

The logo features the word "HIKVISION" in a bold, italicized, white sans-serif font, centered within a red horizontal bar. The bar has a white diagonal stripe on the left side.

***HIKVISION***

# **Video Intercom 9 Series Indoor Station**

**Operation Guide**

# Legal Information

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## About this Manual

The Manual includes instructions for using and managing the Product. Pictures, charts, images and all other information hereinafter are for description and explanation only. The information contained in the Manual is subject to change, without notice, due to firmware updates or other reasons. Please find the latest version of this Manual at the Hikvision website ( <https://www.hikvision.com/> ).

Please use this Manual with the guidance and assistance of professionals trained in supporting the Product.

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## **Data Protection**

During the use of device, personal data will be collected, stored and processed. To protect data, the development of Hikvision devices incorporates privacy by design principles. For example, for device with facial recognition features, biometrics data is stored in your device with encryption method; for fingerprint device, only fingerprint template will be saved, which is impossible to reconstruct a fingerprint image.

As data controller, you are advised to collect, store, process and transfer data in accordance with the applicable data protection laws and regulations, including without limitation, conducting security controls to safeguard personal data, such as, implementing reasonable administrative and physical security controls, conduct periodic reviews and assessments of the effectiveness of your security controls.

# Symbol Conventions

The symbols that may be found in this document are defined as follows.

Symbol	Description
 <b>Danger</b>	Indicates a hazardous situation which, if not avoided, will or could result in death or serious injury.
 <b>Caution</b>	Indicates a potentially hazardous situation which, if not avoided, could result in equipment damage, data loss, performance degradation, or unexpected results.
 <b>Note</b>	Provides additional information to emphasize or supplement important points of the main text.

# Safety Instruction

## **Warning**

- All the electronic operation should be strictly compliance with the electrical safety regulations, fire prevention regulations and other related regulations in your local region.
- Please use the power adapter, which is provided by normal company. The power consumption cannot be less than the required value.
- Do not connect several devices to one power adapter as adapter overload may cause over-heat or fire hazard.
- Please make sure that the power has been disconnected before you wire, install or dismantle the device.
- When the product is installed on wall or ceiling, the device shall be firmly fixed.
- If smoke, odors or noise rise from the device, turn off the power at once and unplug the power cable, and then please contact the service center.
- If the product does not work properly, please contact your dealer or the nearest service center. Never attempt to disassemble the device yourself. (We shall not assume any responsibility for problems caused by unauthorized repair or maintenance.)

## **Caution**

- Do not drop the device or subject it to physical shock, and do not expose it to high electromagnetism radiation. Avoid the equipment installation on vibrations surface or places subject to shock (ignorance can cause equipment damage).
- Do not place the device in extremely hot (refer to the specification of the device for the detailed operating temperature), cold, dusty or damp locations, and do not expose it to high electromagnetic radiation.
- The device cover for indoor use shall be kept from rain and moisture.
- Exposing the equipment to direct sun light, low ventilation or heat source such as heater or radiator is forbidden (ignorance can cause fire danger).
- Do not aim the device at the sun or extra bright places. A blooming or smear may occur otherwise (which is not a malfunction however), and affecting the endurance of sensor at the same time.

- Please use the provided glove when open up the device cover, avoid direct contact with the device cover, because the acidic sweat of the fingers may erode the surface coating of the device cover.
- Please use a soft and dry cloth when clean inside and outside surfaces of the device cover, do not use alkaline detergents.
- Please keep all wrappers after unpack them for future use. In case of any failure occurred, you need to return the device to the factory with the original wrapper. Transportation without the original wrapper may result in damage on the device and lead to additional costs.
- Improper use or replacement of the battery may result in hazard of explosion. Replace with the same or equivalent type only. Dispose of used batteries according to the instructions provided by the battery manufacturer.
- Input voltage should meet both the SELV and the Limited Power Source according to 60950-1 standard.
- The power supply must conform to LPS. The recommended adaptor models and manufacturers are shown as below. Use the attached adapter, and do not change the adaptor randomly.

Model	Current	Manufacturer	Standard
MSA-C1500IC12.0-18P-US	1.5 A	MOSO POWER SUPPLY TECHNOLOGY CO., LTD	PG
TS-A018-120015AD	1.5 A	SHENZHEN TRANSIN TECHNOLOGIES CO., LTD	PG

- Improper use or replacement of the battery may result in hazard of explosion. Replace with the same or equivalent type only. Dispose of used batteries according to the instructions provided by the battery manufacturer.
- Improper replacement of the battery with an incorrect type may defeat a safeguard (for example, in case of some lithium battery types).
- Do not dispose of the battery into fire or a hot oven, or mechanically crush or cut the battery, which may result in an explosion.
- Do not leave the battery in an extremely high temperature surrounding environment, which may result in an explosion or leakage of flammable liquid or gas.
- Do not subject the battery to extremely low air pressure, which may result in an explosion or the leakage of flammable liquid or gas.
- CAUTION: Risk of explosion if the battery is replaced by an incorrect type.

## Regulatory Information

### FCC Information

Please take attention that changes or modification not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

FCC compliance: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help

This equipment should be installed and operated with a minimum distance 20cm between the radiator and your body.

### FCC Conditions

This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions:

1. This device may not cause harmful interference.
2. This device must accept any interference received, including interference that may cause undesired operation.

## EU Conformity Statement



This product and - if applicable - the supplied accessories too are marked with "CE" and comply therefore with the applicable harmonized European standards listed under the EMC Directive 2014/30/EU, RE Directive 2014/53/EU, the RoHS Directive 2011/65/EU



2012/19/EU (WEEE directive): Products marked with this symbol cannot be disposed of as unsorted municipal waste in the European Union. For proper recycling, return this product to your local supplier upon the purchase of equivalent new equipment, or dispose of it at designated collection points. For more information see: [www.recyclethis.info](http://www.recyclethis.info)



2006/66/EC (battery directive): This product contains a battery that cannot be disposed of as unsorted municipal waste in the European Union. See the product documentation for specific battery information. The battery is marked with this symbol, which may include lettering to indicate cadmium (Cd), lead (Pb), or mercury (Hg). For proper recycling, return the battery to your supplier or to a designated collection point. For more information see: [www.recyclethis.info](http://www.recyclethis.info)

## Industry Canada ICES-003 Compliance

This device meets the CAN ICES-3 (B)/NMB-3(B) standards requirements.

This device complies with Industry Canada licence-exempt RSS standard(s). Operation is subject to the following two conditions:

1. this device may not cause interference, and
2. this device must accept any interference, including interference that may cause undesired operation of the device.

Le présent appareil est conforme aux CNR d'Industrie Canada applicables aux appareils radioexempts de licence. L'exploitation est autorisée aux deux conditions suivantes :

1. l'appareil ne doit pas produire de brouillage, et
2. l'utilisateur de l'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre le fonctionnement.

Under Industry Canada regulations, this radio transmitter may only operate using an antenna of a type and maximum (or lesser) gain approved for the transmitter by Industry Canada. To reduce potential radio interference to other users, the antenna type and its gain should be so chosen that the equivalent isotropically radiated power (e.i.r.p.) is not more than that necessary for successful communication.

Conformément à la réglementation d'Industrie Canada, le présent émetteur radio peut fonctionner avec une antenne d'un type et d'un gain maximal (ou inférieur) approuvé pour l'émetteur par Industrie Canada. Dans le but de réduire les risques de brouillage radioélectrique à l'intention des autres utilisateurs, il faut choisir le type d'antenne et son gain de sorte que la puissance isotrope rayonnée équivalente (p.i.r.e.) ne dépasse pas l'intensité nécessaire à l'établissement d'une communication satisfaisante.

This equipment should be installed and operated with a minimum distance 20cm between the radiator and your body.

Cet équipement doit être installé et utilisé à une distance minimale de 20 cm entre le radiateur et votre corps.

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# 1 About this Manual

Get the manual and related software from or the official website (<http://www.hikvision.com>).

Product	Model
Network Indoor Station	DS-KH9310-WTE1(B)/DS-KH9510-WTE1(B)

## 2 Wake Up the Device

You should wake up the device from the standby mode to enter the main page.

When you enable the gesture password function, you should enter the gesture password to unlock the device.

### Steps

1. Touch the screen to wake up the device.
2. Enter the gesture password to unlock the device.



### Note

- When you forget the gesture password, you can tap **Forgot Gesture Password** or **Use admin password** to enter admin password to unlock.
  - When you tap **Settings** → **Advanced Settings** to disable **Unlock by Gesture**, you can skip the step.
-

## 3 Main Page Introduction

Wake up the device. Refers to ***Wake Up the Device*** for details.

### Main Page Introduction

On the home page of the device, you can slide up or down to enter the call page, alarm page and the third-party App settings page.

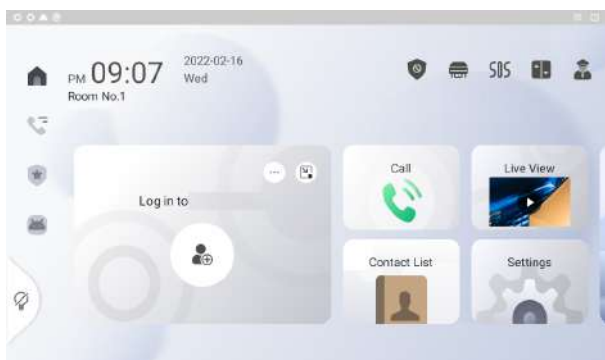



Figure 3-1 Main Page


### Main Page

You can call resident, view and add contact, live view remotely, arm or disarm the device on the main page.


#### One-Push to Arm/Disarm

Tap to  arm or disarm the device.


#### Relay Settings

Tap  to enable or disable the relays you have set.


#### SOS

Tap  to call SOS.

#### Call Elevator

When the device is connect to the elevator controller, tap  to call elevator.

### Call Center

Tap  to call center.

### Lock the Screen

Tap  to lock the screen.

### Mobile Client Settings

Tap + to add the account to the mobile client. And you can operate the device remotely via mobile client.

### Call Page

You can view call logs and search notice on the call page.

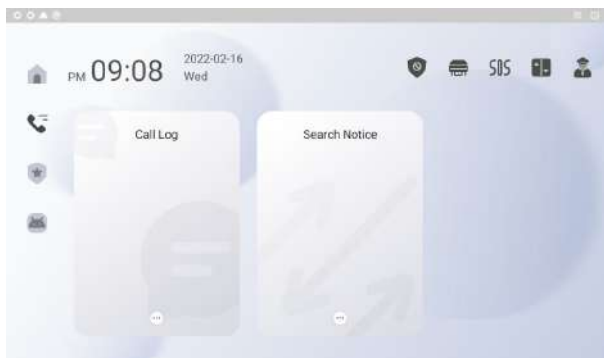
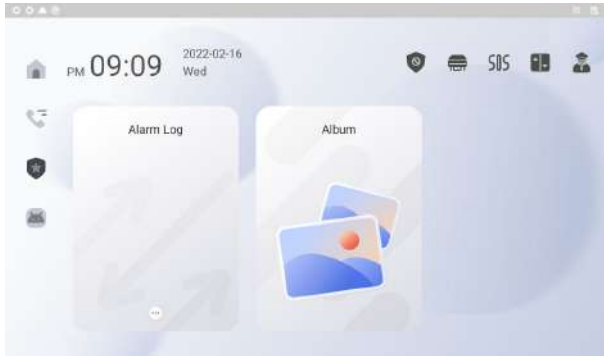


Figure 3-2 Call Page

### Alarm Page

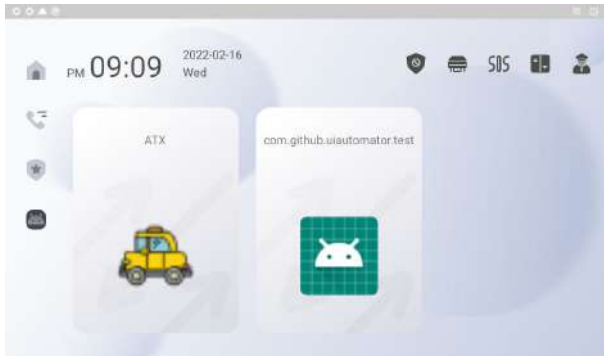
You can view alarm logs, pictures in album on the alarm page.



**Figure 3-3 Alarm Page**

### **The Third-Party App Settings Page**

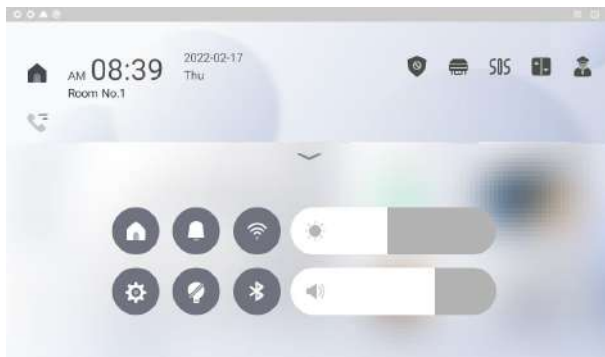
You can add or run the third-party Apps on the third-party App settings page.



**Figure 3-4 The Third-Party App Settings Page**


### **Shortcut Control Center**

Slide up from the bottom of the screen, you can set the device easily.




**Figure 3-5 Control Center**


### **Go Back to the Main Page**

Tap  can go back to the main page of the device from any page.


### **Do Not Disturb**

Tap  to enable or disable the Do Not Disturb function.

### **Wi-Fi**

Tap  to enable or disable the Wi-Fi function, and you can connect to wireless network.


### **Settings**

Tap  to enter the settings page.

### **Lock the Screen**

Tap  to lock the screen.

### **Bluetooth**

Tap  to enable or disable the bluetooth function.

### **Adjust Brightness**

Slide to adjust the brightness of the screen.

### **Adjust Volume**

Slide to adjust the volume of the device.

## 4 Local Operation

### 4.1 Call Settings

#### 4.1.1 VoIP Account Settings

Enable VoIP account functions, and others can call via VoIP number you have set.

##### Before You Start

Wake up the device. Refers to [\*Wake Up the Device\*](#) for details.

##### Steps

1. On the main page of the device, tap **Settings** → **Advanced Settings** → **VoIP Account Settings** to enter the settings page.

---

##### Note

Admin password is required to enter the advanced settings page.

---

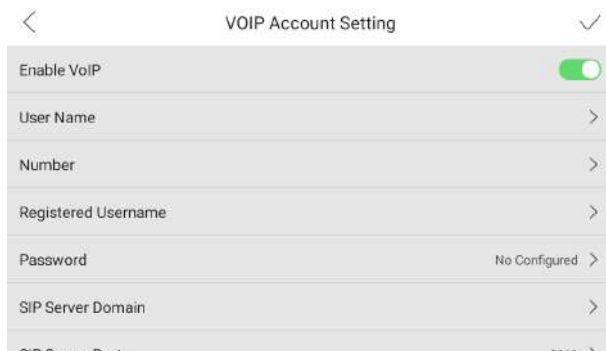


Figure 4-1 VoIP Account Settings

2. Enable the function.
3. Set the parameters according to your needs and the page.
4. Tap **V** to enable the settings.

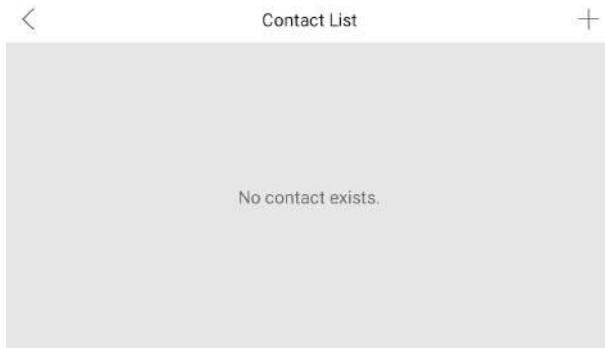
#### 4.1.2 Add Contact

### Before You Start

Wake up the device. Refers to **Wake Up the Device** for details.

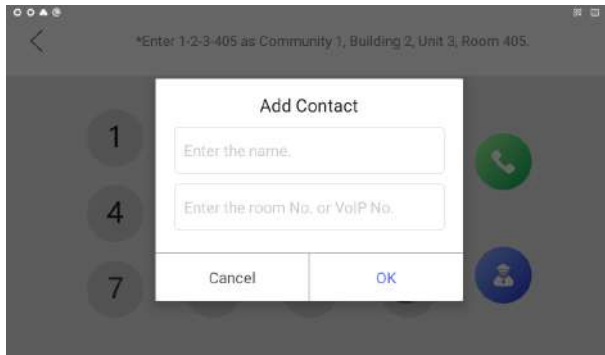
### Steps

1. On the main page of the device, tap **Contact List** to enter the contact list page.



**Figure 4-2 Contact List**

2. Tap + to pop up the contact adding dialog.



**Figure 4-3 Add Contact**

3. Enter the contact name and room No.

 **Note**

If you enable the VoIP account functions, you should enter the contact name and the phone number of VOIP account for the standard SIP protocol.

---

4. Tap **OK** to save the settings.
- 

 **Note**

Up to 200 contacts can be added.

---

### 4.1.3 Call Resident

#### Before You Start

Wake up the device. Refers to **Wake Up the Device** for details.

#### Steps

1. On the main page of the device, tap **Call** to enter the residents calling page.



**Figure 4-4 Call Resident**

2. Enter the calling number to call.
    - If you want to call room, the calling number format should be x-x-x-xxx. For example, the calling number of Community 1, Building 2, Unit 3, and Room 405 is 1-2-3-405. Tap the call button to start an audiovisual call.
- 

 **Note**

The community No. can be omitted.

---

- If you want to call VoIP contact, the calling number should be the phone number of VoIP account.

#### 4.1.4 Call Indoor Extension/Indoor Station

If you install indoor station and indoor extensions at home, you can call the indoor extension via your indoor station, and vice versa. If you have installed more than 2 indoor extensions, you can also call the indoor extension from the indoor extension.

#### Call Indoor Extension from Indoor Station

Enter **【0-indoor extension No.】** on the indoor station to start calling the target indoor extension.

#### Call Indoor Station from Indoor Extension

Enter **【0-0】** on the indoor extension to call the indoor station from the indoor extension.

#### Call Indoor Extension from Indoor Extension

Enter **【0-indoor extension No.】** on the indoor extension to start calling the target indoor extension.

#### 4.1.5 Receive Call

The indoor station and indoor extension can receive calls from the door station, the main station or iVMS-4200 Client.

On the call from door station interface, there are 2 unlock buttons: Unlock 1, and Unlock 2. When you tap **Unlock 1**, the building gate will open by default, and when you tap **Unlock 2**, the door connected to the door station with the secure control door unit will open.

Tap the capture button to capture the live view picture when speaking with the door station. And prompts "Captured" will display on the screen.

Indoor extension can receive calls from the door station and the main station only.

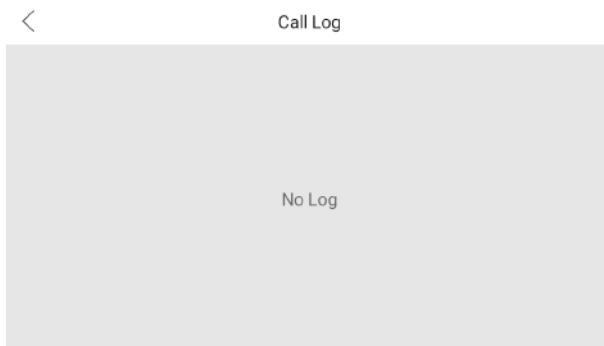
#### 4.1.6 View Call Logs

##### Before You Start

Wake up the device. Refers to ***Wake Up the Device*** for details.

### Steps

1. On the main page of the device, tap → **Call Log** to enter the call log page.



**Figure 4-5 Call Logs**

2. Tap a piece of call logs in the list to call back.

---

#### **Note**

- Indoor extension does not support this function.
  - The indoor station saves call logs from door station, outer door station, management center and other indoor stations.
  - Hold a piece of call logs, and tap **Delete Logs** to delete.
  - Tap **Clear** to delete all pieces of call logs.
- 

## 4.2 Live View

On the live view page, you can view the live video of added door station and network camera.

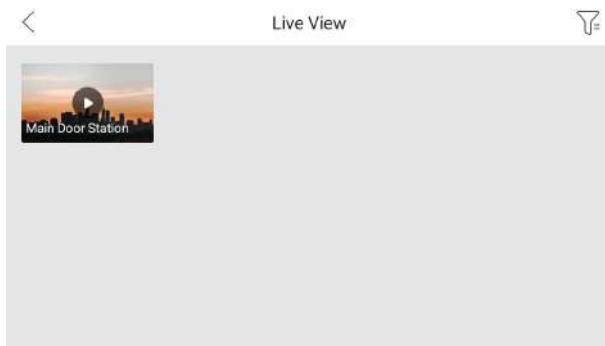
### Steps

---

#### **Note**

- Wake up the device. Refers to ***Wake Up the Device*** for details.
  - Make sure the network camera or door station is well-connected.
  - Make sure the indoor extension and the indoor station are well-connected.
- 

1. On the main page of the device, tap **Live View** to enter the live view page.



**Figure 4-6 Live View**

2. Tap **Main Door Station** to enter the live view page of door station.

---

 **Note**

- On the Call from Door Station page, there are 2 unlock buttons: Unlock 1, and Unlock 2. When you tap **Unlock 1**, the building gate will open by default. When you tap **Unlock 2**, the door station connected door will open.
- On the Call from Door Station page, there are 1 capture button. You can tap the button to capture the picture via door station.

---

3. Tap **Camera** to enter the live view page of network cameras.

## 4.3 Arm/Disarm

The indoor station has four kinds of scene modes: sleeping mode, stay mode, away mode, and custom mode. You can arm or disarm your room in each scene mode manually. The selected scene mode will be displayed on the main page of the indoor station.

---

 **Note**

You should create an Arm/Disarm Password first.

---

### 4.3.1 Arm Room

Select the arm mode to arm your room.

### Before You Start

- Wake up the device. Refers to ***Wake Up the Device*** for details.
- On the main page of the device, tap **Settings** → **Advanced Settings** to enable the **Zone Alarm** functions.
- You should create an arm/disarm password. Please refers to *Operation Password Settings* for the details.

### Steps

1. On the main page of the device, tap **Stay** to enter the scene page.
2. Select **Stay, Away, Sleeping** or **Custom**.
3. Enter the arm/disarm password to enable the scene.
4. Tap **OK**.

---

#### Note

You can also tap  → **Arm** to enable the scene.


---

## 4.3.2 Disarm Your Room

### Before You Start

Wake up the device. Refers to ***Wake Up the Device*** for details.

### Steps

1. On the main page of the device, tap  → **Disarm** to disarm.
2. Enter the arm/disarm password.
3. Tap **OK**.

## 4.4 Arming Mode Settings

4 arming modes can be configured: stay mode, away mode, sleeping mode and custom mode.

### Before You Start

Wake up the device. Refers to ***Wake Up the Device*** for details.

Tap **Settings** → **Advanced Settings** to enable **Zone Alarm** functions.

---

#### Note

Admin password is required to enter the advanced settings page.

---

## Steps

### Note

Arming status page and zone settings page are hidden by default. You should enable alarm function first.

1. On the main page of the device, tap **Settings** → **Preference** → **Scene Settings** to enter the arming mode settings page.

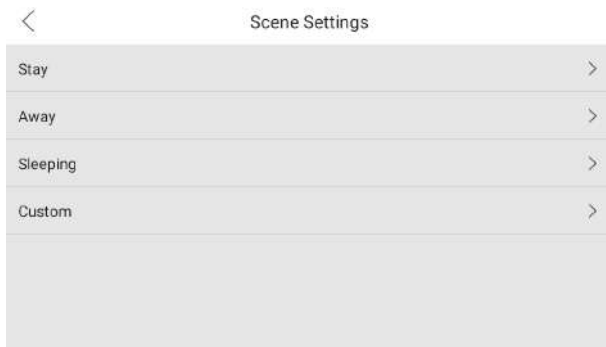


Figure 4-7 Scene Settings

2. Tap **Stay**, **Away**, **Sleeping**, or **Custom** to enter the page.



Figure 4-8 Arming Mode Settings

3. Arm the selected zone.

 **Note**

- Zones are configurable on the arming mode page.
  - 24H alarm zone including smoke detector zone, gas detector zone and doorbell zone will be triggered even if they are disabled.
  - When the doorbell zone is triggered, the device will ring but not upload the alarm signal.
  - Arming mode settings should be configured with the settings of arming status on the user page of the device.
- 

## 4.5 Information Management

You can view public notice, visitor message, alarm log and capture log on information management page.

Wake up the device. Refers to [\*\*\*Wake Up the Device\*\*\*](#) for details.


---

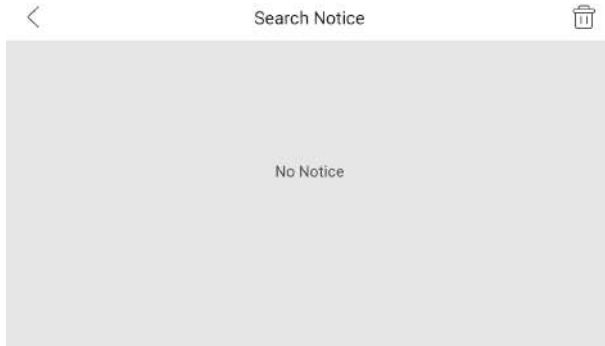
 **Note**

Indoor extension only supports alarm log and capture log.

---

### Notice

On the main page of the device, tap  or slide down the page to enter the call information page. Tap **Search Notice** to enter the notice details page. You can view the notice locally or that from mobile client.



**Figure 4-9 Search Notice**


**Details**

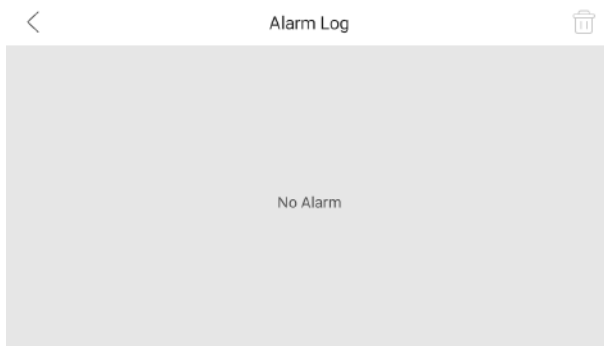
Tap the item to view the details of the notice.

**Delete**

Tap delete button at the upper-right corner of the page and select items to delete. Or slide the item to the left to delete the item only.

**Alarm Log**

On the main page of the device, tap  or slide down to enter the alarm information page. Tap **Alarm Log** to view the alarm logs.



**Figure 4-10 Alarm Logs**


### **Details**

Tap the item to view the details of the alarm log.

### **Delete**

Tap delete button at the upper-right corner of the page and select items to delete. Or slide the item to the left to delete the item only.

### **Album**

On the main page fo the device, tap  or slide down to enter the alarm information page. Tap **Album** to view the captures and images of the device.

### **Zoom In**

Tap the item to zoom in the picture.

### **Delete**

Tap delete button at the upper-right corner of the page and select pictures to delete. Or slide the item to the left to delete the item only.

### **Delete Captures and Messages Automatically**

On the main page of the device, tap **Settings** → **Basic Settings** to enter the settings page.



**Figure 4-11 Basic Settings**

Tap **Auto Delete Captures/Messages** to set the interval to delete automatically.

## 5 Remote Operation via Mobile Client



### 5.1 Set up Mobile Client

You can configure and operate the device via mobile client remotely.

#### Before You Start

Make sure your mobile device has been connected to Wi-Fi.

#### Steps

1. Install **Hik-Connect** and register a user account for iOS and Android.
  - 1) Search **Hik-Connect** in App Store  or  to download and install the mobile client.
  - 2) Launch the mobile client and follow the on-screen instructions to register a user account.
2. Start the mobile client, and log in to the mobile client.

### 5.2 Set Up Device via Mobile Client




To operate the indoor station normally, you should add the device to the client.

#### Steps

1. On the home page of the client, tap **Add Device**.
  - Scan QR code of the device to add.

---

#### Note

- The QR code is printed on the label, which is on the rear panel of doorbell. If you have already installed the device, you can scan the QR code on the cloud service page in the device.
  - Tap  to enable the flashlight if the scanning environment is too dark.
  - If there are device QR codes in photo album of the phone, tap  to extract QR code from local album.
  - If the system fails to recognize the QR code, tap  and enter the serial No. to add the device manually.
2. Connect to the network.

 **Note**

Make sure the device and the mobile device are in the same LAN.

---

- Wired Connection:
    - a. Tap **Next**.
    - b. Connect the device to the router with a network cable.
- 

 **Note**

Make sure your mobile phone is connected to the same router.

---

- c. Tap **Connected**.
  - Wireless Connection:
    - a. Connect the device to the Wi-Fi.
- 

 **Note**

Make sure your mobile phone has been connected to the same Wi-Fi or your device has been connected to the hotspot of the mobile phone.

---

- b. Tap **Add**.
  - c. When the client displays **Adding Completed**, tap **Next** and edit the device name to save.
- 

## 5.3 Remote Operation

You can realize some certain functions of the indoor station via **Hik-Connect** (including, but not limited to, live view via linked device, and edit device name).

### Live View

Tap the indoor station in the list to enter the Live View page. You can monitor the linked door station and linked camera.

Tap ... → **Linked Camera** to view the status of all cameras.

### View and Edit Informations

Tap ..., you can edit the device name.

You can tap ... to view the device version.


Tap **Delete Device** to remove the device from the list.

## 6 Remote Operation via the client software

The Video Intercom module provides remote control and configuration on video intercom products via the iVMS-4200 client software.



### 6.1 Call Indoor Station

#### Steps

1. On the main page, click **Access Control** → **Video Intercom** to enter the Video Intercom page.
2. Select a resident and click  in the Call Household column to start calling the selected resident.



**Figure 6-1 Calling Indoor Station**

3. After answered, you will enter the In Call window.
  - Click  to adjust the volume of the loudspeaker.
  - Click **Hang Up** to hang up.
  - Click  to adjust the volume of the microphone.

---

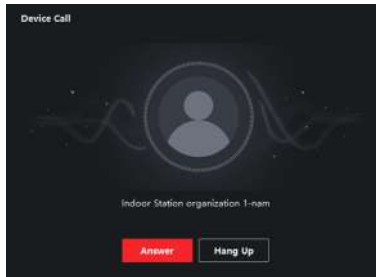
#### **Note**

- One indoor station can only connect with one client software.
  - You can set the maximum ring duration ranging from 15s to 60s, and the maximum speaking duration ranging from 120s to 600s via the Remote Configuration of indoor station.
-




## 6.2 Receive Call from Indoor Station/Door Station

### Steps

1. Select the client software in the indoor station or door station page to start calling the client and an incoming call dialog will pop up in the client software.



**Figure 6-2 Incoming Call from Indoor Station**

2. Click **Answer** to answer the call. Or click **Hang Up** to decline the call.
3. After you answer the call, you will enter the In Call window.
  - Click  to adjust the volume of the loudspeaker.
  - Click **Hang Up** to hang up.
  - Click  to adjust the volume of the microphone.
  - For door station, you can click  to open the door remotely.

---

### Note

- One video intercom device can only connect with one client software.
  - The maximum ring duration can be set from 15s to 60s via the Remote Configuration of the video intercom device.
  - The maximum speaking duration between indoor station and client can be set from 120s to 600s via the Remote Configuration of indoor station.
  - The maximum speaking duration between door station and client can be set from 90s to 120s via the Remote Configuration of door station.
- 

## 6.3 View Live Video of Door Station and Outer Door Station

You can get the live view of the door station and outer door station in the Main View module and control the door station and outer door station remotely.

In the Main View module, double-click a door station or outer door station device or drag the device to a display window to start the live view.

You can click **Unlock** on the menu to open the door remotely.

## 6.4 View Call Logs

You can check all the call logs, including dialed call logs, received call logs and missed call logs. You can also directly dial via the log list and clear the logs.

### Steps

1. On the main page, click **Access Control** → **Video Intercom** to enter the Video Intercom page.
2. Click the Call Log tab to enter the Call Log page. All the call logs will display on this page and you can check the log information, e.g., call status, start time, resident's organization and name, device name and ring or speaking duration.

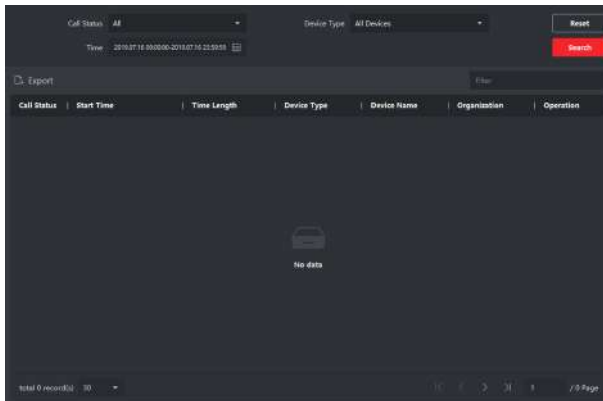


Figure 6-3 Call Log

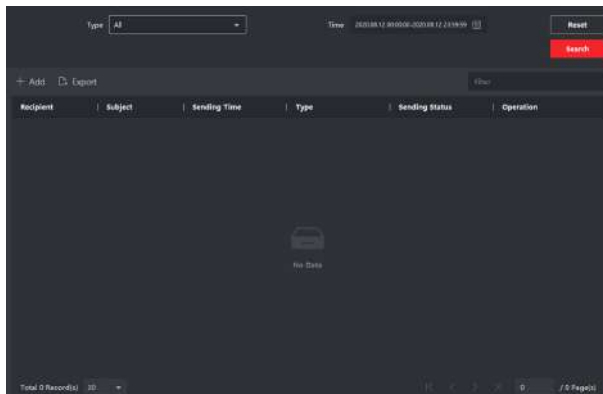
3. **Optional:** Click the icon  in the Operation column to re-dial the resident.

## 6.5 Release Notice

You can create different types of notices and send them to the residents. Four notice types are available, including Advertising, Property, Alarm and Notice Information.

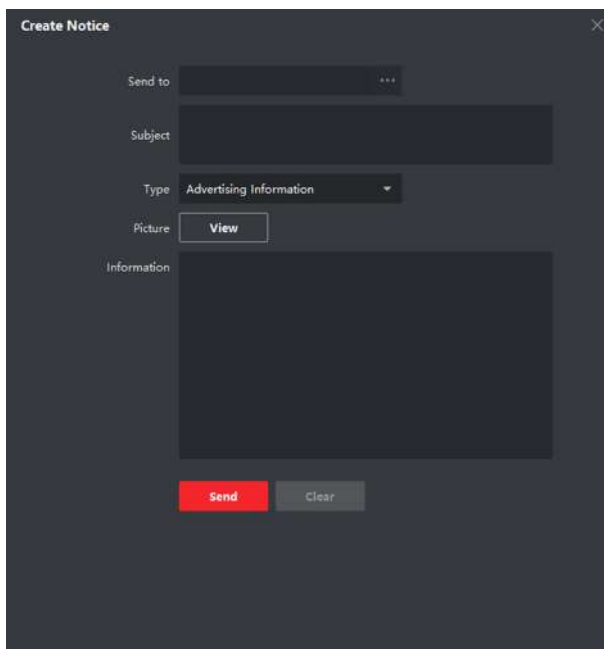
### Steps

1. On the main page, click **Access Control** → **Video Intercom** to enter the Video Intercom page.
2. Click **Notice** to enter the Release Notice page.



**Figure 6-4 Release Notice**

3. Click **Add** on the left panel to create a new notice.



**Figure 6-5 Create a Notice**

4. Edit the notice on the right panel.
  - 1) Click ... on the Send To field to pop up the Select Resident dialog.
  - 2) Check the checkbox(es) to select the resident(s). Or you can check the **All** checkbox to select all the added residents.
  - 3) Click **OK** to save the selection.
  - 4) Enter the subject on the Subject field.

---

 **Note**

Up to 63 characters are allowed in the Subject field.

---

- 5) Click ▼ in the Type field to unfold the drop-down list and select the notice type.
- 6) **Optional:** Click **View** to add a local picture to the notice.

 **Note**

Up to 6 pictures in the JPGE format can be added to one notice. And the maximum size of one picture is 512KB.

---

- 7) Enter the notice content in the Information field.
  - 8) **Optional:** You can also click **Clear** to clear the edited content.
- 

 **Note**

Up to 1023 characters are allowed in the Content field.

---

5. Click **Send** to send the edited notice to the selected resident(s). The sent notice information will display on the left panel. You can click a notice to view the details on the right panel.

## 6.6 Search Video Intercom Information

You can search the call logs between the iVMS-4200 client software and video intercom devices, device unlocking logs and the sent notice information.

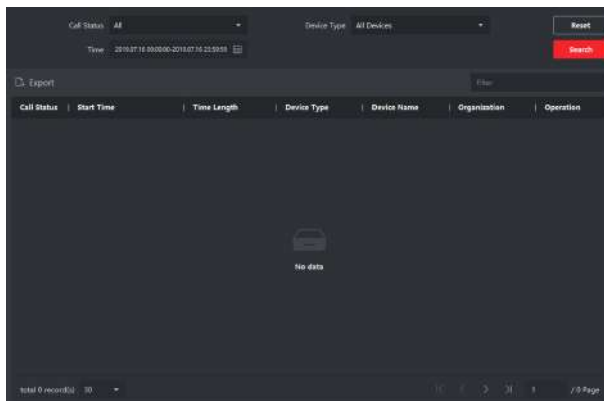
On the main page, click **Access Control** to enter the access control module.

In the Access Control module, click **Video Intercom** to enter the Video Intercom page.

### 6.6.1 Search Call Logs

#### Steps


1. On the main page, click **Access Control** → **Video Intercom** to enter the Video Intercom page.
2. Click **Call Log** to enter the Call Log page.




**Figure 6-6 Search Call Logs**

3. Set the search conditions, including call status, device type, start time and end time.


#### **Call Status**

Click  to unfold the drop-down list and select the call status as **Dialed**, **Received** or **Missed**. Or select **All** to search logs with all statuses.

#### **Device Type**

Click  to unfold the drop-down list and select the device type as **Indoor Station**, **Door Station**, **Outer Door Station** or **Analog Indoor Station**. Or select **All Devices** to search logs with all device types.

#### **Start Time/End Time**

Click  to specify the start time and end time of a time period to search the logs.

4. **Optional:** You can click **Reset** to reset all the configured search conditions.

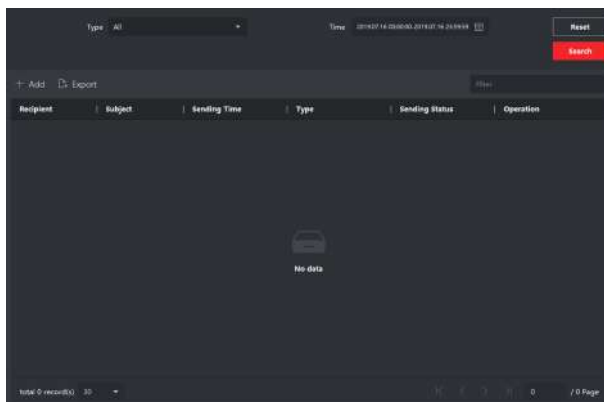
5. Click **Search** and all the matched call logs will display on this page.

- Check the detailed information of searched call logs, such as call status, ring/ speaking duration, device name, resident organization, etc.
- Input keywords in the Search field to filter the desired log.
- Click **Export** to export the call logs to your PC.

### **6.6.2 Search Notice**

### Steps

1. On the main page, click **Access Control** → **Video Intercom** to enter the Video Intercom page.
2. Click **Notice** to enter the Notice page.



**Figure 6-7 Search Notice**

3. Set the search conditions, including notice type, subject, recipient, start time and end time.

#### **Recipient**

Input the recipient information in the Recipient field to search the specified notice.

#### **Subject**

Input the keywords in the Subject field to search the matched notice.

#### **Type**

Click ▼ to unfold the drop-down list and select the notice type as **Advertising Information, Property Information, Alarm Information** or **Notice Information**. Or select **All** to search notices with all types.

4. **Optional:** You can click **Reset** to reset all the configured search conditions.
5. Click **Search** and all the matched notices will display on this page.
  - Check the detailed information of searched notices, such as sending time, sending status, etc.
  - Input keywords in the Search field to filter the searching result.

6. You can view and edit the notice details, check the sending failed/sent succeeded/unread users, and resend the notice to sending failed/unread users.
7. **Optional:** Click **Export** to export the notices to your PC.

# A. Communication Matrix and Device Command

## Communication Matrix

Scan the following QR code to get the device communication matrix.

Note that the matrix contains all communication ports of Hikvision access control and video intercom devices.



Figure A-1 QR Code of Communication Matrix

## Device Command

Scan the following QR code to get the device common serial port commands.

Note that the command list contains all commonly used serial ports commands for all Hikvision access control and video intercom devices.



Figure A-2 Device Command

