



**VideoXpert Portal
v 3.3 Operations Manual**



VideoXpertTM

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Using VxPortal

VxPortal is a Web interface that enables you and other users to view live and recorded video from your VxPro system without using the hard VxOpsCenter client.



VideoXpert Portal requires Google Chrome 50+, Mozilla Firefox 50+, Microsoft Edge 14+, or Safari 600+ with Javascript enabled.

VxPortal operates as a simplified version of VxOpsCenter.

- To view cameras, simply double-click or drag them into the cell you want to view them in.
- Roll over a cell to engage playback controls.
- Change layouts, use filters, create bookmarks perform other operations as you would in VxOpsCenter. Refer to the chapter Using VxOpsCenter for instructions.

Accessing VxPortal

1. Launch VxPortal by one of the following methods:

- Click the *VxPortal* icon on the desktop.
- Open a web browser and go to the IP address of VxPortal (for example: [https://\[ip address of VxProj\]](https://[ip address of VxProj])).



Note: If the server(s) on which the VideoXpert system is installed are configured for FIPS mode, VxPortal might not work in Chrome and Firefox browsers. Use Microsoft® Edge.




2. Enter your *Username* and *Password*, and then click **Log In**.

Changing the System Password in VxPortal

For security purposes, you should change the default password for your system. To change it using VxPortal:

1. Click **admin** in the upper-right of the window to access the pull-down menu.
2. Click **Change Password**.
3. In the *Change Password* dialog box, enter the requested information in the fields, and then click **Save**.

Managing Exports

1. Click **admin** in the upper-right of the window to access the pull-down menu.
2. Click **Manage Exports**.
3. In the *Export Archive* window, view the list of exports in the table.
 - (Optional) Click on any column title (except *Action*), to sort by the values in that column.
 - (Optional) Click to expand **Filter**, and then do one of the following: enter a file name or creator; select *From* and *To* start and end dates and times; and/or select a *Status* to view a subset of all exports. Click **Clear** to clear the filter fields.
4. (Optional) To download an Export Archive record, click **Download** in the *Action* column for the archive row, right-click the file name at the lower left corner of your monitor, and then click **Open**.
5. (Optional) To edit the export name, click the pencil icon () in the *Action* column for the archive row; in the *Edit Export Name* dialog box, type a value in the *New Name* field, and then click **Save**.
6. (Optional) To delete an export, click the trashcan icon () in the *Action* column for the archive row; in the confirmation dialog box, click to select or deselect the checkbox to *Delete Permanently*, and then click **Yes**.
 - If you did not select *Delete Permanently*, the archive is removed from the current list, and is added to the *Export Trash Bin*.
 - If you did select *Delete Permanently*, the archive is deleted, but not added to the *Export Trash Bin*.
7. If you want to view deleted exports, click the down arrow to the right of *Export Archive*, and then select **View Trash Bin**.
 - To move an export from the *Export Trash Bin* to the *Export Archive* window, click the export **Restore** button.
 - To delete one item in the *Export Trash Bin*, click the export **Delete** button. In the confirmation dialog box, the checkbox for *Delete Permanently* is already selected. Click **Yes**.
 - To delete the items in the *Export Trash Bin*, click the down arrow to the right of *Export Trash Bin*, and then click **Empty Trash Bin**. In the confirmation dialog box, the checkbox for *Delete Permanently* is already selected. Click **Yes**.
 - To return to the *Export Archive* window, click the down arrow to the right of *Export Trash Bin*, and then click **Close Trash Bin**.
8. If you want to delete failed exports, click the down arrow to the right of *Export Archive*, and then click **Delete All Failed Exports**. In the confirmation dialog box, click to select or deselect the checkbox for *Delete Permanently*, and then click **Yes**.
9. To exit the window, click the  in the upper-right corner of the window, or click outside the window.

Configuring the Server

To configure the VideoXpert Server:

1. Click **admin** in the upper-right of the window to access the pull-down menu.
2. Click **Configure Server**.
This launches VideoXpert StoragePortal.
3. Log in to the server, and see the section titled [Configuring Advanced Storage Using VideoXpert Storage Portal](#) for instructions on using the interface.

Viewing Keyboard Shortcuts

To view a list of keyboard shortcuts for VxPortal:

1. Click **admin** in the upper-right of the window to access the pull-down menu.
2. Click **Keyboard Shortcuts**.
3. To exit the window, click the **X** in the upper-right corner of the window, or click outside the window.

Logging Out

To properly exit VxPortal:

1. Click **admin** in the upper-right of the window to access the pull-down menu.
2. Click **Log Out**.

Configuring Advanced Storage Using VideoXpert Storage Portal

VideoXpert Storage Portal provides advanced settings and status that can help you fine-tune and monitor your VideoXpert Storage devices.

Accessing the VideoXpert Storage Portal

1. Login to VxPortal.
2. Click **admin** in the upper-right of the window to access the pull-down menu.
3. Click **Configure Server**.
4. Enter the *Username* and *Password*, and then click **Log In**. The default *Username* and *Password* are both “admin”.

Checking VideoXpert Storage Status

The *Status* page provides basic status information about your storage/recorder to help you determine whether you are under-utilizing or over-burdening the recorder.

1. In VideoXpert Storage Portal, click the **Status** tab.
2. View the available information.

Generating and Downloading Storage Logs

Storage logs can provide insight to an anomaly with the recorder or one of the sources recording to it. When requesting support from Pelco, a Pelco technician might request logs from the recorder. To generate and download Storage logs:

1. In VideoXpert Storage Portal, click the **Status** tab.
2. Click **Generate Log Archive**.
3. In the *Generate Logs* dialog box, click **Generate**.
4. When the log has been successfully generated, click **Download Log Archive** (to the left of the *Generate Log Archive* button).
5. Open the zip file and then save it to an appropriate location.

Configuring the Server in VideoXpert Storage Portal

Use the *Configure* page to assign an NTP address to the recorder. You should assign the recorder to the same NTP server as the rest of your VideoXpert network to ensure time is properly synchronized.

From this page, you can also change the transmission method and retention period for the recorder.

1. In VideoXpert Storage Portal, click the **Configure** tab.
2. Enter an appropriate number of days in the *Maximum Retention Period* field.
3. In the *Transmission Method* field, click to select the radio button for *Multicast* or *Unicast*.
4. Click **Save**.

Using Volume Groups and Volumes

You can organize your device video storage by creating and managing Volumes and Volume Groups.

- A volume is a logical directory in which you want to store video.
- A volume group is a group of volumes to which cameras are assigned and distributed. You can use volume groups to:
 - Separate types of storage (like internal vs. external)
 - Set different retention parameters for different sets of drives.
 - Write video to more than one volume. When all volumes are full, the system will overwrite volume containing the oldest stored video.
- The system ships with a volume group called *Default Volume Group*. You can rename or delete this volume group.
- An archive volume group is a volume group to which the recorder will move the oldest video from the other volume groups, instead of deleting the oldest video. See the section titled [Using External NAS Storage \(Archive Volume Group\)](#) for more information about the archive volume group.

Using External NAS Storage (Archive Volume Group)

By connecting an external volume (network storage/NAS), you can extend your retention time for VideoXpert Storage recorders. When your VideoXpert Storage recorder achieves its maximum capacity and would normally begin to delete the oldest video, it will send video to the NAS instead. Video will still adhere to retention parameters, even when moved to external storage. The experience in accessing video is the same, whether a recording is served from a the VideoXpert Storage recorder or an external server.



Note: We support SMB1 NAS servers when using anonymous access. For systems that require a username/password for NAS access, you must use SMB2 or higher.

The external storage server must reside on the VideoXpert network. You can select whether to require login credentials. If the server requires and is provided login credentials, NAS Authentication is enabled.

As video transfers from a VideoXpert Storage recorder to an external storage server, bandwidth of your incoming cameras is equal to the bandwidth out to external storage. When using external storage, you should plan storage distribution to ensure bandwidth availability for incoming cameras, storage overflow, and user impact in viewing recorded video.





Note: While each VideoXpert Storage recorder can only have a single archive group, multiple VideoXpert Storage recorders can use the same NAS server. In this case **each VideoXpert Storage must point to a different path/folder on the NAS server**; pointing multiple VideoXpert Storage recorders to the same archive group network path will cause video to expire earlier than expected and without warning. You can individually select whether each path uses NAS Authentication.




Creating a New Volume Group

1. In VideoXpert Storage Portal, click the **Volumes** tab.
2. At the bottom right of the *Volume Groups* panel, click the plus sign icon ().


3. In the *Create New Volume Group* dialog box:
 - a. Enter a value in the *Name* field.
 - b. Click to select or deselect the checkbox for *Designate this Volume Group as the Archive Volume Group*.

If there is already a designated Archive Volume Group, a dialog box opens. Read the message, click **OK**, and then either remove the archive designation from the existing volume group and re-add the new volume group, or re-add the new volume group but do not designate it as the Archive Volume Group.
 - c. Click **OK**.
4. If you selected this volume group to be the archive volume group, and there is already a designated archive volume group, the *Attention* dialog box will inform you of this, and instruct you to remove the current archive volume group. To proceed:
 - a. Click **OK**
 - b. Identify the current archive volume group by the *Archive Volume Group* icon () to the left of the volume group name.
 - c. Select the volume group that is the current archive volume group, click the pencil icon (), deselect the checkbox, and then click **Save**.
 - d. Add the new volume group, and select the checkbox to set it as the *Archive Volume Group*.

Editing a Volume Group


1. In VideoXpert Storage Portal, click the **Volumes** tab.
2. At the bottom right of the *Volume Groups* panel, click the pencil icon ()
3. In the *Edit Volume Group* dialog box:
 - a. (Optional) Enter a value in the *Name* field.
 - b. Click to select or deselect the checkbox for *Designate this Volume Group as the Archive Volume Group*.
 - c. Click **Save**.
4. If you selected this volume group to be the archive volume group, and there is already a designated archive volume group, the *Attention* dialog box will inform you of this, and instruct you to remove the current archive volume group. To proceed:
 - a. Click **OK**
 - b. Identify the current archive volume group by the *Archive Volume Group* icon () to the left of the volume group name.
 - c. Select the volume group that is the current archive volume group, click the pencil icon (), deselect the checkbox, and then click **Save**.
 - d. Add the new volume group, and select the checkbox to set it as the *Archive Volume Group*.

Deleting a Volume Group


1. In VideoXpert Storage Portal, click the **Volumes** tab.
2. Click to select the volume group to be deleted.
3. At the bottom right of the *Volume Groups* panel, click the trashcan icon ()

4. In the *Delete Volume Group* dialog box, click **OK**.
5. If you deleted the archive volume group, edit another volume group and select the checkbox to set it as the *Archive Volume Group*.
6. If there is no designated archive volume group, the system will not archive video.


Creating a New Volume

1. In VideoXpert Storage Portal, click the **Volumes** tab.
2. In the *Volume Groups* panel, click to select a *Volume Group* to which the new Volume will be assigned.
3. At the bottom right of the *Volumes* (center) panel, click the plus sign icon ().
4. In the *Create New Volume Group* dialog box:
 - a. Enter a value in the *Path* field.
 - b. Click to select or deselect the checkbox for *Requires credentials*. If you select this checkbox, enter values in the *Username*, *Password*, and *Domain* fields.
 - c. Enter or select a value in the *Buffer Size* field.
 - d. Click to select or deselect the checkbox for *Reserve bandwidth for this volume*.
 - e. Click **OK**.

Editing a Volume

1. In VideoXpert Storage Portal, click the **Volumes** tab.
2. In the *Volumes* (center) panel, click to select the volume to edit.
3. At the bottom right of the *Volumes* panel, click the pencil icon ().
4. In the *Edit Volume Path* dialog box:
5. (Optional) Enter a value in the *Path* field.
6. (Optional) Click to select or deselect the checkbox for *Requires credentials*. If you select this checkbox, enter values in the *Username*, *Password*, and *Domain* fields.
7. (Optional) Enter or select a value in the *Buffer Size* field.
8. Click to select or deselect the checkbox for *Reserve bandwidth for this volume*.
9. Click **Save**.

Deleting a Volume

1. In VideoXpert Storage Portal, click the **Volumes** tab.
2. In the **Volumes** (center) panel, click to select the volume to be deleted.
3. At the bottom right of the *Volumes* panel, click the trashcan icon ().
4. In the *Delete Volume* dialog box, click **OK**.

Associating Devices With a Volume

If you have more than one non-archive volume group, you can associated devices (cameras) with specific volume groups. This enables you to control data streams between the system and the volume groups.

1. In VideoXpert Storage Portal, click the **Volumes** tab.
2. In the *Volume Groups* (left) panel, click to select the volume group with which you will associate devices.

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3. In the *Associated Devices* (right) panel, click the pencil icon (✎).
4. In the *Edit Devices in Volume Group “[group name]”* dialog box, click to select or deselect the checkboxes for the devices to associate with the volume group, and then click **Save**.
5. (Optional) Use the filter to show a subset of the devices in a volume group:
 - a. In the *Volume Groups* (left) panel, click to select the volume group.
 - b. In the *Associated Devices* (right) panel, in the *Filter* field, type in a value (for example “IP”).

Viewing Storage Assignments

You can check the status of individual streams and whether or not they are recording from the VideoXpert Storage Portal Assignments page.

1. In VideoXpert Storage Portal, click the **Assignments** tab.
2. In the *Recorders* (left) panel, click to select a recorder.
3. Scroll through the device list to see the *Name*, *ID*, *IP address*, and *Status* of each device.
4. Hover over a device name or ID to see the full text.

Changing the Password

1. In VideoXpert Storage Portal, in the upper right corner of the window, click **Change Password**.
2. Enter the current password and new password in the appropriate fields.
3. Click **Change Password**.
4. In the *Success* dialog box, click **OK**.
5. Login to VideoXpert Storage Portal using the new password.

Logging Out

To log out of VideoXpert Storage Portal, in the upper right corner of the window, click **Logout**.



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