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## **Downloading CCTV Footage To USB From Hikvision DVR**

- Connect monitor to DVR using either the rear HDMI or Serial port
- Insert USB into front USB socket on DVR
- Open menu, Hold down left mouse button and draw - Top left top top right then down to bottom, release mouse button.
- Click on 'Playback' Icon, Top row, 2nd Icon from the left.
- Choose camera from list on left hand side, click the check box
- Choose day on calendar by double clicking
- From the playback menu at the bottom of the screen choose either 'Normal' event (Blue) or 'Smart' event (Red)
- Using the time slider near the bottom right of the screen (A series of dots with the time on the left) Click and hold to increase or decrease the search field to pinpoint the required time slot of the event.
- Left click and hold the mouse button on the main time bar to choose the event, it will scroll the recorded video on the screen.
- Pause the video by pressing the Play / Pause button
- Once you have found the footage required click on the Scissor Icon, bottom left.
- Move the black bracketed time segments accordingly to include the timeframe for your required event
- Press the Export Clip (Disk Icon) next to the scissor icon, choose Video Log or Player ( Save both by repeating if unsure)
- Choose Back Up type (if unsure of which type save both types by repeating the sequence)
- Press OK to save
- Repeat above for each camera footage
- Press Camera Icon, top right, to return to live view
- Remove USB from DVR and test on a computer to verify required footage has been saved correctly
- Make a back up copy if required.

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