Site Survey Guide

1. Site Survey Considerations

A. Contacts for the Site

1. Owner
2. Manager
3. Security Manager
4. Network Administrator
5. Other

B. Physical Location

1. Where will the DVR System be located?
2. Will the System be easily accessible?
3. How clean is the physical location where the system will be kept?
4. Is there enough air flow to keep the system relatively cool?
5. Is the location secure?
6. Where are the phone lines?
    a. Are they close to where the DVR will be?
7. Where are the network connections?
    a. Are they close to where the DVR will be?

C. Access Control (if needed)

1. Type (Prox. Card, Key fob, Bio-metric, Patches)
2. Type of lock to install
    a. Mag Lock
    b. Electronic lock
3. How many Doors?
4. How many people to access buildings
    a. Organize into groups if different permissions are needed

D. POS (Cash Register) Information

1. How many Registers
2. What models are the cash register(s)?
3. Wiring requirements for the POS systems
4. Type of TVS software needed

5. Text Inserter needed

6. Remote Verification capability needed?

2. DVR Product Configuration

A. Server Type Requirements

    1.   Number of Cameras

    2.   Framer Rate (speed) Requirements

    3.   Resolution Requirements (clarity of Image)

    4.   Length of history to accessible

    5.   Method of Remote Connection

    6.   Any Alarm Considerations and connections

    7.   UPS, Surge Protection and Line Conditioners

B. Camera Requirements and Lens Choices

    1. Number of Cameras required

        a. Indoor Type

            1. Domes needed

            2. Standard needed

            3. Low Light

            3. PTZ

        b. Outdoor Type

            1. Number of Housings

            2. Standard

            3. Low light

            4. PTZ

    2. Lens Type

        a. Fixed Angle

        b. Variable Angle

        c. Auto Iris

    3. Power Components for the Camera

        a. Wiring Distances

        b. Power Panels vs. Power Plugs

        c. UPS Connection, Isolation Transformer, Interference

    4. Camera Video Wiring Components

        a. Distance (type of wire required per distance)

        b. Power Requiremenst (Central vs. Camera location)

        c. Unusual Installations –

            1. Wireless

            2. IP Cameras

3. Web-Camera

Securtex™ Digital

3. Site Survey Form

December 2, 2007   **Site:**

Main Office or Security Office (Any Remote on the Network)

Remote
Multi-Remote or
Multi-Remote with Template Mgr

Server One
Location:
Owner:

Scanning TV output in main hallway
Slave PC view in Another Area

Location

Type of Camera – Justification

Cam 1

Cam 2

Cam 3

Cam 4

Cam 5

Cam 6

Cam 7

Cam 8

Cam 9

Cam 10

Cam 11

Cam 12

Cam 13

Cam 14

Cam 15

| Cam 16 |

4. Site Survey & Information

For _____

CONTACTS				
	Name	**Phone**	**Ext.**	**Notes**
Owner				
Manager				
Security Mgr				
Network Admin				
Other				

PHYSICAL LOCATION INFORMATION			
Location for DVR system	Access to system :	Easy	Difficult
Location of Phone Lines	Distance to DVR system		
Location of Network Connection	Distance to DVR System		

ACCESS CONTROL INFORMATION			
Customer is interested in Access Control		YES	NO
Type of A.C.	Prox. Card	Key Fob	Bio-Metric
How Many Doors	How Many People		
Notes:			

POS (CASH REGISTER) INFORMATION			
Customer is interested in POS Integration		YES	NO
How Many Registers	If More Than One, Are there Different Brands?		
List Cash Registers Brands			

DVR INFORMATION							
Number of Cameras Needed		Frame Rate Desired	30	60	120	270	480
Resolution Desired	240X480 320X240 360X240 640X240 640X480 740X480 No Resolution Specified						
How Many Days to Store Data		Method of Remote Connection	Modem	TCP/IP			
Notes:							

CAMERA INFORMATION					
No. Of Domes Needed	Lens Type	Fixed	Varifocal	Lens Size	
No. Of Standard Cams	Lens Type	Fixed	Varifocal	Lens Size	
No. Of Low Light Cam	Lens Type	Fixed	Varifocal	Lens Size	
No. Of Outdoor Cams	Lens Type	Fixed	Varifocal	Lens Size	
No. Of PTZ Cameras	No. of Wireless Cameras			No. of IP Cameras	

MISC NEEDS			
USP	Line Conditioner	Isolation Transformer	Remote Computer

5. Third Party Equipment

A. Monitors

B. Power Protection Equipment

    1. UPS 500VA or larger

    2. Isolation Transformer

    3. Line Conditioner

C. Remote Computers

D. Network Equipment

    1. Hubs

    2. CAT-5 Cables

    3. Telephone and Network Connections

6. Inspect and Test System Upon Arrival

Before taking the system to the customer or end user, please make sure that it has not been damaged in shipping, and that all materials are included.

7. Packing list of materials (Main Box)

A. Server Carton – Keep this carton for any service returns that may be needed for shipping system back to Securtex.

B. Keyboard Box – Containing the keyboard

C. DVR System

D. White Box containing manual and following accessories:

    1. Camera Bridal and/or I/O Panel

    2. 110V Power Cable for the DVR System

    3. Windows OS Disk

    4. Mouse

    5. TELCO Cable

    6. Installation Guide

    7. NAVS Software and Remote Access Disk

    8. System Recovery Disk

8. Pre-Testing the System at Your Site

The system should be tested BEFORE taking it to the customer's site. Simply power up the system and look for the following:

A. NAVS Software registration pops up

B. TVS Software registration pops up (if installed)

9. Common Power-Up Problems

A. System remains of Windows desktop and does not auto run the DVR software

    1. Usually indicates that the software was not set to run automatically.

        Locate the software manually either by going to *Start => DVR => Start up*

        or by locating the software on the hard drive (*DVR.exe)*.

B. Chirping sound from Server Speakers

    1. Indicates cameras are turned on via the server software but cameras are

      not attached. This is a normal warning indicator and will go away when

    cameras are connected.

10. Customer System Information

All dealers should keep on file all important information concerning the customer and the system. If the system goes down for any reason, dealers can provide this important information to Securtex technicians as needed. Please keep on file the following

A. Customer Name

B. Contact Person

C. System Serial Number (On a sticker on the outside of the case)

D. Date Purchased

E. Invoice number for this system

11. Post Sales Support

    A. Warranties

      1. Standard – One parts and Labor – Included in Price

      2. Extended – Two years (total) Parts and Labor – Cost: 5% of Unit price

      3. Extended – Three years (total) Parts and Labor – Cost: 10% of Unit price

      4. Premium – One year (total) with Hot Swap – Cost: 15% of Unit Price

      5. Premium – Two Year (total) with Hot Swap – Cost: 20% of Unit Price

      6. Premium – Three Year (total) with Hot Swap – Cost: 25% of Unit Price

    B. Service Procedures

      1. Have customer Call you (the dealer) to explain the problem

      2. Have your technician try and correct the problem (requires Technical

        Training at Securtex)

      3. Have your technician call our technicians to fix problem

a. Have serial number of system ready and software versions listed

4. If still not resolved, fill out RMA sheet and fax it to SecurteX for a return

for repair or replacement

5. If customer paid for Hot Swap warranty, call Rob Galloway at ext. 230

for immediate service.

12. Installation At the Customer Site

A. NAVS Server Installation

1. Connect all cables before attaching power cord

2. Ensure adequate room for video cables – no sharp bends

3. Connect power through a UPS, Isolation Transformer and Line conditioner.

B. Camera Installation and Considerations

1. Verify Power requirements (AC or DC)

2. Indoor Cameras

    a. Fixed Lens (one viewing angle)

    b. Varifocal Lens (a range of viewing angles that can be adjusted)

    c. Domes

        1. Standard Polycarbonate Dome

        2. Vandal Proof Dome

    d. Standard Cameras

    e. PTZ Cameras

    f. Covert Cameras

3. Outdoor Cameras

    a. Camera kit with housing, heater and blower

    b. PTZ cameras

    c. Wireless solutions

C. Cable Run Lengths

1. Coaxial Cables

    a. RG-59 up to 750 Ft.

    b. RG-6 up to 1200 Ft.

2. Cat 5 Cables

    a. Recommended 400 Ft. per Run

3. Exceeding these recommendations will result in degraded image quality and performance. Customers may need to use amplifiers and repeaters to have runs beyond the recommended cable length.

SecurteX Digital Product / Target Matrix

Reseller Segments (Excluding OEM)

Product Suitability	National Security	Regional Security	Local Security Dealer	Security Integrator and Specifier	Security Buying Association	Security Distribution	Contractor / Electrical Specifier	Petrol Integrator	Retail Integrator	Network Comm.	Catalog Security	Catalog Electronics	Catalog Retail	Catalog School Sales	WEB Promo. Direct	Customer Direct
NAVS Premium	x	x														
NAVS Standard																
NAVS Lite																
DSS PRO	x	x	x	x	x					x						
DSS EXPERT		x	x	x	x	x	x	x	x	x	x			x		
DSS ECON			x	x	x	x	x	x	x	x	x	x	x		x	x
TVS			x		x			x	x				x		x	
Spec. Cams			x		x					x	x	x				
Std. Cams			x		x					x	x	x	x	x	x	x
Access Control			x							x				x		
Networking			x	x	x	x	x	x	x					x		

Supplier Description	Education		Retail				Financial		Commercial / Manufacturing			Hospitality		Home	Fed/ State/ Local Government			
	Elem H.S. Dist	College Univers	Indep. Petrol. C-Store	Chain Petrol C-Store	Independ Gen. Merchant	Chain Major Retail	Branch Bank Credit U	Corp Bank Nat'l	Office Property Mgmt	Mfg/, Plant, Wrhse	Indust. Plant Security	Hotel Franch. Chain	Rest. Bars Chain	Home Audio Family	Govt. Agency Utility	Local Police	Fed Law	GSA gen. Fed
Security - Nat.		X		X		X	X	X				X	X		X			
Security - Reg.	X	X		X		X	X		X			X	X			X		
Security - Loc.	X		X		X		X											
Security Integrator				X		X		X							X		X	X
Communication Co.		X							X	X	X				X	X	X	X
Network Wiring	X	X				X			X	X					X	X		
Petroleum Integrator			X	X														
Archetect / Specifier		X						X							X	X	X	X
Distribution									X	X	X							
Electricians/ Construction	X	X	X		X		X		X	X								
Spy Store			X		X									X				
Security Catalog																		
School Cagalog	X	X																
Retail Catalog			X		X		X					X	X		X			
Electronic Cat									X	X	X				X			
WEB / Internet			X		X										X	X		
Direct from Mfg.															X			