

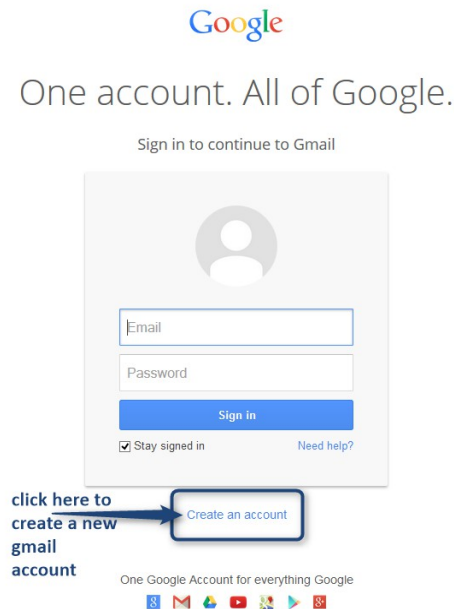
### Setting Up Email Alerts for CCTV Security Pros Products

This document will show you how to setup email alerts using a web browser or our PSS Software in just a couple of quick and easy steps. Step 1 is to set up a gmail account as the sender of the alerts. Step 2 is entering the information into the DVR and testing it. Step 3 is setting up which cameras will send alerts. And that is it. In no time your DVR, NVR or camera will be sending alerts when you want to where you want.

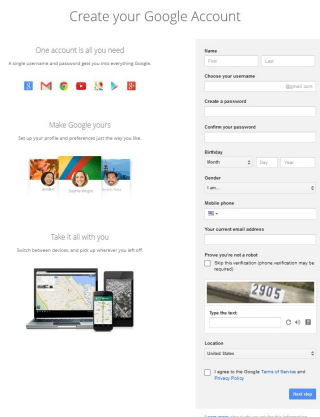
Before you set this up please read this overview on email alert settings

As always if you run into any issues not covered in this guide please feel free to email us here: [support@cctvsecuritypros.com](mailto:support@cctvsecuritypros.com)

**Step 1.** Setting up a gmail account. Gmail accounts are free and quick and easy to setup. Just use a browser and click here: [gmail.com](http://gmail.com) If you have a gmail account already then sign out of it and then create a new one.



Now follow the quick and easy steps for setting up a new gmail account. Make sure to make a note of the email address you create as well as the password. You will need to enter this into the DVR.



## Step 2 – Entering the information into the DVR

Below is a table of the pertinent information you will need to enter into the dvr. We provide all the information except for your gmail account and password.

SERVER (smtp server, smtp)	smtp.gmail.com
Port	465
User Name	yourgmailaccount@gmail.com
Password	our gmail account password
Sender	yourgmailaccount@gmail.com
Encrypt Type	SSL
Subject	Whatever you want it to be
Receiver	The email address or phone you want to receive the alerts. Please see the end of this document for instructions on to send text messages to smartphones.
Health Mail Enable	Do not enable this unless you want test emails sent on a regular basis as well.

This information is applicable to every DVR we have sold here, the only difference is how you enter it. Below are three examples:

### Using Web Service 3.0

The screenshot shows the 'WEB SERVICE 3.0' interface. The top navigation bar includes 'Live', 'Alarm', 'Setup', and 'Logout'. The left sidebar menu is expanded to 'Email'. The main configuration area for 'Email' includes the following fields and options:

- Enable
- SMTP Server: smtp.gmail.com
- Port: 465
- Anonymous
- User Name: example@gmail.com
- Password: [masked]
- Sender: example@gmail.com
- Encrypt Type: SSL
- Subject: DVR ALERT
- Attachment
- Receiver: support@cctvsecuritypros.com
- Interval: 120 Second (0-3600)
- Health Enable: 60 Minute (30-1440)

Buttons at the bottom include 'Email Test', 'Save', 'Refresh', and 'Default'.

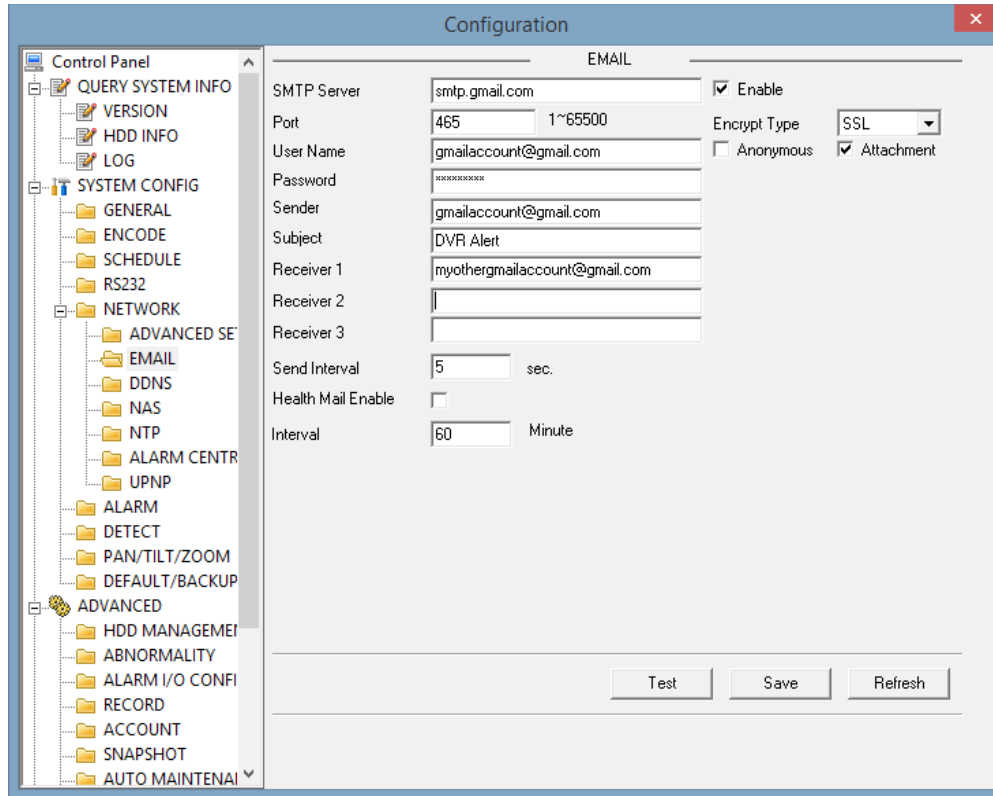
Once you finish entering the information click Email Test. It will let you know whether it succeeded or not. If it does not succeed, please make sure you entered the information correctly. The most important parts are the server, the sender, the port, and the password.

## Web Service 2.0 version

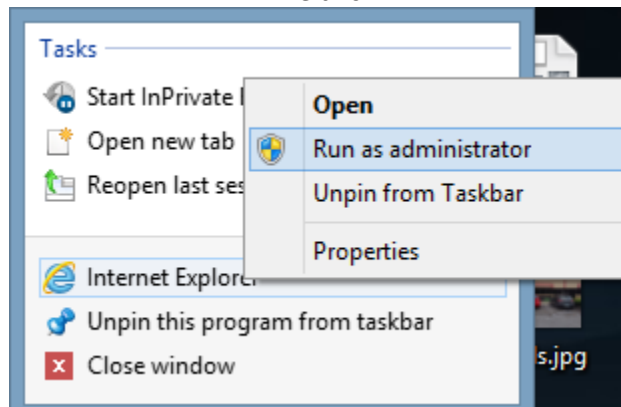
To access the email alert settings on Web Service 2.0 log in to your DVR and click the config button:



Then on the left hand side click on NETWORK and then EMAIL

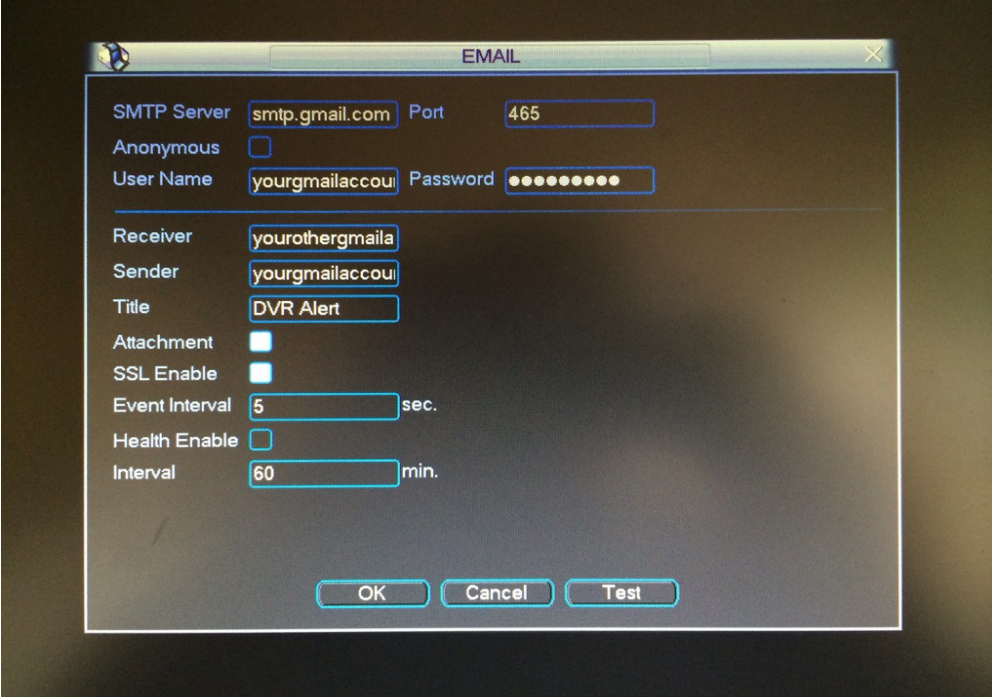


If the SSL option does not come up like it is in the image above, close Internet Explorer then instead of opening Internet Explorer the way you usually do, this time Right Click on the icon and then Select Run As Administrator like this:



## Entering Email Alert Settings Using The DVR Itself

On the DVR itself the menu is located in **Main Menu → Settings → Network → Network Settings → Email**  
Doing it this way you would have to use the Main mouse to input the information so it may be easier to do it through a web browser.



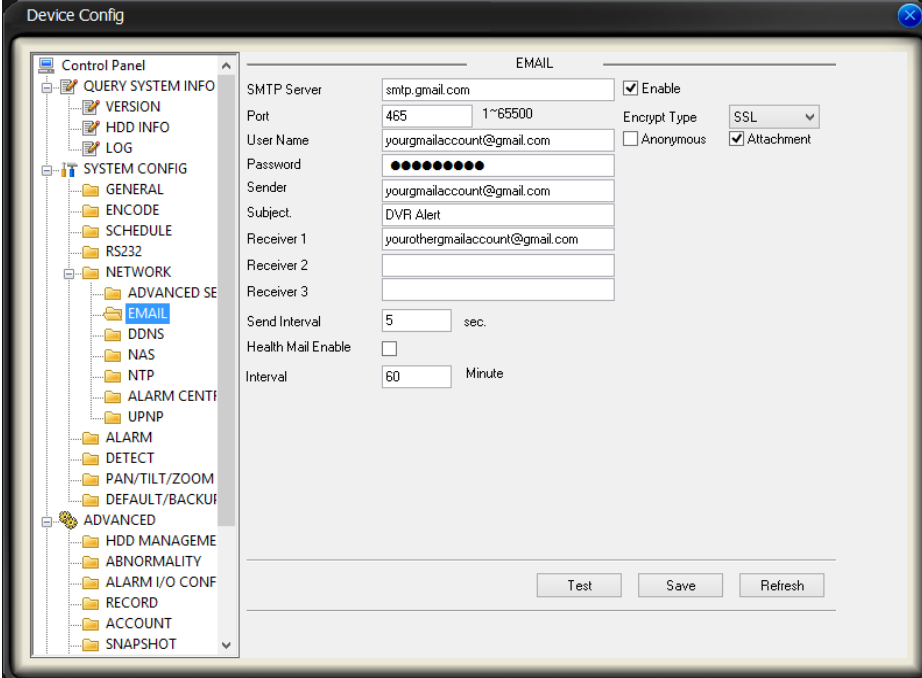
The screenshot shows a window titled "EMAIL" with the following fields and options:

- SMTP Server: smtp.gmail.com
- Port: 465
- Anonymous:
- User Name: yourgmailaccou
- Password: [masked]
- Receiver: yourothergmaila
- Sender: yourgmailaccou
- Title: DVR Alert
- Attachment:
- SSL Enable:
- Event Interval: 5 sec.
- Health Enable:
- Interval: 60 min.

Buttons at the bottom: OK, Cancel, Test

Once this information is entered click on Test to make sure it works.

**Using our PSS software it will look like this:**



The screenshot shows the "Device Config" software interface with a tree view on the left and the "EMAIL" configuration window on the right.

**Device Config Tree View:**

- Control Panel
  - QUERY SYSTEM INFO
    - VERSION
    - HDD INFO
    - LOG
  - SYSTEM CONFIG
    - GENERAL
    - ENCODE
    - SCHEDULE
    - RS232
    - NETWORK
      - ADVANCED SE
      - EMAIL**
      - DDNS
      - NAS
      - NTP
      - ALARM CENTI
      - UPNP
      - ALARM
      - DETECT
      - PAN/TILT/ZOOM
      - DEFAULT/BACKUP
  - ADVANCED
    - HDD MANAGEME
    - ABNORMALITY
    - ALARM I/O CONF
    - RECORD
    - ACCOUNT
    - SNAPSHOT

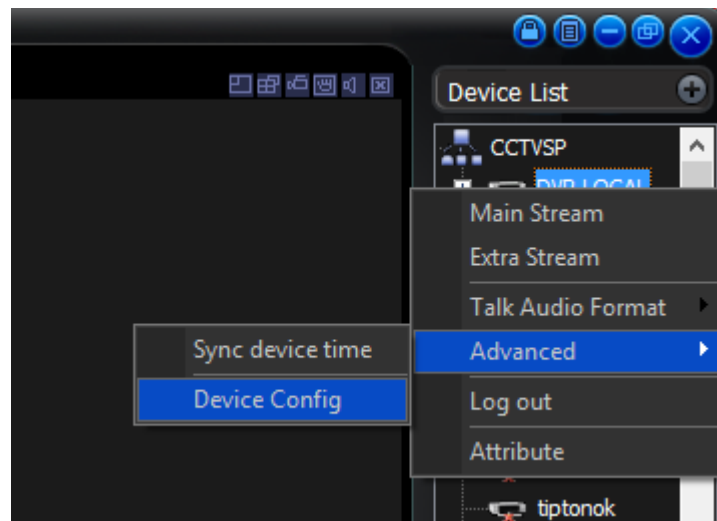
**EMAIL Configuration Window:**

- SMTP Server: smtp.gmail.com
- Port: 465
- User Name: yourgmailaccount@gmail.com
- Password: [masked]
- Sender: yourgmailaccount@gmail.com
- Subject: DVR Alert
- Receiver 1: yourothergmailaccount@gmail.com
- Receiver 2: [empty]
- Receiver 3: [empty]
- Send Interval: 5 sec.
- Health Mail Enable:
- Interval: 60 Minute
- Enable:
- Encrypt Type: SSL
- Anonymous:
- Attachment:

Buttons at the bottom: Test, Save, Refresh

As always once the information is entered, click Save and then click Test to make sure it works.

To access the menus on PSS log in to your DVR/NVR/camera Right click on the name you made for it and slide down to advanced and then click on Device Config as in the image below:



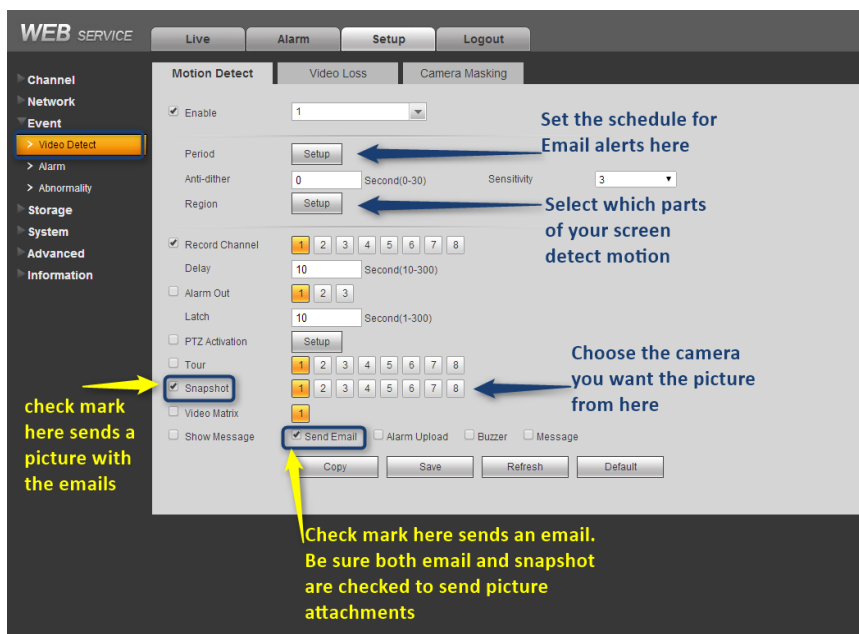
Congratulations now you have setup email alerts to be sent, now all that is left is to setup which cameras send them and when.

**Step 3** Now we can choose which cameras send email alerts, when they send them, and how often.

Email alerts can be setup on a camera by camera basis. It is best to choose the cameras you want the most important information from. Choosing too many cameras can lead to a LOT of emails or text messages. To set this up you will want to go to the DETECT MENU. Depending on how you connect it is a little different but very similar.

### Using Web Service 3.0

The Detect Screen looks like this:



Repeat the steps in the image above for each camera you want to send email alerts.

### Setting An Area To Block Motion Detection

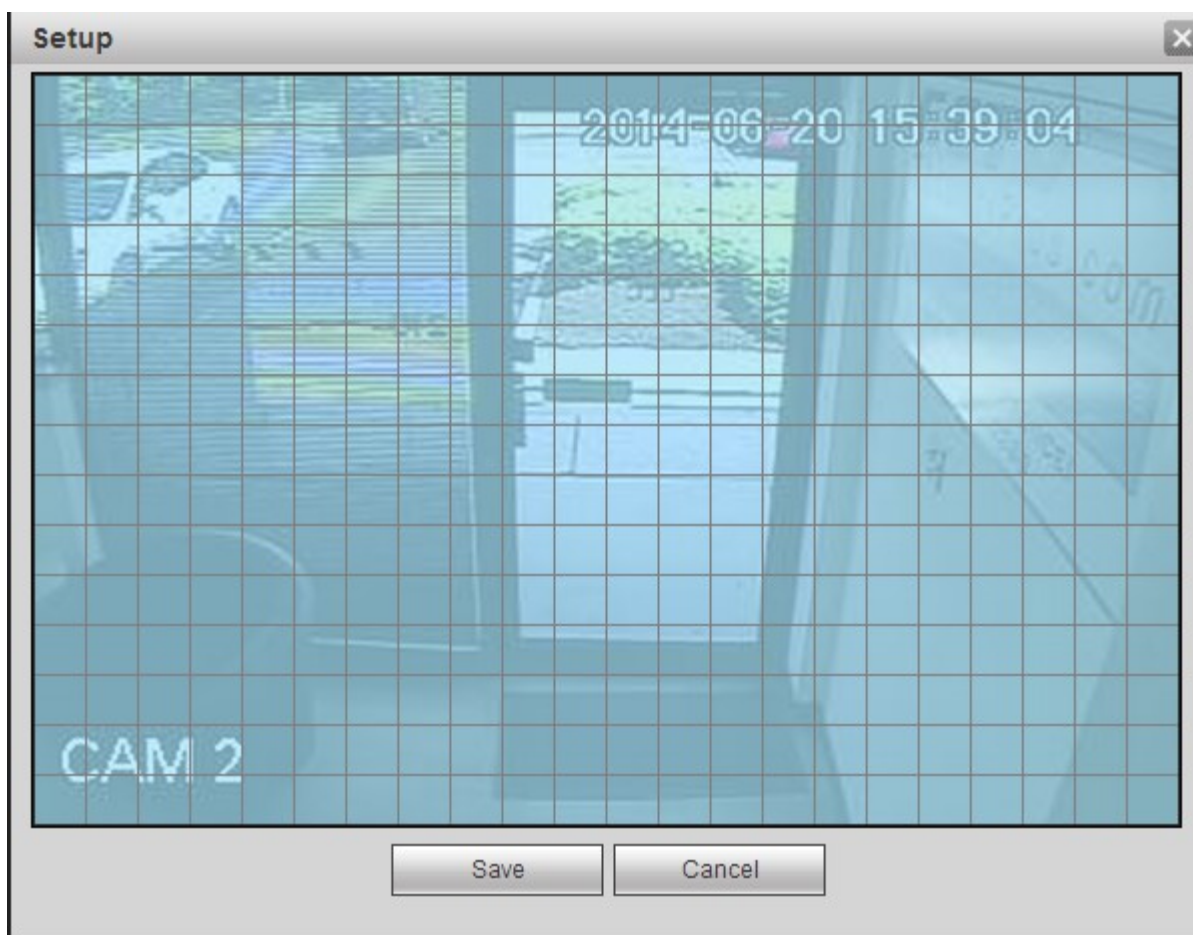
As stated above you can block out areas so they do not trigger motion and will not send emails. For example if you have a ceiling fan in a room it will set off the motion emails constantly. To block this off click on the Region button. A window like below will open.

In the example below the whole window is not blocked and anything will detect motion. Highlighted in blue means those areas will detect motion. This section works the same way on the DVR and all other ways except the color codes are different.

PSS – Blue = not blocked                      Transparent (so you can see the video) = blocked

Web Service 2.0 – Light Blue = Not blocked    Transparent (so you can see the video) = blocked

DVR itself – Pink / Salmon color = not blocked    Transparent (so you can see the video) = blocked



Click on a square to unselect it.

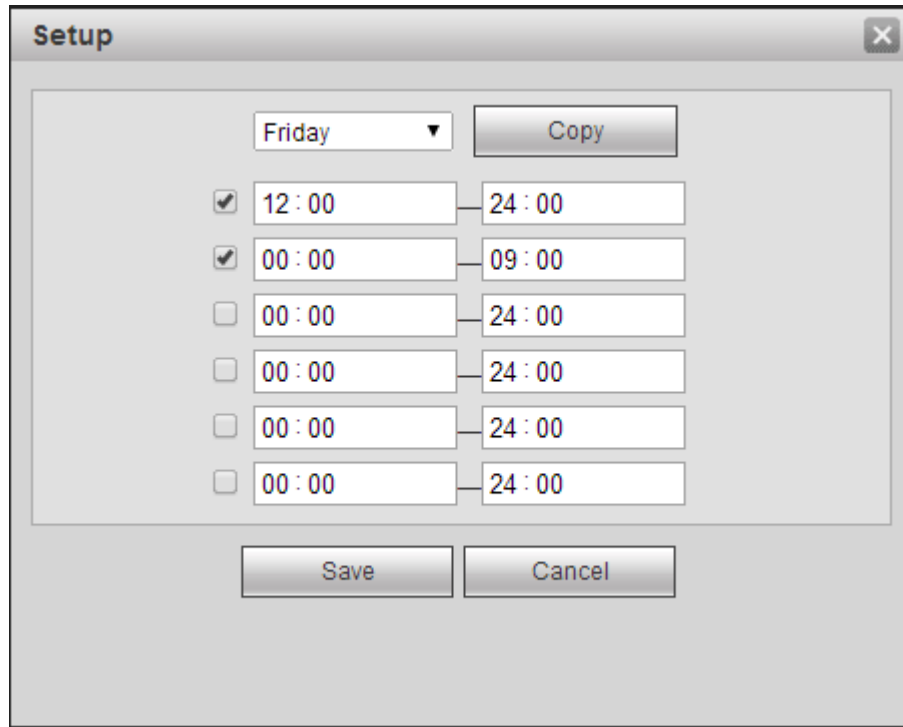
You can drag the mouse while clicking to select larger areas.

Click on a clear square to highlight it again to detect motion there.

## Setting A Schedule For Email Alerts

Now you can setup when the DVR will send you email alerts.

Clicking on Period will bring up the Menu you see below:

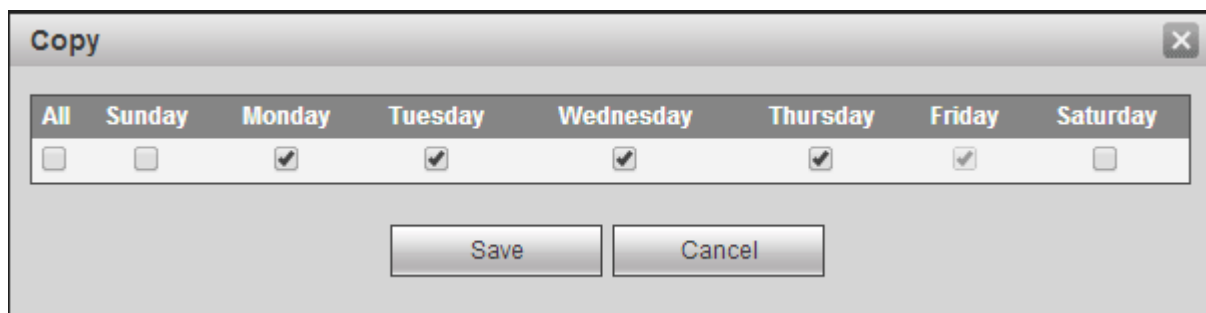


The 'Setup' dialog box features a dropdown menu set to 'Friday' and a 'Copy' button. Below this are six rows of time selection controls, each with a checkbox and two time input fields. The first two rows are checked, showing schedules from 12:00 to 24:00 and from 00:00 to 09:00. The remaining four rows are unchecked and show a 00:00 to 24:00 schedule. At the bottom are 'Save' and 'Cancel' buttons.

Day	Start Time	End Time	Selected
Friday	12:00	24:00	<input checked="" type="checkbox"/>
Friday	00:00	09:00	<input checked="" type="checkbox"/>
Friday	00:00	24:00	<input type="checkbox"/>
Friday	00:00	24:00	<input type="checkbox"/>
Friday	00:00	24:00	<input type="checkbox"/>
Friday	00:00	24:00	<input type="checkbox"/>

It is in military time so in the above example the email alerts will send from 12:00 noon (12:00) to 24:00 (midnight) and from midnight(00:00) to 09:00 (9:00AM) (the order they are in the list does not matter just the times you input.)

Click Copy on the top of the screen and click in the days you want it to have email alerts sent on that schedule. In the example below we would have email alerts sent during the above hours on Monday through Friday.



The 'Copy' dialog box shows a row of days with checkboxes: All, Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, and Saturday. The checkboxes for Monday, Tuesday, Wednesday, Thursday, and Friday are checked. Below the row are 'Save' and 'Cancel' buttons.

Day	Selected
All	<input type="checkbox"/>
Sunday	<input type="checkbox"/>
Monday	<input checked="" type="checkbox"/>
Tuesday	<input checked="" type="checkbox"/>
Wednesday	<input checked="" type="checkbox"/>
Thursday	<input checked="" type="checkbox"/>
Friday	<input checked="" type="checkbox"/>
Saturday	<input type="checkbox"/>

Click Save in the Copy box and then Click Save in the Setup box.

Click Save on the Detect screen.

You have now configured email alerts on a schedule. Repeat this process on every camera you want it to send email alerts from. Just be sure to NOT use the Copy button in the Detect Screen as this can make just one camera send pictures or the schedule to be incorrect as it copies all information to the channels you choose.

## Having Email Alerts Sent to Smart Phones

To have your DVR send alerts to a smart phone just use the information below in the Receiver field. The numbers for the phone number below are examples. Just substitute in your 10 digit phone number (no -'s or 1 at the beginning please.) We put the dashes in to make it easier to read. The basic format would be:

AT&T	555-555-5555@mms.att.net
T-Mobile	555-555-5555@tmomail.net
Verizon	555-555-5555@vzwpx.com
Sprint	555-555-5555@messaging.sprintpcs.com

This should get you through the email alert settings. Setup properly you should be able to enjoy the security of having alerts sent when you want them from the cameras you want.

If you have any issues with anything else as always we can be reached here: [support@cctvsecuritypros.com](mailto:support@cctvsecuritypros.com)

Thank you for reading this.

Sincerely,

The Pros Support Team