



# Network Access

## VR320 Logging Recorder Configuration

Before proceeding with the setup of the Network Access software, configure the logging recorder(s) on the network.

### Installed on an existing network

The network administrator must provide:

- A unique IP address for each logging recorder
- The subnet mask
- The gateway setting if appropriate

### Installed as a separate stand-alone network

- Set all PC and Logger subnets masks the same
- Delete any gateway settings that may be stored in the PC(s)
- Enter the default gateway setting of the logger to 255.255.255.255.
- Appendix A shows an example of a stand-alone network configuration

Enter the assigned addresses and other information using the front panel controls of each logger.

1. Stop recording to the archive drive(s) and internal hard disk.
2. Press the **Setup** function key.
3. Press the **System** soft key.
4. Press the **More** function key *five times*.
5. Access the following parameter configuration screens by pressing the soft key directly under the desired option:

**IPaddr** Enter a designated IP address that is a combination of 12 numbers, separated by a period into groups of three, for example 202.046.153.252.

**IPmask** Enter the IP mask designated by the network administrator. Double-check that the numbers are correct then press the keypad **Enter** key. The keypad left and right arrows may be used to move forward and back among the numbers.

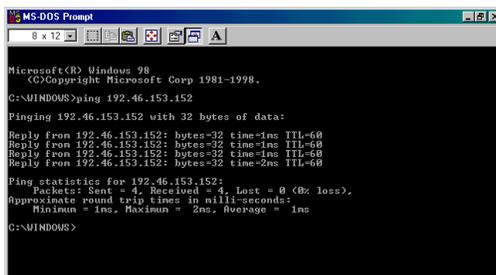
**Gateway** Enter the default gateway address designated by the network administrator or 255.255.255.255 for none. Double-check that the numbers are correct then press the keypad **Enter** key.

**Net Sound** To hear communications when audio over the network is disabled, a hard wire connection between the line output of the logging recorder and an external speaker must be provided. Note: Audio must be enabled over the

network to use the .wav file features of the Network Access software. To toggle between Enable and Disable, press the **Change** soft key. Press the **Done** soft key to store the selection.

6. **IMPORTANT** - To store the changes made, recycle power to the logging recorder.
7. We recommend that you ping the logger at this point to check your settings:

Open the MS-DOS window. Type the word ping, followed by a space, then the IP address of the logging recorder (omit leading zeros). Click return. The MS-DOS window should look like this:



```
Microsoft Windows [Version 5.00]
(c) Copyright 1998 Microsoft Corporation. All rights reserved.

C:\WINDOWS>ping 192.46.153.152

Pinging 192.46.153.152 with 32 bytes of data:

Reply from 192.46.153.152: bytes=32 time=1ms TTL=60
Reply from 192.46.153.152: bytes=32 time=1ms TTL=60
Reply from 192.46.153.152: bytes=32 time=1ms TTL=60
Reply from 192.46.153.152: bytes=32 time=2ms TTL=60

Ping statistics for 192.46.153.152:
    Packets: Sent = 4, Received = 4, Lost = 0 (0% loss),
    Approximate round trip times in milliseconds:
        Minimum = 1ms, Maximum = 2ms, Average = 1ms

C:\WINDOWS>
```

### Install the Network Access software

1. With the Eventide software CD loaded, click **Run** from the Windows Start menu.
2. Type setup.exe in the Run window.
3. Follow the instructions displayed on the screen.
4. A shortcut icon will automatically appear in the Start button menu.

### Command options during installation

1. Depending on the version of Windows running in the PC, the Eventide program may have to upgrade the Windows system files. **This may necessitate one or more restarts of the PC.** Follow the screen instructions and restart when asked. After each restart, run setup.exe again.
2. During the initial installation process, there may be several instances when you are asked if you wish to keep your current file, when prompted, click **Yes**.
3. The PC may report an Access Violation if a version of a file being copied from the software already exists in the computer. When prompted, click **Ignore**. This file does not need to be copied.

If during the installation procedure a "Registration Error" appears, click **Ignore**.

### Initial Settings

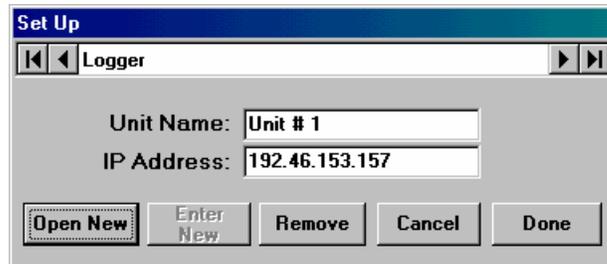
Before the logging recorder responds to commands from the Network Access software three tasks must be completed.

- Connect the logging recorders to the existing network. To create a LAN environment independent of an existing network, connect a crossover Ethernet cable between the logging recorder and the network card of the computer, or, for multiple units, install a hub.

- IP addresses previously assigned to the logging recorders on the network must be entered into the Network Access software.
- Passwords and access restrictions must be assigned to individual users.

### Launch the program

1. Click the **Network Access** icon in the Start menu.



2. To set up the first logging recorder, click **Open New**.
3. Identify the recorder by typing a moniker in the Unit Name field. Use any combination of letters, numbers, or symbols. A typical example is Unit #1
4. Type the same IP address in the IP Address field as the one previously assigned to the corresponding logging recorder using a dot to separate the number groups.
5. If a single logging recorder will be used, click **Enter New** to store the data, then **Done** to launch the program. Otherwise proceed to step five.
6. To enter additional logging recorder addresses, click **Open New**. Enter Unit Names and IP Addresses for other logging recorders on the network. To save these entries click **Open New**. To save these changes and launch the Login Screen, click **Done**.
7. If you remove a logging recorder from the network, or change it's IP Address, bring it up on this screen and click **Remove**. To save the change and return to the Home Screen, click **Done**.
8. To abort this process without saving settings, click **Cancel**.

### Initial Log in

1. Log in by entering the default name: eventide and the default password: password, then click **Enter**. Note that these items are case sensitive and the defaults must be entered using lower case letters.



## Initial User Setup



Create Hardware and PC Security profiles, customize channel descriptors, and enable your VR 320 to “Auto update” the database by clicking the **wrench** (setup) on the home screen.



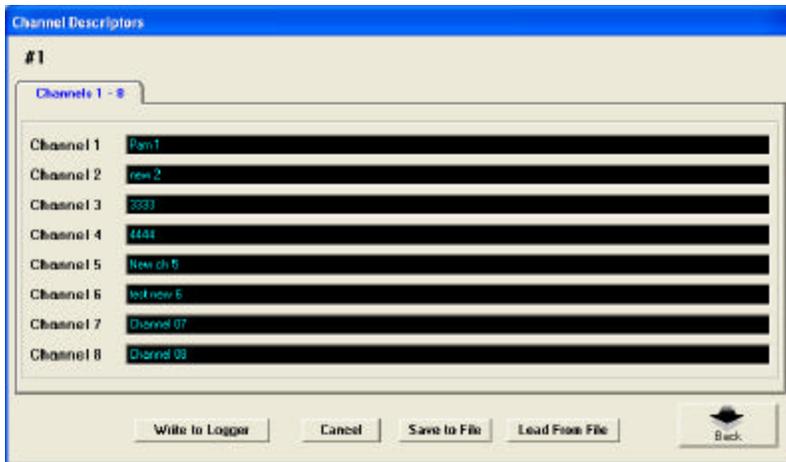
### Hardware Security

Allows the administrator to assign passwords to front panel users from the PC

### Channel Descriptors

Allows the administrator to customize the channel descriptor (ex. Channel 1 becomes Police Desk, or Bond Desk)

Changes may be made only when the unit is not in the record mode



1. Select the text next to the channel number. Enter new channel name. Repeat for all channels and click on write to logger.
2. Save descriptor to file so they may be restored easily

### Auto Update Database

Enable your VR 320 to automatically perform the daily Call Records Database download. By enabling the timer to request the download during a slow period, such as 4 a.m., your Call Record Database will be complete when you arrive.



Select the download time. Enable the timer and close the window. Network Access must be running for this feature to work automatically

### PC Security



Create a profile for each user that includes a password along with access permissions and restrictions. Here, access to the archive drives, internal hard disk, and specific channels may be granted or denied. Additionally, users may be granted or denied the ability to configure the software, monitor live communications, and create .wav files.

1. To open the **Setup** window, click the **wrench** icon on the Home Screen.
2. To open the Privilege Setup window, click **PC Security**.
3. Select a User number then type a User Name and Password in the corresponding fields. This is the same information required to log in to the program. Any combination of eight letters, digits, or symbols can be used. **Note that these fields are case sensitive.**
4. To grant access to all available features, click **Unlock All**. To deny access to all features, click **Lock All**.
5. Create an **Administrator Password**. This password, used by the primary user who is responsible for the Logger should be the only user, or one of few trusted users with access to **Setup** and Security (wrench)
  - Choose a position other than 1.
  - Put in new password with all permissions unlocked. Log off and back on to Network Access to make sure it loaded properly.
  - Delete the default Administrator Password, (eventide / password)

**Configure**            The “master unlock” to the logger. Each logger must have at least one user with access to the Network Setup and Privilege Setup screens.

**Live Monitor**        Listen to live communications as they occur.

**Upper Drive**         Search and play the upper archive drive media.

**Lower Drive**        Search and play the lower archive drive media.

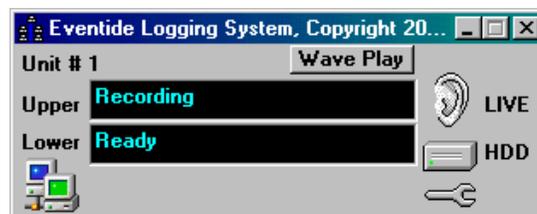
**Hard Drive**         Search and play data on the internal hard disk.

**Wave Capture**     Ability to play, create, and edit .wav files.

**Channel Access**    Individual channels available for playback.

6. The padlock icon to the left of each item indicates whether access is granted (green) or denied (red). To toggle between the two, click the icon.
7. To store the user information, click **Save**. Scroll to the next User number and enter a User Name, Password, and profile for another user, being sure to click **Save** after each user entry. To reject an entry, click **Cancel**. To exit from this window and return to the Home Screen, click **Done**.

## Home Screen



To access the different windows of the Network Access program, click buttons or icons on this Home Screen. Multiple Loggers will appear on the home screen if multiple Loggers are on the network.

- Search and play archived media in the Upper or Lower archive drive by clicking on its corresponding field. Access to the Call Records Database and Wave File features is available while playing.
- Monitor live communications by clicking the **ear** icon.
- Search and play recent communications by clicking the **HDD** (Hard Disk Drive) icon. Access to the Call Records Database and Wave File features is available while playing.
- Set passwords and user profiles or adjust network settings by clicking the **wrench** icon.
- Play previously recorded .wav files by clicking **Wave Play**.
- A locked padlock mouse icon indicates restricted features.
- Return to this Home Screen from other screens by clicking **Home**.
- To exit the program, click the **X** button located in the upper right corner of the Home Screen window.

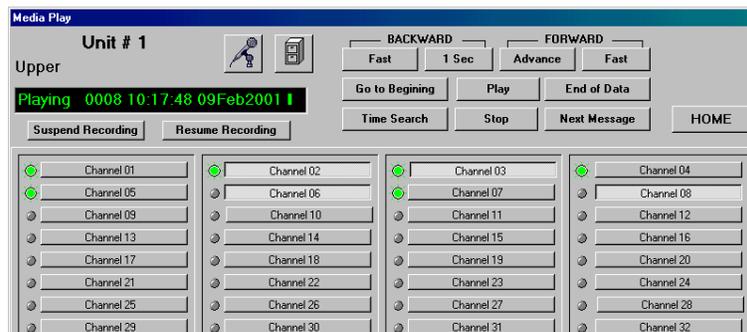
### Live Monitor



To access the Live Monitor window, click the **ear** icon on the Home Screen.

- A locked padlock icon will appear over any restricted feature or channel.
- Select and deselect a channel for playback by clicking its box. A green LED to the left of the channel box indicates channel activity. Select to simultaneously monitor any combination of up to four channels.
- To exit this screen and return to the Home Screen, click **Home**.

### Play Archive Drive



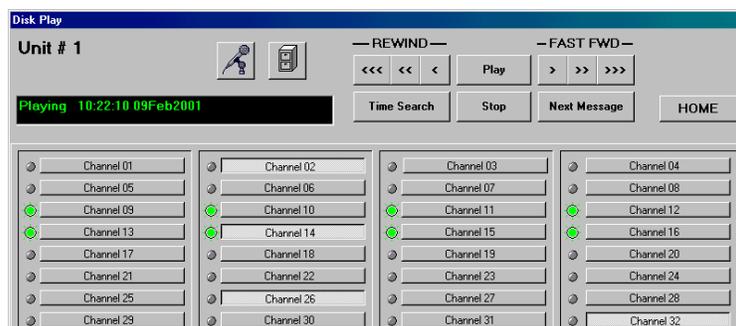
To access this Media Play screen, click the Upper or Lower archive drive field on the Home Screen.

- A locked padlock icon will appear over any restricted feature or channel.
- Media in the process of recording cannot be searched without first suspending the transfer of data from the internal hard disk to the archive drive. To temporarily suspend the transfer of data, click **Suspend Recording**. When finished reviewing the media, automatically transfer data recorded while the drive was in use by clicking **Resume Recording**. The logging recorder will fast forward to end of data on the media and resume normal operation.
- Select and deselect a channel for playback by clicking its box. A green LED to the left of the channel box indicates channel activity. Any combination of up to four channels can be simultaneously selected for playback.
- To search by time and date, activate the Search submenu by clicking **Time Search**. Enter the search time and date desired where indicated.
- To begin playing from the beginning of the media, click **Play**.
- Rewind and fast forward through the data by clicking the < (less than) or > (greater than) symbols. The speed adjustment of the command is indicated by multiple symbols.
- Record a .wav file by clicking the **microphone** icon.
- Access the Call Records Database by clicking the **file cabinet** icon.
- To exit this screen and return to the Home Screen, click **Home**.

### IMPORTANT NOTE ABOUT WRITE PROTECTION

Archive media has a write-protect mechanism that unconditionally prevents its erasure. By setting the plastic tab on the tape, or properly positioning the switch on the optical disk, you can prevent any write operation. *We recommended that whenever you are working with archives, you set the write protect tab.* Under certain circumstances, the VR320 logging recorder will automatically format media. Furthermore, it is always possible to hit the wrong button and accidentally command the drive to record. Write protection is a specific defense against this irreversible action and is guaranteed to be safe and effective

### Play Internal Hard Disk

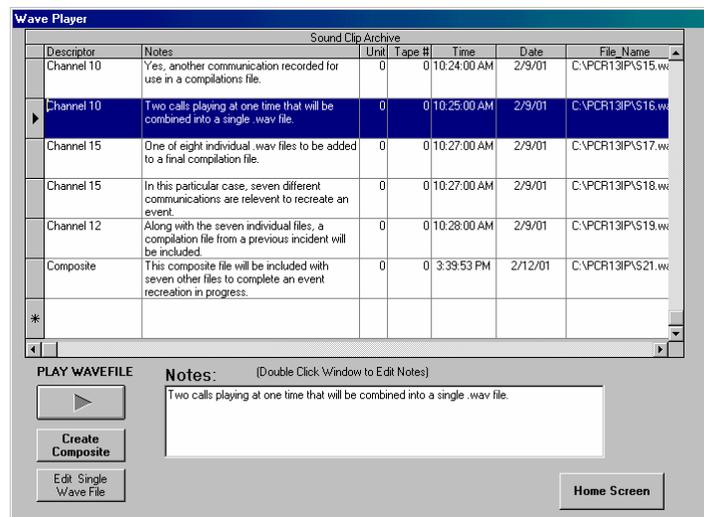


To access this Disk Play screen, click the **HDD** (Hard Disk Drive) icon on the Home Screen.

- A locked padlock icon will appear over any restricted feature or channel.

- Select and deselect a channel for playback by clicking its box. A green LED to the left of the channel box indicates channel activity. Select any number of up to four channels for simultaneous playback.
- To search by time and date, activate the Search submenu by clicking **Time Search**. Enter the search time and date desired where indicated.
- To begin playing from the beginning of the media, click **Play**.
- Rewind and fast forward through the data by clicking the < (less than) or > (greater than) symbols. The speed adjustment of the command is indicated by multiple symbols.
- Record a .wav file by clicking the **microphone** icon.
- Access the Call Records Database by clicking the **file cabinet** icon.
- To exit this screen, click **Home**.

### Play a .wav File



To access this Wave Player window, click **Wave Play** on the Home Screen.

Two types of previously recorded .wav files appear on this screen:

**Individual File:** Audio recorded in a single session.

**Composite File:** Two or more files combined into a single file.

- To play either type, click the gray box next to the desired file then click the button under **PLAY WAVEFILE**.
- Fields show the data recorded at the time the .wav file was created:

**Descriptor:** Taken from the media or hard disk, this is the channel descriptor assigned in the logging recorder.

**Notes:** User-supplied description of the file contents.

**Unit:** The logging recorder from which the file was recorded.

**Time:** The time the .wav file was created.

**Date:** The date the .wav file was created.

**File Name:** The directory path for where the file is stored on the computer.

- To open the Create Composites window, click **Create Composite**.
- To edit an existing file, click **Edit Single Wave File**.

### Create Composite Files

Descriptor	Notes	Unit	Tape #	Time	Date	File Name
Channel 15	One of eight individual .wav files to be added to a final compilation file.	0	0	10:27:00 AM	2/9/01	C:\PCR13\PA\S17
Channel 15	In this particular case, seven different communications are relevant to recreate an event.	0	0	10:27:00 AM	2/9/01	C:\PCR13\PA\S18
Channel 12	Along with the seven individual files, a compilation file from a previous incident will be included.	0	0	10:28:00 AM	2/9/01	C:\PCR13\PA\S19
Composite	This composite file will be included with seven other files to complete an event recreation in progress.	0	0	3:39:53 PM	2/12/01	C:\PCR13\PA\S21

Enter notes for this composite file. A combination of individual and composite files positioned for inclusion in a single, new composite file.

**BUILD** **Clear Entries** **Return**

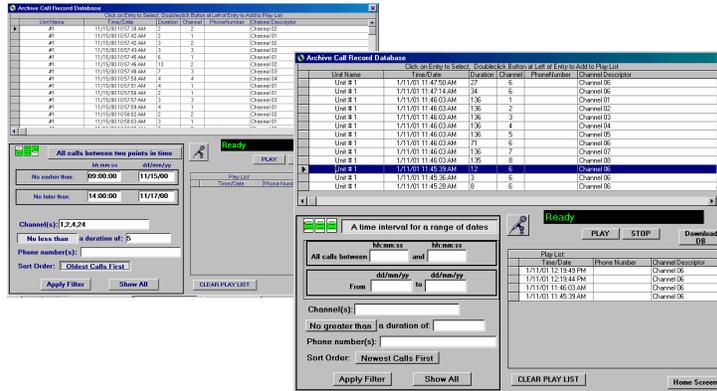
**Individual File:** A .wav file created in a single session.

**Composite File:** Up to eight files compiled into one.

The Composite Wave File Builder displays the .wav files in the order they were recorded or compiled. Build a new composite file by combining up to eight previously recorded Individual or Composite files into a single file. (Files are combined in the order they appear, 1-8)

- Double click in the left-hand column next to the desired .wav file. The file description will appear in the first available build-field position. Repeat the process until all the desired .wav files have been included.
- Describe the composite file by typing in the notes field.
- To remove all files from the build fields, click **Clear Entries**.
- To save the composite .wav file, click **Build**.
- To exit this window and return to the Wave Play window, click **Return**.

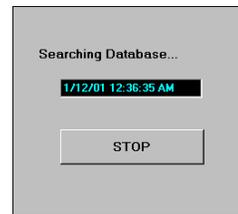
## Call Records Database – Archive



Bring up the Call Records Database from the media by clicking the file cabinet icon on the Media Play window.

### Transfer Call Records

1. To transfer call records from the archive media to the computer hard disk, click **Download DB.** (*Stop media and rewind first*)
2. Specify the required starting time and date then click **Download Records Starting From:**



3. The transfer of data begins from the selected starting point. To halt the transfer of data, watch the time and date field until the desired point has been reached, then click **STOP.**

**Duration:** Choose to eliminate from the call list any communications lasting less than or greater than a specified number of seconds.

**Phone Number:** Enter a telephone number in this field to display calls to and from that number. Use an \* (asterisk) as a global- or a? (Question mark) as a single-character wildcard.

**Sort Order:** To choose to display Oldest Calls First or Newest Calls First, click this button to toggle between the two options.

- Once the filter parameters have been set, click **Apply**. The call list will display the communications per the filter specifications.
- To clear the filter parameters and display the complete call list, click **Show All**.

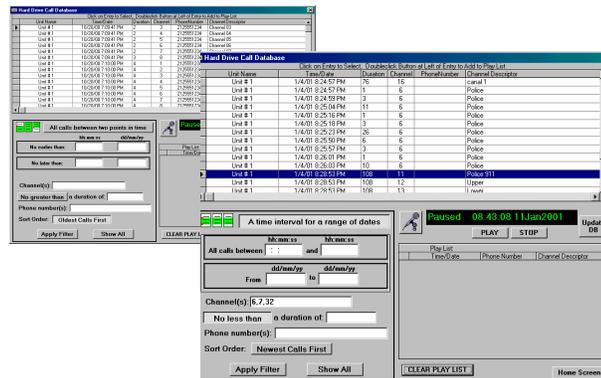
### Play Individual Calls

- To play a specific call from the call list, click in the gray column next to the desired call, and then click **Play**. To stop playing, click **Stop**.

### Create and Play Call Lists

- To add calls to a play list, double click in the gray column next to the desired call. The call will appear in the call list field in the order it was selected.
- To play the call list, click a call in the play list field, and then click **Play**. To stop playing, click **Stop**.
- To remove all calls from the play list, click **CLEAR PLAY LIST**.

### Call Records Database – Hard Disk



Bring up the Call Records Database from the hard disk by clicking the file cabinet icon on the Disk Play window.

### First Database Download

Note: Because this is the first download of data, this procedure may take as long as 15 minutes to complete. Future updates will only take a few minutes.

To bring in the first Call Record Database from the internal hard disk, click **Update DB**. A list of all communications currently residing on the hard disk will be transferred to the PC.

### Database Update

To purge old calls and add new ones to the call list, click **Update DB**.

### Print Database

Pull down the **File** menu from the upper left of the window. Select print **Main Data View** or **Print Play List** to your default printer.

**Duration:** Choose to eliminate from the call list any communications lasting less than or greater than a specified number of seconds or minutes.

**Phone Number:** Enter a telephone number in this field to display calls to and from that number. Use an \* (asterisk) as a global- or a? (Question mark) as a single-character wildcard.

**Sort Order:** To choose to display Oldest Calls First or Newest Calls First, click this button to toggle between the two options.

1. Once the filter parameters have been set, click **Apply**. The call list will display the communications per the filter specifications.
2. To clear the filter parameters and display the complete call list, click **Show All**.

### Play Individual Calls

1. To play a specific call from the call list, single click in the gray column next to the desired call, then click **Play**. To stop playing, click **Stop**.

### Create and Play Call Lists

1. To add calls to a play list, double click in the gray column next to the desired call. The call will appear in the call list field in the order it was selected.
2. To play the call list, click any call in the play list field then click **Play**. To stop playing, click **Stop**.
3. To remove all calls from the play list, click **CLEAR PLAY LIST**.

### Call List Details

<b>Unit Name:</b>	Network name assigned to the recorder.
<b>Time/Date:</b>	Time and date the call was recorded.
<b>Duration:</b>	Length of call in seconds.
<b>Channel:</b>	Channel number of recorded call.
<b>Phone Number:</b>	Incoming or outgoing DTMF data or CLID.
<b>Channel Descriptor:</b>	Assigned logging recorder channel names.

### Call List Filter

1. To display communications in the most efficient manner, use any combination of filter and sort parameters.

**Range of dates and time** – Toggle between two types of time and date sorts by clicking either:

**All calls between two points in time:** Use this search tool when you know the approximate time window that the call occurred in.

Enter search start/stop times (**No Earlier than, No Later Than**)

Click Apply Filter to display only the records within this time parameter.

**A time interval for a range of dates:** Use this search tool to find recurring calls / events that may occur during a specific shift or time window. This tool may also be used to perform **Quality Assurance** for a specific shift.

**Channel(s):** Choose a specific number or range of channels to be displayed by listing them in this field. Use a comma to delineate the channel numbers. Use an \* (asterisk) as a global- or a? (Question mark) as a single-character wildcard.

## Appendix A

### Stand-alone PC and Logger Settings

#### PC Settings

#	IP Address	Subnet Mask	Gateway
1	202.46.153.151	255.255.255.0	None (empty)
2	202.46.153.152	255.255.255.0	None (empty)
3	202.46.153.153	255.255.255.0	None (empty)
4	202.46.153.154	255.255.255.0	None (empty)
5	202.46.153.155	255.255.255.0	None (empty)
6	202.46.153.156	255.255.255.0	None (empty)
7	202.46.153.157	255.255.255.0	None (empty)
8	202.46.153.158	255.255.255.0	None (empty)
9	202.46.153.159	255.255.255.0	None (empty)

#### Logger Settings

#	IP Address	IP Mask	Gateway
1	202.46.153.161	255.255.255.0	255.255.255.255
2	202.46.153.162	255.255.255.0	255.255.255.255
3	202.46.153.163	255.255.255.0	255.255.255.255
4	202.46.153.164	255.255.255.0	255.255.255.255
5	202.46.153.165	255.255.255.0	255.255.255.255
6	202.46.153.166	255.255.255.0	255.255.255.255
7	202.46.153.167	255.255.255.0	255.255.255.255
8	202.46.153.168	255.255.255.0	255.255.255.255

## Appendix B

### System Requirements

#### Hardware Requirements

- CPU: Intel Pentium with MMX, 233 MHZ or better.
- RAM: 64 MB.

#### Software Requirements

- Microsoft Windows 95, Windows 98, Windows 98SE, Windows NT 4.0 with Service Pack 3 or greater, Windows 2000, or Windows XP.
- Eventide Network Access software supplied on CD.