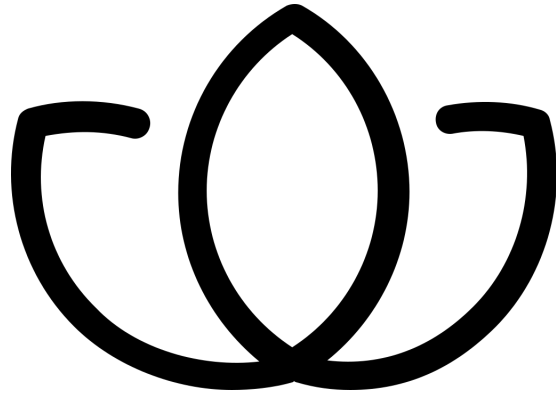


PCONFIGURE



Orchid Core VMS User Guide

Version 2.0.0

CONTENTS

About the Orchid Core VMS User Guide:	2
How to Login:	3
User Interface Overview:	4
Working with the Stage and the Players:	5
Opening and Closing the Camera Bag:	5
Adding Players:	5
Moving/Dragging Players:	6
Resizing Players:	6
Increasing Player to Full-Screen:	7
Controlling a PTZ Player:	7
Controlling Camera Audio:	8
Viewing Player Statistics:	8
Changing Player Mode: /	9
Removing One Player from the Stage:	9
Clearing the Stage:	9
Timeline Bar Overview:	10
Viewing Video:	11
Tips on Viewing Video:	11
Basic Playback Controls:	12
Playback Speed Control:	12
Playback Direction:	12
Calendar Picker:	12
In-Cell Search:	12
Video Export:	13
Select Video for Export:	13
Export Video:	14

About the Orchid Core VMS User Guide:

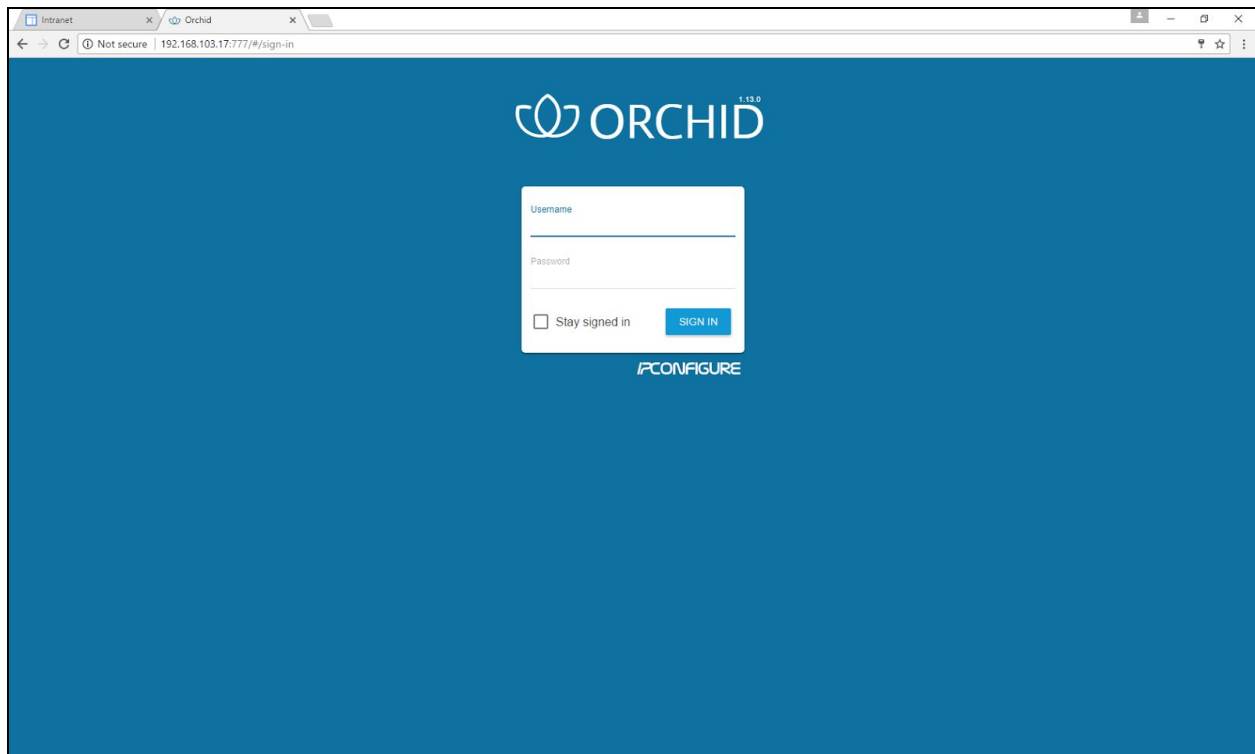
The Orchid Core VMS User Guide is intended to cover the basic, daily operation of the Orchid Core VMS software. This guide includes information on the following topics:

- Logging into the Orchid Core VMS software
- Navigating the User Interface
- Working with the Stage and the Players
- The Timeline Bar
- Viewing Live and Recorded Video
- Exporting Video

How to Login:

Orchid Core VMS can be accessed easily through any modern web browser, such as Chrome or Firefox. Firefox ESR is recommended.

1. To view Orchid Core VMS, type the IP address of the computer (on which Orchid Core VMS is installed) in the web browser address bar. You may enter *localhost* if Orchid Core VMS is being viewed on the same computer on which it is installed.
2. You will be prompted to enter a username and password to sign into Orchid Core VMS. (This information should be provided to you by your Orchid Core VMS Administrator.)
3. Press **Sign In**.



Note: The username and password are both case sensitive.

Note: If you are opening Orchid Core VMS in Microsoft Internet Explorer 11 or Mozilla Firefox ESR (32-bit on Windows, 64-bit on Linux), you can opt to run Orchid Core VMS in Low-bandwidth mode or Plugin mode. All other web browsers support Low-bandwidth mode only. (For more details, please refer to the [IPConfigure Knowledge Base](#).)

User Interface Overview:

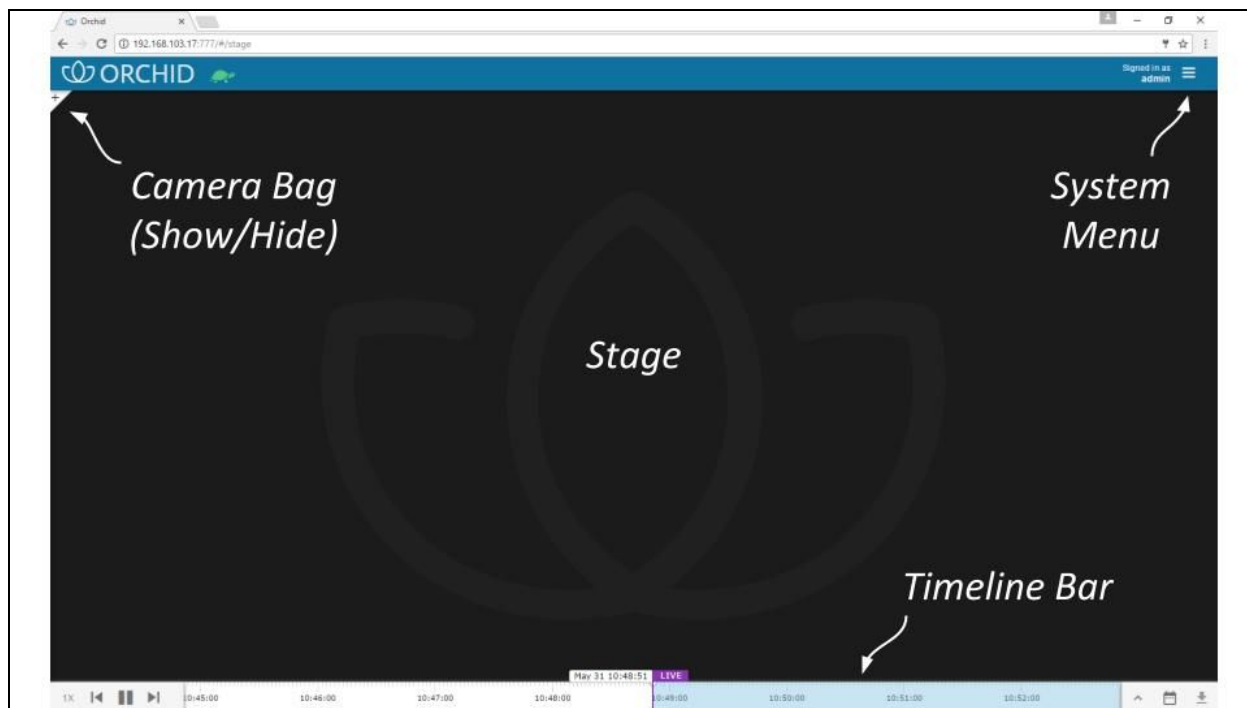
After you login, Orchid Core VMS will open at the *Stage* screen. This is the main viewing area in Orchid Core VMS and includes access to the Camera Bag, Timeline Bar (if your user permissions allow), and the System Menu. Orchid Core VMS automatically resizes itself for different sized screens and resolutions, so you will enjoy the same user interface on many devices like a desktop computer, tablet, mobile phone, etc.

Stage: Where players are loaded for live and playback viewing.

Camera Bag: The camera bag is located to the left of the stage and displays a list of cameras that are registered in Orchid Core VMS and can be added to the stage as players. Players can be added to the stage from that list by either double clicking the thumbnail or dragging the thumbnail directly onto the stage.

Timeline Bar: Shows the current time for all linked players on the stage. It can be clicked (or clicked and dragged forwards or backwards) to rewind and fast forward the players. (Depending on your permissions, you may not have access to recorded video and therefore, the timeline bar will not be displayed.)

System Menu: The menu is located in the top-right corner and will allow you to navigate to other features including administrator features (as permissions allow). Refer to the Admin Guide for details about the administrator features.



Working with the Stage and the Players:

The Orchid Core VMS stage is intended to be a very flexible workspace and can be rearranged as your needs change. You can add and remove players from the stage at any time and position them as you see fit. And remember, as long as the cameras are configured to record, the system will acquire and store video footage even when the players are not on the stage.



Note: The stage/player configuration is saved upon signing out.

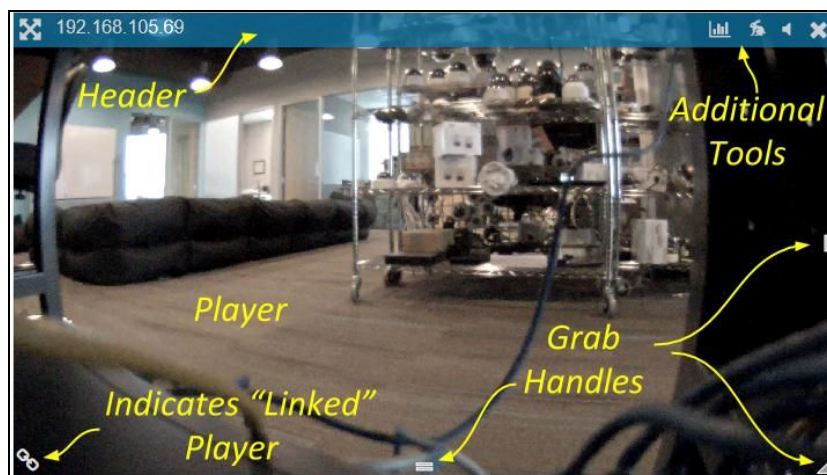
Opening and Closing the Camera Bag:

1. To open (or close) the camera bag, click on the **Show/Hide** (+/-) icon in the top-left corner of the stage. When the camera bag is open, you may add new players to the stage.

Adding Players:

1. To add a player to the stage, do either of the following:
 - a. Double-click a thumbnail in the camera bag, or
 - b. Click and drag a thumbnail from the camera bag to an available position on the stage.

Once a player has been added to the stage, it can be moved around and resized as needed. Notice that if you position the mouse over the player, the header, grab handles, and linked/unlinked indicator will appear (as in the image below). The additional tools that appear will vary based on the camera type and configuration, your permissions, and whether Orchid Core VMS is running in Low-bandwidth or Plugin mode.



While your Orchid Core VMS server may or may not be configured to limit the number of players allowable on the stage, the amount of data the client and server can handle before performance starts to degrade will vary from system to system. If video appears choppy or slow, try reducing the number of players on the stage.

Moving/Dragging Players:

1. To move a player into another area of the stage, click and drag the player to an available position (which will appear in green).

Resizing Players:

1. To resize a player on the stage, position the mouse over the image; this will activate the grab handles and the image header.
2. Click and drag the grab handles on the edges of the image to increase and decrease the size of the player. (When you increase the size of a player, you cannot overtake another player; that space will appear in red. Try repositioning players to create some empty space into which you can then resize/expand.)

Increasing Player to Full-Screen:



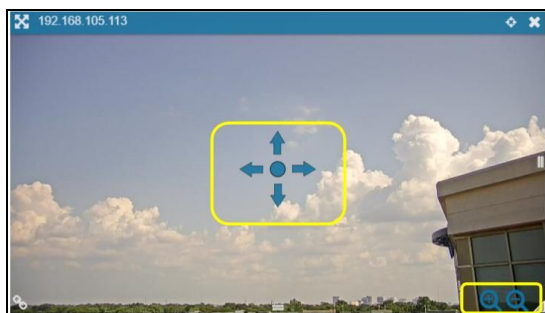
1. To resize a player to full-screen, position the mouse over the image; this will activate the grab handles and the image header.
2. Click on the **Full-screen** icon in the header. The selected player will now cover the entire stage. (The motion events for this player will now be the only motion events on the timeline bar.)
3. To reduce the player to its original size and position, click on the **Full-screen** icon again. (Any players that were previously on the stage will still be there.)

Controlling a PTZ Player:



Pan-Tilt-Zoom (PTZ) cameras can be controlled from the Orchid Core VMS stage. This gives you the ability to focus on specific areas when viewing live video. (You cannot use PTZ controls on recorded video.)

1. To control a PTZ player, position the mouse over the image; this will activate the grab handles and the image header.
2. Click on the **PTZ** icon in the header. (This icon will only be available if the camera supports pan-tilt-zoom.) This will activate the camera's PTZ controls which will appear as an overlay on the player.
3. To initiate a continuous motion in one direction, click and drag the mouse in that direction. (The farther out you drag the mouse, the faster the camera will move.)
4. To make small movements in one direction, use quick clicks.
5. To Zoom in and out, use the mouse wheel or click the + and - buttons in the



lower-right corner of the player.

6. Click on the **PTZ** icon again to deactivate the PTZ controls.

Note: Orchid Core VMS supports most USB joysticks. Simply connect a USB joystick and activate PTZ mode.

- Move the joystick right or left to move the camera to the right or left.
- Move (push) the joystick away from you to point the camera up.
- Move (pull) the joystick toward you to point the camera down.
- To zoom in, twist the joystick handle to the right. To zoom out, twist the joystick handle to the left.

Controlling Camera Audio:



Some cameras have audio capabilities that can be controlled in Orchid Core VMS under certain conditions. The camera must be configured to use audio, and Orchid Core VMS must be running in Plugin mode.

1. To control a camera's audio, position the mouse over the player; this will activate the grab handles and the image header.
2. Click on the **Speaker** icon in the header to cycle the volume between 50%, 100%, and 0% (mute is the default).



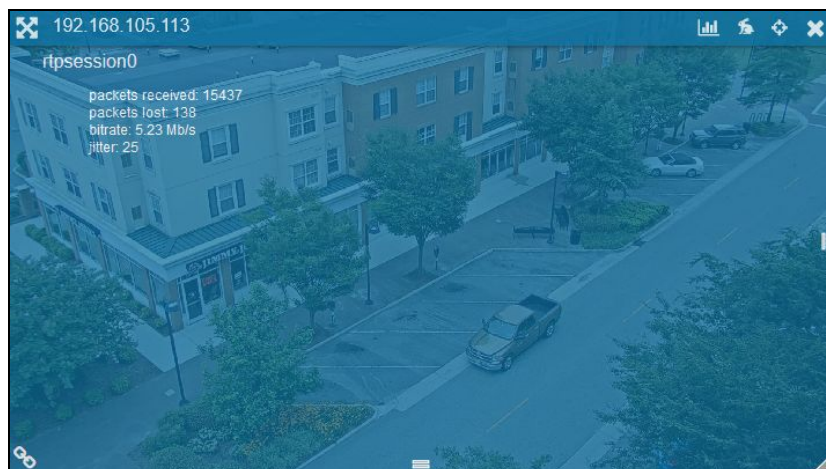
Note: The **Speaker** icon is only available on audio-supported cameras if you're using Orchid Core VMS's Plugin mode and the audio settings have been configured by the Administrator. Please refer to the Administrator Guide for more details.

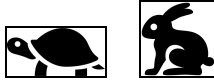
Viewing Player Statistics:



If you are running Orchid Core VMS in Plugin mode, you will have access to player statistics. This feature provides details about how the video is being received by Orchid Core VMS and is typically used for troubleshooting.

1. To view player statistics, position the mouse over the player; this will activate the grab handles and the image header.
2. Click on the **Stats** icon in the top-right corner of the player. The player statistics will appear as an overlay on the player. (This icon will only appear when Orchid Core VMS is running in Plugin mode.)
3. Click on the **Stats** icon again to close the statistics overlay.



Changing Player Mode:

If you are running Orchid Core VMS in Plugin mode, you will have the ability to run individual players in Low-bandwidth or Plugin mode.

1. To view or change the player mode, position the mouse over the player; this will activate the grab handles and the image header.
2. The header will display one of the icons shown above. The ***tortoise*** represents Low-bandwidth mode and the ***hare*** represents Plugin mode. (These icons will only appear when Orchid Core VMS is running in Plugin mode.)
3. To change modes, simply click on the mode icon.

Removing One Player from the Stage:

1. To remove a player from the stage, position the mouse over the player; this will activate the grab handles and the image header.
2. Click on the **X** in the top-right corner of the player to remove it.

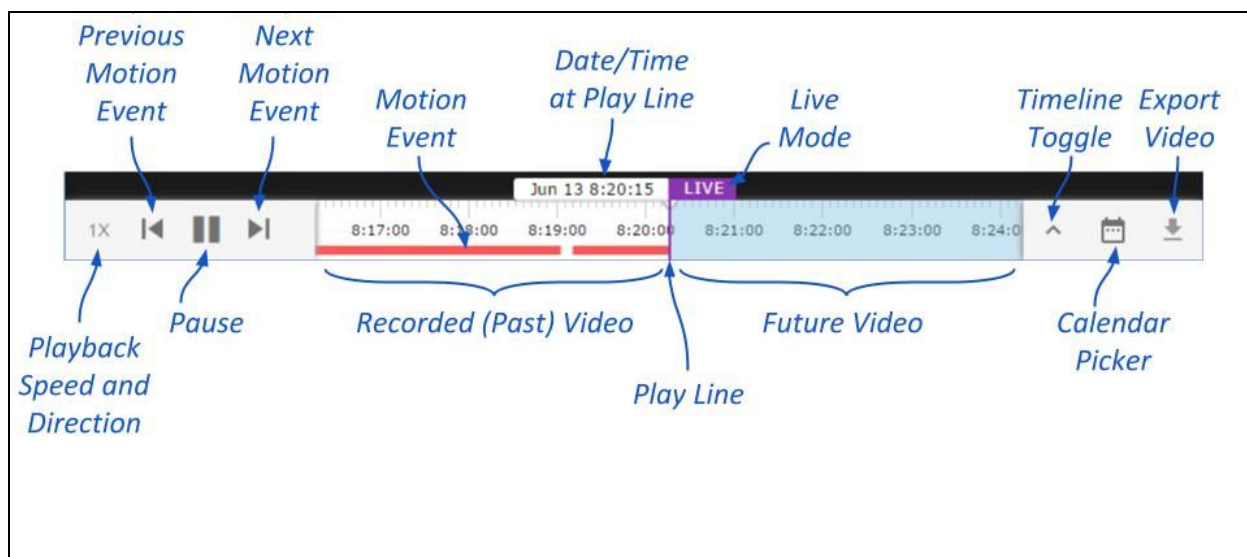
Clearing the Stage:

1. To remove all of the players from the stage, press the ***Clear Stage*** button (at the bottom of the camera bag).

Timeline Bar Overview:

The Timeline Bar is an essential tool for transitioning between live and recorded video, searching for specific portions of video, and exporting video. The diagram below will help you become familiar with the timeline bar.

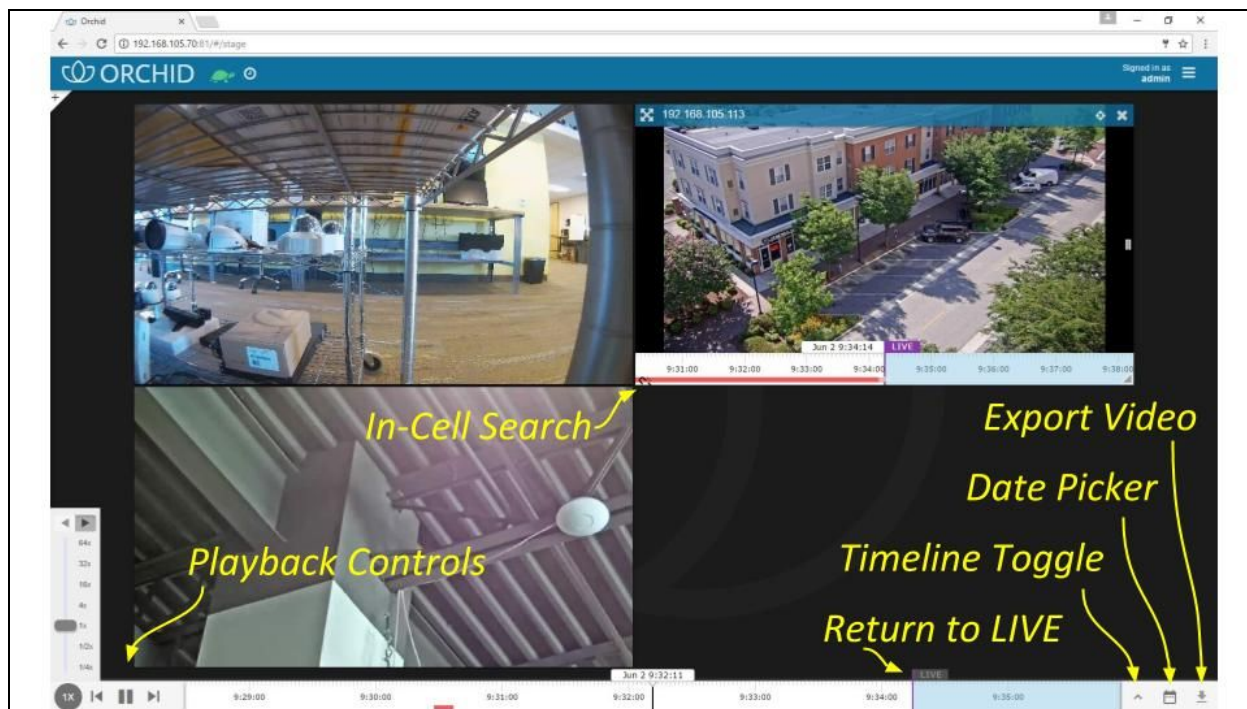
One important point to remember is that the timeline bar represents all of the linked players on the stage (meaning all of the players for which you are not currently performing an in-cell search). So if you pause the timeline bar at June 15 at 8:00:00 AM, each of the linked players will be displaying video from that point in time (as long as the video is available).



Additional details are available in the [Viewing Video](#) and [Video Export](#) sections.

Viewing Video:

The Stage screen provides various options for viewing live and recorded video. These options, along with the availability of the timeline bar and the adjacent tools will vary depending on the permissions of the signed-in user.



Tips on Viewing Video:

1. Add the players you want to view to the Stage.
2. If you want to view live video on all of the linked players, make sure the timeline bar's *LIVE* icon appears in purple. If the *LIVE* icon is grey, click on it to return to live mode.
3. Click anywhere in the white region of the timeline bar to view recorded video on all of the linked players.
 - a. Use additional clicks to make small adjustments to the position of the play line.
 - b. Click and drag the mouse to the right to go further into the past.
4. A red line on the timeline bar indicates motion detection for all of the linked players. (Unlinked players will have their own timeline with motion detection indicators.) Use the playback controls on the timeline bar to jump to the previous and next motion events.

Note: The permissions required to view recorded video are not available to users with the *Live Viewer* role.



If you are attempting to view recorded video and the player on the stage displays an error icon, this will indicate that Orchid Core VMS was unable to retrieve video data. This typically means that there is no recorded video for the selected time period.

Basic Playback Controls:



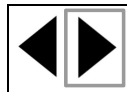
1. Click one of the **Playback** icons to (from left to right) jump to a previous motion event, pause the video playback, or jump to the next motion event.

Playback Speed Control:



1. Click the **Playback Speed** icon to increase or decrease the speed at which you review the recorded video. Available selections include the following:
 - a. Slow Motion (at $\frac{1}{4}$ or $\frac{1}{2}$ of the normal speed)
 - b. Actual Speed (1x)
 - c. Fast Forward (at 4, 16, 32, or 64 times the normal speed)

Playback Direction:



1. First access the **Playback Speed** Control.
2. Click one of the **Playback Direction** icons to (from left to right) play the recorded video in reverse, or play the recorded video in forward motion.

Calendar Picker:



1. Click the **Calendar** icon (to the right of the arrow button) to open the Calendar Picker.
2. Click a different date and time (as needed) from the calendar, then click the **Go** button. The timeline bar will jump to the selected date and time.

In-Cell Search:



1. To perform an in-cell search, position the mouse over the player; this will activate the grab handles and the image header.

2. Click the **Link** icon in the bottom-left corner of the player to open the search timeline bar for that player. This essentially detaches the player from the main timeline bar and allows you to view video on this player from a different date/time. (You cannot export video from an in-cell search.)
3. Select the broken **Link** icon to end the in-cell search and reconnect to the main timeline bar.

Video Export:

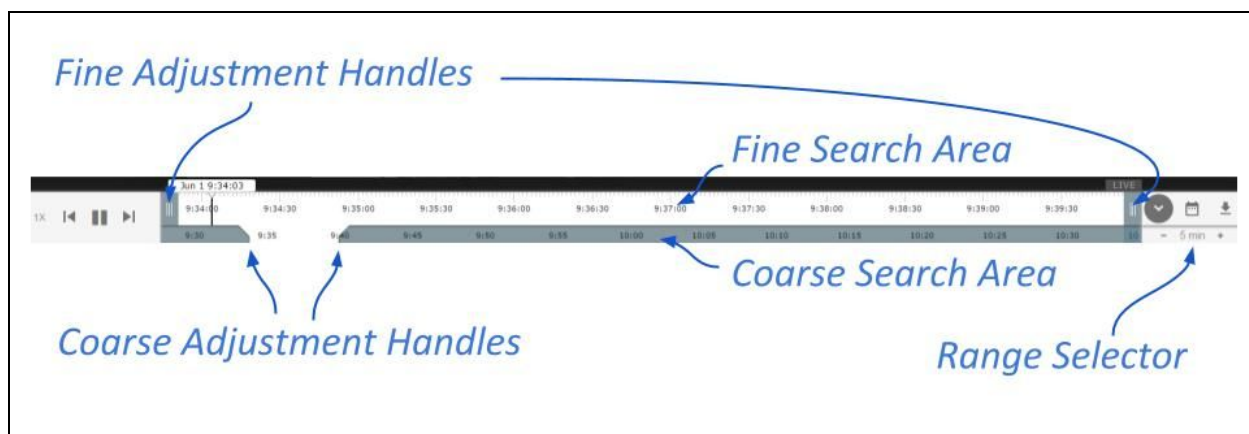
If you need to export video to a file, there are additional tools that will enable you to select and save that video.

Note: The Administrator and Manager roles are the only roles with the ability to export video. A Viewer may select video for the purposes of reviewing a looped section of video, but will not be able to perform the export.

Select Video for Export:



1. Use the Calendar Picker first, if needed, to focus your search around a certain date and time.
2. Click the **Timeline Toggle** icon to expand the timeline bar. There will now be two timelines you can use to identify and select the video you want to export.



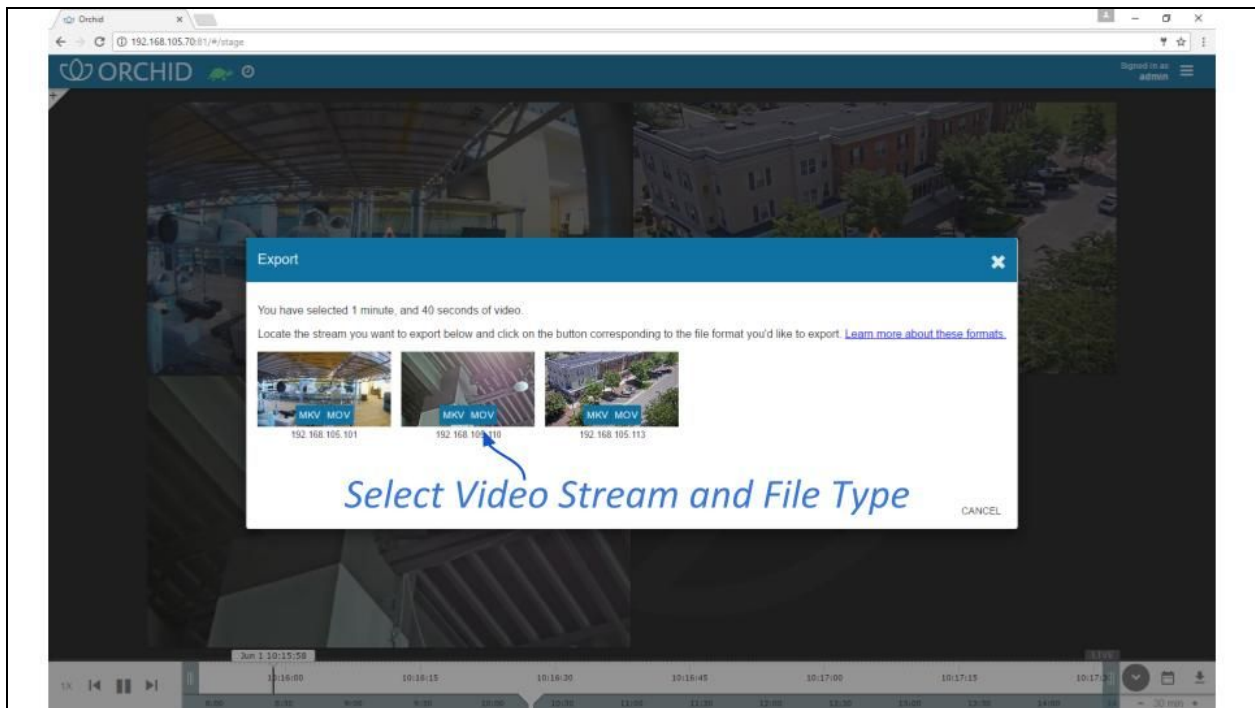
The bottom timeline represents the Coarse Search Area which displays a broad range of time. The top timeline represents the Fine Search Area which is used to pinpoint a specific range of time within the Coarse Search Area. Once that

specific range is defined, all of the linked players will play the selected video in a loop for review.

3. Use the **Range Selector** to increase and decrease the timeline bar increments and amount of time displayed in the Coarse Search Area.
4. Click and drag the Coarse Adjustment Handles to narrow the video search area. The area between the handles represents the narrowed search area (which is now reflected in the Fine Search Area).
5. Click and drag the Fine Adjustment Handles to further narrow the search and finalize the video selection for export. (The maximum amount of video you can select for export is 1 hour.)

Export Video:

1. Before you export, you must enter *Select* mode and select a range of video.
2. Once you have selected video, click the **Export** icon to open the export form.



3. The Export form will display a thumbnail representing each of the players that were on the Stage. To select one of these for export, find the player you want, then select the file type you want to export. Orchid Core VMS supports the following video file types:

- Matroska video files (MKV): this is an open-standard video container that Orchid Core VMS uses internally for saving video archives. MKV files are supported by all modern video players, including VLC and Windows Media Player starting in Windows 10.
- QuickTime video files (MOV): this is an older video format that is supported by Mac OS X and older versions of Windows Media Player.

For more information on these video file types, click the *Learn more about these formats* link (on the Export form).

4. Once you select a file type, Orchid Core VMS will begin downloading the video. Check your web browser's list of downloaded files to retrieve the video. The exported video file name includes the event date and time in Coordinated Universal Time (UTC).
5. Notice that the Export form is still open. If there were multiple players on the Stage when you selected the video, you may export video from another player from the same time period. (Follow steps 3 through 5.)
6. Press the **Cancel** button when you are done exporting this selection of video.



“There are no archives in the specified region.” This error indicates that there is no video available for the selected time period. This may mean that Orchid Core VMS was not recording video, or that the video archives may have already been overwritten.



If Orchid Core VMS appears to stop responding after you've selected the file type for export, check the following:

- Look for an error icon in the web browser's address bar. Pop-up blockers may be preventing Orchid Core VMS from opening a new page.
- Look in the system tray or in the Downloads folder for an indication that the video has been exported.