Checking Saved Data/Backing Up Files in your DVR

1) Press 'Search' Button
    a. If there is not a 'Search' Button hit 'Menu'
2) System asks for a *User* and *Password.*
    a. If there is no password, use the arrow key down to apply.
    b. Press 'Enter'
    c. A new screen appears with 2 long boxes.
        i. If you had to hit the 'Menu' Button, a new screen pops up with various options. Arrow over to *Search* and hit 'Enter' button once. This will bring you to the box screen.
3) Arrow over to 'Date'
    a. Press 'Enter' one time
    b. Use the number buttons on the front face of the DVR to enter the date desired
    c. Press 'Menu' button one time
    d. Arrow over to *Search* and press 'Enter'
    e. The grids should fill in with color (red or green). This is the recorded info.
    f. The top grid is the days of the month requested.
    g. The bottom grid is the hours of the day requested.
    h. View the video footage by pressing 'Enter' if you need to view it
    i. Press 'Enter' and scroll down to a specific camera you want to view or leave it at *All*
    j. Note the specific time of the incident
4) Press 'Stop'
    a. Back out of the viewing screen by pressing 'Exit'
    b. Back at the *Search* screen, make sure it is the Date you want
5) Arrow down to *File List*
    a. Press 'Enter'
    b. A new screen appears
6) Arrow to the time (currently 00:00:00)
    a. Press 'Enter' one time
    b. Use the faceplate buttons to enter the specific time of the incident and press 'Enter'
    c. Arrow over to *Search* and press 'Enter'
    d. A list of recorded files should appear
7) Arrow down to the time(s) needed.
    a. Arrow over to the box to the right of the file
    b. Press 'Enter' to put a check mark in that box
    c. Continue adding checkmarks if you need multiple files
    d. Once finished, arrow over to the list of *Options* on the right of the main box
    e. Arrow down to *Backup*
8) Make sure there is a USB thumb drive plugged into the port on the front of the DVR
9) Press 'Enter'
10) The files should transfer to the thumb drive and be ready for viewing.