



VIP and VA Series Quick Guide

DVR & NVR NDAA Recorder Range



Before You Begin

Please read this guide before installing or operating the product. You must have knowledge of CCTV, IT and electrical wiring and products.

Technical Support

If you still have questions after referring to the guide, or require more information, please contact Vista Technical Support or use the QR code.

Vista Technical Support +44 (0) 118 912 5125

**Norbain SD, Inspired, Easthampstead Road,
Bracknell, Berkshire RG12 1YQ**



* **WARNING:** Improper use can cause severe bodily injury or equipment damage.

This guide is intended for multiple product models. Illustrations and descriptions, etc may vary from actual appearance.

DVR VA-DVR0405MP
 VA-DVR0805MP

VA-DVR1605MP

NVR VIP-NVR0408MP
 VIP-NVR0808MP
 VIP-NVR1608MP

VIP-NVR1612MP
VIP-NVR3212MP
VIP-NVR3212MP-NP



1. Packing List

Please contact Norbain if any items are missing or damaged and note contents will vary according to each camera model number.

- Recorder
- USB Mouse
- UK mains lead or PSU^{*1}
- Rack ears^{*1}
- Single HDD Data and Power Lead ^{*2}
- Alarm block connector
- This guide

^{*1} Dependant on chassis type.

^{*2} Dependant if recorder supplied without HDDs being fitted

2. Safety & Maintenance Instructions

- Use only correctly rated PSUs supplied with the device.
- Do not use this apparatus near water
- Do not install near any heat sources such as radiators, stoves, or other apparatus (including amplifiers) that product heat.
- Do not block any ventilation openings.
- Protect the power cord from being walked on or pinched.
- Only use attachments/accessories specified by the manufacturer.
- Unplug this apparatus during lightning storms.
- Refer all servicing to qualified service personnel only. Servicing is required when the apparatus has been damaged in any way, such as power-supply cord or plug is damaged, liquid spillage etc.



CAUTION - THESE SERVICING INSTRUCTIONS ARE FOR USE BY QUALIFIED SERVICE PERSONNEL ONLY. TO REDUCE THE RISK OF ELECTRIC SHOCK DO NOT PERFORM ANY SERVICING OTHER THAN THAT CONTAINED IN THE OPERATING INSTRUCTIONS UNLESS YOU ARE QUALIFIED TO DO SO.

3. Indicators

Refer to the below image and accompanying table for a description of the front mounted LED indicators*.

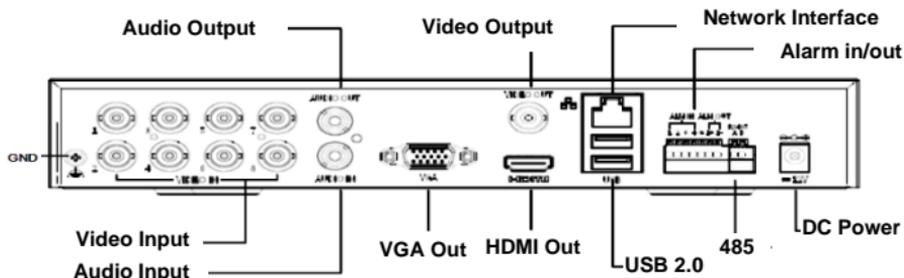
**VIP-NVR04 and VA-DVR04 used as an example.*



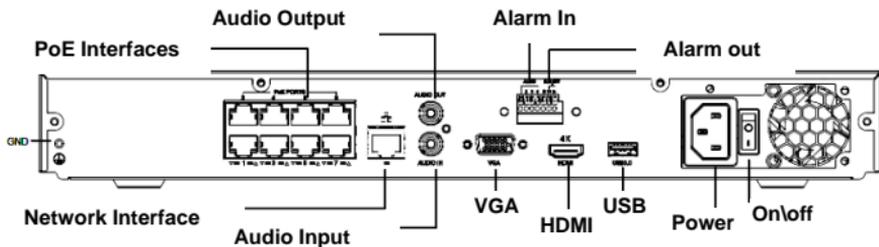
LED	Status	Description
PWR(Power)	Steady on	Connected to power.
RUN(Operation)	Steady on	Normal.
	Blinking	Starting up.
NET(Network)	Steady on	Connected to network.
CLOUD	Steady on	Connected to cloud.
HD(Hard disk)	Steady on	No disk; or disk is abnormal.
	Blinking	Reading or writing data.

4. Interfaces

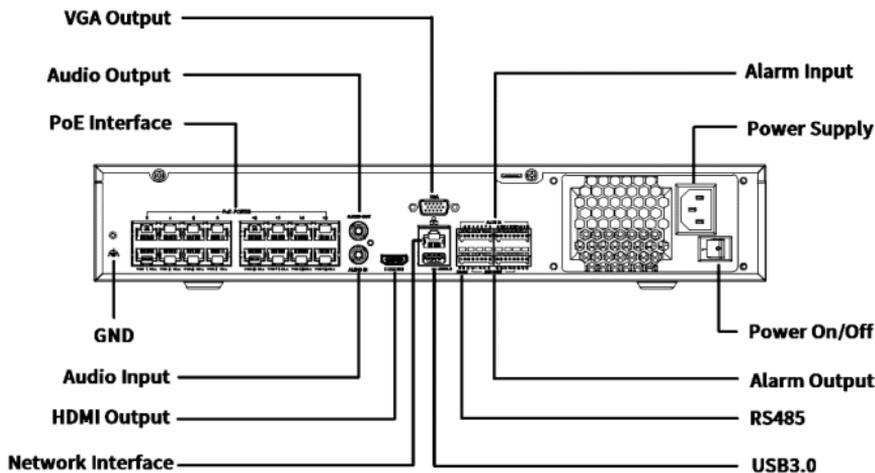
Interface identification is provided below via three example recorders. Your actual unit may therefore vary slightly.



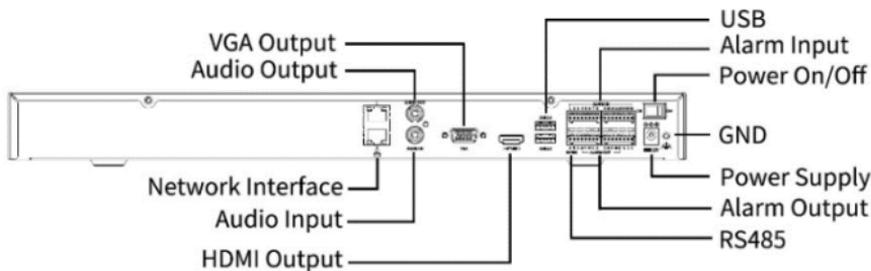
VA-DVR0805MP



VIP-NVR0808MP



VIP-NVR3212MP



VIP-NVR3212MP-NP

5. Disk Installation

Your recorder will normally be specified and provided with the required HDD storage already installed. However, if adding your own additional HDDs, please refer to the below section. Images are provided as an illustration and reference only, as your actual device may vary.

Preparation

- You will require a 1# or 2# Philips screwdriver and pair of antistatic gloves or a wrist strap.
- Disconnect power before installation.

1 and 2 HDD Chassis

1. Loosen the screws on the rear and side panel (below) then remove the upper cover.



Figure 1-1 Rear Panel

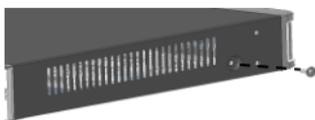
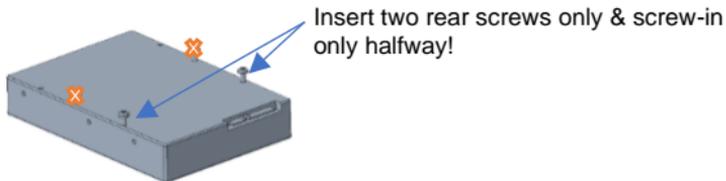
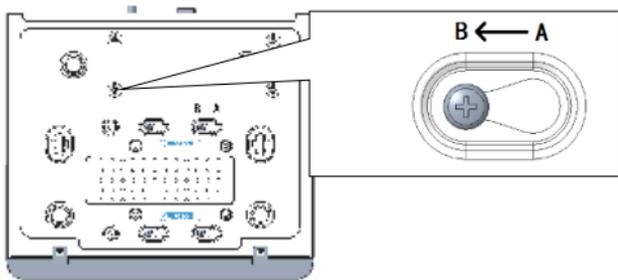


Figure 1-2 Side Panel

2. Insert just the two rear screws in the HDD - those closest to the power and data connectors as indicated below. Screw them in only halfway!



3. Offer the HDD into the base of the chassis and engage the two screwheads into the two keyholes in the bottom of the chassis – refer to the image of the underside of chassis below.
4. Slide the disk into place so the two screwheads move from position A to the lock position B in the keyholes (below). Now insert and tighten the two remaining screws into the HDD from the underside of the chassis and finally tighten the two screws in the keyhole position.



Underside of 2 HDD Chassis

5. Connect the power and data cables to the new HDD.
6. Replace the top cover and tighten the screws.

This completes this part of the procedure. Format the new HDDs once logged into the recorder.

4 HDD Chassis

1. Loosen the screws on the upper cover and slid it rearwards and remove (below).



Note: The actual installation procedure for HDDs differs according to your chassis having either (1.) mounting plate or (2.) disk bracket. Please refer and go to the relevant section.

Mounting Plate HDD Install

1. Loosen the screws, of the chosen or next free mounting plate, on the side panels.



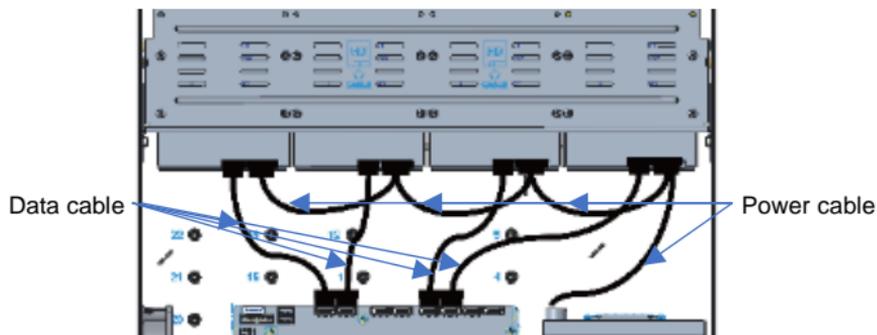
2. Turn the upper mounting plate in the direction shown, then remove the plate.



3. Secure the disks on the mounting plate. Fix the screws according to the figure below and avoid damaging the disk in the process.



4. Put the mounting plate back in place. Connect power and data cables as shown below. Repeat the steps to connect all the disks.

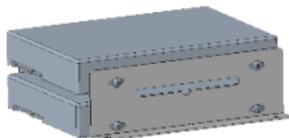


5. Refit cover and secure it as well as the mounting plate screws.

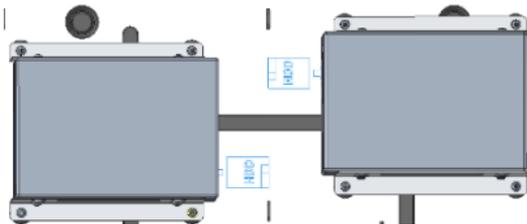
This completes this part of the procedure. Format the new HDDs once logged into the recorder.

Disk Bracket HDD Install

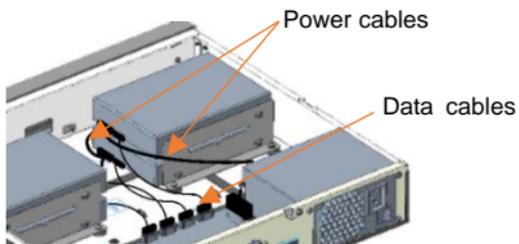
1. Fasten HDDs to the brackets (right).



2. Fasten the brackets, with the new attached HDDs, to the base of the chassis (below).



3. Connect the power and data cables as indicated below.



4. Refit cover and secure with screws.

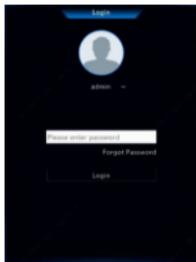
This completes this part of the procedure. Format the new HDDs once logged into the recorder.

6. Initial Start-up and Shutdown

Ensure all cables are connected correctly for monitor, mouse, ethernet and PoE cameras and that the recorder is grounded correctly.

Connect either the external PSU adaptor or mains lead, turn on mains power and switch on the recorder.

Allow to boot up. New IOT Security firmware will prompt you to activate the recorder by entering your own strong admin password first. Enter password according to screen prompt and repeat.



Default IP address =	DHCP, or if no reply	192.168.1.30.
	Net mask	255.255.255.0
	Default gateway	192.168.1.1

Note: DHCP is enabled as default. If no DHCP server is found, recorder will default to above address. We advise setting a static IP address!

Once password activated, you will be presented with the Wizard screen (below).



Click [Next] and follow Wizard screens to set each of the following.

- Time and locale
- Network IP address
- Add any IP cameras



Example TCP Network Settings menu

When adding IP cameras, select the devices to add in the discovered device list, and click **[Add]**

For Vista VIP cameras, the same strong **admin** ID password you created when initialising the recorder is saved to the camera.

After an IP camera is added, if “**wrong username or password message**” shows in the preview window, click  in the window toolbar and enter the correct username and password of the camera.

Shutdown

Click  > **Shutdown** on the screen toolbar in live view page.



Caution: Do not disconnect power while the recorder is operating or shutting down!

This ends the procedure.

Basic Recorder Operation

For the recorders full manual and set-up instructions, mobile device applet etc, please use the QR code provided at the front of this guide.

Below we provide some initial basic operation help.

Custom Add an IP Camera

To custom add an IP camera follow the below;

1. Right click in the preview page, click **Menu > Camera > Camera**.
Alternatively click 
2. Click **Custom Add**, enter the IP address and other required information such as ID and password.
3. Check status of new camera after adding;
 -  blue icon means camera added successfully.
 -  greyed icon, place mouse over icon to view error\cause.
4. Click the edit button to modify any existing IP camera information.

Search For IP Cameras

Alternatively, click [**Search Segment**] to search for devices in a specified network segment.

Playback

In the preview page, select the desired camera, then right click and select **Playback** to play the recording of the current day.

Note, by default a recording schedule of 7*24 is enabled. To set a recording schedule manually, right click and select **Menu > Storage > Recording** and set the recording type and time based on your needs.

This completes the procedure.



RoHS
COMPLIANT



Where applicable, a Declaration of Conformity in accordance with Directives 2014/30/EU (EMC), 2014/35/EU (LVD), and 2015/863/EU RoHS(3) has been made and we declare the product compliant.

Where applicable, the requirements of the European law on the Restriction of Hazardous Substances (RoHS) directive: 2015/863/EU have been met and the product is without the hazardous substances cited in the directive.

Our CE EU-Authorised Representative: Comply Express Unipessoal LDA, StartUp Madeira - EV141, Campus da Penteadá, 9020-105 Funchal, Madeira, Portugal”

Symbolizes that within the European Union the product must be collected separately at the product end-of-life. Do not dispose of these products as unsorted municipal waste.

WARNING

This is a Class A product. In a domestic environment this product may cause radio interference in which case the user may be required to take adequate measures.

No liability will be accepted by Vista for any errors or omissions in this information and reserves the right to make changes to the product and its specification from time to time without prior notice.