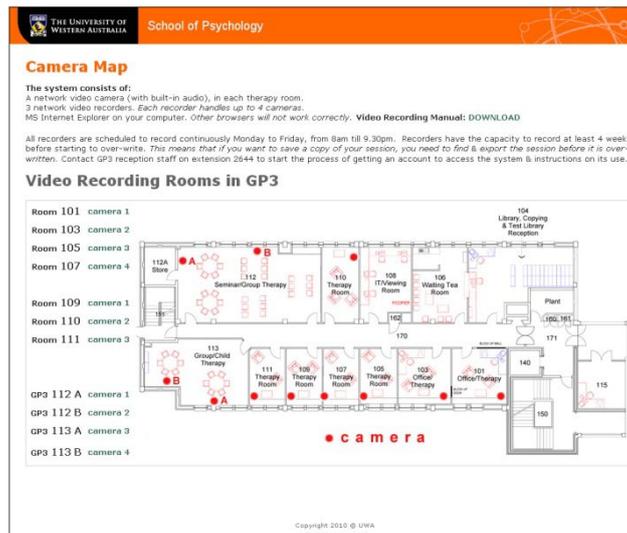# UWA Psychology – Network Video Recording in GP3

The GP3 Video Recording System consists of a network-connected video camera with built-in audio in each consulting room, and three network video recorders, each handling up to four cameras.
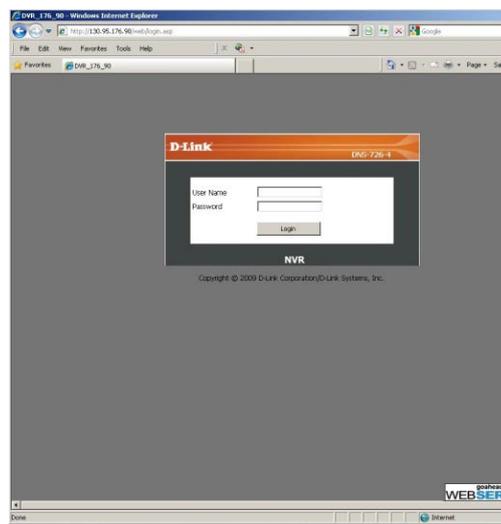
All three recorders are scheduled to record continuously from 8:00 am to 9.30 pm weekdays. These recorders have the capacity to store at least four weeks of recordings before starting to over-write. *This means that if you want to save a copy of your session then you will need to find and export it as a media file before it's over-written.*

ACCESSING THE SYSTEM

To access the system you must (1) be using a computer on the School's local network and (2) be using MS Internet Explorer. Browse to either the "For Staff" or "For Current Students" page on the School's website and then click on the "**Network Video Recording – GP3**" link to go to the page below.

Once here, click on the link for a particular consulting room to be taken to the logon page for the D-Link recorder that services that room. If you intend to play back a recording then you should take note of the number of the camera (1 to 4) in that consulting room. The D-Link logon page is shown below.

Logging on to the D-Link recorder requires that you have a personal Username and Password created for you on the NVR system. GP3 Reception staff can assist you with the application procedure. When you first access this system on any machine your web browser will prompt you to install a series of Active X controls.

LIVE VIEWING

Before a consultation or therapy session it's a good idea to check that the camera is working and that you and your client are appropriately positioned in the camera's field of view.

To see what the camera is currently recording click LIVE VIDEO on the D-Link menu bar, then double-click the name of the appropriate camera (labelled GP3_*Room Number*) in the right-hand box. There should be four cameras listed. If none of the camera labels corresponds to your consulting room then you have accessed the wrong recorder and will need to return to the "Network Video Recording – GP3" web page to make the correct selection. If the camera is listed but double-clicking it in the right-hand box produces only a blank image then check that the camera is powered on at the wall.

If the camera is working then you should see something like the screen below, with blank areas for any unselected cameras.

Double clicking the camera view will bring up the larger view shown below. To listen to the recording right-click on the camera view and select "Enable Audio" from the drop-down menu. You can also select a full-screen view from the same drop-down.
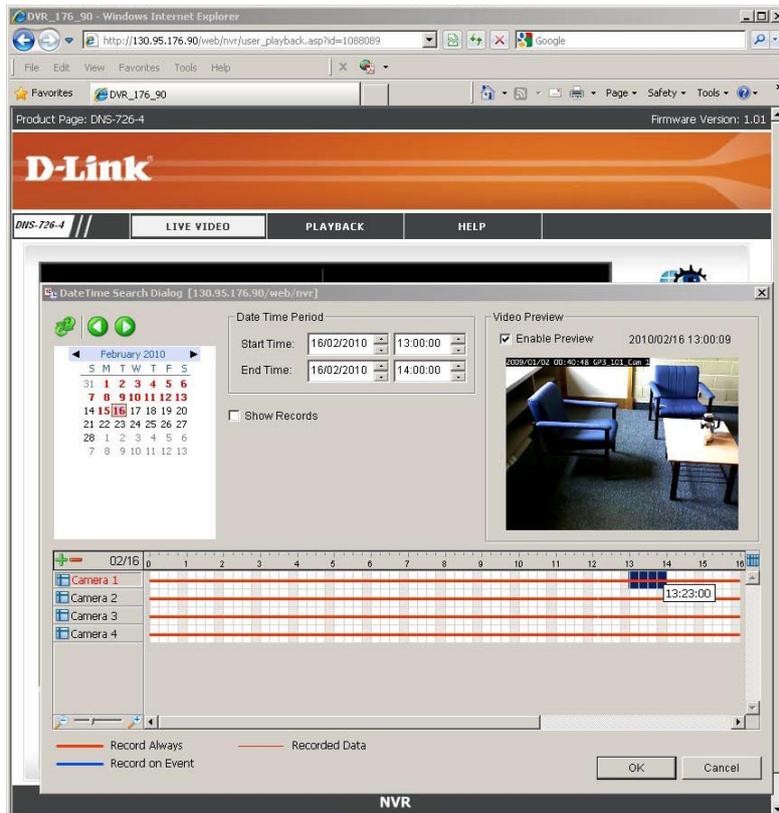
PLAYBACK

To view a recording you should first have noted the number (1 to 4) of the camera that corresponds to the consulting room of interest. Then click PLAYBACK on the D-Link menu bar to bring up the view below.

Click **Open Record** at the top of the menu to the right of the image. This will bring up the DateTime Search Dialog shown below. This dialog displays a calendar and 24 hour timeline for each of the four cameras linked to this particular D-Link recorder. Periods that have been recorded by each camera are indicated by solid red bars in the timeline. Click on the calendar date of your recording, then click on the red bar labelled with the appropriate camera number, dragging from the start to end time of interest.

Once the required time segment has been highlighted (as shown above) click the OK button at the bottom of the dialog to bring up the playback view illustrated below. Use the standard media controls below the image to play the selected video segment.

HTJ: 2nd March 2010