



819 North Milwaukee Ave., Chicago, IL, 60622
Phone: 312.787.7795 Fax: 773.751.0683

Servntec CD Backup

- Unlock system (ID: admin, Password: 1111)
- Click **Search** icon (magnifying glass)
- Select date from calendar to the right of the screen
- Select **Hour/Minute** from the timeline at the bottom, and the camera you would like to view
- Double-click the black bar to switch between minutes and hours
- Use the slider above the playback buttons to speed up or slow down the video
- After identifying the time range that you need to record, click the **BACKUP** button at the top right of the screen (Floppy Disk)
- Click **SAVE AVI** (time range)
- Select camera
- Select Start/End time
- Click **SYNC** button
- Name Avi file- Click button to the right, name the file, and save to desktop
- Press **START**, and then press **CANCEL** when finished writing
- Close DVR software
- Insert CD
- Double-click **MY COMPUTER**
- Drag files from Desktop onto the CD drive
- Click **FILE**- Write these files to CD, and follow instructions