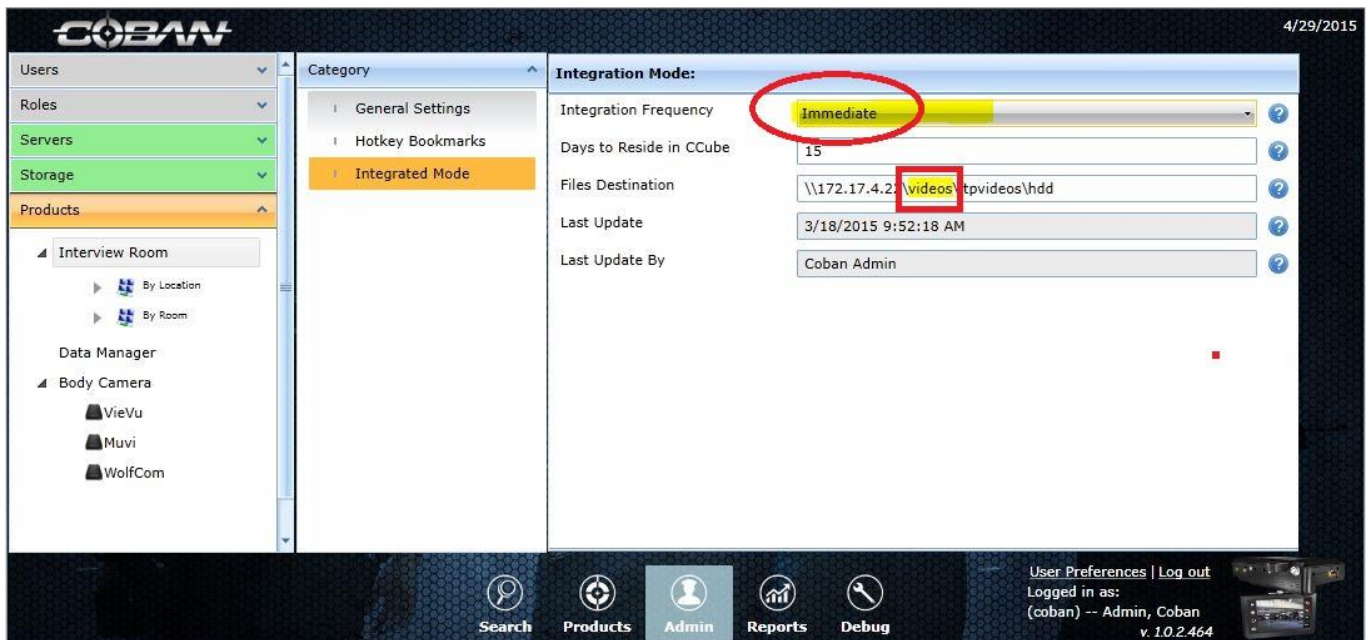

Role Creation
1. There are only 3 roles that need to be set up.
   a. Admin – This role is already created and is ready to add all specified members to this role.
2. Live View – There is by default a officer role.
   a. This is optional - Rename and change description of this role to Live view. Since all viewing and burning of videos will be performed in DVMS we only need to give access to live view.

    b.   Only check the select box under camera and the select box under room.

    c.   By default the test account (1111) is a member of this role. Log off and back on as this user to verify this user can access and view the rooms you have created.
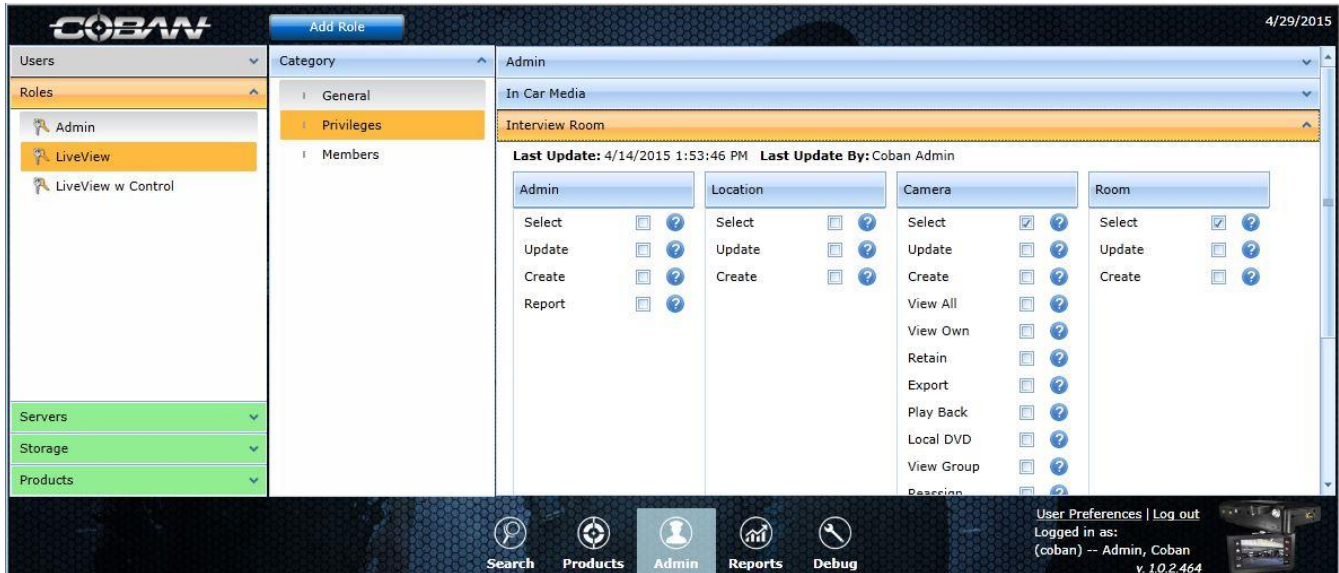
3. Live View With Control

    a.   Optional - Rename and change description of the Supervisor role to LiveView W Control

    b.   Make the same selection as above but add control on this role.

    c.   Be sure to remind the administrators they will need to add their personnel to a role before they will be able to log on and view the rooms.
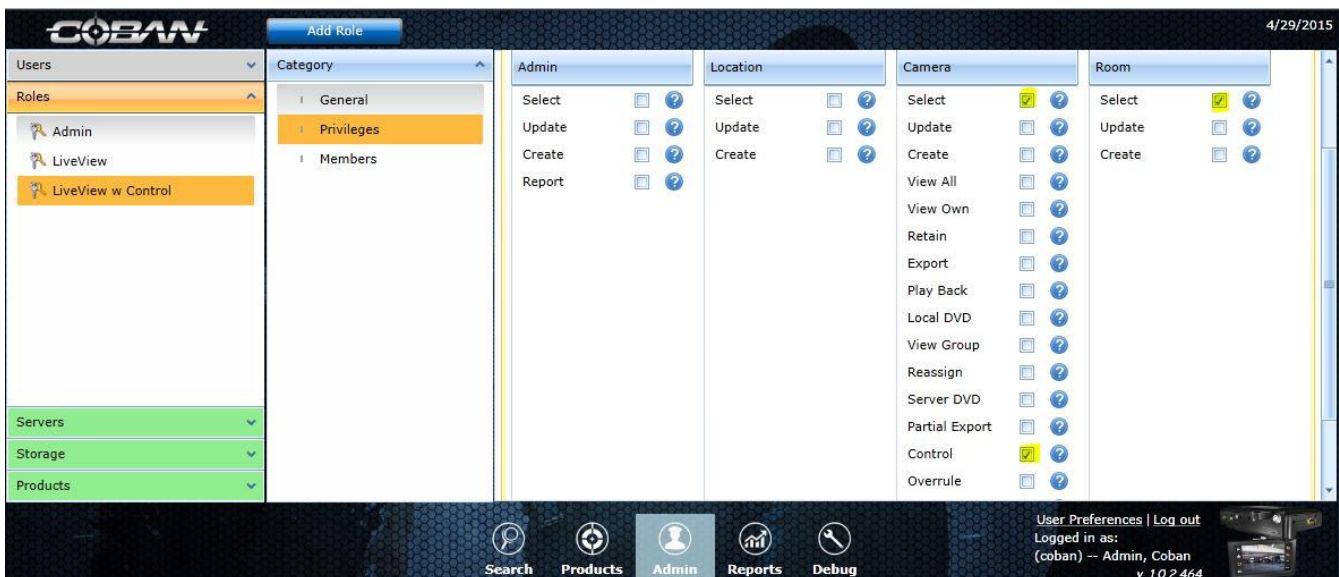
After the Integrated mode is set up check that the events and users have pushed down from DVMS. All users that will be accessing the interview rooms need to be added to roles.

Events
1. Check that in DVMS all events that will be used for interview rooms have a check mark
2. Add any events in DVMS that are needed for interview rooms
3. Check that all newly created events are available in Coban Command Center

Restricting access to rooms.
1. Note: if you have any group of rooms that need limited access remember you can use scope.
2. Remember once you change either Grant Control option or Grant Stream option, you have to specify who has access even though they may already be in a role with this right.

3. For example select and check box for each officer that has control of this group of cameras. Remember control only means they can start and stop recording from the PC.
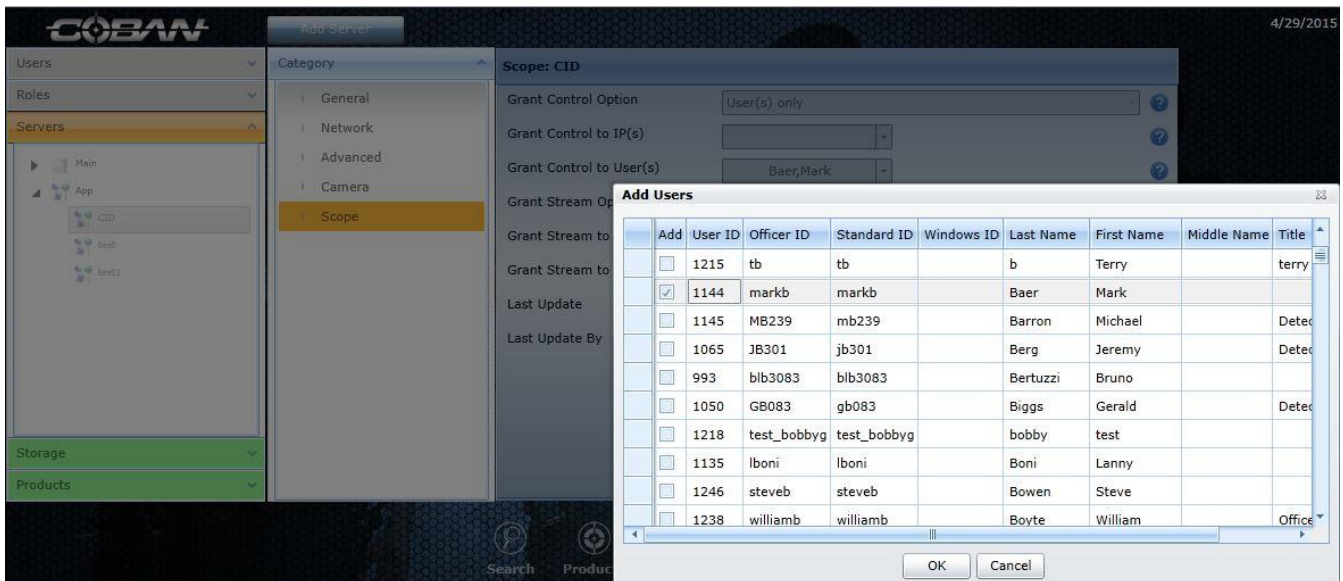
Final Testing
1. Test using a account that is a member of live view role (officer by default) for all rooms created.
2. After testing all rooms check Streaming log for any errors and report to Software.

Admin Training
1. Adding users in DVMS- Be sure customer understands that all users added in DVMS have to have Officer Only section at bottom of page filled out and that this name can not be changed.
2. Add users for the default users needed for each camera in CCube.
3. Remind Admin that all events that are added in DVMS need check box selected for Interview Room.
4. Show Admin how to search for videos in CCube. Tell them that this is only to search for video that may have not moved to DVMS.

Officer Training
1. Teach officers how to log on to CCube and access interview rooms. This is all the training that is required if they are using integration due to the fact all video search and burning is still performed in DVMS. DVMS refresh training should be covered for example , adding partner ID, editing meta data.

Client Installation
1. Teach admin or IT to install
   a. Silver light - Note on 64bit machines we have experienced problems with the 64bit IE and 64bit silver light. When trying to run CCube and errors occur try the 32bit IE.
   b. VLC - vlc-2.0.5-win32
   c. Registry file
   d. Add Coban.pfx to Trusted Root Certification Authorities
   e. Add Coban.pfx to Trusted Publishers
   f. Add Coban Site to Trusted Sites
   g. Add CCube site to compatibility view settings to IE 9 and 11. Note IE 10 has to passed QC.

Everything needed to set up camera firmware, install client and all help docs are located on the X drive under users Budm. X:\Users\BudM\IP Camera Setup Documents.

Also note the web client instructions and needed files are always located on the server... Locate the

inetpub directory normally at C:\inetpub\wwwroot\BOFusion\Documents\Web Client.